

79/1

FILE NUMBER / DOSSIER

3301-2

79/1

DEPARTMENT OF NATIONAL DEFENCE  
MINISTÈRE DE LA DÉFENSE NATIONALE

NON-MILITARY ACTIVITIES - EMERGENCY SVCS

AID TO FEDERAL PENITENTIARIES

USE INSIDE COVER FOR CROSS REFERENCES  
POUR INDiquer UN RENVOI, UTILISER L'INTÉRIEUR DE LA COUVERTURE

CLOSED

CIRCULATION				P.A. RANGER		B.F. RAPPEL		REGISTRY ONLY DÉPÔT CENTRAL	
TO A	REMARKS REMARQUES	Date	Init.	Date	Init.	Date	Cancel Annuler	Inspected Inspecté	Station No. Poste No
B Ops 0	ltr 12 Sep 79	18/9/79	BP						
B Act 0	" "	19 Sep 79	je	25-9-79	BP			BP SEP 25 1979	
B Ops	request	14/1/80	D	14 Jan 80	je			BP JAN 11 1980	
B Ops	request	14-01-80	BP	14/8/80	RD			BP AUG 15 1980	
B Ops	request	21-11-80	BP	21/11/80	BP			BP NOV 24 1980	
B Ops	request	22-01-81	BP	22/01-81	BP			BP JAN 23 1981	

3301-2

FILE NUMBER / DOSSIER

RECEIVED OCT 9 1987

74

CLOSED

"B.F." - DO NOT HOLD THIS FILE WHEN LAPSES  
IN ACTION MAY EXCEED 48 WORKING HOURS

RAPPELS - NE PAS RETENIR LE DOSSIER LORSQUE LES DÉLAIS  
D'EXÉCUTION PEUVENT EXCÉDER 48 HEURES OUVRABLES

DND 701 (SEP. 73)  
7530-21-870-4099

000001

SCHEDULE AUTHORITY / PÉRIODE DE CONSERVATION  
YEAR(S)

5\* YRS

Apr 86

# CLOSED VOLUME VOLUME COMPLET



DATED FROM  
À COMPTER DU

*Jan 79*

TO  
JUSQU' AU

*Apr 81*

**AFFIX TO TOP OF FILE — À METTRE SUR LE DOSSIER**

**DO NOT ADD ANY MORE PAPERS — NE PAS AJOUTER DE DOCUMENTS**

**FOR SUBSEQUENT CORRESPONDENCE SEE — POUR CORRESPONDANCE ULTÉRIEURE VOIR**

FILE NO. — DOSSIER N°

*3301-2*

VOLUME

*81/1*



Solicitor General  
Canada

Solliciteur général  
Canada

Penitentiaries

Pénitenciers

Your file Votre référence

Our file Notre référence

1981-04-15

①

1770-5

The Coordinating Officer  
Captain R.D. Tetz  
Canadian Forces Base Kingston  
Kingston, Ontario

*CPS informed.*  
*⑤ H to 3301-2*  
*6 ops Coord*  
*5373*  
*23 Apr 81*

Dear Capt. Tetz:

Re: Olympiad - Collins Bay  
Institution

As discussed previously, in reference to the use of the Vimy  
Band for the Olympiad, I am enclosing a letter from the Olympiad  
Committee to the Head of Social Development.

Could Mr. Boone be notified direct as to your decision.

Thanking you for your cooperation.

*R. S. Patterson*  
R. S. Patterson  
Coordinator Security Contingency Planning

The Correctional Service of Canada  
Regional Headquarters  
P.O. Box 1174  
Kingston, Ontario K7L 4Y8

*② B ops 0*  
*Band is on Black leave*  
*4-26 July. Do you*  
*wish B to be*  
*in and ask if they*  
*can provide a just*  
*inform CPS not available.*

Attach.

*④*  
*B Ops Coord*  
*Vimy Band*  
*is NOT available, confirmed*  
*with Capt. Tetz 23 Apr 81.*  
*⑤ H to 3301-2*  
*6 ops Coord*  
*5373*  
*23 Apr 81*

*③ B ops 0*  
*Confirm with CTS that*  
*(telephone OK) that Band*  
*is on leave/not avail then*  
*advise B ops Coord who will*  
*reply.*  
*④ H to 3301-2*  
*6 ops Coord*  
*5373*  
*22 Apr 81*

*④ B ops Coord*  
*In discussion with*  
*Patterson, if Vimy Band*  
*not avail, you might*  
*mention RMC Pipe Band*  
*(although doubt they will)*  
*or*  
*Rob Roy Pipe Band.*  
*⑤ H to 3301-2*  
*6 ops Coord*  
*5373*  
*22 Apr 81*



Government  
of Canada

Gouvernement  
du Canada

MEMORANDUM

NOTE DE SERVICE

TO  
A

D. Patterson  
RHQ

FROM  
DE

K. Boone  
Acting Head Social Development

SUBJECT  
OBJET

OLYMPIAD REQUESTS

1. I hope that we now have the system set up properly and that it will function well. Here are two requests from the Olympiad Committee.

2. Your usual co-operation and prompt attention are greatly appreciated.

K.R. Boone  
A/HSD

cc: A/AW(Soc)  
SCDO File  
Day File  
C.R.

KB:sp

SECURITY - CLASSIFICATION - DE SÉCURITÉ
OUR FILE/NOTRE RÉFÉRENCE  1700-N1
YOUR FILE/VOTRE RÉFÉRENCE
DATE 1981-04-09

APR 10 1981





# Exceptional People's Olympiad

===== COLLINS BAY =====

April 6th, 1981.

C/O Mr. Ken Boone (S.C.D.O.)  
The Commanding Officer  
The Royal Military College  
Kingston, Ontario.

Appendix "B"

Dear Sir,

We would like to enquire about hiring the services of the "Vimy Band" to lead the opening and closing parades of the Games, and to play during the medal presentation ceremonies. This would entail about an hours playing time at the opening parade and ceremonies on the morning of the 25th of July, and for about an hour in the early afternoon of Sunday, July 26th during the presentation ceremonies; and finally, for about an hour during the closing ceremonies and the parade.

Would you please let us know if the "Vimy or other Marching Band could be hired for these festivities, and what would be the cost of hiring such a band?

