



BY-LAW NO. 316-2012

**A BY-LAW RESPECTING
CANINE UNITS
(ER-010)**

1. PREAMBLE

- 1.1 WHEREAS section 31(1) of the *Police Services Act*, R.S.O. 1990, c.P.15 as amended, provides that a Board is responsible for the provision of police services and for law enforcement and crime prevention in the municipality and shall:
- (b) generally determine, after consultation with the Chief of Police, objectives and priorities with respect to the police services in the municipality;
 - (c) establish policies for the effective management of the police force; and
 - (e) direct the Chief of Police and monitor his or her performance;
- 1.2 AND whereas subsection 31(6) of the *Police Services Act* provides that the Board may, by by-law, make rules for the effective management of the police service;
- 1.3 AND whereas O. Reg. 3/99 prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND whereas subsection 5(1)(d) of O. Reg. 3/99 requires that police services have canine tracking investigative supports;
- 1.5 AND whereas subsection 14(1)(a) of O. Reg. 3/99 requires the Chief of Police to develop procedures and processes in respect of canine tracking as an investigative support;
- 1.6 AND whereas subsection 14(4) of O. Reg. 3/99 requires the Chief of Police to ensure that persons who provide investigative supports have the knowledge, skills and abilities to provide that support;
- 1.7 AND whereas section 29 of O. Reg. 3/99 requires a police services board to have a policy on general investigative supports;
- 1.8 AND whereas Part ER-010 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 canine tracking investigative supports;

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

2. DEFINITIONS

- 2.1 “Act” means the *Police Services Act*, R.S.O. 1990 c.P.15, as amended;

- 2.2 “Board” means the Regional Municipality of Niagara Police Services Board;
- 2.3 “Chief” means the Chief of Police of the Niagara Regional Police Service;
- 2.4 “Manual” means the Policing Standards Manual published by the Ministry of Community Safety and Correctional Services;
- 2.5 “Member” means a member of the Niagara Regional Police Service as defined in the *Act*;
- 2.6 “Ministry” means the Ministry of Community Safety and Correctional Services;
- 2.7 “Service” means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that canine tracking investigative supports form an important part of policing, and it is therefore the policy of this Board that canine tracking as an investigative support be conducted in a professional and thorough manner and in accordance with procedures established by the Chief as directed in this By-law.

4. PROVISION OF A CANINE UNIT

- 4.1 The Chief shall ensure that the Service will provide, within a reasonable response time, access to the services of a canine unit.
- 4.2 The services of a canine tracking unit will be available 24 hours a day.

5. DIRECTION TO THE CHIEF

5.1 PROCEDURES

- 5.1.1 The Chief shall establish written procedures in accordance with Appendix A that set out the circumstances in which a canine unit will be deployed, including the process for obtaining the services and reporting relationships; and the deployment of other emergency response services, including receiving assistance from other agencies.

5.2 MANUAL

- 5.2.1 The Chief shall develop and maintain a manual on canine unit services that is available to each Member providing this service.
- 5.2.2 The Chief shall ensure that the manual referred to in 5.2.1 above is reviewed on an annual basis and amended as required.

5.3 MEMBERSHIP AND TRAINING

- 5.3.1 The Chief shall establish a selection process for members of the unit, ensuring that Members who provide the service meet the requirements of O. Reg. 3/99.
- 5.3.2 The Chief shall ensure that all Members performing the functions of a canine team and/or unit have the requisite knowledge, skills and abilities and receive training on an ongoing basis.
- 5.3.3 The procedures referred to above shall be in accordance with Appendix A.

5.4 *EQUIPMENT*

5.4.1 The Chief shall ensure the appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to Members who provide canine investigative tracking supports.

5.4.2 The procedures referred to above shall be in accordance with Appendix A.

6. REPORT TO THE BOARD

6.1 ANNUAL REPORTING REQUIREMENTS

The Chief shall make a written report to the Board on or before August 30th of each year. The report shall include:

- (a) a summary of the procedures as required by this By-law;
- (b) the status of Service compliance with said procedures;
- (c) confirmation of the development and maintenance of a manual on canine unit services;
- (d) a summary of the circumstances in which the canine unit has been deployed; and
- (e) confirmation that Members have been trained in accordance with Section 5.3.

