NOTICE OF THE REGULAR MEETING OF THE OAK BAY POLICE BOARD DUE TO A GLOBAL PANDEMIC TO BE HELD BY ZOOM VIDEO CONFERENCE MEETING # 968 541 6468 ON TUESDAY NOVEMBER 24, 2020 AT 5:00 PM

WE ACKNOWLEDGE THAT THE LAND ON WHICH WE GATHER IS THE TRADITIONAL TERRITORY OF THE COAST AND STRAITS SALISH PEOPLES. SPECIFICALLY WE RECOGNIZE THE LEKWUNGEN SPEAKING PEOPLE, KNOWN TODAY AS THE SONGHEES AND ESQUIMALT NATIONS, AND THAT THEIR HISTORIC CONNECTIONS TO THESE LANDS CONTINUE TO THIS DAY.

AGENDA

CALL TO ORDER:

APPROVAL OF AGENDA

ADOPTION OF MINUTES:

1. Regular Meeting
   Minutes - 2020.10.27 Regular DRAFT

STANDING ITEMS:

2. Police Board Strategic Plan - W. Zink
   Rpt. 1 - Values Vision Mission Statements Nov 13 2020

NEW BUSINESS:

3. Policy Update - Deputy Chief Fisher
   OK 060 Police Service Dogs

ADJOURNMENT:

That the open portion of the Police Board meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be dealt with in private under the Police Act.
MINUTES of the open portion of the regular meeting of the OAK BAY POLICE BOARD held by Zoom Video Conference on Tuesday, October 27, 2020 at 5:00 p.m.

PRESENT: Board Members:
Kevin Murdoch, Chair
Blair Littler
Wendy Zink
Mary Kelly

Chief Constable
Ray Bernoties

Deputy Chief Constable
Mark Fisher

Secretary
Barbara Sherman

CALL TO ORDER:
Chair called the meeting to order at 5:01 p.m.

APPROVAL OF AGENDA

MOVED and seconded: To adopt the agenda of the October 27, 2020 regular board meeting as circulated. CARRIED

ADOPTION OF MINUTES:

MOVED and seconded: That the Minutes from the open portion of the regular meeting of the Oak Bay Police Board, held on September 21, 2020 be adopted as circulated. CARRIED

BUSINESS ARISING FROM THE MINUTES:

There is a group registration option for the CAPG virtual conference. Ms. Sherman was asked to register the Board.

DEPARTMENT REPORTS:

2. Financial Report
Deputy Chief Fisher presented the Quarter 3 Expense Report to the Board. The report shows us in a good position with expenditures occurring as expected for this time of the year. There was a question from the Board about the existence of any agreements with other police departments in the event of catastrophic illnesses due to Covid-19. Deputy Fisher stated that no such formal agreement exists. Chief Bernoties will research this further with Area Chiefs.

MOVED and seconded: That the Quarter 3 2020 Expense Report be received. CARRIED
3. **Overtime Reports - Deputy Chief Fisher**

Deputy Chief Fisher presented the September Overtime Report, along with the proposed new Salaries and Overtime Report. The Board approves of the new format. No questions or concerns were raised in relation to overtime for September.

**MOVED and seconded:** That the September 2020 Overtime Reports be received.  

**CARRIED**

4. **Enhancing Accountability to Police Board – Chief Bernoties**

Chief Bernoties provided the Board with a copy of the new Accountability Report template. The completed report will be provided to them in camera with comments regarding the nature of any police complaints received. He also provided them with his Values Agreement.

**MOVED and seconded:** To receive the new Accountability Report template and Chief’s Values Agreement.  

**CARRIED**

5. **Strategic Plan Update - Chief Bernoties**

The results of the 2020 Community Survey were reviewed. Little change was noted in most areas and general satisfaction remains high at 4.5 out of 5. There was a little more concern shown about property crime than in the 2017 survey and less concern around visibility. Another priority that increased in importance was around domestic violence. Consideration was given to how these results may be influenced by Covid-related stress. Some discussion occurred about the accountability responses. There were many responders who expressed a lack of awareness of police accountability, indicating a need to increase public awareness of the key components of accountability in general (OPCC, IIO, for example).

