

Peterborough Police Service Board
Public Meeting Agenda: April 15, 2025 - 1:00 PM

(Held in the Hugh Waddell Boardroom and Via Teams)

1. Welcome

The Chair will call the meeting to order.

2. Land Acknowledgement

We respectfully acknowledge that we are on the treaty and traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

3. Approval of the Agenda

Moved by
Seconded by

That the agenda of the Peterborough Police Service Board's public meeting of April 15, 2025 be approved as **circulated/amended**. –

4. Declaration of Conflict of Interest

A declaration of conflict of interest **was/was not** noted.

5. Approval of the Minutes

Moved by
Seconded by

That the Minutes of the March 18, 2025 Peterborough Police Service Board public meeting be approved as **circulated/amended**.

Delegations and Presentations

6. Electronic Crime Unit

Moved by
Seconded by

That the Board receive the presentation and information from members of the Electronic Crime Unit. -

Regular Portion of the Meeting

7. Chief's Remarks

Moved by
Seconded by

That the Board receive the Chief's verbal remarks. –

8. Chair's Remarks

Moved by
Seconded by

That the Board receive the Chair's verbal remarks. –

9. Policing Advisor/Liaison Remarks – Cavan Monaghan & Lakefield

Moved by
Seconded by

a) That the Board receive the Cavan Monaghan Policing Advisor/Liaison's verbal remarks from Mayor Graham. –

Moved by
Seconded by

b) That the Board receive the Lakefield Policing Advisor/Liaison's verbal remarks from Councillor Boyko. –

10. Correspondence

Moved by
Seconded by

That the following correspondence be received as one omnibus motion:

a) Inspector General of Policing

Memo dated April 1, 2025 and release of the Inspectorate of Policing's Strategic Plan. -

Reports to be Received for Information

11. Annual Report on Missing Persons and Use of Urgent Demands

Moved by
Seconded by

That the Board receive the 2024 Annual Report on Missing Persons and Use of Urgent Demands from Inspector Elliott and Chief Betts. –

12. Annual Report on Special Constables

Moved by
Seconded by

That the Board receive the 2024 Annual Report on Special Constables from Staff Sergeant Ryan Wilson and Chief Betts. –

13. 2024 Divisional Reports

Moved by
Seconded by

That the Board receive the 2024 Divisional Reports including:

- a) The Operational Services Report from Inspector Ralph;
- b) The Investigative Services Report from Inspector Elliott;
- c) The Support Services report from Inspector Rogers;
- d) The 911 Communications Services report from Julie Levesque;

- e) The Strategic Risk Management Services Report from Niquel Pritchard-Pataki;
- f) The Information Technology Services Report from Paul Notman;
- g) The People Services Report from Lisa Smith;
- h) The Financial Services Report from Tia Nguyen;
- i) The presentation from the Chief. -

14. Administrative Police Facility Update (Standing Item)

Moved by
Seconded by

That the Board receive the verbal update regarding the new administrative police facility at 1421 Lansdowne Street from Chief Betts. –

15. First Quarter Report on the Auction Fund Account

Moved by
Seconded by

That the Board receive the 2025 First Quarter Auction Fund Report from the Executive Assistant. –

Reports Requiring Discussion and/or Decision

Nil

Committee Reports

16. Finance & Budget Committee

2024 Year-End Financial Report for the Service

Moved by
Seconded by

That the Board receive the 2024 Year-End Financial Report for the Service from Tia Nguyen, Financial Services Manager, and Chief Betts. -

Unfinished Business

Nil

New Business

Nil

17. Approval To Go In-Camera

Moved by
Seconded by

That the Peterborough Police Service Board move into closed session for consideration of confidential matters pursuant to Section 44(a) through (l) of the *Community Safety and Policing Act, 2019*, including, but not limited to, for subject matter related to potential litigation, human resources matters and legal matters that are subject to solicitor-client privilege. –

18. Ratification and Adjournment

Moved by
Seconded by

That the Board ratify all actions of today's date and the public meeting be adjourned. –

Peterborough Police Service Board March 18, 2025 – Public Minutes

Minutes of the public meeting of the Peterborough Police Service Board held in the Hugh Waddell Boardroom and via Teams.

Members Present:
(In the Boardroom) Mary ten Doeschate, Chair
Drew Merrett, Vice-Chair
Mayor Jeff Leal
Councillor Gary Baldwin
Steve Girardi

Also Present:
(In the Boardroom) Stuart Betts, Chief of Police
Jamie Hartnett, Deputy Chief of Police
Angela VandenBroek, Executive Assistant to the Chief

Guest Present:
(In the Boardroom) Councillor John Boyko, Lakefield Policing Liaison
Hank Zehr, Policing Advisor, SOLGEN
Ryan Berrigan, Policing Advisor, SOLGEN

1. Welcome

The Chair called the meeting to order at 12:59 pm.

2. Land Acknowledgement

We respectfully acknowledge that we are on the treaty and traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

3. Approval of the Agenda

Moved by Jeff Leal
Seconded by Gary Baldwin

That the agenda of the Peterborough Police Service Board's public meeting of March 18, 2025 be approved as amended.

Added: Item 21.1 "New Business" – Peterborough County OPP Detachment Board resolution and report re: Peterborough Risk Driven Situation Table funding. –

CARRIED

4. Declaration of Conflict of Interest

A declaration of conflict of interest was not noted.

5. Approval of the Minutes

Moved by Jeff Leal
Seconded by Steve Girardi

a) That the Minutes of the February 18, 2025 Peterborough Police Service Board public meeting be approved as circulated. –

CARRIED

Moved by Jeff Leal
Seconded by Drew Merrett

- b) That the Minutes of the March 3, 2025 Peterborough Police Service Board special public meeting be approved as circulated.-

CARRIED

6. Electronic Crime Unit

That the Board receive the presentation and information from members of the Electronic Crime Unit. –

*Deferred to the April 15, 2025 Board meeting.

Regular Portion of the Meeting

7. Chief's Remarks

Moved by Jeff Leal
Seconded by Drew Merrett

That the Board receive the Chief's verbal remarks. –

CARRIED

8. Chair's Remarks

Moved by Gary Baldwin
Seconded by Drew Merrett

That the Board receive the Chair's verbal remarks. –

CARRIED

9. Policing Advisor/Liaison Remarks – Cavan Monaghan & Lakefield

Moved by Steve Girardi
Seconded by Jeff Leal

- a) That the Board receive the Cavan Monaghan Policing Advisor/Liaison's verbal remarks from Mayor Graham. –

CARRIED

Moved by Gary Baldwin
Seconded by Jeff Leal

- b) That the Board receive the Lakefield Policing Advisor/Liaison's verbal remarks from Councillor Boyko. –

CARRIED

10. Correspondence

Nil

11. Administrative Police Facility Update (Standing Item)

Moved by Drew Merrett
Seconded by Steve Girardi

That the Board receive the verbal update regarding the new administrative police facility at 1421 Lansdowne Street from Chief Betts. –

CARRIED

12. Safer Public Spaces Initiative – Update

Moved by Jeff Leal
Seconded by Drew Merrett

That the Board receive the Safer Public Spaces initiative update from Chief Betts. –

CARRIED

13. Community F.I.R.S.T. Initiative - Update

Moved by Gary Baldwin
Seconded by Jeff Leal

That the Board receive the Community F.I.R.S.T. initiative update from Chief Betts. –

CARRIED

14. Fourth Quarter Occurrence Statistics (All Violations) Report

Moved by Drew Merrett
Seconded by Steve Girardi

That the Board receive the 2024 Fourth Quarter Occurrence Statistics (All Violations) Report from Inspector Ralph and Chief Betts. –

CARRIED

15. Fourth Quarter Contract Policing Reports: Cavan Monaghan and Lakefield

a) Cavan Monaghan

Moved by Steve Girardi
Seconded by Drew Merrett

That the Board receive the 2024 Fourth Quarter Policing Report for Cavan Monaghan Township from Inspector Ralph and Chief Betts. –

CARRIED

b) Lakefield

Moved by Gary Baldwin
Seconded by Jeff Leal

That the Board receive the 2024 Fourth Quarter Policing Report for the Ward of Lakefield from Inspector Ralph and Chief Betts. –

CARRIED

16. Fourth Quarter Crime Statistics Report

Moved by Gary Baldwin
Seconded by Drew Merrett

That the Board receive the 2024 Fourth Quarter Crime Statistics Report from Inspector Elliott and Chief Betts. –

CARRIED

17. Annual Collection of Identifying Information in Certain Circumstances Report

Moved by Jeff Leal
Seconded by Steve Girardi

That the Board receive the 2024 Annual Collection of Identifying Information in Certain Circumstances Report from Inspector Elliott and Chief Betts. –

CARRIED

18. Annual Joint Forces Operations Report

Moved by Jeff Leal
Seconded by Steve Girardi

That the Board receive the 2024 Joint Forces Operations Report from Inspector Elliott and Chief Betts. –

CARRIED

19. Annual Internal Task Force Operations Report

Moved by Steve Girardi
Seconded by Jeff Leal

That the Board receive the 2024 Annual Internal Task Force Operations Report from Inspector Elliott and Chief Betts. –

CARRIED

20. Annual Purge of Peterborough Police Service Records Report

Moved by Gary Baldwin
Seconded by Drew Merrett

That the Board receive the 2024 Annual Purge of Peterborough Police Service Records Report from Niquel Pritchard-Pataki, Manager of Strategic Risk Management Services, and Chief Betts. –

CARRIED

21. Public Announcement of the Auction Fund Grant

Moved by Jeff Leal
Seconded by Steve Girardi

That the Board receive the announcement regarding an Auction Fund grant to Trent University (Camp fYrefly) from the Executive Assistant. –

CARRIED

21.1 Peterborough County OPP Detachment Board – Risk Driven Situation Table

Moved by Jeff Leal
Seconded by Drew Merrett

That the Board receive for information the resolution and report regarding the Peterborough Risk Driven Situation Table Funding from the Peterborough County OPP Detachment Board. –

CARRIED

22. Approval To Go In-Camera

Moved by Gary Baldwin
Seconded by Steve Girardi

That the Peterborough Police Service Board move into closed session for consideration of confidential matters pursuant to Section 44(a) through (l) of the *Community Safety and Policing Act, 2019*, including, but not limited to, for subject matter related to potential litigation, human resources matters and legal matters that are subject to solicitor-client privilege. –

CARRIED

The Chair recessed the public meeting at 2:10 pm.

The Chair reconvened the public meeting at 3:59 pm.

23. Ratification and Adjournment

Moved by Gary Baldwin
Seconded by Drew Merrett

That the Board ratify all actions of today's date and the public meeting be adjourned at 4:00 pm. –

CARRIED

Read and approved this 15th day of April, 2025.

Lisa Wilson, Executive Assistant

Mary ten Doeschate, Chair



Inspectorate
of Policing

Service d'inspection
des services policiers

Office of the Inspector
General of Policing

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Toronto ON M5G 2C8

Bureau de l'inspecteur général
des services policiers

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Toronto ON M5G 2C8

Inspector General of Policing Memorandum

TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Service Boards

FROM: Ryan Teschner, Inspector General of Policing of Ontario

DATE: April 1, 2025

SUBJECT: Inspector General Memo #4: Release of the Inspectorate of Policing's
Strategic Plan

In recognition of the one-year anniversary of Ontario's *Community Safety and Policing Act* coming into force and the commencement of my mandate as the Inspector General of Policing, I am pleased to share **The Road Ahead: A Strategic Plan for Ontario's Inspectorate of Policing 2024-2027**. Our Strategic Plan serves as a roadmap outlining the Inspectorate of Policing's (IoP) vision for the next three years. It will guide us in moving forward on our priorities and the work that brings those priorities to life, fulfilling our legislated mandate of serving the public's interest.

Our Strategic Plan focuses on **three key objectives**, all centred around how we will enhance performance and boost public confidence in Ontario's policing sector. In the Strategic Plan, we define each objective, detail its importance, our commitments, and outline our approach to deliver on these commitments.

Over the next three years:

1. We will improve Ontario's policing performance and set a global benchmark
2. We will serve the public interest
3. We will propel greater insights and foresights to address risks

I would like to extend my appreciation to you, Ontario's policing sector, for your invaluable perspectives, which have informed the development of this Plan. In my engagements with you, I have said that it is important for you to see value in the IoP's work; and, so, your insights must necessarily inform what we tackle and how we tackle it. I hope chiefs of police, police service board chairs and members take some time to review our Strategic Plan and see your voices reflected in this document.

We anticipate sharing updates on our progress and the measures of our success in achieving our objectives in future Inspector General Annual Reports.

This Strategic Plan was the product of the efforts and suggestions of many from right across our organization. Prior to finalizing it, we reviewed the Plan with the entire IoP staff so they could see their work reflected in our next three years. I want to thank the team for their hard work and significant contributions in bringing our Strategic Plan from vision to reality.

Thank you for your continued trust and confidence in the Inspectorate of Policing. We look forward to what the next three years – and beyond – will bring.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Teschner", with a stylized flourish at the end.

Ryan Teschner
Inspector General of Policing of Ontario

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

2024–2027

THE ROAD AHEAD



**A Strategic Plan for
Ontario's Inspectorate
of Policing**

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Land Acknowledgement

The Inspectorate of Policing (IoP) recognizes that its work, and the work of its community partners, takes place on traditional territory of Indigenous Nations in Ontario, including the Anishinaabe (comprising the Algonquin, Mississauga, Ojibwe, Anishinew (Oji-Cree), Odawa and Pottawatomi peoples), the Omushkego (also known as Swampy Cree), the Lenape and the Haudenosaunee (Mohawk, Onondaga, Oneida, Cayuga, Tuscarora, and Seneca) and the Métis peoples.

We acknowledge that there are 46 treaties and other agreements that cover the territory now known as Ontario. We acknowledge that we continue to live and work in these territories and are thankful to the First Nations and Métis peoples who have cared for these lands since time immemorial. Their enduring contributions continue to strengthen Ontario and enrich all communities. We also acknowledge the many other Indigenous peoples from Indigenous nations who call this place home. The IoP is honoured to collaborate with First Nations, Inuit and Métis leadership, partners, and communities across their territories. The IoP is committed to deepening its understanding of the rich history of this land while honouring the inherent and treaty rights of Indigenous peoples.

The IoP would also like to acknowledge that its office is located in Toronto and on the traditional territory of many First Nations including the Mississaugas, the Anishinabek Nation, the Chippewas, the Haudenosaunee Confederacy and the Wendat peoples and is now the home to many diverse First Nations, Inuit, and Métis persons. We also acknowledge that Toronto is covered by Treaty 13 signed by the Crown and the Mississaugas of the Credit First Nation, and the Williams Treaties signed with multiple Mississaugas and Chippewa nations.

Message from the Inspector General of Policing of Ontario

Policing is a core public service. When danger strikes, we expect the police to be there to keep us safe. Whether the police are called on to respond to an active threat, investigate an offence after it has occurred, or prevent crime before it happens, their role is complex, constantly evolving, and fundamental to a safe society.

We deserve the best policing possible, and police services deserve a system that supports them as they do their important work. Society must look ahead to ensure that the police we call upon are equipped to anticipate and effectively address new and emerging threats. Our institutions of independent civilian governance, including police service boards, must ensure that local policing is accountable and being delivered fairly, effectively, and in a manner that meets community needs.

As the grandson of Holocaust survivors, I grew up understanding that when the power of the state – including the police – is misused, the consequences can echo for generations. Early on, my grandparents' stories taught me the importance of ensuring policing services respect, serve and protect all people, regardless of who they are or where they live. And so, it is the legacy of my grandparents and the reminders of their sacrifice that drive my commitment towards public safety and guide me as I lead the Inspectorate of Policing.



"I am proud to serve as Ontario's Inspector General of Policing (IG), and I am confident that the IoP's work in the coming years, guided by the compass this plan represents, will help Ontario distinguish itself for policing excellence worldwide."



As we embark on a new era of policing oversight in Ontario, **the IoP is steadfastly committed to improving performance in policing to make everyone in Ontario safer.**

This is not just a vision, but our mission – a mission now made more tangible with the launch of the IoP’s inaugural Strategic Plan.

This Strategic Plan serves as a roadmap to guide us in fulfilling our mandate and achieving our vision over the next three years. This Plan outlines our approach and the specific work we will undertake to make lasting, positive impact on Ontario’s policing sector and the diverse public it serves. The IoP has a role to play in building bridges between those that deliver policing services, and the public who live, work, and visit in the communities our police serve.

We are committed to engaging police services, boards, employers of special constables, community groups and other police oversight bodies and government to achieve our mission.

We will ask the tough questions the public deserves to have answered, identify best practices in performance where they exist, and be a ‘right touch’ regulator in using our compliance and enforcement tools where they are needed to improve policing performance and maintain public safety.

I am proud to serve as Ontario’s Inspector General of Policing, and I am confident that the IoP’s work – guided by the compass this plan represents and delivered by a dedicated group of public servants that act as inspectors, investigators, advisors, data analysts, data scientists and performance measurement experts – will help Ontario distinguish itself for policing excellence worldwide.

Thank you for your early trust and confidence as the IoP works each day to make Ontario safer for all.

Ryan Teschner
Inspector General of Policing of Ontario

Purpose of the Strategic Plan

Our Strategic Plan serves as a comprehensive roadmap that outlines our vision over the next three years. It will guide us in establishing our priorities and processes to fulfill our legislated mandate of serving the public's interest.

We adopted a three-year approach to achieve these objectives, providing a structured framework for decision-making while remaining flexible to adapt to changing public safety needs. This timeframe pushes us to continually assess and enhance our approach in fulfilling the Inspector General's mandate, based on feedback from the community and results of our work. Through this process, we can identify what we could do differently in pursuit of improving policing service delivery in Ontario. By prioritizing evidence-based decision-making and fostering a culture of continuous growth, we also aim to ensure that Ontario's policing sector – comprised of police services, boards, and special constable employers – operate in a manner that is effective, transparent, accountable, and responsive to the needs of the diverse communities they serve.

In developing this Strategic Plan, we were informed by many sources of information in the policing and police governance domains. We conducted environmental and jurisdictional scans, examined current and future needs assessments, and consulted with our staff, senior management, and members of the policing sector.

How we will measure our success in achieving our objectives is vital. Being transparent about our work and progress is at the heart of our organization. However, as a new entity, we lack a track record of operational experience to identify the most relevant or impactful measures. For this reason, we are in the process of establishing key performance indicators (KPIs) for each objective in this Strategic Plan. Once we establish our KPIs, we will detail them in future annual reports and track our progress against each of them.

We look forward to sharing updates on our vision towards improving police performance and our contributions to making everyone in Ontario safer.

Strategic Objectives

Over the next three years, we will focus on three objectives, including how we will enhance performance and boost public confidence in Ontario's policing sector. For each objective, we detail its importance, our commitments, and outline our approach to deliver on these commitments.

We will improve Ontario's policing performance and set a global benchmark

We will serve the public interest

We will propel greater insights and foresights to address risks





Source: Angelo Matela

Our Vision

We want every person in Ontario to feel safer in their community, and to have confidence in the policing and police governance they receive.

This means that policing is delivered in a manner that supports and reflects the diversity of the people it serves, while being responsive to the unique needs of each community. This also means that policing and police governance is delivered progressively, fairly, equitably, and based on evidence-informed processes.

We are dedicated to working towards achieving this vision and establishing Ontario as a leader in policing excellence worldwide.

The IoP is dedicated to:

- examining performance through inspections, research, data and analytics to drive evidence-based actions and improvements.
- identifying effective performance and, where improvements are needed, supporting the sector's continuous development; and
- ensuring that the policing sector is responsive to the diverse communities it serves in the context of an increasingly complex service-delivery environment.

Our Values

Driving improvements in policing performance starts with operating collectively under a set of values that shape the IoP's approach and its culture.

Embodying these values while delivering on our mandate is the key to achieving the objectives in this Strategic Plan.

At the IoP, we believe in:

Continuous Improvement



Identifying effective performance in the policing sector, and where improvements are needed. We will focus on addressing the areas that matter most to the public.

Risk-Informed



Selecting the right tools for the right problems and consider the level of risk present when enforcing policing and police governance compliance.

Independent



Operating at arm's-length from government or any other influence to ensure impartiality and confidentiality in our operations and decision-making.

Integrity



Engaging in activities in a way that inspires public confidence, and that preserves our objectivity, integrity and impartiality.

Fair



Addressing issues of non-compliance in an objective and timely manner that considers local context, with a focus on ensuring trust and confidence in the policing sector.

Transparent



Being transparent in our decision-making and publicly report on our work and their results with the sector and the public.

Collaborative



Working collaboratively with our partners and the regulated entities we oversee to support their success in our shared mission of making Ontario safer.

Ontario's New Inspector General and Inspectorate of Policing

About Ontario's Inspector General and Inspectorate of Policing

Chief Justice of Ontario, the Honourable Michael H. Tulloch's 2017 review of the provincial police oversight system provided recommendations on improving transparency, accountability and effectiveness in police service delivery and its oversight system. These recommendations, along with input from various sources including independent reviews, policing and police governance stakeholders, social services, and diverse Ontario communities, emphasized the need to modernize the laws that govern police service delivery in the province. This led to the establishment of the 2019 *Community Safety and Policing Act (CSPA)* and its regulations, which came into effect April 1, 2024.

The CSPA replaces the *Police Services Act (PSA)* – now over 30 years old – and aims to ensure that policing practices remain responsive to contemporary challenges and community needs. One of the more significant elements of the CSPA is the establishment of the role of Inspector General of Policing (IG), who is responsible for ensuring that adequate and effective policing and police governance is provided to all Ontario communities. The IG is supported by the IoP, an arm's-length division of the Ministry of the Solicitor General, created to provide the operational support necessary to fulfill the IG's mandate under the CSPA.

The Mandate of the Inspector General

The IG's duties, powers and responsibilities are described in Part VII of the CSPA. The IG, supported by the IoP, serves the public interest by promoting improved performance and accountability in the policing sector, while ensuring compliance with the CSPA and its regulations. Under Ontario's CSPA, the IG is empowered to:

- independently assess and monitor legislated policing entities
- provide advice and support to legislated policing entities on governance and operational matters by sharing evidence-based research and data related to performance
- monitor and conduct inspections of legislated policing entities to ensure compliance with the CSPA and its regulations
- investigate complaints concerning the delivery of policing services and the conduct of police board members
- issue directions to ensure compliance with the CSPA and its regulations – and, if necessary – impose measures if there is a failure to comply, and
- publicly report on the activities of the IG, including publishing inspection results and an annual report.

Who the Inspector General Oversees

Under the CSPA, the IG oversees the following Ontario policing entities:

- municipal police services and police service boards
- Chiefs of Police
- the Ontario Provincial Police (OPP) and OPP detachment boards
- First Nations OPP boards and First Nations police service boards that opt-in to the CSPA
- any entity providing policing by an agreement authorized by the CSPA
- any public sector body that may be prescribed to provide policing
- organizations that employ special constables

The IoP remains committed to engaging all these entities to consider the diverse needs of the public as we work to improve policing performance that makes everyone in Ontario safer.



The Public We Serve

Ontario has the largest population of any province or territory in Canada and exhibits significant demographic and geographic diversity. In 2023, Ontario's population grew by 3.4 per cent and is now home to approximately 14.5 million people spread across 492 communities. As of 2023, demographic data reveals that 2.7 per cent of Ontarians identify as Indigenous, 34 per cent as a visible minority, and 63.3 per cent as White.