7. IMPLEMENTATION

7.1 This By-law shall come into force upon the date of its enactment.

7.2 The Chief shall implement this By-law, where applicable, through general order.

ENACTED AND PASSED this 22nd day of March, 2012.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICES BOARD

Signed Original on File
Chairperson

Signed Original on File
Executive Director

Legislative/Regulatory Requirements

Section 5(1)(d) of the Adequacy Standards Regulation requires that police services have canine tracking investigative supports.

Under section 5(5), these supports may be provided by:

- using the police service's own members;
- entering into an agreement with the board of another police service or entering into an agreement with the boards of one or more police services to provide those supports on a combined, regional or cooperative basis; or
- entering into an agreement with one or more persons or organizations other than police forces to provide the supports by means of a person or organization that is not a police force.

Section 14(1)(a) requires the Chief of Police to establish procedures and processes in respect of canine tracking as an investigative support. If a board obtains those supports by entering into an agreement with one or more persons or organizations other than police services to provide those supports by means of a person or organization that is not a police service, where it is legally permissible, the person providing the investigative support shall, according to section 14(2)(a) and (b):

- report directly to, and take direction from, the member of the police service to whom the investigative support is being provided; and
- comply with the procedures and processes of the police service in respect of the investigative support.

Furthermore, section 14(4) requires the Chief of Police to ensure that persons who provide investigative supports have the knowledge, skills and abilities to provide that support. Finally, section 29 requires a police services board to establish a policy with respect to general investigative supports.

Definitions:

Throughout this guideline the terms "canine team" and "canine unit" have been used. The following definitions are provided to differentiate between these two terms.

Canine Team – made up of one dog and one handler.

Canine Unit – made up one or more canine teams.



Sample Board Policy

Board Policy # _____

Contracted Delivery

It is the policy of the _____ Police Services Board with respect to the services of a canine unit that:

- a) this Board will contract with the _____ Police Services Board/OPP to provide the services of a canine unit, available 24 hours per day and within a reasonable response time;
- b) this Board will contract with (identify service provider) to provide the services of a canine unit, available 24 hours per day, and within a reasonable response time;
- c) the Chief of Police, in consultation with the police service providing the service, will:
 - i. establish procedures that set out the circumstances in which the canine services will be deployed, including the process for obtaining the services and the reporting relationships;
 - ii. ensure members of the contracting police service train with the contracted canine team and/or unit that is providing the services of canine;
 - iii. ensure that members performing the functions of a canine team and/or unit have the knowledge, skills and abilities to provide the canine functions assigned;
 - iv. ensure the ongoing joint training of members who provide the functions of a canine team/unit;
 - v. establish procedures for the deployment of other emergency response services, including receiving assistance from other agencies.

Direct, or Combined, Regional or Cooperative Delivery

It is the policy of the _____ Police Services Board with respect to the services of canine tracking that:

- a) the police service will provide the services of a canine unit by (identify service delivery method - using its own members, or by entering into an agreement for a combined, regional or cooperative delivery with another police service, or entering into an agreement with another person or organization);
- b) the services will be available 24 hours a day and within a reasonable response time;



- c) the Chief of Police will:
- i. establish procedures that set out the circumstances in which the services of the canine team will be deployed, including the process for obtaining the services and reporting relationships;
 - ii. establish procedures for the deployment of other emergency response services, including assistance from other agencies;
 - iii. develop and maintain a manual on canine services that is available to each member providing this service;
 - iv. ensure that members performing the functions of a canine team and/or unit have the knowledge, skills and abilities to provide the canine functions assigned;
 - v. ensure the ongoing (and joint if applicable) training of members who provide this service; and
 - vi. ensure that the appropriate equipment, consistent with the Ministry's recommended equipment list, is used/available to the members who provide this service.