**MOVED and seconded:** To receive the results of the 2020 Community Survey.  

**CARRIED**

**STANDING ITEMS:**

6. **Police Board Strategic Plan - W. Zink**

Ms. Zink is looking for feedback on the review of the Strategic Plan. There was a general discussion about identifying a focus by conducting environmental scans using crime statistics and demographical information as tools. The possibility of using an outside consultant was raised, with the preference being for a facilitator with experience working with a police board.

**Action:** Ms Zink, Ms. Kelly and Mr. Littler will work together with the Chief and Deputy Chief in reviewing mission, vision and value statements from other successful police agencies. A format with base research should be ready in time for the next Board meeting.

**NEW BUSINESS**

7. **2021 Budget - Chief Bernoties**

Chief Bernoties presented the proposal for the 2021 Operating Budget, a proposal to increase the budget by 2.7%. He went over the drivers for this increase as summarized in the accompanying memo.
The request for the 2021 Capital Budget was also presented. All requests can be funded through reserve accounts. Chief Bernoties mentioned to the Board that he was exploring the feasibility of an electric SUV for the next patrol vehicle replacement. Some unique power challenges are presented with the equipment required for police vehicles. The other capital items are related to building upgrades, computer equipment replacement and replacement of an aging CCTV system.

MOVED and seconded: To approve the proposed police operating and capital budgets for 2021.

CARRIED

8. Policy Update - Deputy Chief Fisher

Deputy Chief Fisher advised the Board that there was interest in updating the Acting Sergeant policy AB180 to allow a greater number of capable members to apply to be considered for a qualified acting sergeant position. There has been consultation with the Police Association, who is supportive of these changes.

MOVED and seconded: To approve the changes to Policy AB180-Acting Sergeants Positions

CARRIED

ADJOURNMENT:

MOVED and seconded: That the open portion of the meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be deal with in private under the Police Act.

CARRIED

The open portion of the meeting adjourned at 6:09 p.m.

Certified Correct:

Secretary, Oak Bay Police Board

Chair, Oak Bay Police Board
Comparison of Police Board & Service/Department Values, Vision & Mission Statements 13-11-20

As a way to inform ourselves as we commence discussions about updating the Oak Bay Police Department’s foundational statements, i.e., values, vision and mission statements it was agreed a first step would be to undertake a comparative review of same from other police boards and service/departments across Canada. Sixteen police board and service/departments from across Canada were reviewed with a primary focus on BC. Of all, only one police board reviewed identified as having its own foundational statements – the Vancouver Police Department- but all reference strategic priorities and/or goals of the police service/department they provide civilian oversight to. Most include a vision statement in their foundational statements but all explicitly reference values and mission. Some include interpretations of what their values mean. All represent current, best practices and will serve the Oak Bay Police Board well in its deliberations in the new year.

1. Oak Bay Police Department

Values: Respect, Compassion, Professionalism, Integrity, Efficiency

The Oak Bay Police Department is a community-based policing organization. The Department recognizes that investigation, detection and the apprehension of offenders is only part of the police function. The Oak Bay Police mandate is not limited or restricted to simply dealing with crime. Instead, the Department responsibilities are much broader in scope and include responding to social disorder and calls of a general assistance nature. Complaints and concerns involving bylaw enforcement, traffic safety, youth concerns, neighbourhood disputes, public education, substance abuse and issues regarding mental health are all part of the Department workload.

