



TIMMINS POLICE SERVICE BOARD Regular Meeting Agenda

*Thursday, September 12, 2024 at 11:00 AM
Timmins Police Service 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:

Sydney Lecky, Chief of Police
Darren Dinell, Acting Deputy Chief of Police
Paula Del Guidice, Chief Human Resources Executive

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
September 12, 2024 meeting of the Timmins Police
Services Board be approved.

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

a) Approval of Previous Minutes (R)

BE IT RESOLVED THAT the minutes of the August 8, 2024
and September 4, 2024 meeting be approved.

6. BUSINESS ARISING FROM THE MINUTES

4 - 12

7. NEW BUSINESS

- a) **Update on Activities - Chief Lecky**
- b) **Indigenous Advisory Committee Update - Chief Lecky**
- c) **Statistical Report - Chief Lecky/A/Deputy Chief Dinel**
- d) **Creation of Policy Committee - Chair Grenke (R)**

13 - 20

BE IT RESOLVED THAT the Timmins Police Service Board create a policy committee to review requirements under the CSPA.

- e) **Request for 2023 Surplus - Chair Grenke (R)**

BE IT RESOLVED THAT the Timmins Police Service Board requests the surplus from the 2023 budgeted amount of their annual budget passed on December 14, 2022, in the amount of \$456,823.00 to be used for capital projects.

- f) **Mandatory Thematic Training - Chair Grenke**

21

- g) **Resignation of Full-Time 911 Communications Clerk - Chief Lecky**

BE IT RESOLVED THAT the Timmins Police Service Board approves the resignation of Heather Barkel.

22 - 23

- h) **Offer to Hire of Full-Time 911 Communication Operator and Full-Time Records Clerk - Chief Lecky (R)**

BE IT RESOLVED THAT the Timmins Police Service Board approve the hiring of Kayla Villeneuve and Cassandra Couture for the Full-Time 911 Communication Operator position.

BE IT RESOLVED THAT the Timmins Police Service Board approve the hiring of Kera Hamelin for the Full-Time Records Clerk position.

24 - 45

- i) **2023 Annual Report - Chief Lecky (R)**

BE IT RESOLVED THAT the Timmins Police Service Board accept the 2023 Annual Report and make the copy available to the public on the Timmins Police Service website.

46 - 533

- j) **Correspondence - Dave Landers**

8. OTHER MATTERS

9. CLOSED MEETING (if required)

- a) **Closed Meeting - Chair Grenke (R)**

BE IT RESOLVED THAT the Timmins Police Service Board does hereby proceed into a closed meeting for consideration of confidential matters pursuant to

Section 44 of the Community Safety and Policing Act section:

(b) personal matters about an identifiable individual, including members of the police service or any other employees of the board;

(d) labour relations or employee negotiations;

(j) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the board;

(k) information that section 8 of the Municipal Freedom of Information and Protection of Privacy Act would authorize a refusal to disclose if it were contained in a record;

10. NEXT MEETING

- a) The next meeting is October 10, 2024.

11. ADJOURNMENT



**TIMMINS POLICE SERVICES BOARD
Regular Meeting Minutes**

**Thursday, August 8, 2024 at 10:30 AM
Timmins Police Service Community Boardroom**

-
- Present:** Steve Black
Jamie Clarke
Kraymr Grenke
Dave Landers
Kristin Murray
Paula Del Guidice
Tina Perreault
- Absent:** Cheryl St-Amour
- Police Services Advisor:** Tom Gervais
- Timmins Police Service:** Sydney Lecky, Chief of Police
- Guest:**

1. **CALL TO ORDER**
 - a) This meeting was called to order at 10:34 am.
2. **LAND ACKNOWLEDGEMENT**
 - a) Land acknowledgment completed.
3. **APPROVAL OF AGENDA**
 - a) Approval of Agenda (R)

**2024-48
Moved by Kristin Murray
Seconded by Jamie Clarke**

BE IT RESOLVED THAT the agenda for the August 8, 2024, be amended by adding the following item:

- Ad-hoc Finance Committee

- Retirement and Resignation

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

- a) There were no declarations of pecuniary interest.

5. APPROVAL OF PREVIOUS MINUTES

- a) Approval of Previous Minutes (R)

2024-49
Moved by Jamie Clarke
Seconded by Kristin Murray

BE IT RESOLVED THAT the minutes of the July 18, 2024 meeting be approved.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

7. NEW BUSINESS

- a) **Update on Activities - Chief Lecky**

Chief Lecky provided an overview of the activities he took part in which included various meetings, and the attendance to a sacred fire hosted by a community partner.

- b) **Indigenous Advisory Committee Update - Chief Lecky**

There was no Indigenous Advisory Committee meeting.

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

No report submitted this month.

- d) **Report on Community Safety and Well-Being Plan Systems Leadership Committee - Chief Lecky/Mr. Clarke**

Secretary Landers provided an overview of the Community Safety and Well-Being Leadership Committee meeting which included information on the key pillars for the City of Timmins: Youth Engagement, Mental Health and Addiction, Homelessness, Safety and Well-Being, and the new pillar, Gender Based Violence.

- e) **New Communications Coordinator (R) - Chair Grenke**

Chief Lecky shared his enthusiasm for having Michelle on board which will help advance the Timmins Police Service initiatives.

Councillor Black joined the meeting at 10:47 am.

2024-50

**Moved by Jamie Clarke
Seconded by Kristin Murray**

The Timmins Police Service Board appoints Michelle St.Louis as the Communications Coordinator for the Timmins Police Service effective September 3, 2024.

CARRIED

f) Offer to Hire - Cadet Recruit in Training (R) - Chief Lecky

**2024-51
Moved by Kristin Murray
Seconded by Jamie Clarke**

BE IT RESOLVED THAT the Timmins Police Service Board hire Kyle Levis as Cadet Recruit in Training effective August 26, 2024.

CARRIED

**2024-52
Moved by Kristin Murray
Seconded by Jamie Clarke**

BE IT RESOLVED THAT the Timmins Police Service Board hire Joel Lachance as Cadet Recruit in Training effective August 26, 2024.

CARRIED

**2024-53
Moved by Kristin Murray
Seconded by Jamie Clarke**

BE IT RESOLVED THAT the Timmins Police Service Board hire Oneich Samuels as Cadet Recruit in Training effective August 26, 2024.

CARRIED

g) Correspondence - Secretary Landers

8. CLOSED MEETING

a) Closed Meeting (R)- Chair Grenke

**2024-54
Moved by Jamie Clarke
Seconded by Kristin Murray**

BE IT RESOLVED THAT the Timmins Police Service Board does hereby proceed into a closed meeting for consideration of confidential matters pursuant to Section 44 of the Community Safety and Policing Act section at 10:53 pm:

(d) labour relations or employee negotiations;

(j) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the board.

CARRIED

9. OTHER MATTERS

a) Ad-hoc Finance Committee - Chair Grenke

Chair Grenke asked for the Board's support to have City Staff create the 2025 budget.

2024-55

Moved by Jamie Clarke

Seconded by Steve Black

BE IT RESOLVED THAT the Timmins Police Service Board create an ad-hoc Finance Committee to work with the City Finance Department to create the 2025 budget.

CARRIED

b) Retirement and Resignation (R)- Chief Lecky

Sergeant Yee and Constable Barkel were thanked for their service with the Timmins Police Service.

2024-56

Moved by Steve Black

Seconded by Kristin Murray

BE IT RESOLVED THAT the Timmins Police Service Board accept the retirement of Sergeant Lorne Yee and the resignation of Constable Christopher Barkel.

CARRIED

Retirement and Resignation - Yee and Barkel

10. NEXT MEETING

a) Next meeting is September 12, 2024.

11. ADJOURNMENT

2024-57

Moved by Kristin Murray

Seconded by Jamie Clarke

BE IT RESOLVED THAT the meeting be adjourned at 12:10 pm

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 Service Board
FROM: Chief Sydney Lecky
CC:
DATE: August 8th, 2024
RE: Retirements/Resignations

Retirement

Sergeant Lorne Yee has been employed with the Timmins Police Service for 31 years. He has been involved in a variety of functions including Criminal Investigations, Professional Standards, and Recruitment. He submitted a notification of his retirement to take effect on July 31st, 2024. He attended the police office for his last day where staff acknowledged his dedication to service and congratulated him on a well-deserved retirement.

Resignation

Constable Christopher Barkel was hired by the Board on January 2nd, 2019 and has been employed as a Recruit-in-Training and Police Constable since that time. He submitted a letter of resignation to take effect on August 4th, 2024. An exit interview was completed with him prior to his departure.

I recommend accepting Sergeant Yee's retirement and Constable Barkel's resignation, pending Board approval.

Sydney Lecky
Chief of Police



**TIMMINS POLICE SERVICES BOARD
Regular Meeting Minutes**

**Wednesday, September 4, 2024 at 9:30 AM
Webex Video Conferencing**

-
- Present:** Jamie Clarke
Kraymr Grenke
Kristin Murray
Paula Del Guidice
Tina Perreault
- Absent:** Steve Black
Dave Landers
Cheryl St-Amour
- Police Services Advisor:** Tom Gervais
- Timmins Police Service:** Sydney Lecky, Chief of Police
Darren Dinel, Acting Deputy Chief of Police

Guest:

1. **CALL TO ORDER**
This meeting was called to order at 9:32 am.

2. **APPROVAL OF AGENDA**
a) **Approval of Agenda**

2024-58
Moved by Kristin Murray
Seconded by Jamie Clarke

BE IT RESOLVED THAT the agenda for the September 4, 2024, be amended by adding the following item:
proceed into a closed meeting for consideration of confidential matters pursuant to Section 44 of the Community Safety and Policing Act.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

4. NEW BUSINESS

a) Appointment of Special Constables - Chief Lecky (R)

2024-59

Moved by Jamie Clarke

Seconded by Kristin Murray

BE IT RESOLVED THAT the Timmins Police Service Board approves Special Constable appointments for Fanny Collin, Brandon Prazeres, and Maryssa Gadoury and issue certificates of appointment.

CARRIED

5. CLOSED MEETING

a) Closed Meeting - Chair Grenke (R)

2024-60

Moved by Kristin Murray

Seconded by Jamie Clarke

BE IT RESOLVED THAT the Timmins Police Service Board does hereby proceed into a closed meeting for consideration of confidential matters pursuant to Section 44 of the Community Safety and Policing Act section at 9:35 am:

(d) labour relations or employee negotiations

CARRIED

6. ADJOURNMENT

2024-61

Moved by Kristin Murray

Seconded by Jamie Clarke

BE IT RESOLVED THAT the meeting be adjourned at 9:44.

CARRIED

CHAIR

SECRETARY



TIMMINS POLICE SERVICE - STATISTICAL REPORT

CITIZEN GENERATED CALLS FOR SERVICE

Categories	January-June 2023				January-June 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 (%)
Not UCR Classified	0.1%				1.0%				
Violent Crime	487	42.5	54.2	96.5	490	47.3	46.1	94.7	0.6
Assault	276	49.6	48.9	97.5	256	57.8	37.9	95.7	-7.2
Attempt murder	0	0.0	0.0	0.0	1	100.0	0.0	100.0	100.0
Homicide	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Robbery	10	40.0	40.0	100.0	10	90.0	10.0	100.0	0.0
Sexual Assault	48	35.4	50.0	100.0	44	34.1	40.9	95.5	-8.3
Threats	105	30.5	67.6	95.2	123	26.0	67.5	91.9	17.1
Weapons	48	35.4	62.5	89.6	56	48.2	48.2	94.6	16.7
Property Crime	1,259	20.0	76.4	96.1	1,161	18.6	74.3	79.4	-7.8
Arson	11	36.4	63.6	100.0	11	63.6	36.4	100.0	0.0
Break & Enter	205	20.0	75.6	96.6	122	23.0	72.1	91.0	-40.5
Fraud	120	14.2	79.2	97.5	116	7.8	69.0	88.8	-3.3
Mischief	176	22.2	77.3	95.5	158	26.6	69.0	84.2	-10.2
Possess stolen property	8	62.5	37.5	100.0	3	33.3	66.7	100.0	-62.5
Property damage	2	0.0	100.0	50.0	1	0.0	100.0	0.0	-50.0
Shoplift	282	25.9	70.9	98.2	243	19.3	75.3	75.3	-13.8
Stolen vehicle	18	33.3	44.4	100.0	15	20.0	66.7	100.0	-16.7
Theft	333	19.8	77.2	93.7	421	18.3	76.0	71.5	26.4
Theft from vehicle	104	1.0	95.2	96.2	71	2.8	93.0	87.3	-31.7
Drug Offences	37	5.4	91.9	78.4	28	10.7	82.1	64.3	-24.3
Social Disorder	4,318	3.1	96.6	19.6	4,231	4.2	95.2	21.3	-2.0
Ambulance assistance	164	0.0	100.0	6.1	153	0.0	100.0	2.6	-6.7
Attempt/threat suicide	109	0.0	99.1	93.6	100	0.0	96.0	81.0	-8.3
Disturb the peace	90	7.8	92.2	30.0	112	16.1	83.0	45.5	24.4
Domestic dispute	309	13.9	85.8	93.9	389	20.6	78.7	95.9	25.9
Family dispute	147	0.0	100.0	54.4	110	0.0	99.1	57.3	-25.2
Harassment	60	11.7	86.7	86.7	92	9.8	83.7	76.1	53.3
Liquor license act	70	91.4	8.6	15.7	49	89.8	10.2	10.2	-30.0
Mental health act	246	0.0	99.6	53.7	243	0.0	100.0	54.7	-1.2
Missing person	25	4.0	88.0	92.0	23	0.0	69.6	95.7	-8.0
Neighbour dispute	90	1.1	98.9	35.6	71	0.0	100.0	38.0	-21.1
Noise complaint	346	0.9	99.1	1.7	305	3.3	96.7	1.0	-11.8
Prevent breach/peace	18	5.6	94.4	38.9	23	8.7	91.3	26.1	27.8
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	928	0.3	99.5	4.3	816	0.2	99.8	2.0	-12.1
Suspicious vehicle	368	0.0	100.0	1.6	242	0.4	98.8	0.8	-34.2
Trouble with youth	31	0.0	100.0	9.7	18	0.0	100.0	5.6	-41.9
Unwanted person	1,317	0.5	99.5	2.0	1,485	0.7	99.2	2.9	12.8
Traffic	898	13.3	86.7	58.8	998	13.2	86.8	51.9	11.1
Motor Vehicle Collision	567	19.8	80.2	92.1	577	21.8	78.2	88.2	1.8
Traffic Complaint	331	2.1	97.9	1.8	421	1.4	98.6	2.1	27.2
Police Assistance	2,045	0.0	99.8	11.1	1,954	0.1	99.4	10.0	-4.4
Police Information	662	0.0	99.5	5.3	738	0.0	99.5	5.4	11.5
Other	2,174	25.5	74.1	38.1	2,006	25.0	73.7	33.5	-7.7
Total	11,880	10.7	88.6	35.1	11,606	10.9	87.6	32.1	-2.3

DATA SOURCE: NICHE RMS

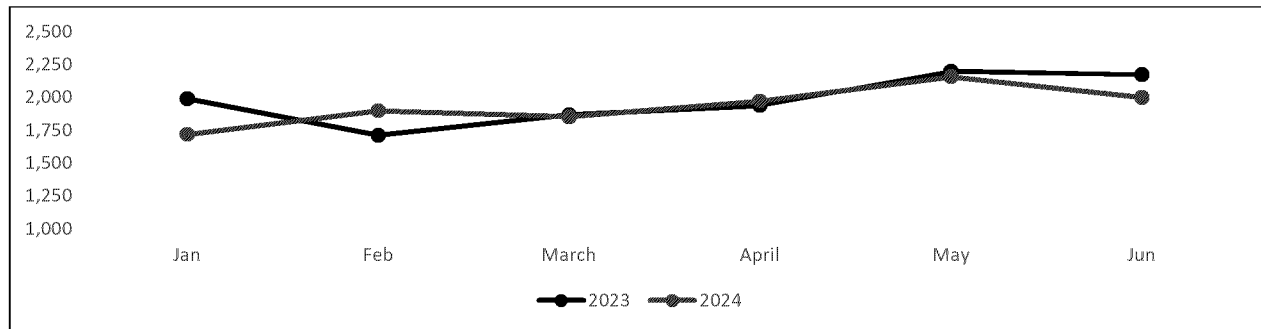


TIMMINS POLICE SERVICE - STATISTICAL REPORT

CITIZEN GENERATED CALLS FOR SERVICE by CATEGORY

Categories	January-June 2023				January-June 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 (%)
Violent Crime	487	42.5	54.2	96.5	490	47.3	46.1	94.7	0.6
Property Crime	1,259	20.0	76.4	96.1	1,161	18.6	74.3	79.4	-7.8
Drug Offences	37	5.4	91.9	78.4	28	10.7	82.1	64.3	-24.3
Social Disorder	4,318	3.1	96.6	19.6	4,231	4.2	95.2	21.3	-2.0
Traffic	898	13.3	86.7	58.8	998	13.2	86.8	51.9	11.1
Police Assistance	2,045	0.0	99.8	11.1	1,954	0.1	99.4	10.0	-4.4
Police Information	662	0.0	99.5	5.3	738	0.0	99.5	5.4	11.5
Other	2,174	25.5	74.1	38.1	2,006	25.0	73.7	33.5	-7.7
Total	11,880	10.7	88.6	35.1	11,606	10.9	87.6	32.1	-2.3

CITIZEN GENERATED CALLS FOR SERVICE by MONTH



CITIZEN GENERATED CALLS FOR SERVICE by CATEGORY and MONTH

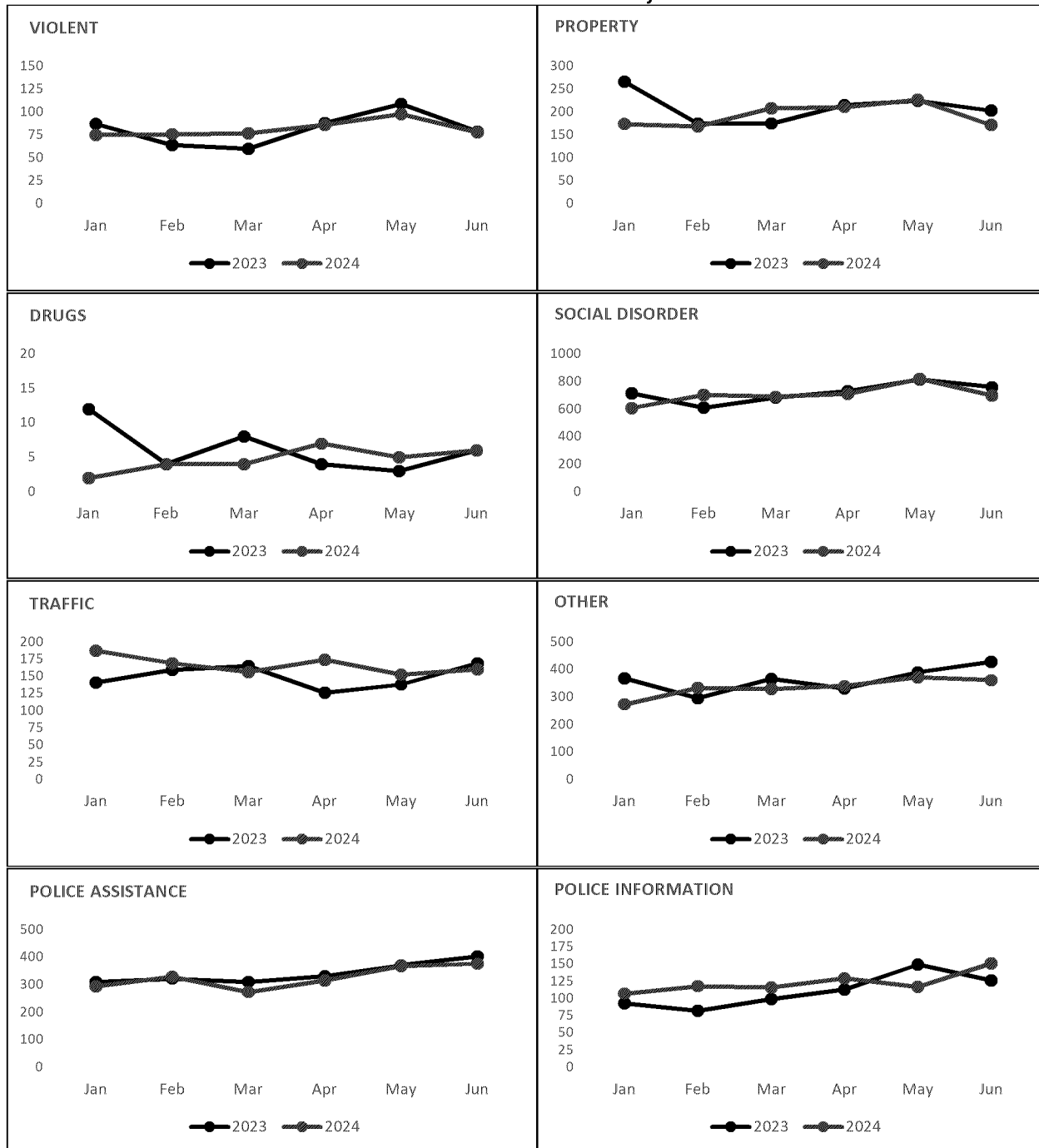
	January-June 2023									January-June 2024									2023/2024
	Violent	Prop	Drugs	SD	Traff	Oth	Assist	Info	Total	Violent	Prop	Drugs	SD	Traff	Oth	Assist	Info	Total	% Change
Jan	87	266	12	715	141	367	310	93	1,991	75	174	2	608	187	273	294	107	1,720	-13.6
Feb	64	175	4	611	159	295	322	82	1,712	76	169	4	704	169	333	328	118	1,901	11.0
Mar	60	175	8	685	165	365	310	99	1,867	77	208	4	690	156	329	273	116	1,853	-.7
Apr	88	215	4	732	126	331	330	113	1,939	86	211	7	711	174	339	315	129	1,972	1.7
May	109	225	3	815	138	389	370	149	2,198	98	227	5	820	152	371	368	117	2,158	-1.8
Jun	79	203	6	760	169	427	403	126	2,173	78	172	6	698	160	361	376	151	2,002	-7.9
Total	487	1,259	37	4,318	898	2,174	2,045	662	11,880	490	1,161	28	4,231	998	2,006	1,954	738	11,606	-2.3

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-June 2023			January-June 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	0.0
February	1,712	0	0.0	1,901	11	0.1
March	1,867	0	0.0	1,853	17	0.1
April	1,939	2	0.0	1,972	21	0.2
May	2,198	3	0.0	2,158	41	0.4
June	2,173	1	0.0	2,002	27	0.2
Total	11,880	7	0.1	11,606	119	1.0

DATA SOURCE: NICHE RMS



TIMMINS POLICE SERVICE - STATISTICAL REPORT

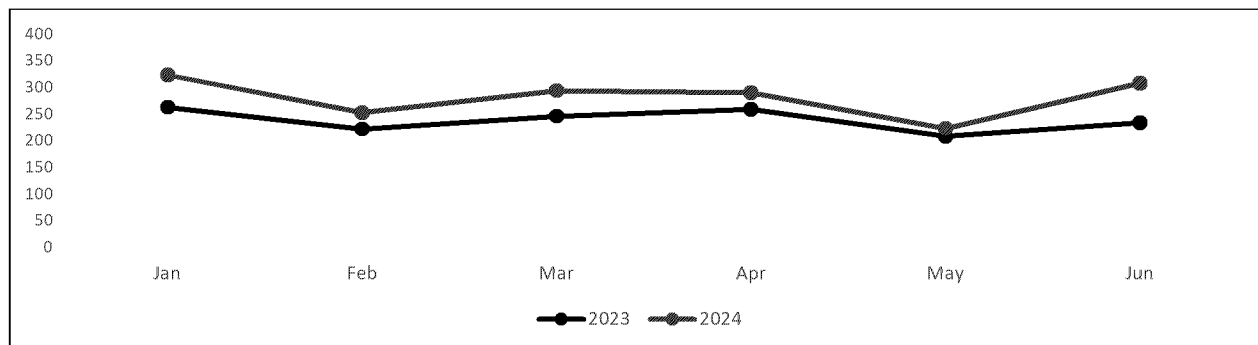
OFFICER GENERATED INCIDENTS

Categories	January-June 2023				January-June 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	3	0.0	100.0	0.0	4	0.0	100.0	0.0	33.3
Community Services	113	0.0	99.1	11.5	70	0.0	100.0	0.0	-38.1
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	59	66.1	33.9	67.8	55	54.5	45.5	54.5	-6.8
R.I.D.E.	10	10.0	90.0	0.0	3	0.0	100.0	0.0	-70.0
Routine traffic stop	78	2.6	97.4	1.3	84	13.1	85.7	3.6	7.7
Enforcement H.T.A.	1,054	33.5	66.5	4.4	1,342	41.4	58.6	3.6	27.3
Warrants	115	4.3	94.8	10.4	131	6.9	92.4	9.9	13.9
Total	1,432	27.9	71.9	7.8	1,690	35.8	71.9	5.6	18.0

OFFICER GENERATED INCIDENTS BY MONTH & YEAR

Month	January-June 2023	January-June 2024	2023/2024
	Actual	Actual	Percent Change (%)
January	263	323	22.8
February	222	252	13.5
March	246	294	19.5
April	259	290	12.0
May	208	223	7.2
June	234	308	31.6
Total	1,432	1,690	18.0

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 TPS 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



TIMMINS POLICE SERVICE - STATISTICAL REPORT

CITIZEN GENERATED* CALLS FOR SERVICE

Categories	June 2023				June 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 (%)
Not UCR Classified	0.04%				1.3%				
Violent Crime	75	38.7	49.3	93.3	78	43.6	50.0	92.3	4.0
Assault	34	55.9	35.3	94.1	48	47.9	45.8	95.8	41.2
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	1	0.0	100.0	100.0	0	0.0	0.0	0.0	-100.0
Sexual Assault	7	28.6	42.9	100.0	4	25.0	50.0	100.0	-42.9
Threats	30	26.7	63.3	93.3	14	42.9	50.0	92.9	-53.3
Weapons	3	0.0	66.7	66.7	12	33.3	66.7	75.0	300.0
Property Crime	211	12.8	68.7	96.2	172	15.7	76.7	58.1	-18.5
Arson	1	0.0	100.0	100.0	4	75.0	25.0	100.0	300.0
Break & Enter	30	16.7	63.3	100.0	11	27.3	72.7	81.8	-63.3
Fraud	19	0.0	68.4	100.0	12	8.3	66.7	66.7	-36.8
Mischief	30	13.3	76.7	100.0	34	26.5	67.6	76.5	13.3
Possess stolen property	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Property damage	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Shoplift	41	17.1	65.9	95.1	19	0.0	100.0	21.1	-53.7
Stolen vehicle	3	33.3	66.7	100.0	1	100.0	0.0	100.0	-66.7
Theft	74	13.5	63.5	91.9	80	12.5	77.5	53.8	8.1
Theft from vehicle	13	0.0	100.0	100.0	11	0.0	100.0	45.5	-15.4
Drug Offences	6	0.0	83.3	83.3	6	33.3	50.0	66.7	0.0
Social Disorder	763	2.9	95.0	18.7	698	5.4	94.3	23.2	-8.5
Ambulance assistance	26	0.0	100.0	0.0	36	0.0	100.0	0.0	38.5
Attempt/threat suicide	16	0.0	93.8	87.5	15	0.0	100.0	80.0	-6.3
Disturb the peace	19	5.3	84.2	31.6	21	28.6	71.4	38.1	10.5
Domestic dispute	44	11.4	79.5	95.5	72	22.2	77.8	94.4	63.6
Family dispute	28	0.0	100.0	57.1	23	0.0	100.0	60.9	-17.9
Harassment	15	13.3	66.7	93.3	13	30.8	69.2	92.3	-13.3
Liquor license act	11	90.9	9.1	18.2	11	90.9	9.1	9.1	0.0
Mental health act	42	0.0	100.0	45.2	38	0.0	100.0	60.5	-9.5
Missing person	3	0.0	66.7	100.0	4	0.0	50.0	100.0	33.3
Neighbour dispute	17	0.0	100.0	29.4	14	0.0	100.0	42.9	-17.6
Noise complaint	52	0.0	100.0	1.9	34	2.9	97.1	0.0	-34.6
Prevent breach/peace	4	0.0	100.0	50.0	6	16.7	83.3	0.0	50.0
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	213	0.9	98.6	4.7	142	0.0	100.0	2.8	-33.3
Suspicious vehicle	59	0.0	98.3	1.7	33	0.0	100.0	0.0	-44.1
Trouble with youth	8	0.0	100.0	0.0	3	0.0	100.0	0.0	-62.5
Unwanted person	206	1.0	97.6	3.9	233	0.0	100.0	4.3	13.1
Traffic	170	13.5	86.5	50.6	160	13.1	86.9	41.9	-5.9
Motor Vehicle Collision	96	21.9	78.1	88.5	78	26.9	73.1	84.6	-18.8
Traffic Complaint	74	2.7	97.3	1.4	82	0.0	100.0	1.2	10.8
Police Assistance	398	0.0	98.7	6.0	376	0.3	99.2	11.2	-5.5
Police Information	125	0.0	100.0	4.0	151	0.0	100.0	6.6	20.8
Other	425	23.8	73.6	34.1	361	23.3	74.8	32.4	-15.1
Total	2,173	9.3	87.0	31.3	2,002	10.3	88.2	28.7	-7.9

DATA SOURCE: NICHE RMS



TIMMINS POLICE SERVICE - STATISTICAL REPORT

**OFFICER GENERATED* INCIDENTS
TIMMINS POLICE SERVICE**

Categories	June 2023				June 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	
Bar Check	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Community Services	24	0.0	100.0	0.0	14	0.0	100.0	0.0	-41.7
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	6	66.7	33.3	66.7	12	33.3	66.7	33.3	100.0
R.I.D.E.	2	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Routine traffic stop	13	15.4	84.6	7.7	24	4.2	95.8	0.0	84.6
Enforcement H.T.A.	166	30.7	69.3	4.8	238	35.3	64.7	2.9	43.4
Warrants	22	4.5	95.5	4.5	20	0.0	95.0	20.0	-9.1
Total	234	24.8	75.2	6.0	308	28.9	75.2	4.9	31.6

DATA SOURCE: NICHE RMS

Timmins Police Service Board



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

TO: Timmins Police Service Board
FROM: Chief Sydney Lecky
CC:
DATE: September 12th, 2024
RE: Resignations

Civilian Heather Barkel was hired by the Board on October 29th, 2018 and has been employed as a 911 Communications Operator. She submitted a letter of resignation to take effect on September 2nd, 2024.

Information has been provided for Board awareness.

Sydney Lecky
Chief of Police

Timmins Police Service Board



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

TO: Timmins Police Service Board
FROM: Chief Sydney Lecky
CC:
DATE: September 12th, 2024
RE: Recommendation to Hire – 911 Communications Operators and Records Clerk

The Timmins Police Service advertised external postings for 911 Communications Operators and Records Clerks to fulfill current vacancies. Selection processes were completed and two applicants were recommended for full-time 911 Communications Operator positions and one person was recommended for a full-time Records Clerk position.

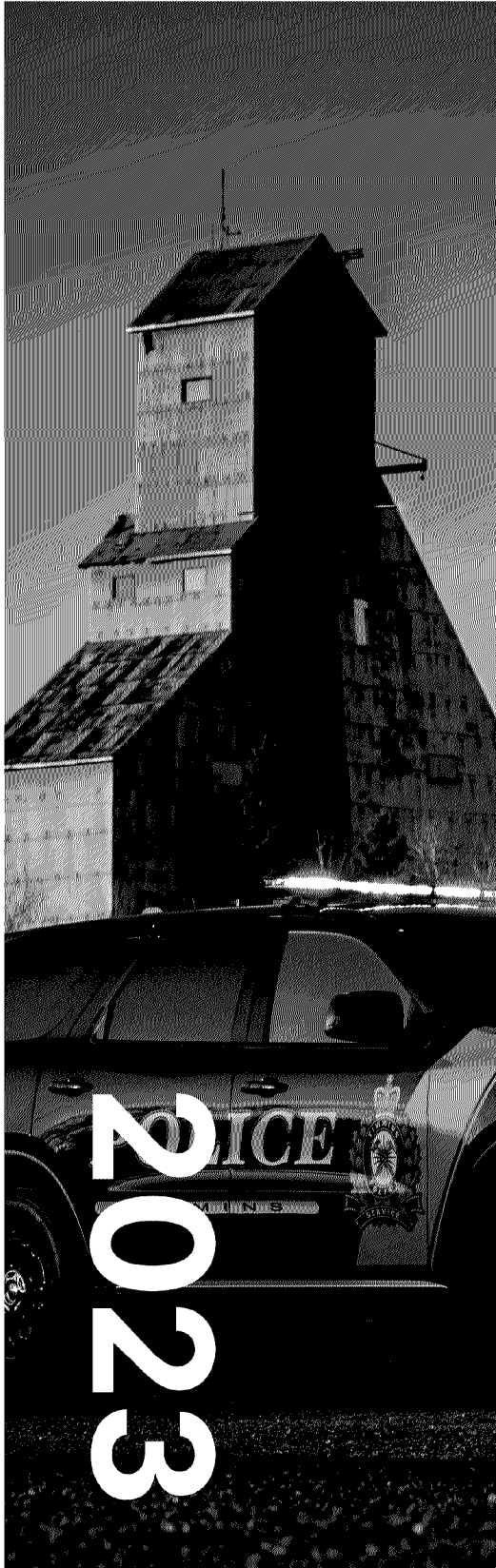
Kayla Villeneuve attended Ecole Secondaire Catholique Theriault and works in the community. A conditional offer to hire has been extended to her pending Board approval and other standard conditions. A schedule has been developed, so she can commence employment on September 23rd, 2024.

Cassandra Couture attended Ecole Secondaire Catholique Theriault and Northern College and works in the community. A conditional offer to hire has been extended to her pending Board approval and other standard conditions. A schedule has been developed, so she can commence employment on October 7th, 2024.

Kera Hamelin attended Roland Michener Secondary School and has been working in the community. A conditional offer to hire has been extended to her pending Board approval and other standard conditions. A schedule has been developed, so she can commence employment on September 16th, 2024.

I recommend hiring the three applicants.

Sydney Lecky
Chief of Police



TIMMINS POLICE SERVICE



Annual Report

705.264.1204
www.TimminsPolice.ca

Table of Contents



2023

SECTION 1: ABOUT US

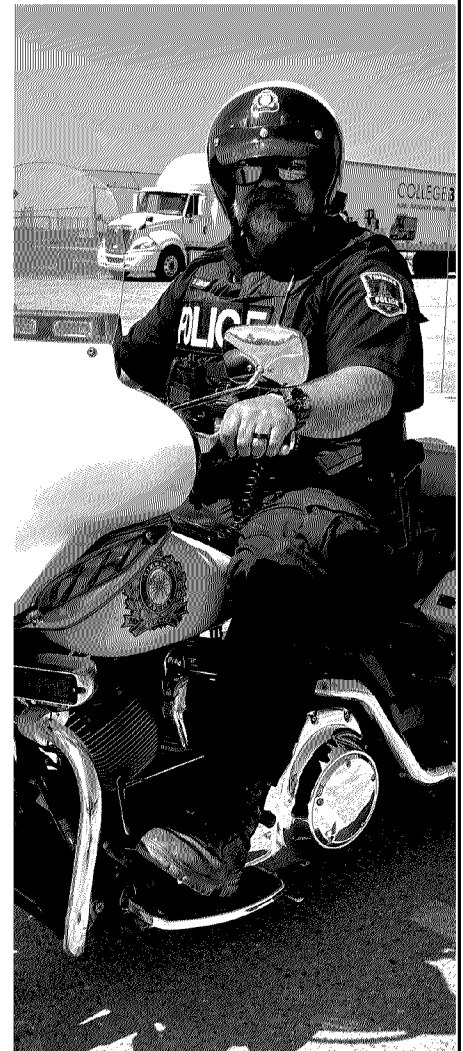
Message from Chief of Police	3
Timmins Police Services Board	4
Professional Standards	5

SECTION 2: COMMUNITY ENGAGEMENT & MOBILIZATION

Mobile Crisis Rapid Response Team	7
Outreach & Community Safety Team	8
Indigenous Advisory Committee	9

SECTION 3: OUR ACHIEVEMENTS

Recruitment	11
Records	12
911 Communications	13
Criminal Investigations Division	14
Drug Enforcement Unit	15
Traffic Services	16
Collection of Identifying Information in Certain Circumstances (CIICC)	17
Peer Support	19



Timmins Police Service

Annual Report

Message from Chief of Police

To the Citizens of Timmins,

I am honored to present the 2023 Annual Policing Report for the Timmins Police Service. Although I wasn't here in 2023 this has given me an opportunity to review some of the great work completed by our members and staff at the Timmins Police Service. This report highlights the efforts, achievements, and challenges we faced over the past year as we worked together to make our community a safer place.

2023 was a year marked by both successes and new challenges in the landscape of public safety. We witnessed the positive impact of our community partnerships, enhanced patrol strategies, and focused crime prevention programs. Our officers have continued to demonstrate professionalism and dedication in maintaining the safety and security of our community, responding to over 27,138 calls for service throughout the year. The total 9-1-1 calls for service handled by our 911 Communications Center was 29,915.

We continue to explore initiatives with our healthcare partners aimed at providing the right resources to those in need while reducing the burden on police and health care providers. Our efforts in community outreach have been crucial in fostering trust, understanding, and cooperation between our police officers and the public with particular emphasis on our marginalized community members. These initiatives aim to provide the right resources to those in need while reducing the burden on police and health care providers.

Despite these advancements, 2023 presented challenges, including incidents of property crime and substance abuse. Our team has worked tirelessly to address these issues through targeted enforcement efforts, ongoing training, and collaborations with other regional law enforcement agencies. We recognize that there is still work to be done, particularly in addressing the root causes of crime and social disorder.

We are committed to enhancing transparency, accountability, and responsiveness to the concerns of our citizens. We will continue to seek input from the community and work collaboratively to find solutions that will benefit everyone. As we move forward, our priority remains the well-being of all who live, work, and visit Timmins. We will continue to focus on proactive policing, building partnerships, and enhancing our service delivery to meet the evolving needs of the community.

On behalf of the Timmins Police Service, I want to extend my deepest gratitude to our officers, civilian staff, community partners, and most importantly, the people of Timmins for your continued support. Together, we will work toward a safer and more vibrant community in 2024. Thank you.

Sincerely,
Syd Lecky
Chief of Police, Timmins Police Service



Timmins Police Service Board

The Timmins Police Service is accountable to the Timmins Police Service Board, in keeping public's expectations of responsible oversight and attentive fiscal governance.

The Timmins Police Service Board is currently made up of two municipal appointees, two provincial appointees and two community appointees and they govern municipal policing in the city.



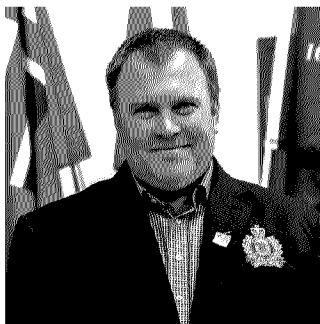
Kraymr Grenke
CHAIR



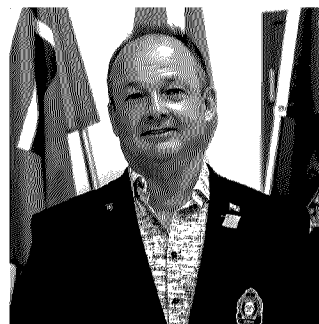
Cllr. Kristin Murray
VICE-CHAIR



Dave Landers
SECRETARY



Cllr. Steve Black
COUNCILLOR



Jamie Clarke
MEMBER AT LARGE



Cheryl St-Amour
MEMBER AT LARGE

Professional Standards

The Professional Standards Branch (PSB) is responsible for investigating all public complaints made with respect to the conduct of police officers and the policies and/or services delivered by the organization. In addition, PSB conducts all internal investigations authorized by the Chief of Police.

The Office of the Independent Police Review Director (OIPRD) is an arms-length agency of the Ontario Ministry of the Attorney General. This ensures that its findings are independent and separate from the government, the police and the community. The OIPRD provides an objective, impartial office to accept, process, and oversee the investigation of public complaints against Ontario police officers.



PUBLIC COMPLAINTS (ADMINISTERED BY THE OIPRD)

Substantiated	0
Unsubstantiated	6
Not in Public Interest to Proceed (OIRPD)	10
Withdrawn Complaints	0
Customer Resolution	0
Ongoing	0
TOTAL	16

INTERNAL COMPLAINTS (GENERATED BY CHIEF OF POLICE)

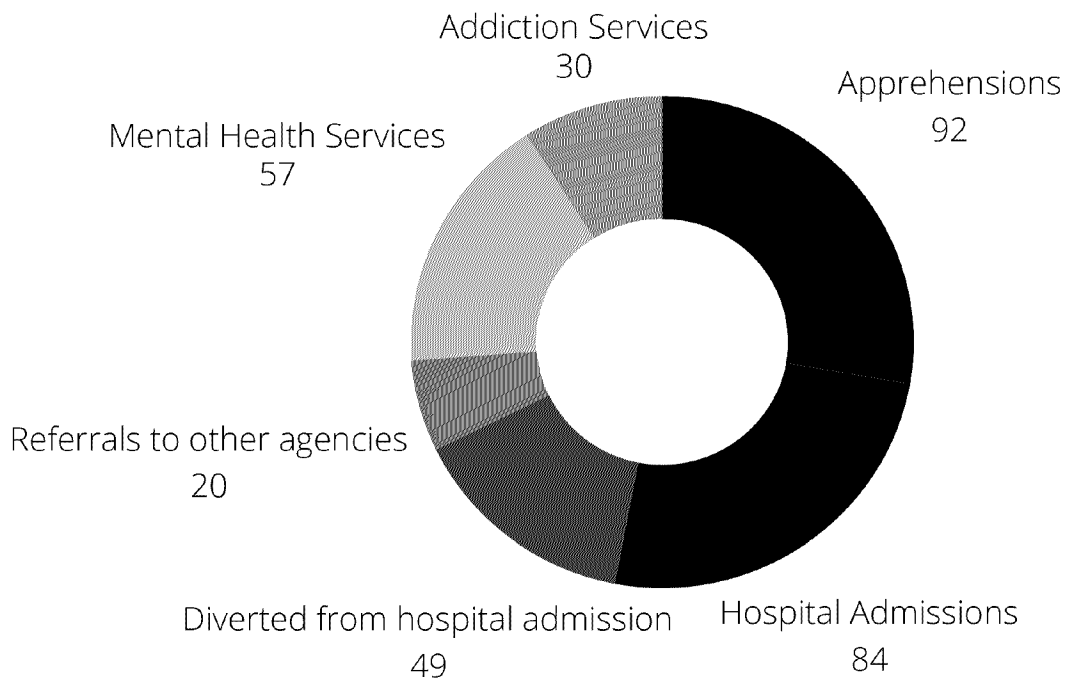
Substantiated	4
Unsubstantiated	1
TOTAL	5

SECTION 2: COMMUNITY ENGAGEMENT AND MOBILIZATION



Mobile Crisis Rapid Response Team (MCRRT)

The Mobile Crisis Rapid Response Team (MCRRT) completed its third full year as a mental health support program within the community. This highly specialized team liaises with local services, community, and health organizations, and other community stakeholders. MCRRT also performs follow-up with clients to provide encouragement and assess the need for additional community resources.



Note: 2023 saw a change in call response involving EMS. Due to client privacy and confidentiality, Police/MCRRT were removed from EMS calls for service unless requested by paramedics (e.g. overdose). As a result, MCRRT saw a decline in community agency referrals. Additionally, many clients involved in MCRRT calls for service have some form of connection with services in the community.

Outreach & Community Safety Team

Outreach is the activity of providing services to any population that might not otherwise have access to those services.

The Timmins Police Service has been active in the outreach community by being out in the community and engaging with a wide range of people. It has received positive feedback from the community as they work to improve a sense of community safety. Our Outreach activities have developed several positive relationships with clients and have assisted in obtaining medical aid, securing food, and housing, connecting to communities, providing a sense of belonging, and engaging people in our community.

The success of our outreach efforts is strongly due to the partnerships created with organizations such as outreach services offered by the Living Space, the Porcupine Health Unit, and the Mushkegowuk Fire Keepers. The Cochrane District Paramedic Service has also been integral in the immediate response to opiate poisonings, while the Timmins and District Hospital's Community Withdrawal Management Team (CWMT) have been able to provide direct and timely access to medical treatment paths. These partnerships have been vital in our response to the addiction crisis to encourage long-term treatment.



8 | TIMMINS POLICE SERVICE | ANNUAL REPORT 2023

Indigenous Advisory Committee



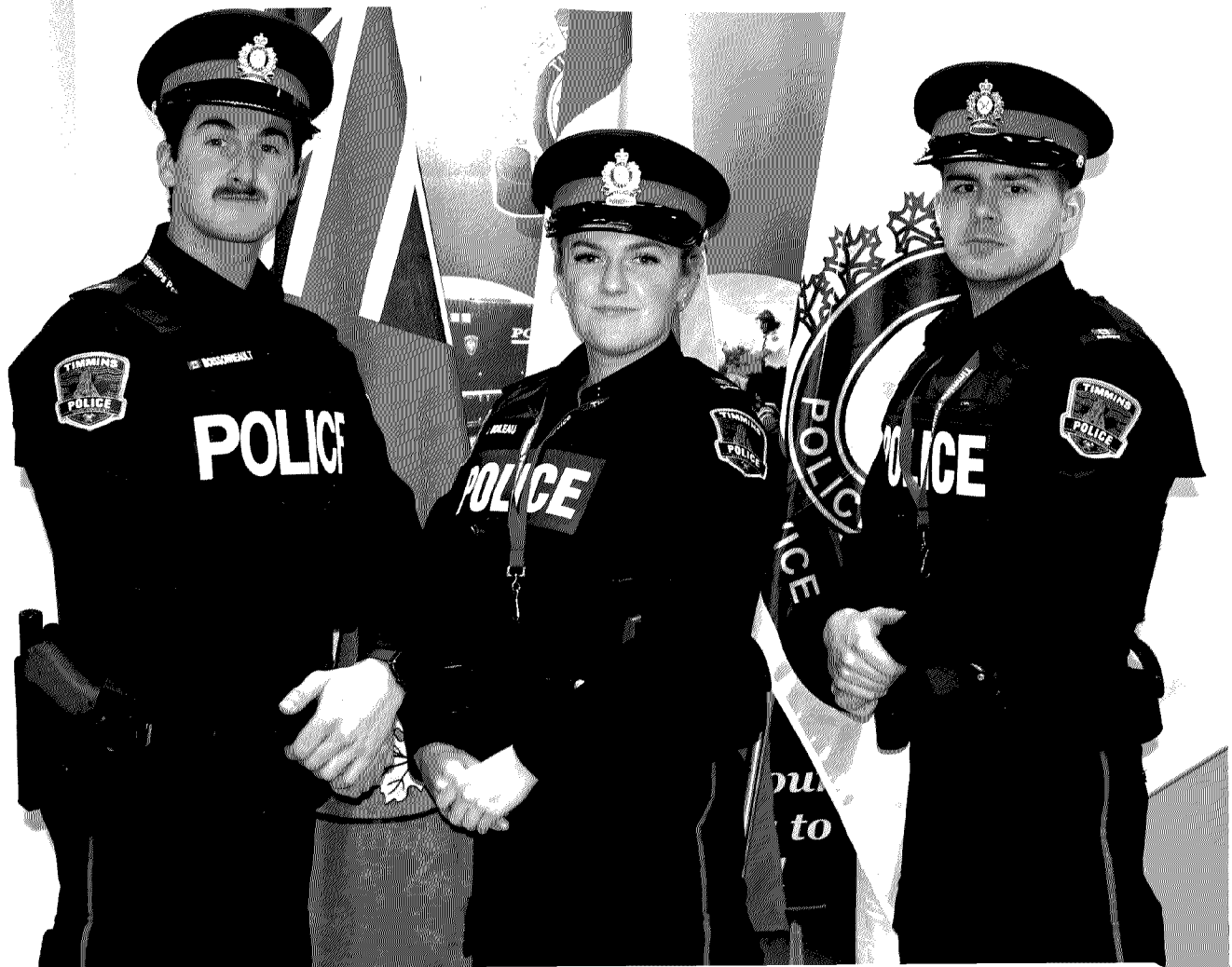
Over the past year, it continues to be the goal of Timmins Police to build on the positive relationships being created while continuing to collaborate with the many Indigenous organizations in the city and surrounding area. These relationships have led to ongoing educational opportunities related to culture, residential school experiences and resources available to our Indigenous population with the goal of improving experiences with the police. NAN Legal attended training days to enhance officer knowledge surrounding the Bail Supervision program and how we can contribute to collaborative efforts in responding to Indigenous issues.

The Tree of Hope project started in Thunder Bay continues here in Timmins with a tree being lit in front of the Timmins Police Service building. The Timmins Police Indigenous Advisory Committee has maintained this initiative to ensure our Tree of Hope remains lit 365 days of the year as a beacon of hope and to honour the many missing, murdered Indigenous women, girls and 2 spirit people in Canada. This year a plaque has been placed near the base of the tree as a means to educate the public of its importance.

The Indigenous Liaison also continues to engage in the planning and participation in many events organized by the different Indigenous partners regarding culturally significant events and ensuring participation by other Timmins Police Service members.



SECTION 3: OUR ACHIEVEMENTS



Recruitment

Cadets

- Joelle Bedard
- Ishan Bhullar
- Meghan Boileau
- Keegan Boissonneault
- Roch Dubuc
- James Hunter
- Payton Lauzon
- Andrew Lawrence
- Ben Loreto
- Brandon Petit
- Nicholas Vachon-Quehe

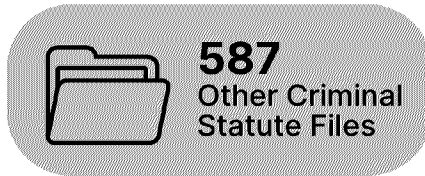
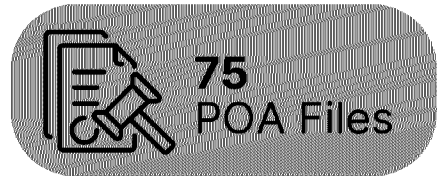
Experienced Officers

- Kyle Fountain
- Travis Hollands
- Justin Miller

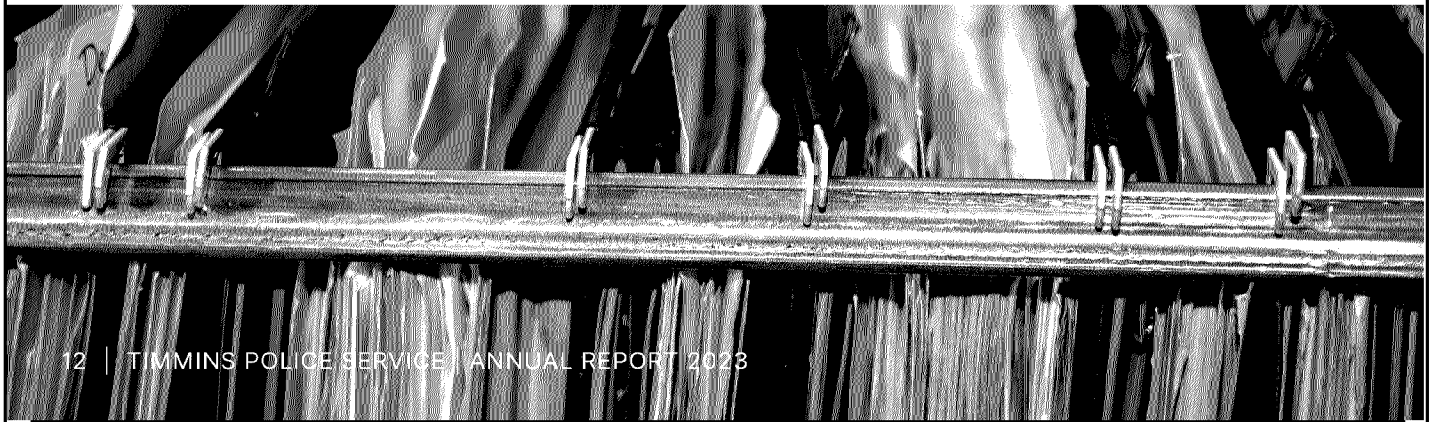
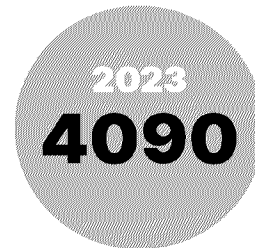
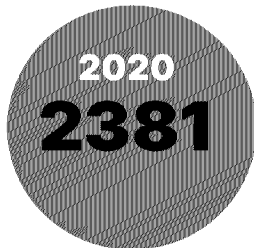
Civilian Staff

- **Allyson Ethier** (911 Communication Operator)
- **Alyssa-Charlie Ethier** (911 Communication Operator)
- **Joelle Meloche** (Clerk Steno & Court Clerk)
- **Michelle St Louis** (Clerk Steno & Court Clerk)
- **Liza Laverdure** (Clerk Steno & Court Clerk)
- **Debra MacDougall-Pultz** (Special Constable - Part-Time)
- **Mahan Singh** (Special Constable - Part-Time)

Records



Criminal Record Checks Completed



911 Communications

**In 2023, the Communication Centre answered:
29,915 9-1-1 calls (Approximately 81.9 calls/day)**

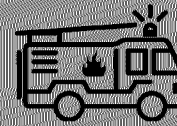
** These numbers do not include emergency calls received on the Ambulance emergency lines, non-emergency and internal calls relating to Police, Fire or Ambulance incidents.



27,138
Police



18,432
Ambulance



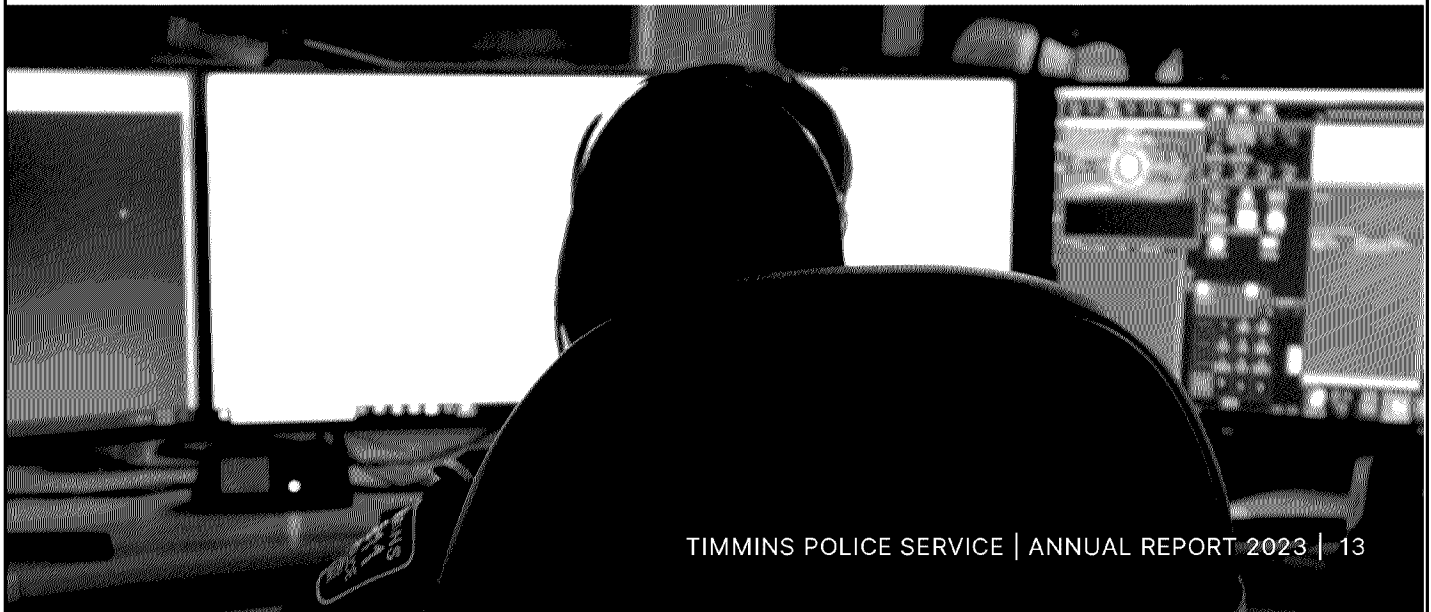
1,777
Fire

AREA COVERAGE:

Police: City of Timmins and surrounding 29 Townships

Ambulance: Hearst, Calstock, Kapuskasing, Smooth Rock Falls, Cochrane, Iroquois Falls, Matheson, Timmins, Foleyet, Gogama, Moonsonnee, Moose Factory, Attawapiskat, Fort Albany, Kashechewan

Fire: Armstrong, Brethour, Casey, Cobalt, Coleman, Dymond, Haileybury, Harley, Hilliard, Hudson, Iroquois Falls, Kearns, Latchford, New Liskeard, Opasatika, Thornloe, Timmins, Val Rita



Criminal Investigations Division

In 2023, the Timmins Police Service Criminal Investigations Division made significant strides in maintaining public safety and delivering justice.

Our investigators managed numerous high-profile cases throughout the year, showcasing their expertise and dedication to complex investigations. Over the year, 408 charges were laid, reflecting the division's commitment to thorough and effective law enforcement. Our investigators completed an impressive 5,285 reports, ensuring meticulous documentation and follow-through on each case. Among these, there were 94 sexual assault investigations, highlighting our ongoing efforts to support victims and pursue offenders in these serious crimes. An additional noteworthy case included a critical human trafficking investigation, emphasizing our dedication to tackling this challenging issue to protect vulnerable individuals.

IN 2023:



**408
CHARGES LAID**



**5285
REPORTS COMPLETED**



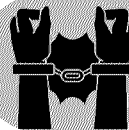
**94
SEXUAL ASSAULT
INVESTIGATIONS**

Drug Enforcement Unit

Our Drug Enforcement Unit at Timmins Police Service remains steadfast in safeguarding our community from drug-related crime. With a commitment to integrity and safety, we continue to uphold our mission of protecting Timmins with diligence and dedication. As we reflect on the past year, the impact of the Drug Enforcement Unit's efforts is undeniable. Through their strategic enforcement they have focused their efforts on the most serious drug trafficking offences such as opioid trafficking, gun possession, and gang related activities.



VALUE OF
DRUGS SEIZED
\$322,927.00



CHARGES LAID
15



FIREARMS SEIZED
6

DRUGS SEIZED:

- Fentanyl 521.6g
- Cocaine 220.4g
- Methamphetamine tablets: 12 410
- Crystal Methamphetamine: 125.15g
- Oxycodone tablets: 566
- Psilocybin 30.7g

ENFORCEMENT:

- 4 accused for a total of 15 charges

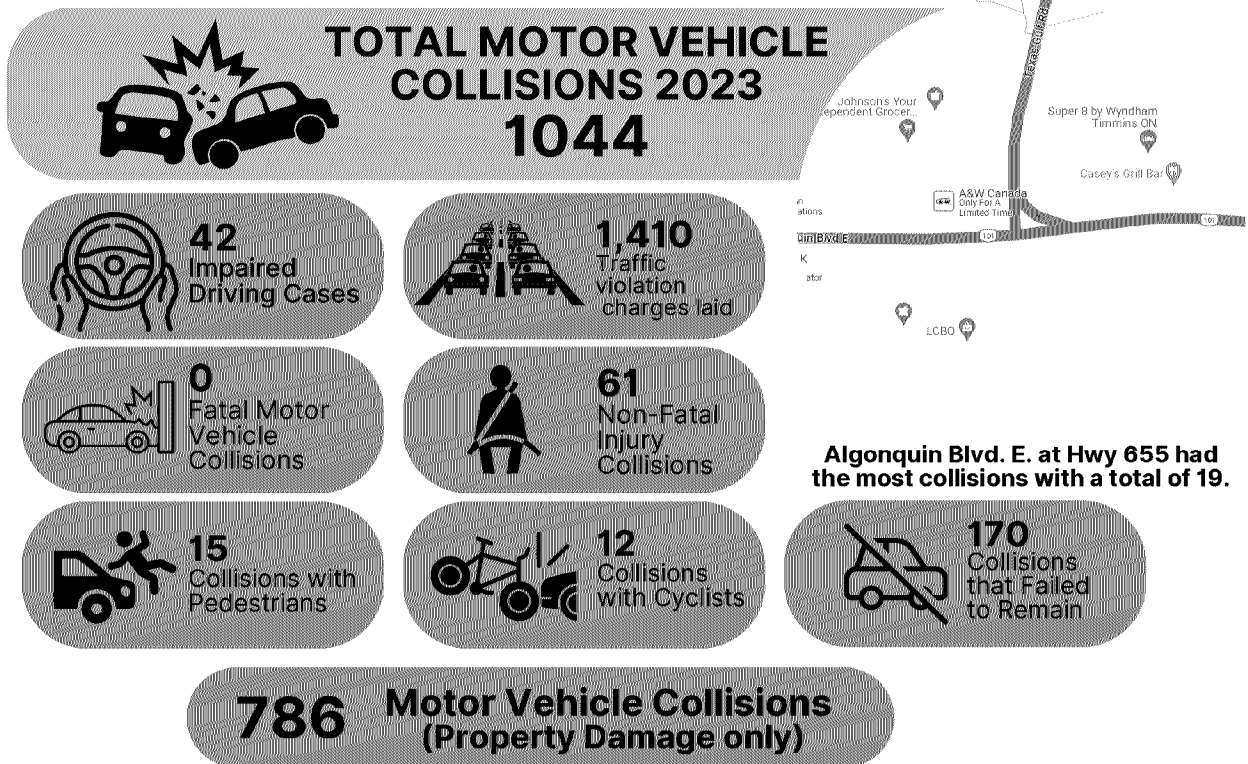


Traffic Services

The mandate of Traffic Services is to maintain and ensure public safety for all vehicular, pedestrian, and cycling traffic on the highways and trail systems within the City of Timmins.

The Traffic Section targets the Big-Four high-risk driving behaviours, which are the primary factors involved in most serious or fatal collisions: aggressive driving, impaired driving, distracted driving, and seatbelt safety.

Traffic Services also supports the City of Timmins with traffic management issues and initiatives.



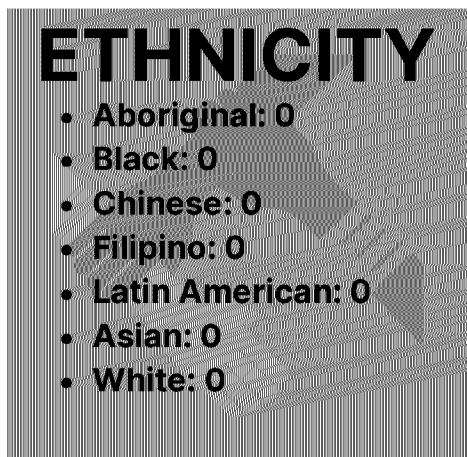
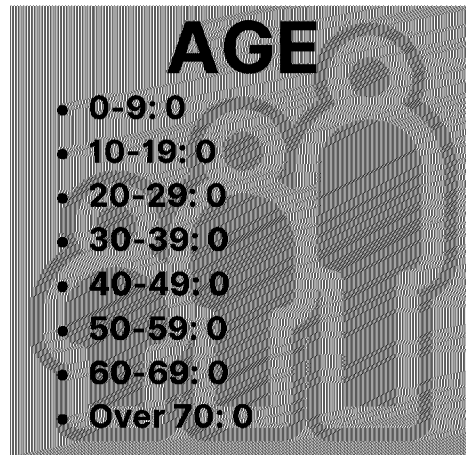
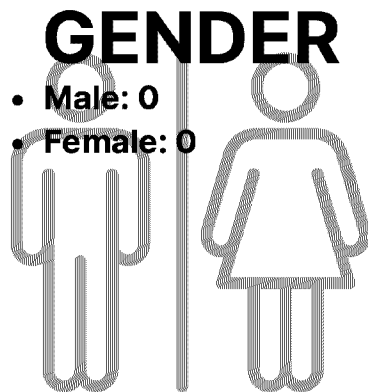
COLLECTION OF IDENTIFYING INFORMATION IN CERTAIN CIRCUMSTANCES (CIICC)

*** As a statutory requirement, the Timmins Police is compelled to publish the following data in regards to the Collection of Information in Certain Circumstances as outlined below.

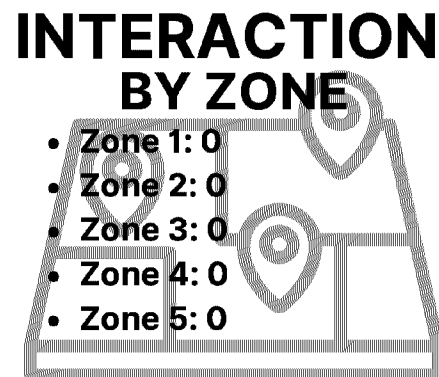
Reporting Requirements		Number of Interactions
Number of attempted collections		0
Number of attempted collections – Identifying information collected		0
Number of individuals from whom identifying information was collected		0
Number of times the individual was not informed he/she was not required to provide identifying information to the officer, because informing the individual:	Might compromise the safety of an individual	0
Number of times the individual was not informed of the reason for the attempted collection because informing the individual:	Might compromise the safety of an individual	0
	Would likely compromise an ongoing investigation	0
	Might allow a confidential informant to be identified	0
	Might disclose the identity of a person contrary to law	0
Number of times the individual was not given a document because the individual did not indicate they wanted it		0
The number of times a police officer chose not to give an individual a receipt and the reason(s) for making the choice:		0
The number of times the individual was not offered/given a document, because to do so:	Might compromise the safety of an individual	0
	Might delay the officer from responding another matter requiring immediate response	0
A statement as to whether the collections were attempted disproportionately from individuals within a group, based on the sex, age, racialized group, or a combination of groups:		The date collected was in compliance with regulatory requirements. There was no indication that data was collected disproportionately from any groups.
Number of determinations made by the chief entries of identifying information entered into the database	Did not comply with section 5	0
	Did not comply with clause 9(4)(a)	0
	Complied with section 5 and clause 9(4)(a)	0
The number of determination made by the Chief (upon detailed review of a random sampling of entries of identifying information entered into the database) that:	Section 5 was not complied with	0
	Section 6 was not complied with	0
	Section 7 was not complied with	0
The number of times members of the police service were permitted under section 9(10) to access identifying information to which access must be restricted.		0

COLLECTION OF IDENTIFYING INFORMATION IN CERTAIN CIRCUMSTANCES (CIICC)

The number of attempted collections from individuals perceived by the officer to be:



** Ethnicities are defined by the Government of Canada's National Household Survey. It should be noted that Indigenous people is the preferred terminology used in Timmins that is captured under this definition of Aboriginal.



Peer Support

Policing can be a very rewarding career however, it also comes with the need to respond to a lot of very difficult situations, initially as a Dispatch-911 operator then the officers who attend the scene, followed by our staff in Records who then have to read all the information pertaining to those difficult calls. Some of these calls can leave lasting effects on the mental well-being of our members. With good coping skills, most of these incidents can be processed mentally and emotionally on their own. Our six-person Peer Support team is available to assist all members develop these good coping skills and to listen when folks need to express their feelings.

Our team has been active in providing one on one support to members throughout the year as well as providing, defusing, and debriefing support following a particularly difficult call for service.

The addition of monthly visits by the St John's Therapy dogs has been a positive influence on the members in the organization. Simply petting a dog has been proven to reduce stress and even blood pressure. All members appreciate these visits with our new furry friends. Thank you to all the St. John's folks who bring their pups to our members for visits.

Plans continue for further education of the team in Applied Suicide Intervention Skills Training (ASIST) through the Canadian Mental Health Association in 2024.



TIMMINS POLICE SERVICE | ANNUAL REPORT 2023 | 19

OUR VISION

Partnership with our diverse community to ensure a safe and secure Timmins.

OUR MISSION

Guided by the public trust and the principles of the Canadian Charter of Rights and Freedoms, The Timmins Police Service, in partnership with the community, commits to the continuous pursuit of excellence in the delivery of policing services.

OUR VALUES

PROFESSIONALISM

We are committed to upholding high standards of public accountability and professional integrity.

SERVICE

We are committed to achieving the highest standards of police service delivery.

INNOVATION

We are committed to innovation and continuous learning.

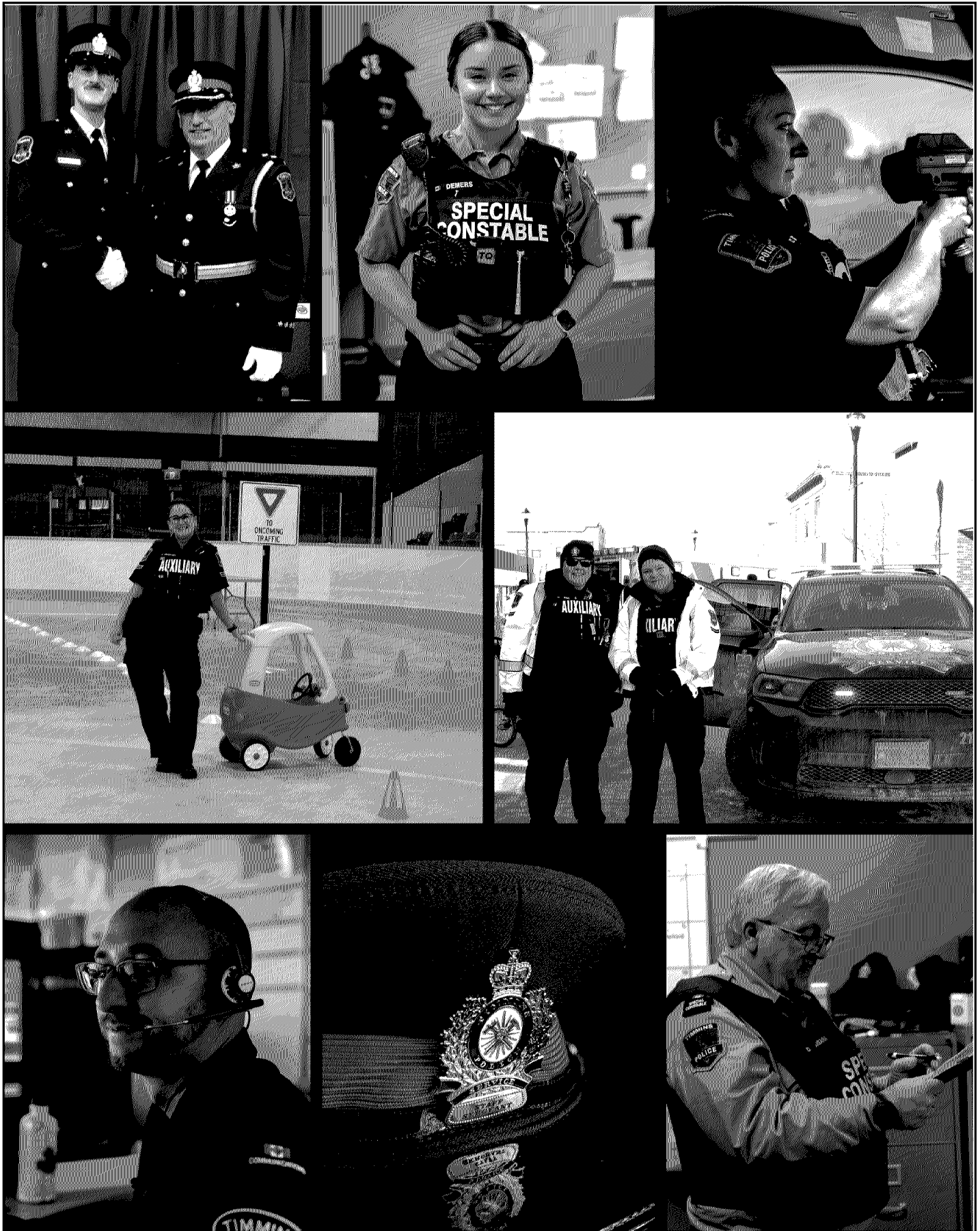
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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Service Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Office of the Chief Coroner and Ontario Forensic
Pathology Service Management of Found Skeletal
Remains Procedure**

DATE OF ISSUE:	July 31, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0051
PRIORITY:	Normal

At the request of Dr. Dirk Huyer, Chief Coroner for Ontario, and Dr. Michael Pollanen, Chief Forensic Pathologist for Ontario, I am sharing a communication regarding the Office of the Chief Coroner's and Ontario Forensic Pathology Service's new procedure, which provides guidance on the management of found skeletal remains in Ontario that are apparently not of recent origin. The procedure applies to all members of the death investigation service who may be involved when such skeletal remains are discovered.

Please review the attached memo and procedure document from Dr. Huyer and Dr. Pollanen for further details. If you have questions, please contact the Office of the Chief Coroner at occ.inquiries@ontario.ca by email or 416-314-4000 by phone.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments

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

Ministry of the Solicitor General

Ministère du Solliciteur général

Office of the Chief Coroner
Ontario Forensic Pathology Service

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C24-107

MEMORANDUM TO: Ken Weatherill, Assistant Deputy Minister
Public Safety Division, Ministry of the Solicitor General

FROM: Dr. Dirk Huyer
Chief Coroner for Ontario

Dr. Michael Pollanen
Chief Forensic Pathologist for Ontario

DATE: July 31, 2024

RE: Management of Found Skeletal Remains Procedure

We are writing to request an All-Chiefs Memorandum to share a new procedure guiding management of found skeletal remains in Ontario that are apparently not of recent origin. The procedure has been finalized and is now operational.

The Management of Found Skeletal Remains (Apparently not recent) procedure outlines a stepwise approach when the Office of the Chief Coroner/Ontario Forensic Pathology Service (OCC/OFPS) is notified about the discovery of skeletal remains that considers overlapping interests and jurisdictions. Some key highlights of the procedure include:

- Process flows when police services are initially notified of the discovery of skeletal remains of unknown origin
 - Police will contact the **Provincial Dispatch Unit** in Toronto (**416-314-4100** or 1-855-299-4100) to report the discovery of skeletal remains. Provincial Dispatch will engage the forensic anthropologist on-call
- Responsibilities at the scene if there is no concern of foul play requiring further investigation by the OCC/OFPS
- OCC/OFPS step-by-step process for early notification of Indigenous communities

Found human skeletal remains have a profound impact on Indigenous communities. The OCC/OFPS will engage in early notification of Indigenous communities to ensure timely

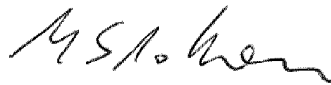
involvement with discovery of their Ancestors. The Indigenous representatives will provide input into consideration/involvement of cultural traditions, practices and ceremony. Collaborative and respectful discussion between the OCC/OFPS and communities will inform the approach followed when human skeletal remains, potentially of Indigenous ancestry, are discovered.

The procedure document is attached for your information. If you have any questions, please contact the Office of the Chief Coroner at occ.inquiries@ontario.ca or 416-314-4000.

Sincerely,



Dirk Huyer
Chief Coroner for Ontario



Michael S. Pollanen
Chief Forensic Pathologist for Ontario

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

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

**Management of Found Skeletal Remains
(Apparently not recent)
PROCEDURE**

4804.1 PURPOSE

The purpose of this document is to outline the approach to be followed when the Office of the Chief Coroner/Ontario Forensic Pathology Service (OCC/OFPS) is notified about the discovery of skeletal remains that are apparently not recent.

NOTE: Approach to Recent Deaths

If the information reported suggests that the discovered remains represent a recent death and/or a criminally suspicious death, routine death investigation approaches must be followed, including, but not limited to:

- Coroner notification
- Police involvement (if not already involved)
- Coroner and police scene attendance

The approach to scene management, including involvement of forensic anthropology expertise will be informed through discussion with the Regional Supervising Coroner (RSC) and the OFPS forensic pathologist (FP) on-call. Circumstances that should be investigated as recent deaths include, but are not limited to:

- Potential discovery of remains of a missing person
- Potential for identification arising from investigation information or scene findings (e.g., personal identifiers present with the remains)
- Findings of potential foul play, including apparent clandestine burials
- Surface scattered remains

4804.2 INTRODUCTION

The authority for the coroner to take possession of and examine human skeletal remains is found in the Coroners Act s.10 (1), s.15 (1) and s.28 (1). Forensic anthropologists (FAs) are experts in the study of bones in the medicolegal context. FAs make an important contribution to the OCC/OFPS in death investigations involving skeletonized, burned, mutilated or otherwise unrecognizable remains. In Ontario, FAs act as consultants to FPs, who are ultimately accountable for the postmortem examination of remains. Early involvement of FPs is expected when remains appear recent and/or when criminally suspicious.

This document summarizes best practices that consider the overlapping interests and jurisdictions of ministries, agencies, police services, Indigenous communities and other government bodies

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

that are involved when skeletal remains are found. The practices outlined here are applicable to the discovery of skeletal remains across Ontario.

Early notification of Indigenous communities is important to ensure appropriate consideration/involvement of cultural traditions, practices and ceremony. Collaborative and respectful discussion will inform the approach followed when human skeletal remains, potentially of Indigenous ancestry, are discovered.

4804.3 SCOPE

This procedure applies to all members of the death investigation service who may be involved when skeletal remains that are apparently not recent are discovered.

4804.4 REFERENCES

- Coroners Act
- Funeral, Burial and Cremation Services Act
- How to Use Ontario Portal for Indigenous Consultation to Identify First Nations Contacts: Training Manual (QID 4812)
- Human Vs Non-Human Anthropology Consultation – Notification and Case Management at the PFPU (QID 2941)
- Management of Found Skeletal Remains - Email Templates (QID 4856)
- Form for Case Information as Part of Official Referral of the Burial Site from the Forensic Anthropologist to the Registrar (QID 4857)

DEFINITIONS

Archaeological: Where there are no concerns of recent foul play which require further investigation by the OCC/OFPS, human skeletal remains may be considered “archaeological” in nature

Burial Site: Land containing human remains that is not a cemetery

Cemetery: Land that has been established as a cemetery under the *Funeral, Burial and Cremation Services Act, 2002*, a private Act or a predecessor of one of them that related to cemeteries, or land that was recognized by the Registrar as a cemetery under a predecessor of this Act that related to cemeteries. It includes land that:

- Is known to contain human remains
- Was set aside to be used for the interment of human remains
- Was and continues to be set aside for the interment of human remains and
- Was and remains readily identifiable as land containing human remains

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

Forensic Interest¹: Demonstrated when the medicolegal death investigation system is engaged by others regarding the discovery of human skeletal remains (i.e., for assessment and investigation for potential foul play)

Foul Play: When information from the investigation following discovery of human skeletal remains raises concerns that the death may have resulted from the actions of others. These investigations are also characterized as criminally suspicious

Recent: Often described by investigators as less than 50 years, within the context of the criminal justice system. A decision about further investigation by the OCC/OFPS must be based upon the findings of individual investigations as opposed to a strictly applied time interval

Registrar, Funeral, Burial and Cremation Services Act (FBCSA): Public servant within the Consumer Services Operations Division, Ontario Ministry of Public and Business Service Delivery (MPBSD) with statutory authority for burial sites under the *Funeral, Burial and Cremation Services Act, 2002*

4804.5 ABBREVIATIONS

BAO	Bereavement Authority of Ontario
BSI	Burial Site Investigation
FA(s)	Forensic Anthropologist(s)
FBCSA	Funeral, Burial and Cremation Services Act
FP(s)	Forensic Pathologist(s)
FPU(s)	Forensic Pathology Unit(s)
HPC	High-Profile Case
ID	Identification
MPBSD	Ontario Ministry of Public and Business Service Delivery
OCC	Office of the Chief Coroner
OFPS	Ontario Forensic Pathology Service
OPIC	Ontario Portal for Indigenous Consultation
PFPU	Provincial Forensic Pathology Unit
RA	Regional Advisor
RSC	Regional Supervising Coroner

4804.6 INVESTIGATIVE PROCESSES

The discovery of skeletal remains can occur in many contexts. Upon discovery of skeletal remains, the first issue is to determine if the bones are human. The decision for notification of the OCC/OFPS demonstrates that the discovery is of forensic significance (i.e., requesting a medicolegal opinion) to the person or organization who made the report.

¹ NOTE: The term "not of forensic interest" may be considered inaccurate and potentially offensive by some Indigenous peoples.

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

If the skeletal remains are determined to be human, the next step is to determine if there are concerns of foul play requiring further investigation by the OCC/OFPS.

4804.6.1 Notification to OCC/OFPS

The discovery of skeletal remains is most often reported to the local police service. The OCC/OFPS may also be notified directly of the discovery of skeletal remains by the person who discovered the remains, or any person having knowledge of the remains (e.g., a Chief of a First Nation or a member of that First Nation, a site monitor or archaeologist). The OCC/OFPS will then notify the local police, if required for investigative purposes (e.g., when criminally suspicious).

When police are notified of the discovery of skeletal remains of unknown origin:

1. The police service will contact the Provincial Dispatch Unit in Toronto to request examination by a FA to determine if the remains are human or non-human
2. Police, or another agency, will email Provincial Dispatch via OCCDispatchers@ontario.ca about the discovery. The email should include:
 - a. Photographs of found remains
 - b. Police occurrence number
 - c. Information as to whether the scene is being held pending FA review

Following the procedure [Human Vs Non-Human Anthropology Consultation – Notification and Case Management at the PFPU \(QID 2941\)](#), Provincial Dispatch will create an F-Path (OFPS case management system) accession and forward the photographs to the FA on-call, copying the Identification (ID) team, for determination.

NOTE: When representatives from Indigenous communities express concerns with, or object to, photographs being taken of found skeletal remains, the coroner and FA, supported by the RSC and Chief Coroner, are expected to discuss these concerns with Indigenous representatives and consider them on a case-by-case basis (e.g., discovery during an archaeological assessment with involvement of site monitors).

4804.6.1.1 Outcome: Non-human

If the FA determines that the remains are not human, the FA reports this to the police agency, Provincial Dispatch and the OCC/OFPS ID team by replying all to the original email. The ID team will upload any related documents to F-Path and formally close the accession (as per [Human Vs Non-Human Anthropology Consultation – Notification and Case Management at the PFPU \(QID 2941\)](#)). The email from the FA serves as the final FA report.

4804.6.1.2 Outcome: Human

If the FA determines that the remains are human, the FA will reply all and request Provincial Dispatch assign a coroner to the investigation, if a coroner is not already involved, and Dispatch will create a case in QuinC. Forensic pathologist involvement is expected when the remains are transferred to a forensic pathology unit (FPU) for further examination.

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

The Provincial Dispatch Unit can be reached 24/7 by calling **416-314-4100** or **1-855-299-4100**.

The assigned coroner and FA (and FP when required) will discuss the available case-specific information and plan next steps, including necessary notifications, scene attendance and management.

The coroner will follow the **High-Profile Case (HPC) notification** (Type: Skel/Decomp/Fragmented and/or in Uncontrolled Environment) process and contact the RSC on-call.

4804.6.1.2.1 Notification of Indigenous communities

When the FA determines found skeletal remains are human, it is important that Indigenous communities are notified early to open the possibility of attending the scene and participating in discussions about managing the scene and the human remains.

Steps for notification of Indigenous communities:

1. After contact by the coroner through the HPC notification process, the RSC notifies the appropriate OCC Regional Advisor (RA) by providing information about the scene (i.e., municipal address)
2. The assigned coroner, supported as necessary by the RSC and RA, in consultation with the FA, determines whether any representatives from Indigenous communities have been involved in the undertaking that resulted in the discovery of human remains (e.g., Indigenous field representatives present during an archaeological assessment). If yes:
 - a. The coroner will request contact information from these representatives. If the representatives indicate that a different person or organization in their community should be contacted instead, the coroner will provide this person's contact information.
3. The RA accesses the Ministry of Indigenous Affairs' [Ontario Portal for Indigenous Consultation](#) (OPIC) to identify the contact information for First Nations that are potentially associated with the location of discovery based on treaty territories, traditional territories, and/or nearby reserves (see [How to Use Ontario Portal for Indigenous Consultation Portal to Identify First Nations Contacts: Training Manual \(QID 4812\)](#) for step-by-step instructions).
 - a. Search municipal address in portal
 - b. List representative Indigenous community/ies based on treaty territories, traditional territories, and/or nearby reserves
 - c. Search contact information for each identified representative Indigenous community/ies identified (use contact information for staff with archaeological experience and/or responsibilities, if available)
 - d. Email the list of contact information to the RSC, including the name, title, phone number and email address for individuals from representative First Nation(s)

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DOC ID: 4804

Page 5 of 14

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

4. **Initial Notification:** The RSC notifies the First Nations contacts via email, informing them of the discovery and opening the opportunity of participating in next step discussions (e.g., attending the scene) (see [Appendix A in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#)). The notification should include the following information, if known at the time of notification:
- Municipal address or legal description of the property on which the remains were found
 - Additional addresses if multiple scenes
 - Relevant circumstances of discovery (e.g., discovered by workers while preparing a site for a new home development, if found on surface of soil or in water, etc.)
 - Parties to the discovery (e.g., local police service member on scene, landowner, archaeologist (if involved), Indigenous representative(s), etc.)
 - Contact information for the police investigator, coroner, and FA, if involved
 - Date and time the coroner and/or FA attended the scene
 - Any actions taken to preserve, secure or protect the scene
 - Information on whether the remains are believed to be of Indigenous ancestry and/or the date of death, based on the initial determination by the FA, if any
 - Information about the nature of the site (e.g., cultural origin or religious affiliation, manner of interment, minimum number of individuals), if known
 - Investigative activities (e.g., if further examination by FA is required to understand potential time period of death; if the remains must be removed from the site and transferred to another location for more detailed examination)
5. **Update/Next Steps Communication:** If further investigation occurred, the RSC emails an update to all individuals included on the initial notification email, once the investigation is completed (see [Appendix B in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#)).
- If there are concerns of foul play that require additional investigation by the OCC/OFPS and police, the email will inform First Nations contacts that the investigation is ongoing with police involvement, and no further information will be provided at this time
 - If there are no concerns of foul play requiring additional investigation by the OCC/OFPS, the email will inform First Nations contacts that the case is being referred to the MPBSD Registrar under the *Funeral, Burial and Cremation Services Act (FBCSA)*, and FBCSARegistrar@ontario.ca will also be copied on the email
 - If the remains were found within a licensed cemetery, and there are no concerns of foul play requiring additional investigation by the OCC/OFPS, the email will inform First Nations contacts that the case is being referred to the Bereavement Authority of Ontario's (BAO) Registrar under the *Funeral, Burial and Cremation Services Act*, and Registrar@TheBAO.ca will also be copied on the email

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

Further investigation by the death investigation service may be required to determine the following:

- a) Concerns of foul play requiring further investigation by the OCC/OFPS with police involvement
- b) Whether the skeletal remains are of potential Indigenous ancestry
- c) Where the skeletal remains originated from (see [section 1.7.2](#) for most common scenarios for discovery)

If the human remains are believed to be recent and/or require assessment or examination by a FA and/or FP (e.g., concerns of foul play), routine investigation processes for found human remains should be followed, including police involvement.

If the investigation does not raise concerns of foul play requiring further examination by a FA and/or a FP, follow [1.7.3 Notification of the Registrar, Funeral, Burial and Cremation Services Act](#).

If there is reason to believe that the skeletal remains may be associated with a death of a child at an Indian Residential School or other government or church-run facility², even if the remains are not recent, then the matter should be investigated by the OCC/OFPS to rule out foul play, prior to referral to the Registrar.

4804.6.2 Most Common Scenarios for Discovery

4804.6.2.1 Accidental discovery

Police services are generally contacted initially when a member of the public discovers skeletal remains. The OCC/OFPS may also be notified directly of the discovery of skeletal remains by the person who discovered the remains, or any person having knowledge of the remains (e.g., a Chief of a First Nation or a member of that First Nation, a site monitor or archaeologist). In such cases, the OCC/OFPS will notify the police, if required for investigative purposes (e.g., when criminally suspicious).

The police will attend, photograph the scene and the remains and contact Provincial Dispatch by phone to report the discovery. Provincial Dispatch will direct the police to email the photographs to OCCDispatchers@ontario.ca.

NOTE: When representatives from Indigenous communities express concerns with, or object to, photographs being taken of found skeletal remains, the coroner and FA, supported by the RSC and Chief Coroner, are expected to discuss these concerns with Indigenous representatives and consider them on a case-by-case basis, (e.g., discovery during an archaeological assessment with involvement of site monitors).

² May include Federal Hostels, recognized, or not recognized, under the Indian Residential School Settlement Agreement (IRSSA), and other associated institutions, such as hospitals (including psychiatric hospitals and sanatoria), Indian hospitals, reformatories, and industrial schools.

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

Provincial Dispatch will send the photographs to the FA on-call (copying the ID team at Identification@ontario.ca) to make a determination, whether the person contacting Provincial Dispatch believes the remains are human or not (see [Human Vs Non-Human Anthropology Consultation – Notification and Case Management at the PFPU \(QID 2941\)](#)).

If the remains are determined to be human, early notification of Indigenous communities is expected (see [1.7.1.1 Outcomes](#) for notification of Indigenous communities).

If the remains are determined to be human, the FA must determine the nature/context of the remains. The FA may be able to make this determination from submitted photographs, though the FA will often need to attend the scene and, in some situations, transfer the remains for further examination. Scene attendance should be planned together with the FA, coroner and police services, with RSC support, as well as discussion with Indigenous communities.

NOTE: The coroner is expected to notify the FP on-call if the remains are transferred to a FPU for further examination.

In some cases, the FA may need to conduct minimal excavation of the remains at the scene to determine whether foul play may be suspected. Efforts should be made to minimize site disturbance. **All bone and associated grave-related materials still embedded in the ground should not be disturbed unless removal is essential for investigative purposes or unless leaving them in place may cause them to be harmed, damaged, or destroyed.**

If further examination of skeletal remains by the FA and/or FP is required to determine the potential of foul play concerns, discussion with Indigenous representatives regarding next steps is expected, particularly prior to undertaking destructive testing to inform the potential for foul play requiring further investigation by the OCC/OFPS (e.g., DNA testing or carbon dating).

The presence of concerns of foul play requiring further investigation by the OCC/OFPS will be determined through discussion involving the FA, FP, coroner and police services, with RSC support. When concerns remain, investigation by the death investigation team, including police services, will continue.

4804.6.2.2 Archaeological assessment

If potential human remains are discovered during an archaeological assessment, any person on site who has knowledge of the presence of human remains must contact the local police or the OCC/OFPS by calling Provincial Dispatch to report the discovery.

NOTE: Indigenous Peoples express that discovery of a tooth represents an Ancestor. In circumstances where the found remains are teeth, or a tooth (i.e., no bones), the Registrar (see [1.7.3 Notification of the Registrar, Funeral, Burial and Cremation Services Act](#)) should be informed directly that under the authority of the *Coroners Act*, a tooth does not constitute a 'body', and the OCC does not have jurisdiction; therefore there are no concerns of foul play that require investigation by the OCC/OFPS.

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

The archaeological assessment must be paused pending review by the death investigation service and additional direction by the Registrar (see [1.7.3 Notification of the Registrar, Funeral, Burial and Cremation Services Act](#)).

Dispatch will engage the FA on-call to initiate the process outlined in [1.7.2.1 Accidental Discovery](#).

The FA will contact the assigned coroner and contact the archaeologist for contextual information about the site, including the possible age of the burial and possible cultural affiliation, to assist in determining if there may be concerns of foul play requiring further investigation by the OCC/OFPS.

Early notification of Indigenous communities is expected (see [1.7.1.1 Outcomes](#) for notification of Indigenous communities).

NOTE: Skeletal remains determined to be archaeological should not be transported to a FPU unless secure storage is otherwise unavailable, or the archaeologist and/or Indigenous representatives feel that the skeletal remains are at risk of destruction or disturbance. Once formal referral has occurred (see [1.7.3 Notification of the Registrar, Funeral, Burial and Cremation Services Act](#)), the Registrar, in discussion with the archaeologist and Indigenous communities, will manage the burial site. If the remains are transported to a FPU for secure storage, the coroner and RSC will work together to arrange for the remains to be returned to the landowner or archaeologist for appropriate repatriation. The FPU will support repatriation as needed.

4804.6.2.3 Cemetery discovery

When unanticipated or unmarked skeletal remains are discovered in a licensed cemetery (active or inactive), the police will usually be contacted. The OCC/OFPS may also be notified directly of the discovery of skeletal remains by the person who discovered the remains, or any person having knowledge of the remains (e.g., a Chief of a First Nation or a member of that First Nation, a site monitor or archaeologist). In such cases, the OCC/OFPS will notify the police, if required for investigative purposes (e.g., when criminally suspicious).

