



# TOWN POLICY

## ADMINISTRATION POLICY:

# Peace Officer Use of Force & Defensive Tools

**DEPARTMENT:** Municipal Enforcement

**POLICY NUMBER:** ME-055

**APPROVAL:**



**EFFECTIVE DATE:** November 22, 2016

**SUPERSEDES:** Policy #P-55

**UP FOR REVIEW:** November 17, 2021

### Policy Statement:

As an authorized employer of Peace Officer(s) the Town of Cardston is required by the Peace Officer Act, Regulations and Policy to set controls on the use, care, storage and deployment of defensive tools and use of force by its members.

### The purpose of this policy is to:

Set out the parameters under which defensive tools and force may be deployed by Peace Officer(s) employed by the Town of Cardston while executing authorized duties.

## USE OF FORCE & DEFENSIVE TOOLS

A Peace Officer employed by The Town of Cardston while carrying out his/her duties, is considered a Peace Officer, and is under the legal obligations, authorities and responsibilities specified by the Solicitor General for Alberta in appointment of a Peace Officer. Subject to this appointment, sworn members of The Town of Cardston are employed for the investigation of alleged offences relating to Provincial statute and Municipal Bylaws. As Peace Officers, members are authorized to provide objectively reasonable force responses in carrying out their obligations and responsibilities in the execution of their duties. Members shall use as much force as is necessary to achieve compliance, in conforming to the PPCT (Pressure Point Control Tactics) "1 + 1" Theory, when making an arrest and/or providing Officer/Public Protection and to safely control a situation. This theory advocates that Officers can use one level of force higher than the level of resistance used by the subject. The use of force in any situation must be continually evaluated with respect to further action. The member may need to escalate, de-escalate, or cease the use of force as deemed necessary. Sworn members shall not resort to the use of force unless such force is necessary in the course of their duties as a Peace Officer. If the use of force is necessary, the member will apply the Pressure Point Control Tactics Management System Resistance Control Continuum, as trained. Whenever a member takes an action that results in or is alleged to have resulted in a use of force at the level of "Active Aggression" and higher, the member shall:

- 1) Contact the police service of jurisdiction (RCMP), and inform them of the incident.
- 2) As soon as possible, Inform the Chief Administrative Officer or his/her designate.





# TOWN POLICY

**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

- 3) As soon as practical, after the incident, complete a written report detailing the circumstances surrounding the incident.
- 4) Forward a report to the Alberta Solicitor General, Public Security and Peace Officer Program Manager, as required by the Peace Officer Policy Manual.

## **O.C. (OLEORESIN CAPSICUM) SPRAY:**

The Town of Cardston may issue O.C. (OLEORESIN CAPSICUM) spray and/or dog repellent spray to sworn members who may be required to utilize O.C. Spray during the execution of Peace Officer duties. O.C. spray must only be used in cases where a lesser amount of force would be ineffective. Members must decide using the Pressure Point Control Tactics Resistance Control Continuum, whether circumstances warrant using the O.C. spray and then, only force sufficient to obtain control shall be used.

### **Restriction of use of O.C. spray**

- 1) Sworn members may carry O.C. spray only when on duty as a Peace Officer.
- 2) Members will recognize and abide by policy currently in place by the Alberta Solicitor General regarding the use of O.C. spray within an enclosed detention area and/or enclosed vehicle bay. (Restricted to situations of extreme violence or when other means of prisoner restraint cannot reasonably be achieved.)
- 3) Members will only carry and use O.C. spray that is issued by The Town of Cardston and authorized by the Alberta Solicitor General.
- 4) O.C. spray must only be used as a defensive tool and should not be applied to facilitate an arrest unless other means are not available.
- 5) Members will not allow, lend or provide to any person, not duly authorized by law, to handle, possess or use O.C. spray.

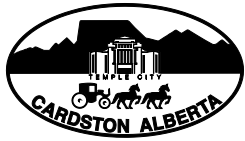
### **Storage and care of O.C. spray**

- 1) When O.C. spray canisters are in the office and not in the possession of a sworn member, they must be stored in a locked cabinet. Replacement canisters will also be stored in the secure lockup cabinet. When members are off-duty, O.C. spray will be stored in the secure lockup cabinet. If the member goes off-shift at their residence, the O.C. spray must be secured within a locked cabinet while off duty.
- 2) Members will inspect the O.C. spray canister at regular intervals for damage and function of the canister's components.

### **Post incident guidelines**

- 1) After deployment, members should wait a moment before approaching the subject. This will allow the potency of the spray in the air to diminish to a tolerable level, to avoid personal contamination.
- 2) Encourage the subject who has been sprayed to relax and breathe normally.





