

# AGENDA

## Bridgewater Board of Police Commissioners

April 3<sup>rd</sup>, 2025 @ 5:30 PM

Community Room – Bridgewater Police Service

### Order

### Additions/Deletions to Agenda

### Land Acknowledgement

### Declaration of Conflict of Interest

### Training Opportunity

Major Investigations

### Minutes

March 2025

### Correspondence & Information

MOU – Language Interpreters

25-008 Letter from Public Safety – DRE Program

### Unfinished/Old Business

25-010 through to 25-017 Standards Update

### New Business

Strategic Plan

25-009 March Monthly Report

Commission Reports and Topics- discussion

### Sundry

### Next Meeting

May 1, 2025

### Adjournment

*There will be an In-Camera meeting held immediately following this meeting to deal with matters under the Municipal Government Act, Section 22 (c), 22 (e) and 22 (h).*

**MINUTES**  
**BRIDGEWATER BOARD OF POLICE COMMISSIONERS**  
**March 6<sup>th</sup> , 2025**

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on March 6<sup>th</sup> , 2025 the Bridgewater Police Service, 45 Exhibition Drive, Bridgewater, NS commencing at 5:30 pm with Board Chair Darren Lipsett presiding.

In attendance: Commissioners Palma Champoux, Diane Spencer, Mike Conklin, Fay Patey and David Mitchell.

Also present: Chief Scott Feener, Deputy Chief Danny MacPhee, Deputy CAO Mark Flint and Recording Secretary Patty Sleep.

Regrets: Commissioner Cheryl Fougere

Guests: DOJ - Charcy Marchand, executive director and Tim Mills, two members of the public.

**ORDER**

Call to order: 5:30PM.

**ADDITIONS/DELETIONS**

**DECLARATION OF CONFLICT OF INTEREST**

**AGENDA**

**25-008** Moved by Commissioner Mitchell and second by Commissioner Champoux to approve the March Agenda. Motion Carried.

## **TRAINING**

### **Dept of Justice - Charcy Marchand & Tim Mills, Public Safety Division**

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Department of Justice representatives attended the commission meeting as the training opportunity.

The goals and objectives of this visit:

- Provide and overview of the Public Safety & Security Division within DOJ
- Discuss the principals of policing
- Outline the role of Police Board Governance
- Discuss authorities & functions of a police board as per the Police Act
- Discuss the roles and responsibilities of board members

The Minister of Justice is responsible to ensure an adequate and effective level of policing throughout the Province.

Municipal Board Functions:

- Setting Priorities & Objectives
- Policy & Planning
- Community Relations

It is not the Board's function to get involved with the operations of the police service.

Board members are required to take an Oath of Office and understand the Code of Conduct under Police Act Regulations, Section 79.

The Board Chair is responsible for meeting logistics, new member orientation, police chief appraisal and acts as the board's spokesperson.

DOJ will provide the slide deck, which will be circulated to commission members for reference.

It was determined upon the conclusion of the presentation, the Bridgewater Board of Police Commissioners is functioning properly.

## **MINUTES**

- 25-009** Moved by Commissioner Patey and seconded by Commissioner Spencer to approve the Minutes of the February 6<sup>th</sup> , 2025 regular meeting.  
MOTION CARRIED.

## **CORRESPONDENCE & INFORMATION**

### **OLD/ BUSINESS**

#### **AOP Funding Update**

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To date, the chief has not received updates on the status of the AOP funding.

It is hoped, once the Province finalizes their budget, BPS will be updated.

#### **2025-26 Operating Budget**

*doc# 25-006A*

The final draft of the 2025-26 Operational Budget has been circulated.

A few additional changes include funding for the new ICE Unit, both training and equipment as well as HR and IT support.

### **NEW BUSINESS**

#### **ICE Funding & Training**

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Two members will participate in three weeks of training HQ in Halifax, hosted by the Canadian Police College starting in late April. Computers and equipment will be provided and funded by the Department of Justice.

