



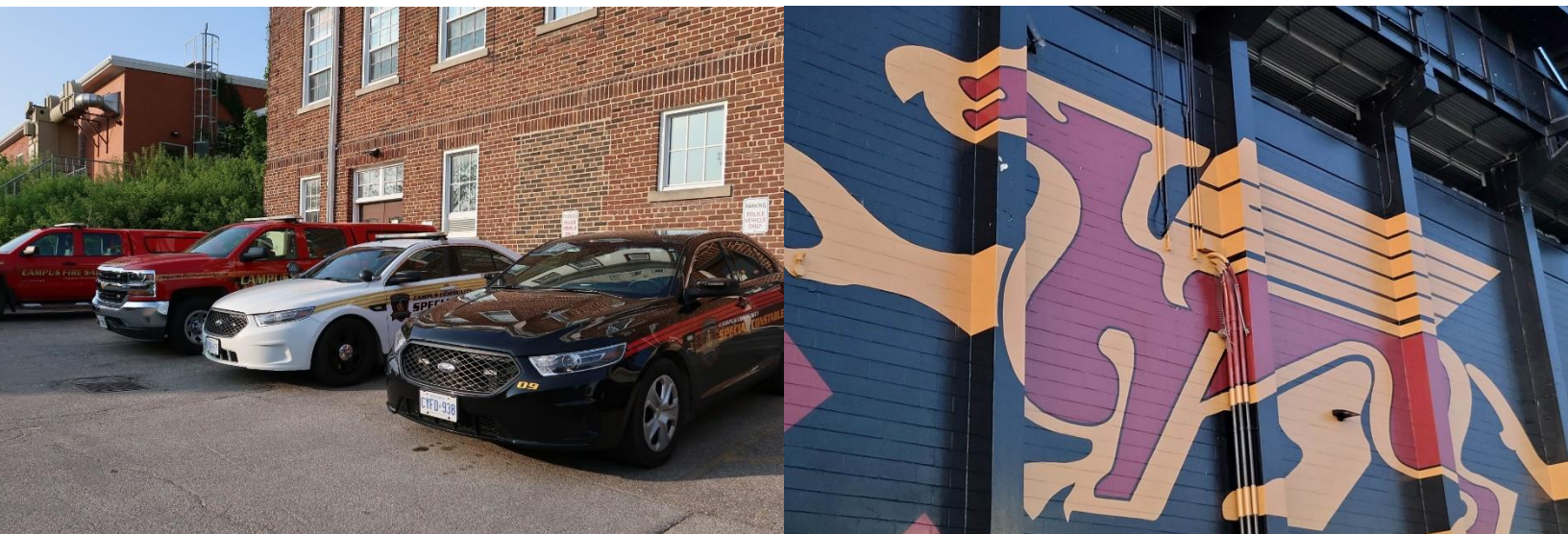
# May 2022 - April 2023 Annual Report

## University of Guelph Campus Safety Office



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# About the University of Guelph

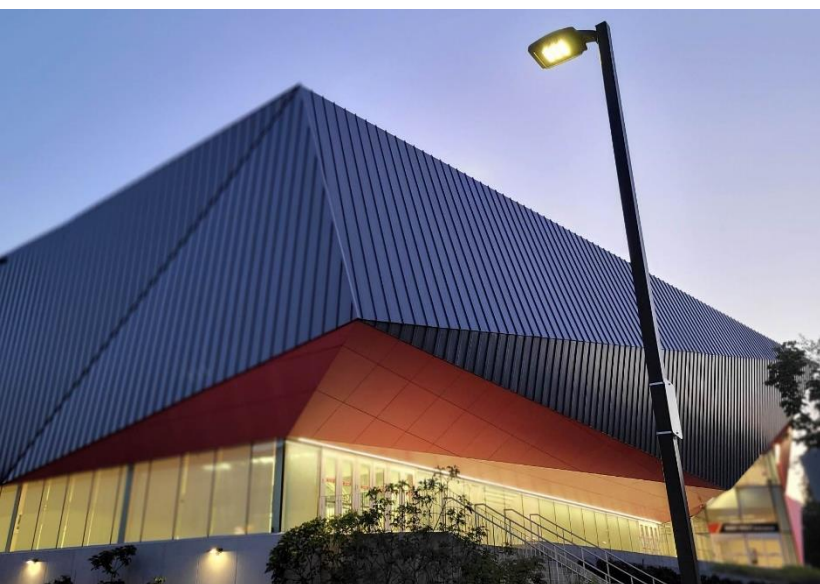
Established in 1964, the University has a reputation for innovation and excellence dating back more than 150 years to its founding colleges: Ontario Veterinary College, Ontario Agricultural College and Macdonald Institute.