Mission Statement: The members of the Oak Bay Police Department are committed to partnerships with the community, leading to the sharing in the delivery of police services. The Department pledges to treat all people equally and with respect, to uphold the Canadian Charter of Rights and Freedoms, to serve, protect and work with the community and other agencies to prevent and resolve problems that affect community safety and quality of life.
VICPD STRATEGIC PLAN 2020

VISION: A Safer Community Together

MISSION: Deliver excellence in public safety for two diverse communities through engagement, prevention, innovative policing and the Framework Agreement

GOALS

SUPPORT COMMUNITY SAFETY
- Fight crime
- Prevent crime
- Contribute to community vibrancy

ENHANCE PUBLIC TRUST
- Engage the public
- Collaborate with our diverse communities
- Maximize transparency

ACHIEVE ORGANIZATIONAL EXCELLENCE
- Support our people
- Maximize efficiency and effectiveness
- Use technology to support our work

V
- Integrity

A
- Accountability

L
- Collaboration

U
- Innovation
Community Engagement:
The Foundation of Strategic Plan 2020

The foundation of VicPD’s Strategic Plan 2020 is engagement. This plan can only be successful if it is a true and meaningful reflection of our community and our own workforce. To that end, we embarked on a comprehensive engagement effort to hear from a wide range of community groups to make sure we understood the issues that matter most to the people we serve. We also listened to the women and men from our own organization about the opportunities and challenges associated with providing policing services to Victoria and Esquimalt, and how to best implement our strategic objectives in a practical and sustainable way. Finally, we consulted the latest research regarding performance metrics for policing in Canada to ensure we could effectively measure success against our goals on an ongoing basis.
3. Saanich Police Department

MISSION STATEMENT 2018-2022

The Saanich Police Department is committed to providing quality police service by working with the community to keep Saanich safe.

VISION STATEMENT

We are known for our commitment to excellence.
We are responsive to the changing needs of our community.
We provide leadership that optimizes performance, service delivery and organizational effectiveness.
We encourage open communication that creates effective partnerships. We treat all individuals in a manner that is consistent with our values.

OUR VALUES

We hold true certain values that guide how we provide our service and direct the manner in which we treat each other and the community:

We treat all people with **Respect**, regardless of circumstance We act in a manner that allows other to **Trust** in what we do We act with **Integrity** in all situations We are all **Accountable** for our decisions

We are **Compassionate** in our dealings with others We ensure **Fairness** guides our actions
We are committed to Open Communication
We build Community Partnerships through Teamwork and collaboration

4. Central Saanich Police Department

The Central Saanich Police Service is committed to serving the needs of the District of Central Saanich by working closely with our community to ensure it is a safe place to live, work and visit. Our motto, “Strength Through Community,” is the cornerstone of our Service.

Our Service takes great pride in serving the community. We do this by upholding the values that guide our Service: Accountability, Teamwork, Leadership, Communication and Well-being. We also rely on the relationships we have built within our community, ensuring the priorities of the community are the priorities of the Service’s as well, so that we can effectively work together to keep our community safe.

Our goal is to strengthen these relationships, through communication, in order to build and maintain public trust and confidence. We will deliver a police service that is committed to excellence through effective crime prevention strategies, road safety and a direct focus on the emerging needs of our community.

The Central Saanich Police Service will continue to work collaboratively with the community to develop innovative approaches to policing that is rooted in our strategic plan.
5. Delta Police Department

OUR MISSION
Community Safety through Partnership, Innovation and Diversity

OUR VISION
Delta, a safer and better community through excellence in policing

OUR CORE VALUES
Honour, Integrity, Courage, Trust

WHAT WE DO
How We Work?
The Delta Police Department follows a “no call too small” philosophy. Our approach is customer-focused policing.

We are:
- Solutions based
- Community centred
- Data driven

Our employees are driven by our core values and are committed to serving our community.

COMMUNITY SUPPORT

- >> Patrol
- >> Traffic
- >> School Liaison
- >> Relationship Violence

- >> District Liaison/DCPO
- >> Seniors
- >> Media

SPECIAL INVESTIGATIONS

- Criminal Investigations
- PSS
6. Vancouver Police Board Strategic Plan: 2017-2021

Mission
To provide independent civilian oversight, governance, and strategic leadership to the Vancouver Police Department, reflecting the needs, values, and diversity of Vancouver’s communities.