# TOWN POLICY

**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

- 3) Decontaminate the subject at the first reasonable opportunity by exposing the affected area to fresh air and flushing the contaminated area with cool water if available.
- 4) Members should not force decontamination upon a subject who refuses decontamination. However, members are responsible for the subject, and shall offer periodic access to water.
- 5) Members will provide immediate medical attention, if the symptoms persist beyond reasonable limits as outlined in the training.
- 6) A member involved in an occurrence where O.C. spray was deployed on a person, either by himself or another member, shall advise the police service in the area (RCMP) forthwith of the deployment of O.C. spray and request their attendance/assistance.
- 7) As soon as practical, members will advise the Chief Administrative Officer or designate of the occurrence, and complete an occurrence report.
- 8) Members will forward a report as required to the Alberta Solicitor General, Public Security and Peace Officer Program Manager.

\*Animal Repellant Spray for the purposes of this policy will be handled to the same standards as written for the O.C. spray however, it is not considered a controlled/prohibited device and therefore may be issued to CPO II Officers employed by The Town of Cardston.

## **Qualifications and training**

- 1) Members shall be trained in the use, care, and handling of O.C. spray in accordance with the Alberta Solicitor General's guidelines and standards.
- 2) Sworn members will undergo annual testing and training, or at an interval as directed by the Alberta Solicitor General's standards.

## **EXTENDABLE BATONS**

The Town of Cardston may issue extendable batons to sworn members who may be required to utilize extendable batons during the execution of Peace Officer duties. Extendable batons must only be used in cases where a lesser amount of force would be ineffective. Members must decide using the Pressure Point Control Tactics Resistance Control Continuum, whether circumstances warrant using the extendable baton and then, only force sufficient to obtain control shall be used.

### **Restriction of use of extendable batons**

- 1) Sworn members may carry issued extendable baton only when on duty as a Peace Officer.
- 2) Members will only carry and use extendable batons that are issued by The Town of Cardston and authorized by the Alberta Solicitor General.
- 3) Extendable batons must only be used as a defensive tool and should not be applied to facilitate an arrest unless other means are not available.
- 4) Members will not allow, lend or provide to any person, not duly authorized by law, to handle, possess or use the extendable baton.





# TOWN POLICY

**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

- 5) Members will recognize and abide by policy currently in place by the Alberta Solicitor General regarding the use of extendable batons.

## **Storage and care of extendable batons**

- 1) When members are off-duty, extendable batons will be stored in a secure location. If the member goes off-shift at their residence, the extendable baton must be secured while off duty.
- 2) Members shall inspect the extendable baton at regular intervals for damage and function of the baton's components.

## **Post incident guidelines**

- 1) A member involved in an occurrence where the extendable baton was deployed, shall advise the police service in the area (RCMP) forthwith of the deployment of the baton and request their attendance/assistance.
- 2) Members will provide immediate medical attention if required.
- 3) As soon as practical, members will advise the Chief Administrative Officer or designate of the occurrence, and complete an occurrence report.
- 4) Members will forward a report as required to the Alberta Solicitor General, Public Security and Peace Officer Program Manager.

## **Qualifications and training**

- 1) Members shall be trained in the use, care, and handling of extendable batons in accordance with the Alberta Solicitor General's guidelines and standards.
- 2) Sworn members will undergo annual testing and training, at an interval as directed by the Alberta Solicitor General's standards.

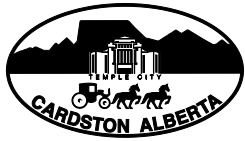
## **HANDCUFFS**

The Town of Cardston may issue handcuffs to sworn members who may be required to utilize handcuffs during the execution of Peace Officer duties. Handcuffs must only be used as per training.

- 1) Sworn members may carry the handcuffs only when on duty as a Peace Officer.
- 2) Members will only carry and use handcuffs that are issued by The Town of Cardston and authorized by the Alberta Solicitor General.
- 3) Handcuffs must only be used to facilitate an arrest.
- 4) Members will not allow, lend or provide to any person, not duly authorized by law, to handle, possess or use the handcuffs.
- 5) Members will recognize and abide by policy currently in place by the Alberta Solicitor General regarding the use of handcuffs

## **Care of handcuffs**





# TOWN POLICY

**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

Members shall inspect the handcuffs at regular intervals for damage and function of the handcuff's component.

## **Post incident guidelines**

- 1) Members will provide immediate medical attention if required.
- 2) As soon as practical, members will advise the Chief Administrative Officer or designate of the occurrence, and complete an occurrence report.

## **Qualifications and training**

- 1) Members shall be trained in the use, care, and handling of handcuffs in accordance with the Alberta Solicitor General's guidelines and standards.
- 2) Sworn members will undergo annual testing and training, at an interval as directed by the Alberta Solicitor General's standards.

