



Wilfrid Laurier University Students' Union Meeting of the Board of Directors

Location: Waterloo & Brantford Campus Boardroom, Zoom
Date: July 17th, 2023

The Strategic Ends of the Students' Union

The Organization exists to represent, advocate for, and support the primary stakeholders, the students of Wilfrid Laurier University, and to provide them with a holistic university experience and an enhanced student life. The costs of these benefits will be justified by the results.

In no specific order of priority, students will benefit from:

- An affordable, accessible, and high quality academic experience
- A safe, sustainable, and empowering environment
- Diverse inclusive social interaction
- Products and services that cater to the financial needs of students

Land Acknowledgement

We acknowledge the traditional territory of the Neutral, Anishnawbe and Haudenosaunee people

Start	Duration	Agenda Item	Type	Presenter	Policy Reference
7:00 PM	2 mins	Call to Order and Indigenous land acknowledgement	adm	Chair Abu-Rshaid	
7:02 PM	1 min	Regrets	adm	Chair Abu-Rshaid	GP #2c.8
7:03 PM	2mins	Conflicts of Interest	adm	Chair Abu-Rshaid	GP #2c.2
7:05 PM	2 mins	Adoption of Agenda MOTION that the Board of Directors adopt the agenda as presented	D	Chair Abu-Rshaid	
7:07 PM	45 mins	Special Constable Services Presentation	fi		
7:52 PM	2 mins	Comments from the Chair of the Board & CGO	fi	Chair Abu-Rshaid	
7:54 PM	6 mins	Comments from the President & CEO	fi	President Spenler	
8:00 PM	4 mins	Comments from the Executive Director & COO	fi	ED Champagne	
8:04 PM	10 mins	Ad hoc committee discussion	fd	Chair Abu-Rshaid	
8:14 PM	2 mins	Update on Board Secretary Process	fi	Chair Abu-Rshaid	
8:16 PM	2 mins	Announcements	fi	Chair Abu-Rshaid	
8:18 PM	4 mins	Action Items Summary	adm	Chair Abu-Rshaid	
8:22 PM	2 mins	Adjournment MOTION that the Board adjourn the July 17th, 2023 meeting	adm	Chair Abu-Rshaid	
Total	1 hour & 24 mins				

LEGEND:

- fi, For Information
- fd, For Discussion
- D, Decision required
- adm, Administrative task

General Updates: Student Executive

1. President

- Thanks to Sarah for filling in for me 😊
- Lots of exciting stuff happening at our organization! Volunteer training, O-Week, New Club Registration, VP GSR getting her stride as OUSA President
- I just wrapped up on 3 hiring panels – Manager Comms Student Affairs (WLU), Associate Director Transition & Learning (WLU), Associate Director Marketing & Communications (WLUSU)
- Had a good presentation at VFAC – met lots of people who work for the University
- Completed a couple of videos for Laurier 101 to educate incoming first years on the Students' Union
- We are working closely with CSEDI on the revamp of there space – as students are a big donor! Super excited to see what the new space looks like
- We did release a statement following the UW attacks. From my knowledge, no students have reached out inquiring or looking for support. However, we are here to support them if they do!

2. VP, Finance & Volunteer Operations:

- Hiring Update
 - All applications have been marked (WOOHOO!)
 - Interviews are well underway, please be patient with HR as they get through these, they are working HARD!
- Training madness has begun!
 - For those not hired yet, upon receiving their contract they have 2 weeks to complete their training
- Coordinator Conference is this weekend!
- September Volunteer Kickoff planning is well underway (Sept 13 in Brantford and Sept 15 in Waterloo)
- Working with my AVPs to develop volunteer discounts yipee (Golden Perks was le inspo)
- Board secretary hiring has yet to begin...hopefully soon
- More Nest updates coming your way...stay tuned
- Meeting with Laurier International in a few weeks to talk collaborations
- Lots of other misc items but I don't think y'all will care BUT if you do...you know where I'll be (that would be at my desk between the hours of 9-5 Monday – Wednesday)

3. Programming & Services Brantford:

- O-Week Planning is continuing is go strong
 - We have received our breaker numbers approximately sitting at 100 general members and then 13 execs and head icebreakers
 - In the middle of planning Summer and Fall Training weekends
 - Finalizing schedule for Orientation Week and budgets as well, lots of fun things in the works
- The committees in Brantford are picking up as well

- All of the coordinators are hired, working on getting numbers up for execs and generals
 - Department meetings with coordinators have begun to talk long-term annual goals and get prepped for September
 - Working with them to see how we can integrate the different committees into O-Week
 - Co-Con with PSW and FVO is in the works and extremely excited to host it in person
 - O-Team was also attending for disclosure training
 - Working with the team on Programming for post-oweek to keep the momentum going
 - This includes trivia, bingo, dj nights and SU Kickoff
4. Programming & Services Waterloo:
- Orientation Week planning is going great!
 - Working on improving Shine Day from previous years – big focus on community attendance
 - Food Bank continues to run smoothly throughout the summer – big props to my coordinator for solo running it
 - Taking a look at our food security initiatives and how we can improve upon them
 - Getting feedback from students about the parcel program – starting with people who already get the parcels
 - In conversations with other post-secondary institutions on what they do in terms of food security
 - Talking with other initiatives in Laurier and how we can collaborate
 - Coordinator Conference this weekend!! Very excited! Hoping this will increase coordinator confidence in their roles 😊
 - Starting to talk with Wilfs about weekly programming
6. Clubs & Associations:
- New Club Registration is a go!
 - Streamlined the process to make information clearer/more accessible
 - Released some fun/informative marketing content
 - Working on approving new club registrations
 - Club Transitions
 - Finalized most of the transitions/cleanup of information
 - Working on following up with clubs that did not transition
 - Clubs Feedback
 - Launched club feedback this week, an opportunity to evaluate the clubs experience, our department, and faculty associations (if applicable)
 - Upcoming collaborations with Laurier 101 for event support & Club/Association presence
 - Started prepping for Orientation Week
 - Faculty Receptions
 - Clubs Fair
 - Working on policy reviews/updates with department

General Updates: Directors

Director, Finance and Administration:

- Hospitality revenues up significantly in May and June over the same period last year which reflects a greater return to normal activity
- Audit preparation work continues for onsite August work
- 90% of our Spring Semester funding has been received

Director, Marketing Communications:

- On Maternity Leave

- Preparing Laurier 101/O-Week materials
 - Videos
 - Merch
 - Digital Assets
- Departmental Strategy & Rebranding Projects
 - GSR
 - Programming & Services
 - Clubs
- Health & Dental Materials
 - Outsourced to Student VIP

Director, Member Services:

- Imaginus Poster Sale contract and plans for Fall 2023 sale in the Turret
- Undergraduate H&D Plan Marketing for 2023-2024 policy year
- Scheduling, hiring, and training for SU Desk Waterloo and Brantford
- Human Resources Policy development
- Continuing to work on Health and Safety Committee and inspection work

Director, Policy Research & Advocacy:

- Writing a contribution to OUSA's Educated Solutions publication on artificial intelligence and academic integrity.
- Working on several Clubs & Associations' agreements/MOUs with VPCA & DSE.
- Ongoing transition and strategic plan initiatives

Director, Strategic Initiatives:

- Tony's wife gave birth to young Enzo "Ferrari"* Jordan Massi
 - Everyone is home, healthy & Safe
 - Tony returns to work this Wednesday
- Food Bank Mission Development work in progress
- One Market Project in progress

Director, Student Experience:

- Orientation Week
 - Campus Partner meetings for both campus taking place mid to late July
 - Orientation Week planning is continuing well on both campuses
 - Working with campus partners to develop events and programs for their areas during O-week (Residence, LOCUS, Laurier International, etc.)
- Clubs and Associations
 - MOU's continue with various campus partners/clubs in an effort to clarify and streamline some of our processes.
 - Work continues on the review of and development of clubs policies and procedures
 - New Club registration and review is on-going
 - Updating the finance system to reflect the current fiscal year in the Nest.
- Other
 - Revamping volunteer hiring policies and contracts in collaboration with VPFVO
 - Work continues on the review of our Food Insecurity programs.

****More information related to reports/briefs can be provided at the Board's request****

Submitted: Thursday, July 6, 2023

Prepared By: Sebastien Corrie, Students' Union Director of the Board

Purpose: To provide for the enactment of an ad-hoc committee of the Board of Directors to examine student safety, and security at Wilfrid Laurier University, and the role of the Students' Union in supporting that effort.

Summary:

The letters patent of the Wilfrid Laurier University Students' Union declare that the Union exists to “promote the welfare and interests of the students of Wilfrid Laurier University in all matters respecting their common interests”.¹

Following from this responsibility, the Board has enacted into the Ends policy that “[the] Organization exists to represent, advocate for, and support the primary stakeholders, the students of Wilfrid Laurier University”, and that “[in] no specific order of priority, students will benefit from: 2. A safe, sustainable, and empowering environment”.²

Due to recent events at the University of Waterloo,³ there is an increased focus, and concern for the safety and security of students at Wilfrid Laurier University. That is not to say that this is the first emergence of such concern – it is not – however, such concerns have been brought to the forefront. The effects of this incident are also indicative of a trend in data from the Special Constable Service,⁴ which shows that rates of calls per service per 100 students have increased since 2019/2020. While some of this increase is directly accountable to decreases throughout the course of the COVID-19 pandemic, this increase remains even when pre-COVID years are considered. Further context is required to determine the significance of these figures, and how student safety at Wilfrid Laurier University has been impacted.

At current, the Board does not possess a centralized, well-developed, and comprehensive understanding of student safety and security at Wilfrid Laurier University. In fact, locating the information for this brief required reaching outside of the resources available to Directors of the Board, and even, outside of the organization itself. Accordingly, the Board could clearly benefit from the development of a comprehensive guide that illustrates the role that the Students' Union plays in ensuring that students have a safe, sustainable, and empowering environment while on campus (in both Waterloo and Brantford). This, therefore, presents an opportunity to develop an institutional document which compiles into a readily accessible format the safety, security, and wellness of undergraduate students on both of the Organization's campuses. This can be accomplished through both a review of available institutional documentation which has been provided on this topic, and a series of committee hearings with representative stakeholders, including Laurier Special Constable Service, Laurier Health & Wellness, Laurier Residence, Laurier Dean of Students, the Centre for Equity, Diversity, and Inclusion, Students, and more.

The information that the Board requires to ensure that undergraduate students at Wilfrid Laurier University are safe on campus is not readily available to it. While the Board must be mindful of not overstepping its bounds into the territory of the operational team, or apparatus of the University, it is prudent that the Board understand student

¹ Letters Patent Incorporating Wilfrid Laurier University Students' Union. (1975) No. 302545. Amended 1986. p. 4.

https://www.yourstudentsunion.ca/_files/ugd/6564ad_6cdc0ee3138d440dafdfd2f012befc6d.pdf

² Policy Manual 2023-2024. E#1 Ends Policy. p. 50.

https://www.yourstudentsunion.ca/_files/ugd/98ce3a_5b1feb062a3f4805b4dcb36f12590f5c.pdf

³ Shetty, A. (2023, June 29). University of Waterloo stabbings a 'senseless act of hate,' police say after former student charged. *CBC News*. <https://www.cbc.ca/news/canada/kitchener-waterloo/emergency-alert-university-waterloo-stabbing-watsafe-1.6892506>

⁴ Relevant documents from the SCS are appended to this briefing note. See *post*.

safety as it relates to the policy, and strategic future of the organization. To fulfil the mandate of the Letters Patent, and of the Board itself, it is recommended that the Board act in the manner described below to ensure that this information is present, and comprehensive for this, and future Boards.

Recommendation:

MOTION: That the Board of Directors create an ad-hoc committee with the purpose of examining student safety, security, and wellbeing at Wilfrid Laurier University. This committee will develop a written report to be submitted to the Board, detailing the status of student safety and security, and providing recommendations, if applicable, to improve and support such measures in a manner respecting the Organizations' position on this topic.

The committee shall consist of:

1. The Chair of the Board & CGO;
2. Four (4) Directors of the Board, as elected by the Board;
3. The President & CEO of the Organization, if interested (non-voting);
4. The Director of Policy, Research, and Advocacy, if interested (non-voting);
5. Other individuals as determined at the discretion of the Board (non-voting).

Any questions, comments, or concerns regarding this recommendation may be directed to myself, and I will be attending the meeting of the Board of Directors.

Respectfully Submitted,

Sebastien Corrie (he/him)
Director of the Board

Wilfrid Laurier University Students' Union
75 University Ave. W, Waterloo, N2L 3C5
103 Darling Street, Brantford, N3T 2K8

WILFRID LAURIER UNIVERSITY



Annual Report

Special Constable Service

MAY 2018 – APRIL 2019

wlu.ca

LAURIER 
Inspiring Lives.

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Special Constable Service is dedicated to prevention, education, partnerships and participation.

Executive Summary

Welcome to the Wilfrid Laurier University Special Constable Service (SCS) Annual Report 2018-19. The SCS department is a key part of the university's overall operational risk management strategy and programming. This report profiles SCS's commitment to crime prevention, education and customer service through various initiatives and projects aimed to enhance the quality of life for our students, faculty, staff, and visitors.

Wilfrid Laurier University is a multi-campus university with campuses in Waterloo and Brantford, a Kitchener location, and a Toronto office. As part of the multi-campus operational risk management strategy, Special Constables are employed for the preservation and maintenance of the public peace and to safeguard members and visitors to the Laurier community. SCS is available 24/7 by calling the Communications Centre from all locations, or in person at the Waterloo and Brantford campuses.

The Waterloo campus SCS has been serving the Laurier community for since 1968. In 2018-19, SCS Waterloo comprised of a director, 2 acting staff sergeants, 2 sergeants, 2 acting sergeants and 10 special constables, 2 security guards/communications operators, 3 security guards, 1 communications operator, 1 supervisor of communications and 1 administrative assistant and collaborated with Waterloo Regional Police Service to provide exceptional service to the Waterloo campus.

The Brantford campus SCS has been serving the Laurier community since 2006. In 2018-19, SCS Brantford comprised of 1 manager, 1 sergeant, 5 special constables and 4 security guards and collaborated with Brantford Police Service to provide exceptional service to the Brantford campus.

Throughout 2018-19, the SCS department has been focused on a number of key initiatives that support risk mitigation and management within the Laurier community. These include the following projects:

- New secured entrance at Brantford SCS office
- CPTED (crime prevention through environmental design) audits completed on several new and renovated buildings on both Brantford and Waterloo campuses
- LGBTQ2 Awareness Training for all officers
- Fair and Impartial Policing course, Investigating Interviewing courses, R2MR (Road to Mental Health) and Crown Package Training offered for officers
- International Accreditation process (certification with highest standards of professionalism and excellence) near completion
- SCS hosted a Special Constable Course including McMaster, Carleton and Laurier Special Constable recruits
- Cannabis Control Act – Authority has been granted to Laurier Special Constables to enforce the new act under government legislation
- Evidence storage room at Waterloo campus was renovated to be made as secure as possible and in line with international accreditation standards
- SCS Employee Handbook was updated and revised

As the university grows, SCS continues to experience growth in demand for service. Yearly calls for service, which include reportable and non-reportable incidents, increased from 18,402 in 2017-18 to 24,693 in 2018-19 on the Waterloo campus, and increased from 7,356 in 2017-18 to 13,948 on the Brantford campus. During the same period, incident reports increased from 3,616 to 5,088 on the Waterloo campus, and increased from 429 to 730 on the Brantford campus. The increase of national crime rate and increased criminal activity in our communities including violent crime

The Special Constable Service department is a key part of the university's overall operational risk management strategy and programming.

Introduction to Special Constable Service

Wilfrid Laurier University is a multi-campus university with campuses in Waterloo and Brantford, a Kitchener location, and a Toronto office. The university operates in 66 buildings in Waterloo, 24 buildings in Brantford, one building in Kitchener, one office suite in Toronto, one building in Milton, one research centre in Flamborough and one Yellowknife office space. The university has 47 investment properties and owns over 20 properties on Ezra Avenue, Bricker Avenue and Albert Street in Waterloo that are managed by the Campus Living Centre (CLC), a Canadian property management service that specializes in student housing. Special Constables provide law enforcement services for Waterloo and Brantford campuses and the Kitchener location as well as the investment properties.