The University of Guelph main campus is a vibrant and growing community spanning 412 hectares (1,017 acres) including the 165 hectare (408 acres) University of Guelph Arboretum and a 12 hectare (30 acres) research park. There are more than 150 buildings on the University of Guelph campus with construction of new buildings continuing.

The University of Guelph population features approximately 30,000 enrolled students, 3,000 staff members, and 800 faculty members.

The campus is active 24 hours, 7 days a week with students, staff and visitors. At night, approximately 5,000 students live in one of 14 residence halls. Two of these residences are Family Housing communities. Between Thursday and Sunday, the weekend night time population of the University of Guelph easily exceeds the 5,000 mark as students are allowed two signed in guests. This along with the large number of unregistered guests makes the campus an energetic community.

The “transit loop” located at the University of Guelph continues to have approximately 800 buses per day and 2.3 million people per year travel through this transit hub.





# Mission Statement

Our mission is to serve and support the campus community and provide a safe campus environment for our students, faculty, staff, and visitors. We accomplish this through working in partnership with the campus community in seeking and developing solutions to build on and enhance all of the services we provide, while respecting the dignity and individuality of each person we interact with.







# Relationship with the Guelph Police Service



The University of Guelph Campus Safety Office has a strong, positive relationship with the Guelph Police Service since Campus Community Police's inception in 1964. This relationship is close, mutually respected and is continuously growing.

The Guelph Police Service is the sponsoring organization for the Campus Safety Office and, along with the Guelph Police Service Board, sets out a formal agreement between the Guelph Police Service Board and the University of Guelph. This agreement establishes the roles and responsibilities of the Campus Safety Office, specific police powers and authorities of Special Constables and jurisdiction.

The Guelph Police Service and Campus Safety Office partnership is demonstrated through joint arrangements such as:

- ◆ Annual Use of Force training for University of Guelph Special Constables,
- ◆ In-Service Training such as, Mental Health, Provincial Offences, Criminal Code,
- ◆ Advanced training in leadership and investigations,
- ◆ On campus training scenarios,
- ◆ Guelph Police presence at football games, Homecoming and other large events,
- ◆ Guelph Police assistance when requested



# Message from the Director



The Campus Safety Office (CSO) is accountable to the members of our community including students, staff, faculty and guests, and provides programs and initiatives that enable a safe campus environment.

Over the past year, as we emerge from the influence of COVID 19, the CSO has tailored the safety programs to reflect our new reality. By working closely with our community members and while constantly improving on relationships, the CSO continues to evolve to better serve the University of Guelph campus. All CSO officers remain committed to keeping this campus safe and helping everyone continue to enjoy the University of Guelph experience.

I would like to take this opportunity to thank retiring Manager of Operations, Garry Male, for his years of dedicated service here at the CSO. Garry's years of leadership experience will be very difficult to replace and will be sorely missed. Many community members worked with Garry on several committees such as the Move-in Committee, Homecoming, and St. Patrick's Day Committees, among others. His efforts moved campus towards a safer environment and assisted many community members to fully engage with campus safety initiatives.

The CSO is recognized as the leader in officer bicycle patrol training, provided by the International Police Mountain Bike Association (IPMBA). Several CSO officers are trained in the delivery of this program to other law enforcement, fire and EMS organizations within Ontario. The use of bike patrol on our campus continues to be very helpful in connecting with our community and fostering relationships amongst stakeholders.