We hope the above meets with your approval and we look forward to hearing from you regarding these arrangements.

I remain respectfully;

Serge LeClair  
Co-ordinator  
Olympiad Committee



Solicitor General  
Canada

Solliciteur général  
Canada

Penitentiaries

Pénitenciers

*The Coordinating Officer  
Captain R. D. Tetz  
Canadian Forces Base Kingston  
KINGSTON, Ontario*

*BOPS*

CR/PA

3301-2 (BOPS)

Canadian Forces Base Kingston  
Kingston, Ontario  
K7L 2Z2

14 April 1981

Central Region Headquarters  
Canadian Forces Base Trenton  
MPO 303  
Astra, Ontario  
KOK 1B0

Attention: Chief of Staff Regional Operations

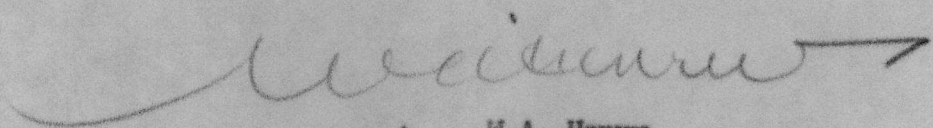
AERIAL PHOTOGRAPHS - REGIONAL INSTITUTIONS

References: A. GPS 2000-1 dated 07 Apr 81 (enclosed)  
B. GFTSHQ DP 200/100  
C. CFB Kingston DP 200  
D. GFB Kingston 3301-2 (BOPS) dated 02 Sep 80

1. Attached is a request from the Correctional Services of Canada for updating the aerial photographs of the Ontario Region Institutions. In addition to this request, there is a requirement to maintain both CFB Kingston's and the Immediate Reaction Unit's aerial coverage of these institutions.

2. It is recommended that the aerial photograph coverage for all the institutions detailed in Reference D be upgraded and supplied, free of charge, to the Ontario Regional Headquarters, FMC tasked Immediate Reaction Unit and CFB Kingston.

3. If this recommendation is concurred in and approved, please inform Capt R. Tetz, Base Operations Coordinator, CFB Kingston (telephone 545-5373) of the dates/times for aerial photography in order that this information can be passed to the Correctional Services of Canada in accordance with agreements reference photographing penal institutions. The Correctional Services of Canada will ensure each individual institution is informed.

  
W.A. Henry  
Major  
for Base Commander CFB Kingston

Enclosure: 1

W.A. Henry, MAJ/5611/tod



Solicitor General    Solliciteur général  
Canada                Canada

Penitentiaries        Pénitenciers

*Your file*    *Votre référence*

*Our file*     *Notre référence*

1981-04-07

2000-1

Captain R. D. Tetz  
Coordinating Officer  
Canadian Forces Base Kingston  
Kingston, Ontario

Dear Captain Tetz:

Re: Aerial Photographs

A recent review of the aerial photographs of regional institutions indicated that all photos were out of date.

We are in the process of updating the photographing of all internal areas of the institutions in preparedness for emergencies.

To assist the military and others in their role in emergencies, it is necessary that external photos of all regional institutions be updated also.

It is requested that the military be assigned this task, and that this be done prior to the trees reaching their full foliage.

Could sufficient photos and negatives be forwarded to the under-signed only at completion of survey. Also, that I be notified as to when the survey will take place so the institutions can be appropriately notified.

Thanking you again for your cooperation.

Yours truly,

  
D. S. Patterson  
Coordinator Security Contingency Planning

The Correctional Service of Canada  
Regional Headquarters  
P.O. Box 1174  
Kingston, Ontario K7L 4Y8

CR P/A

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

10 March 1981

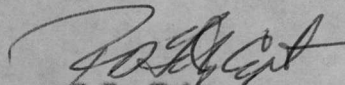
Regional Headquarters  
Federal Penitentiaries  
P.O. Box 1174  
Kingston, Ont  
K7L 4Y8

Attention: Mr. D.S. Patterson

BASE DEFENCE FORCE TOUR OF FEDERAL  
PENITENTIARIES KINGSTON AREA 18 MARCH 1981

References: A. Letter 3301-2 (B Ops Coord) 23 Jan 81  
B. Conversation Mr. Patterson/Capt Tetz 21 Jan 81

1. Attached you will find 6 copies of the nominal rolls of those personnel who will visit the penitentiaries on 18 March 1981.
2. Nominal Roll - List 1 is for Collins Bay, while Nominal Roll - List 2 are those personnel who will visit Millhaven.
3. For any further information contact the Coordinating Officer, for CFB Kingston Capt R.D. Tetz, telephone 545-5373.



R.D. Tetz  
Captain

for Base Commander CFB Kingston

RD Tetz, Capt/5373/jc

Encls:



CEPA

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

23 Jan 81

Regional Headquarters  
Federal Penitentiaries  
P.O. Box 1174  
Kingston, Ont  
K7L 4Y8

Attention: Mr. D.S. Patterson  
Coordinator Security Contingency Planning

BASE DEFENCE FORCE TOUR OF FEDERAL  
PENITENTIARIES KINGSTON AREA 18 MARCH 1981

Reference: Conversation Mr Patterson/Capt Tetz 21 Jan 81

1. As discussed in reference, a visit to the following penitentiaries/institutions is requested for personnel of the Base Defence Force (BDF) Penitentiaries Assistance Team. The proposed date of 18 March 1981 is subject to your approval.

a. a. Collins Bay Institution 0930-1200 hrs 18 Mar 81,  
25 Officers/Snr NOOs;

b. Millhaven Institution 0900-1200 hrs 18 Mar 81,  
remainder of Team;

2. A list of the personnel taking part in each of the visits will be forwarded to you with extra copies for directors of penitentiaries/institutions seven days before the visit. All personnel will be from the BDF with a representative from the Base Operations Branch.

3. It is requested that the institutions being visited emphasize the following:

a. Collins Bay Institution:

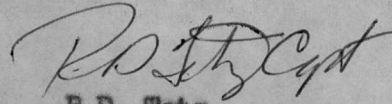
- (1) general security briefing,
- (2) physical tour of the perimeter and some towers,
- (3) brief tour of interior,
- (4) debriefing;

- 2 -

b. Millhaven Institution:

- (1) general security briefing,
- (2) physical tour of perimeter and some towers,
- (3) debriefing.