Police will contact Provincial Dispatch to engage the FA on-call, copying the ID team. If the FA determines the remains are human, the FA will determine if the remains originated in the cemetery or not (follow process in [1.7.1 Notification to OCC/OFPS > Outcomes](#)). The FA may be able to make this determination from submitted photographs, though the FA will often need to attend the cemetery and, in some situations, transfer the remains for further examination.

If the remains are determined to have originated from the cemetery, the BAO must be notified by the attending coroner, in discussion with the FA and supported by the RSC, as required, via Registrar@TheBAO.ca or 647-483-2645. The BAO will assume responsibility for the investigation. The remains will be secured by cemetery staff and should not be transported to a FPU (see [Appendix C in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#) & [Appendix D in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#)); send to Registrar@TheBAO.ca).

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

If the remains cannot be determined to have originated from the cemetery, they should be treated as an accidental discovery (see section [1.7.2.1 Accidental discovery](#)).

4804.6.3 Notification of the Registrar, *Funeral, Burial and Cremation Services Act* & documentation

Under Regulation 30/11 of the *FBCSA*, a coroner must ensure the Registrar is notified when a burial site is discovered, and a coroner must declare that foul play is not suspected in relation to the human remains at the site, to allow next steps to occur under the *FBCSA*.

The FA and the coroner, supported by the RSC and police services, will make the determination as to whether foul play requiring further investigation by the OCC/OFPS is suspected. Together, they will discuss next steps, including the plan for release of the site from the authority of the OCC/OFPS and referral to the Registrar, *FBCSA*:

- **The FA, copying the coroner, RSC, Chief Coroner and ID team, will email the Registrar at FBCSARegistrar@ontario.ca with as much case information as possible, outlining the nature and context of the discovery, including** (see [Appendix C in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#)):
 - Landowner's contact information (phone number and email address)
 - Municipal address or legal description of the property on which the remains were found
 - Location to be as specific as possible (e.g., providing GPS co-ordinates or text descriptions of where on the property the burial site is located)
 - Additional addresses if multiple scenes
 - Date and time the coroner and/or FA attended the scene
 - Parties to the discovery (e.g., local police service member on scene, landowner, archaeologist (if involved), Indigenous representative(s), etc.)
 - Include contact information of the archaeologist (phone number and email address) if involved
 - Include contact information for any Indigenous representatives contacted by the coroner and/or RSC (see [1.7.1.2.1 Notification of Indigenous communities](#))
 - Investigative activities
 - Any actions taken to preserve or secure/protect the site
 - Information about the nature of the site (e.g., cultural origin or religious affiliation, manner of interment, minimum number of individuals), if known
 - Site sign-off
 - Rationale for the determination of no concerns of foul play requiring further investigation by the OCC/OFPS

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DOC ID: 4804

Page 10 of 14

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

- An inventory of the remains and any associated items (e.g., artifacts) discovered, and information about their current location (e.g., at a FPU, temporarily reburied at site, in a secure location on the property, etc.)
- Inclusion of any photographs or other documents prepared that record the discovery
- File number / case number / unique identifier for the site or remains (i.e., QuinC number)

Discovery information should be populated in the referral email (see [Appendix C in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#)) for email template for Registrar referral). A fillable form is also available to complete and attach to the email for Registrar referral (see [Form for case information as part of official Referral of the burial site from the Forensic Anthropologist to the Registrar \(QID 4857\)](#)).

- **Only a coroner has the statutory authority to determine if the remains have been the subject of foul play. The RSC will ensure a reply all to this email is sent by the coroner or RSC to officially refer the burial site to the Registrar** (see [Appendix D in Management of Found Skeletal Remains: Email templates \(QID 4856\)](#))
 - The email will include the statement that the origin of the remains is not suspected to be through foul play that requires additional investigation by the OCC/OFPS and that this is therefore a burial site within the meaning of the FBCSA.
 - The Registrar can be reached via FBCSARegistrar@ontario.ca or at **416-212-7499**. Notification of the Registrar should occur promptly after determination of no concerns of foul play requiring further investigation by the OCC/OFPS; completion of a formal report (beyond the information listed above) is not required.
 - The Registrar will assume control of the site and the human remains with a confirmatory email citing the assigned Burial Site Investigation (BSI) number.

Where there are no concerns of foul play requiring further investigation by the OCC/OFPS, police must secure the scene until the landowner is advised of the statutory requirement that the landowner preserve the burial site until the disposition is decided by the Registrar. **It is essential that the FA, together with the attending coroner, and with RSC support, or in the absence of a coroner on scene, the attending police officer, communicates to the landowner that the landowner must take immediate steps to preserve and protect the site, skeletal remains and any artifacts until a disposition is made under the FBCSA, if they have not already done so.**

4804.6.3.1 Closing the case

Completion of the case in QuinC upon referral to the Registrar includes:

- Uploading documentation of the referral to the Registrar (i.e., email thread ending in Registrar confirming assumed control over the referred burial site) in QuinC > Documents
- Recording Manner of Death as **Skel/Arch/Animal Remains**

OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

- Entering a narrative outlining the circumstances of discovery, investigation steps and discussions and findings and outcome
- Closing the case in QuinC

Once the official referral of the burial site is made to the Registrar, the Registrar has statutory authority over the site and the responsibility to direct next steps. Any additional work done by the FA and/or the coroner or meetings between the FA and coroner with external parties should be at the Registrar's direction and include the Registrar for case continuity.

NOTE: When a burial site is found on federal reserve lands or other federal lands, the Registrar may be notified by the police, coroner or an Indigenous community directly. If notified, the Registrar will determine next steps, including whether to apply the FBCSA.

4804.7 IMPORTANT CONTACTS

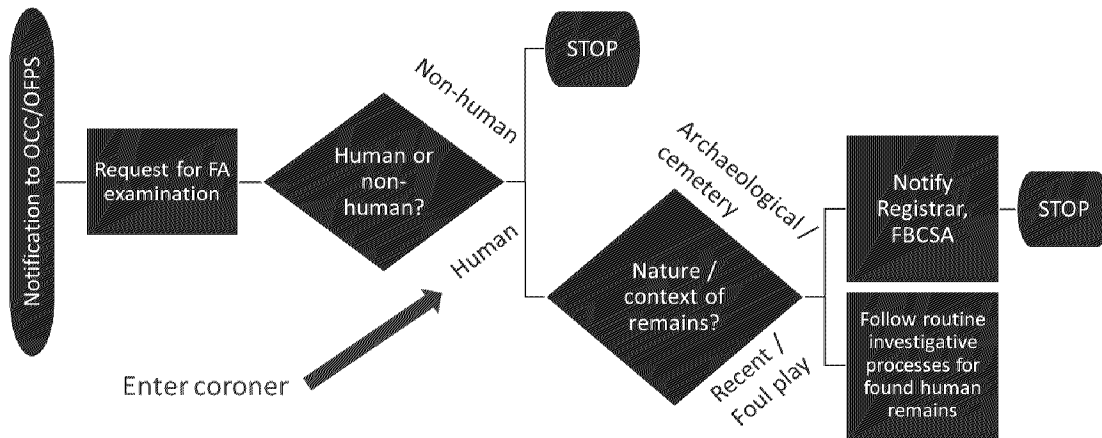
Provincial Dispatch Unit Toronto, ON	416-314-4100 1-855-299-4100
Registrar <i>Funeral, Burial and Cremation Services Act</i>	FBCSARegistrar@ontario.ca 416-212-7499
Registrar Bereavement Authority of Ontario	Registrar@TheBAO.ca 647-483-2645

4804.8 ORIGINAL AUTHORIZATION

Prepared by:	Gillian Currie René Hepburn	Executive Advisor/Registrar Manager, Repatriation
Reviewed by:	Ian Hember	Manager/Registrar, Consumer Services Operations Division, MPBSD
Reviewed by:	Michael Pickup	Deputy Chief Forensic Pathologist
Authorized by:	Dirk Huyer & Michael Pollanen	Chief Coroner & Chief Forensic Pathologist

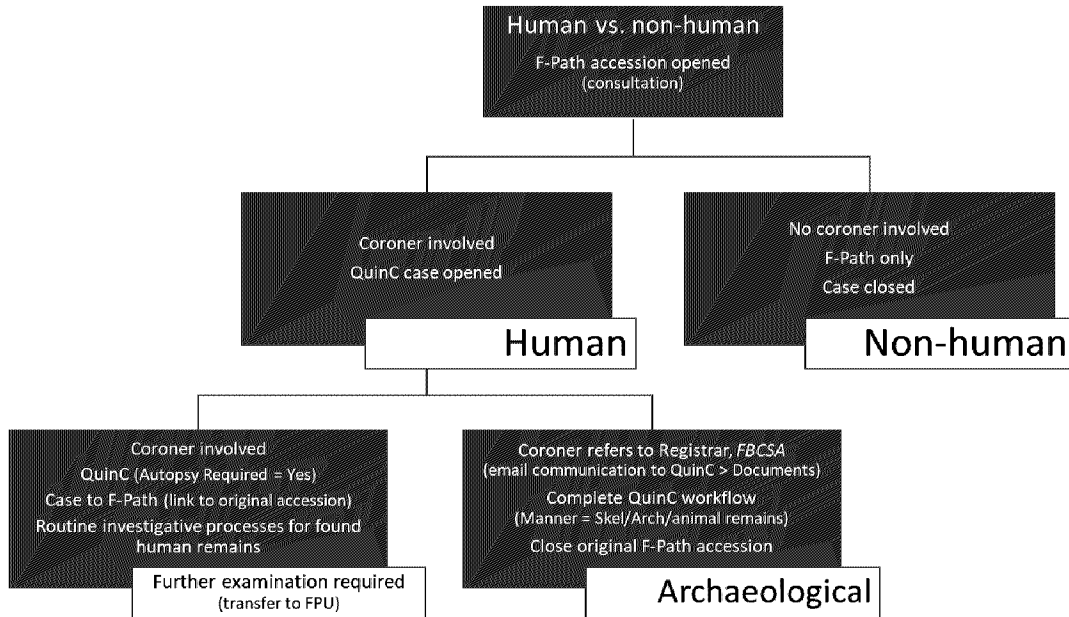
OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

Appendix A: Workflow for found skeletal remains (apparently not recent)



OCC	Management of Found Skeletal Remains	Document ID: 4804
	Effective: Thursday June 27, 2024	Revision: 2

Appendix B: Workflow



Ministry of the Solicitor General

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **2023 Police Use of Force Race-Based Data
Technical Report and Open Data**

DATE OF ISSUE:	August 2, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0052
PRIORITY:	Normal

I am writing to advise that the Ministry of the Solicitor General will be releasing its 2023 Police Use of Force Race-Based Data Technical Report this afternoon along with the corresponding datasets. This public report will include police service level data.

The data and report are published to satisfy requirements set out in the *Anti-Racism Act, 2017* and the Data Standards for the Identification and Monitoring of Systemic Racism. The report will be published on the Ontario Data Catalogue in English and French. Data used in the report will also be made available in machine-readable format on the data catalogue.

An embargoed copy of the technical report is attached. The embargo is in force until August 2, 2024, and materials cannot be shared until the embargo has ended. Data analysts or leads in your respective services will continue to be engaged as this and other data analytics work advances.

Please contact Chris Johns, Assistant Deputy Minister, Data Insights and Strategic Initiatives Division, at Christopher.Johns@ontario.ca with any questions you may have regarding the release of the data and technical report.

.../2

-2-

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

Police Use of Force Race- Based Data Technical Report, 2023

Ministry of the Solicitor General

Police Use of Force Race-Based Data Technical Report, 2023

Under the Anti-Racism Act, 2017 (ARA), and its associated regulation and guidance, the Ministry of the Solicitor General is required to collect and analyze race-based data on instances of police use of force.

This report provides a background on the data collection and reporting; a description of the data collection tool (Use of Force Report); an overview of the data cleaning, and analytic methods; a review of the scope and limitations of the data collected; and descriptive analyses.

Analyses were done using the data extracted from the provincially mandated Use of Force Reports for incidents that occurred between January 1 and December 31, 2023.

According to Statistics Canada, police in Ontario receive approximately four million calls for services a year. Based on these figures, over 99 per cent of these calls are resolved without the use of force.

The data for 2023 are available in the [Ontario Data Catalogue](#).

Contents

Section 1: Overview of Use of Force in Ontario	6
1.1 Legislative Background.....	7
1.1.1 Ontario’s <i>Anti-Racism Act, 2017</i>	7
1.1.2 Ontario’s Anti-Racism Data Standards (ARDS)	7
1.1.3 Use of Force Data Collection	8
1.2 Use of Force Background	9
1.2.1 Ontario’s Use of Force Framework	10
1.2.2 Officer Training and Certification	11
1.3 The 2023 Use of Force Report	12
1.3.1 When Force Must be Reported	12
1.3.2 Addition of Race-Based Data Collection	13
1.3.3 Team Reports	14
1.3.4 Reporting Police Services	16
Section 2: Data Limitations.....	17
2.1. Use of Administrative Data for Research.....	18
2.2 Lack of Standardization	19
2.3 Data Not Collected in the Use of Force Report.....	19
2.3.1 Officer Experience and Demographics.....	19
2.3.2 Information About an Individual.....	19
2.3.3 Personally Identifiable Information	20
2.3.4 Number of Subject Individuals Involved in the Incident	20
2.4 Report Design Impacts on Data Quality.....	21
2.4.1 Incident Number and Police Service Division.....	21
2.4.2 Incident Type.....	21
2.4.3 Location.....	22
2.4.4 Rank Category	22
2.4.5 Injuries to Individuals or Officers from the Use of Physical Force	22
2.5 Limited Analysis Options without an Appropriate Benchmark Population	23
Section 3: Use of Force Datasets.....	27

3.1 Overview 28

 3.1.1 Out of Scope Reports 29

3.2 Datasets 30

 3.2.1 Structure of Questions in the Use of Force Report 31

 3.2.2 Main Records Dataset 32

 3.2.3 Individual Records Dataset 32

 3.2.4 Weapon Records Dataset 33

 3.2.5 Cartridge/Probe Cycle Records Dataset 33

Section 4: Analysis and Results 35

4.1 Key Concepts for Analysis 36

 4.1.1 Participant-Observer Information 36

 4.1.2 Unit of Analysis: Report, Incident, and Observation 37

 4.1.3 Scope of Technical Report 39

4.2 Perceptions of the Individuals upon Whom Force was Used 39

 4.2.1 Race and Difficulty Perceiving Race 40

 4.2.2 Age 43

 4.2.3 Gender 44

4.3 The Police Services 44

4.4 The Officers 46

 4.4.1 Number of Officers Applying Force 47

 4.4.2 Officer Rank Category 49

 4.4.3 Officer Length of Service 49

 4.4.4 Assignment Type 50

 4.4.5 Attire 51

 4.4.6 Attempts to Gain Compliance 51

4.5 The Force Used 54

 4.5.1 Distance from Individuals When Deciding to Use Force 54

 4.5.2 Type of Force Category 55

4.6 Outcomes of Force 67

 4.6.1 Injuries to Individuals upon Whom Force was Used 68

 4.6.2 Injuries to Officers 71

Section 5: Conclusions..... 72

Section 6: Appendices..... 75

 6.1 Appendix A: Ontario Use of Force Report 2023..... 76

 6.2 Appendix B: Summary of the Principles Governing the Use of Force by Police .. 76

 6.3 Appendix C: Disproportionality & Disparity Equations 79

 6.4 Appendix D: Glossary of Terms 79

Section 1: Overview of Use of Force in Ontario

1.1 Legislative Background

1.1.1 Ontario's *Anti-Racism Act, 2017*

The Government of Ontario continually strives to address racial inequities in its policies, decisions, programs, and services. An important aspect of identifying and addressing racial inequity is the collection and analysis of robust, standardized, and comprehensive data that can be used to inform actions and monitor progress on this topic.

The *Anti-Racism Act, 2017* (ARA) provides a statutory framework that includes the legislative authority to mandate the collection of race and identity-based data, regulatory requirements relating to collection of race-based data, and the rules and standards to follow when collecting, analyzing, and reporting on this data.

Ontario Regulation 267/18¹ under the ARA (referred to as the ARA Regulation for the remainder of this technical report), sets out the information that various Public Sector Organizations (PSOs) are required or authorized to collect, as well as the date on which they may or must begin collecting the information.

1.1.2 Ontario's Anti-Racism Data Standards (ARDS)

Section 6 of the ARA requires the minister responsible for Anti-Racism to establish data standards for the collection, use, and management of information. Any PSO regulated under the ARA must follow the *Data Standards for the Identification and Monitoring of Systemic Racism*. This document is also referred to as Ontario's Anti-Racism Data Standards (ARDS)² and sets out standards for PSOs in identifying and monitoring racial disparities and disproportionalities. The ARDS are intended to ensure that PSOs generate reliable information to support evidence-based decision-making and promote accountability.

The ARDS include 43 standards that govern how PSOs manage the information, including the personal information, that they are required or authorized to collect under the ARA.³ The ARDS speak to the collection and use of personal information; de-identification and disclosure of information; the retention, security, and secure disposal of personal information; the analysis of the data collected; and the publication and reporting of a) the data collected, and b) the results of the analyses conducted.

¹ [Link to O. Reg. 267/18: GENERAL](#)

² [Link to the Data Standards for the Identification and Monitoring of Systemic Racism](#)

³ Not all 43 ARDS apply to every regulated collection data, for example, there are six ARDS on the collection of Participant Observer Information (POI) that only apply if the PSO is collecting POI.

ARDS 36 (Public Reporting of Results) requires PSOs to produce regular and timely reporting on the results of analyses, descriptions of benchmarks and/or reference groups used in the analyses, thresholds to identify notable differences between groups, and information about how the data were collected and the data quality (the accuracy, validity, and completeness of the data collected).

This technical report is presented for the purpose of complying with ARDS 36 to the greatest extent possible given the data available to the Ministry of the Solicitor General. The technical report includes descriptive analyses of data from police Use of Force Reports received by the Ministry and an assessment of the quality and limits of the existing data, including limitations on the use of benchmarks, reference groups, and thresholds.

1.1.3 Use of Force Data Collection

Item 6 of the table in the ARA Regulation 267/18 requires the Ministry of the Solicitor General to collect and analyze, “as provided by police forces, the race of individuals as perceived by members of the police forces in respect of whom a use of force report is prepared by a member of the police force and any other information set out in the report, other than the name of the individual, that the police force is legally required to provide to the Ministry of the Solicitor General.”⁴

The Ministry has used three versions of the Use of Force Report since 2020, described below. The numbering of the versions in this technical report are for clarity and do not correspond to what may be printed on the report itself.

To collect the data required by Item 6, in 2019 the Ministry updated the original Use of Force Report⁵ (Version 0) that had been in place since 1992. This updated report (Version 1.0) included a new data field to capture a police service member’s perception of the race of the person(s) upon whom the member used force and a report was required to be completed. Ontario police services began using Version 1.0 on January 1, 2020. Training was also provided to police service members via a guidebook and online materials. Version 1.0 was used by police services until December 31, 2022.

Version 2.0 was implemented on January 1, 2023. Version 2.0 was designed to improve the utility of the report as a data collection tool and address many of the data limitations of Version 1.0, while not adding undue burden to reporting officers. A technical update – Version 2.1 – was implemented in April 2023 to fix an issue that resulted in some information on conducted energy weapon (CEW) cycles not being saved. The data used

⁴ See the table in s. 2 of the Regulation: [O. Reg. 267/18: GENERAL \(ontario.ca\)](#)

⁵ See Appendix A.

in this technical report were all derived from Version 2.0 and 2.1 of the Use of Force Report. Because of the changes between Version 1.0 and Version 2.0 (summarized below) and regulatory changes, many findings cannot be compared between the 2020-2022 data and 2023 data.

Version Number	Dates	Details
0	1992 – 2019	Original Use of Force Report. Race-based data was not included and there was no requirement for Ontario to report publicly on use of force.
1.0	Jan 1 2020 – Dec 31 2022	Data fields were added to Version 0 of the report to collect perceived race of up to three individuals upon whom force was used. Ontario became required by law to analyze and publicly report on the data.
2.0	Jan 1 2023 – Mar 31 2023	Significant redesign of the Use of Force Report, including: <ul style="list-style-type: none"> • collecting location, perception of age and gender, and other variables; • improvements in automated data validations; and • ability to collect perceived race for up to 99 individuals per report.
2.1	Apr 1 2023 – present	Technical update to Version 2.0 to a) correctly transfer select data fields on CEW discharge cycles, and b) add front-end validation to the date field.

1.2 Use of Force Background

On a daily basis, police officers may face situations where they use force to ensure their own safety or that of the communities they serve.

The parameters governing the use of force by police officers are contained in the *Criminal Code*, other federal and provincial legislation and regulations, the common law, and the *Charter of Rights and Freedoms*. The broad principles governing the use of force by police are summarized in Appendix B. In Ontario, the provincial statute that governed police use of force in 2023 was the Ontario *Police Services Act*⁶ (PSA) and its

⁶ [Link to Police Services Act, R.S.O., 1990, c. P.15](#)

Equipment and Use of Force Regulation (R.R.O. 1990, Regulation 926).^{7, 8} Throughout, this may be referred to as the Use of Force Regulation.

In November 2022, the Ministry amended the Use of Force Regulation to clarify and enhance reporting requirements for use of force incidents. These amendments were intended to perform a number of functions. This includes clarifying areas that had been subject to differing interpretation (e.g., “an injury requiring medical attention”) as well as bring requirements in line with current best practices (e.g., reporting on display of a CEW to achieve compliance). Amendments also address reporting on the use of police dogs and horses, confirm exceptions to reporting (e.g., when a handgun is drawn for an administrative purpose or surrendered for an investigation) and establish clear requirements for reporting by teams (e.g., when a common type of force is used by multiple members). Lastly, the changes prescribe annual reviews of use of force trends within each police service and require each Police Services Board or the Solicitor General (in the case of the Ontario Provincial Police) to publish its annual report online.

The Ministry had also maintained a Use of Force Guideline for all police services governed by the *Police Services Act* (PSA) to provide additional guidance regarding police use of force training, the use of firearms and other weapons, and the reporting of officers’ use of force. This guideline was in use for all of 2023.

1.2.1 Ontario’s Use of Force Framework

Ontario’s 2004 Use of Force Model showed response options that may be appropriate based on the situation in question. The model was based on the National Use of Force Framework.

On July 7, 2023, Ontario’s Use of Force Model was replaced with the Ontario Public-Police Interactions Training Aid (OPPITA). Like the model, the training aid outlines the general principles that govern police interactions with the public, including the use of force on those occasions when an application of force may be necessary. As interactions are fluid, officers continuously assess the situation to choose the most reasonable option according to the situation and the behaviour of the persons involved. Officers consider whether the individual is being cooperative; passively or actively resistant; assaultive; or behaving in a way that poses a risk of serious bodily harm or death to the officers or members of the public. The model is not prescriptive, does not dictate decisions or actions of a police officer, and does not change the applicable law.

⁷ [Link to R.R.O. 1990, Reg. 926: EQUIPMENT AND USE OF FORCE](#)

⁸ For further clarity, on April 1, 2024, the *Community Safety and Policing Act, 2019* (CSPA) replaced the PSA. The relevant regulation under the CSPA is the Use of Force and Weapons Regulation. However, all the use of force incidents included in this technical report occurred while the PSA was in force.

An officer assesses a situation, a person's behaviour, and other factors to decide if force is necessary and, if so, which force option to use from a range of options. At the lowest risk/threat level, the presence of an officer or officers may serve to adequately control a situation and change the behaviour of the person(s) involved without using force. At the highest risk/threat level, an officer may choose to use lethal force when there is risk of serious bodily harm or death for members of the public, officers, or individuals involved that cannot be resolved with any other non-force or force option. There is a range of other force options, including physical control and intermediate weapons, between the lowest risk/threat and highest risk/threat levels.

De-escalation may lead to a lower amount of force being used. It may even prevent the need for force. Increased force may be appropriate when the situation becomes more serious and the threat increases to members of the public, officers, or the persons involved. Employing de-escalation strategies to achieve peaceful resolutions is a fundamental goal during police interactions with the public.

1.2.2 Officer Training and Certification

In Ontario, use of force and firearms training for officers is mandated in legislation. In 2023, this was the Equipment and Use of Force Regulation (R.R.O. 1990, Regulation 926) under the PSA.

All new Ontario police recruits complete foundational training through the Basic Constable Training (BCT) program, that includes training on de-escalation and the use of force. A member of a police service must not use force on another person unless the member has successfully completed training on use of force (s. 14.2(1)). There were two notable changes to the training in 2023: the addition of an online mental health crisis response module and a communication-based virtual reality session. These additions extended the BCT program by six days.

In addition, police officers are required to take annual use of force training, which is provided by their police service by qualified instructors who are accredited through the Ontario Police College. This training must include legal requirements, the exercise of judgement, safety, theories relating to the use of force, and practical proficiency. This content is typically delivered via classroom presentation, online courses, and scenario-based training activities.

Officers must complete a firearms training course before they are allowed to carry a firearm. Officers must complete training every twelve months to continue to carry a firearm (s.14.2(2)).⁹

Additionally, the Ministry's Use of Force Guideline, which was in use throughout 2023, recommended specific training on communication, physical control, impact weapons (e.g., baton), aerosol weapons (e.g., pepper spray), conducted energy weapons (CEWs), and firearms. This ongoing training is to ensure that an officer can assess a situation quickly and effectively to determine the appropriate response, and to evaluate whether a physical method is required to subdue an individual to bring them into custody, or to prevent injury to the individual, the officer, or a member of the public.

1.3 The 2023 Use of Force Report

The Ontario Use of Force Report is an administrative form first implemented in 1992 (Version 0) through the Equipment and Use of Force Regulation (R.R.O. 1990, Regulation 926) under the *Police Services Act*. The Use of Force Report captures information about police use of force incidents. This includes the type of force used, whether an individual was perceived to be carrying a weapon, and the reason force was applied.¹⁰ The purpose of Version 0 was to collect data on use of force incidents to inform police policy and training.

The perceived race of individuals upon whom force was used was added to the Use of Force Report on January 1, 2020, as required by the ARA Regulation.

This was to allow race-based analysis to identify potential instances of disproportionalities and disparities in police use of force. The data generated from this version had several limitations. These limitations significantly affected what analyses could be performed and what conclusions could be supported by the data.

The Use of Force Report was further updated and Version 2.0 rolled out on January 1, 2023. These updates improved available data quality and analytical capabilities.

1.3.1 When Force Must be Reported

The Ministry of the Solicitor General analyzed data from police Use of Force Reports collected under the Equipment and Use of Force Regulation (R.R.O. 1990, Regulation 26) for incidents between January 1 and December 31, 2023.

⁹ Chiefs of Police can grant limited extensions to complete the mandatory training (s.14.3(2) and 14.3(3)).

¹⁰ A copy of the Use of Force Report (Version 2.1) used for data collection is available in the Ontario Data Catalogue with the data used to prepare this report.

The Equipment and Use of Force Regulation (R.R.O. 1990, Regulation 926) was revised as of January 1, 2023. The circumstances under which force must be reported were changed, including requiring officers to report additional types of CEW use and including a checkbox for CEWs, rather than entering it as an “Other” type of force. As a result of this change, incidents that were not previously provincially reportable became reportable in 2023. This enhanced reporting was expected to result in a higher number of reports being submitted in 2023, relative to previous years. Such an increase in the total number of reports should not be interpreted as necessarily indicating an increase in these type of force incidents.

In 2023, members of police services were required under s. 14.5(1) to complete a Use of Force Report whenever a police service member drew a handgun in the presence of a member of the public; pointed a firearm at a person; discharged a firearm; or used a weapon on another person. It was also reportable if an officer drew and displayed a conducted energy weapon (CEW; i.e., TASER) to a person with the intention of achieving compliance, pointed a CEW at a person, or discharged a CEW. Force was also reportable if the force was used on another person, including through the use of a horse or a dog, that resulted in an injury requiring the services of a physician, nurse or paramedic, and the member was aware that the injury required such services before the member went off duty.¹¹ Full details about when force must be reported and exceptions to reporting requirements are available in the Use of Force Regulation.

1.3.2 Addition of Race-Based Data Collection

To meet the requirements of Item 6 of ARA Regulation 267/18, the Use of Force Report includes the following question to capture the police service member’s perception of the race of the individual upon whom force was applied and a report was required to be completed.

What race category best describes the subject(s)? (select only one per subject)¹²

1. *Black*
2. *East/Southeast Asian*
3. *Indigenous (First Nations, Métis, Inuit)*
4. *Latino*

¹¹ When a Use of Force Report is required to be submitted under this regulation, these are referred to as “provincially reportable” uses of force.

¹² The language of the question on the Use of Force Report deviates slightly from the language in ARDS 40, which is “What race category best describes this individual” (select only one).” This small change was made to use language consistent with the Use of Force Report (subject vs individual) and because respondents can report perceived race for up to three individuals, however, only one race category can be chosen per individual as per the ARDS.

5. *Middle Eastern*
6. *South Asian*
7. *White*

In accordance with ARDS 40, police service members are required to select which of the seven racial categories best describes the individual. Collection of race-based data in this manner, collecting one person's perception of the race of another person, is an example of Participant Observer Information (POI).¹³

This question is mandatory and reporting officers can only select one of the race categories provided. Under the ARDS, it is not permitted to include on the report a "don't know," "prefer not to answer," or open text response option. If an individual is perceived to be of mixed race, the officer must choose the race category that, in their view, the individual most resembles. Officers are instructed not to ask the individual to provide their self-identified race.

1.3.3 Team Reports

In some circumstances, an officer was permitted to submit a Use of Force Report on behalf of a team. In the 2020-2022 technical report, team reports were primarily received from tactical/hostage rescue or emergency response teams.^{14, 15}

A regulatory change that came into force on January 1, 2023, updated the reporting requirements related to team reports.

Under s. 14.6(1), the supervisor of a containment team, tactical unit or hostage rescue team, or an officer designated by the supervisor, could submit a report on behalf of the team, if, during an operational deployment of the team's emergency response functions and while acting under the command of the supervisor:

1. A member drew a handgun in the presence of a member of the public.
2. A member pointed a firearm at a person.
3. A member drew and displayed a conducted energy weapon to a person with the intention of achieving compliance.

¹³ See Standards 38 to 43 of ARDS for more information on POI.

¹⁴ For a description of police public order units and emergency response services, see section 18 "Public Order Maintenance" and section 21 "Emergency Response Services" under the Reg. 3/99: ADEQUACY AND EFFECTIVENESS OF POLICE SERVICES of the Police Services Act [Link to O. Reg. 3/99: ADEQUACY AND EFFECTIVENESS OF POLICE SERVICES](#)

¹⁵ Police Services may refer to their tactical-or emergency response teams by different names. The teams captured in this category include teams referred to as: Tactical, Tactical Rescue Unit, Tactical Containment Team, Emergency Task Unit, Emergency Services Unit, Emergency Response Team, Tactical and Rescue, Tactical Services Unit, Tactical Support Unit, Emergency Task Force, Emergency Response Unit, or Tactical Emergency Services Unit.

4. A member pointed a conducted energy weapon at a person.

If any member of the team used a force response that required a report to be submitted, other than the ones listed above, they were required to submit an Individual Report (s. 14.6(2)).

The requirements for team reporting for a public order unit were slightly different. Under s. 14.6(4), a supervisor of a public order unit, or an officer designated by the supervisor, could submit a Team Report if, during an operational deployment of the unit for public order maintenance and while acting under the command of the supervisor, one or more members did any of the following:

1. A member applied force resulting in injury requiring the services of a physician, nurse or paramedic.
2. A member pointed a firearm deployed with less lethal projectiles at a person.
3. A member discharged a firearm deployed with less lethal projectiles at a person.
4. A member drew and displayed a conducted energy weapon to a person with the intention of achieving compliance.
5. A member pointed a conducted energy weapon at a person.

Similar to the other team types, if any member of the team used a force response that required a report to be submitted, other than the ones listed above, they were required to submit an Individual Report (s. 14.6(5)).

Finally, s. 14.7 allowed officers to complete a Team Report if two or more officers were acting in co-ordination in response to a single event under specific circumstances, even if the officers did not belong to a dedicated, specialized team. This was an option under s. 14.7 of the regulation if:

1. An officer drew a handgun in the presence of a member of the public.
2. An officer pointed a firearm at a person.
3. An officer drew and displayed a conducted energy weapon to a person with the intention of achieving compliance.
4. An officer pointed a conducted energy weapon at a person.

However, s. 14.7(2) required that if an officer used a type of force other than the four listed above, they must complete an Individual Report.

This section (s. 14.7) allowed team reporting in many situations that would not necessarily have resulted in a Team Report previously. As such, direct comparisons with data collected using older versions of the Use of Force Report cannot be made.

Under the updated regulation from January 1, 2023, team reports could be submitted by specialized teams, who were acting in coordination in response to a single event. In all cases, if any team member used reportable force other than the types of force noted in sections 14.6(1), 14.6(4), or 14.7(2), that officer was required to submit an Individual Report.

1.3.4 Reporting Police Services

As of January 1, 2020, all municipal police services and the Ontario Provincial Police were required to submit Use of Force Reports to the Ministry pursuant to the Equipment and Use of Force Regulation (s. 14.5 (4)). Race-based data are collected pursuant to Item 6 in the ARA Regulation 267/18 table.

First Nation police services were not required to complete or submit Use of Force Reports to the Ministry under the PSA.

In 2023, Ontario had 53 police services (43 municipal police services, nine First Nation police services, and one provincial police service).

Section 2: Data Limitations

2.1. Use of Administrative Data for Research

The data analyzed in this technical report are derived from Use of Force Reports that were designed and implemented for administrative purposes. Although there was a full redesign to improve data collection, the Use of Force Report remains an administrative form. Administrative data is data that organizations use to conduct their regular operations.

Administrative data is frequently used for research, but there are often unique challenges related to the design, structure, and content of the information in datasets derived from administrative systems.¹⁶ Unlike data specifically collected for research purposes, administrative datasets may not include all the information needed to answer research questions of interest or to develop or test theory. In addition, administrative datasets often require substantially more data management for cleaning, organizing, restructuring, and recoding to prepare the data for use in research compared to research datasets. A great deal of time and effort may be required to ensure that analysts understand how the information was generated and determine the appropriate uses for the data and its applicability for answering research questions of interest.

When using administrative data for research purposes, it is often necessary to link different administrative datasets together to create a comprehensive research dataset. This adds to the complexity and opens new opportunities for more fulsome and meaningful analysis. For police use of force analysis, individual police services can link data from Use of Force Reports to information in their Records Management Systems (RMS). The Ministry of the Solicitor General does not have access to information in police services' RMS, meaning that some research questions cannot be explored by the Ministry.

One benefit of administrative data is that it can be an efficient data collection method that often provides data about all – or nearly all – relevant individuals or events. In contrast, social science research typically involves collecting data from a sample of people and then generalizing the results from the sample to a larger population. This generalization involves the use of inferential statistics to assess whether findings in the sample data are generalizable to the population of interest (e.g., whether results of an opinion poll conducted with 1,500 Ontarians can be used to make inferences about the opinions of all Ontarians). This inferential step is typically not necessary with administrative data because it usually includes information about the whole population. This is the case with the Use of Force Report data. Analysis was conducted on all Use

¹⁶ These challenges are discussed in greater detail by Connelly, Playford, Gayle, and Dibben (2016): [The role of administrative data in the big data revolution in social science research - ScienceDirect](#)

of Force Reports received by the Ministry, not a sampling, therefore, inferential analysis is not required for this technical report's analyses.

2.2 Lack of Standardization

One challenge with using data collected from an administrative form, such as the Use of Force Report, is that individuals completing the form may have different understandings of what the question is asking and how to respond.

There is a provincial guide on how to complete the Use of Force Report, which was updated when the revised report was released. However, the guide does not necessarily provide explanations for all response options contained in the report. Individual police services may provide complementary guides and supports to reporting officers, but this is not standardized across Ontario at this time.

The result of this lack of provincial standardization for areas such as police calls for service codes, definitions¹⁷ and response options can cause data quality challenges and additional time requirements when analyzing data collected from multiple police services. This does not affect individual police services' ability to analyze their own data.

2.3 Data Not Collected in the Use of Force Report

Use of force incidents can be complex, with many factors contributing to the decisions made by everyone involved. The validity of the conclusions is heavily influenced by the completeness of the available data. If key information is not included, only tentative conclusions can be supported. A few key variables that were not collected on the current version of the Use of Force Report would significantly improve understanding of use of force incidents. Examples of these are outlined in this section.

2.3.1 Officer Experience and Demographics

In the 2023 dataset, there is little information about the officers who used force. Rank category (i.e., constable, non-commissioned officer, commissioned officer) and years of service were collected, but other information could be useful.

2.3.2 Information About an Individual

One significant improvement compared to previous years is that the Use of Force Reports used in 2023 included structured questions where officers can indicate what factors influenced their response to an individual. This includes the individual's

¹⁷ For example, the impact of a lack of standardization for call type data on ability to understand counts or trends or conduct comparisons across services or regions.

behaviour, the nature of the call, past history with the individual, as well as their physical size, strength, and abilities.

One key factor not included is whether the individual appeared to be experiencing mental health distress and/or intoxication from drugs or alcohol. Collecting additional incident contextual information would permit a better understanding of how officers respond to varying situations.

2.3.3 Personally Identifiable Information

The Use of Force Reports do not include any information that could be used to identify any individuals upon whom force was used. As a result, it is not possible to determine if any individual is described on more than one report related to a single incident, or in multiple incidents in a year. There are two key drawbacks.

First, it is not possible with these data to determine the number of unique individuals upon whom police used force in 2023. An incident that included two reports, each describing force used on two individuals, could have involved two, three, or four unique individuals. Regardless, the dataset includes four observations of individuals. As well, if an individual has multiple encounters with police that involve force that person will be described at least once for each incident. Because of this, the count of observations of individuals will necessarily overcount the number of actual individuals upon whom force was used.

Second, without the ability to identify when multiple observations of the same individual are provided, any individual-level analysis comes with major caveats. Any results of analysis based on the observation of an individual (rather than the report or the incident) could be directly related to perceived race. Alternately, it could be due to individuals of some perceived race categories being more likely to be involved in incidents with a greater number of officers, leading to those individuals being perceived more frequently in the dataset. This factor could also lead to inflated use of force incidents with the same individual being represented multiple times.

2.3.4 Number of Subject Individuals Involved in the Incident

On each Use of Force Report, officers are required to indicate the number of individuals upon whom reportable force was used. Any other individuals present would not be counted anywhere on the report. For example, if officers arrived on scene to find a group of nine individuals and only used force on one, any reports would only provide information about the one individual. The other eight individuals who were present would not necessarily be noted on the report. Including a total number of individuals involved in the incident would provide necessary additional context to the officer's report.

2.4 Report Design Impacts on Data Quality

Based on analysis of the data as well as feedback from police services, there are some variables that could be changed to enhance the quality and usefulness of the data.

2.4.1 Incident Number and Police Service Division

The Ministry began receiving incident numbers on Version 2.0 of the Use of Force Report on January 1, 2023. These incident numbers are generated by the police services' Records Management System (RMS) to link all occurrence or other reports related to the call for service. Each service has its own format for incident numbers.

On the Use of Force Report, officers are to enter the incident number in an open-text field. This field has no restrictions on the types of characters that can be included or guidance on the structure of the data to be entered. This led to discrepancies in the formatting of incident numbers within police services, which hampers the ability to link reports for the same use of force incident. For example, if the RMS generates 2023-57209 as an incident number, officers may enter 23-57209, 2023/57209, 202357209, or other variations. Although best efforts were made to resolve discrepancies in incident numbers, it is possible that some links were missed or unable to be confirmed.

2.4.2 Incident Type

For 2023, officers were instructed to select one incident type from a drop-down list of 22 options that best described the final disposition of the incident. There was no option to provide a response other than the ones on the list. This is an update the previous form, where officers could select multiple incident types for any given encounter as well as provide a written description.

Officers were instructed to use their best judgment for the type of incident. There are no province-wide standardized instructions on how to select an option when multiple options could be accurate. This makes it difficult to know how many of a particular incident type resulted in a use of force incident.

An additional challenge is the type of incident at disposition may not be the type of incident that officers were called to and may have influenced their response options. An incident could begin as a traffic stop or disturbance and end as an active attacker or violent crime incident. Conversely, the initial call for service could be reported to officers as a weapons call, causing them to arrive on scene with handguns drawn; however, after arriving officers determined the "weapon" was a spray paint can for graffiti and the final disposition may be coded as "property crime."

A possible enhancement could be to collect data on what type of incident officers believed they were entering and what type of incident it turned out to be in the end.

2.4.3 Location

Location data were not analyzed in this technical report due to the variety of response options that require standardizing to enable use in analysis. Officers have five open-text options for entering location data: GPS coordinates, address, postal code, closest intersection, and other. Only the postal code field includes data validations. Some locations, particularly in urban centres, could be identified in multiple ways. For example, the Eaton Centre Mall in downtown Toronto could be entered as: 220 Yonge St.; M5B 2H1; Yonge and Dundas, Yonge and Shuter, or Yonge and Queen; or 43.654434, -79.380852.

As well, incidents may take place in more than one location, even though the report currently can only capture one location. In these incidents, it is not clear how officers decided which location to report.

2.4.4 Rank Category

Results from the previous report showed the vast majority of Use of Force Reports were submitted by Constables and Special Constables. Constables also made up a substantial proportion of officers in Ontario. Currently, it is not possible to compare different classes of Constable (i.e., 1st, 2nd, 3rd, 4th) or to look separately at Special Constables, whose duties and equipment are different than other Constables.

2.4.5 Injuries to Individuals or Officers from the Use of Physical Force

2.4.5.1 Treatment of Injuries

The questions on the Use of Force Report related to treatment of injuries sustained during physical force could be improved by clarifying who provided the treatment. Under the Use of Force Regulation, physical force is only provincially reportable if it resulted in injuries requiring the services of a physician, nurse, or paramedic.

Currently the treatment response options included: No; First Aid; Medical Attention by Personnel at Scene; Admission to Medical Facility; Medical Attention at Facility; Don't Know; and Other. Any report that included admission or attention at a medical facility was clearly a reportable incident under the Use of Force Regulation. However, for the other response options, the incident was only reportable if services were provided by a physician, nurse, or paramedic. First aid or medical attention provided by officers would not require a report to the Ministry. The current version of the report does not allow officers to indicate who provided attention or treatment.

The result is that it may not be possible for the Ministry to exclude reports from non-provincially reportable incidents. Police services may require officers to complete reports for non-provincially reportable incidents to inform their own decisions about service-level operations and training.

2.4.5.2 Lack of Clarity on when Injuries to Individuals Should be Reported

A second challenge with the data on injuries is that there may be confusion on when injuries should and should not be reported. Officers should only include physical injuries that were caused by their own use of force, not injuries caused anyone else. This does not mean that the injury was inconsequential or unimportant, however the intention of the report is to capture injuries caused specifically by the reporting officer's use of force.

Based on data available, it appears that some reports noted injuries caused either by other officers or by the individuals themselves.

As well, many of the "Don't Know" responses for subject individual injuries were related to incidents where officers were attempting to capture a driver who was impaired or driving a stolen vehicle.

2.4.5.3 Lack of Clarity on when Injuries to Officers Should be Reported

The instructions guide does clarify that officers should only report injuries that they themselves sustained as a result of using force. They are not meant to include injuries to other officers. However, the wording on the report itself about officer injuries does not make this clear. The section is called "Officer Involved Injuries" and the question on whether there were injuries was "Were physical injuries sustained because of the force applied?" Officers may be also recording injuries to their colleagues, based on the wording on the Use of Force Report even though they are not meant to do so.

2.4.5.4 Injuries to Officers Caused by the Force Applied on Team Reports

On Individual Reports, officers are required to indicate whether they were injured as a result of using force and what kind of medical attention was required, if any. These questions were not included on Team Reports. Consequently, any figures on officer injuries are likely to be an undercount. Including these details on Team Reports could be explored.

2.5 Limited Analysis Options without an Appropriate Benchmark Population

ARDS 29 requires organizations to compute racial disproportionality and/or disparity indices. Whenever possible, the Ministry calculated the indices that are required by the

ARDS. However, it is not always possible to do so, primarily because an appropriate benchmark population is not available. Most notably, the Ministry still cannot calculate racial disproportionality for police use of force that accounts for how often members of different racial groups come into contact with police.

Measuring disproportionality requires a benchmark population to compare observed data against. ARDS 30 requires PSOs to choose the benchmark¹⁸ population appropriate to their sector and research context for disproportionality analyses. The benchmark must be the most relevant population for the outcome of interest from the best available datasets and must be useful for interpreting year-over-year trends.

In research, a “population” is the group *that is of interest* or about which the research intends to draw conclusions. This is different from the colloquial meaning of “population,” which usually refers to the people living in a geographical region. For example, the appropriate population for a study on the experiences of Canadian cancer patients would be people in Canada diagnosed with cancer, rather than everyone living in Canada.

The appropriate research benchmark population is determined by the questions the research is intending to answer. For this technical report, the principal research question is whether there are differences in police use of force depending on the perceived race of the individual upon whom force was used. Consequently, the most relevant benchmark population would be individuals who interacted with police.

Selecting the most appropriate benchmark population is crucial. The benchmark population chosen will affect whether disproportionality is detected at all, and the size and direction of any racial disproportionality identified.

For example, if analysis indicates that 10 per cent of use of force incidents involved people perceived as Indigenous, the interpretation of the finding will be different depending on whether Indigenous people are five per cent of the benchmark population (indicating overrepresentation) or 25 per cent of the benchmark population (indicating underrepresentation).

It is relatively common for researchers to use resident population data from the Census as a benchmark population for calculating disproportionalities, including in policing research. Although this approach is frequently used and provides valuable insights there are considerable drawbacks that make this resident benchmark population less suitable for measuring disproportionality in the specific event of police use of force.

¹⁸ ARDS provides the following definition of a benchmark: “A benchmark is a point of reference, or standard, against which things can be compared, assessed, or measured.”

Using resident population to calculate disproportionality in police use of force requires that all residents in an area be equally likely to encounter police. There is literature from Ontario and other jurisdictions showing that members of some racial groups come into contact with police more often than members of other racial groups. This applies to self-identified and perceived race. The result of these drawbacks is a substantial concern with the ability of resident population to provide an accurate and reliable measure of disproportionality in police use of force.

Using resident population as the benchmark to measure disproportionality does not distinguish between racial disproportionality in police use of force specifically and racial disproportionality resulting from high frequency-policing generally. This distinction is important if the intent is to understand if any disproportionalities seen in police use of force are related to the incidents themselves, rather than broader factors related to high-frequency policing. As a result, using resident population as a benchmark, can overcount disproportionality in use of force for some racial groups (e.g., high-police contact groups) and undercount or erroneously indicate no disproportionality for other racial groups (e.g., low-police contact groups).

A hypothetical scenario illustrates this challenge. The residents of the community in question are 50% "race A" and 20% "race B." Encounters with police there are not evenly distributed across the two racial categories; 30% of police encounters occur with members of "race A" and 40% of encounters occur with members of "race B." In the instances where officers use reportable force, 30% of the incidents involve members of "race A" and 40% involve members of "race B." A comparison between use of force and resident population indicates disproportionalities of 0.6 (underrepresentation) for "race A" and 2.0 (overrepresentation) for "race B." However, when use of force is compared to the rates of police encounters, the disproportionality for each group is 1.0 (no disproportionality). If comparing to resident population, it appears there are disproportionalities in police use of force for the two racial groups. However, when accounting for rates of police encounters, the use of reportable force is not more frequent for one group than the other.

As the example above illustrates, the most relevant benchmark for exploring disproportionality that is attributable specifically to police use of force is the population of people who have experienced police contact or enforcement.¹⁹ An "encounters" dataset with race-based information would enable the use of multiple benchmarks in analysis. This would allow analysis to understand potential disproportionalities in police contact generally and use of force specifically, rather than confounding

¹⁹ Conceptually, this is similar to an analysis of a service or program using those who are eligible as the benchmark population, rather than all individuals in the catchment area.

disproportionality in use of force and contact with police. At this time, the Ministry does not have access to data that could be used to construct a police enforcement benchmark population.

Another significant challenge with using resident population as a benchmark is that it is not known whether the event involved residents of the community. Using resident population cannot account for individuals who live in one community but spend time in other areas. For example, individuals may commute from one area to another for work; may stay in or pass through areas on vacation;²⁰ may be apprehended along provincial highway corridors;²¹ or may be engaging in criminal activity or hiding in a location far away from their primary residence. Comparing use of force on non-residents to a resident benchmark population to measure disproportionalities can result in both false positives (saying there is disproportionality when there is not) and false negatives (saying there is no disproportionality when in fact there is disproportionality).²²

As a result of the lack of a proper relevant benchmark population, this technical report does not include calculations of disproportionality indices of police use of force relative to police contact.

²⁰ There are rural Ontario towns that experience a large influx of non-residents during the summer season. In that case, the Census population of the town's year-round residents does not represent the people present during the summer. If most use of force events occurred during the summer season and involved non-residents, using the Census population of year-round residents as the benchmark population would lead to an inaccurate measure of disproportionality.

²¹ This is particularly relevant for investigations of drug and human trafficking, vehicle theft rings, and organized crime. The police interaction along highways that included use of force may take place hundreds or even thousands of kilometres away from where individuals live or work.

²² In some use of force-related research, the research question may be best examined using resident population as the benchmark and comparing a non-resident's race to the racial makeup of the surrounding community. Research focused on exploring race-out-of-place theory would require both benchmarks. Comparisons between the individuals involved in use of force events – residents and non-residents – to the racial breakdown of the community in which the event took place can be used to test for race-out-of-place theories of systemic discrimination. Again, it is vital to select the most appropriate benchmark population to answer the specific research questions of interest.

Section 3: Use of Force Datasets

3.1 Overview

The 2023 provincial dataset was created from data extracted from Use of Force Reports for incidents that occurred between January 1, 2023, and December 31, 2023, and were received by the Ministry of the Solicitor General by July 26, 2024.²³

The Use of Force Report was an Adobe Acrobat Portable Document Format (PDF) fillable form used by most police services²⁴ to record information related to provincially reportable use of force incidents.²⁵ These forms were then emailed to the Ministry through a secure file transfer process. The data extracted from these forms were cleaned, reorganized, restructured, and recoded as required to create datasets usable for analyses. Any reports that did not meet the provincially reportable criteria were not included in this technical report.²⁶

A revised Use of Force Report was implemented on January 1, 2023 (Version 2.0).²⁷ This Version 2.0 Report is a substantial change in data and structure from the previous version.²⁸

Between January 1 and March 31, 2023, the responses to one sub-question in the Version 2.0 Report were not being stored and thus were not retrievable for analysis due to a technical issue. If an officer indicated discharging a conducted energy weapon (CEW) in Cartridge/Probe mode, their response to the question on the number of CEW

²³ Police services are required under the ARA Regulation to submit their Use of Force Reports to the Ministry. An All Chiefs Memo (23-0086) was sent on December 19, 2023 to ensure all police services were aware of this obligation and inform them that all reports were due to the Ministry by February 29, 2024. A reminder was sent in late January 2024. The Ministry followed up in March 2024 and April 2024 with all police services to confirm that the number of reports received matched the number of reports the services were required to transmit. From March to mid-July, all police services had the opportunity to correct any submitted reports and/or add reports that had not been provided.

²⁴ Some police services have developed applications that their members use to enter the use of force incident information. This data is sent to the Ministry in XML format. The data collected in these applications are meant to be identical to the data collected on the PDF form.

²⁵ Some police services instruct their members to also use the provincial Use of Force Report to record information on use of force incidents required by their local police service but not required under the PSA. If these reports were sent to the Ministry, they were deleted from the dataset. As a result, numbers reported by the Ministry may not match numbers reported by police services.

²⁶ On the Use of Force Report, there is no way to specify what type of force caused any injuries. For example, if a report described use of a baton, which caused an injury, and the use of physical control, which did not cause a physical injury, only the baton use would be reportable under the Regulation. Where it is clear that physical control did not cause an injury, or caused an injury that did not require medical treatment, that force type category was removed from analysis.

²⁷ As noted previously, the numbering of the versions in this technical report are for clarity and do not correspond to what may be printed on the report itself.

²⁸ Due to technical issues, a small number of 2023 reports (three reports) were submitted using the outdated Version 1.0 form. Police services were asked to resubmit reports using the Version 2.0 or 2.1 form whenever possible, though it cannot be determined if they did so. These three reports using the Version 1.0 form were excluded from analysis because the data were not comparable.

cycles was not saved. Version 2.1 of the Use of Force Report was released to resolve this issue, effective April 1, 2023.²⁹

Due to substantial changes between Version 1.0 and 2.0 of the Use of Force Report, changes in the data collected by the Ministry, as well as changes to the Use of Force Regulation, it is not possible to directly compare provincial data from 2023 to provincial data from previous years.

Additional details on the data variables can be found in the data dictionary in the Ontario Data Catalogue.

3.1.1 Out of Scope Reports

In total, 10,935 provincially-reportable Use of Force Reports were submitted to the Ministry for the 2023 dataset from across all 44 in-scope police services. There were 1,603 reports not used in the race-based analyses as these did not involve force on people. The final 2023 dataset used for these analyses is composed of data from 9,332 reports required under the provincial Use of Force Regulation.

3.1.1.1 Reports Involving Only Animals or Accidental Firearm Discharges

The focus of the ARA analysis is on identifying racial disparities and inequalities between people. Officers are required to submit all provincially mandated reports to the Ministry. Some of these reports are not relevant to analysis on racial differences in use of force. Use of Force Reports involving only animals (e.g., humanely destroying an injured animal)³⁰ or the accidental discharge of firearms were excluded from this analysis. These incidents do not meaningfully add to analyses focused on racial disparity or disproportionality.

For 2023, the Ministry received 1,258 reports involving only animals. These were excluded from analysis; however, they are available in the Ontario Data Catalogue.

The Ministry did not receive any reports of unintentional firearm discharges in operational settings. The Ministry received one report of an unintentional CEW discharge. This report was not relevant to race-based data analysis, so it was excluded from analyses; however, data from the report is available in the Ontario Data Catalogue.

3.1.1.2 Reports that Did Not Involve Interaction with Individuals

²⁹ Between April and approximately July 2023, some reports were submitted using Version 2.0, in error.

³⁰ This applies whether the officer was responding to a call for an animal or to another type of call that turned out to only involve an animal.

Officers are required to submit a Use of Force Report any time they draw a handgun in the presence of a member of the public, even if the subject individual(s) fled without the officer being able to observe, identify, or interact with them. For example, officers receive a call that armed individuals are present inside a residence. Prior to entering the residence, the officers draw their handguns in the presence of members of the public standing outside the residence. In this case, a Use of Force Report is required. If the armed individuals fled before police arrived, there would have been no interaction between the armed individuals and the officers; however, a Use of Force Report would still be required as the officers' handguns were out in the presence of members of the public. In this scenario, the officer would choose "No interaction with the subject" on the Use of Force Report.

Although it is important to track these types of force incidents for policy and training purposes, as the risk for the use of lethal force is heightened whenever firearms are used, these reports are excluded from these analyses. This is a change from the methods in the 2020-2022 Technical Report that used data from Version 1.0 of the Use of Force Report. On the Use of Force Report Version 2.0 and 2.1, if an officer selects the checkbox indicating no interaction with subject, they will not provide any data on individuals upon whom force was used. On the Version 1.0 Report (used between 2020-2022), officers were instructed to make their best guess about the likely race of the individual based on cues available to them at the time.

Although not included in the analyses of this technical report, the data from these 345 reports are available in the Ontario Data Catalogue.

3.2 Datasets

The data collected by the Ministry were organized into four connected normalized³¹ datasets, which were used for analysis in this technical report.³² This structure is for organizing the data and eliminating redundancy. The Main Records dataset includes the data elements that apply to the event as a whole (e.g., date and time, location). Each Use of Force Report is included in this dataset as one row. The other three datasets include data about more specific data elements, which may or may not apply to each record in the Main Records dataset. These three specific datasets correspond to data

³¹ Database normalization is a design principle for organizing data in a consistent way, avoiding redundancy and complexity, eliminating duplicates, and maintaining the integrity of the database. In a normalized database, the data are divided into several data tables that are linked together, typically using primary keys, foreign keys, and composite keys. In contrast, a denormalized dataset exists in a single flat table, which may include substantial redundancy.

³² Part B of the Report collects personal information of officers who complete or review the form, or who were involved in the incident. These are the only questions on the Use of Force Report that are not collected by the Ministry and are not included in the datasets.

about 1) the individuals upon whom force was used, 2) the weapons these individuals were perceived to have, and 3) probe cycle records for police use of CEWs.

Across all four datasets, there are a total of 207 columns for analysis. These include all the data that was collected by the Ministry, except for 29 columns that were suppressed for privacy.

This section first describes the structure of questions on the Use of Force Report (Version 2.0 and 2.1) and how it shaped the four datasets for analysis. It then describes each dataset in further detail.

3.2.1 Structure of Questions in the Use of Force Report

The Use of Force Report (Version 2.0 and 2.1) is an interactive form. When first opened, it contains 26 questions, and additional questions are shown based on the responses provided. This is to reduce the time required by officers to complete the reports. For example, if an officer checks a box to indicate using physical control techniques, they will be shown additional mandatory questions to capture details about the physical force (e.g., grounding, joint locks, and strikes). If the officer does not check the box for physical control techniques, the additional detailed questions will not be shown. The only question that is never mandatory is the narrative.³³

The Use of Force Report contains single-response, multiple-response, restricted-input, and open-text questions. These question types are stored as follows in the datasets:

- For single-response questions, officers must choose only one response from a set of response options. These may be choosing one of a set of checkboxes or selecting one option from a drop-down menu. In the datasets, each single-response question is represented in a single column.
- For multiple-response questions, officers can select as many of the available responses as apply.³⁴ Each possible response to the question is assigned its own column in the dataset, which indicates whether that response was selected. For example, officers can report more than one reason why they used force. Each of the possible responses (e.g., effect arrest, prevent escape, protect self) has its own column in the dataset.

³³ The instruction guide informs officers that the narrative section must be completed if there is no accompanying occurrence report.

³⁴ This is the general rule for multiple-response questions, although additional restrictions may apply in the combination of responses accepted based on logical sense. For example, Treatment of Subject Injuries is one multiple-response question but does not allow the officer to specify other treatment response options if they selected that no treatment was required.

- For restricted-input questions, data quality checks were added to the form requiring officers to type their response in a specific format. For example, officers must provide a numeric response (e.g., “7”) for their length of service in years. Non-numeric characters (e.g., “seven”) will be rejected. Any dates must be provided in YYYY/MM/DD format. In the datasets, each restricted-input question is represented in a single column.
- For open-text questions, officers can type a response with no restrictions on the type of information. Many of these are questions where there is an “Other” response option with a text space allowing the officer to provide additional information. In the datasets, each open-text question is represented in a single column.

3.2.2 Main Records Dataset

The Main Records dataset is made up of one entry for each Use of Force Report received by the Ministry. Included are the variables that are relevant to all reports. These include data related to time, date, location, police service, incident type, etc. It also includes a unique identifier (i.e., primary key) for each Use of Force Report.

The Main Records dataset contains 9,332 rows, representing 9,332 reports that were received by the Ministry.

At the end, there were 81 total variables in the Main Records dataset, of which 64 are available in the Ontario Data Catalogue because 17 were suppressed.

3.2.3 Individual Records Dataset

If an officer specifies that the incident involved one or more individuals upon whom force was used,³⁵ there are up to 53 additional questions that may be shown to capture information about each of those individuals. An officer would only be shown questions that may be relevant to the reporting of the incident. For example, if an officer specified that de-escalation techniques were used on a subject, they will be asked to specify the type of de-escalation technique(s) used. They must also specify whether de-escalation assisted in controlling the behaviour of the subject. However, if no de-escalation techniques were used, the officer must specify the reason(s) why de-escalation was not used. These questions must be answered for each individual upon whom the officer used force.

³⁵ Although all the incidents analyzed in this technical report involve at least one individual upon whom force was used, there are other reports (e.g., dispatching an animal) that do not involve force on an individual. These reports are included in the datasets in the Ontario Data Catalogue.

There are two key sets of variables in this dataset. First, the dataset contains officers' perceptions of the individual upon whom they used force. This includes perceptions of race, age, and gender; whether there was any difficulty perceiving the race of the individual; and the distance between the officer and individual.

Second, this dataset includes variables about the use of force on the individual. This includes the type of force used on the individual, the reason(s) force was used; factors that influenced the officer's response, including whether the individual was perceived or believed to have access to weapons. Subsequently the data set includes use of de-escalation, whether officers' responses were effective at gaining compliance with an individual, whether the individual was injured or required treatment and lastly whether the officer issued the Police Challenge, if relevant.

The Individual Records dataset contains 12,805 rows, representing 12,805 officer perceptions of individuals. Note that an individual could be perceived more than once, for example by two or more officers reporting on the same incident. Each row cannot be assumed to reflect a unique individual.

3.2.4 Weapon Records Dataset

The Weapon Records dataset includes information about any weapons that individuals are perceived or believed to have access to. On the report, officers complete information about weapons for each individual upon whom force was used. For each perceived weapon, up to three questions were asked. Each row of the Weapon Records dataset contains information related to a perceived weapon. The dataset includes variables about what type of weapon (e.g., handgun, edged weapon) was perceived or believed to be present and the location of these weapons.

The section on perceived weapons is presented on the report for each individual upon whom force was used. As a result, it is possible that one weapon may be listed several times, once for each relevant individual. For example, if two individuals are standing right next to a firearm on a table, the firearm is within reach for both. An officer may include the firearm as a perceived weapon for both individuals, though they may also include it only once. The instructional guide does not provide direction on this.

If the officer did not perceive any weapons nor believe any weapons were present, there would be no rows in the Weapon Records dataset associated with the information on the Main Records or Individual Records datasets.

The Weapon Records dataset includes 8,711 rows, representing 8,711 weapons that were perceived or were believed by officers to be present.

3.2.5 Cartridge/Probe Cycle Records Dataset

The Cartridge/Probe Cycle Records dataset contains information about the cartridges used by officers for CEWs in cartridge/probe mode. For cartridge/probe mode, the Use of Force Report allows officers to enter information for multiple cartridges. In the other two deployment modes (drive/push stun and three-point contact), officers can only enter information about a single cartridge; details about these other two modes are captured in the Individual Records dataset. Note that officers can report using a CEW in more than one mode.

The Cartridge/Probe Cycle Records dataset includes 1,136 rows, representing 1,136 cartridges used by officers during use of force incidents.

Section 4: Analysis and Results

4.1 Key Concepts for Analysis

This section outlines select findings from the analysis of the 2023 Use of Force Reports received by the Ministry of the Solicitor General. A few points and concepts to assist in interpreting the results are outlined first.

4.1.1 Participant-Observer Information

The Use of Force Report collected the reporting officer's perception of the individual's race, age range, and gender. This is also known as Participant Observer Information (POI), addressed in ARDS 40. The ARDS provides the race categories that must be included on the Use of Force Report. Police were instructed not to ask an individual to provide their self-identified race. Although the ARDS note that age and gender may also be important to collect, there is no prescribed language for those questionnaire items.

For each question, officers could only choose one response option. Instructions to officers specified that this should be the perception they had at the time of the force incident. If the officer later learned that an individual self-identified differently than the officer's perception, they should still report their perception. These perceptions may not match how the person self-identifies. As well, multiple officers involved in the same use of force incident may have perceived the same person as a different race category, age range, or gender.

These questions were mandatory on the Use of Force Report, even if officers experienced challenges in perceiving the individual's race, age range, or gender. For example, an individual may have been wearing a mask or disguise. If the incident location was dark or poorly lit, or if the scene was chaotic or evolving rapidly, it may have been particularly challenging to perceive the individual's race, gender, or age. It may not have been possible for the officer to see well enough to perceive the individual, their clothing or accoutrements, hear their voice, or note any other attributes that may have led the officer to perceive a particular racial group, approximate age, or gender. Other aspects of the incident, such as weapon focus,³⁶ may also have hampered perception of a person's appearance or attributes. Despite this, officers were required to provide their best guess. There was a question on the report that allowed officers to indicate they had difficulty perceiving the individual's race.

³⁶ The Weapon Focus Effect refers to the tendency of individuals to focus their attention on a weapon that is present. The result is less attention focused on the appearance of the person holding the weapon and the individual providing less detail about that person when they are later asked for a description.

4.1.2 Unit of Analysis: Report, Incident, and Observation

The ideal unit of analysis depends on the specific research question being analyzed. For the analyses conducted in this technical report, different units of analysis were used depending on the specific analyses conducted. These were primarily the: use of force incident, use of force report, and individual observations. Whenever results are reported, the unit of analysis is noted in that section.

Standard 27 of the ARDS provides guidance on the primary units of analysis for race-based analysis, namely the disaggregated categories of perceived race. In other words, the unit of analysis for perceived race includes each of the race categories, where possible, rather than combining race categories.

4.1.2.1 Analysis by Incident

One significant change from previous years' provincial reporting is that it is now possible for the Ministry to link Use of Force Reports associated with the same force incident.³⁷

For the purpose of this technical report, a use of force incident is defined as an event, or continuous series of events, known or believed to have involved at least some of the same subject individual(s). This definition may not match how police services define an incident, in general, or a use of force incident specifically.

The Ministry can now report on the number of unique use of force incidents as well as the number of Use of Force Reports connected with each incident.

The capability to analyze at the incident level addresses several gaps from the previous technical report, in particular:

- Generating a count of the total number of provincially reportable use of force incidents that occurred
- Improving data quality by identifying and removing duplicates
- Reducing the risk of overcounts, which may affect results and conclusions. For example, if a police service generated a total of 50 reports for 2023, and 15 were all related to a single use of force incident, analyzing based on report would result in that one incident having a disproportionate influence on results. For example, it could appear that force occurs most frequently at a particular time of

³⁷ This is because the Ministry began receiving incident numbers as of January 1, 2023. Each police service has its own format for incident numbers, which are generated by their records management system. Reporting officers included these in an open-text variable on the report. Discrepancies in how the incident number was provided within police services (e.g., 2023-123456, 23-123456, 23/123456) introduced some challenges in linking reports. Although best efforts were made to resolve the discrepancies, it is possible that some links were missed.

day or time of the year, or involve people perceived to be members of a specific race category, because of one large incident.

4.1.2.2 Linking Reports to Identify Incidents

Linking reports that pertain to the same incident is done primarily through incident or occurrence numbers generated by police services. Other information may also be used, such as matching reports with the same date and approximate time, location, as well as noting when a report from one police service indicates that officers were assisting another police service. As such, the number of incidents reported by police services may not match the number of incidents reported here.

For enforcement actions where more than one police service responds, it may be possible to link the reports as well, even though there will be different incident numbers. This could involve members of several police services responding to one event and using force. It could involve several police services responding to a series of events involving the same individual(s) that make up a single incident.

It is also possible that several police services were responding to an incident, but only members from some of those services used reportable force. One example is an incident where members of one police service are providing coverage for an incident, with handguns drawn (reportable), and members of another police service apprehend the individual without using force (non-reportable). In this case, although one service was assisting another service, there would only be reports from one police service.

In the case of large joint operations among police services, for example simultaneous execution of high-risk warrants across Ontario, each warrant execution where force was used, whether by different teams of the same service or simultaneously by different police services as part of a coordinated operation, were treated as separate incidents because there was no overlap in location, individuals or officers involved.

Finally, if there are multiple force events involving the same individual(s), over time and involving different police services, these would be treated as one incident. For example, the series of events begins in Scarborough and ends in Milton two hours later. Although the different police services involved may not assign the same incident number for these reports, and the call or incident type, location, and time of day may be different for each reportable force, for the purpose of analysis these reports would be considered belonging to single incident that were a continuous series of events known to involve – or believed to have involved – the same subject individual(s).

In the 2023 dataset, there were 6,269 use of force incidents that generated 9,332 reports.

4.1.3 Scope of Technical Report

This technical report focuses on providing a detailed description of how the data were collected and cleaned, an assessment of data quality, and descriptive statistics of key variables in the datasets. The focus of this technical report is to provide an overview of topics of interest and the dynamics that may be involved in use of force incidents.

4.2 Perceptions of the Individuals upon Whom Force was Used

This section presents analysis about the observations officers made about individuals upon whom force was used. In these analyses, officers' observations about individuals involved in the same use of force incident are often aggregated to categorize the incident by perceived race, age, and gender. Examples below describe aggregation for perceived race; the aggregation principles were the same for perceived age and gender.

For incidents with only one officer's Use of Force Report describing force used on one individual, the perceived race for that individual represents the incident. In other words, if the one individual was perceived as "race A," the incident was classified as an incident involving individuals perceived as "race A."

For incidents with multiple reports and/or individuals, if every perceived race response across all reports matched, the incident was aggregated as that race category. For example, if an incident had three reports each involving multiple individuals and every race perception was "race A," the incident was classified as an incident involving individuals perceived as "race A."

For the remaining incidents (approximately 9.5 per cent), where perceived race did not match across Use of Force Reports and/or observations, two approaches to aggregating were applied to these incidents.

In one approach, the incidents that involved perceptions of more than one race category were coded as "Multiple Races." This could be one officer perceiving several individuals as belonging to different racial groups. It could also be multiple officers perceiving the same individual as different race categories. The "Multiple Races" category was created for the purposes of analysis; it was not a checkbox option on the Use of Force Report.

One advantage of creating and using a "Multiple Races" category in analyses is that the total use of force incidents for each racial category adds to 100 per cent. One drawback to this approach is that the "Multiple Races" category is of limited use for analyses about racial differences.

The second aggregation approach addresses this limitation by including all race categories perceived by officers involved in an incident, in the counts for these incident race categories. An incident is aggregated to more than one race category if there is more than one perceived race involved. For example, if one report indicated that an officer perceived one individual as “race A” and a second individual as “race B,” the incident would be aggregated to both “race A” and “race B” categories. This enables reporting of all incidents that involved at least one individual perceived as belonging to a particular racial category; there is no “Multiple Races” category in this method of aggregation.

This second approach is most consistent with the requirements in the ARDS to report results at the disaggregated race categories. As a result, it is the most frequently used aggregation for many of the race-based analysis in this technical report. The “Multiple Races” category is used when appropriate for a particular analysis.

It is important to keep in mind that observations of individuals in these force incidents do not necessarily represent unique individuals. Multiple officers perceiving the same individual will each provide observations. As such, the number of individual observations is higher than the number of actual individuals described in the Use of Force Reports.

One notable caveat for all analyses involving perceived race, gender, or age is that it is not possible to parse out the potential effects of police contact rates on the rate of police use of force due to the current lack of an appropriate benchmark population. Any race, age, or gender use of force disproportionalities derived by comparing proportion of groups within the use of force dataset to their proportions in the general population, could be due to differences in rates of police use of force with members of that group. Alternatively, they could be due to differences in the number of times individuals of different groups come into contact with police.³⁸ In other words, it cannot be assumed that any differences observed reflect differences in rates of police use of force, rather than differences in rates of interactions with police. Disproportionality calculated using Ontario resident populations may be overcounted for high-contact groups and undercounted for low-contact groups. This limitation does not apply to disparity indices calculated comparing groups within the use of force dataset.

4.2.1 Race and Difficulty Perceiving Race

On the Use of Force Report, reporting officers selected one of seven race categories to describe the perceived race of each individual upon whom they used force. There was

³⁸ Which could itself be due to broader factors driving higher police contact for certain groups compared to other groups, including over policing, poverty, profiling by proxy, etc.

no “I don’t know” option. This reflected the requirements of the ARDS. There was also no option for “Mixed Race” or opportunity for officers to select multiple race categories for an individual. Even if an officer knew the individual identified themselves as two races, they were to select the category that they believed the person most resembled.

As well, officers reported whether they had any difficulties perceiving the race of any individual.

What race category best describes this individual? (select only one)

Black East / Southeast Asian Indigenous Latino Middle Eastern South Asian White

Did you have any difficulties perceiving the race of the subject? Yes Specify No

Figure 1; Perceived Race Question

4.2.1.1 Race

Overall, use of force incidents most frequently involved individuals who were perceived as White, Black, or Indigenous, in that order. The proportion of incidents involving at least one individual perceived as being a member of the applicable race category were:

- Black: 1,408 incidents (22.5 per cent)
- East/Southeast Asian: 393 incidents (6.3 per cent)
- Indigenous: 533 incidents (8.5 per cent)
- Latino: 164 incidents (2.6 per cent)
- Middle Eastern: 429 incidents (6.8 per cent)
- South Asian: 220 incidents (3.5 per cent)
- White: 3,792 incidents (60.5 per cent)

The number of incidents for any one race category indicates that at least one officer perceived at least one subject individual to be a member of that race category. For the majority of incidents, 90.5 per cent (5,675), all individuals involved were perceived to be of the same race by all officers involved. In 9.5 per cent (594) of incidents, the individuals involved were perceived as belonging to different race categories. This may have involved unique individuals or the same individual perceived differently by multiple officers. Because these incidents were included in the count of all relevant race categories, the total is over 100 per cent.³⁹

³⁹ There were no notable differences in the ranking of perceived race categories by incident based on how the incidents were aggregated.
The total number of incidents in the dataset was 6,269. Percentages for race category are derived using the total number of incidents, 6,269, because the correct denominator is the total number of incidents reported.

4.2.1.2 Difficulty Perceiving Race

The Use of Force Report Version 2.0 and Version 2.1 used in 2023 allowed officers to indicate, for each individual, whether they had difficulty perceiving that individual's race. If they selected yes, there was an open-text field to specify the difficulty. Officers were not asked whether they had difficulty perceiving the individual's age or gender.

For most observations of individuals (94.7 per cent, 12,125 of 12,805 individual observations),⁴⁰ officers reported no difficulty perceiving the individual's race.

In the small number of observations of individuals (5.3 per cent, 680 of 12,805 individual observations) where officers did report difficulty perceiving an individual's race, officers noted several reasons.

These reasons could be grouped into two main categories: difficulty discerning race and not having a clear view of the individual. Difficulty discerning race could occur with individuals who had a light complexion or who were perceived as racially ambiguous. This would lead to difficulty choosing the best race category of those available on the report. Difficulty seeing the individual involved several factors. These included cars with tinted windows making it difficult to see the individuals inside; the individual wearing clothing, a hat, and/or face coverings; individuals hiding behind an object; the distance between the individual and officer; the individual having their back to the officer; and darkness or poor lighting. Officers were instructed to provide their best estimation of the race of the individual in these types of situations, consistent with the guidance in Standard 40 of the ARDS.

There were differences between the perceived races, with the greatest proportion of difficulty for individuals perceived as Latino (15.3 per cent) and the lowest for individuals perceived as White (2.7 per cent).

- Black: 199 observations (6.9 per cent)
- East/Southeast Asian: 51 observations (6.5 per cent)
- Indigenous: 90 observations (10.5 per cent)
- Latino: 44 observations (15.3 per cent)
- Middle Eastern: 95 observations (10.2 per cent)

⁴⁰ To determine whether officers reported having more or less difficulty in perceiving individuals of different racial categories, data were examined using an officer's observation of each individual they used force on as the unit of analysis. This is the most relevant unit of analysis in this context because difficulty perceiving race was reported for each individual observation and the analytical lens is examining officer difficulty in perceiving race. In other contexts, data may be aggregated to the report or incident as unit of analysis. In this context, aggregating this same data to the incident level, the results are 6.6% (412 incidents) involved at least one person who at least one officer had difficulty perceiving their race.

- South Asian: 20 observations (4.5 per cent)
- White: 181 observations (2.7 per cent)

Caution is warranted when interpreting these results at the observation level. One incident with several subject individuals and several officers making observations will have a disproportionate impact on the results. This is particularly the case with race categories that had a small number of incidents.

4.2.2 Age

Reporting officers selected one of eight age range categories to describe the perceived age of each individual upon whom they used force. They could only select one option for each individual.

What age category best describes this individual? (select only one)

- Under 12 12-17 18-24 25-34 35-44 45-54 55-64 65 and older

Figure 2; Perceived Age Report Question

The proportion of incidents involving at least one individual perceived as being a member of the applicable age category were:⁴¹

- Under 12: 22 incidents, 0.4 per cent
- 12-17: 475 incidents, 7.6 per cent
- 18-24: 1,288 incidents, 20.5 per cent
- 25-34: 2,685 incidents, 42.8 per cent
- 35-44: 1,835 incidents, 29.3 per cent
- 45-54: 803 incidents, 12.8 per cent
- 55-64: 420 incidents, 6.7 per cent
- 65 and older: 99 incidents, 1.6 per cent

As with perceived race, officers reporting perceptions of the same individual may provide different responses (e.g., when one officer indicates an individual is 18-24 and another indicates 25-34).

⁴¹ Totals add to more than 100 per cent as one incident could involve individuals of different age groups.

4.2.3 Gender

Officers were required to report their perception of the gender of each individual upon whom they used force. The options were: Male, Female, Trans/non-binary/other.⁴² Officers could only select one option per individual.

What gender category best describes this individual? (select only one) Male Female Trans/non-binary/other

Figure 3; Perceived Gender Report Question

Most incidents (92.2 per cent) involved at least one individual perceived as male (5,781). In 80.7 (5,061) per cent of incidents, all individuals were perceived as male. A smaller proportion of incidents involved at least one individual perceived as female (1,181, 18.8 per cent) or at least one individual perceived as trans/non-binary/other (30, 0.5 per cent).⁴³

As with perceived race and age, officers reporting perceptions of the same individual may provide different responses. Also, similar to age, the disproportionality compared to the resident population may be due to officers being more likely to use force on individuals perceived as male and/or these individuals being more likely to come into contact with police.

4.3 The Police Services

Officers were required to indicate their own police service when completing the report. For officers who selected Municipal Police Service, a drop-down menu of municipal police services in Ontario was provided. For officers who selected Ontario Provincial Police (OPP), a drop-down menu of OPP regions was provided; the options were Central Region, East Region, General Headquarters, Highway Safety Division, North East Region, North West Region, and West Region.

The Use of Force Report included an option for a reporting officer from an “Other Agency,” but the Ministry did not receive any Use of Force Reports from agencies other than the 44 in-scope police services.

⁴² Due to the structure of the response options, it was not possible to explore differences between individuals perceived as trans women, trans men, or non-binary. In addition, the number of reports that included individuals perceived as trans, non-binary, or another gender identity (N=37 subject observation reports) was too small to support any meaningful analysis of this question.

⁴³ Some incidents (722, 11.5 per cent) included perceptions of different genders; these were counted in each applicable category, (i.e., incidents with at least one person perceived as male, female, or trans/non-binary/other).

Select Police Service* (select only one)

- Municipal Police Service ▶ Division/District/Other (Appendix A) _____
- Ontario Provincial Police ▶ Detachment (Appendix B) _____
- Other Agency ▶ Specify _____

Figure 4; Select Police Service Report Question

All 44 police services in scope provided at least one Use of Force Report in 2023. All 44 provided at least one report involving individuals (i.e., other than for dispatching an injured animal or for accidental discharge of a firearm).

The number of reports submitted to the Ministry by a particular service, including reports related to injured animals or without interaction with an individual, ranged from two to 2,984. As described in section 3.1.1 of this technical report, some Use of Force Reports were excluded from the race-based data analysis herein. The number of reports per service used in the race-based analysis in this technical report ranged from two for to 2,092. Data from all reports, those included and excluded from analyses in this technical report, are available in the Ontario Data Catalogue.

The proportion of force incidents involving people perceived as a particular race varied greatly across Ontario police services. Many factors likely influenced this variability. One important factor was likely the racial makeup of the population who reside in the police service catchment area, which varies significantly across the province. As previously noted, one limitation of the existing provincial data is the lack of an appropriate police contact benchmark. However, even if police contact benchmark data existed at the provincial level, use of force should still be investigated at the police service level as well, given the high variability in local resident populations and likely high variability in police contact rates across Ontario communities.

Analyzing use of force incidents by police service adheres to the principle of primary units of analysis and disaggregation in the ARDS Standard 27. This also helps protect against Simpson’s paradox, a statistical phenomenon where results at one level of analysis reverse or disappear when combined at another level. For example, overrepresentation of a particular racial group at a local level may not be identified when combined with data from other locations in a provincial dataset. This racial group may even appear underrepresented at the provincial level. Conversely, the apparent overrepresentation of a group at the provincial level may originate from a small number of police services with a high number of residents and police contacts with people of that racial category. In that case, the group may appear overrepresented in the provincial dataset but would not in fact be overrepresented in use of force in most police services.

Some key differences across police services in the proportion of incidents involving individuals perceived as particular races were:

- Four smaller, rural police services only reported Use of Force incidents involving people perceived as White.
- Fourteen services only had reports where the individuals were perceived as two of the seven racial categories.
- Most incidents involving individuals perceived as South Asian (69 per cent, 151 incidents) were from Peel (76 incidents, 16 per cent of Peel's total incidents) and Toronto (75 incidents, 6 per cent of Toronto's total incidents). Most police services (66 per cent, 29 services) did not have any use of force incidents involving individuals perceived as South Asian.
- Most incidents involving people perceived as Latino (73 per cent, 120 incidents) were generated by four police services: Toronto, Peel Region, OPP, and Waterloo Region.
- Twelve police services had zero use of force incidents including individuals perceived as Black. In contrast, individuals perceived as Black were involved in 40.4 per cent of incidents reported by Toronto Police Service.
- Eleven police services had no use of force incidents involving individuals perceived as Indigenous. In contrast, individuals perceived as Indigenous were involved in 60.5 per cent of incidents submitted by Thunder Bay Police Service.

As noted above, these findings should be contextualized by considering the appropriate benchmark population for that geographical location. This will typically be a benchmark of police contact, but this is not currently available.

4.4 The Officers

This section describes data related to the officers involved in use of force who submitted Individual Reports. As noted in Section 1, the analysis conducted for this technical report does not examine specific use of force incidents to determine the appropriateness of the force that was used. The intent of the analyses was to identify and examine any general patterns that may be relevant to identifying systemic issues, which can assist future policy or programming reviews. Areas of research related to police officer characteristics and use of force include officer training and years of experience, as well as the demographic attributes of the officer and police services.

The type, breadth, and amount of training Canadian officers and recruits receive has increased in the previous few decades, including in Ontario.⁴⁴ In particular, there has been increased emphasis on de-escalation training. Some research has found a lower risk of use of force, including lethal force, when responding officers have had substantial training in crisis intervention or de-escalation; other research has noted additional data is required to demonstrate empirically the efficacy of this training.⁴⁵

Data from the Use of Force Report Versions 2.0/2.1 can be used, in some limited ways, to investigate some of these theorised use of force correlates. Officer rank category, length of service, assignment type, and attire were captured on Individual Reports. There were no fields to capture officers’ race, gender, or extra training. Results in this section are based on the number of Individual Reports submitted; a single officer may be involved in more than one use of force incident and thus submit more than one report. For this reason, results do not represent unique officers.

4.4.1 Number of Officers Applying Force

Report Type *

<input type="checkbox"/> Individual	▶ Total years of service as a police officer	Rank category (select one) (Appendix C)
<input type="checkbox"/> Team	▶ Type of Team (select one) (Appendix D)	How many officers were part of the team response, including yourself?

Type of Assignment *

Attire: Non-Uniform Uniform

Assignment Type (select one) (Appendix E)	Type of Incident * (select one) (Appendix F)
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Figure 5; Report Type and Type of Assignment Report Questions

For 2023, there were 7,735 Individual Use of Force Reports received by the Ministry.⁴⁶ It is not known how many unique officers submitted reports.

⁴⁴ Palermo, T. (2018). Ontario police college: Then and now. *Blue Line*.
 Public Safety Canada (2013). Economies of policing: Summary report of the police education and learning summit.
 Shipley, P. (2019). The professionalization of police training in Canada. *Blue Line*.
⁴⁵ For example:
 Engel, R.S., Corsaro, N., Isaza, G.T., & McManus, H.D. (2022). Assessing the impact of de-escalation training on police behavior: Reducing police use of force in the Louisville, KY Metro Police Department. *Criminology & Public Policy*.
 Lavoie, J., Alvarez, N., Baker, V., & Kohl, J. (2023). Training police to de-escalate mental health crisis situations: Comparing virtual reality and live-action scenario-based approaches. *Policing: A Journal of Policy and Practice*.
 White, M.D., Orosco, C., & Watts, S. (2023). Can police de-escalation training reduce use of force and citizen injury without compromising officer safety? *Journal of Experimental Criminology*.

⁴⁶ 9,332 reports were received and included in the analysis for this technical report, 1,597 of those were “Team Report” and 7,735 were “Individual Reports”. The data collected about officers involved was different for Individual and Team Reports. This section focuses on the data collected about officers from the 7,735 Individual officer reports.

In Ontario in 2023, there were 28,569 sworn police service members, from Constables to police Chiefs (though this figure includes First Nation Police Services, even though they were not legally required to complete Use of Force Reports). Every officer must complete refresher training on use of force annually, regardless of whether they were involved in a use of force incident.

4.4.1.1 Number of Other Officers

Officers were required to specify the number of other officers engaged with the individual when they applied force. The response had to be an integer between “0” and “99”; a response of “5” would be accepted, whereas a response of “five” would not.

This refers to the number of other officers who physically or verbally engaged with the individual at the time force was applied. Here, “engaged” could indicate, for example, officers attempting to de-escalate the situation, issuing verbal commands, or restraining the individual; indicating that other officers were engaged with the individual does not mean that any of the other officers used force. The count should not include other officers who were present on scene at the time but were not engaged with the individuals. For example, officers who were directing traffic, collecting evidence, taking statements, or assisting victims would not be included in these counts.

The count does not include the reporting officer themselves; if no other officers were involved during the use of force, the reporting officer should indicate “0.” Indicating that other officers were engaged with the individual does not mean that any of the other officers used force.

Persons Present at Time Force Applied *

Total number of subjects on whom you used reportable force? Specify # _____

No interaction with subject None (animal only)

Approximately how many other officers were engaged with the subject at the time you applied force? Specify

Figure 6; Persons Present at Time Force Applied Report Question

Overall, the number of other officers involved when force reported through an Individual Report, ranged from 0 (only the reporting officer) to 29 other officers.

4.4.2 Officer Rank Category

For Individual Reports, officers indicated their rank category: Commissioned Officer; Non-Commissioned Officer; and Constable (1st to 4th class)/Special Constable/Other.⁴⁷ Commissioned officers are senior officers such as an Inspector or Chief of Police. Non-commissioned officers have ranks that are higher than Constables, but lower than Commissioned officers, such as Sergeants.⁴⁸

For 2023, the majority of Individual Reports were completed by Constables (7,287, 94.2 per cent). Comparatively fewer were completed by Commissioned (41, 0.5 per cent) or Non-Commissioned (407, 5.3 per cent) officers.

The percentage of reports from Constables is notably higher than the per cent of Ontario officers holding those ranks (approximately 75 per cent). Different ranks of officers work in different environments with different responsibilities. In most cases, constables and/or sergeants have the most interaction with members of the public. Commissioned Officers are likely to have significantly fewer interactions with members of the public that may lead to use of force than do frontline officers.

Because of how the response options are currently structured, there is not sufficient variability in the data to explore any correlations between rank and other variables.

4.4.3 Officer Length of Service

Length of service was collected on Individual Reports as an open-text variable and tracked in years of service completed. An individual who had been a police officer for four and a half years should have indicated four years of service completed. Built-in data validation required a response that was a number between “0” and “60.”

If an officer was involved in more than one use of force incident in 2023, their length of service would be counted once for each report submitted.

⁴⁷ The ranks that municipal police services may have were outlined in subsections 8 (1), (2), and (3) of the general regulation under the *Police Services Act* (PSA) (O. Reg. 268/10). OPP ranks are broadly similar; under the PSA, the ranks of police officers in the OPP were established by the Commissioner.

⁴⁸ For municipal police services, Commissioned officers include the ranks of Inspector, Staff Inspector, Superintendent, Staff Superintendent, Deputy Chief, and Chief. Non-commissioned officers include the ranks of Sergeant / Detective and Staff Sergeant / Detective Sergeant. In the OPP, Commissioned officers include the ranks of Inspector, Superintendent, Chief Superintendent, Deputy Commissioner, and Commissioner. Non-commissioned officers include the ranks of Sergeant / Detective Sergeant, Staff Sergeant / Detective Staff Sergeant, and Sergeant Major.

Responses in 2023 ranged from 0 (for less than one year service) to 38 years of service. Approximately half (49.7 per cent) of Individual Use of Force Reports were reported by officers with fewer than five years of service.

Care is needed when interpreting how length of service may be related to use of force. A more complete analysis would compare these results with the distribution of service lengths for all police officers in Ontario; however, the Ministry does not currently have access to the data required to conduct this comparison. A complete analysis would also include data on how years of service may correlate with contact with the public or propensity to be in situations that are the most likely to result in force being required. This would include, for example, performing frontline general patrol duties, the likelihood of working certain shift schedules or to be assigned to certain neighbourhoods or given particular assignment types.

4.4.4 Assignment Type

Individual officers reported the type of assignment they were on during the use of force incident. They chose one response from a drop-down list. There was an option to select “Other” and provide a written response. Very few “Other” responses were received, so these were not recoded into existing or new response option categories.

E. Assignment Type

- Administrative (e.g., station duty)	- Drugs	- Off duty
- Canine	- Guns and Gangs, ROPE, other specialized units	- Patrol (e.g., general, foot, bicycle, ATV, snowmobile)
- Community liaison, school resource	- Hostage rescue	- Paid duty
- Community oriented/directed response	- Investigations (CIB, Major Crime)	- Prisoner transportation/care/control
- Containment	- Marine	- Public order
- Court appearance	- Mental Health Response Unit/ Mobile Crisis Response Team	- Tactical
- Court security	- Mounted	- Traffic
		- Other Specify

Figure 7; Assignment Type Report Question

The majority of Individual Reports were patrol (83 per cent, 6,417). Each of the other assignment type categories were noted in fewer than 3.5 per cent of reports.

It is possible that an officer’s assignment did not match the type of assignment during a use of force incident. For example, an officer who was assigned to a specialized assignment (e.g., Marine, Tactical) may be deployed to other types of incidents when additional personnel are required. As such, it is possible, for example, that an officer who reported Marine as their assignment type was assisting other officers during a force incident unrelated to that Marine assignment.

4.4.5 Attire

Officer attire at the time of the use of force was captured for all Use of Force Reports. Reporting officers had to select either “Non-Uniform” or “Uniform”. Generally, all ranks except for detectives wear some kind of uniform, unless on special assignment. Detectives typically wear civilian clothes.

Officers in uniform and in civilian clothing are likely to be performing different types of public safety activities. In addition, a key difference between the two types of attire is the equipment officers will have. Officers in the standard uniform have standard equipment and duty belt. Officers with specialized assignments may have specific uniforms and equipment. The equipment that officers in civilian clothing have varies widely depending on their specific duties. Some detectives wear an adapted duty belt that includes different force options from frontline members and others will carry a small pistol and keep other items in a bag. Mobile surveillance teams may have additional equipment in vehicles, while officers on foot will have limited access to additional equipment.

Officers’ attire may also affect how members of the public interact with police and how they experience this interaction. There could be qualitative differences in how individuals react to and perceive an interaction with a detective in a suit, an officer with the standard uniform, or an officer wearing or carrying more extensive protective gear (e.g., helmet, shields) and/or possessing additional types of weapons.

In 2023, the vast majority of officers reported being in uniform during the incident (7,286, 94 per cent), though it is not clear what type of uniform they were wearing. The remaining six per cent were mostly officers involved in investigations or specialized units such as Guns and Gangs or Repeat Offender Parole Enforcement (ROPE).

Given nearly all officers were in uniform, it is not possible to identify differences in the use of force between officers in uniform or not in uniform.

4.4.6 Attempts to Gain Compliance

For each individual upon whom the reporting officer used force, police indicated whether they issued directions to the individual to comply. These could be instructions to stop or change threatening behaviour, or how to avoid and/or end the application of force. The directions may be short, loud, easily understood phrases to tell an individual what the officer wants them to do (e.g., “stop resisting,” “get back,” and “get on the ground”). If the officer issued directions, they also indicated whether the individual complied.

Did you issue directions to the subject to comply? * Yes No If yes, did the subject comply? Yes No

Figure 8; Instructions to Comply Report Question

The dataset includes only incidents in which reportable force was used; incidents in which individuals complied with orders and force was not used would not generate a Use of Force Report.

Reporting officers gave directions to comply to 83 per cent of individuals observed.⁴⁹ There are many reasons an officer may not direct an individual to comply. For example, another officer was already providing direction; the reporting officer was providing coverage and not directly interacting with the individual; there was imminent threat; or the individual complied immediately, before direction could be given.

