



**BY-LAW NO. 450-2024**

**A BY-LAW RESPECTING  
INTERNAL TASK FORCES**

**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 i of O. Reg. 392/23: Adequate and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to Internal Task Forces;
- 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 that it has a policy on Internal Task Forces;
- 1.5 AND WHEREAS Part LE-010 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing police services relative to Internal Task Forces.

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 the work of Internal Task Forces forms an important part of investigative and preventative policing, and it is therefore the policy of this Board to support the use of internal task forces where appropriate 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 a procedure to approve Internal Task Forces. These procedures shall be in accordance with Appendix A and subsection 6 (1) 4 i of O. Reg. 392/23: Adequate and Effective Policing (General).

4.1.2 The Chief shall develop a procedure to measure the accountability of Internal Task Forces.

**5. REPORTING REQUIREMENTS**

5.1 BUDGET REPORT

5.1.1 The Chief shall make a report to the Board as part of the budget process that outlines the number of planned Internal Task Forces. This report shall include an estimate of the cost of the planned Internal Task Forces.

5.2 GENERAL REPORT

5.2.1 Upon completion of an Internal Task Force, the Chief shall make a report to the Board advising the Board:

- (a) if the Internal Task Force achieved its objectives; and
- (b) the actual cost of the Task Force, including personnel costs.

5.3 ANNUAL REPORT

5.3.1 The Chief shall make an annual report to the Board each year in respect of Internal Task Forces. This report shall contain:

- (a) the number of completed Internal Task Forces established within the Service;
- (b) the cost to the Service of the Internal Task Forces, including personnel costs; and
- (c) whether or not the Internal Task Force obtained its performance objectives.

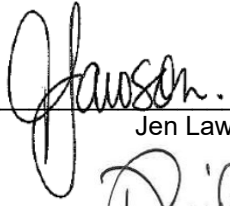
**6. IMPLEMENTATION**

6.1 By-law No. 202-2000 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.

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 internal task forces. In addition, section 13(1)(a) requires the Chief of Police to establish procedures and processes in respect of internal task forces.

For the purposes of these requirements an internal task force is defined as a planned operation established within the police service related to the investigation of criminal activity.

## Sample Board Policy

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

It is the policy of the \_\_\_\_\_ Police Services Board with respect internal task forces that the Chief of Police will:

- a) develop procedures that address the approval process and accountability mechanisms for internal task forces; and
- b) provide information in the annual report on the number of completed internal task forces established within the police service, the cost to the police service and whether they achieved their performance objectives.

## Police Service Guidelines

- Procedures*
1. Every police service's procedures on internal task forces should:
    - a) set out the criteria and approval process for establishing an internal task force;
    - b) require the development of a written mandate and operational plan for each task force established within the police service that addresses:
      - i) the purpose, performance objectives and indicators for the task force;
      - ii) the identification of the task force manager, and authority and responsibilities within the task force;
      - iii) the allocation of the resources required to accomplish the task force's mandate; and
      - iv) mechanisms for monitoring and evaluating the progress of the task force and its continued necessity; and
    - c) require that a final report and evaluation be prepared when a task force is completed.