#### **Operational Review from Council**

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Commissioner Cheryl Fougere added this topic to the agenda for discussion.

All departments in the Town of Bridgewater will be undergoing an operational review to identify efficiencies and deficiencies. It was suggested, the Police Commission discuss and explore this review for the Bridgewater Police Service.

Until further information is received on terms, cost, etc., it is difficult to make a firm decision, however, all agreed it is worth exploring.

- 25-010** Moved by Commissioner Patey seconded by Commissioner Conklin for the PC to explore (in conjunction with Town Council) an operational review and set aside funding in the 2025-26 Operational Budget. Motion Carried.

**February monthly report**

**doc # 25-007**

The Provincial Act Fines and the amount outstanding was discussed.

Board members are interested in information on percentages of fines typically received. What percentage of funds are typically collected?

Outstanding fines under the Motor Vehicle Act are more likely to be paid as the mv branch can flag individuals and collect prior to having a license or vehicle permit issued. Liquor Control and dog fines are less likely to be paid as there is no course of action.

Chief will inquire about percentages and data and report at the April meeting.

The Senior Safety program report, included in the month end was discussed. -

Questions raised in terms of housing and medical care were noted as two items which appear monthly, with little update as to progress.

Chief Feener advised of statistics and additional data, provided by the Senior Safety Coordinator; which will be circulated to the Board via email.

Further to this, Commission members are interested in additional information and data which the Department of Seniors hold.

**25-011** Moved by Commissioner Spencer and seconded by Commissioner Patey, requesting the Board Chair write a letter to the Department of Seniors seeking clarification on the data and what actions are being taken within the Senior Safety Program and send a request to Town Council to do the same. MOTION CARRIED.

Attending guest and resident of Bridgewater, Bill Roger, took a moment at the conclusion of the meeting to raise the topic of equity, diversion and inclusion.

He wanted to make the Board aware of free training on this topic, taking place in Halifax on April 10<sup>th</sup> for consideration.

Dave Walker, NSAPG member, spoke for a moment, to advise of the NSAPG AGM taking place May 22 and 23 in Truro. Board Chair, Darren Lipsett will ensure the Bridgewater Board is represented.

Bridgewater Board of Police Commissioners  
Regular Meeting  
March 6<sup>th</sup> , 2025

**25-012** Moved by Commissioner Spencer / Seconded by Commissioner Conklin to add \$10,000 to the Operational Budget for potential operational review, to be allocated as appropriate. Motion Carried

**25-013** Moved by Commissioner Patey / Seconded by Commissioner Champoux, recommend to Town Council for the Town of Bridgewater, the proposed operating budget of \$4,723,071 for the 2025/26 Fiscal Year. Motion Carried.

**NEXT MEETING**

The next meeting is scheduled for Thursday, May 1<sup>st</sup> , 2025.

**ADJOURNMENT**

**25-014** Moved to adjourn the meeting by Commissioner Mitchell. Motion Carried

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Patty Sleep  
Recording Secretary

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Darren Lipsett  
Board Chair



## Justice

### Public Safety and Security Division

Hayley Crichton, Executive Director of Public Safety and Security Division

1690 Hollis Street  
PO Box 7  
Halifax, NS B3J 2L6

Phone:  
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902 424-3315  
902 424-0700

*25-008*

March 14, 2025

Dear Chiefs, Deputies, and RCMP Colleagues,

### Re: Law Enforcement Capacity in Nova Scotia to Address Drug-Impaired Driving

We learned on Thursday, March 13, 2025, from Public Safety Canada that the funding associated with the initiative, *Building and Enhancing Law Enforcement Capacity in Nova Scotia to Address Drug-Impaired Driving in Canada* will not continue beyond its expiry date of March 31, 2025.

The funding under this agreement has facilitated the creation of the Drug-Impaired Driving Training Team made up of law enforcement officers from the Royal Canadian Mounted Police and municipal agencies working together to support the learning and capacity development of law enforcement agencies through Standardized Field Sobriety Testing training, Drug Recognition Expert training and development, and the purchase of Approved Drug Screening Equipment to address drug-impaired driving in the Province. This integrated team worked closely with all agencies to facilitate training and best practices and we appreciate the significant work of all the members of the team from its inception in 2018.