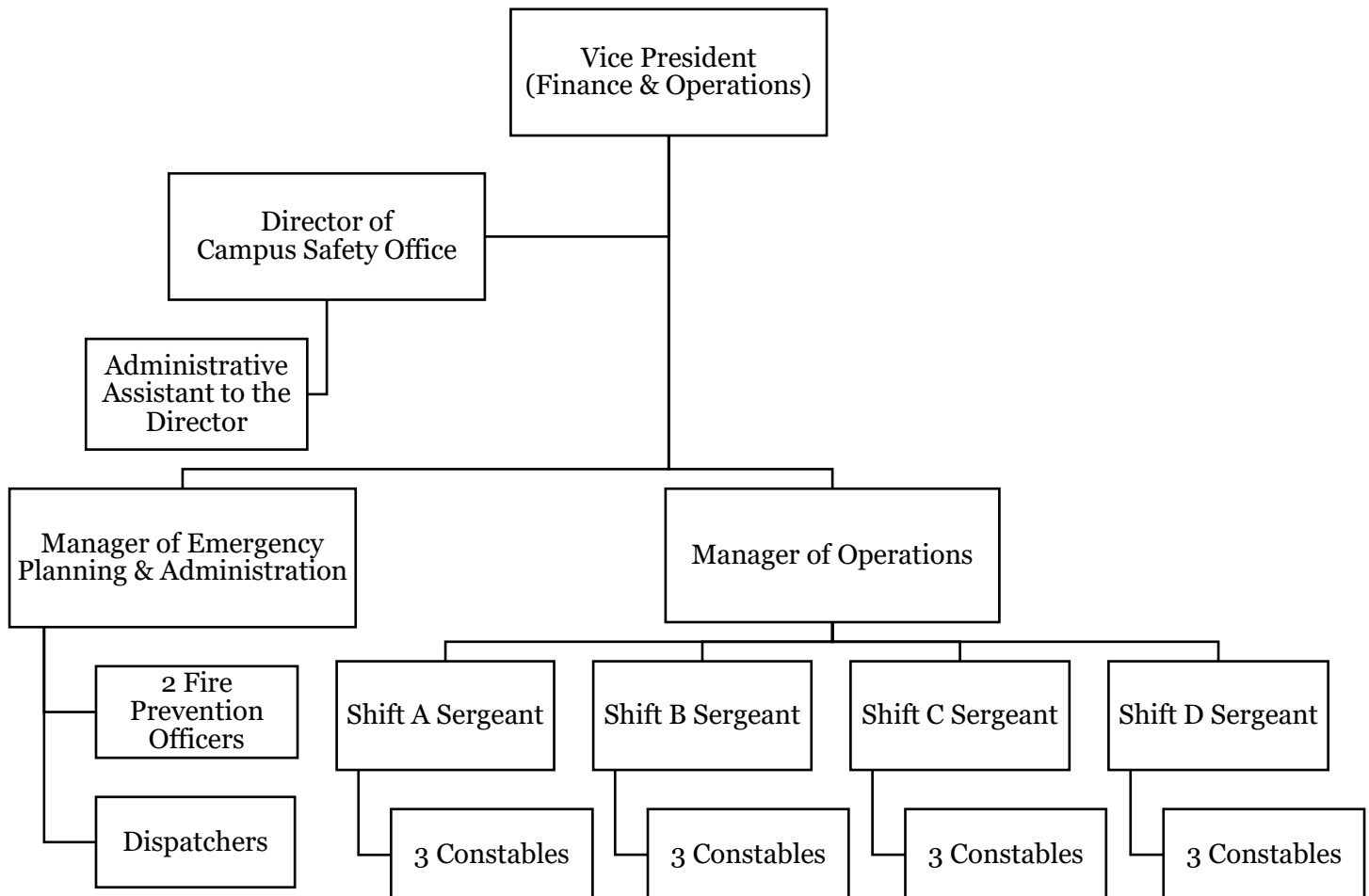
The delivery of Emergency Management services such as planning, training and response are key components of the CSO deliverables. Regular training and development of the Campus Control Group through tabletop exercises keeps all Committee members ready to respond to a situation. From relatively minor situations such as weather events up to a life-threatening incident resulting in the evacuation of some buildings, the emergency management response capacity is highly functional and responsive to the community.

The First Response Team (FRT) is a vital part of the overall campus safety strategy. Staffed and managed by trained student volunteers, the FRT responds to medical emergencies 24/7. The expertise and dedication of the student members serves the community well and offers a valuable experiential learning opportunity for those who are interested in pursuing a medical career.

Similarly, the CSO Auxiliary Program offers an experiential learning opportunity to several students each year who have demonstrated an interest in a policing career. These volunteers undergo a strict background investigative process before being approved to accompany CSO officers on patrol and participate in community safety awareness and education programs. A number of former Auxiliary members have been successful in applying to Ontario police services.

Director Dave Lee

# Organizational Structure



# Emergency Management

As part of our university's commitment to ensuring our staff, students and visitors remain safe on campus the Emergency Manager through the Campus Safety Office (CSO) continues to work collaboratively with our internal and external stakeholders to improve campus response to emergencies.

In the fall of 2022, we selected and changed our UofG Alert vendor. This was a strategic move in that it allowed us to create efficiencies where we were able to bring our two campus safety Apps (Safe Gryphon and UofG Alert) together under a shared AppArmor framework.

As part of our standard operating procedures for our UofG Alert systems, a campus wide test is conducted twice a school year. During the testing of our systems, we reach our campus population using various communication methods such as text messaging, e-mails, phone calls, Alertus Desktop, Alertus Beacons and Digital Signs. Our Digital Signs have a built in feature that allows an Emergency Alert to override the screen content immediately in real time, while communicating the important messaging.