In 80 per cent of incidents, every observed individual whom officers directed to comply, did so. In 13 per cent of incidents, none of the observed individuals were directed to comply, and the other seven per cent of incidents, some – but not all – observed individuals were directed to comply. In this latter group, it is possible that another officer was directing that individual to comply.

The majority of police services (73 per cent, 32 police services) indicated that they provided directions to comply to at least 90 per cent of observed individuals. For all police services, the proportion of observed individuals directed to comply ranged from 48 per cent (OPP) to 100 per cent (nine police services).

There were differences in directions to comply based on perceived race:

- Black: 88.4 per cent (2,532 observations)
- East/Southeast Asian: 83.7 per cent (660 observations)
- Indigenous: 70.7 per cent (608 observations)
- Latino: 84.0 per cent (242 observations)
- Middle Eastern: 84.6 per cent (785 observations)
- South Asian: 91.0 per cent (404 observations)
- White: 81.7 per cent (5,422 observations)

None of the disparities exceeded the 20 per cent threshold, though the disparities for individuals perceived as Indigenous or as South Asian may be worth noting:

- Black: 1.08
- East/Southeast Asian: 1.02
- Indigenous: 0.86
- Latino: 1.03
- Middle Eastern: 1.03

⁴⁹ As noted in Section 2.3.3, these may not be unique individuals.

- South Asian: 1.11

Observed differences may be related to perceived race or could be due to differences across services. For example, the four police services with the highest number of individuals perceived as Indigenous also had lower rates of directing individuals to comply. Further analysis would be required to identify the cause(s) of any differences for perceived race.

Most individuals were perceived by the officer to have complied with the directions given (70 per cent).

- Black: 72.0 per cent (1,824 observations)
- East/Southeast Asian: 74.4 per cent (491 observations)
- Indigenous: 60.7 per cent (369 observations)
- Latino: 66.5 per cent (161 observations)
- Middle Eastern: 76.9 per cent (604 observations)
- South Asian: 72.0 per cent (291 observations)
- White: 68.6 per cent (3,721 observations)

Disparities were as follows:

- Black: 1.05
- East/Southeast Asian: 1.08
- Indigenous: 0.88
- Latino: 0.97
- Middle Eastern: 1.12
- South Asian: 1.05

There are many factors which may have influenced officers' perceptions that an individual complied. It could how officers perceived behaviour or how individuals behaved. Differences in individuals' behaviour could also be influenced by systemic factors related to race, such as a history with police or factors associated with particular call types. Further data analysis would be required to determine if these types of factors explained variations in perceived compliance.

Overall, the rates of direction to comply and perceived compliance were similar across most perceived racial categories, with two exceptions. First, people perceived as South Asian were the most likely to be directed to comply, however this may be a result of the police services responding having higher rates of directing individuals to comply overall. In contrast, people perceived as Indigenous were the least likely to be directed to comply, and when directed, they were the least likely to be perceived to comply.

4.5 The Force Used

For each individual upon whom they used force, officers were required to report on the type of force used, why force was used, and whether the force was effective in controlling the individual's behaviour. As well, officers indicated whether de-escalation was used or attempted.

4.5.1 Distance from Individuals When Deciding to Use Force

Officers were required to indicate the distance between themselves and each individual at the time they decided to use force. Three response options were available: less than three metres; three to seven metres; and greater than seven metres. Officers could only choose one option for each individual upon whom they used force.

Distance between you and the subject (at the time decision was made to use force)

Less than 3 metres (approx. 10 feet) 3 to 7 metres (approx. 10 to 23 feet) Greater than 7 metres (more than 23 feet)

Figure 9; Distance Between You and Subject Report Question

The distance between the officer and individuals when the decision to use force is made may impact the type of force used, its effectiveness, and the potential for injuries. There may be a difference in the level of risk, with smaller distances between the officer and individual potentially being riskier. For example, there is substantially greater risk to officers when an individual with a baseball bat is five feet away than when they are 20 feet away, while an individual with a firearm presents a substantial risk at even fairly long distances.

The force options that may be used will often depend on the distance between the officer and the individual. Physical control and intermediate weapons like batons are only useable when the officer is within a few feet of an individual. Conducted energy weapons (CEWs) and aerosols (i.e., pepper spray) also have an ideal range for use. In cartridge / probe mode, CEWs are most effective at temporarily immobilizing an individual when the two probes make contact with different muscle groups. This is unlikely to occur at very short distances. However, at further distances, there is a substantial risk that one or both probes will miss or not make effective contact with the individual. Similarly, aerosols may also affect an officer or others when the individual is too close and may not affect the individual if they are far away.

For one incident, the distance may vary for different officers and for different individuals. An officer might be less than three metres from one individual and three to seven metres from a second individual when deciding to use force. Another officer responding to the same incident may be greater than seven metres away from everyone when

determining that force is required. This may also be used strategically, with the officers able to provide different types of coverage for the incident at varying distances.

When considering the results, it is important to remember that officers are meant to be reporting the distance at the moment they decided to use force. This should not be interpreted as the closest or furthest distance between the officer and the individual during the use of force incident. An officer may determine that force is required as an individual is running towards the officer from a distance of seven metres while actual force may then be applied at less than three metres.

The 9,332 reports (Individual Reports and Team Reports) included 12,805 subject individual observations.⁵⁰ The majority of the time, officers decided to use force when they were within three metres of an individual (46 per cent, 5,880 observations) or three to seven metres from an individual (39 per cent, 5,050 observations). The decision to use force was less frequently made when the officer was more than seven metres from the individual (15 per cent, 1,875 observations).

There were no notable variations in the distance based on perceived race.⁵¹

4.5.2 Type of Force Category

Officers are expected to be continually assessing situations and choosing the most reasonable option according to the persons involved and the context of the situation. Interactions between police and individuals are fluid. As the interaction evolves, officers' choice of response options may change. As such, officers may use multiple force types in a single incident. This Use of Force Report does not indicate the order in which different force options were used.

Five categories of force type are captured on the Use of Force Report:

1. Physical Control
2. Intermediate Weapon (e.g., pepper spray, baton, CEW)
3. Less Lethal Firearm
4. Other (e.g., canine, horse, weapon of opportunity)
5. Firearm

When an officer selected one or more of these force categories, additional questions were presented to collect detail about the specific force types used. The image below

⁵⁰ A reminder that this does not indicate that there were 12,805 individuals upon whom force was used.

⁵¹ Other exploratory analyses were conducted to identify whether there was any relationship between distance at the time the officer decided to use force and other variables. There were no results of note related to the number of observations made in the incident, number of officers involved, or the type of force used.

shows all possible questions that officers may complete, depending on the selected force categories and force types. Officers were required to select all force type categories and specific force types they used.

For each force type and officer response, officers also reported whether this assisted in controlling the individual's behaviour. As well, if officers reported pointing or discharging a firearm in their response, they indicated whether they issued the Police Challenge. If they did, they were asked whether the individual complied. If they did not issue the Police Challenge, they were asked why not.

Type of Force Used *

Physical Control (select all that apply) Escort techniques Grounding Joint Locks Pinning
 Pressure Points Strikes Other Specify _____

Did this assist in controlling the subject's behaviour? Yes No

Intermediate Weapon (e.g., pepper spray, baton, CEW - check all that apply)

OC (pepper spray) Did this assist in controlling the subject's behaviour? Yes No

Baton Hard (e.g. strikes) Soft (e.g. prying) Did this assist in controlling the subject's behaviour? Yes No

Conducted energy weapon (CEW) Drawn and Displayed with the intention of achieving compliance Pointed
 Discharged ► Cartridge / probe Drive / push stun 3-point contact

Cycles Single cycle (5 seconds) Extended cycle (more than 5 seconds) Multiple cycles

Did this assist in controlling the subject's behaviour? Yes No

If CEW did not assist in controlling the subject's behaviour, specify why (select all that apply)

Cartridge Malfunction Disconnect Insufficient Probe Spread Operator Error Probe Miss
 Weapon Malfunction Other Specify _____

Less Lethal Firearm (select all that apply)

Shotgun (e.g. bean bag round): Pointed Discharged

Figure 10; Type of Force Used Report Question

Did this assist in controlling the subject's behaviour? Yes No

Extended Range Impact Weapon: Pointed Discharged

Did this assist in controlling the subject's behaviour? Yes No

Other (e.g., canine, horse, weapon of opportunity)

Specify _____ Did this assist in controlling the subject's behaviour? Yes No

Firearm (select all that apply)

Handgun Drawn Pointed Discharged Did this assist in controlling the subject's behaviour? Yes No

Rifle Pointed Discharged Did this assist in controlling the subject's behaviour? Yes No

Shotgun (Lethal) Pointed Discharged Did this assist in controlling the subject's behaviour? Yes No

Did you issue the Police Challenge? Yes No Did the subject comply? Yes No

If did not issue challenge, specify: Not viable Issued by another officer Other Specify _____

Figure 11; Type of Force Used Question

Definitions of the five force type categories are as follows:

1. **Physical Control** includes any empty-handed techniques used to physically control an individual's actions and does not involve the use of a weapon. A Use of Force Report involving exclusively Physical Control is only required if an individual sustained an injury that required the services of a physician, nurse, or paramedic. There were seven types of Physical Control that officers could select (e.g., Grounding, Joint Locks, Strikes).⁵²
2. **Intermediate Weapons** involves the use of weapons not intended to cause serious injury or death, such as pepper spray, baton, or CEW.
 - **Aerosol Weapons** are inflammatory agents typically delivered via spray and designed to temporarily impair an individual, often by inducing a burning sensation of the skin and painful tearing and swelling of the eyes.
 - **Batons** are roughly cylindrical clubs carried as weapons. In Ontario, police are issued fixed-length or expandable batons.
 - **Soft Application** involves using the baton to pry an individual loose (e.g., using a baton to pry an individual's arms off an object or out from under their body).
 - **Hard Application** involves using the baton to strike major muscle groups to cause compliance with the objective of changing the subject's intent and behaviour (e.g., striking an individual's upper leg to stop them from kicking).
 - **Conducted Energy Weapons (CEWs)** deliver a series of electrical pulses intended to temporarily immobilize and allow apprehension of subjects.

⁵² One note: this requirement applies only if the officer is aware of the injuries and the necessity for this treatment prior to the end of the shift when the force incident occurred.

There are three ways a CEW can be used, all of which require a Use of Force Report to be completed: drawn and displayed (including showing a warning arc); pointed; and discharged. If the CEW is discharged, there are three ways in which it may have been used. Officers are required to indicate whether the CEW was used for a single five-second cycle, a single cycle that lasted over five seconds, or for multiple cycles.

- **Cartridge / Probe Mode:** Officers fire the CEW's metal probes to penetrate an individual's clothing or skin to deliver an electric current to attempt to achieve neuromuscular incapacitation. Reports are required even if the probes do not strike the individual.
 - **Drive / Push Stun Mode:** Officers use the CEW to make direct contact with the individual, without the use of probes, to deliver electrical energy, which causes pain and only localized muscular disruption.
 - **3-Point Contact:** Drive stun mode in conjunction with probe(s) to complete the circuit.
3. **Less Lethal Firearms** are firearms that fire bean bags or other types of less lethal projectiles. These fall into two general categories:
- **Shotgun** refers to a lethal firearm that has been adapted or repurposed for use with less lethal projectiles (e.g., sock rounds, bean bag rounds).
 - **Extended Range Impact Weapons** are a dedicated less lethal launcher that deploys less lethal impact and chemical munitions.
4. **Other Weapons** include canines, horses, weapons of opportunity (i.e., any object found on the scene that can be used as a weapon), or other types of weapons not specifically referenced on the report. Weapons of opportunity may be used by police when none of the approved options are available or appropriate.
5. **Firearms** are defined in the *Criminal Code* (and referenced in the Use of Force Regulation) as a barrelled weapon from which any shot, bullet or other projectile can be discharged and that is capable of causing serious bodily injury or death to a person. This includes any frame or receiver of such a barrelled weapon and anything that can be adapted for use as a firearm.⁵³ Three types of firearms may have been used by officers: **Handgun**,⁵⁴ **Rifle**, and **Shotgun (Lethal)**. An officer

⁵³ This definition also applies to "Less Lethal Firearms." For greater clarity, under the Equipment and Use of Force Regulation under the *Police Services Act*, the definition of "firearm" explicitly excludes CEWs. Other jurisdictions may classify CEWs as firearms.

⁵⁴ A handgun is defined as a firearm that is designed, altered or intended to be aimed and fired by the action of one hand. Under the Regulation, officers were required to complete a Use of Force Report if they unholstered their handgun in front of a member of the public, regardless of whether they discharged or pointed their handgun.

could report using more than one type of firearm. For each firearm type the officer selected, they must indicate how the firearm was used:

- **Discharged** means that the firearm was fired, whether it was fired at a person or not.
- **Pointed** means that the barrel of the firearm was directed towards an individual.
- **Drawn** (applies only to handgun) means that the handgun was removed from its holster.

4.5.2.1 Aggregation

This technical report analyzes only the five broad categories of force types on the Use of Force Report: Physical Control, Intermediate Weapon, Physical Control, Intermediate Weapons, Less Lethal Firearm, Other Weapon, and Firearm. Analysis on the specific types of force within these broader categories was not conducted.

The categories of force type used were aggregated to the incident level to provide an overview of use of force incidents. An officer might have used multiple force type categories during an incident, on one individual or on different individuals, and an incident might have had multiple officers using different force type categories. Each force category used during an incident was counted once for that incident, regardless of how many times or by how many officers that force category was used during the incident.

For example, if Officer A drew a handgun and used physical control that caused an injury, and Officer B drew a handgun and used a baton, the force type categories for the incident would be firearm, physical control, and intermediate weapon. Because officers could use force types from more than one force type category in the same incident, the per cent of incidents that included force types from the five categories could add to more than 100 per cent.

With the exception of the firearm force type, the use rate of the subtypes of force within each type of force category were not analyzed by racial category in this technical report, though the data are available in the Ontario Data Catalogue. This means, for example, an incident in which an officer used an intermediate weapon could have involved the use of a baton, CEW, and/or aerosol weapon. Analysis was not conducted to determine if the use rates differed for the subcategories of force for a CEW vs baton; this incident would have been coded as “intermediate force type category.”

As well, the analysis considered only the categories of force. It did not account for the number of applications of force. If one officer used more than one of the intermediate weapons, that was counted as an incident involving at least one intermediate weapon. Similarly, if different officers used different intermediate weapons, the incident was

counted as an incident involving at least one intermediate weapon. For example, both of the following incidents would be counted in the analysis as involving at least one use of intermediate weapons. First, a single officer used a CEW and an aerosol weapon. Second, one officer used a CEW and another officer used a baton.

Further, if officers used one type of weapon multiple times, or in different ways, that was only counted once. This could include an officer using a baton, attempting de-escalation, then using the baton a second time. It could involve an officer using hard application and soft application of a baton. It could include one officer pointing a handgun and another officer discharging a rifle. For each, the category of force (i.e., intermediate weapon, firearm) would be noted.

As described in section 4.2, perceptions of race were also aggregated to the incident level. The counts for race category are the number of incidents that included at least one individual perceived as being part of that category. In approximately 9.5 per cent of incidents, there were two or more race categories perceived across reports and/or observations.

When calculating the force type used by incident, a modification was made to the method used to count the number of incidents involving a person perceived as being part of a racial category. When examining force used, the incident was counted only if the relevant force type was used against a person perceived as that racial category. For example, if an incident involved one person perceived as “race A” and one person perceived as “race B,” and a firearm was pointed at both individuals, then the incident would be included in the counts of incidents related to both race categories. If the firearm was only pointed at the person perceived to be “race A,” then the incident would only be included in the counts of incidents related to “race A.”

4.5.2.2 Overall Counts of Force Type Categories

Of the 6,269⁵⁵ incidents, almost two thirds (64 per cent, 4,001 incidents) had only one of the five categories of force type applied by officers; less than one third (29 per cent, 1,831 incidents) had two of the five categories of force type applied by officers; and a smaller share (seven per cent, 436 incidents) had three or more of the five categories of force type applied by officers.

⁵⁵ One incident was missing data on force type; thus, total adds to 6,268.

For each of the five categories of force type, the proportion of incidents that had at least one officer use at least one instance of force from the category on an individual were as follows:⁵⁶

- Physical control: 26.2 per cent (1,645 incidents)
- Intermediate weapons: 50.6 per cent (3,169 incidents)
- Less lethal firearms: 4.0 per cent (252 incidents)
- Other weapons: 3.0 per cent (186 incidents)
- Firearms: 60.1 per cent (3,767 incidents)
 - This includes handgun drawn, firearm pointed, and firearm discharged

4.5.2.3 Calculating the Disparity Index for Force Category

Standard 29 of the ARDS requires PSOs to compute racial disproportionality and/or disparity indices for each unit of analysis. This technical report calculated disparity to identify possible differences in the category of force that was used between perceived racial groups.⁵⁷

A racial disparity index is a measure of group differences in outcomes by comparing the outcomes for one racial group with those of another. A disparity index of 1.0 indicates no difference in outcomes between Group A and the reference or comparison Group B. An index less than 1.0 indicates that Group A had a lower likelihood of experiencing the particular outcome, and an index over 1.0 indicates a higher likelihood.

A notable deviation from 1.0 is required before it is reasonable to conclude that a disparity has been found. There is no established standard for determining whether a racial disparity in police use of force deviates enough to indicate a notable difference. The ARDS instructs PSOs to consider their own specific context to determine the threshold that indicates a noteworthy disparity. Assorted researchers in various fields including policing (e.g., traffic stops, police use of force) have used a range of thresholds, such as 20 per cent (i.e., index below 0.8 or above 1.2) or the 'four-fifths rule' (80 per cent of the ratio of the reference group, i.e., an index less than 0.8 or above

⁵⁶ The total number of incidents in the dataset was 6,269, with data on force type was 6,268. When counting each incident in each of the five force type categories used, the total count of force type categories applied during use of force incidents adds up to 9,019, as any incident may be counted in more than one force type category. Percentages are derived using the total number of incidents.

⁵⁷ "If the desired equity outcome is that individuals are receiving the same treatment or outcomes within a given program, service, or function, regardless of their race, then a racial disparity index is the appropriate measure to use to identify and track any potential racial inequalities."

1.25) to identify notable disparities.⁵⁸ These thresholds have been used as guidance in this technical report to highlight where disparity might be notable.

Finally, disparity analysis requires a reference group for comparison. The reference group provides the contrast needed for meaningful interpretations of group differences in outcomes within the dataset. Often, the appropriate reference group is the group least likely to experience systemic barriers or disadvantages in Ontario. Standard 31 of the ARDS notes that the White category will typically be the most appropriate reference group within the justice sector.

For more detail on how the indices are calculated, thresholds, and reference groups, refer to Standards 29 to 32 of the ARDS.

In this section, disparity indices were calculated to determine if one perceived racial group had a higher risk of a particular force category being used compared to use of force incidents involving individuals perceived as White. It is important to note that many factors may influence the likelihood of officers using particular categories of force. These include: the number of subject individuals, the number of other officers, whether individuals were believed or perceived to possess weapons, the type of incident officers were called to, the behaviour of the individuals during the incident, and whether any individuals appeared to be in crisis or intoxicated. Disparity indices compare the risk or likelihood of an outcome between the different racial groups and the reference group. Other analytic approaches, such as multi-level modeling, would be required to statistically control for these other factors that may influence the categories of force that were used. Re-calculating disparity indices accounting for these additional factors may alter the disparity index results.

4.5.2.4 Physical Control

Physical control was the third most common type of force officers reported using, with 26.2 per cent of incidents (1,645) involving physical control. The most common types of physical control were grounding (997 incidents), pinning (540 incidents), and escort techniques (462 incidents).

As per the Use of Force Regulation, the use of physical control techniques was only reportable if it resulted in injuries requiring the services of a physician, nurse, or paramedic. As such, any physical control that did not cause injuries requiring attention from these individuals were excluded. The exclusion could be for an entire incident, if physical force not requiring medical attention was the only force type used. The

⁵⁸ See also the 2020 report from the UK Government's Race Disparity Unit, [Research and Analysis: Using Relative Likelihoods to Compare Ethnic Disparities](#).

exclusion could be at the report level; if one officer only used physical force not requiring medical attention, that specific report would be excluded from the incident. Or the exclusion could be for the physical control elements on a specific report. For example, if a report included physical control that did not cause injuries, and the pointing of a firearm, the firearm force type would be included, the physical control would be excluded.

The percentage of force incidents that involved police use of physical control varied between 22 and 27 per cent across perceived race categories:

- Black: 26.2 per cent (369 incidents)
- East/Southeast Asian: 23.9 per cent (94 incidents)
- Indigenous: 22.9 per cent (122 incidents)
- Latino: 23.2 per cent (38 incidents)
- Middle Eastern: 27.0 per cent (116 incidents)
- South Asian: 22.3 per cent (49 incidents)
- White: 24.5 per cent (928 incidents)

The disparity index, calculated using the perceived race of White as the comparison group, was as follows:

- Black: 1.07
- East/Southeast Asian: 0.98
- Indigenous: 0.94
- Latino: 0.95
- Middle Eastern: 1.10
- South Asian: 0.91

When compared to White, none of the disparity indices for the six racial groups surpassed the 20 per cent threshold.

4.5.2.5 Intermediate Weapon

Intermediate weapons was the second most common category of force officers reported using, with 50.5 per cent of incidents (3,169) involving intermediate weapons. The vast majority of these incidents involved the use of CEWs (3,050 incidents, 96.2 per cent of incidents with intermediate weapons). There were three uses of a CEW that were provincially reportable: drawn and displayed (1,916 incidents, 62.8 per cent of CEW incidents), pointed (1,832 incidents, 60.1 per cent of CEW incidents), and discharged

(1,024 incidents, 33.6 per cent of CEW incidents).⁵⁹ Aerosol weapons (116 incidents) and batons (75 incidents) were not frequently used. There was variability in how frequently intermediate weapons were used in incidents associated with the different perceived race categories:

- Black: 39.5 per cent (556 incidents)
- East/Southeast Asian: 37.9 per cent (149 incidents)
- Indigenous: 54.4 per cent (290 incidents)
- Latino: 38.4 per cent (63 incidents)
- Middle Eastern: 32.9 per cent (141 incidents)
- South Asian: 30.9 per cent (68 incidents)
- White: 52.7 per cent (1,998 incidents)

The disparity index, calculated using the perceived race of White as the comparison group, was as follows:

- Black: 0.75
- East/Southeast Asian: 0.72
- Indigenous: 1.03
- Latino: 0.73
- Middle Eastern: 0.62
- South Asian: 0.59

Incidents with at least one individual perceived as Indigenous had a disparity index greater than 1.0 compared to incidents with at least one individual perceived as White. The remaining five racial groups had a disparity index lower than 1.0.

4.5.2.6 Less Lethal Firearm

Less Lethal Firearms are those that fire bean bags or other types of less lethal projectiles. These were not used by police very often (4.0 per cent, 252 incidents).

There was some variability in how frequently less lethal weapons were used in incidents associated with the different perceived race categories:

- Black: 2.4 per cent (34 incidents)
- East/Southeast Asian: 3.1 per cent (12 incidents)
- Indigenous: 5.3 per cent (28 incidents)
- Latino: 3.7 per cent (6 incidents)

⁵⁹ Note that when an officer discharges a CEW, they will necessarily have had to point the CEW as well. They may also have drawn and displayed the CEW to achieve compliance. As such, the percentages add to well over 100.

- Middle Eastern: 3.5 per cent (15 incidents)
- South Asian: 1.8 per cent (4 incidents)
- White: 4.3 per cent (162 incidents)

The disparity index, calculated using the perceived race of White as the comparison group, was as follows:

- Black: 0.57
- East/Southeast Asian: 0.71
- Indigenous: 1.23
- Latino: 0.86
- Middle Eastern: 0.82
- South Asian: 0.43

When analyzing by incidents involving people of a perceived race, the small number of incidents involving this force type category warrant caution when interpreting results. With this caution in mind, results suggest that when compared to the use of less lethal firearms in incidents involving people perceived as White, there is a higher likelihood of less lethal firearms being used in incidents involving people perceived as Indigenous and a lower likelihood in incidents involving people perceived as Black.

4.5.2.7 Other Weapon

Very few incidents involved the use of an “Other” weapon by police (3.0 per cent, 186 incidents).

When “Other” weapon was used it was most frequently a police canine (133 incidents) followed by police shield (eight incidents), chemical munitions (eight incidents), and police vehicle (three incidents).

When analyzing by incidents involving people of a perceived race, the small number of incidents involving this force type category (ten or fewer incidents for four of the perceived racial categories) discourage the calculation of a disparity index and warrant caution when interpreting results. Percentages of incidents involving force from this category ranged from one to four per cent for all perceived races.

- Black: 2.9 per cent (41 incidents)
- East/Southeast Asian: 2.3 per cent (9 incidents)
- Indigenous: 2.6 per cent (14 incidents)
- Latino: 3.7 per cent (6 incidents)
- Middle Eastern: 1.6 per cent (7 incidents)
- South Asian: 2.7 per cent (6 incidents)
- White: 2.9 per cent (110 incidents)

4.5.2.8 Firearm

Firearms were the most commonly used category of force (60.0 per cent, 3,767 incidents). Firearms mean a handgun, rifle, or shotgun firing lethal projectiles. When firearms were used, this was frequently drawing a handgun from its holster in the presence of a member of the public (2,294 incidents, 60.9 per cent of incidents where a firearm was used) or pointing a firearm (3,274 incidents, 86.9 per cent of incidents where a firearm was used). Incidents that included discharging a firearm were rare (50 incidents, 1.3% of incidents where a firearm was used).⁶⁰

There was variability in how frequently firearms were used in incidents associated with the different perceived race categories:

- Black: 71.1 per cent (1,001 incidents)
- East/Southeast Asian: 70.0 per cent (275 incidents)
- Indigenous: 54.6 per cent (291 incidents)
- Latino: 63.4 per cent (104 incidents)
- Middle Eastern: 73.9 per cent (317 incidents)
- South Asian: 75.5 per cent (166 incidents)
- White: 57.4 per cent (2,178 incidents)

The disparity index, calculated using the perceived race of White as the comparison group, was as follows:

- Black: 1.24
- East/Southeast Asian: 1.22
- Indigenous: 0.95
- Latino: 1.10
- Middle Eastern: 1.29
- South Asian: 1.31

Five of the six racial groups had a disparity index greater than 1.0 compared to incidents with at least one individual perceived as White. Individuals perceived as Indigenous had a disparity index lower than 1.0, meaning incidents with at least one individual perceived as Indigenous were less likely to involve the use of a firearm as a force category by police, compared to incidents with at least one individual perceived as White.

⁶⁰ For the use of firearms, cases add up to 100 per cent, as an incident was only counted once based on the most serious force type. For example, if an incident involved both firearm pointed and firearm discharged it was only counted in the firearm discharged category.

Using the 20 per cent threshold to indicate disparity of potential note, incidents with at least one individual perceived as Black, East/Southeast Asian, Middle Eastern, or South Asian were over 20 per cent more likely to involve the use of a firearm as a force category by police compared to incidents with at least one individual perceived as White.

This means that incidents involving at least one individual perceived as Black were 1.24 times more likely to involve a firearm used on an individual perceived as Black, compared to the rates firearms were used on individuals perceived as White in incidents involving individuals perceived as White. Similar patterns were found when individuals perceived as Middle Eastern (1.29 times more likely) or South Asian (1.31 times more likely) were compared to individuals perceived as White. Finally, incidents involving at least one individual perceived as Indigenous were slightly less likely to involve a firearm used on an individual perceived as Indigenous, compared to individuals perceived as White in incidents involving individuals perceived as White.

Disparity indices were not calculated for the incidents that included at least one firearm being discharged because there were too few incidents to generate reliable indices. Simple counts of the number of incidents are included below,⁶¹ though these should be used with caution because of the small number of incidents that involved the discharge of firearms.

- Black: 8 incidents
- East/Southeast Asian: 4 incidents
- Indigenous: 2 incidents
- Latino: 3 incidents
- Middle Eastern: 2 incidents
- South Asian: 1 incident
- White: 34 incidents

Particularly relevant for understanding disparities in firearm force type would be the officer perception of an individual's access to a weapon. Further analyses examining to what extent these disparity indices remain when factoring in perceived weapons of the people involved as well additional contextual variables is recommended.

4.6 Outcomes of Force

Officers are required to indicate whether their use of force resulted in physical injuries to subject individuals and/or to themselves. Instructions noted that any injuries an officer

⁶¹ There were 50 incidents involving firearm discharge force type. Because an incident could include an officer discharging a firearm at more than one person, the totals for each race category add to 54.

reported must be as a direct result of their use of force. They were not to report injuries caused by other events, including force applied by other officers or from individuals purposefully or accidentally injuring themselves. These fields were mandatory for each subject upon whom force was used and for each individual officer who submitted a report. Officer injuries were not collected on officers who were part of a Team Report.

Person(s) Injured * Were physical injuries sustained because of the use of force applied?

Subject: Yes No Fatal Don't Know (e.g., subject fled/escaped)

Officer: Yes No

Was treatment required? (select all that apply)

Subject: No First aid Medical attention by personnel at scene Admission to medical facility

Medical attention at facility Don't Know Other Specify

Officer: No First aid Medical attention by personnel at scene Admission to medical facility

Medical attention at facility Don't Know Other Specify

Figure 12: Persons Injured Report Question

There is no requirement to report non-physical injuries on the report.

4.6.1 Injuries to Individuals upon Whom Force was Used

For each individual upon whom they used force, officers were required to report whether physical injuries occurred as a result of their use of force. The options were “Yes,” “No,” “Fatal,” and “Don’t Know.” If officers were not aware of whether there were injuries by the end of the shift during which the force event occurred, they could select “Don’t Know.” The figures could be an undercount of the number of injuries to individuals because officers may be unaware of injuries at the time they are completing the Use of Force Report.

If an officer used only physical force, a canine, or horse, and the resulting injury did not require the services of a physician, nurse, or paramedic, there was no requirement to submit a Use of Force Report. Injuries from physical force were only required to be reported if the injuries required medical treatment. Any injuries caused by the use of weapons (e.g., baton) were always required to be reported, regardless of whether medical attention was required.

If the officer reported that there were reportable injuries to individuals, they were required to note, for each individual, what treatment was provided. For this question, officers were to select all options that applied. As such, the percentages of incidents that required the different types of treatment will add to over 100 per cent.

In 90.6 per cent (5,677) of use of force incidents, none of the individuals upon whom force was used sustained reportable physical injuries as a result of the force applied.

There were no racial disparities identified for incidents in which there were no physical injuries.

In 8.8 per cent (551) of incidents, there were non-fatal physical injuries to at least one individual involved.

In 0.1 per cent (seven) of incidents, the injury to at least one individual was fatal.

In 0.6 per cent (37) of incidents, the injury status was unknown for all or at least one individual involved (and any additional individuals involved in the same incident were not injured).

4.6.1.1 Non-Fatal Physical Injuries

The percentage of use of force incidents that resulted in non-fatal physical injuries varied by perceived race, ranging from four per cent for Middle Eastern to 14 per cent for Latino:

- Black: 6.8 per cent (96 incidents)
- East/Southeast Asian: 6.4 per cent (25 incidents)
- Indigenous: 8.3 per cent (44 incidents)
- Latino: 14.0 per cent (23 incidents)
- Middle Eastern: 4.2 per cent (18 incidents)
- South Asian: 7.7 per cent (17 incidents)
- White: 8.9 per cent (339 incidents)

The disparity index, calculated using the perceived race of White as the comparison group, was as follows:

- Black: 0.76
- East/Southeast Asian: 0.71
- Indigenous: 0.92
- Latino: 1.57
- Middle Eastern: 0.47
- South Asian: 0.86

Use of force incidents involving at least one individual perceived as Latino were 1.57 times more likely to have resulted in non-fatal physical injuries compared to incidents involving at least one individual perceived as White.

4.6.1.2 Fatal Injuries

In total, there were seven individuals who were fatally injured as a result of police use of force. Each fatality occurred in a separate incident.

In all seven incidents, there was a single individual, armed with a weapon, who was threatening to harm either themselves or others, or was acting in a threatening manner. For four of the seven incidents, officers perceived the individual to be experiencing a mental health crisis at the time of the incident; for two incidents, officers reported the individual was expressing suicidal ideation. In two of the seven incidents, the individual had murdered or attempted to murder at least one other person prior to the encounter.

In five of seven incidents, police attempted de-escalation (including communication, distancing, time, repositioning, etc.) prior to engaging in lethal force. In the other two, officers indicated that de-escalation was not attempted because the individual presented an imminent threat.

All seven individuals who died were perceived as males between the ages of 25 and 64. Five individuals were perceived as White, one was perceived as Latino, and one was perceived as Indigenous. With such a small number of incidents, it is not possible to make any conclusions about how perceived race may or may not be related to fatalities from use of force.

4.6.1.3 Injury Status Unknown

At the time they completed the Use of Force Report, officers might not have known whether their use of force resulted in injuries for the individuals upon whom they used force. Officers were required to report injuries they were aware of before the end of the shift when the force incident occurred. Some situations may make it more difficult for officers to know if the individuals sustained any injuries. For example, when the officer did not detain the individual or the person fled the scene, the officer might not have known if the individual sustained injuries. If the only type of force used was drawing a handgun or pointing a weapon at the individual with the intention of achieving compliance, officers might have been confident that no injuries occurred as a result of their use of force, even if the individual fled the scene. The likelihood of uncertainty is higher for other types of force, such as physical control and the use or discharge of a weapon.

In 37 incidents (0.6 per cent of incidents), it was unknown whether one or more of the individuals involved sustained a physical injury. These incidents may have included individuals who were known to have no physical injuries, but for at least one individual involved their injury status was unknown and so the incident as a whole was coded as injury status unknown.

These 37 incidents were more likely to involve multiple subjects and multiple officer Use of Force Reports compared to the pattern for overall incidents.

Due to the small number of incidents involved (37 total) which result in very small numbers when analyzed by perceived race, race-based analysis is not conducted on these incidents.

4.6.2 Injuries to Officers

The Individual Use of Force Report also tracks physical injuries to officers because of their own use of force. The response options are “Yes” or “No”. These questions were not included on the PDF Team Report, so the analysis in this section includes only Individual Reports. If the officer was injured, they were required to report if they received treatment.

One example of injury caused by using force is an officer using physical control techniques and being punched by the individual. It is not fully clear how officers interpreted the requirement that the injury should be “because of the force applied” as noted on the Use of Force Report. For example, if the reporting officer discharges a firearm at an individual, then the individual fires back and strikes the officer, it is up to the officer to determine whether the injury was as a result of their own use of force.

Injuries to officers during the incident that were not caused by their use of force are not captured on the Use of Force Report. For example, in 2023, there were use of force incidents in which officers involved were seriously injured during the incident, however their injuries were not captured as the injured officers themselves were not required to complete Use of Force Reports. As such, the figures here are an undercount of the number of officers injured during use of force incidents.

The Use of Force Report tracks only physical injuries.

The majority of Individual Use of Force Reports (97.5 per cent) did not result in any physical injuries to the reporting officers.

Because each officer submits their own Individual Report, it is possible to determine the number of reporting⁶² officers (for Individual Reports) who were physically injured in an incident. Across all Individual Reports, 195 (2.5 per cent) officers reported having sustained physical injuries.

⁶² These are not unique counts of officers, since a single officer might have been injured in multiple use of force incidents; due to the absence of identifying information about the officers, it could not be determined if any officers were injured during more than one incident in 2023.

Section 5: Conclusions

Police in Ontario receive approximately four million calls for services a year, over 99 per cent are resolved without the use of force. Use of force by police remains an issue of substantial public interest.

The Ministry has made significant strides, including recognition from the Ontario Ombudsman for its effort to educate and reduce, where possible, instances of force across the province.

Under the *Anti-Racism Act* (ARA) and the ARA Regulation, the mandated Use of Force Reports have included questions about the officer's perception of the race of individuals on whom they used force that required a report.

Updates the Ministry made to the Use of Force Report enabled the Ministry to enhance its data analysis. Overall, use of force incidents most frequently involved individuals who were perceived as White, Black, or Indigenous, in that order. The disparity analysis showed differences in officers' use of firearms between perceived race groups.

However, the disparity scores presented in this technical report were computed using use of force incident data that did not account for other factors which may have influenced the use of force incident and resulting disparity scores. For example, the racial disparity results do not provide an explanation for observed differences; any disparities do not necessarily imply racial discrimination or racial bias by police. Multivariate analysis that included the important contextual factors would address this limitation. For example, multi-level modeling could factor in the effect of an officer perceiving that an individual possessed a weapon when exploring any relationship between perceived race and the use of force. The disparity results would likely change if such contextual factors were included. This could include disparities becoming smaller or disappearing, reversing, or becoming larger.

Further improvements could expand the ability to identify areas of concern, demonstrate successes, and provide a more comprehensive analysis of use of force incidents and any influence of perceived race. Of particular interest is collecting additional information to explore whether incidents involved individuals in crisis or under the influence of drugs or alcohol; the role that officer training and experience may have; and any relationship with officer demographics, such as race and gender. The lack of an appropriate benchmark population also remains a key limitation. Without this benchmark, the Ministry cannot calculate racial disproportionality on police use of force that accounts for the frequency of police contact. Disproportionality, which is an indicator of whether the representation of racial groups is higher or lower than their proportion in the benchmark population, is a useful measure for police use of force. Disproportionality would indicate whether individuals perceived as members of particular racial groups are involved in

use of force incidents at a higher rate than would be expected based on the proportion of police contacts with individuals from those groups.

The results presented herein are an overview of the data, rather than a record of every analysis that could be computed using the data.

Section 6: Appendices

75

6.1 Appendix A: Ontario Use of Force Report 2023

[Link to Use of Force Form](#)

6.2 Appendix B: Summary of the Principles Governing the Use of Force by Police

Police officers face situations where they may use force in carrying out their duties, and to ensure their own safety and that of the community. The parameters governing the use of force by police officers are contained in the *Criminal Code*, other federal and provincial legislation and regulations, the common law, and the *Charter of Rights and Freedoms*. The broad principles governing the use of force by police may be summarized, as follows:

1. THE USE OF FORCE BY POLICE MUST BE AUTHORIZED BY STATUTE OR THE COMMON LAW: Police officers may use force in the execution of duty only if permitted by statute or the common law. More particularly, the statutory or common law authority on which an officer relies when using force must apply to the particular duty that the officer is carrying out. Unless an officer possesses such authority in any particular case, the use of force by the officer may be unlawful, and, accordingly, the officer could be liable for assault or other related offences, as may be applicable.

2. THE USE OF FORCE BY POLICE IS GOVERNED BY THE PRINCIPLES OF NECESSITY, PROPORTIONALITY, & REASONABLENESS: Even when the use of force may be authorized to carry out a particular type of duty, a police officer does not possess an unrestricted right to use force. The lawful use of force by police is constrained by the principles of necessity, proportionality, and reasonableness. That is, an officer may use force only if the harm sought to be prevented could not be prevented by less violent means, and that the injury or harm done by, or which might reasonably be anticipated from the force used, is not disproportionate to the injury or harm it is intended to prevent. Section 25(1) of the *Criminal Code* provides a police officer with justification to use force in accordance with these principles.

Section 25(3) of the Criminal Code specifically addresses the use of lethal force by police, in accordance with the same principles. The section specifies that an officer is not justified in using lethal force (that is, force that is intended or is likely to cause death or grievous bodily harm) unless they believe on reasonable grounds that such force is necessary to avoid the death or grievous bodily harm of themselves or a person under their protection.

3. THE MEANING OF “EXCESSIVE FORCE”: An officer’s use of force may be excessive if the officer did not have the authority to use force, or otherwise if it violates the principles of proportionality, necessity, and/or reasonableness. Under s. 26 of the Criminal Code, a police officer who uses force is “criminally responsible for any excess ...” It bears emphasis that under the principle of “necessity”, an officer may not use force if there are reasonable non-violent tactical options available to the officer, by which their lawful objective would likely be accomplished.

4. THE IMPORTANCE OF DE-ESCALATION AS A TACTICAL OPTION: “De-escalation” is a term that refers to non-use-of-force tactical options that a police officer may use when confronting a violent or non-compliant individual. (This term is also sometimes used to refer to use-of-force options designed to obtain compliance on the part of a subject, but to avoid confusion the term should be restricted to non-use-of-force options: See “National Consensus Policy and Discussion Paper on Use of Force” (2020), International Association of Chiefs of Police et. al.). De-escalation techniques have the purpose of resolving or stabilizing a volatile situation without the use of force, or with a reduction in the amount of force that would otherwise be needed. De-escalation seeks to slow the dynamics of an encounter, thereby gaining time to allow for the arrival of further resources and tactical options which may further minimize or eliminate the need to use force. Generally speaking, de-escalation seeks to pacify a non-compliant individual by means of building personal rapport with the police officer.

Whether de-escalation may be effective or even feasible in any particular case will depend on an assessment of the circumstances at hand. Police are trained to assess, plan and act, based on existing circumstances, but also to reassess and adapt as circumstances evolve. Key considerations include, for example, the tactical options immediately available to police; whether further tactical options will be arriving at the scene; and the nature and degree of risk posed by the non-compliant individual. A situation may begin with de-escalation being a reasonable tactical option, but it can reverse in an instant.

In situations where it is feasible, de-escalation may be particularly effective in dealing with individuals who are in a state of crisis or suffering from an apparent mental illness. De-escalation may also be particularly effective when dealing with members of Indigenous and Black communities, as well as members of other marginalized or racialized communities; but the importance of de-escalation is not restricted to members of those communities.

There is no legal duty that requires an officer to employ de-escalation techniques in every case. However, an officer may not use force if there are non-violent tactical options available to the officer, by which the officer's lawful objective can reasonably and likely be accomplished. Accordingly, in circumstances where an officer uses force when de-escalation is an objectively reasonable alternative, such use of force may be excessive.

5. THE SCOPE OF AN OFFICER'S DISCRETION IN USING FORCE: Police officers possess a measure of reasonable discretion in determining whether force is required, and if so, to what degree. Police engage in dangerous work, and, on occasion, must act quickly in emergencies. Assessments regarding the use of force need not be based on a "standard of perfection", nor calibrated with the precession of a "jeweller's scales". Moreover, an officer is not required to use only the least amount of force which might achieve their objective. However, the use of force which objectively violates the principles of proportionality, necessity, and/or reasonableness, in light of the circumstances known to the officer at the time, may leave the officer liable for excessive force.

6.3 Appendix C: Disproportionality & Disparity Equations

See pages 47 to 48 of the ARDS

[Link to Data Standards for the Identification and Monitoring of Systemic Racism](#)

[Link to Standard 29. Racial Disproportionality and Disparity Indices](#)

6.4 Appendix D: Glossary of Terms

See pages 67 to 73 of the ARDS

[Link to Data Standards for the Identification and Monitoring of Systemic Racism](#)

[Link to ARDS Glossary](#)

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MEMORANDUM TO:

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

FROM:

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT:

**Changes to Ontario's Collision Reporting
Threshold and Collision Coding Standards for
Micromobility Vehicles**

DATE OF ISSUE:	August 14, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0053
PRIORITY:	Normal

At the request of the Ministry of Transportation, I am sharing an update on changes to Ontario's collision reporting threshold and collision coding standards for micromobility vehicles.

For further information on these changes, please review the attached memo from Marcelle Crouse, Associate Deputy Minister, Transportation Safety Division, Ministry of Transportation. If you have any questions, please contact Raj Cheema, Manager, Road Safety Program Development Office at Raj.Cheema@ontario.ca.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments

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

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MEMORANDUM TO: 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: August 13, 2024

SUBJECT: **Changes to Ontario's Collision Reporting Threshold and Collision Coding Standards for Micromobility Vehicles**

This memorandum is to inform the policing community across the province about two recent changes to Ontario's collision reporting requirements:

1. An increase to the Property Damage Only (PDO) collision reporting threshold; and
2. Updated collision coding standards for micromobility vehicles.

Further details about these changes are provided below. I would ask that you please bring these changes to the attention of any enforcement personnel who would find it useful or relevant to their duties. Your support on this is greatly appreciated.

1. Property Damage Only Collision Reporting Threshold

A Property Damage Only (PDO) collision involves damage to public or private property, including vehicles and their loads, but no bodily injury to any person. Currently, PDO collisions must be reported to the Registrar of Motor Vehicles if they exceed a specified dollar threshold or if any door of a motor vehicle that is open or opening comes into contact with a cyclist, a bicycle, or a moving vehicle.

As of January 1, 2025, the Property Damage Only (PDO) collision reporting threshold will increase from \$2,000 to \$5,000. This change is an amendment to section 11 of Ontario Regulation 596 (General) under the *Highway Traffic Act* (HTA).

2. Updated Collision Coding Standards for Micromobility Vehicles

The Ministry of Transportation relies on police-reported collision information to evaluate the safety risks and impacts of emerging vehicle types. This memorandum provides

M. Crouse
Page 2

updated coding standards for documenting collisions involving the vehicle types specified in the Table below. These changes are effective immediately.

Coding Identifiers for Reportable Collisions involving Micromobility Vehicles

Vehicle	Collision Report Coding Standards	
	'Vehicle Type' Field*	'Body Style' Field
E-scooter	E-scooter (Code 38)	"PS" for personal units
		"SS" for shared (rental) units
E-bike	E-bike (Code 37)	"PA" for pedal-assist
		"TP" for throttle-propelled
		"MP" for moped-style
		"MC" for motorcycle-style
Cargo E-bike	E-bike (Code 37)	"CC" for commercial cargo units
		"PC" for personal cargo units
Golf Cart	Golf Cart (Code 39)	

* *Micromobility Vehicle Type codes were introduced as of Jan 29, 2023. Visual examples of common vehicle types are provided in the appendix for reference.*

Please note that the same coding standards apply whether collisions are reported using the Motor Vehicle Collision Report ("MVCR") form (SR-LD-401) or an electronic collision data system. The new micromobility coding method does not require any updates to the current collision reporting IT systems. Police services are asked to incorporate the instructions in this memorandum into their current reporting practices.

An updated MVCR Manual and Micromobility Collision Coding Reference Chart reflecting the changes noted are attached. If there are any questions regarding updates to Ontario's collision reporting requirements, please contact Raj Cheema, Manager, Road Safety Program Development Office at Raj.Cheema@ontario.ca.









Thank you for your assistance in communicating these changes.

Sincerely,



Marcelle Crouse
Associate Deputy Minister
Transportation Safety Division
Attachments: Micromobility Collision Coding Reference Chart, MVCR Manual

Micromobility Collision Coding Reference Chart

Vehicle	Device Type	Description	Example	Collision Coding Standards	
				'Vehicle Type' Field	'Body Style' Field (New free text values)
E-Bike (Power-Assisted Bicycle) Max. 32 km/h Max. 120 kg Max. 500 W	Pedal Assist	Traditional bicycle design and <u>must be pedalled</u> to engage battery power.		E-Bike (Code 37)	PA <i>(denotes 'pedal assist')</i>
	Throttle Propelled	Traditional bicycle design and can be <u>propelled without pedalling</u> .		E-Bike (Code 37)	TP <i>(denotes 'throttle propelled')</i>
	Moped Style	Moped design with a seat, pedals, step-through frame, and a platform footrest.		E-Bike (Code 37)	MP <i>(denotes 'moped')</i>
	Motorcycle Style	Motorcycle design with a straddled seat and pedals.		E-Bike (Code 37)	MC <i>(denotes 'motorcycle')</i>
Cargo E-Bike (Pilot Project) Max. 32 km/h Min. 55 kg Max. 1000 W Max. 4.0 m (L) x 1.3 m (W) x 2.2 m (H)	Personal Cargo E-Bike	E-bike equipped with pedals and a platform or box used to carry large items.		E-Bike (Code 37)	PC <i>(denotes 'personal cargo')</i>
	Commercial Cargo E-Bike	E-bike with pedals, a platform or box owned by a commercial entity and used for commercial purposes (e.g., Purolator, FedEx).		E-Bike (Code 37)	CC <i>(denotes 'commercial cargo')</i>
E-Scooter (Pilot Project) Max. 24 km/h Max. 45 kg Max. 500 W	Personal E-Scooter	Kick-style electric scooter used for personal mobility.		E-Scooter (Code 38)	PS <i>(denotes 'personal scooter')</i>
	Shared (Rental) E-Scooter	Kick-style electric scooter device from a local shared mobility provider.		E-Scooter (Code 38)	SS <i>(denotes 'shared scooter')</i>

Ontario Ministry of Transportation

Motor Vehicle Collision Reporting Manual

Ontario Ministry of Transportation

June 1, 2024

Amendment Notice

MVCR

Name of Manual	Prefix	Amendment	Date
Motor Vehicle Collision Report Manual	MVCR	4	June 2024

This page lists the subjects revised in this amendment.

Changes in This Amendment	
Introduction: General	MVCR 0101
Form: Vehicle	MVCR 0210
Classification of Collisions: Box 42	MVCR 0322

Amendment Record

MVCR

Amendment Number	Date
1	March 1989
2	April 2011
3	August 2015
3	January 2023
4	June 2024

HOW TO USE YOUR MANUAL

MVCR

Summary

Sections are the major divisions of this manual. This manual contains four sections, each section is given a two digit number as follows:

Section	Contents
01	Introduction
02	Form
03	Template
99	Index

Introduction

This section must be read before completing the collision form.

Form

This section contains explanation of fields on the form.

Template

This section contains an explanation of all codes on the template or overlay.

Subject

Subjects are divisions of a section. The subject number appears at the top of each page as part of the procedure number.

Numbering

This manual uses a four digit numbering system to identify the Section and Subject. The first two digits are the Section number and the last two digits are the Subject number, e.g., 0314 is **Section 03 Template, Subject 14 Towed Vehicle**.

The numbers are located in the top right hand corner of each page.

Finding Information

Refer to the Table of Contents located at the front of the Manual.

Revision Mark



The REV icon indicates revisions and sections that came into effect on January 29, 2023. Please ensure you are familiar with these changes related to collisions occurring on January 29, 2023 or later.

Paper Icon



Paper Form Only: Instructions with this icon apply only to police using the paper form to collect collision data.

TABLE OF CONTENTS

MVCR 0000







Section 01

Introduction

Subject	Location
General	0101
Vehicle	0102
General Rules	0103


Section 02

Form

Subject	Location
Collision Number	0201
Collision Date	0202
Report Type	0203
Time Office Arrived or Date Collision Was Reported to Police Service	0204
 Emergency Equipment	0205
 Dangerous Goods Involvement	0206
Investigating Police Officer/ Service	0207
 Location	0208
 Driver	0209
 Vehicle	0210
Trailer	0211
Investigating Officer's Description and Diagram	0212
 Lanes/Speed	0213
Description of Codes 95, 96 97, 98, 99	0214
Describe Damage to Other Property	0215

MVCR 0000

TABLE OF CONTENTS:

 Involved People - Injured Taken to/by	0216
Independent Witnesses	0217
Vehicle Taken to/by	0218
Persons Charged	0219
Name of Coroner	0220
If School Aged Children Involved	0221
Signatures of Officer/Supervisor	0222

Section 03

Template

Subject

Location

 Collision Location	0301
 Impact Location	0302
 Environment Condition	0303
Light	0304
 Traffic Control	0305
 Traffic Control Condition	0306
Road Character	0307
Road Surface	0308
Road Condition	0309
 Road Surface Condition	0310
Road Alignment	0311
Road Pavement Markings	0312
 Vehicle Type	0313
Towed Vehicle	0314
Trailer Type	0315
Trailer Connection	0316
Vehicle Condition	0317
 Apparent Driver Action	0318
 Driver/Pedestrian Condition	0319

TABLE OF CONTENTS:

MVCR 0000

	Pedestrian Action	0320
	Road Jurisdiction	0321
	Classification of Collision	0322
	Initial Direction of Travel	0323
	Initial Impact Type	0324
	Vehicle Manoeuver	0325
	Sequence of Events	0326
	Moveable Objects	0327
	Other Events	0328
	Fixed Objects	0329
	Fixed Object Offset	0330
	Vehicle Damage	0331
	Location of Vehicle Damage or Area of Impact	0332
	Special Studies	0333
	Involved Persons	0334
	Position	0335
	Injuries	0336
	Ejection	0337
	Safety Equipment Used	0338
	Determination of Use	0339
	Special Zone	0340
	Pavement Treatments	0341
	Snow Tires	0342
	Advanced Driving Technologies	0343
	Autonomous Vehicles	0344

Section 99

Appendix

Subject

Location

MVCR 0000

TABLE OF CONTENTS:

Abbreviations

9901

INTRODUCTION

General

MVCR 0101

Summary

Motor Vehicle Collision Reporting is completed in the event of a collision that involves at least one motor vehicle that is in motion at the time of a collision or involves a Dooring incident.

Motor Vehicle Collision Reporting serves a variety of users including:

- police officers
- traffic engineers who analyze collisions and trends for highway design and maintenance
- traffic collision researchers who analyze collision statistics
- traffic legislation and collision prevention
- involved persons, their lawyers and insurance companies

How is Collision Reporting Completed?

Police use either digital software or a paper form (example below) to collect collision data. While the majority of information in this manual applies to both data collection formats, a number of instructions apply to the paper form only. These sections are identified with the paper form only icon.

Digital software interfaces vary, and so for instructions specific to their software, police should consult their software provider.

Regardless of the data collection method, data is submitted to the Ministry of Transportation digitally, and a PDF report of the collision is produced. The report is similar in format to the paper form, with a few differences for readability.

SR-LD-401 (Upper)

Column 1 is used for Vehicle 1, Driver 1 and Trailer 1 information.

Column 2 is used for Vehicle 2, Driver 2 and Trailer 2 information.



For collisions involving more than two vehicles, use additional SR-LD-401 forms, e.g., for Vehicle 3 or Vehicle 3 and Vehicle 4 use an additional form. Stroke out the Column 1, 2 number and write in 3, or 3 and 4 respectively as needed.

For more information, see the topic called *Multiple form Reports* in MVCR 0103.

Definition of Collision

For the purposes of collision reporting, a collision is the contact resulting from the motion of a motor vehicle or streetcar or its load, that produces property damage, injury or death.

Additionally, a motor vehicle is deemed to be involved in a collision if any door of the motor vehicle that is open or opening comes into contact with a cyclist, a bicycle or a moving vehicle, even if the motor vehicle is stationary, stopped or parked.

The term collision indicates that the initial point of contact involves at least one motor vehicle or streetcar.

Motor Vehicle Collision Reporting is used for reporting off-road vehicle collisions whether they occur on or off a public roadway.

Motor Vehicle Defined

For the purposes of this guide, motor vehicles refer to vehicles that are defined under HTA.

Note: A street car is not a motor vehicle under the HTA definition.

Offroad Vehicles Defined

Off-road vehicles are captured within the HTA definition of motor vehicle, specifically "any other vehicle propelled or driven otherwise than by muscular power." The HTA also points to the definition in the Off-Road Vehicles Act, which states:

"Off-road vehicle" means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel,

- on not more than three wheels, or
- on more than three wheels and being of a prescribed class of vehicle; ("véhicule tout-terrain")

Ontario Regulation 316/03 provides further direction on types of Off-Road Vehicles and their operation.

Motorized Snow Vehicles Defined

A motorized snow vehicle is defined as a self-propelled vehicle designed to be driven primarily on snow.

Definition of Collision Motorized Snow Vehicle or Off Road Vehicle

For the purposes of collision reporting, a collision is the contact resulting from the motion of a motorized snow vehicle or off road vehicle or its load, that produces property damage, injury or death.

Contact Defined

Contact refers to contact to both internally and externally of the motor vehicle.

Motion Defined

For vehicles equipped with automatic transmission, motion refers to a moving vehicle with driver in the driver seat and/ or:

- wheels turning and axles rotating
- skidding (moving with wheels locked, axles not rotating)

- stopped with the engine running and the gear in any other position other than PARK or NEUTRAL

For vehicles equipped with manual transmission, motion refers to a moving vehicle with driver in the driver seat and/or:

- wheels turning and axles rotating
- skidding (moving forward with wheels locked, axles not rotating)
- stopped with the engine running and in any gear but NEUTRAL

Note: A parked vehicle does not constitute a vehicle in motion.

A rolling driverless vehicle is considered to be in motion.

Reportable Collisions

Motor Vehicle Collision Reporting must be completed and electronically submitted to the Ministry of Transportation for any collisions which involve at least one motor vehicle and where the collision meets at least one of the following conditions:

Conditions
• results in a fatality within 30 days
• results in injury to one or more persons
• results in total damage exceeding \$2000 (increases to \$5000 as of January 1, 2025)
• involves at least one motorized snow vehicle where total damage exceeds \$400
• Involves dooring, when a passenger or driver opens a door in the path of a cyclist, bicycle, or moving vehicle



Hit and Run Collisions

Reports of hit and run collisions should not be delayed until driver(s) are apprehended. If a driver is later apprehended, amended information must be submitted within 10 days.

Non-Reportable Collisions

Conditions

Motor Vehicle Collision Reporting does not have to be completed if the collision:

- was not a dooring collision
- did not involve injury/fatality, and
- total damage not exceeding \$2000 (increases to \$5000 as of January 1, 2025), or
- total damage is less than \$400 for a motorized snow vehicle



Hit and Run Drivers

For non-reportable collisions which involve hit and run drivers, if the driver is apprehended before the report is completed, the report is not submitted to MTO. It may be retained by the investigating police service.

Submission Requirements

Collision reporting must be submitted to the Ministry of Transportation in a digital format within 10 days of the collision date.

Questions from Police

If you are unsure whether motor vehicle collision reporting needs to be completed, contact Police or MTO.

If the incident does not meet the definition of a motor vehicle collision as outlined in the introduction, do not report the collision event to the ministry.

Note: Municipalities or police services may require the form to be completed as per their service policy for these types of collisions, but the data is not required to be submitted to MTO.

For clarification or interpretation of coding, Police Services may contact Collision.Reporting.Support@ontario.ca.

MVCR 0101

INTRODUCTION: General

**To Order MVCR
Forms (SR-LD-401)**

To order Motor Vehicle Collision Report forms, send requests to:
SigningAuthorityOrders@ontario.ca.

Allow four to six weeks for delivery.

MVCR Manuals

The Motor Vehicle Collision Report Manual is only available in digital format.

The most current edition can be downloaded from the MTO Collision System website: intra.ecollision.mto.gov.on.ca.

Or by emailing: Collision.Reporting.Support@ontario.ca

INTRODUCTION

Vehicles

MVCR 0102

Summary

The definitions and interpretations as contained in the Ontario Highway Traffic Act, the Off Road Vehicles Act, and the Motorized Snow Vehicles Act apply in this manual.

Motorized Snow Vehicles

Motor Vehicle Collision Reporting is used for reporting of motorized snow vehicle collisions whether they occur on or off a public roadway as required by the Motorized Snow Vehicles Act.



Off-Road Vehicles

Off-road vehicles are captured within the HTA definition of motor vehicle, specifically "any other vehicle propelled or driven otherwise than by muscular power." The HTA also points to the definition in the Off-Road Vehicles Act, which states:

"Off-road vehicle" means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel,

- on not more than three wheels, or
- on more than three wheels and being of a prescribed class of vehicle; ("véhicule tout-terrain")

Ontario Regulation 316/03 provides further direction on types of Off-Road Vehicles and their operation.



Trailers

Where a vehicle is towing more than one trailer, additional trailers are recorded in the Trailer Section on a separate form and cross referenced.

Areas to identify towed vehicles, trailer types and trailer connections are included on the form. Diagrams showing the various types of connections are included in this manual (see 0314 for details).

School Bus

Under the HTA, the definition of a school bus means a bus that:

- is painted chrome yellow

MVCR 0102

INTRODUCTION: Vehicles

-
- displays on the front and rear thereof the words “school bus” and on the rear thereof the words “do not pass when signals flashing”.

School Purpose Vehicles

A school purpose vehicle is a vehicle leased or contracted for the transportation of pupils to and from school.

INTRODUCTION

General Rules

MVCR 0103



**Paper Form
General Rules**

If collecting collision data using a paper format prior to electronic submission to the MTO, investigating officers must complete each area of the SR-LD-401 form as follows:

- Write U/K in the text field or 00 in the box field for unknown.
- If no information is available for an area, draw a diagonal line through the field.
- If the Driver wears corrective lenses, enter an X in the Cond. box.

Note: Ensure that printing on the form is neat and legible.

Time Time is reported using the 24-hour clock (military time), as follows:

Time	Enter
1:00 a.m.	0100
1:00 p.m.	1300
midnight	0000
noon	1200

Dates Dates are entered using the System International (SI) format. The numeric sequence of YY/MM/DD is used for year/month/day, e.g., write 10-04-21 for April 21, 2010.



Names All surnames are entered surname first in capital letters, followed by first given name in full and initials, e.g., HOWARD, John F.G.

Assigning Drivers and Vehicles When assigning designations D1, D2, V1, V2 to drivers and vehicles, designate D1 and V1 as the at fault or most at fault driver as determined by the investigating officer.

Driver's Address Exact information must be entered to locate the person in question, e.g., street and house number, municipality or lot, concession and rural route. See Section 9903 for details on street abbreviations.

Code Box Abbreviations Abbreviations shown on the template include:

Code	What it Means
D1	Driver 1
P1	Pedestrian 1
R1	Road 1
V1	Vehicle 1



Code Box Errors If you make an error on the original report which cannot be corrected legibly, cross out the box. Enter the box number and the correct code in one of the Error Entry boxes on the lower right side of the form.

Note: Correction using the error code boxes does not change the report type to "amended".

Multiple Selections Some form areas/boxes allow for multiple selections.



Multiple Form Reports

Each report form contains space for:

- one to two Drivers
- one to two Vehicles (with or without one Towed Vehicle each)
- one to five Involved Persons

Note: A maximum of two persons may be pedestrians.

Use additional forms if the collision involves more than five involved persons or more than two pedestrians or more than two vehicles or double trailers.

Those areas of the additional forms that identify Diver 1 or 2, and Vehicle 1 or 2 may be changed by stroking out the identifying number and placing the correct one beside it, e.g., V3, V4.

Common information such as location, road jurisdiction, road surface and other descriptions/codes do not have to be repeated on the subsequent forms.

FORM

Collision Number

MVCR 0201

Summary

1. Enter the file number designated by the police service
2. Enter the appropriate collision number according to the format used by the police service reporting the collision.

Note: Municipal Jurisdictions use their own format for a collision number.

FORM

Collision Date

MVCR 0202



Summary

Enter the collision date in YYMMDD format. If the date of the collision is not known, enter the date on which the collision was reported.



Day of the Week

Enter the abbreviated alpha description, i.e., Mon, Tue, Wed, Thu, Fri, Sat or Sun.

Time

Enter the time using the 24 hour clock (military time), as follows:

Time	Enter
1:00 a.m.	0100
1:00 p.m.	1300
midnight	0000
noon	1200

Example

Collision Date	Y	M	D	Day of the Week	Time (24 Hr.)			
	2	2	0	5	1	8	Wednesday	13:35

FORM

Report Type

MVCR 0203

Summary

This field defines the type of report being submitted.



Original

For the first report of the collision to be submitted, enter X beside "Original." Do not record as amended if changes are captured using the error code boxes.



Amended

For a revised issue of a previously submitted report beside "Amended." Do not use a photocopy of the original report.

For an Amended Report, include the following Fields/Code Boxes for cross referencing:

- Collision Number, if any
- Collision Date
- Classification of Collision, Box 42
- Name of Investigating Officer
- Badge No.
- Div./Stat./Det.
- Name of Submitting Police Service
- Location
- Municipality
- Driver's Licence Number for one driver

If the Driver's Licence Number is Not Available

If the Driver's Licence number is not available, enter the Driver's Name, Address, Sex and Date of Birth.

If Name, Address, Sex and Date of Birth are not available, enter the Plate No. and Province of registration.

Record Only New Information

Record only new information. If cross referencing information has changed, enter both new and old information.



Fail to Remain

According to the Highway Traffic Act, every person in charge of a vehicle that is directly or indirectly involved in a collision shall remain at the scene. Record if the driver(s) failed to remain at the site of a collision. The report is recorded as "Fail to Remain" even if the driver(s) are subsequently apprehended.

If the driver of a vehicle involved in a dooring collision leaves the scene, record them as 'Fail to Remain,' regardless of whether it was the passenger or the driver who opened the door. Passengers cannot be recorded as 'Fail to Remain,' as this field is driver-specific.



Self Reporting

Indicate that the collision is self reported in cases where the collision is being reported by a member of the public and no police officer was present at the scene of the collision.

FORM

**Time Officer Arrived or Date Collision Was
reported to Police Service**

MVCR 0204

Summary

Enter the date and time the police officer arrived at the collision site.

If the collision is reported to police on a later date, enter the date and time the collision was reported.

Enter the time using the 24 hour clock (military time), as follows:

Time	Enter
1:00 a.m.	0100
1:00 p.m.	1300
midnight	0000
noon	1200

FORM

Emergency Equipment

MVCR 0205

Summary



Emergency Service Provider(s) Present

This field is for recording emergency equipment at the collision site and the service performed.

Multiple selections are allowed.

Emergency Equipment in Attendance

The investigating officer records all emergency equipment in attendance at the collision, including:

- Fire truck (01)
- Ambulance (02)
- Air rescue (03)
- Hydro - electricity and pole repair (04)
- Ministry of Transportation (MTO) vehicles - lane blocking, road clearing or maintenance, traffic control (05)
- Other (99)

Emergency equipment does not include tow trucks.

Service Performed

Enter the service performed (text).

FORM

Dangerous Goods Involvement

MVCR 0206



Summary

For each vehicle transporting dangerous goods, enter the Product Identification Number (P.I.N.) obtained from the placards on the vehicle, and the associated country code. Unless otherwise specified on the placard, the country code is UN for United Nations.

If the number is not available, leave blank.

FORM

Investigating Police Officer/Service

MVCR 0207

Summary Record information on the investigating officer and police service in this area.

Name of Investigating Officer Enter your surname first in capital letters, followed by first given name in full and initials.

Badge No. Enter the badge number of the investigating officer.

Div./Stat/ Det. The Division, Station or Detachment. Descriptors may be alpha or numeric, e.g., traffic division or station 52.

Plat/Squad Enter the Platoon or Squad. It is usually numeric.

Name of Submitting Police Service Enter the name of the submitting Police Service.

Example

Name of Investigating Officer DOE, Jack J	Badge No. 2468	Div./Stat./Det. Traffic	Plat/Squad 1234
Name of Submitting Police Service Anywhere Police Service			

FORM

Location

MVCR 0208

Summary

The location is vital for provincial, municipal and rural collision data systems. For legal and engineering purposes it is important that the location data is accurate.

**Road 1/Road 2
(R1/R2)
Traffic way and
Reference Point**

If a collision occurs at an intersection, then information about both roadways (i.e., road name, highway, suffix) is reported. Road 1 is assigned as outlined below.

If the collision occurs at a non-intersection location, then information about Road 1 (R1) is reported, while the R2 field contains information about a reference point instead. The distance from the collision to the Reference Point is recorded in the 'Distance' field, in order to locate the collision along Road 1.

Intersection Same Road Authority

If the collision occurs at the intersection of two or more roadways which fall under the jurisdiction of the same road authority, Road 1 is assigned in the following order of priority:

- freeways, i.e., QEW or 400 series.
QEW first and remaining freeways in numerical order, starting from the lowest number
- through highway
- larger roadway by number of lanes
- heaviest volume
- alphabetical order
- numerical order, lowest number first

Intersection Different Road Authorities

If the collision occurs at an intersection that is under the jurisdiction of more than one road authority, Road 1 is the roadway under the jurisdiction of the more senior authority. Jurisdiction is assigned according to the following order of seniority:

- federal
- provincial
- regional/district municipality
- municipality
- county or district
- township

Note: Where two or more roadways are under the jurisdiction of the same road authority, Road 1 is determined as outlined above in Same Road Authority.

Non-Intersection

Road 1 is designated as the road where the initial impact occurred even if the collision concludes on another roadway. A reference point is entered in R2, as outlined below.

Reference Point

The reference point is used as an additional method to confirm the location of a collision along a stretch of roadway (R1). Suitable points of reference are other roadways, bridges, houses or buildings or other permanent, identifiable objects. Trees, fences, rock faces and light/ hydro poles are *not* suitable.

When a reference point is entered, the 'Distance' field is also completed (e.g. R1: On Purple St, Reference Point: Green St, Distance: 120m W)



Distance

The 'Distance' field is completed when a reference point is entered, and contains three pieces of information:

- numerical value of the distance from the reference point to the collision site
- whether the numerical distance value is given in metres (m) or kilometres (km)
- the direction from the reference point to the collision site, north (N), south (S), east (E), west (W).

Note: Only one direction can be chosen. Do not enter 'NW' or 'SE'.



Parking Lots

For parking lots and other off-highway collisions, if using a paper form, enter the property name (e.g. Purple Plaza Lot) as R1 and enter the street address of the parking lot as R2 (see example below). If using a digital format, enter the parking lot or other off-highway location in the description field of R1, and not in the R1 field.



Ramp No.

For locations where the collision is on a ramp, the ramp number is derived based on GPS Coordinates. OPP can also look up the Ramp No. using the MTO's Location Management System. The Ramp No. is displayed in the R1 (Trafficway) or R2 (Reference Point) fields of the PDF collision report.



Highway No.

For collisions occurring on provincial highways or at a ramp intersection, report the Highway No. in the R1 (Trafficway) or R2 (Reference Point) fields.

Municipality

Enter the name of the municipality.

County, District or Reg. Municipality

Enter the name of county, district or regional municipality.

MVCR 0208

FORM: Location



GPS Latitude/GPS Longitude

The GPS coordinates of the collision site are entered. This is a required field.

The format is decimal degrees. A minimum of four significant decimals is required, but more may be provided.

Note that longitude is presented as a negative value on the report, as Ontario is west of the prime meridian. Latitude is presented as a positive value as we are north of the equator.

Example:

Latitude: 45.35574 Longitude: -77.01211

Examples

Parking Lot

Location	R1	Trafficway (i.e., Road Name, Highway, Ramp No., Suffix) On Purple Plaza Lot	Distance <input type="checkbox"/> M. <input type="checkbox"/> Km.	Check as applicable <input type="checkbox"/> N. <input type="checkbox"/> S. <input type="checkbox"/> E. <input type="checkbox"/> W.	GPS Latitude 4 4 . 9 5 8 4 3
	R2	Reference Point 2345 Purple Plaza Centre	Municipality Purpleville	County, District, Reg. Municipality	GPS Longitude - 7 6 . 5 3 4 1 9

Non-Intersection

Location	R1	Trafficway (i.e., Road Name, Highway, Ramp No., Suffix) Avenue Street	Distance 105 <input checked="" type="checkbox"/> M. <input type="checkbox"/> Km.	Check as applicable <input type="checkbox"/> N. <input type="checkbox"/> S. <input checked="" type="checkbox"/> E. <input type="checkbox"/> W.	GPS Latitude 1 2 . 3 4 5 6 7
	R2	Reference Point Boulevard Road	Municipality Anywhere	County, District, Reg. Municipality	GPS Longitude - 9 8 . 7 6 5 4 3

At Intersection

Location	R1	Trafficway (i.e., Road Name, Highway, Ramp No., Suffix) Collins Bay Rd.	Distance <input type="checkbox"/> M. <input type="checkbox"/> Km.	Check as applicable <input type="checkbox"/> N. <input type="checkbox"/> S. <input type="checkbox"/> E. <input type="checkbox"/> W.	GPS Latitude 4 4 . 2 5 0 0 8
	R2	Reference Point Taylor Kidd Blvd.	Municipality City of Kingston	County, District, Reg. Municipality	GPS Longitude - 7 6 . 6 1 0 5 9

On Highway

Location	R1	Trafficway (i.e., Road Name, Highway, Ramp No., Suffix) Hwy 401	Distance 1 <input type="checkbox"/> M. <input checked="" type="checkbox"/> Km.	Check as applicable <input type="checkbox"/> N. <input type="checkbox"/> S. <input type="checkbox"/> E. <input type="checkbox"/> W.	GPS Latitude 4 4 . 4 4 8 1 1
	R2	Reference Point Larue Mills Rd	Municipality Mallorytown	County, District, Reg. Municipality	GPS Longitude - 7 5 . 8 9 1 8 3

FORM

Driver

MVCR 0209

Summary

D1 is assigned to the driver which is the initiator of the collision, i.e., D1 strikes D2.

Note: D1 is the person whom was deemed to be at fault or most at fault as determined by the investigating officer.

In this section all data pertinent to the drivers is entered.

Driver

Enter the Driver's first and last name. If completing a paper form, enter the driver's surname first in capital letters, followed by the first given name in full and initials, e.g., JONES, Brian A.

Note: If a pedestrian is involved in the collision, include pedestrian information in the involved persons section, not in the driver area.

If a single motor vehicle is involved with a pedestrian the driver regardless of whether or not they are at fault will be put in the D1/V1 section.



Cyclists should be recorded as drivers. However, they cannot be recorded in the D1 position; record them as D2 or later.

Address

Enter the driver's address.

Telephone No.

Enter the driver's telephone number.

Driver's Licence Number

Enter the driver's licence number in full.

Driver's Licence Prov.

Enter the name of the licensing Province/State & Country. Please use Canada Post abbreviations, e.g., BC, PE, ON etc.

Class Enter the class of licence, e.g., A, B or G. For jurisdictions outside of Ontario, codes may be numeric.

Cond. Enter restrictive conditions and/or endorsements.

Gender Enter M for male, F for female, X for gender neutral. This field should reflect the value displayed on the 'Sex' field of the person's driver's licence or other identification at the time of the collision.

D.O.B. Enter date of birth in the sequence of year-month-day. Use only numbers, e.g., September 16,1965 is entered as 65-09-16 or 1965-09-16.

Proper Licence to Drive Class of Vehicle Indicate if the driver has the proper licence to drive the vehicle.

Suspended Driver Indicate if the driver's licence is suspended.



Dooring Dooring collisions involve any door of a motor vehicle that is open or opening coming into contact with a cyclist, a bicycle or a moving vehicle, even if the motor vehicle is stationary, stopped or parked. All dooring collisions should be reported; there is no minimum property damage threshold.

For the purposes of collision reporting, the 'dooring' collision must involve a vulnerable road user using a non motor vehicle, such as a bicycle, e-bike, e-scooter or other micromobility. In these instances, complete the 'Dooring' field by selecting one of the available options (Driver, Passenger, Not Applicable).

A situation involving the door of motor vehicle hitting another motor vehicle should not be recorded using the 'Dooring' field. However, these collisions are still reportable, as long as one of the motor vehicles was in motion.

If a dooring collision involving a vulnerable road user has occurred, use the 'Dooring' field to indicate the following:

-
- **Driver** - the collision was a dooring collision, and the driver opened the door that came into contact with the cyclist, bicycle, or moving vehicle.
 - **Passenger** - the collision was a dooring collision, and a passenger opened the door that came into contact with the cyclist, bicycle, or moving vehicle. Indicate which passenger opened the door by entering the passenger's seating position and the area of initial impact.

Or, if a dooring collision has not occurred but a response is required, indicate:

- **Not Applicable** - The collision was not a dooring collision.

MTO's collision reporting system requires a response for the 'Dooring' field in scenarios where the vehicle types and vehicle manoeuvres or sequence of events selected could potentially indicate a dooring collision.



If 'Dooring' has been indicated as either Driver or Passenger, the vehicle whose open door caused the initial impact should be recorded as Vehicle 1, even if that vehicle is parked or disabled. Also, record 'Single Motor Vehicle - Other' for the Initial Impact between the motor vehicle's door and the vulnerable road user, even in cases where additional motor vehicles are subsequently involved in later impacts (e.g. a cyclist collides with the open door of a parked motor vehicle and is thrown into a lane of live traffic, where they are struck by a second motor vehicle).

Under 'Sequence of Events - Movable Objects', the value of 'Open Door of Vehicle' can be selected for collisions involving the dooring of a vulnerable road user, as well as for collisions involving two motor vehicles. Note that it should be selected for the vehicle that hit the open door (not for the vehicle whose door was opened).

According to the Highway Traffic Act, every person in charge of a vehicle that is directly or indirectly involved in a collision shall remain at the scene. If the driver of a vehicle involved in a dooring collision leaves the scene, record them as 'Fail to Remain,'



regardless of whether it was the passenger or the driver who opened the door. Passengers cannot be recorded as 'Fail to Remain,' as this field is driver-specific.



Blood Test Admin.

Indicate if a breathalyzer, drug recognition test, or blood test was administered.



BAC Test Results

Indicate the results of any blood alcohol concentration tests conducted for each driver involved.

This field is required if a Driver Condition of 'Had been drinking', 'Ability impaired, alcohol' or 'Ability impaired alcohol (over 0.08)' is selected. If test results are not yet available, select 'Unknown'.

<0.02:

Test returned a BAC of less than 0.02, or found no evidence of alcohol.

0.02 - 0.049

Test returned a BAC between 0.02 and 0.049 inclusive

0.05 - 0.079

Test returned a BAC value between 0.05 and 0.079 inclusive.

0.08 - 0.119:

Test returned a BAC value between 0.08 and 0.119 inclusive.



0.12 - 0.159:

Test returned a BAC value between 0.12 and 0.159 inclusive.

0.16 and over:

Test returned a BAC value of 0.16 or more.

Unknown:

Test results are unknown.

FORM

Vehicle

MVCR 0210



Summary

Designations V1 and V2 are assigned to the vehicles in a collision, V1 is the vehicle the at fault driver or most at fault driver was operating at the time of the collision, e.g., V1 strikes V2.

If collision data is being collected using a paper format, write U/K for any fields that are unknown, and use a diagonal line to indicate fields that are not applicable (for example, CVOR number is not applicable if the vehicle is not a commercial vehicle). If using a digital format, leave unknown or non-applicable fields blank.

Indirectly Involved

Indicate if the vehicle action contributed to or caused a collision but did not sustain an impact, damage or injury to its occupants.

**Make/Year
Model/Colour
Body Style**

For Ontario licence plates, the Body Style field is auto-populated, based on the vehicle licence plate. Body style information for out-of-province licence plates and unlicensed vehicles is manually entered by the police officer.



Body Style is grouped into classes . Each class is associated with a series of codes for specific body types. More detailed information on the body types can be found in the Vehicle Policy Manual.

Class	Code	Descriptor
Passenger	CV	Convertible
Passenger	2D	2 door Sedan
Passenger	2B	2 door Hatchback
Passenger	4D	4 door Sedan
Passenger	4B	4 door Hatchback
Passenger	2W	2 door Stationwagon
Passenger	4W	4 door Stationwagon
Passenger	VN	Van
Passenger	MH	Motorhome

MVCR 0210

FORM: Vehicle

Passenger	SX	Sedan Extended Body
Passenger	TY	Utility (as in Sport Utility Vehicle)
Passenger	DB	Dunebuggy
Motorcycle	MS	Street
Motorcycle	MD	Dual Purpose
Motorcycle	MT	Scooter/ Limited Speed Motorcycle
Motorcycle	MB	Mini bike
Motorcycle	MW	Three wheel cycle
Moped	N/A	N/A
Trailer	FV	Freight Van
Trailer	OV	Open Top Van
Trailer	PF	Platform
Trailer	LB	Lowbed
Trailer	DP	Dump
Trailer	PL	Pole
Trailer	LV	Livestock
Trailer	AT	Auto Transport
Trailer	LT	Liquid Tanker
Trailer	DT	Dry Bulk Tanker
Trailer	MX	Transit Mixer
Trailer	BT	Boat
Trailer	TV	Travel
Trailer	TT	Tent
Trailer	TY	Utility
Trailer	HR	Horse
Commercial Truck	VN	Van
Commercial Truck	PD	Parcel Delivery Van
Commercial Truck	SD	Sedan Delivery
Commercial Truck	FV	Freight Van
Commercial Truck	OV	Open Top Van
Commercial Truck	ST	Stake/Rack
Commercial Truck	PF	Platform

FORM: Vehicle

MVCR 0210

Commercial Truck	DP	Dump
Commercial Truck	TX	Tank/Pumper
Commercial Truck	MX	Transit Mixer
Commercial Truck	WR	Wrecker
Commercial Truck	PR	Packer
Commercial Truck	CN	Crane
Micromobility	PA	Pedal Assist E-Bike
Micromobility	TP	Throttle Propelled E-Bike
Micromobility	MP	Moped Style E-Bike
Micromobility	MC	Motorcycle Style E-Bike
Micromobility	PC	Personal Cargo E-Bike
Micromobility	CC	Commercial Cargo E-bike
Micromobility	PS	Personal E-Scooter
Micromobility	SS	Shared (Rental) E-Scooter



Note: Abbreviations for colors may be used but are not recommended.

Air Brake

Indicate if there are air brakes.

Plate No.

Enter the plate number.

If the plate number does not match the vehicle registration (e.g. stolen plate, plate not authorized), select the option 'Plate/Vehicle Mismatch' and manually input the accurate VIN #, plate number and vehicle details (make, model, year, etc.) of the involved vehicle when submitting the data to MTO. This indicator may appear as a checkmark option but can vary based on your software.

Prov.

Enter the name of the Province/State/Country issuing the plate. Abbreviations may be used.




Number of Occupants in Vehicle

Enter the number of occupants in the vehicle including the driver.

MVCR 0210

FORM: Vehicle

-
- Owner** Enter the name of the owner of the vehicle, company name or surname first, followed by the first name in full and initials or indicate that the owner is the same person as the driver.
- Address** Enter the address, telephone number and postal code of the vehicle
Telephone No. owner in the spaces provided. In instances where the owner and
Postal Code driver are the same, if using a paper form, draw a diagonal line through all three areas, and if using a digital format, leave these fields blank.
- Insurance Co. And Policy No.** Enter the name of the insurance company and policy number for the vehicle or indicate that there is no insurance plan.
- CVOR No.** If a commercial vehicle is involved, enter the Commercial Vehicle Operator Registration (CVOR) number.
- LIC. Class Required** Enter the class of licence required to operate the vehicle.
- Loaded or Unloaded** Indicate whether a commercial vehicle is loaded or unloaded.
-  **Reported Approx. Speed** Enter the approximate speed estimated by independent witnesses, drivers or the officer.
- Ride Hire Services** For each vehicle involved, record whether it was actively engaged in providing ride hire services at the time of collision (i.e. currently carrying passengers or on its way to pick up passengers).
- Ride hire services transport passengers between points not along a fixed route or schedule for a fee. These services include traditional taxi service and service provided by a transportation network company that arranges paid transportation in privately owned vehicles (ride-hailing). This field does not include delivery of goods, rental vehicles, car-sharing or public transit vehicles, although it does include public transit service offered through a taxi or a transportation network company (i.e. a transit agency is covering all or a portion of the cost of the trip in a taxi or ride-hailing vehicle).

Taxi

Ride hire services provided by a driver in a vehicle designated solely for this purpose and regulated as a taxi.

Ride-Hailing



Ride hire services provided by a transportation network company (TNC), which arranges transportation in privately owned vehicles for financial compensation that is paid to the driver and to the TNC. Includes ride-sharing, in which the TNC arranges transportation for multiple people with similar trip origins and destinations in the same privately owned vehicle.

Examples



Vehicle <input type="checkbox"/> Indirectly Involved	Make	Year	Model	Colour
	Mack	2005	Convent	Black
	Body Style	Air <input type="checkbox"/> Y Brake <input checked="" type="checkbox"/> N		Plate No.
	TRA.			RM-2274
	Province	Number of Occupants in Vehicle		Ride Hire Services
	Quebec	1		<input type="checkbox"/> Ride-Hailing <input type="checkbox"/> Taxi
	Owner (Last Name, First Name)	<input type="checkbox"/> As above		Telephone No.
	Black Mack Trucking			905-691-9981
	Address (Unit No., Street No. and Name)			
	331 Dorchester St.			
City/Town	Province	Postal Code	Country	
Montreal	Quebec	J6J 2A9	Canada	
Insurance Company <input type="checkbox"/> None			Policy No.	
Truckers Mutual			STE-7713-5C	

Vehicle <input type="checkbox"/> Indirectly Involved	Make	Year	Model	Colour
	Kia	2020	Sedona	Blue
	Body Style	Air <input type="checkbox"/> Y Brake <input checked="" type="checkbox"/> N		Plate No.
	Vn			XYZ 789
	Province	Number of Occupants in Vehicle		Ride Hire Services
	Ontario	2		<input type="checkbox"/> Ride-Hailing <input type="checkbox"/> Taxi
	Owner (Last Name, First Name)	<input checked="" type="checkbox"/> As above		Telephone No.
	Address (Unit No., Street No. and Name)			
	/			
	City/Town	Province	Postal Code	Country
Insurance Company <input type="checkbox"/> None			Policy No.	
New Insurance Group			5555555555	

FORM

Trailer

MVCR 0211



Summary

A trailer is any object equipped with wheels hauled by a motor vehicle and includes a towed motor vehicle. Details on the trailer are required even if the unit was not damaged.

If collision data is being collected using a paper format, write U/K for any fields that are unknown, and use a diagonal line to indicate fields that are not applicable (for example, CVOR number is not applicable if the vehicle is not a commercial vehicle). If more than one trailer is towed by a vehicle, information for the additional trailer(s) must be entered on additional forms.

Make

Enter the make, plate number and issuing Province/State.

Plate No.

Abbreviations are permitted.

Prov.

If using a digital format to collect collision data, leave unknown or non-applicable fields blank.

Owner

Enter the company or individual name, address, postal code and telephone number for the registered owner of the trailer or indicate if the owner of the trailer is the same as the owner of the vehicle.

Address

Postal Code

Telephone No.

Insurance

Enter the name of the insurance company and the policy number or indicate if the information is the same as for the vehicle.

Examples

Trailer	Make	Plate No.	Province
	Airstream	CCM 112	Quebec
	Owner (Last Name, First Name) <input type="checkbox"/> As vehicle above	Telephone No.	
	DOE, John J	(123) 456-789	
	Address (Unit No., Street No. and Name)		
	123 Avenue Street		
City/Town	Province	Postal Code	Country
Cityville	Quebec	C3C 3C3	Canada
Insurance Company <input type="checkbox"/> As Vehicle Above	Policy No.		
The Insurance Co.	123456789		

FORM

Investigating Officer's Description and Diagram

MVCR 0212

Summary

Enter the text description, if possible, in the top portion of the diagram area using standard abbreviations. Details concerning the text description and diagram follow.

**Officers
Description**

The text description is an investigation of the collision based on the facts gathered at the scene. When read in conjunction with the diagram, it provides a clear explanation of the collision.

When describing the actions of the involved vehicles or persons, include:

- what the unit was, e.g., Vehicle 1, pedestrian, involved person or animal
- direction of travel
- R1/R2 or road name
- position on road
- actions of vehicles/persons
- speed of vehicle

In the case of hit and run, indicate which vehicle left the scene of the collision, e.g. V1 (H&R).

MVCR 0212

FORM: Investigating Officer's Description and Diagram

Descriptions should be brief. Complete sentences are not required.
The following abbreviations may be used:

Item	Abbreviation
vehicle which initiated the collision	V1
second vehicle or more	V2, V3, etc.
driver who initiated the collision	D1
second driver or more	D2, D3, etc.
pedestrian	P
directions	<ul style="list-style-type: none">• EB (eastbound)• WB (westbound)• NB (northbound)• SB (southbound)
left turn/right turn	LT/RT
road	RD
highway	HWY
street	ST
left	Lt
right	Rt

Diagram Contents

The diagram must clearly show how the collision occurred.

The diagram should contain the following data, if applicable:

- north arrow in the circle provided
- R1/R2 or road name(s)
- approximate impact area, located by the distance from the curb or edge of the roadway or any other relevant measurement

Include the area of impact measurement in the unused portion of the diagram section instead of on the diagram.

-
- If the vehicle left the roadway, measure the distance at an angle relative to the direction the vehicle was travelling at time of collision.

If no impact occurred, measure at right angles from the edge of the roadway.

- vehicle, pedestrians or animals at the impact area
- road markings, e.g., lane and intersection markings
- final vehicle locations
- traffic control signs at the scene
- object(s) which obstructed drivers view
- street widths
- road defect(s)

Diagram Symbols

The following general rules apply to the diagram:

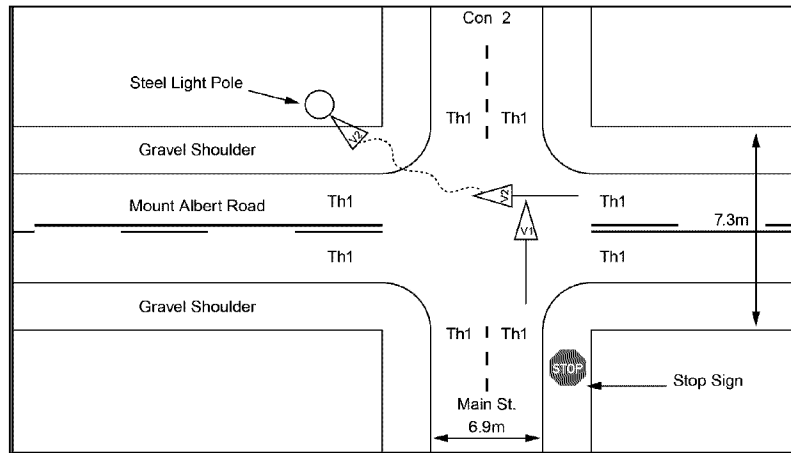
- a solid line indicates a vehicles path before impact
- a broken line indicates a vehicles path after impact
- use one arrowhead per unit
- put the vehicle/pedestrian number in the arrowhead
- the vehicle arrowhead must indicate the direction the unit was facing when it came to rest
- the symbols/paths must touch when contact occurs

Note: Symbols may be used to depict vehicles, pedestrians and animals.

MVCR 0212

FORM: Investigating Officer's Description and Diagram

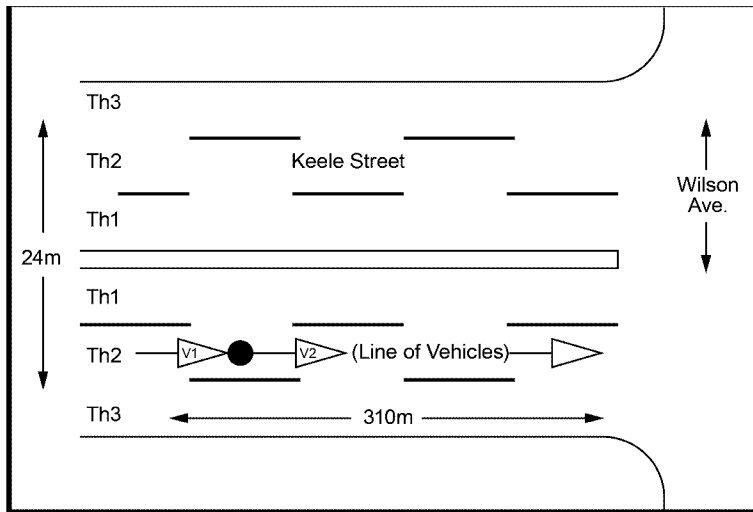
Examples



V1 was NB on R1 at an unknown speed. V1 failed to stop at the stop sign and collided with V2 that was WB on R2 at 65km/h. After the impact, V2 lost control and struck a light pole on the NE corner.

Area of Impact was 1.2m south of north edge of roadway and 5.4m east of west edge of roadway.

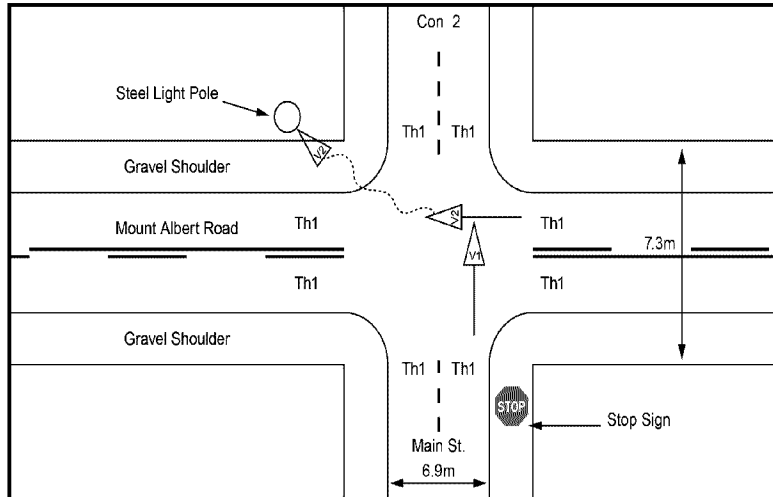
Note the North orientation and the use of symbols in the collision diagram.



V1, V2 NB on Keele St. in L2 at less than 15 Km/h. V2 stopped for traffic queued at traffic signals. V1 failed to stop and struck the rear of V2.

Note the placement of the point of impact information off the diagram and in written form. You may arrange the text and the collision diagram to provide sufficient space for both items.