Police Service Guidelines

Procedures

- 1) Every police service's procedures should address:
 - a) the mandate, functions and reporting relationships of the canine team and/or unit;
 - b) the circumstances in which the services of a canine team and/or unit should be deployed; and
 - c) the process and operational responsibility for authorizing the deployment of a canine team and/or unit.

Manual

- 2) Where a police service has established its own canine team (dog and handler) and/or unit, or has officers who are members of a joint canine unit, a manual should be developed, maintained, and made available to the members of the team and/or unit that addresses:
 - a) general procedures for the canine unit, including:
 - i) the mandate, functions, and reporting relationships of the canine team and/or unit;
 - ii) call-out procedures for deployment;
 - iii) communications with members of the canine team and/or unit;
 - iv) operational procedures;
 - v) organizational charts for the emergency response function;
 - vi) the operational linkages between the canine team and/or unit, and other emergency response services;



- vii) a selection process for members of a canine team and/or unit, including that officers must meet the minimum requirements set out in the Adequacy Standards Regulation;
- viii) the recording and reporting of incidents involving a canine team and/or unit; and
- b) procedures specific to officers of a canine team and/or unit, including:
 - i) members' responsibilities;
 - ii) command and control;
 - iii) communication with team/unit members;
 - iv) incident assessment;
 - v) provision and use of equipment;
 - vi) operational training;
 - vii) hand-off/relief of teams within the canine unit;
 - viii) use of training, operational and equipment logs; and
 - ix) debriefing process; and
- c) responsibilities specific to police service dogs, including:
 - i) ownership and care of a police service dog;
 - ii) retirement of a police service dog;
 - iii) death of a police service dog;
 - iv) transportation of a police service dog;
 - v) veterinary care of a police service dog;
 - vi) boarding of a police service dog;
 - vii) police service dog nutrition;
 - viii) handler selection;
 - ix) trainer selection;
 - x) handler responsibilities;
 - xi) equipment issued to police service dog handlers;
 - xii) home kennels;
 - xiii) specific training for a police service dog; and
 - xiv) use of training logs.

Training

- 3) Where a police service has established its own canine team (dog and handler) and/or unit, or has officers who are members of a joint canine unit, the Chief of Police should ensure that the police service's skills development and learning plan includes the following requirements:
 - a) initial qualification training
 - b) maintenance canine training occurring on average 2 days per month;
 - c) maintenance general canine team training, 4 consecutive days, once a year (or in lieu thereof 40 hours);
 - d) that the canine team (dog and handler) and unit can demonstrate annual proficiency to standard, as is outlined in Appendix A: *Training Guidelines* and any additional proficiencies identified by the individual service;



- e) annual participation, wherever possible, in joint training exercises involving crisis negotiators, major incident commanders, public order units, tactical units, hostage rescue teams, other police personnel, or outside emergency services deemed appropriate or subject of service delivery agreements; and
- f) that the training plan be reviewed annually, and revised when necessary.

***Training
Requirements***

- 4) In addition to canine tracking, a police service may train a canine team to perform other investigative support functions, including:
 - a) open area search for persons;
 - b) building search for persons;
 - c) urban search and rescue (USAR)
 - d) cadaver detection;
 - e) criminal apprehension;
 - f) evidence search;
 - g) controlled drugs and substances detection;
 - h) explosives detection;
 - i) firearms detection; and
 - j) any other purpose for which the services of a canine team could be used, at the discretion of the Chief of Police.

Equipment

- 5) Where a police service has established its own canine team and/or unit, or has officers who are members of a joint canine unit, the Chief of Police should ensure that the members are provided, at minimum, with the equipment and facilities set out in the Ministry's recommended equipment and facilities list. The Chief of Police should also ensure that the appropriate task-specific equipment is provided for the proper functioning of the police service dog.