4. The Coordinating Officer for CFB Kingston is Capt R.D. Tetz,  
telephone 545-5373.



R.D. Tetz  
Captain

for Base Commander CFB Kingston

ED Tetz, Capt/5373/jc

CRPA



National Défense  
Defence nationale

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

02 Sep 80

#### Distribution List

#### ASSISTANCE TO FEDERAL PENITENTIARIES CFB KINGSTON LIAISON PROCEDURES

References: A. CFTSHQ DP 200/210  
B. CFB Kingston DP 200

#### INTRODUCTION

1. The provision of Canadian Armed Forces' (CF) assistance to federal penitentiaries must be authorized by the Chief of Defence Staff (CDS). The Commander of Central Region is responsible to provide operational control for CF assistance which may be authorized within Central Region. In turn, to ensure concurrent activity for possible tasks, the Base Commander CFB Kingston provides liaison facilities to the federal penitentiaries in the Kingston area. Inherent in this liaison is the establishment of procedures for the early warning of CF resources for tasks when requests are made or are likely to be made by the Solicitor General of Canada or the Commissioner of Penitentiaries.

#### AIM

2. To detail the liaison procedures for alerting CFB Kingston to requests for military assistance authorized under Order-in-Council PC 1975-131 dated 23 Jan 75 for the following federal penitentiaries:

- a. Millhaven Institution;
- b. Collins Bay Institution;
- c. Joyceville Institution;
- d. Kingston Penitentiary (Portsmouth),
  - (1) Regional Reception Centre (Ont),
  - (2) Regional Medical Centre (Ont);
- e. Prison for Women (Kingston);
- f. Warkworth Institution.

.../2

-2-

### CFB KINGSTON CONTACT PROCEDURES

3. CFB Kingston response planning is based on the concept that the Base Operations will be the staff agency initially alerted by the Canadian Penitentiary Services (CPS) Regional staff to possible requests for military assistance prior to or concurrent with the request being processed to the CDS through the Solicitor General's channels. Therefore, the first contact call should be to the Base Operations Officer, or in his absence, the Base Operations Coordinator.

4. The following are the current appointments and telephone numbers at CFB Kingston for use when alerting military authorities to the possibility of a request for assistance or to inform the Base that the Solicitor General or other authorized requesting authority has submitted a request.

a. Normal Duty Hours (Mon-Fri 0800-1630 hrs)

- (1) Base Operations Officer - 545-5611
- (2) Base Operations Coordinator - 545-5373
- (3) If unable to contact either of the above during normal duty hours, the request should be directed to the Base Commander - 545-5600

b. After Duty Hours (including weekends, holidays, etc)

- (1) Base Duty Officer - 545-5340
- (2) Base Duty Centre - 545-5330
- (3) The Base Duty personnel at either of the above numbers will advise the caller of the current after duty telephone number for the Base Operations Officer/Base Operations Coordinator, or, if requested, will personally contact either of these staff officers. For information, current after duty telephone numbers, as of 01 Sep 80 are
  - (a) Base Operations Officer - 546-6837
  - (b) Base Operations Coordinator - 546-4387
- (4) If unable to contact either the Base Operations Officer or the Base Operations Coordinator during after duty hours, the Base Duty Officer (545-5340 or 545-5330) will receive the information and immediately contact the Base Commander.

.../3

- 3 -

5. Attached as Annex A is a summary of the salient points of the Canadian Armed Forces' concept of assistance to federal penitentiaries in the Kingston area.



K.G. Troughton  
Colonel  
Base Commander CFB Kingston

Attachment: 1

DISTRIBUTION LIST

External

Canadian Penitentiary Services Regional Headquarters (Ontario) - 6  
Royal Canadian Mounted Police (Ottawa Sub Division) - 2  
Central Region Operations (Toronto) - 3

For Information Distribution via Central Region Operations (Toronto) -  
HQ FMC - 1  
HQ Special Service Force - 2

1st Canadian Signal Regiment - 2

Internal

Base Commander  
Base Operations Officer  
Base Administration Officer  
Base Operations Coordinator  
Base Security Officer  
Base Duty Officer  
Base Duty Centre  
Base Defence Force  
Base Training Section



ANNEX A  
TO 3301-2 (B OPS)  
DATED 02 SEP 80

ASSISTANCE TO FEDERAL PENITENTIARIES  
SUMMARY OF SALIENT POINTS - KINGSTON AREA

References: A. CFTSHQ DP 200/210  
B. CFB Kingston DP 200

DEFINITIONS

1. The following definitions are applicable:
  - a. "requesting authority" means the Solicitor General of Canada or the Commissioner of Penitentiaries;
  - b. "military authority" means the Chief of Defence Staff (CDS).

RESPONSE CONCEPT

2. Operational planning for the provision of assistance by the Canadian Armed Forces (CF) to a federal penitentiary in the Kingston area is based upon the following concepts of response.
  - a. The Solicitor General or the Commissioner of Penitentiaries would initially request Royal Canadian Mounted Police (RCMP) assistance. For assistance requests in the Kingston area, Base Operations will normally be alerted by the Regional Canadian Penitentiary Services (CPS) personnel that a request had been made for RCMP assistance.
  - b. In the event that the RCMP could not adequately respond, the requesting authority would then request CF assistance from the CDS. Again, Base Operations, CFB Kingston will normally be alerted by Regional CPS that a request for CF assistance had been forwarded to the CDS.
  - c. CF response in the Kingston area will normally be based on the following principles:
    - (1) the assistance will be provided under the operational control of Central Region Operations utilizing CFB Kingston expertise and support;
    - (2) the military force provided will normally be land combat trained troops tasked from Mobile Command (FMC) resources;
    - (3) initial response will normally be a company sized (approximately 100 troops) Vanguard drawn from the Intermediate Reaction Unit (IRU) of FMC designated for tasks within Central Region;

ANNEX A  
TO 3301-2 (B OPS)  
DATED 02 SEP 80

- (4) follow up response will be the remainder of the battalion sized IRU;
- (5) if the IRU Vanguard is not immediately available, CFB Kingston could be tasked to provide a Penitentiary Assistance Team (PAT) which would be deployed on external perimeter security duties until FMC troops arrive at the scene of operations.