Vision
To be a leader in police governance, through excellence in civilian oversight.

Guiding Principles and Values
Independence: Integrity: Objectivity: Accountability: Diversity: Fiscal Responsibility: Innovation:

Our decisions are strategic and policy-oriented, and free of political or partisan influence.
We promote and exhibit the Departmental values of integrity, professionalism, accountability, and respect.
We support the Department through critical oversight, advocacy and strategic direction, all in the best interests of the Department and the community.
We hold the Department accountable by monitoring, measuring and challenging. We are accountable to the community.
We embrace diverse views, skills and backgrounds, both on the Board and in the Department.

We advocate for the Department’s budget and oversee the effective allocation of resources. We seek innovative and creative solutions and are not constrained by traditional approaches;

Strategic Focus
In 2017-2021, the Vancouver Police Board will focus on the following:
- improving the safety, care, and quality of life for those living with mental illness and addiction in the community.
- building a diverse workforce whose makeup ultimately mirrors the community we serve.
- ensuring meaningful communication, understanding and collaboration between the police force and the community.
- promoting a healthy workforce, which encompasses both physical and mental wellbeing.
- advocating for physical facilities which optimize the efficiency and effectiveness of the VPD.

**Vancouver Police Strategic Priorities**

**Our PEOPLE**

OUR PEOPLE ARE AT THE CORE of this five-year plan, and their professional well-being is crucial to its success.

With healthy and supported people, we will be able to address the three community-focused strategic priorities: fighting crime, enhancing public safety, and engaging with our community.

To effectively perform their duties, members need relevant training to meet legislated requirements and emerging best practices; proper equipment and facilities; and renewal and maintenance of the vehicle fleet. The Department will keep pace with changes in technology, while also committing to maximizing efficiencies.

This plan can be adapted as crime or public safety priorities change over the course of its life, or if the needs of the community change. It is reflective of what the VPD and the community value, and will serve the VPD well over the next five years.

7. West Vancouver Police Department

**Our Mission**

Making West Vancouver safe today and safer tomorrow.

Ns yxnitm 7xwixwat na7 West Vancouver iy ta Xwem Ich’stn xwumixw.
Our Values

Accountability Collaboration Integrity Professionalism

Our Commitments

As a police service we:

- Live our values.
- Achieve excellence in policing, public service & partnership.
- Seek out best practices to reduce crime, enhance safety & strengthen ties to the communities we serve.

As an organization we:

- Cultivate respect, creativity & innovation.
- Provide top quality training & equipment.
- Prioritize development.
- Are committed to the health & wellness of our employees.

8. Abbotsford Police Department

VISION: Strength in Community
MISSION: To make Abbotsford the safest city in BC
VALUES: Integrity • Honour • Courage • Service

9. Port Moody Police Department
MISSION AND VALUES

Mission
The Port Moody Police Department will serve and protect, with excellence, the community of Port Moody.

Values
INTEGRITY
We believe that doing the right thing in all circumstances leads to results that are beyond reasonable challenge.
COURAGE
We will face dangerous, difficult, or painful situations without fear and demonstrate confidence, resolution, and firmness.
TRUST
We will conduct ourselves in a manner that warrants trust and confidence, both internally and externally.
RESPECT
We strive to be compassionate and respectful in all of our actions.
We are Accountable and assume responsibility for our actions, performance and conduct.
We have and utilize accountability processes to honor our obligations, expectations and requirements.

11. Nelson Police Department

Our Vision: A safe community through policing excellence.

Our Mission: To be a professional, trusted and sustainable police service preventing crime, preserving the peace and protecting lives and property to improve the quality of life in our community.

Our Values: Integrity, Respect, Compassion, Innovation, Accountability

12. Camrose Police Service
WE ACT WITH INTEGRITY

Policing services to our community more efficiently.