Special constables are sworn Peace Officers and are employed for the preservation and maintenance of the public peace and to safeguard members and visitors to the Laurier community. They are empowered to enforce federal and provincial statutes, including the Criminal Code, Liquor License Act, Trespass to Property Act, Mental Health Act, Cannabis Control Act and municipal by-laws when necessary. This authority comes from the Ontario Ministry of Community Safety and Correctional Services, the Waterloo Regional Police Services Board, the Brantford Police Services Board, and the specific municipalities.

The SCS Communications Centre provides communication and dispatch services for all campuses and locations.



The Special Constable Service additionally utilizes alternative methods for keeping the university community safe. An example of this can be found in the Non-Academic Student Code of Conduct, which, in partnership with the Deans of Students' Offices, affirms students' rights and responsibilities while ensuring acceptance and accountability for individual actions and their consequences. This Code of Conduct, in coordination with Residence Life programs and other strategies, is utilized instead of criminal charges where appropriate.

Special constables work proactively to reduce crime on Laurier's campuses and are available to make presentations and conduct workshops on safety and security issues. A number of the SCS officers have been trained in Crime Prevention through Environmental Design (CPTED), which is a multi-disciplinary approach to deterring criminal behavior through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts. Other SCS officers are trained in threat assessment and management to be able to conduct violence risk assessments when there are warning signs of actual, attempted or threatened harm to a student, staff or faculty member.

SCS operates a centralized Communications Centre, located on the ground floor of the Student Services Building at the Waterloo campus, directly across from the Dining Hall. The Communications Centre provides Special Constable Service communication and dispatch services for all campuses and locations. The Communications Centre operates 24 hours a day, 365 days a year and can be reached by phone at extension 3333 (internal) from the Waterloo, Brantford, Toronto and Kitchener locations, or 519-885-3333 from Waterloo and

519-770-3778 in Brantford (external). The Waterloo campus SCS Office has a location at 232 King Street North, and the Brantford campus SCS Office has a location at 45 Market Street.

Introduction to Waterloo Campus, Special Constable Service

Special Constable Service at the Waterloo campus has been serving the Laurier community since 1968. SCS Waterloo was comprised of a director, two acting staff sergeants, 2 sergeants, 2 acting sergeants, 11 special constables, 1 security guard/communications operator, 1 communications operator, 5 security guards, 1 supervisor of communications and 1 administrative assistant serving over 19,000 students for the 2018-19 year. SCS also provides employment for student dispatchers who work with our full-time communications team. SCS enjoys a collaborative relationship with the Waterloo Regional Police Service and works closely with them to provide exceptional service to the Waterloo campus community and various stakeholders.

SCS supports the Laurier community in a manner that is consistent with Laurier's policies, practices, and values, and special constables perform law enforcement duties that are consistent with the Waterloo Regional Police Services Board agreement. The Community Based Policing Model is used by SCS for crime prevention, detection, and reduction and to ensure our environment is safe and secure for all students, staff, faculty, and their visitors.

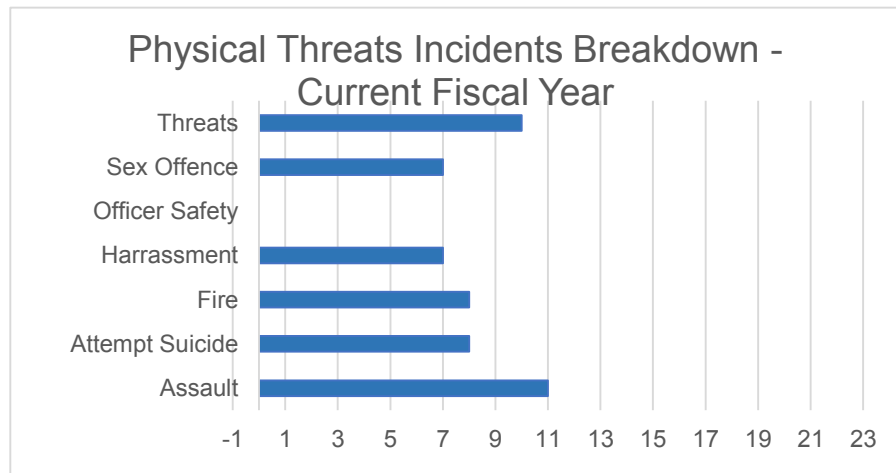
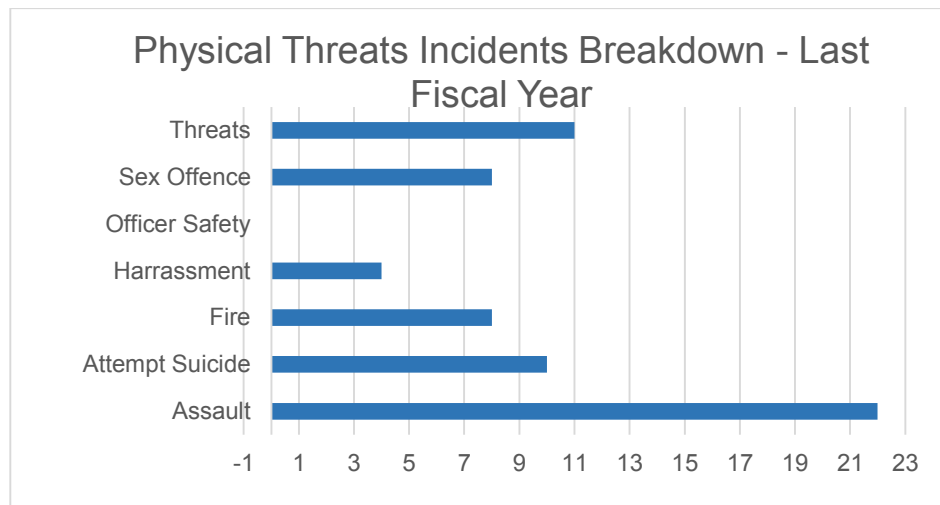
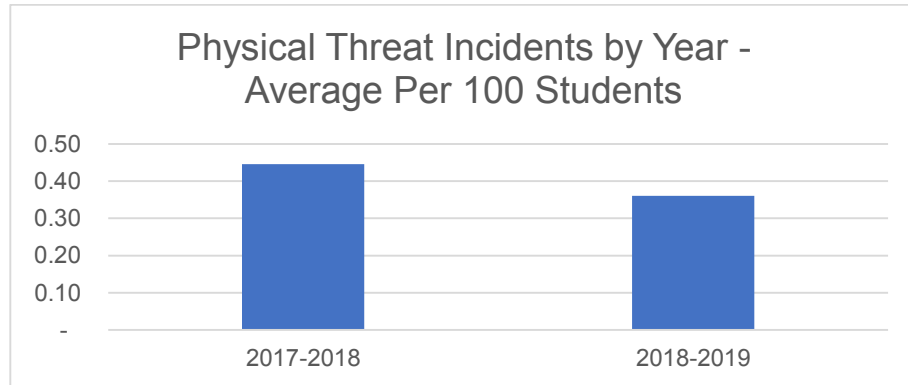
Special Constable Service continues to value partnerships both internally and externally to the university, and SCS is dedicated to being a professional service within the university. At the Waterloo campus, SCS is involved in many programs, initiatives and partnerships including Crime Stoppers, a Door Knock Program, the SCS and Waterloo Community Outreach Program, the SCS and Victim Service of Waterloo Region Partnership, the Waterloo Crime, recurring event support, and post-secondary institution collaborative meetings on Alcohol Harm Reduction. See [Appendix C](#) for a list of training, presentations and collaborative initiatives SCS is involved with on our campuses.

The Community Based Policing Model is used to ensure our environment is safe and secure for all students, staff, faculty and visitors.



Physical Threat Incidents Reporting

Physical threats incidents include verbal or written threats, sex offence, officer safety, harassment, fire, attempted suicide, and assault. The following comparative graphs indicate the number of physical threat incidents that took place at the Waterloo Campus. Further incident data is available in [Appendix D](#) and [Appendix E](#).



Introduction to Brantford Campus, Special Constable Service

Special Constable Service at the Brantford campus has been serving the Laurier community since 2006. The Brantford campus has over 2,600 students with 24 campus buildings owned and leased space that intersects with the broader Brantford community.

For the 2018-19 year, SCS Brantford was comprised of a manager, one sergeant, 5 special constables, and 4 security guards. To further enhance the Brantford campus operations and effective service delivery model, SCS moved to a 24/7 service beginning in February 2017.

SCS Brantford is located in the storefront Market Place building, and is shared with the Brantford Police Service and their dedicated Better Enforcement Action Team (BEAT) that works in the downtown core. BEAT officers have access to the shared Community Policing Partnership Office on a 24-hour basis, 365 days a year. This unique relationship has improved officer visibility in the community and greatly enhanced the partnership with Brantford Police Service.

To further enhance operations and service delivery, the Brantford campus SCS moved to a 24/7 service model in February 2017.

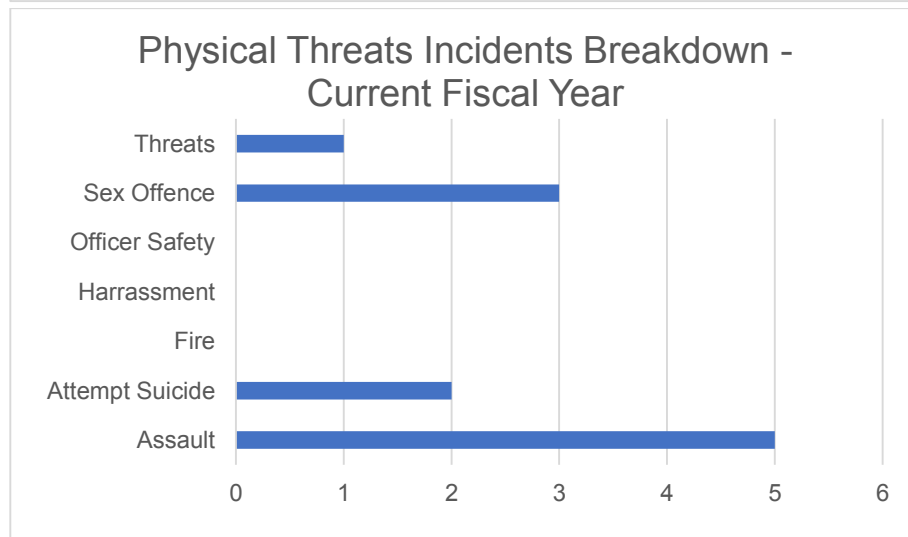
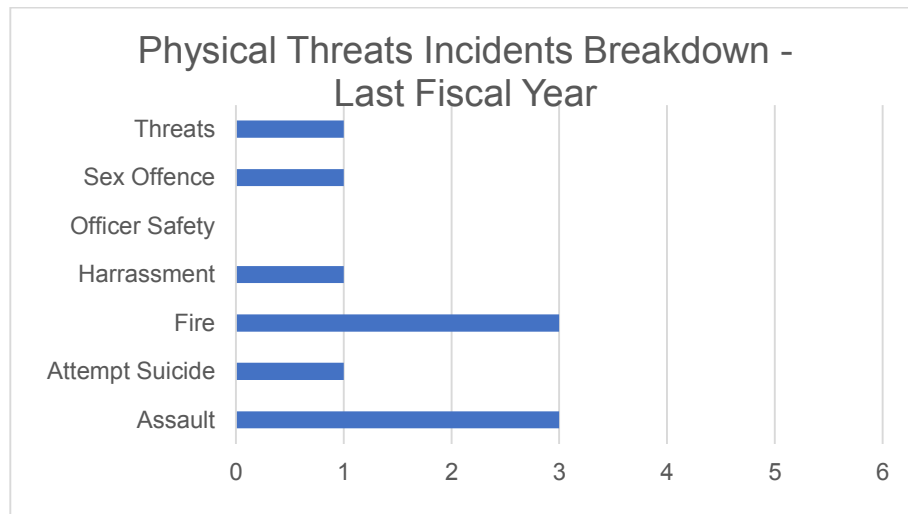
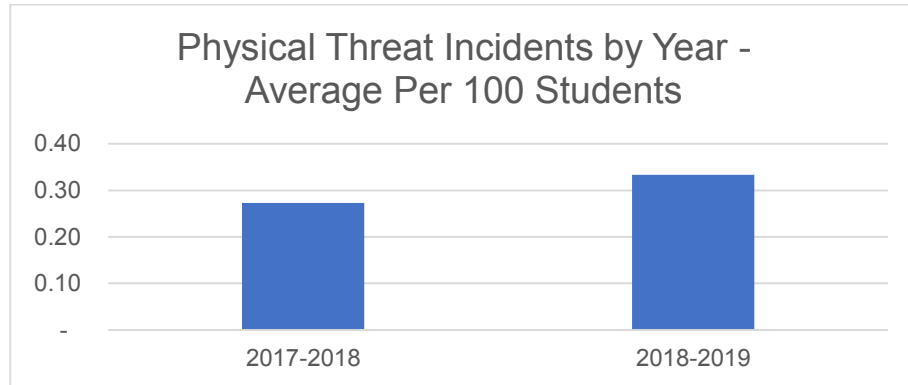
The Special Constable Service works collaboratively with various partners on campus and in the community. These partners include Nipissing University, Conestoga College, St. Andrew's Church, Brantford Public Library, the City of Brantford, Brantford Police Service, and other emergency services. Shared spaces and services require collaboration and strong partnerships to ensure the safety of the entire community.

Special Constable Service continues to value partnerships both internally and externally to the university, and SCS is dedicated to being a professional service within the university. At the Brantford campus, SCS is involved in many programs, initiatives and partnerships including the Safe Brantford Core Team, Student Crime Stoppers Committee, Student Affairs and Residence Life collaborative partnerships, the Care Team. See [Appendix C](#) for a list of training, presentations and collaborative initiatives SCS is involved with on our campuses.



Physical Threat Incidents Reporting

Physical threats incidents include verbal or written threats, sex offence, officer safety, harassment, fire, attempted suicide, and assault. The following comparative graphs indicate the number of physical threat incidents that took place at the Brantford Campus. Further incident data is available in [Appendix D](#) and [Appendix E](#).



New Initiatives

With the Canadian legalization of cannabis in the fall of 2018, SCS applied for and was granted authorities under the Cannabis Control Act through the Ontario Ministry of Community and Correctional Services. As the University develops a permanent Cannabis Policy that complies with all federal, provincial and municipal laws, SCS will work to support this policy as well as enforcing the regulations under the Act.

Several new CPTEDs (crime prevention through environmental design) were completed on newly acquired and/or renovated buildings on both the Waterloo and Brantford campuses. Several of SCS officers have received training in this field around the design and effective use of physical space to reduce the incidence and fear of crime. The focus of these CPTED audits is to reduce crime opportunities by modifying the environment.

With the Canadian legalization of cannabis in the fall of 2018, SCS applied for and was granted authorities under the Cannabis Control Act through the Ontario Ministry of Community and Correctional Services.

Training opportunities for SCS for the 2018-19 year have included LGBTQ2 Awareness



Training, additional online Indigenous Awareness Training through Indigenous Awareness Canada and R2MR (Road to Mental Health) training to reduce the stigma surrounding mental health problems and mental illness and to increase resiliency. Officers also received crown package assembly training with a Waterloo Regional Police Staff Sergeant. Fair and Impartial Policing Training, an implicit-bias-awareness training was conducted for SCS officers through the Ontario Police College. This training conveys the science of bias, the negative impact of hidden biases and the teaching of professional skills that officers need to reduce and manage their biases. Investigative interviewing training, which teaches knowledge and proficiency in investigative interviewing was also conducted for officers.

SCS hosted a two week Special Constable Course through Waterloo Regional Police this past year including McMaster, Carleton and Laurier Special Constable recruits.