#### REQUEST CHANNELS

3. A request for CF assistance to a federal penitentiary must be directed to the CDS by either the Solicitor General of Canada or the Commissioner of Penitentiaries. Although it would be normal in the Kingston area for Base Operations to be advised by Regional CPS of such a request concurrent with or prior to the request being forwarded to the CDS, no deployments or commitments will be made prior to CDS authorization of the task.

- a. The request may be made orally, by telegram or in writing. If made orally or by telegram, it must be confirmed in writing as soon as possible.
- b. In the event of failure or insecurity of normal Solicitor General methods of communication, requests for assistance can be made using CFB Kingston communication facilities. CFB Kingston will then transmit the request by fastest means to the Operations Centre (NDOC) of National Defence Headquarters (NDHQ) via Central Region Operations. (Chapter 4 of CFB Kingston Defence Plan 200 details action to be taken.)
- c. Although CFB Kingston may receive the request and assumes responsibility for transmission to the military authority, this action does not imply acceptance of the tasks as requested. Only the CDS may authorize the commitment. Troops will not be deployed without CDS authorization.
- d. If possible, the requesting authority should specify in the request the number of troops required, the time deployment should be effected and the tasks that are planned.

#### PROVISION OF ASSISTANCE

4. Provision of a military force in response to a request for assistance under Order-in-Council PC 1975-131 dated 23 Jan 75 from an authorized requesting authority is mandatory. However, the final authority to determine force composition, arms and equipment of the military force and the subsequent alteration of it rests with the military authority.

ANNEX A  
TO 3301-2 (B OPS)  
DATED 02 SEP 80

5. Requests for assistance to perform tasks that are normally discharged by penitentiary staff and police officers and which are not included in the original request or to undertake actions that require direct confrontation with prison inmates or involve the use of weapons or force, will not be actioned until authorized by the military authority. The only exception to this principle is that the officer-in-command may immediately act in an urgent situation which involves prevention or suppression to save or protect human life and the penitentiary officials have no practical alternate means of dealing with the situation. In this type of urgent situation, the officer-in-command will employ only the minimum force required to alleviate the situation.

6. The normal tasking of the officer-in-command of the military force, is, to deploy that force so as to provide perimeter security around the exterior of the penitentiary in order to prevent unlawful entrance and exit in the interest of public safety.

7. Requests for assistance that are not related to security at a penitentiary during a disturbance shall be dealt with as a provision of services under QR&O 3.40 and DNDP 55.

#### LEGAL STATUS OF MILITARY PERSONNEL

8. The officers and men of the deployed military force have the powers and protection of "peace officers" provided by the Criminal Code of Canada under authority of QR&O 22.01 while employed on the duty of assistance to federal penitentiaries.

#### COMMAND CHANNELS

9. The basic principle governing command of CF personnel employed on assistance duties is that military force personnel will remain under the command and control of the CDS through the established CF channels of command.

10. The planned CF channels of command for deployments in the Kingston area are noted below.

- a. National Level. The CDS will exercise command to Central Region level from National Defence Headquarters (NDHQ) through the National Defence Operations Centre (NDOC) and it is at this level that requests are authorized and liaison between the Solicitor General's department and DND is actioned.
- b. Central Region Level. The Commander Central Region will normally exercise operational control to the officer-in-command at the operation site through a Regional Direction Centre (RDC) established using CFB Kingston resources. The RDC is usually co-located or in direct liaison with the CPS Regional HQ staff.

ANNEX A  
TO 3301-2 (B OPS)  
DATED 2 SEP 80

- c. Operations Site Level. At the site of operations a CF officer will be designated as officer-in-command of the military force deployed in that site and command will be exercised through this officer to the deployed troops. The officer-in-command is normally in direct contact with the CPS Director of the institution involved and normally HQs are co-located.

MESSAGE FORM  
FORMULE DE MESSAGE

Document disclosed under the Access to Information Act  
Document divulgué en vertu de la Loi sur l'accès à l'information

FILE  
DOSSIER

3301-2(B OPS)

PRI	MF	SS	CIC	OSRI	SSN	DATE	TIME	CLASS.	RC
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FOR COMMEN / SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS / TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
ROUTINE		07 1345 2 AUG 80	
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	
RESTRICTED		B OPS 029	

FROM DE	CFB KINGSTON
TO-A	CENTREHQ TRENTON/COS REG OPS CENTREGOPS TORONTO/SSO REG OPS
INFO	
SUBJ: CPS REQUEST FOR ASSISTANCE - METAL DETECTION SEARCH	
REFS: A. CFB KINGSTON B OPS 28 061936Z AUG 80	
B. TELECON SSO REG OPS/B OPS 0 07 AUG 80	
1. REF B ADVISED ACTIVITY COMPLETED 070825(LOCAL) AUG 80.	
2. NO INCIDENTS. NIL EXPENSE TO DND.	

PAGE	DRAFTER'S NAME NOM DU RÉDACTEUR	OFFICE BUREAU	TEL. - TÉL.
1 OF 1	W.A. HENRY, MAJ	B OPS	5611/jq
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	DATE	TIME HEURE	SYSTEM SYSTÈME
R T			
OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER SIGNATURE DE L'OFFICIER APPRÉHÉ	
		W.A. Henry, M B OPS 0	



MESSAGE FORM  
FORMULE DE MESSAGEFILE  
DOSSIER

3301-2(B OPS 0)

PRE PRI	L MF L DIFF	CIC CT	OSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	RC CD

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

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SECURITY CLASSIFICATION COTE DE SÉCURITÉ RESTRICTED	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR B OPS 28	