In multi-vehicle collisions the entire area of the first form may be used for the collision diagram. Use subsequent sheets for the collision description.



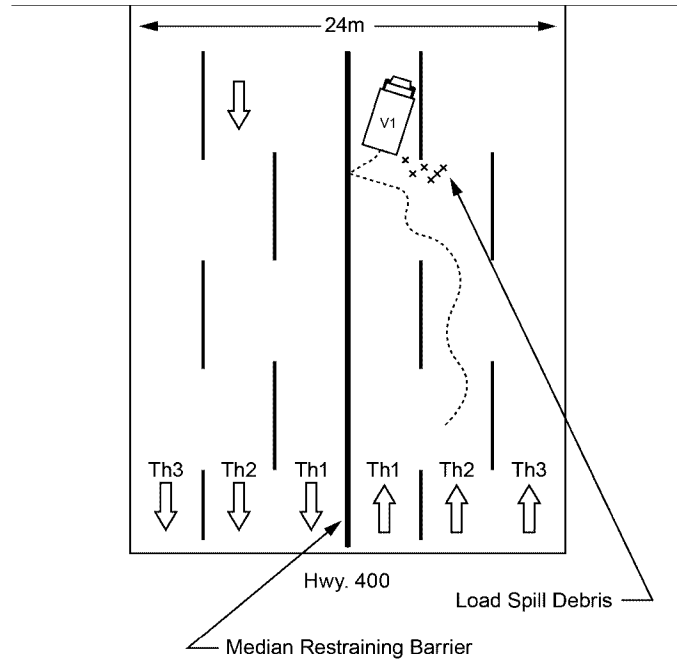
V1 EB on 11th Ave. at a reported high rate of speed. V2 SB on Centre St., stopped at stop sign, then proceeded. V1 failed to stop at stop sign and struck V2.

Point of impact 7.0m E of the W curb line of Centre St, 6.0m N of the S curb line of 11th Ave.

MVCR 0212

FORM: Investigating Officer's Description and Diagram

You may orient the required information as necessary.



V1 NB on HWY 400 in L2 @100km/h lost control due to blow out of left front tire, struck median box beam barrier and rolled over, spilling load and coming to rest in L1 on Rt side.

FORM

Lanes/Speed

MVCR 0213

Summary



Information pertaining to the speed limits and number of through lanes, as well as total number of all lanes is required. If collision occurred at an intersection, include information for Road 1 (R1) and Road 2 (R2).

Number of Through Lanes

Enter the total number of through lanes for each roadway.

Record the total number of through lanes for both directions of travel, including on divided facilities and complex freeways (i.e., for two through lanes in each direction, record the total number of through lanes as four).

For collisions on ramps or transfer lanes (lanes used to move from express lanes to collector lanes or vice versa), record only the number of lanes on the ramp or transfer.

Number of All Lanes

Enter the total number of all lanes for each roadway.

Record the total number of all lanes for both directions of travel, including on divided facilities and complex freeways.

Include through lanes, all types of turn lanes, passing, high occupancy vehicle/high occupancy toll (HOV/HOT), transit, speed change, and parking lanes. Do not include shoulders (left/right or bus by-pass) or bicycle lanes as part of the total lane number.

For collisions on ramps or transfer lanes (lanes used to move from express lanes to collector lanes or vice versa), record only the number of lanes on the ramp or transfer.

Posted Speed Maximum

Enter the maximum speed limit for each roadway. Speed limit signs are white with a black message. There is always a maximum speed, although statutory speed limits may not always be posted. For roadways in municipalities and built-up areas, the statutory speed

limit is 50km/hr. On undivided rural highways, it is 80km/hr. Ramps or right turn channels have the same posted speed as the through road.

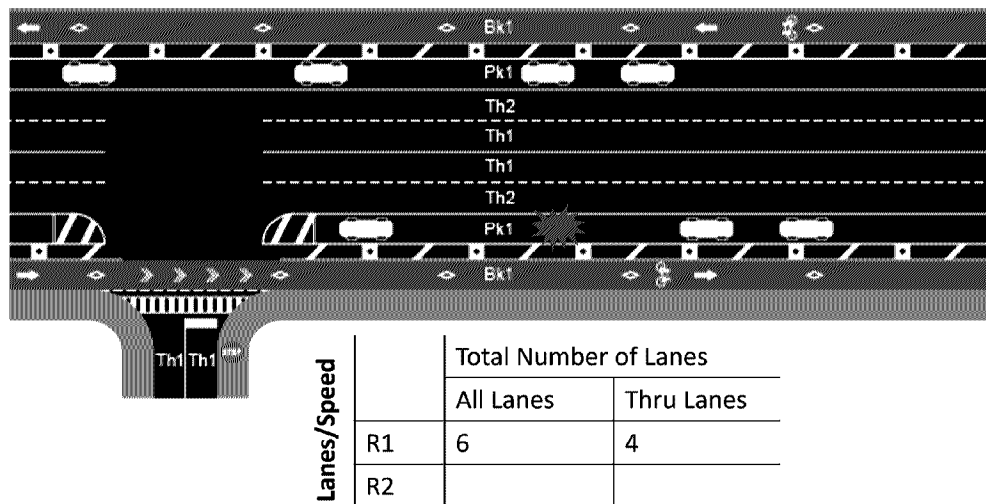
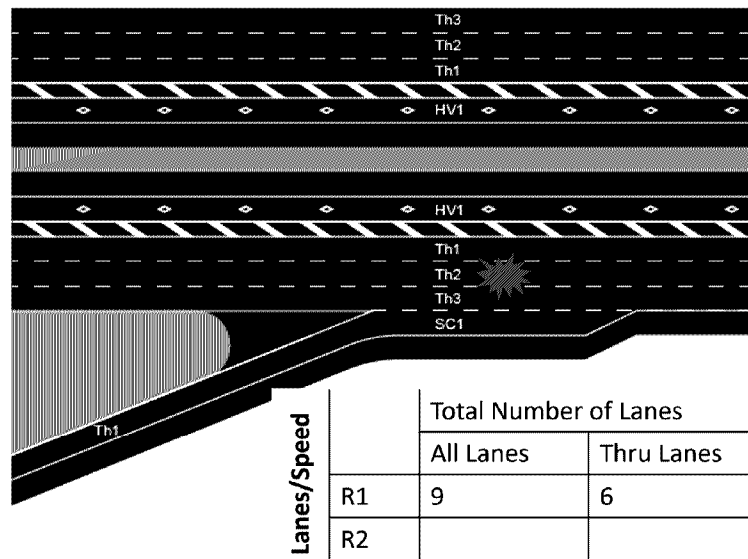
Posted Speed Advisory

Advisory posted speed limits are posted on ramps and curves.

These are warning signs which are yellow with a black message.

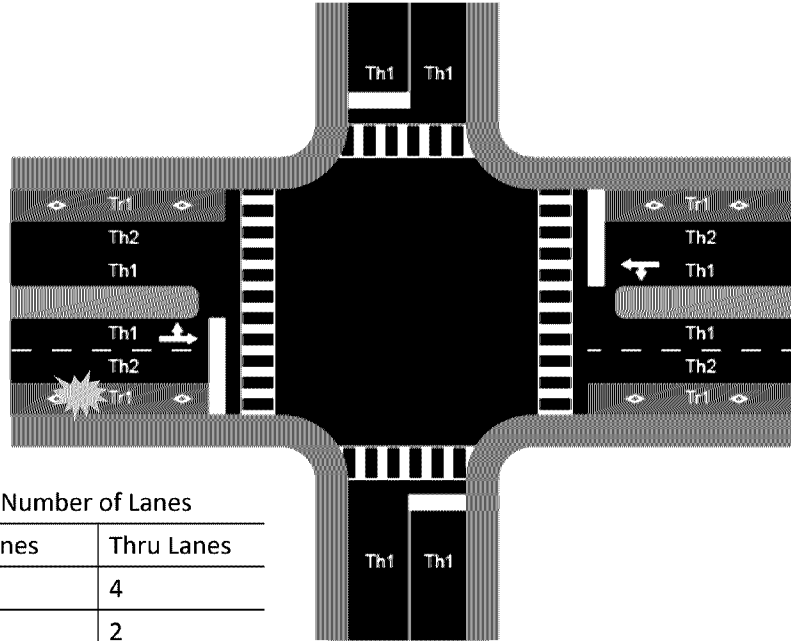
In construction zones, signs are construction orange with a black message.

Examples

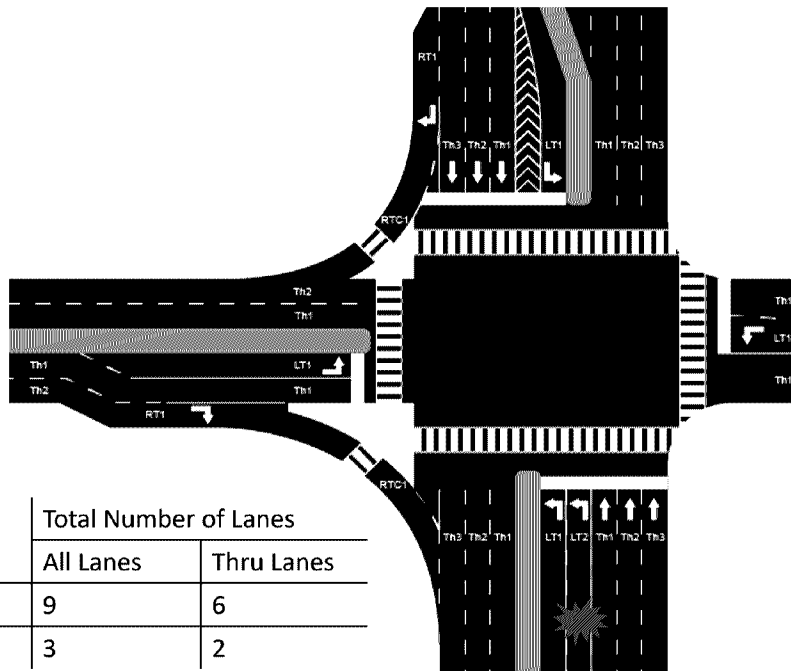


FORM: Lanes/Speed

MVCR 0213



Lanes/Speed	Total Number of Lanes	
	All Lanes	Thru Lanes
R1	6	4
R2	2	2



Lanes/Speed	Total Number of Lanes	
	All Lanes	Thru Lanes
R1	9	6
R2	3	2

FORM

Description of Code(s) 95, 96, 97, 98, 99

MVCR 0214

Summary

Several fields provide categories for conditions not contained in the given selections. Normally, the selection is entitled Other. It does not include unknown items, but only items not included in the given selections.



If using a paper form, enter the code box number or field name and a description of the condition. If you need additional space, use the written description area of the form.

Examples

Descriptions of Code(s) 95, 96, 97, 98, 99
48 - Pothole

Descriptions of Code(s) 95, 96, 97, 98, 99
35A - Eating while driving

FORM

Describe Damage to Other Property

MVCR 0215

Summary

If damage has occurred to public property, i.e., property other than the vehicle(s) involved, always report the collision and any resulting damage.

Person and/or Agency Advised

Enter the name of the individual/agency.

Examples

Describe Damage to Other Property	Wooden fence	Person and/or Agency Advised	Municipality - City of Purpleville	Y	M	D	Time (24 Hr.)
				2	2	0	09 : 00

Describe Damage to Other Property	Guide rail	Person and/or Agency Advised	MTO	Y	M	D	Time (24 Hr.)
				2	2	0	20 : 34

FORM

Involved People - Injured Taken To/By

MVCR 0216

Summary

If the collision involves injury or fatality, record the location where the involved person was taken and the means of transportation used to remove them from the scene. If an involved person claims to be injured, but chooses to seek medical attention at a later day, enter involved person number and add note: seek own medical attention.



The involved person number must match the involved person number in column 69. See Subject 0334.

Example

No.	Involved People - Injured Taken To/By
1	Seek own medical attention
2	Anywhere Hospital / ambulance
3	Seek own medical attention

FORM

Independent Witness - Name

MVCR 0217

Summary

Complete this field according to local Police Service policy.

Enter the name of the independent witnesses to the collision.

Note: If charges are laid, expected or pending, leave the box empty.
The box remains optional for an investigation.

Additional details are not required.

**Witness
Statements**

The method of recording driver and witness statements is determined by the individual Police Service.



The reverse of the form has been lined for your convenience.

FORM

Vehicle Taken To/By

MVCR 0218

Summary

Enter the address/ location to which each vehicle is transported and the name of the person or agency conveying it.

If using a paper form, draw a line through the field in instances where the vehicle is driven away/taken away by the driver.

If using a digital format, leave this field blank if the driver drives or takes the vehicle away themselves.

Example

Vehicle Taken To/By v1 112 Tow Road - Kingston Towing Co.									
v2									

FORM

Persons Charged

MVCR 0219

Summary

Indicate which involved person is being charged and the relevant charges.

If using a digital format, this field may be associated with each involved person's information.

If using a paper format, complete this information in the **Persons Charged** field.



Record the section number and the Act or the bylaw under which the charge is laid. Indicate which driver is being charged. If a person other than the driver is charged as a result of the collision, enter the surname first in capital letters followed by the given name and initials.

If the charge involves an HTA charge for commercial vehicle, include Provincial Offences Ticket Number (POT) number. For multiple charges, include the most serious charges first: e.g., moving violations, then equipment violations.

Where applicable, abbreviations:

For	Enter
Driver 1/2	D1/D2
Highway Traffic Act	H.T.A.
Criminal Code	C.C.
Provincial Offences Ticket	P.O.T.

Example

Persons Charged - Section and Act & P.O.T. No. D1 - Section 253(1)(a) C.C
--

FORM

Name of Coroner

MVCR 0220

Summary

If applicable, enter the name and telephone number of the coroner involved in the investigation.

FORM

If School Aged Children Involved

MVCR 0221

Summary

If the pedestrian or cyclist is school aged, i.e., ages 4 to 18 inclusive, enter the name of their school.

Be aware that this data is required throughout the entire year whether or not school is in session.

This information is required for collision prevention programs conducted by the schools.

FORM

Signature of Investigating Officer/Supervisor

MVCR 0222



Summary

The investigating officer and their supervisor must sign and date the report.

Signature of Investigating Officer

The investigating officer signs the report and checks off that the report is completed. Enter the date that the report was completed in YYMMDD format.

Signature of Supervisor

The supervisor of the investigating officer signs the report and enters their badge number. Enter the date that the report was reviewed in YYMMDD format.

TEMPLATE

Collision Location - Box 1

MVCR 0301

Summary

The location of the first harmful event.

Collision location may be divided into 'On Roadway' or 'Off Roadway'.

On Roadway locations include:

- 01- Non Intersection
- 02- Intersection related
- 03- At intersection (and all sub-values)
- 04- At/near private drive
- 05- At railway crossing
- 06- Underpass or tunnel
- 07- Overpass or bridge
- 11- Turnaround (when road jurisdiction is not provincial, as in a divided freeway)
- 98 Other on highway

Off Roadway locations include:

- 08- Trail
- 09- Frozen lake or river
- 10- Parking lot
- 11- Turnaround (when road jurisdiction is provincial, as in a divided freeway)
- 12- Service centre
- 13- Truck inspection station
- 14- Rest area

MVCR 0301

TEMPLATE: Collision Location - Box 1

-
- 99 Other off highway

Note that collisions occurring on the entry or exit lanes of a service centre, rest area or truck inspection station are considered 'On Roadway'. Enter 'Non-intersection' as the Collision Location in these cases. Enter 'Service Centre', 'Rest Area' or 'Truck Inspection Station' only if the collision occurred in the facility itself.

If collision occurred in a location which is not a public roadway, it is considered to be an Off Roadway collision. The public roadway as defined under the HTA includes the roadway and shoulder.

**CODE 01
Non-Intersection**

There are no intersections, underpasses, overpasses, tunnels, bridges, private drives or railway crossings. The cause of the collision is not related to activity at a nearby intersection. For a definition of intersection see Code 03.

**CODE 02
Intersection
Related**

A collision is intersection related in any of the following situations:

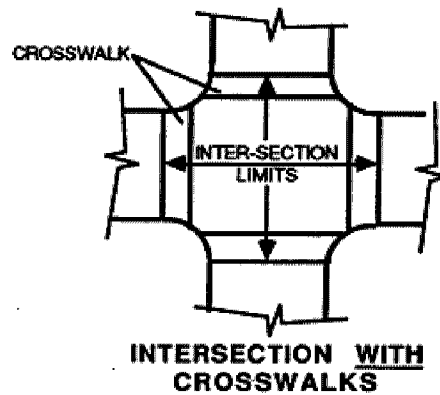
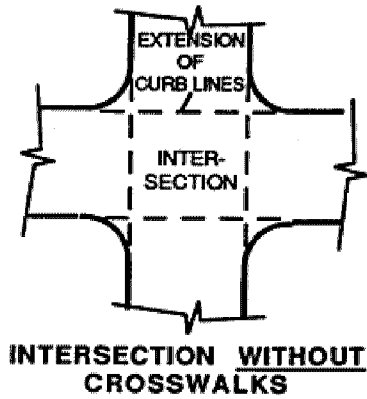
- a motor vehicle is moving toward an intersection, is within 100 m of the intersection and not turning into a private driveway
- a motor vehicle is moving away from an intersection in a turning action
- a motor vehicle is moving away from an intersection, is not turning and is within 100 m of the intersection

**Code 03
At Intersection**

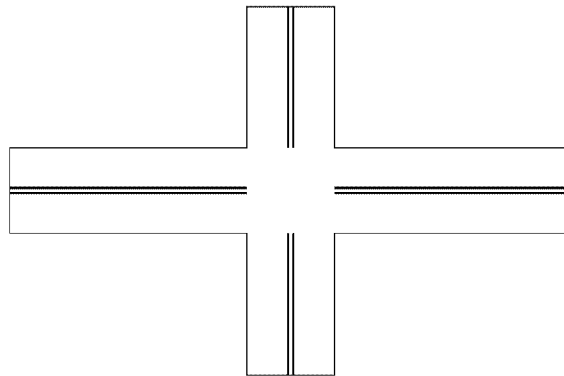
The area within the outermost lines of the crosswalks. If there are no crosswalks, the intersection is the area within an imaginary line extending from the curb or highway boundary lines.



Note: Right turn channels are not part of the intersection, and should be recorded as a lane type under Impact Location.



CODE 30: Four Way

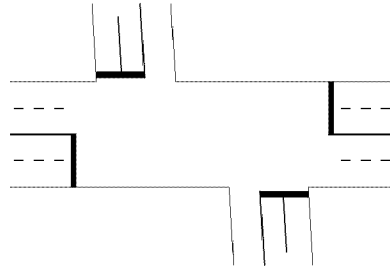


MVCR 0301

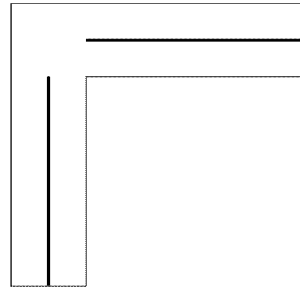
TEMPLATE: Collision Location - Box 1



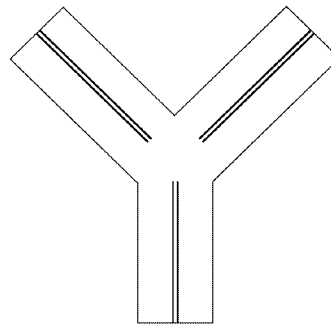
CODE 31: Offset



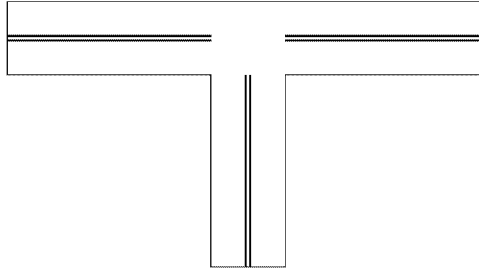
CODE 32: L Intersection



CODE 33: Y intersection

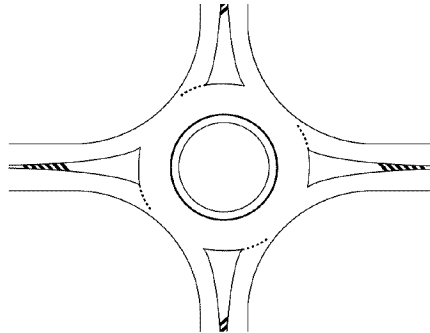


CODE 34: T intersection



CODE 35: Roundabout

Circular traffic pattern in which yield control is used on all entries, circulating vehicles have the right of way, pedestrian access is allowed only across the legs of the roundabout behind the yield line and circulation is counter-clockwise and passes to the right of the central island.



CODE 97: Other intersection

Collision occurred at an intersection type not specified by another value.

**CODE 04
At/ near
Private
Drive**



Private drives are all entries or exits which are not public roadways, e.g.:

- entrance to plazas
- schools
- hospitals
- homes

MVCR 0301

TEMPLATE: Collision Location - Box 1

- factories

For use when the cause of the collision is related to a nearby private drive, i.e., vehicle is turning into or out of a drive.

**CODE 05
At Railway
Crossing**

Collision occurred at a railway crossing. Includes locations where motor vehicle lanes cross a right of way dedicated to trains (e.g. heavy rail). Do not include crossings of light rail transit right of ways or street car tracks located in mixed traffic lanes

**CODE 06
Underpass or
Tunnel**

Collision occurred in a tunnel or on a roadway underneath a structure.



**CODE 07
Overpass or
Bridge**

Collision occurred on a bridge or on a roadway on a structure.

**CODE 98
Other On Highway**

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).



**CODE 08
Trail**

Collision occurred adjacent to trails or paths.



**CODE 09
Frozen Lake or
River**

Collision occurred on the surface of a frozen lake or river. This will often apply to off-road vehicles and snowmobiles but includes any vehicle operated on a frozen watercourse.

**CODE 10
Parking Lot**

Collision occurred on private property designated for vehicular use. Includes driveways to parking lots and parking garages, but not residential drives.

Do not include carpool lots along Ontario highways. Record these under 'Rest Area' instead.



**CODE 11
Turnaround**

Area in the median of a divided roadway where motor vehicles are permitted to travel across the opposing lanes of traffic or do a U-turn.

On provincial freeways, turnaround access is restricted to emergency and maintenance vehicles only, while on municipal and other roadways, public access may be permitted.

**CODE 12
Service Centre**

Ontario Highway Service Centres are located on highways 400 and 401 across Ontario. These centres have been branded as ONroute, and onroute.ca provides the location of all ONroute service centres.

Select this Collision Location only if the collision occurred in the Service Centre facility itself. If the collision occurred on the lanes entering or exiting the Service Centre, select "Non-intersection" instead.

**CODE 13
Truck Inspection
Station**

Truck inspection stations are found at various highway locations across Ontario. Ontario 511 provides the location of all Ontario Truck Inspection Stations.

Signs indicate whether or not a station is open. If a station is open, trucks must enter and stop for inspection. Vehicles and loads are checked for weight, height, length, width and axle spacing. Driver licences are also checked for validity and proper class of licence for the vehicle.

Select this Collision Location only if the collision occurred in the Truck Inspection Station itself. If the collision occurred on the lanes entering or exiting the Truck Inspection Station, select "Non-intersection" instead.

**CODE 14
Rest Area**

Public rest areas, including picnic parks and scenic lookouts, located along Ontario highways. These locations may include rest rooms, truck parking, food services, tourist information and other services. Also include carpool lots. Ontario 511 provides the location of all public rest areas and carpool lots along Ontario highways.

Record ONroute locations separately, as Service Centres.

Select this Collision Location only if the collision occurred in the Rest Area or carpool lot itself. If the collision occurred on the lanes entering or exiting the Rest Area or carpool lot, select "Non-intersection" instead.

MVCR 0301

TEMPLATE: Collision Location - Box 1

CODE 99
Other

Collision occurred off highway not described above, e.g.:

- field
- parkland
- residential drive

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).



TEMPLATE

Impact Location - Box 2

MVCR 0302 (pt.1)

Summary

Impact location assists safety and engineering staff in pinpointing the exact location of the initial impact.

**CODE 01
Within
Intersection**

The intersection is defined as the area within the outer most lines of the crosswalks. If no crosswalks the intersection is the area within an imaginary line extending from the curb lines or highway boundary lines.

Note: Right turn channels are not part of the intersection.

Lane Types

If the collision occurred in a traffic lane, enter one of the lane types below. Lane types 02 to 07 represent the original lane types included for collision reporting. Lane types 18 to 24 were added for collisions occurring on January 29, 2023 or later.



**CODE 02
Lane - Through**

Collision occurred on a lane designated for through traffic movement. A through lane may also allow left or right turning, in addition to through movement. Do not include passing, speed change, high occupancy vehicle/high occupancy toll (HOV/HOT) lanes, or lanes used exclusively for transit, bicycles or turning movements.

If the lane is designated for parking, transit or as an HOV/HOT at certain times of the day or week, record it as that lane type if the designation was in force at the time of the collision. Otherwise, record it as a through lane.

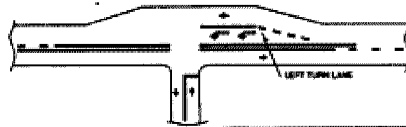
On entry/exit ramps, each lane is a through lane and is numbered left to right (in the direction of travel) up to the gore/bullnose, when no separation exists between the new lane and the through lanes, except a solid or dashed painted line. From this point until the lane begins/ends, it is considered a speed change lane. Indicate that the collision occurred on a ramp under "Road Character". Ramp Number is derived based on GPS coordinates.



CODE 03
Lane - Left Turn

Impact took place in a lane solely designated for left turning traffic in 1 direction of travel, i.e., vehicles travelling SB to EB or NB to WB, but not both.

A lane with markings indicating a combination of left turning and through movements should be considered a through lane.

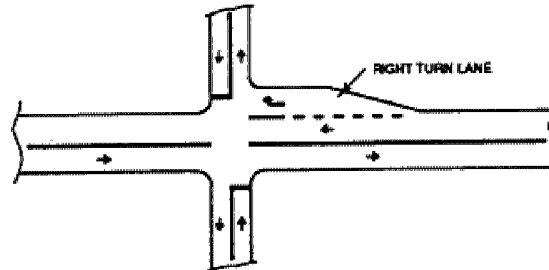


CODE 04
Lane - Right Turn



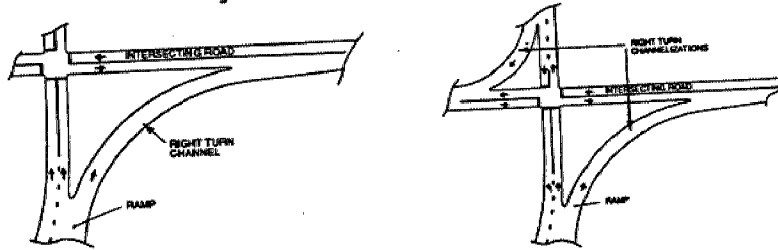
For use if impact location is a lane solely designated for traffic turning right and the lane is not physically separated from the thru lane by raised medians or curbing (see Code 05). The portion of lane for a right turn channel before physical separation occurs is considered a right turn lane.

A lane with markings indicating a combination of right turning and through movements should be considered a through lane.



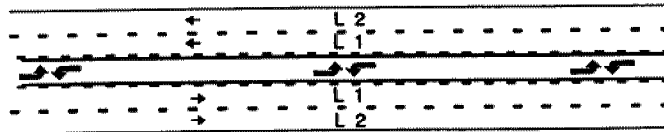
CODE 05
Lane - Right turn channel

Collision occurred within a lane solely designated for right turning traffic and this lane is at least partially physically separated by a curb or restraining barrier from the through lanes. The portion of lane before the separation for the right turn channel begins is considered a right turn lane. A right turn channel may only occur where 2 roadways meet at grade. Ramps which enter or exit from the freeway are not right turn channels.



CODE 06
Two Way Left turn

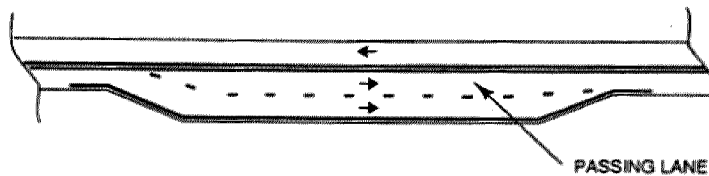
A continuous lane in the centre of the roadway for traffic from either direction that is turning left.



CODE 07
Lane - Passing

A passing lane is constructed adjacent to an existing lane for a short distance to permit unimpeded passing in one direction. Frequently constructed on steep grades where a heavy vehicle would lose speed climbing. Passing is permitted in the opposite direction of travel if there is sufficient visibility and the lane is unoccupied.

The term passing lane is not to be confused with the two-way left turn lane on multi-lane facilities.



CODE 18
Lane - HOT

"HOT" lane is an acronym for "high occupancy toll" lanes. HOT lanes are high occupancy vehicle lanes that allow vehicles that do not meet occupancy requirements to pay a toll to use the lane.



**CODE 19
Lane - HOV**

High occupancy vehicle (HOV) lanes require passenger vehicles to have a minimum number of passengers.



If the lane is designated as a combined transit and high occupancy vehicle (HOV) lane, record it as an HOV lane. If the designation is time-of-day dependent, record it as an HOV lane if the designation was in force at the time of the collision; otherwise, record it as a through lane.

**CODE 20
Lane - Bicycle
(unprotected)**

A lane designated for use by cyclists (and potentially other micromobility users), marked by pavement markings and/or signage (bicycle symbol or reserved diamond symbol) and delineated from motor vehicle traffic lanes or a parking lane by a solid or dashed white painted line. Diagonal crosshatch markings may also be painted in a buffer area, but no consistent physical separation is provided. If a curb lane, no motor vehicle parking can be permitted within the bicycle lane space; otherwise, the lane should be recorded as a parking lane.

If bollards are present (flexible, vertical posts) and spaced greater than 6m apart (about the length of a passenger car/truck), the lane is considered unprotected. If bollards are spaced 6m or closer, the lane is considered protected.

Note that in some locations, protected bicycle lanes transition to unprotected ones in the vicinity of intersections to make space for motor vehicle turn lanes. Record the facilities present (protected/unprotected) at the location of the collision.

Paved shoulders lacking any bicycle symbols or signage are considered shoulders, not bicycle lanes.

Lanes that are reserved for the exclusive use of transit and cyclists (e.g. bus and bike lanes), with no delineation of separate space for transit vehicles and bicycles, are considered transit lanes.

Include bicycle lanes in lane numbering, but not in total lane counts

**CODE 21
Lane - Bicycle
(protected)**

A lane designated for use by cyclists (and potentially other micromobility users), physically separated from both motor vehicles and the sidewalk and marked by pavement markings and/or signage.



Separation from the motor vehicle traffic lane or parking lane must be near continuous and include vertical barriers (e.g. planters, median, curbs, flexible bollards, landscaping, etc), spaced 6m or closer together (about the length of a passenger car/truck).

Facility may be at the level of the roadway or of the sidewalk or between the two. Separation from the sidewalk may include horizontal or vertical elements such as a painted line, a material change between the facilities (asphalt to concrete), a curb or landscaped buffer.

If bicycle traffic and pedestrian traffic share the same pathway, record the Impact Location as 'Not On Roadway' (left side/right side), and the Collision Location as 'Trail'.

Likewise, if the separation from the motor vehicle lanes is a buffer of greater than 10 m or includes a sidewalk (i.e., the bike facility is on the outside edge of the sidewalk, not alongside the road), record the Impact Location as 'Not On Roadway' (left side/right side) and the Collision Location as 'Trail'.

Include bicycle lanes in lane numbering, but not in total lane counts. If the bicycle lane is bi-directional, use the lane numbering system to indicate that the collision occurred in the first or second of two bicycle lanes. Note that lane numbering only applies to the side of the road where the collision occurred. If the bike lane is uni-directional, and the second bike lane exists on the other side of the road, record the lane numbering as one bicycle lane only.

**CODE 22
Lane - Transit**

A lane designated for the exclusive use of transit, either rail-based (light rail transit/street car) or bus rapid transit. Do not include lanes where transit operates in mixed traffic.

If the designation is time-of-day dependent, record it as a transit lane if the designation was in force at the time of the collision; otherwise, record it as a through lane.

If the lane is designated as a combined transit and high occupancy vehicle (HOV) lane, record it as an HOV lane.



Lanes that are reserved for the exclusive use of transit and cyclists (e.g. bus and bike lanes), with no delineation of separate space for transit vehicles and bicycles, are considered transit lanes.



**CODE 23
Lane - Parking**

A lane designated for motor vehicle parking. If the lane is designated for parking only at certain times of the day or week, record it as a parking lane if the designation was in force at the time of the collision. Otherwise, record it as a through lane.



**CODE 24
Lane - Speed change**

A lane intended to facilitate traffic entering or exiting a controlled access highway or other roadway of higher traffic speed. For entrance/exit ramps, the ramp portion is considered a through lane and should be numbered separately from left to right (in the direction of travel). The speed change portion begins/ends at the gore/bullnose, when no separation exists between the speed change lane and the through lanes, besides a solid or dashed painted line.

**CODE 08
Shoulder - Left**

Collision occurred to the immediate left of travelled lanes (relative to the vehicle's direction of travel). Note: Shoulder areas are not included in lane numbering or total lane counts.



**CODE 09
Shoulder - Right**

Collision occurred to the immediate right of travelled lanes (relative to the vehicle's direction of travel). Note: Shoulder areas are not included in lane numbering or total lane counts.

**CODE 25
Shoulder - Bus bypass**

Collision occurred in a shoulder area (left or right) that is marked for exclusive travel use by buses.

Note: Shoulder areas are not included in lane numbering or total lane counts.

**CODE 10
Not on Roadway-
Left Side**

Collision occurred beyond the shoulder area on the left (relative to the vehicle 's direction of travel).

CODE 11
**Not on roadway-
 right side** Collision occurred beyond the shoulder on the right (relative to the vehicle's direction of travel).



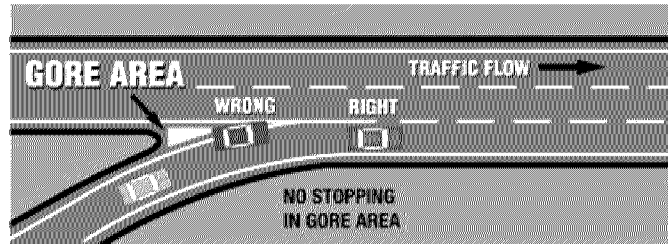
CODE 12
Off Highway Impact locations not on public highway, e.g.:

- parking lots
- bush trails

The vehicle(s) involved was/were operated off-highway prior to impact and was/were not an out of control vehicle(s).



CODE 13
Gore/ Bullnose An area of land where two roadways diverge or converge. The area is bounded on two sides by the edges of the roadways, which join at the point of divergence or convergence. The direction of traffic must be the same on both sides of these roadways. The area includes shoulders or marked pavement, if any, between the roadways.



CODE 14
Pedestrian Crossing - crossover Pedestrian crossovers are designated areas that allow pedestrians to safely cross a roadway. They are often found midblock, but may also be located at an intersection.

Different types of pedestrian crossovers exist, but they all include:

- Roadside signage that says, 'Stop for Pedestrians' and 'No passing here to crossing'
- Pavement markings that show where pedestrians should cross

Most pedestrian crossovers also have flashing lights, although some may not.

Drivers must wait for pedestrians to cross the full width of the road before proceeding.

School crossings or the painted line crosswalk delineation provided at signalized intersections are not crossovers and should be reported separately.



**CODE 15
Pedestrian
Crossing -
crosswalk**

Any pedestrian crossing location usually found at intersections with traffic signals, pedestrian signals or stop signs.



**CODE 16
Pedestrian
Crossing - school
crossing**

A school crossing is designated with a painted crosswalk and school crossing signage.



A school crossing guard may or may not be present at a school crossing. If a school crossing guard is present at the time of collision, record this under 'Traffic Control'.



**CODE 17
Sidewalk**

An area at the side of the roadway physically separated from vehicle lanes, usually by a curb, and intended for exclusive use by pedestrians.

**CODE 99
Other**

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE: Collision Lane Numbering - Box 3A, 3B

MVCR 0302 (pt 2)

TEMPLATE

Collision Lane Numbering - Box 3A, 3B

MVCR 0302 (pt 2)

Summary

Only complete these fields if the collision occurred in a lane (see Impact Location). The list of applicable lanes is:

- Through
- Left turn
- Right turn
- Right turn channel
- Two-way left turn
- Passing
- High Occupancy Toll (HOT)
- High Occupancy Vehicle (HOV)
- Bicycle (unprotected)
- Bicycle (protected)
- Transit
- Parking
- Speed Change

Note that for collisions prior to January 29, 2023, collision lane numbering was only completed for through lanes, and the Total of Collision Lane Type (Box 3B) was not recorded.

Box 3A

Collision Lane Number

Lanes are numbered according to type, starting from the centre line and moving outwards. When the lane type changes (for example, a left turn lane beside a through lane, or a through lane beside a right turn lane), re-start the numbering at 1.

Box 3B

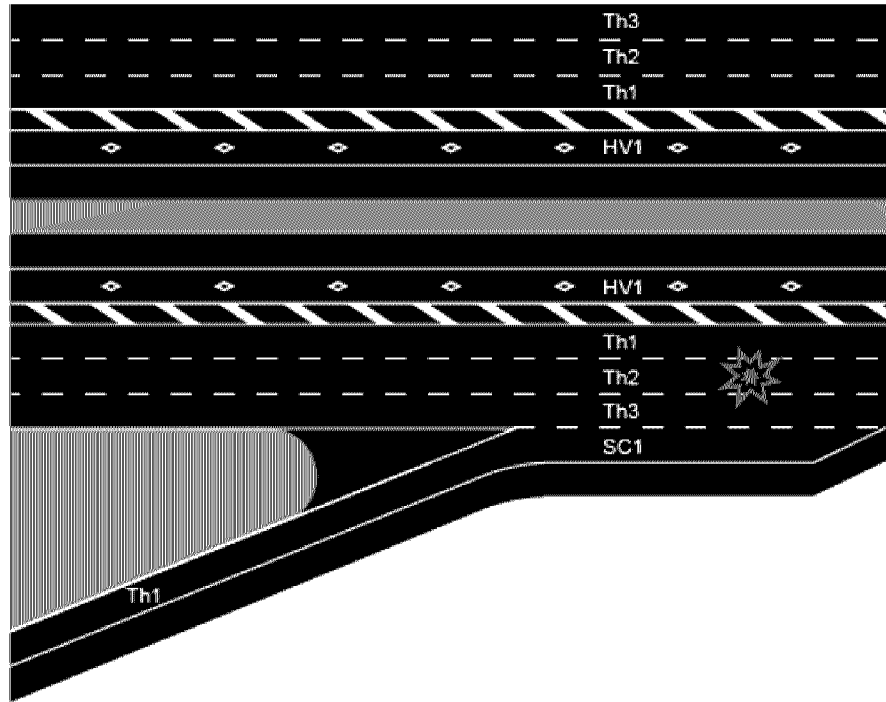
Total Number of the Collision Lane Type

Only include lanes of the same type and enter the total number of lanes of the same type as where the collision occurred. Only include lanes on the same side of the centre line as the collision.

See diagrams below for examples.

TEMPLATE: Collision Lane Numbering - Box 3A, 3B

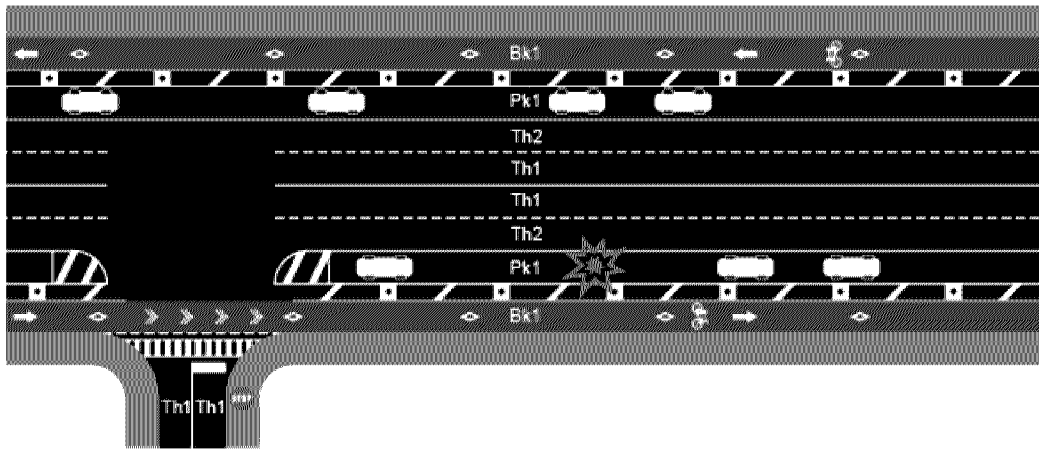
MVCR 0302 (pt 2)



Impact Location (Box 2)	Lane Number of Impact Location (Box 3A)	Total Number of Lanes of Collision Lane Type (Box 3B)
Lane—Through	2	3

MVCR 0302 (pt 2)

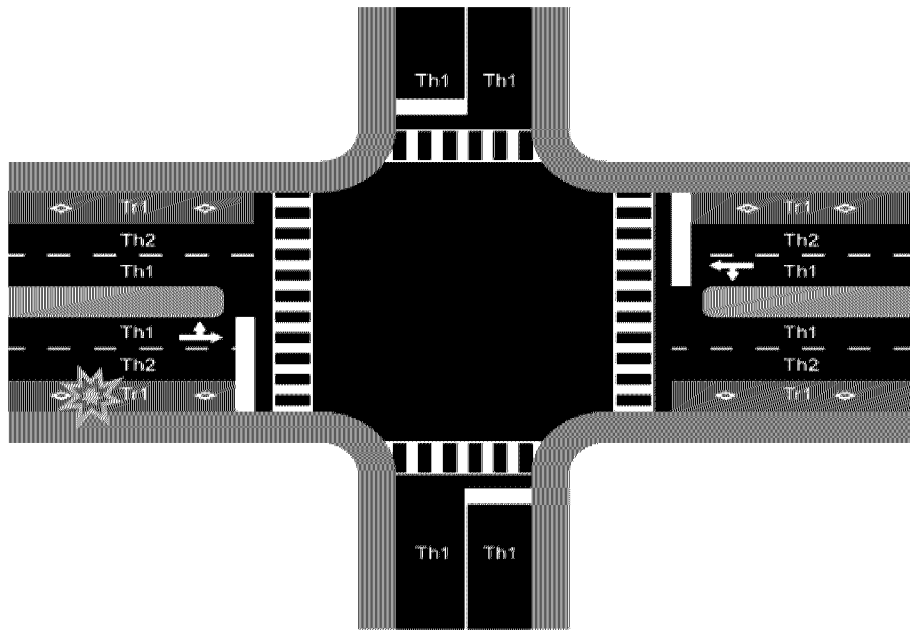
TEMPLATE: Collision Lane Numbering - Box 3A, 3B



Impact Location (Box 2)	Lane Number of Impact Location (Box 3A)	Total Number of Lanes of Collision Lane Type (Box 3B)
Lane—Parking	1	1

TEMPLATE: Collision Lane Numbering - Box 3A, 3B

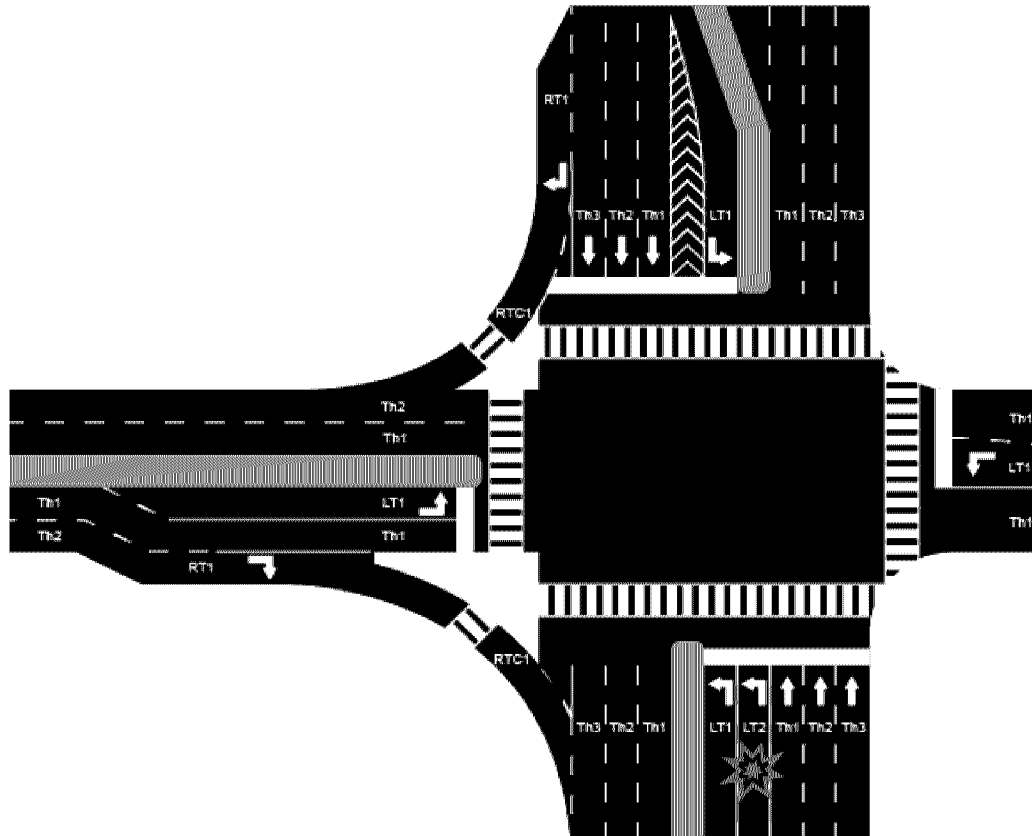
MVCR 0302 (pt 2)



Impact Location (Box 2)	Lane Number of Impact Location (Box 3A)	Total Number of Lanes of Collision Lane Type (Box 3B)
Lane—Transit	1	1

MVCR 0302 (pt 2)

TEMPLATE: Collision Lane Numbering - Box 3A, 3B



Impact Location (Box 2)	Lane Number of Impact Location (Box 3A)	Total Number of Lanes of Collision Lane Type (Box 3B)
Lane—Left Turn	2	2

TEMPLATE

Environment Conditions - Boxes 4, 5

MVCR 0303

Summary

The prevailing atmospheric conditions that existed at the time of the collision, and not at the time of the Police arrival at the collision scene.

Designations are used to determine whether environmental conditions were a factor in the collision. Data is used to determine action for recurring conditions contributing to collisions, e.g.:

- road icing
- drifting snow
- fog
- smoke from industry

Note: Up to 2 selections may be recorded, if required.

**CODE 01
Clear**

Dull, overcast or bright conditions are recorded as clear provided no precipitation or airborne matter, obscures visibility.

**CODE 02
Rain**

Self-explanatory.

**CODE 03
Snow**

Self-explanatory.

**CODE 04
Freezing Rain/ Hail**

Includes sleet and hail.

**CODE 05
Drifting Snow**

Snow drifting on or above roadway which obscures visibility of the roadway, road markings, traffic devices or highway fixtures.

MVCR 0303

TEMPLATE: Environment Conditions - Boxes 4, 5

CODE 06
Strong Wind

If wind was a contributing factor in the collision.

CODE 07
Fog, Mist, Smoke,
Dust

Airborne matter obscuring visibility, whether of natural or industrial origin.



CODE 08
Glare

The driver's vision was temporarily obscured by bright sunlight or artificial light.

CODE 99
Other

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Light - Box 6

MVCR 0304

Summary

The light conditions at the time of the collision are recorded to assess the need for artificial lighting and control devices.

**CODE 01
Daylight**

The light conditions which normally occur between one half hour after sunrise and one half hour before sunset.

**CODE 02
Daylight Artificial**

The light conditions which normally occur between one half hour after sunrise and one half hour before sunset. Artificial illumination devices were functioning at the collision site.

**CODE 03
Dawn**

The light conditions which normally occur between one half hour before and one half hour after sunrise.

**CODE 04
Dawn Artificial**

The light conditions which normally occur between one half hour before and one half hour after sunrise. Artificial illumination devices were functioning at the collision site.

**CODE 05
Dusk**

The light conditions which normally occur between one half hour before and one half hour after sunset.

**CODE 06
Dusk Artificial**

The light conditions which normally occur between one half hour before and one half hour after sunset. Artificial illumination devices were functioning at the collision site.

**CODE 07
Dark**

The light conditions which normally occur between one half hour after sunset and one half hour before sunrise.

MVCR 0304

TEMPLATE: Light - Box 6

CODE 08
Dark Artificial

The light conditions which normally occur between one half hour after sunset and one half hour before sunrise. Artificial illumination devices were functioning at the collision site.

CODE 99
Other

The collision occurred under light conditions not defined above. Includes non-normal occurrences such as a solar eclipse, major storm on location at which artificial illumination is not functioning e.g.:

- tunnel

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Traffic Control - Box 7

MVCR 0305



Summary

This field is to identify any traffic control device at the collision scene. The device need not have been a factor in the collision. Up to three Traffic Controls can be recorded. For each Traffic Control selected, enter an associated Traffic Control Condition.

Note: Speed limits and pavement markings are not traffic control devices for this field.



**CODE 01
Traffic Signal**

Traffic signals have a minimum of three lights (red, yellow, green) mounted vertically in a yellow casement.

If the traffic signal was not functioning at the time of the collision, select 'Not Functioning' for the field 'Traffic Control Condition'.

If the traffic signal was functioning under the manual control of a police officer, enter 'Traffic Signal' and 'Functioning' for the field 'Traffic Control Condition'.

**CODE 02
Stop Sign**

A regulatory sign requiring driver to halt.

**CODE 03
Yield Sign**

A regulatory sign requiring driver to reduce speed and give right-of-way to approaching traffic before proceeding.

**CODE 04
Pedestrian
Crossover**

School crosswalks or the normal painted line crosswalk delineation provided at signalized urban intersections are not crossovers. A pedestrian crossover may be located at an intersection or elsewhere and is designated by:

- mandatory X marks in each lane of road way 30 meters in advance of crossover
- mandatory overhead sign
- mandatory signs prohibiting passing

- optional pedestrian-activated warning lights



**CODE 05
Police Control**

Traffic flow was controlled by a police officer using visual hand signals. Does not include manual control of a traffic signal by a police officer. However, if the traffic signal is not functioning, both 'Traffic Signal' (Condition: 'Not Functioning'), and Police Control are entered.

**CODE 06
School Guard**

Control of traffic by a person other than a police officer to assist school children in crossing a road. Does not include a child acting in a "safety patrol" capacity. Record any additional traffic controls at the location as well (ie. stop sign, pedestrian crossover, traffic signal, pedestrian signal, etc.).



**CODE 07
School Bus -
flashing light and
stop arm**

A chrome yellow and black bus, van or mini bus used to transport children, or mentally challenged adults to or from a training centre. This vehicle functions as a traffic control device when it is stationary, has red signal lights flashing and stop arm activated.

**CODE 08
Traffic Gate**

A barrier to prevent vehicles from passing a point on the roadway. Normally, they are located at railway crossings, entrances to private parking lots and ramps used in conjunction with reversible lanes.



**CODE 09
Traffic Control
Person**

Any person directing or controlling traffic who is not a police officer or school crossing guard. Includes construction or railway flag persons and persons directing traffic when vehicles are backing from a driveway or public access, or persons at collision locations or other temporary locations.



**CODE 10
No Control**

The intersection had no traffic control device of any kind and no traffic control person in place.

**CODE 11
Flashing Beacon**

Auxiliary flashing lights installed in conjunction with yield, stop or other regulatory/warning signs.

**CODE 12 Railway
Crossing**

A railway crossing control will include signage (white 'X' with red border) and may also include flashing lights and a red and white gate that are activated upon the approach of a train."



**CODE 13
Pedestrian Signal**

Pedestrian walk signals were provided. If walk signals were provided in some but not all directions, record the traffic control that is most relevant to the collision (e.g. on the side of the intersection where the collision occurred).



**CODE 14
Half Signal**

A pedestrian control signal, where a traffic signal is provided to stop traffic on a single roadway (often mid-block) for the purpose of allowing pedestrians to cross.



If located at an intersection, the side road (with minor traffic) is controlled with stop signs, with pedestrian signals used for pedestrians crossing the main street and regular traffic control signals used on the main roadway approaches.

**Code 99
Other**

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Traffic Control Condition - Box 8

MVCR 0306

Summary

The condition of the traffic control device which was detailed in the Traffic Control field is entered. The condition of the traffic control device at the time of the collision is reported (not subsequent damage). Road authorities monitor the condition of traffic control devices at collision sites to ensure proper maintenance and to improve their performance through improved design and installation.

**CODE 01
Functioning**

Electronic or mechanical devices were operating correctly, e.g.:

- traffic signals

**CODE 02
Not Functioning**

Electronic or mechanical devices were operating incorrectly or were not operating. Includes traffic signal not operating due to a power failure, burned out bulbs. Includes signs which have deteriorated and are no longer reflectorized or lettering has peeled off. Does not include devices damaged in the collision.

**CODE 03
Obscured**

Traffic control devices which were functioning and/or in good repair but were not visible. Includes obscured by snow or ice build up, condensation, mud, parked vehicles or vegetation.

**CODE 04
Missing/ Damaged**

Traffic control devices missing or damaged prior to the collision. Includes signs/signals removed, vandalized or defaced to obscure message. Does not include traffic control devices damaged in the collision.

TEMPLATE

Road Character - Boxes 9, 10

MVCR 0307

Summary

This field provides a description of the physical nature of the highway at the collision location. For collisions occurring within an intersection, enter appropriate selections for each highway in the same order as in the LOCATION field.

For complex freeways, description must be one of the following:

05 Ramp

06 collector lane

07 Express lane

08 Transfer lane

Note: "Divided Highway"; ' or "Divided Highway with Restraining Barrier" are never used to describe complex freeways (see illustration).

Roadway

The part of the highway that is improved, designed or normally used for vehicular traffic. Does not include the shoulder.

Median Strip

Portion of a highway constructed to separate traffic flows by physical barrier or an unpaved strip.

Divided

A highway that has flows of traffic separated by median stripe(s) or restraining barrier.

**CODE 01
Undivided One-way**

An undivided highway designated for the movement of traffic in one direction only, regardless of the number of lanes. Does not include any section of a divided highway, QEW, 401 or any interchange ramp.

MVCR 0307

TEMPLATE: Road Character - Boxes 9, 10

CODE 02
Undivided Two-Way

An undivided highway for traffic in opposite directions. Includes roads with only serrated concrete strips (singing medians) or painted lines between opposing lanes.

CODE 03
Divided with Restraining Barrier

A highway divided into separate streams by a median strip with a physical barrier to impede or prevent a vehicle from travelling from one stream of traffic to another. Restraining barriers include guide rails, fences, walls or other physical barriers.

CODE 04
Divided with no Barrier

A highway divided into separate flows of traffic by median stripe(s) of unpaved ground without restraining barriers, e.g., grass median with drainage ditch.

CODE 05
Ramp

A roadway connecting two different highways at a grade-separated intersection permitting the transfer of vehicles from one highway to the other. A roadway is defined as a ramp regardless of its construction or use. Defining a roadway as a ramp supersedes all other designations. Included are entrances to and exits from controlled access freeways and free-flow connections between intersecting freeways (see illustrations).

Note: Transfer lanes on complex freeways are not ramps.

CODE 06
Collector Lane

A roadway found only on complex freeways lying parallel to and on the right of the express lanes.

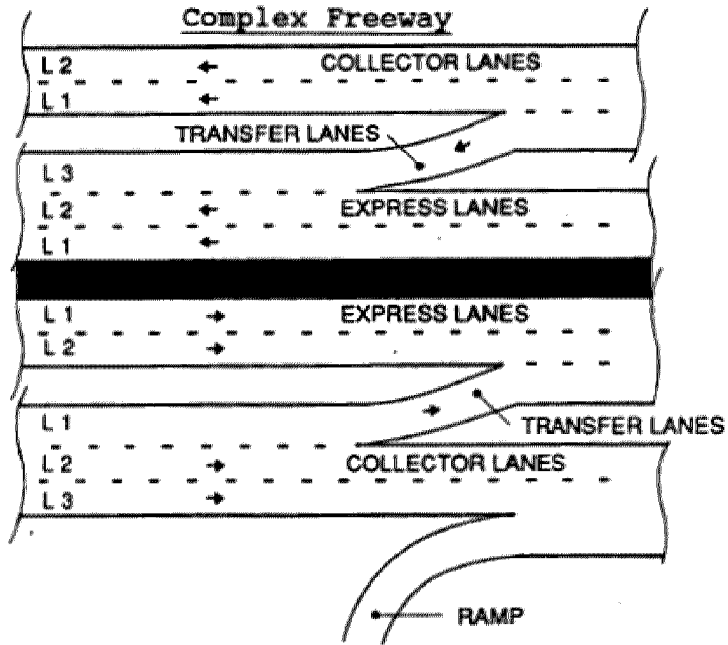
Collector lanes are accessed by transfer lanes to or from express lanes. Collector lanes are joined by access ramp to intersecting roadways (see illustration).

CODE 07
Express Lane

The main through stream of traffic in each direction on complex freeways. Also the first set of lanes, immediately to the right of centre (see illustration).

CODE 08
Transfer Lane

A connecting roadway between collector and express lanes, providing access to or from express lanes and collector lanes (see illustration).



TEMPLATE

Road Surface - Boxes 11, 12

MVCR 0308

Summary

If the collision occurred at an intersection, the condition of each road is described.

The material used to construct a road surface has a direct bearing on its frictional qualities and vehicle operation.

Enter the material type that best describes the road surface at the collision site.

**CODE 01
Asphalt**

Self explanatory.

**CODE 02
Oil Treated Gravel**

Comprised of sand, fines and crushed stone larger than that found in asphalt bound by oil products for a stable running surface with a glossy, tar-like appearance. A high quality oil treated surface known as a mulch surface is similar to asphalt but contains more coarse granular material in the running surface. Oil treatment and mulch surfaces are normally used on secondary and tertiary highways.

**CODE 03
Gravel or Crushed Stone**

Surface constructed of layers of natural or artificially crushed rock, placed and compacted without a binder material.

**CODE 04
Concrete**

A poured concrete slab surface is characterized by colouring lighter than asphalt, with regular joints or filled gaps between pavement slabs.

**CODE 05
Earth**

A natural soil driving surface compacted and left without any overlay of crushed gravel, concrete, asphalt or the addition of any binder material.

MVCR 0308

TEMPLATE: Road Surface - Boxes 11, 12

CODE 06
Wood

Planks or timbers laid to form a driving surface. Commonly used on bridge decks or roadways under construction.

CODE 07
Steel

Steel sections laid to provide a surface commonly used on bridge decks or roadways under construction.

CODE 08
Brick/ Interlocking
Stone

Surface comprised of cut stone, brick small concrete blocks or cobblestones.

Code 99
Other

Surface material not described above.

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Road Condition - Boxes 13, 14

MVCR 0309



Summary

Describe the condition of the road surface. If the collision occurred at an intersection, the condition of each road is described.

When assessing road surface condition, consider its relative impact on the different road users involved in the collision. A small pothole may have no impact on a driver, but may present a significant danger to a cyclist.

**CODE 01
Good**

Road surface in good repair and could not have an adverse influence on the operation of the vehicles involved in the collision.

**CODE 02
Poor**

Road conditions exist which require obvious maintenance and had some influence on the operation of the vehicles involved in the collision. Includes broken, uneven pavement, frost heave, rutting, large pot-holes or other obstacles which require the driver (including cyclists) to reduce speed or take evasive action.

**CODE 03
Under Repair or
Construction**

Maintenance or construction zone is located in the travelling lanes or immediately adjacent to the roadway. Includes resurfacing, grading, shoulder maintenance and construction of additional lanes. Includes any work which changes the character, direction or alignment of a roadway. Does not include snow plowing, salting operations or other transient activities.

TEMPLATE

Road Surface Condition - Boxes 15, 16

MVCR 0310

Summary

The road surface condition at the collision site is recorded. For collisions occurring at or near an intersection, the condition for each road is entered. Where more than one condition applies, the most prevalent condition or the condition which had the greatest bearing on the collision is entered.

**CODE 01
Dry**

Road surface is free of any impediment to traction and tire adhesion.



**CODE 02
Wet**

The road surface was wet, but there was no standing water in the roadway.

**CODE 03
Loose Snow**

Recently fallen or blown snow covers a large portion of the road but not yet packed by traffic.

**CODE 04
Slush**

A mixture of heavy, wet snow and water covers a substantial portion of the road.

**CODE 05
Packed Snow**

Snow has been packed by traffic after falling or drifting onto road

**CODE 06
Ice**

Ice includes freezing rain or black ice on the road.

**CODE 07
Mud**

Wet soil deposited on road by construction, off-road vehicles, farm equipment, animals, precipitation.

**CODE 08
Loose Sand or
Gravel**

Loose granular material on the road surface. This can be under wet or dry conditions.

**CODE 09
Spilled Liquid**

Liquid other than water on the road from vehicle spillage, e.g.:

MVCR 0310

TEMPLATE: Road Surface Condition - Boxes 15, 16

-
- diesel fuel
 - gasoline
 - oil
 - chemicals



**CODE 10
Flooded**

Standing water covers a substantial portion of the roadway.

**CODE 99
Other**

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Road Alignment - Boxes 17, 18

MVCR 0311

- Summary** The Road Alignment indicates the horizontal and vertical alignment of the road at the collision site. If the collision occurred at an intersection, indicate the alignment of each road.
- CODE 01** The road is tangent (straight) and exhibits no gradient (slope).
Straight on Level
- CODE 02** The road is tangent (straight) and exhibits a gradient (slope).
Straight on Hill
- CODE 03** The road exhibits no gradient (slope) but a change in horizontal alignment (curve or bend).
Curve on Level
- CODE 04** The road exhibits both a gradient (slope) and change in horizontal alignment (curve or bend).
Curve on Hill

TEMPLATE

Road Pavement Markers - Boxes 19, 20

MVCR 0312

Summary The condition of pavement markings at the collision site is entered.
If the collision occurred at an intersection, indicate the condition of
the markings on each road.

CODE 01 Pavement markings are in good condition and clearly visible.
Exist

CODE 02 Pavement markings have not been placed on the highway.
Non-existent

CODE 03 Pavement markings are present and normally visible, but were
Obscured obscured by some temporary condition such as snow or mud at the
time of the collision.

CODE 04 Pavement markings are faded, worn and barely visible.
Faded

TEMPLATE

Vehicle Type - Boxes 21, 22, 23, 24

MVCR 0313

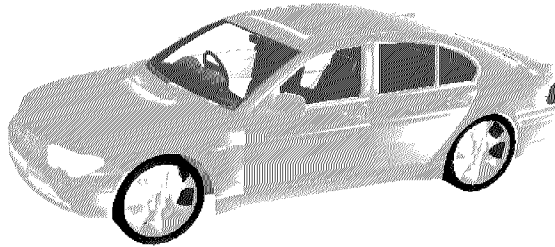
Summary

Vehicle type is entered for each vehicle involved. Information on vehicle type is entered in MTO automated files to enable vehicle and roadway design to be monitored.

**CODE 00
Unknown**

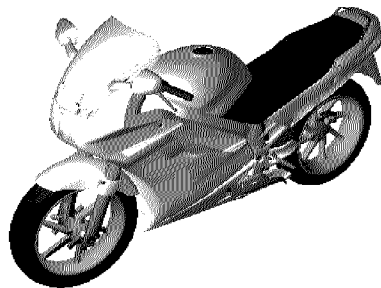
Self-explanatory.

**CODE 01
Automobile/
Station Wagon**



**CODE 02
Motorcycle**

A self-propelled vehicle with a seat or saddle for the driver and designed to travel with not more than 3 wheels in contact with the ground. Includes a motor scooter but not a moped/motor assisted bicycle.



MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

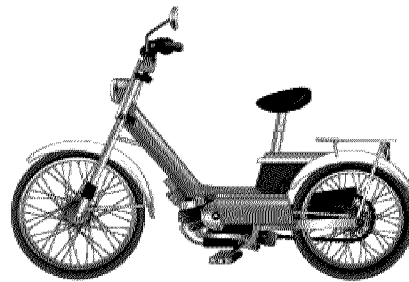


CODE 03
Moped

A moped, also known as a motor assisted bicycle, is defined under the Highway Traffic Act as having:

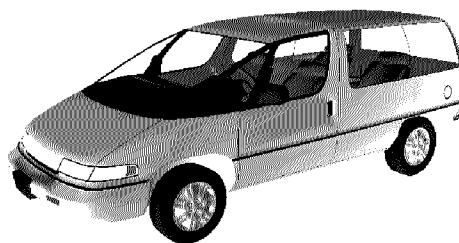
- working pedals
- weight not more than 55 kilograms
- no hand or foot operated clutch or gearbox driven by the motor and transferring power to the driven wheel,
- an attached motor driven by electricity or having a piston displacement of not more than fifty cubic centimetres, and
- maximum speed of 50km/hr on level ground within a distance of 2 kilometres from a standing start

The vehicle must bear a motor assisted bicycle/moped licence plate to be ridden on public roadways.



CODE 04
Passenger Van

Designed to carry passengers. It may be registered with passenger or commercial plates.



TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

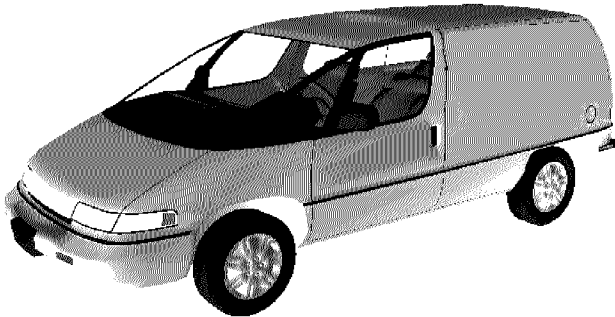
MVCR 0313

CODE 5
Pick-up Truck

For the transportation of goods. Includes pick-up trucks with cap or box inserted camper.

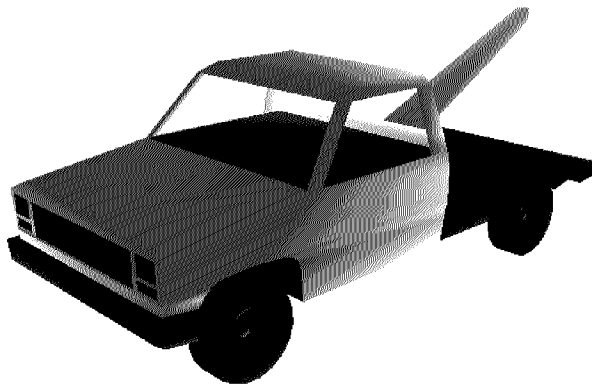


CODE 06
Delivery Van



CODE 07
Tow Truck

Designed and used as a tow truck.

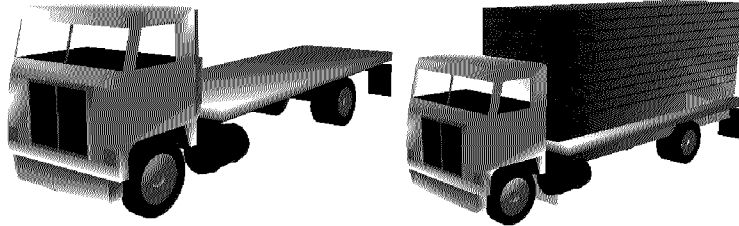


MVCR 0313

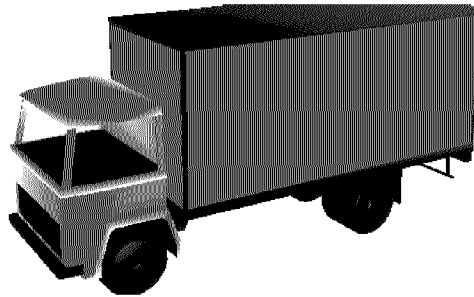
TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

CODE 08
Truck-Open

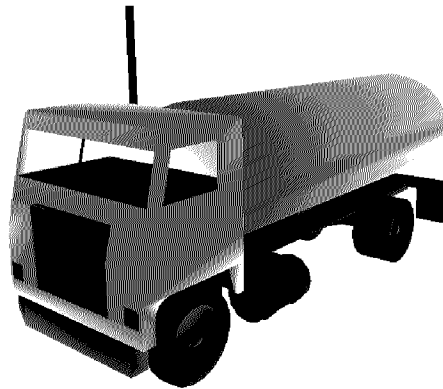
Flatbed or Flatbed with racks.



CODE 09
Truck Closed



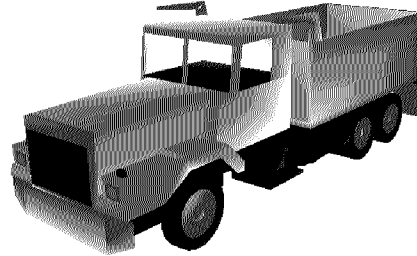
CODE 10
Truck Tank



TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

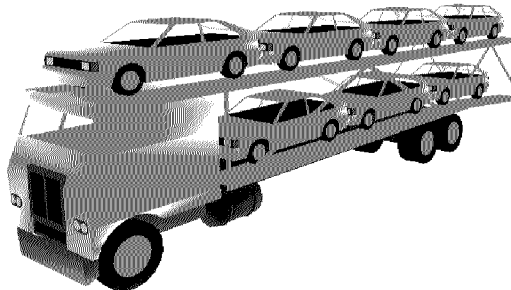
MVCR 0313

CODE 11
Truck-Dump



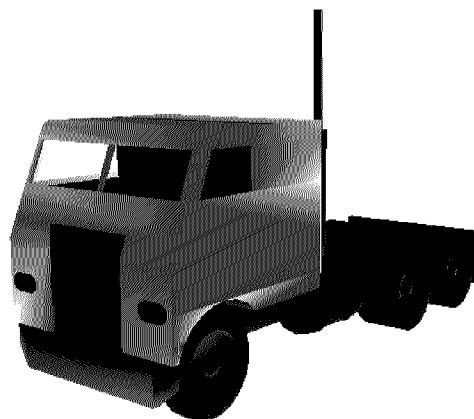
CODE 12
Truck-Car Carrier

A straight truck with the capacity to carry vehicles above and behind the cab. Normally used in combination with a car carrier semi-trailer.



CODE 13
Truck-Tractor

A tractor pulling or not pulling a trailer. If not pulling a trailer, code boxes 25, 26, 27 and/ or 28 should be left blank.



MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24



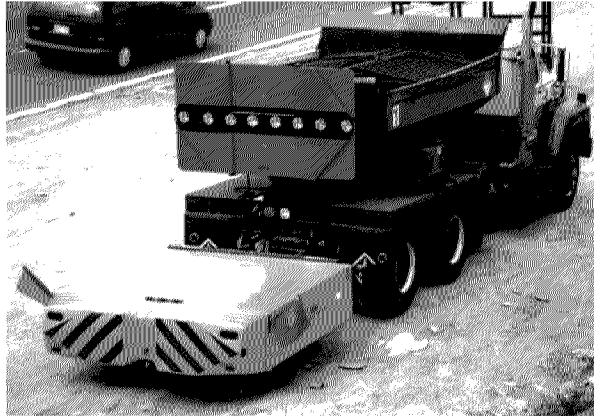
**Code 41 Truck -
Long Combination
Vehicle**

A tractor pulling two semi-trailers, up to 40 metres in overall length, and operating under a Long Combination Vehicle Permit.



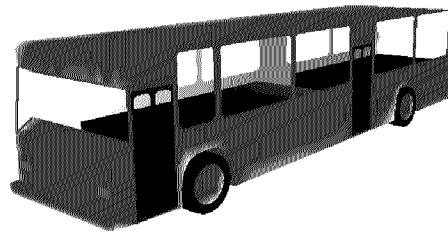
**Code 42 Truck -
Crash/Blocker**

A truck that weighs at least 6,800 kilograms and has four-way flashers and a mounted flashing arrow board sign and is equipped with a crash-attenuating device.



**CODE 14
Municipal Transit
Bus**

A motor vehicle operated for urban transit, usually having 2 separate doors.

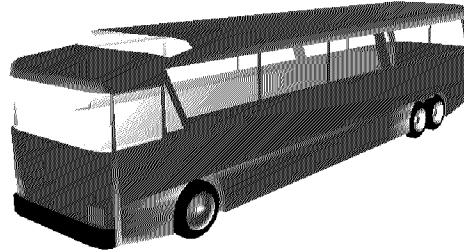


TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

MVCR 0313

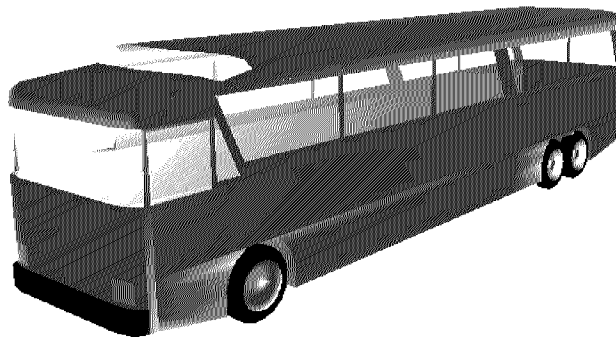
**CODE 15
Intercity Bus**

A motor coach usually operated between urban centres, having one door and baggage capacity separated from passenger cabin.



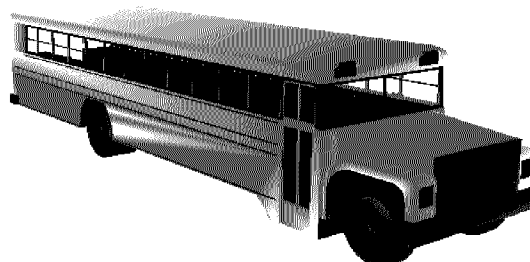
**CODE 16
Bus (other)**

A motor vehicle designed to carry passengers and not described above. These vehicles often belong to religious organizations or carry groups of people such as the physically disabled. It may be a family vehicle but not a school Vehicle.



**CODE 17
School Bus**

A motor vehicle painted chrome yellow and black with a seating capacity for 24 passengers or more.

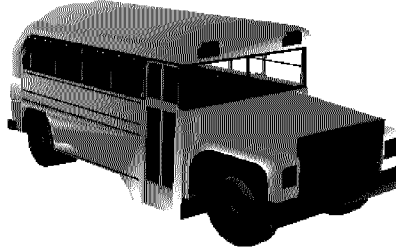


MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

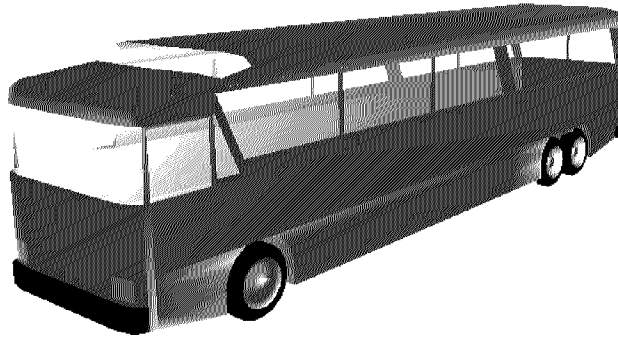
**CODE 18
School Van**

A motor vehicle painted chrome yellow and black with a seating capacity of less than 24.

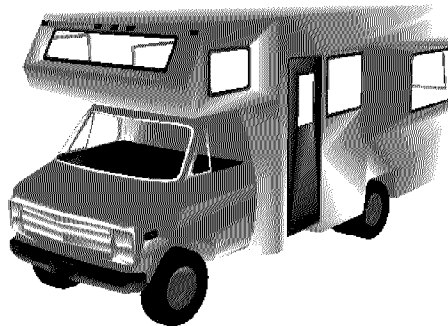


**CODE 19
Other School
Vehicle/Bus**

A privately owned vehicle operated under contract to a school board or principal and used to transport pupils

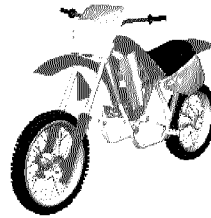


**CODE 20
Motor Home**



**CODE 21
Off-Road Two
Wheels**

A recreational motorcycle equipped for use other than on streets, roads and public highways. Should bear a plate with green numbers and letters on a white background or red numbers and letters on a white background (dealer plates). Vehicle may be unplatd if owner occupies the land where used.



**CODE 22
Off-Road Three
Wheels**

Designed primarily for recreational use off-highway and only incidentally operated on public highways, i.e.:

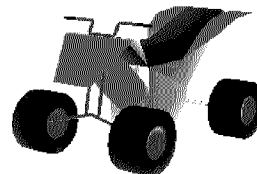
- drive directly across a highway

Includes trappers or farmers using the vehicle for agriculture provided it bears a slow moving vehicle sign.



**CODE 23
Off-Road Four
Wheels**

Same as Code 22, but with 4 wheels.



**CODE 24
Off-Road Other**

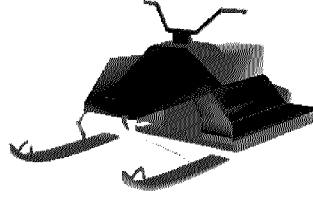
Designed primarily for recreational use off-highway. May or may not be required to have an off-road vehicle plate.

MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

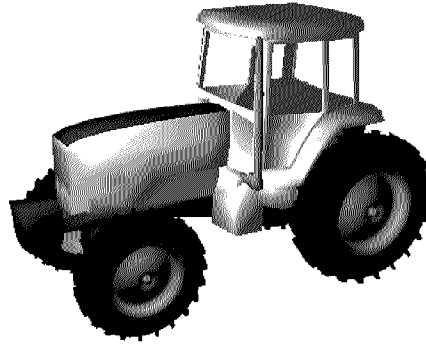
CODE 25
Motorized Snow
Vehicle

Self-propelled vehicle designed primarily to be driven on snow.



CODE 26
Farm Tractor

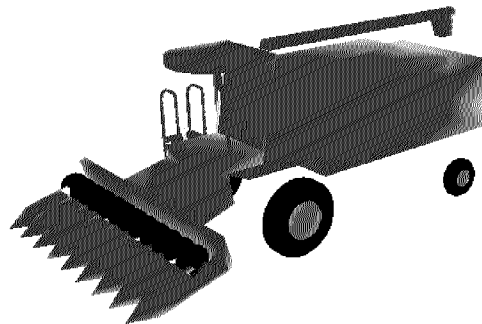
Self-propelled farm vehicle designed and used for drawing other implements of husbandry.



CODE 27
Other Farm Vehicle

Self-propelled implements of husbandry, e.g.:

- sprayer
- harvester
- combine

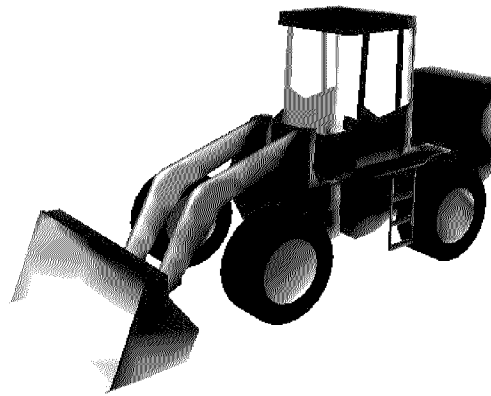




**CODE 28
Construction
Equipment**

A road-building machine used for construction purposes and in line with regulations under the Highway Traffic Act. Usually unlicensed.

Includes utility repair equipment.



**CODE 43
Maintenance
Equipment**

A vehicle used for road maintenance purposes and in line with regulations for Road-building Machines under the Highway Traffic Act. May be unlicensed.

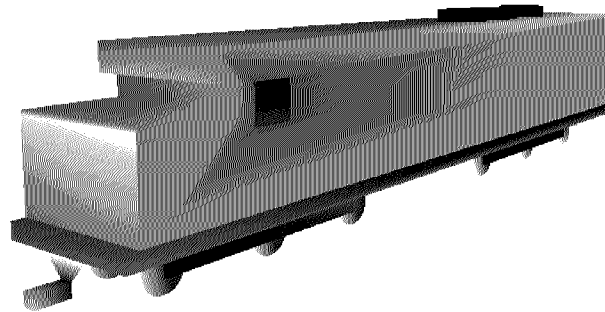
Includes street sweepers and grass mowers.

MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24



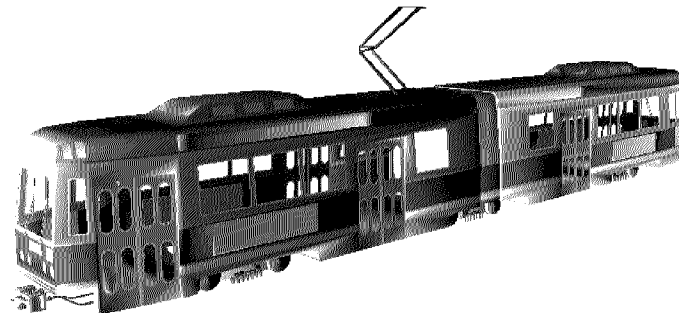
CODE 29 Railway Train



CODE 30 Street Car

Passenger rail transit powered by electricity and operating in mixed traffic, sharing space with motor vehicle traffic. Stops may require passengers to enter/exit the vehicle by stepping onto the roadway.

For light passenger rail transit operating in a dedicated right of way, use 'Light Rail Transit (LRT)'. If the vehicle's route is at times in mixed traffic and at times in a dedicated right of way, record the Vehicle Type (Street Car or Light Rail Transit) that is applicable at the location of the collision.



CODE 44 Light Rail Transit (LRT)

Light passenger rail transit powered by electricity and operating in a dedicated lane, separated from motor vehicle traffic. Passengers

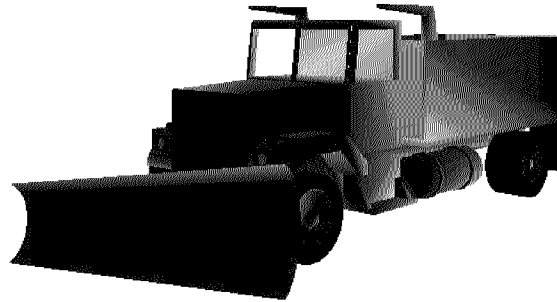
enter/exit the vehicle at a designated platform or section of sidewalk, and not by stepping into the roadway.

For heavy rail, select 'Railway Train'.

For passenger rail transit operating in mixed traffic, use 'Street Car'. If the vehicle's route is at times in mixed traffic and at times in a dedicated right of way, record the Vehicle Type (Street Car or Light Rail Transit) that is applicable at the location of the collision.

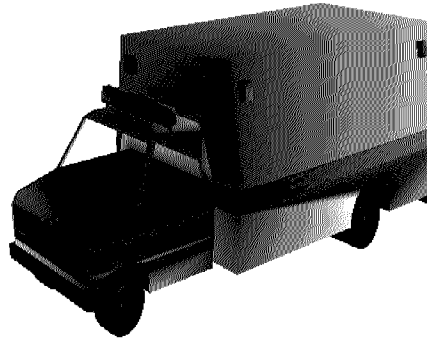
**CODE 31
Snow Plow**

Self propelled vehicle plowing or blowing snow off a highway.



**CODE 32
Ambulance**

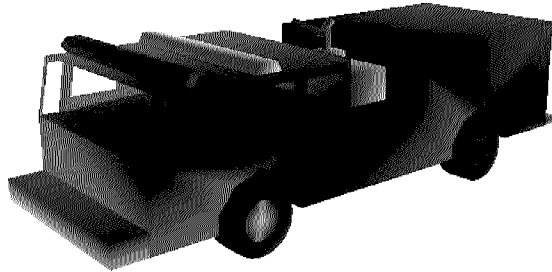
Includes cardiac arrest emergency unit and ambulance buses.



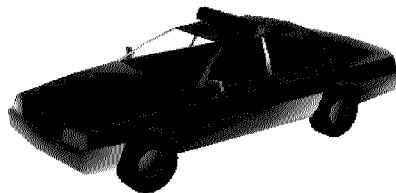
MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

CODE 33
Fire Vehicle

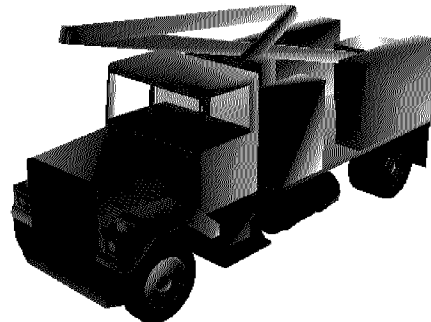


CODE 34
Police Vehicle



CODE 35
Other Emergency
Vehicle

Public Utility Vehicle





**CODE 36
Bicycle**

A bicycle is a vehicle with one, two, or three wheels that relies solely on human power applied using pedals for propulsion. Four-wheeled cycles should be recorded under 'Other Micromobility'.



**CODE 37 E-bike
(Power-Assisted
Bicycle)**

A power-assisted bicycle, also called an electric bicycle or e-bike, is a bicycle with an electric motor that has:

- working pedals
- two or three wheels
- a maximum assisted speed of 32 km/h
- a maximum weight of 120 kg
- an electric motor not exceeding 500 watts
- minimum wheel width of 35 mm and minimum diameter of 350mm

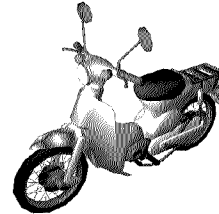
Removing the pedals makes the e-bike a motor vehicle, which requires a licence, insurance and registration to operate. It is also



MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

illegal to modify an e-bike's electric motor to make it more powerful or to increase the assisted speed of the bike.



CODE 38 Electric Kick-Style Scooter (E-scooter)

An electric kick-style scooter (e-scooter) is a vehicle that has:

- two wheels (one at the front and one at the back),
- a platform to stand on,
- a handlebar for steering,
- an electric motor that does not exceed 500 watts,
- a maximum speed of 24 km/h on a level surface,
- a maximum weight of 45kg, and
- a maximum wheel diameter of 17 inches.



- does not have pedals, a seat or a basket.

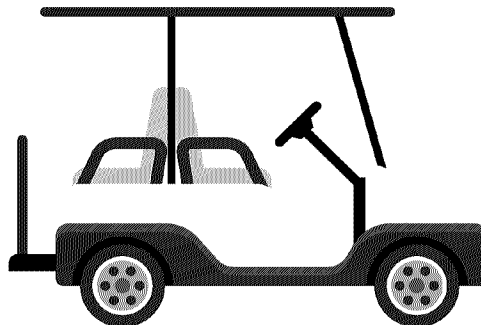


CODE 39 Golf Cart

A golf car or golf cart is an electric or gas-powered vehicle with two to six seats, capable of speeds up to 32 km/hr on a level surface.

Golf carts can be used on roads with a speed limit of up to 50 km/hr, in municipalities participating in the golf cart pilot.

If the golf cart is manufactured with seat belts, they must be worn by the driver and all passengers. Car insurance, licence plates and provincial vehicle registration are not required.



CODE 40 Horse and Buggy

Vehicle pulled by horses

MVCR 0313

TEMPLATE: Vehicle Type - Boxes 21, 22, 23, 24

**CODE 96 Other
Micromobility**

Include any small, lightweight vehicle operated at low speeds (under 32km/hr), powered by human effort, electricity or a combination of both, and which is not already captured by another value.

Note: Pedestrians using wheelchairs are coded as pedestrians.

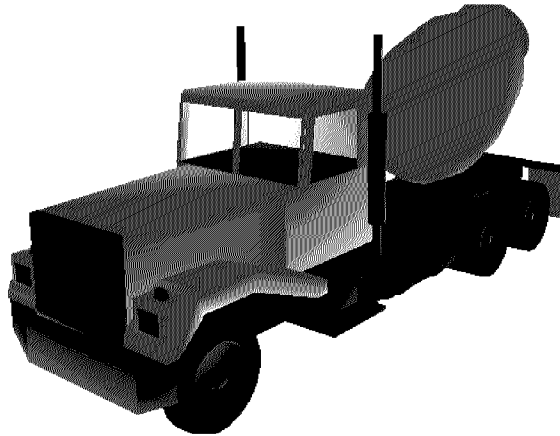
Detailed information is entered in the Description of Code (s) 95, 96, 97, 98, 99 field.

**CODE 97 Other
Motor Vehicle**

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

**CODE 98
Truck-Other**

Cement mixer, crane, etc.



**CODE 99
Other non-
motorized Vehicle
type**

A non-motor vehicle not described above.

Provide Additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

**CODE Boxes
23 and 24
Emergency
Vehicles**

Code 01 is entered in boxes 23 or 24 if Vehicles 1 or 2 or both were emergency vehicles active in the performance of their duties. The rotating vehicle light and siren must be activated for code to be entered.

TEMPLATE

Towed Vehicle - Boxes 25, 26

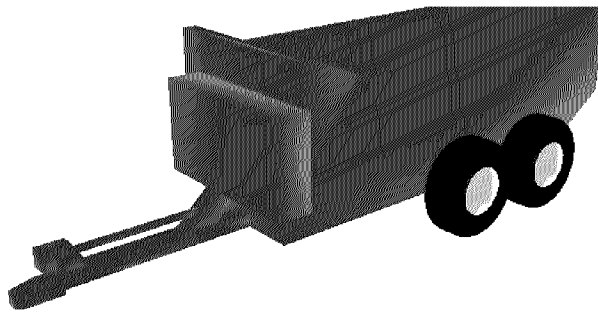
MVCR 0314

Summary

The following definitions and examples are provided for towed vehicles.

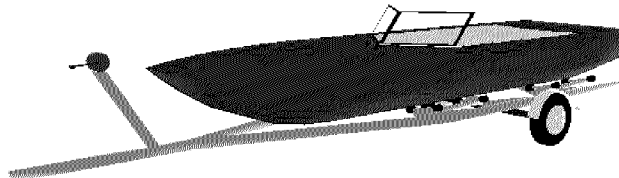
CODE 01

**Recreational
Trailer or semi-
trailer - house tent**



**CODE 02
Boat Trailer**

Includes canoe, power boat, sailboat, etc.

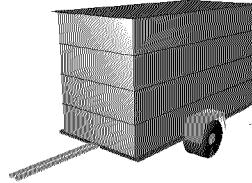


MVCR 0314

TEMPLATE: Towed Vehicle - Boxes 25, 26

CODE 03
Small Utility Trailer

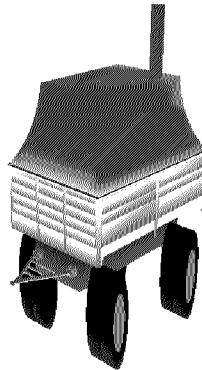
Vehicle towed by a passenger vehicle, motorcycle or commercial motor vehicle (truck) whose registered gross weight is 3,000 kg. or less. Vehicle operator requires Class G licence only. Box and flatbed trailers for transporting goods, snowmobiles, off road vehicles and construction equipment are examples.



CODE 04
Wheeled Device or Apparatus

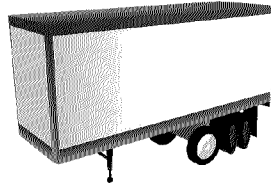
A vehicle not designed to carry persons or property but equipment with attached wheels, e.g.:

- cement mixer
- compressor
- tar pot



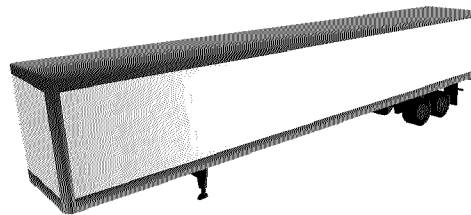
**CODE 05
Large Full Trailer**

Trailer towed by a commercial motor vehicle (truck) with a registered gross vehicle weight greater than 3,000 kg. which is not supported by the towing vehicle.

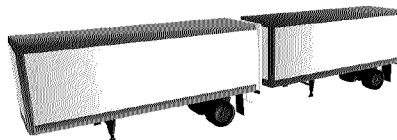


**CODE 06
Large Semi Trailer**

Trailer towed by a commercial motor vehicle (truck) with a registered gross weight greater than 3,000 KG which is supported by the towing vehicle using a 5th wheel connection. Vehicle operator requires a Class D or A licence.



