




Weapons – Extendible Baton

Effective Date: May 5, 2020
Review Date: May 5, 2025
References: Peace Officer Act, Peace Officer Regulations and Peace Officer Ministerial Regulations

CAO Signature: 

Purpose: Lac Ste. Anne County recognizes there are circumstances where a Community Peace Officer (CPO) may need to use an Extendible Baton (Baton) in the execution of his/her duties. In accordance with the Peace Officer Act, Peace Officer Regulations and Peace Officer Ministerial Regulations, Lac Ste. Anne County requires policy and procedures in regards to issuing, carrying, using, handling and care of a Baton by CPOs.

Guidelines: Only CPO's who have successfully completed Baton training, and who have authority through their Peace Officer Appointment, may carry and use a Baton while on duty only. The authority does not extend to off-duty activities.

1. AUTHORIZATION:

Lac Ste. Anne County Manager, or Designate, may issue a Baton to CPOs when meeting the following conditions:

- His/her Peace Officer Appointment authorizes him/her to be in possession of a Baton.
- The CPO must successfully complete and maintain necessary training.
- The CPO must receive specific instruction in the care, handling and use of a Baton.

2. TRAINING:

CPOs will only be issued a Baton upon successful completion of approved training recognized by the Alberta Solicitor General Public Security Division. All CPOs will be required to recertify OC training every 36 months.

3. APPROVED USES:

A Baton must only be used as a means of defense and shall only be deployed as a last resort after all communication and resources have been exhausted and the CPO fears for grievous bodily harm to themselves or for the safety of the public.

Before deploying a baton, the CPO shall take all necessary precautions to prevent bystanders from being placed in any danger.

A Baton shall only be carried by the CPO while on duty and does not extend to off-duty activities.

The CPO must not allow, lend or provide the Baton to any person not duly authorized by law to handle, possess or use a Baton.

4. PROCEDURES:

The CPO authorized to use a Baton must:

- Wear the Baton in the issued scabbard.
- Seek immediate medical attention for the target if required.

5. REPORTING REQUIREMENTS:

A CPO who during the course of their duty utilizes his/her Baton shall:

- Complete a standard occurrence report outlining the circumstances surrounding the use of the Baton.
- Report the occurrence as soon as practicable to the Supervisor of Enforcement Services. The Supervisor of Enforcement Services shall then notify the General Manager of Community & Protective Services and the County Manager. The General Manager of Community & Protective Services, or Designate, shall report the incident to the Alberta Solicitor General Public Security Department. The entire reporting process shall be complete within 24 hours of the incident.

A CPO who loses his/her Baton must immediately report the loss to the Supervisor of Enforcement Services. The Supervisor of Enforcement Services shall then notify the General Manager of Community & Protective Services and the County Manager. The General Manager of Community & Protective Services, or Designate, shall report the incident to the Alberta Solicitor General Public Security Department.

6. STORAGE & CARE:

The Baton shall remain on the CPO person or secured in a locked storage at all times:

- The Baton shall only be worn in the issued scabbard.
- Ensure that when off-duty, the Baton is secured in a locked cabinet within the Lac Ste. Anne County Administration Office.
- If a CPO goes off shift at their residence, the Baton must be secured within a locked cabinet at his/her residence.

CPOs will inspect the Baton on a weekly basis for the following:

- Wear and tear on the foam grip.
- Bent shaft and stress fractures.
- Abrasions on the tip or a loose tip.
- Secure butt cap.

Minor adjustments may be made to the retaining clip and O-ring to ensure proper opening and closing capabilities.

Any defective Batons requiring repair or replacement must be immediately reported to the Supervisor of Enforcement Services.

7. RECORDS:

All training records will be stored and maintained in the CPO personnel file.

The Supervisor of Enforcement Services shall manage the training and recertification use of Baton requirements. The review of which shall occur on a regular basis to ensure compliance.

The Supervisor of Enforcement Services shall maintain a current inventory and list of CPOs issued OC Spray.