These signs are strategically based across campus in highly populated buildings such as our University Center, residences, libraries, and our Athletic Centre.

## How UofG messages are displayed across campus

WEBSITE



DIGITAL SIGNS



ALERT BEACON



The Campus Control Group (CCG) is the core Executive Team that manages campus emergencies, and they accomplish this goal virtually or in person from the Emergency Operations Center (EOC). As part of the team's commitment for handling emergencies they meet quarterly to discuss developing trends related to emergency management and discusses how best we would manage similar issues on our campus. They also participate in tabletop and instructor led training.

The Emergency Manager continually provides training to various internal groups across campus to ensure that they know that we have a strategic framework in place for responding to emergency situations.

Our partnerships with the Guelph Police Service, Guelph Fire, Guelph Wellington Paramedic Service and the City of Guelph are instrumental in assisting us with responding to emergencies and we would like to thank these important community partners for their ongoing support.



# Authorities

The University of Guelph Special Constables receive their regulatory authority through the Guelph Police Service Board, as approved by the Ministry of Community Safety and Correctional Services and in compliance with the Comprehensive Ontario Police Services Act, 2019. Each officer is sworn as a Peace Officer and conferred the appointment of Special Constable holding police authorities as appointed and approved for a period of five-year increments. The Guelph Police Service Board and Guelph Police Service has authorized Campus Safety Office Special Constables to enforce the:

- ◆ Criminal Code of Canada, R.S.C. 1985m c046, as amended
- ◆ Controlled Drugs and Substances Act as amended; S.C. 1996m c19
- ◆ Youth Criminal Justice Act, 2002, C.1, as amended

And confers the authority of a police officer to enforce the:

- ◆ Highway Traffic Act, R.S.O., c. H-8, as amended
- ◆ Trespass to Property Act, R.S.O., 1990, c T-21, as amended
- ◆ Mental Health Act, R.S.O., c. M-7 s. 16, 17, 28, 33, as amended
- ◆ Safe Streets Act, S.O. 1999, c 8, as amended
- ◆ City of Guelph Municipal By-Laws, as amended
- ◆ Cannabis Act, 2017, as amended
- ◆ Liquor Licence and Control Act, 2019, as amended

As per the agreement with the Guelph Police Service and Guelph Police Service Board, University of Guelph Special Constables must report all serious incidents to the Guelph Police and are not authorized for highspeed pursuits.

The University of Guelph Special Constables are authorized to transport prisoners to the Guelph Police Service as well as transporting patients suffering from mental health to appropriate Guelph medical facilities. Each University of Guelph Special Constable is equipped with an ASP (extendable baton), oleoresin capicum spray (pepper spray), handcuffs, and naloxone spray. The University of Guelph Special Constables attend annual Use of Force Training provided by the Guelph Police Service as mandated by the Ministry of Community Safety and Correctional Services.