Ontario's communities are spread across both urban and rural areas. Urban centres like Toronto, Ottawa, and Hamilton are economic hubs with high population density. Rural areas contribute to the province's agricultural and natural resources, covering expansive areas with relatively low population density. Ontario is also home to many Indigenous communities and territories with various cultural and governance frameworks. This rich diversity presents unique opportunities and challenges for the way policing services and governance are delivered.

With a diverse and growing population, the policing being provided to these communities should evolve too. With the advent of new technology, tools and practices are being leveraged in response to changes in crime, social issues, and public expectations. These changes are driven by common thinking that emphasizes proactive and collaborative approaches to prevent crime by addressing its root causes and engaging social sectors like healthcare, education, and other services to support community safety and well-being. These collective efforts are propelling the sector towards a more community-oriented, preventative, and accountable model of policing.

The IoP recognizes that we, too, have a role to play in the wider, interdependent system that works together to improve public safety. The IoP is committed to adapting and responding to the ever-changing policing and police governance landscape with modern approaches, to ensure we remain focused on matters that have the greatest impact on communities.

The Operational Independence of the Inspector General

The CSPA creates a new system of policing compliance oversight that is driven by independent, evidence-based decision-making.

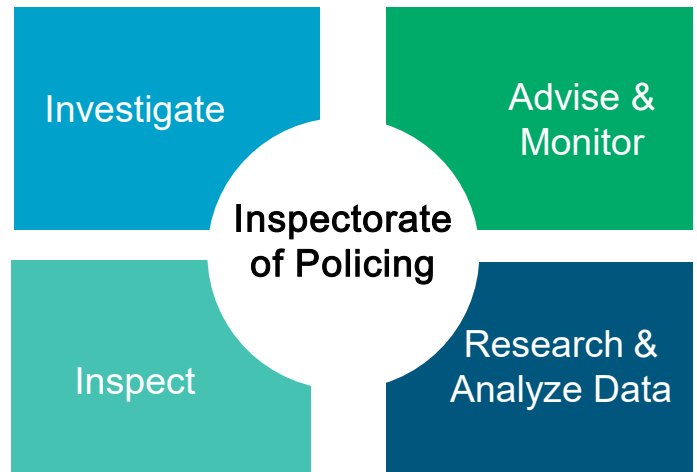
The CSPA builds specific protections to ensure the IG functions independently in fulfilling their statutory mandate under the CSPA, and in discharging their operational activities and making oversight decisions. This independence ensures impartiality and integrity in the IG's functions. There are several ways in which the CSPA creates legal protections for the IG's independent decision-making:

- The IG position is an Order-in-Council five-year appointment, renewable for an additional term of five years. This means the appointment is a government order recommended by the Executive Council and signed by the Lieutenant Governor, which is different from ordinary government employment.
- The CSPA specifically prohibits the Solicitor General from directing the IG or any inspector appointed by the IG with respect to their functions under the CSPA.
- While the Solicitor General may make a complaint to the IG about the compliance of a police service or conduct of a police service board member, the IG may refuse to investigate the complaint. The IG must provide written reasons for the decision to decline to act on a complaint.

Who We Are

The IoP is a new, modern organization of professionals who conduct inspections and investigations, research and data analysis and liaise with police services and boards across the province to deliver on the IG's oversight mandate.

The IoP has built a strong team of staff with diverse skill sets, experiences, and backgrounds that are committed to helping improve the delivery of policing services across Ontario. The IoP supports the IG and serves the public interest by ensuring police services and boards comply with Ontario's policing requirements while being responsive to the diverse communities they serve.



The Structure of the IoP

The Inspectorate of Policing

Office of the IG

Supports engagement with the sector, stakeholders and public, as well as public communications.

Investigations, Inspections, and Liaison Branch

Investigates public complaints concerning delivery of policing services and conduct of police service board members. Monitors and conducts inspections of police services and boards to ensure compliance with the CSPA and its regulations. Provides advice to police services, chiefs, boards and First Nation police services who opt-into the CSPA.

Centre for Data Intelligence and Innovation

The IoP's data powerhouse that drives continuous improvement in Ontario's policing sector through data collection, analysis, research, and performance measurement. Supports evidence-based decision-making.

Strategic Objectives



Objective 1:

We will improve Ontario's policing performance and set a global benchmark

Why is this objective important?

Improving performance is essential for enhancing legitimacy and public trust in policing. It also fosters continuous learning and growth across the sector, which will help us achieve and maintain internationally recognized excellence. Currently, there is no standard model for measuring policing performance in Canada. We seek to change that.

We will create a first-of-its-kind **Performance Measurement Framework** to evaluate the health of Ontario's policing and police governance. We will collect and analyze data and conduct other sector-based research to establish performance baselines. Then, once baselines are established, we will use this framework to identify areas for improvement where our involvement may be needed, and drive evidence-based advancements in policing.

Through this process, we will become a '**Centre of Excellence**' for policing performance in Ontario. This Centre will engage the sector, academia, and other partners to marshal the best of policing and police governance in Ontario and elsewhere. Our ultimate goal is to identify leading practices that are working well, assist the sector in embracing these practices, and raise the overall performance bar to ensure Ontario is a national and international policing leader.

Objective 1:

We will improve Ontario's policing performance and set a global benchmark

We are committed to:

Establishing a new **performance measurement framework** based on advanced analytics to improve policing and police governance performance.

Becoming a '**Centre of Excellence**', with the goal of positioning Ontario as a global leader in policing.

Advancing knowledge in the broader field of policing research and supporting **evidence-based actions**, focusing on the most critical areas affecting policing.

We will deliver on these commitments by:

- Conducting independent research on performance measurement models in policing and other sectors, engaging the sector in identifying appropriate ways to measure Ontario's policing performance, and incorporating data collection and analytical capacity for a 'made in Ontario' model.
- Partnering with the policing and police governance sector, academia, and others to create a knowledge hub that promotes evidence-based approaches, identifies leading practices in policing and its governance, and facilitates information sharing to support the sector in continued performance improvement.
- Researching issues that affect police services and boards in Ontario to find solutions, and monitoring policing trends to anticipate and respond to future global challenges.
- Publishing our findings to establish an evidence-based foundation for new provincial standards in policing and police governance and supporting our shared responsibility to address these interconnected policing issues.

Objective 2:

We will serve the public interest

Why is this objective important?

Community safety is the core of a healthy and functional society. People want an environment where they feel safe to live, work and play, and where they can trust the institutions that serve them.

Improving the performance of police services and their governance enhances effectiveness, legitimacy, accountability, and trust in the system, ultimately serving the public interest.

The IoP will serve this public interest by asking the questions the public wants to have answered, conducting independent research and analysis, using our findings to inform our priorities, and actively pursuing improvements in policing and police governance provincially. This work will ensure that the actions the police take to prevent, detect, and address crime are responsive to the diverse needs of Ontario's communities.

We will regularly engage with the public and listen to their concerns. We will report on our findings and activities, helping to advance public understanding and contribute to discussions about policing in Ontario. We will also ensure our work reflects the reality that policing is part of a larger interdependent system, and that while policing cannot solely resolve society's most pressing public safety concerns, effective policing is a key component of achieving community safety and well-being.

Objective 2:

We will serve the public interest

We are committed to:

Identifying **what matters most to the public**, and setting our key priorities based on these insights.

Enhancing public trust, confidence and understanding of policing in Ontario.

Equipping the IoP's staff with the **necessary tools to become leading experts** in policing in Ontario, and with the resources to effectively deliver on the mandate of the IG.

We will deliver on these commitments by:

- Identifying trends in the public complaints we receive and conducting independent research and analysis, to guide how we prioritize our efforts and focus on issues and actions with the greatest impact on improving public safety, and through that, public trust.
- Publishing inspection findings, spotlight reports, and annual reports to keep government, the policing sector and the public informed about what is working well in policing, what needs to work better, and how this work is progressing in a manner that is responsive to the diverse needs of communities across Ontario.
- Engaging regularly with the public through our website, social media, and other channels to contribute to public discourse and understanding about the state of policing in Ontario, and the role the IG plays in enhancing it.
- Identifying and seizing learning opportunities for staff that promote their continuous improvement, enhance their understanding of the evolving policing climate, and support their work in fulfilling the oversight mandate of the IG and the needs of the public.

Objective 3:

We will propel greater insights and foresights to address risks

Why is this objective important?

The IG's role is one of compliance and performance oversight, requiring an operating 'right touch' philosophy that determines risk levels throughout the province, and informs decisions on what approaches best address the compliance issues at hand.

To achieve this objective, we have implemented a **risk-based compliance and enforcement framework** that anticipates and uncovers policing and governance issues, identifies leading practices to intervene and resolve them, and ensures compliance with the CSPA and its regulations. Our model also provides deeper insights into the root causes of challenges facing policing and its governance in Ontario and is based on working with municipal police services and boards, the OPP and OPP detachment boards, First Nations Police Services and Boards that have opted-in to the CSPA, and other policing entities to proactively address them. Taken together, this approach seeks to address the most pressing antecedents to public safety risks in Ontario, better positioning the province's police services and boards to anticipate and address these risks.

Our model incorporates findings from the policing sector, along with research and analytics, to establish a risk-focused approach for identifying, assessing, and mitigating potential policing issues before they become critical public safety concerns. Our approach to compliance oversight also helps enhance policing accountability by implementing a clear and consistent approach for monitoring, proactively inspecting, and addressing compliance issues, and publicly reporting on our work and results.

Objective 3:

We will propel greater insights and foresights to address risks

We are committed to:

Fostering a **culture of compliance, risk-identification, and insight-based actions** among the police entities the IG oversees while modelling these values in our oversight approach.

Developing a **comprehensive understanding of trends, challenges, and opportunities** in the policing sector to help advance overall public safety in Ontario.

Operating on our **‘right touch’ philosophy**: using the right tools, at the right time and for the right amount of time, to address compliance issues effectively and proportionate to the level of risk present.

We will deliver on these commitments by:

- Conducting fair, timely and evidence-based compliance inspections that result in actionable outcomes to improve police performance and governance in Ontario and publishing our findings on our website.

- Using high-quality data and research to power analytics that enables proactive monitoring and reporting on policing performance trends, and that identifies priority areas for compliance-related activities to drive evidence-based actions.
- Engaging with the policing sector and special constable employers to identify opportunities for cross-collaboration with other sectors whose work impacts public safety.

- Using our risk-based compliance and enforcement model to guide the IG in applying their duties, exercising their authorities to impose directions and measures, and making other decisions available to them under Ontario’s policing laws (e.g., declaring a policing ‘emergency’).
- Considering the presence of risks and local factors in our monitoring, liaison, and assessment activities, all aimed at ensuring adequate and effective policing is delivered to communities across Ontario.



Contact Us



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to make everyone in Ontario safer*

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Peterborough Police Service Board - Board Report



Public Session

To: Chair and Members of the
Peterborough Police Service Board

From: Jo-Anne Elliott, Inspector of Investigative Services

Report Date: Monday, March 31, 2025

Meeting Date: Tuesday, April 15, 2025

Subject: Annual Report on Missing Persons and Use of Urgent Demands

Purpose

A report to inform the Board of the Police Service's Missing Persons and Use of Urgent Demands.

Recommendation(s)

That the Board receive the Report of *The Annual Report on Missing Persons and Use of Urgent Demands*.

Strength Impact

N/A

Budget and Financial Implications

N/A

Background

The Ontario *Missing Persons Act*, 2018, came into effect on July 1, 2019. This *Act* requires each police service to prepare and submit an annual report on urgent demands made under the act. This report shall be submitted by April 1st of each year, after which, the Police Service Board shall make this information publicly available by June 1st of each year.

As per section 8(4) of the *Missing Persons Act*, 2018, The annual report for a year shall contain,

- (a) the total number of urgent demands made in that year and the number of missing persons investigations to which they related;
- (b) a description of the types of records specified in the urgent demands made in that year; and
- (c) any other prescribed information.

Summary

In accordance with Ontario Regulation (O. Reg.) 182/19 of the Ontario *Missing Persons Act*, 2018, the contents included in this report must be prepared by April 1st of each year and made publicly available by June 1st of each year.

As per the attached Ontario Ministry of the Solicitor General Annual Report Template, Form 7, under the *Missing Persons Act*, records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location, were requested 26 times by members of the Peterborough Police Service in 2024. These requests are urgent demands made to cell phone providers, to assist investigators in locating missing persons using GPS data from their cellular device. These requests are called "pings" of a cellular device.

	2020	2021	2022	2023	2024
Missing Persons	325	475	223	359	179
Signals (Pings)	13	20	25	23	26

The number of Missing Persons investigations have fluctuated throughout the past 5-year time-period, with a 50.1% decrease from 2023 to 2024. In 2024, only 14.5% of Missing Person investigations required the utilization of an urgent demand.

Prepared by: Jo-Anne Elliott, Inspector of Investigative Services

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018* the contents included in this report must be prepared by April 1 of each year, and made publicly available by June 1 of each year.

Data Collection

Period of data collection

Start Date (yyyy/mm/dd)

2024/01/01

End Date (yyyy/mm/dd)

2024/12/31

Name of Police Force

Peterborough Police Service

Detachment Location (if applicable)

Unit Number

Street Number

500

Street Name

Water Street

PO Box

City/Town

Peterborough

Province

ON

Postal Code

K9J 7Y4

Total Number of Urgent Demands made

26

Number of Missing Persons Investigations in which a demand was made

26

Types of records specified in the urgent demands and total number of times that each type of record was included in the urgent demands

Records	Description	Total number of times demanded
Records containing contact information or other identifying information		
Photos, videos, or other records containing visual representation		
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location	Requested pings from Cell Phone providers to locate missing persons.	26
Records of employment information		
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>		
Records related to services received from a service provider as defined in subsection 2(1) of the <i>Child, Youth and Family Services Act, 2017</i>		
Records that related to a student of an educational institution		
Records containing travel and accommodation information		

Records	Description	Total number of times demanded
Records of financial information		
Other records		

Peterborough Police Service Board - **Board Report**



Public Session

To: Chair and Members of the
Peterborough Police Service Board

From: Staff Sergeant Ryan Wilson

Report Date: March 31st, 2025

Meeting Date: April 15th, 2025

Subject: 2024 Annual Report on Special Constables

Purpose

A report to inform the Police Service Board of the 2024 Annual Report in relation to Special Constables, and other relevant information from the Professional Standards Unit (PSU).

Recommendation

That the Board receive this Report for their information.

Strength Impact

Not applicable.

Budget and Financial Implications

Not applicable.

Background

This Report has been drafted to inform the Peterborough Police Service Board of information in accordance with the following Board policies: Public Complaints System Regarding Conduct of Special Constables, Internal Complaints System Regarding Special Constables and Appointment of Special Constables.

2024 Internal Complaints

There was a total of one internal complaint in 2024. The complaint was investigated by the PSU and found to be substantiated in relation to performance of duties.

The complaint was resolved through informal discipline, and the member forfeited 26 hours. This disposition was on the consent of the Member and the Peterborough Police Association.

Time from the date the complaint was received to the date of disposition was 90 days.

There were no grievances filed by any Special Constables in 2024.

2024 Public Complaints

There was a total of one public complaint in 2024. The complaint was investigated by the PSU and deemed to be unsubstantiated. This complaint related to actions that were alleged to have breached the Ontario Human Rights Code.

Time from the date the complaint was received to the date of disposition was 40 days.

There are not outstanding Special Constable complaints at the conclusion of 2024.

Special Constable Deployment

As of December 31, 2024, the Peterborough Police Service employed 18 full-time and three part-time Special Constables.

During 2024, five Special Constables were hired by the Police Service and two resigned, there were no terminations.

In 2024, Special Constables were assigned to the following areas:

Court Services (14): Special Constables in Court Service ensure the safety of the public at both the Ontario Court of Justice and the Superior Court of Justice in Peterborough. Other responsibilities include but are not limited to prisoner control and transportation, case management and building security.

Fingerprints (1): The Special Constable in this role manages the submission of fingerprints, photographs and DNA to the Royal Canadian Mounted Police (RCMP).

Evidence (1- secondment): The Special Constable in this role assisted with the acceptance and organization of police evidence including drugs and firearms and the applicable retention and purging of evidence in accordance with PPS procedures.

Investigative Services (1): The Special Constable is an Electronic Forensics Analyst assigned to Investigative Services. In this role they process and forensically analyze electronic devices.

Uniform Patrol (4): Special Constables in Uniform Patrol are assigned to platoons and assist with prisoner security.

On Matters respecting the appointment and functions of Special Constables and the authorization of Special Constable employers, the PPS is in compliance with the terms of the Certificate of Appointment and other relevant provisions of the *Community Safety and Policing Act*.

Prepared by: Staff Sergeant Ryan Wilson

Reviewed by: Staff Inspector Peter Sejrup

Submitted by: Chief Stu Betts



2024 Divisional Report

April 2025

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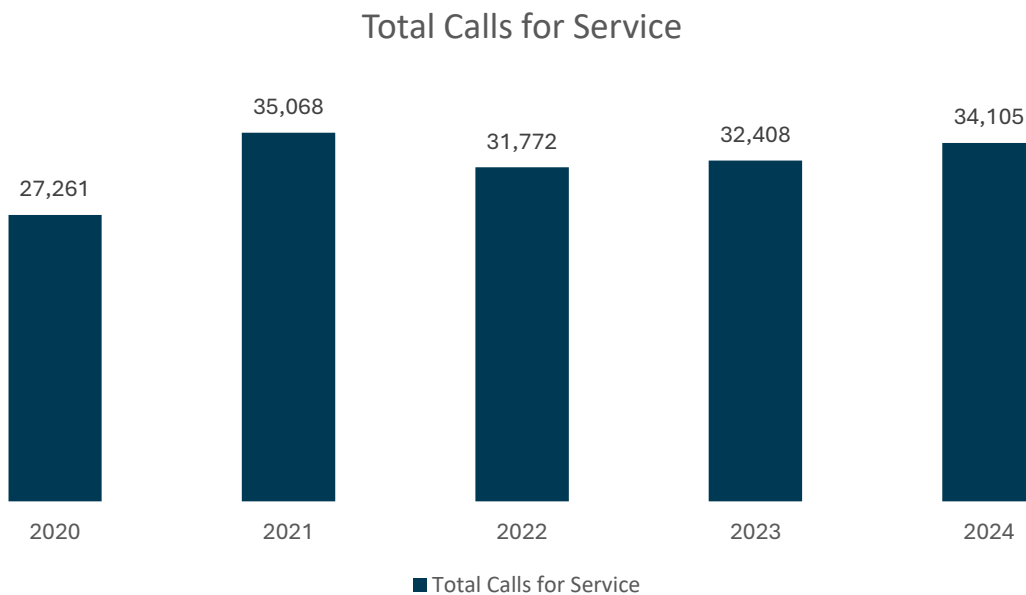
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Policing Picture

The Divisional Report serves to capture the body of work completed in 2024 by the Peterborough Police Service.

Calls for service tend to fluctuate over the years. In 2024, the Service received 34,105 total calls for service a 5% increase from the previous year. There was a 17.8% increase in criminal calls for service in 2024 with 8,713 reported.

About 82% of calls for service are considered non-criminal in nature.



Calls For Service = Request for police response through 9-1-1 **and** non-emergency lines.

*Data adjusted to reflect updated calculation based # of CAD (Computer Aided Dispatch) events for each year.

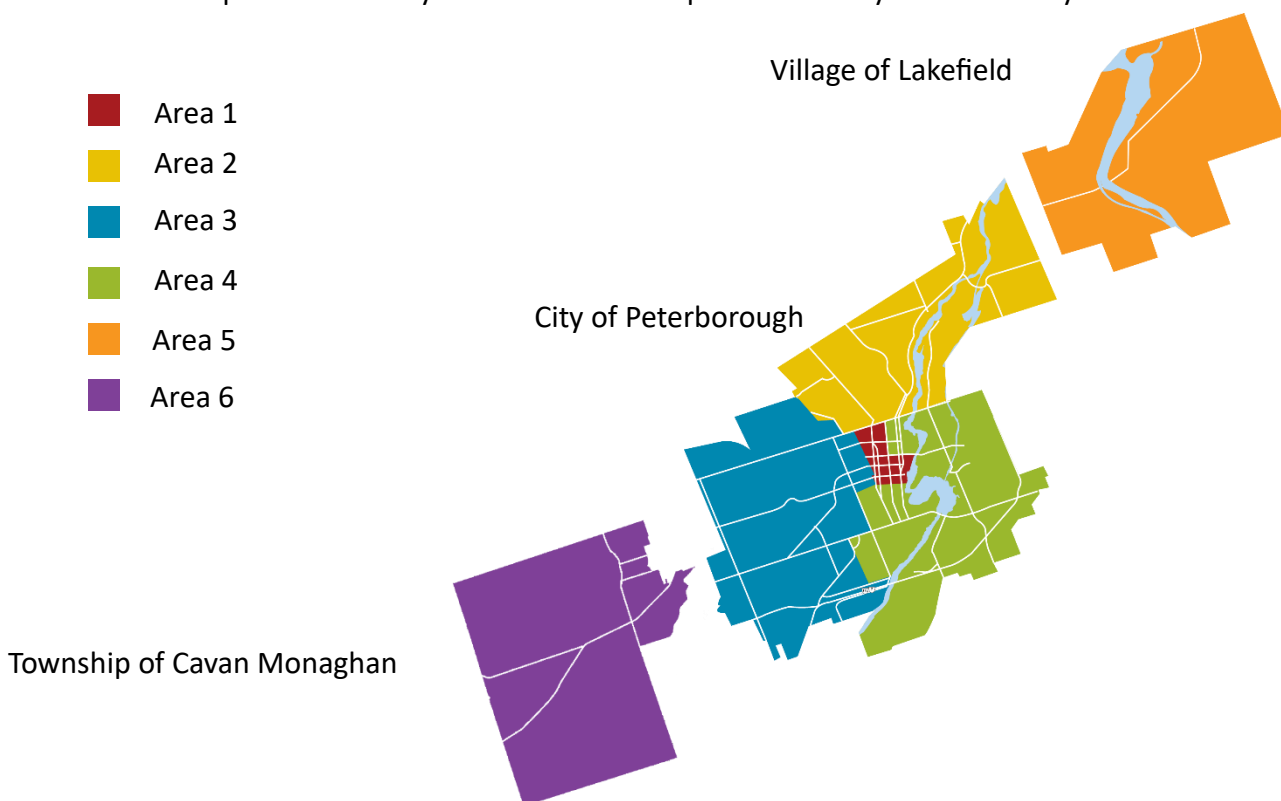
Operations Division

The largest and most visible Division within the Peterborough Police Service (PPS) is Operations. Officers assigned to this Division are the first responders of the Service. It consists of Community Patrol, Traffic Services, Mobile Crisis Intervention Team (MCIT), Community Services, Community FIRST, Training, Emergency Response Team (ERT), Canine (K9), Remote Piloted Aircraft System (RPAS), Financial Crime Coordinator, Auxiliary Unit, and Chaplain Services.

The Operations Division employs a Team Policing approach, fostering collaboration between law enforcement and the community to prevent crime and jointly tackle its resolution.