Public Safety Canada advised that although this initiative is coming to a close, there may be a possibility for funding related to drug-impaired driving in the future; we will engage with you as we learn more about any funding possibilities.

We have been working closely with all partners involved on this file as we awaited additional information and will continue to work with you and your teams as we transition officers out of the Drug-Impaired Driving Training Team and back to home agencies.

Thank you for your continued support of this initiative. We will keep you apprised of any further developments.

Sincerely,



Hayley Crichton  
Executive Director  
Public Safety and Security Division  
Nova Scotia Department of Justice



*PLX* 25 - 009

## Monthly Report - March 2025

### PERSONNEL & ADMINISTRATION

Both the Chief and Deputy and staff had a busy month, operationally, with the homicide investigation.

Deputy MacPhee participated in a video conference with OPP and FBI on past investigation

The Provincial Long Service Awards ceremony was held in Halifax this month. Sgt Terry Brekker, Sgt Steve Shipley and Cst Jamie Dearing were recipients. Chief Feener attended.

Chief Feener attended two meetings with the Nova Scotia Chiefs.

Chief and Deputy Chief met with the Crown, RCMP and other advocacy groups in regards to child assaults and sexual assault investigations.

BPS hosted a Youth Sexual Assault meeting with the Crown, RCMP and other advocacy groups. Both the Chief and Deputy attended.

In mid March, the Deputy attended a meeting with RCMP and the High Risk Intimate Partner Violence Team, including a new case worker with the region.

Chief Feener attended a meeting with Dept of Health while the deputy attended one for Criminal Injury Counselling.

Chief and Deputy met with WCB case specialist to discuss excessive absenteeism and a second meeting held to review current officers off duty.

A video presentation was provided by the Deputy to Montreal Police Service on the use of electric patrol vehicles.

A monthly meeting was held with Motorola on the body worn camera trial.

Alert Ready held their quarterly meeting this month, the Deputy attended.

Derek Childs, DRE, attended Miramichi to instruct on DRE for two days. He also attended Amherst for one for DRE recertification, Middleton for a day to instruct both Sotoxa and SFST.





## Monthly Report - March 2025

### FINANCIAL - February ending:

	February 2025	YTD	2024/25 Budget
Parking Fines	\$ 720.00	\$14,465.00	\$ 7,000.00
Parking Meter Revenue	\$ 1957.87	\$23,4203.90	\$ 22,500.00
Provincial Act Fines	\$ 2972.19	\$38,611.09	\$125,000.00

### Senior Safety Coordinator

Attached, please find the monthly report for February submitted by Ms. Lisa Bennett.

### SSRO

Attached, please find the March monthly report for SSRO, submitted by Cst Will Creamer.

### CID

Attached, please find the March monthly report for the CID, submitted by Det/Cst Jodi Arns.

### K-9

Attached, please find the March monthly report for K-9 Unit, submitted by Cst Morgan Gibson.

Respectfully submitted,

Chief Scott Feener



## CID - March Month End

- Conducted homicide investigation. Male has been charged with first degree murder.
- Assisted with executing search warrant for firearms. Two prohibited handguns, ammo and a grenade located. Male charged with various firearms related offences.

Submitted by Sgt M. Bennett



## K-9 Month End - March 2025

- Assisted with Search warrant resulting in the recovery of two firearms and a suspected live grenade. Able to provide security for members and be in position to arrest any suspects attempting to escape the residence.
- Assisted HRP training section with a K9 presentation and provide K9 scenarios to their current cadet class.
- Assisted HRP K9 with their ongoing selection process for a new handler.
- Assisted with ongoing calls for service.
- Attended regular K9 training. Improved weather has seen a return to more tracking.