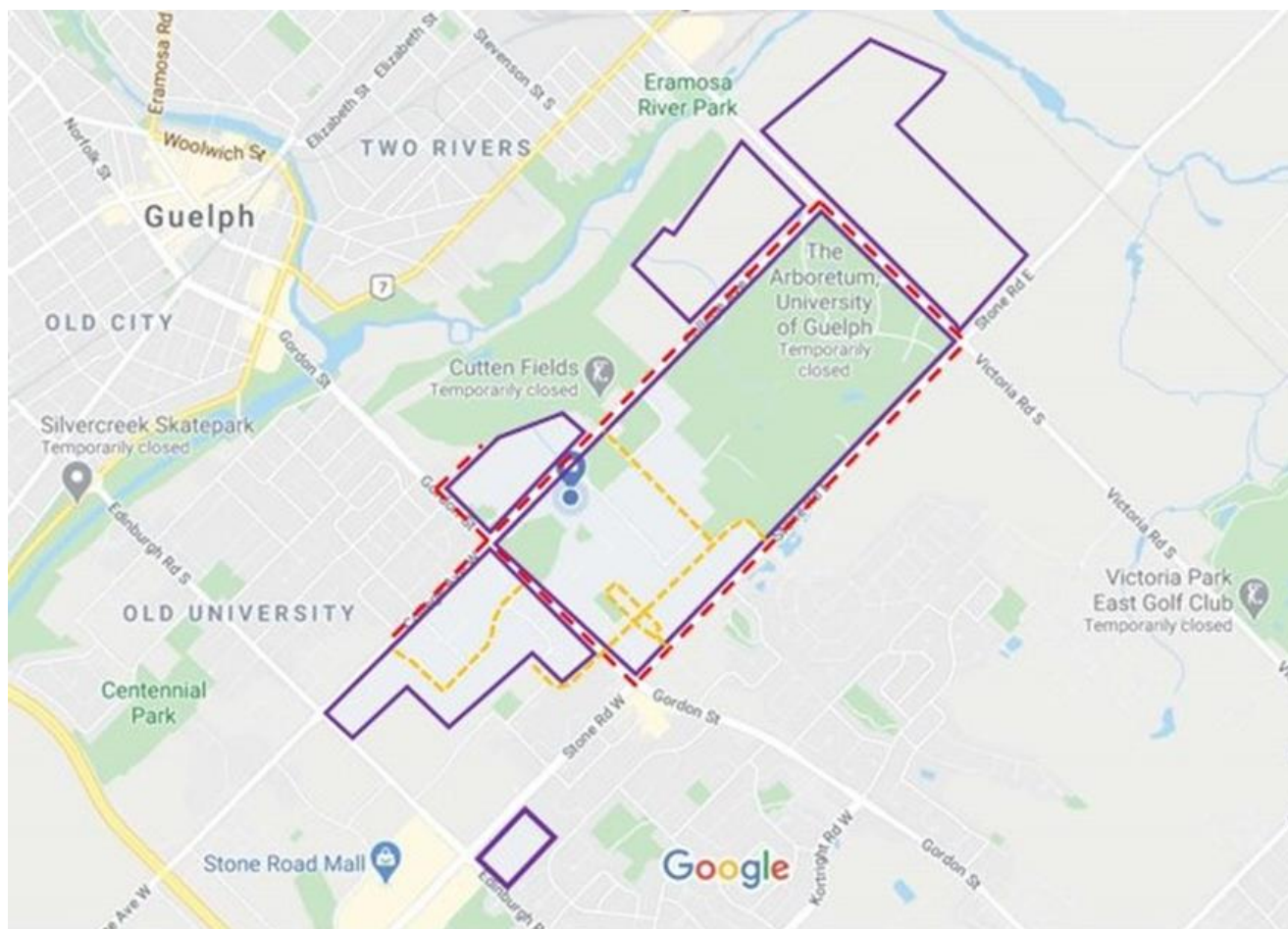
# Jurisdiction

University of Guelph Special Constables operate within a defined jurisdiction approved by the Guelph Police Service and Guelph Police Service Board, which includes the University of Guelph Main Campus, Ontario Vet College, Family Housing at 252 Stone Road and 78 College Avenue, as well as the highways on and abutting University of Guelph property which include the following City of Guelph highways:

- ◆ University Avenue East to Gordon Street,
- ◆ Gordon Street to Stone Road East,
- ◆ Stone Road East to Victoria Road,
- ◆ Victoria Road to College Avenue East,
- ◆ College Avenue West to Edinburgh Road South

University of Guelph highways:

- ◆ South Ring Road,
- ◆ East Ring Road,
- ◆ McGilvray Street,
- ◆ Entrance Mall Loop