International accreditation has been a goal for Laurier SCS over the past 2 years through the International Association of Campus Law Enforcement Administrators. SCS participated in a mock audit of our procedures and internal policies to indicate adherence to the highest standards of professionalism and excellence and will look to formal accreditation in the 2019-20 year.

SCS has applied for CPIC (Canadian Police Information Centre) registration. With direct access to more information through this site, officers will be able to search for potential stolen vehicles, bicycles and other property as well as identifying potential individuals with outstanding warrants who may pose a security concern for the university community.

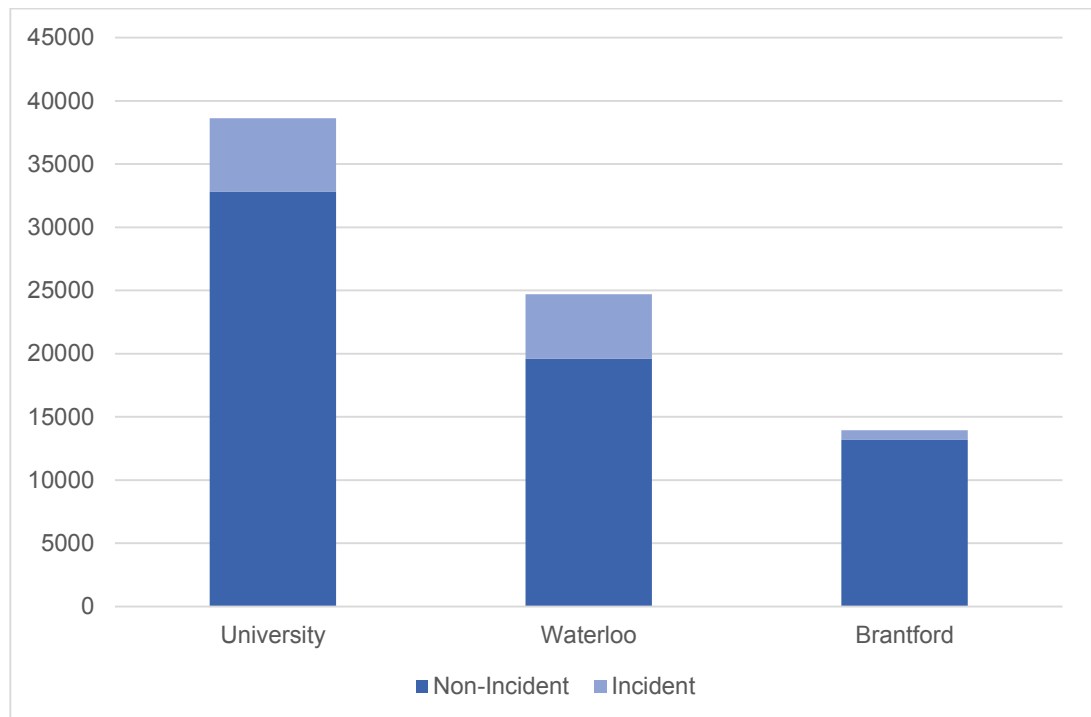
SCS Brantford, located at 45 Market Street, has been renovated this past year to include a secured entrance inside the main door. This will enable the exterior door to be open for individuals who may be concerned for their safety and will allow them to enter the building quickly if needed as well as providing safety for officers who may deal with agitated members of the public or individuals displaying concerning behaviour.

Calls for Service and Incident Reporting

As the university grows, SCS continues to experience growth in demand for service. From May 2018 to April 2019, Special Constable Service responded to 38,641 calls for service, with 24,693 for the Waterloo campus and 13,948 for the Brantford campus. Examples of these calls include incidents regarding drugs, theft, intoxicated persons, liquor offences, suspicious persons, by-law complaints, and property damage. Of the calls for service, 5,078 generated an incident report on the Waterloo campus, and 730 generated an incident report on the Brantford campus. The 32,833 calls for service that did not generate an incident report represent general security related calls.

Calls for Service by Type

From May 2018 to April 2019, SCS responded to 38,641 calls for service, with 24,693 for the Waterloo campus and 13,948 for the Brantford campus.



The number of calls for service resulting in incident reports have increased from 2017-18 to 2018-19. Incident reports increased by 40.4% on the Waterloo campus and increased by 70.2% on the Brantford campus. Incident reports encompass criminal and non-criminal calls for service, including theft, assault, provincial offence notices, alcohol and drug violations, fire and intrusion alarms, and medical calls. A full breakdown by incident type and the location are available in [Appendix D](#).

The increase of incident reports has grown due to increased student numbers and continued increased enforcement of by-law and alcohol violations during significant events. Brantford incident numbers have risen significantly due to the relatively new 24/7 model as well as the acquisition of 1 Market Square with increased calls of unwanted persons in this space during this new acquirement period. Brantford has made a change to their reporting structure as well with all incidents being captured centrally through SCS Communications Centre. This has been the first full year of reporting of property management and parking enforcement at Waterloo campus as well. The additional graphs highlighted in [Appendix E](#) were selected because programs and initiatives are in place to help address incidents generated in these areas.

Appendix A: Members as at April 30, 2018

Multi-campus:

Acting Vice-President: Finance and Administration

Antonio Araujo

Assistant Vice-President: Campus Operations and Risk Management

TBA

Director, Special Constable Service

Tammy Lee

Administrative Assistant

Karen Sider

Coordinator: Administration & Special Projects

Maggie Bailey-Bomberry

Waterloo Campus:

Acting S/Sgt. Operations

Sean Gow

Acting S/Sgt. Accreditation

Ryan Eldred

Sergeants

Greg Mudry

Acting – Alin Pasc

Jeff Hunt

Acting – Zach Rumble

Constables

Josh McNamara

Katie Berry

Corey Ross

Alin Pasc

Alice Currie

Michelle Ferguson

Nicole Morrison

Phillip Brunt

Justin Korga

Charlie Stephens

Brien Seguin

Communications Operators

Jerry Daniel

Cheryl Guerriero

Communications Operators/Security Guards

Kishona Neethirajah

Security Guards

Alex Gerth

Alfred Graham

Erin Calhoun

Ilka Ilunga

Oliver Kaddour

Brantford Campus:

Manager, Special Constable Service – S/Sgt.

Harry Oldengarm

Sergeant

Gino Tatasciore

Constables

Furqan Mirza

Niki McFarlane

Tammie Maertens

Isaac Maich

Megan White

Security Guards

Sam Tremblay

Wei Wang

Darrell Dyck

Ben Spina

Appendix B: Professional Memberships

Special Constable Service is a member of several professional organizations that benefit our service.

- ASIS International Security Professionals
- Canadian Association of Chiefs of Police (CACCP)
- Canadian Association of Police Educators (CAPE)
- Canadian Police Knowledge Network (CPKN)
- Crime Prevention Through Environmental Design Ontario (CPTED)
- IACLEA Executive Development
- International Association of Campus Law Enforcement Administrators (IACLEA)
- International Association of Chiefs of Police (IACP)
- International Association of Law Enforcement Planners (IALEP)
- International Association of Women Police (IAWP)
- International Police Mountain Bike Association (IPMBA)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Association of College and Universities Security Administrators (OACUSA)
- Ontario Association of Police Educators (OAPE)
- Ontario Police Video Training Alliance (OPVTA)
- Police Fitness Personnel of Ontario (OPFA)
- Public Safety Telecommunications Canada (Instructor level)
- Association of University Chief Security Officers (AUSCO)
- Ontario Women in Law Enforcement (OWLE)

Appendix C: Training, Presentations and Collaborative Initiatives

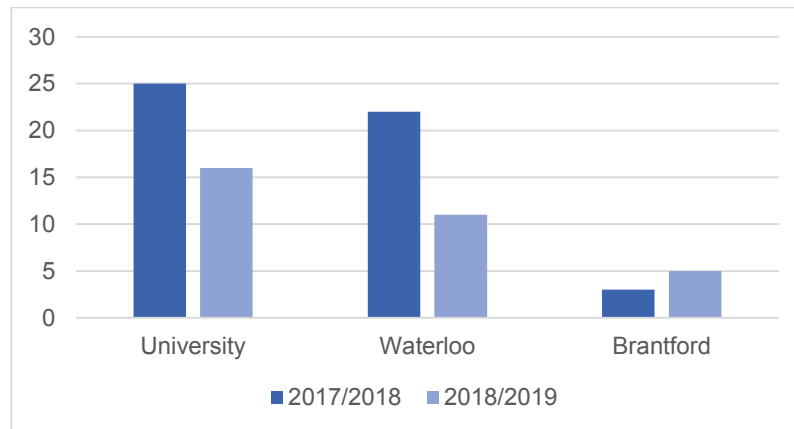
- Alcohol Harm Reduction Task Force
- Care Team
- Campus Partners Chat with Students Union Hospitality Team
- Cannabis Act Discussion with external partners
- City of Waterloo Private Parking Enforcement Training
- Community Planning & Response for St. Patrick's Day (SPD) and Homecoming
- Conestoga College Meet and Greet (Police Foundations course)
- Convocation Emergency Planning
- CPTED Audits for university buildings
- Critical Injuries and Chemical in the Workplace training
- C-Secure Training with Facilities and Management (FAM)
- Doorknocker Community Safety Communications, in partnership with Laurier Athletics and other internal and external partners
- First Aid/CPR recertification
- Event Safety and Security Planning in partnership with SHERM (Safety, Health, Environment & Risk Management)
- Homecoming Emergency Planning
- Homecoming Planning Community & Communications Committee
- Media briefing training
- LWSP (Laurier Work Study Program)
- Joint Health & Safety Committee
- Opening Ceremonies Safety Presentation
- Custodian Safety during Holidays Discussion
- RLAC and Don Training, in partnership with Residence Life
- Safety Plan implementation for students, staff, faculty in conjunction with Safety, Health, Environment & Risk Management (SHERM)
- SCS SPD (St. Patrick's Day) operations planning meetings with internal & external partners
- Debriefs for large events (Homecoming & SPD)
- Campus Operations & Risk Management (CO & RM) Meetings
- Special Constable Liaison Program
- Student Crime Stoppers Committee
- Hate Crime Training
- Parking Enforcement Training
- Laurier International Orientation Resources Fair for International and Exchange students
- First Aid/CPR for First Responders Yearly Recertification
- Ontario University Dialogue on Large Unsanctioned Street Parties
- Brantford Downtown Outreach Meeting – City of Brantford & Laurier

Appendix D: Incident Reports

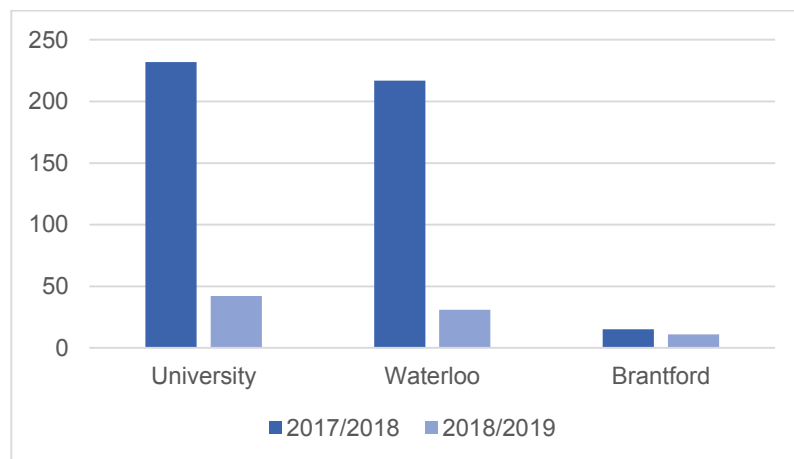
Fiscal Year Incident Reports			
Incident Type	2018-2019		
	Waterloo	Brantford	University
Animal Complaint	4	0	4
Assault	11	5	16
Assist Other Service	134	29	163
Attempted Suicide	8	2	10
Auto Theft	2	1	3
Breach of Judicial Order	5	0	5
Break and Enter	23	0	23
By-Law Complaint	122	1	123
Check Premise	4	2	6
Check Well-Being	48	6	54
Criminal Harassment	7	0	7
Dangerous Conditions	28	42	70
Dispute	7	0	7
Disturbance	14	3	17
Domestic Dispute	13	0	13
Drugs	31	11	42
Extortion	1	1	2
Fire	8	0	8
Fire Alarm	94	27	121
Fraud	21	1	22
Graffiti	16	27	43
Impaired Driver	2	0	2
Indecent Act	4	1	5
Injured/Sick Person	140	30	170
Intoxicated Person	84	4	88
Liquor Offence	86	1	87
Lost Property	1281	112	1393
Mentally Ill Person	40	12	52
Motor Vehicle Collision	4	0	4
Parking Enforcement	1815	18	1833
Pornography	4	1	5
Proactive Initiative	4	0	4
Property Damage	103	29	132
Public Mischief	7	0	7
Remove Belongings	4	0	4
Robbery	3	0	3
Sex Offence	7	3	10
Sudden Death	2	0	2
Suspicious Person	89	26	115
Suspicious Vehicle	8	1	9
Technology/Internet Crime	1	0	1
Theft Alarm	47	49	96
Theft Over \$5000	0	0	0
Theft Under \$5000	122	17	139
Threatening	10	1	11
Towed Vehicle	148	0	148
Unknown Call Requiring Assist.	105	31	136
Unwanted Contact	31	4	35
Unwanted Person	319	225	544
Void	1	3	4
Weapon	6	3	9
Workplace Accident	0	1	1
Total	5078	730	5808
Arrest Resulting From Incidents			
Special Constable Service	48	5	53
Police Service Assisted	12	3	15
Total	60	8	68

Appendix E: Data Tables

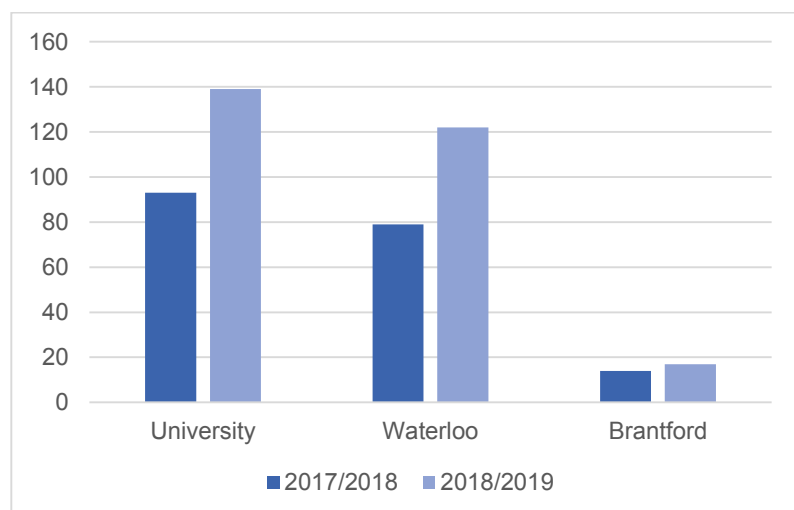
Calls for Service – Assault Incidents



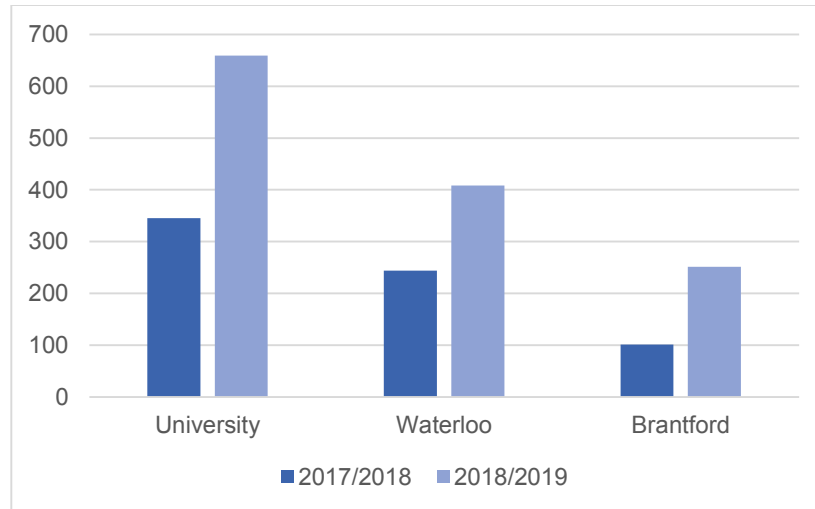
Calls for Service – Drug Incidents



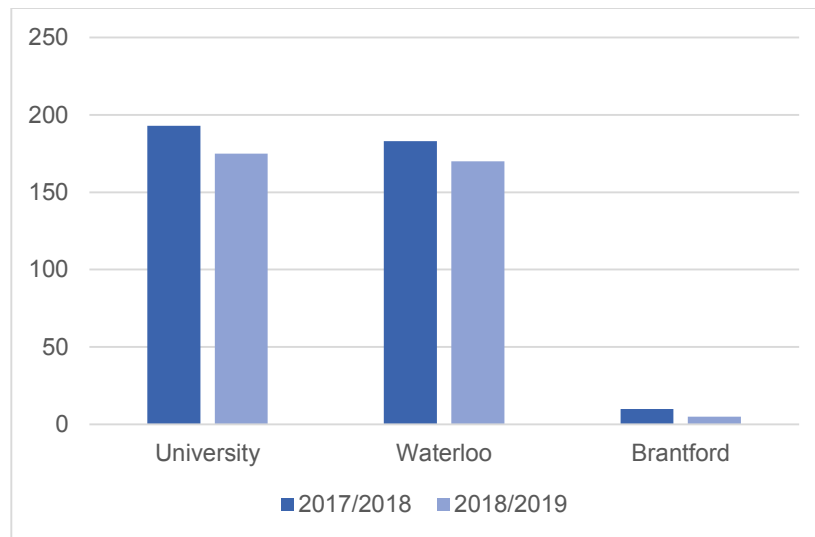
Calls for Service – Theft Incidents



Calls for Service – Suspicious/Unwanted Person Incidents



Calls for Service – Alcohol/Intoxicated Person Incidents





WILFRID LAURIER UNIVERSITY
SPECIAL CONSTABLE SERVICE
IS COMMITTED TO:

