




HAMILTON POLICE SERVICE INFORMATION REPORT

TO:	Chair and Members Hamilton Police Service Board
BOARD MEETING DATE:	May 21, 2026
SUBJECT:	2025 Annual Report: Missing Persons Act – Urgent Demands
REPORT NUMBER:	26-038
PRESENTATION:	No
OUTSTANDING BUSINESS ITEM:	No
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

This report addresses the Hamilton Police Service's annual reporting obligations under the Missing Persons Act, 2018 and Ontario Regulation 182/19, specifically relating to the use of Urgent Demands for Records (Form 5).

The purpose of this report is to provide the Police Services Board with the legislatively required summary of all urgent demands issued between January 1, 2025 and December 31, 2025, and to seek approval for the public release of Form 7.

Results for the 2025 reporting period:

- 78 Urgent Demands for Records were issued.
- These demands related to 60 missing person investigations.
- All demands were issued to support time-sensitive investigative needs where immediate access to records was necessary to safeguard missing persons.

APPENDICES ATTACHED

- Appendix A – Form 7 (Annual Report on Urgent Demands for Records)
- Appendix B – Background information on the Missing Persons Act
- Appendix C – Reporting requirements

FB/K. Walker

Vision: To be a trusted partner in delivering public safety.

Mission: To serve and protect in partnership with our communities.

Our Values: Compassionate, Dedicated, Inclusive, Integrity, Innovative, Professional, Teamwork

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)
2025/01/01

End Date (yyyy/mm/dd)
2025/12/31

Name of Police Force
Hamilton Police Service

Detachment Location (if applicable)

Unit Number	Street Number	Street Name	PO Box
	100	Wilson Street East	

City/Town	Province	Postal Code
Hamilton	Ontario	L8R 1E2

Total Number of Urgent Demands made	Number of Missing Persons Investigations in which a demand was made
78	60

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		
Photos, videos, or other records containing visual representation	CCTV video to review footage for accurate description and associates	3
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location	Records about GPS location and IP addresses related to the missing person's cellular phone or social media accounts. Records pertaining to communication logs, data usage records.	10
Records of employment information		
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>	Ministry of Health requests for details on any recent visits to medical facilities. Pharmacy for customer contact information and appointment dates.	9
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	Description	Total number of times demanded
Records containing travel and accommodation information	Presto requesting location data pertaining to any card usage on transit systems. Uber for transactions and account information. Local hotels for any recent or current bookings. Canadian Air Transport Security Authority for travel records.	9
Records of financial information	Bank, Ontario Disability Support Program, Ontario Works and Equifax requests for most recent transactions for the missing person.	46
Other records	Microsoft account requesting IP address data pertaining to activity on the missing persons Microsoft account.	1

Appendix B – Background and Historical Context

Legislative Background

The Missing Persons Act, 2018 was introduced in response to longstanding gaps in police authority during non-criminal missing person investigations. Prior to the Act, police services could not lawfully access certain records—such as telecommunications, financial, or travel information—unless a criminal offence was suspected. This limitation often delayed time-sensitive efforts to locate individuals at risk.

The Act was designed to:

- Provide police with lawful mechanisms to access specific records when necessary to locate a missing person.
- Establish clear thresholds and accountability measures to balance investigative needs with privacy protections.
- Standardize processes across Ontario police services through prescribed forms and reporting requirements.

The Act came into force on July 1, 2019, alongside Ontario Regulation 182/19, which outlines procedural requirements, record types, and reporting obligations.

Urgent Demands for Records (Form 5)

Urgent Demands for Records allow police to obtain information without prior judicial authorization when:

- A person is missing, and
- There are reasonable grounds to believe the records are necessary to locate them, and
- The situation is urgent, such that obtaining a court order would cause delay that could place the person at risk.

These demands may be issued for:

- Telecommunications data
- Banking and financial records
- Travel and transportation information
- Health-related records (within defined limits)

The authority is intended for exceptional circumstances where immediate access to information is critical to safeguarding life or preventing serious harm.

Ministry of the Solicitor General

Ministère du Solliciteur général



Public Safety Division

Division de la sécurité publique

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Telephone: (416) 314-3377
Facsimile: (416) 314-4037

Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: *Missing Persons Act, 2018 – 2025 Annual Report and
Training Supports*

DATE OF ISSUE:	January 7, 2026
CLASSIFICATION:	For Action
RETENTION:	June 1, 2026
INDEX NO.:	26-0002
PRIORITY:	Normal

I am sharing the attached communication on the annual reporting requirements for police services under the *Missing Persons Act, 2018* (MPA), where you can access the annual report form and training supports offered through the Ontario Police College.

The 2025 annual report must include urgent demands made during the period of January 1, 2025 to December 31, 2025 and should be submitted to the Ministry of the Solicitor General (SOLGEN) by email at MPreporting@ontario.ca by **June 1, 2026**.

For further information, please review the attached memo from Melissa Kittmer, Assistant Deputy Minister, Strategic Policy Division, Ministry of the Solicitor General. If you have any questions regarding the annual reporting requirements, please contact MPreporting@ontario.ca.

This memorandum is intended to be shared with Chiefs of Police and the Ontario Provincial Police Commissioner. The ministry does not have concerns if the memorandum and its attachment is shared with police service boards.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weatherill".

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

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

25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221

25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221



MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM: Melissa Kittmer
Assistant Deputy Minister
Strategic Policy Division

SUBJECT: *Missing Persons Act, 2018* – 2025 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 2025 annual report must include urgent demands made during the period of January 1, 2025 to December 31, 2025. The annual report must be completed using Form 7: Annual Report Template, which can be found on the Ontario Central Forms Repository Website. 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, 2026. Police service boards must make the annual report public on a website by June 1, 2026 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, 2026. 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.

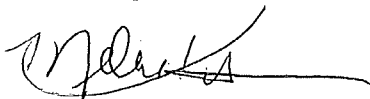
Training

Foundational training outlining the key elements of the MPA, developed by the Ontario Police College, 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 information.

Sincerely,



Melissa Kittmer
Assistant Deputy Minister
Strategic Policy Division