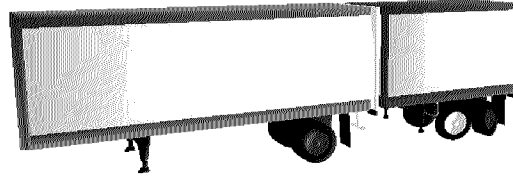
**CODE 07
Double Semi
Trailer (semi-trailer
-semi trailer)**



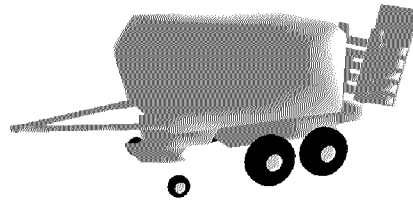
MVCR 0314

TEMPLATE: Towed Vehicle - Boxes 25, 26

CODE 08
Double (semi-trailer-trailer)

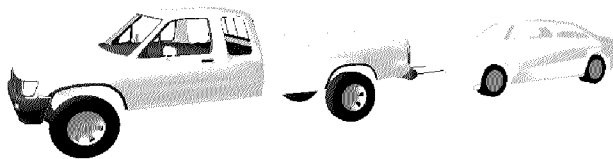


CODE 09
Farm Equipment



CODE 10
Towed Motor Vehicle

A motor vehicle towed by a tow truck or another motor vehicle using chains.



CODE 99

Towed vehicle other than those defined above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Trailer Type - Boxes 27, 28

MVCR 0315

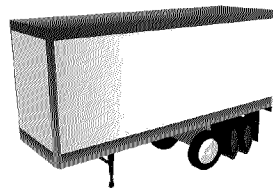
Summary

Trailer Type are for single and double trailer combinations with gross weight over 4600 kg.

The following illustrations assist in the proper selection.

CODE 01

Trailer Van



CODE 02

**Flatbed/ Flatbed
with Racks**



CODE 03

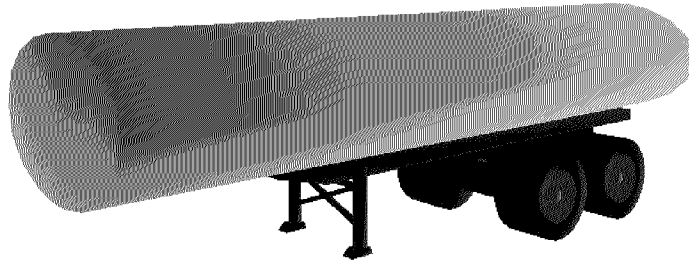
Low - bed Float



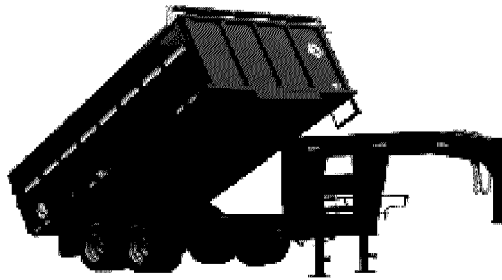
MVCR 0315

TEMPLATE: Trailer Type - Boxes 27, 28

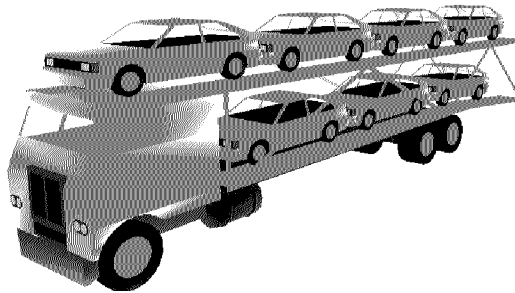
CODE 04
Tank



CODE 05
Dump



CODE 06
Car Carrier



TEMPLATE: Trailer Type - Boxes 27, 28

MVCR 0315

CODE 07
Livestock



CODE 99
Other

Trailer type is not defined above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Trailer Connection - Boxes 29, 30

MVCR 0316

Summary

Converter Dolly

Vehicle unit consisting of one or more axles, a fifth wheel assembly lower half and a draw bar used to convert a semi-trailer to a full trailer.

Fifth Wheel

Coupling device mounted on the vehicle chassis which consists of a skid plate, associated mounting brackets and latching mechanism that connects to a kingpin for supporting and towing a semi-trailer.

**CODE 01
Single Drawbar
Dolly (A train)**

Second trailer is towed from a single hitch located on the centre line of the first semi-trailer. The towed trailer may be either a semi-trailer using a converter dolly or a full trailer. If it is a full trailer the front axle(s) must be able to pivot.

**CODE 02
Wheel connection
only (B train)**

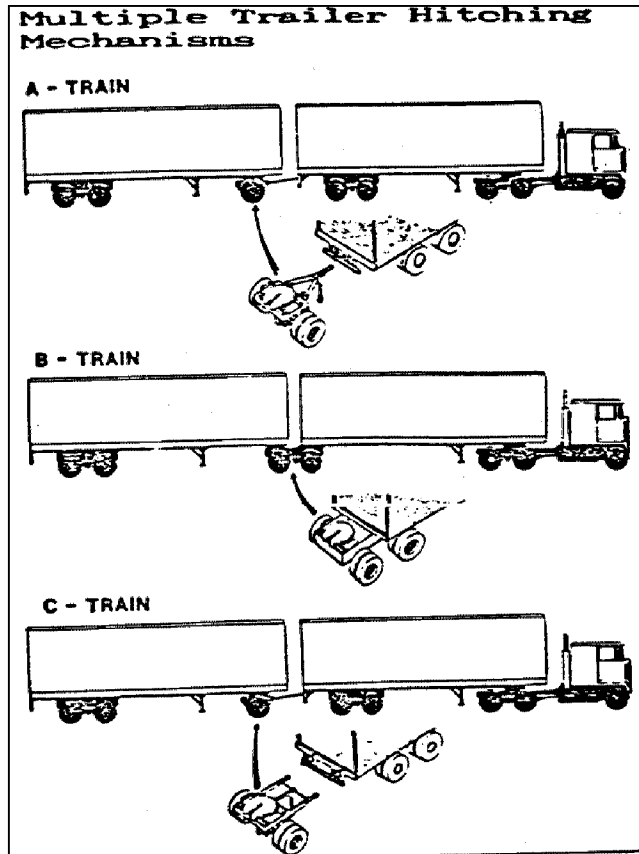
Second semi-trailer is attached by a fifth wheel permanently mounted on the rear-of the first semi-trailer.

**CODE 03
Double Drawbar
Dolly (C Train)**

Second semi-trailer sits on a converter dolly and is attached to the first trailer by 2 hitches. Both hitches must be at the same height on the trailer and the two drawbars on the converter dolly must be rigidly connected to prevent excessive sway.

**CODE 99
Other**

Trailer Connection is not included above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).



TEMPLATE

Vehicle Condition - Boxes 31, 32

MVCR 0317

Summary



Any obvious defect which may have affected the operation of the vehicle and contributed to the cause of the collision. Information for each vehicle is entered. For bicycles, e-bikes, e-scooters, and other micromobility vehicles, use 'Headlamps Defective' (06) if front lights are dead or missing, and use 'Other lamps or reflectors defective' (07) if rear lights are dead or missing.

Code	Apparent Vehicle Defects	Code	Apparent Vehicle Defects
00	Not known	07	Other lamps or reflectors defective.
01	No apparent defect	08	Engine control defective
02	Service brakes defective	09	Wheels or suspension defective
03	Steering defective	10	Vision obscured
04	Tire puncture or blowout	11	Trailer hitch defective (specify).
05	Tire tread insufficient	99	Other defect (specify)
06	Headlamps defective		

TEMPLATE

Apparent Driver Action - Boxes 33, 34

MVCR 0318



Summary

The action each driver was making immediately prior to the collision is recorded. Does not apply to evasive action taken by driver to avoid the collision. Up to two selections can be made: primary (first selection, or 'A') and secondary (second selection, or 'B') with the primary action (A) being the one that most contributed to the collision in the judgment of the officer.

Driver Action is used to determine fault for data analysis purposes. Any Action besides 'Driving Properly' is considered at fault.



**CODE 1
Driving Properly**

Driver is proceeding with due regard for other drivers and cannot be faulted for involvement in the collision.

Note that Driving Properly indicates no fault, and cannot be selected with any other value, except 'Lost Control'.

**CODE 02
Following Too
Closely**

Driver failed to maintain sufficient distance from the vehicle in front.

**CODE 03
Exceeding Speed
Limit**

Driver was operating the vehicle at a speed in excess of the maximum posted limit.

**CODE 04
Speed Too Fast for
Conditions**

Driver was operating the vehicle within the posted limit, but too fast for existing conditions at the collision site.

**CODE 05
Speed Too Slow**

Driver operates vehicle below the posted limit and impedes the normal movement of traffic or poses a hazard to other vehicles.

**CODE 06
Improper Turn**

The turn was made along a path or in a manner other than prescribed in the Highway Traffic Act, e.g.:

MVCR 0318

TEMPLATE: Apparent Driver Action - Boxes 33, 34

-
- turns made from lanes or into lanes other than those prescribed by the Highway Traffic Act
 - turns where vehicle encroaches on lanes occupied by other vehicles (including vehicles struck while stopped on roadway)
 - turns where vehicle encroaches on crosswalks, sidewalks or strikes fixed objects on the roadside
 - Turns that were not properly signalled



**CODE 7
Disobeyed Traffic
Control**



Driver failed to obey a traffic control device. Failure to obey is defined as failing to fulfill the obligation (s) placed on the driver by the traffic control device, (e.g., failing to stop at a stop sign). Once obligation(s) are fulfilled, the apparent driver action can no longer be considered Disobeyed Traffic Control. Traffic control device include the following:

- traffic signals, including yielding to pedestrians while turning right on red light
 - regulatory signs, e.g.:
 - stop
 - turn prohibition
 - speed limit
 - one way only
 - yield

Note: Failure to obey a Yield sign involves failing to give right-of-way (by reducing speed or stopping) to a vehicle in or approaching an intersection.

- pedestrian crossovers
- police control of traffic
- school crossing guards

-
- school buses
 - traffic gates
 - traffic controllers

**CODE 08
Failure to Yield
Right-of-Way**

Vehicle fails to yield or give right of way to:

- oncoming vehicles when turning
- approaching traffic when entering a highway from a private drive
- a vehicle on the right when 2 vehicles enter an intersection at the same time with Stop signs on all approaches
- other vehicles approaching an intersecting roadway with no traffic control; after the vehicle had stopped at a stop sign
- pedestrians crossing roadway with right-of-way at signalized intersections and pedestrian crossovers.

**CODE 09
Improper Passing**

On two-way undivided roadway where vehicle occupies or attempts to occupy an opposing lane while passing. Include changing lanes before and after passing and forcing an oncoming vehicle off the roadway.



**CODE 10
Lost Control**

Driver loses control of the vehicle due to unexpected circumstances, e .g.:

- mechanical malfunction
- object on road-way
- slippery road surface
- losing consciousness

If the driver was driving properly and lost control due to unexpected circumstances outside of their control, select 'Driving Properly' as the first/primary action and 'Lost Control' as the secondary action.

MVCR 0318

TEMPLATE: Apparent Driver Action - Boxes 33, 34

If poor driving was a factor in the driver losing control (exceeding speed limit, speed too fast for conditions, improper turn, etc.), select the action that most contributed to the driver losing control as the first/primary action, and 'Lost Control' as the secondary action.

'Lost Control' may be used on its own if it is not possible for the officer to determine why the driver lost control.

CODE 11
Wrong Way on One
Way Road

Self-explanatory.

CODE 12
Improper Lane
Change

Driver changing lanes becomes involved in or causes a collision, e.g.:

- attempting to pass
- passing on the shoulder
- overtaking on a divided facility
- moving from the passing to the driving lane on a four lane undivided facility

Does not include occupying or attempting to occupy an opposing lane.



CODE 99
Other

Apparent driver action is not defined above. Note that selecting 'Other' indicates that the Driver was at fault for data analysis purposes.

Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Driver/ Pedestrian Condition - Boxes 35, 36, 37, 38

MVCR 0319



Summary

Up to two conditions may be entered for each driver and pedestrian involved. The first selection entered (or 'A') is the primary condition that most contributed to the collision.

**CODE 00
Unknown**

If unknown, leave blank.

**CODE 01
Normal**

Self explanatory.

**CODE 02
Had Been Drinking**

The person had consumed alcohol but their physical condition was not legally impaired.

**CODE 03
Ability Impaired,
Alcohol (over .08)**

The person had consumed alcohol and, upon testing, was found to have a blood alcohol level in excess of 80mg.

**CODE 04
Ability Impaired,
Alcohol**

Driver had consumed sufficient alcohol to warrant being charged with a drinking and driving offence.

Pedestrian had consumed alcohol and was impaired in the judgment of the officer.



**CODE 05
Ability Impaired,
Drugs**

Driver/Pedestrian had used drugs and was legally impaired in the judgment of the investigating officer.

Note: 'Ability impaired drugs' is a parent value, with two associated sub-values ('Cannabis' and 'Other drugs'). If 'Ability impaired drugs' (05) is selected, a sub-value must also be selected. Only the sub-value code will appear on the report. However, both sub-values map back to the parent value, for data analysis purposes.

Code 50: Cannabis:

The person had used cannabis and was legally impaired in the judgment of the investigating officer.

Code 96: Other Drugs:

The person had used drugs other than cannabis and was legally impaired in the judgment of the investigating officer.

Note: If the type of drug is known, record this information in the written description.

**CODE 06
Fatigue/ Fell asleep**

Driver was unusually tired and may have fallen asleep. Fatigue was not the result of a drug, medical condition, or alcohol.



**CODE 07
Medical or
Physical Disability**

Note: Medical or physical disability is a parent value, with five associated sub-values:

- Sudden incapacitation
- Cognitive impairment
- Restricted motion
- Vision
- Other medical or physical disability

If 'Medical or physical disability' (07) is selected, a sub-value must also be selected. Only the sub-value code will appear on the report. However, all sub-values map back to the parent value, for data analysis purposes.

Code 70: Sudden Incapacitation

The person suddenly lost the ability to function normally in the moments prior to the collision (e.g. loss of awareness or consciousness, diabetic crisis, seizure, heart attack, stroke, sudden loss of vision, etc.), which contributed to the collision occurring. Include more detailed information in the written description. Sudden loss of mobility on its own (e.g. muscle spasms) should be recorded under 'Restricted Motion'.

Code 71: Cognitive Impairment

The person exhibited poor focus, confusion, disorientation, hallucinations or other cognitive impairment in the moments prior to the collision, which contributed to the collision occurring.

Include more detailed information in the written description. Do not include confusion or disorientation resulting from the collision or from drugs or alcohol (use 'Ability impaired drugs/Ability impaired alcohol' instead).

Code 72: Restricted motion

The person has restricted motion which contributed to the collision occurring. The restriction can be of sudden onset in the moments prior to the collision (e.g. muscle spasms), chronic (e.g., a musculature disorder such as osteoarthritis, or the effects of a previous stroke, etc.), or temporary (e.g., a broken arm or leg). Include more detailed information in the written description. Do not include restrictions which exist, but which did not contribute to the collision.

Note: For pedestrians, include any use of mobility resistive devices in this category, such as walkers, canes, wheelchairs or mobility scooters.

Code 73: Vision

The person has a requirement on their licence to wear glasses or contact lenses while driving but was not wearing them at the time of collision, or the person has vision waiver (VWVR) on their licence, and it is determined through the collision investigation that reduced vision or reduced field of vision contributed to the collision.

Alternatively, it is determined through the collision investigation that a person's limited vision contributed to the collision, but they have no licence requirement to wear glasses/contact lenses and no vision waiver on their licence (VWVR) (e.g. vision has deteriorated in the time since licence was granted or renewed).

Sudden loss of vision should be recorded under 'Sudden Incapacitation'. Temporarily obscured vision due to glare should be recorded under 'Environment Condition'.

Code 97: Other medical or physical disability

The person exhibited some other functional impairment or medical condition in the moments prior to the collision, which contributed to the collision occurring. Include more detailed information in the written description. Do not include conditions which exist but

which did not contribute to the collision or conditions which are a result of the collision.



**CODE 08
Inattentive**

Note: Inattentive is a parent value with four associated sub-values:

- hand-held device
- in car device
- two-way radio
- other inattention

If 'Inattentive' (08) is selected, a sub-value must also be selected. Only the sub-value code will appear on the report. However, all sub-values map back to the parent value, for data analysis purposes.

Code 80: Hand Held Device:

The person was inattentive due to using a hand-held wireless communication, entertainment or other hand-held device, and this inattention contributed to the collision

Code 81: In-car device:

The person was inattentive due to using an in-car device, such as a radio, GPS, in-car entertainment system, computer or a control screen, and this inattention contributed to the collision. Includes devices that have been temporarily fixed to the vehicle's dashboard or elsewhere. Includes 'hands-free' calling.

Code 82: Two-way radio:

The person was inattentive due to using a two-way radio, and this inattention contributed to the collision. As of February 14, 2020, a temporary exemption allowing commercial drivers and amateur radio operators to use hand-held two-way radio communication devices while driving was made permanent.

Code 98: Other inattention:

The person was inattentive in a manner not already specified (eating, reading, personal grooming, day-dreaming, etc.), and this inattention contributed to the collision.



**CODE 09
Road Rage/
Aggression**

The person exhibited a fit of violent anger, especially one directed towards and endangering another driver or road user.

TEMPLATE: Driver/ Pedestrian Condition - Boxes 35, 36, 37, 38

MVCR 0319

CODE 99
Other

The Driver/ Pedestrian condition is not defined above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Pedestrian Action - Boxes 39, 40

MVCR 0320

Summary

The action of any pedestrians immediately prior to their involvement or indirect involvement in the collision is recorded.

Details related to pedestrians are included in the 'Involved People' section of the report. For paper-based forms, if more than 2 pedestrians are involved, additional form(s) are completed.

**CODE 00
Unknown**

Self Explanatory.

**CODE 01
Crossing with
Right-of-Way**

Pedestrian crossing the roadway at an intersection in a legal manner, i.e.:

- crossing with the traffic signal
- crossing at a stop sign
- crossing under the direction of an authorized person

**CODE 02
Crossing without
Right-of-Way**

Pedestrian crossing the roadway at an intersection against a traffic signal, regulatory sign or against the direction of an authorized person. Excludes crossing to enter or after leaving school bus.

**CODE 03
Crossing no Traffic
Control**

Pedestrian in a collision while crossing at an uncontrolled intersection or a non-intersection without traffic control.

**CODE 04
Crossing
Pedestrian
Crossover**

Pedestrian crossing a crossover in a proper manner. This requires a pedestrian to indicate intention to cross and to wait for approaching vehicles to stop. Pedestrian crossovers may be equipped with

MVCR 0320

TEMPLATE: Pedestrian Action - Boxes 39, 40

pedestrian activated, amber warning lights. The pedestrian should, but is not required to, activate them.

Note: A pedestrian crossover should not be confused with the pavement markings used at signalized urban intersections (see 0305).

**CODE 05
Crossing Marked
Crosswalk Without
Right-of-way**

Pedestrian cross without right-of-way, i.e.:

- crossing against the traffic signals or the instructions of a police officer
- crossing without permission of school crossing-guard.

Include pedestrians who cross at pedestrian crossovers in an improper manner.

Note: If pedestrian using crossover in improper manner, Traffic Control must be Code 04 in 0305.

**CODE 06
Walking on
Roadway with
Traffic**

Pedestrian walking in the same direction as the traffic, using the travelled portion of the highway.

**CODE 07
Walking on
Roadway Against
Traffic**

Pedestrian walking in the opposite direction to the traffic, using the travelled portion of the highway.

**CODE 08
Sidewalk or
Shoulder**

Pedestrian on a shoulder, sidewalk or other pedestrian way which is adjacent to the roadway.

**CODE 09
Playing or Working
on Highway**

Pedestrian playing or working on the travelled portion of a highway. Includes highway construction and maintenance crews, tow truck operators, police/fire/emergency services attending collisions or children playing in the roadway.

**CODE 10
Coming from
Behind parked
Vehicle or Object**

Pedestrian coming from behind a parked vehicle or object onto the roadway and is obscured from the view of drivers.

**CODE 11
Running on
Roadway**

Exclude pedestrians running into pedestrian crossover or crosswalks.

**CODE 12
Person Getting on/
off School Bus**

Pedestrian entering or leaving a school bus is involved in an collision. This includes pedestrian entering/leaving the bus or crossing the road to enter or after leaving bus.

**CODE 13
Person getting on/
off vehicle**

Pedestrian entering or leaving a motor vehicle other than a school bus or a transit vehicle.

**CODE 14
Pushing/ Working
on Vehicle**

Pedestrian pushing or working on a vehicle. Includes collisions involving the pedestrian, the vehicle or both.



**CODE 15
Person Getting On/
Off Transit**

Pedestrian entering or leaving a transit vehicle is involved in a collision. This includes pedestrian entering/leaving the transit vehicle or crossing the road to enter or after leaving the transit vehicle.

CODE 99 Other

Pedestrian action not described above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Road Jurisdiction - Box 41

MVCR 0321

Summary

The authority having jurisdiction over the road at the collision site. If the collision occurred at an intersection or was intersection related, the jurisdiction of the more senior road authority has priority. The jurisdictional hierarchy is as follows:

- Federal
- Provincial
- Regional Municipality
- County or District
- Municipal
- Township
- Private Property and others

**CODE 01
Municipal**

Road under the jurisdiction of a municipal council, e.g. city streets in:

- Hamilton
- Toronto
- Brockville

Excludes township roads.

MVCR 0321

TEMPLATE: Road Jurisdiction - Box 41

**CODE 02
Provincial
Highway**

Highway under the jurisdiction of the Province of Ontario:

- Highway #401
- Highway #5
- the Queen Elizabeth Way

**CODE 03
Township**

Roadway under the jurisdiction of a township council, e.g.:

- Essa Township
- Field Township
- Lindsay Township

**CODE 04
County or District**

Roadway under the jurisdiction of a county or government or district council, e.g.:

- Kenora District
- Cochrane
- Manitoulin

**CODE 05
Regional
Municipality**

Roadway under the jurisdiction of a regional council, e.g.:

- Haldimand-Norfolk
- Hamilton-Wentworth
- Niagara

Note: Roadway under the jurisdiction of the District Municipality of Muskoka should be recorded under Regional Municipality.

TEMPLATE: Road Jurisdiction - Box 41

MVCR 0321

CODE 06
Private Property

Collisions on privately owned property, e.g.:

- parking lots
- driveways
- industrial sites
- construction sites or other locations not maintained or operated by a governmental authority

CODE 07
Federal

Federal jurisdiction extends to navigable waterways, bridges over national or international waterways, roads within the National Capital Region, federal airports, military and Coast Guard facilities, consulates and embassies.

CODE 99
Other

The collision occurred at a location under a jurisdiction not detailed above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Classification of Collisions - Box 42

MVCR 0322

Summary

The appropriate classification which describes the motor vehicle collision is entered. On digital platforms, such as eCollisions, this field is derived based on injury and property damage.

**CODE 01
Fatal Injury**

A collision which results in a fatality within 30 days of the date of the motor vehicle collision.

Note: Pregnancy loss as a result of a collision is not recorded as a fatality. However, if as a result of the collision, the unborn child is delivered early (for example, through an emergency cesarean section), and then subsequently dies within 30 days, the child's death is then recorded as a fatality resulting from the collision.

For fatal injuries that are the result of an intentional act (including homicides and suicides, use 'Intentional').

**CODE 02
Non-fatal Injury**

A collision which results in injury to one or more persons which does not result in a fatality within 30 days of the date of the collision. Injury is defined as any bodily harm visible or complained of resulting from the collision.

Note: For non-fatal injuries that are the result of an intentional act, use 'Intentional').



**CODE 03
Property Damage
Only**

A property damage only collision is a collision in which no injury occurs and total damage including load damage is in excess of \$2000 (increases to \$5000 as of January 1, 2025). Includes collisions involving motorized snow vehicles where total damages exceeds \$400.

Note: There is no monetary property damage threshold for dooring collisions; all dooring collisions are reportable. Any dooring collision that does not result in a fatality or injury should be included here.

MVCR 0322

TEMPLATE: Classification of Collisions - Box 42



CODE 04
Non- Reportable

A collision which is not a dooring collision, or in which no injury occurs and total damage including load damage does not exceed \$2000 (increases to \$5000 as of January 1, 2025) or \$400 for motorized snow vehicles.

CODE 99
Intentional

A collision is the intentional contact of a motor vehicle to oneself, others, property, buildings, etc. resulting in a death (includes homicides and suicides), injury or property damage.

TEMPLATE

Initial Direction of Travel - Boxes 43, 44

MVCR 0323

Summary

The direction (s) in which the involved vehicle was travelling prior to collision is recorded, eg:

- North - Code 1
- South - Code 2
- East - Code 3
- West - Code 4

TEMPLATE

Initial Impact Type - Box 45

MVCR 0324

Summary

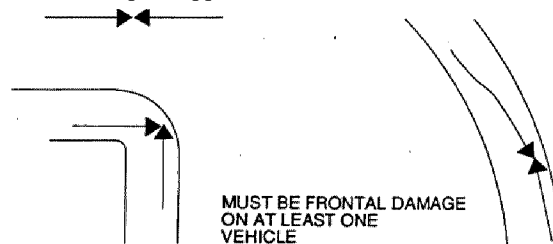
This field provides information to be retrieved from collision data systems to enable engineers to provide technical solutions unique to each selection. Enter the code which best describes the general path of the vehicle (s) immediately before the first impact.

Note: Where more than one impact occurred the first impact type is entered.

**CODE 01
Approaching Head
On**

Initial direction of travel of each vehicle is opposite the other and at least 1 vehicle was impacted on the front. One vehicle may be stopped but not disabled or parked. One vehicle may be stopped but not unattended by its driver. If unattended, use 'Single Motor Vehicle - Unattended' instead.

Note: If neither vehicle suffered front-end damage, only side impacts, use Sideswipe - Opposite Direction instead.

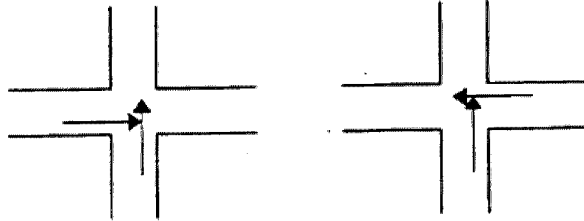


**CODE 02
Angle**

Included are collisions which occur at intersections and/or private drives, where the initial directions of travel are approximately 90 to one another and neither vehicle is in the act of turning, e.g., V1-EB,V2-NB. Normally a vehicle entering a roadway from a private drive is in the act of turning and this is not considered an angle impact.

MVCR 0324

TEMPLATE: Initial Impact Type - Box 45



**CODE 03
Rear End**

Collisions where vehicles are travelling in the same direction and the lead vehicle is struck in the rear.



Note: If one of the two vehicles travelling in the same direction is showing a turning movement then the turning movement rule applies.



**CODE 04
Sideswipe**

Collisions involving side impacts where vehicles are travelling in the same or opposite direction. Vehicles which sideswipe while approaching, i.e.: no frontal impacts are coded as sideswipes.

'Sideswipe' is a parent value, with two associated sub-values:

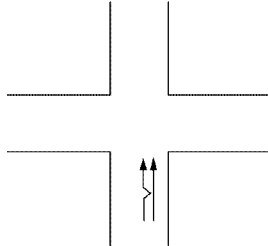
- Same Direction
- Opposite Direction

Note: Only sub-value codes will appear on the report. However, all sub-values map back to the parent value, for data analysis purposes.



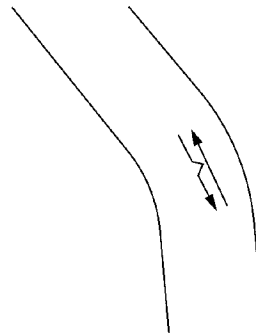
Code 40: Same Direction

Collisions involving side impacts where vehicles are travelling in the same direction.



Code 41: Opposite Direction

Collisions involving side impacts where vehicles are travelling in the opposite direction. Vehicles which sideswipe while approaching (i/e. no frontal impacts) are coded as sideswipes.

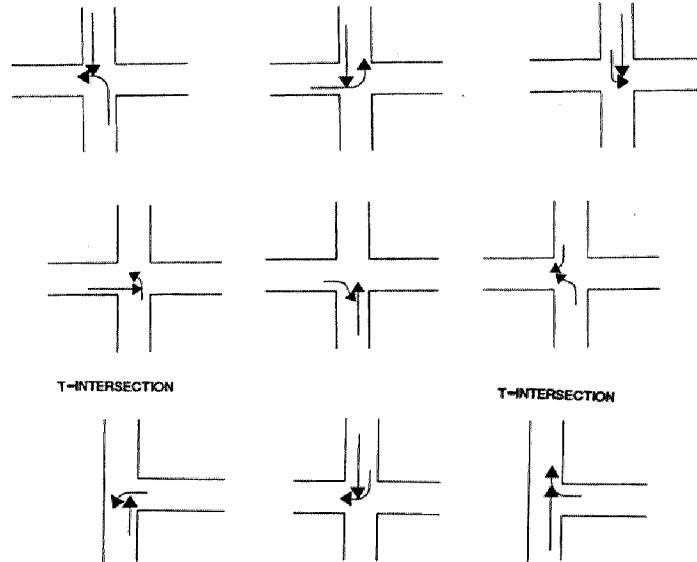


MVCR 0324

TEMPLATE: Initial Impact Type - Box 45

CODE 05
Turning Movement

Collisions in which vehicles are turning and impact location of one of the vehicles is on the side, e.g., V-1 is SB and V-2 is NB to WB.



Note: When two vehicles are travelling in the same direction and one of them is indicating a turning movement of either 04, 05 or 06. The initial impact will always be 05. Not a rear end (03).

As long as one vehicle was in the process of turning at the time of collision, use 'Turning Movement' rather than another movement description (i.e., Sideswipe, rear-end, angle, reversing, approaching). If the collision involves only one vehicle, or two vehicles in which the second was unattended or parked, use 'Single Motor Vehicle' and 'Single Motor Vehicle - Unattended' instead.



CODE 06
SMV Unattended Vehicle

'Single Motor Vehicle - Unattended' collisions occur when a vehicle strikes another vehicle unattended which is parked, abandoned, or runaway, as long as they are not under the care or control of a driver. Does not include vehicles stopped for traffic or while unloading passengers (i.e vehicle is on). Include vehicles which are

parked (i.e., vehicle is off) with or without occupants in the driver or other seat positions.



**CODE 07
SMV Other**

Single Motor Vehicle (SMV) initially collides with a fixed object, pedestrian or animal. Includes occurrences of other Events provided in the Sequence of Events (see 0328).

Also include dooring collisions involving a vulnerable road user colliding with the open door of a parked motor vehicle.

If the collision involves a moving motor vehicle colliding with the door of a parked motor vehicle, use 'Single Motor Vehicle Unattended'.

**CODE 09
Reversing**

At least one vehicle was reversing at the time of collision and no turn movements were involved. The second vehicle may be stopped but not unattended by its driver. If at least one vehicle is turning, use 'Turning Movement' instead. If the second vehicle is parked or unattended, use 'Single Motor Vehicle - Unattended' instead.

**CODE 99
Other**

Impact type not described above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Vehicle Manoeuvre - Boxes 46, 47

MVCR 0325

Summary	Enter the manoeuvre that each vehicle was performing prior to the impact or the driver's realization that the impact might occur. Does not include any vehicle manoeuvre taken to avoid a possible collision.
CODE 00 Unknown	The manoeuvre being performed by the vehicle prior to the impact is not known, e.g., hit and run vehicles. For electronic reporting, if unknown, leave blank.
CODE 01 Going Ahead	The vehicle was driving in a straight line on tangent (straight) sections of roadway, maintaining lane position on curves or following the correct line on ramps and transfer lanes.
CODE 02 Slowing or Stopping	Does not include slowing or stopping to avoid a collision
CODE 03 Overtaking	Overtaking is a vehicle manoeuvre to bypass another slower vehicle moving in the same direction by changing lanes, moving faster than passed vehicle and then returning to original lane of travel.
CODE 04 Turning Left	Vehicle making a radical change of direction, e.g., turning NB to WB
CODE 05 Turning Right	Vehicle making a radical change of direction to the right not associated with changes in roadway alignment, e.g., turning NB to EB.
CODE 06 Making a "U" Turn	U-turn is any reversal of direction accomplished by a 180 degree turn.
CODE 07 Changing Lanes	Crossing between lanes, provided that crossing is not part of merging. Includes all crossing between lanes for passing.

MVCR 0325

TEMPLATE: Vehicle Manoeuvre - Boxes 46, 47

**CODE 08
Merging**

Vehicle entering a flowing stream of traffic from a location where a lane is ending and the driver must move into an adjacent lane. This includes merging required by lane closures for maintenance and construction.

**CODE 09
Reversing**

Vehicle moving in a direction opposite to its normal direction of travel, e.g., backing out of driveway, backing into a parallel parking location or backing out of angle parking.

**CODE 10
Stopped**

Vehicle has a driver. Vehicle is operational and on the normal driving portion of the road.



**CODE 11
Parked**

Vehicle is functional but not operating (i.e., turned off). The vehicle may have occupants but is not under a driver's control, given it is turned off.

**CODE 12
Disabled**

Non-functional vehicle located on or off the driving portion of the road.

**CODE 13
Pulling Away From
the Shoulder or
Curb**

Vehicle pulling away from the shoulder median or curb of road.

**CODE 14
Pulling onto
Shoulder or
Toward Curb**

Vehicle in motion and pulling onto a shoulder, median or to a curb on the roadside.



**CODE 15
Out of Gear**

The vehicle was not in an appropriate or any gear.



**CODE 16
Turning Right on
Red**

The vehicle was turning right on a red signal.

CODE 99 Other

The manoeuvre being performed is not described above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Sequence of Events - Boxes 48 to 59

MVCR 0326

Summary

The order of events for each motor vehicle during the collision until it came to rest is entered for each vehicle. There are three categories to choose from, as follows:

- moveable objects (0327)
- other events (0328)
- fixed objects (0329)

Up to three selections per vehicle may be recorded. More than one selection may be made from the three categories. It is not necessary to record a selection from each area or to record three selections.

Note: Left or right is determined by the direction of travel of the vehicle.

TEMPLATE

Sequence of Events - Movable Objects

MVCR 0327

Summary Movable objects are self-propelled or have the capacity for motion.

CODE 01 Vehicles which struck or were struck by the subject vehicle.
Other Motor Includes cars, trucks, motorcycles and all terrain vehicles. Does not
Vehicles include construction equipment, farm tractors, street cars, railway
trains, or motorized snow vehicles.

Collisions with unattended vehicles or queued vehicles are coded separately.



CODE 02 Vehicle not under the care and control of a driver at the time of the
Unattended or collision or which was parked (with or without occupants in the
parked Vehicle driver or other seat positions). Includes abandoned or runaway
vehicles.

CODE 03 A pedestrian is any person not in or upon a motor vehicle at the
Pedestrian time of the collision. Includes persons in or operating a pedestrian
conveyance, e.g.:

- baby carriage
- scooter
- skate board
- coaster wagon
- roller skates
- wheelchair/ motorized wheelchair/ mobility device
- child's tricycle

CODE 04 A cyclist is any person riding a bicycle, E-bike, adult tricycle,
Cyclist unicycle, trailer, side car or other conveyance attached to a bicycle

MVCR 0327

TEMPLATE: Sequence of Events - Movable Objects

or adult tricycle. Excludes person walking a bicycle (this is considered a pedestrian).



Does not include a person using a micromobility device which is motorized, such as an e-scooter or an e-skateboard. Record these as 'Other'.

Note: If the pedals are removed from an E-bike, it is considered a motor vehicle.

**CODE 05
Railway Train**

All railway vehicles except street cars and light rail transit (LRT) vehicles.

**CODE 06
Street Car**

Include light rail transit (LRT) vehicles. Passenger rail transit vehicle powered by electricity and operating in mixed traffic or in a dedicated right of way.

Includes street cars or LRTs which jump their tracks in the course of a collision.

**CODE 07
Farm Tractor**

A self propelled vehicle designed and used primarily as a farm implement for drawing implements of husbandry.

**CODE 08
Animal- Domestic**

A animal that can reasonably be assumed to be domesticated. Includes farm/ ranch animals or household pets.

**CODE 09
Animal -Wild**

'Animal - Wild' is a parent value, with four associated sub-values:

- Bear
- Moose
- Deer
- Other wild animal



Note: If 'Animal - Wild' (CODE 09) is selected, a sub-value must also be selected. Only the sub-value code will appear on the report. However, all sub-values map back to the parent value, for data analysis purposes.

Code 10 Bear:

Collision occurred with a bear.

Code 11 Moose:

Collision occurred with a moose.

Code 12 Deer:

Collision occurred with a deer.

Code 96 Other:

Animal not kept or cared for as domestic property, and not a bear, deer or moose (coded separately)



**CODE 13
Work/Maintenance
equipment**

Any equipment actively being used for construction and maintenance. Include utility vehicles actively being used for utility work. Do not include trucks or other motor vehicles traveling to/ from a work site (code as 'Other motor vehicles).



**CODE 14
Open door of
vehicle**

Collision occurred with the open door of a vehicle.



**CODE 15 Other
motor vehicle --
queued**

Motor vehicle(s) struck was in live traffic, but was not moving at the time of the collision, for example, because of a red light or stopped traffic ahead of it.

**CODE 97
Other**

A moveable object not described above. Includes motorized snow vehicles and other micromobility vehicles. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99)..

TEMPLATE

Sequence of Events - Other Events

MVCR 0328

Summary

Other events occur either before or after the initial impact and do not involve fixed or moveable objects.

**CODE 20
Ran off Road**

The driver while in care and control of a motor vehicle directs it off the travelled portion of the road for whatever reason. Includes:

- veered to avoid obstruction
- failed to negotiate a change in roadway alignment
- heart attack
- fell asleep

**CODE 21
Skidding/ Sliding**

Vehicle lost traction due to abrupt braking, steering, acceleration or impact. Loss of traction may be caused by mud, snow, slush, ice, rain or spilled liquid. The vehicle manoeuvre which resulted was a skid or slide indicating loss of control.

**CODE 22
Jackknifing**

For vehicles towing trailers only. A jackknife occurs when the trailer's forward motion and weight forces the rear wheels of the power unit to break traction and slide sideways. The continued forward motion the trailer drags the power unit into a position alongside the trailer.

**CODE 23
Load Spill**

Load spill occurs when cargo separates from the vehicle and is deposited on or adjacent to the roadway. Vehicle loses load immediately before or during collision. Includes solid, liquid or gaseous material, provided the item was cargo and not part of the vehicle.

**CODE 24
Fire/ Explosion**

Fire or explosion is the ignition or detonation of any portion of the vehicle, fuel or cargo. Includes electrical fire, fuel fire, burning cargo, or fire in the braking system. Fire or explosion may occur

MVCR 0328

TEMPLATE: Sequence of Events - Other Events

before or as a result of the collision, but only involves the vehicle itself and not occurrences on adjacent property.

**CODE 25
Submersion**

Any portion of the occupant compartment is submerged in water or some other liquid. Includes snowmobile breaking through the ice and vehicle which drove into watercourse.

**CODE 26
Rollover/ overturn**

Vehicle is forced onto its side or roof regardless of the cause.

**CODE 27
Debris on the Road**

Stationary material on the roadway which constitutes a hazard and requires a driver to reduce speed or attempt evasive action to prevent damage and maintain control. Includes stationary cargo and vehicle parts and miscellaneous debris which has fallen from another motor vehicle and debris on the road. Does not include ice, hail, snow, rain or animals.

**CODE 28
Debris Falling Off
Vehicle**

'Debris falling off vehicle' is a parent value, with four associated sub-values:

- Snow/ice
- Wheel
- Auto parts
- Other



If 'Debris falling off vehicle' (28) is selected, a sub-value must also be selected. Only the sub-value code will appear on the report. However, all sub-values map back to the parent value, for data analysis purposes.

Note: Material must be in the act of falling or still in motion after falling from a vehicle; if material is stationary, use 'Debris on the Road' (27).

Code 31: Snow/ice

Snow or ice fell off a vehicle or trailer while it was in motion and contributed to a collision.

Code 32: Wheel

A wheel detaches from a vehicle or trailer while in motion.

Code 33: Auto parts

Parts of a vehicle or trailer fell off while the vehicle/trailer was in motion and contributed to a collision.

Code 95: Other

Debris other than auto parts, wheels, cargo, or ice/snow fell off a vehicle or trailer while it was in motion and contributed to a collision. For cargo, use 'Load Spill'.



**CODE 29
Crossed Median**

Vehicle crossed the central median of a divided roadway.



**CODE 30
Evasive Action**

An evasive action is a maneuver made intentionally to avoid colliding with a person, vehicle, or object. A subsequent collision may or may not occur with another person, vehicle or object as an unintended result of the evasive action.



**CODE 98
Other**

For other events not described above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Sequence of Events - Fixed Objects

MVCR 0329

Summary

Fixed objects are natural topographical features, highway appurtenances, snow accumulations and other immovable objects on the roadside. The offset distance from the edge of the travelled portion of roadway to the fixed object is measured. This distance is coded in the box marked Offset under the corresponding fixed object collision event.

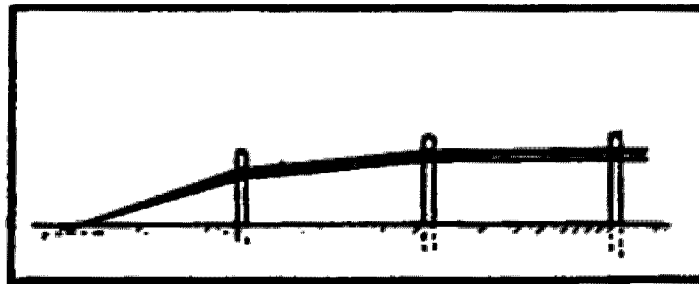
The code containing the appropriate distance range is selected from Left of Roadway or Right of Roadway to indicate which side of roadway the fixed object was located.



Note: The left or right is determined by the direction the vehicle was traveling. If the vehicle collided with a fixed object located above, such as a bridge or an overhead highway sign, select "Overhead" for Offset.

**CODE 50
Cable Guide Rail**

Cable guide rail is constructed of tensioned steel cables anchored to buried concrete blocks and mounted on light steel or wooden posts. Impacts at the beginning or end of the system or transitions between different barrier systems are coded as Crash Cushion/End Treatment.

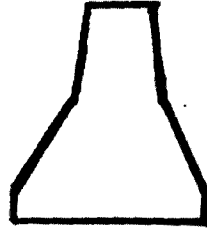


MVCR 0329

TEMPLATE: Sequence of Events - Fixed Objects

**CODE 51
Concrete Guide
Rail**

A shaped concrete wall designed to contain errant vehicles and prevent them from reaching a hazard, e.g., New Jersey style.

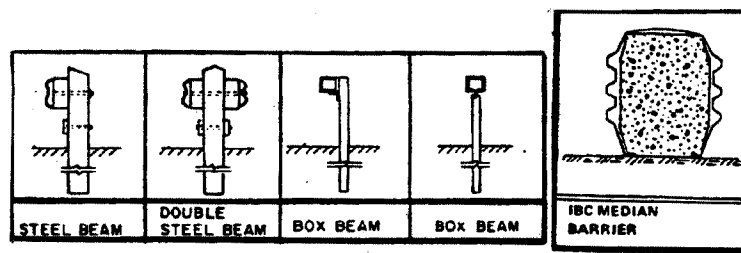


**CODE 52
Steel Guide Rail**

Barrier system constructed of rigid steel components. Collisions occurring at beginning or end of the system or at a transition between 2 different systems are coded as Crash cushion/End Treatment.

Includes the following guide rail types:

- Steel Beam: a continuous W-shaped steel beam normally mounted on heavy square timber posts.
- Box Beam: a continuous square tube normally mounted on weak steel posts found in median and shoulder applications.
- IBC Barrier: a continuous bin type structure constructed of formed steel panels and filled with granular material.



**CODE 53
Pole, (Utility
Tower)**

All large poles and tower structures found on the roadside. This includes:

- utility poles

-
- luminaires
 - hydroelectric towers

**CODE 54
Pole, (Sign,
Parking Meter**

All smaller poles supporting ground mounted signs, e.g.:

- parking meters
- mailboxes or delineators

Note: If the collision is with the sign itself (such as an overhead highway sign), use the value of 'Sign' instead, and indicate the location using the Offset field.

**CODE 55
Fence/ Noise
Barrier**

All fences and roadside noise barriers are included. Fences on private property are also included.

**CODE 56
Culvert**

Culverts carry roadside drainage under roadway or other obstructions and are constructed of steel, concrete or timber.

**CODE 57
Bridge Support**

Any portion of a bridge is coded as a bridge support. Include all components of a bridge, including bridge supports and overhead sections. Indicate the location of the impact using the 'offset' field (overhead, left, right).

**CODE 58
Rock Face**

All exposed faces of bedrock or large rock outcrops on the roadside, including ditches, with rock backslopes.

**CODE 59
Snowbank/Drift**

An accumulation of snow in a windrow or pile, including naturally drifted and plowed snow. This only applies when the accumulation is sufficient to cause loss of vehicle control.

**CODE 60
Ditch**

An earthen trench below the elevation of the roadway to collect and carry water from the road surface. Includes ditches in median strips but not ditches with rock backslopes.

**CODE 61
Curb**

A raised edge placed at or beyond the limit of the travelled portion of the roadway, normally in conjunction with a gutter to provide drainage. Curbs are defined as being maximum of 300 mm high.

MVCR 0329

TEMPLATE: Sequence of Events - Fixed Objects

**CODE 62
Crash Cushion /
End treatment**

A range of roadside fixtures including guide rail end treatments, energy attenuating treatments and crash cushions with guide rail ends and other devices.

For use when any of the following guide rail elements are struck:

- the beginning or approach end of a guide rail
- the termination or leaving end of a guide rail
- any transition between two segments of the same or different types of barrier
- energy attenuating devices attached to other structures or free standing, e.g.:
 - yellow inertia barrels
 - G.R.E.A.T. Systems

**CODE 63
Building or Walls**

A building or wall is any solid structure in excess of 300 mm in height, e.g.:

- dry stone walls
- retaining walls
- tunnel walls

Does not include portions of a bridge structure, noise barriers or concrete guide rail.

**CODE 64
Watercourse**

Any substantial body of water, including lakes, streams, rivers, canals, locks, or artificial water courses.

**CODE 65
Construction
Marker**

Any temporary sign, delineator, arrow board or other traffic marker in a construction zone. Construction markers are usually construction orange and black.

Note: Construction/maintenance equipment is coded separately under "Moveable Objects - Work/Maintenance Equipment"

CODE 66 Any substantial plant, living or dead. A substantial plant is large
Tree, Shrub, Stump enough to cause damage to or change course of a motor vehicle.



CODE 67 A raised area in the centre portion of the roadway, separating traffic
Raised Median lanes carrying traffic in opposite directions.



CODE 68 Collision occurred with a sign, including overhead highway signs.
Sign If the collision was with supports for the sign, record it as 'Pole
(Sign, Parking Meter)'

CODE 99 Any fixed object other than those defined above. Provide additional
Other information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Fixed Objects Offset - Boxes 49, 51, 53, 55, 57, 59

MVCR 0330

Summary

For collisions with fixed objects, the offset distance from the travelled lanes of the roadway is recorded. The offset distance is defined as the distance from the closest edge of the travelled portion of the roadway to the Fixed Object expressed in metres.

For overhead objects, only the location ('Overhead') is indicated, not the distance from the roadway.

Note: The offset distance is based on the direction the vehicle was travelling at the time of the collision.

Fixed Objects Offset Left of Roadway	Fixed Objects Offset Right of Roadway
01 - Less than 3.1 m	05 - Less than 3.1 m
02 - 3.1 to 6.0 m	06 - 3.1 to 6.0 m
03 - 6.1 m to 9.0 m	07 - 6.1 m to 9.0 m
04 - Greater than 9.0 m	08 Greater than 9.0 m



**CODE 09
Overhead**

Vehicle collided with a Fixed Object located above or above and adjacent to the roadway.

TEMPLATE

Vehicle Damage Boxes 60, 61

MVCR 0331

Summary



Vehicle damage is assessed according to the categories below for each vehicle involved in the collision. Police may also estimate the cost of the damage and provide a description of the damage. On the paper form, include the cost estimate and description as additional information.

Code	Vehicle Damage	Definition
01	none	No visible damage
02	light	Slight or superficial damage. This includes scratches, small dents or minor cracks that do no affect the safety or performance of the vehicle.
03	moderate	Unsafe conditions result. The vehicle must be repaired to make its condition meet the requirements of law. The vehicle can be driven, but doing so is unsafe.
04	severe	Vehicle cannot be driven: requires towing. Would normally be repaired.
05	demolished	Vehicle damaged to the extent that repairs would not be feasible.

TEMPLATE

Location of Vehicle Damage Boxes 62, 63, 64, 65

MVCR 0332

Summary

The Location of Vehicle Damage or Area of Impact field describes damage to each vehicle involved in the collision. Two selections are permitted per vehicle. It is not necessary for the vehicle to be damaged for the area of impact to be recorded. If the same location on a vehicle is impacted more than once and no other areas are impacted, the same area may be coded both as an initial and secondary impact.

V1 and V2 damage is recorded in 4 boxes (V1: 62 & 63, V2: 64 & 65). The code corresponding to the initial impact damage sustained by the vehicle is entered in the Initial Impact box. Damage sustained in subsequent impacts is entered in the box Secondary Impact. Additional areas are recorded in the written description.

Location of Vehicle Damage or Area of Impact		Multiple Choices	Allowed	
01-Right front corner	14-Right side complete			
02-Right front	15-Back complete			
03-Right centre	16-Left side complete			
04-Right rear	17-Top			
05-Right rear corner	18-Undercarriage			
06-Back centre	19-No contact			
07-Left rear corner	00-Unknown			
08-Left rear				
09-Left centre				
10-Left front				
11-Left front corner				
12-Front centre				
13-Front complete				
				V1 { Initial Impact 62 Secondary Impact 63

**CODE 00
Unknown**

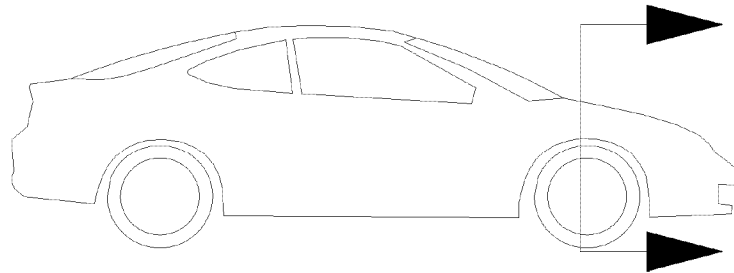
The amount or location of damage/impact to the motor vehicle could not be determined. For electronic reporting, leave unknown fields blank. Include hit and run collisions in which the vehicle left the scene and was not apprehended.

MVCR 0332

TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

**CODE 01
Right Front Corner**

Right Front Corner includes bumper, headlight, front of fender, corner of hood, signal lamp, etc. Damage/impact. does not extend more than halfway across the grill or behind the front wheel centre-line.



**CODE 02
Right Front**

Right Front includes:

- right front fender
- wheel
- tire
- fender well
- headlight
- signal lamp
- right-hand edge of hood
- right corner of bumper, etc.

Includes forward side area of railers.

**CODE 03
Right Centre**

Right Centre includes:

- right hand doors

-
- roof pillar
 - rocker panels
 - pick-up box forward of rear wheels
 - saddle tanks on transport trucks
 - side glass, etc.

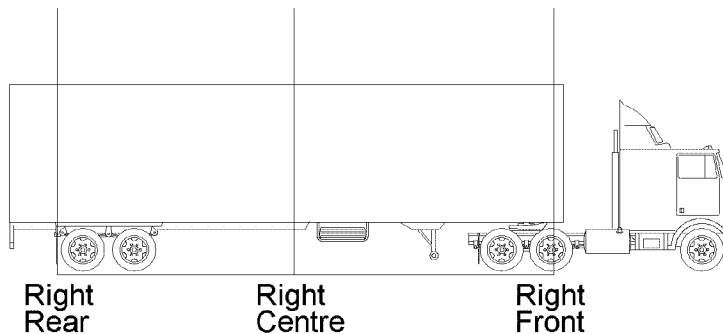
Includes centre side area of trailers.

**CODE 04
Right Rear**

Right Rear includes:

- rear fender
- wheel
- tire
- lamp
- right side of trunk lid
- rear roof pillar
- right corner bumper, etc.

Includes rear side area of trailers.



MVCR 0332

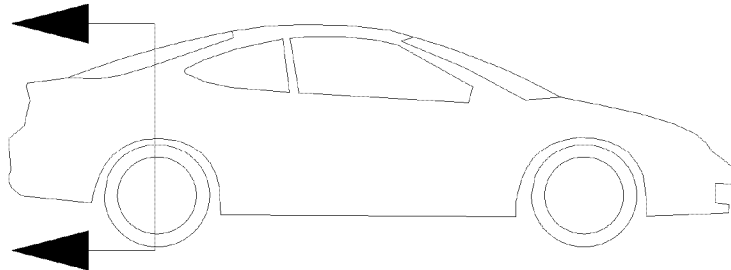
TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

CODE 05
Right-Rear Corner

Right Rear Corner includes:

- bumper
- tail light
- rear corner of fender
- corner of trunk lid, etc.

Damage/impact does not extend beyond the center of the rear of the vehicle or forward of the center of the rear wheels.



CODE 06
Back Centre

Back centre includes:

- bumper
- tail gate
- trunk lid
- fuel tank on cars
- pickups, etc.

Provided there is no damage/impact to the fenders.

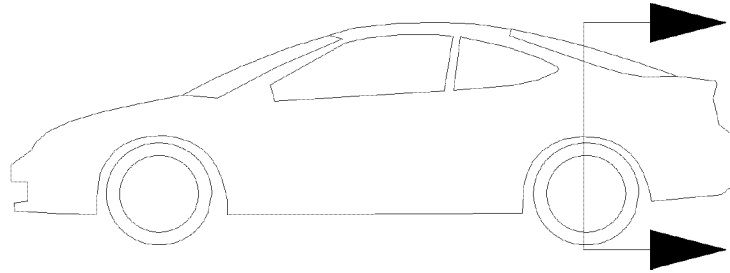
CODE 07
Left Rear Corner

Left Rear Corner includes:

- bumper
- tail light

- rear corner of fender
- corner of trunk lid

Damage/impact must not extend beyond the center of rear of the vehicle or forward of the center of rear wheels.



**CODE 08
Left Rear**

Left Rear includes:

- rear fender
- wheel
- tire
- tail lamp
- left side of trunk lid
- rear roof pillar
- corner of bumper, etc

Includes rear side area of trailers.

**CODE 09
Left Centre**

Left Centre includes:

- left hand doors
- roof pillar
- rocker panels
- pickup box forward of rear wheels

MVCR 0332

TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

-
- saddle tanks -on transport trucks
 - side glass, etc.

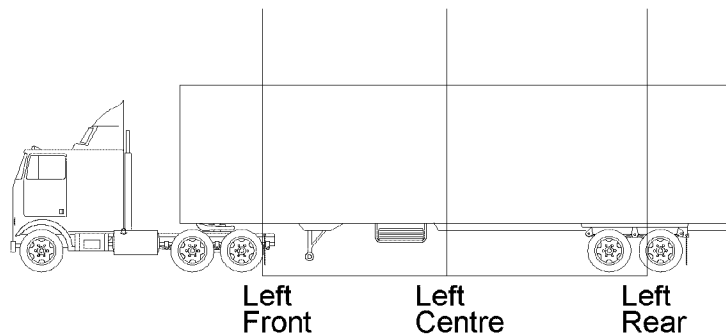
Includes centre side area of trailers.

**CODE 10
Left Front**

Left Front includes:

- left front fender
- wheel
- tire
- fender well head light
- signal lamp
- left-hand edge of hood
- left corner of bumper etc.

Includes forward side area of trailers.



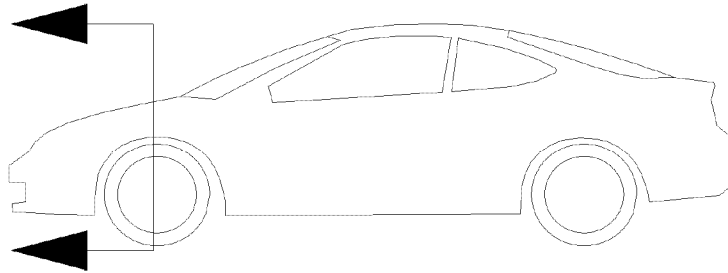
**CODE 11
Left Front Corner**

Left Front Corner includes:

- bumper
- head-light

- front of fender
- corner of hood-signal lamp, etc.

Damage/impact must not extend beyond the center of the grill and the centre-line of the front wheel.



**CODE 12
Front Centre**

Front Centre includes:

- bumper
- grill
- radiator
- hood
- front spoiler
- windshield, etc.

Provided there is no damage/impact to the fenders.

**CODE 13
Front Complete**

Front Complete includes:

- bumper
- grill
- hood
- front spoiler
- both headlamps

MVCR 0332

TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

- signal lamps
- fender fronts
- radiator
- windshield, etc.

The damage/impact must affect the entire front of the vehicle.

**CODE 14
Right Side
Complete**

Right Side Complete includes

- doors
- fenders one headlight
- signal lamp
- tail lamp
- rocker panel
- side glass
- wheels
- tires
- saddle tanks,
- pick-up truck box,
- side walls
- wheels on trailers, etc.

A substantial portion of he side of the vehicle must be damaged or impacted, e.g., sideswipes.

**CODE 15
Back Complete**

Back Complete includes

- bumper

TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

MVCR 0332

-
- trunk
 - tail gate
 - signal lights
 - parking lights, etc.

The damage/impact must affect the entire back of the vehicle.

**CODE 16
Left Side Complete**

Left Side Complete includes:

- doors
- fenders
- one headlight
- signal lamp
- tail lamp
- rocker panel
- side glass
- wheels
- tires
- saddle tanks
- pickup truck box
- side walls
- wheels on trailers, etc.

A substantial portion of the side of the Vehicle must be damaged/ impacted, e.g., sideswipes,

MVCR 0332

TEMPLATE: Location of Vehicle Damage Boxes 62, 63, 64, 65

**CODE 17
Tops**

Top includes:

- roof
- sunroof
- T-Top
- convertible cover
- vinyl roof
- pickup truck caps, etc.

**CODE 18
Undercarriage**

Undercarriage includes:

- springs
- shocks
- steering components
- brakes
- oil pan
- linkages
- floor pan
- driveshaft
- axles
- frame components
- exhaust system, etc.

**CODE 19
No Contact**

The vehicle did not come into contact with any other object or sustain damage from any external source.

TEMPLATE

Special Studies Boxes 66, 67, 68

MVCR 0333

Summary

Special instructions will be issued for the use of these boxes. In the absence of specific instructions for their use, the area is stroked out or left blank, if reporting electronically. Special studies are conducted for limited durations and geographic areas.

Special studies may be undertaken by municipalities. Code boxes 66, 67 and 68 are for studies initiated by Ministry of Transportation only.

TEMPLATE

Involved People, Columns 69 to 73

MVCR 0334

Summary

Information on all persons involved in an collision is entered if personal injury or death results to any involved person. An involved person includes vehicle occupants, cyclists and pedestrians. Note that a bicycle is considered a vehicle and a cyclist is considered the driver of the vehicle. Cyclists should not be recorded as pedestrians unless they were walking beside their bicycle.

For property damage only collisions, this section is not completed.

For a bus, uninjured passengers are not identified by name but the number is recorded under 'Number of Occupants in Vehicle'.

For each involved person in an collision, enter the following:



Column	Enter
69	Vehicle Number -includes bicycles, e-bikes, e-scooters and other micromobility vehicles. Note: For pedestrians, enter number for most directly involved vehicle.
70	Pedestrian number. Must correspond to designations in code boxes 37 to 40 on the same page.

MVCR 0334

TEMPLATE: Involved People, Columns 69 to 73

Column	Enter
71	<p>Involved person's full name address and telephone number.</p> <p>Note: 1. Driver may be recorded as D1/D2.</p> <p>2. If Address information has already been completed elsewhere on the form (i.e. because the Involved Person is also a Driver), the information does not need to be filled out again.</p>
72	<p>Person's age.</p> <p>Note: For infants less than one year old, record 00. If unknown, enter UK or leave blank for electronic reporting. For ages 99 and over, enter 99.</p>
73	<p>Enter M for male, F for female, X for gender neutral. This field should reflect the value displayed on the 'Sex' field of the person's driver's licence or other identification at the time of the collision.</p>



TEMPLATE: Involved People, Columns 69 to 73

MVCR 0334



Involved Person	Veh. No.	Ped. No.	Name (Last Name, First Name), Address and Telephone No.	Sex	DOB	DOB	DOB	DOB	DOB	DOB	
1	1		D1	M	01	1	3	1		1	
2	2		D2	F	01	2	3	1		1	
3	2		DOE, Janet, 456 Efigh Cove, Towncity, Ontario B2B2B2, (987) 654-3210	F	03	1	3	1		3	
4											
5											
69	70	71			72	73	74	75	76	77	78

Involved Person	Veh. No.	Ped. No.	Name (Last Name, First Name), Address and Telephone No.	Sex	DOB	DOB	DOB	DOB	DOB	DOB	
1	1		Doe One, John	M	01	0	3	1		1	
2	2		Doe One, Jane 1 First St., Kingston, ON V0V 0V0 (999)999-9999	F	06	0	3	5		1	
3	3		Doe Two, John	M	01	2	1	8		1	
4											
5											
69	70	71			72	73	74	75	76	77	78

TEMPLATE

Position Column 74

MVCR 0335

Summary

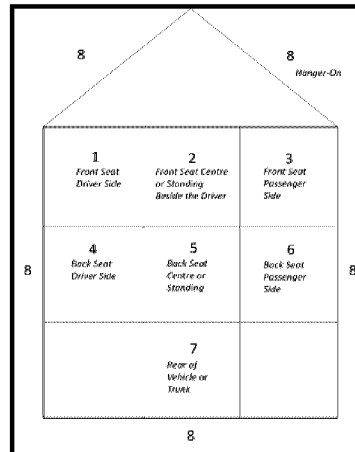
The position of the involved person in the vehicle is entered according to the following diagram:

CODES 1 to 7

Drivers are coded as position 01. Passengers may be located in a variety of locations within the vehicle. Positions 02 to 06 describe most passenger/vehicle locations, although position 07 may be required for passengers riding in the trunk or rear of a vehicle (back-facing seats in a station wagon) or for service vehicles where a passenger sits in the bucket, i.e., cherry picker.



For Buses, Streetcars and Light Rail Transit (LRT) vehicles, use the 'Centre' positions for standing passengers. Front Seat Centre (02) indicates standing beside the driver, and Back Seat Centre (03) indicates standing elsewhere in the vehicle.



Only one position may be used regardless of the individual's posture, e.g.:

- lying across the backseat.

MVCR 0335

TEMPLATE: Position Column 74

Note: If right hand drive vehicle, indicate (RHD) and record driver position as 01.

**CODE 8
Hanger-on**

Hangers-on are persons hanging onto a moving motor vehicle's fenders bumpers doors or other parts and are not inside the vehicle, e.g.:

- riding in the cargo bay of a pickup truck
- riding in the back of a trailer

**CODE 9
Pedestrian**

A pedestrian is any involved person who is not a vehicle occupant or a cyclist or other micromobility user. Includes person pushing or repairing a vehicle.

**CODE L
Sitting on Lap**

Record people sitting on the lap or knee of other individuals. Commonly used for a child sitting on a person's lap. The position L: and the number of the seating position is entered.

TEMPLATE

Injuries Column 75

MVCR 0336

Summary	The injuries of the involved person is entered.
CODE 0 None	Uninjured person.
CODE 1 Minimal	Person did not go to hospital when leaving the scene of the collision. Includes minor abrasions, bruises and complaints of pain.
CODE 2 Minor	Person went to hospital and was treated in the emergency room, but not admitted.
CODE 3 Major	Person admitted to hospital. Includes person admitted for observation. This could be either life threatening or non-life threatening.
CODE 4 Fatal	Person killed immediately or within 30 days of the motor vehicle collision.
	Note: Do not use when the collision was an intentional act, i.e.: homicide. Use code 99 for paper reports and select 'Intentional' box for electronic reporting.

TEMPLATE

Ejection Column 76

MVCR 0337

Summary The ejection of the involved people is recorded. For pedestrians and hangers-on, box is stroked out or left blank for electronic recording.

CODE 1 Person was thrown out of vehicle during the collision. Includes
Yes riders of two or three wheeled vehicles and motorized snow
 vehicles thrown clear of their vehicles during an collision.

CODE 2 Person was found after the collision to have been partially ejected
Partial through a windshield, window opening, door or roof opening. Code
 is used if the nature of injuries or the physical evidence is consistent
 with partial ejection.

CODE 3 Person was retained within the vehicle, not necessarily in the
No original seating position.

TEMPLATE

Safety Equipment Used Column 77

MVCR 0338

Summary The type of safety equipment in use for each person involved in the collision is entered.

Multiple selections are allowed.

CODE 00 Where the driver or passenger has left the scene of the collision and
Use Unknown usage has not been determined.

CODE 1 Both lap and shoulder belt were worn. In most vehicles unit is one
Lap and Shoulder assembly, however older models may have separate assemblies.
Belt Includes child in approved booster seat.

CODE 2 Only a lap belt exists and was worn. Older vehicles or trucks may
LapBelt Only be fitted with this equipment only. In newer vehicles, rear seat or
centre seat positions frequently have lap belts only. Includes child
in approved booster seat.

CODE 3 Passenger altered the position of the shoulder harness so that only
Lap Belt Only of the lap portion was used or lap belt only was used in older vehicle
Combined with separate assemblies.
Assembly



CODE 4 Child safety seat did not conform with one or more of the
Child Safety Seat following:
Used Incorrectly

- properly anchored
- facing proper direction
- using restraint straps adjusted appropriately
- approved equipment (National Safety Mark label)
- not past expiry/useful life date

Note: Car beds are not approved safety equipment.

**CODE 5
Child Safety Seat
Used Correctly**



Child safety seat met all the following criteria:

- anchored properly
- approved equipment
- facing proper direction
- using restraint straps

**CODE 6
Air Bags Deployed**

The Vehicle was equipped with air bags which were deployed on impact.

**CODE 7
Booster Seat Used**



Booster seat met all of the following criteria:

- Used with lap and shoulder seatbelt
- Placed in the back seat away from an active air bag
- Seat belt adjusted to lay across child's chest and hips
- Head supported by booster seat, vehicle seat or headrest

**CODE 8
Helmet**

For use when helmet was worn. In Ontario, C. S. A. approved helmets are required by operators and passengers of motorcycles, snowmobiles and off-road vehicles.

**CODE 9
Equipment Not
Used but Available**

Seating position was fitted with safety equipment in good repair but equipment was not used. Include equipment which has been intentionally disabled.

**CODE 10
No equipment
available**

Seat position was not fitted with safety equipment, i.e.:

- belts
- helmets
- approved child seats

Includes equipment which has been inadvertently damaged and is not functional.

**CODE 11
Booster Seat Used
Incorrectly**



Booster seat did not meet one or more of the following criteria:

- Used with lap and shoulder seatbelt
- Placed in the back seat away from an active air bag
- Seatbelt adjusted to lay across child's chest and hips
- Head supported by booster seat, vehicle seat or headrest



**Ignition Interlock
Installed (12)**

An ignition interlock is a device installed in a vehicle near the driver's seat. A driver may have a condition on their licence that they are required to blow into the device before the vehicle will start and periodically while the vehicle is driving.

If the driver is under the preset limit of 0.02, the vehicle will start. If the device detects a blood alcohol level above the preset limit or the driver does not provide a sample when requested, the device will:

- record the event
- not allow the vehicle to start
- if the vehicle is already running, issue a warning and activate alarm systems until the vehicle is turned off

**CODE 99
Other Safety
Equipment Used**

Approved safety equipment in use is not detailed above. Provide additional information for all "Other" selections (codes 95, 96, 97, 98, 99).

TEMPLATE

Determination of Use Column 78

MVCR 0339

Summary

Provides additional information to assess reliability of safety equipment in use. The officer records the most reliable source.

Code	Determination of Use
1	Involved Driver/ Passenger
2	Investigating Officer
3	Witness

TEMPLATE

Special Zone

MVCR 0340

Summary Record whether the collision occurred in any of the specified zones. Up to three selections can be made.

**Code 01:
Construction/
Work - workers
present** An area of a trafficway where construction, maintenance, or utility work activities are identified by warning signs, signals or indicators, including those on transport devices (e.g., signs, flashing lights, channelizing devices, barriers, pavement markings, traffic control person warning signs and arrow boards mounted on the vehicles in a mobile maintenance activity) that mark the beginning and end of a construction, maintenance or utility work activity. It extends from the first warning sign, signal or flashing lights to the END ROAD WORK sign or the last traffic control device pertinent for that work activity. Work zones also include roadway sections where there is ongoing, moving (mobile) work activity such as lane line painting or roadside mowing only if the beginning of the ongoing, moving (mobile) work activity is designated by warning signs or signals.

Select this value if workers are present in the zone at the time of collision.

**Code 02:
Construction/
Work - workers not
present** See 'Construction/Work - workers present' for the definition of a Construction/Work zone. Select this value if workers are not present in the zone at the time of collision.

**Code 03:
School** An area of a roadway designated as a school zone and marked with relevant signage. May include the roadway adjoining the entrance to or exit from a school and up to 150m along the roadway in either direction beyond the limits of the land used for the school. The zone may have a lower posted speed limit.

**Code 04:
Community Safety** An area of a roadway designated as a community safety zone where safety is of special concern and marked with relevant signage.

New Subject

TEMPLATE

Pavement Treatments

MVCR 0341

Summary Record any specific pavement safety enhancements for Roadway 1 at the collision scene, including rumble strips.

Up to two selections are allowed.

**CODE 01
Rumble Strips -
Shoulder** A shoulder rumble strip is a grooved formation installed within the paved shoulder or partially paved shoulder on a highway. The intention of shoulder rumble strips is to provide the motorist with both an audible and tactile warning that the vehicle has partially or completely departed the travelled way of a highway. An audible warning to the motorist is produced by noise generated by the vehicle tires passing over the shoulder rumble strip. A tactile warning to the motorist is provided by the vibration induced in the vehicle by the shoulder rumble strip.

**CODE 02
Rumble Strips -
Centre** Centre rumble strips serve a similar function to shoulder rumble strips. They are intended to alert drivers that they have crossed the centre of the road and are travelling in the opposing direction traffic lanes. May include continuous or intermittent rumble strips along the centreline of the road, with gaps in the rumble strip pattern at intersections and driveways.

**CODE 03
Rumble Strips -
Transverse** Transverse rumble strips are used to alert drivers of an unexpected change in the roadway, such as the need to change lanes, slow down or stop, or changes in the roadway alignment. These rumble strips are not intended to reduce run-off-road crashes. Typical locations for these rumble strips are on approaches to intersections, toll plazas, horizontal curves, and work zones.

CODE 99 Other Pavement Treatments not described above.

New Subject

TEMPLATE

Snow Tires

MVCR 0342

Summary

Studded tires are permitted in northern Ontario from September 1 to May 31. Between these dates, police officers are required to complete the field 'Snow Tires', for each motor vehicle involved in the collision, if the vehicle type belongs to the following list:

- Automobile, station wagon (01)
- Motorcycle(02)
- Moped (03)
- Passenger van (04)
- Pickup truck (05)
- Delivery van (06)
- Tow truck (07)
- Truck - open (08)
- Truck - closed (09)
- Truck - tank (10)
- Truck - dump (11)
- Truck - car carrier (12)
- Truck - tractor (13)
- Truck - crash/blocker (42)
- Municipal transit bus (14)
- Intercity bus (15)
- Bus (other) (16)
- School bus (17)
- School van (18)
- Other school vehicle (19)
- Motor home (20)
- Snow plow (31)
- Ambulance (32)
- Fire vehicle (33)
- Police vehicle (34)
- Other emergency vehicle (35)
- Other motor vehicle (97)
- Other truck (98)

If the vehicle has a variety of tire types (for example, winter tires in the front and all season tires in the back), enter 'Mixed'.

If tire treads are worn down (regardless of tire type), record this information under 'Vehicle Condition - Tire tread insufficient'.

MVCR 0342

TEMPLATE: Snow Tires

**CODE 01
Winter Tires**

Winter tires (including All Weather tires) are identified with a mountain and snowflake symbol on the tire's side wall.



**CODE 02: Studded
Tires**

Studded tires have metal studs protruding 1-2 mm from the tire. They are allowed between September 1 and May 31st each year on vehicles registered in Northern Ontario (includes Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Temiskaming). In order to use studded tires, the driver must be a resident of Northern Ontario, own a business in Northern Ontario, or be a road authority having jurisdiction and control of a highway in Northern Ontario. Non-Ontario residents may use studded tires if the vehicle is in Ontario for no more than 30 days.

CODE 03: Mixed

Tires on the vehicle are a mix of summer, all season, all weather/winter, and/or studded tires.

CODE 99: Other

Include All Season tires here, which are marked with 'M+S', for 'Mud and Snow', but have no mountain and snowflake symbol.

Code 00: Unknown

Tire type is unknown.

TEMPLATE

Advanced Driving Technologies

MVCR 0343

Summary

This field captures the use of advanced driving technologies, where the vehicle performs at least one driving task (braking, steering or accelerating) such as collision avoidance, adaptive cruise control, lane keeping, auto-park, and vehicle platooning, but excludes basic cruise control or safety alerts where the vehicle does not perform a driving task independently from a human driver. It also excludes 'Driverless' mode, where the vehicle is responsible for all driving tasks, with very little or no human intervention. 'Driverless' mode should be recorded under the 'Autonomous Vehicles' field.

If the vehicle has no advanced driving technologies or the presence of these technologies is not known, leave this field blank.

**CODE 01:
In Use, Driver-
Enabled**

The vehicle was performing at least one driving task (braking, steering, or accelerating) in the moments prior to the collision. The functionality was actively turned on by the driver.

**CODE 02:
In Use, Automatic**

The vehicle was performing at least one driving task (braking, steering, or accelerating) in the moments prior to the collision. The functionality was automatically activated by the vehicle's sensors (for example, emergency braking because the vehicle sensed a hazard).

**CODE 03:
Available But Not
In Use**

The vehicle has the capability to perform at least one driving task (braking, steering, or accelerating), but these features were not engaged in the moments prior to the collision.

**Code 04:
Available, Use
Unknown -**

The vehicle has the capability to perform at least one driving task (braking, steering, or accelerating), but it is unknown whether these features were engaged in the moments prior to the collision.

New Subject

TEMPLATE

Autonomous Vehicles

MVCR 0344

Summary

This field captures the use of Driverless modes, in which a vehicle performs all driving tasks (braking, steering, accelerating) with little or no expectation that a human driver will respond to an emergency request to intervene.

It excludes advanced driving technologies where the vehicle is performing at least one but not all driving tasks, such as collision avoidance, adaptive cruise control, lane keeping, auto-park, and vehicle platooning. These features should be recorded under the 'Advanced Driving Technologies' field.

If the vehicle has no Driverless mode, or the presence of a Driverless mode is not known, leave this field blank.

**CODE 01:
Driverless Mode -
In Use**

The vehicle was performing all driving tasks (braking, steering, accelerating) in the moments prior to the collision, with little or no expectation that a human driver would respond to an emergency request to intervene.

**CODE 02:
Driverless Mode -
Available But Not
In Use**

The vehicle has the capability to perform all driving tasks (braking, steering, accelerating) with little or no expectation that a human driver would respond to an emergency request to intervene, but these features were not engaged in the moments prior to the collision.

New Subject

APPENDIX**Abbreviations****MVCR 9901**

Street Abbreviations

Street Type	Abbreviation
Abbey	ABBAY
Acres	ACRES
Allée	ALLÉE
Autoroute	AUT
Alley	ALLEY
Avenue	AVE
Bay	BAY
Beach	BEACH
Bend	BEND
Boulevard	BLVD
By-pass	BYPASS
Byway	BYWAY
Campus	CAMPUS
Cape	CAPE
Carré	CAR
Carrefour	CARREF
Centre	CTR
Cercle	CERCLE
Chase	CHASE
Chemin	CH
Circle	CIR
Circuit	CIRCT
Close	CLOSE
Common	COMMON
Concession	CONC

MVCR 9901

APPENDIX: Abbreviations

Street Type	Abbreviation
Corners	CRNRS
Côte	CÔTE
Cour	COUR
Cours	COURS
Cove	COVE
Crescent	CRES
Croissant	CROIS
Crossing	CROSS
Cul-de-sac	CDS
Dale	DALE
Dell	DELL
Diversion	DIVERS
Downs	DOWNS
Drive	DR
Échanger	ÉCH
End	END
Esplanade	ESPL
Estates	ESTATE
Expressway	EXPY
Extension	EXTEN
Farm	FARM
Field	FIELD
Forest	FOREST
Freeway	FWY
Front	FRONT
Gardens	GDNS
Gate	GATE
Glade	GLADE
Glen	GLEN
Green	GREEN
Grounds	GRNDS

APPENDIX: Abbreviations

MVCR 9901

Street Type	Abbreviation
Grove	GROVE
Harbour	HARBR
Heath	HEATH
Heights	HTS
Highlands	HGHLDS
Highway	HWY
Hill	HILL
Hollow	HOLLOW
Île	ÎLE
Impasse	IMP
Inlet	INLET
Island	ISLAND
Key	KEY
Knoll	KNOLL
Landing	LANDING
Lane	LANE
Limits	LMTS
Line	LINE
Link	LINK
Lookout	LKOUT
Loop	LOOP
Mall	MALL
Manor	MANOR
Maze	MAZE
Meadow	MEADOW
Mews	MEWS
Montée	MONTÉE
Moor	MOOR
Mount	MOUNT
Mountain	MTN
Orchard	ORCH

MVCR 9901

APPENDIX: Abbreviations

Street Type	Abbreviation
Parade	PARADE
Parc	PARC
Park	PK
Parkway	PKY
Passage	PASS
Path	PATH
Pathway	PTWAY
Pines	PINES
Place	PL
Plateau	PLAT
Plaza	PLAZA
Point	PT
Pointe	POINTE
Port	PORT
Private	PVT
Promenade	PROM
Quai	QUAI
Quay	QUAY
Ramp	RAMP
Rang	RANG
Range	RG
Ridge	RIDGE
Rise	RISE
Road	RD
Rond-point	RDPT
Route	RTE
Row	ROW
Rue	RUE
Ruelle	RLE
Run	RUN
Sentier	SENT

APPENDIX: Abbreviations

MVCR 9901

Street Type	Abbreviation
Square	SQ
Street	ST
Subdivision	SUBDIV
Terrace	TERR
Terrase	TSSE
Thicket	THICK
Towers	TOWERS
Townline	TLINE
Trail	TRAIL
Turnabout	TRNABT
Vale	VALE
Via	VIA
View	VIEW
Village	VILLGE
Villas	VILLAS
Voie	VISTA
Walk	WALK
Way	WAY
Wharf	WHARF
Wood	WOOD
Wynd	WYND

Unit Abbreviations

Unit Type	Abbreviation
Apartment	APT
Suite	SUITE
Unit	UNIT

Province and Territory Abbreviations **Bordering State**

Province or Territory	Abbreviation
Alberta	AB
British Columbia	BC
Manitoba	MB
New Brunswick	NB
Newfoundland and Labrador	NL
Northwest Territories	NT
Nova Scotia	NS
Nunavut	NU
Ontario	ON
Prince Edward Island	PE
Quebec	QC
Saskatchewan	SK
Yukon	YT

Abbreviations

State	Abbreviation
Alaska	AK
Maine	ME
Michigan	MI
Minnesota	MN
Montana	MT
New York	NY
North Dakota	ND
Ohio	OH
Pennsylvania	PA
Washington	WA
Wisconsin	WI

Street Direction Abbreviations

Street Direction	Abbreviation
East	E
North	N
Northeast	NE
Northwest	NW
South	S
Southeast	SE
Southwest	SW
West	W

**Code Box
Abbreviations**

Abbreviations shown on the template

Code	What it Means
D1	Driver 1
P1	Pedestrian 1
R1	Road 1
V1	Vehicle 1

Ministry of the Solicitor General

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **2024 Crimes Against Women Conference**

DATE OF ISSUE:	August 27, 2024
CLASSIFICATION:	General Information
RETENTION:	October 23, 2024
INDEX NO.:	24-0054
PRIORITY:	Normal

The Ministry of the Solicitor General is pleased to announce that the Ontario Police College (OPC) will be facilitating the 2024 Crimes Against Women Conference.

This multifaceted conference will feature topics that pertain to violence against women and will occur on **October 22-23, 2024**, at the **Four Points by Sheraton, located at 1150 Wellington Road, London, Ontario**.

The conference is for sworn and civilian law enforcement, as well as justice partners. Please find enclosed a list of speakers, a brief biography of each speaker, as well as a conference agenda.

The conference will provide participants with an opportunity to learn about topics related to intimate partner violence, sexual violence, human trafficking, and violence against Indigenous women. The content of this conference will bring theory to practice in an engaging and informative way to augment participants' knowledge and investigative skills on combatting crimes against women.

Registration is now open and the cost of the conference is \$100. This includes attendance to both days of the conference, breakfast, lunch, as well as morning and afternoon refreshments. Please return the completed registration by email to opc.registrar@ontario.ca. All registrations must be received by **October 7, 2024**.

Please note that seats are limited to the first 150 registrations.

There will be no refunds for cancellations but substitutions will be allowed.

.../2

-2-

A block of rooms have been saved for attendees at the Four Points Sheraton. For those looking to book accommodations, please contact the hotel directly at 519-681-0680 or by email at nicolekeenan@fourpointslondon.com.

If you have any questions regarding registration, please contact Tracey Brimner, Assistant Registrar, OPC, by email at Tracey.Brimner@ontario.ca or by phone at 519-773-4278.

If you have any questions regarding the conference, please contact Instructor Angela Wilson, OPC, by email at angela.n.wilson@ontario.ca or by phone at 519-773-4571.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments

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



2024 Crimes Against Women Conference
 Agenda

Day 1 - October 22	
07:30-08:30	Registration
08:30-09:00	Opening Remarks/Ceremony
09:00-10:15	Connie Walker
10:15-10:30	BREAK
10:30-12:00	Debra Newell
12:00-13:00	LUNCH
13:00-15:00	Mark Zulinski
15:00-15:15	BREAK
15:15-16:30	Daryn Brito/Jenn Priebe

Day 2 - October 23	
09:00-10:30	Peter Collins
10:30-10:45	BREAK
10:45-12:00	Peter Collins
12:00-13:00	LUNCH
13:00-14:30	Simone Bell/Christine Clark
14:30-14:45	BREAK
14:45-16:30	Dr. Jody Carrington

2024 Crimes Against Women Conference

Speakers



1. Connie Walker
Pulitzer Prize and Peabody Award-Winning Indigenous Journalist

Named one of TIME's 100 most influential people of 2024, Connie Walker has spent over two decades shedding light on often overlooked Indigenous stories. A Pulitzer Prize and Peabody Award-winning investigative journalist, her work has exposed the crisis of violence in Indigenous communities and the devastating impacts of intergenerational trauma stemming from Indian Residential Schools. A powerful storyteller, Walker's presentations help audiences better understand their role in reconciliation and provide valuable tips for meaningful inclusion in the workplace.

A member of the Okanese First Nation in Saskatchewan, Walker is the host of the acclaimed podcast *Stolen* from Gimlet Media and Spotify Studios. Its second season, "Stolen: Surviving St. Michael's", is considered one of the most comprehensive investigations into a single residential school. It exposed systemic abuse that permeated St. Michael's Indian Residential School in Duck Lake, Saskatchewan for decades and preserved the testimonies of survivors through a modern-day oral history project.

In 2023, "Stolen: Surviving St. Michael's" won a Pulitzer Prize and a Peabody Award, becoming the first podcast to win both awards in the same year. It also won an Edward R. Murrow Award, an Alfred I. duPont-Columbia University Award, a National Magazine Award from the American Society of Magazine Editors, and an honourable mention from the Dart Awards for Excellence in Coverage of Trauma. The series was also named one of the best podcasts of the year by *The New Yorker*, *The Atlantic*, *Esquire*, and *Vulture* and featured in *The New York Times*, *Vogue*, and *Rolling Stone*.

Prior to joining Gimlet Media in 2020, Walker spent nearly two decades as a CBC reporter and host. She created and led the public broadcaster's Indigenous Unit in 2013 and was part of the team of reporters whose work exposed the crisis of missing or murdered Indigenous women. They were recognized as a finalist of the Michener Award and awarded the RTDNA's Adrienne Clarkson Award. In 2016, Walker launched the award-winning podcast *Missing & Murdered*, which exposed audiences to the systemic issues at the root of violence facing Indigenous women and girls.

Walker is a sought-after keynote speaker on the power of storytelling to create empathy and understanding, the importance of meaningful representation, and trauma-informed practices. She has presented to diverse audiences including Seattle Arts & Lectures, Tribeca Film Festival, Swarthmore College, Victoria Island

2024 Crimes Against Women Conference

Speakers



University, Toronto-Dominion Bank, City of Toronto, TMX Group, and Fogler Rubinoff LLP.

2. Debra Newell
Surviving Dirty John
Dirty John - Netflix

Debra Newell is the owner of Ambrosia Home Inc., as well as the founder and former President of Ambrosia Interior Design Inc. Debra has won numerous awards throughout the years nationwide and internationally for model homes, clubhouses, custom homes, and country clubs. Debra has worked all over the world including a huge development called Orange County outside of Beijing, China, to textile manufacturing in Egypt along with the design of a hotel in Sharm El Sheikh, Egypt. She has also owned retail stores in California and Nevada. Debra has designed for Property Brothers along with other shows for Design.

Debra now devotes much of her time as an advocate for change and awareness helping women all over the world. Debra has been featured in People, US, Harper Bazaar, Forbes, The New Yorker, Vulture, Refinery29, and Bustle just to name a few. Additionally, she has made appearances on Dateline NBC, Dr Phil, Dr Oz, Megyn Kelly, Today, Inside Evil with Chris Cuomo, Kelly Clarkson, Fox News, Oxygen The Dirty Truth, and Netflix Dirty John among others.

Debra has been on numerous podcasts sharing her story regarding John Meehan. Debra has published a book called *Surviving Dirty John* which won the Indy award in 2022. Debra was a keynote speaker at several events including, Wounded Warriors, Crimecon, and Crimes against Women.

3. Mark Zulinski
Basil Borutski Case Study

Retired Detective Inspector Mark Zulinski began his policing career with the Cornwall Police Service where he served from May 08th 1985 to October 5th 1998. He worked 6 years with the Service's Criminal Investigations Branch where he was the lead investigator in several homicide investigations.

In October 1998 he joined the Ontario Provincial Police and was posted at the SD&G Detachment where he worked uniform patrol and the Crime Unit.

2024 Crimes Against Women Conference

Speakers



In 2001 he was promoted to Detective Sergeant and served as the Area Crime Supervisor for the Leeds and Grenville Detachment Crime Units.

In Sept 2004, he began an acting assignment at East Region Headquarters as a Regional Crime Supervisor and was promoted permanently to the rank of D/S/Sgt. In July 2006.

In October 2014, D/Insp Zulinski was successful in obtaining a position with the OPP Criminal Investigation Branch as a Major Case Manager in North East Region and was promoted the rank of Detective Inspector.

In September 2015 D/Insp Zulinski was assigned as the Major Case Manager in a triple Homicide that occurred in East Region, in which the accused Basil Borutski was convicted for the murders of 3 women.

D/Insp Zulinski retired from the OPP on December 31st 2018, after having served 33 years 8 months as a Police Officer.

4. Daryn Brito/ Detective Constable Jennifer Priebe

At age six, Daryn Brito was first compelled to take her life, on many occasions throughout her adolescence due to the continuous acts of sexual, physical and emotional abuse that she received from her father figures. Her desperate attempts to escape eventually led to hospitalization. At 12-years-old, Daryn attended her father's court trial after her younger sister reported his behavior to authorities. Due to the lack of accumulated evidence, Daryn's father would receive the penalties of losing custody of his children and a restriction of residency within the Kitchener-Waterloo Region.

During her teenage years, Daryn was abandoned by her mother in the treatment facilities and entered Family and Children's Services. She became a patient resident undergoing treatments of medication, psychiatric evaluation and therapy.

In 2019, Daryn entered a relationship with her eventual former boyfriend at the age of 18 while attending mental health treatment at a facility in Grand Bend. Later in their relationship, Daryn would file a domestic violence report against him which led to his immediate arrest, followed by a two-year bail period resulting from pandemic restrictions. During this time, Daryn would attend regular therapy which enabled her to overcome most of her traumatic past by employing a technique known as

2024 Crimes Against Women Conference

Speakers



brainspotting. A court date was initiated for her ex-boyfriend's trial and he was prosecuted with five IPV related charges and received a term of incarceration for seven years.

Embracing her traumatic past, Daryn utilizes the knowledge she has gained to educate others on overcoming their struggles by volunteering at youth centers and collaborating with police and parole officers to assist in aiding domestic violence victims. Daryn's current endeavors include pursuing a Degree in Psychology at Wilfrid Laurier University, assisting with Youth in Care research and writing her first self-help novel. During post-secondary endeavors she has won various awards including the Soroptimist International. She intends to go on to complete a PhD in Psychology in September 2025 to improve rehabilitation methods for young offenders addressing the root cause of crime, trauma and state of survival.

Detective Constable Jennifer Priebe is a 16-year member of the Waterloo Regional Police Service. Her policing career began 'walking the beat' downtown and patrolling on bicycle (her favourite assignment!), to School Resource Officer and Recruiter. Detective Priebe is now with the General Investigations Unit after 4.5 years with the Intimate Partner Violence Unit.

Jennifer earned a diploma in Interior Design and worked as a kitchen designer for several years. After an encounter with an incredible Detective of the Niagara Regional Police Service who left a lasting impression on her, she embarked on a drastic career change, eager to be the same voice for victims. As continued support of a Survivor of Intimate Partner Violence, Detective Priebe attends speaking engagements drawing awareness to the importance of victim-centric and trauma informed investigations.

To ensure her own wellbeing, Detective Priebe practices yoga and is a triathlete, competing in nine Ironman's and most recently achieving her lifelong goal of racing at the World Championships in Kona Hawaii. She credits her accomplishments to the unwavering support of her husband who solves the world's problems with her over morning coffee and chases her around race courses. Jennifer's family is her foundational rock and she enjoys spoiling her nieces and nephews.

5. Peter Collins Forensic Psychiatrist

Peter Collins has been the forensic psychiatrist with the Ontario Provincial Police, since 1995. From 1990 to 1995 he was a member of the first profiling unit of the Royal

2024 Crimes Against Women Conference

Speakers



Canadian Mounted Police (Violent Crime Analysis Section) and was involved in the development of the Violent Crime Linkage Analysis System (ViCLAS). Since 1992 he has been a member of the crisis/hostage negotiation team of the Toronto Police Service Emergency Task Force.

Peter obtained his Masters in Applied Criminology, from the University of Ottawa, his Medical Degree from McMaster University and completed his postgraduate medical training in psychiatry and forensic psychiatry at the University of Toronto. His clinical appointment is with the Complex Illness and Recovery Program at the Centre for Addiction and Mental Health, and he is an Associate Professor, in the Division of Forensic Psychiatry, Temerty Faculty of Medicine, University of Toronto.

He is a consulting editor with the Journal of Threat Assessment and Management, published by the American Psychological Association, and a columnist with Blue Line Magazine.

He retired from the Canadian Armed Forces (Reserves), at the rank of Lieutenant-Commander, and served on 2 deployments in Southern Afghanistan. In October 2012 he was awarded the Queen's Diamond Jubilee Medal in recognition of his contribution to the Canadian Forces. He presently serves as an advisor, to the Toronto Police Service, Military Veterans Wellness Program, to assist veterans in crisis.

In 2023 Peter was appointed to the National Expert Committee on Countering Radicalization to Violence, by the Minister Public Safety, Canada.

In 1997 Peter was elected a member of the International Criminal Investigative Analysis Fellowship. In 2017 he received a lifetime achievement award from the Canadian Critical Incident Association. Peter is an authority on violent crime and has worked with, and instructed, numerous criminal justice agencies in North America, and 25 countries internationally, including the FBI, the U.S. Department of Homeland Security, Interpol, and Europol.

6. Simone Bell/ Christine Clark

Simone Bell is the Human Trafficking Victim Support Specialist at Ottawa Police Service. She has been in this role for two years. This role is the first of its kind within OPS. Simone has been working in the field of Anti HT for 8 years. During her career she has trained the public, service providers and police nationally and international

2024 Crimes Against Women Conference

Speakers



on Victim Mind, trauma and community mobilization. Previously she founded The Hope Found Project within Voice Found that supports victims/survivors with their healing and recovery. As a survivor of human trafficking her goal is to support survivors and prevent exploitation through public education.