The prevention of crime, education, customer service, encouraging partnerships and the protection of rights which will enhance the quality of life for our students, faculty, staff and visitors.

Using the *Community Policing Model* to solve and prevent crime through education and the formation of partnerships to make Wilfrid Laurier University a safer place to learn, live and work.

WILFRID LAURIER UNIVERSITY

WATERLOO

75 University Avenue W
Waterloo, Ontario
Canada N2L 3C5

BRANTFORD

73 George Street
Brantford, Ontario
Canada N3T 2Y3

KITCHENER

120 Duke Street W
Kitchener, Ontario
Canada N2H 3W8

TORONTO

130 King Street W
Toronto, Ontario
Canada M5X 1C9

FIN-1236-1UN06

WILFRID LAURIER UNIVERSITY



Annual Report

Special Constable Service

MAY 2020 – APRIL 2021

wlu.ca

LAURIER 
Inspiring Lives.

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Mission Statement:

Special Constable Service is dedicated to the prevention of crime, education, service, encouraging partnerships, and the protection of rights which will enhance the quality of life for students, faculty, staff, and visitors.



Executive Summary

Welcome to the Wilfrid Laurier University Special Constable Service (SCS) Annual Report for 2020-21. The SCS department ([Appendix A](#)) plays a key role in the University's overall operational risk management and programming strategy. This report profiles SCS's commitment to community mobilization and engagement, crime prevention, education, and customer service through various initiatives and projects dedicated to enhancing the quality of life for our students, faculty, staff, and visitors.

Values:

The Special Constable Service promotes and upholds the values of:

*Integrity
Honesty
Respect
Compassion
Leadership
Diversity*

Laurier is a multi-campus university with campuses in Waterloo and Brantford, as well as locations in Kitchener and Milton. While in most situations SCS takes an educational-based, community-minded approach to situations, Special Constables are sworn Peace Officers as defined in the *Criminal Code of Canada*, and are granted permissions on appointment by the Ontario Solicitor General, the Waterloo Regional, and Brantford Police Services Boards and their jurisdictional municipalities to enforce federal and provincial statutes, when necessary.

SCS is fully committed to the Ontario Mobilization and Engagement Model for Community Policing (OMEM). This model emphasizes having all community members working together to keep neighbourhoods safer, more secure, and healthier. The Special Constable Service works collaboratively with various internal and external partners at all university locations, and within each community and is involved in many programs, initiatives and partnerships resulting in positive community engagement.

The SCS team participated in a number of initiatives in 2020-21. These include the addition of a fully trained CPR/First Aid instructor, Crime Prevention Through Environmental Design (CPTED) audits at both the Brantford and Waterloo campuses, Indigenous Awareness Canada training, Mental Health First Aid, Anti-Oppression and Micro Aggression Awareness training, and Special Constable Orientation Courses. Along with these initiatives, SCS is also in the final stages of the installation of a Canadian Police Information Centre (CPIC) dedicated terminal, authorized by the RCMP and Shared Services Canada. Finally, in alignment with the university's Equity, Diversity, and Inclusion Plan an external review of the Special Constable Service was initiated and completed by an external review committee.

Despite the COVID-19 Pandemic, the Special Constable Service has continued to focus on a number of key initiatives that support its partnerships and the student experience. Adapting a service delivery model that addresses this new pandemic reality has resulted in an increase in calls-for-service year-over-year. These calls include reportable and non-reportable incidents, which rose 8.5%, from 20,003 in 2019-20 to 21,719 in 2020-21 on the Waterloo campus, and a 25% increase from 13,473 in 2019-20 to 16,889 in 2020-21 on the Brantford campus.

Introduction to Special Constable Service

Wilfrid Laurier University is a multi-campus university with campuses in Waterloo and Brantford, as well as locations in Kitchener and Milton. In Waterloo, the SCS Main Office is located at 232 King Street North, while in Brantford, SCS is located at 45 Market Street.

The university operates in a total of 138 buildings in Waterloo, Brantford, Kitchener, Milton, Flamborough, and Yellowknife. The university owns over 20 properties on Ezra Avenue, Bricker Avenue and Albert Street in Waterloo that are managed by the Campus Living Centre (CLC), a Canadian property management service that specializes in student housing. Together, Special Constable Service members provide campus safety services for Waterloo, Brantford, Milton, and the Kitchener location, as well as other smaller Laurier-owned properties.



While in most situations SCS takes an educational-based, community-minded approach to situations, Special Constables are sworn Peace Officers *as defined in the Criminal Code of Canada* with a responsibility to preserve the peace and safeguard members and visitors to the Laurier community. When necessary, they are able to enforce federal and provincial statutes, including the Criminal Code, Liquor License Act, Trespass to Property Act, Mental Health Act, Cannabis Control Act, and municipal by-laws. During the pandemic the government

expanded Special Constable authorities to include the Emergency Management and Civil Protection Act and Reopening Ontario Act. The Laurier Special Constable Service are granted these permissions on appointment by the Ontario Solicitor General, the Waterloo Regional, and Brantford Police Services Boards and their jurisdictional municipalities.

The Special Constable Service prides itself on collaborating to implement alternative methods for keeping the university community safe. The use of the Non-Academic Student Code of Conduct, which, in partnership with the Dean of Students' Office, affirms students' rights and responsibilities while ensuring acceptance and accountability for individual actions and their consequences. The Non-Academic Student Code of Conduct is often utilized to help establish a reasonable solution for those negatively impacted by an event, while creating a meaningful learning experience for the student without the long-term impacts of legislative proceedings. Often, and where appropriate, this Code of Conduct, in coordination with Residence Life programs and other strategies, is utilized instead of more formal charges.

Special Constable Service members work proactively to prevent and reduce incidents of unwanted behavior on Laurier's campuses. They enjoy participating in presentations and conducting workshops on safety and security issues.

SCS members have received training in

- Indigenous Awareness
- Racially Biased Policing
- Gendered Violence
- Micro-Aggression/Anti-Oppression

The SCS Communications Centre provides alarm and CCTV monitoring, communication and dispatch services, both emergency and non-emergency, for all campuses and locations owned, leased, and operated by Laurier University.

In addition, members continue to offer university-wide input on Crime Prevention through Environmental Design (CPTED) precepts. CPTED is a multi-disciplinary approach to deterring criminal behavior through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede unwanted behaviour. SCS Officers have received training in threat assessment and management to conduct risk assessments when there are warning signs of actual, attempted or threatened harm to a student, staff or faculty member.

SCS operates a centralized Communications Centre, located on the ground floor of the Student Services Building, centralized at the Waterloo campus. The Communications Centre provides Special Constable Service communication and dispatch services for all campuses and locations. The Communications Centre operates 24 hours a day, 365 days a year and can be reached by phone at extension 3333 (internal) from the Waterloo, Brantford, Milton and Kitchener locations, or 519-885-3333 from Waterloo and 519-770-3778 in Brantford (external), and now alternatively through the SafeHAWK App.

Our Multi-Campus, Community Approach

The Special Constable Service has been serving the Laurier community in Waterloo since 1968; expanding to the Brantford campus in 2006. SCS enjoys a positive and collaborative relationship with the Waterloo Regional Police Service, Brantford Police Service, as well as other Regional and Municipal Emergency Services, working closely with them to provide professional campus safety services to the Laurier community and its stakeholders.

The OMEM model of Community Policing is used to ensure our environment is safe and secure for all students, staff, faculty and visitors.

The Special Constable Service is fully committed to the Ontario Mobilization and Engagement Model for Community Policing (OMEM). OMEM represents a philosophy and a concept focused on increasing community safety in partnership with the community by reducing unwanted behaviour, victimization, and social disorder. SCS supports the Laurier community in a manner that is consistent with Laurier's policies, practices, and values. Members deliver educational and community-based campus safety services that are consistent with their Waterloo Regional Police Services Board Memorandum of Understanding.

The Special Constable Service continues to maintain and develop new partnerships both internal and external to the university. These relationships are critical to the long-term sustainability of the Special Constable Service by delivering a compassionate, professional and educational-based service to the university.

With a unique downtown campus in Brantford, SCS has co-located with the Brantford Police Service and their Better Enforcement Action Team (BEAT) in Laurier-owned space. The BEAT officers have access to the shared Community Policing Partnership Office at 45 Market Place on a 24-hour basis, 365 days a year. This unique relationship has proven to improve visibility in the downtown core and enhanced the relationship with Brantford Police Service.

The Special Constable Service works collaboratively with various internal and external partners at all university locations, and within each community. Shared spaces and services require cooperation and strong partnerships to ensure the safety of the entire community. SCS is committed to delivering a professional service to students, staff, faculty and visitors to the university. SCS is involved in many programs, initiatives and partnerships resulting in positive community engagement such as with the St. Leonard's Crisis Services COAST Program, Laurier Student Affairs, Residence Life and the Dean of Students. See [Appendix C](#) for a list of partnerships, training, presentations and initiatives the Special Constable Service prides itself on collaborating with.



New Initiatives

New this year for the Special Constable Service is the addition of a fully trained CPR/First Aid instructor now capable of teaching and recertifying all members of SCS. Again, this year several CPTED (Crime Prevention Through Environmental Design) audits have been completed on buildings at both the Waterloo and Brantford campuses by trained members. These audits include recommendations and best practices to improve overall campus safety. Several members have received training in this field around the design and effective use of physical space to reduce the incidence and fear of crime. The focus of these CPTED audits is to reduce unwanted behaviour by modifying the environment.



SCS is in the final stages of receiving Canadian Police Information Centre (CPIC) permissions using a dedicated terminal authorized by the RCMP who have carriage of the federal system.

Training opportunities for SCS for the 2020-21 year have included Public Safety Telecommunicator Level One for all Security/Communications operators, virtual Indigenous Awareness Training through Indigenous Awareness Canada, Mental Health First Aid training to reduce the stigma surrounding mental health and wellness and to increase resiliency. Anti-Oppression, Micro Aggression awareness training was delivered to all Special Constable Service members. Through interactive workshops, SCS members participated in shared experiences relating to stereotyping, colour blindness, and how these microaggressions manifest themselves in the workplace and on campus.

In 2020-21 SCS hosted two, three-week virtual Special Constable Orientation Courses through TNT Justice Consultants which included attendance from Carleton, Brock and McMaster Universities. A witness interviewing, statement-taking course was also provided to the Laurier Special Constable Service this year. See [Appendix B](#) for a full list of Professional Memberships maintained by SCS.

SCS is in the final stages of the installation of a Canadian Police Information Centre (CPIC) dedicated terminal authorized by the RCMP and Shared Services Canada who has carriage of the federal system. With future access to secure information, officers under specific and auditable parameters, may make queries to augment their investigations to support a safe and secure campus environment.

The Solicitor General of Ontario continues to modernize policing in the province through legislation and creating regulatory changes that require the Laurier Special Constable Service to pause and review its own internal procedures. The Special Constable Service prides itself on the highest standards of service delivery excellence to the students, faculty, staff, and visitors.

In alignment with the university's Equity, Diversity, and Inclusion Plan an external review of the Special Constable Service was initiated and completed by an external review committee. The review focused on several strategic questions surrounding perceptions of, and interactions with Black, Indigenous and racialized community members, how SCS responds to and addresses racism, and how the SCS can contribute to creating a culture of inclusion at Laurier.

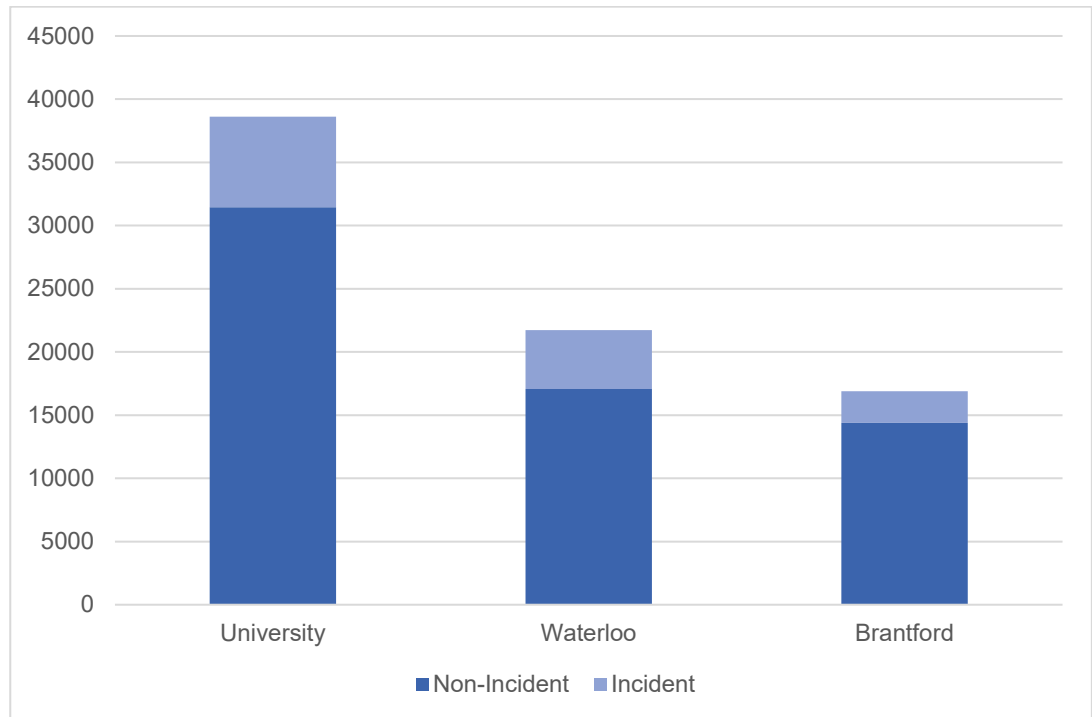
SCS plays an active role in helping to identify issues, review gather and evaluate information and recommend course of action for the Consumption and Treatment Services Safety and Security Committee, Region of Waterloo Covid Enforcement Strategy Committee, and the Region of Waterloo Emergency Shelter Committee.