We invest in the development of our people because well-trained, experienced, and healthy staff are able to provide excellent

a strong sense of belonging with CPS.

We care about each other – both as employees and as individuals – and appreciate the diverse perspectives and contributions

that each person brings. Policing is challenging and rewarding work; we strive for employees to feel supported and capable with

the Camrose Police Service strive to ensure community safety and enhance quality of life.

In partnership with citizens, businesses, and agencies.

MISSION

Our mission statement, “Public safety through policing excellence” is only accomplished by the accountable and transparent

efforts of all of our personnel, which are proud reflections of our organization.

and secure environment to raise their families.

Our philosophy as they not only police in Camrose, they also live here, and are active members of the community striving for a safe
civilian, respond tactically and behave ethically. Our employees are dedicated trained professionals that are committed to

Developing and implementing policing strategies that meet the needs of our community. They personify the "community policing"
The ever-changing needs and diverse challenges of our community require that all of our police officers have the ability to think

Welcome to the Camrose Police Service and thank you for taking this opportunity to learn more about us.
We act ethically and compassionately to maintain the trust and confidence of the community and of our coworkers. We consistently do the right things for the right reasons and treat others with equal fairness, respect, and dignity.

**WE COURAGEOUSLY COMMUNICATE**

We are willing to have candid conversations in order to be authentic, to build trust, and to deepen relationships. We also listen, value others' perspectives, and take time to check in with others. CPS is open with the public about community safety.

**WE CARE**

At CPS, we are each invested in Camrose and its overall wellness. We really care about our coworkers, our community partners, and our customers. Because we care, we are approachable, positive, and supportive. We keep our customers' needs at the forefront and strive for people to feel supported by CPS in their time of need. We connect our customers to service providers to help them with their long-term well-being.

**WE PROVIDE QUALITY SERVICE**

CPS is dedicated to providing quality policing services and excellent customer service. We are hardworking and take pride in a job well done. We are proactive, innovative, and open to new ideas to ensure our services are helpful and efficient. While providing our best service, we are also fiscally responsible in stewarding our resources.

**WE ARE PART OF A STRONG TEAM**

We each contribute one piece in helping keep Camrose safe and well. CPS excels when our teamwork excels. We make time to invest in strong relationships with our coworkers and in effective community partnerships so that we can better serve the public together.

13. Regina Police Service
This statement is actually already a slogan that has adorned the Regina Police Service breast badge since 1959. As our Mission statement, "public service first" would provide a clear message, both internally and externally, that providing high quality service to the public is of utmost importance when conducting our work.

- **There are two points of emphasis in this Vision statement. First, the Regina Police Service does not work alone.** We will continue to develop and strengthen partnerships with other service providers to address the root causes of crime. A coordinated approach with agencies that are more appropriate for addressing community issues such as mental health, addictions, early life development and education make our crime prevention efforts more effective and efficient. **The Regina Police Service must also**
continue to work with the people of Regina. We rely on the public to report crime and disorder to the police. We also make efforts to inform the public on methods for protecting themselves from becoming the victims of crime.

Second, this Vision statement emphasizes that ensuring public safety is the primary goal of the Regina Police Service. With the help of its partners and the people of Regina, we strive to ensure that the city will be a safe place to live, work and visit.

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VALUES

Respectful
Professional
Service

- 

Our definitions for these Values are:

Respectful: We value all people equally and strive to preserve every person’s dignity by treating all with courtesy and compassion.
Professional: We are accountable to the community by providing reliable service that is ethical and transparent.
Service: We are dedicated to keeping Regina safe through effective investigations, emergency response and community partnerships.

The Regina Police Service believes that the Values: “Respectful”, “Professional” and “Service” sum up all the qualities stated in the accompanying definitions and are now more focused. These Values were also chosen because the acronym for Respectful Professional Service (RPS) matches that of Regina Police Service, making the new Values more memorable.
15. Thunder Bay Police Service
Core Functions
The activities of police services within the province are governed by legislation as per the Police Services Act. Policing continues to be one of the most heavily regulated professions.

