



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

PUBLIC AGENDA

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**Subject:** Annual Report – Electronic Monitoring of Employees  
January 1, 2024 to December 31, 2024

**Report To:** Chair and Members, Niagara Police Service Board

**Report Date:** 2025-06-23

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### Recommendation(s)

**That the Niagara Police Service Board (Board) receive this report for information.**

### Key Facts

- The Chief of Police is required to make a written report on an annual basis with respect to the electronic monitoring of employees.
- The purpose of this report is to advise the Board that the Service is in compliance with By-Law 410-2024 Section 6.1 - *The Chief of Police shall provide the Board with a written report on an annual basis in respect of the electronic monitoring of employees.*
- The Service confirms compliance with the provisions of the Employment Standards Act, for the period of January 1, 2024, to December 31, 2024.

### Financial Considerations

There are no financial implications relating to the recommendation in this report.

### Analysis

By-Law 410-2024 requires the Chief of Police to make an annual written report to the Board which includes:

- a) a summary of the written procedures concerning the electronic monitoring of employees.
- b) confirmation of Service compliance with the said procedures as it relates to the Electronic Monitoring of Employees.

An amendment to the *Employment Standards Act, 2000 (ESA)*, introduces through *Bill 88, the Working for Workers Act, 2022*, made it a requirement for employers in Ontario to have a written policy regarding the electronic monitoring of employees covered by the ESA.

General Order 224.05 – Technology, Communications Systems and Online Communities Appropriate Use was amended during 2022 to reflect the requirement to advise civilian employees of the Services ability to monitor their activity through Service owned electronic assets.

While the Service does not actively engage in real-time electronic monitoring, members are aware that all activities that take place via Service owned electronic assets, or which utilize Service Technology and Communications systems may be subject to retrieval or review. Members must not expect privacy when using Service systems.

More specifically, members have been made aware that multiple audit and reporting capabilities are included in the design of Service Technology and Communication Systems including but not limited to:

- a) the logging of data and the statistical capabilities built within Computer Aided Dispatch (CAD), and Records Management System (RMS) to capture data such as calls for Service, number of reports, number of Provincial Offence Notices, etc. may be utilized in assisting in the evaluation of performance;
- b) all information contributed to, or retrieved from, the Canadian Police Information Centre (CPIC);
- c) the recording of telephone and radio communications as outlines in General Order 033 - Communications Systems, General Order 094 – Communications Master Logger and General Order 239 – Telephone and Voicemail Systems Protocol;
- d) Human Resources Information system (HRIS) and Finance applications such as PeopleSoft, Kronos, IRIS and related dashboards;
- e) the placement of security cameras and card accessed doors within and around Service facilities;
- f) recording equipment within the prisoner holding facilities in accordance with General Order 018 – Persons in Custody;
- g) the GPS/AVL and a speed safety program as outlines in General Order 228- GPS/AVL – Speed Safety Program and General Order 033 – Communications Systems as well as portable radios that have been logged on through the Communications Unit;
- h) call logs and text messages on Service issued phones; and
- i) network access, including remote access to the Service network.

The General Order will be reviewed on a bi-annual basis or earlier to reflect changes to any relevant legislation.

### **Alternatives Reviewed**

Not applicable.

## **Relationship to Police Service/Board Strategic Priorities**

This report is being provided for information purposes.

## **Relevant Policy Considerations**

General Order 224.05, together with the relevant collective agreement(s), and the *Employment Standards Act, 2000* as amended, guide the Services approach to electronic monitoring of employees.

## **Other Pertinent Reports**

8.7 – 2024.07.25 – Electronic Monitoring of Employees – January 1 to December 31, 2023.

*This report was prepared by Linda Blood, Director, Human Resources. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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### **Submitted by:**

Bill Fordy, O.O.M. #9615  
Chief of Police

## **Appendices**

Not applicable.