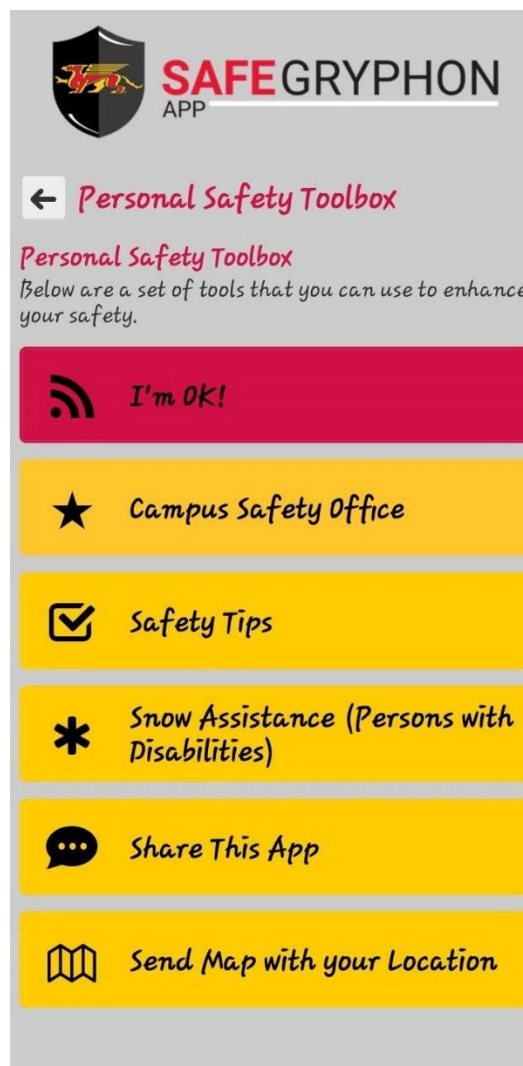
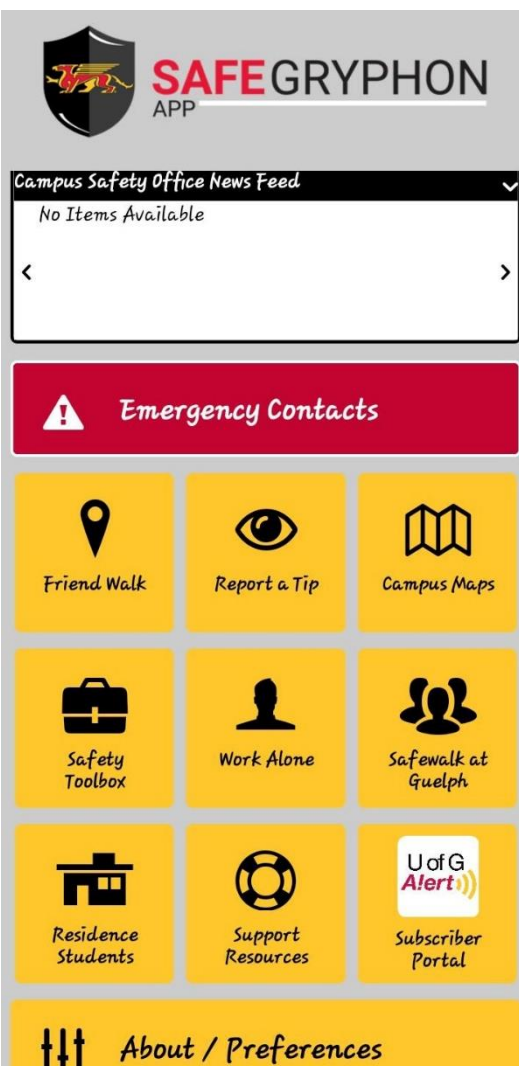


- University of Guelph Borders
- - - Highways – City of Guelph
- - - Highways - University of Guelph



# Safe Gryphon App

The Campus Safety Office continue to promote the “Safe Gryphon – UofGAlert” App for Smartphones. This app is free and is available to our entire Campus Community and is a step towards our commitment to improving safety on campus. Smartphone App technology is a common method of communication. The App allows the Campus Safety Office to share key information with others in a quick and efficient manner. The Safe Gryphon app has other safety features, including Friend Walk, where users can provide their location to their connected friend(s) in live time, and Work Alone, where an emergency contact will be contacted if the user does not check in at a specified interval. There are also interactive maps, a safety toolbox, Safe Walk, and support resources for our students and community members.



# Bicycle Unit



During the 2022-2023 year, nine officers were part of the bike patrol unit. All officers must successfully complete the International Police Mountain Bike Association (IPMBA) Police Cyclist Course to join the bike unit.

Sgt Liz Bouchard oversaw the bike unit. Sgt Bouchard organized and led bike courses for Guelph Police, Guelph Bylaw, and surrounding Universities. Additionally, Sgt. Bouchard continued in her role on the Board of Directors for IPMBA as Vice President.

S/Cst Nathan Harding organized the Property Crime Eradication Project (PCEP). The goal of this project is to locate and address property related crime around campus, including property damage, graffiti, insecure premises, and dangerous conditions, while utilizing bicycles as a transportation tool. Each working block, bicycle patrol officers were assigned a specific zone on campus to patrol on bike which resulted in the discovery of several incidents.



S/Cst Reta Jones and S/Cst Liam O'Hanlon participated in the annual Bike Rodeo with Family Housing. The event was organized by Family Housing manager Barb Robbins and S/Cst Jones. Canadian Tire also partnered with the CSO for this event by generously donating helmets and a bicycle for participants to win in a draw. During the rodeo, children were shown basic bicycle safety and then completed an obstacle course.

S/Cst Mario Deschamps organized a Wellness Ride on campus. During the ride, S/Cst Deschamps led participants around campus, and stopped at notable locations including the Gryphon Statue and Conservatory Gardens.







# Community Partner: First Response Team (FRT)

The Campus Safety Office works closely with the First Response Team (FRT). The FRT is a student-run, not-for-profit, volunteer organization that provides 24/7 on-call or special events coverage to the University of Guelph campus community in the form of emergency first-aid services. In the event of a call requiring medical assistance, the Campus Safety Office dispatches the FRT alongside a Special Constable or Fire Prevention Officer. The FRT area of coverage includes the main University of Guelph campus, as well as West Residence, the OVC, and the Arboretum. The team attends a variety of calls, ranging from intoxication to sports injuries or traumas and acts as a first response to provide immediate care to campus community members before regular EMS (Emergency Medical Services) arrive.