MINISTRY’S DESIGNATED EQUIPMENT LIST

Canine Units – Equipment and Facilities List

The equipment listed here is for use by canine units and/or teams. All equipment used by members of a canine unit and/or team shall be approved by the Canadian Standards Council (CSA), where appropriate. The following list is the minimum kit which members of a canine unit and/or team should have available in order to respond to a situation requiring the use of a canine unit.

BALLISTIC PROTECTION <i>(personal issue)</i>
Body Armour
<ul style="list-style-type: none"> • Threat level II (National Institute of Justice Standard (NIJ)) • Situationally and environmentally appropriate • “Police” identification markers on front and rear
CLOTHING <i>(personal issue)</i>
Canine Uniforms
<ul style="list-style-type: none"> • Rain, moisture and cold weather protection, which is situationally and environmentally appropriate • Two-piece fatigues in heavy-duty material • Police affiliation shoulder flashes
Foot Wear
<ul style="list-style-type: none"> • Rain, moisture and cold weather protection, which is situationally and environmentally appropriate
Gloves and Headgear
<ul style="list-style-type: none"> • Shall not impair use of weapons or safety equipment • Situationally and environmentally appropriate
OFFICER SAFETY EQUIPMENT <i>(personal issue)</i>
Holsters
<ul style="list-style-type: none"> • Ease of weapon removal when body armour worn
Eye Protection/Goggles
<ul style="list-style-type: none"> • Effective eye protection against fragmentation • Designed not to impair peripheral vision • Clear, anti-fogging lenses
Impact Weapons
<ul style="list-style-type: none"> • Collapsible baton
Multi-Purpose Provisional Tools
<ul style="list-style-type: none"> • Capable of being carried easily • Used to cut ropes and other utility uses
Arrest or Restraint Devices



<ul style="list-style-type: none"> • Handcuffs • When operationally required, specifically designed, disposable temporary restraints
OTHER SAFETY EQUIPMENT
First Aid
<ul style="list-style-type: none"> • Multi-purpose kit with wide assortment of bandages, disinfectant, etc. • Veterinary wrap • Water eyewash gear for OC decontamination
ILLUMINATION (<i>personal issue</i>)
<ul style="list-style-type: none"> • Handgun mounted flashlight and accommodating holster • Illuminated aiming system
RADIO EQUIPMENT
Portable Radios
<ul style="list-style-type: none"> • One per member, while on-duty • Dedicated operational channel capability (or access to OPC channel) • Ear-pieces or similar devices to eliminate noise • Capable of use with chemical or OC agent
Power Sources
<ul style="list-style-type: none"> • Extra batteries
TRANSPORTING
Canine Vehicle
<ul style="list-style-type: none"> • Dedicated to the canine unit • Capable of transporting team members efficiently to incident locations • Marked/unmarked police car, van or truck • Storage for other canine equipment • Rechargeable flashlight • Vehicle interior temperature detection and warning system



Additional Equipment Considerations

In addition to the above list, additional equipment considerations for canine units performing other investigative support functions are as follows:

EXPLOSIVES DETECTION

- Flame resistance protection (flame retardant clothing offering outer surface protection and flame resistant hood/balaclava and gloves)
- Explosives kit for training purposes, containing the following base components, at a minimum:
 - PETN
 - Nitro-glycerin
 - TNT
 - RDX
 - Smokeless powder
 - Black powder
 - Variety of detonating cord and safety fuse
- Secure storage for explosives training kit in the dedicated canine vehicle

CADAVER DETECTION

- First Aid: biohazard considerations (i.e. latex gloves, protective mask/shield) and/or a building
- Training aides for the purposes of ongoing training in cadaver detection
- Secure storage for bio-hazardous training aides in the dedicated canine vehicle

and/or a building

CONTROLLED DRUGS AND SUBSTANCES DETECTION

- Controlled drugs and substances kit for training purposes, containing the following base components, at a minimum:
 - Cannabis
 - Cocaine
 - Opiates
- Secure storage for controlled drugs and substances training kit in the dedicated

canine vehicle and/or a building

URBAN SEARCH AND RESCUE

- Helmet
- Gloves



- Long pants
- Long sleeve shirt
- Eye protection
- Safety toe-steel shank boots
- Knee protection



Appendix A – Training Guidelines

Canine teams and/or units that are specifically engaged in “general service training” functions will receive training in the areas outlined below, under “General Service Training.”