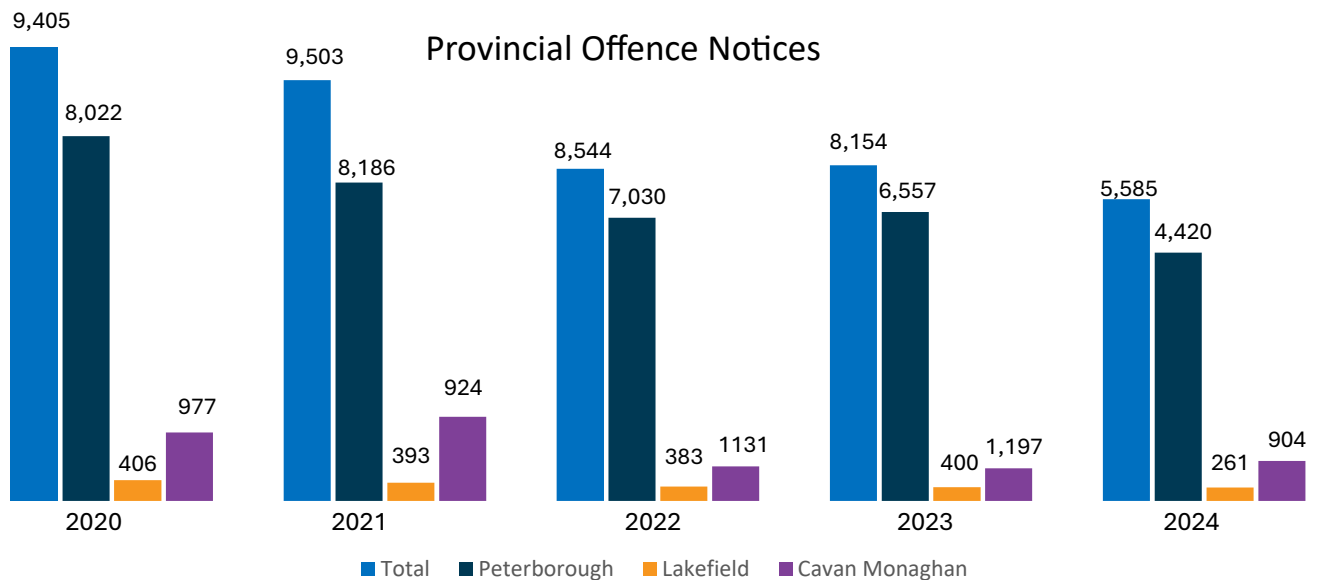
There are some call types that can now be reported through the on-line reporting system which eliminates the requirement for uniformed officers to attend.

Uniform Patrol is divided into six different areas. Areas 1, 2, 3 and 4 are within the City of Peterborough, Area 5 is the village of Lakefield, and Area 6 is the Township of Cavan Monaghan. Supervisors are assigned to each Area, and their focus is on team policing, community policing and problem-oriented policing (POP). The supervisors coordinate and address any issues that are identified and need attention. Crime prevention and responding to calls for service are the primary responsibility of Uniform Patrol, which consists of four platoons providing 24/7/365 coverage of front-line policing to the communities served. Working within the team policing concept, officers are assigned to a specific patrol area. This concept provides officers with a sense of ownership and familiarity when tasked to help with a variety of community concerns.

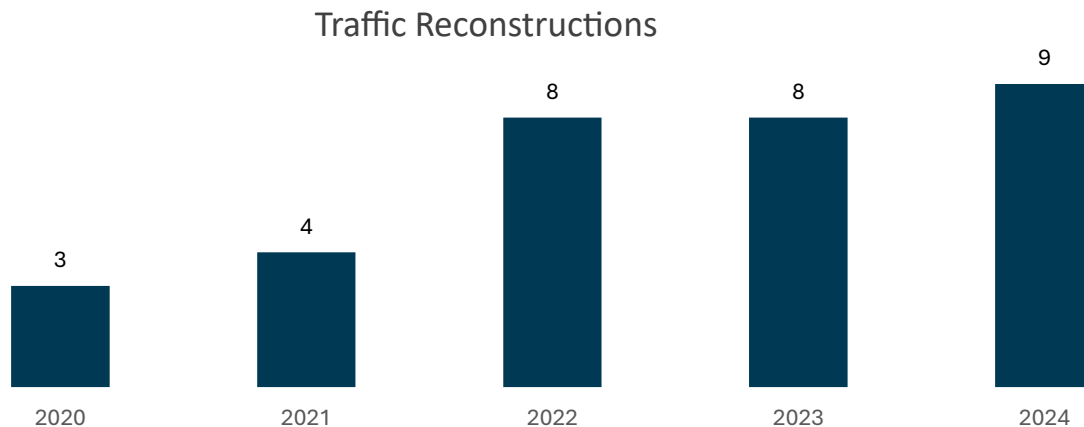


Traffic Unit

The Traffic Unit is currently comprised of one Sergeant and four Constables. In 2024, the Unit was often called upon to supplement the frontline in answering calls for service. Provincial Offence Notices (PONs) totalled 5,585 for the Service in 2024. There were 4,420 PON's issued in Peterborough, 261 PON's issued in Lakefield and 904 PONs issued in Cavan Monaghan Township. These PONs were issued by both Traffic Unit Officers as well as frontline police officers. The decline in traffic enforcement throughout 2024 can be attributed to fluctuations in staffing levels within the Unit at various stages of the year, impacting operational capacity and resource allocation.



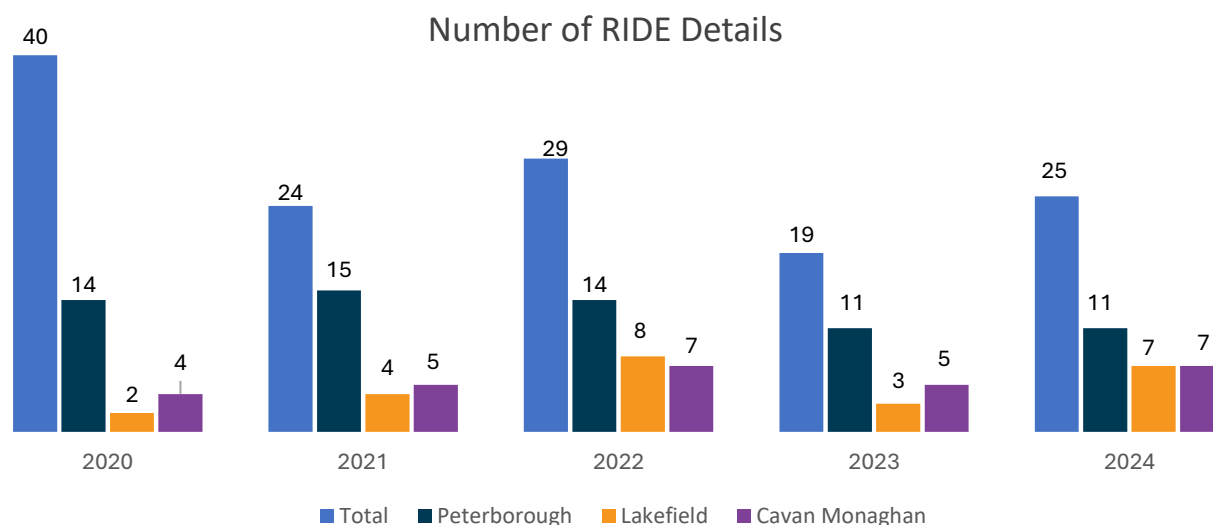
The Traffic Unit is the primary response to serious motor vehicle collisions that may involve fatal injuries. In 2024, there were nine vehicle collision reconstructions. These investigations take a significant amount of time to complete and require officers with specialized collision reconstruction qualifications.



Road safety is an integral part of the Traffic Unit, which includes initiatives to reduce impaired driving. There was a total of 78 impaired driving offences in 2024 of (drug and alcohol).

	2020	2021	2022	2023	2024
Impaired Driving Offences	107	92	94	93	78

Provincial Grants fund the RIDE program, with the Traffic Unit taking the lead on RIDE details. Depicted in the graph below are the number of RIDE details conducted each year and distributed across the areas policed by the Service.



Mobile Crisis Intervention Team (MCIT)

The Mobile Crisis Intervention Team (MCIT) has been a part of PPS, in various forms, since 2011. In 2023, thanks to municipal and provincial funding, one of the two teams received funding for an additional two years. Each team consists of one PPS officer and one Canadian Mental Health worker, working collaboratively to provide specialized support and response services. The teams' primary responsibility is dealing with calls for service involving individuals experiencing an acute mental health crisis. This frees up frontline officers for other high priority calls. The two teams also conduct follow up after-the-fact with individuals and help those in need, to connect with other community agencies for services they require. These teams act as a liaison between CMHA and PPS and have helped reduce the officers' time spent at PRHC with patients waiting to be seen by the Crisis Unit.

In 2024, the MCIT apprehended 287 individuals which is a 23.5% decrease from 2023. There were 944 mental health occurrences in 2024, which is a decrease of 27% from the previous year. There were 3 mental health diversions in 2024, which was a decrease from 12 in 2023. These decreases can be attributed to the team's ongoing proactive efforts, including timely referrals and comprehensive community education. By fostering awareness and providing early intervention, the team has effectively reduced risks and improved overall community well-being. Their collaborative approach continues to enhance support systems and promote long-term outcomes.

	2020	2021	2022	2023	2024
Mental Health Occurrences	676	972	904	1294*	944
Apprehensions	115	160	216	375	287
Mental Health Diversions	1	5	18	12	3

*For part of 2023 there were three MCIT teams (grant funding) which contributed to higher total numbers

Community Services

The Community Services Unit (CSU) operates under the framework of the 4 Pillars – Education, Opportunity, Inclusion, and Functioning Family. Comprised of four dedicated Constables, the Unit is deeply committed to fostering positive relationships with the community’s youth through consistent engagement and outreach efforts.

The CSU partners with three school boards encompassing a total of seven Secondary schools, two Intermediate schools, 26 Elementary schools, one Children’s Montessori, and one Alternative and Continuing Education Centre. Each officer is tasked with maintaining regular contact with approximately 9-10 schools throughout the academic year.

The Unit’s primary objective is to establish and nurture healthy connections between the youth and law enforcement. To achieve this, officers conduct educational sessions on subjects such as Illicit Street Drug Awareness, Cyber Bullying, Mental Health Awareness, and Social Media Issues. The programs, including Safety Patrol, and various grade-specific initiatives like KIDS (Grade 6 and 7), aim to empower students with essential life skills and knowledge. These educational sessions compliment what is taught by educators and are particularly impactful when communicated from an officer who has practical experience versus theoretical.

In 2024, the CSU responded to a total of 1,580 Calls for Service, compared to 1,031 in 2023, resulting in an increase of 53.2% and authored 703 reports. The Unit prioritizes utilizing the Extrajudicial Measures Program under the *Youth Criminal Justice Act* whenever suitable, in collaboration with the John Howard Society, to ensure effective and timely interventions.

The officers are trained and certified in Violence Threat Risk Assessment (VTRA), enabling them to proactively address instances of violent behavior among students. By intervening early, the officers strive to prevent potential escalations of violence and safeguard the well-being of the school community.

Beyond youth engagement, the Unit extends its outreach efforts to local Retirement Residences, Special Olympics, and Early Childhood Education (daycare) facilities. Through tailored presentations, the officers promote safety practices and community awareness among diverse demographics.

During the summer months, the Unit remains active, responding to lower-priority calls and providing Foot Patrol in the downtown core, court security details, and assisting with other necessary assignments such as Protests.

Community FIRST

The Community FIRST Unit began as a pilot project in January 2024 and has demonstrated significant value to the community. Consisting of one Staff Sergeant and four uniformed patrol officers working in pairs, the Unit also receives support from return-to-work officers as needed. Over its pilot year, the Unit demonstrated exceptional effectiveness, achieving a total of 466 arrests and responding to 2,784 calls for service. Their dedication to crime prevention and recovery efforts led to the successful retrieval of \$66,413.20 in stolen property and an additional \$53,200 in property returned to businesses. These accomplishments highlight the Unit's commitment to maintaining public safety, supporting local businesses, and ensuring justice within our community.

The Unit consistently engaged with stakeholders and initiated several proactive measures targeting problem areas and addressing crime trends.

A notable investigation led to the arrest of two violent individuals linked to a multi-city crime spree. The spree began with an armed carjacking in another jurisdiction and included multiple crimes across several cities leading to Peterborough where they were arrested and charged.

The Community FIRST Unit continues to demonstrate its value through consistent results, proactive crime prevention, and collaboration with other units and external agencies.

Training Unit

The Ministry mandates that officers undergo annual mandatory training in areas such as firearms, carbine rifles, Conducted Energy Weapon (CEW), defensive tactics, expandable baton, OC Aerosol, and scenario-based de-escalation techniques. This ongoing training is vital to maintaining proficiency and upholding the highest standards of knowledge, skills and ability.

Each officer is required to complete Ministry-mandated In-Service Training, which equals a minimum of 40 hours, annually. This training is overseen by the Sergeant of the Training Unit, with support from 15 additional officers qualified to train Police Officers, Special Constables, and Auxiliary Officers who do this on a part time basis. In 2024, the total allocated time for In-Service Training exceeded 6,000 hours.

On April 1st, the *Community Safety and Policing Act (CSPA)* was enacted. The Act has placed more demand on the type of training that police and Special Constables are mandated to complete. O. Reg. 87/24 of the *CSPA* identifies the requirements and timelines for training. Two Special Constables completed this training in 2024. This training course equated to two hundred hours per Special Constable, and 200 hours of instruction and 80 hours of facilitation overseen by the Unit.

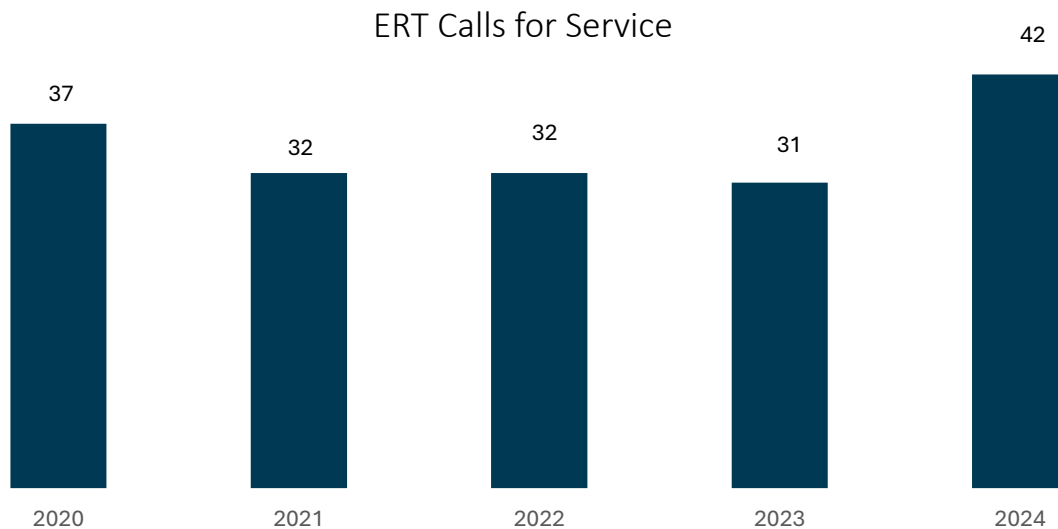
The Canadian police Knowledge Network (CPKN) is an e-learning platform that also provides a variety of Module-Based Training Courses that officers can request. Many of these courses are free of charge. In 2024, officers, recruits and civilians completed 34 different courses on-line via CPKN. These courses range in duration, from 20 minutes to 4 hours and are normally completed during regular scheduled hours.

Emergency Response (ERT)

The *CSPA* now formally designates police services to have a tactical response within a reasonable time, ensuring a structured and standardized approach to high-risk operations. In 2024, The Emergency Response Team transitioned from a Containment Team to a Tactical Team. The Emergency Response Team (ERT) had a deployable strength of fourteen members, as well as having six fully trained Tactical Paramedics that perform that duty when required. These six members are currently employed by Peterborough County/City Paramedics and provide this assistance outside of their regular Paramedic duties.

All ERT members are assigned to the front line, ensuring a swift and effective response to high-risk incidents. Their deployment enhances the safety and readiness of uniformed officers while providing the community with immediate tactical support.

The team responded to 42 calls for service in 2024. The volume of calls ERT attend have consistently increased over the past number of years. Within these 42 calls the Light Armoured Vehicle (LAV) was utilized on five occasions.



The Team was deployed out of PPS jurisdiction on three occasions to assist other police services, including Kawartha Lakes Police Service and Durham Regional Police Service.

Canine Unit (K9)

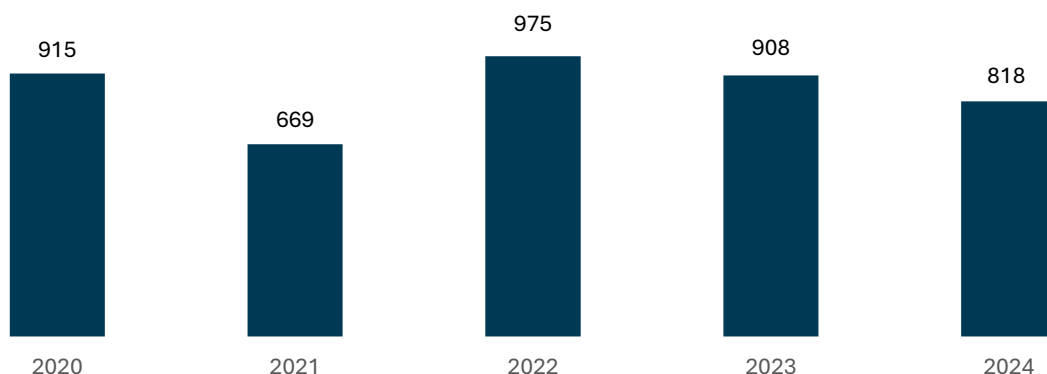
The Canine Unit (K9) provides specialized support in suspect apprehension, search and rescue, drug detection, and firearm detection. K9 is comprised of two dedicated Canine Handlers and three highly trained canines.

The K9 Unit frequently collaborates with the City of Kawartha Lakes, Cobourg, and Port Hope Police Services, as well as the Ontario Provincial Police (OPP). K9 often assists the Service's ERT and Remotely Piloted Aircraft System (RPAS) operators, providing invaluable assistance.

In 2024, the K9 Unit responded to 818 calls for service resulting in 11 arrests related to weapons, drugs, and driving offenses.

Members of the K9 Unit undergo biannual certification and continuous training mandated by the Ministry. Moreover, the officers and their canines actively engage with various community groups and stakeholders through demonstrations aimed at fostering positive relationships and promoting public awareness of their vital role in law enforcement.

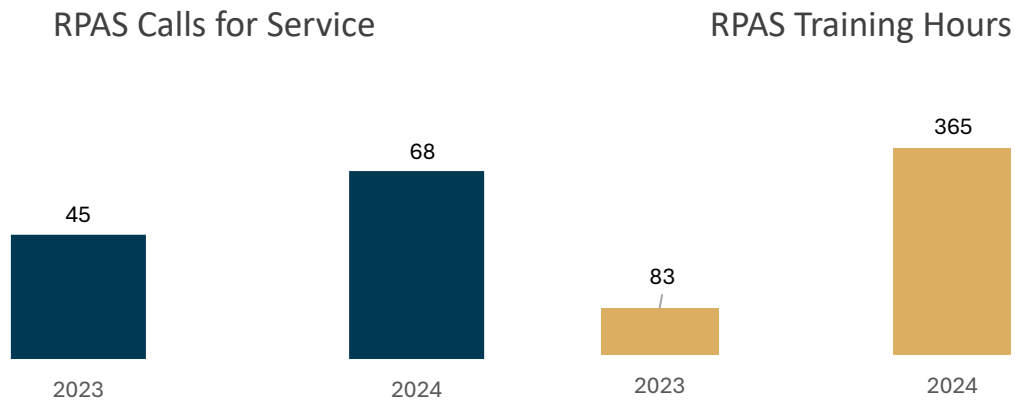
Canine Calls for Service



Specialty Units

Remote Piloted Aircraft System Unit (RPAS)

The Remote Piloted Aircraft System (RPAS) continues to be a very beneficial asset to the Service and its members. The part-time Unit was formed in 2021 with one qualified officer as a pilot. In 2024, that number increased to five qualified officers as pilots. In 2024, the RPAS was used 68 times on a variety of assignments (missing persons, motor vehicle collisions, demonstrations, and public events) and the pilots completed hours of training.



Uniform Financial Crime Coordinator

With the increase in frauds, scams, and the growing complexity of cryptocurrency-related crimes, the Uniform Financial Crimes Coordinator position was launched as a pilot project on October 1st, 2024. This initiative aims to enhance coordination with other police services, financial institutions, and customer service within our community to combat financial crimes more effectively.

Since October 1st, the Coordinator has authored and was granted 22 Production Orders.

One notable success involved the identification and arrest of a sophisticated multi-jurisdictional bank scam that targeted vulnerable elderly individuals within our community. The financial loss was estimated at \$56,000 and the arrest led to fifteen related charges.

Auxiliary Unit

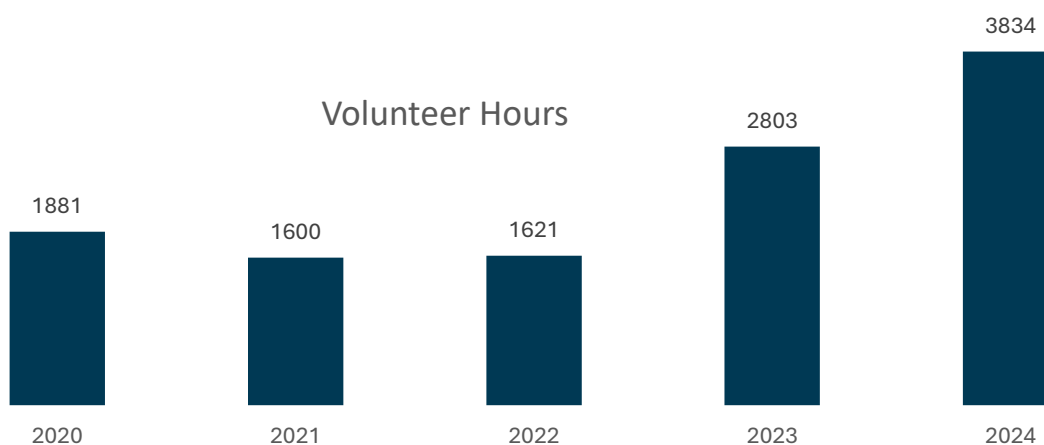
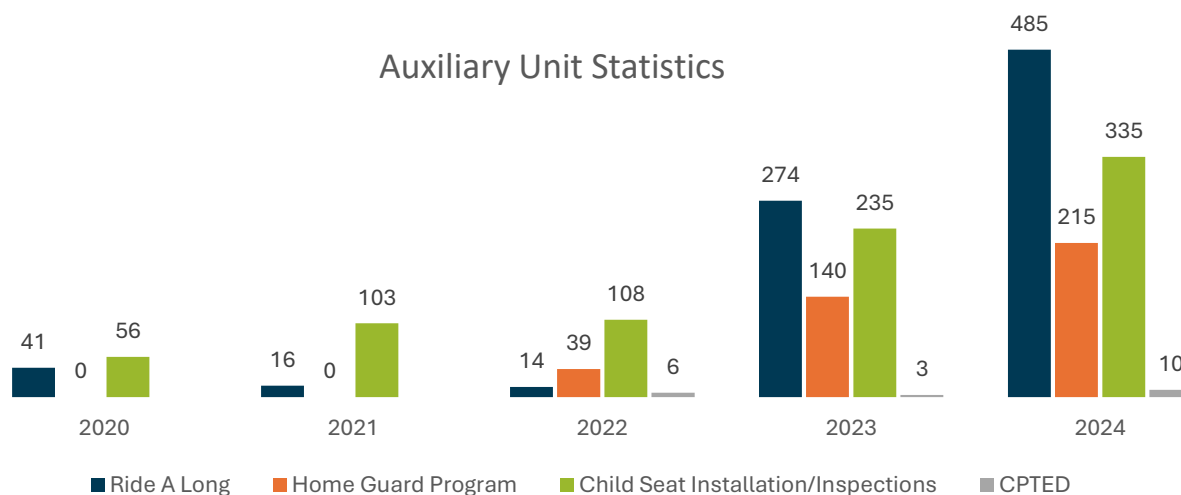
The Auxiliary Unit is comprised of volunteers and is overseen by a Sergeant and the Inspector of Operations. The Unit consists of one Inspector, three Staff Sergeants, three Sergeants and 21 Auxiliary Constables. There are currently five vacant positions in the Unit.