FROM DE	CFB KINGSTON
TO-A	CENTREGHQ TRENTON/DCOS REG OPS CENTREGOPS TORONTO/SSO REG OPS
INFO	SUB: REQUEST FOR ASSISTANCE - METAL DETECTION SEARCH - JOYCEVILLE PENITENTIARY - CPS REFS: A. DNDP 55 B. TELECON MR DON MCBROOM OC SEC ONT REG HQ CPS/MAJ HENRY B OPS CFB KINGSTON 6 AUG 80 C. TELECON MAJ HASSEK/HENRY 6 AUG 80 1. REF B REQUESTS ASSISTANCE TO PERFORM METAL DETECTION SEARCH IN EXERCISE YARD, JOYCEVILLE PENITENTIARY (CPS) FOR ONE MISSING TWO WAY RADIO BELIEVED HIDDEN IN EXERCISE YARD. RADIO ALLOWS CAPABILITY TO COMPROMISE SECURITY OF CPS INTERNAL COMMUNICATION. ESTIMATE TAKE ONE TO ONE HALF DAYS TO COMPLETE TASK USING ONE SR NOO FROM BASE TRG SECT. CPS PREPARED TO PROVIDE TRANSPORT, FEEDING AND WORK PARTY TO ASSIST 2. CFB KINGSTON HAS METAL DETECTION TEAM AVAIL AND BOOMD PREPARED TO PERFORM REQUESTED TASK. AS DISCUSSED REF B, RECOMMEND TASKING BE APPROVED AS A TRAINING EXERCISE AND AUTHORIZED. IF REQUIRED, WILL FORWARD FINAL REPORT AS PER REF A BUT CHARGES WILL BE MINIMAL IF NOT NIL

PAGE	OF DE	DRAFTER'S NAME NOM DU RÉDACTEUR W.A. Henry, Maj	OFFICE BUREAU B Ops 0	TEL. - TÉL. 5611/1d				
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR W.A. Henry, Maj	000020

MESSAGE FORM  
FORMULE DE MESSAGEFILE 3301-2 (B OPS)  
DOSSIER

PRE PRI	L L DIFF	CIC CT	OSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	RC CD

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
ROUTINE		25 / 6 / 80 Z APR 80	

SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR
RESTRICTED		B OPS 020

FROM DE	TO-A	INFO
CFB KINGSTON	SSO CENTREG OPS TORONTO	
<p>SUBJ: TOUR FEDERAL PENITENTIARIES - KINGSTON AREA</p> <p>REF: TELECON MAJS WEBBER/HENRY 25 APR 80</p> <ol style="list-style-type: none"><li>TOUR ARRANGED FOR VANGD FORCE 1 CDN SIG REGT 14-15 MAY 80.</li><li>COULD ACCEPT FIVE FURTHER NOMINEES FOR TOUR FROM SSO REG OPS OR OTHER TASKED AGENCIES AS DISCUSSED.</li><li>PLS ADVISE INCL SIN AND PARTICULARS OF NOMINEES BY 02 MAM 80.</li></ol>		

PAGE	DRAFTER'S NAME NOM DU RÉDACTEUR	OFFICE BUREAU	TEL. - TEL.
1 of 1	MAJ WA HENRY	B OPS	5611/jc

FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER SIGNATURE DU RÉDACTEUR
							W.A. Henry, 000021 B Ops 0

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

25 Apr 80

CRPA

Distribution List

1 CDN SIG REGT TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA - 14-15 MAY 80

References: A. CFB Kingston 3301-2 (B Ops Coord) 16 Apr 80  
B. CFB Kingston 3301-2 (B Ops Coord) 22 Apr 80

1. A visit to the following institutions will take place as indicated below:

- a. Regional Reception Centre (KP) - 0900-1100 hrs 14 May 80;
- b. Millhaven Institution - 1400-1600 hrs 14 May 80;
- c. Joyceville Institution - 0900-1100 hrs 15 May 80;
- d. Collins Bay Institution - 1400-1600 hrs 15 May 80.

2. The Institutions being visited have been requested to provide the following:

- a. general briefing on institution security emphasizing perimeter security requirements;
- b. physical tour of the perimeter with access to some towers; and
- c. debriefing.

3. Personnel taking part in the tour are listed in Annex A.

4. All participants will be dressed in civilian clothing.

5. Carrying of photographic equipment or taking of photographs in institution areas is prohibited.

6. Transportation will be provided by bus by the B Tpt Sect for all personnel listed in Annex A.

7. Pre-tour briefing will be conducted by the Base Operations Officer in the Conference Room Carruthers Hall at 0800 hrs 14-15 May 80.

8. Coordinating Officer is Maj H. Acton, telephone 545-5373.

- 2 -



W.A. Henry  
Major  
for Base Commander CFB Kingston

DISTRIBUTION LIST

External

1 Cdn Sig Regt - (12)  
Attn: Maj McCaw

Internal

B Secur O - (2)  
B Trg O - (2)  
B Ops Coord - (1)

ANNEX A  
TO 3301-2 (B OPS)  
DATED 25 APR 80

TOUR OF FEDERAL PENITENTIARIES

s.19(1)

14 - 15 MAY 80

NOMINAL ROLL

Central Region Operations

Up to five (5) participants - to be advised by 02 May 80.

1 Cdn Sig Regt

Maj	D.W. McCaw
Capt	J.A. MacFarlane
Capt	J.A. MacKenzie
Capt	J.N. Marcil
Lt	R.I. Comis
Lt	W.P. Corcoran
Lt	M.E. Newsome
MWO	K.W. Robertson
WO	G.R. Foster
WO	S.A. MacAulay
WO	S.W. Wight
WO	R.K. Webb

Base Operations Branch

Maj	H. Acton
MWO	G. Elliot
WO	A. Goodwin

CRPA

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

22 Apr 80

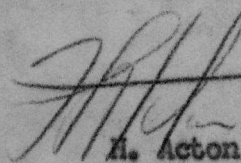
The Correctional Services of Canada  
Regional Headquarters  
P.O. Box 1174  
Kingston, Ont  
K7L 4Y8

Attention: Mr. Don Pike

I.R.U. TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 14-15 MAY 80

Reference: Our 3301-2 (B Ops Coord) 16 Apr 80

The attached list of personnel taking part in the subject  
tour is forwarded for your necessary action.



