



LONDON POLICE SERVICE

REPORT TO THE LONDON POLICE SERVICE BOARD

BOARD MEETING DATE: March 20, 2025

BOARD REPORT #: 2503UD01

MEETING: Open

TO: Chair and Members of the London Police Service Board

FROM: Scott Guilford, Deputy Chief

SUBJECT: **2024 Mandatory Annual Report – Missing Persons**

PURPOSE: Update / Information Purposes Only

RECOMMENDATION(S):

THAT the London Police Service Board receive this report.

SUMMARY:

On July 1, 2019, the *Missing Persons Act, 2018* (MPA) came into force, providing police services with new tools to effectively investigate missing persons occurrences where there is no evidence that a crime has been committed.

Under Section 8 of the MPA, police services are required to report annually on their use of urgent demands, and police service boards are required to make this report available to the public.

CONCLUSION:

Once this report is received, it is to be posted (on the police board website or LPS website) in a format left to the discretion of the LPSB. The report (Form 7) must also be submitted to the Ministry of the Solicitor General. These 2 steps are to be completed by June 1, 2025.

PREPARED BY: Jodi Hillman-Missing Persons Co-Ordinator, Uniformed Division

Attachment(s): Annual Report (Form 7)
Memorandum- Ministry of the Solicitor General

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018* the contents included in this report must be prepared by April 1 of each year, and made publicly available by June 1 of each year.

Data Collection

Period of data collection

Start Date (yyyy/mm/dd)
2024/01/01

End Date (yyyy/mm/dd)
2024/12/31

Name of Police Force
London Police Service

Detachment Location (if applicable)

Unit Number

Street Number
601

Street Name
Dundas St.

PO Box

City/Town
London

Province
Ontario

Postal Code
N6B 1X1

Total Number of Urgent Demands made
43

Number of Missing Persons Investigations in which a demand was made
18

Types of records specified in the urgent demands and total number of times that each type of record was included in the urgent demands

Records	Description	Total number of times demanded
Records containing contact information or other identifying information	Social and Health Development	1
Photos, videos, or other records containing visual representation	BMO ATM photo, RBC ATM photo	2
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location	Rogers, Yahoo, Meta, Discord	6
Records of employment information		
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>	Health card activity, Pharmacy, Vital Statistics, Victoria Hospital	10
Records related to services received from a service provider as defined in subsection 2(1) of the <i>Child, Youth and Family Services Act, 2017</i>		
Records that related to a student of an educational institution		
Records containing travel and accommodation information	Uber, Lyft, Airbnb	4

Records	Description	Total number of times demanded
Records of financial information	BMO, TD, CIBC, National Bank, RBC, Libro, Scotia	20
Other records		

Ministry of the Solicitor General

Ministère du Solliciteur général

Strategic Policy Division
Office of the Assistant Deputy Minister

Division des politiques stratégiques
Bureau du sous-ministre adjoint



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MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM: Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division

SUBJECT: ***Missing Persons Act, 2018 – 2024 Annual Report and Training Supports***

On July 1, 2019, the *Missing Persons Act, 2018* (MPA) came into force, providing police services with new tools to effectively investigate missing persons occurrences where there is no evidence that a crime has been committed.

I am writing to request your assistance in sending out a reminder to the policing community related to the annual reporting requirements under the MPA, as well as the available training supports.

Annual Report

Under Section 8 of the MPA, police services are required to report annually on their use of urgent demands, and police service boards are required to make this report available to the public. The 2024 annual report must include urgent demands made during the period of January 1, 2024 to December 31, 2024. The annual report must be completed using Form 7: Annual Report Template which can be found on the [Ontario Central Forms Repository Website](https://forms.mgcs.gov.on.ca/). The URL for the Central Forms Repository is <https://forms.mgcs.gov.on.ca/>.

The general regulation under the MPA ([O. Reg. 182/19](#)) sets out the specific timelines for meeting this requirement. Municipal and First Nations Chiefs of Police are required to provide an annual report to their police service boards by April 1, 2025. Police service boards must make the annual report public on a website by June 1, 2025 and must provide a copy to the Ministry of the Solicitor General. Which website the annual report is posted on (e.g., the police service board's website or the police service's

website) and the format of the public posting is up to the discretion of the police service board. Similar requirements apply to the Ontario Provincial Police.

Please submit the annual report to the ministry by email at

MPreporting@ontario.ca by June 1, 2025. In the submission email, please also

include:

- The contact information (i.e., first name, surname, and email address) of a lead contact in the police service for the annual report; and,
- A link to where the annual report has been posted on the police service board's or police service's website.

Training

Basic training outlining the key elements of the MPA, developed by the Ontario Police College in collaboration with the ministry, can be found on the Ontario Police College's Virtual Academy (OPCVA) at <https://www.opcva.ca/content/missing-persons-act>. It can also be accessed via the main OPCVA page under the 'Resources' drop-down list at the top of the page.

A supplementary training video is also available on the OPCVA and can be accessed at: <https://www.opcva.ca/content/missing-persons-act-disclaimer>. This training video, created by the Ontario Provincial Police's Ontario Centre for Missing Persons and Unidentified Remains, is approximately 13 minutes in length and provides additional guidance and situational examples for officers regarding the application and use of the Act.

Any questions or concerns can be directed to MPreporting@ontario.ca.

Thank you for your assistance in communicating this.

Sincerely,



Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division