Canine teams and/or units that are specifically engaged in “specialty service training” functions will receive training in the areas outlined below under “Specialty Service Training.”

Canine teams and/or units may receive “general service training” and/or only “specialty service training.” The type of training the canine teams and/or units receive will depend on the requirements and needs of the police service. Training logs are mandatory for both types of training.

In summary, a canine team and/or unit may receive the General Service Training, the Specialty Training, or both, depending on the needs and requirements of the service.

Training Logs

Training logs should be kept each time the canine team (dog and handler) participates in training. Training logs should contain the following information, at a minimum:

- Date/time
- Handler and dog’s name
- Weather conditions at the time of the training session including the temperature, humidity and wind direction and velocity
- Location/surrounding environment, distances
- Equipment used (i.e. jumps, articles, boxes, etc.)
- Quarry information
- Any information the handler deems to be important
- Handler’s comments on the training scenario
- If witnessed by a member of the training staff, the member will include comments on the performance of the handler and the dog

All training logs should be kept up to date and stored appropriately.



GENERAL SERVICE TRAINING:Tracking Investigative Support

The Chief of Police should ensure that the canine team is able to follow an unknown track of human scent over various terrains with changes of direction at least 1000 meters (one kilometer) long and a minimum of thirty (30) minutes old, without being deterred by contamination or the crossing of the track by animals or other persons.

Obedience and Control

The Chief of Police should ensure that the canine team is able to perform (on and/or off-leash) the following by voice and/or hand command:

- Heel
- Sit
- Down
- Recall
- Right Turn
- Left Turn
- About Turn; and,
- Change of pace (normal, fast, slow)

The Chief of Police should ensure that the canine team is trained not to fear heights nor dark confined spaces, and will be made familiar with any other factors such as working in crowds, which may occur during the course of duties.

Agility

The Chief of Police should ensure that the canine team (dog) is able to overcome obstacles, including a 0.91 meter (3') vertical jump, a 1.83 meter (6') scale of a structure, a 1.83 meter (6') horizontal jump, a 1.83 meter (6') open staircase and a 2.44 meter (8') crawl.

Search for Persons

- **Open Area Search:** the Chief of Police should ensure that the canine team is able to search an open area of not less than 800 square meters in a controlled and systematic fashion and that the dog is able to locate and remain with any person found and make the presence of such person known to the handler.
- **Building Search:** the Chief of Police should ensure that the canine team is able to search any type of building not less than 270 square meters and that the dog is able to locate and remain with any person found and make the presence of such person known to the handler.

Criminal Apprehension

The Chief of Police should ensure that the canine team is able to chase and stop a fleeing suspect. The apprehension will be by bite and the dog will release on command. The dog will be able to apprehend while under gunfire or other threat.

Evidence Search

The Chief of Police should ensure that the canine team is able to search any area of not less than 100 square meters for evidence dropped or deposited from a human source and that the dog is able to locate such evidence in a controlled and systematic fashion and make the presence of such evidence known to the handler.

For the purposes of testing, the evaluator will determine the size of hides and the time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.

INVESTIGATIVE SUPPORT TRAINING:

Urban Search and Rescue (USAR)

The Chief of Police should ensure that the canine team is able to search a rubble site with a minimum average height of three (3) meters and consist of an area of 1,100 to 1,500 square meters for human scent. The rubble site should consist predominantly of concrete or a mixture of materials common to disaster sites. Banner tape should be used to reduce the search area when larger rubble sites are being used.



There should be new, unused victim locations created for the evaluation. There should be a minimum of two (2) victim locations. They should be created in accessible areas that are out of the handler's sight. The evaluator must have a clear view of the canine's work. Consideration should be given to appropriate site and personnel safety while participating in training exercises, including that paramedics and a heavy rescue team is available onsite during such training.