In 2024, the Auxiliary Unit received the Community Betterment Award at the Peterborough Civic Awards, recognizing their 3000 plus hours of volunteer service within our communities in 2023.

The members of the Auxiliary Unit are a vital part of the service provided to the City of Peterborough, Village of Lakefield, and Township of Cavan Monaghan. Established in 1999, the Auxiliary Unit will celebrate its 26th year in 2024.

There were two resignations in 2024. Members are active and assigned to the Auxiliary platoon rosters performing all duties associated with the unit.

The Auxiliary Unit fulfills several roles within the service with the uniform officer Ride Alongs, Home Guard Inspections, Child Seat Installation, large events, parades, and Inspection and Crime Prevention Through Environmental Design (CPTED).



Chaplain

The Chaplain continues to play an important role within PPS. The current Chaplain began his role in 2021 and has steadily integrated himself into PPS. The Chaplain participates in weekly ride-longs and recruitment ceremonies, providing support and spiritual guidance to staff members throughout their training and field experiences. The PPS Chaplain is also part of the Peer-to-Peer group to provide spiritual support to all members of the Service.

Investigative Services Division

The Investigative Services Division is comprised of 45 members, that includes one Inspector, one Staff Sergeant, 4 Sergeants, 31 Detective Constables and 8 civilians.

All members of Investigative Services provide support to frontline patrol officers by taking over or assisting with investigations that require significant follow up and attention, as well as investigations that require a specific knowledge, skills and abilities. The Investigators and support personnel meet requirements mandated through the *Community Safety and Policing Act* or identified community needs.

The Investigative Services Division is comprised of:

- Affiant
- Crime Stoppers
- Crime Analysis Unit
- Domestic and Elder Abuse Unit
- Drug Unit
- Electronic Crimes Unit
- Forensic Identification
- Fraud Investigator
- High Risk Unit
- Human Trafficking Unit
- Intelligence Unit
- Internet Child Exploitation Unit
- Major Crime Unit
- Sexual Offences Unit
- Street Crime Unit
- Technical Support Unit
- Victim Services Unit

Affiant

The Affiant Detective Constable acts as an assigned warrant writer for major cases, responsible for authoring search warrants, production orders and other documents related to Judicially authorized searches. The warrants assigned to the Affiant are often those that are complex in nature to assist both the Investigative Services Division and the Operations Division. This position acts as a resource to colleagues, providing advice and guidance on the creation, and completion of Search Warrants. In 2024, the Affiant authored 140 unique search warrants and assisted in the review of an additional 40 warrants authored by other officers. The Affiant assisted with the training courses on four separate occasions throughout the year, including on a weeklong search expert symposium.

Crime Analysis Unit

In late 2024, the Peterborough Police Service increased from a compliment of two Analysts to three Analysts. One Crime Analyst is dedicated to Peterborough Police Service, one is funded by the O.P.P. as part of the Intelligence Led Joint Forces Strategy and is dedicated to human trafficking investigations throughout the province of Ontario. The third analyst is funded by the Ministry of the Solicitor General (SOLGEN). In addition to supporting Peterborough Police data projects, this new analyst partners on strategic initiatives such as Use of Force Reporting and Uniform Calls for Service. Their role focuses on providing a police service perspective to SOLGEN data projects, democratizing data insights, enhancing leadership decision making and developing data driven action plans.

Crime Analysts create team reports for uniform members to identify and recognize areas with higher crime rates. They have seen an increase in workload from the Criminal Investigations Branch due to the complexity of major investigations. Crime Analysts have been successful in creating dashboards to assist Police Service members to better understand crime and call patterns, and workload by visualizing displays and offering insight into analyzed and collected information in an efficient manner. The visualization of the dashboards, including Peterborough Police Services Safer Public Spaces in 2023, and Community F.I.R.S.T. in 2024, has enabled the Chief of Police to provide accurate and current statistical analysis that allow explanation of the accomplishments of these initiatives. Changes in technology required more involvement from the Analysts to organize information in a format that is presentable and usable by investigators.

The full-time dedicated Peterborough Police Service Crime Analyst is responsible for an array of tasks, which can be broken down into four overarching categories: Senior Administration statistics/requests, Operations requests and presentations, Investigative Services support, and external Police Agency requests. Overall, in 2024, 50 in-service requests came to the Crime Analyst, along with 27 external police service requests. This is in addition to the proactive dashboard visualizations being created for internal use within the Peterborough Police Service to enhance data sharing capabilities service wide. Some examples of the dashboards created include the Safer Public Spaces, and Community F.I.R.S.T. dashboards which reflect the work being done by the frontline in relation to these initiatives. The Crime Analyst also works with other specialized Units within the Peterborough Police Service, such as MCIT, to continue to assist with data collection and dashboard creation.

Crime Stoppers

Peterborough Northumberland Crime Stoppers is a community-based program that brings local citizens, the media, and the police together in partnership to solve crime. This is accomplished by offering cash rewards and guaranteeing anonymity to anyone who gives information leading to the arrest of or laying of charges against criminal offenders.

Crime Stoppers is run by two police coordinators - one from the Peterborough Police Service and one from Ontario Provincial Police. The program is governed by a volunteer **Board of Directors** comprised of ten citizens from the Peterborough-Northumberland community.

	2020	2021	2022	2023	2024	Since 1987
Tips Received	1,139	901	696	720	950	44,637
Arrests	51	42	22	28	91	9,799
Charges	86	92	53	58	120	10,128
Cases Cleared	34	25	19	21	34	4,566
Property Seized	\$324,200	\$176,600	\$172,605	\$132,230	\$217,700	\$6,286,524
Drugs Seized	\$12,328,869	\$8,418,894	\$780,000	\$520,000	\$1,860,500	\$190,659,327

Web-based tips continue to account for most tips and have increased yearly. In 2024, close to 90% of tips received were web-based. Web-based tips are handled the same way as phone tips and anonymity is still our highest priority. In 2024, the Peterborough Northumberland Crime Stoppers paid out \$10,520 in Tip reward money.

Fundraising

In 2024, \$101,000 was raised through the annual golf classic, car raffle, telemarketing fundraiser and Court Awards Particular thanks to major partnerships with Nadeau's Collision, The Brick, Signafied, Level A and the Staffing Connection.

Raising Awareness

Crime Stoppers is promoted through media partnerships with local radio and TV stations; Our Crime of the Week is heard on 96.7 FM as well as 90.5 FM daily. The Crime of the Week is also seen daily on Global TV (CHEX TV, Crime Prevention or Unsolved Cases); several road signs in and around Peterborough City, County and Northumberland Counties were replaced and or repaired to keep our organization brand prominent to people passing by; website (stopcrimehere.ca) and social media on Facebook, Twitter and Instagram.

Donations To Community

Peterborough Northumberland Crime Stoppers donated \$15,400 to various community organizations and causes in 2024.

Intelligence and Drug Unit

The Criminal Intelligence and Drug Enforcement Unit consists of two Intelligence Officers, four Drug Investigators and one Sergeant. One of these members is assigned to the Provincial Biker Enforcement Unit run by the OPP, and one of these members is assigned to Asset Forfeiture through the OPP.

Intelligence Unit

The city of Peterborough continues to be a lucrative market for drug trafficking, which leads to an increase in violent crimes and drug related offences.

In 2024, the City of Peterborough continued to be impacted by offenders from across the province. In 2023, the Intelligence Unit received funding from the Criminal Intelligence Service Ontario (CISO) to run an Intelligence Led project named Project Docker to tackle drug and human trafficking. This project was completed in 2024 with multiple arrests and charges laid.

Amongst other criminal investigations, during 2024, Officers in the Intelligence Unit conducted various internally driven operations for various investigations and assisted in Homicide and Attempt Homicide investigations.

Hate Bias Crimes

In 2024, the Peterborough Police Services saw a 32 percent decrease in total Hate/Bias related investigations. It should be noted that in 2023, 37 percent of the Hate/Bias related calls for service were in relation to an incitement of hatred investigation and all connected to one individual in the community. Other significant noted Hate/Bias related calls for service that our police service received in the 2024, were in relation to the world events in the middle-east.

	2020	2021	2022	2023	2024
Total Reports	36	31	33	67	46
Hate/Bias Crimes	24	18	19	49	27
Hate/Bias Incidents	12	13	14	18	19

*A hate/bias incident is a non-criminal incident that does not meet the criteria for a criminal offense, a hate/bias crime meets the criteria for a criminal offense.

Asset Forfeiture Unit (AFU)

The member assigned to this function, as a secondary role, provides expertise in relation to proceeds of crime and offence-related property investigations. The AFU mandate includes identification, seizure and forfeiture of offence-related property and proceeds of crime related to the commission of designated offences. The AFU Officer is currently a member of the Drug Unit.

In addition to Peterborough Police Service investigations, the AFU Officer is assigned assisted local OPP detachments with multiple investigations, resulting in the seizure of two motor vehicles on behalf of the OPP and both vehicles entered the Criminal Asset Management Program (CAMP).

	2020	2021	2022	2023	2024
PPS Files	18	17	10	9	12
OPP Files	2	1	1	3	1
Vehicles Seized	7	6	4	5	4
Management Orders/C.A.M.P	5	3	2	5	2
Notice of Illicit Activity Forms	6	8	5	3	0
Currency Reconciled (CAD)	\$72,265.00	\$327,171.90	\$115,785.00	\$137,315.80	\$220,876.35
Currency Forfeited (CAD)	\$231,955.97	\$73,394.00	\$87,353.00	\$178,155.64	\$93,365.50
Provincial Takedowns	3	2	3	0	1
PAFU Intakes Submitted	18	18	7	8	10

*Reconciled means money that AFU has been tasked to count and record. Not all reconciled moneys will end up forfeited. Forfeited money is money that the court has issued a forfeiture order for.

Drug Unit

In 2024, there were 213 criminal investigations specific to drugs, reported to or generated by the PPS. Forty-four of these were cleared by charge, 13 of these were not solved, one was a youth diversion, one was solved and not criminal, and 154 were cleared as departmental discretion. The increase in this category can be attributed to the Safer Public Spaces initiative. Of the 44 charges laid, ICAD made 18 arrests. Investigations generated by the ICAD unit are generally lengthy investigations and can lead to drug related projects.

In 2024, cocaine and methamphetamine represented largest quantity of drugs seized by the Drug Unit. 6,131 Dilaudid pills were also seized in 2024. Dilaudid pills are most often associated to safe supply.

Drug Unit Statistics:

	2020	2021	2022	2023	2024
Arrests	42	60	25	34	18
Cocaine Seized	1006g	3056.5 g	1456 g	9755g	1724.8g
Fentanyl Seized	295.5g	189g	2398 g	718.2g	518.36g
Cannabis Seized	4805g	-----	-----	-----	-----
Dilaudid	N/A	N/A	N/A	N/A	6131 pills
Hashish Seized	-----	-----	1200 g	-----	-----
Heroin					1048g
Crystal Methamphetamine	740g	181.4g	548.9 g	7000g	2439.76g

Canadian Currency	\$232,000	\$60,383	\$220,562	\$52,111.25	\$131,276
Weapons Seized	2 handguns 5 long guns	1	5 handguns 5 long guns	2 handguns 1 long gun	3 handguns 13 long guns

Investigative highlights from 2024 include:

A drug investigation into the selling of controlled substances from Trinity church. Investigators corroborated this information and arrested one male suspect. During the subsequent search, a firearm was located. The male responsible was charged with trafficking in a controlled substance and firearm related offences.

An investigation into two males selling controlled substances from AIR B&Bs in the City of Peterborough led to a search warrant at a local AIR B&B, with the assistance of the Emergency Response Team. The result was the arrest and charges laid against two males for possession for the purpose of trafficking; a large amount of Canadian currency, fentanyl, crystal methamphetamine and cocaine was seized.

A drug warrant led to a search warrant at a local residence which resulted in the seizure of a large quantity of Dilaudid pills, along with cocaine and crystal methamphetamine. A male was charged with possession for the purpose of trafficking.

An investigation into stolen firearms led to the execution of a search warrant. Investigators located 12 firearms buried in the rear yard of a local residence.

Local complaints led to a search warrant in which three people were arrested and charged with firearms and drug trafficking offences.

A drug investigation led to the execution of three search warrants. A male and a female were charged with both firearms and drug trafficking offences.

Electronic Crime Unit

The Electronic Crime Unit (ECU) has two members: one Detective Constable and one civilian. These two members conduct cellular phone, computer extractions and analysis of data, along with advanced acquisitions, data recovery, cell phone and board repair and structured query language analysis. Since hiring a civilian technician in 2020, there has been an 88% increase in incidents, a 51% increase in devices for process, and a 365% increase in data. The ability to extract data from electronic devices is required in an increasing number of investigations. The labour-intensive work is also resource intensive in terms of technology to unlock and analyze devices, but more so in terms of data storage. Electronic devices and media are ubiquitous and factor into nearly every investigation. One cellular device may have more than 500GB of stored data, computers even more.

	2020	2021	2022	2023	2024
ECU Investigations	90	102	117	114	171
Devices Examined*	314	335	454	390	474
Terabytes of Data	40	48	138	109	146

*Devices include cell phone, hard drives, computers, thumb drives, laptops etc. (any type of device that can store an electronic file)

Significant investigation in which the ECU provided assistance in 2024 includes:

- 17 Child Sex Abuse Material Investigations
- 2 Homicide Investigations
- 7 Attempt Murder Investigations

Forensic Identification Services

Forensic Identification Services (FIS) consists of one Sergeant and three Detective Constables, with a civilian Special Constable assuming the responsibility of overseeing the fingerprinting and DNA databank submissions for the service. Officers work with all members of the Service whether it's through crime scene examination, evidence examination or educating members on best practices for crime scene management and/or evidence collection. FIS also oversees the training and function of 34 Scenes of Crime Officers (SOCO) Service-wide.

The following table illustrates the calls for service that members of FIS were involved with, as well as criminal identifications made either through fingerprints or DNA.

	2020	2021	2022	2023	2024
Homicide, Aggravated Assault, Sexual Offences etc.	40	25	62	55	38
Arson	--	--	--	--	7
Stolen Vehicles, Break & Enter, Mischief etc.	242	171	353	348	145
Sudden Deaths	63	66	77	77	90
Fingerprint Identifications Criminal Only	31	35	58	49	99
CFS Submissions	96	130	111	88	132
DNA Hits	26	60	46	33	52
Firearm Analysis Investigations	20	25	14	14	24

In 2023, the service entered a Memorandum of Understanding (MOU) with a private sector provider who creates virtual configurations of crime scenes using 360 photography (Gigapan) which allows investigators and the courts "walk through" the crime scene, allowing witnesses the opportunity to view a scene from the angles relevant to their vantage point at that time. Using this expertise with Gigapan saved FIS members valuable time during the busiest time in major investigations. This service was used once in a homicide investigation in 2024.

Post Secondary Education Partnerships

In 2024, FIS supported a Sir Sandford Fleming College placement student. The role of FIS during these placements represents the services commitment to fostering community relationships and facilitating an educational partnership.

Assist Other Police Service

- In 2024, FIS continued to provide the City of Kawartha Lakes Police Service (CKLPS) FIS officer with ongoing support.
- FIS assisted the Port Hope Police Service on at two occasions with fingerprint analysis.
- The MOU with the Cobourg Police Service (CPS) which was initiated in 2018 continued through 2024.

Automated Fingerprint Identification System (AFIS)

The AFIS machine and database is a system consisting of a computer database of fingerprint records, enables police to search and compare fingerprints to compare them to identify known or unknown prints. AFIS continues to be an indispensable tool for members of the PPS and has assisted in identifying people of interest in several criminal matters as well as providing timely identification of deceased individuals.

Scenes of Crime Officer Program (SOCO)

The Police Service currently has 34 members assigned as SOCO officers, 19 of those are assigned to frontline patrol. SOCO Officers provide support for members of FIS as they can conduct field examinations and photography of break & enter scenes, thefts, and assaults.

SOCO Officers responded to 200 calls for service, an increase from 133 in 2023.

Major Crime

The Major Crime Section has 11 Investigators comprised of one Detective Sergeant and 10 Detective Constables. Of the 10 Detective Constables, three are assigned to the Major Crime Unit including one funded through the Community Safety and Policing Grant (CSPG), to take carriage of complex Human Trafficking investigations or firearm related offences. Two members are in the Internet Child Exploitation Unit, one is assigned to Intimate Partner Violence (IPV) and Elder Abuse investigations and there are four Detective Constables in the Sexual Offences Unit.

2024 Investigative Highlights

In 2024, the Major Crime Unit investigated and cleared two homicides. One of these homicides was a shooting incident that resulted in the arrest of the offender on the same day of the incident. The second homicide was a stabbing incident which also resulted in an arrest on the same day of the incident.

- Homicide – shooting – a male was the victim of a firearm related homicide. Both the accused and the victim were involved in the illicit drug trade. A charge of second-degree murder was laid in the investigation.
- Homicide – stabbing – a male was the victim of a homicide. The accused and the victim were involved in a verbal dispute prior to the fatal stabbing. This incident resulted in a charge of second-degree murder.

There were seven attempt murder investigations in 2024.

- Attempt Murder – (IPV Incident) A male attacked and strangled his partner. The accused was located at his residence and arrested for attempt murder, uttering threats, assault with a weapon and overcome resistance by attempting to choke. The accused had previous attempt murder charge in relation to another IPV incident. The charge of attempt murder was downgraded by the courts to aggravated assault, which resulted in a guilty plea and a 13 month custodial sentence.
- Attempt Murder – shooting – this incident was the same investigation as the shooting homicide incident, in which the accused was arrested on the same day. The accused discharged his firearm at a second victim.
- Attempt Murder - shooting – (IPV Incident) A female victim was shot in the arm by her ex-partner. The accused was charged with attempt murder, aggravated assault and numerous firearms related offences.
- Attempt Murder, 2 victims – shooting (IPV Incident) – A male shot his female partner with a shotgun. The victim received minor injuries, as the projectile was bird shot. Another victim was also struck by the bird shot. The accused was charged with attempt murder x 2, aggravated assault x 2 and discharge firearm with intent x 2.
- Attempt Murder – the victim was intentionally struck by a motor vehicle causing significant injuries. The accused was charged with attempt murder and numerous other charges.
- Attempt Murder - the victim was shot twice by unknown suspects. This investigation is ongoing and is linked to the illicit drug trade.

There were eight aggravated assaults investigated by Investigative Services in 2024. Notable highlights of these are as follows:

- Aggravated assault - A male accused attended a residence and struck the victim in the head with a hammer. The accused in this matter is also an accused in a shooting that took place in November 2023. This incident is related to the illicit drug trade.
- Aggravated assault - A male was stabbed in the chest. Two males were arrested and charged with aggravated assault.

“Otonabee River Man” Cold Case Update

In addition to the investigations which commenced in 2024, the Major Crime Unit also had success in confirming the identity of a homicide victim in a cold case originating in 1988. In partnership with a Texas-Based company called Othram, as well as the Ontario Forensic Pathology Service, the Major Crime Unit was able to positively identify the remains formerly

referred to as the “Otonabee River Man”. As a result of this identification, investigators have now begun to further investigate the circumstances surrounding the murder of this victim.

Sexual Assaults

Investigative Services investigated fifty-eight sexual assaults. The following are significant investigations as they were of high interest to the community:

- The accused was a billet to the victim who is a member of a hockey organization. The billet was charged with several offences including sexual exploitation, making obscene matter, making sexually explicit material available to a person under 18 yrs x 2, and access child pornography. This matter is still before the courts.
- The accused was an instructor at an educational institute. The accused took the victim to a local pub under the guise of assisting the victim with preparing for an upcoming exam, the accused then forced the victim to consume alcohol and touched them inappropriately without consent.

Internet Child Exploitation (ICE)

In 2024, the ICE unit consisted of two investigators. The Unit completed 52 Child Pornography investigations, 17 Production Orders and 12 Search Warrants. 11 people were arrested and are currently before the courts.

Serial Predator Crime Investigations Notification

In 2024, the Peterborough Police Service notified the Provincial Serial Predator Crime Investigator of 17 separate offenders within our jurisdiction who have committed sexual offences of a serial nature. Serial in nature is an individual who has committed two or more crimes before being caught.

Violent Crime Linkage Analysis System (ViCLAS)

ViCLAS is a Provincial software system managed by the OPP to analyze violent crime to identify individuals who may be responsible for multiple crimes.

There was a total of 163 ViCLAS reports completed in 2024, by the Peterborough Police Service. These reports are electronically submitted to the ViCLAS Centre in Orillia via a secure portal.

Street Crime Unit and High-Risk Unit (HRU)

Street Crime Unit

The Street Crime Unit is comprised of two Detective Constables. The Street Crime Unit’s main responsibility is investigations related to robberies, break and enters, thefts including theft from vehicles as well as stolen vehicles.

Robberies:

	2020	2021	2022	2023	2024
Total Robberies	50	56	64	68	62
Clearance Rate	58%	60%	39%	53%	61%

Between 2023 and 2024 there was a 9% increase in robberies.

Break & Enter:

	2020	2021	2022	2023	2024
Total Break & Enters	270	368	362	277	329
Business	97	166	142	94	111
Residential	161	184	189	145	188
Other	12	18	31	38	30
Clearance Rate	31.1%	30.7%	22.4%	25.6%	23.7%

From 2023 to 2024 there was a 19% increase in break & enter incidents.

Thefts of Vehicles:

	2020	2021	2022	2023	2024
Total Theft of Vehicles	85	97	147	143	105
Automobiles	39	44	56	58	49
Trucks	20	12	27	16	13
Motorcycles	23	31	57	57	10
Other	3	10	7	12	33
Clearance Rate	24.7%	21.6%	14.3%	21.7%	29.5%

From 2023 to 2024 there was a 27% decrease in thefts of vehicles.

Thefts from Motor Vehicles:

	2020	2021	2022	2023	2024
Total Theft from Vehicles	636	658	732	447	566

From 2023 to 2024 there was a 27% increase in theft from motor vehicles.

High Risk Unit

The High-Risk Unit (HRU) is currently comprised of three Detective Constables. These Investigators are responsible for ensuring the compliance with Court Orders by repeat offenders and parolees, as well as monitoring, and drafting 810 orders and dangerous offender applications. The HRU also assists the Sex Offences Unit with compliance checks and enforcement related to the Sex Offence Registry (SOR).

In 2024, The High-Risk Unit conducted 119 compliance checks on persons currently released on bail within the community. The unit was also responsible for making 43 arrests. The High-Risk Unit monitored 333 parolee sign-ins throughout the year. Each time a parolee completed a new or monthly sign in HRU members document it, update the files, and corroborate the

information to ensure compliance. Sign-ins are completed for various reasons, including changed address information, conditions or new parolees to the community. Depending on a parolee's conditions they may be required to sign in several times throughout the year.