Christine Clark is the Community Education Coordinator with A New Day Youth and Adult Services; a non-profit anti-human trafficking organization. For fifteen years, Christine was a decorated foster parent with the Children's Aid Society of Ottawa. When Christine closed her foster door to take on a new role in anti-human trafficking, she quickly became a valued member of our local and surrounding communities. Christine has spent countless hours on prevention using her lived-experience and knowledge to speak with thousands of youth through school boards in Eastern Ontario, training police services, victim services, and so on. In the spirit of work/life balance, Christine enjoys wrangling her three dogs and watching reality TV in her spare time.

7. Dr. Jody Carrington

Renowned Psychologist/Human Connection Expert/Bestselling Author

Dr. Jody Carrington is a renowned psychologist and a charismatic keynote speaker celebrated for her profound expertise in human connections. As a leading authority in addressing complex, human-centered challenges, Dr. Carrington excels in guiding individuals and organizations through the intricacies of re-establishing relationships in today's increasingly disconnected society. She boldly believes that all humans have the capacity for good; however, so many of us these days, because of isolation and burnout, have lost access to that good. Through her insightful analysis, Dr. Carrington explores how societal detachment occurs and outlines practical, meaningful solutions for reconnection. Her approach combines a deeper understanding of how necessary acknowledgment has become and she underscores how this need is so much bigger than recognition. Her dynamic and heartfelt presentations, infused with humor and honesty, captivate and energize audiences worldwide.

She is the Founder and Principal Psychologist at Carrington & Company, she has served as a civilian member of Canada's national police force, the RCMP, and practiced with the most complex cases on a psychiatric inpatient unit. Dr. Jody's balance as a devoted practitioner and brilliant communicator result in an ability to authentically connect through impactful presentations that has set a new bar in talking about the shifting landscape of mental health. Dr. Jody has authored three

2024 Crimes Against Women Conference

Speakers



best-selling books including *Feeling Seen* (Harper Collins, 2022) and hosts the widely celebrated podcast, "Everyone Comes from Somewhere." From major theatres and convention halls of 5,000 attendees, to boardrooms of 20 senior leaders, she revels in connecting and delighting an audience of any size, championing the profound need for genuine human connection in an era often dominated by digital communication. Her work is trusted by many of the world's Fortune 500 companies, professional sports teams, education and healthcare leaders all working to solve similar core challenges in creating a new set of rules to support and motivate their teams.

She is a mom to three, a wife to her (very lucky) husband, a hockey coach, a daughter, and a sister, navigating this world, alongside everyone she has the privilege to learn from and serve.

Ministry of the Solicitor General

Public Safety Division

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Ministère du Solliciteur général

Division de la sécurité publique

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Robinson Huron Treaty Settlement Funds Distribution**

DATE OF ISSUE:	September 4, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0056
PRIORITY:	Normal

At the request of the Ontario Provincial Police (OPP) and Indigenous Police Chiefs of Ontario (IPCO), I am sharing this communication on the upcoming distribution of Robinson Huron Treaty settlement funds to beneficiaries, many of whom live off Territory in municipalities across Ontario.

For further information, please review the attached memo from Superintendent Gary Maracle, Bureau Commander of the Indigenous Policing Bureau, OPP and Chief Darren Montour, President of IPCO. If you have any questions regarding the attached memo, please contact OPP Inspector Marcel Beaudin by email at Marcel.Beaudin@opp.ca or Anishinabek Police Service Chief Jeff Skye at jskye@apscops.org.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Indigenous Policing Bureau
Bureau des services policiers des Autochtones**

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6255
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Télééc.: 705 329-6217

September 03, 2024

MEMORANDUM TO: Kenneth Weatherill, Assistant Deputy Minister
Public Safety Division
Ministry of the Solicitor General

FROM: Superintendent Gary Maracle
Bureau Commander
Indigenous Policing Bureau
Ontario Provincial Police

Chief Darren Montour
President
Indigenous Police Chiefs of Ontario

SUBJECT: Robinson Huron Treaty Settlement Funds Distribution

We are writing to request the dissemination of an All-Chiefs Memo to Ontario Chiefs of Police, to inform our policing partners of the forthcoming distribution of Robinson Huron Treaty settlement funds to beneficiaries in municipalities across the province. Payments to Robinson Huron Treaty beneficiaries are scheduled to begin in August 2024.

After decades of legal proceedings, First Nations within the Robinson Huron Treaty area have recently received \$10 billion in compensation for past annuities from Ontario and Canada, as a result of a settlement agreement, intended to honour terms of the original treaty that dates back to 1850.

The out-of-court settlement between the Robinson Huron Treaty Litigation Fund and the governments of Ontario and Canada stems from a 2018 Ontario Superior Court of Justice ruling that the Crown had an obligation under the 1850 Robinson Huron Treaty to increase annuities as the wealth generated from the land grew over time.

The Robinson Huron Treaty Litigation Fund is backed by 21 First Nations in Ontario stretching along the east side of Georgian Bay and the northern shore of Lake Huron, including:

- Atikameksheng Anishnawbek
- Aundeck Omni Kaning
- Batchewana First Nation

- Dokis First Nation
- Henvey Inlet First Nation
- M'Chigeeg First Nation
- Magnetawan First Nation
- Mississauga First Nation
- Nipissing First Nation
- Garden River First Nation
- Sagamok Anishnawbek
- Serpent River First Nation
- Shawanaga First Nation
- Sheguiandah First Nation
- Sheshegwaning First Nation
- Thessalon First Nation
- Wahnapiatae First Nation
- Wasauksing First Nation
- Whitefish River First Nation
- Wiikwemkoong Unceded Territory
- Zhiibaahaasing First Nation

Distribution of Funds

The \$10 billion Robinson Huron Treaty settlement for past annuities has been received by the Robinson Huron Treaty Litigation Fund. Chiefs and Councils are responsible for consulting with members of their respective First Nations to determine how the funds will be used collectively and distributed to individuals.

There are approximately 40,000 beneficiaries of the Robinson Huron Treaty, who are entitled to receive compensation for past annuities – a large proportion of whom live off Territory in municipalities throughout Ontario. Payments to individual beneficiaries will begin in the coming months and are anticipated to range from tens to hundreds of thousands of dollars per person.

The distribution of funds is expected to have a positive impact on the lives of Robinson Huron Treaty beneficiaries and to generate opportunities for economic growth for First Nations. However, provincial, municipal and First Nations police services are working with First Nations leadership to address concerns raised about how this influx of money may impact community safety. The concerns being that some individuals and communities may become targets of fraud, organized crime, illicit drug activity and create further strain on community services.

Inter-organizational Approach

A collaborative, inter-organizational approach to policing will be required to support First Nations within the Robinson Huron Treaty Territory and to ensure ongoing public safety in communities across Ontario.

Specialized members of the Indigenous Police Chiefs of Ontario (IPCO) police services, the Ontario Provincial Police (OPP), and municipal police services are committed to working with First Nations leadership, ministries, and community partners to take proactive measures to address potential impacts of the distribution of funds from the Robinson Huron Treaty on community safety.

For further information please contact Anishinabek Police Service Chief Jeff Skye at jsky@apscops.org or OPP Inspector Marcel Beaudin at Marcel.Beaudin@opp.ca.

Sincerely,



Superintendent Gary Maracle
Bureau Commander
Indigenous Policing Bureau
Ontario Provincial Police



Chief Darren Montour
President
Indigenous Police Chiefs of Ontario



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

This form is designed to meet requirements under Ontario Regulation 401/23, Conflicts of Interest, which is made under the *Community Safety and Policing Act, 2019*. This regulation sets out an approach to situations where the impartiality of the police service or its members may come into question, as a result of a conflict of interest.

This form is to be used by any member of a police service (officer and civilian) when reporting a conflict of interest to a supervisor, as required under the regulation, and in accordance with the conflict of interest procedures established by the chief of police.

Requirements to notify a supervisor of a conflict of interest as set out in regulation:

Under section 3 of the regulation, a member shall notify a supervisor as soon as possible if a potential institutional conflict, actual institutional conflict or personal conflict respecting the member arises, or the member believes is likely to arise, with respect to a policing function that the member is required to provide.

Additional definitions are provided in the Appendix.

Reporting Member Information

Police Service: _____

Name (First Name, Last Name): _____

Position Title: _____

Badge number (if applicable): _____

Rank (if applicable): _____

Work Telephone Number: (____) _____

Work Email Address: _____



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

Supervisor Notified

Police Service: _____

Name (First name, last name): _____

Position Title: _____

Badge number (if applicable): _____

Rank (if applicable): _____

Work Telephone Number: (____) _____

Work Email Address: _____

Conflict of Interest Information

Please use this section of the form to provide more information about the potential or actual conflict of interest that is the reason for this notification. Please mark all the following that apply:

Personal Conflict

Personal Relationship: Please specify the personal relationships by marking all that apply (note: personal relationship includes, but is not limited to, a relationship with any of the following persons):

A current or former spouse, common-law partner or other intimate partner of the member.

The member's children, including biological and adoptive children and stepchildren.

A legal dependant of the member.

A child in the member's care.

A grandparent, parent or sibling, including grandparent-in-law, parent-in-law or sibling-in-law, of the member;

Other (please describe: _____)



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

Private interest

In the box below, please describe the situation that places, or may reasonably be perceived to place, you in a conflict. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please describe the professional duty affected by this conflict.

Institutional Conflict

Potential

Actual

In the box below, please describe the actual or potential conflict identified. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please also explain if there is a professional duty affected by this conflict.



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

Declaration and Signature

Reporting Member Name (Please Print): _____

Date: _____

Signature: _____

Supervisor Notified Name (Please Print): _____

Date: _____

Signature: _____

Chief of Police/Delegate Name* (Please Print): _____

Rank: _____

Badge Number : _____

Date: _____

Signature: _____

*The person notified to take action - either chief of police or other member delegated pursuant to *Community Safety and Policing Act, 2019 s.79(5)*, which states that a chief of police may delegate in writing any of his or her powers and duties under this Act or the regulations to a member of the chief of police's police service, subject to any limitations, conditions or requirements set out in the delegation.



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

Appendix: Definitions under O. Reg. 401/23

Personal conflict: A situation in which a member of a police service's private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their professional duties with respect to the provision of policing functions; ("conflit personnel")

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

1. A current or former spouse, common-law partner or other intimate partner of the member.
2. The member's children, including biological and adoptive children and stepchildren.
3. A legal dependant of the member.
4. A child in the member's care.
5. A grandparent, parent or sibling, including grandparent-in-law, parent-in-law or sibling-in-law, of the member; ("rappports personnels")

Actual institutional conflict: A potential institutional conflict for which a determination has been made under subsection 5 (1) that an informed and reasonable person would not believe that a member of the police service who must take action or make a decision in the situation could do so impartially; ("conflit institutionnel réel")

Potential institutional conflict: A situation in which a member of a police service must take action or make a decision in relation to criminal conduct that is alleged or reasonably suspected to have been committed by or against any of the following persons, but does not include criminal conduct that is alleged or reasonably suspected to have been committed against a peace officer acting in the course of their duties:

1. Any other member of the police service, including the chief of police or a deputy chief of police.
2. In the case of a member of a police service maintained by a police service board,
 - i. a member of the police service board, or
 - ii. a member of a municipal council or of a band council of a First Nation, as applicable, in the area for which the police service board has policing responsibility.



**Solicitor General Approved Form:
Requirement to Notify a Supervisor of a
Conflict Under Section 3 of the Ontario
Regulation 401/23 Conflicts of Interest**

3. In the case of a member of the Ontario Provincial Police,
 - i. a member of an O.P.P. detachment board or a First Nation O.P.P. board, or
 - ii. the Minister or a deputy minister of the Ministry. (“conflit institutionnel potentiel”)



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

This form is designed to meet requirements under Ontario Regulation 401/23, Conflicts of Interest, which is made under the *Community Safety and Policing Act, 2019*. This regulation sets out an approach to situations where the impartiality of the police service or its members may come into question, as a result of a conflict of interest.

This form is to be used by a chief of police to record steps taken under the following provisions related to personal conflicts:

4. (1) If it is determined, in accordance with the conflict procedures, that a personal conflict respecting a member of a police service has arisen or is likely to arise with respect to a policing function that the member is providing, the chief of police shall, subject to the conflict procedures and the conflict policy,

(a) require a different member of the police service to provide the policing function or refer the matter to the chief of police of a different police service; or

(b) if the chief of police or deputy chief of police is the member of the police service in respect of whom a personal conflict has arisen or is likely to arise, refer the matter to the chief of police of a different police service.

(2) The chief of police shall record the steps the chief takes under this section, in the form approved by the Minister.

Please note: If the member of police in respect of whom the personal conflict has arisen or is likely to arise is **not** the chief or deputy chief of police, this form is to be kept for record keeping purposes. If, pursuant to subsection 3, the chief of police or deputy chief of police is the member of the police service in respect of whom a personal conflict has arisen or is likely to arise, this form:

(a) shall include either a statement that the chief of police complied with the conflict procedures and the conflict policy or a statement that the chief of police did not comply and an explanation for the non-compliance, as the case may be; and

(b) shall be submitted by the chief of police to,

(i) the Inspector General, and



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

(ii) the police service board or, in the case of the Commissioner,
the Minister.



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

Chief of Police Information:

Police Service: _____

Name: _____

Badge Number: _____

Work Telephone Number: (____)_____

Work Email Address: _____

Conflict of Interest Information

Pursuant to section 4, please mark the box below to indicate whom the personal conflict involves:

- Member of the police service that is not the Chief or Deputy Chief (section 4(1)(a))
- Chief or Deputy Chief of police (section 4(1)(b))

If the chief of police or deputy chief of police is the member of the police service in respect of whom a personal conflict has arisen or is likely to arise, the record required shall include either a statement that the chief of police complied with the conflict procedures and the conflict policy or a statement that the chief of police did not comply and an explanation for the non-compliance, as the case may be. Please use the box below to provide the relevant statement details.



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

Please use this section of the form to provide more information about the potential or actual conflict of interest that is the reason for this record. Please mark all the following that apply:

Personal Conflict

Personal Relationship: Please specify the personal relationships by marking all that apply (note: personal relationship includes, but is not limited to, a relationship with any of the following persons):

- A current or former spouse, common-law partner or other intimate partner of the member.
- The children, including biological and adoptive children and stepchildren of the member.
- A legal dependant of the member.
- A child in the member's care.
- A grandparent, parent or sibling, including grandparent-in-law, parent-in-law or sibling-in-law, of the member;
- Other (please describe): _____

Private interest

In the box below, please describe the personal conflict identified. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please also explain if there is a policing duty affected by this



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

conflict. In addition, please describe the steps taken to under subsections 4(1) and 4 (3), if applicable, as set out above.

Please note, if the chief of police or deputy chief of police is the member of the police service in respect of whom a personal conflict has arisen or is likely to arise, you must submit this record to the Inspector General of Policing and either the Police Service Board, or, in the case of the Commissioner, the Minister of the Solicitor General.

Please check all that apply:

- Inspector General of Policing (via email at iopnotifications@ontario.ca)
- Police Service Board
- Minister of the Solicitor General

Declaration and Signature

Chief of Police Name (Please Print): _____

Signature: _____

Date: _____



**Solicitor General Approved Form:
Requirement to Record Steps Taken
Related to Personal Conflicts Under
Section 4 of the Ontario Regulation
401/23 Conflicts of Interest**

Appendix: Definitions under O. Reg. 401/23

Personal conflict: A situation in which a member of a police service's private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their professional duties with respect to the provision of policing functions; ("conflit personnel")

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

1. A current or former spouse, common-law partner or other intimate partner of the member.
2. The member's children, including biological and adoptive children and stepchildren.
3. A legal dependant of the member.
4. A child in the member's care.
5. A grandparent, parent or sibling, including grandparent-in-law, parent-in-law or sibling-in-law, of the member; ("rappports personnels")



Solicitor General Approved Form: Requirement to Notify the Inspector General of Policing of Retaining an Institutional Conflict Under Section 7 of the Ontario Regulation 401/23 Conflicts of Interest

This form is designed to meet requirements under Ontario Regulation 401/23, Conflicts of Interest, which is made under the *Community Safety and Policing Act, 2019*. This regulation sets out an approach to situations where the impartiality of the police service or its members may come into question, as a result of a conflict of interest.

This form is to be used by a chief of police to notify the Inspector General of Policing pursuant to s. 7 (4) that the chief will retain a matter for investigation where there is a potential institutional conflict. Note that s. 7 applies if the chief of police makes a determination under s. 5 (1) that a potential institutional conflict is not an actual institutional conflict (see appendix A for factors that must be considered when making a determination under s. 5(1) and appendix B for definitions of actual and potential institutional conflict):

Retaining a matter for investigation:

7. (4) If the chief of police decides to retain a matter, the chief of police shall report that fact to the Inspector General, in the form approved by the Minister, as well as the steps taken under the conflict procedures and the conflict policy.

Please note, pursuant to 7(2): The chief of police **shall** refer the potential institutional conflict to the chief of police of a different police service for investigation if the potential institutional conflict involves,

- (a) the chief of police or deputy chief of police;
- (b) any other member of a police service who is a police officer, if the criminal conduct is alleged or reasonably suspected to,
 - (i) be motivated by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, gender identity or expression or any other similar factor,
 - (ii) involve abuse against the member's current or former spouse, common-law partner or other intimate partner of the member,
 - (iii) involve abuse of a vulnerable person, such as a person with a mental or physical disability, a person under 18 years of age or an elderly person,



**Solicitor General Approved Form:
Requirement to Notify the Inspector
General of Policing of Retaining an
Institutional Conflict Under Section 7 of
the Ontario Regulation 401/23 Conflicts of
Interest**

- (iv) involve abuse of a position of trust or authority in relation to the victim of the conduct, or
- (v) be for the benefit of, at the direction of or in association with a criminal organization, as defined in subsection 467.1 (1) of the Criminal Code (Canada); or
- (c) a person referred to in subparagraph 2 i or ii or 3 i or ii of the definition of “potential institutional conflict” in section 1.



**Solicitor General Approved Form:
Requirement to Notify the Inspector
General of Policing of Retaining an
Institutional Conflict Under Section 7 of
the Ontario Regulation 401/23 Conflicts of
Interest**

Chief of Police Information:

Police Service: _____

Name: _____

Badge Number: _____

Work Telephone Number: (____)_____

Work Email Address: _____

Notification to Retain a Potential Institutional Conflict

In the box below, please describe the potential conflict identified. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please also explain if there is a policing duty affected by this conflict.

- A determination has been made to retain a matter for investigation under s.7.3(a) where there is a potential conflict of interest, after making a determination under s. 5(1) (see below) that an informed and reasonable person would believe that a member of the police service who must take action or make a decision in the situation could do so impartially.



**Solicitor General Approved Form:
Requirement to Notify the Inspector
General of Policing of Retaining an
Institutional Conflict Under Section 7 of
the Ontario Regulation 401/23 Conflicts of
Interest**

Please provide a description of the steps taken under the conflict procedures and conflict policy pursuant to section 7(4).

Declaration and Signature

Chief of Police Name (Please Print): _____

Signature: _____

Date: _____

This form is to be submitted to the attention of the Inspector General of Policing immediately at: iopnotifications@ontario.ca.



**Solicitor General Approved Form:
Requirement to Notify the Inspector
General of Policing of Retaining an
Institutional Conflict Under Section 7 of
the Ontario Regulation 401/23 Conflicts of
Interest**

Appendix A: Considerations under O. Reg. 401/23 s. 5(1):

5. (1) If a chief of police determines that a potential institutional conflict respecting a member of a police service has arisen or is likely to arise, the chief of police shall determine whether an informed and reasonable person would believe that a member of the police service who must take action or make a decision in the situation could do so impartially.

(2) In making a determination under subsection (1), the chief of police shall consider,

(a) whether any of the members of the police service who are required to act or make a decision are likely to be in a reporting relationship to or know a person who is or would be under investigation in respect of the criminal conduct;

(b) whether the police service has procedures for consulting with the Crown Attorney regarding the conduct of the investigation of the criminal conduct, and has undertaken to consult with the Crown on the investigation; and

(c) any other relevant factor.

(3) Subsection (1) does not apply if,

(a) an incident to which the potential institutional conflict relates is reported to the SIU Director under section 16 of the Special Investigations Unit Act, 2019 or the SIU Director causes the incident to be investigated under section 15 of that Act; or

(b) the potential institutional conflict has arisen or is likely to arise in an area for which the police service board or the Commissioner, as the case may be, does not have policing responsibility, and is the subject of an investigation by a different police service.



**Solicitor General Approved Form:
Requirement to Notify the Inspector
General of Policing of Retaining an
Institutional Conflict Under Section 7 of
the Ontario Regulation 401/23 Conflicts of
Interest**

Appendix B: Definitions under O. Reg. 401/23:

Actual institutional conflict: A potential institutional conflict for which a determination has been made under subsection 5 (1) that an informed and reasonable person would not believe that a member of the police service who must take action or make a decision in the situation could do so impartially; (“conflit institutionnel réel”)

Potential institutional conflict: A situation in which a member of a police service must take action or make a decision in relation to criminal conduct that is alleged or reasonably suspected to have been committed by or against any of the following persons, but does not include criminal conduct that is alleged or reasonably suspected to have been committed against a peace officer acting in the course of their duties:

1. Any other member of the police service, including the chief of police or a deputy chief of police.
2. In the case of a member of a police service maintained by a police service board,
 - i. a member of the police service board, or
 - ii. a member of a municipal council or of a band council of a First Nation, as applicable, in the area for which the police service board has policing responsibility.
3. In the case of a member of the Ontario Provincial Police,
 - i. a member of an O.P.P. detachment board or a First Nation O.P.P. board, or
 - ii. the Minister or a deputy minister of the Ministry. (“conflit institutionnel potentiel”)



**Solicitor General Approved Form:
Requirement to Record Steps Taken in
Section 8 for Institutional Conflicts Under
Ontario Regulation 401/23 Conflicts of
Interest**

This form is designed to meet requirements under Ontario Regulation 401/23, Conflicts of Interest, which is made under the *Community Safety and Policing Act, 2019*. This regulation sets out an approach to situations where the impartiality of the police service or its members may come into question, as a result of a conflict of interest.

This form is to be used by the chief of police to record the steps taken under the following provisions:

8. (1) The chief of police shall notify the Inspector General, in the form approved by the Minister, of every actual institutional conflict and of every potential institutional conflict that is determined under subsection 5 (1) to not be an actual institutional conflict.

(2) If the chief of police or deputy chief of police is the member of the police service in respect of whom the actual institutional conflict or potential institutional conflict has arisen or is likely to arise, the chief of police shall also notify the police service board or, in the case of the Commissioner, the Minister, in accordance with the conflict policy.

(3) The chief of police shall record the steps the chief takes under this section, in the form approved by the Minister.

This form is for record-keeping purposes, and is retained by the police service. It is to be completed promptly following notification of every conflict pursuant to 8(1) and (2).



**Solicitor General Approved Form:
Requirement to Record Steps Taken in
Section 8 for Institutional Conflicts Under
Ontario Regulation 401/23 Conflicts of
Interest**

Chief of Police Information

Police Service: _____

Name: _____

Badge Number: _____

Work Telephone Number: (____) _____

Work Email Address: _____

Institutional Conflict of Interest Information (please mark all that apply)

- Potential
- Actual

In the box below, please describe the actual or potential conflict identified. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please also explain if there is a policing duty affected by this conflict or potential conflict.



**Solicitor General Approved Form:
Requirement to Record Steps Taken in
Section 8 for Institutional Conflicts Under
Ontario Regulation 401/23 Conflicts of
Interest**

Record of Steps Taken Pursuant to Section 8:

Please check all that apply:

- I have notified the Inspector General of Policing of every actual and every potential institutional conflict (via email at iopnotifications@ontario.ca)
- In the case of conflicts involving the chief or deputy chief of police, have notified the Police Service Board
- In the case of conflicts involving the Commissioner, I have notified the Solicitor General

Date of Notification: _____

Please use the box below to describe any additional details pursuant to steps taken under section 8(1) and 8(2).

Signature

Chief of Police Name (Please Print): _____

Signature: _____

Date: _____



**Solicitor General Approved Form:
Requirement to Report Institutional
Conflicts to Inspector General of Policing
Under Section 8 of the Ontario Regulation
401/23 Conflicts of Interest**

This form is designed to meet requirements under Ontario Regulation 401/23, Conflicts of Interest, which is made under the *Community Safety and Policing Act, 2019*. This regulation sets out an approach to situations where the impartiality of the police service or its members may come into question, as a result of a conflict of interest.

Under this regulation, the chief of police is required to report institutional conflicts to the Inspector General of Policing, as set out in the following provision:

8. (1) The chief of police shall notify the Inspector General, in the form approved by the Minister, of every actual institutional conflict and of every potential institutional conflict (definitions in appendix below) that is determined under subsection 5 (1) to not be an actual institutional conflict.



**Solicitor General Approved Form:
Requirement to Report Institutional
Conflicts to Inspector General of Policing
Under Section 8 of the Ontario Regulation
401/23 Conflicts of Interest**

Chief of Police Information:

Police Service: _____

Name (First and Last): _____

Badge Number: _____

Work Telephone Number: (____)_____

Work Email Address: _____

Institutional Conflict of Interest Information (please mark all that apply)

- Potential
- Actual

In the box below, please describe the actual or potential conflict identified. Include the timeline of events, relevant background information, individuals involved, and any actions taken to address it internally. Please also explain if there is a policing duty affected by this conflict.

Declaration and Signature

Chief of Police Name (Please Print): _____

Chief of Police Signature: _____

Date: _____

This form is to be submitted to the attention of the Inspector General of Policing immediately at: iopnotifications@ontario.ca.



**Solicitor General Approved Form:
Requirement to Report Institutional
Conflicts to Inspector General of Policing
Under Section 8 of the Ontario Regulation
401/23 Conflicts of Interest**

Appendix: Definitions under O. Reg. 401/23:

Actual institutional conflict: A potential institutional conflict for which a determination has been made under subsection 5 (1) that an informed and reasonable person would not believe that a member of the police service who must take action or make a decision in the situation could do so impartially; (“conflit institutionnel réel”)

Potential institutional conflict: A situation in which a member of a police service must take action or make a decision in relation to criminal conduct that is alleged or reasonably suspected to have been committed by or against any of the following persons, but does not include criminal conduct that is alleged or reasonably suspected to have been committed against a peace officer acting in the course of their duties:

1. Any other member of the police service, including the chief of police or a deputy chief of police.
2. In the case of a member of a police service maintained by a police service board,
 - i. a member of the police service board, or
 - ii. a member of a municipal council or of a band council of a First Nation, as applicable, in the area for which the police service board has policing responsibility.
3. In the case of a member of the Ontario Provincial Police,
 - i. a member of an O.P.P. detachment board or a First Nation O.P.P. board, or
 - ii. the Minister or a deputy minister of the Ministry. (“conflit institutionnel potentiel”)

Inspector General Advisory Bulletin



**Advisory Bulletin 1.1: How Policing is Delivered in Ontario
and Associated Compliance Requirements**

Date of issue: August 1, 2024

Background information about new CSPA requirements

The CSPA sets out the framework for how policing is to be delivered in Ontario, including specifying key responsibilities for ensuring adequate and effective policing in Ontario communities.

CSPA s. 10(1) requires that police service boards and the Commissioner of the Ontario Provincial Police (OPP) **ensure the provision of adequate and effective policing in the areas for which they are responsible**. In addition to making boards and the Commissioner responsible for ensuring the delivery of adequate and effective policing, the CSPA also sets out certain rules for *how* policing is delivered and increases the governance and oversight functions of the board in monitoring the service's capacity to provide policing functions in their jurisdiction.

Section 13 set out the rule that police service boards/the Commissioner **must use members of their own police service** to provide policing functions, **or persons assisting a member of that service while acting under their direction**. With respect to the "person" assisting a member, a police officer of one service can be a "person" who may assist a member of another service. However, for this exception to apply, *the assisting member must be acting under the direction of the assisted member*, as opposed to being under the direction of the assisted police service more generally. "Acting under the direction" would require that the assisted member be the operating mind and that the assisting member would have little or no involvement in decision-making about the policing being delivered in the circumstances.

For clarity, s. 13(3) does **not** create a separate, stand-alone mechanism for the delivering of policing functions in Ontario. Rather, s. 13(3) simply confirms that if responsibility to provide a policing function in relation to a specific investigation *etcetera* is referred to the Chief of another service or otherwise transferred to a member of a different police service (or board) as required by specific provisions of the CSPA or

regulations (e.g., s. 121 and 188 of the CSPA and s. 4, 6 and 7 of O. Reg. 401/23 Conflicts of Interest), that other board/service to which the function is referred or otherwise transferred is bound by the s. 13 requirement to use its own members in engaging in that function.

Section 14, as well as temporary and emergency requests for assistance under section 19, provide *additional exceptions* to the requirement in s. 13 that policing functions be provided by members of the police service of jurisdiction. Section 13 exceptions (which would apply to one-off instances of member assisting member or when a specific function is referred by virtue of another legal requirement) can overlap with agreements under both sections 14 and 19 (if permitted by regulation).

Section 14 allows **a board or the Commissioner to enter into an agreement** with another board or the Commissioner to provide a policing function, or part of a policing function (including *ad hoc* or occasional assistance) in an area, in accordance with Ontario Regulation 398/23: Alternative Provision of Policing Functions. The Regulation lists all policing functions which may be provided through s. 14 agreements (functions not listed in the Regulation **cannot** be the subject of a s. 14 agreement).

Subsection 5(1) of O. Reg. 398/23 also states that “[it] shall not be read as limiting the ability of a police service to assist another police service in the provision of policing functions as may be needed from time to time”, where that would otherwise be permitted under the CSPA.¹

Section 19 provides additional options to provide policing functions with members of a different police service. A board or the Commissioner may request **temporary assistance** in providing adequate and effective policing from another board or an entity that employs First Nation Officers on an *ad hoc* basis, in absence of such an arrangement already existing in a s. 14 agreement (s. 19(1)(2)).

Finally, s. 19(4) allows a chief of police to request that the Commissioner, another chief of police, or an entity that employs First Nation Officers, provide **emergency assistance**, if the chief of police is of the opinion that an emergency exists in the area

¹ Subsection 5(1) of O. Reg. 398/23 provides guidance with respect to how the Regulation should be interpreted in relation to the broader scheme of the CSPA. O. Reg. 398/23 provides that some, but not all, police functions may be the subject of an agreement pursuant to s. 14. The purpose of s. 5(1) is to indicate that, although only some functions may be the subject of a s. 14 agreement, any functions may be provided to assist another police service as required from time-to-time where that would be otherwise authorized by the CSPA. Subsection 5(1) is intended to ensure that O. Reg. 398/23 is not given an excessively broad interpretation. It is not a provision with respect to the interpretation of s. 13 and, as a regulation, could not have the effect of changing the meaning of s. 13.

for which the police service board has policing responsibility or, in the case of the Commissioner, the area for which the OPP has policing responsibility. Please note that “emergency” in the CSPA has the same meaning as in section 1 of the Emergency Management and Civil Protection Act.²

Under the CSPA, a **police service board may seek cost recovery** for policing provided through s. 14 agreements (per s. 14(6)) and temporary or emergency assistance requests (s. 19(8)).

The CSPA provisions summarized above describe the rules for how policing is to be delivered. To provide additional clarity on applying the rules in an operational context, including interpretative guidance for how the exceptions may be applied, the IG’s advisory duty under s. 102(4)(b) of the CSPA allows for the provision of the following guidance to support compliance by police services and boards.

Policing Agreements under section 14

What you need to know

Policing agreements allow boards and the Commissioner to set out that certain functions may generally or occasionally be provided by another board/service. These agreements ensure that a board is properly positioned and informed to discharge its statutory mandate of ensuring adequate and effective policing while at the same time avoiding directing day-to-day operations of their respective police services. Agreements allow a board and chief to work together to proactively articulate what functions may be provided with the assistance of another board and service, and when, precisely to avoid any impacts on timely operational decision-making.

Subject to the requirements of O. Reg. 398/23 (Alternative Provision of Policing Functions), s. 14 agreements should be flexible in their scope of coverage and the time period over which they apply. A s. 14 agreement may provide that a specified policing function:

- Is to be provided on a regular basis;
- Is to be provided as may be requested on an *ad hoc* basis;
- Will be provided because one police service does not have the capacity to provide that function for itself; or,

² “Emergency” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

- Will be provided from time-to-time by members of another police service, but is a policing function that the police service of jurisdiction generally has the capacity to provide.

An agreement under s. 14 may include more than two parties and could provide for the regional delivery of a policing function (e.g., the services of a public order unit as required from time-to-time by one of the parties).

In the case of municipal police services, a board's decision to enter into a s. 14 agreement should be made *after thorough consultation between the board and the chief of police*, with consideration for past/current practice and known or predictable capacity issues. For example, a board may seek from the chief of police and analyze data on how often *ad hoc* assistance is required by its police service or provided to another service, and consider whether a section 14 agreement is required, or whether to seek cost recovery. Section 14(6) allows a board to recover the costs associated with providing, or assisting, in the delivery of a policing function or part of a policing function.

The required contents of the agreement itself are set out in s. 14(6) of the CSPA and any agreement must adhere to these requirements. In addition, the required consultations and matters to confirm between parties to the agreement and chiefs of police prior to entering into s. 14 agreements are set out in s. 3 of Regulation 398/23 (*Alternative Provision of Policing Functions*). **Please note that the Ministry of the Solicitor General will be circulating an Ontario Provincial Police section 14 agreement template, as an example, to police services via a future All Chiefs Memo.**

Finally, subsection 14(12) confirms that where a board or the Commissioner enter into an agreement for the provision of policing in their jurisdiction, the board or Commissioner remain responsible for ensuring that the policing provided pursuant to the agreement meets the CSPA standards for adequate and effective policing.

What you need to do

As policing agreements are the **responsibility of the police service board** or Commissioner, when considering and developing these agreements boards should consider and consult with the chief of police on the following:

- The required contents of the agreement as outlined in s. 14(6), with specific consideration for the type, frequency and duration of the policing functions to be provided, and whether payment is required for any of those functions;
 - For example, what are the circumstances surrounding the need for the agreement, including:

- The policing function(s) or assistance required;
- The timeframe for the provision of the function/assistance;
- The size and scope of assistance required (e.g., localized, widespread, multi-jurisdictional);
- The overall capacity of the service to deliver the functions required to ensure adequate and effective policing using both local resources and those of another board/service through an agreement;
- The specific consultation requirements and items to confirm as set out s. 3 of the Regulation; and,
- Information the board may wish to receive from the chief of police as part of regular or *ad hoc* reporting on actual delivery of functions or assistance provided through the agreement.

Section 14 agreements are new and will require thoughtful collaboration between a board/the Commissioner and the service, and between boards and services across jurisdictions. While we acknowledge that this may take some time, it is critical that these collaborations, and the resulting s. 14 agreements, are prioritized to ensure that adequate and effective policing can be delivered locally.

The police service board or Commissioner **that has the responsibility** for the provision of policing in the area is required to provide a copy of all agreements made under s. 14 to the IG.

To fulfil the above responsibility, the board or Commissioner that receives s. 14 support should **email all s. 14 policing agreements to IOPnotifications@Ontario.ca and copy your Police Services Advisor.**

What we will do

The IG will receive and review s. 14 agreements to monitor compliance with the CSPA and the delivery of adequate and effective policing. The IG may also request additional information on the delivery of policing functions through s. 14 agreements, from time to time, as authorized by the CSPA (s. 104(2)). Over time and with this and other information, the Inspectorate of Policing will be better positioned to assess the system of policing delivery in Ontario, including where the system is strong, or is being challenged. This information will also support the IG to make informed decisions about potential deployment of police services or the Ontario Provincial Police, should a concern about adequate and effective policing, or a policing emergency, arise.

While there is no obligation to notify the IG about instances when a member of one service provides assistance to a member of another service under the latter's direction

under s.13, the IG may request information (per s. 104(2) of the CSPA) on instances of such assistance from time to time as part of the process of monitoring the delivery of adequate and effective policing.

Temporary Assistance and Emergencies under section 19 – IG Notifications and Authorities

Temporary Assistance Requests – Notification of IG

What you need to know

Temporary assistance can be requested by a board or the Commissioner in order to receive assistance from another board/the Commissioner or an entity that employs First Nation Officers in providing adequate and effective policing.

A temporary assistance request is not required where policing functions are provided by:

- Members of another police service pursuant to a section 14 agreement, even on an *ad hoc* basis; or,
- Persons assisting those members while acting under the specific member's direction as per the s. 13 exception.

In addition, there may be other operational circumstances that do **not** require a board to request another board/the Commissioner to provide a policing function on their behalf, such as:

- *Active incidents and investigations that cross jurisdictional lines* – where officers in the original jurisdiction may cross into the adjoining jurisdiction as part of a pursuit or an active investigation, and where officers in the adjoining jurisdiction may engage a suspect or join an investigation; or,
- *Joint force operations* – where members of different police services work collaboratively on a single operation that jointly impacts their respective jurisdictions, as those members continue to police on behalf of their board and police service.

A municipal chief of police is not authorized by the CSPA to make temporary assistance arrangements for the provision of policing functions in the absence of an emergency. The IG recognizes that in the context of day-to-day policing, sometimes immediate decisions will need to be made to ensure the protection of public safety, and that some of these decisions may on their face run contrary to provisions of the CSPA. In such circumstances, it is expected that **the IG would be notified as soon as possible of**

instances of possible non-compliance so that the spirit of the CSPA is adhered to, and potential remedial steps can be examined.

However, again, when the **assistance** of another police service is planned, or regularly required, a section 14 agreement or section 19 request should be considered and actioned, and any assistance tracked, in order to better understand how policing is delivered locally.

Requests for temporary assistance require resolutions of boards requesting or providing assistance. When considering these requests, police service boards must keep in mind the statutory prohibitions with respect to their involvement in daily operations of the police service. Specifically, boards are prohibited from making policies with respect to specific investigations, the conduct of specific operations, and are prohibited from directing a chief of police with respect to specific investigations, the conduct of specific operations and the day-to-day operation of the police service.

If a police service board, or the Commissioner, makes a request for temporary assistance, s. 19(3) requires that:

- a) the requesting board or Commissioner **shall provide notice of the request as soon as possible to the IG** and, in the case of a request by the Commissioner, to the Minister; and,
- b) the police service board, the Commissioner or the entity that employs First Nation Officers who agrees to provide temporary assistance **shall provide notice of that agreement as soon as possible to the IG** and, in the case of a request by the Commissioner, to the Minister.

What you need to do

The practicality of convening the entire board to consider s. 19 temporary assistance requests should be considered by each board. Subsection 42(1)(a) of the CSPA enables a police service board to **delegate** its powers by by-law to a committee of at least two members of the board. Our advice is that boards should establish this committee approach to support a more expeditious process. Where a board establishes a committee, we also advise that there should be some form of regular reporting of temporary assistance resolutions, so that the entire board maintains awareness of these matters.

To fulfil the CSPA's requirements, the items specified in **Appendix B** should be submitted to the IG pursuant to the notification requirements for temporary assistance

under s. 19(3)(a) and (b). This will ensure the IG receives the information required to support compliance monitoring in a consistent manner necessary for reliable analysis.

Although the CSPA does not define the term “as soon as possible”, notices related to temporary assistance requests should be submitted to the IG by the appropriate parties **within 24 hours** of the request being made **and** following the agreement to provide temporary assistance being made.

Emergency Requests for Assistance – Notification of IG

What you need to know

Section 2(1) of CSPA O. Reg. 399/23 establishes that for the purposes of the CSPA, “emergency” has the same meaning as in s. 1 of Ontario’s *Emergency Management and Civil Protection Act* (EMCPA): a “situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

Under the CSPA, a chief of police and the Commissioner may request emergency assistance if they are of the opinion an emergency exists in the area for which the board or OPP have policing responsibility. Where requests for emergency assistance are made, CSPA s. 19(5) requires that the chief or Commissioner submit notifications of the request and agreement to assist to the IG:

- a) They **shall provide notice of the request as soon as possible to the Inspector General** and, in the case of a request by the Commissioner, to the Minister; and,
- b) The Commissioner, other chief of police or entity that employs First Nation Officers who agrees to provide emergency assistance **shall notify the Inspector General of the agreement as soon as possible.**

What you need to do

To fulfil the CSPA’s requirements, a notice that includes the information specified in **Appendix C** should be submitted to the IG pursuant to the requirements under s. 19(5)(a) and (b). Once again, this will ensure the IG receives the information required to support compliance monitoring in a consistent manner necessary for the reliable analysis of emergency assistance requests.

There is a provincial interest in the ability of the IG to monitor policing delivery assistance in cases of emergencies and prompt notification of the IG in these circumstances is vital. For this reason, **notification should be provided to the IG immediately** following both the emergency request being made **and** following the agreement for emergency assistance being made.

What we will do

The IG will **receive notifications** and analyze the information as part of the IG's monitoring function, to ensure compliance with the CSPA and the delivery of adequate and effective policing. Again, awareness of the various ways in which policing is being delivered regularly, temporarily or in cases of emergency provides a more fulsome understanding of the policing system in Ontario. The analysis of emergency assistance requests, in combination with regular ongoing monitoring and inspections, will help ensure the IG has a more complete understanding of the strengths and potential susceptibilities of Ontario policing.

In this context, **CSPA s. 20(1) provides the IG with distinct authority to issue an order requiring a police service board or the Commissioner to provide policing in an area, if the IG finds that adequate and effective policing is not being provided in the area or that an emergency exists in the area.** The notifications and information accompanying them enables the IG's information-driven decision-making in determining whether the statutory authority in s. 20(1) needs to be invoked in the context of temporary or emergency assistance requests, and the specific application of this authority in the given circumstances.

Appendices:

- A. Overview of Agreements and Notification Requirements
- B. Temporary Assistance Request Notifications
- C. Emergency Assistance Request Notifications

Note: Advisory Bulletins are the IG's advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG's general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.

APPENDIX A – Overview of Agreements and Notification Requirements

	Policing Agreements (s. 14)	Temporary Assistance Requests (s. 19(1))	Emergency Assistance Requests (s. 19(4))
Who is responsible	Police service board or the Commissioner	Police service board or the Commissioner	Chief of Police or the Commissioner
What to include in the IG notification	A copy of the completed s. 14 agreement	Notice of the request: municipal police service board resolution and the information outlined in Appendix B Notice of agreement to assist: the information outlined in Appendix B	Notice of the request: the information outlined in Appendix C Notice of agreement to assist: the information outlined in Appendix C
Timeline for notification of IG	Once the agreement has been signed by all parties	Within 24 hours of both the request for assistance AND the agreement to assist being made	Immediately after both the request for assistance AND the agreement to assist being made

APPENDIX B – Temporary Assistance Request Notifications under section 19(1)

The following information shall be **submitted by the entity (police service board or Commissioner) making the request** for temporary assistance when providing notice to the IG under s. 19(3)(a):

1. The resolution of the requesting police service board, in the case of a municipal police service. **Note:** if the board's resolution requesting assistance includes the below information, submission of the resolution itself will suffice as notification.
2. Correspondence outlining the following information:
 - a. A brief summary of the circumstances surrounding the need for temporary assistance;
 - b. The policing function(s) and assistance being requested;
 - c. The timeframe for the provision of temporary assistance;
 - d. The size and scope of assistance required (e.g., localized, widespread, multi-jurisdictional);
 - e. A brief assessment of the capacity to respond to the public safety need, using both local resources and those of the assisting service;
 - f. Identification of, and plans to address any risks, including, but not limited to:
 - i. The delivery of adequate and effective policing in the area
 - ii. Officer safety
 - iii. Public safety
 - iv. Ability to respond to evolving or escalating events

When temporary assistance requests are made, requesting entities should **submit the above information within 24 hours** of the request being made to IOPnotifications@Ontario.ca and copy your Police Services Advisor.

Further, the following shall be **submitted by the entity that has agreed to provide assistance** in response to a request for temporary assistance when they provide notice to the IG under s. 19(3)(b):

Correspondence to the IG that contains the following information:

1. Confirmation that the entity has agreed to provide assistance, which would include any board resolution, including, if known at the time of notification, whether the request for assistance will be provided in its entirety, or only in part, by the responding entity; and,
2. Affirmation that the assistance provider has the capacity to continue to meet statutory requirements in its area of policing responsibility during the assistance period.

Responding entities should **submit the above information within 24 hours of agreeing to provide the assistance to IOPnotifications@Ontario.ca and copy your Police Services Advisor.**

APPENDIX C – Emergency Assistance Request Notifications under section 19(4)

The following information should be **submitted by the chief of police (including the Commissioner) making the request for emergency assistance** when they provide notice to the IG under s. 19(5)(a):

1. Correspondence outlining the following information:
 - a. A brief summary of the nature of the emergency, including confirming relevant details in relation to the legal definition of emergency:
 - i. Is this an active or impending situation?
 - ii. Does it constitute a danger of major proportions that could result in serious harm to persons or substantial damage to property?
 - iii. Is the emergency caused by forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise?;
 - b. A summary of the circumstances surrounding the need for emergency policing assistance;
 - c. The policing function(s) and assistance to be provided;
 - d. Timeframe for the provision of emergency assistance;
 - e. Size and scope of assistance required (e.g., localized, widespread, multi-jurisdictional);
 - f. Capacity to respond to the emergency, using both local resources and those of the assisting service, as well as any other agencies/levels of government, including:
 - i. Mitigation of the danger of serious harm to persons or substantial damage to property, and,
 - ii. Ability to address the cause of the emergency, if it relates to criminal or other acts of individuals or groups;
 - g. Identification of, and plans to address, any risks, including, but not limited to:
 - i. The delivery of adequate and effective policing in the area of policing responsibility.

- ii. Officer safety
 - iii. Public safety
 - iv. Ability to respond to evolving or escalating events;
2. Confirmation regarding the engagement of, and communication with, the police service board, to date and moving forward;
 3. Confirmation of notice to the Minister, if the Commissioner is requesting the assistance; and,
 4. Identification of any other applicable CSPA-based regulatory requirements with respect to the management of extreme incidents, active attackers, etc.

When emergency assistance requests are made, **requesting chiefs** should **submit the above information immediately after making the request, to IOPnotifications@Ontario.ca and copy your Police Services Advisor.**

Further, the following shall be **submitted to the IG by the entity that has agreed to provide emergency assistance** when they provide notice under s. 19(5)(b):

Correspondence to the IG that contains the following information:

1. Confirmation that the entity has agreed to provide assistance, including, if known at the time of notification, whether the request for assistance will be provided in its entirety, or only in part, by the responding entity; and,
2. Affirmation that the assistance provider has the capacity to continue to meet statutory requirements in its area of policing responsibility during the assistance period.

Responding entities should **submit the above information immediately after agreeing to provide the assistance, to IOPnotifications@Ontario.ca and copy your Police Services Advisor.**

Inspector General Advisory Bulletin



**Advisory Bulletin 1.2: Right to Disclose Misconduct to the
Inspector General (IG)**

Date of issue: August 1, 2024

What you need to know

The CSPA creates a new ability for members of a police service and special constables to file reports of alleged misconduct relating to their own police service or employer.

CSPA section 183 sets out requirements for police service boards, chiefs of police including the Commissioner, special constable employers and the Minister to have **written procedures regarding the disclosure of misconduct**, as applicable.

Section 184 authorizes current and former members of a police service, and special constables, to **disclose misconduct** in accordance with the procedures established pursuant to s. 183.

However, s. 185 provides that the **member or special constable may disclose misconduct directly to the IG if any one of the following three circumstances apply**,

- a) They have reason to believe that it would not be appropriate to disclose the misconduct in accordance with the procedures established under s. 183;
- b) They have already disclosed the misconduct in accordance with the procedures established under s. 183 and have concerns that the matter is not being dealt with appropriately; or,
- c) The applicable procedure has not been established under s. 183.

What you need to do

As required by s. 183 (1) and (2), we urge chiefs of police, including the Commissioner, and police service boards, to **develop procedures regarding the disclosure of misconduct as soon as possible**. Please note that procedures must include the contents listed in s. 183 (5). We also suggest that, through the OACP or otherwise,

information about the content of these procedures is shared amongst police services with a view to creating provincial consistency, where appropriate. Of course, there may be local needs or operational realities that necessitate differences in these procedures.

What we will do

The IG must **refuse** to deal with disclosures of misconduct if any of the circumstances set out in CSPA s. 187(1) apply, including if the matter is being dealt with by another body or is an employment or labour relations matter, or the disclosure is frivolous, vexatious, made in bad faith or submitted after a substantial delay from the subject matter incident(s), or another valid reason exists for not dealing with the disclosure.

Where the IG does not refuse to deal with a disclosure of misconduct, reports of misconduct will typically follow **one of four paths** once disclosure is received by the IG:

1. Reports of misconduct that contain allegations of or disclose potential criminal conduct on their face, and fall within SIU mandate will be forwarded to the SIU;
2. Reports of misconduct that contain or disclose potential criminal conduct on their face, and fall outside of the SIU mandate will be forwarded to an unrelated police service for investigation;
3. Reports that do not disclose criminal conduct, but that may represent misconduct, will be forwarded to LECA for its review and to determine whether investigation is required; or,
4. All other reports of alleged misconduct may be addressed using the IG's inspection powers.

Importantly, s. 185 complainants are provided protection from reprisals pursuant to CSPA s. 190.

For awareness, **disclosures made under s. 185 can be sent to IOPdisclosures@Ontario.ca**. Alternatively, if accommodation is required, you may contact the IOP directly at **1-888-333-5078 and select option #3**.

Note: Advisory Bulletins are the IG's advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG's general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.

Inspector General Advisory Bulletin



**Advisory Bulletin 1.3: Conflicts of Interest Regulation 401/23
— Notification of Inspector General (IG)**

Date of issue: August 1, 2024

The Conflicts of Interest Regulation defines personal and institutional conflicts and sets out requirements for criminal investigations in conflict situations, including notification of the IG in certain circumstances. When applying the Regulation in real time, there are a number of decisions to be made about the nature of the conflict, which will result in certain required actions and IG notifications. To support consistent understanding of the requirements of the Regulation, and which notifications are needed, we have developed a **flow chart** as part of this Advisory Bulletin.

The Regulation identifies five Solicitor General-approved forms that are required to be completed in certain circumstances of potential or actual conflict. The forms will be used to document personal and institutional conflicts of interest, as well as facilitate the notification and reporting of conflicts to the IG as required.

Please note that our Ministry of the Solicitor General colleagues are actively working with the Ministry of Public and Business Service Delivery to develop accessible, fillable forms which will be available within the next few months. In the interim, we have been advised that the **following Solicitor General-approved temporary forms (enclosed)**, which are attached, can be used:

- Notification to supervisor of a personal or institutional conflict of interest
- Recording the steps taken for personal conflicts
- Notification of all institutional conflicts to the Inspector General of Policing
- Notification to the Inspector General of Policing that a potential institutional conflict will be retained
- Recording steps taken for institutional conflicts

Notifications to the IG under the Regulation, including required forms, should be submitted to IOPnotifications@Ontario.ca, copying your Police Services Advisor.

Should you have any questions about the forms specifically, please contact Rachel Ryerson, Manager, Strategic Policy Division at the Ministry of the Solicitor General, at (647) 267-6517 or Rachel.Ryerson@Ontario.ca.

Note: Advisory Bulletins are the IG's advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG's general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.

Appendices: COI Solicitor General-approved temporary forms (5)

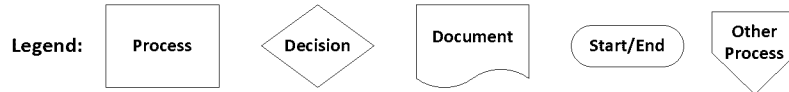
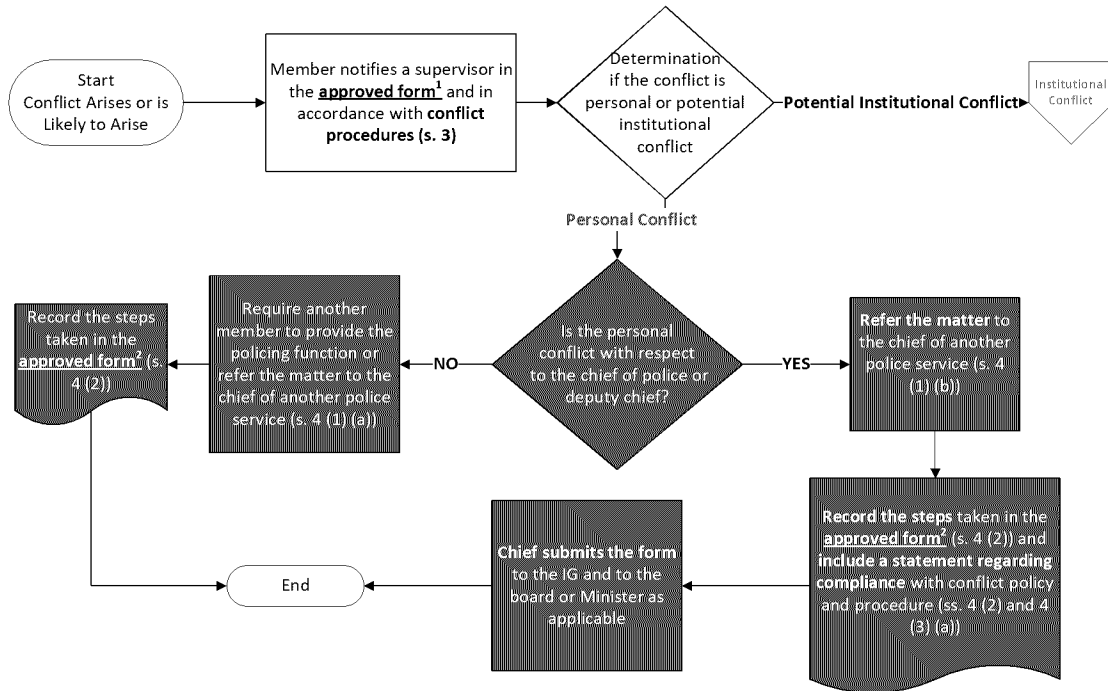


Conflict of Interest Regulation Flow Chart – Personal Conflict

“Personal Conflict” means a situation in which a member of a police service’s private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their professional duties with respect to the provision of policing functions; (“conflit personnel”)

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

1. A current or former spouse, common-law partner or other intimate partner of the member.
 2. The member’s children, including biological and adoptive children and stepchildren.
 3. A legal dependant of the member.
 4. A child in the member’s care.
 5. A grandparent, parent or sibling, including grandparent-in-law, parent-in-law or sibling-in-law, of the member;
- (“rapports personnels”)



- Reference for Approved Form:**
1. S. 3 Notify Supervisor of a Conflict
 2. S. 4 Record Steps Taken for Personal Conflict

Other investigations where impartiality cannot be ensured

If criminal conduct is under investigation and there is no actual or potential institutional conflict as defined, but the chief reasonably believes the impartiality of the investigation cannot be ensured, **refer the matter to the chief of police of a different police service (s. 9 (2))**

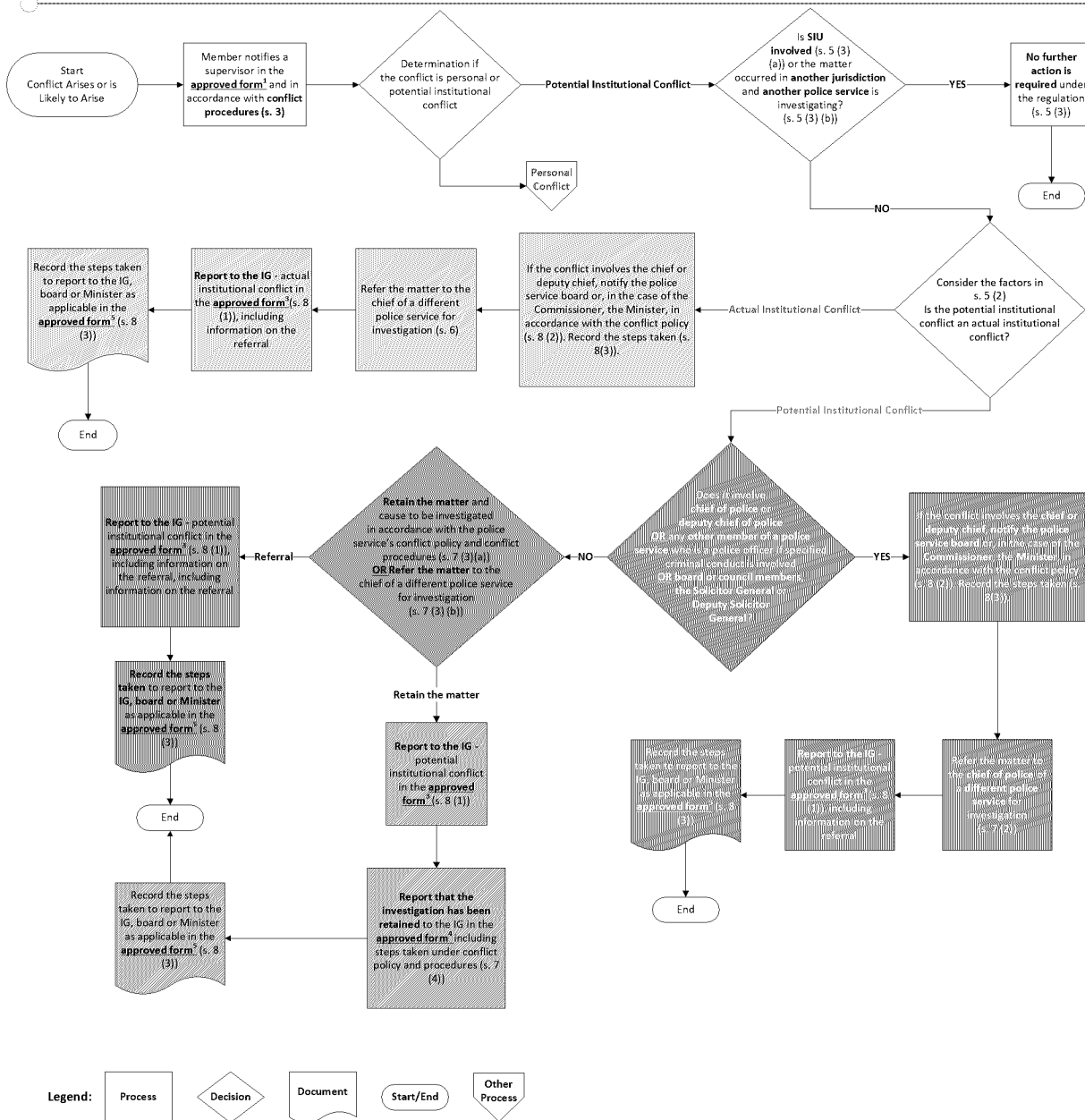


Conflict of Interest Regulation Flow Chart – Institutional Conflict

“Actual Institutional Conflict” means a potential institutional conflict for which a determination has been made under subsection 5 (1) that an informed and reasonable person would not believe that a member of the police service who must take action or make a decision in the situation could do so impartially.

“Potential Institutional Conflict” means a situation in which a member of a police service must take action or make a decision in relation to criminal conduct that is alleged or reasonably suspected to have been committed by or against any of the following persons, but does not include criminal conduct that is alleged or reasonably suspected to have been committed against a peace officer acting in the course of their duties:

1. Any other member of the police service, including the chief of police or a deputy chief of police.
2. In the case of a member of a police service maintained by a police service board,
 - i. a member of the police service board, or
 - ii. a member of a municipal council or of a band council of a First Nation, as applicable, in the area for which the police service board has policing responsibility.
3. In the case of a member of the Ontario Provincial Police,
 - i. a member of an O.P.P. detachment board or a First Nation O.P.P. board, or
 - ii. the Minister or a deputy minister of the Ministry. (“conflit institutionnel potentiel”)



- Reference for Approved Form:**
1. S. 3 Notify Supervisor of a Conflict
 3. S. 8 Report Institutional Conflicts to IG
 4. S. 7 Notify the IG on Retaining Institutional Conflict
 5. S. 8 Record Steps Taken for Institutional Conflict

Other investigations where impartiality cannot be ensured

If criminal conduct is under investigation and there is no actual or potential institutional conflict as defined, but the chief reasonably believes the impartiality of the investigation cannot be ensured, **refer the matter to the chief of police of a different police service (s. 9 (2))**

Inspector General Advisory Bulletin



Advisory Bulletin 1.4: Police Service Board Member Code of Conduct – Disclosures to the Inspector General (IG) Regarding Misconduct and Conflict of Interest

Date of issue: August 1, 2024

The CSPA requires every member of a police service board to comply with the prescribed Code of Conduct (s. 35(6)).

Ontario Regulation 408/23 (and O. Reg. 409/23 for OPP detachment boards) sets out the Code of Conduct with which every police service board member must comply, and includes certain **new requirements** with respect to how misconduct and conflicts of interest of board members must be handled.

Misconduct Disclosures

What you need to know

Code of Conduct s. 17 now **requires** that a board member **disclose** any conduct of another member of the board that the member **reasonably believes** constitutes misconduct,

- (a) to the chair of the board, who then notifies the Inspector General (IG) pursuant to CSPA s. 108 as outlined below; or
- (b) to the IG, if the misconduct involves the chair.

Please note that a disclosure of misconduct from a board member to a board chair under s. 17 of the Regulation amounts to a complaint under s.106 of the CSPA. Therefore, a **board chair who receives a disclosure of misconduct under s. 17 of the Regulation must forward that information to the IG** in compliance with s. 108 of the CSPA.

Section 108(1) of the CSPA requires that listed entities and persons, including boards, board members and chiefs of police, forward to the IG any complaints made to them in relation to subsections 106(1) or 107(1) of the CSPA.

**Advisory Bulletin 1.4 Police Service Board Member Code of Conduct
– Disclosures to the Inspector General (IG) Regarding Misconduct and Conflict of Interest**

What you need to do

If you are a board chair who has become aware of potential misconduct of a board member:

- Please follow the procedure for forwarding complaints to the IG as per CSPA s. 108(1) detailed separately in Advisory Bulletin 1.5. In summary, section 108(1) includes two process requirements with which board chairs **must** comply when disclosing misconduct:
 1. **Forward Complaint:** upon receipt of a board misconduct complaint that falls under the jurisdiction of the IG, promptly forward it to the IG at IOPComplaints@Ontario.ca, and,
 2. **Inform the person who notified the Board Chair:** send a letter to the board member who notified the Board Chair of the misconduct, confirming that the information has been received and forwarded to the IG in accordance with legislative requirements, and provide them with information on the role of the IG.
- Please refer to Advisory Bulletin 1.5 for detailed information on s. 108(1) process, including what information must be submitted to the IG in relation to the steps outlined above and template messaging that can be used in the notification letter.

If you are a board member who has become aware of potential misconduct of the board chair:

- Disclose the information to the IG as required by s. 17 of the Code of Conduct as follows:
 1. **Write out a narrative of the information regarding the misconduct**, and forward that written narrative to the IG via email at IOPComplaints@Ontario.ca. When completing this narrative, please attempt to include information that responds to the following questions:

What was the misconduct?
Who was involved?
Where did it occur?
When did it occur?

**Advisory Bulletin 1.4 Police Service Board Member Code of Conduct
– Disclosures to the Inspector General (IG) Regarding Misconduct and Conflict of Interest**

2. **If you have in your possession any supporting materials** or documents related to the misconduct, please compile a list of these items and send the list to the IG along with the written narrative. After an initial screening, a determination will be made regarding the necessity of collecting these materials, and an Inspectorate representative will contact you if these materials are sought.

What we will do

The information about potential misconduct disclosed to the IG will support the IG's duties to monitor police service board members to ensure that they do not commit misconduct, and to investigate allegations of misconduct where the IG determines it is appropriate to do so.

Allegations of misconduct received by the IG will be dealt with under s. 106 of the CSPA. All information provided, including the circumstances surrounding the allegation, will be considered by the IG when deciding whether to investigate the complaint under s.106(2).

This information also supports the IG's mandate to more broadly provide advice to boards with respect to the implementation of legislated requirements, including compliance with the Code of Conduct.

Conflict of Interest Disclosures

What you need to know

The Code of Conduct Regulation defines "conflict of interest" as a situation in which a board member's private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their duties as a member of the board.

Section 20 of the Regulation further states that a board member shall promptly disclose any conflict of interest,

- (a) to the chair of the board; or,
- (b) if the conflict of interest involves the chair, to the Inspector General.

**Advisory Bulletin 1.4 Police Service Board Member Code of Conduct
– Disclosures to the Inspector General (IG) Regarding Misconduct and Conflict of Interest**

What you need to do

Where the “conflict of interest” definition is satisfied, board members **must make the required disclosures in accordance with s. 20 of the Regulation and are also required to disclose the conflict on the record at the next board meeting.**

Additionally, board members should consider any steps that may have been set out in the board’s own rules of procedure regarding conflicts of interest, including consideration of the *Municipal Conflict of Interest Act* in relation to matters of pecuniary interest.

Disclosures of conflict of interest that are required to be sent to the IG should be emailed to IOPnotifications@Ontario.ca, copying your Police Services Advisor.

Note: Advisory Bulletins are the IG’s advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG’s general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.

Inspector General Advisory Bulletin



**Advisory Bulletin 1.5: Forwarding Complaints to the
Inspector General (IG) under section 108 of the CSPA**

Date of issue: August 1, 2024

Under the CSPA, the IG receives complaints about police service board member misconduct (section 106(1)), as well as complaints in relation to adequate and effective policing (section 107(1)). For more detailed information, please refer to the CSPA, or the Inspectorate of Policing website at www.iopontario.ca.

There are new requirements that you should be aware of and must comply with when you receive what amounts to a complaint that falls within the IG's jurisdiction. Section 108 of the CSPA requires that, if an entity or person listed in that section receives a complaint that amounts to a complaint under s. 106 or 107, they are **required to forward the complaint to the IG**. This requirement to forward complaints applies to chiefs of police, police service boards, and board members, among others.

The below outlines a **step-by-step process** and some **suggested language** for forwarding letters when forwarding complaints intended for the IG.

Step-by-step process for forwarding complaints you receive to the IG:

1. Upon receiving a complaint under section 106(1) or 107(1) of the CSPA, prepare a **notification letter** to the complainant advising them of your legislative responsibility to forward the complaint to the Inspector General.
2. **Include in the letter the following information** about the role of the Inspector General:

The Inspector General of Policing is responsible for receiving and addressing complaints about compliance with Ontario's Community Safety and Policing Act and its associated regulations by police services, police service boards, and organizations employing special constables. This encompasses complaints regarding the provision of adequate and effective policing and the conduct of police service board members. Besides addressing public complaints, the Inspector General also accepts disclosures of misconduct from members of police services and special constables. For more information, please visit www.IOPontario.ca.

3. While s. 108 does not dictate the form a complaint must take, **if you have been provided the complaint information:**

- **In writing:** forward that written complaint to the IG via email at IOPComplaints@Ontario.ca.
- **Verbally:** write out a narrative of the complaint information you received and forward that written narrative to the IG via email at IOPComplaints@Ontario.ca. When completing this narrative, please attempt to include information that responds to the following questions:

Who is the complaint about?
What is the complaint about?
Where did the incident occur?
When did the incident occur?

4. If there are any **supporting materials or documents** related to the complaint that were provided at the time the complaint was made, please compile a list of these items and send the list and the supporting materials along with the complaint, as well as a copy of the notification letter you sent to the complainant.

Note: Advisory Bulletins are the IG's advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG's general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.



**Inspectorate
of Policing**

Office of the Inspector
General of Policing
25 Grosvenor Street
15 Floor
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**Service d'inspection
des services policiers**

Bureau de l'inspecteur général
des services policiers
25, rue Grosvenor
15^e étage
Toronto ON M7A 1Y8

Inspector General of Policing Memorandum

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

FROM: Ryan Teschner, Inspector General of Policing of Ontario

DATE: **August 1, 2024**

SUBJECT: Inspector General Memo #1: Authorities, Policing Agreements,
Requests, Notifications and Disclosures

The first few months of Ontario's new policing landscape under the *Community Safety and Policing Act, 2019* (CSPA) have marked the successful launch of operations, as well as exciting challenges and lessons learned for the team at the Inspectorate of Policing. I, along with my team, have welcomed the opportunity to engage with many of you to answer questions about the Inspector General (IG) of Policing's role, as well as your respective new responsibilities under the CSPA.

Inspector General Memorandums and Advisory Bulletins

In my communication to you dated April 2, 2024, I indicated that my office would be sharing more information to provide clarity regarding certain duties and authorities of the IG. I hope that this first *Inspector General Memo* (IGM) will be helpful to you as we navigate this new world, and in particular, that the enclosed **Advisory Bulletins** (the subjects of which are outlined below) will serve as useful resources for you.

Advisory Bulletins are the IG's advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG's general interpretation of various provisions of the CSPA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you

may wish to consult with legal counsel to determine how this general guidance should be applied in in your own local context and to navigate specific situations.

I may update Advisory Bulletins periodically, and as we encounter other topics that will benefit from guidance and more information, I will issue further IGMs and Advisory Bulletins.

Advisory Bulletins enclosed

Based on our first months of experience and questions we have received from the policing sector, this first IGM encloses five Advisory Bulletins that provide operational guidance on a range of CSPA requirements. The bulletins are:

1. **How Policing is Delivered (Attention: Boards and Chiefs):** IG advice on how to apply CSPA requirements to address local service delivery and assistance between police organizations, including what should be submitted to the IG regarding:
 - Policing Agreements (CSPA s.14);
 - Temporary Assistance; and,
 - Emergency Requests for Assistance (CSPA s.19).
2. **Right to Disclose Misconduct (Attention: Boards and Chiefs):** information on the new ability for members of a police service to report misconduct relating to their own police service or employer, including procedural requirements and the role of the IG in relation to this subject (CSPA s.185).
3. **Conflicts of Interest Regulation (Attention: Chiefs and Boards):** information and tools to support compliance with the requirements set out in the Regulation for managing conflicts of interest, including a flow chart outlining key decision points and notification requirements, as well as the corresponding Ministry of the Solicitor General-approved forms.
4. **Board Member Code of Conduct Regulation (Attention: Boards):** information on key requirements for board members with respect to handling potential misconduct and conflicts of interest, including when the IG must be notified.
5. **Forwarding Complaints to the IG (Attention: Boards and Chiefs):** outlines a procedure that can be used by chiefs of police, boards, board members and other persons and entities listed in CSPA s. 108 to forward matters to the IG where the complaints fall within the IG's mandate under CSPA ss.106 and 107.

Police Service Advisors and new authorities

As a reminder, the duties of the IG under CSPA s.102(4) include to monitor, consult with and advise police services, chiefs of police and police service boards (among others) to

ensure that they comply with the CSPA and its regulations. The IG also has a duty to monitor members of police services boards to ensure that they do not commit misconduct.

To support the fulfillment of these IG duties, the Inspectorate of Policing's Police Services Advisors have been appointed by me as inspectors under the CSPA, and hold the statutory authorities of an inspector. To ensure that Police Services Advisors are able to support the delivery of these IG duties, CSPA s. 115(7) states that inspectors can enter closed police service board meetings for the purpose of monitoring, or for an inspection, except where legally privileged issues are being discussed by a board. While our Police Services Advisors are often welcomed into and do attend closed meetings of police service boards, I wanted to bring this new statutory authority to your attention.

For your reference, I have attached the Police Services Advisor assignments and contact information to this memo as **Appendix A**.

I understand that many of the requirements outlined in this communication are new, as is the mandate under which I operate as IG. While some of the requirements may seem technical, they all support the application of my oversight mandate and enable better information analysis to assist in supporting the delivery of adequate and effective policing across Ontario.

As the Inspectorate of Policing gains further operational experience and insights, and through continued engagement with Ontario's policing sector, I will continue to share information and advice that will assist you in meeting the requirements of the CSPA and its regulations.

I trust this information will be helpful to you. Should you have any questions, please connect with your Police Services Advisor.

Sincerely,



Ryan Teschner
Inspector General of Policing of Ontario



APPENDIX A – Police Services Advisor Board and Police Service Assignments

Zones are OAPSB and OACP consistent. Municipal board names are as recorded by the Public Appointments Secretariat, except for regional municipalities, which have been modified for consistency. Boards responsible for multiple municipalities (excluding upper-tier boards) are indicated as "joint". Police service names significantly different from the board are listed with the board. There are currently 43 municipal boards in Ontario.

ZONES 1/1A	ZONE 2	ZONE 3	ZONE 4	ZONE 5	ZONE 6
Tom Gervais (416) 432-5645 tom.gervais@ontario.ca B/U Ron LeClair	Graham Wight (416) 817-1347 graham.wight@ontario.ca B/U Jeeti Sahota	Multiple advisors: ¹ Tom Gervais, Primary ² Duane Sprague, Primary ³ Graham Wight, Primary B/U Graham Wight	David Tilley (647) 224-9370 david.tilley@ontario.ca B/U Duane Sprague	Duane Sprague (416) 573-8309 duane.sprague@ontario.ca B/U David Tilley	Ron LeClair (226) 280-0166 ronald.leclair@ontario.ca B/U Tom Gervais
Greater Sudbury	Belleville	Barrie ¹	Brantford	Guelph	Aylmer
North Bay	Brockville	Bradford West Gwillimbury & Innisfil (joint) - South Simcoe ²	Halton Regional	Hanover	Chatham-Kent
Sault Ste. Marie	Cornwall	Cobourg ³	Hamilton	Owen Sound	LaSalle
Thunder Bay	Deep River	Durham Regional ²	Niagara Regional	Saugeen Shores	London
Timmins	Gananoque	Kawartha Lakes ³	Woodstock	Stratford	Sarnia
	Kingston	Peel Regional ²		Waterloo Regional	St. Thomas
	Ottawa	Peterborough ²		West Grey	Strathroy-Caradoc
	Smiths Falls	Port Hope ³			Windsor ¹
		Toronto ¹			
		York Regional ³			
					¹ David Tilley Primary

Ministry of the Solicitor General

Public Safety Division

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Facsimile: (416) 314-4037

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Division de la sécurité publique

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



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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Risk-driven Tracking Database 2023 Annual Report

DATE OF ISSUE:	September 5, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0057
PRIORITY:	Normal

Please find attached the Risk-driven Tracking Database (RTD) 2023 Annual Report. As with past years, the report provides an overview of the RTD project, including provincial roll-out and 2023 data results.

The RTD supports multi-sectoral risk intervention models, such as Situation Tables, by providing a standardized means of gathering de-identified information on situations of elevated risk. It is one tool that communities can use to collect risk-based data about local priority risks and evolving trends to help inform the community safety and well-being planning process.

If you have any questions about the RTD, please contact Natalie Brull, Community Safety Analyst, Public Safety Division, by email at Natalie.Brull@ontario.ca.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments (2)

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



Risk-driven Tracking Database

2023 Annual Report

Ministry of the Solicitor General
Released: Summer 2024

Ontario 

Table of Contents

- Introduction5
- Data considerations and limitations.....6
- RTD Project Highlights.....7
 - Provincial Roll-out and On-boarding.....8
 - National Project.....9
 - RTD Training9
 - Service Level Standards.....9
 - System Enhancements9
 - Migration to Microsoft Dynamics 36510
- Part A – RTD 2023 Annual Report - Provincial Results.....11
 - 2023 RTD Provincial Highlights11
 - 2023 RTD Provincial Data Results12
 - Provincial Discussion Overview12
 - Provincial Sector Engagement.....13
 - Provincial Socio-Demographic Data15
 - Provincial Risk Category Information.....16
 - Risk Categories – By Occurrence.....17
 - Top 5 Risk Categories – By Discussion17
 - Top 5 Risk Categories by Demographics.....18
 - Provincial Protective Factors19

Provincial Study Flags..... 20

Provincial Services Mobilized..... 21

Provincial Conclusion Reasons 22

Provincial Correlating Data..... 23

 Top 5 Risk Categories with Associations..... 23

 Top 5 Correlated Risk Categories by Age Group..... 24

 Top 5 Study Flags with Correlated Risk Categories..... 25

Provincial Population Category Analysis..... 26

 Top 5 Risk Categories by Population Category..... 26

 Socio-Demographic Data by Population Category..... 27

Part B – RTD 2023 Annual Report - Regional Results..... 28

2023 RTD Regional Data Results..... 29

 Discussion Overview 29

 Regional Sector Engagement..... 30

 Top 3 Sectors Engaged..... 30

 Regional Socio-Demographic Data..... 31

 Regional Risk Category Information..... 32

 Top 3 Risk Categories – By Occurrence..... 32

 Top 3 Risk Categories – By Discussion..... 33

 Top 3 Risk Categories by Demographics..... 34

 Regional Protective Factors 35

Top 5 Protective Factors.....	35
Regional Study Flags.....	36
Top 5 Study Flags.....	36
Regional Services Mobilized.....	37
Top 3 Services Mobilized.....	37
Regional Conclusion Reasons.....	38
Conclusion.....	39
Provincial Trend Analysis.....	39
Value provided by the RTD.....	42
Contacts.....	43
RTD 2023 Annual Report Contributors.....	43
Appendix A – Glossary of Terms.....	44
Appendix B – All Ontario site locations onboarded to the RTD.....	47

Introduction

Building on years of progress, Ontario continues to advance upstream, holistic and sustainable approaches to addressing crime and complex social issues, which has culminated in greater collaboration among sectors, improved integrated service delivery and implementation of innovative strategies, such as community safety and well-being planning. Recognizing the value of this work, the Ministry of the Solicitor General (ministry) continues to offer several provincial tools and resources that can support local safety and well-being efforts.

One of these tools is the Risk-driven Tracking Database (RTD), which is a Microsoft technology solution that the ministry provides free of charge to allow for improved opportunities for data collection, analysis and reporting for communities that have introduced multi-sectoral risk intervention models such as Situation Tables. The RTD also continues to support the legislative requirements mandating municipalities to prepare and adopt a community safety and well-being plan, in collaboration with their community partners, which initially came into force on January 1, 2019 under the *Police Services Act*, and continues under the *Community Safety and Policing Act, 2019*. As part of their community safety and well-being plan, municipalities must identify local priority risks that are most prevalent in the community, as well as strategies and outcomes to address those risks. The data collected through the RTD can help identify local trends regarding priority risks and vulnerable groups, and inform future programs and strategies that will be implemented to address these risks within a community safety and well-being plan.

Since its inception in 2014, the use of the RTD has expanded significantly, both within the province and nationally, with three provinces now onboarded. Recognizing the importance of this work, the ministry has released an RTD Annual Report each year since 2016 to highlight project milestones and share Ontario provincial and regional data results. In addition, the report also includes correlation analyses, trend analyses and population category analyses. Through this work, the government is continuing to ensure that vulnerable populations receive quick access to appropriate services, and address broader issues related to community safety and well-being — creating a safer Ontario.

Data considerations and limitations

When viewing this report, readers should be aware of the following data limitations and considerations:


- Data was pulled in early 2024; numbers can change from the point the data was pulled as communities continually update their data.
- Some sites have more discussions than others, particularly those in Large Urban Centres & Regions; therefore, the provincial-level data may be skewed.
- While the ministry consistently conducts data audits and data-cleansing procedures to ensure accuracy and integrity of the data, there is an inherent possibility of data errors and gaps in the database (e.g., wrongly inputted data fields, blank data fields, technical errors, etc.). Functional changes have been implemented to minimize possible data errors and gaps.
- Where there is a limited amount of data for a particular dataset, the data has been suppressed. This is noted in the report near the data where it occurs.
- Percentages may not add up to 100 per cent due to rounding and/or agencies taking multiple roles in a discussion (i.e., an agency can take the role of both originating agency and assisting agency in a given discussion).

The Glossary of Terms in [Appendix A](#) may assist in understanding some of the data results included in this report.

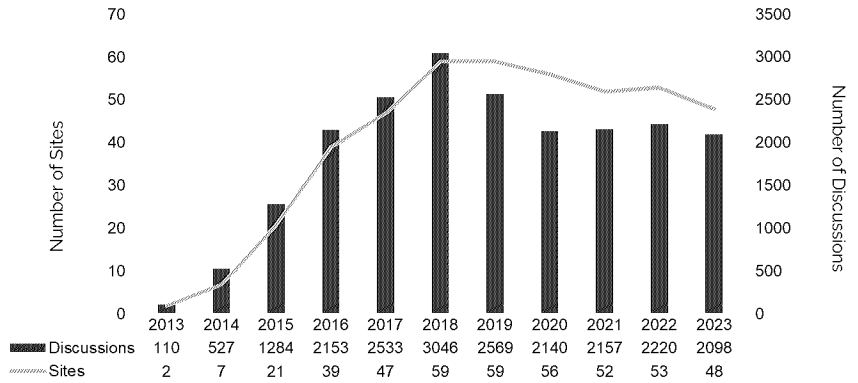
RTD Project Highlights

Since inception of the RTD Project in 2014, there have been a number of milestones, including continued onboarding and user training, dedicated technical support, and seven annual reports delivered. The chart below shows the RTD's steady growth since inception. However, we do see a slight dip in both the number of sites that were operational and the number of discussions around 2020, which can be attributed to a number of factors. Firstly, the success of Situation Tables, and similar multi-sectoral approaches, has increased cross sector collaboration, meaning that agency partners may be able to mitigate risks without having to come to the table, causing some smaller tables to suspend operation. The development of other risk intervention models and crisis response teams in recent years may also be impacting local situation tables, especially those in smaller communities with more limited resources. Secondly, many tables had to pause or reduce their meeting frequency due to the COVID-19 pandemic; however, this impact on the number of discussions has leveled out since 2020.

Project Successes

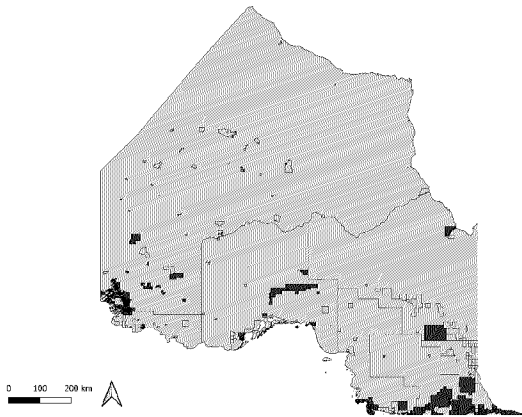
- 
TRAINING DELIVERY
- 
TECHNICAL SUPPORT
- 
7 ANNUAL REPORTS

Year-over-Year Data Results Discussions and Sites

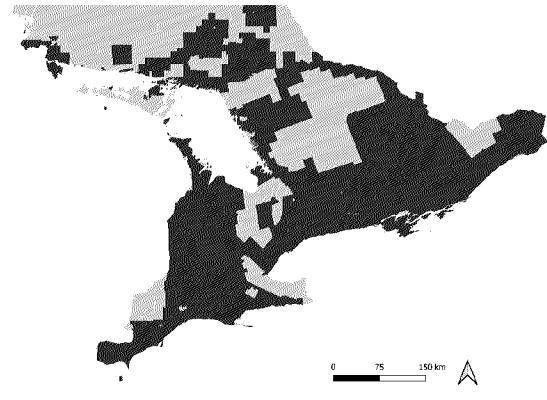


Provincial Roll-out and On-boarding

Based on the ongoing success of the project, the RTD continues to be rolled out provincewide. The following maps reveal a geographical representation of RTD use across Ontario since inception of the project (2014 - 2024). For a full list of all 63* site locations that have been onboarded to the RTD as of January 2024, see [Appendix B](#).



Ontario (with focus on Northern Ontario)

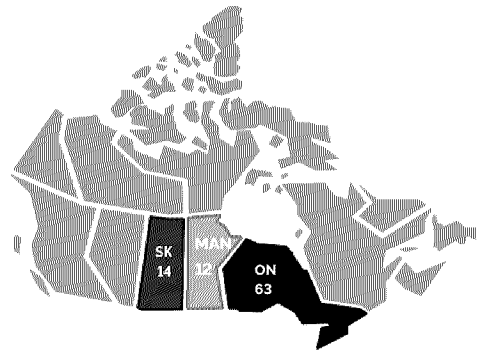


Ontario (with focus on Southern Ontario)

***Note:** while 63 sites have been onboarded to the RTD since inception, only 48 sites had 2023 data in the RTD at the time of this report.

National Project

The ministry recognized the value of continuing to build a network of support for enhancing community safety and well-being across Canada. Based on the success of a pilot with Saskatchewan, which included 14 sites being onboarded, in December 2019 the RTD National Project was approved. Since then, Manitoba has been onboarded with 12 sites to date. The ministry continues consultations with other provinces. National level data will not be presented in this report.



RTD Training

As part of the RTD project, the ministry provides a one-day training session for each new site using the RTD. Since 2020, training has been delivered virtually, and training recordings have been made available since 2021 to support new users from existing sites. Further, two training sessions have been held since the migration to Microsoft Dynamics 365 in 2023 that were open to all RTD users.

Service Level Standards

The ministry has committed to service level standards for technical support and maintenance of the database. To ensure the RTD Support Team is meeting its commitments, as outlined in the RTD Agreement, these measures are tracked and reviewed annually.

System Enhancements

To ensure the RTD remains innovative and is meeting the needs of Ontario communities, the ministry conducts regular system enhancements. Through the 2022 and 2023 years the ministry was undertaking broader work on upgrading the RTD platform to Microsoft Dynamics 365, which launched in July 2023. Due to the amount of work required, onboarding of new sites was put on hold during this time. Onboarding and planning for system enhancements have since resumed beginning in winter 2023/24.

Migration to Microsoft Dynamics 365

In 2021 Microsoft informed the ministry that they would no longer be supporting the previous RTD system (Microsoft Dynamics CRM 2013) beginning June 2023. As such, beginning in 2021-22 and throughout 2022-23, the ministry undertook work to upgrade the RTD system to Microsoft Dynamics 365 (365) and moving RTD data storage to the Microsoft Cloud, as part of the government's strategic direction of "Cloud first".









Increasing the security around ministerial data was also part of the reasoning behind the recent decision to move the RTD from an on-premises solution to the cloud. After investigation, the ministry recognized the many benefits of moving to the cloud, including ease of use, infrastructural scalability, computing flexibility, and the adaptability that comes with software as a service offering.

The project involved setting up security profiles for existing users, re-producing the RTD environment and data on the 365 testing environment, testing the updates/fixes at each stage of development, and preparing training materials and delivering the updated training to all users. The project was completed and the new environment went live in July 2023.

The RTD and its migration to 365 was also recognized by Microsoft as an example of innovation within government. On October 22, 2023, the RTD was featured on Microsoft's "Customer Stories", a platform that highlights leadership in digital transformation using Microsoft technologies. To read the full story please visit: [Microsoft Customer Story-Ontario aids marginalized populations with cloud-based collaborative solution on Microsoft Dynamics 365](#)

Part A – RTD 2023 Annual Report - Provincial Results

2023 RTD Provincial Highlights

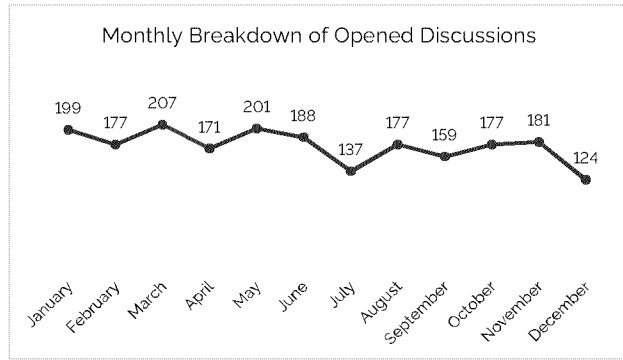
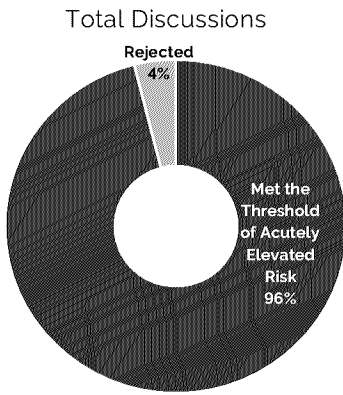
TOTAL		 96%	AVERAGE PER DISCUSSION	
Sites	48	Discussions Met the Threshold of Acutely Elevated Risk (AER)	Risk Factors	8
Discussions	2,098	 77%	Protective Factors	1
TOP 3 RISK FACTOR CATEGORIES		Resulted in the Overall Risk Lowered* <small>*Discussions that met AER</small>	Agencies Engaged	5
 Mental Health	 Criminal Involvement	 63%	TOP 3 PROTECTIVE FACTOR CATEGORIES	
15%	7%	Discussions Involve a Person at AER	 Housing & Neighbourhood	 Family Supports
7%	7%	TOP VULNERABLE AGE GROUP	33%	 Financial Security and Employment
		30-39		10%
		18%		

2023 RTD Provincial Data Results

As of 2023, there were 48 sites in operation using the RTD. This includes representation from all five regions across the province.

It is important to note that conclusions should not be drawn from the RTD data alone when assessing patterns and trends related to community safety and well-being. The RTD is only one of many tools that can be used to gather data and communities are encouraged to leverage all available resources to identify their local priorities.

Provincial Discussion Overview



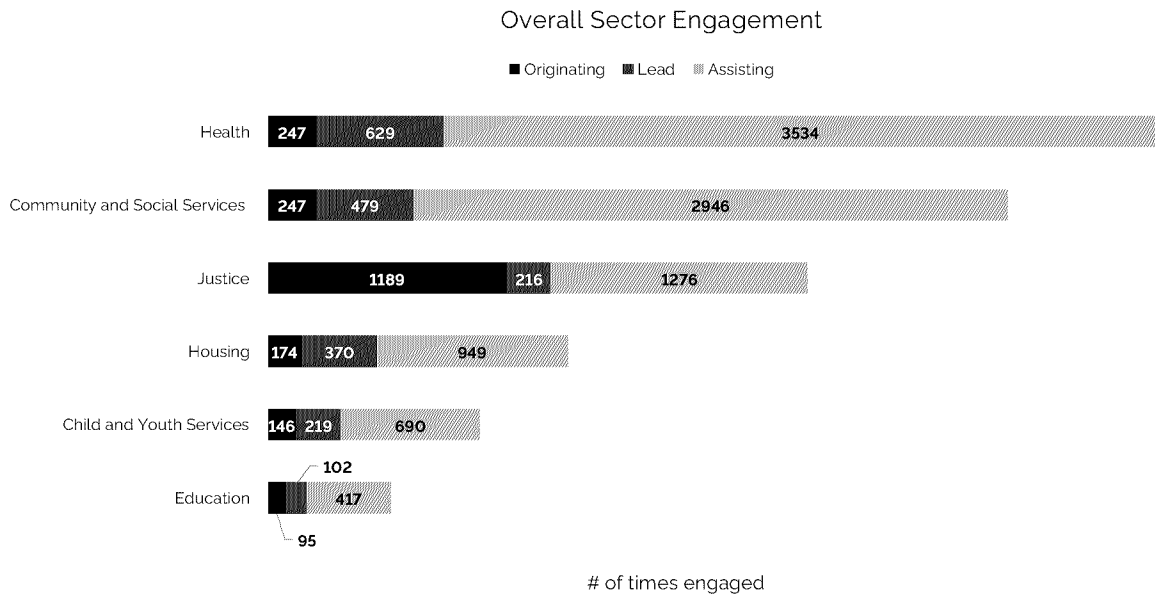
Provincial Sector Engagement

The RTD categorizes all agencies under one of six sectors outlined below, which is beneficial when conducting provincial analysis given demographic size differences. The justice and health sectors consistently remain the top originating and lead sectors, with variability in the top assisting sector. Often in situations of AER, individuals seek out the most familiar resource available to them, which often tends to be from the justice sector (57 per cent). This data also confirms that once a situation of AER is discussed through a multi-agency risk-based approach, the agency identified to lead the intervention is no longer from the justice sector. It moves, more appropriately, to the sector that is best suited to lead the process to help reduce those risks identified (for example, health; 31 per cent).



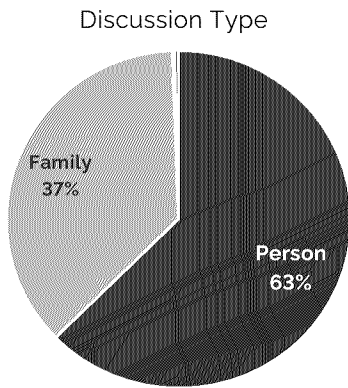
*Note: CSS = Community and Social Services; CYS = Child and Youth Services; EDU = Education.

The chart below shows Overall Sector Engagement, by Originating, Lead, and Assisting Agency, demonstrating the pivotal role that assisting agencies play in the intervention process. For example, although the justice sector may not be best positioned to lead the intervention, it is still involved in a supporting capacity.