*Submitted by Cst Morgan Gibson*



## SSRO - March Report

### School Matters:

- BJHS – patrol school zone during opening
- PVEC – patrol school zone during opening
- BJHS – SAC
- PVEC – SAC – Chair
- SAC Regional – Spring meeting/training
- PVEC – Donuts for Ideas (students shared 3 presentation ideas/subjects they wish they knew more for donuts.
- Foot patrols at identified locations at PVEC continue.
- BJHS – Safety Check completed
- Restorative Justice – meeting
- Follow up with Career Pathways – provincial initiative
- Presentation for O2 class on process of becoming a police officer.
- Update with parents on previous matters addressed last month. (most updated completed via phone one parent requested in person meeting with Cst. CREAMER and PVEC staff)
- Police Occurrences:
- BES – Family Law Act
- Restorative Justice – open line call to SSRO – unwanted male at RJ
- BJHS – report of suicidal student – Student located by members and confirmed safety and follow up with guardian.
- PVEC – Follow up with at vulnerable student that has not been seen at school for two weeks. Located student and guardian. Parent is out of the province and guardian was just not requiring young person to attend school. Wrap around supports put into place.
- PVEC – Suicidal student – located and confirmed plan and taken pills. Taken to SSRH to be assessed
- PVEC – Suicidal student – student has made a noose and left school property. Located and transported to SSRH to be assessed.

### Protection of Property Action

SOT 3(1)e - Breach of Protection of Property Act

### Motor Vehicle Act

19G (Warnings)  
Registration – x 5  
Speeding – 1

### SOTS (Tickets)

37(1) MVA – Failing to display registration for current year – x 3  
64 MVA – Operating motor vehicle without valid license  
83(3) MVA – Failure to follow traffic sign  
230(1) MVA – Failure to operate motor vehicle without proof of valid insurance – x 3  
287(2) MVA – Operating motor vehicle while license or privilege of obtaining license is suspended/revoked – x 2

Submitted by Cst Will Creamer



# Lunenburg County Seniors' Safety Program

## Monthly Report – February 2025

Prepared: March 14, 2025

The LCSSP is a free confidential community-based non-profit service that works collaboratively with BPS, RCMP, and many community partners to help address the safety concerns of older adults (55 years of age+), residing in Lunenburg County. Service is provided through awareness campaigns, advocacy, community outreach projects, educational programs, community presentations and one to one service.

### LCSSP February highlights:

- The popular **“Warmline” program has come to end.** Seniors Connections will be taking on existing clients through **“Connecting with A Friendly Voice”** and are now accepting calls. This is a free service for those 55+, available 7 days a week from 9 am – 11 pm AST. **1-855-892-9992** Please share this number. **This service is free!!**
- There’s been ongoing collaboration with the Coordinator of **“Connecting with a Friendly Voice”**; discussions on joint training opportunities, resource sharing, meeting volunteers (they are in Ontario) to give better context to the local challenges of our older adults. This is a welcomed service that doubles as another way to check in on our older adults and any new concerns they may have. They have also invited LCSS to participate in online training opportunities. The first one will be in April
- Attended the United Way Funded Partner Gathering **Feb 12.**
- **Feb 20** Gender-Based Violence Prevention Training through Multicultural Association in person. Please follow the link for important information on intimate partner violence.  
<https://www.bridgewaterpolice.ca/services/intimate-partner-violence>
- **Feb 27 Community Links virtual Tea and Talk**
- The **Annual Report for the Department of Seniors and LTC** has been submitted.
- **Currently working on presentation asks for NSCC and Senior Safety Academy.**
- **Note: 20 referrals** have come in for the month of February.
- Follow this link for LCSS resources on Mental Wellness in older adults  
<https://www.bridgewaterpolice.ca/services/special-services/seniors-safety-learning-resources>

**Special request for used iPhones – Used iPhones are repaired and other working cell phones (android or flip phones) are distributed to seniors, and others in need, to keep them connected to essential service providers, healthcare and emergency services. For isolated older adults this can be extremely important. If you have a cell phone not being used, please consider donating to either the Lunenburg County United Way or LCSSP for redistribution.**