This past year, the FRT returned to full 24/7 on-call coverage for the entire year for the first time since 2019, due to the COVID-19 pandemic. All responders obtained their EMR (Emergency Medical Responder) certification through the Red Cross, in a successful effort to update and upgrade the quality of care that FRT responders provide to the campus community. EMR certification has also been made a requirement for all incoming FRT responders for the 2023 winter semester, as training is offered in January. This will ensure future years of FRT can continue to deliver the same high-quality level of care.



The FRT also attended their first in-person conference since the pandemic, with 20 delegates attending the 2023 NCEMSF (National Collegiate Emergency Medical Services Foundation) conference in Boston, Massachusetts, which included skills workshops and keynote speakers. Further, they trained their first competition team since the pandemic, which placed first at the NCCER (National Conference of Campus Emergency Responders) first-aid competition.

The FRT prioritizes maintaining and improving relations with local Emergency Services, both on and off campus. In addition, the FRT aims to be sensitive to and adapt its training and resources to meet the growing and changing needs of the University of Guelph campus community.





# Auxiliary Unit

The Campus Safety Office reintroduced its student auxiliary program in the 2022-2023 academic year. The program was previously paused due to the Covid-19 pandemic. This year's program featured four students enrolled in Criminal Justice and Public Policy at the University of Guelph. Each student displayed an interest in the career of law enforcement. The auxiliary program is beneficial to the community in numerous ways including community engagement, education, and professional networking.

Throughout the auxiliary program, students complete ride-alongs with officers and are exposed to different aspects of policing including routine patrols, taking statements, assisting with investigations, completing reports, and responding to various calls. Auxiliary students also attend special events around campus, such as Homecoming and Campus Day. Auxiliaries attend these events as representatives of the relationship between students and the Campus Safety Office. Auxiliaries interact with prospective students and families at certain events.

Auxiliary students are required to wear a uniform provided by the Campus Safety Office which gives them a sense of unity among the department. This experience gives students insight into policing. Each ride-along brings new experiences that students have not witnessed previously. Furthermore, special constables working at the Campus Safety Office have a unique and important role at the University of Guelph which many students are unaware of. The program provides a great opportunity for students to learn about the university, law enforcement, and themselves.

The Campus Safety Office looks forward to continuing the auxiliary program in the future.





# Dispatch

The University of Guelph special constables are supported by our dispatch team. There is one dispatcher assigned per shift. During projected busy times, such as Orientation Week, Homecoming and Move In/Out they are supplemented by an additional part time dispatcher to meet community needs.

Dispatchers are responsible for taking all incoming calls to the Campus Safety Office, which include but are not limited to fire and fire prevention calls, medical calls, lost and found, lockouts and general information calls for assistance on the University of Guelph Campus. As well, Campus Safety Office dispatchers are responsible for all after hours Physical Resource related calls. They also answer all calls from elevators and emergency phones. Once the call has been received, the dispatcher deploys the appropriate responder such as Campus Special Constables, the First Response Team (FRT), a fire prevention officers, or tradesperson such as plumber or electrician. They then create a dispatch in our D3 reporting system and, if required, escalate the call to an incident report.

Dispatchers are required to act with the utmost professionalism, understanding, and empathy while retrieving the required information from callers to assess the next level of response. Campus Safety Office dispatchers are an essential part of the team.

Dispatch Statistics			
Event/Year	2020-2021	2021-2022	2022-2023
Total Dispatch Calls Received	10,585	10,816	13,247
Dispatch Calls (C.S.O./Fire/Medical)	3,387	8,968	11,034
Officers Dispatched	8,908	7,097	10,750
Officers on Scene	2,491	3,668	11,154
Incident Reports Escalated	782	1,188	1,527
Calls Taken: Physical Resources (after hours)	1,551	1,652	1,902