For the purposes of testing, the evaluator will determine the size of hides and time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.

Controlled Drugs and Substances Detection

- **Open Area Search:** the Chief of Police should ensure that the canine team is able to search any open area of not less than 100 square meters in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of cannabis, cocaine and opiates and to make the presence of the controlled drug or substance found known to the handler.
- **Building Search:** the Chief of Police should ensure that the canine team is able to search any type of building of not less than 270 square meters in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of cannabis, cocaine and opiates and to make the presence of the controlled drug or substance found known to the handler.
- **Vehicle Search:** the Chief of Police should ensure that the canine team is able to search a minimum of three (3) standard-size passenger vehicles, with at least one negative hide, in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of cannabis, cocaine and opiates and to make the presence of the controlled drug or substance found known to the handler.

For the purposes of testing, the evaluator will determine the size of hides and the time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.



Explosives Detection

- **Open Area Search:** the Chief of Police should ensure that the canine team is able to search any open area of not less than 100 square meters in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of the following explosive compounds: PETN, Nitro-Glycerin, TNT, RDX, smokeless powder, black powder, and a variety of detonating cord and safety fuse, and to make the presence of the explosive compound found known to the handler by passive indication.
- **Building Search:** the Chief of Police should ensure that the canine team is able to search any open area of not less than 270 square meters in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of the following explosive compounds: PETN, Nitro-Glycerin, TNT, RDX, smokeless powder, black powder, ammonium nitrate and a variety of detonating cord and safety fuse, and to make the presence of the explosive compound found known to the handler by passive indication.
- **Vehicle Search:** the Chief of Police should ensure that the canine team is able to search a minimum of six (6) standard-size passenger vehicles, with at least one negative hide, in a controlled and systematic fashion and that the dog is able, at minimum, to locate the presence of the following explosive compounds: PETN; nitro-Glycerin; TNT; RDX; smokeless powder; black powder; and a variety of detonating cord and safety fuse, and to make the presence of the explosive compound found known to the handler by passive indication.

For the purposes of testing, the evaluator will determine the size of hides and the time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.

Firearms Detection

- **Open Area Search:** the Chief of Police should ensure that the canine team is able to search any open area of not less than 100 square meters in a controlled and systematic fashion and that the dog is able to locate the presence of firearms, ammunition and ammunition casings and to make the presence of the firearms, ammunition and spent ammunition casings found known to the handler.



- **Building Search:** the Chief of Police should ensure that the canine team is able to search any type of building of not less than 270 square meters in a controlled and systematic fashion and that the dog is able to locate the presence of firearms, ammunition and ammunition casings and to make the presence of the firearms, ammunition and spent ammunition casings found known to the handler.
- **Vehicle Search:** the Chief of Police should ensure that the canine team is able to search a minimum of three (3) standard-size passenger vehicles, with at least one negative hide, in a controlled and systematic fashion and that the dog is able to locate the presence of firearms, ammunition and ammunition casings and to make the presence of the firearms, ammunition and spent ammunition casings found known to the handler.

For the purposes of testing, the evaluator will determine the size of hides and the time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.

Cadaver Detection

- **Surface Area Search (Bush and Open Area):** the Chief of Police should ensure that the canine team is able to search any open area of not less than 500 square meters in a controlled and systematic fashion and that the dog is able to locate the presence of human remains and to make the presence of the human remains found known to the handler.
- **Buried Search (Below Surface):** the Chief of Police should ensure that the canine team (dog and handler) is able to search any open area of not less than 50 square meters wide and six inches deep, in a controlled and systematic fashion and that the dog is able to locate the presence of human remains and to make the presence of the human remains found known to the handler.

For the purposes of testing, the evaluator will determine the size of hides and time duration prior to the search, based on the conditions of the area being searched at that time. The evaluator will ensure that negative searches are also included in the testing and evaluation process.

