Peterborough Police Service Board

Policy
Sudden Death and Found Human Remains
2026-LE-059

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1.0 Authority

1.1 Subsection 37(1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by section 10 of the CSPA;

1.2 Subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the police service or the provision of policing;

1.3 O. Reg. 392/23: Adequacy and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.4 The Board deems it appropriate to require the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into sudden death and found human remains;

1.5 O. Reg. 394/23: Major Case Management and Approved Software Requirements prescribes requirements for investigation of Major Cases, including found human remains suspected to be a homicide;

NOW THEREFORE THE PETERBOROUGH POLICE SERVICE BOARD APPROVES AND ADOPTS THE FOLLOWING:

2.0 Definitions

In this Policy:

2.1 **"Act" or "CSPA"** means the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, as amended;

2.2 **"Board"** means the Peterborough Police Service Board;

2.3 **"Chief"** means the Chief of the Peterborough Police Service;

2.4 **"Member"** means a member of the Peterborough Police Service;

2.5 **"Ministry"** means the Ministry of the Solicitor General;

2.6 **"Service"** means the Peterborough Police Service.

3.0 Board Policy

3.1 The Board recognizes that issues relating to sudden death and found human remains form an important part of investigative policing, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4.0 Direction to the Chief

4.1 **Procedures – Sudden Death**

4.1.1 The Chief shall establish procedures that address a standardized approach for all sudden death investigations.

4.1.2 Where the occurrence falls within the definition of a major case, the Chief shall ensure that officers comply with the procedures set out in the Ministry's designated Ontario Major Case Management Manual and O. Reg. 394/23: Major Case Management and Approved Software Requirements.

4.2 **Procedures – Found Human Remains**

4.2.1 The Chief shall develop procedures to be followed when unidentified human remains are found.

4.2.2 Where the occurrence falls within the definition of a major case, the Chief shall ensure that officers comply with the procedures set out in the Ministry's designated Ontario Major Case Management Manual and O. Reg. 394/23: Major Case Management and Approved Software Requirements.

4.3 **Training**

4.3.1 The Chief shall ensure that all Members involved in the investigation of a sudden death or found human remains have the requisite knowledge, skills and abilities and receives the appropriate training.

5.0 Chief Coroner's Memoranda

5.1 The Chief shall ensure that the procedures concerning sudden death are in compliance with any and all memoranda issued by the office of the Chief Coroner.

6.0 Report to the Board

6.1 The Chief shall report to the Board on the Service's implementation of this Policy as follows:

6.1.1 In response to questions from the Board regarding Service procedures developed pursuant to the policy, either verbally at a meeting when the question is asked, or in writing at the next regularly scheduled Board meeting, as directed by the Board; and

6.1.2 Within thirty days of the Chief becoming aware of a breach of Service procedures developed pursuant to this policy that the Chief in his sole discretion determines to be a significant breach that is likely to result in liability for or reputational damage to the Board or the Service, the Chief shall:

a) report to the Board verbally regarding the matter at its next regularly scheduled meeting;

b) provide periodic verbal updates as directed by the Board at subsequent meetings pending completion of internal and external proceedings regarding the matter; and

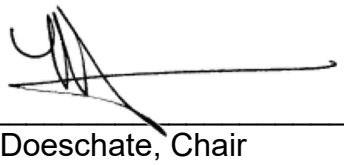
c) after the conclusion of all internal and external proceedings regarding the matter, provide a written report to the Board explaining:

i) the breach;
ii) the circumstances surrounding the breach;
iii) the Chief's liability or reputational concerns; and
iv) the corrective measures taken, including amendments to the procedure to guard against future breaches.

7.0 Implementation

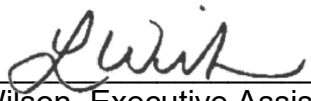
7.1 That the Board approves and adopts this Policy #2026-LE-059 Sudden Death and Found Human Remains which shall come into force on October 21, 2026.

7.2 That Policy #LE-037 Sudden Death and Found Human Remains, enacted on October 20, 2014, is hereby repealed effective October 21, 2026.



Mary ten Doeschate, Chair
Peterborough Police Service Board

October 20, 2026
Date



Lisa Wilson, Executive Assistant
Peterborough Police Service Board

October 20, 2026
Date