The High-Risk Unit continues to maintain a close working relationship with the local Parole Office, Probation Office, and the Provincial Repeat Offender Parole Enforcement (ROPE) Unit with one member of the Peterborough Police Service seconded to ROPE. The High-Risk Unit is also a member of the Community Assessment Team (CAT) and meets monthly to discuss parolees coming to Peterborough. They also participate in safety planning meetings with the local Children's Aid Society.

The Street Crime and High Risk Units worked closely with each other and combined resources on investigations. 2024 saw each Unit identify trends within their respective areas and worked together to solve several cases. The following investigations were highlighted and examples of this:

Major Case Investigation – Liaised with Niagara Regional Police Service Tactical Units and completed the arrest and search warrant of an accused's residence following a shooting incident in Peterborough.

Major Case Investigation – Liaised with Ontario Provincial Police members and conducted surveillance and the execution of a search warrant along with a successful tactical arrest of a shooting suspect.

Drug Investigation - Assisted ICAD with a CDSA Search Warrant resulting in the arrest of over a dozen individuals and the seizure of cocaine/fentanyl and two handguns. A quantity of stolen property was also located by Street Crime members that may have otherwise not been identified.

Major Case Investigation – Following a shooting incident executed a general warrant that involved a surveillance plan to locate, identify and seize valuable property/evidence that was pertinent to the investigation.

Break and Enter/Stolen Vehicles – Officers identified and arrested a male responsible for numerous residential break-ins and theft of motor vehicles. The accused was identified through DNA and witness information creating links between numerous incidents.

Break and Enters – Officers identified a Parolee through local partnerships as an individual responsible for an increase in commercial break-ins. The investigation expanded as other associates were identified and multi-jurisdictional links made with neighbouring police agencies. This led to over a dozen incidents being identified and solved with numerous charges being laid.

Robberies – Officers identified a male parolee and later linked him to a female. The investigation revealed that both parties were responsible for several "purse snatchings" from elderly victims at a local shopping centre. Additional follow-up revealed two historical unsolved robberies that the suspect male was identified for and numerous charges laid.

Victim Services Unit (VSU)

The Victim Services Unit is comprised of two coordinators who are both registered social workers. These two coordinators are the primary and secondary handlers of the Facility Dog, Pixie. Between the two staff members, Victim Services is represented on six different professional committees. The Victim Services Unit (VSU) made significant strides in 2024, continuing to provide trauma-informed and comprehensive support to individuals and families navigating the aftermath of crime, trauma, and tragic circumstances.

Five-year overview of activities of the Victim Services Unit:

	2020	2021	2022	2023	2024
Incident Review	2885	2612	2414	2252	2306
Victim Impact Statements	183	183	228	125	87
Court Accompaniment	31	46	62	62	51
Office Interviews	193	203	104	99	159
Facility Dog Used*	40	50	68	81	53
On Scene Victim Services	20	16	16	18	12

*Video statements with a victim or witness, attended on-scene with police, supported police members, EMS and PRHC personnel during critical incident debriefs, and provided court support

In 2024, Victim Services delivered **33** Professional presentations, both internally to PPS Members, and in the Community.

In 2024, one Victim Services member completed the Children's Grief and Bereavement Certificate delivered through Sick Kids Learning Institute and completed the required training hours to obtain their Certified Clinical Trauma Professional (CCTP) designation through PESI.

Ongoing Training

As a result of mandated legislative and case law requirements, training continues to be a priority within the Investigative Services Division to ensure members have relevant knowledge, skills, and abilities. In 2024, Investigative Services Staff attended, either in person or virtually, 62 courses, workshops, seminars, or conferences at a total cost of \$73,237.44.

A small percentage of crimes are committed in our contracted communities, Cavan-Monaghan and Lakefield. Cavan-Monaghan Township had 154 criminal offenses reported in 2024, a 13% decrease from the 177 reported in 2023. The clearance rate on these offences decreased slightly from 40.7% in 2023 to 37.01% in 2024. The Village of Lakefield had 70 reported crimes in 2024, a decrease from the 94 criminal offenses reported in 2023. The clearance rate for these offences increased from 31.9% to 34.3%.

Criminal offences reported in 2024 increased 17.8% from 2023 to 2024, increasing from 7,394 to 8,713 offences. Various criminal occurrences that are investigated by the Peterborough Police Service, throughout the 5-year period of 2020-2024, are captured in the below chart.

2024 Year End Statistics

	2020	2021	2022	2023	2024	+/-% 2023/2024
Reported Crimes	5529	5777	6554	7394	8713	+17.8%
Clearance Rate	52.5%	42.7%	37.2%	45.4%	46.6%	+2.6%

Crime	2020	2021	2022	2023	2024	+/-% 2023/2024
Homicide	3	2	5	5	2	-60%
Attempt Murder	4	3	1	2	7	+250%
Robbery	50	56	64	72	62	-14%
Break & Enter	270	368	362	277	329	+19%
Theft of Vehicles	85	97	147	143	105	-27%
Thefts	1627	1793	2121	2146	2852	+33%
Frauds	542	489	632	729	657	-10%
Offensive Weapons	51	42	30	22	101	+359%
Drugs	107	88	50	152	273	+80%
Sex Offences	163	185	170	162	206	+27%
Assaults	550	554	550	632	762	+21%
Other Criminal Code	2032	2059	2491	3052	3357	+10%

When reviewing trends over the past five years, it is noted that offences in the Attempt Murder and Offensive Weapons categories have increased the most significantly. Other categories of offences including Sex Offences, Break and Enter, Theft, Assaults and Other Criminal Code have seen an increase in 2024, while Homicide, Robbery, Theft of Vehicles, and Frauds have seen a decrease. Drug Offences have increased, which can be attributed to drug projects, search warrants, proactive policing, and the safer public spaces initiative.

9-1-1 Communications

The Peterborough Police Communication Services Division is the Primary Public Safety Answering Point (PPSAP) for all residents of Peterborough as well as the Village of Lakefield and the Township of Cavan Monaghan. Communication staff are responsible for answering all 9-1-1 calls, prioritizing emergency calls, dispatching, and down streaming 9-1-1 calls for Ambulance and Fire to our emergency partners and operates 24/7/365. The 9-1-1 Communication Services Division plays a crucial role in public safety by ensuring that emergency communications operate effectively and efficiently. The Division adheres to the operational mandates set forth

by the Community Safety and Policing Act (CSPA), ensuring that all protocols are followed and community safety is prioritized.

To comply with NENA (National Emergency Number Association) standards Communication staff are required to answer 90% of all 9-1-1 calls within 15 seconds and 95% within 20 seconds. In August 2024, a new call handling system (Intrado) was implemented to meet NG9-1-1 requirements. Intrado audits service levels according to the NENA standards. Communication staff continuously meet the NENA standard, and from August 2024 to December 2024, 93.82% of all 9-1-1 calls were answered within 15 seconds and 97.17% of the calls were answered within 20 seconds. The average time spent on each 9-1-1 call was 84.9 seconds.

9-1-1 Communications Services Division

The 9-1-1 Communication Services Division is staffed with a Communications Manager, 9-1-1 Coordinator, four Communications Supervisors, 12 Full time Communicators and four part-time Communicators. The Communications staff are assigned to a platoon following the same four-platoon system as frontline Officers.

Seven part-time Communicators were trained in 2024, two weeks of in-class Ministry accredited training was delivered by the 9-1-1 Coordinator and subject matter experts from within the Service. The new Communicators also completed an average of five months on-the-desk training with a full-time Communicator.

The Communication Services Division is the first point of contact for all 9-1-1 calls in our catchment area, they also are responsible for answering the administrative lines after hours, weekends and holidays. Communicators conduct background checks, of people involved in calls for service, on various computer databases and closely monitor incidents and ensure communication with Officers. The Division plays a vital role in ensuring the safety of both emergency personnel and the public. Communicators keep track of information and personnel with multiple monitors and computer programs. There are seven computer monitors on each workstation and two large monitors with thirty-four video views of internal, external and prisoner security cameras. Communicators must operate multiple computer systems and engage in multiple conversations simultaneously without error. The Division manages the police radio operations via an encrypted radio system, ensuring seamless communication with the Officers in the field. This includes coordination during emergencies, incidents, and routine patrol activities, parades and special events.

In preparation for NG9-1-1 (Spring 2025) the Communications Centre was renovated; two new workstations were added for a total of five workstations and one spare for future expansion. In August 2024, the call handling system was upgraded to Intrado which is an IP based call handling system (no physical phones), this is required for the transition to NG9-1-1 as all 9-1-1 phone networks are moving to digital platforms to enable receiving multimedia data, pictures, video, text, telematics, medical data and building plans over a common network for the future of NG9-1-1. Construction has also begun on a temporary back up center that mimics our current Communication Center for a seamless transition should an emergency evacuation of the main Centre be required.

9-1-1 Operations

The Peterborough Police 9-1-1 Communications Centre received a total of 42,637 9-1-1 calls, including 1,304 from the Village of Lakefield and 3,554 from the Township of Cavan Monaghan in 2024.

The 9-1-1 Communications Centre also received 7,047 'no answer' 911 calls. These are calls where the caller hangs up when a Dispatcher answers the line. It is the responsibility of Communication Centre staff to call back every 'no answer' call and ensure the callers' wellbeing and dispatch emergency services if required. The new Intrado call handling system also registers hang up 9-1-1 calls where the caller has hung up before Communications Staff have had the opportunity to answer a call. The new system is equipped with an automated feature to call the number back to confirm if there is an emergency, if the caller does not respond the call is re-routed to a Communicator to call them back.

In 2024, Communications Staff answered 119,769 administrative calls in addition to the 9-1-1 calls, which resulted in 37,210 calls for service.

Five Year 9-1-1 Statistical Comparisons

9-1-1 call statistics show a 0.67 % decrease from the previous year.

	2020	2021	2022	2023	2024
Peterborough	31,063	33,371	35,425	35,808	37,779
Lakefield	946	894	1,415	1,568	1,304
Cavan-Monaghan	2,772	3,478	5,103	5,547	3,554
Total	34,781	38,743	41,943	42,923	42,637*

*Notes: There is a slight decrease of 286 showing in 911 calls between 2023 and 2024, this may be attributed to the change in call handling systems in August 2024, some calls may not have been accounted for during transition time. # of calls may also not turn into a CAD event or call for service.

As the PPSAP, when a 9-1-1 call is received by a Communicator, the caller is asked to indicate whether they require Police, Fire or Ambulance. The call is then connected to the appropriate emergency service. If the caller is seeking a police response, the call is retained by the Peterborough Police Service; however, if the caller requests Fire or Ambulance, or OPP it is routed to their dispatch centers. In most cases, police are also asked to attend the 9-1-1 call, by either Fire or Ambulance personnel. Reasons include, but are not limited to assisting at an MVC where all three emergency services are required, traffic control for a structure fire or to ensure First Responder safety. In these circumstances, although the response does not necessarily involve a criminal matter, police are requested to be present.

The table below represents the distribution of calls directed to the three emergency service providers.

9-1-1 Call Handling Report

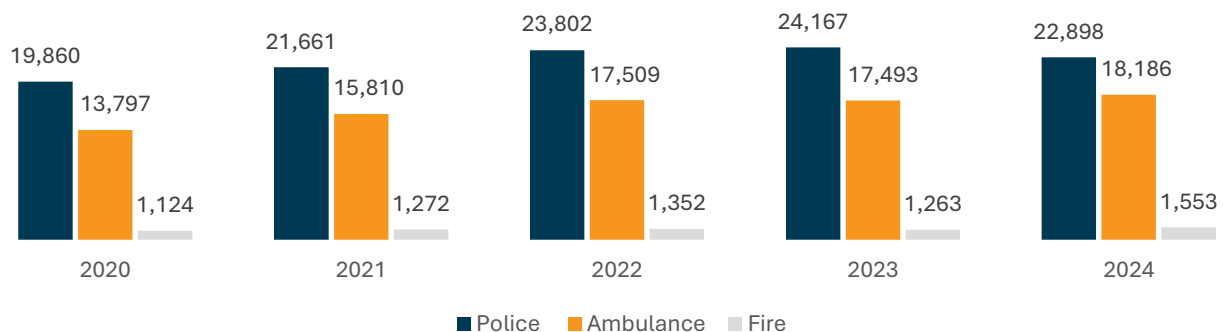
Emergency Service	2020	2021	2022	2023	2024
Police	19,860	21,661	23,802	24,167	22,898
Ambulance	13,797	15,810	17,509	17,493	18,186
Fire	1,124	1,272	1,352	1,263	1,553

Challenges

With the retention rate of new members being low, the Service will continue to seek suitable candidates that possess the necessary skills, and who also have the ability to handle the challenges associated with emergency communications in a dynamic and demanding environment. Retention of staff is a high priority given the complex training and the reliance from officers to ensure information is shared in a timely fashion.

It should be noted that in the Township of Cavan Monaghan, in areas where telephone services are provided by Nexicom, via a fibre VoIP system, the 9-1-1 calls dialed from a home phone line, are routed to a 3rd party outside the province of Ontario, who then connects them to the PPSAP in Peterborough. There has also been an increase of businesses moving to VoIP phone systems that can be redirected to a third-party operator before being transferred to the PPSAP which can lead to confusion when the initial Operator response to a 9-1-1 call asks location questions because they do not have geographical awareness of the community.

5-Year-9-1-1 Communications Call Distribution
by Year



Support Services Division

The Support Services Division is comprised of three units: Records Supervisor, Court Services and Property/Evidence. The leadership team consists of an Inspector, Records Manager and a Court Sergeant and two Special Constable (SPC) Court Supervisors. In 2024, the Support Services Division was comprised of 46 Civilian and Uniform staff members.

In April 2024, the Support Services Division saw a leadership change with a newly promoted Inspector taking on the role. Also in April 2024, a new Uniform Sergeant assumed supervision leadership of the Court Services Unit.

Court Services

On April 1, 2024, the *Police Services Act* was replaced by the *Community Safety and Policing Act (CSPA)*. While the sections may have changed, as court security now falls under section 243 of the *CSPA*, it is still the responsibility of the Police Service Board.

Court security is accomplished through four full-time Uniform positions, two full-time Civilian Clerk positions, two SPC supervisors, 17 full-time SPC positions and four part-time SPC positions.

In 2024, the Court Services Unit experienced staffing issues due to leaves of absence, the secondment of one SPC to the Evidence Unit, three SPC's being hired as uniform patrol officers and a challenging hiring climate.

By the end of 2024, four new SPCs were recruited and hired, however the Unit still had two full-time positions and two part-time positions vacant.

The Unit is also responsible for obtaining fingerprints and DNA samples as the result of Court Orders, civilian requests from Criminal Record Checks, and as required under the *Identification of Criminals Act*. These use to be solely done at the Police Station but can now also be completed at the Ontario Court of Justice courthouse at 70 Simcoe Street, Peterborough.

Under Section 92 (1) (f) (i) of the *CSPA*, Special Constables must successfully complete training prescribed by the Solicitor General. This applies to newly appointed Special Constables as well as those whose appointments have expired. Successful completion of this training is required before the Police Service Board can issue a certificate of appointment.

The PPS Training Unit developed the first Ministry-approved Special Constable (SPC) training course for the PPS. In the fall of 2024, two SPCs hired after April 1, 2024, completed the five week course and successfully passed the Ministry SPC exam.

Court Briefs	2020	2021	2022	2023	2024	Change from 2023 – 2024	
						#	%
Briefs Prepared	2,620	2,204	2,217	2,174	2,725	551	25.35
Prisoners Booked into PPS Station	1,591	1,338	1,155	1,089	1,318	229	21.04
Prisoners Housed at Provincial Courts	435	291	1,231	1,906	1,723	-183	-9.6

DNA/Fingerprints	2020	2021	2022	2023	2024	Change from 2023 – 2024	
						#	%
DNA	157	256	300	360	437	77	21.39
FP Criminal	1,753	1,425	1,254	1,276	1,519	243	19.05
FP Civilian	0	745	865	762	797	35	4.59

Seized Property and Evidence

	2020	2021	2022	2023	2024	Change from 2023 – 2024	
						#	%
Items Entered	7,242	6,422	5,986	5,520	6,258	738	13.4
Tasks Sent	270	222	130	202	646	444	219.8 ¹
Tasks Completed	1,335	1,378	1,320	1,381	1,492	111	8.0
TOTAL	8,847	8,022	7,436	7,103	8,396	1,293	18.2

The Seized Property and Evidence Unit had one full-time member, and one Special Constable assisting part-time for most of the year. Between September and December 2024, the Evidence Unit was provided with a return-to-work member who assisted with backlogs and special projects.

Physical storage, for seized property, has become a significant issue for the PPS. Larger physical items (e.g. bicycles) are stored in outdoor, secure areas at 500 Water Street. These areas have become inadequate for the number of items being recovered. To accommodate for this, while awaiting renovations, Evidence has increased the amount of auction pick-ups.

For some time, the PPS has rented space at a local storage facility for long-term storage. In 2024, the PPS relocated all long-term storage items from a rented storage facility to 1421 Lansdowne Street, ensuring improved fiscal and physical accountability, access, and security.

In addition to processing seized property and evidence, the following was completed by Unit members in 2024:

- The Unit took over the care and storage of PPS member's notebooks from the Quartermaster.
- 404 drug samples were submitted to Health Canada for analysis compared to 277 in 2023.

¹ In 2024 a return-to-work member was tasked with dealing with aged cases where dispositions were not complete or sent. This project resulted in the drastically increased "Tasks Sent."

- The destruction of drugs was completed as outlined in the *Controlled Drugs and Substances Act*.
- Annual purge of ammunition, firearms, and detonation devices.
- Assisted with the annual firearms audit.
- Created a new disposal protocol for specified items which has and will continue to save the PPS significant disposal costs.

Records Management Unit

The Records Management Unit consists of eighteen members: one Records Supervisor, eight Records Management Clerks, one General Inquiry (Lakefield office) Clerk and eight Police Report Entry Clerks.

In April 2024, the structure of the Records Management Unit was altered and the individually identified roles historically assigned in silos, were changed to a collective role of “Records Management Clerk”. This change did not include the Police Report Entry Clerks, or the General Enquiry Clerk assigned to the Lakefield office. Staffing issues experienced during 2024 were manageable because of this change as Clerks were cross-trained and able to respond to priority items and increased workloads that were not normally in their work scope.

The Records Management Unit provides administrative support to all internal stakeholders of the Peterborough Police Service including Operational Services, Investigative Services, and Support Services. The Records Management Unit also provides services to external stakeholders including all levels of government, local businesses, and members of the community.

Workloads in the Records Management Unit continue to grow exponentially due to calls for service, proactive work of specialized units, citizen’s use of online reporting and a significant rise in record check applications.

Significant staffing shortages were experienced in 2024, for a variety of reasons including transfers, members on leave, and hiring delays. The Unit was never fully staffed during 2024. Members of the Records Management Unit were redeployed regularly to assist which caused overtime costs to ensure that shifts were properly covered.

On top of the staffing issues, there was a volume increase in workload of approximately 21% over the previous year. This is the result of shifting to a paperless reporting system and all documentation being entered into NICHE. The increase in work output from other specialized units such as DEMS and Community First has had a direct impact on the amount of work being directed to the data clerks.

There were 25,721 non-reportable incidents linked by Records Management Unit staff in 2024.

Police Report Entry	2020	2021	2022	2023	2024
Arrest Reports	2,432	1,946	1,961	2,128	2,815
Missing Person	226	127	104	66	96
Sudden Death	126	71	98	85	99
General Occurrence	5,265	3,753	4,601	3,967	3,867
Supplementary Reports	8555	9989	11,546	12,732	13,988
Fraud Reports	295	178	191	182	58 ²
External Documents	31,155	28,385	54,131	59,522	74,456
Victim Reports	943	821	824	908	1,092
CPIC Maintenance	5,195	5,315	9,591	16,440	19,462
Totals	56,212	50,585	83,636	96,030	115,933

Warrants

Warrants	2020	2021	2022	2023	2024
Received	746	1,295	1,629	1,489	1,679
Executed	755	1,065	1,304	1,403	1,296
Rescinded	52	61	147	83	82

In 2024, there were changes made to warrant processing functionality to remove redundant processes and streamline procedures in anticipation of the expected launch of electronic bench warrants in 2025.

Fingerprint Destruction

Fingerprint Destruction	2020	2021	2022	2023	2024
Fingerprint Destruction	16	25	19	20	25

During 2024, there were 25 Fingerprint and Photograph Destruction requests received.

Prisoner Record of Detention

Prisoner Record of Detention	2020	2021	2022	2023	2024
Number of booked prisoners	2,024	1,934	1,155	1,089	1,318

The record of detention is used for each person arrested and booked in at the Peterborough Police Service station by the Officer in Charge. In 2025, there will be testing completed to determine if the NICHE Custody Arrest Module would be effective; this would eliminate paper

² Fraud Reports are a specific type of report in NICHE used only for when a fraud is reported, like an Arrest Report is used for arrests. Now that we are using CopLogic, the Fraud Report is not being utilized for online reporting as the report is coming into NICHE as an external document. External document volume jumped substantially in 2024 in part because of CopLogic incidents. The only time a Fraud Report document would be used in NICHE now is if it were generated from an officer report and a PB#.

copy Prisoner Record of Retention forms as all information would be inputted directly into NICHE.

Record Suspensions

Record Suspensions	2020	2021	2022	2023	2024
Record Suspensions	45	50	52	66	57

A record suspension (formerly a pardon) allows people who were convicted of a criminal offence but have completed their sentence and demonstrated that they are law-abiding citizens for a prescribed number of years, to have their criminal record kept separate and apart from other criminal records.

Deceased Persons	2020	2021	2022	2023	2024
Deceased Persons	100	85	114	119	107

Records Management Clerks are notified of all deceased subjects who have criminal records or charges pending before the courts. Steps are taken to notify appropriate ministries, police agencies and the RCMP.

Court and CPIC Validations

Records Management Clerks complete various entries into NICHE and CPIC adding court documents; property, person, and vehicle entries; and complete validation of these entries per RCMP policy to ensure that entries are current and correct.

During 2024, all hard copy documents related to accused files, prohibitions, probations, etc., were scanned into the NICHE Records Management System (RMS). Except for some forms of warrants, the Records Management Unit is paper-free.

Police Report Entry	2020	2021	2022	2023	2024
Probation Orders – Adult	73	71	225	188	163
Probation Orders – Youth	0	1	5	1	2
Prohibitions	167	215	200	262	329
Release Orders	427	340	349	358	496
Peace Bonds	N/A	160	142	157	149
Variations	N/A	51	48	71	93
161 Orders	N/A	15	11	11	20
CPIC add/modify/removal	N/A	2,096	4,097	9,627	11,540
Add Documents to NICHE	N/A	1,846	3,166	7,325	7,968

Verified Alarm Response Policy (VARP)

VARP took effect on March 1, 2024. This program was initiated to reduce the number of false alarms received within the jurisdiction of the Peterborough Police Service.

Customer and alarm company information was extracted from the decommissioned previous alarm software and correspondence. A copy of the PPS policy and a detailed information letter was either emailed or mailed to all affected parties prior to implementing VARP.

False alarms are tracked using NICHE and specified alarm UCR codes. Excel spreadsheets are used to track registered alarms, alarm companies, alarm suspension details, statistical information and revenue tracking. Invoices are generated and issued to alarm holders via email or mail dependent on customer preference.