In 1999, the Ontario Government introduced the Police Adequacy and Effectiveness Standards Regulation. This regulation targeted six core functions that must be addressed by every police service in the province:

- Crime prevention
- Law enforcement
- Victim's assistance
- Public order maintenance
- Emergency response services
- Administration and infrastructure

MISSION & VALUES: Thunder Bay Police Service is committed to working in partnership with the public to serve and protect our communities in a sensitive, efficient and effective manner.

OUR VALUES

Honesty: We are truthful and open in our interactions with members of our communities and with each other.

Integrity: We are honourable, trustworthy and accountable to the people we serve.

Fairness: We treat all members of our communities and each other in an impartial, equitable and sensitive manner.

Reliability: We are conscientious, professional, responsible and dependable in our interactions with our communities and each other.
**Teamwork:** We work together with our communities and within our organization to achieve mutual goals, making use of diverse knowledge, skills and abilities. **Positive Attitude:** We interact in a positive and constructive manner with our communities and with each other.

**Community Partnerships:** We develop and maintain relationships with community groups and agencies to meet changing needs.

**Victim Sensitivity:** We are committed to being supportive and helpful to victims of crime.

16. Halifax Regional Police’s Mission, Vision and Values

**Mission**
Working together to keep our communities safe

**Vision**
To build and maintain confidence, trust, and safety in partnership with our communities

**Values**

- People: People are our primary concern.
- Respect: Everyone is respected.
- Integrity: We do the right thing, in the right way, for the right reason.
- Relationships: Community relationships are the foundation from which we work.
Communication: Open, honest, and constructive communication always matters.

Strategic impact

To make ongoing and meaningful contributions to the well-being and safety of our communities
1.0 Policy

1.1 The Police Service Dog (PSD) program was established to augment policing services to the community. Highly skilled and trained teams of handlers and PSDs can be used to supplement the operations of the police in the detection of crimes and the apprehension of offenders. The proper application of a PSD can reduce police person-hours involved in searches and increase officer safety.

1.2 The Oak Bay Police Department will not have its own Police Service Dog program but rather, will rely on the services of PSDs from neighbouring departments as required.

1.3 All handler/PSD teams attending to calls at the request of the Oak Bay Platoon Sergeant will be governed by the policies and procedures of their home agency and the Provincial Police Standards. If a Police Service Dog is required, the investigator should contact ECOMM and request to obtain the Westshore RCMP Canine Services.

1.4 A PSD is considered an Intermediate Weapon and the threshold for use of a PSD is to be considered accordingly with regard to the National Use of Force Framework (NUFF).

1.5 Definitions:
   a) A “bite” is defined as any time a PSD’s mouth or teeth are used to grab or hold a person’s body or clothes.
   b) A "contact" is any injury to a person, caused by direct contact with a PSD, which requires medical attention.
   c) To “display” a PSD is to present, or cause the PSD to be seen by the handler with the intent to gain compliance.
2.0 **Reason for Policy**

2.1 To provide a framework for the use of Police Service Dogs in assistance to Oak Bay policing services.

2.2 To comply with the guidelines and responsibilities as outlined in the *Provincial Policing Standards – Section 1.4 -Police Service Dogs*.

3.0 **Procedures**

3.1 The use of PSDs is encouraged, when appropriate. Where it is ascertained that the services of a PSD may be required, the Platoon Sergeant shall make a request through Dispatch to have a handler/PSD team attend. While attendance from the Saanich on-duty team will likely be the norm, teams from VicPD or West Shore RCMP may be deployed in Saanich’s absence.