## **FIREARMS (Shotgun)**

The Town of Cardston may issue Shotguns to sworn members as CPO level 1 Officers who may require the use of a firearm as identified within the duties of a Peace Officer. It is recognized that Peace Officers in the course of their duties may come across injured animals that need to be dispatched in a quick and humane fashion. It is also recognized that Peace Officers may come across dangerous animals, including but not limited to dogs. The Town of Cardston, once authorities have been given by the Solicitor General through the Public Security and Peace Officer Program, authorizes Peace Officers to transport and use a Shotgun for the purpose of their duties. The Town of Cardston condones the use and may issue Shotguns under the following conditions:

- 1) Peace Officers are qualified through a Solicitor Generals' approved training and certification course to transport, carry and use a shotgun.
- 2) Peace Officers use the shotgun while in the lawful execution of their duties found within the Animal Protection Act, Dangerous Dogs Act, and Stray Animals Act.
- 3) Peace Officers follow policy and safe handling practices while utilizing the shotgun.
- 4) Peace Officers assume responsibility for the maintenance, custody, and control of the shotgun.
- 5) Peace Officers shall maintain an adequate level of training with the shotgun and undergo firearms re-certification in accordance with the Peace Officer Regulations/Policy. Documentation shall be kept on file as proof of this requirement.
- 6) Peace Officers must ensure there is an adequate stock of approved duty and training shotgun ammunition available for usage.
- 7) In the event a shotgun is lost or stolen it shall be immediately reported to the Police Service of jurisdiction as well as the Chief Administrative Officer or designate for Peace Officer(s).





# TOWN POLICY

**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

- 8) Peace Officers will ensure that the use, storage and transportation of issued shotguns are in accordance with the Federal "Storage, Display, Transportation and Handling of Firearms Regulations" and in adherence to the Public Security Peace Officer Program Policies.
- 9) The shotguns will not be stored in any vehicles overnight unless during a training session.
- 10) Peace Officers who point and/or discharge a shotgun, unless in the execution of their duties in accordance with the Public Security Peace Officer Program Policy Manual, shall complete an incident report outlining the circumstances under which the firearm was used and submit a copy to the Chief Administrative Officer or designate and the Public Security Division of the Solicitor Generals' Office.

## **Restricted use of a shotgun**

- 1) Sworn members may carry the shotgun only when on duty as a Peace Officer.
- 2) Members will only carry and use shotguns that are issued by The Town of Cardston and authorized by the Alberta Solicitor General.
- 3) Members will not allow, lend or provide to any person, not duly authorized by law, to handle, possess or use the shotgun.
- 4) Members will recognize and abide by policies currently in place by the Alberta Solicitor General regarding the use of shotguns.

## **Storage and care of shotguns (patrol vehicle)**

- 1) When transported in a vehicle, the shotgun shall be in a secure locking device, which is attached to the vehicle.
- 2) When in transit, the shotgun must be stored out of sight of the general public (when possible).
- 3) The shotgun must be removed from the patrol vehicle at the conclusion of the Peace Officers shift.
- 4) The shotgun may only be transported when on patrol or attending a course that requires its use. In cases where overnight accommodations are required, the shotgun must remain secure and out of sight in the patrol vehicle.

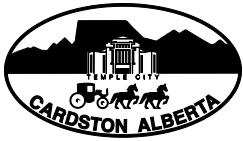
## **Storage and care of shotguns (office)**

- 1) When members are off-duty, shotguns will be stored in a secure manner.
- 2) Members shall inspect the shotgun prior to transport and application for any indication of damage and ensure proper function of the shotgun's and all its' components.
- 3) Members will ensure that the shotgun has been safely unloaded prior to storing at the office.

## **Post incident guidelines**

- 1) A member involved in an occurrence where a shotgun has been deployed, shall advise the police service in the area (RCMP) forthwith of the deployment of the shotgun and request their attendance/assistance if not within their duties as a Peace Officer.
- 2) Members will provide immediate medical attention if required.





# TOWN POLICY

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**TITLE: Peace Officer Use of Force & Defensive Tools**

**POLICY NUMBER: ME-055**

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- 3) As soon as practical, members will advise the Chief Administrative Officer or designate of any occurrence involving the discharge of a shotgun, and complete an occurrence report.
- 4) Members will forward a report within 24 hours of the incident, to the Alberta Solicitor General, Public Security and Peace Officer Program Manager if found to be in contravention of the Peace Officers regular duties.

## **Qualifications and training**

- 1) Members shall be trained in the use, care, and handling of shotguns in accordance with the Alberta Solicitor General's policies and standards.
- 2) Sworn members will undergo requalification and training, as directed by the Alberta Solicitor General's policies and standards.