# Lunenburg County Seniors' Safety Program Monthly Report – February 2025

Prepared: March 14, 2025

- Collaborative client specific meetings with Western Housing Authority, SSRH/NSHA, CCC, Adult Protection. Mental Health/Addictions, Palliative Care and SSODA.
- Collaborations for clients also include St. Vincent de Paul, PHA, SSRH, MLA offices, Service Canada and many more.
- Collaborative visits with RCMP, Continuing Care and PHA

### Referrals:

New Referrals: **13** + Re Referrals: **7** Home/site Visits: **12** Active clients: **73** Closed files: **8**

New Referrals Service Area in Municipal Units (#'s have been rounded either up/down)	%
MODC	25 %
MODL	30 %
Mahone Bay	10 %
Lunenburg	5 %
Bridgewater	30 %

### Referral Source:

Community Partner **35%** Self/Family **45%** RCMP **10%** BSP **10%**

**Areas of concern:** Safe/affordable/accessible Housing, Seniors' Mental Health/Addictions, Adult Protection, Hoarding, Scams/Fraud, Cost of living, Community resources/connections, Health Care (no primary care physician). LCSSP is seeing an increase of complex issues and concerns at the time of referrals/intakes. This translates into clients being active clients longer and collaboration with multiple disciplinaries.

### LCSSP Client Emergency Contingency Fund (CECF):

The CECF continues to serve the community in partnership with other organizations to help mitigate risk for seniors experiencing financial hardship. **The end of February, 2025 float count balance: \$555.04: unchanged.**

*'Thank you to all Lunenburg County Seniors' Safety Program supporters.  
We couldn't do what we do without you.'*



25-010

## GENERAL

The Bridgewater Police Service will train and utilize the Vascular Neck Restraint (VNR) for use in the execution of duty in accordance with the National Use of Force Framework (NUFF).

## DEFINITION

Vascular Neck Restraint is captured in the physical control portion of the National Use of Force Framework. Officers must use strategies to continually assess, communicate, attempt to intervene and de-escalate when in contact with any subject.

## POLICY

- 01 BPS officers will be trained in Vascular Neck Restraint.
- 02 Training will be facilitated by certified instructors.
  - i. Instructors will assess officer evaluation of VNR appropriateness.
  - ii. Instructors will address legal justifications pursuant Criminal Code and articulation of VNR usage.
  - iii. Instructors will ensure post application care of subject is covered in all training and recertification.
- 03 Recertification will be conducted in accordance with the recommendations of the Use of Force Working Group.
- 04 BPS will store records of all training, qualification and re-qualification for the officer's active career and seven (7) years post career.
- 05 Vascular Neck Restraint techniques will be practiced in accordance with the National Use of Force Framework. If officer(s) or public safety is compromised officers are expected to respond safely.



*pol 25-011*

**GENERAL**

The Bridgewater Police Service will not issue, test or use speciality munitions.

**POLICY**

- 01        Bridgewater Police Service reserves the right to review the use and issuance of speciality munitions in the future.
  
- 02        Any decision to issue speciality munitions will meet the requirements detailed in the Provincial standards.





*POL 25-012*

## GENERAL

The Bridgewater Police Service will train and practice Crisis Intervention and De-escalation for use in the execution of duty in accordance with the National Use of Force Framework (NUFF).

## DEFINITION

Crisis Intervention and De-escalation falls under the communication piece of the National Use of Force Framework. Officers must use strategies to continually assess, communicate, attempt to intervene and de-escalate when in contact with any subject.

## POLICY

- 01 BPS officers will be trained in Crisis Intervention and De-escalation techniques
- 02 Training will be facilitated by certified instructors.
- 03 Recertification will be conducted in accordance with the recommendations of the Use of Force Working Group.
- 04 BPS will store records of all training, qualification and re-qualification for the officer's active career and seven (7) years post career.
- 05 Crisis Intervention and De-escalation techniques will be practiced in accordance with the National Use of Force Framework. If officer(s) or public safety is compromised officers are expected to respond safely.