3.2 Authorized use of PSDs include:

   a) tracking or searching for persons who may have committed, or are about to commit an offence,
   b) apprehending persons by PSD bite or display,
   c) tracking or searching for missing or lost persons,
   d) searching for drugs,
   e) searching for explosives/firearms,
   f) searching for evidence,
   g) crowd control,
   h) community relations and other public demonstration events, and
   i) other uses approved by the Director of Police Service, Ministry of Justice

3.3 Prior to, and during each deployment of a PSD, a handler must consider the following and conclude on reasonable grounds that the risk of PSD contact is justified:

   a) whether there is lawful authority to arrest,
   b) that no lesser use of force would be appropriate or effective, and
   c) the totality of the circumstances, including but not limited to:

   i. the seriousness of the offence believed to have been committed or about to be committed,
i. the potential risk to any person, including the person being apprehended,

iii. the identity of the person being apprehended, if known,

iv. whether the person could be apprehended at a later time,

v. the age of the person being apprehended, in particular whether the person is reasonably believed to be a young person or elderly,

vi. whether there is a weapon involved,

vii. whether the person has a history of violence or has demonstrated violent or threatening behavior, and

viii. any injury likely to result from PSD contact.

3.4 Handlers are prohibited from deploying a PSD to search for or apprehend a person reasonably believed to be a child (12 years old or younger), unless:

   a) the handler has reasonable grounds to believe that the child poses an imminent risk of grievous bodily harm to any person, including themselves, or
   b) the child is missing or lost.

3.5 To provide the best chance that the deployment of the PSD will have the desired effect, platoon sergeants should consider the following:

   a) scene containment: In coordination with the PSD handler and with the assistance of Dispatch, contain the area of deployment as much as is practical and possible
   b) scene contamination: Where possible, avoid contaminating the scene by walking over a potential track. Be cognizant of a suspect’s last known location and direction of travel. Endeavour to keep vehicles, people and pets at a distance and away from a potential track.

3.6 The handler/PSD team, while deployed, shall be accompanied by an OBPD member. That member shall provide cover for the handler and provide pertinent updates for other members attending the incident, i.e:

   a) location of the team
   b) direction of travel
   c) tightening or extending of the area of containment
   d) other information as it becomes available
Arrests

3.7 Arrests of located suspects shall be done by members external to the handler/PSD team to allow that team to continue searching for further suspects and/or evidence.

3.8 Handlers are required to keep their PSD under control at all times by commands and/or physical restrictions, or other relevant action including maintaining a reasonable distance away from any person, including those apprehended.

Threshold and Circumstances Whereby a PSD Contact May Occur

3.9 Handlers will prohibit PSDs from making contact with a person, and are prohibited from continuing in their deployment if it could be reasonably expected that a PSD would make contact, unless:

   a) the person is causing bodily harm to an officer, third party, themselves, or the PSD,
   b) the handler is satisfied, on reasonable grounds that the person’s behavior will imminently cause bodily harm to an officer, third party, themselves, or the PSD, or
   c) the person is fleeing or hiding and there is an articulable need for their immediate apprehension by a PSD contact (also see 3.3 above).

Post-Contact Incident Requirements

3.10 In every case where a PSD makes contact, ensure:

   a) appropriate medical attention is immediately provided or offered, and where the person refuses medical treatment that this refusal is documented,
   b) any injuries are photographed, unless the person who was injured refuses to have the injuries photographed (also to be documented),
   c) a NCO attends the scene as soon as possible, unless unreasonable to do so or circumstances make it impractical, and
   d) if the person injured by a PSD is under 18 years of age, that a parent or guardian is notified as soon as possible.
SEARCHES

Building Searches

3.11 A PSD will be used whenever possible to search a building. PSD building searches are at the discretion of the handler.

3.12 Before releasing a PSD for the purpose of locating a possible suspect in a building, the handler will;
   a) call a warning (clearly audible) to the effect that a PSD will be released into the building and may bite if the person does not come forward in a reasonable amount of time.
   b) If it is not tactically sound to give a verbal warning the handler will disregard the warning.