There has been a significant reduction in false alarm calls since the inception of VARP.

- False alarm calls in 2024 totaling 384 compared to 886 in 2023; a decrease of 57%.
- False alarms between March 1, 2024, and December 31, 2024, totaled 255.
- The same period in 2023 yielded 757 false alarm calls, a decrease of 66%.

Since March 1, 2024, there have been 93 new alarms registered, 6 registration amendments, 199 false alarms, 14 cancelled alarms, and 30 suspensions.

Revenue generated between March 1, 2024, and December 31, 2024, was \$54,050. The charts below include all activity and revenue between January 1, 2024, to December 31, 2024. It should be noted that there were no fees charged, or suspensions initiated between March 1, 2024, and March 15, 2024, as a grace period for customers to acclimate to the new policy.

Alarms	2020	2021	2022	2023	2024
Alarm Calls	738	835	1021	886	384
Invoiced Registration/Amendment Fees	\$4,950	\$7,350	\$8,050	\$6,550	\$15,000
Invoiced Suspension/False Alarm/Cancelled Fees	\$1,850	\$2,600	\$4,200	\$4,400	\$40,850

Totals – January 2024 to December 2024				
Registrations	Registration (Amendment)	False Alarm	Cancellation	Suspensions
104	6	199	14	38

Invoiced Revenue - January 2024 to December 2024				
Registrations	Registration (Amendment)	False Alarm	Cancellation	Suspensions
\$14400	\$600	\$30,000	\$1,050	\$9,800

Paid Duty Administration

In 2024, the Records Management Unit began to utilize a new paid duty software. Officers are now able to use their mobile devices to bid on events and submit timesheets. The new software also provides greater efficiencies for payroll functions. The software does require more interaction from clerks to manage; however, checks and balances have been established to ensure accuracy of invoicing, timekeeping, and event tracking.

Record Checks

Record Checks	2020	2021	2022	2023	2024
In Person	1254	1007	634	449	337
Online	4,030	6,890	8,221	9,588	12,579

Record Checks	2020	2021	2022	2023	2024
Criminal Record Check	804	1,530	1,380	1,475	1,519
Criminal Record and Judicial Matters Check	261	270	258	326	927
Vulnerable Sector Check	4,219	6,097	7217	8,236	10,470

In 2024, there were continued efforts to streamline and find efficiencies in the record check process to ensure that applications were processed in a timely and effective manner. Between implementing software changes and updating internal processes, the Records Unit was able to successfully deal with a 29% overall increase in processed applications while maintaining a processing time of under 10 business days.

Record check volume hit record highs in 2024 and generated revenue of \$351,365.60 for the Service.

There are four Clerks dedicated to processing record checks on a full-time basis. Duties are assigned to each Clerk on a rotational schedule each workday, so all aspects of the record check process are maintained as there are no gaps in training or service. There are times when redeployment of these Clerks is required to assist with coverage of other duties due to staffing shortages or workloads in other areas.

Taxi, Limo, and Transportation Network Company (TNC)

In August 2024, the TNC licensing was transferred to the City of Peterborough. The in-person appointment slots previously reserved for licensing were replaced by record check application appointments and there was no decrease in workload experienced.

Professional Standards

The Professional Standards Unit (PSU) is responsible for completing misconduct investigations both internally and those reported by the public to the Law Enforcement Complaints Agency (LECA).

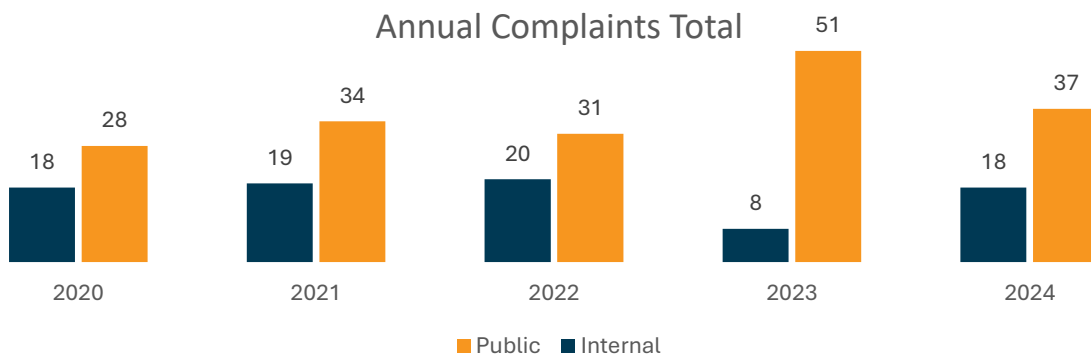
The PSU also completes investigations when the Provincial Special Investigations Unit (SIU) has been involved. These investigations examine members conduct, the policing provided by the involved members and the procedures established by the Chief of Police

Specific details on the PSU can be found in the quarterly reports submitted to the Board; however, a high-level overview is noted below.

The overall number of complaints (public and internal) received by the PSU declined 6.78% from 2023.

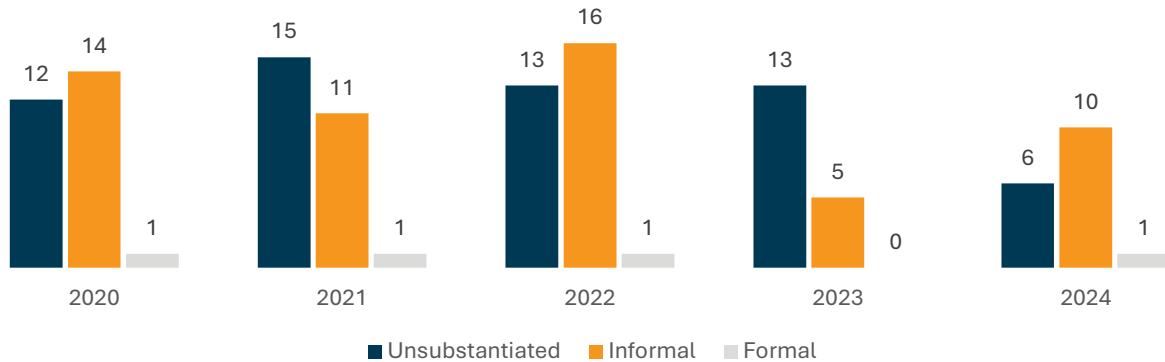
The overall number of complaints investigated by the PSU declined 5.5% from 2023.

The PSU is still seeing an increased percentage of public complaints being screened out. Screening out occurs for several reasons, as determined by LECA but is mainly due to complaints being deemed not in the public's interest to proceed with, or they are found to be frivolous and vexatious in nature.



Annual Complaints Disposition	2020	2021	2022	2023	2024
Unsubstantiated	12	15	13	13	6
Informal	14	11	16	5	10
Formal	1	1	1	0	1

Annual Complaints Disposition



Strategic Risk Management Division

There is one civilian member, the Strategic Risk Manager responsible for reviewing, updating, and drafting all procedures for the Service along with conducting audits and risk analysis.

The Service has 189 procedures with the following breakdown:

Types of Procedures	Numbers
Administration & Infrastructure (AI)	87
Law Enforcement (LE)	80
Crime Prevention (CP)	2
Counter Terrorism (CT)	4
Public Order (PO)	3
Emergency Response (ER)	12
Victim Assistance (VA)	1
TOTAL	189

In 2024, 18 procedures were reviewed and updated. Most of these were re-written. In addition, five new procedures were created to comply with the new *Community Safety and Policing Act* (CSPA) which came into force on April 1st, 2024, and/or to meet operational needs. Procedures range from five pages in length to more than 40 pages depending on the complexity of the subject matter.

Procedure Reviews and Creation				
	2021	2022	2023	2024
New Procedures	1	5	3	5 <ul style="list-style-type: none"> • AI-083 Safety Restraint Chair • AI-084 Verified Alarm Response Program • AI-085 Duty to Report Misconduct and Duty to Intervene* • AI-086 Conflicts of Interest* • AI-087 Ride Along Program and Observers in 911 Communications
Procedure Reviews Completed	23	24	14	18 <ul style="list-style-type: none"> • AI-002 Skills Development & Learning • AI-023 Acting Ranks, Promotions & Promotional Process • AI-025 Performance Management • AI-031 Complaints* • AI-038 Flying of Flags at PPS Facilities • AI-064 Sick Leave, Attendance, Return to Work & Leaves of Absence • AI-072 Peer Support* • AI-075 Code of Conduct* • LE-002 Communications & Dispatch • LE-012 Search of Persons • LE-019 Stolen or Smuggled Firearms • LE-020 Collection, Preservation & Control of Property & Evidence • LE-022 Member Note Taking* • LE-024 Intimate Partner Violence • LE-031 Drug Investigations • LE-063 Alternative Response Unit & Online Reporting • LE-078 Remotely Piloted Aircraft System • PO-002 Police Action at Labour Disputes

Reviews Underway	n/a	n/a	6	9 <ul style="list-style-type: none"> • AI-010 Police Uniforms, Equipment & Dress Codes • AI-012 Use of Force* • AI-024 A – Discipline (Sworn)* • AI-024 B – Discipline (Civilian) • AI-026 Employee & Family Assistance Plan • AI-057 Pregnancy Accommodation, Pregnancy and Parental Leave • LE-013 Police Response to Persons with a Mental Health Crisis • LE-038 Fraud • LE-081 Human Trafficking (New)
TOTAL	24	29	23	32

*Procedure was updated or created due to requirements in the *CSPA*

Many Procedures have accompanying forms, Memorandums of Understanding (MOU), waivers and/or other associated documents which often require updating during the review process. As an example, one of the new procedures has ten accompanying documents.

Audits			
2021	2022	2023	2024
2	3	3	3
<ul style="list-style-type: none"> • Safe Storage of Firearms • Flextime 	<ul style="list-style-type: none"> • Firearms • Property & Evidence • Strip Searches 	<ul style="list-style-type: none"> • Firearms • Property & Evidence • Strip Searches 	<ul style="list-style-type: none"> • Firearms • Property & Evidence • Strip Searches

The Ministry of the Solicitor General requires all police services in Ontario to complete an audit of the firearms that come into possession of the Service in the preceding year and are of disposed of in the preceding year. The findings are submitted to the Ministry.

The *CSPA* requires an annual audit of property and evidence. This is also required in procedure LE-020 Collection, Preservation and Control of Evidence and Property.

An annual audit of the strip searches conducted by the Service is required in procedure LE-012 Search of Persons.

Risk Analysis, Reports and Projects			
2021	2022	2023	2024
4	6	10	5
<ul style="list-style-type: none"> • Risk Analysis: <ul style="list-style-type: none"> • 911 Communications Centre • Special Constable, Additional PT Members required. • Request to backfill for Sworn Members • Property and Evidence, Additional FTE required 	<ul style="list-style-type: none"> • Staffing Report (2 reports were completed) • Property & Evidence (SWOT Analysis) • Risk Mitigation Strategies for the City's Insurer (New) • Fire Plan • Privacy Impact Assessment for the Remotely Piloted Aircraft System (RPAS) • Court Security Plan (Plan was submitted to the Ministry of the Attorney General) 	<ul style="list-style-type: none"> • Budget and Staffing Implications • Risk Mitigation Strategies (Requested by the City of Peterborough for their insurer) • Violence Risk Assessment • Privacy Impact Assessments <ul style="list-style-type: none"> • In-Car Camera System (ICCS) • Community Safety Closed Circuit TV (CCTV) System • Coroner's Inquests: <ul style="list-style-type: none"> • Hassan Inquest - OPP and Peterborough Police in custody death • Shea Inquest - Peterborough Police shooting • Ryan - Cobourg Police shooting • Drafted the Strategic Plan RFP for the Board • Annual Board Reports 	<ul style="list-style-type: none"> • Risk Mitigation Strategies (Requested by the City of Peterborough for their insurer) • Review of three MOUs for the Service's Business Continuity Plan • Review of the new Training Regulation and report for the Chief • Review of 38 SOPs for the 911 Communications Centre. • Annual Board reports

Freedom of Information (FOI)

There is one Freedom of Information Analyst for the Service. The following table indicates the requests managed and/or responded to by the Analyst.

Type of Request	2020 **	2021 **	2022 **	2023	2024	Change 2023-2024	
						#	%
FOI Requests	139	180	186	188	209	21	11.2%
FOI Appeals	1	1	1	1	4	3	300.0%
Family Court Orders	40	51	35	48	45	-3	-6.3%
Court Production Orders for Police Records	2	12	6	13	20	7	53.8%
Probation & Parole	274	399	436	563	628	65	11.5%
Correctional Services Canada	46	32	46	35	67	32	91.4%
Parole Board of Canada	5	5	3	11	14	3	27.3%
Other Routine Disclosures*	55	59	60	61	63	2	3.3%
General Correspondence	31	70	207	434	534	100	23.0%
Confirmation Letters	N/A	35	27	19	21	2	10.5%
Record Suspensions	N/A	N/A	N/A	53	64	11	20.8%
TOTAL	593	844	1,007	1,426	1,669	243	17.0%

*Other is comprised of requests from other police services and government agencies.

**COVID – Courts were not operating at capacity.

The Service experienced an increase in requests from 2023 to 2024. In September, the Ministry of the Attorney General downloaded the work associated with Production Orders to police services in Ontario. The workload for the Analyst is being monitored and assessed.

The responsibility for records suspensions was assumed by the FOI Analyst part way through 2023 due to alleviate some of the strains within the Records Unit.

Four appeals were filed with the Information and Privacy Commission (IPC). For two of the appeals, the Analyst provided the IPC with the reasons for their decision to release or withhold information. The other two appeals did not proceed beyond the application being filed. It is believed the IPC dismissed all four appeals as no further action was taken.

The IPC releases an annual report outlining response rate compliance which includes police services. The 2023 Annual Report was released on June 5th, 2024, which showed the Peterborough Police Service with a response rate compliance of 98.9%. This is up considerably from 48.7% in 2022.

The volume of FOI requests, the extremely low number of appeals and the response rate compliance is an indicator of the high quality of work performed by the Analyst.

Information Technology Division

The Information Technology Division was established in 2023 and consists of the Information Technology (I.T) Manager, Digital Evidence Management (DEMS) Unit and Video Forensics Unit (VFU).

This report also includes a brief summary of the work completed by the one dedicated Peterborough Technology Services (PTS) employee housed within the Service.

Highlights of 2024:

- Installed and configured Norigen Dashboard solution in May
- Installed and Configured ArcGIS for the Crime Analysts in May
- Configured and installed network expansion to Lansdowne Street location in June
- Configured new Wi-Fi, Security and Cameras at Lansdowne Street location in June
- Configured new ANI/ALI connections for CAD via INTRADO in July
- Installed and Configured FME Flow for analysts in July
- Installed the NICE Call Recording software to coincide with the Intrado roll out in August
- Successfully completed the first phase of the NG9-1-1 implementation by installing the new Intrado Viper Call Handling Solution in August
- Completed the NICHE automated data migration project at the end of December
- Other work completed in the area was the expansion of the server room including new A/C and Electrical Panel.

Digital Evidence Management Unit (DEMS)

In 2024, there were 83,352 digital evidence items uploaded to the Digital Evidence Management System (DEMS). This was a 78% increase in items uploaded, which was a result of the Service increasing their technology as well as increasing the complement of staff within DEMS.

	2021	2022	2023	2024
CCTV Video Requests *	193	421	776	870
9-1-1 Dispatch Audio Requests	592	769	739	2145
ICC Video Requests **	n/a	n/a	278	1428
Disclosure Requests	1590	1947	1775	3013
Redaction Requests	n/a	343	1011	2203
EMS Requests	n/a	24	48	30

*PPS CCTV program active end of July 2023

**PPS ICCS active as of June 2023

DEMS Highlights:

- Two new members were added to the unit in 2024, one in January and one in June. They each completed four months of extensive training on the extraction, handling, redaction, and disclosure of digital evidence files.
- One member completed the Forensic Video Analyst duties for three weeks.
- New Provincial Court disclosure requirements came into effect during the year, placing more demand on the Unit and requiring a restructuring of duties with a targeted approach to meet more stringent deadlines.

Video Forensics Unit

The Unit consists of a single civilian member who is responsible for extracting all the videos that are submitted through online reporting and then creating all the crime bulletins that are disseminated to the officers for identification and investigation. The member also attends businesses and extracts video for the Service's needs. They also assist when businesses are unable to operate their video system but the goal moving forward is to remove that from the member's mandate.

	2019	2020	2021	2022	2023	2024
Video Extractions	598	793	516	1181	1369	1897
Crime Bulletins	294	301	293	394	667	764
Crime Bulletins requested but not created*	n/a	41	200	412	560	1007
Average time to create Crime Bulletin (days)	n/a	18	18	27	32	33

*Bulletins not created due to lack of evidence or poor-quality video.

The I.T unit continues to work towards a transition from Peterborough Technology Services (PTS) to support the Services needs and is expected to expand the unit in 2025.

Strategic Communication Services

Strategic Communication Services was established in 2024, as a branch of the Executive Services Division of the Service. The Division consists of the Strategic Communications Manager and the Community Development & Engagement Coordinator. The mandate of the Division is to work with all Divisions of the Service to ensure internal and external communications are consistent, clear, professional and engaging.

The Strategic Communications Manager is responsible for the issuing of media releases, content development across multiple communication platforms such as email, social media, targeted campaigns, and branding initiatives that provide a consistent look and message to foster positive working relationships with our community partners. The role is also directly involved in crisis communication planning and response.

The Community Development and Engagement Coordinator (CDEC) proactively and reactively connects the Service to a number of community-based organizations. Global events often have a local impact here in Peterborough and as such we reach out to impacted communities to talk about safety concerns. This is accomplished through participation in several committees, such as Peterborough Drug Strategy (PDS), Situation Table, Community Safety and Wellbeing Plan and Diversity, Equity and Inclusion (DEI) initiatives. Further, the CDEC is the Service's expert in seeking grant opportunities, working with all Divisions to aid in leveraging funding opportunities.

The implementation of the [2024-2027 Strategic Plan](#) has shaped many of the activities and work of this Division. In the list below, the Key Performance Indicators from the Strategic Plan are noted.

Highlights of 2024:

- 118,000 views of the website averaging about 2,000 views a day.
- A 24% year over year increase in social media followers across Facebook, Instagram, X, LinkedIn, and YouTube.
- Effectively developed outward messaging, leveraging social media platforms to help mitigate an ever-decreasing presence of traditional reporting structures within the Peterborough area.
- Participated in Ward Town Hall meetings in the fall of 2024 hosted by City of Peterborough Councilors. Through this initiative we were able to speak directly to residents about ways to report crime, crime prevention initiatives and statistics relevant to each ward. Specifically, three programs were spoken to: Homeguard, CPTED, and CamSafe with an information magnet given to many of those in attendance (1.2.2.1) and (1.4.1.1)
- Hosted a Police Budget Information Night
- Conducted eight media conferences
- Engaged a local video production company to produce a video on the "Otonabee Man" cold case. This video was published in December 2024 and was shared nationally.
- Designed and distributed the Annual Report and Strategic Plan documents

- Supported events such as Swearing in Ceremonies, Knights of Columbus, Open House etc.
- Sought new grants in 2024 totaling almost \$1.4 million (MCRT, GBV, CCTV). (2.1.3.1)
- Coordinated and completed training for frontline officers in unconscious bias/hate, as per grant received in 2023. The work of this grant will continue throughout 2025 and into 2026.
- Hosted eight community engagement sessions regarding hate bias and hate crime perceptions in Peterborough through the Proceeds of Crime grant. (Community Race Relations, Peterborough Pride, Trans Inclusion, Peterborough Youth Services, New Canadian Centre, Peterborough Library, City of Peterborough)
- Developed presentation request protocol, so the Service can track presentations that are given by our members in the community.
- Completed 2nd Annual Child & Youth Mental Health Symposium in partnership with Hospice Peterborough and Public Health. This was possible through the Community Engagement section of the Community Safety and Policing Grant.
- Facilitated presentation to platoons including Right to Heal, John Howard Youth Diversion, CMHA Adult Diversion, and Fourcast.
- Helped to facilitate better workflow for officers to initiate Youth Diversion and Adult Diversion, when applicable, resulting in a significant increase in youth pre-charge diversion referrals in the second half of 2024.
- The most common agencies in which we are engaging with: Fourcast, Right to Heal, One City (Trinity), City of Peterborough Social Services, John Howard Society, CMHA, Peterborough Youth Services, Public Health, United Way, Hospice, Peterborough Synagogue, Trent University, Fleming College, Community Race Relations Committee, Kawartha Sexual Assault Centre, Acquired Brain Injury Association, PARN, Community Paramedics, New Canadian Centre. (1.1.1.1 of the 2024-2027 Strategic Plan)
- We also sit on several working groups and committees: Peterborough Drug Strategy, Youth Resilience Committee, Trinity Neighbourhood Group, Peterborough Youth Substance Use Prevention Coordinating Team (PYSUP), United Way Point in Time Count Committee, DEI Community of Practice, Community Safety and Wellbeing Plan Steering Committee. (1.1.1.1 of the 2024-2027 Strategic Plan)

People Services Division

The People Services Division provides a comprehensive range of support, advice, and guidance regarding workforce matters. Key services include recruitment, payroll administration, new employee orientation, labour relations, records retention, salary administration, occupational and non-occupational injuries/absences, implementation of return-to-work plans, and the employee assistance program.

The Division is now grown to four and half (4.5) full-time team members: one Manager, one Disability and Wellness Coordinator, one Payroll and Benefits Coordinator, and 1.5 FTEs in the Recruiting and Talent Acquisition Unit.

This year, the Division has focused on overall enhancing and fine-tuning our service offerings, standardizing processes, implementing three new collective agreements, and fostering growth and development. Key priorities include supporting new members, reintegrating returning members into the Service, and enhancing our service offerings to members.

Recruitment, Succession, and Workforce Planning

The People Services Division remains dedicated to recruiting high-quality members for the Service. This commitment encompasses evaluating the Service's needs, advising on recruitment strategies, and participating in selecting the right candidates for the right roles.

In 2024, despite a challenging recruitment landscape in policing, the Service successfully reached its full complement of authorized strength.

To enhance recruitment efforts, People Services has actively fostered partnerships with community groups, colleges, and universities. Strengthened relationships with institutions such as Fleming College, Durham College, and Trent University have broadened recruitment strategies. Participation in career fairs and presentations to Police Foundations programs has facilitated connections with potential candidates for Police Constable positions and civilian roles. Additionally, these partnerships and targeted recruitment strategies have contributed to attracting a more diverse pool of applicants.

Shuttle Run Training Group

The Peterborough Police Service expanded its Shuttle Run Program in 2024 to attract qualified Police Constable applicants, raise community awareness, and strengthen partnerships with Fleming College and Trent University. Held weekly at the Peterborough Sport and Wellness Centre, these sessions provided participants with insight into the physical requirements of police applications while fostering connections and improving their confidence.

To further support candidates, Fleming College hosted PREP testing during the final week of each month, allowing participants to test equipment and track their progress. Regular attendees saw significant improvements.

In 2024, the Service introduced a Women's Only Shuttle Run on the first Wednesday of each month to encourage more women to pursue policing careers, aligning with the strategic goal of increasing sworn female officers by 5% by 2027.

From September to December 2024, 69 participants (+22 from 2023) attended, including students, past applicants, and community members, reinforcing the program's success in recruitment and community engagement.