## GENERAL

The Conducted Energy Weapon (CEW) is classified as an intermediate tool in the context of the Nova Scotia Use of Force continuum.

## DEFINITION

The CEW is a less lethal conducted energy weapon that uses propelled wires to conduct energy to a remote target, thereby controlling and affecting the Central Nervous System of the body.

## POLICY

- 01 The CEW is designed to assist with the control of violent or potentially violent individuals where alternative control tactics have been or would likely be ineffective.
- 02 Only officers who have successfully completed training on the CEW are authorized to use it. Refresher training on the use of the CEW shall be conducted every two (2) years. All trained officers will wear a CEW at all times while on duty unless all available units are already in use.
- 03 An officer's decision to discharge a CEW shall take into consideration the following:
  - A. The officer's perception of;
    - i. The threat posed by the subject and
    - ii. The subject's ability to carry out the threat
  - B. The totality of the situational risks.
  - C. Whether a subject's behaviour is consistent with aggressive or violent resistance or an active threat which may cause injury to the officer(s) involved, the subject, or the public.
- 04 With exception of training purposes, all instances involving CEW usage, including draw and display, the use of an arc demonstration to gain compliance and accidental discharges, shall be report on a Subject Behaviour/Officer Response Report by the Operator to the Supervisor. This report will also be forwarded as soon as practical to the Officer Safety coordinator to review.

- 05** CEW cartridges will not be carried loosely in pockets or in similar fashion as static electricity may cause discharge and serious injury.
- 06** Used probes shall be tagged as an exhibit on PROS file for one (1) year in case analysis or testing is required.
- 07** Persons exposed to a shock shall promptly be evaluated by EHS personnel to determine if the person has suffered any injury as a result of CEW use.
- 08** Where practicable, members should avoid targeting the chest area or areas higher than the bottom of the subject's rib cage for CEW deployment.
- 09** Re: Suspected Autonomic Hyperarousal State Individuals (AHS) Excited Delirium (ED).
- a. Request EHS attend scene advising them of possible AHS situation.
  - b. If EHS unavailable, or delayed, the Police Automated External Defibrillator is to be deployed in readiness as subject's medical conditions makes ventricular fibrillation possible.
  - c. Request additional officers to scene to assist in containment of subject.
  - d. Initiate communication with subject in a non-threatening manner. Attempt de-escalation.
  - e. **If communication with subject is unsuccessful, physical control must be initiated quickly and decisively to limit stress to the subject.**
  - f. **Preferred use of force methods would be Lateral Vascular Neck Restraint or Conducted Energy Weapon (CEW).**

**Emphasis is to be placed on achieving total Neuro-Muscular Incapacitation through the deployment of probes (darts) rather than on pain compliance (drive-stun).**

## **CEW OPERATOR**

- 01** The member acting as the CEW Operator shall adhere to the following additional responsibilities:
- a. Remove probes as covered in training. Once the individual is restrained and under control, the operator may break the electrical wire on the probe while waiting for EHS to arrive.
  - b. Include the following additional information in the Subject Behaviour/Officer Response report:
    - i. Serial number of the CEW and cartridge used,
    - ii. the distance from the subject from which the device was fired,
    - iii. locations of impact on the subject and any apparent injuries sustained,
    - iv. effectiveness of the devices on gaining control of the subject.
  - c. Ensure photographs are taken of the area(s) of the subject's body contacted by the probe and any injuries that result from the CEW contact.
- 02** After each use, the CEW operator shall ensure:
- i. The firing bay is cleaned to prevent buildup of carbon residue and potential firing complications
  - ii. The unit is operational
  - iii. Report any malfunctions or damaged units to the CEW training officer.
- 03** At the start of each shift, they shall test the unit to ensure it is in working order and the unit is equipped with two cartridges, one (1) secured in the front of the unit and one (1) in the spare cartridge holder.
- 04** Obtain spare CEW cartridges when inventory is at four (4) or less.