Calls for Service and Incident Reporting

As the university evolved and adjusted to the COVID-19 pandemic, SCS also experienced complexity in its response to calls-for-service. From May 2020 to April 2021, the Special Constable Service responded to a total of 38,608 calls-for-service; 21,719 for the Waterloo campus and 16,889 for the Brantford campus ([Appendix E](#)). Examples of these calls include incidents involving trespassing, drugs, theft, break-ins, intoxication, liquor offences, unwanted persons, by-law complaints, and property damage. Of the calls-for-service, 4,655 generated a formal incident report on the Waterloo campus, while 2,498 generated an incident report on the Brantford campus. 31,455 calls-for-service did not specifically generate a formal incident report, but still required a Special Constable Service response by constables, security guards or communications members to address the inquiry.

Calls for Service by Type

From May 2020 to April 2021, SCS responded to a total of 38,608 calls for service, 21,719 on the Waterloo campus and 16,889 on the Brantford campus.



These calls include reportable and non-reportable incidents which rose 8.5%, from 20,003 in 2019-20 to 21,719 in 2020-21 on the Waterloo campus, and a 25% increase from 13,473 in 2019-20 to 16,889 in 2020-21 on the Brantford campus. During the same period, incident reports increased 66% from 2,797 to 4,655. This significant increase in calls-for-service is primarily attributable to the pandemic. In particular, COVID-19 access monitoring, control and response and focus efforts on proactive patrols to detect and deter incidents relating to its mostly vacant campuses' facilities. Incident reports encompass criminal and non-criminal calls-for-service, including theft, assault, provincial offence notices, alcohol and drug violations, fire and intrusion alarms, and medical calls. A full breakdown by incident type and the location are available in [Appendix D](#) and [Appendix E](#).

Appendix A: Members as at April 30, 2021

Multi-campus:

Vice-President: Finance and Administration

Lloyd Noronha

Assistant Vice-President: Campus Operations and Risk Management

Antonio Araujo

Director, Special Constable Service

Tammy Lee

Manager, Special Constable Service

Scott Lawson

Coordinator: Administration & Special Projects

Maggie Bailey-Bomberry

Waterloo Campus:

Administration and Operational Sergeants

Ryan Eldred Jeff Hunt

Patrol Sergeants

Greg Mudry Acting – Alice Currie
Sean Gow Acting – Justin Korga

Constables

Ashley Vanderkolk	Sarah Cashmore	Erin Calhoun	Alice Currie
Sarah Huddleston	Kevin Choi	Alin Pasc	Corey Ross
Zach Rumble	Charlie Stephens	Michelle Ferguson	

Operational and Administrative Support

Cheryl Guerriero

Communications Operators

Jerry Daniel	Alfred Graham	Julious Washington
Sydney Touzel	Sasa Kahrmanovic	Kyle Riberdy

Brantford Campus:

Patrol Sergeants

Harry Oldengarm Acting – Furqan Mirza
Gino Tatasciore Rick Tout

Constables

Michael Knevel	Darrell Dick	Tammie Maertens
Niki McFarlane	Dan Holland	David Browne

Appendix B: Professional Memberships

Special Constable Service is a member of several professional organizations that benefit the service.

- ASIS International Security Professionals
- Association of University Chief Security Officers (AUSCO)
- Canadian Association of Chiefs of Police (CACP)
- Canadian Association of Police Educators (CAPE)
- Canadian Police Knowledge Network (CPKN)
- Crime Prevention Through Environmental Design Ontario (CPTED)
- IACLEA Executive Development
- International Association of Campus Law Enforcement Administrators (IACLEA)
- International Association of Chiefs of Police (IACP)
- International Association of Law Enforcement Planners (IALEP)
- International Association of Women Police (IAWP)
- International Police Mountain Bike Association (IPMBA)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Association of College and Universities Security Administrators (OACUSA)
- Ontario Association of Police Educators (OAPE)
- Ontario Police Video Training Alliance (OPVTA)
- Ontario Women in Law Enforcement (OWLE)
- Police Fitness Personnel of Ontario (OPFA)
- Public Safety Telecommunications Canada (Instructor level)
- TNT Justice Consultants

Appendix C: Training, Presentations and Collaborative Initiatives

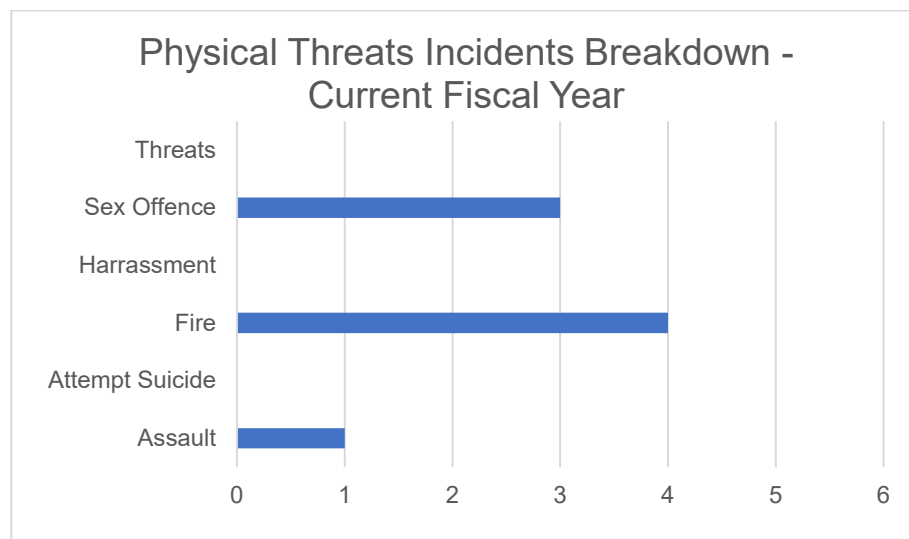
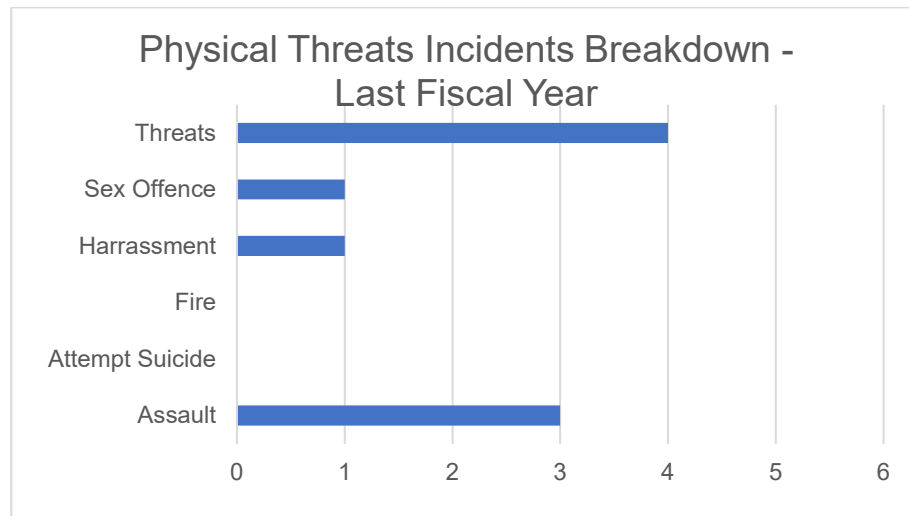
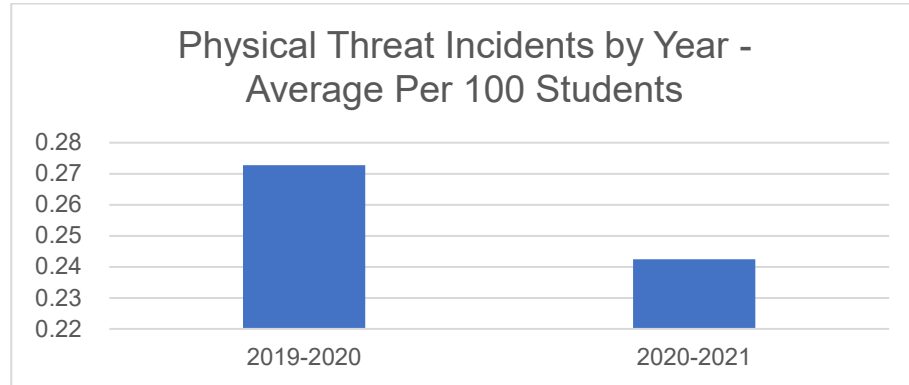
- Alcohol Harm Reduction Task Force
- App Armor – enhancements to SafeHAWK app
- Brant County Health Unit – Vaccination Clinics
- Brantford Downtown Outreach – City of Brantford & Laurier
- Campus Operations & Risk Management (CO & RM) Meetings
- CARE Team, Dean of Students office, Waterloo and Brantford campus
- City of Kitchener Parking Enforcement
- City of Waterloo Parking Enforcement
- Community Physical Security Advisory Group
- Community Planning & Response for St. Patrick’s Day (SPD) and Homecoming
- Centennial College Recruitment (Police Foundations course)
- CPTED Audits of university buildings
- C-Secure Training with Facilities and Management (FAM)
- Custodian Safety – Work Alone policies
- Debriefs for large events (Homecoming & SPD)
- Virtual Doorknocker Community Safety Communications, in partnership with Laurier Athletics and other internal and external partners
- Event Safety and Risk Management in partnership with SHERM (Safety, Health, Environment & Risk Management)
- First Aid/CPR recertification
- Hate Crime Liaison with WRPS
- Homecoming Emergency Planning
- Homecoming Planning Community & Communications Committee
- IMPMBA Training Course –in cooperation with the University of Guelph Campus Police – Instructional Cadre
- Joint Health & Safety Committee – Multi- Campus
- Laurier International – Assistance with Emergency Meal cards
- LWSP (Laurier Work Study Program)
- Ontario University Dialogue on Large Unsanctioned Street Parties
- Opening Ceremonies Safety Presentation
- Pandemic Recovery Support Group - Laurier
- Parking Enforcement collaboration
- Region of Waterloo Pandemic Control Group
- RLAC and Don meet and greet, in partnership with Residence Life
- St. Leonard’s Community Services - COAST
- Safety Plan implementation for students, staff, faculty in conjunction with Safety, Health, Environment & Risk Management (SHERM)
- SCS SPD (St. Patrick’s Day) operations planning meetings with internal & external partners
- Student Union - Emergency Food Hamper Distribution Program

Appendix D: Incident Reports

Fiscal Year Incident Reports			
2020-2021			
Incident Type	Waterloo	Brantford	University
9-1-1 Drop Calls	14	1	15
Administrative	182	43	225
Animal Complaint	12	4	16
Assault	5	1	6
Assist Other Service	199	60	259
Attempted Suicide	4	0	4
Break and Enter	36	11	47
By-Law Complaint	175	2	177
Check Premise	1137	1229	2366
Check Well-Being	31	2	33
Criminal Harassment	6	0	6
Dangerous Conditions	66	113	179
Dispute	17	0	17
Disturbance	13	3	16
Domestic Dispute	4	2	6
Drugs	26	5	31
Fire	1	4	5
Fire Alarm	57	28	85
Fraud	9	1	10
Graffiti	25	68	93
Impaired Driver	1	0	1
Injured/Sick Person	32	15	47
Intoxicated Person	15	4	19
Liquor Offence	29	0	29
Lost Property	91	16	107
Mentally Ill Person	21	2	23
Motor Vehicle Collision	15	1	16
Parking Enforcement	1252	2	1254
Person Stop	2	0	2
Pornography	1	0	1
Proactive Initiative	16	26	42
Property Damage	62	41	103
Prowler	1	0	1
Public Mischief	1	0	1
Pursuit	1	0	1
Remove Belongings	22	1	23
Robbery	1	0	1
Sex Offence	5	3	8
Suspicious Person	53	15	68
Suspicious Vehicle	8	3	11
Tech Crime	1	0	1
Theft Alarm	247	128	375
Theft Motor Vehicle	2	0	2
Theft Under \$5000	39	12	51
Threatening	3	0	3
Towed Vehicle	1	0	1
Unknown Call Requiring Assist.	9	1	10
Unwanted Contact	37	2	39
Unwanted Person	665	644	1309
Vehicle Stop	1	0	1
Weapon	2	2	4
Workplace Accident	0	3	3
Total	4655	2498	7153
Arrest Resulting from Incidents			
Special Constable Service	27	8	35

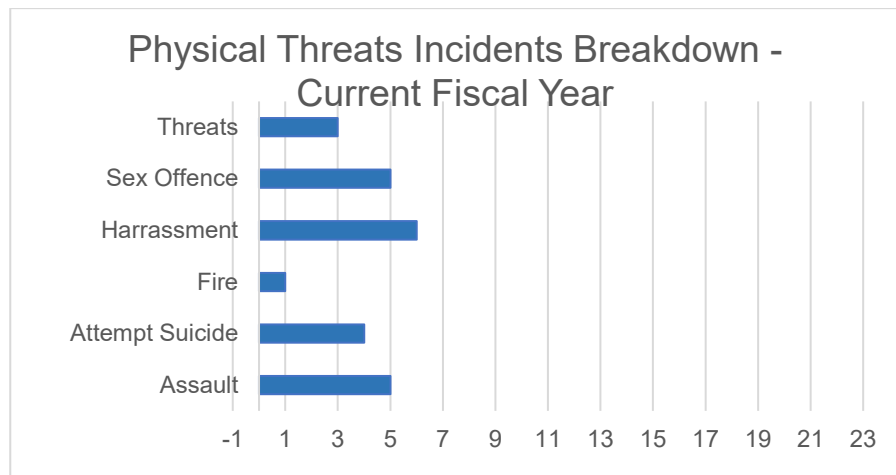
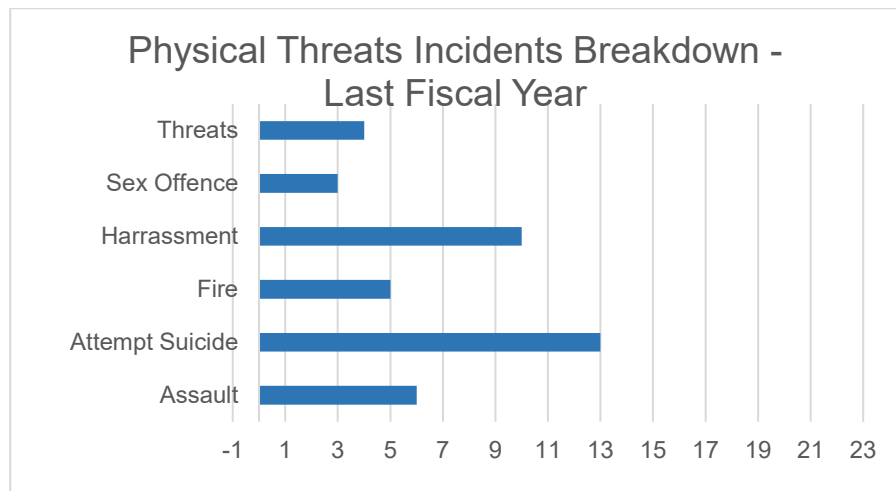
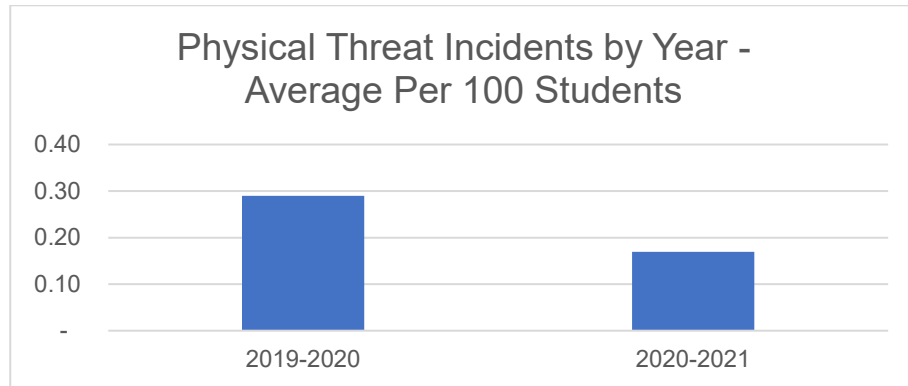
Physical Threat Incidents Reporting – Brantford

Physical threat incidents include verbal or written threats, sex offence, officer safety, harassment, fire, attempted suicide, and assault. The following comparative graphs indicate the number of physical threat incidents that took place at the Brantford Campus.