M. Acton  
Major

for Base Commander CFB Kingston

Attachments: 1



3391-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ontario  
K7L 2Z2

16 April 1980

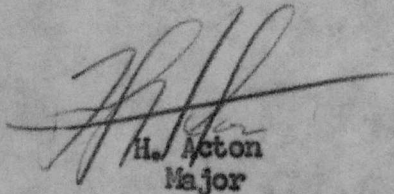
The Correctional Service of Canada  
Ontario Regional Headquarters  
P.O. Box 1174  
Kingston, Ontario  
K7L 4Y8

Attention: Mr. D. Pike

IRU TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 14-15 MAY 80

Reference: Telecon Mr. Pike/Major Acton

1. A visit to the following institutions is requested for personnel of the Immediate Reaction Unit (IRU) for Ontario Region in assistance to Federal Penitentiaries as discussed in Reference. The proposed dates are subject to your approval:
  - a. Regional Reception Centre (K.P.) - 0900-1100 hrs 14 May 80
  - b. Millhaven Institution - 1400-1600 hrs 14 May 80
  - c. Joyceville Institution - 0900-1100 hrs 15 May 80
  - d. Collins Bay Institution - 1400-1600 hrs 15 May 80
2. Lists of personnel taking part in the visit will be forwarded to you with extra copies for Institution Directors no later than seven days prior to the visit. The visiting party will consist of approximately 20 persons.
3. It is requested that the Institutions being visited provide the following:
  - a. general briefing on institution security emphasizing perimeter security requirements;
  - b. physical tour of the perimeter with access to some towers; and
  - c. debriefing.
4. Coordinating Officer for CFB Kingston is Major H. Acton, telephone 545-5373.

  
H. Acton  
Major  
for Base Commander CFB Kingston

H Acton, Ma.1/5373/3c

MESSAGE FORM  
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FILE  
DOSSIER

3301-2(BACTO)

PRI	MF	CIC	OSRI	SSN	DATE	TIME	CLASS.	RC
L DIFF	CT	IDSO	NSS		HEURE		CD	

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
ROUTINE		19 1755 Z SEP 79	
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	
UNCLAS		B ACT O 204	

FROM DE	CFB KINGSTON
TO-A	HQ SSF PETAWAWA
INFO	CENTREGOPS TORONTO CFTSHQ TRENTON
SUBJ:	SSF PEN RECCE 25-26 SEP 79
REFS:	A. MY B ACT O 154 141335Z JUN 79 B. MY B ACT O 180 221815Z AUG 79 C. YOUR 3300-1 (INT) DATED 12 SEP 79 D. TELECON CHRISTIE/BROWN 19 SEP 79
1.	RATIONS WILL BE PROVIDED BY CFB KINGSTON AT "NO CHARGE". CONSEQUENTLY PARA 9 OF REF C SHOULD BE AMENDED ACCORDINGLY.
CC:	B FOODS O
	MESS MANAGER OFFRS MESS
	WOS & SOTS MESS

PAGE	OF	DE	1	1	GB LILLY, CAPT	OFFICE BUREAU	B ACT O	TEL. - TÉL.	5651/jc
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R	DATE	TIME HEURE	SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE DE L'OFFICIER APPROBATEUR	OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR	000027

DND 903 (6-75)  
7530-21-870-8922

COPY 2 - COPIE 2

CRPA

3301-2 (B Ops)  
Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2  
13 Sep 79

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King Street West  
Kingston, Ont

Attention: Mr. Don Pike

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 25-26 SEP 79

Reference: Our 3301-2 (B Ops Coord) 22 Aug 79

1. The attached nominal roll of Special Service Force personnel  
for the subject tour is forwarded for your necessary action.

G.B. Lilly  
Captain  
for Base Commander CFB Kingston

Attachments: 1

GB Lilly, Capt/5651/jc

s.19(1)

SSF TOUR OF FEDERAL PENITENTIARIES

NOMINAL ROLL

1. HQ SSF

MAJ RL POIRIER  
CAPT DJ MACLEAN

8. SSO REG OPS - MAJ WEBBER

9. B TRG O, CFB KINGSTON,  
CAPT RS AQUINO

2. 2 RCHA

LCOL CJ MIALKOWSKI  
MAJ LC ADKINS  
MAJ GM WALKER  
CAPT MJ WINTER  
CWO JR FLANAGAN

3. 8 CH

MAJ A ALEXANDER  
MAJ RT BRADLEY  
~~CAPT WL GORMAN~~ *delete*

4. 2 CER

CAPT GB TREMBLAY

5. SSF SIGS SQN

CAPT RC JOHNSTON

6. 1 RCR

LCOL RJR GOBEIL  
MAJ MG OBRIEN  
MAJ TS COX  
CAPT D MCKELVAY  
CAPT DG OBRIEN  
CAPT WDO NOLAN

7. CDN AB REGT

COL KR FOSTER  
MAJ RR CRABBE  
MAJ RD AMOS  
MAJ J BRINDAMOUR  
MAJ JS KEMPLING  
MAJ IA KENNEDY



s.19(1)

RESTRICTED

PAGE 1 CCKC 0028 R E S T R I C T E D

CAPT MJ WINTER

CWO JR FLANAGAN

C. 8 CH

MAJ A ALEXANDER

MAJ RT BRADLEY

CAPT WL GORMAN

D. 2 CER:

CAPT GB TREMBLAY

E. SSF SIGS SQN

CAPT RC JOHNSTON

F. 1 RCR

LCOL RJR GOBEIL

MAJ MG OBRIEN

MAJ TS COX

CAPT D MCKELVAY

CAPT DG OBRIEN

CAPT WDO NOLAN

G. CDN AB REGT

COL KR FOSTER

MAJ RR CRABBE

RESTRICTED

000031



s.19(1)

RESTRICTED

PAGE 3 ██████████ CKC 0028 R E S T R I C T E D

MAJ RD AMOS

MAJ J BRINDAMOUR

MAJ JS KEMPLING

MAJ IA KENNEDY

2. OPI THIS HQ IS SO 3 INT, CAPT JOHN ANTAKI (LOCAL 348)

3. FOR CFB KINGSTON. FOR ACCOMMODATION, WE REQUIRE TWO ADDITIONAL  
ROOMS FOR BUS DRIVERS (PTE/CPLS). RATIONS BY NPF MEAL TICKETS TO BE  
PURCHASED INDIVIDUALLY