# Overview of Incidents

Type of Incident Attended			
Event/Year	2020-2021	2021-2022	2022-2023
Administrative Notice (9-1-1 Call)	-	100	99
Arson / Intentional Fires	0	0	0
Assault	2	5	5
Assault Peace Officer	0	0	1
Bomb Threats	0	0	1
Break and Enter	29	8	8
Cannabis 2017 Act	0	0	1
Criminal Harassment	7	11	13
Disturbances	13	71	13
Domestic Disturbances	3	5	8
Drugs	6	2	6
Emergency Phone Activation	-	276	249
Frauds and Counterfeit Money	2	10	9
General Fire Alarms	59	85	91
Hate Activity	0	0	0
Hate Crimes	0	0	0
Homicide	0	0	0
Impaired Driving	1	1	0
Intoxicated Person - Arrest/Hospital	7	52	35
Liquor Offence	32	100	61
Medical Other	32	133	128
Medical - First Response Team, No CSO Presence	0	96	135
Medical Intoxicated	-	67	36
Mental Health	31	73	78
Mischief/Vandalism/Property Damage	35	81	98
Missing Person	1	3	4
Proactive Patrols	5,140	3,392	3,036
Sexual Violence	1	5	7
Smoking Complaints	75	39	58
Sudden Deaths	0	0	0
Theft - Bicycles	11	62	35
Theft - Motor Vehicle	0	2	5
Theft Other	24	61	73
Threatening	4	14	4
Traffic Stops	135	204	147



# Criminal Code Charges

2022-2023 Charges	Citizen	Student	Total
Assault	0	1	1
Assault Peace Office	1	0	1
Assault Cause Bodily Harm	0	0	0
Bench Warrant	1	0	1
Fail to Comply with Probation Order/Undertaking	2	0	2
Breach of Recognizance	1	2	3
Break & Enter	0	2	2
Criminal Harassment	2	2	4
Dangerous Operation of a Vehicle	2	0	2
Disturbance/ Weapons	0	0	0
Fraud	0	0	0
Hate Crime	0	0	0
Impaired Driving	0	0	0
Mischief	0	0	0
Obstruct Police/Resist Arrest	0	0	0
Possession of Break and Enter Tools	1	0	1
Possession of Controlled Substance	2	0	2
Possession of Property Obtained by Crime	2	0	2
Theft Over \$5,000	0	0	0
Theft Under \$5,000	3	0	3
Uttering Threats	0	0	0



# Provincial Offences: Highway Traffic Act

May 2022-April 2023	Citizen	Student	Total
Disobey Stop Sign—Fail to Stop	17	10	27
Red Light/Amber Light—fail to stop	10	1	11
Fail to Yield to Through Traffic	0	0	0
Drive Motor Vehicle no License/ More than 1 Licence	1	0	1
Drive Motor Vehicle - No Valid Permit/Val Tag	0	0	0
Fail to Report Accident	0	0	0
Drive While Under Suspension / 3 Day Suspension	1	0	1
Careless Driving	0	0	0
Other	8	5	13
Drive -Handheld Communication Device	0	1	1
Driver Fail to Surrender License	1	3	4
No Clear View to Front/Side/Rear	0	0	0
Window Obstructed	0	2	2
Turn Not in Safety	1	0	1
Fail to use Seatbelt	0	0	0
G1 – Drive Unaccompanied	0	1	1
Use Plate not Authorized	0	0	0
Improper Bicycle Lighting	0	0	0
Cyclist – Ride in Crosswalk	0	0	0
Cyclist – Fail to Identify Self	0	0	0
Stunt Driving	0	1	1



# Provincial Offences: Liquor Licence and Control Act

2022-2023 Charges	Citizen	Student	Total
Intoxicated in a Public Place	4	27	31
Having Open Liquor	2	12	14
Under 19 Have/Consume Liquor	1	24	25
Present Identification Not Lawfully Issued	0	5	5

# Provincial Offences: Trespass to Property Act

2022-2023 Charges	Citizen	Student	Total
Fail to Leave when Directed	2	0	2
Enter when Entry Prohibited	9	2	11
Engage in Prohibited Activity	2	0	2
Trespass No Charge	62	9	71

# Provincial Offences: Mental Health Act

2022-2023 Charges	Citizen	Student	Total
Apprehension/Voluntary Transport	1	10	11
IMPACT (Attended/Notified)	Not Listed	Not Listed	203

# Provincial Offences: Cannabis Act

2022-2023 Charges	Citizen	Student	Total
Possession Under 19 Years	0	1	1





# Judicial Offences

Judicial Offence	Total
Human right violation – University policy	2
Harassment	3
Unlawfully remove/destroy/access/possess/tamper with property not your own	31
Safety-bodily harm-engage in activities likely to endanger the safety of yourself or others	4
Fail to be responsible for guest(s)	8
Fail to abide by the University's tobacco and smoke free policy	3
Activate/tamper with fire/life safety equipment on campus for illegitimate purposes	4
Fail to abide by posted hours and limits on entry	1
Consume cannabis – person under 19 years of age	1
Supply drug paraphernalia on campus	1
Possession of liquor—person under 19 years of age	1
Consumption/have open possession of liquor on campus in other than an area where it is specifically permitted	2
<b>Grand Total</b>	<b>61</b>











# Community Partners



OFFICE of DIVERSITY  
AND HUMAN RIGHTS