## **SHIFT SUPERVISOR**

- 01** The Shift Supervisor equipped with CEW shall ensure:
- a. Whenever the unit is issued during any shift, the member records in the CEW log the unit number noted on same.

- b. The CEW log is completed and is accurate.
- c. CEW log records are stored for 90 days/3 months.
- d. When a unit is not actively being worn by a member, it is stored in a designated secure location.
- e. All trained officers are equipped with CEW's if they are available.
- f. Ensure SB/OR Report completed if CEW used in any way

### **CEW TRAINING OFFICER**

01 The CEW Training Officer is responsible to:

- a. Ensure any damaged or malfunctioning CEW's are shipped to the designated contractor for repair.
- b. Ensure CEW's are maintained on a regular testing schedule
- c. Order CEW cartridges when inventory is low
- d. Develops and facilitates all CEW training as required and maintain records of same.
- e. Review all Subject Behavior/Officer Response Reports involving the use of CEW's to ensure they are being deployed in a manner consistent with the provincial Use of Force guidelines and training with the Bridgewater Police Service.
- f. To submit the data, including any video, received from the Subject Behavior/Officer Response Reports to the Provincial Department of Justice and the Chief of Police.
- g. Maintain records of all BPS CEW's which document the make, model, serial number and section issued each device
- h. Ensure data download is completed, especially when CEW is used to control subject.



25-014

## GENERAL

The Bridgewater Police Service will train and recertify on police issued firearms for use in the execution of duty in accordance with the National Use of Force Framework (NUFF).

## DEFINITION

Firearms are an officer safety tool that falls under the Lethal Force piece of the National Use of Force Framework.

## POLICY

- 01 BPS officers will be trained in Firearm use, functions and officer safety techniques
- 02 Training will be facilitated by certified instructors.
- 03 Recertification will be conducted on all assigned firearms annually.
- 04 Issued firearms will be safely handled, stored and maintained.
  - a. When on active duty firearms will be stored in issued holsters or vehicle racks.
  - b. When off duty firearms will be stored unloaded in secure locked storage at BPS.
  - c. Assigned firearms will be cleaned after training and as required by the assigned officer.
- 05 BPS will store records of all training, qualification and re-qualification for the officer's active career and seven (7) years post career.
- 06 Firearm deployment will be practiced in accordance with the National Use of Force Framework and Criminal Code. If officer(s) or public safety is compromised officers are expected to respond safely.
- 07 BPS will issue service rounds for active duty use and practice rounds for training and/or recertification.

- 08** BPS officers will use first aid training to provide post discharge care to any injured subject(s).
- 09** BPS officers will report any firearm use, in accordance with the Subject Behaviour Officer Response guidelines.
- 10** BPS supervisors will ensure that all aspects of firearm safety, use, storage and maintenance are followed in their day to day duties.
- 11** BPS will approve, issue and repair all Firearms used by BPS officers.



25-015

## GENERAL

All officers involved in the use of force will complete a Subject Behaviour Officer Response (SBOR) form as soon as practical outlining the incident.

## POLICY

### Supervisors Shall

- 01 Ensure that the SBOR form is completed and that it is compliant with the related procedures.  
**Note:** These documents shall be submitted before the involved officers' report off duty.
- 02 Review the submitted SBOR form with the officer involved if necessary.
- 03 All Use of Force incidents involving serious injury or bodily harm are to be reported to the Serious Incident Response Team (SIRT).
- 04 All completed SBOR's are to be submitted to the Use of Force/Officer Safety Coordinator who forwards same to the Department of Justice. The SBOR forms do not make up part of the investigative file and are non-disclosable.

