

Office of the Police Commissioner



Annual Review Minister's Directives *Police Act*

Kensington Police Services 2020

Findings of compliance with Ministerial Directives.

Review conducted by Phil Pitts, Office of the Police Commissioner, on June, 15 2021 covering the calendar year 2020 Kensington Police Services Chief Lewie Sutherland presented the files for review.

Appointment Records – Two files reviewed. Both were part-time employees and new hires.

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	One APA graduate 2019 One Military Police graduate 2009	

Item Reviewed	Record on File?	Description	Recommendation
4. Proof of a criminal record and background checks including testing and interviews	Yes: 2 No: 0	As above	New Ministerial Directive regarding Security Clearance being complied with.
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	As above	As above.
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	Copies 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, ensure the appointee was	Yes: 2 No:0 Yes:2 No: 0	On file and signed.	

Item Reviewed	Record on File?	Description	Recommendation
provided a copy and reasonable steps are taken to ensure the appointee understands the provisions of the: 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 a. Re-qualification documented b. Instructors: B. MacDonald c. Instructors certification was current at time of qualification	Yes: 2 No: 0 Yes: 2 No: 0 Yes: 2 No: 0	Instructor certification was on file and verified as current. Certified in house instructor; Cst. Brent MacDonald.	
2. Conducted Energy Weapon (CEW) a. Re-qualification documented b. Instructor Sgt.	Yes: 2 No: 0		

Item Reviewed	Record on File?	Description	Recommendation
Blaquire SPS c. Instructors certification was current at time of qualification			
3. First Aid a. Re-qualification documented yes: no: b. Instructor(s) c. Instructors certification was current at time of qualification	Yes: 2 No: 0 Yes: 2 No: 0 Yes: 2 No: 0	Instructor certification was on file and verified as current.	
4. Cardio Pulmonary Resuscitation a. Re-qualification documented b. Instructor(s) c. Instructors certification was current at time of qualification	Yes: 2 No: 0 Yes: 2 No: 0 Yes: 2 No: 0	As above	
5. Domestic Violence a. Attendance documented b. Instructor: Jaylee Grady c. Instructors certification was current at time of qualification	Yes: 2 No: 0	Training provided through the Victims of Family Violence Advisory Committee Apr 2021	Both within the 3 year period.

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: APA</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>Modified due to Covid Feb 2021</p>	
<p>8. Motor Vehicle Pursuit and Emergency Vehicle Operation</p> <p>a. Attendance documented</p> <p>b. Instructors APA</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>	<p>Both certified to 2022</p>

Annual Review of Production of Identification Cards upon Request

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

Summary:

Appointment:

Overall there was an excellent level of documented compliance with Ministerial Directives. Both officers were hired after the new security screening directive was issued. Compliance was reviewed and found to be complete and well documented.

Training:

All mandated training had been completed and was well documented

Identification Cards

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

Police Records Management System

No PROS review was completed during the calendar year 2020 due to health restrictions however a review was done in January of 2021 covering the review period of 2019. This review was conducted by the RCMP and reported a score of 94.9% which is well within the target expected.

Recommendations:

Nil.

Respectfully submitted,



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