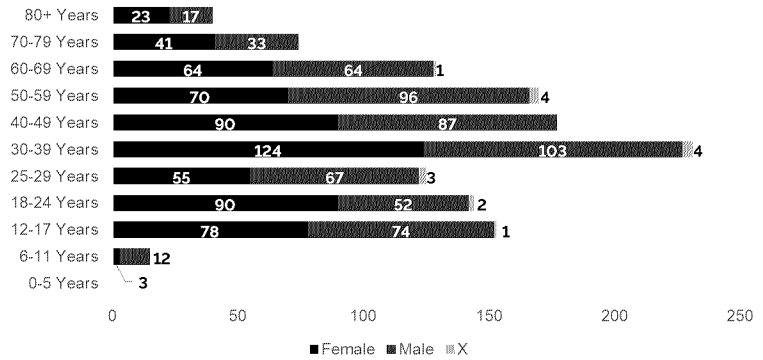
Provincial Socio-Demographic Data

When discussing situations of AER, agency partners will identify the type of discussion as well as some de-identified socio-demographic information to assist in determining situational factors and agency engagement.



Note: "Dwelling" (0.2%), and "Neighbourhood" (0.4%), Discussion Type field values also contribute to these data results.

Age Group Breakdown

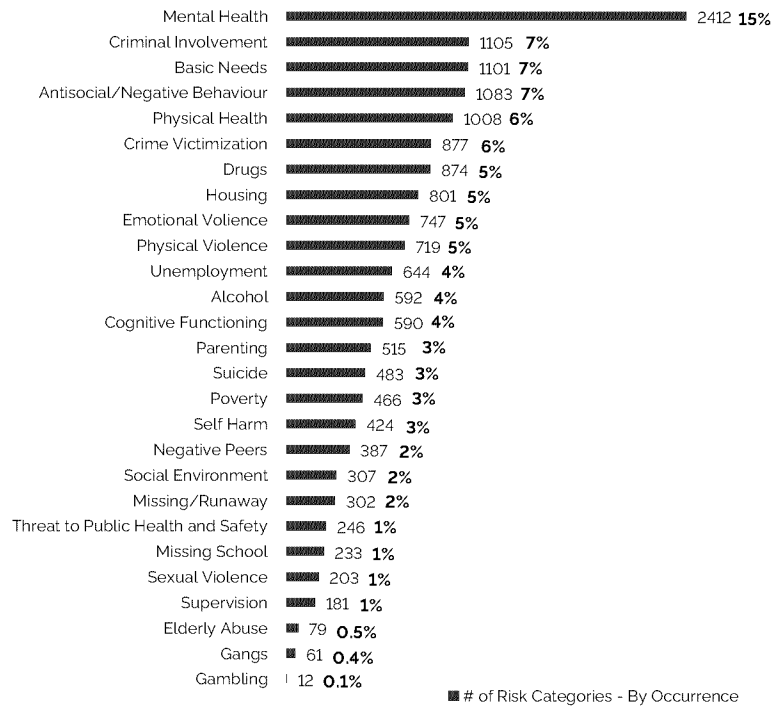


Provincial Risk Category Information

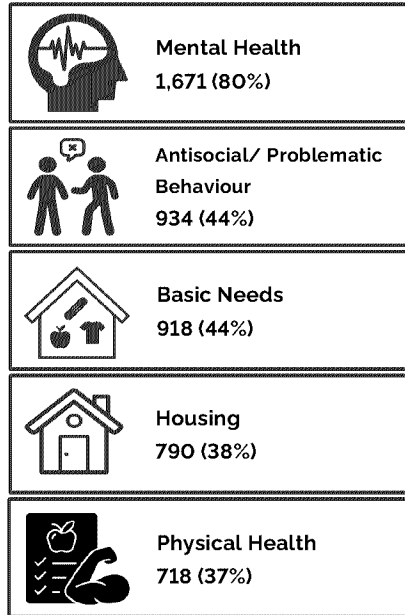
Risk information in the RTD can be analyzed in two different ways – by occurrence and by discussion. The total number of risk factors (105) roll-up into one of 27 risk categories. However, the number of risk factors in each respective category are not equal (e.g., mental health (seven), criminal involvement (13), drugs (five), etc.). Analysing the data by occurrence allows for a count of all risk factors (16,452) reported in 2023, regardless of how many times the risk factors of the same category appear in a single discussion. Comparatively, risk factor analysis by discussion captures instances where risk factors included in one of 27 categories appear at least once in a given discussion. For example, analysis of provincial risk information by occurrence reveals the most predominant risk categories identified centred around mental health risks (15 per cent), followed by criminal involvement (eight per cent) and physical health (seven per cent). However, instances where a risk factor appears at least once in a given discussion from each of the 27 categories reveal a different pattern centred around mental health (80 per cent), antisocial/problematic behaviour (44 per cent) and basic needs (44 per cent).

It is important to note that priority risks may vary by discussion type, age group and/or sex. When looking at the dataset relative to individuals brought forward for discussion provincially, we have identified that, the majority of discussions specific to "person" in 2023 fell within the age group of 30-39 years (18 per cent).

Risk Categories – By Occurrence



Top 5 Risk Categories – By Discussion



Total Risk Factors Reported = **16,452**
 Average Per Discussion = **8**
 Risk Factors Identified (out of 105 risk factors) = **105**

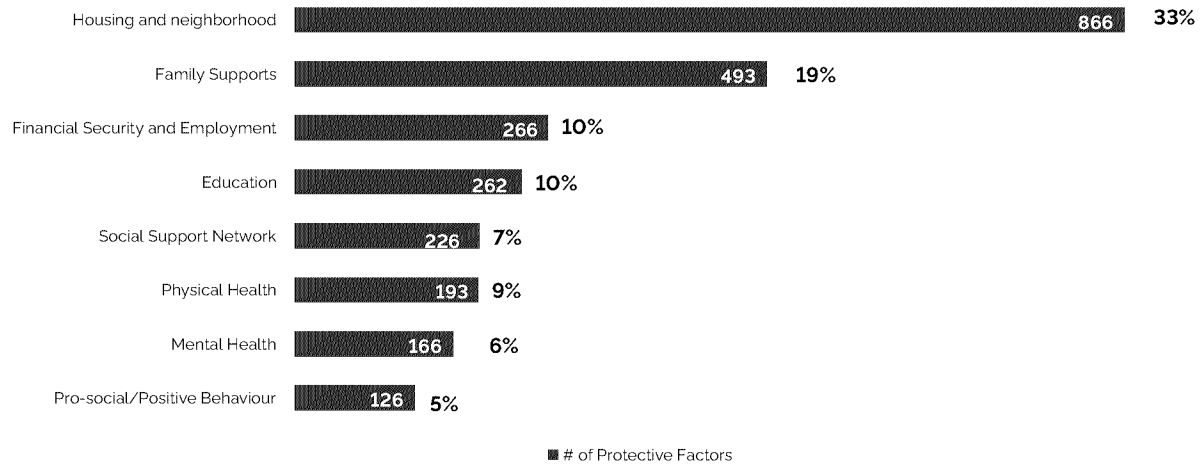
Top 5 Risk Categories by Demographics

Top 5 Risk Categories for 30-39 Years Group	
1. Mental Health (16%)	
2. Criminal Involvement (8%)	
3. Drugs (8%)	
4. Basic Needs (7%)	
5. Antisocial/Negative Behaviour (6%)	
FEMALE	MALE
1. Mental Health (17%)	1. Mental Health (15%)
2. Drugs (8%)	2. Criminal Involvement (10%)
3. Basic Needs (6%)	3. Basic Needs (8%)
4. Crime Involvement (6%)	4. Drugs (8%)
5. Crime Victimization (6%)	5. Physical Health (6%)

***Note:** Data for the sex group "X" has been suppressed from this table due to low sample size.

Provincial Protective Factors

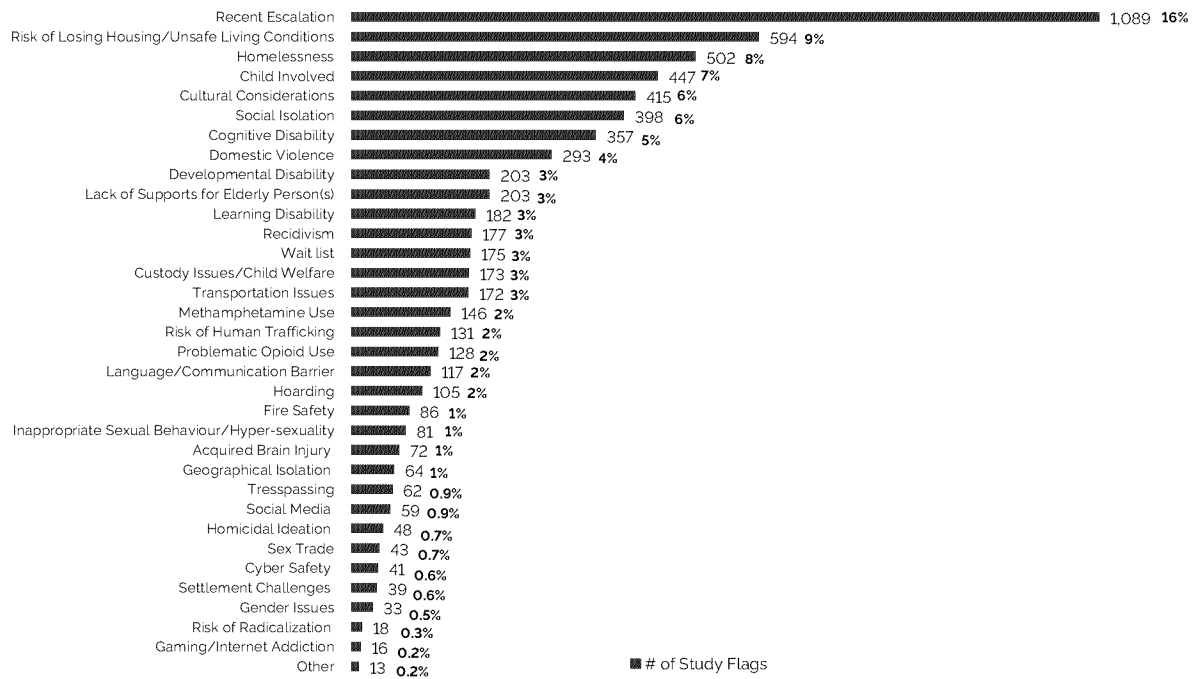
The RTD includes 51 protective factors that can be rolled up into eight protective factor groupings. Protective factor information is currently being collected by 35 sites across Ontario that had data in 2023. The top two protective factor groupings provincially in 2023 were "Housing and Neighbourhood" (33 per cent) and "Family Supports" (19 per cent).



*Note: Number of sites using protective factors: 35 sites.

Provincial Study Flags

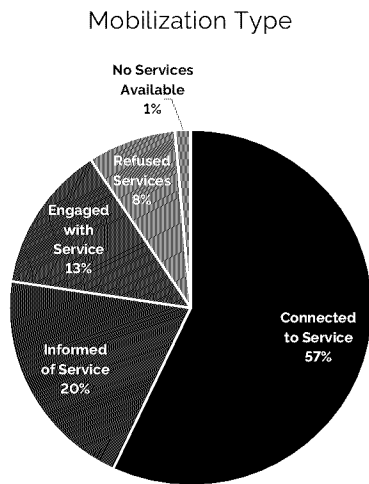
There are 33 study flag values that can be collected within the RTD. "Recent escalation" (16 per cent) remains the highest provincially, followed by "Risk of Losing Housing/Unsafe Living Conditions" (9 per cent), and Homelessness (8%).



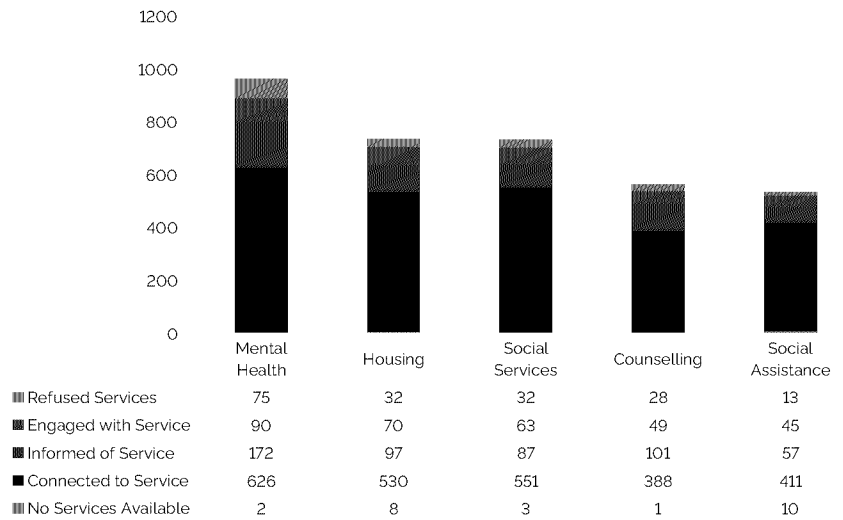
*Note: Number of sites using study flags: 41 sites

Provincial Services Mobilized

Data for the type of mobilization and services mobilized was collected from 35 sites and reported back to agency partners after the intervention occurs. Provincial results most frequently reveal a connection to mental health services.

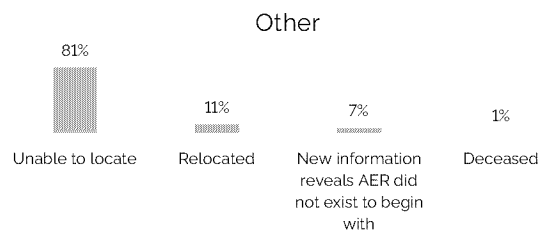
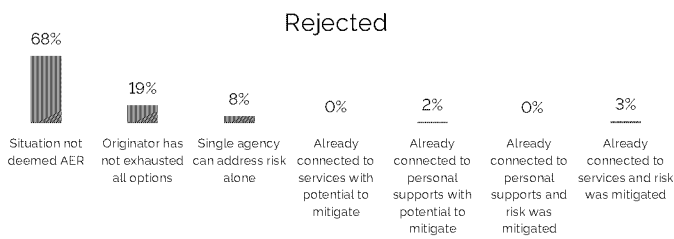
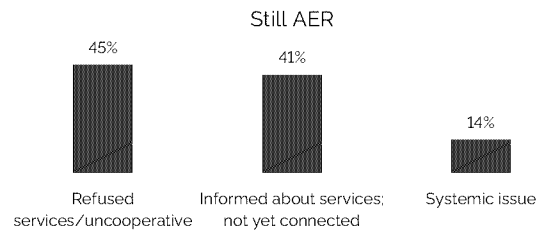
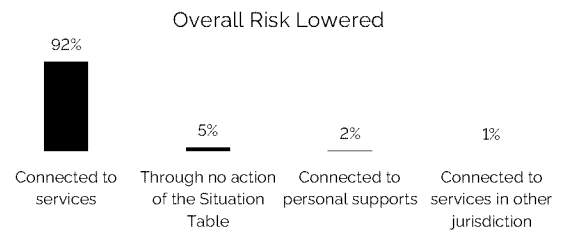
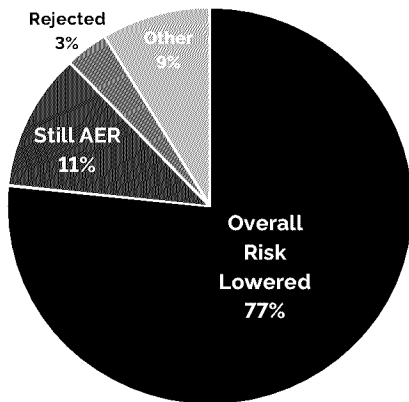


Top 5 Services Mobilized








***Note:** Number of sites using services mobilized: 35 sites.

Provincial Conclusion Reasons



Provincial Correlating Data

Top 5 Risk Categories with Associations

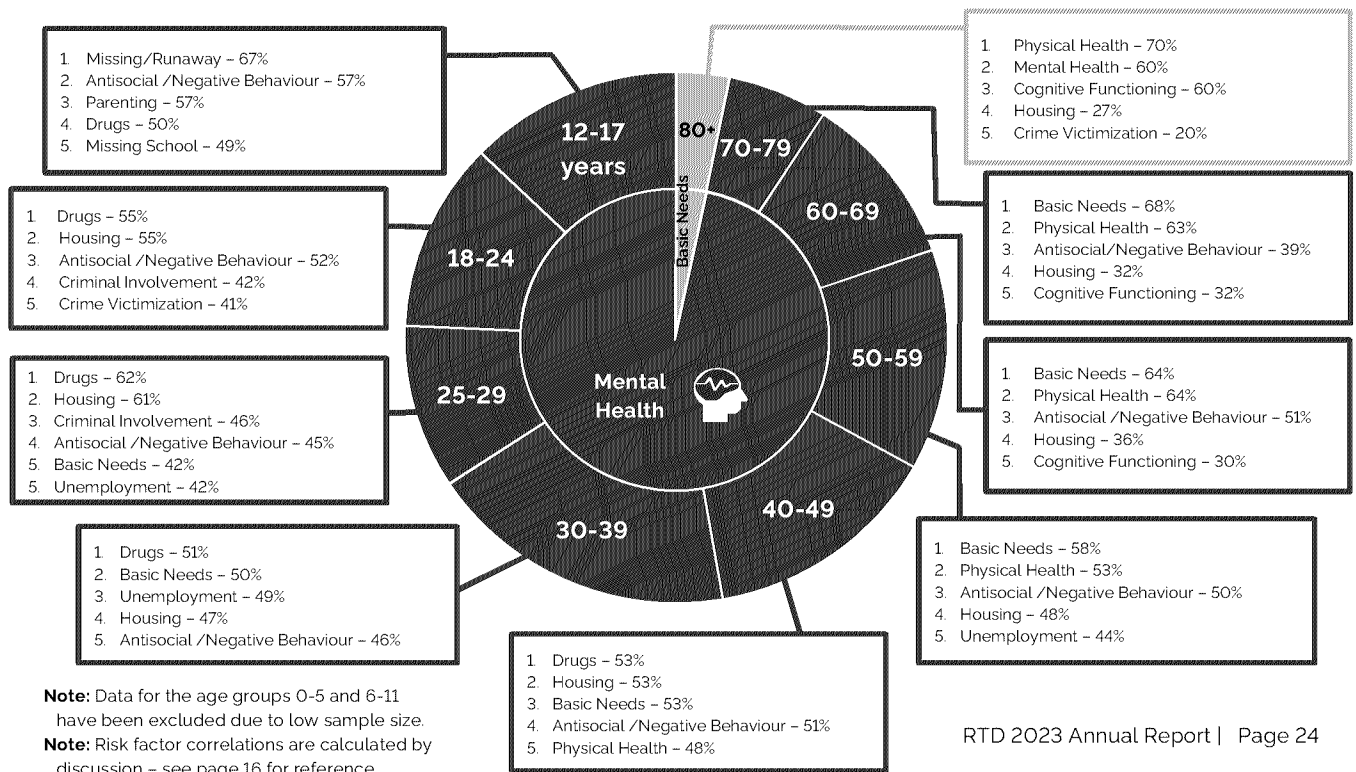
Top Risk Category	1. Mental Health* 15% 	2. Criminal Involvement 8% 	3. Basic Needs 7% 	4. Antisocial/Negative Behaviour 7% 	5. Physical Health 7% 
Top Age Group	30-39 Years	30-39 Years	30-39 Years	30-39 Years	50-99 Years
Top 5 Correlating Risk Categories	1. Antisocial/Negative Behaviour (50%) 2. Basic Needs (46%) 3. Housing (39%) 4. Drugs (37%) 5. Physical Health (36%)	1. Mental Health (84%) 2. Anti-social/Negative Behaviour (59%) 3. Drugs (53%) 4. Housing (41%) 5. Basic Needs (39%)	1. Mental Health (84%) 2. Housing (51%) 3. Physical Health (51%) 4. Antisocial/Negative Behaviour (44%) 5. Unemployment (38%)	1. Mental Health (89%) 2. Criminal Involvement (45%) 3. Basic Needs (43%) 4. Drugs (40%) 5. Physical Violence (35%)	1. Mental Health (83%) 2. Basic Needs (65%) 3. Housing (43%) 4. Antisocial/Negative Behaviour (42%) 5. Unemployment (34%)
Top Study Flag	Recent Escalation 56%	Recent Escalation 59%	Recent Escalation 55%	Recent Escalation 66%	Recent Escalation 51%
Top Service Mobilized	Mental Health				

***Example:** When looking at discussions of all age groups that contain mental health risk factors, the age group that is most associated is 30-39 years, and Antisocial/Negative Behaviour risk factors appear 50 per cent of the time, along with a study flag of recent escalation 56 per cent of the time. A mental health service is most often mobilized as a result of the intervention process.





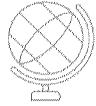





Note: Risk category correlations are calculated by discussion – see page 16 for reference.

Top 5 Correlated Risk Categories by Age Group

Basic Needs was the top occurring risk category for the age group 80+, while mental health was the top occurring risk category for the remainder of the age groups. This page outlines the risk categories that are most correlated to the top risk category for each age group. For example, in the 18-24 age group, in all discussions that had a mental health risk category, the risk category "Drugs" also appeared 55 per cent of the time.



Top 5 Study Flags with Correlated Risk Categories

1. Recent Escalation*	2. Risk of Losing Housing/ Unsafe Living Conditions	3. Homelessness	4. Child Involved	5. Cultural Considerations
				
				
Mental Health 15%	Mental Health 14%	Mental Health 13%	Mental Health 13%	Mental Health 15%
Antisocial/ Negative Behaviour 8%	Basic Needs 8%	Housing 9%	Antisocial/ Negative Behaviour 7%	Antisocial/ Negative Behaviour 7%
Criminal Involvement 7%	Physical Health 8%	Basic Needs 9%	Parenting 7%	Basic Needs 7%
Basic Needs 6%	Antisocial/ Negative Behaviour 6%	Criminal Involvement 8%	Criminal Involvement 6%	Crime Victimization 6%
Physical Health 5%	Housing 6%	Physical Health 7%	Emotional Violence 5%	Emotional Violence 6%

***Example:** In discussions where there is a Recent Escalation Study Flag, the Mental Health Risk Category appears 1,399 times (or 15 per cent).

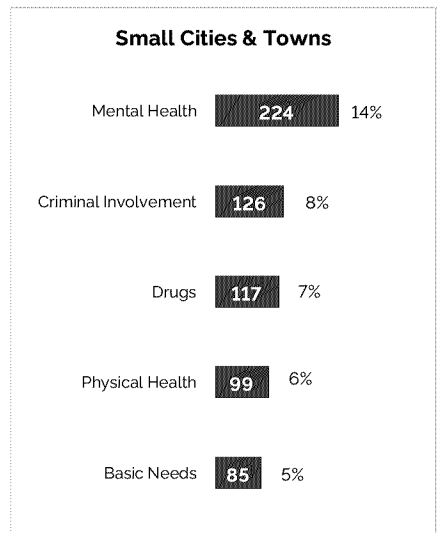
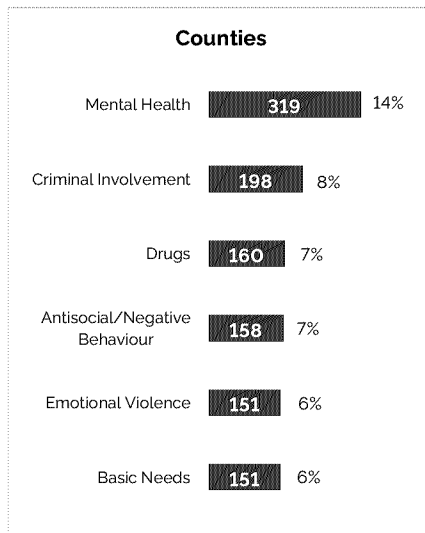
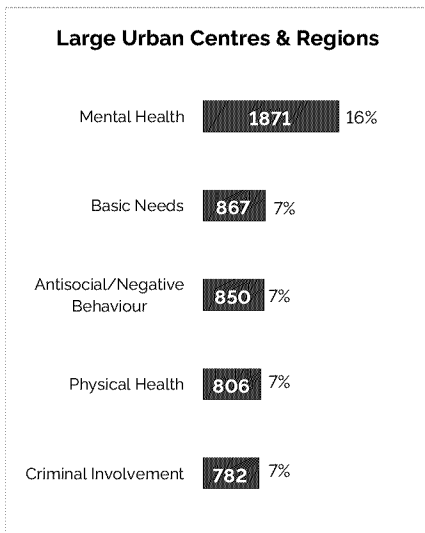
Note: Study Flag correlations are calculated by occurrence – see page 16 for reference on analysis by occurrence vs discussion.

Provincial Population Category Analysis

The 48 sites in the RTD with data in 2023 were divided into three population categories based on size according to Statistics Canada: Large Urban Centres & Regions (20), Counties (13), and Small Cities & Towns (15).

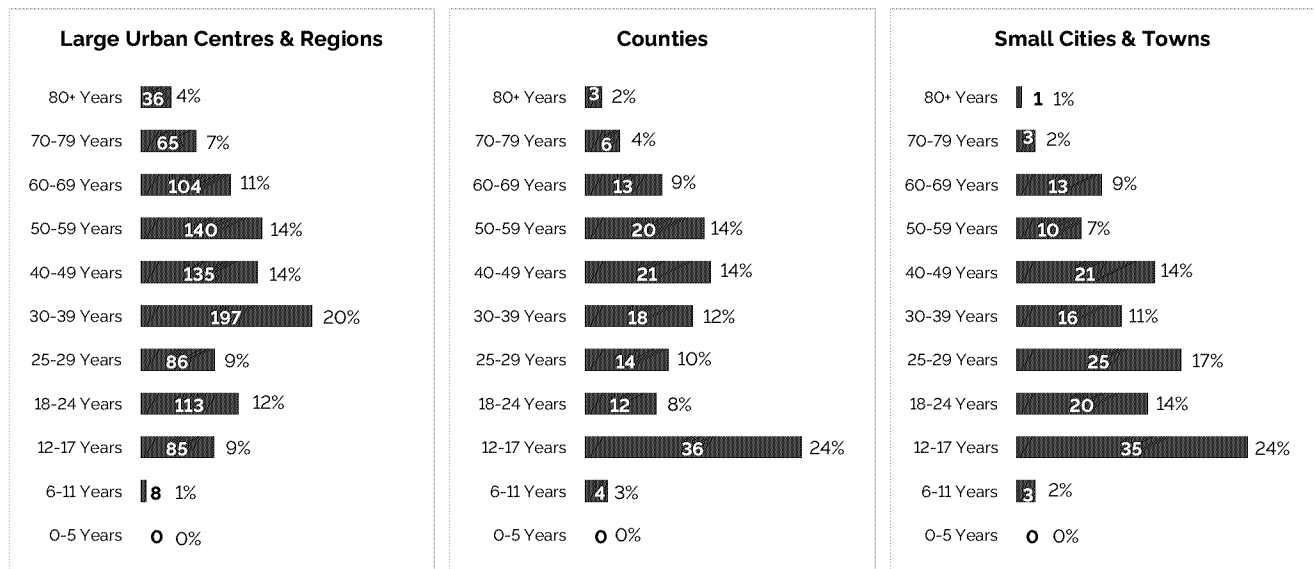
Top Risk Categories by Population Category

The following charts show the top Risk Categories by Occurrence for each Population Category. The top Risk Category is the same (Mental Health) for each Population Category, with some variation in the top five.



Socio-Demographic Data by Population Category

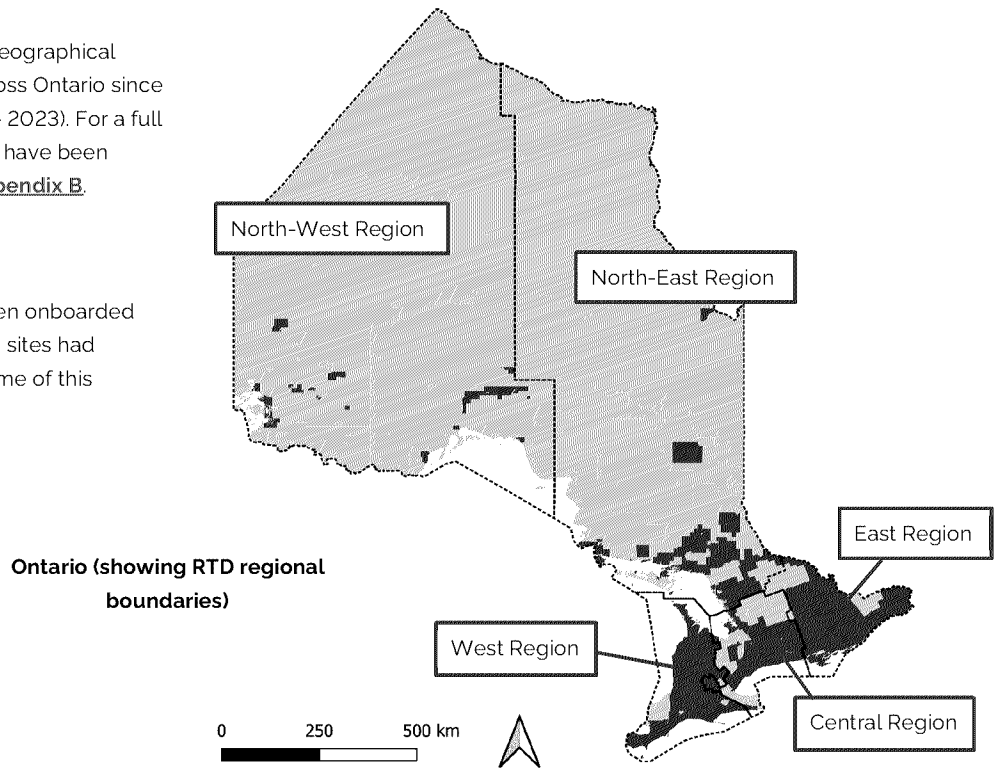
The following charts show the age groupings for each population category. The top age group for Large Urban Centres & Regions in 2023 was 30-39 Years. The top age group for Counties, as well as Small Cities and Towns in 2023 was 12-17 Years. This shows that there may be different service needs based on community size. It also shows the proportional effect that Large Urban Centres & Regions have on the overall provincial data results.



Part B – RTD 2023 Annual Report - Regional Results

The following maps reveal a geographical representation of RTD use across Ontario since inception of the project (2014 - 2023). For a full list of all **63*** site locations that have been onboarded to the RTD see [Appendix B](#).

***Note:** while 63 sites have been onboarded to the RTD since inception, 48 sites had 2023 data in the RTD at the time of this report.

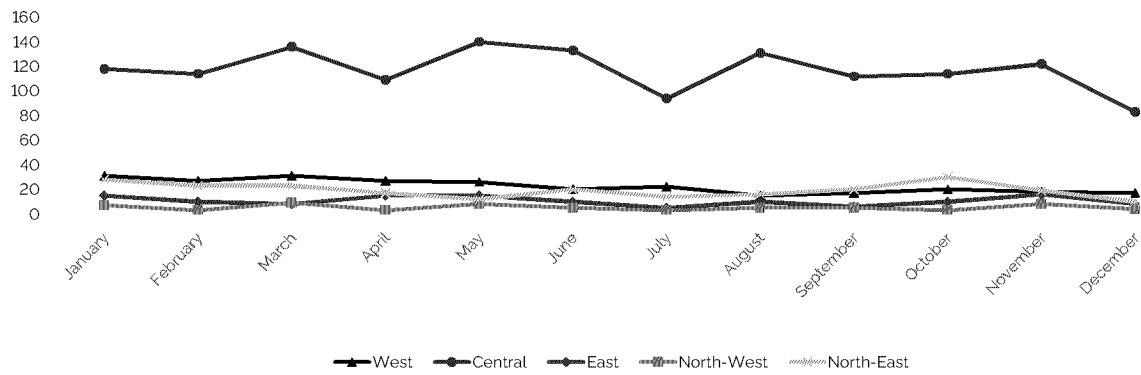


2023 RTD Regional Data Results

As of 2023, there were 48 sites in operation using the RTD. This includes representation from all five regions across the province.

Discussion Overview

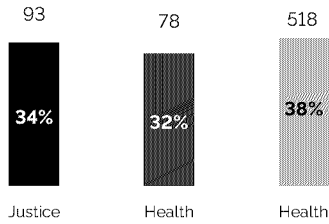
Monthly Breakdown of Opened Discussions



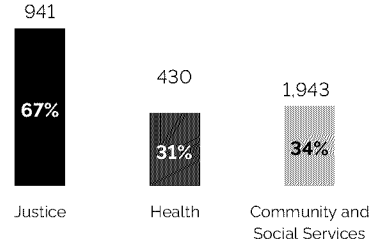
	West	Central	East	North-West	North-East
Sites	10	18	8	5	7
Discussions	271	1,406	128	61	232
Met the Threshold	91%	98%	85%	100%	98%
Rejected	9%	2%	15%	0%	2%

Regional Sector Engagement

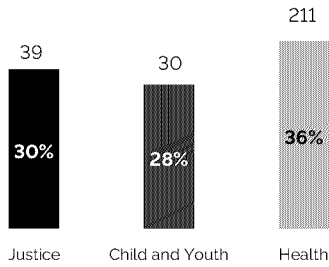
Top 3 Sectors Engaged



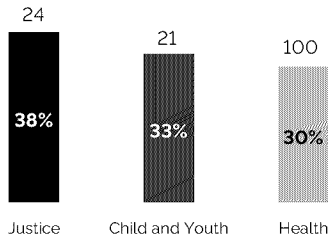
West Region



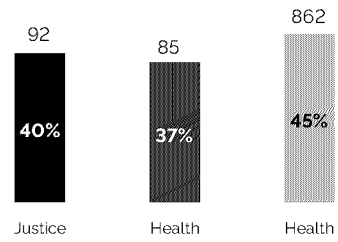
Central Region



East Region



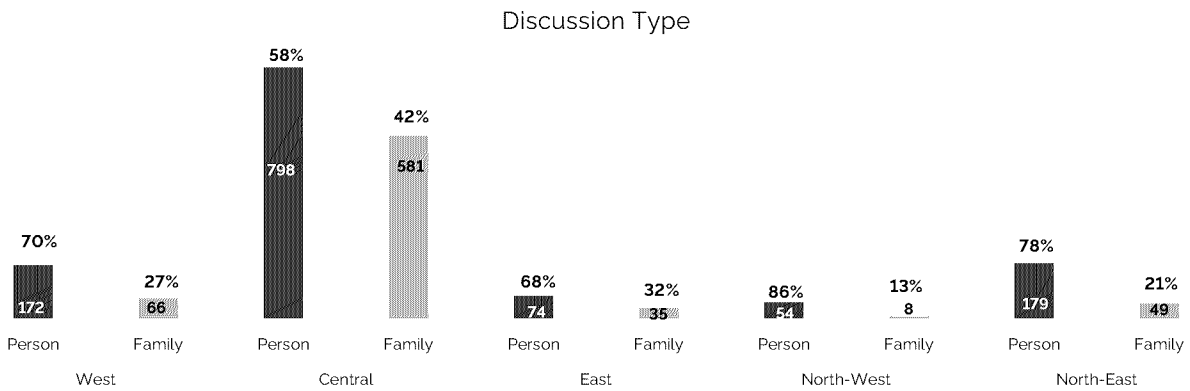
North-West Region



North-East Region

Regional Socio-Demographic Data

When discussing situations of AER, agency partners will identify the type of discussion as well as some de-identified socio-demographic information to assist in determining situational factors and agency engagement. The majority of regional discussions involved persons with some variability in age between regions.



***Note:** "Dwelling", "Neighbourhood", and "Environmental" Discussion Type field values also contribute to these data results in small quantities.

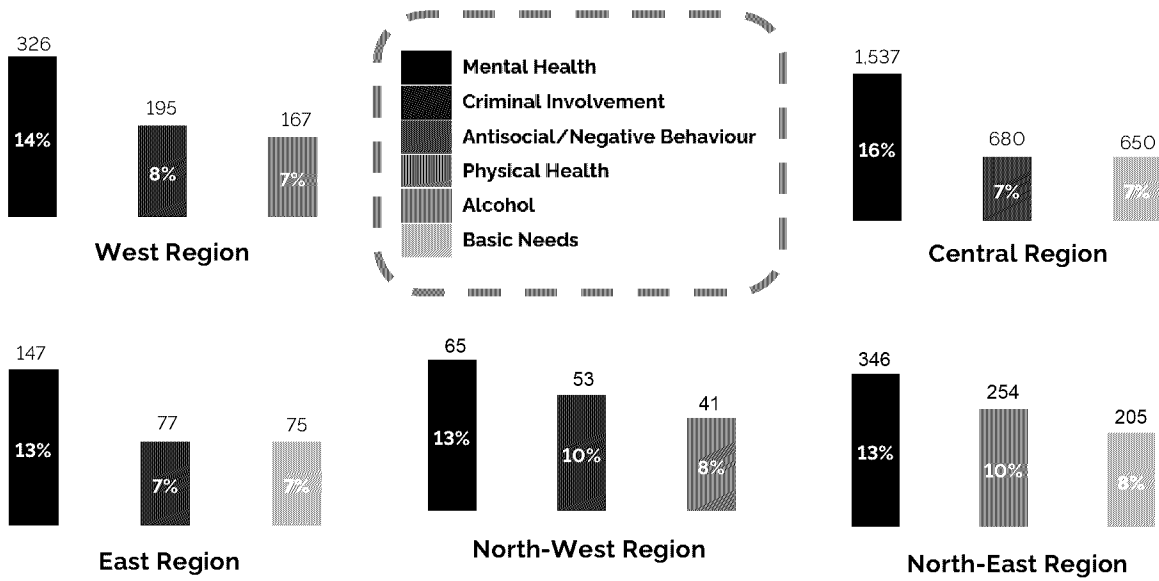
Top Age Group				
West Region	Central Region	East Region	North-West Region	North-East Region
12-17 Years (15%)	30-39 Years (20%)	12-17 Years (28%)	12-17 Years (39%)	30-39 Years (21%)

Regional Risk Category Information

When analyzing risk results at the regional level, there is variability among regions from both an occurrence and discussion perspective.
















Top 3 Risk Categories – By Occurrence

Analysis of risk information by occurrence reveals the following six most predominant risk categories, with mental health identified as the number one risk category across all regions.



Top 3 Risk Categories – By Discussion

Analysis of risk information by discussion, where a risk factor appears at least once in a given discussion from each of the 27 categories, reveals a slightly different pattern with mental health remaining the number one risk category across all regions.

West Region	Central Region	East Region	North-West Region	North-East Region
 <p>Mental Health 80% (218)</p>	 <p>Mental Health 79% (1,108)</p>	 <p>Mental Health 73% (95)</p>	 <p>Mental Health 75% (47)</p>	 <p>Mental Health 92% (214)</p>
 <p>Drugs 47% (127)</p>	 <p>Antisocial/ Negative Behaviour 43% (605)</p>	 <p>Basic Needs 44% (58)</p>	 <p>Drugs 64% (40)</p>	 <p>Physical Health 66% (153)</p>
 <p>Antisocial/Negative Behaviour 47% (126)</p>	 <p>Basic Needs 41% (575)</p>	 <p>Drugs 43% (56)</p>	 <p>Criminal Involvement 59% (37)</p>	 <p>Basic Needs 65% (150)</p>

Top 3 Risk Categories by Demographics

The tables below demonstrated the variance in top risk categories specific to the male and female population in the top age group identified, allowing for more targeted risk analysis relative to those most vulnerable populations in a respective region.

West Region	
Top Risk Categories for 12-17 Age Group	
1. Criminal Involvement (10%)	
2. Mental Health (10%)	
3. Drugs (9%)	
Female	Male
1. Mental Health (12%)	1. Criminal Involvement (13%)
2. Drugs (10%)	2. Drugs (10%)
3. Criminal Involvement (8%)	3. Antisocial/Negative Behaviour (8%)

Central Region	
Top Risk Categories for 30-39 Age Group	
1. Mental Health (18%)	
2. Criminal Involvement (8%)	
3. Drugs (7%)	
Female	Male
1. Mental Health (19%)	1. Mental Health (17%)
2. Drugs (7%)	2. Criminal Involvement (10%)
3. Criminal Involvement (7%)	3. Drugs (7%)

East Region	
Top Risk Categories for 12-17 Age Group	
1. Mental Health (11%)	
2. Criminal Involvement (10%)	
3. Emotional Violence (6%)	
Female	Male
1. Mental Health (13%)	1. Criminal Involvement (14%)
2. Emotional Violence (8%)	2. Mental Health (10%)
3. Self Harm (7%)	3. Antisocial/Negative Behaviour (8%)


North-West Region	
Top Risk Categories for 12-17 Age Group	
1. Criminal Involvement (12%)	
2. Mental Health (11%)	
3. Alcohol (10%)	
Female	Male
1. Alcohol (11%)	1. Criminal Involvement (12%)
2. Mental Health (11%)	2. Mental Health (11%)
3. Criminal Involvement (10%)	3. Alcohol (9%)

North-East Region	
Top Risk Categories for 30-39 Age Group	
1. Mental Health (13%)	
2. Basic Needs (10%)	
3. Drugs (8%)	
Female	Male
1. Mental Health (13%)	1. Mental Health (12%)
2. Drugs (8%)	2. Basic Needs (12%)
3. Physical Violence (8%)	3. Criminal Involvement (9%)

Regional Protective Factors

Top 5 Protective Factors

The top two protective factor groupings regionally in 2023 were "Housing and Neighbourhood" and "Family Supports" across all five regions.

West Region	Central Region	East Region
Housing and Neighbourhood – 26% Family Supports – 19% Financial Security / Employment – 15% Physical Health – 12% Education – 9%	Housing and Neighbourhood – 37% Family Supports – 18% Education – 10% Social Support Network – 9% Financial Security / Employment – 9%	Family Supports – 21% Housing and Neighbourhood – 18% Education – 14% Financial Security / Employment – 12% Physical Health – 12%
North-West Region		North-East Region
Family Supports – 30% Housing and Neighbourhood – 27% Education – 10% Mental Health – 10% Physical Health – 8%		Family Supports – 32% Housing and Neighbourhood – 19% Financial Security / Employment – 13% Mental Health – 13% Physical Health – 9%

Regional Study Flags

Top 5 Study Flags

The top two study flags regionally in 2023 were "Recent Escalation" followed by "Risk of Losing Housing/Unsafe Living Conditions" in four of the five regions and "Homelessness" in North-West Region.

West Region

Recent Escalation - 13%
Risk of Losing Housing/ Unsafe Living Conditions - 9%
Homelessness - 8%
Domestic Violence - 7%
Child Involved - 7%

Central Region

Recent Escalation - 18%
Risk of Losing Housing/ Unsafe Living Conditions - 9%
Cultural Considerations - 8%
Homelessness - 7%
Child Involved - 7%

East Region

Recent Escalation - 11%
Risk of Losing Housing/ Unsafe Living Conditions - 10%
Homelessness - 8%
Child Involved - 7%
Social Isolation - 6%

North-West Region

Recent Escalation - 11%
Homelessness - 7%
Cognitive Disability - 7%
Risk of Human Trafficking - 7%
Risk of Losing Housing/ Unsafe Living Conditions - 7%



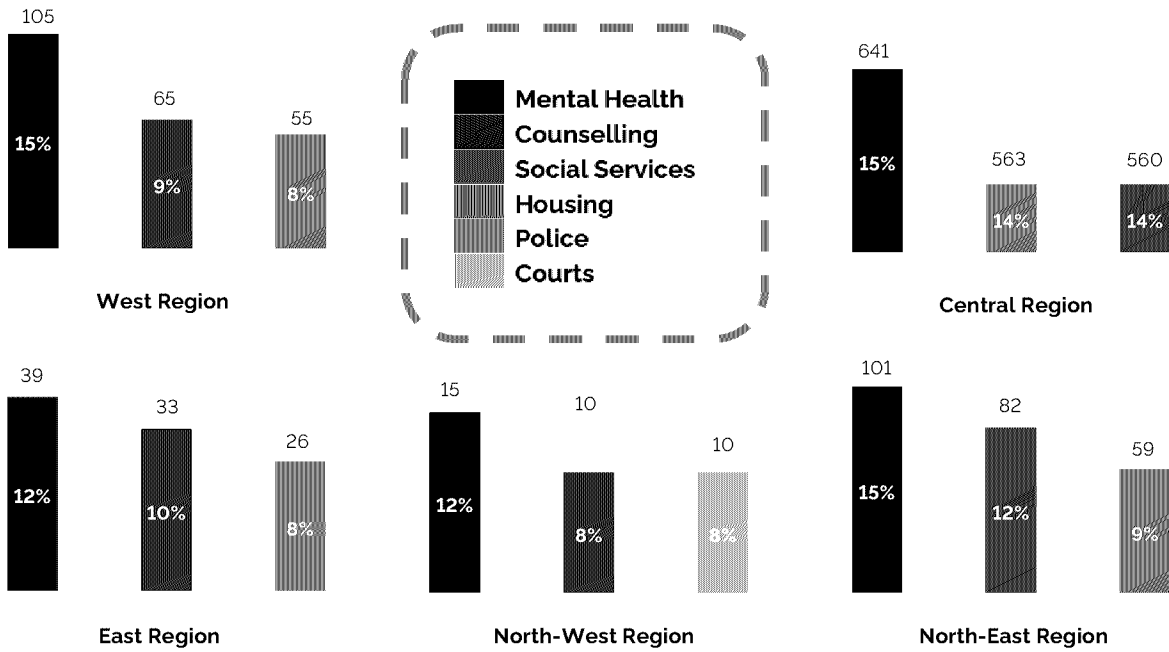
North-East Region

Recent Escalation - 14%
Risk of Losing Housing/ Unsafe Living Conditions - 10%
Homelessness - 8%
Social Isolation - 8%
Cognitive Disability - 6%

Regional Services Mobilized

Top 3 Services Mobilized

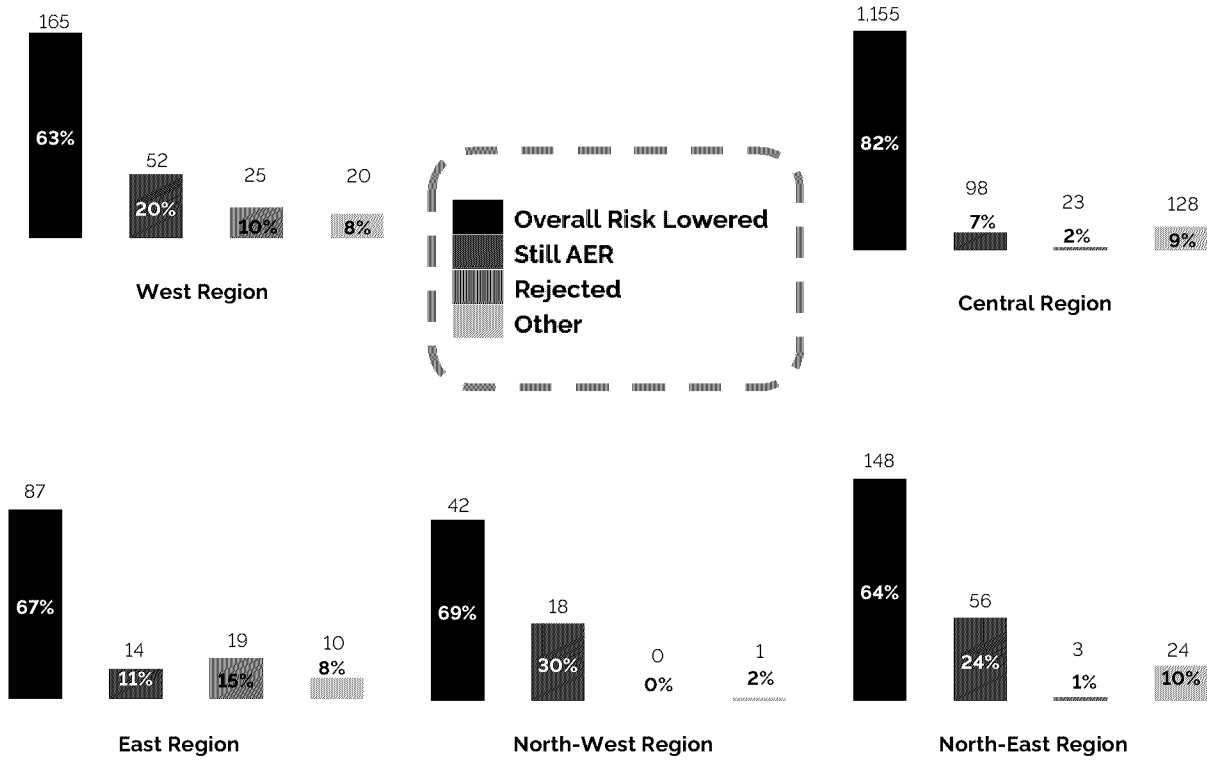
The following data reflects the mobilization types: Informed of Services, Connected to Services, and Engaged with Services.



*Note: Number of sites using services mobilized: 48 sites.

Regional Conclusion Reasons

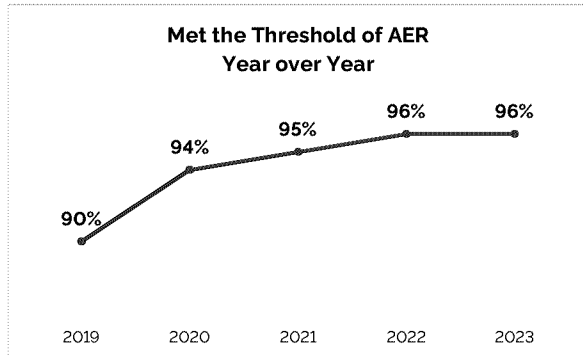
The majority of discussions in all five regions concluded in overall risk being lowered, followed by still at AER.



Conclusion

Provincial Trend Analysis

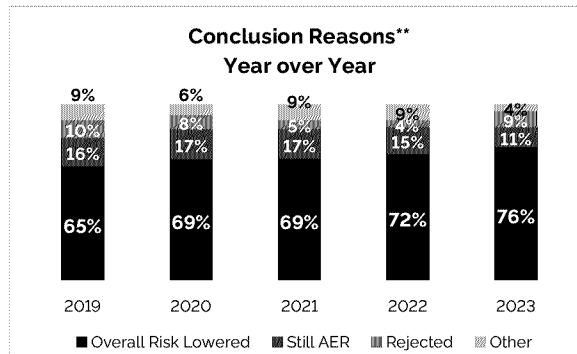
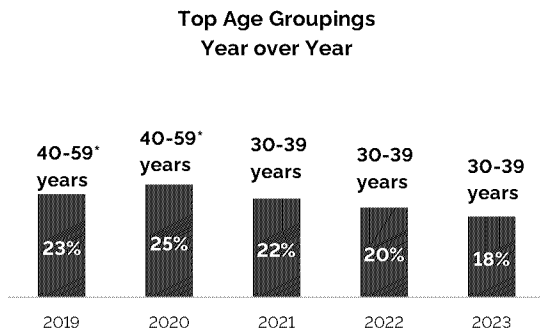
The following trends have been observed across the RTD Annual Reports released over the past five years.



Top Risk Category - by Occurrence



Mental Health has been the top risk category for the past 5 years.



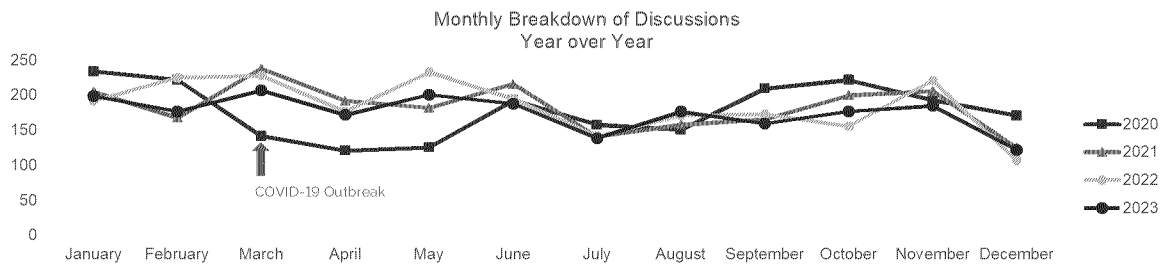
Notes:

*40-59 years references historical age groups. Age groupings have been updated for greater reliability.

**Data represents all discussions, not only those that met the threshold of acutely elevated risk as reported on page 10.

- In each year from 2019 to 2023 (the past five years), discussions meeting the threshold of AER have steadily increased, indicating that agency partners have become adept at understanding what discussions to bring forward.
 - In 2023, 77 per cent of discussions meeting the threshold of AER resulted in the overall risk being lowered, this is a two per cent increase over the previous year.
- The top risk category has been mental health, both when analysed by occurrence and by discussion, over the past five years in Ontario and in each of the five regions individually.
 - The top five correlating risk categories to mental health in 2023 ([page 23](#)), were: antisocial/negative behaviour (50 per cent), basic needs (46 per cent), housing (39 per cent), drugs (37 per cent), and physical health (36 per cent), these were the same risk categories in that order in the previous year.
 - The 2023 population category analysis ([page 26](#)) showed that the risk category mental health was most prevalent in discussions across all three population categories, with some variation in the top five.
- The top age group represented at discussions has remained 30-39 years over the past three years. In August 2020, a change was implemented in the RTD to refine the age ranges for future discussions to allow for more refined insights. These new groupings were not reported on until 2021 to ensure a fulsome dataset. The historical age ranges are referenced in [Appendix A](#).
 - The 2023 population category analysis ([page 27](#)) showed a stark difference in the top age group after accounting for population size. The top age group in Large Urban Centres and Regions was 30-39 years, while the top age group in Counties and Small Cities & Towns was 12-17 years, indicating that the young age groups become more represented in discussions as the community gets smaller. A similar pattern was observed over the previous three years. This may be a result of socioeconomic factors such as reduced access to opportunities and services, though conclusions should not be made from one dataset alone.

- When looking at the monthly breakdown of discussions opened from 2020 to 2023 a similar pattern in discussion frequency can be observed, with a large drop in recorded discussions in the spring months of 2020, which could be an indication of the impact of the COVID-19 pandemic on communities' ability to hold discussions. Impacts of the COVID-19 pandemic should be analyzed over a longer period of time using multiple data sets.



- In each year from 2019 to 2023, the majority of discussions have originated from partners in the justice sector.
 - However, the lead sector shifts once the initial discussion takes place, and the majority of discussions/interventions are then led by partners from the health sector in each year. Confirming that once a situation of AER is discussed through a multi-agency risk-based approach, more appropriate partners are engaged and supports are identified.
 - The pivotal role that assisting agencies play in the intervention process can not be underestimated. The data results continue to demonstrate the commitment from several agencies that recognize the benefits this model has to offer.
- The majority of discussions each year involve the discussion type "person"; however, in recent years the frequency of discussions involving the discussion type "family" has increased, with the highest level (37 per cent) over the past five years being evident in 2023.

Value provided by the RTD

Ensuring the safety and well-being of our communities is a shared responsibility by all members and requires an integrated approach to bring municipalities, police services, community partners and Indigenous communities, together to address a collective goal. Encouraging multi-sectoral partnerships with a unified vision for safety and well-being is essential in developing strategies, programs, and services to help minimize risk factors and foster safer and healthier communities.

The data provided through the RTD continues to demonstrate the success of multi-sectoral partnerships in reducing risk by working collaboratively to identify local risks and launching interventions, while considering local demographics, needs, and resources. It also provides a reliable resource for communities, to use in conjunction with other available data sets and local knowledge, to identify trends regarding priority risks and vulnerable groups and inform future programs and strategies that will be implemented to address these risks, for example, within a community safety and well-being plan.

As the RTD project continues to grow, it has become the preferred software solution in Ontario to support communities that have implemented multi-sectoral risk intervention models. Recognizing the value of the RTD data, the ministry remains committed to providing annual reports to ensure provincial and regional results are shared with government and community partners so that data can be utilized to inform policy and program work, including community safety and well-being planning efforts, as well as broader provincial investments. Specifically, RTD data can be overlapped and analyzed against the top risks identified in community safety and well-being plans across the province to provide a more comprehensive picture of risks and needs in Ontario communities. Locally, various community safety and well-being plans have identified the need to strengthen and/or expand their Situation Tables as a strategy in addressing their local risks and supporting vulnerable populations, demonstrating the positive impact of these tables and the need for continued data collection and analysis provided by the RTD.

Through the RTD, the ministry continues to champion the significant benefits of working together toward shared outcomes that improve the quality of life for those who are most vulnerable in our communities.

To learn more about the community safety and well being planning process, including the community safety and well-being planning framework and toolkit, please refer to the ministry's resources here:

[Community safety and well-being planning](#)

Contacts

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Appendix A – Glossary of Terms

Multi-sectoral risk intervention model: A collaborative intervention model where partnerships are developed with the aim to mitigate risk and enhance the safety and well-being of communities. Situation Tables are just one example of this model.

Situation Table: A Situation Table consists of a regular meeting of frontline workers, from a variety of human services agencies and sectors, who work together to identify individuals, families, groups or locations that are at an acutely elevated risk of harm and customize multi-disciplinary interventions, which mitigate those risks.

Acutely Elevated Risk (AER): Any situation negatively affecting the health or safety of an individual, family, or specific group of people, where professionals are permitted in legislation to share personal information to eliminate or reduce imminent harm to an individual or others. Under the Four Filter Approach, the determination is made at Filter 2, whether or not the threshold of AER has been met.

Four Filter Approach:

Filter 1: Internal Agency Screening - The first filter is the screening process by the agency that is considering engaging partners in a multi-sectoral intervention. The agency must be unable to eliminate or reduce the risk without bringing the situation forward to the group. This means that each situation must involve risk factors beyond the agency's own scope or usual practice, and thus represents a situation that could only be effectively addressed in a multi-sectoral manner.

Filter 2: De-identified Information - At this stage, the agency presents the situation to the group in a de-identified format, disclosing only descriptive information that is reasonably necessary. If the circumstances do not meet the threshold of acutely elevated risk, no further discussion should occur. However, if it is determined, based on consensus of the table, that the threshold has been met, limited personal information is disclosed at filter three to begin planning for a multi-sector intervention.

Filter 3: Limited Identified information - If the group concludes that the threshold of acutely elevated risk is met, at this filter, they should determine which agencies are reasonably necessary to plan and implement the intervention. Identifying information may then be shared with those agencies at filter four.

Filter 4: Planned Intervention - At this final filter, only agencies that have been identified as having a direct role to play in an intervention will meet separately to discuss limited personal information required in order to inform planning for the intervention. Following the completion of filter four, an intervention should take place shortly thereafter, to address the needs of the individual, family, or specific group of people and to mitigate their acute risk.

Please note that not all aspects of the Four Filter Approach are prescribed in legislation, and many may not be mandatory for a specific agency or organization.

For more information regarding the Four filter approach to sharing information please refer to the [Guidance on information sharing in multi-sectoral risk intervention models](#) document on the ministry's website. This document outlines best practices for professionals where information is shared about individuals or families to connect them to services in the community and mitigate their acute risk of harm.

Conclusion Reasons: A list of outcomes that results from a discussion at a multi-sectoral risk intervention initiative. The RTD includes 18 different conclusion reasons that are grouped into four categories.

Discussion Types: Determines what the focus of the multi-sectoral risk intervention will be on (i.e., person, family, neighbourhood, environmental and dwelling).

On-board: The planning and implementation process involved when sites are added to the RTD, including migrating historical data, testing functionality and training users.

Protective Factors: Positive characteristics or conditions that can moderate the negative effects of risk factors and foster healthier individuals, families, and communities, thereby increasing personal and/or community safety and well-being. There are 51 protective factors in the RTD.

Risk Factors: Negative characteristics and/or conditions present in individuals, families and communities that may increase the presence of crime or fear of crime in a community. There are 105 risk factors in the RTD.

Services Mobilized: The services mobilized, as a result of the intervention, are collected in the RTD to help track which services were offered to and accepted by that individual or family at AER. There are five types of mobilization efforts (e.g., informed, engaged) that can be applied to 29 different services.

Study Flags: Allows multi-sectoral agency partners an opportunity to track and monitor specific trends in their community and collect information on certain conditions that may be studied locally that fall outside the scope of individual risk factors. There are 33 study flags in the RTD.

Age Range: Grouping discussion subjects by age cohort allows multi-sectoral agency partners to get a better understanding of the discussion subject's needs, abilities, and capacity without identifying who they are. In fall 2020, a change was implemented in the RTD to refine the age ranges for future discussions to allow for more refined insights. These new groupings were not reported on until 2021 to ensure a fulsome dataset. The historical and new age range values are outlined in the table below:

Historical Values	New Values
0 - 5 Years	0 - 5 Years
6 - 11 Years	6 - 11 Years
12 - 17 Years	12 - 17 Years
18 - 24 Years	18 - 24 Years
25 - 29 Years	25 - 29 Years
30 - 39 Years	30 - 39 Years
40 - 59 Years	40 - 49 Years
60+ Years	50 - 59 Years
	60 - 69 Years
	70 - 79 Years
	80+ Years

Appendix B – All Ontario site locations onboarded to the RTD

WEST REGION (14 Sites)	CENTRAL REGION (19 Sites)	EAST REGION (11 Sites)	NORTH-WEST REGION (9 Sites)	NORTH-EAST REGION (10 Sites)
<ul style="list-style-type: none"> • Brantford • Chatham-Kent • Elgin County • Grey & Bruce Counties • Huron and Perth County • London • Middlesex County (Strathroy) • Norfolk County (Simcoe, Haldimand County) • Oxford County • Rural Wellington • Waterloo Region (Cambridge, Kitchener) • Sarnia - Lambton • Simcoe-Norfolk County • Windsor 	<ul style="list-style-type: none"> • Barrie • Durham Region • Halton Region • Kawartha Lakes • North Simcoe (Huron West, Midland) • Northumberland County (Port Hope) • Nottawasaga • Orillia • Peel Region (Brampton, Mississauga) • Peterborough • Port Colborne (Wainfleet, Welland, Pelham) • St. Catherines-Thorold • Toronto - Rexdale • Toronto - North Scarborough • Toronto - Downtown East • Toronto - Downtown West • Toronto - Black Creek • Toronto - York • York Region 	<ul style="list-style-type: none"> • Cornwall, Stormont, Dundas, Glengarry • Hastings County (Belleville, Quinte West) • Kingston & Frontenac County • Lennox & Addington County (Napanee) • Leeds & Grenville County • North Hastings County (Bancroft and Area) • Ottawa • Lanark County (Perth) • Prince Edward County • Renfrew County • United Counties of Prescott-Russell 	<ul style="list-style-type: none"> • Dryden • Fort Frances • Greenstone • Kenora • Marathon • Nipigon • Red Lake • Sioux Lookout • Thunder Bay 	<ul style="list-style-type: none"> • Espanola • East Algoma • Manitoulin Island • Moosonee • North Bay • Parry Sound • Sault Ste. Marie • Sudbury • Sudbury East • Timmins

***Note:** Table includes all sites currently onboarded to the RTD regardless of whether they had data in 2023. Please also note that while Ottawa and Sarnia-Lambton tables were onboarded to the RTD in the past, they are no longer operational or using the RTD.



Base de données de suivi des risques **Rapport annuel 2023**

Ministère du Solliciteur général
Publication : Été 2024

Ontario 

Table des matières

Introduction	5
Facteurs à considérer et limites concernant les données	7
Points saillants du projet de BDSR.....	8
Déploiement et intégration au niveau provincial	10
Projet national	11
Formation sur la BDSR.....	11
Normes de niveau de service	11
Améliorations apportées au système	11
Migration vers Microsoft Dynamics 365	12
Partie A – Rapport annuel 2023 de la BDSR – Résultats provinciaux	13
Faits saillants provinciaux de la BDSR 2023	13
Résultats des données provinciales de la BDSR pour 2023	14
Aperçu des discussions provinciales.....	14
Engagement du secteur provincial.....	16
Données sociodémographiques provinciales	18
Renseignements provinciaux sur les catégories de risques	Error! Bookmark not defined.
Catégories de risques – par occurrence	20
Les 5 principales catégories de risque – par discussion.....	20
Les 5 principales catégories de risques par données démographiques.....	22
Facteurs de protection provinciaux.....	24

Indicateurs d'étude provinciaux.....	25
Services provinciaux mobilisés.....	27
Raisons des conclusions provinciales.....	29
Données de corrélation provinciales.....	30
Les 5 principales catégories de risques et leurs associations.....	30
Les 5 principales catégories de risques corrélées par groupe d'âge.....	32
Les 5 principaux indicateurs de l'étude avec les catégories de risques corrélées.....	33
Analyse des catégories de population provinciale.....	35
Les 5 principales catégories de risques par catégorie de population.....	35
Données sociodémographiques par catégorie de population.....	36
Partie B – Rapport annuel de la BDSR 2023 – Résultats régionaux.....	38
Résultats des données régionales de la BDSR pour 2023.....	39
Aperçu des discussions.....	39
Engagement sectoriel régional.....	41
Les 3 principaux secteurs engagés.....	41
Données sociodémographiques régionales.....	42
Renseignements sur les catégories de risques régionales.....	43
Les 3 principales catégories de risques – par occurrence.....	43
Les 3 principales catégories de risques – par discussion.....	45
Les 3 principales catégories de risques par données démographiques.....	46
Facteurs de protection régionaux.....	48

Les 5 principaux facteurs de protection	48
Indicateurs d'étude régionaux.....	49
Les 5 principaux indicateurs d'étude.....	49
Services régionaux mobilisés.....	50
Les 3 principaux services mobilisés.....	50
Raisons des conclusions régionales	51
Conclusion.....	52
Analyse des tendances provinciales	52
Valeur fournie par la BDSR.....	56
Personnes-ressources.....	57
Collaborateurs du rapport annuel 2023 de la BDSR.....	57
Annexe A – Glossaire	59
Annexe B – Tous les sites de l'Ontario intégrés à la BDSR	63

Introduction

S'appuyant sur des années de progrès, l'Ontario continue de faire avancer des approches holistiques et durables en amont pour s'attaquer à la criminalité et aux problèmes sociaux complexes, ce qui a abouti à une plus grande collaboration entre les secteurs, à une amélioration de la prestation intégrée des services et à la mise en œuvre de stratégies novatrices, comme la planification de la sécurité et du bien-être communautaires. Reconnaisant la valeur de ce travail, le ministère du Solliciteur général (le Ministère) continue d'offrir plusieurs outils et ressources provinciaux qui peuvent appuyer les efforts locaux en matière de sécurité et de bien-être.

L'un de ces outils est la Base de données de suivi des risques (BDSR), une solution technologique de Microsoft que le ministère fournit gratuitement dans le but de permettre d'améliorer les possibilités de collecte de données, d'analyse et de production de rapports pour les collectivités qui ont mis en place des modèles d'intervention multisectorielle destinés à réduire les risques, comme les tables d'intervention. La BDSR continue également d'appuyer le respect des exigences législatives obligeant les municipalités à préparer et à adopter un plan de sécurité et de bien-être communautaire, en collaboration avec leurs partenaires communautaires, qui est entré en vigueur le 1^{er} janvier 2019 en vertu de la *Loi sur les services policiers* et se poursuit en vertu de la *Loi de 2019 sur la sécurité communautaire et les services policiers*. Dans le cadre de leur plan de sécurité et de bien-être communautaire, les municipalités doivent cerner les risques prioritaires locaux qui sont les plus courants dans la collectivité, ainsi que dresser des stratégies et déterminer les résultats pour atténuer ces risques. Les données recueillies par le biais de la BDSR peuvent contribuer à cerner les tendances locales au sujet des risques prioritaires et des groupes vulnérables et à guider l'élaboration des stratégies et des programmes à venir qui seront mis en œuvre pour faire face à ces risques dans le cadre d'un plan de sécurité et de bien-être communautaires.

Depuis sa création en 2014, l'utilisation de la BDSR a considérablement augmenté, tant à l'intérieur de la province qu'à l'échelle nationale, trois provinces étant maintenant intégrées. Reconnaisant l'importance de ce travail, le Ministère a publié un rapport annuel sur la BDSR chaque année depuis 2016 pour souligner l'atteinte des jalons des projets et faire connaître les résultats liés aux données provinciales et régionales de l'Ontario. En outre, le rapport comprend également des analyses de corrélation, des tendances et des catégories de population. Dans le cadre de ces travaux, le gouvernement continue de veiller à ce que les

populations vulnérables aient rapidement accès à des services appropriés et de s'attaquer aux problèmes plus vastes liés à la sécurité et au bien-être des collectivités – rendant ainsi l'Ontario plus sécuritaire.

Facteurs à considérer et limites concernant les données

Les lecteurs qui consultent ce rapport devraient être conscients des limites et des facteurs suivants à prendre en considération au sujet des données :

- Les données ont été extraites au début de 2024. Elles peuvent changer à partir du moment où elles ont été extraites, car les collectivités mettent continuellement à jour leurs données.
- À certains sites, on tient plus de discussions qu'à d'autres, en particulier ceux dans les grands centres urbains et dans les régions, ce qui peut fausser les données à l'échelle provinciale.
- Bien que le ministère procède systématiquement à des vérifications et à des épurations des données afin d'en garantir l'exactitude et l'intégrité, il existe une possibilité inhérente d'erreurs et de lacunes dans la base de données (par exemple, des champs de données mal saisis ou vides, des erreurs techniques, etc.) Des changements fonctionnels ont été mis en œuvre pour réduire au minimum les possibles erreurs et lacunes dans les données.
- Lorsque la quantité de données est limitée pour un ensemble de données particulier, les données sont supprimées. Le rapport le signale en qualifiant ainsi les données en cause.
- Les pourcentages risquent de ne pas donner 100 % parce que les chiffres ont été arrondis et/ou parce que les organismes ont joué plusieurs rôles dans une discussion (c'est-à-dire qu'un organisme peut jouer à la fois le rôle d'organisme d'origine et d'organisme d'assistance dans une discussion donnée).

Le glossaire de l'[annexe A](#) peut faciliter la compréhension de certains résultats de données inclus dans ce rapport.

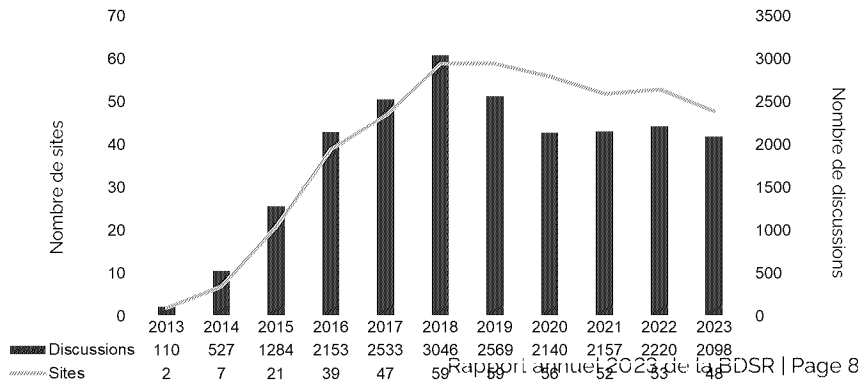
Points saillants du projet de BDSR

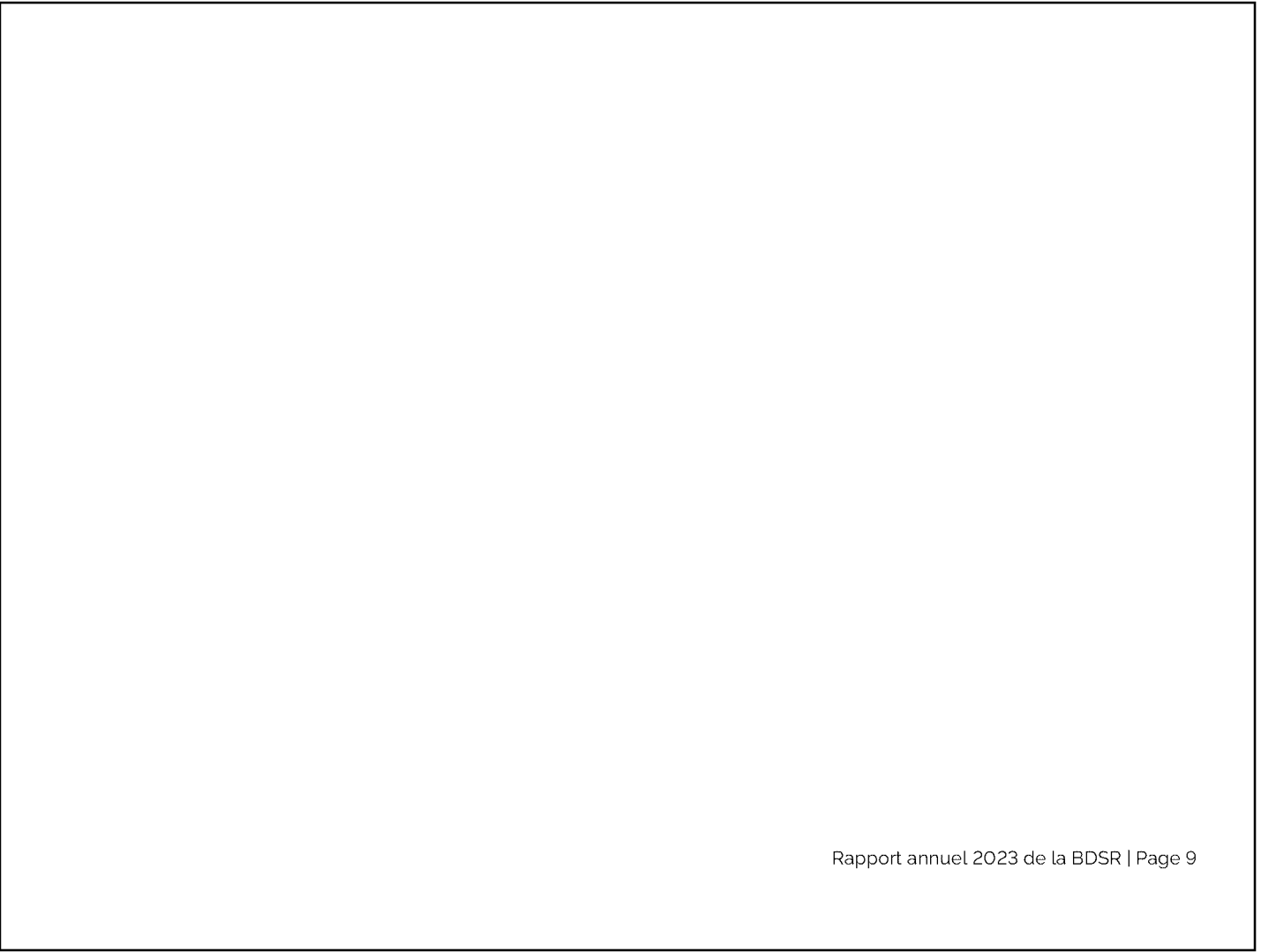
Depuis le lancement du projet de BDSR en 2014, il y a eu plusieurs réussites et jalons importants, notamment l'intégration et la formation continues des utilisateurs, un soutien technique spécialisé et la publication de sept rapports annuels à ce jour. Le graphique ci-après montre la croissance régulière de la BDSR depuis son lancement. Toutefois, nous constatons une légère baisse du nombre de sites et de discussions vers 2020, ce qui peut s'expliquer par un certain nombre de facteurs. Premièrement, le succès des tables d'intervention et d'autres approches multisectorielles similaires a accru la collaboration intersectorielle, ce qui signifie que les organismes partenaires peuvent être en mesure d'atténuer les risques sans devoir se présenter à la table, ce qui amène des petites tables à suspendre leurs activités. L'élaboration d'autres modèles d'intervention en cas de risque et d'équipes d'intervention en cas de crise au cours des dernières années pourrait également avoir une incidence sur les tables de situation locales, en particulier celles des petites collectivités où les ressources sont plus limitées. Deuxièmement, de nombreuses tables ont dû interrompre ou réduire la fréquence de leurs réunions en raison de la pandémie de COVID-19; toutefois, cette incidence sur le nombre de discussions s'est stabilisée depuis 2020.

Réussites du projet

- 
PRESTATION DE FORMATION
- 
SOUTIEN TECHNIQUE
- 
7 RAPPORTS ANNUELS

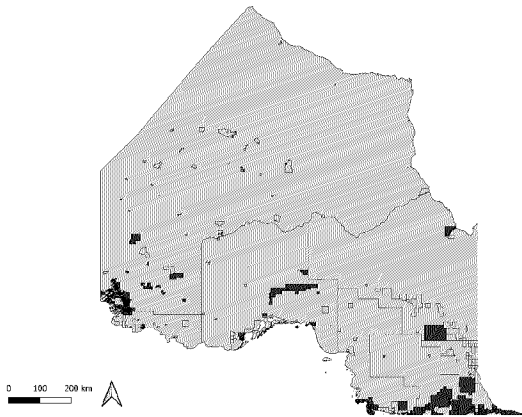
Résultats liés aux données d'une année à l'autre Discussions et sites



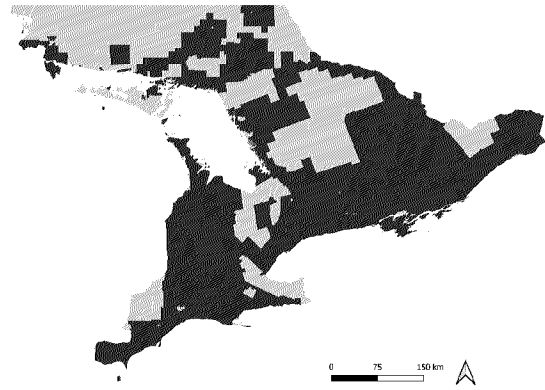


Déploiement et intégration au niveau provincial

Compte tenu du succès continu du projet, la BDSR demeure déployée dans toute la province. Les cartes suivantes donnent une représentation géographique de l'utilisation de la BDSR en Ontario depuis le début du projet (2014-2024). Pour une liste complète des 63* sites intégrés à la BDSR depuis le début jusqu'en janvier 2024, voir l'[annexe B](#).



Ontario (accent mis sur le Nord de l'Ontario)

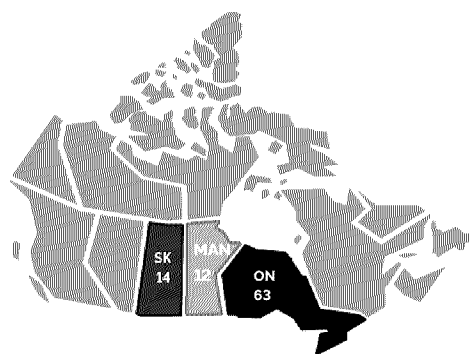


Ontario (accent mis sur le Sud de l'Ontario)

*Remarque : Alors que 63 sites ont été intégrés à la BDSR depuis sa création, seuls 48 sites disposaient des données de 2023 dans la BDSR au moment de la rédaction du présent rapport.

Projet national

Le ministère a reconnu la valeur de continuer à bâtir un réseau de soutien pour améliorer la sécurité et le bien-être des collectivités dans tout le Canada. Dans la foulée du succès d'un projet pilote avec la Saskatchewan, qui comprenait l'intégration de 14 sites, en décembre 2019, le projet national de BDSR a été approuvé. Depuis, le Manitoba a été intégré avec 12 sites à ce jour. Le ministère poursuit les consultations avec les autres provinces. Les données au niveau national ne seront pas présentées dans ce rapport.



Formation sur la BDSR

Dans le cadre du projet de BDSR, le ministère offre une séance de formation d'une journée pour chaque nouveau site qui utilise la BDSR. Depuis 2020, la formation est offerte virtuellement et des enregistrements de la formation sont disponibles depuis 2021 pour soutenir les nouveaux utilisateurs qui font partie des sites existants. De plus, deux séances de formation ont eu lieu depuis la migration vers Microsoft Dynamics 365 en 2023 et tous les utilisateurs de la BDSR pouvaient y assister.

Normes de niveau de service

Le ministère s'est engagé à respecter des normes de niveau de service pour le soutien technique et la maintenance de la base de données. Afin de s'assurer que l'équipe de soutien de la BDSR respecte ses engagements, tels qu'énoncés dans l'accord de BDSR, ces mesures font l'objet d'un suivi et d'un examen annuel.

Améliorations apportées au système

Afin de s'assurer que la BDSR demeure novatrice et qu'elle répond aux besoins des collectivités de l'Ontario, le ministère apporte régulièrement des améliorations au système. Tout au long des années 2022 et 2023, le ministère a entrepris des travaux plus vastes de mise à niveau de la plateforme de la BDSR à Microsoft Dynamics 365, qui a été lancée en juillet 2023. En raison de la

quantité de travail requise, l'intégration des nouveaux sites a été suspendue pendant cette période. L'intégration et la planification des améliorations du système ont repris depuis, à partir de l'hiver 2023-2024.

Migration vers Microsoft Dynamics 365

En 2021, Microsoft a informé le ministère que la compagnie ne fournirait plus de soutien pour l'ancien système utilisé par la BDSR (Microsoft Dynamics CRM 2013) à compter de juin 2023. Par conséquent, à partir de 2021-2022 et tout au long de 2022-2023, le Ministère a entrepris des travaux pour mettre à niveau le système BDSR et migrer vers Microsoft Dynamics 365 (365) et transférer les données de la BDSR stockées vers le nuage Microsoft, dans le cadre de l'orientation stratégique du gouvernement accordant la priorité à l'infonuagique.










L'augmentation de la sécurité des données ministérielles faisait également partie du raisonnement qui a mené à la récente décision de migrer la BDSR d'une solution sur place vers le nuage. Après enquête, le Ministère a reconnu les nombreux avantages du passage à l'infonuagique, y compris la facilité d'utilisation, l'extensibilité de l'infrastructure, la souplesse informatique et l'adaptabilité qui accompagne l'offre de logiciels en tant que service.

Le projet consistait à établir des profils de sécurité pour les utilisateurs existants, à reproduire l'environnement de la BDSR et les données dans l'environnement d'essai 365, à tester les mises à jour et les correctifs à chaque étape du développement, à préparer le matériel de formation et à offrir la formation mise à jour à tous les utilisateurs. Le projet s'est achevé et le nouvel environnement a été mis en service en juillet 2023.

La BDSR et sa migration vers 365 ont également été reconnues par Microsoft comme un exemple d'innovation au sein du gouvernement. Le 22 octobre 2023, la BDSR a été présentée sur la plateforme « Customer Stories » de Microsoft, qui met en lumière le leadership en matière de transformation numérique à l'aide des technologies Microsoft. Pour lire l'article complet, visitez : [Microsoft Customer Story – Microsoft Customer Story-Ontario aids marginalized populations with cloud-based collaborative solution on Microsoft Dynamics 365 \(L'Ontario aide les populations marginalisées à utiliser une solution infonuagique collaborative en utilisant Microsoft Dynamics 365\)](#)

Partie A – Rapport annuel 2023 de la BCSR – Résultats provinciaux

Faits saillants provinciaux de la BCSR 2023

TOTAL		 96 %	MOYENNE PAR DISCUSSION	
Sites	48	des discussions ont atteint le seuil de risque spécialement élevé (RSE)	Facteurs de risque	8
Discussions :	2 098	 77 %	Facteurs de protection	1
3 PRINCIPALES CATÉGORIES DE FACTEURS DE RISQUE		ont entraîné une réduction du risque global* <small>*Discussions qui ont atteint le RSE</small>	3 PRINCIPALES CATÉGORIES DE FACTEURS DE PROTECTION	
 Santé mentale	 Implication criminelle	 63 %	 Logement et voisinage	 Soutien aux familles
 Besoins fondamentaux		des discussions impliquent une personne à RSE		

15 %	7 %	7 %	GROUPE D'ÂGE LE PLUS VULNÉRABLE 30-39 18 %	33 %	19 %	Sécurité financière et emploi 10 %
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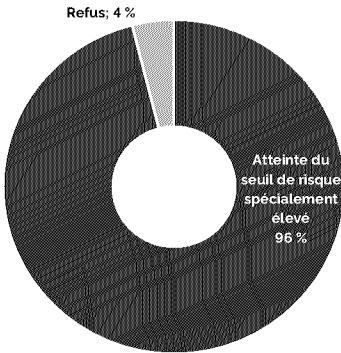
Résultats des données provinciales de la BDSR pour 2023

En 2023, 48 sites utilisaient la BDSR. Elles représentaient les cinq régions de la province.

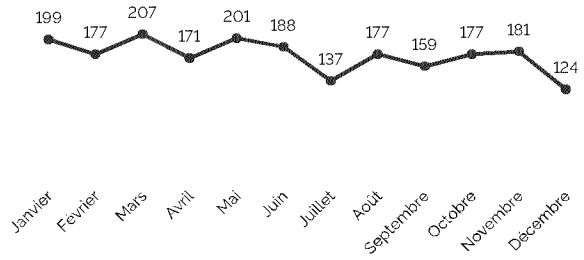
Il importe de noter qu'il ne faudrait pas tirer de conclusions à partir des seules données de la BDSR lors de l'évaluation des modèles et des tendances liés à la sécurité et au bien-être communautaires. La BDSR ne constitue qu'un des nombreux outils qui peuvent servir à recueillir des données. On incite les collectivités à tirer parti de toutes les ressources disponibles pour définir leurs priorités locales.

Aperçu des discussions provinciales

Total des discussions



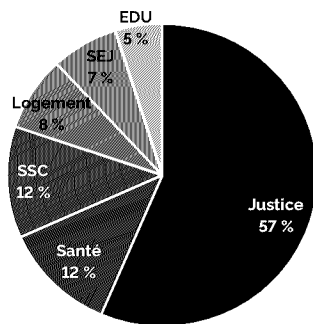
Répartition mensuelle des discussions ouvertes



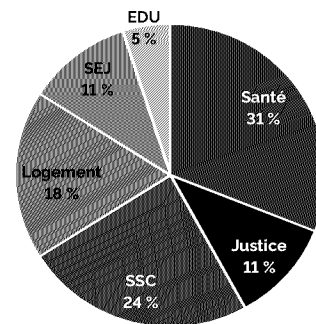
Engagement du secteur provincial

La BDSR classe tous les organismes dans l'un des six secteurs décrits ci-dessous, ce qui se révèle utile pour effectuer une analyse provinciale étant donné les différences de taille démographique. Les secteurs de la justice et de la santé restent toujours les principaux secteurs d'origine et chefs de file, le principal secteur d'assistance présentant de la variabilité. Souvent, dans les situations de RSE, les personnes recherchent la ressource la plus familière qui est mise à leur disposition. Cette ressource tend souvent à être le secteur de la justice (57 %). Ces données confirment en outre qu'une fois qu'une situation de RSE a fait l'objet de discussions dans le cadre d'une approche pluriorganisme fondée sur le risque, l'organisme désigné pour mener l'intervention n'appartient plus au secteur de la justice. Il se déplace, de manière plus appropriée, vers le secteur le plus apte à diriger le processus pour aider à réduire les risques cernés (par exemple, la santé : 31 %).

Secteur d'origine



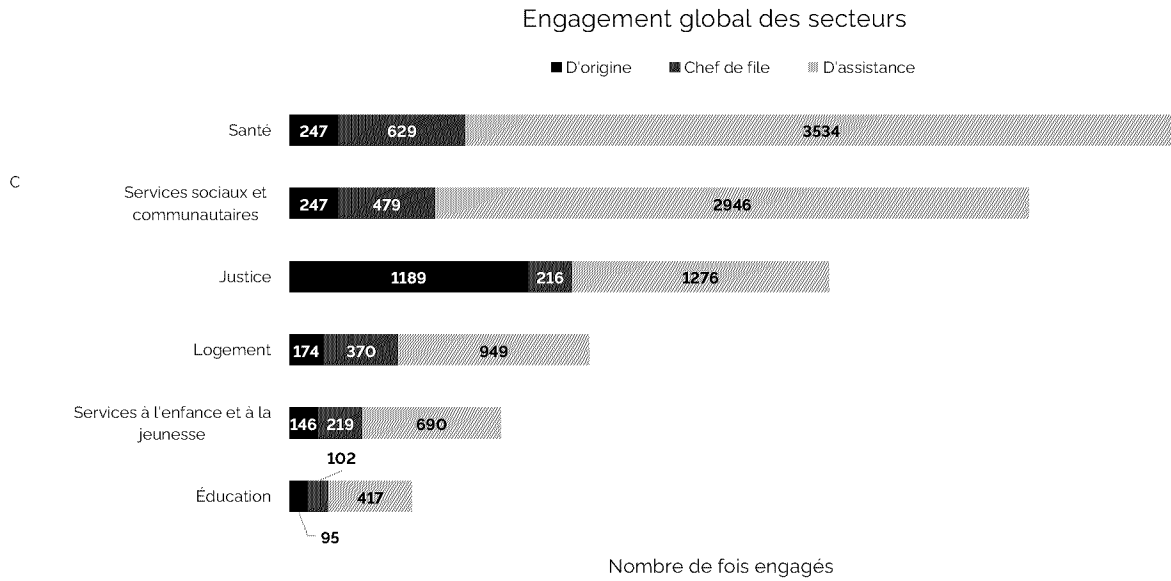
Secteur chef de file



Remarque : SSC = Services sociaux et communautaires; SEJ = Services à l'enfance et à la jeunesse; EDU = Éducation.

Rapport annuel 2023 de la BDSR | Page 16

Le graphique ci-dessous montre l'engagement global des secteurs, par organisme d'origine, organisme chef de file et organisme d'assistance, ce qui démontre le rôle central que jouent les organismes d'assistance dans le processus d'intervention. Par exemple, même si le secteur de la justice n'est pas le mieux placé pour diriger l'intervention, il est tout de même impliqué pour

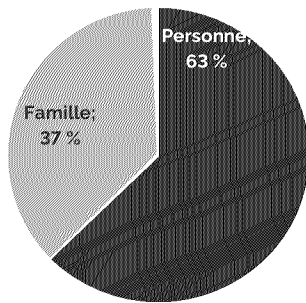


apporter du soutien.

Données sociodémographiques provinciales

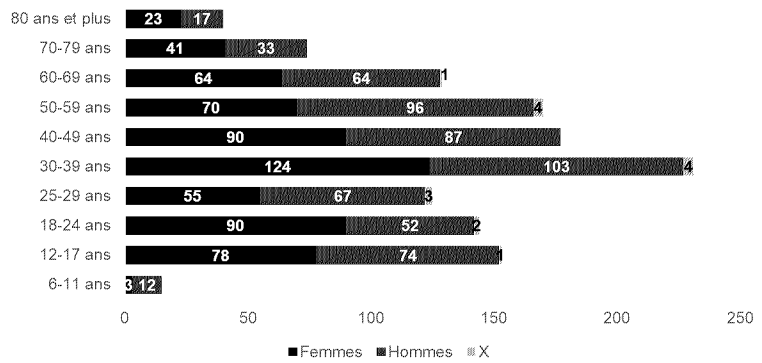
Lorsqu'ils discutent de situations de RSE, les partenaires des organismes déterminent le type de discussion ainsi que certaines données sociodémographiques anonymisées afin de contribuer à établir les facteurs situationnels et l'engagement des organismes.

Type de discussion



Remarque : Les valeurs des champs du type de discussion « Logement » (0,2 %), « Voisinage » (0,4 %) et « Environnement » (0,05 %) contribuent également à ces

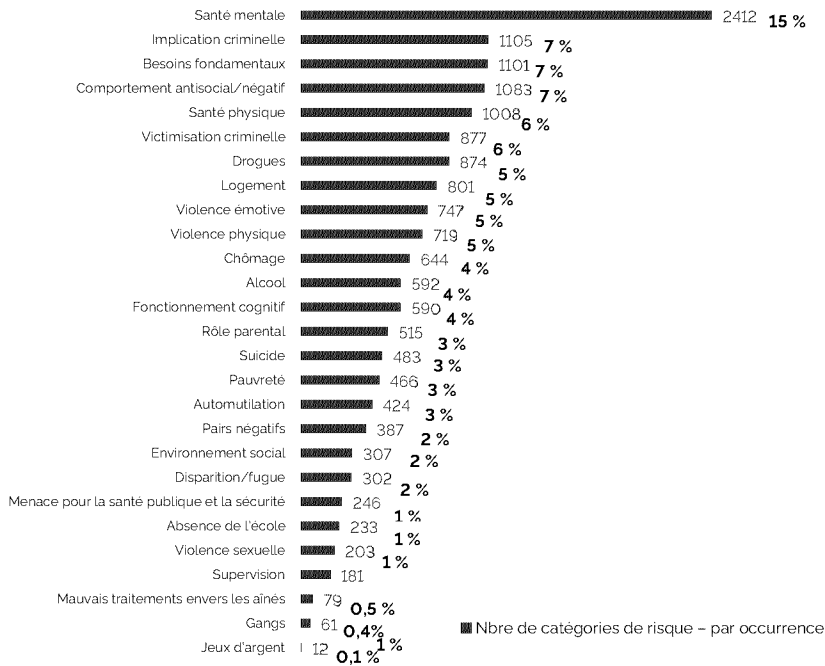
Répartition par groupe d'âge



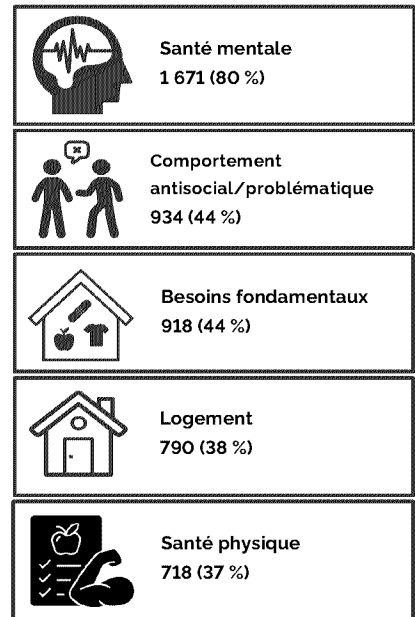
Les renseignements sur les risques contenus dans la BDSR peuvent être analysés de deux manières différentes - par occurrence et par discussion. Le nombre total de facteurs de risque (105) est classé dans l'une des 27 catégories de risques. Cependant, le nombre de facteurs de risque dans chaque catégorie respective n'est pas égal (par exemple, santé mentale (7), implication criminelle (13), drogues (5), etc.) L'analyse des données par occurrence permet de compter tous les facteurs de risque (16 452) signalés en 2023, quel que soit le nombre de fois où les facteurs de risque d'une même catégorie apparaissent dans une seule discussion. En comparaison, l'analyse des facteurs de risque par discussion permet de saisir les cas où les facteurs de risque inclus dans l'une des 27 catégories apparaissent au moins une fois dans une discussion donnée. Par exemple, l'analyse des renseignements provinciaux sur les risques par occurrence révèle que les catégories de risques les plus prédominantes sont centrées sur les risques de santé mentale (15 %), suivies de l'implication criminelle (8 %) et de la santé physique (7 %). Cependant, les cas où un facteur de risque apparaît au moins une fois dans une discussion donnée dans chacune des 27 catégories révèlent une tendance différente centrée sur la santé mentale (80 %), le comportement antisocial/problématique (44 %) et les besoins fondamentaux (44 %).

