



**BY-LAW NO. 502-2024**

**A BY-LAW RESPECTING  
SUPERVISION**

**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 O. Reg. 392/23: Adequacy and Effective Policing (General) (“the Adequacy Regulation”) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS Section 17 of the Adequacy Regulation requires the Chief of Police to:
- (a) ensure that there is supervision available to members of the police force 24 hours a day; and
  - (b) establish procedures and processes on supervision, including setting out circumstances where a supervisor must be contacted and when a supervisor must be present at an incident;
- 1.5 AND WHEREAS Part LE-025 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to supervision.

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 proper supervision is required in order that Members carry out their duties, and it is therefore the policy of this Board that appropriate supervision be mandated in accordance with procedures established by the Chief as directed in this By-law.

**4 DIRECTION TO THE CHIEF**

**4.1 PROCEDURES**

- 4.1.1 The Chief shall develop procedures in compliance with Section 17 of the Adequacy Regulation and in accordance with Appendix A.
- 4.1.2 The procedure referred to above shall include direction to Members relative to span of control as approved by the Board in the organizational chart.
- 4.1.3 The Chief shall ensure that the Police Service’s supervisors have the knowledge, skills and abilities to supervise.

**5 REPORT TO THE BOARD**

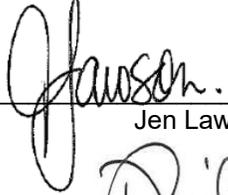
- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of supervision. The report shall include:
  - (a) a summary of the written procedures concerning supervision; and
  - (b) the status of Service compliance with the said procedures.

**6. IMPLEMENTATION**

- 6.1 By-law No. 217-2000 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 25<sup>th</sup> day of April, 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 supervision.

In addition, section 10 requires the Chief of Police to:

- ensure that there is 24 hour supervision available to members of the police service;
- establish procedures and processes on supervision, including setting out the circumstances where a supervisor must be contacted and when a supervisor must be present at an incident; and
- ensure that the police service's supervisors have the knowledge, skills and abilities to supervise.

## Sample Board Policy

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

It is the policy of the \_\_\_\_\_ Police Services Board with respect to supervision that the Chief of Police will:

- a) ensure that there is 24 hour supervision available to members of the police service;
- b) establish procedures on supervision that set out the circumstances where a supervisor must be contacted and when a supervisor must be present at an incident, including for all major case incidents; and
- c) establish a selection process to ensure that members appointed permanently to supervisory positions have the knowledge, skills and abilities required for the supervisory positions.

## Police Service Guidelines

- Procedures*
1. Every police service's procedures on supervision should:
    - a) set out how supervision will be available to members 24 hours a day;
    - b) set out the circumstances where a supervisor must be contacted and when a supervisor must be present at an incident, including for all major case incidents; and
    - c) require that supervisors monitor and ensure compliance by members with the *Police Services Act*, its regulations and local policies and procedures.

2. Every Chief of Police should establish a selection process to ensure that members appointed permanently to supervisory positions have the knowledge, skills and abilities required for the supervisory positions.