Ride-A-Long Experience

Ride-a-long experiences help provide exposure to candidates to understand the Peterborough Police Service and the communities we serve. Once candidates have applied to the Service, a ride-a-long is scheduled through the Operations Division. People Services was able to provide a total of eight (8) ride-a-longs to six (6) new recruits and two (2) experienced Constables.

Highlights from 2024:

- The Services posted 53 internal job postings/notice of interest and 16 external job postings, totaling 69 postings (+9 from 2023 and + 18 from 2022).
- There were three (3) promotions to Inspector level in 2024 and one (1) to Staff Inspector.
- There were three (3) promotions to Staff Sergeant in 2024. The Service completed the promotional processes for all ranks including Inspector, Staff Sergeant, and Sergeant to create a list of candidates identified for promotion.
- The Service hired 31 (+15 from 2023) new members (11 sworn and 20 civilian)
- Launching the Women's Only Shuttle Run practice group
- Implemented voluntary demographic data collection for new hires
- Recruitment efforts highlighted in the Sept/Oct issue of Blueline Magazine

People Strength

Sworn Officers		
Sworn Authorized Strength	153	The Board has authorized an additional eight officers over compliment to manage unplanned absences due to injury
Sworn Actual	162	Sworn FTE (includes one pre-retirement)
Sworn Non-fully Deployable	36	Non-deployable Officers - includes officers-in-training (who do not count as strength) and accommodated who are continue to work
Fully Deployable	140	Sworn Officers as of December 2024

Civilian Members		
Civilian Authorized Strength	89 FT	8 PT
Civilian Actual	87 FT	8 PT
		2 Casual

Attrition

The following changes in our workforce as a result of resignation, termination, and retirement in 2024:

	2020		2021		2022		2023		2024	
	Sworn	Civilian	Sworn	Civilian	Sworn	Civilian	Sworn	Civilian	Sworn	Civilian
Retirements	8	2	2	1	3	1	3	1	1	2
Resignations/ Terminations	3	5	5	3	6	5	8	5	2	9

Attendance

In 2024, forty-one (41) members achieved perfect attendance. Members receive a letter from Chief Betts and Deputy Chief Hartnett to recognize this outstanding achievement and to thank them for their commitment and work ethic to the Police Service.

The People Services Division continued to work with members under the Sick Leave procedure that requires members to provide medical information after one (1) week of absence to AGS Disability Management Services. The Workplace Accommodation procedure outlines the Service's commitment to provide workplace accommodation requests, as required, to reduce absenteeism costs and maintain productivity within the Police Service and to encourage health and wellness for the members.

Work Absence Statistics	2020	2021	2022	2023	2024
Average Total Days Lost Per Worker in a Year (Days)	6.54 days (COVID-19)	5.29 days (COVID-19)	6.9 days (COVID-19)	6.45 days	5.97 days

In 2024, the Service saw an overall decrease in the number of long-term occupational injury/illness claims:

WSIB Claim	2020	2021	2022	2023	2024
Sworn Members Long Term WSIB	5	8	11	12	8

The Service also saw a decrease in the overall number of members off work or on modified duties:

Sworn Members	STD	LTD	WSIB	Mat/Pat	Modified	OPC/training	TOTAL
2022	0	0	12	2	6	10	34
2023	0	0	12	0	6	9	27
2024	1	0	7	0	8	5	22

Civilian Members	STD	LTD	WSIB	Mat/Pat	Modified	Total
2022	1	2	0	3	1	7
2023	2	3	0	1	0	6
2024	5	3	1	4	1	14

Employee Wellness

Supporting the physical and mental well-being of members of the Peterborough Police Service (PPS) is a priority for both uniform and civilian roles. It is recognized that healthy employees have a positive overall impact within the workforce and community. The Police Service acknowledges that first responders are among the few occupations where members are routinely placed in high-stress and high-risk situations.

The Service supports a comprehensive approach to wellness and mental health through the promotion of training, a focus on recovery supports, and a structured reintegration process for returning to work. Progress has been made in eliminating barriers to seeking support, with a positive cultural shift observed in how members access assistance. The Wellness Committee has introduced proactive training on mental health issues and promoted wellness programs available to members.

Through enhanced education and training, members have a better understanding of the programs and services offered and how to access them:

Peterborough Police Service Wellness Programs	
EFAP – TELUS Health	All members (full-time, part-time, temporary and Auxiliary members) and their family members, 24/7 confidential access to support services.
Safeguard Program	Psychological Assessments completed yearly for positions identified as high risk.
Peer Support Program	12 Member Team provides support to members and helps them connect with programs and supports.
Industrial Alliance Benefit Enhancements for Mental Health	Psychological and Social Worker benefit coverage for \$3,000/full-time members and dependents.
Additional EFAP Psychological Coverage for members paid by the Police Service	If required, members can receive additional psychological coverage for up to \$225.00 per visit, once benefits are exhausted.
Chaplaincy Services	Chaplain offers spiritual guidance, counseling, and support to people of all ages and belief systems
Military Veterans Wellness Program – NEW*	The Military Veteran Wellness Program (MVWP) was introduced in the Fall of 2024 to enhance our service's ability to support and connect with military veterans in the community. This program aims to equip frontline officers with heightened awareness, training, and the tools necessary to recognize and understand military veterans' unique needs.

The addition of the **Military Veterans Wellness Program** further strengthens the Service's commitment to a holistic approach to wellness by recognizing and addressing the unique challenges faced by veterans.

Wellness and Disability Coordinator

Since joining the Peterborough Police Service in April 2024, the Disability and Wellness Coordinator has made significant improvements to member well-being. She supported the successful return to work of five (5) members by revising orientation and reintegration processes and established monthly check-ins with members off work to maintain connections and provide support.

Her initiatives include launching a wellness newsletter, creating a wellness library, organizing a City Wellness Day, coordinating a Rucksack March for Remembrance, celebrating Peer Support Team volunteers and hosted an Operational Stress Injury (OSI) meeting with other services to share best practices.

Working closely with the Wellness Committee and Peer Support Team, she continues to enhance wellness programs, promote resources, and foster a supportive and healthy work environment for all members.

Peer Support Team

The Peer Support Program, initiated in 2018, comprises a Coordinator and 12 members, including sworn officers and civilian staff. Team members are trained in stress management, active listening, and group debrief facilitation. They assist colleagues in connecting with specialized community support programs.

Key accomplishments in 2024 included:

- Conducting debriefs after critical incidents.
- Providing direct support to members and their families.
- Establishing a partnership with **Wounded Warriors Canada**, which launched on January 29, 2024.
- Delivering training such as the Ontario First Responders Mental Health Conference, a four-day Peer Support training course by Wounded Warriors, and a two-day Critical Incident Stress Management (CISM) course hosted by York Regional Police.

At the end of December 2024, a new Peer Support Team was formed allowing for a refresh and greater representation of service members going into 2025.

Continuing Education

The Police Service remained committed to support learning and development for members in 2024. The Continuing Education Program is an example of the dedication and emphasis the Service has on helping employees achieve their professional potential and enhance their capabilities. The program provides financial assistance to employees who continue to pursue further education, accreditation and skills building for their current role, or the roles they are

aspiring to within the Service. To qualify for the program, the courses must be designed to improve skills and/or ability of a member to perform potential duties within the Service. In 2024, the Service provided seven (7) members \$12,377 in tuition support.

Recognition and Appreciation

The Service Award and Knights of Columbus Police Appreciation events are designed to recognize our members for exemplary service.

OWLE (Ontario Women in Law Enforcement) Awards commemorates women sworn and civilian, celebrating milestones in law enforcement.

Lori Pilgrim	30 years
Alison Jackson	30 years
Terri-Lynn Parks	25 years
Alison Dyer	25 years
Cindy Hoggarth	25 years

The Carol Winter Humanitarian Award was presented to Constable Dan Mundell

Nine (9) members were presented with a Service Pin:

Jason Morris	20 years
Rob Fitzgerald	20 years
Trevor Hickey	20 years
Samuel McCullum	20 years
Keith Calderwood	20 years
Grant Eastwood	20 years
Jennifer Bell	20 years
Matthew Thomas	20 years
Michael Stephens	20 years

The Knights of Columbus Meritorious Service Award was presented to:

2020	Sergeant John Townsend and PC James McIntyre
2021	PC Robert Cowie & K9 Isaac
2022	DC Brian Urquhart and DC Mark MacDonnell
2023	Sergeant Kirk Kelly
2024	Constable Joshua Gibbs, Investigative Services Unit

In 2024, the following members were presented with Service Award recognition of 5, 10, 15, 20, 25, 30 and 35 years of service:

Michael Jackson	25
Cindy Hoggarth	25
M. Brent Mason	25
Sean Nusink	25

Karen O'Brien	25
Erin Prodonick	25
Gary Pilling	25
Alan Prodonick	25
Laine Schubert	25
Trevor Hickey	20
Matthew Thomas	20
Samuel McCullum	20
Keith Calderwood	20
Grant Eastwood	20
Jennifer Bell	20
James Arcand	15
Christopher Hardill	15
Michael Self	15
Niquel Pritchard-Pataki	15
Paul Courneya	15
Leigh Higley	15
Kyle York	15
Kyle Adey	10
Matthew McGill	10
Robert Videto	10
Joshua Gibbs	10
Joanna McDonald	10
Brian Zimnicki	10
Megan Mattos	10
Christina Nelson	10
Andrew Van Essen	5
Brandon Bigelow	5
Ryan Black	5
Katherine Young	5
Amanda Quintal	5
Isaiah Graham	5
Tina Sanders	5
Kim Overink	5

Financial Services Division

The Financial Services Division, led by the Finance Manager, is essential in providing operational support to the Police Service. This entails comprehensive management of division budgets, special projects, and administrative tasks. The division's structure includes the Fleet & Facility

Coordinator, the Quartermaster & Purchasing Clerk, and, as of June 2024, the Finance Coordinator.

Finance Manager Responsibilities

The Finance Manager oversees the Operating and Capital budgets of the Service, ensuring effective financial planning and reporting. A key role is managing and directing all financial operations and activities within the Service.

Division Functions

The Division ensures compliance with grant requirements and timely reporting. The team also provides liaison support to other departments and agencies as needed.

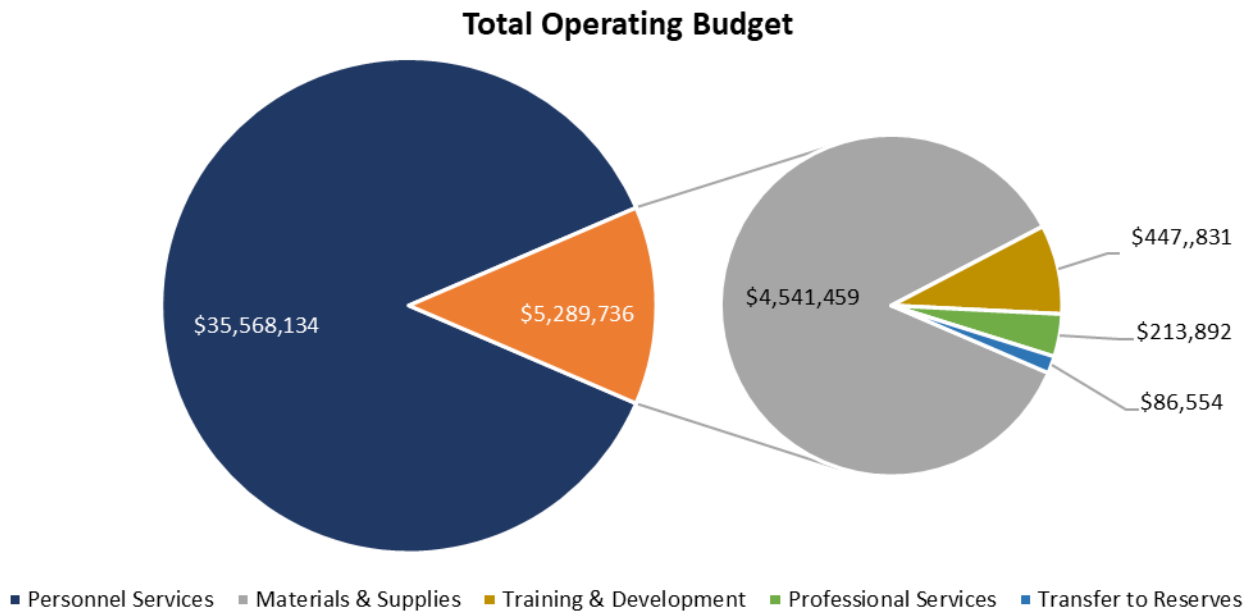
Key Roles and Responsibilities

1. Fleet and Facility coordinator (FFC)
 - Oversees the procurement, maintenance, and repair of Police vehicles and equipment.
 - Manages building maintenance, repairs, and renovations.
2. Quartermaster and Purchasing Clerk (QPC)
 - Manages the procurement of all service uniforms, equipment, and supplies.
 - Oversees supply inventory management.
3. Finance Coordinator
 - Manages vendor invoice processing.
 - Enhances purchasing-card transaction accounting from the QPC.

Technological Tools

The Financial Services Division employs the Questica Budget Suite along with the System Applications and Products (SAP) ERP software to efficiently fulfill its duties and responsibilities.

2024 in Review



Fleet and Facilities

The Fleet and Facility Coordinator (FFC) is tasked with managing the police fleet and is a member of the Police Cooperative Purchasing Group (PCPG). The FFC aims to partner with the International Facility Management Association (IFMA) to maximize costs savings and leverage networking opportunities. Although the position was vacant as of December, it has been filled as of March 2025.

Importance of Fleet Reliability

Reliability and safety of the fleet are paramount for ensuring effective emergency response. The FFC collaborates closely with the Board of Works (BOW) and various contractors to maintain the fleet, thus safeguarding this vital asset.

Financial Management

We depend on the Board of Works for repairs and upkeep. Continuous efforts are undertaken to secure competitive pricing through participation in the PCPG. This involvement enables the use of 'piggyback' clauses in contracts, facilitating cost reductions. Factors such as exchange rates, material costs, fuel prices, and collisions are all significant variables affecting budget stability.

Vehicle Statistics

Vehicle Purchases:

Nine vehicles were acquired, detailed as follows:

- Four Ford Explorer police packages
- One Ford F-150 police package
- Four used vehicles

Supply Issues:

Out of five ordered vehicles, three were delivered in late 2024.

Disposals:

A total of ten vehicles auctioned at North Toronto.

Fleet Maintenance and Repair Statistics

	2022	2023	2024	Year Over Year	Plan	% Spent
Fuel Average per Litre	\$1.48	\$1.33	\$1.31	-1.5%		
Fuel Costs	\$382,839	\$358,269	\$357,789	-0.1%	\$312,500	114.5%
Vehicle Cleaning	\$15,462	\$13,976	\$19,631	40.5%	\$18,000	109.1%
Tires	\$19,729	\$34,811	\$26,302	-24.4%	\$20,000	131.5%
Maintenance Costs	\$161,470	\$188,486	\$221,579	17.6%	\$230,277	96.2%
Insurance	\$152,567	\$183,076	\$243,322	32.9%	\$243,322	100.0%
MVC/Damages	\$55,099	\$40,496	\$54,633	34.9%		

Facility

The Fleet and Facility Coordinator is responsible for:

- Coordinating maintenance projects for police-occupied buildings.
- Monitoring facility-related expenses, such as equipment disposal, service contract fees, and infrastructure improvements.

Accomplishments

- Locker Installation: Added two new lockers to meet the Emergency Response Team's needs.
- Key Management System: Introduced an electronic key cabinet in February to enhance efficiency and fleet management. Implemented at the new site in October.
- Maintenance of New Site: Managed a new police site at 1421 Lansdowne Street starting in June.
- Fleet Expansion: Added five front-line vehicles to accommodate more staff, setting a record for hiring.

Service demand increased from August to November with the new police facility, requiring major repairs and enhanced facility maintenance. Operations ran smoothly due to the Fleet and Facility Coordinator's dedication.

Following a two-week transition period in December, our Finance Coordinator ensured business continuity, taking on the daily tasks of the fleet and facility coordinator during absences.

Procurement and Inventory Management

This report highlights the Quartermaster's activities, covering inventory management, procurement, and logistical support for both sworn and civilian personnel.

The transition to the new Lansdowne Street facility is complete, enhancing efficiency in shipping, receiving, and material staging.

Accomplishments

System Improvements

- Ticket System: Implemented to streamline requisitions, requests, and issue tracking.
- Inventory Management Plan: Introduced to maintain uniform inventory, cutting request fulfillment time from 2-4 weeks to just 2-3 days.

Procurement and Training

- Sourced various inventory management software programs.
- Procured items for stationery and mobile car kits.
- Provided SAP Accounts Payable reconciliation training to the Finance Coordinator.

Facility and Process Enhancements

- Relocated, organized, and improved warehouse storage.

The implementation of the ticket system and the uniform stocking program has enhanced operational efficiency. The ongoing review of inventory software aims to further streamline processes, with the project extending to 2025.

The Quartermaster office has achieved significant progress in streamlining processes and enhancing service delivery. By implementing a service ticket system and improving inventory management, we demonstrated our commitment to operational excellence and continuous improvement.

Ticket System Implementation

Our newly adopted ticket system has greatly improved internal workflow by enabling electronic requisition submission. This transition eliminates cumbersome paperwork, reduces processing time and facilitates efficient workflow management and auditing. This streamlined approach effectively manages increased workloads and ensures reliable tracking of requisition statuses.

Inventory Replenishment Plan

The introduction of our uniform stocking program has notably reduced lead times for uniform

issuance. By maintaining a comprehensive inventory, most requests – excluding custom uniforms - are now fulfilled within 2-3 days, a considerable improvement from the previous 2-4 weeks.

Software and Process Improvements

Collaborating with the Finance Coordinator, we are exploring alternative software solutions to further enhance service efficiency. To date, nine programs have been reviewed, with the project extending into 2025.

Quality Control and Reliability

The Quartermaster office consistently demonstrates reliability through prompt requisition fulfilment. Our stringent quality control measures, in collaboration with suppliers, ensure that all products meet the high standards required by both sworn and civilian staff.

Body Armour Replacement

The ongoing process of body armour replacement is necessitated by its five-year lifespan. In 2024, we successfully replaced 52 units and invested in additional inventory to maintain readiness.

Leadership and Innovation

The Quartermaster continues to spearhead the Equipment Committee, focusing on researching new products to ensure safety and efficiency.

Challenges and Future Outlook

One of the primary challenges we addressed was the establishment of a new warehouse to optimize inventory management. Additionally, we are actively managing ongoing supply chain issues and uncertainties related to the recently imposed US tariffs anticipated in early 2025. Despite these challenges, our commitment to maintaining high standards remains unwavering.

Conclusion

In conclusion, this year has been characterized by outstanding service delivery and operational efficiency. The dedication and hard work of our Financial Services team underscore our collective success. We remain committed to upholding our standards of excellence and eagerly anticipate continued service and improvement in the coming year.



Peterborough Police Service Board Board Report

(Public Session)

To: Chair and Members of the Peterborough Police Service Board
From: Lisa Wilson, Executive Assistant to the Board
Report Date: April 4, 2025
Meeting Date: April 15, 2025
Subject: 2025 First Quarter Report on the Auction Fund Account

Purpose

To provide the Board with a 2025 first quarter accounting of the Board's Auction Fund Account.

Recommendation

That the Board approve the recommendation outlined in this report, as follows:

That the Board receive the 2025 First Quarter Auction Fund Report from the Executive Assistant for information.

Strength Impact

N/A

Budget and Financial Implications

None. The Auction Fund account falls under Sections 258 and 259 of the *Community Safety and Policing Act, 2019* and has no impact on Board and Service budgets.

Background

This report is required under the Board's Financial Policy:

15.8 The Board Executive Assistant will report to the Board quarterly on all deposits and expenditures as well as the account balance.

Account Balances:

Auction funds are held in both a TD Canada Trust chequing account and a 100-day auto-renewing cashable GIC.

The GIC last auto-renewed (principal and interest) on January 2, 2025 at 2.75%. Interest earned from January 2 to the next renewal date on April 12 will be \$493.67.

The GIC had a value of \$65,523.30 as of March 31, 2025.

The chequing account balance was \$37,287.89 as of March 31, 2025.

Activity in the First Quarter:

Grants:

One grant was paid out in the first quarter to Trent University in support of Camp fYrefly in the amount of \$1,000.00. There is one outstanding pre-committed grant for the remainder of 2025 and no outstanding requests.

Pursuant to the Board's Financial Policy, Section 15.5 a), "expenditures approved by the Board in any calendar year shall not normally exceed the revenue received in the immediately preceding year." 2024 revenue was \$12,358.95, leaving a guideline amount of \$10,358.95 available for grants in 2025.

2025 grant activity to date:

2025 Grants	
Approved Grants (Disbursed):	
Trent University - Camp fYrefly (Feb '25)	\$1,000.00
Total:	\$1,000.00

Pre-Committed Grants for 2025	
Fleming College Board Award (2024-2028)	\$1,000.00
Total:	\$1,000.00

Revenue:

Revenue received in the first quarter was \$20,670.39 from both auction sales and seized/unclaimed/found money.

2025 Revenue	
Auctions: Jan '25 Feb '25	
	\$1,820.01
	\$173.05
Seized/Unclaimed/Found Money: Jan '25 Jan '25	
	\$9,772.00
	\$8,905.33
Total:	
\$20,670.39	

Summary

2025 Auction Fund Chequing Account		
Balance on January 1st:		\$18,617.50
Expenditures: Approved Grants: (pre-committed grants - not disbursed yet) Approved Grants:	\$1,000.00	
	\$1,000.00	
Total Expenditures:	\$2,000.00	
Subtotal:		\$16,617.50
Revenue: Auctions, Seized/Unclaimed/Found Money		\$20,670.39
		\$37,287.89

2025 Auction Fund Investments	
GIC - auto-renew, cashable (Principal as of Jan 2 '25)	\$65,523.30
Total GICs:	\$65,523.30

The current balance in the Board's Auction Fund, including the chequing account and investment account, is **\$102,811.19**.

Prepared and submitted by: Lisa Wilson, Executive Assistant



Peterborough Police Service Board - **Board Report**

Public Session

To: Members of the Peterborough Police Service Board
From: Tia Nguyen, Manager of Financial Services

Report Date: April 3, 2025
Meeting Date: April 15, 2025
Subject: 2024 Year-End Financial Report

Purpose

This report is presented to inform the Board about the 2024 year-end financial position of the Peterborough Police Service.

Recommendation

It is advised that the Board approve the following recommendation:

The Board should receive this report and request the City Council to allocate the 2024 Police Service's budgetary surplus of \$8,892 to the Police Special Projects Reserve for future project support.

Strength Impact

Not applicable.

Budget and Financial Implications

The year 2024 yielded an operating surplus of \$8,892, which constitutes approximately 0.022% of the total operating budget. It is recommended that this operating surplus be

allocated to the Peterborough Police Service Special Projects Reserve. The funds will support mandated training and specialized equipment needs under the *Community Safety and Policing Act*.

Background

For thirteen consecutive years, the Peterborough Police Service (PPS) has demonstrated fiscal discipline, completing each year within budget constraints.

By the end of 2024, PPS achieved a surplus, primarily due to exceptional revenue from the Province of Ontario. This highlights the Service’s effective fiscal management and innovative revenue generation strategies, suggesting a positive outlook for sustainable growth.