4. INSTRUCTION FOR SUBJECT RECCE TO FOLLOW. OSONS

BT

#0028

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000032

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FILE DOSSIER 3301-2(B OPS)

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FOR COMMGEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITY - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
<b>PRIORITY</b> <del>ROUTINE</del>		11 1620 Z SEP 79	
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	
UNCLAS		B ACT O 195	

FROM DE	CFB KINGSTON
TO-A	SSF PETAWAWA
INFO	<p>CEMTRIGOPS TORONTO</p> <p>CFTSHQ TRENTON</p> <p>SUBJ: SSF PEN RECCE</p> <p>REF: TELECOM CAPTS ANTAKE/LILLY 10 SEP 79</p> <p>1. CONFIRM PEN RECCE SCHEDULE AS FOLLOWS:</p> <p>A. SSO REG OPS BRIEFING 1900 HRS 24 SEP 79, IN CONF RM BASE HQ</p> <p>VIMY BKS.</p> <p>B. KINGSTON PEN - 0900-1100 25 SEP 79</p> <p>C. MILLHAVEN - 1400-1600 25 SEP 79</p> <p>D. JOYCEVILLE - 1900-2100 25 SEP 79</p> <p>E. COLLINS BAY - 0900-1100 26 SEP 79</p> <p>F. WARKWORTH - 1300-1500 26 SEP 79</p> <p>2. YOUR TPT O HAS NOT CONTACTED OUR MSEO YET. BUS SIT IS NOT GOOD, YOU WILL HAVE TO USE YOUR OWN THROUGHOUT TOUR.</p>

PAGE	OF	DRAFTER'S NAME NOM DU RÉDACTEUR	OFFICE BUREAU	TEL. - TÉL.
1	1	G.B. LILLY, CAPT	B ACT O	5651/jc
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTÈME
		OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR

DND 903 (6-75)  
7530-21-870-8922

COPY 2 - COPIE 2

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CLPA

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

22 Aug 79

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King St West  
Kingston, Ont

Attention: Mr. D. Pike

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 25-26 SEP 79

Reference: Conversation Mr. Pike/Capt Lilly

1. A visit to the following penitentiaries/institutions is requested for personnel of the Special Service Force (SSF) who are the Immediate Reaction Unit (IRU) for Ontario Region in Assistance to Federal Penitentiaries as discussed in Reference. The following are proposed dates subject to your approval:

- a. Kingston Penitentiary (Portsmouth) 0900-1100 hrs 25 Sep 79
- b. Millhaven Institution 1400-1600 hrs 25 Sep 79
- c. Joyceville Institution 0900-1100 hrs 26 Sep 79
- d. Collins Bay Institution 1400-1600 hrs 26 Sep 79

2. Lists of personnel taking part in the visit will be forwarded to you with extra copies for directors of penitentiaries/institutions, seven days before the visit. All personnel will be from the SSF with a representative of Region Operations/Base Operations Branch.

3. It is requested that the institutions being visited emphasize the following:

- a. general security briefing;
- b. physical tour of the perimeter and some towers; and
- c. debriefing.

4. Coordinating officer for CFB Kingston is Capt G.B. Lilly, telephone 545-5651.

*G.B. Lilly*  
G.B. Lilly  
Captain

for Base Commander CFB Kingston

000034

MESSAGE FORM  
FORMULE DE MESSAGE

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3301-2(B ACT O)

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PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
ROUTINE		22 1815 Z AUG 79	
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	
UNCLAS		B ACT O 180	

FROM DE	CFB KINGSTON
TO-A	SSF PETAWANA
INFO	CENTREGOPS TORONTO CFTSHQ TRENTON FOR SO3 INT SUBJ: SSF PEN RECCE REF: YOUR INT 2295 101730Z AUG 79 1. DATES OF 25-26 SEP 79 ACCEPTABLE. ACCN FOR APPROX 24 OFFRS AVAILABLE ON TWO PER ROOM BASIS. 2. FWD NOMINAL ROLL ASP FOR PEN SECURITY AND ACCN PURPOSES ATTN: B ACT O.

PAGE 1 OF 1	DRAFTER'S NAME NOM DU RÉDACTEUR G.B. LILLY, CAPT	OFFICE BUREAU B ACT O	TEL. - TÉL. 5651/jc				
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR

DND 903(6-75)  
7530-21-870-8922

COPY 2 - COPIE 2

000035

CPA.

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

20 Jul 79

Correctional Staff College  
443 Union Street  
Kingston, Ont  
K7L 4V8

Attention: Mr. R.J. Shier  
Assistant Director Security Training

REQUEST FOR PERMISSION TO USE DND FACILITIES

Further to our telephone conversation, the enclosed letter of agreement is forwarded for your signature and return.

*G.B. Lilly*

G.B. Lilly  
Captain  
for Base Commander CFB Kingston

Encls: 1

HH

[illegible]

NTF  
RMC & Pon Sus  
advised by letter  
29 Jun 79  
JC

RESTRICTED



RESTRICTED

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#0084

180 17 10 '79

TRANSIT RECORD

3301-2

100-1050

PASST

B.O.P.S.D. 3 July 79 Rm

CR PA. 3 Jul 79

CRPA

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

29 Jun 79

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King Street West  
Kingston, Ont

Attention: Mr. D. Pike

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 9 - 10 JUL 79

References: A. CENTREGOPS Toronto Msg Ops 63 271730Z Jun 79  
B. HQ SSF Petawawa Msg INT 2093 271745Z Jun 79

1. CFB Kingston has been advised by Central Region Ops Toronto, that the Special Service Force Tour of Federal Penitentiaries in the Kingston area has been deferred until September 1979 due to the DND moratorium on temporary duty travel. The following dates in September/October 1979 have been proposed in order of priority:

25-26 Sep

11-12 Sep

2-3 Oct

2. Please advise if 25-26 September is convenient for you.

3. Hoping this cancellation has not caused any difficulties or inconveniences to you or your staff.

*G.B. Lilly*  
G.B. Lilly

Captain

for Base Commander CFB Kingston

CR PA

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

29 Jun 79

Commandant  
Royal Military College of Canada  
Kingston, Ont  
K7L 2N3

Attention: D D ADM

SSF TOUR 8-9 JUL 79

References: A. Your 5420-3 (ADM) dated 11 Jun 79  
B. Ops 63 271730Z Jun 79 (NOTAL)  
C. Int 2093 271945Z Jun 79 (NOTAL)

1. CFB Kingston has been advised by Central Region Ops Toronto that the Special Service Force Tour of Federal Penitentiaries has been deferred until September 79 due to the moratorium on Temporary Duty Travel.