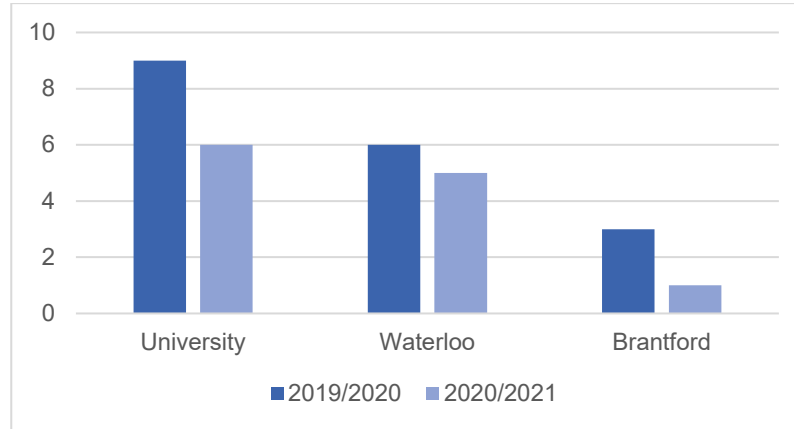


Physical Threat Incidents Reporting – Waterloo

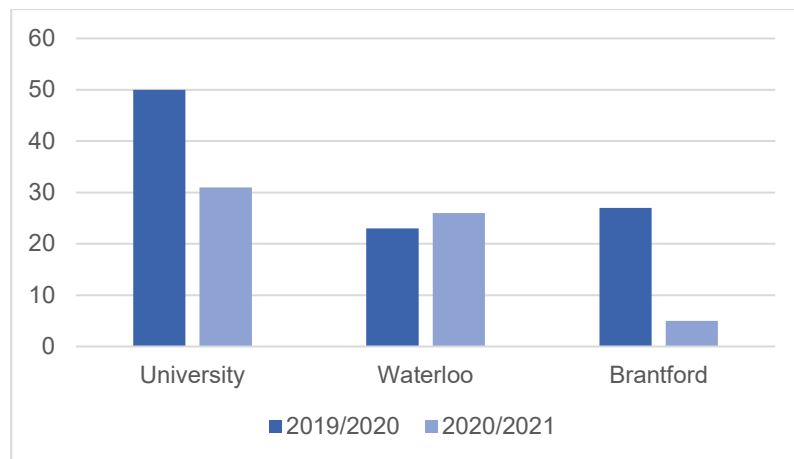
Physical threat incidents include verbal or written threats, sex offence, officer safety, harassment, fire, attempted suicide, and assault. The following comparative graphs indicate the number of physical threat incidents that took place at the Waterloo Campus.



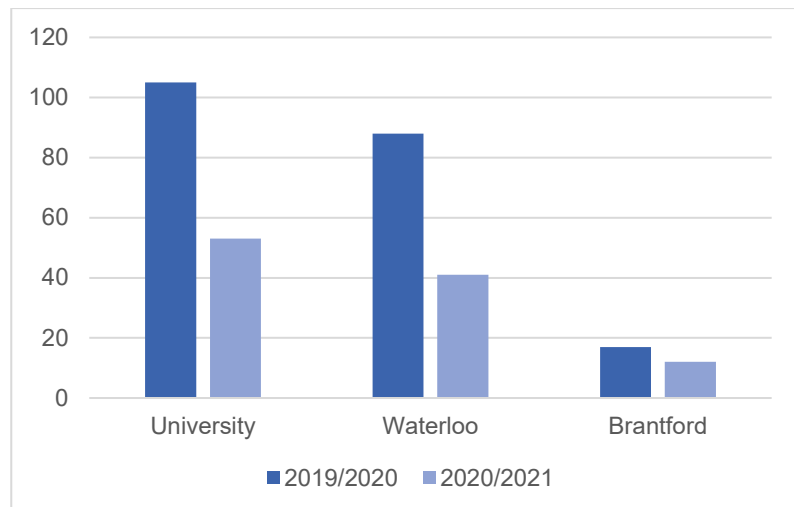
Calls for Service – Assault Incidents



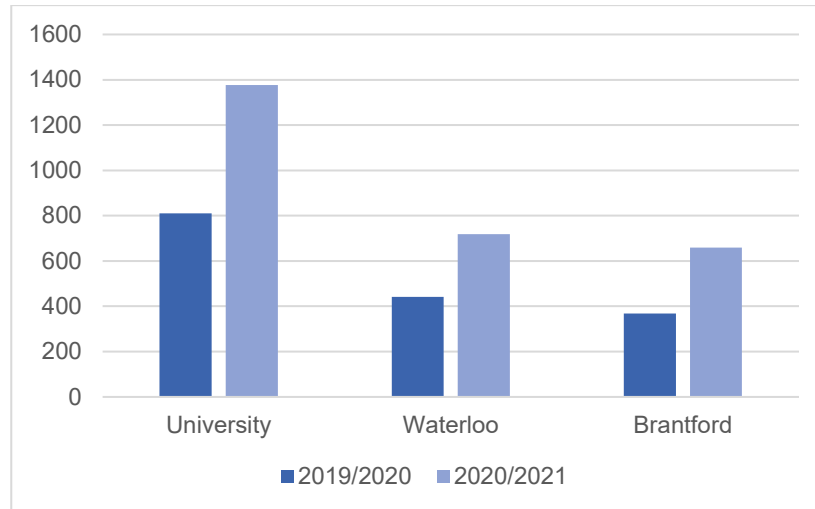
Calls for Service – Drug Incidents



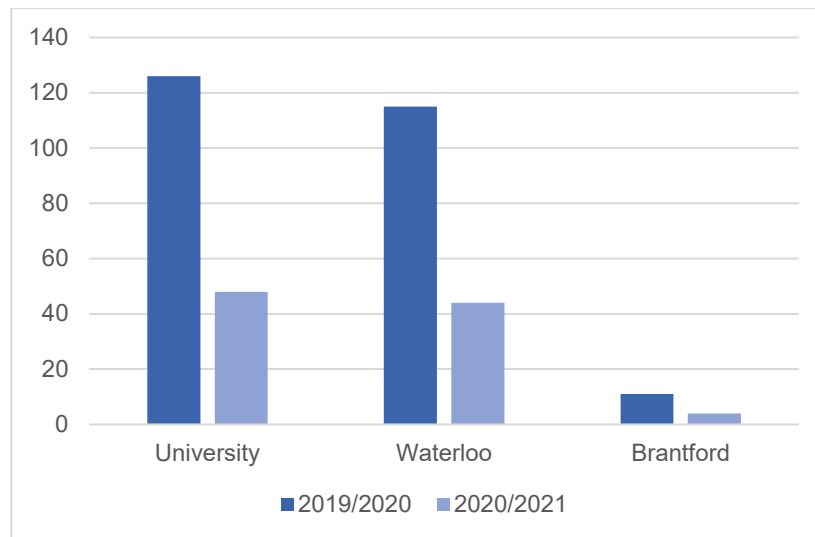
Calls for Service – Theft Incidents



Calls for Service – Suspicious/Unwanted Person Incidents



Calls for Service – Alcohol/Intoxicated Person Incidents



SCS plays an active role in helping to identify issues, review gather and evaluate information and recommend course of action for the Consumption and Treatment Services Safety and Security Committee, Region of Waterloo Covid Enforcement Strategy Committee, and the Region of Waterloo Emergency Shelter Committee.



WILFRID LAURIER UNIVERSITY
SPECIAL CONSTABLE SERVICE
IS COMMITTED TO:

The prevention of crime, education, customer service, encouraging partnerships and the protection of rights which will enhance the quality of life for our students, faculty, staff and visitors.

Using the *Ontario Mobilization and Engagement Model for Community Policing* to solve and prevent crime through education and the formation of partnerships to make Wilfrid Laurier University a safer place to learn, live and work.

WILFRID LAURIER UNIVERSITY

WATERLOO

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Waterloo, Ontario
Canada N2L 3C5

BRANTFORD

73 George Street
Brantford, Ontario
Canada N3T 2Y3

KITCHENER

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Kitchener, Ontario
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MILTON

555 Industrial Avenue
Milton, Ontario
Canada L9T 5E1



Annual Report

Special Constable Service

MAY 2021 – APRIL 2022

wlu.ca

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Mission Statement:

Special Constable Service is dedicated to the prevention of crime, education, service, encouraging partnerships, and the protection of rights which will enhance the quality of life for students, faculty, staff, and visitors.



Executive Summary

Welcome to the Wilfrid Laurier University Special Constable Service (SCS) Annual Report for 2021-22. The SCS department ([Appendix A](#)) plays a key role in the University's overall operational risk management and programming strategy. This report profiles SCS's commitment to community mobilization and engagement, crime prevention, education, and customer service excellence through collaboration, joint initiatives, and projects dedicated to supporting an culture of safety and well-being for students, faculty, staff, and visitors.

Laurier is a multi-campus university with campuses in Waterloo, Brantford, Kitchener and Milton. While in most situations SCS takes an educational-based, community-focused approach, Special Constables are sworn Peace Officers *as defined in the Criminal Code of Canada*, and are granted permissions on appointment by the Ontario Solicitor General, the Waterloo Regional, and Brantford Police Services Boards and their jurisdictional municipalities to enforce federal and provincial statues, when necessary.

SCS is fully committed to the Ontario Mobilization and Engagement Model for Community Policing (OMEM). This provincial model emphasizes working together for a safer, more secure, and healthier community. The Special Constable Service is dedicated to working collaboratively with various internal and external partners at all campus locations, and within each community, resulting in positive community engagement.

A critical element of Laurier Strategy: 2019-2024 is to foster a highly personalized, equitable, diverse, and inclusive community in which all members can experience a strong sense of belonging. To have that experience, every member of our community must feel welcome, valued and safe.

To advance this goal, the development of an institutional strategy for EDI was launched in fall 2020 and includes an Action Plan for Equity, Diversity, Inclusion, and Indigeneity. A review of the Special Constable Service (SCS) is one initiative within that action plan, with a specific focus on the way the service interacts with Black, Indigenous, and racialized members of the Laurier community and how reports of racism are responded to and addressed.

An external review of the SCS was commissioned and a report was released in May 2021. That report offers recommendations for the university to consider in its exploration of how Black, Indigenous and racialized members of the Laurier community perceive the SCS and their own interactions with special constables. The reviewers also looked at how reports of racism are responded to and addressed by the SCS and how the SCS can contribute further to creating a culture of inclusion on Laurier campuses. The committee also discussed the LGBTQ2s+ members of the community and their lived experiences also informed conversations and findings. With that report in hand, an internal committee comprised of a diverse group of Laurier stakeholders was appointed to review the recommendations made by external consultants. Those findings are expected later in 2022.

Through this reporting year, with pandemic restrictions still present, the Special Constable Service has continued to respond to calls-for-service in support of its partnerships and the student experience. 2021-22 saw a decrease in calls-for-service from the previous reporting period. These calls include reportable and non-reportable incidents, which decreased 8%, from 21,719 in 2020-21 to 19,999 in 2021-22 on the Waterloo campus, and a 12% decrease from 16,889 in 2020-21 to 14,944 in 2021-22 on the Brantford campus.

Values:

The Special Constable Service promotes and upholds the values of:

Integrity

Honesty

Respect

Compassion

Leadership

Diversity

Introduction to Special Constable Service

Wilfrid Laurier University is a multi-campus university with campuses in Waterloo and Brantford, as well as locations in Kitchener and Milton. In Waterloo, the SCS Main Office is located at 232 King Street North, while in Brantford, SCS is located at 45 Market Street.

The university operates in a total of 138 buildings in Waterloo, Brantford, Kitchener, Milton, Flamborough, and Yellowknife. The university owns over 20 properties on Ezra Avenue, Bricker Avenue and Albert Street in Waterloo that are managed by the Campus Living Centre (CLC), a Canadian property management service that specializes in student housing. Together, Special Constable Service members provide campus safety services for Waterloo, Brantford, Milton, and the Kitchener location, as well as other smaller Laurier-owned properties.



While in most situations SCS takes an educational-based, community-focused approach to situations, Special Constables are sworn Peace Officers *as defined in the Criminal Code of Canada* with a responsibility to preserve the peace and safeguard members and visitors to the Laurier community. When necessary, they are able to enforce federal and provincial statutes, including the Criminal Code, Liquor License and Control Act, Trespass to Property Act, Mental Health Act, Cannabis Control Act, and municipal by-laws. During the provincial emergency

declaration the government expanded authorities to include the Emergency Management and Civil Protection Act and Reopening Ontario Act. The Laurier Special Constable Service are granted these permissions on appointment by the Ontario Solicitor General, the Waterloo Regional, and Brantford Police Services Boards and their jurisdictional municipalities.

The Special Constable Service prides itself on collaborating with the campus community to find new and innovative approaches to keep the university community safe. The use of the Non-Academic Student Code of Conduct, which, in partnership with the Dean of Students' Office, affirms students' rights and responsibilities while ensuring acceptance and accountability for individual actions and their consequences. The Non-Academic Student Code of Conduct is often utilized to help establish a reasonable solution for those negatively impacted by an event, while creating a meaningful learning experience for the student without the long-term impacts of legislative proceedings. Often, and where appropriate, this Code of Conduct, in coordination with Residence Life programs and other strategies, is utilized instead of more formal charges.

Special Constable Service members work proactively to prevent and reduce incidents of unwanted behavior on Laurier's campuses. Members enjoy participating in presentations, conducting workshops and offering input on safety and security issues.

SCS members have received training in

- Gendered Violence
- Indigenous Awareness
- Mental Health First Aid
- Micro-Aggression/Anti-Oppression
- Racially Biased Policing

The SCS Communications Centre provides alarm and CCTV monitoring, communication and dispatch services, both emergency and non-emergency, for all campuses and locations owned, leased, and operated by Laurier University.

In addition, members continue to offer university-wide input and education on life safety systems and Crime Prevention through Environmental Design (CPTED) precepts. Environmental design looks at how the physical environment can be altered to improve and promote campus safety. CPTED strategies that reduce these risks include structural hardening, improved sight lines and natural surveillance, proper maintenance, territorial reinforcement, and additional surveillance. Not all illegal and unwanted behaviour can be prevented entirely by design alone, however implementing basic design-change principles, coupled with education, can assist in loss prevention, and provide an overall safer environment and quality of life on campus.

SCS operates a centralized Communications Centre, located on the ground floor of the Student Services Building, centralized at the Waterloo campus. The Communications Centre provides Special Constable Service communication and dispatch services for all campuses and locations. The Communications Centre operates 24 hours a day, 365 days a year and can be reached by phone at extension 3333 (internal) from the Waterloo, Brantford, Milton and Kitchener locations, or 519-885-3333 from Waterloo and 519-770-3778 in Brantford (external), and now alternatively through the SafeHAWK App.

Our Multi-Campus, Community Approach

The OMEM model of Community Policing is used to ensure our environment is safe and secure for all students, staff, faculty and visitors.

The Special Constable Service has been serving the Laurier community in Waterloo since 1968; expanding to the Brantford campus in 2006. SCS enjoys a positive and collaborative relationship with the Waterloo Regional Police Service, Brantford Police Service, as well as other Regional and Municipal Emergency Services, working closely with them to provide professional campus safety services to the Laurier community and its stakeholders.

