# Office of the Police Commissioner



#### Annual Review Minister's Directives Police Act

## Summerside Police Services 2022

#### Findings on compliance with Ministerial Directives.

Review conducted by Alexis Triantafillou and Phil Pitts, Office of the Police Commissioner, on February 13, 2023 for the calendar year 2022 Summerside Police Services. D/Chief Jason Blaquaire presented the files for review.

<u>Appointment Records</u> – A total of five (5) files reviewed. All 5 officers are full time. One was hired hired pre-2010 and as such are grandfathered. Three were hired in the interim (2010-2019) with the fifth hired since 2019 and fell under the new security requirements.

Item Reviewed	Record on File?	Description	Recommendation
<b>1.</b> Proof of age 19 years of	Yes:5 No: 0	Copies of birth certificates on file	
age or more:  2. Proof of Canadian Citizenship or having landed immigrant status	Yes: 5 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: 4 No: 1	Copy of Atlantic Police Academy (APA) Certificates on file for four One full time officer hired prior to Police Act (2010) and therefore not required	

Item Reviewed	Record on File?	Description	Recommendation
4. Proof of a criminal record and background checks including testing and interviews	Yes: 5 No 0	Criminal record checks all present with fingerprints on file for the post 2019 hire	
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: 5 No 0		
<b>6.</b> Proof of having a valid class 5 driver's license issued under the <i>Highway Safety Act</i>	Yes:5 No: 0	Copies of driver's licenses on file. Reviewed annually.	
7. Proof of being of good moral character (references)	Yes: 4 No 1	Not required for the pre 2010 hire	
8. Form 2B on File	Yes:5 No: 0	Letter of Appointment	
9. Oath or Affirmation of Office on file	Yes: 5 No: 0	On file.	
10. Proof Identification Card issued upon appointment	Yes: 5 No: 0	On file.	
<ul> <li>11. 11. Proof the appointee was provided with a copy of the <i>Police Act</i> and Regulations</li> <li>(a) and reasonable steps were taken to confirm the appointee has reviewed and understands the</li> </ul>	Yes: 4 No: 1	1 officers hired prior to Police Act (2010) and therefore not required.	While not required by directive this should be documented as proof they were provided with these.
provisions of the <i>Police</i> Act and Regulations;  (b) and, in particular, ensure the	Yes: 4 No: 1		

Item Reviewed	Record on File?	Description	Recommendation
appointee was provided a copy and reasonable steps are taken to ensure the appointee understands the provisions of the: a. Code of Professional Conduct and Discipline;	Yes: 4 No: 1		
b.adopted Use of Force Model; c. Minister's Directives	Yes: 4 No: 1 Yes: 4 No: 1		
12. Appointee entered into the Register	Yes: 5 No: 0		
13. Appointee current status updated into the Register	Yes: 5 No: 0		

**Training Records** – A total of six files reviewed. All were full time officers

Item Reviewed	Record on File?	Description	Recommendation
1.Firearms		Instructor certification was on	
a.Re-qualification documented	Yes: 5 No: 0	file and verified as current.	
		Certified in house	
<b>b.</b> Instructor: See		instructors;	
description		Cpls. Shawn McCarthy,	
		And Cst Pat Daley	
<b>c.</b> Instructors certification	Yes		
was current at time of			
qualification			
. Conducted Energy			
Weapon (CEW)			
a.Re-qualification	Yes: 5 No. 0	Instructor certification was on	
documented		file and verified as current.	

Item Reviewed	Record on File?	Description	Recommendation
b.Instructor:  c.Instructors certification was current at time of qualification	Yes	Instructors McCarthy and or Robichaud	
3.First Aid a.Re-qualification documented yes: no: b. Instructor(s) c.Instructors certification was current at time of qualification	Yes: 4 No: 1 Yes	Instructor certification was on file and verified as current.  Certified Instructor: Mitchell Cert# 197732 Heart and Stroke	1 officer not requalified as was on Mat Leave. Scheduled to take same Feb 2023
4.Cardio Pulmonary Resuscitation a. Re-qualification documented b. Instructor(s) c. Instructors certification was current at time of qualification	Yes: 4 No: 1 Yes	Certified Instructors; Mitchell Cert# 197732 Heart and Stroke	1 officer not requalified as was on Mat Leave. Scheduled to take same Feb 2023
b. Instructor: Maynard/Grady c. Instructors certification was current at time of qualification	Yes: 4 No: 1 Yes	Four officers current as completed training in either 2020, 2021 or 2022. One expired as last taken in 2019 but Province is revamping course and has not offered it since April 2022.	Training be completed as soon as it is available.
6.Law and Legal Procedure  a. Attendance documented  b. CPKN component completion documented  c. Instructor: APA	Yes: 5 No: 0 Yes: 5 No: 0	Taken at APA	

Item Reviewed	Record on File?	Description	Recommendation
d. Instructors certification was current at time of qualification	Yes		
7. <b>Use of Force</b> a. Attendance documented	Yes: 5 No: 0	All completed in November 2022	
b. Instructors: Shawn McCarthy and Robichaud	Yes		
c. Instructors certification was current at time of qualification	Yes		
8. Motor Vehicle Pursuit and Emergency Vehicle Operation a. Attendance documented	Yes: 5 No: 0	All 5 current. Taken at APA	
b. Instructors - APA			
c. Instructors certification was current at time of qualification			

### **Annual Review of Production of Identification Cards upon Request**

Number of officers sampled	Identification Card Produced	Identification Card Not Produced
2	2	0

#### **Summary:**

The files presented and reviewed were in excellent order and material was presented easily. All files well documented. Any recommendations noted from the previous year's review were noted to be actioned. No deficiencies noted.

#### **Appointment**

Excellent level of documented compliance with Ministerial Directives concerning appointments. The one officer hired after the 2019 Ministerial Directive on Security Clearance was documented and in compliance.

#### **Training**

Well documented and in compliance with Ministerial Directives.

#### **Identification Cards**

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

#### **Police Records Management System**

ORMs Section of the RCMP conducted a PROS audit of SPS during this reporting period, a copy of which was provided to the OPC and attached. SPS was within tolerance limits but recommendations were listed for improvement(s). In discussion with Mr John Warr at Policing Services-Public Safety, conversation had to consider what follow-up to these recommendations may be implemented.

Alexis Triantafillou, Manager, Office of the Police Commissioner