

Office of the Police Commissioner



Annual Review Minister's Directives *Police Act*

Provincial Conservation Officers 2019

Findings of compliance with Ministerial Directives.

Review conducted by Phil Pitts, Office of the Police Commissioner, on February 14, 2020 for the calendar year 2019 Chief Conservation Officer Wade MacKinnon presented the files for review.

Appointment Records – A total of two files reviewed both full time officers.

Item Reviewed	Record on File?	Description	Recommendation
1. Proof of age 19 years of age or more:	Yes:2 No: 0	Copies of birth certificates on file	
2. Proof of Canadian Citizenship or having landed immigrant status	Yes: 2 No: 0	Copy of birth certificates on file	
3. Either: Proof of graduation from the Atlantic Police Academy or from a similar program at an approved police training agency. OR Proof of having at least three (3) years of satisfactory full time service as a member of any police service in Canada	Yes: 2 No: 0	Copy of Atlantic Police Academy (APA) Certificates on file for both	

Item Reviewed	Record on File?	Description	Recommendation
4. Proof of a criminal record and background checks including testing and interviews	Yes: 2	Two full time officers hired in 2019 had the full Security Clearance completed as per new Directive.	
5. Proof of not having been found guilty of an offence under the <i>Criminal Code</i> or the <i>Controlled Drug and Substances Act</i> , or if found guilty, has received a pardon	Yes: 2	Two full time officers hired in 2019 had the full Security Clearance completed as per new Directive..	
6. Proof of having a valid class 5 driver's license issued under the <i>Highway Safety Act</i>	Yes:2	Copies of driver's licenses on file. Reviewed annually.	
7. Proof of being of good moral character (references)	Yes: 2	Well documented and relevant references. Two full time officers hired in 2019 had the full Security Clearance completed as per new Directive.	
8. Form 2B on File	Yes: 2	Letter of Appointment by Minister	
9. Oath or Affirmation of Office on file	Yes: 2	On file.	
10. Proof Identification Card issued upon appointment	Yes: 2	On file.	
11. Proof the appointee was provided with a copy of the <i>Police Act</i> and Regulations (a) and reasonable steps were taken to confirm the appointee has	Yes: 5 No: 0		

Item Reviewed	Record on File?	Description	Recommendation
<p>reviewed and understands the provisions of the <i>Police Act</i> and Regulations ;</p> <p>(b) and, in particular, ensure the appointee was provided a copy and reasonable steps are taken to ensure the appointee understands the provisions of the:</p> <p>a. Code of Professional Conduct and Discipline;</p> <p>b. adopted Use of Force Model;</p> <p>c. Minister’s Directives</p>	<p>Yes to all: 2</p>		
<p>12. Appointee entered into the Register</p>	<p>Yes: 2</p>		
<p>13. Appointee current status updated into the Register</p>	<p>Yes: 2</p>		

Training Records – A total of two files reviewed both full time officers.

Item Reviewed	Record on File?	Description	Recommendation
<p>1. Firearms a. Re-qualification documented b. Instructor: APA c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 Yes: 2</p>	<p>Instructor certification was on file and verified as current. Brent MacDonald - APA</p>	
<p>2. Conducted Energy Weapon (CEW) a. Re-qualification documented b. Instructor: c. Instructors certification was current at time of qualification</p>	<p>N/A</p>	<p>Conservation Officers do not carry CEW</p>	
<p>3. First Aid a. Re-qualification documented yes: no: b. Instructor(s) c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 Yes: 2</p>	<p>St. John's Ambulance</p>	
<p>4. Cardio Pulmonary Resuscitation a. Re-qualification documented b. Instructor(s) c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 Yes: 2</p>	<p>St. John's Ambulance</p>	
<p>5. Domestic Violence a. Attendance documented</p>	<p>N/A</p>	<p>.</p>	

Item Reviewed	Record on File?	Description	Recommendation
<ul style="list-style-type: none"> b. Instructor: c. Instructors certification was current at time of qualification 			
<p>6.Law and Legal Procedure</p> <ul style="list-style-type: none"> a. Attendance documented b. CPKN component completion documented c. Instructor: APA d. Instructors certification was current at time of qualification 	<p>Yes: 2</p> <p>Yes: 2</p> <p>Yes: 2</p>		
<p>7.Use of Force</p> <ul style="list-style-type: none"> a. Attendance documented b. Instructors: APA c. Instructors certification was current at time of qualification 	<p>Yes: 2</p> <p>.</p> <p>Yes: 2</p>		

Item Reviewed	Record on File?	Description	Recommendation
8. Motor Vehicle Pursuit and Emergency Vehicle Operation a. Attendance documented b. Instructors: APA c. Instructors certification was current at time of qualification	Yes: 2 Yes: 2	.	

Annual Review of Production of Identification Cards upon Request

Number of officers sampled	Identification Card Produced	Identification Card Not Produced
2	2	2

Summary:

Appointment

Overall there is an excellent level of documented compliance with Ministerial Directives concerning appointments.

Training

Overall there is an excellent level of documented compliance with Ministerial Directives concerning training.

Identification Cards

Officers are carrying their identification cards for production on demand as required.

Police Records Management System

Not used by Provincial Conservation officers.

Recommendations:

Nil.

Respectfully submitted,

P.W. (Phil) Pitts Manager
Office of the Police Commissioner