Area and Compound Searches

3.13 In area searches, the handler must be especially careful in deploying his/her PSD to avoid mishaps with other officers or bystanders.

3.14 The handler will coordinate deployment of his/her PSD with officers at the search scene.

3.15 Reasonable investigation will be conducted to determine the possibility of innocent persons being present and adequate warning announced prior to release of a PSD to search.

3.16 Reasonable efforts will be made to notify residents of an impending PSD search and advise them to secure their pets and family members to avoid a mishap.

3.17 Police Service Dogs will not be used to search for lost persons except in emergent or life threatening circumstances. Canine searches for lost persons must have prior approval of the Platoon Sergeant and at the handler’s discretion. The handler will make every effort to avoid having the PSD make physical contact if the missing person is located by conducting such searches with the PSD on leash.

Drug Searches

3.18 PSDs trained to detect drugs are often not readily available in the Victoria Area. If such a skillset is required queries may be made to ascertain if a “drug trained”
dog is on duty. Call-out of a handler/PSD team for drug searches will only be done in exigent circumstances where no other avenues of investigation/seizure exist and such a call-out can be deemed to be in the “public interest”.

**Crowd Control**

3.19 The PSD will not be used for basic crowd control. Any deviation from this policy must have prior authorization from the Chief Constable or Deputy Chief Constable, with no exceptions.

3.20 If authorized, the PSD will remain behind the front line of officers, to be used as a psychological advantage during crowd control situations.

3.21 In those authorized instances of applying a PSD in crowd control situations, the Canine Team(s) will advance to the front, violators will be warned of the intended use, and given reasonable time to comply.

3.22 In all crowd control situations, the PSD will always be worked on a leash.

**REPORTING PROCEDURES**

3.23 All deployments of the PSD will be documented by means of the PRIME reporting system.

**Contacts**

3.24 In all cases where a PSD makes a “contact” whether accidental or intentional, the Platoon Sergeant will be notified immediately.

3.25 In every case a PSD makes a contact, the handler must, as soon as reasonably practicable:
   a) complete a use-of-force report, even if the bite or contact was accidental, if the bite was to a subject involved in the police incident.
   b) complete a detailed written report if the contact was on a person who was not a subject in the police incident.

3.26 Any report referred to in 3.25(a) or (b) must include:
   a) description of the incident,
   b) rationale for deploying the PSD,
   c) whether a warning was given,
   d) location and detailed description of any injuries,
e) photos of the injuries unless refused by injured person,
f) whether the PSD was issued a command to contact, and
g) whether the PSD was always within the handler’s visual contact.

3.27 If any injury results from the use of a PSD, a report will be submitted. This includes accidental contacts.

3.28 All contacts, no matter how minor, will be attended by the Platoon Sergeant.

3.29 Where an individual “dies or suffers serious harm or a reportable injury” as defined in the BC Police Act (s.89), the Office of the Police Complaints Commissioner and the Independent Investigations Office must be notified. The Officer in Charge, West Shore RCMP, should also be advised in these instances as there may be additional reporting requirements within the RCMP that they will need to attend to.

3.30 Where an individual suffers “serious harm” as defined by the Independent Investigations Office (IIO), the Platoon Sergeant will immediately contact the Deputy Chief who in turn will notify the IIO and provide brief details of the event.

3.31 Photographs will be taken of such injuries as soon as possible.

COMMUNITY RELATIONS

Request from the Public

3.32 If there is a public request for a presentation, the information should be submitted to the Saanich Police Department Canine Sergeant through the Support Services Section, the request should be directed to the Deputy Chief who will discuss the request with the West Shore RCMP dog handler prior to making any firm commitment on their availability to conduct the presentation.

3.33 Arrangements for presentations, demonstrations, or public exhibitions will be made by the Canine Sergeant, who will maintain liaison with the personnel concerned. Saanich Police coverage and deployment needs will be the first consideration.