The Special Constable Service is fully committed to the Ontario Mobilization and Engagement Model for Community Policing (OMEM). OMEM represents a philosophy and a concept focused on enhancing campus safety in partnership with the community by reducing unwanted behaviour, victimization, and social disorder. SCS supports the Laurier community in a manner that is consistent with Laurier's policies, practices, and values. Members deliver educational and community-based campus safety services that align with their respective Police Services Board, Memorandums of Understanding.

The Special Constable Service continues to maintain and develop new partnerships both internal and external to the university. These relationships are critical to the long-term sustainability of the Special Constable Service by delivering a compassionate, professional, inclusive, and educational-based service to the university.

Later in 2021, with a unique downtown campus in Brantford, Laurier Special Constable Service will be working with newly-trained Brantford Police Service (BPS) Special Constables assigned and co-located in the university district. The BPS Special Constable officers will have access to the shared SCS Community Policing Partnership Office at 45 Market Place on a 24-hour basis, 365 days a year. This unique relationship will improve visibility in the downtown core and enhance the relationship with the Brantford Police Service and the Laurier Special Constable team.

The Special Constable Service works collaboratively with various internal and external partners at all university locations, and within each community. Shared spaces and services require cooperation and strong partnerships to ensure the safety of the entire community. SCS is committed to delivering a professional service to students, staff, faculty, and visitors to the university. SCS is involved in many programs, initiatives, and partnerships resulting in positive community engagement such as with the St. Leonard's Crisis Services, Crisis Outreach and Support Team (COAST) Program, Crime Stoppers Brantford-Brant, Laurier Student Affairs, Residence Life, and the Dean of Students. See [Appendix C](#) for a list of partnerships, training, presentations, and initiatives the Special Constable Service prides itself on collaborating with.

The St. Leonard's COAST Program provides secondary crisis response services to marginalized community members. Special Constables have partnered with St. Leonard's to utilize COAST services on a number of occasions to assist members by providing them with outreach referral, via COAST, to crisis services.



SCS is collaborating with Brantford-Brant Crime Stoppers to create a Student Crime Stoppers initiative on the Brantford campus. This will further support and assist students who wish to report a crime but want to remain anonymous, This initiative focuses on an educational program to support students to make the right choice. It also provides an avenue for students to give back to their community during their time at Laurier.

SCS continues to be an integral partner on the Brantford Joint Health and Safety Committee. This has proven to be very valuable in providing input into safety concerns as they arise.

New Initiatives

Thanks to a fully trained in-house CPR/First Aid instructor all SCS members have been recertified during this reporting period. Again, this year several CPTED (Crime Prevention Through Environmental Design) audits have been completed on buildings at both the Waterloo and Brantford campuses by trained members. These audits include recommendations and best practices to improve overall campus safety. Several members have received training in this field around the design and effective use of physical space to reduce the incidence and fear of crime. The focus of these CPTED audits is to reduce unwanted behaviour by modifying the environment. A new protocol has been established with Safety, Health, Environment and Risk Management (SHERM) to conduct physical space safety audits to ensure a consistent approach when safety systems, such as panic alarms, are requested.



SCS is in the final stages of receiving Canadian Police Information Centre (CPIC) permissions using a dedicated terminal authorized by the RCMP who have carriage of the federal system.

Training opportunities for SCS for the 2021-22 year have included Public Safety Telecommunicator Level One for all Security/Communications operators, virtual Indigenous Awareness Training through Indigenous Awareness Canada, Mental Health First Aid training to reduce the stigma surrounding mental health and wellness and to increase resiliency. Anti-Oppression, Micro Aggression awareness training was delivered to all Special Constable Service members. Through interactive workshops, SCS members participated in shared experiences relating to stereotyping, colour blindness, and how these microaggressions manifest themselves in the workplace and on campus.

In 2021-22 SCS participated in two, four-week virtual Special Constable Orientation Courses through TNT Justice Consultants which included attendance from Guelph, Carleton, Waterloo, Brock and McMaster Universities. A call-taker, communicator course is being developed this year to deliver more comprehensive communications training for our dispatchers. See [Appendix B](#) for a full list of Professional Memberships maintained by SCS. In the Fall of 2022 SCS in Brantford will commence a new four-day In-service training hosted by the Brantford Police Service. This new training co-delivered to BPS Special Constables will ensure members remain compliant and current with all mandatory training necessary in today's demanding public safety environment.

During the Winter season of 2021-22 SCS partnered with the St. Leonard's Society to ensure Special Constables were able to assist those from the un-sheltered community during the harsh winter months. SCS and St. Leonard's partnered to gather donations from Laurier and the community to prepare emergency cold weather kits to distribute when Special Constables interact to support those in-need. The kits consisted of mitts, socks, scarfs, toques and gift cards to obtain a local hot drink or meal. As a result of this initiative thirty-one community members benefited from these important donations.

SCS now has access to the Canadian Police Information Centre (CPIC) through a secure terminal authorized by the RCMP and Shared Services Canada, who has carriage of the federal system. With access to secure information, officers under specific and auditable parameters, may make queries to support their investigations.

The Solicitor General of Ontario continues to modernize policing in the province through legislation and creating regulatory changes that require the Laurier Special Constable Service to pause and review its own internal procedures. The Special Constable Service prides itself on the highest standards of service delivery excellence to the students, faculty, staff, and visitors.

The Special Constable Service is proud to partner with the Muslim Students' Association (MSA) through an SCS initiated response to address discrimination experienced by the Muslim community, specifically Laurier students. This collaboration led to the creation of a joint video (between SCS and the MSA) to address Islamophobia. There are plans underway to grow this relationship in support of tackling islamophobia and any anti-racist sentiments among the campus community.

SCS has developed a relationship with the Office of Indigenous Initiatives (OII). By building mutual trust and respect between departments, new partnerships were forged for joint educational training and awareness opportunities. This partnership introduced SCS members to the 4 Seasons of Reconciliation courses and additional educational seminars to strengthen SCS knowledge, awareness and understanding of Indigenous culture through Laurier's Indigenous Initiatives Office. SCS members gained valuable knowledge by participating in multiple webinars presented during Social Justice and Solidarity Week, presented by the OII.

SCS continues to attend many Laurier International events to continue fostering existing, and create new, respectful and professional relationships with students and faculty. These events promote positive interactions to allow students to interact with SCS in a non-confrontational manner.

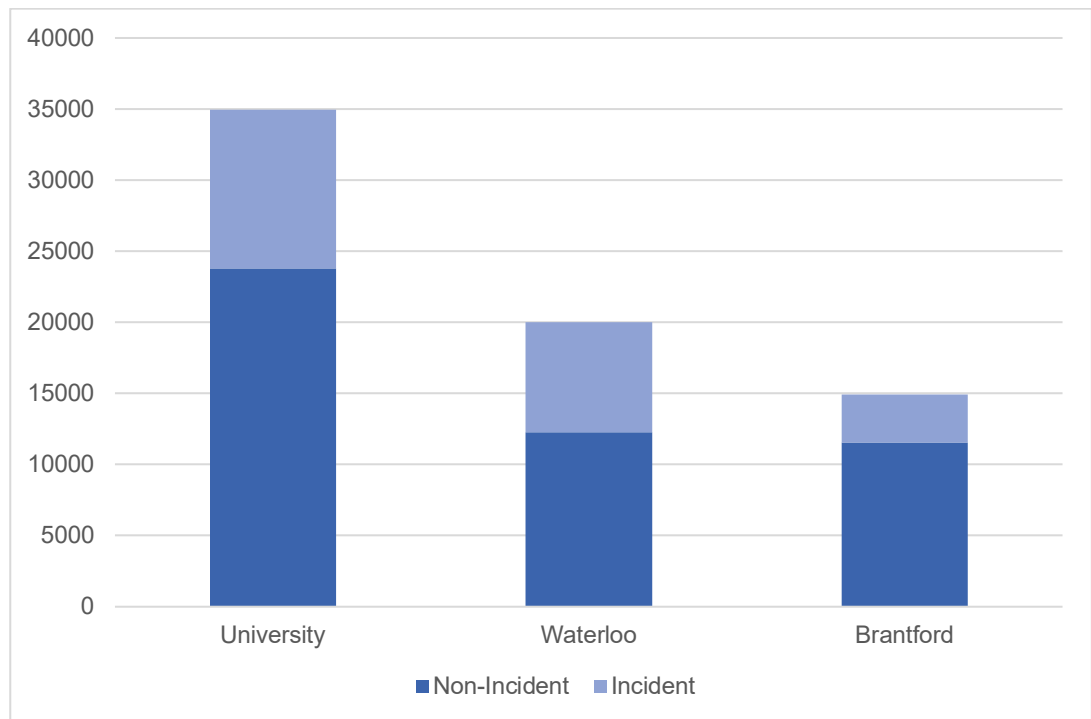
SCS plays an active role in helping to identify issues, review, gather, and evaluate information and recommend course of action for the Consumption and Treatment Services Safety and Security Committee, Region of Waterloo COVID Enforcement Strategy Committee, and the Region of Waterloo Emergency Shelter Committee.

Calls for Service and Incident Reporting

As the university evolved and adjusted to the COVID-19 pandemic, SCS also experienced complexity in its response to calls-for-service. From May 2021 to April 2022, the Special Constable Service responded to a total of 34,943 calls-for-service; 19,999 for the Waterloo campus and 14,944 for the Brantford campus ([Appendix E](#)). Examples of these calls include incidents involving trespassing, drugs, theft, break-ins, intoxication, liquor offences, unwanted persons, by-law complaints, and property damage. Of the calls-for-service, 7,735 generated a formal incident report on the Waterloo campus, while 3,399 generated an incident report on the Brantford campus. 23,809 calls-for-service did not specifically generate a formal incident report, but still required a Special Constable Service response by constables, security guards or communications members to address the inquiry.

Calls for Service by Type

From May 2021 to April 2022, SCS responded to a total of 34,943 calls for service, 19,999 on the Waterloo campus and 14,944 on the Brantford campus.



These calls include reportable and non-reportable incidents which decreased 8%, from 21,719 in 2020-21 to 19,999 in 2021-22 on the Waterloo campus, and a 12% decrease from 16,889 in 2020-21 to 14,944 in 2021-22 on the Brantford campus. During the same period, incident reports increased 236% from 4,655 to 11,134. This significant increase in calls-for-service is primarily attributable to the pandemic. In particular, COVID-19 access monitoring, control and response and focus efforts on proactive patrols to detect and deter incidents relating to its mostly vacant campuses' facilities. Incident reports encompass criminal and non-criminal calls-for-service, including theft, assault, provincial offence notices, alcohol and drug violations, fire and intrusion alarms, and medical calls. A full breakdown by incident type and the location are available in [Appendix D](#) and [Appendix E](#).

Appendix A: Members as at April 30, 2021

Multi-campus:

Vice-President: Finance and Administration

Lloyd Noronha

Assistant Vice-President: Campus Operations and Risk Management

Antonio Araujo

Director, Special Constable Service

Tammy Lee

Manager, Special Constable Service

Scott Lawson

Coordinator: Administration & Special Projects

Maggie Bailey-Bomberry

Waterloo Campus:

Administration and Operational Sergeants

Ryan Eldred Jeff Hunt

Patrol Sergeants

Greg Mudry Acting – Alice Currie
Sean Gow Acting – Justin Korga

Constables

Ashley Vanderkolk	Sarah Cashmore	Erin Calhoun	Alice Currie
Sarah Huddleston	Kevin Choi	Alin Pasc	Corey Ross
Zach Rumble	Charlie Stephens	Michelle Ferguson	

Operational and Administrative Support

Cheryl Guerriero

Communications Operators

Jerry Daniel	Alfred Graham	Julious Washington
Sydney Touzel	Sasa Kahrmanovic	Kyle Riberdy

Brantford Campus:

Patrol Sergeants

Furqan Mirza
Gino Tatasciore Rick Tout
Acting Darrell Dick Acting Corey Ross

Constables

Michael Knevel	Tammie Maertens	Niki
McFarlane	David Browne	
Iqbal Dhaliwal		

Appendix B: Professional Memberships

Special Constable Service is a member of several professional organizations that benefit the service.

- ASIS International Security Professionals
- Association of University Chief Security Officers (AUSCO)
- Canadian Association of Chiefs of Police (CACP)
- Canadian Association of Police Educators (CAPE)
- Canadian Police Knowledge Network (CPKN)
- Crime Prevention Through Environmental Design Ontario (CPTED)
- IACLEA Executive Development
- International Association of Campus Law Enforcement Administrators (IACLEA)
- International Association of Chiefs of Police (IACP)
- International Association of Law Enforcement Planners (IALEP)
- International Association of Women Police (IAWP)
- International Police Mountain Bike Association (IPMBA)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Association of College and Universities Security Administrators (OACUSA)
- Ontario Association of Police Educators (OAPE)
- Ontario Police Video Training Alliance (OPVTA)
- Ontario Women in Law Enforcement (OWLE)
- Police Fitness Personnel of Ontario (OPFA)
- Public Safety Telecommunications Canada (Instructor level)
- TNT Justice Consultants