Il importe de noter que les risques prioritaires peuvent varier selon le type de discussion, le groupe d'âge et/ou le sexe. En examinant l'ensemble des données relatives aux personnes soumises à la discussion, nous avons constaté qu'à l'échelle provinciale, la majorité des discussions portant sur la « personne » en 2023 se situaient dans le groupe d'âge des 30-39 ans (18 %).

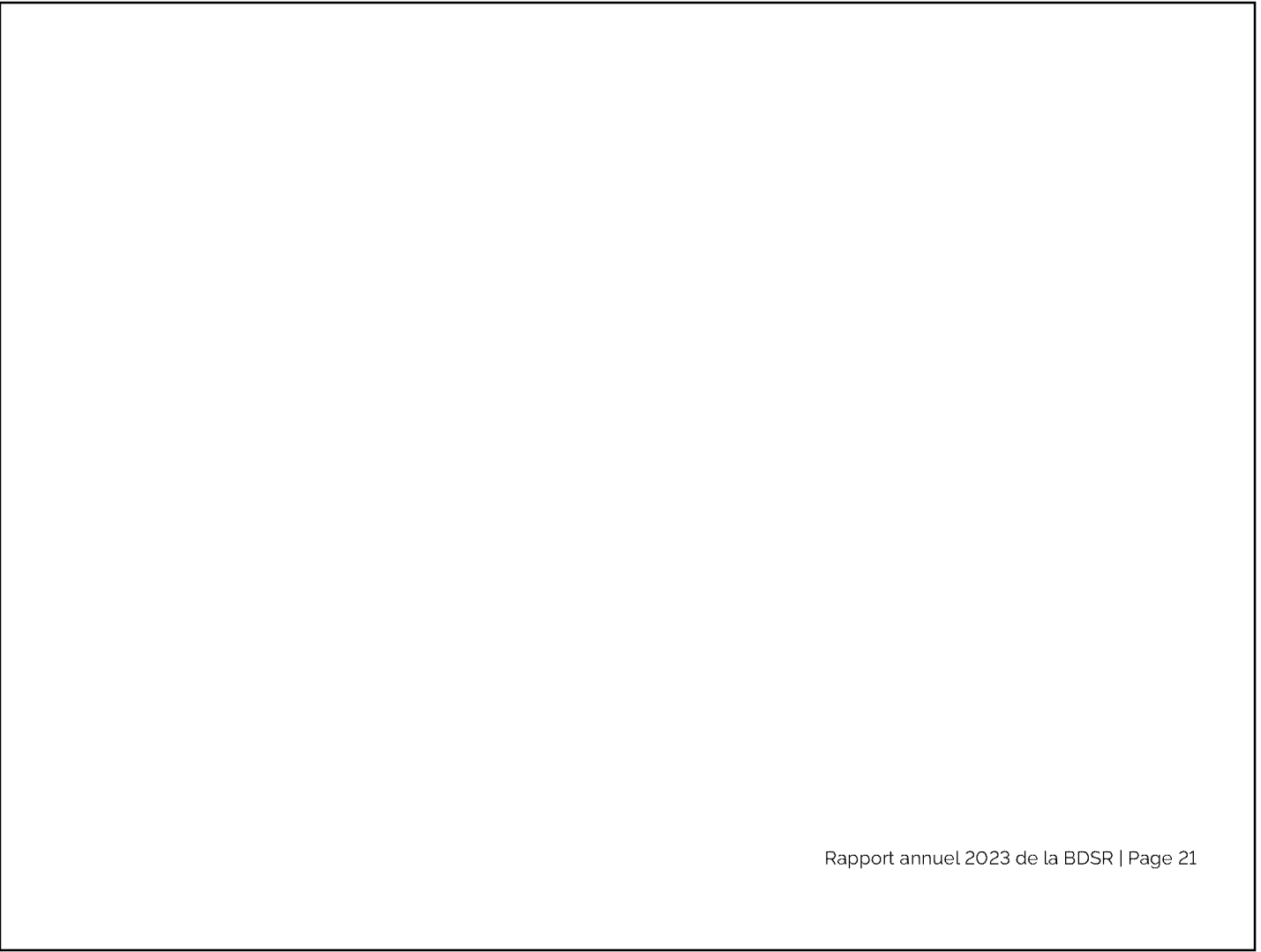
Catégories de risques – par occurrence



Les 5 principales catégories de risque – par discussion



Total des facteurs de risque déclarés = **16 452**
 Moyenne par discussion = **8**
 Facteurs de risque cernés (sur 105 facteurs de risque) = 105



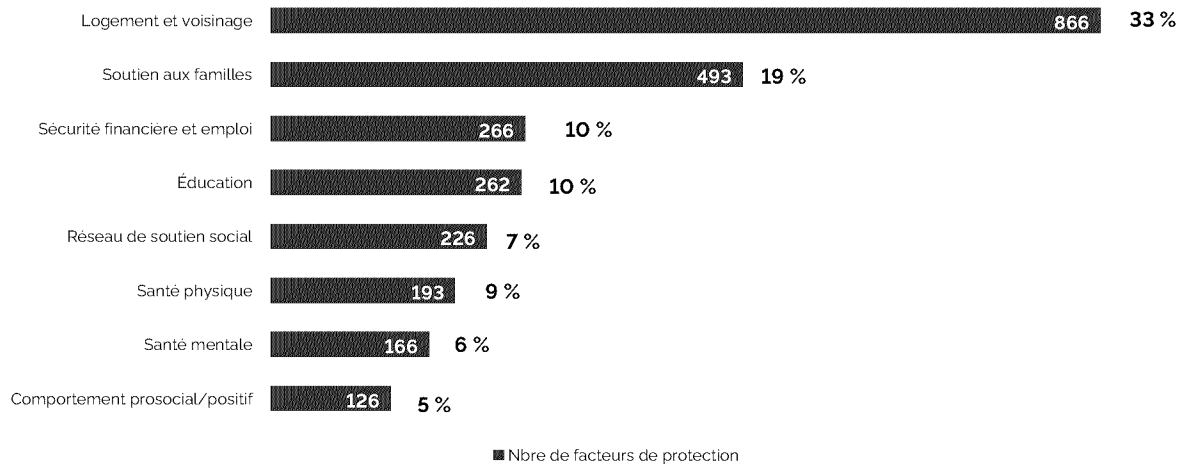
Les 5 principales catégories de risques par données démographiques

Les 5 principales catégories de risque pour le groupe des 30-39 ans	
1. Santé mentale (16 %)	
2. Implication criminelle (8 %)	
3. Drogues (8 %)	
4. Besoins fondamentaux (7 %)	
5. Comportement antisocial/négatif – 6 %	
FEMME	HOMME
1. Santé mentale – 17 %	1. Santé mentale (15 %)
2. Drogues (8 %)	2. Implication criminelle (10 %)
3. Besoins fondamentaux – 6 %	3. Besoins fondamentaux (8 %)
4. Implication criminelle (6 %)	4. Drogues (8 %)
5. Victimisation criminelle (6 %)	5. Santé physique (6 %)

***Remarque :** Les données selon le sexe « X » ont été supprimées de ce tableau en raison de la faible taille de l'échantillon.

Facteurs de protection provinciaux

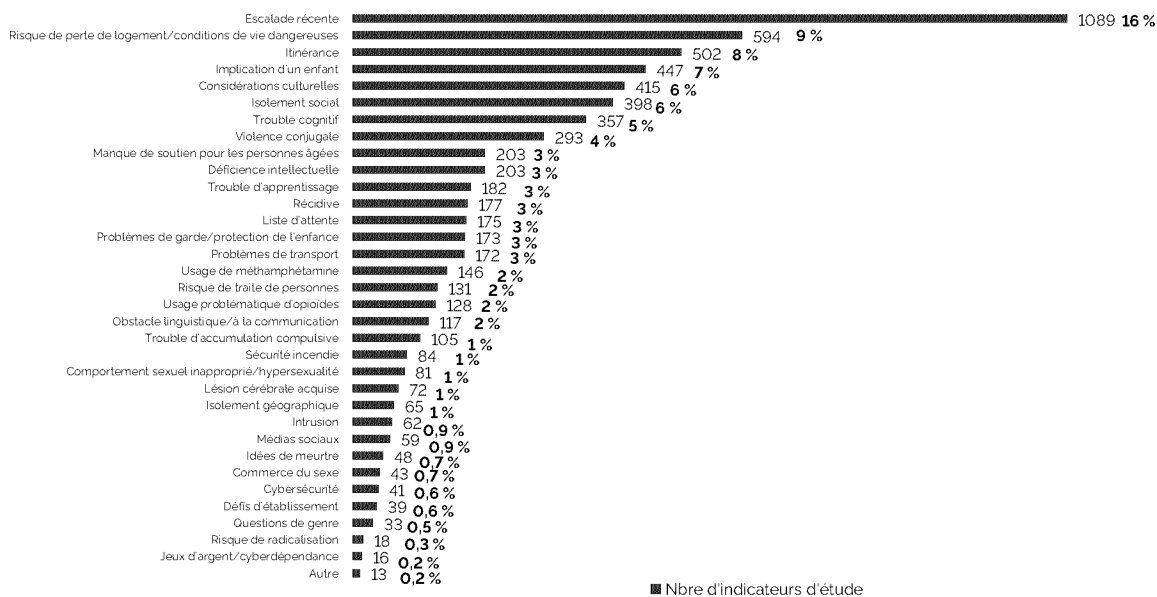
La BDSR comprend 51 facteurs de protection qui peuvent être regroupés en 8 groupes de facteurs de protection. Des données sur les facteurs de protection sont actuellement recueillies par 35 sites en Ontario qui disposaient de données en 2023. Les deux principaux groupes de facteurs de protection à l'échelle provinciale en 2023 étaient « Logement et voisinage » (33 %) et « Soutien aux familles » (19 %).



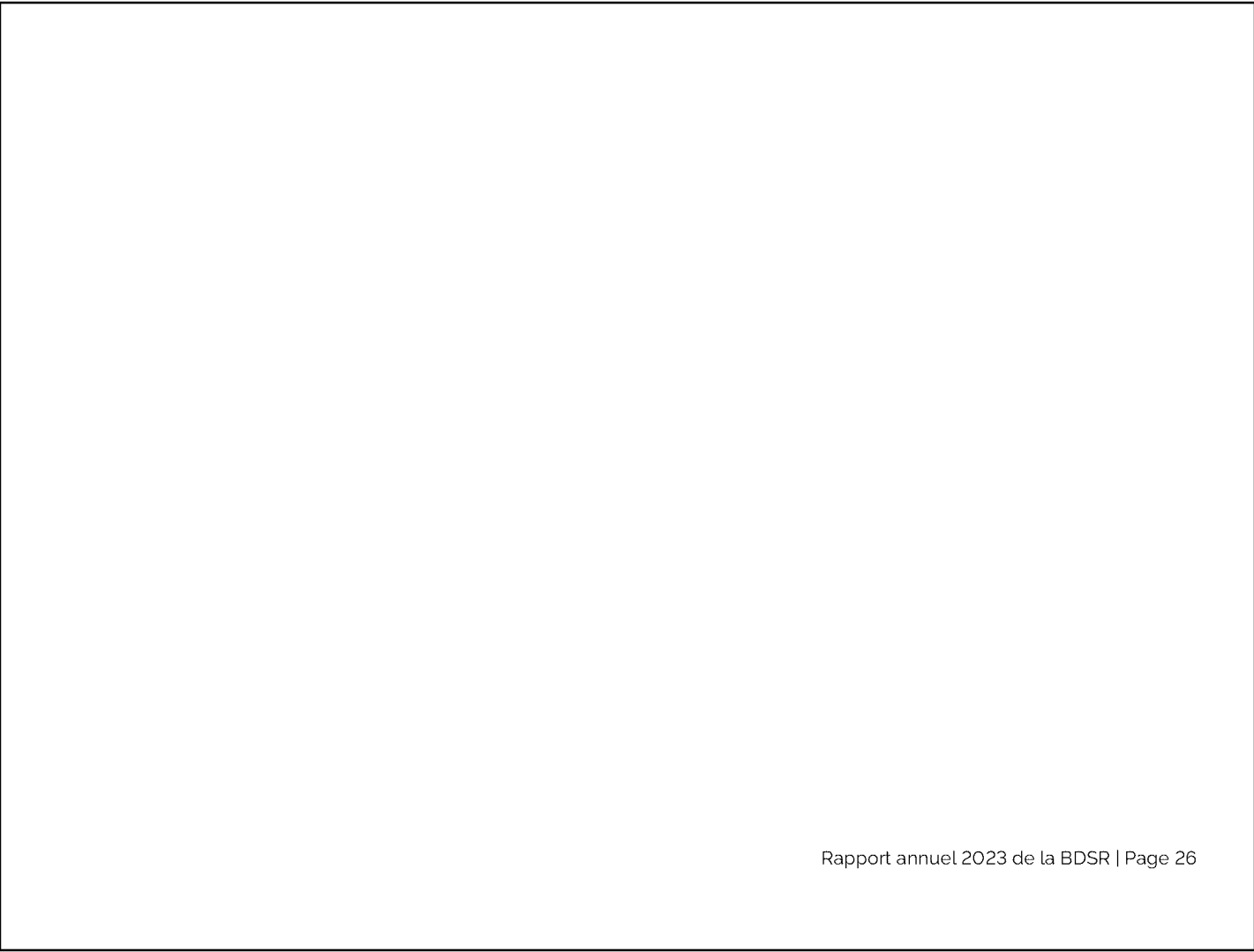
*Remarque : Nombre de sites utilisant des facteurs de protection : 35 sites.

Indicateurs d'étude provinciaux

Il existe 33 valeurs d'indicateurs d'étude qui peuvent être recueillies dans le cadre de la BDSR. La valeur « escalade récente » (16 %) reste la plus élevée à l'échelle provinciale, suivie de la valeur « risque de perte de logement/conditions de vie dangereuses » (9 %) et de l'itinérance.



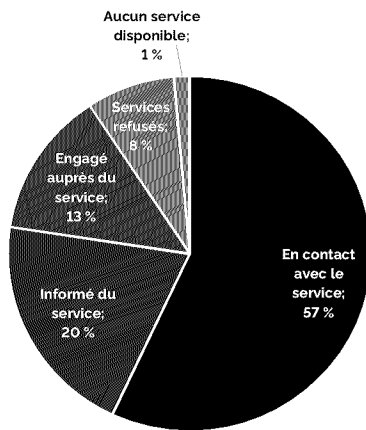
*Remarque : Nombre de sites utilisant des indicateurs d'étude : 41 sites



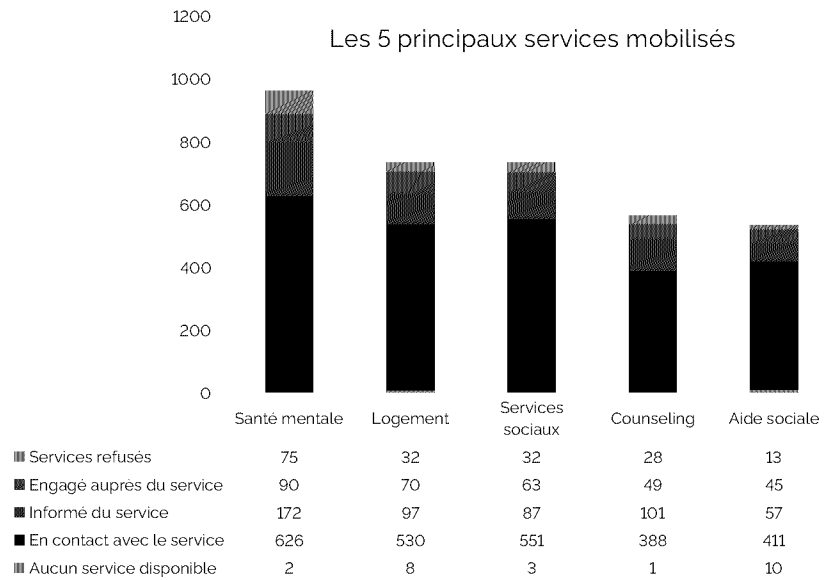
Services provinciaux mobilisés

Les données relatives au type de mobilisation et aux services mobilisés sont recueillies dans 35 sites (75 %) et communiquées aux partenaires des organismes après l'intervention. Les résultats provinciaux révèlent le plus souvent un lien avec les services de santé mentale.

Type de mobilisation

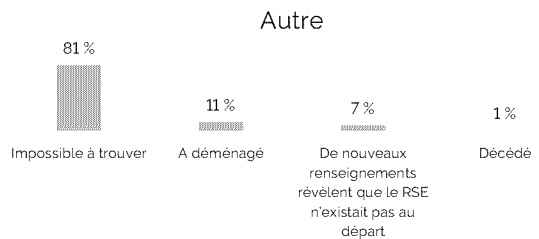
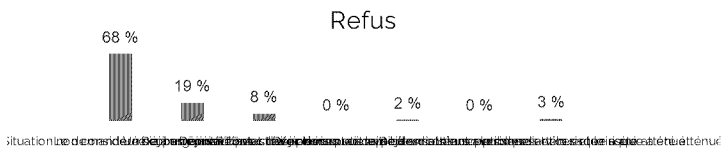
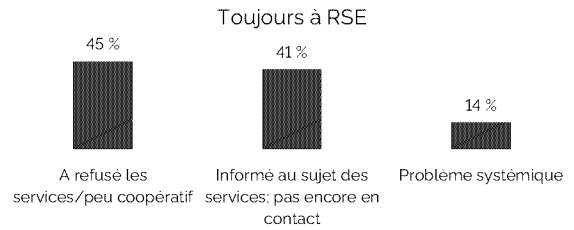
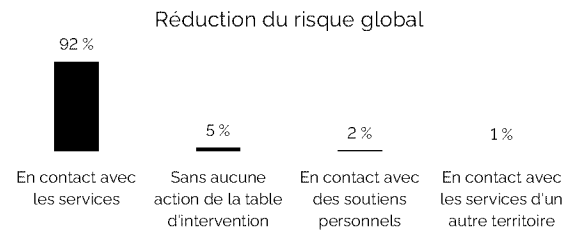
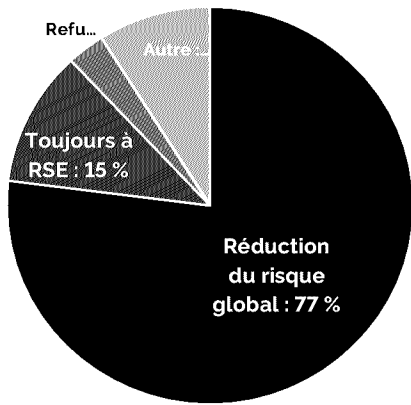


Les 5 principaux services mobilisés








***Remarque :** Nombre de sites utilisant les services mobilisés : 35 sites.

Raisons des conclusions provinciales



Données de corrélation provinciales

Les 5 principales catégories de risques et leurs associations

Principale catégorie de risques	1. Santé mentale* 15 % 	2. Implication criminelle 8 % 	3. Besoins fondamentaux 7 % 	4. Comportement antisocial/négatif 7 % 	5. Santé physique 7 % 
Principal groupe d'âge	30-39 ans	30-39 ans	30-39 ans	30-39 ans	50-99 ans
Les 5 principales catégories de risques en corrélation	<ol style="list-style-type: none"> 1. Comportement antisocial/négatif (50 %) 2. Besoins fondamentaux (46 %) 3. Logement (39 %) 4. Drogues (37 %) 5. Santé physique (36 %) 	<ol style="list-style-type: none"> 1. Santé mentale (84 %) 2. Comportement antisocial/négatif (59 %) 3. Drogues (53 %) 4. Logement (41 %) 5. Besoins fondamentaux (39 %) 	<ol style="list-style-type: none"> 1. Santé mentale (84 %) 2. Logement (51 %) 3. Santé physique (51 %) 4. Comportement antisocial/négatif (44 %) 5. Chômage (38 %) 	<ol style="list-style-type: none"> 1. Santé mentale (89 %) 2. Implication criminelle (45 %) 3. Besoins fondamentaux (43 %) 4. Drogues (40 %) 5. Violence physique (35 %) 	<ol style="list-style-type: none"> 1. Santé mentale (83 %) 2. Besoins fondamentaux (65 %) 3. Logement (43 %) 4. Comportement antisocial/négatif (42 %) 5. Chômage (34 %)
Principal indicateur d'étude	Escalade récente 56 %	Escalade récente 59 %	Récente escalade 55 %	Escalade récente 66 %	Escalade récente 51 %
Principal service mobilisé	Santé mentale				

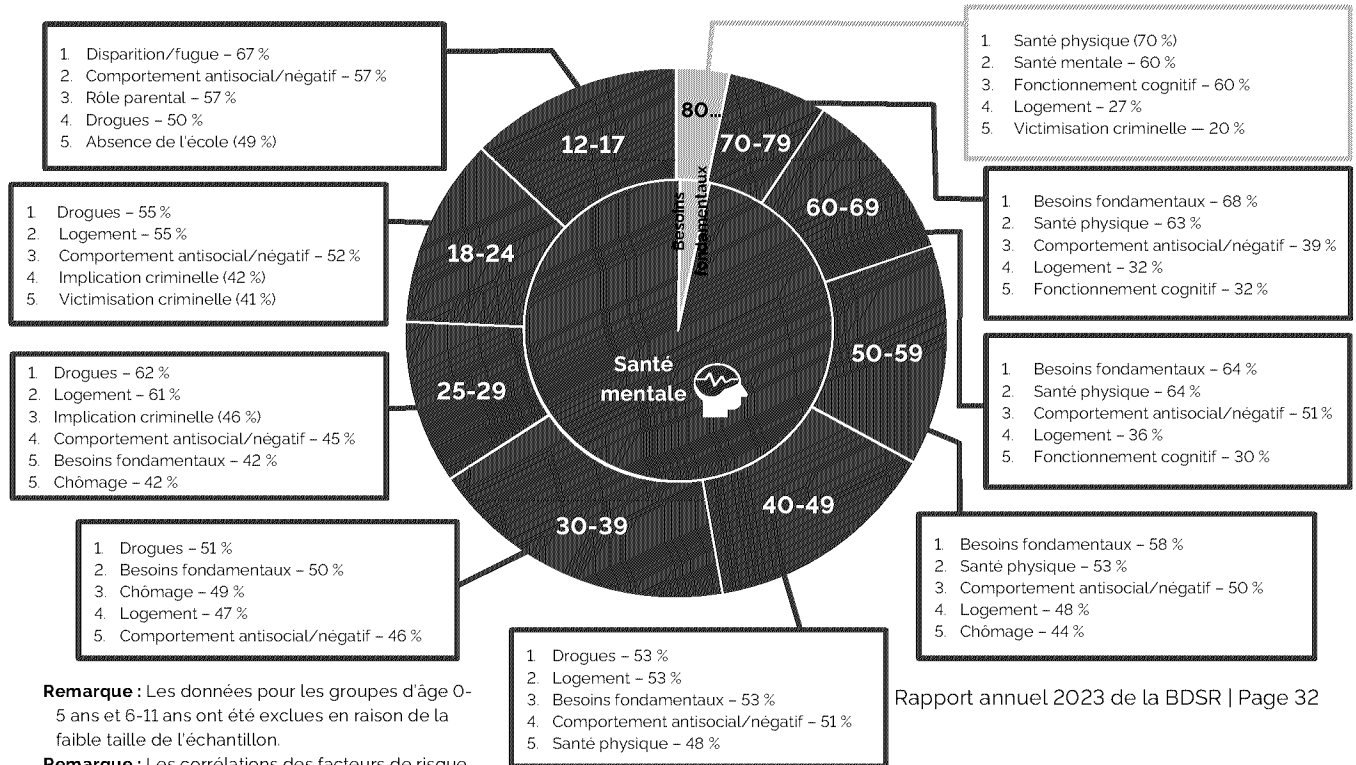
***Exemple** : Lorsque l'on examine les discussions relatives à tous les groupes d'âge qui contiennent des facteurs de risque pour la santé mentale, le groupe d'âge qui est le plus souvent associé est celui des 30-39 ans, et les facteurs de risque de comportement

antisocial/négatif apparaissent dans 50 % des cas, ainsi qu'un indicateur d'étude d'escalade récente dans 56 % des cas. Un service de santé mentale est le plus souvent mobilisé à la suite du processus d'intervention.

Remarque : Les corrélations des catégories de risques sont calculées au moyen d'une discussion – voir la page 16 à titre de référence.











Les 5 principales catégories de risques corrélées par groupe d'âge

La catégorie des besoins fondamentaux représentait la principale catégorie de risques pour les groupes d'âge des 80 ans et des 80 ans et plus, tandis que la santé mentale était la principale catégorie de risques pour les autres groupes d'âge. Cette page présente les catégories de risques qui sont les plus corrélées à la catégorie de risque principale pour chaque groupe d'âge. Par exemple, dans le groupe des 18-24 ans, dans toutes les discussions comportant une catégorie de risques pour la santé mentale, la catégorie de risques « Drogues » apparaissait également 55 % du temps.



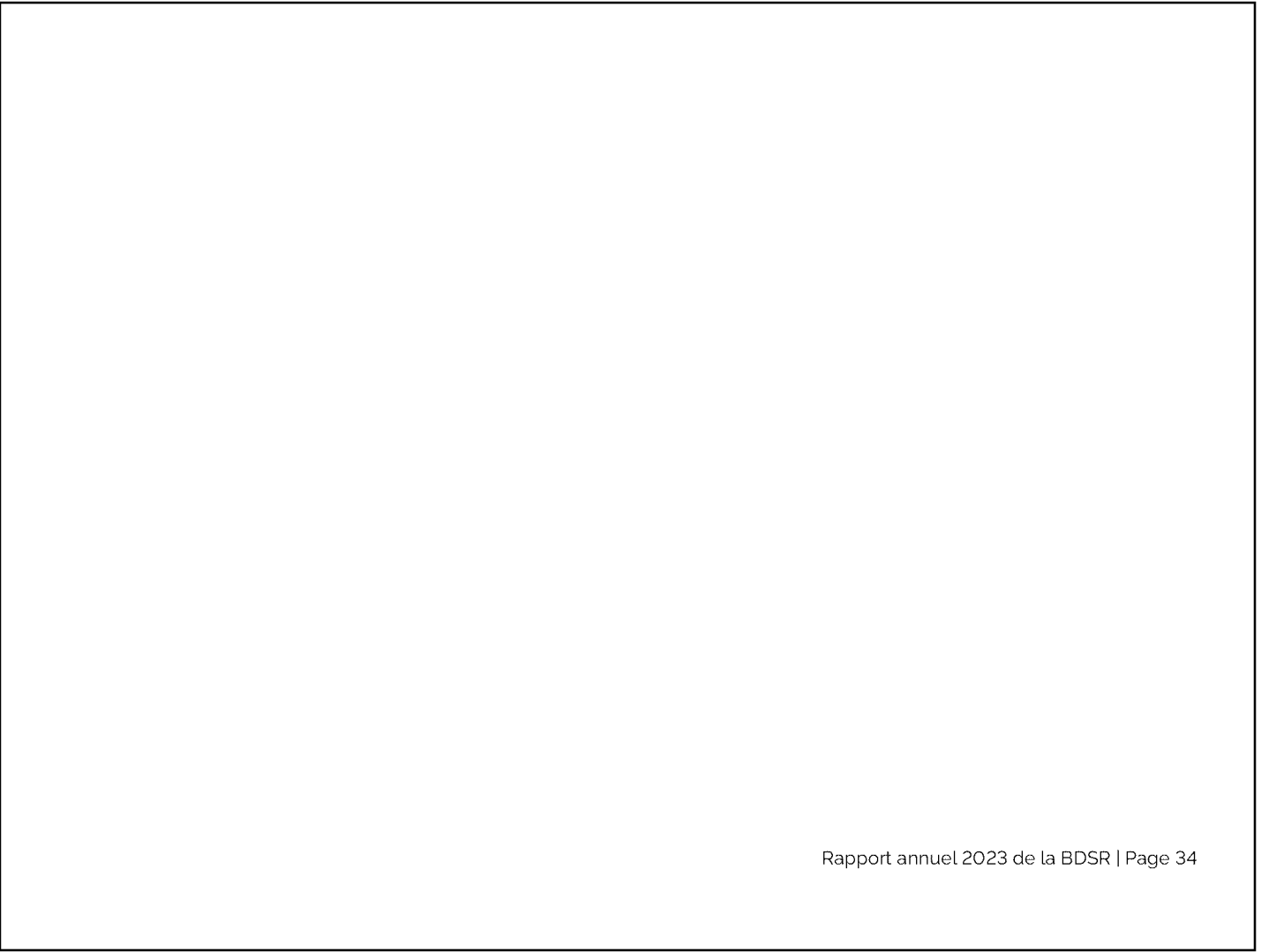
Remarque : Les données pour les groupes d'âge 0-5 ans et 6-11 ans ont été exclues en raison de la faible taille de l'échantillon.
Remarque : Les corrélations des facteurs de risque sont calculées au moyen d'une discussion - voir la

Les 5 principaux indicateurs de l'étude avec les catégories de risques corrélées

1. Escalade récente*	2. Risque de perte de logement/conditions de vie dangereuses	3. Itinérance	4. Implication d'un enfant	5. Considérations culturelles
				
				
Santé mentale 15 %	Santé mentale 14 %	Santé mentale 13 %	Santé mentale 13 %	Santé mentale 15 %
Comportement antisocial/négatif 8 %	Besoins fondamentaux 8 %	Logement 9	Comportement antisocial/négatif 7 %	Comportement antisocial/négatif 7 %
Implication criminelle 7 %	Santé physique 8 %	Besoins fondamentaux 9 %	Rôle parental 7 %	Besoins fondamentaux 7 %
Besoins fondamentaux 6 %	Comportement antisocial/négatif 6 %	Implication criminelle 8 %	Implication criminelle 6 %	Victimisation criminelle 6 %
Santé physique 5 %	Logement 6 %	Santé physique 7 %	Violence émotionnelle 5 %	Violence émotionnelle 6 %

***Exemple :** Dans les discussions où il existe un indicateur d'étude « escalade récente », la catégorie de risques « santé mentale » apparaît 1 399 fois (soit 15 % du temps).

Remarque : Les corrélations de l'indicateur d'étude sont calculées par occurrence – voir la page 16 pour une référence sur l'analyse par occurrence par opposition à la discussion.

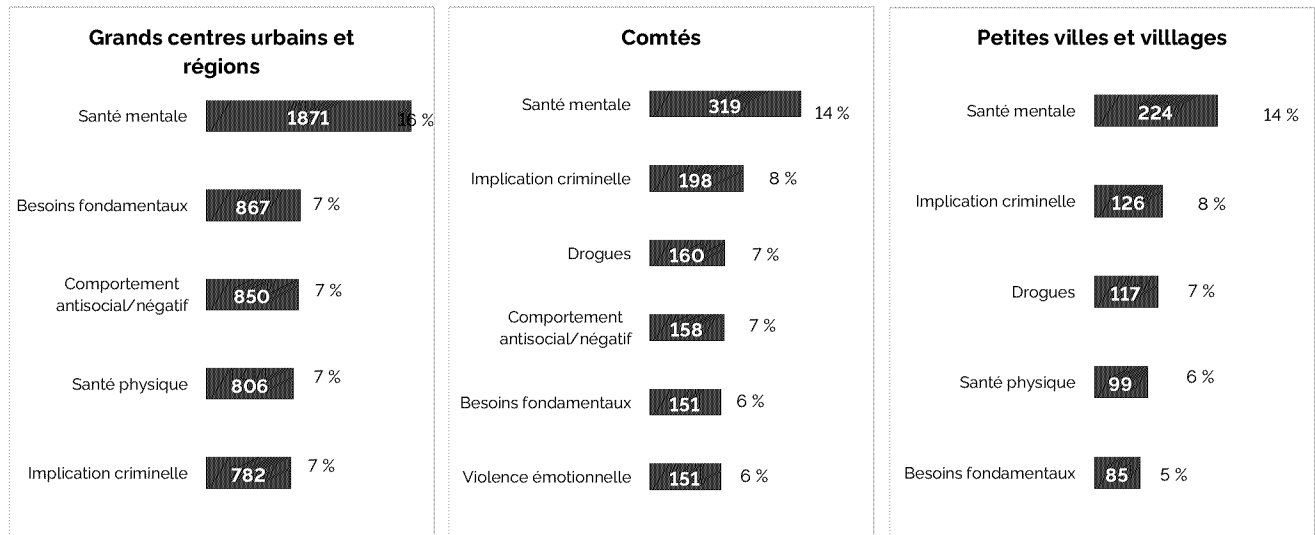


Analyse des catégories de population provinciale

Les 48 sites disposant de données dans la BDSR ont été répartis en 3 catégories de population en fonction de leur taille selon Statistique Canada : Grands centres urbains et régions (20), Comtés (13), et Petites villes et villages (15).

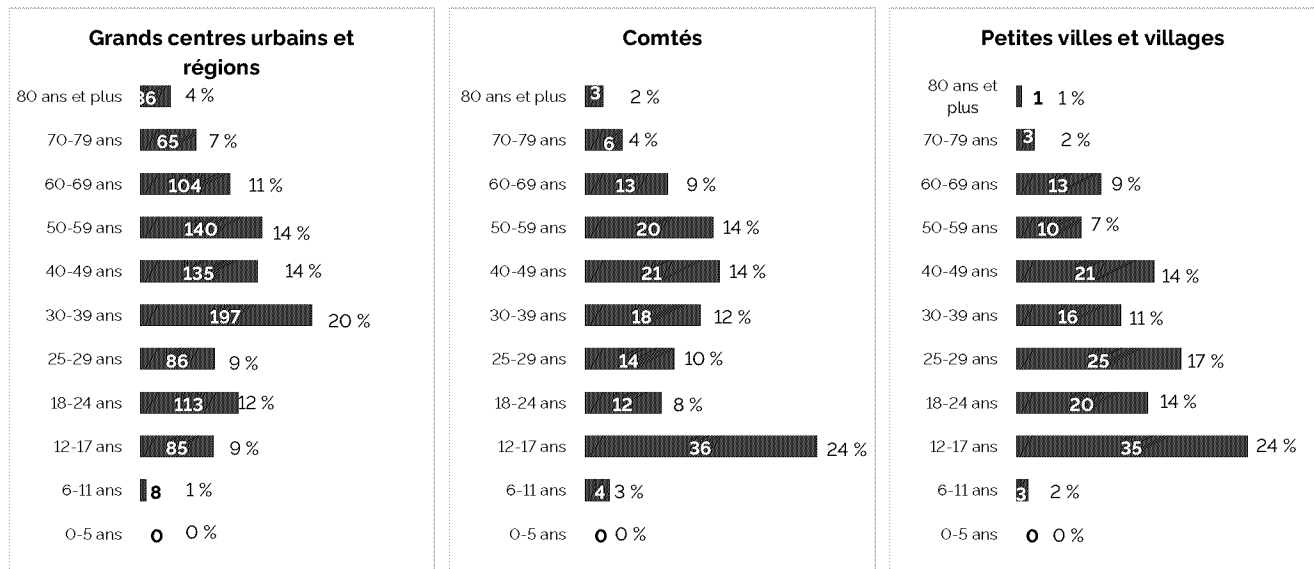
Les 5 principales catégories de risques par catégorie de population

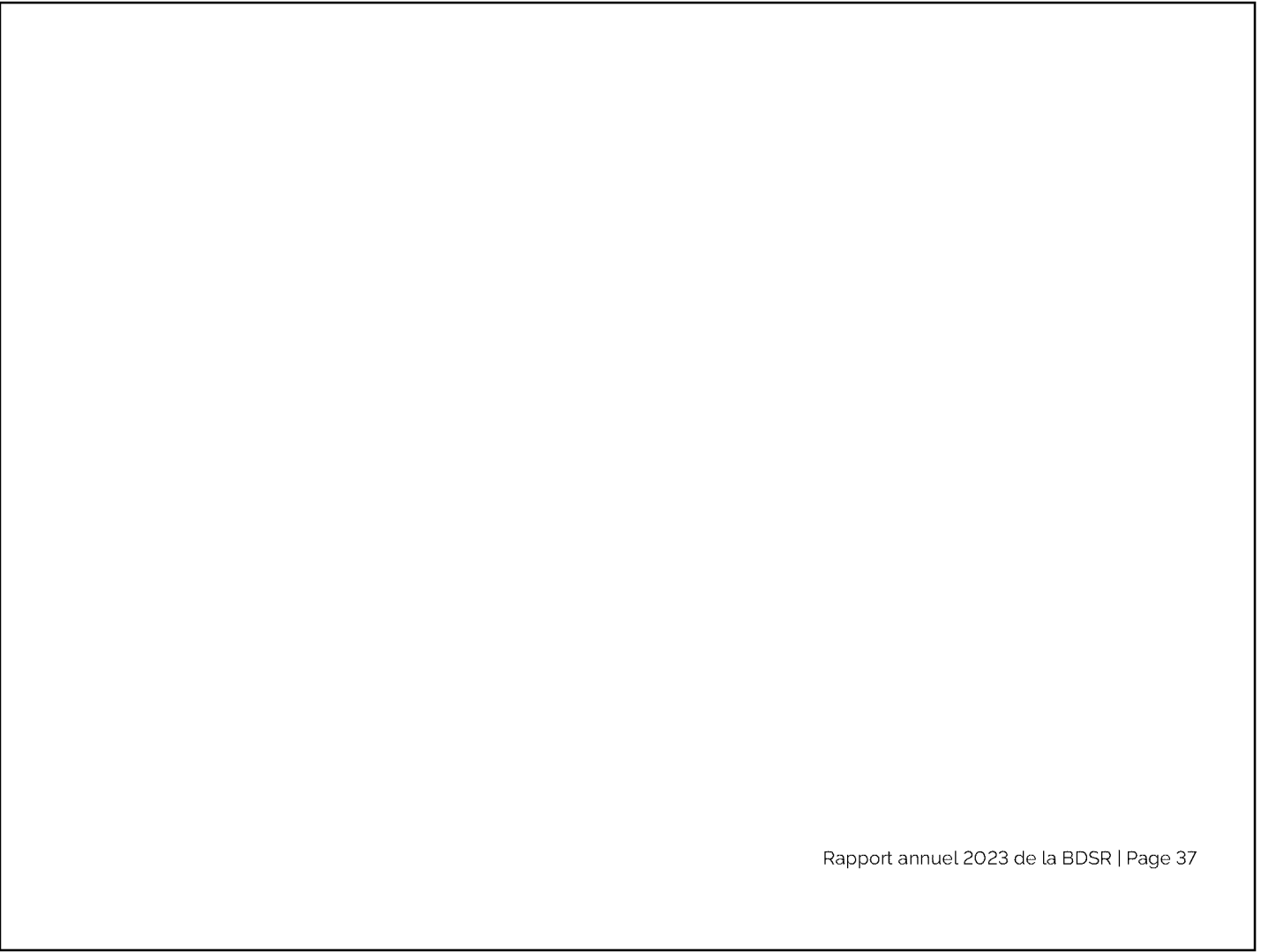
Les graphiques suivants montrent les cinq principales catégories de risques par occurrence pour chaque catégorie de population. La première catégorie de risques est la même (santé mentale) pour chaque catégorie de population, avec quelques variations dans les cinq premières.



Données sociodémographiques par catégorie de population

Les graphiques suivants montrent les groupes d'âge pour chaque catégorie de population. Le groupe d'âge le plus fréquent dans les grands centres urbains et régions en 2023 était celui des 30 à 39 ans. Le groupe d'âge le plus fréquent dans les comtés ainsi que les petites villes et villages en 2023 était celui des 12 à 17 ans. Cela montre qu'il peut y avoir des besoins différents de services selon la taille de la collectivité. Cela révèle par ailleurs l'effet proportionnel que les grands centres urbains et les régions ont sur les résultats globaux des données provinciales.

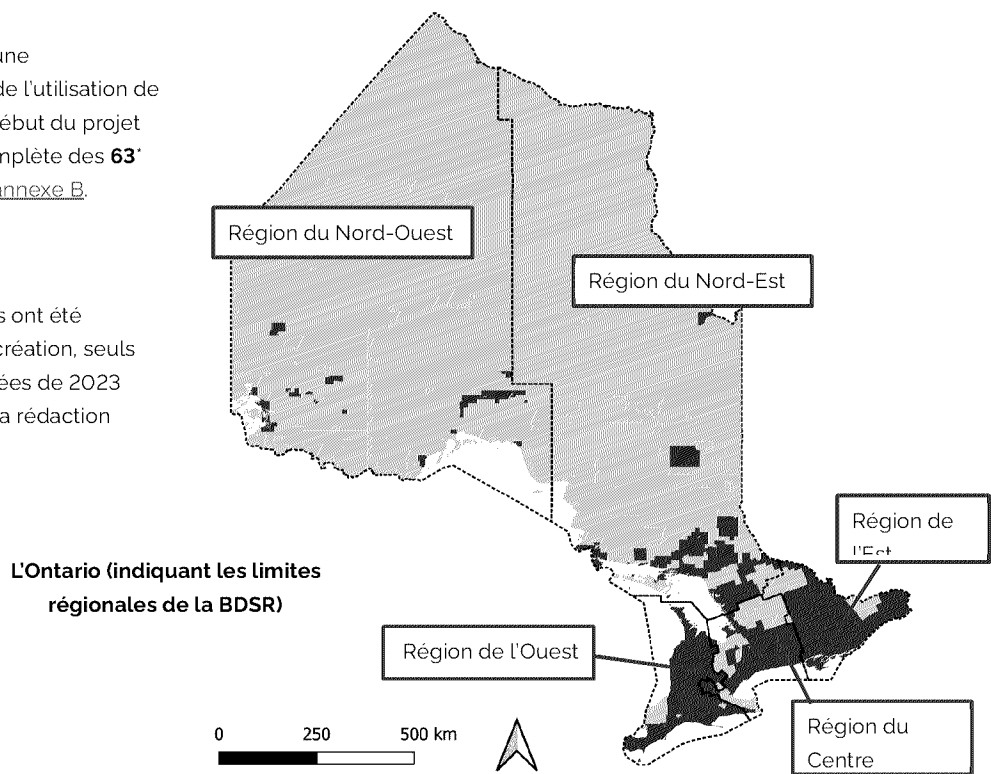




Partie B – Rapport annuel de la BDSR 2023 – Résultats régionaux

Les cartes suivantes donnent une représentation géographique de l'utilisation de la BDSR en Ontario depuis le début du projet (2014-2023). Pour une liste complète des **63** sites intégrés à la BDSR, voir l'[annexe B](#).

*Remarque : Alors que 63 sites ont été intégrés à la BDSR depuis sa création, seuls 48 sites disposaient des données de 2023 dans la BDSR au moment de la rédaction

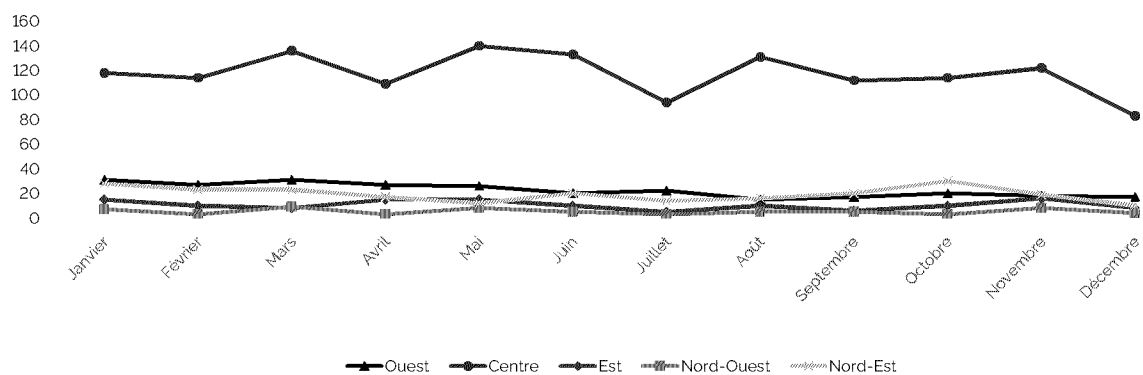


Résultats des données régionales de la BDSR pour 2023

En 2023, 48 sites utilisaient la BDSR. Elles représentaient les cinq régions de la province.

Aperçu des discussions

Répartition mensuelle des discussions ouvertes

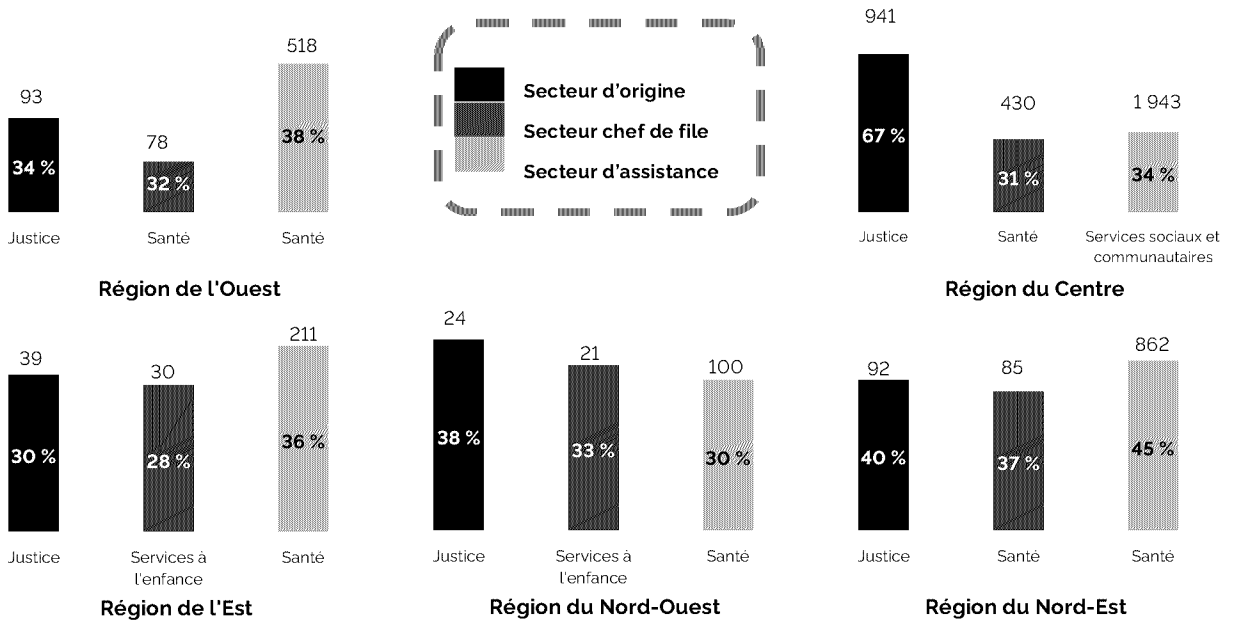


	Ouest	Centre	Est	Nord-Ouest	Nord-Est
Sites	10	18	8	5	7
Discussions	271	1 406	128	61	232
Atteinte du seuil	91 %	98 %	85 %	100 %	98 %
Refus	9 %	2 %	15 %	0 %	2 %

Rapport annuel 2023 de la BDSR | Page 39

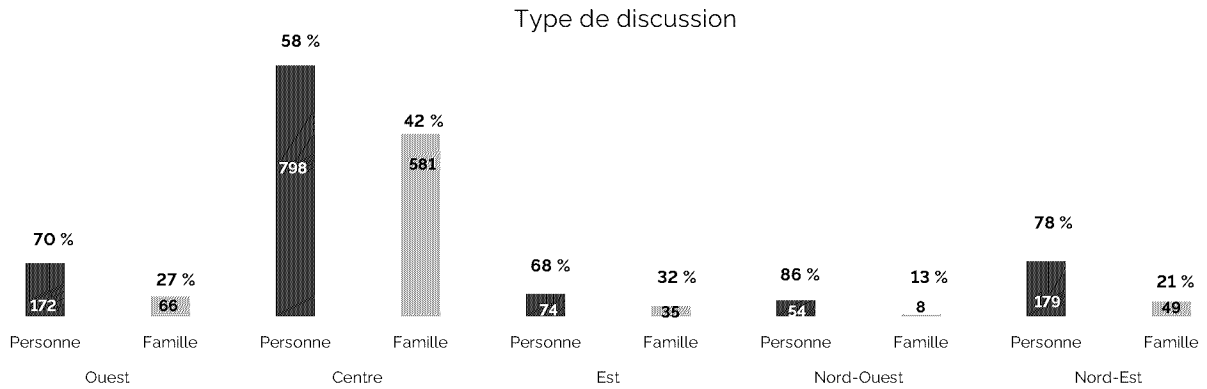
Engagement sectoriel régional

Les 3 principaux secteurs engagés



Données sociodémographiques régionales

Lorsqu'ils discutent de situations de RSE, les partenaires des organismes déterminent le type de discussion ainsi que certaines données sociodémographiques anonymisées afin de contribuer à établir les facteurs situationnels et l'engagement des organismes. La majorité des discussions régionales concernaient des personnes dont l'âge variait d'une région à l'autre.



***Remarque :** Les valeurs des champs du type de discussion « Logement », « Voisinage » et « Environnement » contribuent également à ces résultats en petites quantités.

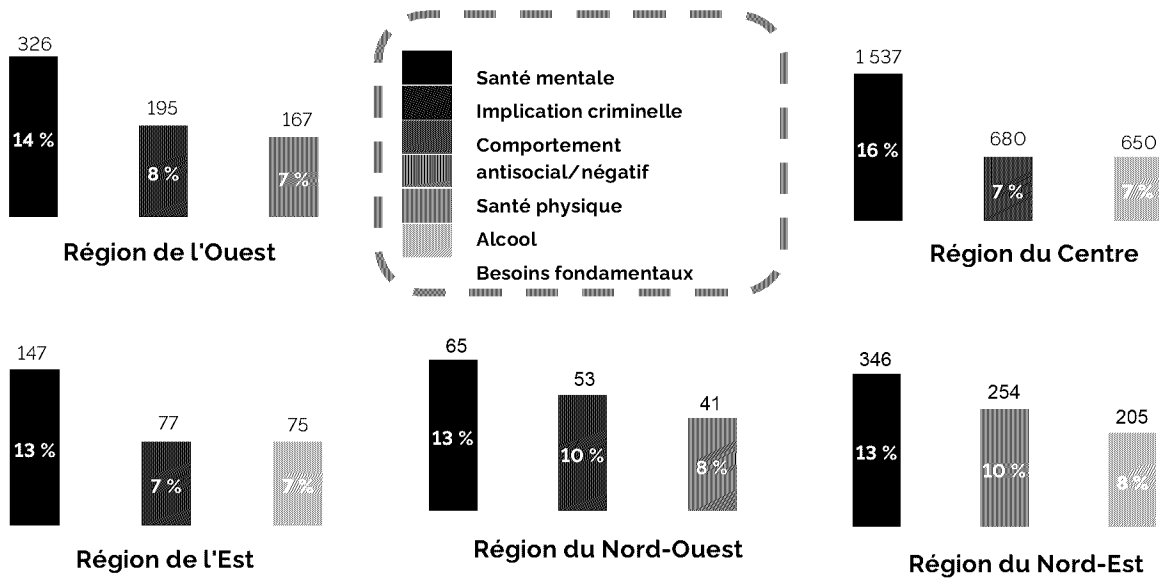
Principal groupe d'âge				
Région de l'Ouest	Région du Centre	Région de l'Est	Région du Nord-Ouest	Région du Nord-Est
12-17 ans (15 %)	30-39 ans (20 %)	12-17 ans (28 %)	12-17 ans (39 %)	30-39 ans (21 %)

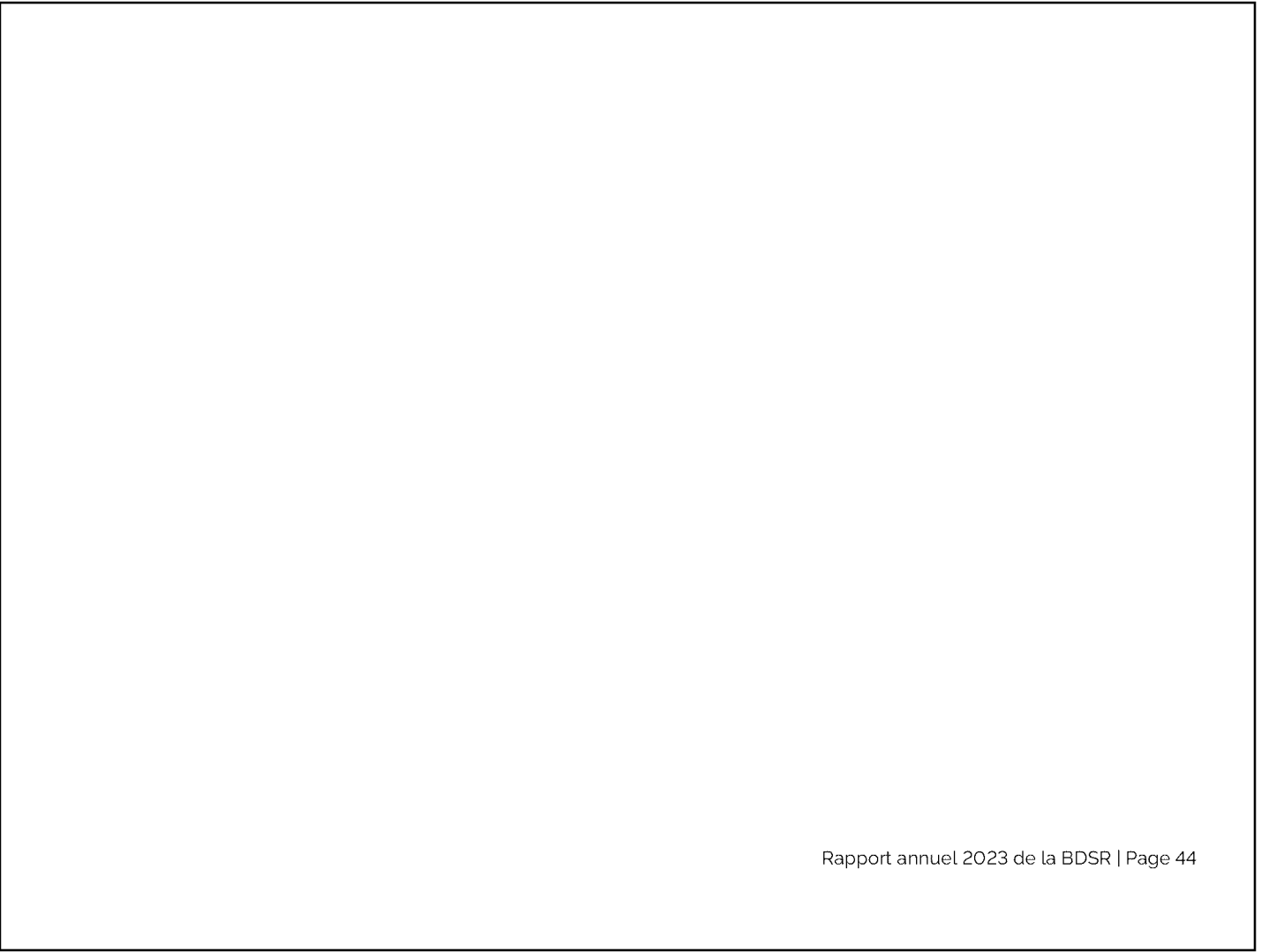
Renseignements sur les catégories de risques régionales

Lorsque l'on analyse les résultats des risques au niveau régional, on constate une variabilité entre les régions, tant du point de vue des occurrences que des discussions.

Les 3 principales catégories de risques – par occurrence
















L'analyse des renseignements sur les risques par occurrence révèle les six catégories de risques les plus prédominantes suivantes, la santé mentale étant désignée comme la première catégorie de risques dans toutes les régions.





Les 3 principales catégories de risques – par discussion

L'analyse des renseignements sur les risques par discussion, où un facteur de risque apparaît au moins une fois dans une discussion donnée de chacune des 27 catégories, révèle un schéma légèrement différent, la santé mentale restant la première catégorie de risques dans toutes les régions.

Région de l'Ouest	Région du Centre	Région de l'Est	Région du Nord-Ouest	Région du Nord-Est
 <p>Santé mentale 80 % (218)</p>	 <p>Santé mentale 79 % (1 108)</p>	 <p>Santé mentale 73 % (95)</p>	 <p>Santé mentale 75 % (47)</p>	 <p>Santé mentale 92 % (214)</p>
 <p>Drogues 47 % (127)</p>	 <p>Comportement antisocial/négatif 43 % (605)</p>	 <p>Besoins fondamentaux 44 % (58)</p>	 <p>Drogues 64 % (40)</p>	 <p>Santé physique 66 % (153)</p>
 <p>Comportement antisocial/négatif 47 % (126)</p>	 <p>Besoins fondamentaux 41 % (575)</p>	 <p>Drogues 43 % (56)</p>	 <p>Implication criminelle 59 % (37)</p>	 <p>Besoins fondamentaux 65 % (150)</p>

Les 3 principales catégories de risques par données démographiques

Les tableaux ci-après montrent la variation des principales catégories de risques propres à la population masculine et féminine dans le groupe d'âge le plus élevé indiqué, ce qui permet une analyse plus ciblée des risques relatifs aux populations les plus vulnérables dans une région donnée.

Région de l'Ouest	
Principales catégories de risques pour le groupe des 12-17 ans	
1. Implication criminelle (10 %)	
2. Santé mentale - 10 %	
3. Drogues (9 %)	
Femme	Homme
1. Santé mentale (12 %)	1. Implication criminelle (13 %)
2. Drogues (10 %)	2. Drogues (10 %)
3. Implication criminelle (8 %)	3. Comportement antisocial/négatif (8 %)

Région du Centre	
Principales catégories de risques pour le groupe des 30-39 ans	
1. Santé mentale (18 %)	
2. Implication criminelle (8 %)	
3. Drogues (7 %)	
Femme	Homme
1. Santé mentale (19 %)	1. Santé mentale - 17 %
2. Drogues (7 %)	2. Implication criminelle (10 %)
3. Implication criminelle (7 %)	3. Drogues (7 %)

Région de l'Est	
Principales catégories de risques pour le groupe des 12-17 ans	
1. Santé mentale (11 %)	
2. Implication criminelle (10 %)	
3. Violence émotionnelle (6 %)	
Femme	Homme
1. Santé mentale (13 %)	1. Implication criminelle (14 %)
2. Violence émotionnelle (8 %)	2. Santé mentale - 10 %
3. Automutilation (7 %)	3. Comportement antisocial/négatif (8 %)

Région du Nord-Ouest	
Principales catégories de risques pour le groupe des 12-17 ans	
1. Implication criminelle (12 %)	
2. Santé mentale (11 %)	
3. Alcool (10 %)	
Femme	Homme
1. Alcool (11 %)	1. Implication criminelle (12 %)
2. Santé mentale (11 %)	2. Santé mentale (11 %)


Région du Nord-Est	
Principales catégories de risques pour le groupe des 30-39 ans	
1. Santé mentale (13 %)	
2. Besoins fondamentaux (10 %)	
3. Drogues (8 %)	
Femme	Homme
1. Santé mentale (13 %)	1. Santé mentale (12 %)
2. Drogues (8 %)	2. Besoins fondamentaux (12 %)

3. Implication criminelle (10 %)	3. Alcool (9 %)	3. Violence physique (8 %)	3. Implication criminelle (9 %)
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Facteurs de protection régionaux

Les 5 principaux facteurs de protection

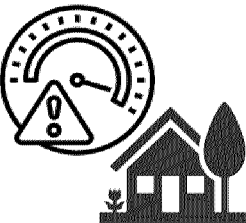
Les deux principaux groupes de facteurs de protection régionaux en 2023 étaient le « logement et voisinage » et le « soutien aux familles » dans les cinq régions.

Région de l'Ouest	Région du Centre	Région de l'Est
Logement et voisinage – 26 % Soutien aux familles – 19 % Sécurité financière/emploi – 15 % Santé physique – 12 % Éducation – 9 %	Logement et voisinage – 37 % Soutien aux familles – 18 % Éducation – 10 % Réseau de soutien social – 9 % Sécurité financière/emploi – 9 %	Soutien aux familles – 21 % Logement et voisinage – 18 % Éducation – 14 % Sécurité financière/emploi – 12 % Santé physique – 12 %
Région du Nord-Ouest		Région du Nord-Est
Soutien aux familles – 30 % Logement et voisinage – 27 % Éducation – 10 % Santé mentale – 10 % Santé physique – 8 %		Soutien aux familles – 32 % Logement et voisinage – 19 % Sécurité financière/emploi – 13 % Santé mentale – 13 % Santé physique (9 %)

Indicateurs d'étude régionaux

Les 5 principaux indicateurs d'étude

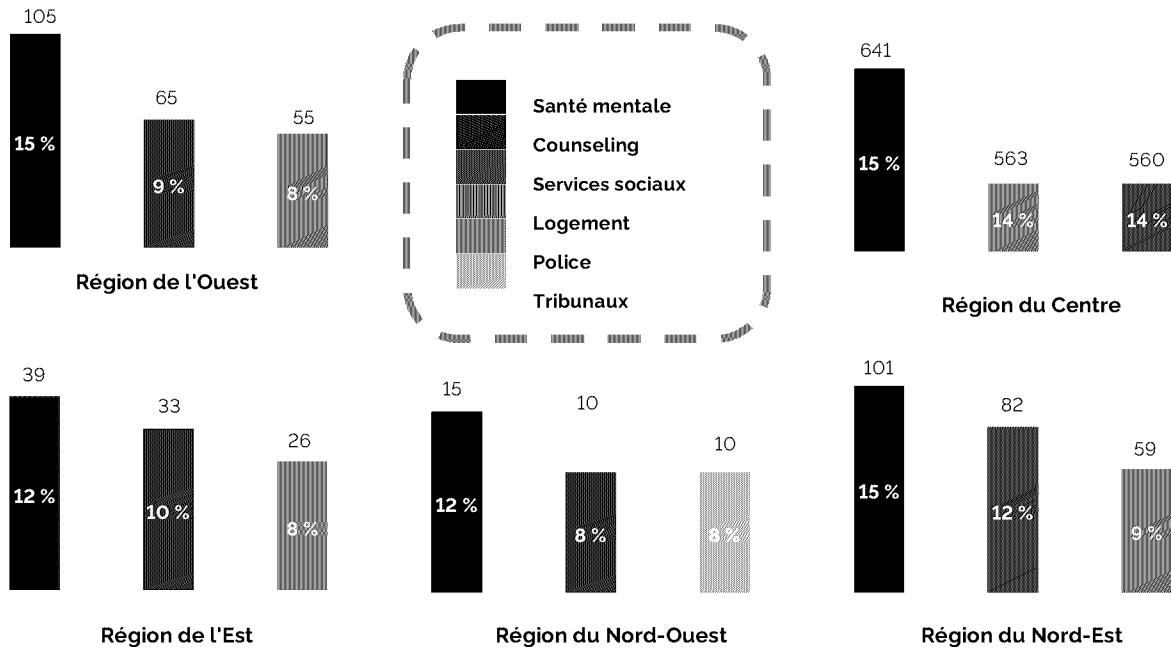
Les deux principaux indicateurs de l'étude à l'échelle régionale en 2023 étaient l'« escalade récente », suivie du « risque de perte de logement/conditions de vie dangereuses » dans quatre des cinq régions et de l'« itinérance » dans la région du Nord-Ouest.

Région de l'Ouest	Région du Centre	Région de l'Est
<ul style="list-style-type: none"> Escalade récente – 13 % Risque de perte de logement/ Conditions de vie dangereuses – 9 % Itinérance – 8 % Violence conjugale – 7 % Implication d'un enfant – 7 % 	<ul style="list-style-type: none"> Escalade récente – 18 % Risque de perte de logement/ Conditions de vie dangereuses – 9 % Considérations culturelles – 8 % Itinérance – 7 % Implication d'un enfant – 7 % 	<ul style="list-style-type: none"> Escalade récente 11 % Risque de perte de logement/ conditions de vie dangereuses – 10 % Itinérance – 8 % Implication d'un enfant – 7 % Isolement social – 6 %
Région du Nord-Ouest		Région du Nord-Est
<ul style="list-style-type: none"> Escalade récente – 11 % Itinérance – 7 % Trouble cognitif – 7 % Risque de traite de personnes Risque de perte de logement/ Conditions de vie dangereuses – 7 % 		<ul style="list-style-type: none"> Escalade récente – 14 % Risque de perte de logement/ conditions de vie dangereuses – 10 % Itinérance – 8 % Isolement social – 8 % Trouble cognitif – 6 %

Services régionaux mobilisés

Les 3 principaux services mobilisés

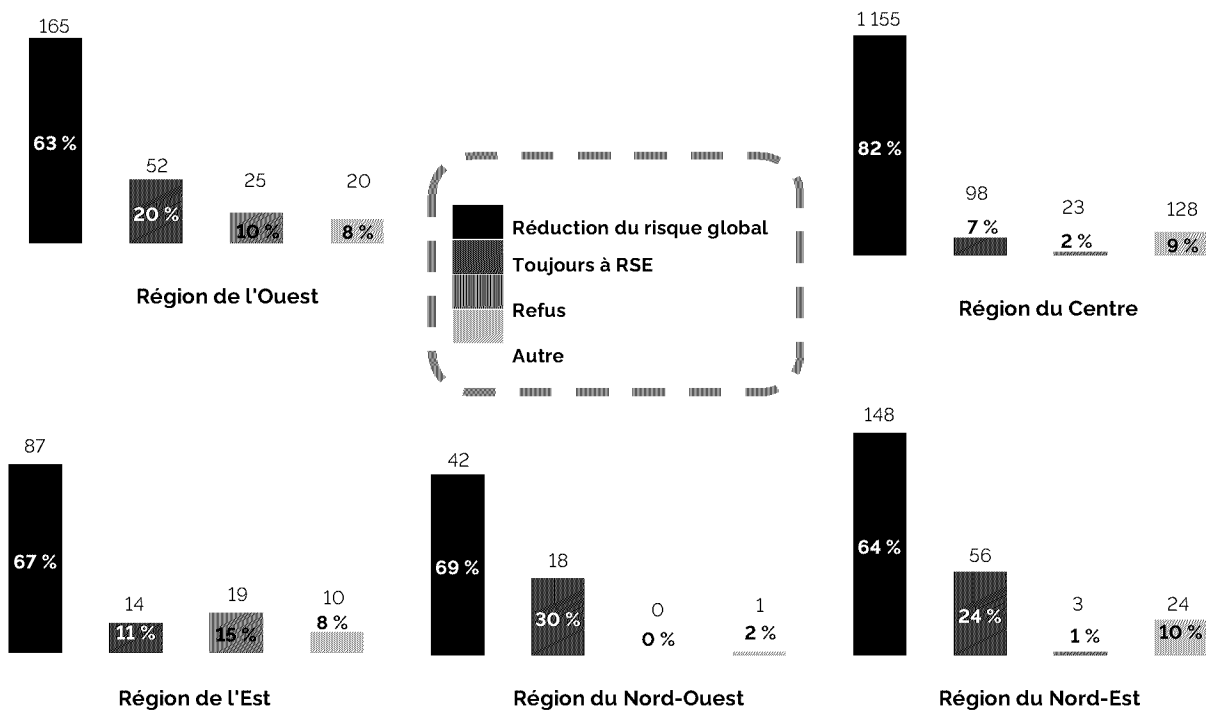
Les données suivantes reflètent les types de mobilisation : Informé des services, En contact avec les services et Engagé auprès des services.



*Remarque : Nombre de sites utilisant les services mobilisés : 48 sites.

Raisons des conclusions régionales

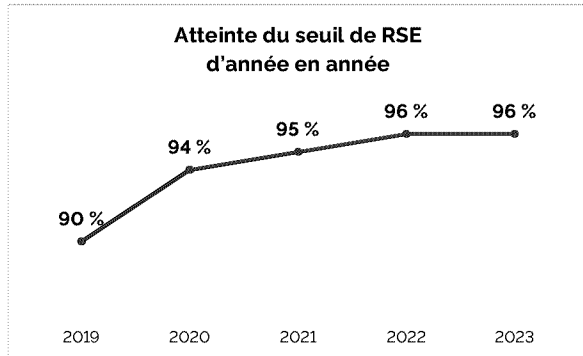
La majorité des discussions dans les cinq régions ont abouti à une réduction du risque global, suivie du maintien du RSE.



Conclusion

Analyse des tendances provinciales

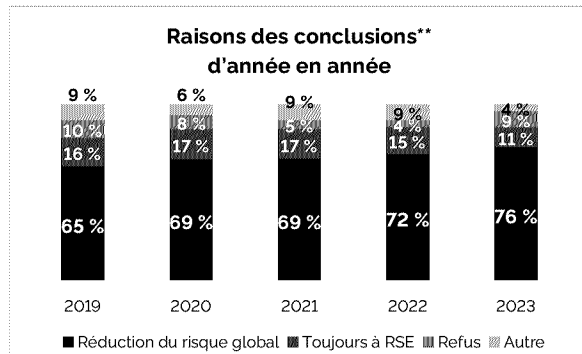
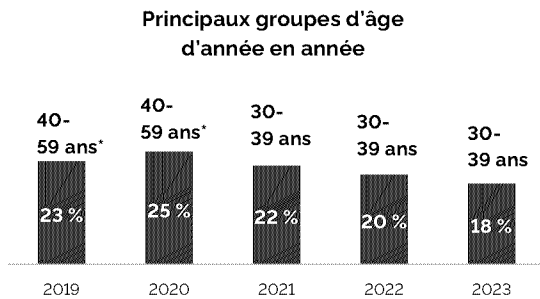
Les tendances suivantes ont été observées dans les rapports annuels de la BDSR publiés au cours des cinq (5) dernières années.



Principale catégorie de risques par occurrence d'année en année



La santé mentale est la principale catégorie de risques depuis cinq (5) ans.



Rapport annuel 2023 de la BDSR | Page 52

Remarques :

- Chaque année, de 2019 à 2023 (les cinq dernières années), les discussions atteignant le seuil de RSE ont régulièrement augmenté. Les données représentent toutes les discussions et pas seulement celles qui ont atteint le seuil de risque spécifiquement cité, comme indiqué à la page 10.

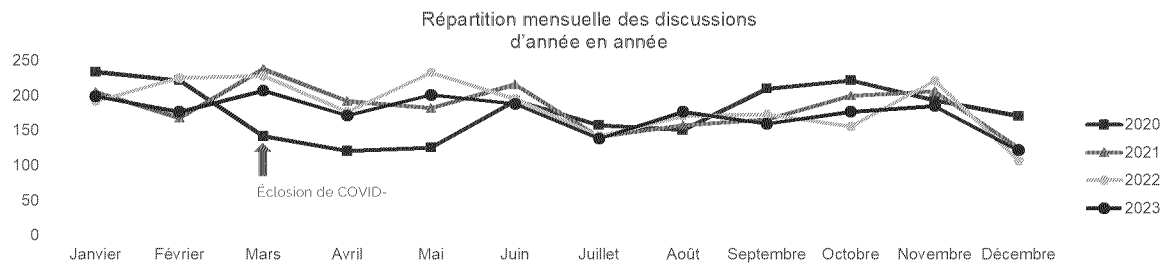
mettre en avant.

- En 2023, 77 % des discussions atteignant le seuil de RSE ont permis de réduire le risque global. Il s'agit également d'une augmentation de 2 % par rapport à l'année précédente.
- La santé mentale a été la principale catégorie de risques, analysée à la fois par occurrence et par discussion, au cours des cinq dernières années en Ontario et dans chacune des cinq régions prises individuellement.
 - Les cinq principales catégories de risque corrélées à la santé mentale en 2023 (page 23) étaient les suivantes : comportement antisocial/négatif (50 %), besoins fondamentaux (46 %), logement (39 %), drogues (37 %) et santé physique (36 %) ; il s'agissait des mêmes catégories de risque dans le même ordre qu'au cours de l'année précédente.
 - L'analyse des catégories de population de 2023 (page 26) a montré que la catégorie de risque correspondant à la santé mentale était la plus répandue dans les discussions dans les trois catégories de population, avec une certaine variation dans les cinq principales.
- Le groupe d'âge dont il était le plus souvent question lors des discussions est demeuré celui des 30 à 39 ans au cours des trois dernières années. En août 2020, un changement a été mis en œuvre dans la BDSR afin d'affiner les tranches d'âge pour les discussions futures et de permettre un aperçu plus précis. Ces nouveaux groupes n'ont pas fait l'objet d'un rapport avant 2021 afin de garantir un ensemble de données complet. Les tranches d'âge historiques sont mentionnées à l'annexe A.
 - L'analyse des catégories de population de 2023 (page 27) a révélé une différence marquée dans le principal groupe d'âge représenté après la prise en compte de la taille de la population. Le principal groupe d'âge représenté dans les grands centres urbains et les régions était celui des 30 à 39 ans, tandis que dans les comtés et les petites villes et villages c'était celui de 12 à 17 ans, ce qui indique que les groupes d'âge dont les membres sont plus jeunes deviennent plus représentés dans les discussions à mesure que la taille de la collectivité rétrécit. Une tendance semblable a été observée au cours des trois années précédentes. Cette augmentation peut découler de facteurs

Rapport annuel 2023 de la BDSR | Page 53

socio-économiques tels qu'un accès réduit aux possibilités et aux services, bien qu'il ne faille pas tirer de conclusions à partir d'un seul ensemble de données.

- Si l'on examine la répartition mensuelle des discussions ouvertes de 2020 à 2023, on observe une tendance similaire dans la fréquence des discussions, avec une forte baisse des discussions enregistrées durant les mois au printemps 2020, ce qui pourrait révéler des répercussions de la pandémie de COVID-19 sur la capacité des communautés à tenir des discussions. Les répercussions de la pandémie de COVID-19 devraient être analysées sur une plus longue période à l'aide de multiples ensembles de données.



- Chaque année, de 2019 à 2023, la majorité des discussions ont émané de partenaires du secteur de la justice.
 - Cependant, le secteur qui occupe la première place change une fois que la discussion initiale a lieu et la majorité des discussions/interventions sont alors menées par des partenaires du secteur de la santé chaque année. Cette situation confirme qu'une fois qu'une situation de RSE est discutée par le biais d'une approche pluriorganisme axée sur le risque, davantage de partenaires appropriés s'engagent et des soutiens sont déterminés.

- Le rôle central que jouent les organismes d'assistance dans le processus d'intervention ne peut être sous-estimé. Les résultats des données continuent de démontrer l'engagement de plusieurs organismes qui reconnaissent les avantages que ce modèle a à offrir.
- La majorité des discussions tenues chaque année concerne le type de discussion « personne »; cependant, ces dernières années, la fréquence des discussions impliquant le type de discussion « famille » a augmenté, le niveau le plus élevé (37 %) des cinq dernières années étant manifeste en 2023.

Valeur fournie par la BDSR

La responsabilité de la sécurité et du bien-être communautaires incombe à tous les membres de la communauté. Une approche intégrée est à ce titre nécessaire pour rassembler les municipalités, les services policiers, les partenaires communautaires et les communautés autochtones autour d'un objectif collectif. Il est essentiel d'encourager des partenariats multisectoriels avec une vision unifiée de la sécurité et du bien-être pour élaborer des stratégies, des programmes et des services visant à réduire les facteurs de risque et à favoriser des collectivités plus sûres et plus saines.

Les données fournies par la BDSR continuent de démontrer le succès des partenariats multisectoriels dans la réduction des risques grâce au travail concerté servant à déterminer les risques locaux et à lancer des interventions, tout en tenant compte des données démographiques, des ressources et des besoins locaux. Elles constituent également une ressource fiable pour les collectivités, qu'il convient d'utiliser en conjonction avec d'autres ensembles de données disponibles et les connaissances locales, pour cerner les tendances concernant les risques prioritaires et les groupes vulnérables. Elles visent également à guider l'élaboration des programmes et stratégies à venir qui seront mis en œuvre pour traiter ces risques, par exemple, dans le cadre d'un plan de sécurité et de bien-être communautaires.

Comme le projet de la BDSR évolue, il est devenu la solution logicielle privilégiée en Ontario pour soutenir les collectivités qui ont mis en œuvre des modèles d'intervention multisectorielle destinés à réduire les risques. Reconnaisant la valeur des données de la BDSR, le ministère reste engagé à fournir des rapports annuels pour s'assurer que les résultats provinciaux et régionaux sont partagés avec le gouvernement et les partenaires communautaires de sorte que les données puissent être utilisées à l'appui des politiques et les programmes, y compris des efforts de planification de la sécurité et du bien-être des collectivités ainsi que des investissements provinciaux plus larges. Plus précisément, les données de la BDSR peuvent être chevauchées et analysées par rapport aux principaux risques cernés dans les plans de sécurité et de bien-être communautaires à l'échelle de la province afin de brosser un tableau plus complet des risques et des besoins dans les collectivités ontariennes. À l'échelle locale, divers plans de sécurité et de bien-être communautaires ont cerné la nécessité de renforcer ou d'élargir les tables d'intervention en tant que stratégie pour gérer les risques locaux et soutenir les populations vulnérables, ce qui démontre l'incidence positive de ces tables et la nécessité de poursuivre la collecte et l'analyse des données fournies par la BDSR.

Par le biais de la BDSR, le ministère continue de défendre les avantages considérables de la collaboration en vue d'atteindre des résultats communs qui améliorent la qualité de vie des personnes les plus vulnérables de nos collectivités.

Pour en savoir plus sur le processus de planification de la sécurité et du bien-être communautaires, y compris le cadre et la trousse de planification de la sécurité et du bien-être communautaires, veuillez consulter les ressources du ministère ici :

[Plan de sécurité et de bien-être communautaires](#)

Personnes-ressources

Pour toute question au sujet de la BDSR ou de ses rapports annuels, veuillez communiquer avec l'équipe de soutien de la BDSR du ministère à l'adresse SafetyPlanning@ontario.ca.

Collaborateurs du rapport annuel 2023 de la BDSR

Analystes de la sécurité communautaire, Section de l'élaboration des programmes

Natalie Brull

Ashika Sharda

Chef d'équipe, Section de l'élaboration des programmes

James Y. Lee

Chef, Section de l'élaboration des programmes

Ryan Baird

Rapport annuel 2023 de la BDSR | Page 57

Directrice, Direction des relations extérieures
Michelina Longo

Annexe A – Glossaire

Modèle d'intervention multisectorielle destiné à réduire les risques : Un modèle d'intervention collaborative où des partenariats sont créés dans le but d'atténuer les risques et d'améliorer la sécurité et le bien-être communautaires. Les tables d'intervention ne sont qu'un seul exemple de ce modèle.

Table d'intervention : Une table d'intervention consiste en une réunion régulière de travailleurs de première ligne, issus de divers organismes et secteurs de services à la personne, qui travaillent ensemble pour déterminer les personnes, les familles, les groupes ou les lieux qui présentent un risque élevé de préjudice et pour personnaliser les interventions multidisciplinaires qui atténuent ces risques.

Risque spécialement élevé (RSE) : Toute situation ayant une incidence négative sur la santé ou la sécurité d'une personne, d'une famille ou d'un groupe de personnes, où des professionnels sont autorisés par la loi à partager des renseignements personnels afin d'éliminer ou de réduire un préjudice imminent menaçant la personne ou d'autres personnes. Dans le cadre de l'approche à quatre filtres, la détermination se fait au filtre 2, que le seuil de RSE ait été atteint ou non.

Approche à quatre filtres :

Filtre 1 : Filtrage interne à l'organisme - Le premier filtre est le processus de filtrage par l'organisme qui envisage d'engager des partenaires dans une intervention multisectorielle. L'organisme doit être incapable d'éliminer ou de réduire le risque sans soumettre la situation au groupe. Chaque situation doit donc impliquer des facteurs de risque qui dépassent le champ d'action ou la pratique habituelle de l'organisme. Ces situations représentent par conséquent une situation qui ne peut être traitée efficacement que de manière multisectorielle.

Filtre 2 : Renseignements anonymisés - À ce stade, l'organisme présente la situation au groupe dans un format anonymisé, en ne divulguant que les renseignements descriptifs qui sont raisonnablement nécessaires. Si les circonstances n'atteignent pas le seuil de risque spécialement élevé, aucune autre discussion ne devrait avoir lieu. Cependant, s'il est déterminé, par un consensus de la table, que le seuil a été atteint, des renseignements personnels limités sont divulgués au filtre trois pour commencer à planifier une intervention multisectorielle.

Filtre 3 : Renseignements identificatoires limités – Si le groupe conclut que le seuil de risque spécialement élevé est atteint, il devrait, à ce filtre, déterminer quels organismes sont raisonnablement nécessaires pour planifier et mettre en œuvre l'intervention. Les renseignements identificatoires peuvent alors être partagés avec les organismes du quatrième filtre.

Filtre 4 : Intervention planifiée – Lors de ce dernier filtre, seuls les organismes désignés comme ayant un rôle direct à jouer dans une intervention se rencontreront séparément pour discuter des renseignements personnels limités requis afin de guider la planification de l'intervention. Une intervention devrait avoir lieu peu de temps après l'achèvement du quatrième filtre, afin de répondre aux besoins de la personne, de la famille ou d'un groupe précis de personnes et d'atténuer le risque élevé.

Veillez noter que les aspects de l'approche à quatre filtres ne sont pas tous prescrits par la loi et qu'un grand nombre d'entre eux pourraient ne pas être obligatoires pour un organisme en particulier.

Pour obtenir de plus amples renseignements sur l'approche à quatre filtres pour le partage de l'information, veuillez consulter le [Document de référence sur le partage d'informations dans des modèles d'intervention multisectorielle](#) destinés à réduire des risques sur le site Web du ministère. Ce document s'adresse aux professionnels et présente des pratiques exemplaires pour l'échange de renseignements sur des personnes ou des familles en vue de les aiguiller vers des services locaux et d'atténuer le risque élevé de préjudice.

Raisons des conclusions : Une liste des conclusions émanant d'une discussion lors d'une initiative d'intervention multisectorielle destinée à réduire les risques. La BDSR comprend 18 raisons des conclusions différentes, regroupées en quatre catégories.

Types de discussion : Permettent de déterminer l'objet de l'intervention multisectorielle visant à réduire les risques (c'est-à-dire la personne, la famille, le voisinage, l'environnement et le logement).

Intégration : Le processus de planification et de mise en œuvre impliqué lorsque des sites sont ajoutés à la BDSR, y compris la migration des données historiques, le test des fonctionnalités et la formation des utilisateurs.

Facteurs de protection : Caractéristiques ou conditions favorables pouvant atténuer les effets néfastes des facteurs de risque et favoriser la santé des personnes, des familles et des collectivités, accroissant ainsi la sécurité et le bien-être personnels ou communautaires. Il existe 51 facteurs de protection dans la BDSR.

Facteurs de risque : Caractéristiques et/ou conditions négatives présentes chez les individus, les familles et les communautés qui sont susceptibles d'augmenter la présence de la criminalité ou la peur de la criminalité dans une communauté. Il existe 105 facteurs de risque dans la BDSR.

Services mobilisés : Les services mobilisés par suite de l'intervention sont recueillis dans la BDSR pour aider à suivre quels services ont été proposés et acceptés par cette personne ou cette famille à RSE. Il existe cinq types d'efforts de mobilisation (par exemple, informé, engagé) qui peuvent être appliqués à 29 services différents.

Indicateurs d'étude : Permettent aux partenaires des organismes multisectoriels de suivre et de surveiller des tendances particulières dans leur communauté et de recueillir des renseignements sur certaines conditions qui peuvent être étudiées localement et qui ne relèvent pas des facteurs de risque individuels. Il existe 33 indicateurs d'étude dans la BDSR.

Tranche d'âge : Le regroupement des sujets de discussion par cohorte d'âges permet aux partenaires des organismes multisectoriels d'avoir une meilleure compréhension des besoins, aptitudes et capacités du sujet de discussion sans l'identifier. À l'automne 2020, un changement a été mis en œuvre dans la BDSR. Il avait pour but d'affiner les tranches d'âge pour les discussions futures afin de permettre des aperçus plus affinés. Ces nouveaux groupes n'ont pas fait l'objet d'un rapport avant 2021 afin de garantir un ensemble de données complet. Les valeurs historiques et les nouvelles tranches d'âge sont présentées dans le tableau ci-après :

Valeurs historiques	Nouvelles valeurs
0-5 ans	0-5 ans
6-11 ans	6-11 ans
12-17 ans	12-17 ans
18-24 ans	18-24 ans

25-29 ans	25-29 ans
30-39 ans	30-39 ans
40-59 ans	40-49 ans
60 ans et plus	50-59 ans
	60-69 ans
	70-79 ans
	80 ans et plus

Annexe B – Tous les sites de l'Ontario intégrés à la BDSR

RÉGION DE L'OUEST (14 sites)	RÉGION DU CENTRE (19 sites)	RÉGION DE L'EST (11 sites)	RÉGION DU NORD-OUEST (9 sites)	RÉGION DU NORD-EST (10 sites)
<ul style="list-style-type: none"> • Brantford • Chatham-Kent • Comté d'Elgin • Comtés de Grey et Bruce • Comté de Huron et de Perth • London • Comté de Middlesex (Strathroy) • Comté de Norfolk (Simcoe, comté de Haldimand) • Comté d'Oxford • Région rurale de Wellington • Région de Waterloo (Cambridge, Kitchener) • Sarnia – Lambton • Comté de Simcoe-Norfolk • Windsor 	<ul style="list-style-type: none"> • Barrie • Région de Durham • Région de Halton • Kawartha Lakes • Simcoe Nord (Huronie-Ouest, Midland) • Comté de Northumberland (Port Hope) • Nottawasaga • Orillia • Région de Peel (Brampton, Mississauga) • Peterborough • Port Colborne (Wainfleet, Welland, Pelham) • Sainte-Catherines-Thorold • Toronto - Rexdale • Toronto - Scarborough Nord • Toronto - est du centre-ville • Toronto - ouest du centre-ville • Toronto - Black Creek • Toronto - York • Région de York 	<ul style="list-style-type: none"> • Cornwall, Stormont, Dundas et Glengarry • Comté de Hastings (Belleville, Quinte West) • Comté de Kingston et Frontenac • Comté de Lennox et Addington (Napanee) • Comté de Leeds et Grenville • Comté de North Hastings (Bancroft et région) • Ottawa • Comté de Lanark (Perth) • Comté de Prince Edward • Comté de Renfrew • Comtés unis de Prescott-Russell 	<ul style="list-style-type: none"> • Dryden • Fort Frances • Greenstone • Kenora • Marathon • Nipigon • Red Lake • Sioux Lookout • Thunder Bay 	<ul style="list-style-type: none"> • Espanola • Algoma Est • Île Manitoulin • Moosonee • North Bay • Parry Sound • Sault Ste. Marie • Sudbury • Sudbury Est • Timmins

Remarque : Le tableau inclut tous les sites actuellement intégrés à la BDSR, qu'ils disposent ou non de données en 2023. Veuillez également noter que même si les tables d'Ottawa et de Sarnia-Lambton ont été intégrées à la BDSR par le passé, elles ne sont plus opérationnelles ni n'utilisent la BDSR.

Ministry of the Solicitor General

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Télécopieur: (416) 314-4037



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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Alcohol Retail Expansion Implementation

DATE OF ISSUE:	September 5, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0058
PRIORITY:	Normal

At the request of the Ministry of the Attorney General's Policy Division, I am sharing this communication on the implementation of alcohol expanding into more retail spaces.

For further information, please review the attached memo from Jane Mallen, Assistant Deputy Attorney General, Policy Division, Ministry the Attorney General.

If you have questions about Ontario's expanded alcohol marketplace, please contact Melissa Martin, Director, Alcohol Policy and Strategic Initiatives Branch at Melissa.Martin2@ontario.ca. Similarly, if you have any questions about the licensing framework, compliance, or the licence status of a particular retail location, please contact Jeremy Locke, Deputy Chief Operating Officer at Jeremy.Locke@agco.ca.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

.../2



**Ministry of the
Attorney General**

Office of the Assistant Deputy
Attorney General

Policy Division

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Procureur général**

Bureau du sous-procureur
général adjoint

Division des politiques

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Tél. : 416 212-5365
Télec. : 416 326-2699

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

FROM: Jane Mallen
Assistant Deputy Attorney General
Policy Division
Ministry of the Attorney General

DATE: August 29, 2024

SUBJECT: Alcohol Retail Expansion Implementation

This memorandum is to provide an update on the implementation of the expanded retail marketplace for the sale of beer, wine, cider and other ready-to-drink low-alcohol beverages through recent amendments to regulations under the *Liquor Licence and Control Act, 2019* (LLCA), which will impact newly licensed convenience, grocery and big box retail stores across the province.

The phased expansion and rollout began this summer and includes the following milestones:

- On July 18, 2024, the up to 450 grocery stores that were licensed before May 24, 2024 to sell beer, cider or wine became able to sell ready-to-drink beverages and large-pack sizes.
- Starting September 5, 2024, licensed convenience stores will be able to sell beer, cider, wine and ready-to-drink alcoholic beverages, including in large-pack sizes.

- Starting October 31, 2024, licensed grocery and big-box grocery stores will be able to sell beer, cider, wine and ready-to-drink beverages, including in large pack sizes.

The Ontario government is committed to ensuring the safe sale, service, and delivery of alcohol in this expanded marketplace.

The Alcohol and Gaming Commission of Ontario (AGCO) is an arm's length agency of the government that is responsible for ensuring that liquor is sold, served, and delivered in a responsible manner. The AGCO administers the LLCA which, together with the regulations made under it and any applicable AGCO Registrar's Standards and requirements, establish the licensing and regulatory regime for most aspects relating to the sale, service, and delivery of liquor in Ontario. The AGCO is responsible for ensuring that licensees and permit holders comply with their legal obligations under the LLCA, its regulations and the AGCO Registrar's Standards.

As the phased implementation continues, we wanted to ensure that local law enforcement is aware of the upcoming changes that would expand the number of retailers able to sell alcoholic beverages.

We ask that you please bring this memorandum to the attention of the policing community. We appreciate your support and attention to this matter, and we are available to discuss further how to best support law enforcement in this expanded marketplace.

To learn more about Ontario's expanded alcohol retail market, please visit:

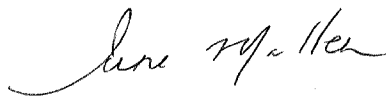
- [Where to buy alcoholic beverages](#)
- [Selling alcohol in convenience and grocery stores](#)

If you have any questions about Ontario's expanded alcohol marketplace, please contact Melissa Martin, Director, Alcohol Policy and Strategic Initiatives Branch at Melissa.Martin2@ontario.ca.

If you have questions about the licensing framework, compliance or the licence status of a particular retail location, please contact Jeremy Locke, Deputy Chief Operating Officer at Jeremy.Locke@agco.ca.

Thank you for your assistance in communicating these changes.

Sincerely,



Jane Mallen
Assistant Deputy Attorney General
Policy Division