



**BY-LAW NO. 462-2024**

**A BY-LAW RESPECTING  
WITNESS PROTECTION AND SECURITY**

**1. PREAMBLE**

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4 vii of O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to witness protection and security;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA;
- 1.5 AND WHEREAS the Ministry has published a Policing Standards Manual (2000) which provides direction to the police service in respect of witness protection and security;
- 1.6 AND WHEREAS Part LE-018 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to witness protection and security.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

**2. DEFINITIONS**

- 2.1 "*Act*" or "*CSPA*" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "*Board*" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "*Chief*" means the Chief of the Niagara Regional Police Service;
- 2.4 "*Manual*" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Niagara Regional Police Service;

2.6 “Service” means the Niagara Regional Police Service.

### **3. BOARD POLICY**

3.1 The Board recognizes that issues relating to the protection of witnesses form an important part of policing and of the prosecution of criminal offences, and it is therefore the policy of this Board that witness protection issues be dealt with in a professional and thorough manner in accordance with procedures established by the Chief as directed in this By-law.

## **4. DIRECTION TO THE CHIEF**

### **4.1 WITNESS PROTECTION LIAISON OFFICER**

4.1.1 The Chief shall appoint a Member, who as part of his or her duties, will act as a Witness Protection Liaison Officer.

### **4.2 PROCEDURES FOR SECURITY OF WITNESSES**

4.2.1 The Chief shall develop and implement written procedures and processes in respect of the protection and security of witnesses.

### **4.3 PROCEDURES FOR WITNESS ASSISTANCE**

4.3.1 The Chief shall establish procedures and processes in respect of witness assistance.

### **4.4 TRAINING**

4.4.1 The Chief shall ensure that Members are aware of the provisions of the *Witness Protection Act* and are kept informed of changes in the law relating to witness protection.

4.5 The Chief shall establish written procedures relative to witness protection issues in accordance with Appendix A and subsection 6 (1) 4 vii of O. Reg. 392/23: Adequate and Effective Policing (General).

## **5. REPORT TO THE BOARD**

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of witness protection and security and witness assistance. The report shall include:

- (a) a summary of the written procedures concerning witness protection and security and witness assistance;
- (b) the status of Service compliance with the said procedures; and
- (c) on an anonymous basis, the cost of witness protection and assistance.

## **6. IMPLEMENTATION**

6.1 By-law No. 210-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.
- 6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this 28<sup>th</sup> day of March, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

  
\_\_\_\_\_  
Jen Lawson, Chair

  
\_\_\_\_\_  
Deb Reid, Executive Director

**Attachment (1)**

## Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on witness protection and security. In addition, section 13(1)(f) requires the Chief of Police to establish procedures and processes in respect of witness protection and security.

## Sample Board Policy

Board Policy # \_\_\_\_\_

It is the policy of the \_\_\_\_\_ Police Services Board with respect to witness protection and security that the Chief of Police will:

- a) establish procedures and processes in respect of witness protection and security; and
- b) ensure that the police service has a Witness Protection Liaison Officer, or an arrangement with another police service to use their Witness Protection Liaison Officer.

## Police Service Guidelines

- Procedures*
1. Every police service's procedures and process in respect of witness protection and security should:
    - a) require that all members of the police service who may become involved in the investigation of serious crimes are aware of the provisions of the *Witness Protection Program Act* and any provincial Witness Protection Program; and
    - b) require the designation of at least one Witness Protection Liaison Officer or set out the procedures for accessing a Witness Protection Liaison Officer from another police service.