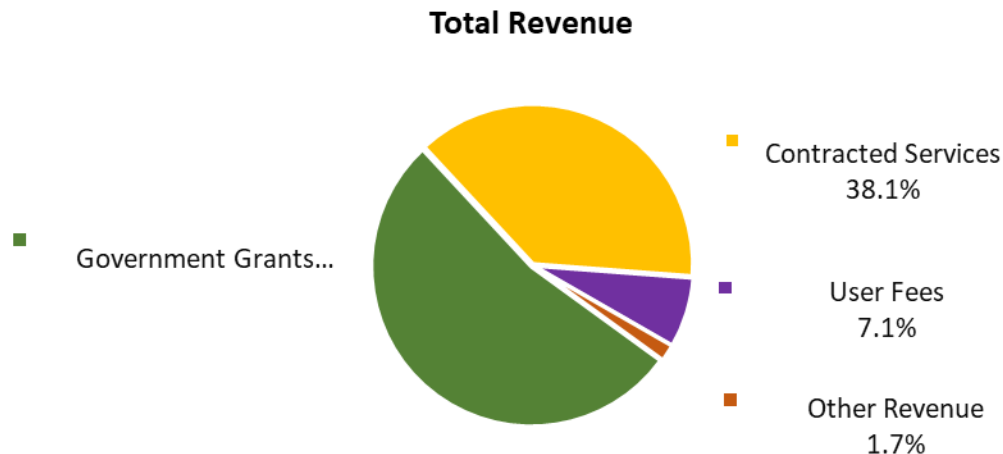
Financial Overview

During 2024, several planned expenditures were deferred or modified, resulting changes that, along with additional unanticipated expenditures, led to certain revenue amounts surpassing the budget. These adjustments in the Service’s operations contributed to a final surplus of \$8,892, effectively preventing the need for transfers from the Police Reserve amount of \$37,368.

Revenue Highlights

The table and pie chart below provide information about the sources of revenue earned in 2024.

Revenue by Source	Actual	Budget	Variance	%
Government Grants	\$3,067,036	\$2,845,642	\$221,394	7.8%
Contracted Services	\$2,202,622	\$2,202,622	\$0	0.0%
User Fees	\$410,008	\$296,000	\$114,008	38.5%
Other Revenue	\$98,159	\$38,000	\$60,159	158.3%
Total Revenue	\$5,777,824	\$5,382,264	\$395,560	7.3%



The 2024 financial results revealed significant variances across several revenue streams compared to budget projections. Key highlights include:

Government Grants: These exceeded budget expectations by \$221,394, resulting in a favourable variance of 7.8%.

User Fees: Surpassed the budget by \$114,008, showing a 38.5% increase.

Other Revenue: Demonstrated a significant rise, exceeding the budget by \$60,159, a 158.3% increase.

Overall, the PPS achieved a total actual revenue of \$5,835,665 compared to a projected \$5,382,264, resulting in an overall favourable variance of \$453,401 or 8.4%.

The positive budget variance is attributed primarily to two factors:

Higher Fiscal Allocation: Notably, an increase of \$78,097 was recorded for the Court Security and Prisoner Transportation program.

Unexpected Funding: The NG-911 project received an additional \$54,932.

Additional income streams included:

Non-recurring Revenue Source: An unexpected income of \$11,736 from taxi and limousine licenses was received, due to the expected administrative transfer of these responsibilities to the city on January 1, 2024.

Increased User Fees: Fees from record checks and alarm calls generated an additional \$108,610, further enhancing financial performance.

Provincial Fund Revenue Allocation

The provincial funds are specifically designated to enhance operations within various programs and strategies, ensuring community safety and addressing key issues such as court security, human trafficking, substance abuse, and impaired driving.

1. Court Security and Prisoner Transportation (CSPT) Grant
Funding: \$1,745,289
Purpose: To partially offset program costs, ensuring efficient and secure transportation of prisoners.
2. Community Safety and Policing Program Local Funding Stream
Funding: \$482,460.
Objective: Strengthen local policing initiatives and community safety enhancements.
3. Community Safety and Policing Program Provincial Funding Stream
Funding: \$500,000.
Goal: Support provincial-level policing programs for comprehensive safety measures.
4. Reduce Impaired Driving Everywhere (R.I.D.E.) Program
Funding: \$20,251
Utilization: Dedicated for sworn officers' overtime or paid duty assignments to reduce impaired driving.
5. Ontario's Strategy to End Human Trafficking
Funding: \$17,400
Allocation: Partially fund officer salaries involved in trafficking investigations.
6. Provincial Strategy
Funding: \$12,540
Purpose: Acquisition of essential computer equipment and training resources.
7. Criminal Intelligence Service Ontario (CISO) Initiative
Funding: \$8,000
Objective: Support training and equipment for criminal intelligent services.
8. Provincial Human Trafficking Intelligence-Led Joint Forces Strategy Program
Funding Details:
 - \$122,090 to support a Human Trafficking Investigator.
 - \$95,000 to support a Human Trafficking Analyst.
9. Substance Use and Addiction Program (SUAP)
Upon conclusion of the grant in 2023, our community partners undertook a meticulous reconciliation process. The process, completed in early 2024, involved

a thorough review and alignment of records. Their diligent efforts culminated in the submission of a final account, providing clarity and insight into the financial administration of the grant. This reconciliation underscored the successful deployment of funds in line with the project goals, while ensuring adherence to financial governance standards. The reconciliation process not only attests to our robust financial stewardship but also highlights the collective efforts and commitment of all parties involved to deliver impactful results for the community.

Funding: \$144,434

Disbursement Through: Four Counties Addiction, Peterborough Drug Strategy, County of Peterborough, and Peterborough Aids Resource Network.

10. CISO Specialized Training Initiative

Funding: Up to \$157,613 annually (January 1, 2024 to December 31, 2025)

Purpose: To finance a Specialized Training Coordinator.

Successful Grant Applications

11. Provincial Business Intelligent and Insights Brand (BIIB) Initiative

Duration: From November 4, 2024 to March 31, 2025

Funding: Up to \$119,639 for a Data Analyst.

12. Provincial Repeat Offender Parole Enforcement Squad Initiative

Commenced October 21, 2024

Funding: Up to \$173,812 per annum.

Note: The grants fund does not hold a balance as revenues and expenditures are balanced annually.

Fees and Charges

A total of \$410,008 was generated through various service charges

- Taxi / Limousine fees and licenses: \$11,736
- Record Checks: \$330,095
- Alarm Calls: \$42,515
- MVC Reports: \$1,800
- Towing fees: \$18,857
- Confirmation Letters: \$1,200
- FOI Requests: \$3,804

Alarm Call Service Revenue

The introduction of the Verified Alarm Response Policy (VARP) on March 1, 2024, has significantly boosted our alarm call service revenue to \$42,515, a 203.7% increase. This favourable variance is attributed to reducing false alarms and enhancing operational

efficiency. An education period was offered from March 1, 2024 to March 15, 2024 with no fees or suspension for adapting to the new system.

Record Checks Service Improvement

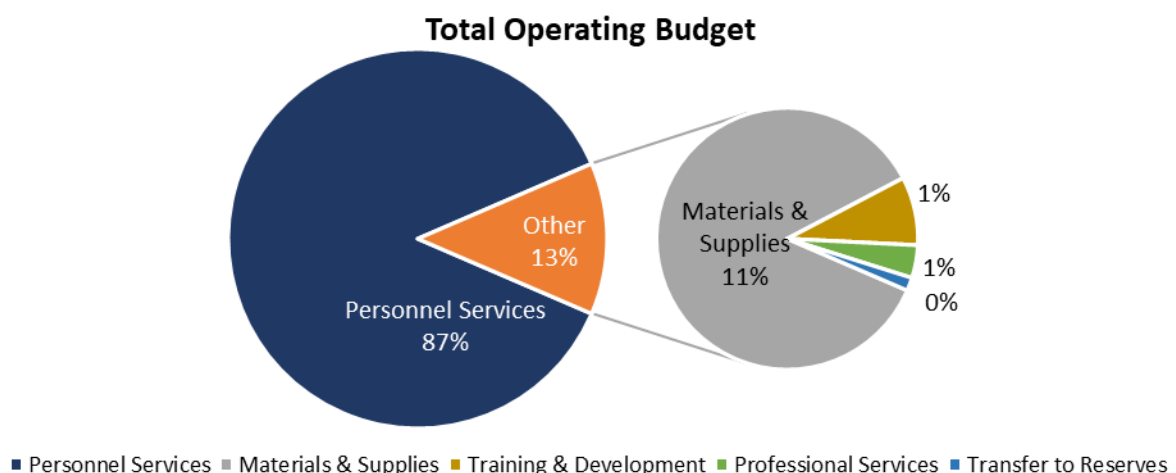
The implementation of Forest Green software and procedural optimization led to a favourable budget variance of \$80,095, reflecting a 32% increase. This initiative underscores our dedication service excellence, aligning with growth targets and client satisfaction.

Expenditures Highlights

The total expenditures reached \$40,857,870 against a budget allocation of \$40,471,201, resulting in a variance of 1%.

The table and pie chart below provide information about police operating expenditures by category.

Expenditures by Category	Actual	Budget	Variance	%
Personnel Services	\$35,568,134	\$36,415,509	-\$847,375	-2.3%
Materials & Supplies	\$4,541,459	\$3,358,908	\$1,182,551	35.2%
Training & Development	\$447,831	\$390,230	\$57,601	14.8%
Professional Services	\$213,892	\$220,000	-\$6,108	-2.8%
Transfer to Reserves	\$86,554	\$86,554	\$0	0.0%
Total Police Expenditure	\$40,857,870	\$40,471,201	\$386,669	1.0%



In 2024, the Service welcomed 11 new sworn officers and 18 new civilian employees. However, we also saw the departure of 3 sworn officers and 11 civilian employees due to retirements and resignations. This shift reflects a period of transition and adaptation as we continue to grow as an organization.

Personnel costs constituted 87.1% of the total gross operating budget. For the 2024 fiscal year, personnel costs were \$35,568,134, which is 2.3% below the annual budget of \$36,415,509. This variance reflects significant savings due to unfilled positions and other strategic factors.

Key Factors Contributing to Savings:

1. Unfilled Positions: Savings were realized from three budgeted positions that remained vacant for part of the year.
 - People Services position filled in May.
 - Financial Services position filled in June.
 - IT Services position was filled in February 2025
2. Ontario Grant-Funded Position: A Crime Analyst position funded by an Ontario grant was filled for a part of the year.
3. Secondment Positions: Two provincially seconded positions were unoccupied for part of the year.
4. Health Benefit Adjustments: A one-time favourable adjustment of \$246,889 was made to employee health benefits premiums.

Saving from these vacancies and adjustments contributed to a reduction in salary and benefit expenditures. Nonetheless, these were partially offset by increased part-time and contract staff usage, in addition to higher-than-anticipated overtime expenses.

Non-Personnel Costs Overview

Non-personnel expenses were \$1,234,044 or 30.4% above budget estimates. This surge was predominantly related to expenditures related to provincial-funded programs, higher cost levels, and unexpected expenses.

Specific Expense Variances:

Materials and Supplies

In 2024, supply and material costs exceeded that allocated due to two primary factors. Firstly, the procurement of equipment and training funded by provincial grants. Secondly, there were high costs for police uniform and operating supplies, exacerbated by the need to purchase replacement items when the intended items were unavailable. These factors led to the increased expenditures.

Recruitment Costs

The recruitment expenses surpassed expectations due to strategic initiatives to address staffing shortages resulting from retirements and resignations. The proactive approach in handling these transitions was essential for maintaining operational efficiency.

Vehicle Costs

Vehicle-related expenditures, including repairs, maintenance, and fuel went over budget by \$91,540, representing a 16.7%. This variance was mainly due to elevated fuel prices and unexpected repair needs, necessitating immediate financial adjustments.

Contractual Services

Contractual services saw an unfavourable variance of \$360,571, corresponding to a 77.5% increase. This was primarily due to higher charges in existing service contracts and unforeseen expenses tied to the establishment of an office on Lansdowne Street. Additional financial impacts included:

- High-speed fiber optic installation
- Networking equipment
- Shelving and storage units
- Monthly service charges
- Procurement of routers and modems for enhanced connectivity

The setup of the new facility led to increased demands on the Finance Coordinator's and the Facility Coordinator's time.

Software Licences

To support evolving operational needs, investments were made in software licences and subscriptions as follows:

- OSL Mobile Platform: \$13,000
- Additional in-car camera software licences: \$26,245
- Norigen Data Analysis: \$37,639
- PenLink Canada Geo Time: \$18,653
- ArcGIS: \$43,553
- Magnet Forensics: \$77,753
- CAD Mapping Update: \$23,168
- OPTIC Upgrade: \$10,355

While these efforts led to budget overruns, they also positioned the organization to better manage capacity and service demands moving forward.

Legal Services

Our legal expenses were slightly under budget by \$6,108. This result was achieved through a strategic allocation in our budget, which was double compared to the previous year's estimate. This careful planning helped prevent a substantial deficit. It is crucial to acknowledge that legal costs are subject to external factors such as timing and the inevitable expenses that come with police operations.

Training and Development

Training and development spending exceeded our forecasts by \$57,601, making a 14.8% increase over initial estimations. This reflects our ongoing dedication to professional development, which is crucial for addressing sophisticated internet crimes. The increase in training costs was attributed to the specialized courses required for our detectives who transitioned to the Criminal Investigation units. Additionally, a mandated course for newly appointed sergeants contributed to this increase.

The financial outcomes for 2024 demonstrate both prudent fiscal management and the ability to respond to external factors. Despite a carefully managed cost structure, essential services continued to be delivered effectively.

Capital Expenditures Highlights

In 2024, \$971,178 was allocated for capital projects. Significant budget support came from:

- Vehicle Sales: \$97,175
- Computer Equipment Donation: \$7,802
- Insurance Proceeds: \$32,276

As of December 31, delivery of two out of five ordered patrol vehicles was pending, which is beyond our control.

Major Completed Projects (2024)

- Vehicle replacements: \$293,069
- In-Car Camera System: \$274,707
- In-Car Computer System: \$57,392
- Computer Equipment: \$101,290
- Forensics Computer Equipment and Servers: \$92,046
- 911 Communications Workstations: \$139,947
- Community CCTV security cameras: \$12,727

Internally Restricted Funds

Significant allocation of reserve funds have been committed as follows:

- The Police Special Projects Reserve: Current balance is \$1,114,912. This includes \$409,541 designated for ongoing capital projects. Consequently, the net restricted funds amount to \$705,371, representing 63.3%.
- Legal Fees Fund: Balance of \$237,682.
- Social Contract Account: Balance of \$45,759
- Police Recruitment Reserve: Balance of \$33,808.
- Police Strategic Plan Account: Balance of \$48,570.45.
- Sayer Memorial Heritage: Balance of \$215.
- Police Health Care Spending Account: Balance of \$140,534.

Summary

The 2024 Operating Budget reflects a surplus of \$8,892.

Subject to City Council's approval, the Police Services Board proposes the transfer of this surplus to the Police Service Special Projects Reserves.

Prepared by: Tia Nguyen, Manager of Financial Services

Reviewed by: Peter Sejrurp, Staff Inspector

Submitted by: Stu Betts, Chief of Police

Attachment: 2024 Statement of Operations

Peterborough Police Service
Statement of Operations
for the period ended December 31, 2024

Cost Elements	Act. Costs To Date	Annual Plan Costs	Var.(Abs.)	Var.(%)
405005 Consolidated - City	(35,088,937)	(35,088,937)	-	0.0%
410000 Provincial Grant	(3,067,036)	(2,845,642)	(221,394)	7.8%
410400 Other Municipalitie	(2,202,622)	(2,202,622)	0	0.0%
440935 ForeignEx. Gain/Los	0		0	
450160 Taxi and Limo Fees	(11,736)		(11,736)	
450162 Criminal Record Chk	(330,095)	(250,000)	(80,095)	32.0%
450165 Alarm Calls	(42,515)	(14,000)	(28,515)	203.7%
450170 MVC Reports	(1,800)	(2,000)	200	-10.0%
450175 Towing Fees	(18,857)	(23,000)	4,143	-18.0%
450178 Police Paid Duty	(465,336)	(35,000)	(430,336)	1229.5%
450180 Confirmation Letter	(1,200)	(2,000)	800	-40.0%
450185 FOI Request Fees	(3,804)	(5,000)	1,196	-23.9%
450220 Other Recoveries	(16,100)	(3,000)	(13,100)	436.7%
450320 Room Rental	(11,057)		(11,057)	
460100 Cost Rec Tsf frm Ca	(54,932)		(54,932)	
472013 Tsf frm Police Busi	(33,420)		(33,420)	
490002 I/F - Police Noise	(15,474)	(25,000)	9,526	-38.1%
560005 Salaries - Full tim	24,583,304	26,073,859	(1,490,555)	-5.7%
560125 Wages - Part Time	265,071	409,059	(143,988)	-35.2%
560145 Wages - Contract	198,312		198,312	
560150 Overtime	1,125,987	654,500	471,487	72.0%
560200 Double Time	2,475		2,475	
560250 Stat Holiday Pay	15,580		15,580	
560265 Pay Equity Mtce.	2,825	5,000	(2,175)	-43.5%
560270 Meal Allowance	871		871	
560295 Employee Benefit OH	7,316,335	7,726,891	(410,556)	-5.3%
560325 OMERS Pension - Emp	(9,911)		(9,911)	
560335 WSIB	1,278,534		1,278,534	
560338 WSIB - Allocated		1,225,600	(1,225,600)	-100.0%
560348 Retiree Costs-alloc	353,404	290,000	63,404	21.9%
560365 Accrued Payroll Cos	265,120		265,120	
560370 Accrued Vacation Pa	278		278	
560375 Other Remuneration	132,581	30,600	101,981	333.3%
560380 Paid Duty Expense	372,033		372,033	
560382 Paid Duty - Music F	16,553		16,553	
560385 Paid Duty Noise	15,474	25,000	(9,526)	-38.1%
560390 Paid Duty Ride	30,769		30,769	
568000 Electricity		1,600	(1,600)	-100.0%
568015 Telephone	65,556	80,670	(15,114)	-18.7%
568020 Cellular Phone	171,276	120,000	51,276	42.7%
568040 Insurance	243,322	243,322	0	0.0%
568075 Fibre/Computer Line	121,061	58,600	62,461	106.6%
568095 Radio License	12,327	12,000	327	2.7%
568140 Postage	2,468	1,500	968	64.5%
568145 Photocopies	39,870	42,500	(2,630)	-6.2%
568150 Business Cards	382	500	(118)	-23.6%
568155 Office Supplies	26,382	25,000	1,382	5.5%
568160 Operating Supplies	75,751	88,500	(12,749)	-14.4%
568210 Paper Supplies & En	30,808	22,000	8,808	40.0%
568234 In Service	16,601	25,000	(8,399)	-33.6%
568235 Examination Supplie	9,777	6,000	3,777	63.0%
568240 Identification Supp	5,334	3,000	2,334	77.8%
568255 Fuel	342,996	302,500	40,496	13.4%
568260 Lubricants	14,808	10,000	4,808	48.1%

Peterborough Police Service
Statement of Operations
for the period ended December 31, 2024

Cost Elements	Act. Costs To Date	Annual Plan Costs	Var.(Abs.)	Var.(%)
568262 Repairs&Maintenance	7,519		7,519	
568265 R&M - Equipment	29,742	37,000	(7,258)	-19.6%
568280 R&M - Buildings	151,929	45,000	106,929	237.6%
568290 R&M - Automobile	115,037	77,000	38,037	49.4%
568295 R&M - Bike Patrol	7,823	8,000	(177)	-2.2%
568300 R&M - Vehicle Clean	19,744	18,000	1,744	9.7%
568305 R&M - Tires	26,302	20,000	6,302	31.5%
568325 R&M - Desktop HW	18,755	10,000	8,755	87.5%
568360 Investigations	8,284	17,000	(8,716)	-51.3%
568370 Healthcare Spending	37,369		37,369	
568415 Operating Equipment	2,357		2,357	
568420 Computer Equipment	325		325	
568442 Incidentals	109,695	60,859	48,836	80.2%
568450 Food expenses	2,478	2,500	(22)	-0.9%
568460 Books & Publication	432		432	
568480 Materials	298,619		298,619	
568490 Transcripts	2,432	2,400	32	1.4%
568505 Investigative Exp.	40,785	50,000	(9,215)	-18.4%
568530 OPTIC Costs	221,625	248,040	(26,415)	-10.6%
568535 Prisoner Care	35,122	25,000	10,122	40.5%
568545 Evidence Bags	6,446	2,500	3,946	157.8%
568550 Batteries	5,730	6,500	(770)	-11.8%
568552 Police Boots	27,646	22,000	5,646	25.7%
568560 Tunics	25,149	6,000	19,149	319.1%
568565 Body Armour	72,955	30,000	42,955	143.2%
568568 Police Belts & Hold	30,879	15,000	15,879	105.9%
568570 Regalia	15,693	12,000	3,693	30.8%
568575 Gloves/Mitts	1,498	5,000	(3,502)	-70.0%
568585 Alterations	1,923	2,500	(577)	-23.1%
568590 Ammunition	75,098	90,000	(14,902)	-16.6%
568598 UOF - Police Gear	8,471	20,000	(11,529)	-57.6%
568610 HR Services	11,082	15,000	(3,918)	-26.1%
568795 Position Ads/Recrui	28,394	45,000	(16,606)	-36.9%
568840 Staff Retirements	664	2,000	(1,336)	-66.8%
568860 Employee Medicals	32,746	28,000	4,746	17.0%
568865 Clothing and Unifor	160,380	112,000	48,380	43.2%
568875 Clothing Allowance	32,497		32,497	
568895 Business Travel	2,024		2,024	
568896 Travel - Meals	1,179		1,179	
568900 Memberships/Subscri	18,537	25,830	(7,293)	-28.2%
568905 Training&Developmen	8,898	13,000	(4,103)	-31.6%
568915 Continuing Educatio	9,244	15,000	(5,756)	-38.4%
568920 In-House Training	8		8	
568925 Seminars/Workshops	293,249	211,400	81,849	38.7%
568930 Conferences/Conv.	8,275	10,000	(1,725)	-17.2%
568985 Health and Safety	14,717		14,717	
570005 Contractual Service	825,552	464,981	360,571	77.5%
570010 Consulting Services	57,840		57,840	
570020 Professional Fees	817		817	
570030 Legal Fees	213,892	220,000	(6,108)	-2.8%
570080 Security	58,851	1,600	57,251	3578.2%
570085 Courier Service	5,171	7,000	(1,829)	-26.1%
570095 Advertising	21,014	10,000	11,014	110.1%
570120 Radio System Servic	386,947	396,538	(9,591)	-2.4%

Peterborough Police Service
Statement of Operations
for the period ended December 31, 2024

Cost Elements	Act. Costs To Date	Annual Plan Costs	Var.(Abs.)	Var.(%)
570185 Translation Service	230		230	
570210 Towing	7,207	3,000	4,207	140.2%
574000 Lease Costs	7,110	8,500	(1,390)	-16.3%
574020 Tower Site Rental	25,059	23,000	2,059	9.0%
574035 Ext. Equipment Rent	217	5,000	(4,783)	-95.7%
578345 Unreconciled Diff.	1		1	
772009 Tsf to Police - Rec	10,000	10,000	-	0.0%
772013 Tsf to Police Busin	27,500	27,500	-	0.0%
772017 Tsf to Police - HCS	49,054	49,054	-	0.0%
790055 I/F-PTS Data Proc.	317,021	317,021	-	0.0%
790105 I/F-PW Services Exp		160,277	(160,277)	-100.0%
790109 I/F-PW Fleet Expens	168,476		168,476	
	(8,893)	-	(8,893)	