

Office of the Police Commissioner



Annual Review Minister's Directives *Police Act*

Kensington Police Services 2018

Findings of compliance with Ministerial Directives.

Review conducted by Phil Pitts, Office of the Police Commissioner, on February 5, 2019 covering the calendar year 2018. Kensington Police Services Chief Lewie Sutherland presented the files for review.

Appointment Records – Two files reviewed. One was a full time employees and one part-time new hire.

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 or passport on file	
2. Proof of Canadian Citizenship or having landed immigrant status	Yes: 2No: 0	Copies of birth certificates or passport 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 .	

Item Reviewed	Record on File?	Description	Recommendation
4. Proof of a criminal record and background checks including testing and interviews	Yes: 2 No: 0		
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 No: 0		
6. Proof of having a valid class 5 driver's license issued under the <i>Highway Safety Act</i>	Yes:2No: 0	Copies of driver's licenses on file. Reviewed annually.	
7. Proof of being of good moral character (references)	Yes: 2 No: 0	Well documented and relevant references	
8. Form 2B on File	Yes:2 No: 0	Letter of Appointment	
9. Oath or Affirmation of Office on file	Yes: 2 No: 0	On file.	
10. Proof Identification Card issued upon appointment	Yes: 2 No: 0	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 reviewed and understands the provisions of the <i>Police Act</i> and Regulations ; (b) and , in particular,	Yes: 2 No:0 Yes:2 No: 0	On file and signed.	

Item Reviewed	Record on File?	Description	Recommendation
ensure the appointee was provided a copy and reasonable steps are taken to ensure the appointee understands the provisions of the: <ul style="list-style-type: none"> a. Code of Professional Conduct and Discipline; b. adopted Use of Force Model; c. Minister's Directives 	Yes: 2 No: 0 Yes: 2 No: 0 Yes: 2 No: 0		
12. Appointee entered into the Register	Yes: 2 No: 0		
13. Appointee current status updated into the Register	Yes: 2 No: 0		

Training Records – Two files reviewed.

Item Reviewed	Record on File?	Description	Recommendation
1. Firearms <ul style="list-style-type: none"> a. Re-qualification documented b. Instructors: B. MacDonald c. Instructors certification was current at time of qualification 	Yes: 1 No: 1 Yes: 1 No: 0 Yes: 1 No: 0	Instructor certification was on file and verified as current. Certified in house instructor; Cst. Brent MacDonald.	One officer had their firearms qualification expire in November of 2018

Item Reviewed	Record on File?	Description	Recommendation
<p>2. Conducted Energy Weapon (CEW) a. Re-qualification documented</p> <p>b. Instructor</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 1 No: 1</p>	<p>One officer had their CEW qualification expire in 2018</p>	<p>Officer not carry CEW until re-certified</p>
<p>3. First Aid a. Re-qualification documented yes: no:</p> <p>b. Instructor(s)</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p>	<p>Instructor certification was on file and verified as current.</p> <p>Cst. Craig Murphy</p>	
<p>4. Cardio Pulmonary Resuscitation a. Re-qualification documented</p> <p>b. Instructor(s)</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p>	<p>Certified instructors; Cst. Craig Murphy</p>	
<p>5. Domestic Violence a. Attendance documented</p> <p>b. Instructor: Susan Maynard</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p>	<p>Training provided through the Victims of Family Violence Advisory Committee</p>	<p>Both within the 3 year period.</p>

Item Reviewed	Record on File?	Description	Recommendation
<p>6.Law and Legal Procedure</p> <p>a. Attendance documented</p> <p>b. CPKN component completion documented</p> <p>c. Instructor: APA</p> <p>d. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p>		<p>Both within the 3 year period.</p>
<p>7.Use of Force</p> <p>a. Attendance documented</p> <p>b. Instructor:</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p>	<p>Certified instructors; Jason Blacquiere.</p>	
<p>8. Motor Vehicle Pursuit and Emergency Vehicle Operation</p> <p>a. Attendance documented</p> <p>b. Instructors</p> <p>c. Instructors certification was current at time of qualification</p>	<p>Yes: 2 No: 0</p> <p>Yes: 2 No: 0</p>	<p>APA Instructors</p>	

Annual Review of Production of Identification Cards upon Request

Number of officers sampled	Identification Card Produced	Identification Card Not Produced
3	3	0

Summary:

Appointment

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

Training

A review of the two identified files and the training report provided by Chief Sutherland identified that one officer had their firearm certification and conducted energy weapon certification expire in November of 2018. Chief Sutherland advises he is aware of this and has re-certification scheduled for Feb. 19, 2019. It was also identified that one other full time officer had their conducted energy weapon and emergency vehicle/pursuit training lapse in 2018.

Chief Sutherland is in the process of having one of his officers certified as a CEW instructor which will allow for more timely training in this area.

Identification Cards

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

Recommendation:

1. Recognizing that for a number of legitimate reasons training may not be completed when originally scheduled that, when at all possible, training be planned and take place in the early part of the calendar year. This would allow for training in the fall to make up any shortcomings.
2. That all identified lapsed training and re-certification be updated as soon as possible.

Respectfully submitted,

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