### Chief of Police Shall

- 01 Ensure any officer who discharges a firearm while on duty, and the discharge does not result in any injury or death of a person, notifies the supervisor on duty of the discharge and the circumstances surrounding the discharge as soon as practicable.
- 02 Ensure that an officer is assigned to investigate the reason for the discharge, if the reason approved, and to submit a report to the Chief of Police.
- 03 Ensure that any officer with reasonable grounds to believe they have witnessed excessive use of force by another officer is to report the incident to the supervisor or senior officer as soon as reasonably practicable.





- a. If that incident is not covered by SIRT's mandate the Chief shall ensure that an officer is appointed to investigate the incident and submit a report to the Chief



## GENERAL

The Bridgewater Police Service will comply with the Provincial Standards on Use of Force training and deployment.

## POLICY

### Use of Force Options

- 01** Police officers are authorized to use a range of force options to preserve the peace, prevent crimes, maintain order and apprehend suspects. These options can range from the mere physical presence of a police officer, the use of less-lethal intermediate weapons, or to the discharging of a firearm to protect against loss of life or serious bodily harm.
- 02** Any use of force on another person requires that officers successfully complete a training course based on the **Nova Scotia Use of Force Guidelines** and **National Use of Force Continuum**. The approved force option levels are:
1. Officer presence.
  2. Tactical communications.
  3. Physical control.
  4. Intermediate force:
    - i. Baton
    - ii. Aerosol
    - iii. Conducted Energy Weapons (CEW)
- 03** Lethal force.
- 04** When none of these options are available or appropriate, officers may use any reasonable weapon of opportunity for self-defence or in order to defend the public.

## **Annual Training**

- 01** the Bridgewater Police Service will comply with the use of force calendar requalification schedule as set out by the Department of Justice Province of Nova Scotia.
  - i. Every officer of the police force who is authorized to carry a firearm receives re-qualification training on the use of firearms.
  - ii. An officer who fails to re-qualify for annual firearms training will be deemed unauthorized to carry a firearm until such time as they receive remedial training and re-qualify.
  - iii. All officers are required to successfully complete Use of Force training

### **All Officers Shall**

**01** Notify their immediate supervisor if they have not received mandatory training within the previous 12 months.

**02** Once scheduled for mandatory training:

- i. Attend training when required.
- ii. Notify immediately their immediate supervisor if unable to attend the assigned training date.

**03** Attend mandatory training with their full duty belt and equipment, and/or equipment as required.

### **Trainers**

**01** Use of Force and Firearms Instructors are to submit annual lesson plan and course training standards to the Chief of Police for approval prior to any annual training occurring.

**02** Keep a list of all officers that attended the annual mandatory training. Notify the Chief of Police of any officer(s) who did not pass or failed to qualify.

**03** Conduct remedial training and instructions for officers that do not meet the training standard.

## **Failure to Successfully Complete Mandatory Training**

In the event that an officer does not meet the use of force training standard, the following shall apply:

- 01** The officer shall relinquish their use of force options (aerosol weapon, impact weapon, firearm and cartridge magazines and/or CEW) to the trainer, who shall secure the items in the BPS Secure storage.
- 02** The use of force/firearms instructor shall immediately notify the officer's supervisor in writing as to the retention of any relinquished equipment and provide an update of the officer's re-qualification status.
- 03** This documentation shall be noted in the officer's personnel file.
- 04** As soon as practicable, the officer shall meet with a use of force instructor for additional training.
- 05** The trainer shall retain the officers use of force options until such time as the officer successfully meets the required standards and is deemed re-qualified. The officer's supervisor shall be kept updated as to the officer's progress.
- 06** The Chief of Police and or designate shall be notified in writing as soon as practical as to an officer's unsuccessful attempt at re-qualification. The officer shall not be placed in a position where they may be required to use force on another person, and are therefore subject to administrative modification of their duties or re-deployment and the matter shall be dealt with through Human Resources.



*REV 25-017*

**GENERAL**

The Bridgewater Police Service will not issue, test or use impact weapons.

**POLICY**

- 01 Bridgewater Police Service reserves the right to review the use and issuance of impact weapons in the future.
- 02 Any decision to issue impact weapons will meet the requirements detailed in the Provincial standards.