Appendix C: Training, Presentations and Collaborative Initiatives

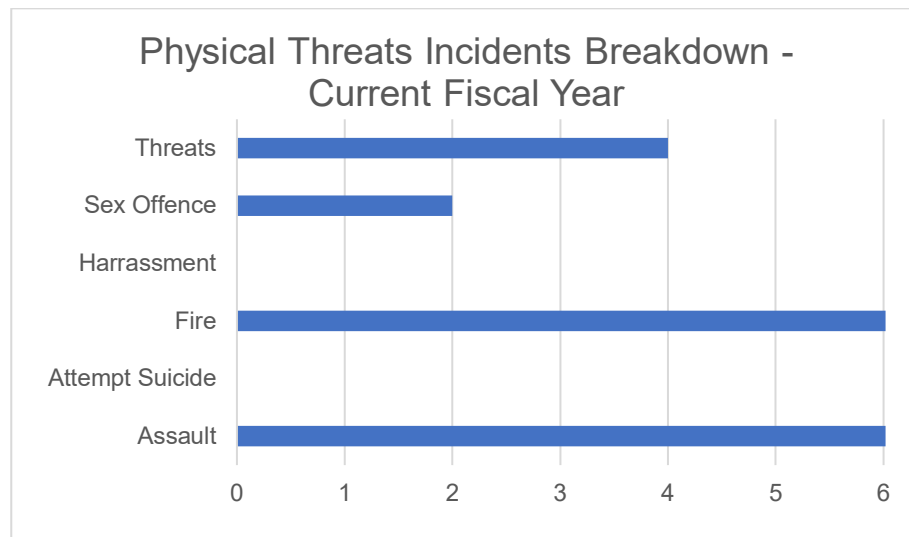
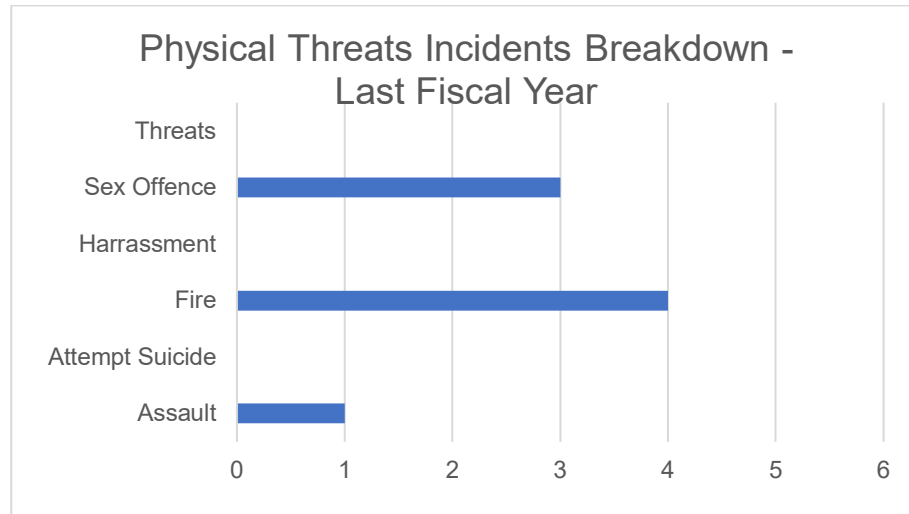
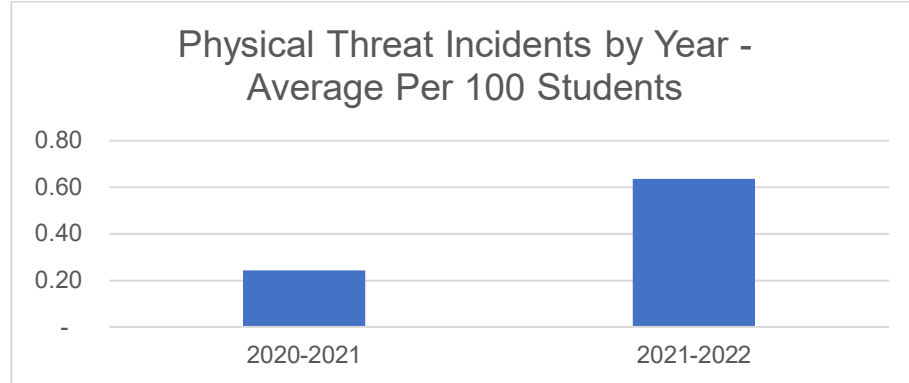
- Alcohol Harm Reduction Task Force
- App Armor – enhancements to SafeHAWK app
- Brant County Health Unit – Vaccination Clinics
- Brantford Downtown Outreach – City of Brantford & Laurier
- Campus Operations & Risk Management (CO & RM) Meetings
- CARE Team, Dean of Students office, Waterloo and Brantford campus
- City of Kitchener Parking Enforcement
- City of Waterloo Parking Enforcement
- Community Physical Security Advisory Group
- Community Planning & Response for St. Patrick’s Day (SPD) and Homecoming
- Centennial College Recruitment (Police Foundations course)
- CPTED Audits of university buildings
- C-Secure Training with Facilities and Management (FAM)
- Custodian Safety – Work Alone policies
- Debriefs for large events (Homecoming & SPD)
- Virtual Doorknocker Community Safety Communications, in partnership with Laurier Athletics and other internal and external partners
- Event Safety and Risk Management in partnership with SHERM (Safety, Health, Environment & Risk Management)
- First Aid/CPR recertification
- Hate Crime Liaison with WRPS
- Homecoming Emergency Planning
- Homecoming Planning Community & Communications Committee
- IMPMBA Training Course –in cooperation with the University of Guelph Campus Police – Instructional Cadre
- Joint Health & Safety Committee – Multi- Campus
- Laurier International – Assistance with Emergency Meal cards
- LWSP (Laurier Work Study Program)
- Ontario University Dialogue on Large Unsanctioned Street Parties
- Opening Ceremonies Safety Presentation
- Pandemic Recovery Support Group - Laurier
- Parking Enforcement collaboration
- Region of Waterloo Pandemic Control Group
- RLAC and Don meet and greet, in partnership with Residence Life
- St. Leonard’s Community Services - COAST
- Safety Plan implementation for students, staff, faculty in conjunction with Safety, Health, Environment & Risk Management (SHERM)
- SCS SPD (St. Patrick’s Day) operations planning meetings with internal & external partners
- Student Union - Emergency Food Hamper Distribution Program

Appendix D: Incident Reports

Fiscal Year Incident Reports			
2021-2022			
Incident Type	Waterloo	Brantford	University
9-1-1 Drop Calls	96	6	102
Administrative	253	34	287
Animal Complaint	22	1	23
Assault	12	8	20
Assist Other Service	228	84	312
Attempted Suicide	6	0	6
Break and Enter	32	2	34
By-Law Complaint	205	16	221
Check Premise	1147	1474	2621
Check Well-Being	55	11	66
Criminal Harassment	7	0	7
Dangerous Conditions	115	151	266
Dispute	21	6	27
Disturbance	19	16	35
Domestic Dispute	4	2	6
Drugs	19	1	20
Extortion	3	0	3
Fire	15	7	22
Fire Alarm	81	29	110
Fraud	16	3	19
Graffiti	18	52	70
Impaired Driver	0	1	1
Injured/Sick Person	109	41	150
Intoxicated Person	40	4	44
Liquor Offence	145	0	145
Lost Property	190	86	276
Missing Person	1	0	1
Mentally Ill Person	17	3	20
Money Escort	4	15	19
Motor Vehicle Collision	16	1	17
Parking Enforcement	961	4	965
Pornography	1	0	1
Proactive Initiative	90	47	137
Property Damage	154	47	201
Public Mischief	14	0	14
Remove Belongings	14	1	15
Robbery	0	1	1
Sex Offence	15	2	17
Suspicious Person	43	20	63
Suspicious Vehicle	10	1	11
Tech Crime	1	0	1
Theft Alarm	343	193	536
Theft Under \$5000	88	14	102
Threatening	6	4	10
Towed Vehicle	2	0	2
Unknown Call Requiring Assist.	9	2	11
Univ. Reg. Violation	2306	128	2434
Unwanted Contact	35	13	48
Unwanted Person	740	855	1595
Weapon	5	9	14
Workplace Accident	2	4	6
Total	7735	3399	11134
Arrest Resulting from Incidents			
Special Constable Service	32	1	33

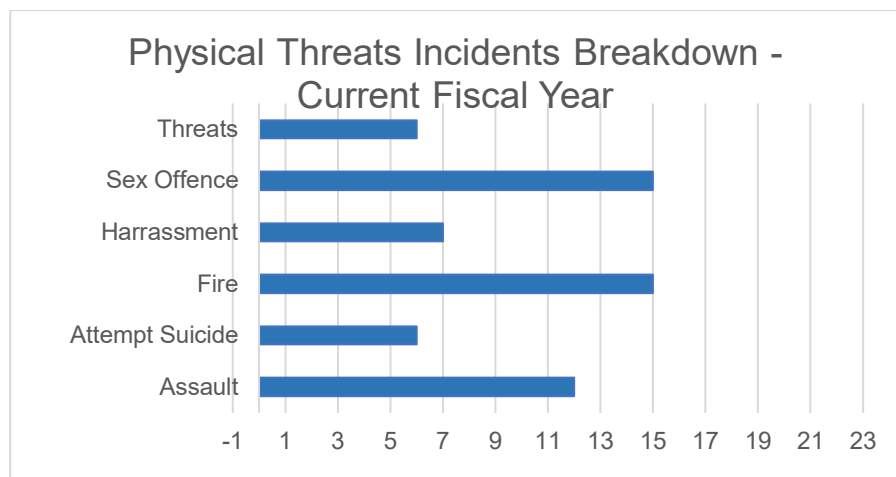
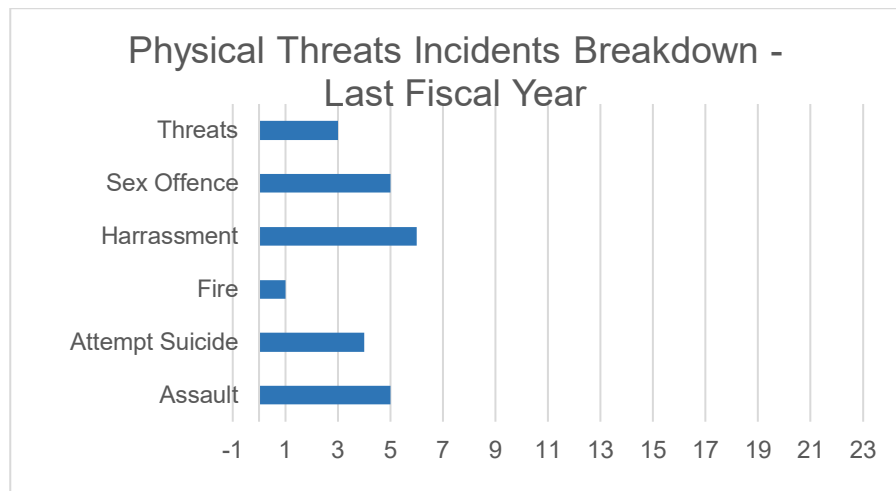
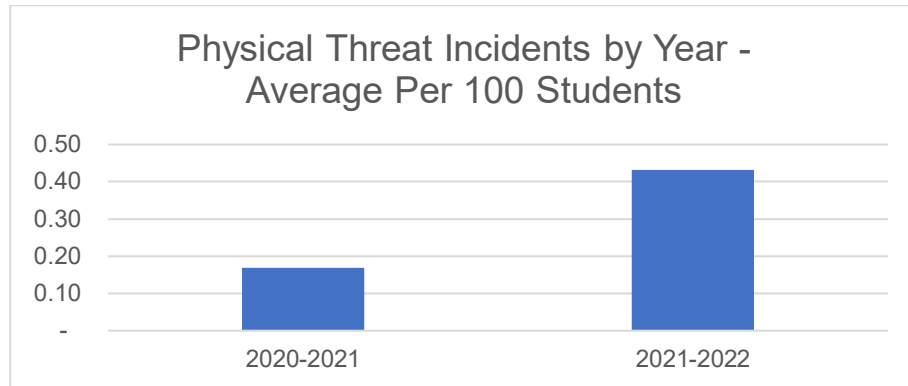
Physical Threat Incidents Reporting – Brantford

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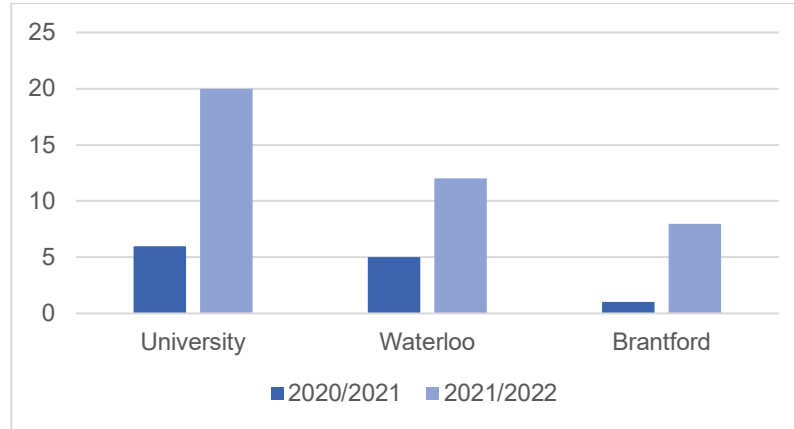


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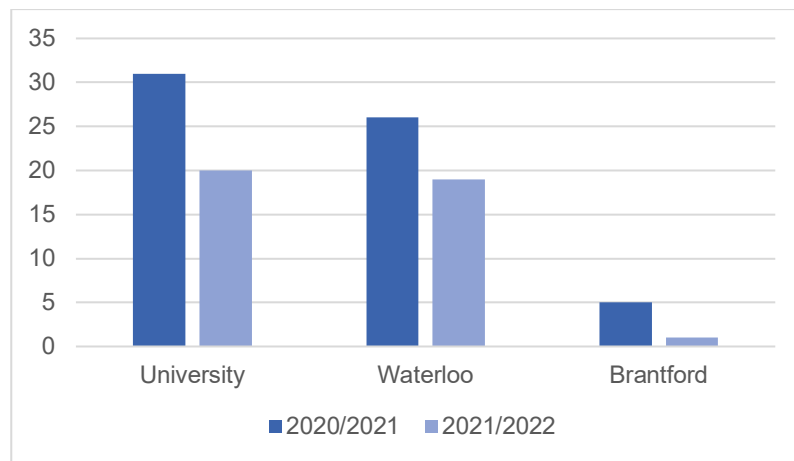
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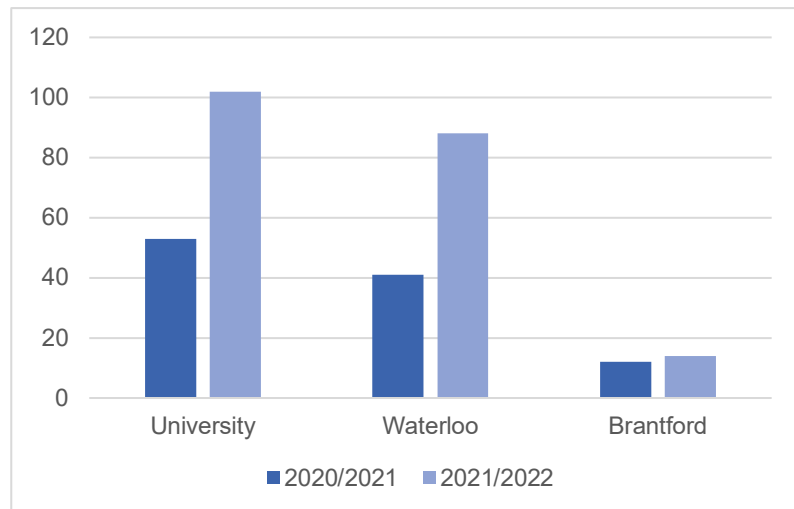
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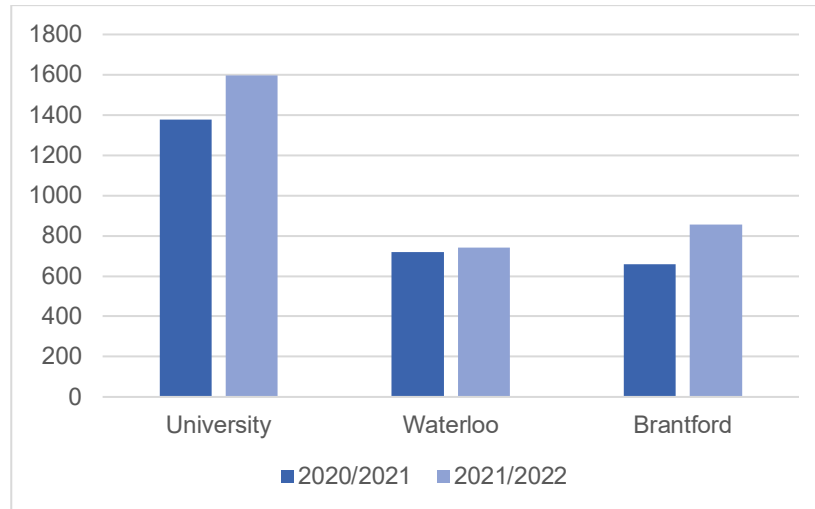
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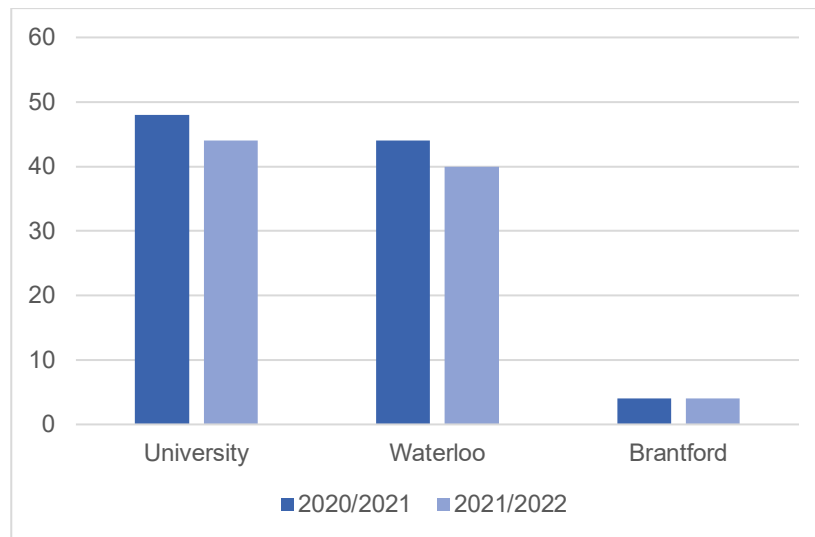
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