2. The Special Service Force has proposed the following dates in order of priority for the tour:

25-26 Sep

11-12 Sep

2-3 Oct

3. Will advise you of date once confirmation is received.

*G.B. Lilly*

G.B. Lilly  
Captain

@@ Base Commander CFB Kingston



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**3301-2(B ACT 0)**

PRE PRI	L M L	CLASS	CIC CT	OSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	RC CD

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION  <b>ROUTINE</b>	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE  <b>14 1335 Z JUN 79</b>	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
SECURITY CLASSIFICATION COTE DE SÉCURITÉ  <b>UNCLAS</b>	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR  <b>B ACT 0 154</b>	

FROM DE	<b>CFB KINGSTON</b>
TO-A	<b>HQ SSF PETAHAWA</b>
INFO	<p><b>CENTRECOPS TORONTO</b></p> <p><b>CPTSHQ TRENTON</b></p> <p><b>RMC KINGSTON (BY MAIL)</b></p> <p><b>SUBJ: FEDERAL PENITENTIARIES - SSF RECCE PARTY 9-10 JUL 79</b></p> <p><b>REFS: A. YOUR IIT 1698 181945Z MAY 79</b></p> <p><b>B. MY 5420-1 (B ACT 0) DATED 6 JUN 79 (NOTAL)</b></p> <p><b>C. RMC 5420-3 (ADM) DATED 11 JUN 79 (NOTAL)</b></p> <p><b>L. ACCN HAS BEEN ARRANGED AT RMC FOR THE SSF RECCE PARTY AS NO ACCN IS AVAILABLE "ON THE HILL". HOWEVER IN RESPECT TO RATIONS, DUE TO THE RECENT RE-APPRAISAL OF THE CFB KINGSTON BUDGET, TAKEN IN CONJUNCTION WITH THE FACT THAT RATIONS ARE NO LONGER ACCOUNTED FOR ON A NATIONAL ACCOUNT, HAS LED TO THE INABILITY OF THE BASE AND RMC TO PROVIDE RATIONS FOR VISITING PERSONNEL, DURING THE SUMMER OF 1979. ACCORDINGLY, FOR THE PERIOD DURING WHICH YOUR RECCE PARTY WILL BE LOCATED AT RMC, FUNDS FOR RATIONS WILL HAVE TO BE PROVIDED EITHER BY A SYSTEM OF JOURNAL VOUCHER TRANSFER OR BY NPF MEAL TICKETS. RECOVERY OF THE COST OF RATIONS MAY BE MADE BY EITHER OF TWO METHODS:</b></p> <p><b>A. YOUR HQ MAY RAISE A JOURNAL VOUCHER TRANSFERRING OPERATIONS &amp;</b></p>



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FILE  
DOSSIER

PRI	L	M	CLASS	CIC CT	OSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	RC CD	

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	

FROM DE	
TO-A	
INFO	<p align="center">- 2 -</p> <p>MAINTENANCE (O&amp;M) FUNDS FROM THEIR OWN ALLOTMENT TO CFB KINGSTON'S O&amp;M ALLOTMENT FE 165F048 RC 07201 - FOOD PURCHASES. THE DAILY RATE FOR RATIONS IS THREE DOLLARS PER PERSON. ONE VOUCHER MAY BE USED TO TRANSFER ENTIRE COST OF RATIONS FOR PERS.</p> <p>B. ALTERNATIVELY, PERS MAY PURCHASE MEALS WITH MPF MEAL TICKETS AT THE FOLLOWING PRICES:</p> <p>(1) BREAKFAST - \$ 1.50</p> <p>(2) LUNCH - \$ 2.50</p> <p>(3) DINNER - \$ 3.00</p> <p>2. PLS ADVISE ETA AND ETD OF RECCE PARTY AND NAME OF OPT BY 29 JUN 79.</p>

PAGE 2 OF DE 2	DRAFTER'S NAME NOM DU RÉDACTEUR <b>G.B. LILLY, CAPT</b>	OFFICE BUREAU <b>B ACT 0</b>	TEL. - TÉL. <b>5651/jc</b>
FOR OPR'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE
SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR

DND 903 (6-75)  
7530-21-870-8922

COPY 2 - COPIE 2

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3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

7 Jun 79

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King Street West  
Kingston, Ont

Attention: Mr. G. Downing  
Regional Chief Operational Security

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 9 - 10 JUL 79

References: A. Telecon Mr. D. Pike/Capt Lilly 7 Jun 79  
B. 3301-2 (B Ops Coord) dated 30 May 79

1. As requested by Mr. Pike, the attached nominal roll of Special Service Force personnel is forwarded for your necessary action.

G.B. Lilly  
Captain  
for Base Commander CFB Kingston

Attachments: 1

G. Lilly, Capt/3301/30

s.19(1)

3301-2 (B Ops Coord)

7 Jun 79

SSF TOUR OF FEDERAL PENITENTIARIES

NOMINAL ROLL

1. HQ SSF

[REDACTED] SGT OLSEN CVF

2. 2 RCHA

[REDACTED] LCOL CJ MIALKOWSKI  
[REDACTED] CAPT JW MORTLOCK  
[REDACTED] CAPT MJ WINTER

3. 8 CH

[REDACTED] MAJ A ALEXANDER

4. 2 CER

[REDACTED] MAJ CAR LYTHGO

5. SSF SIGS

[REDACTED] CAPT J HOLT

6. 1 RCR

[REDACTED] MAJ MNG HUTTON  
[REDACTED] CAPT D MCKELVERY  
[REDACTED] CAPT TJ PATTERSON  
[REDACTED] CAPT JR WOOLRIDGE  
[REDACTED] CAPT DG OBRIEN  
[REDACTED] LT RA NADON

7. CDN AB REGT

[REDACTED] COL KR FOSTER  
[REDACTED] CAPT JO BERUBE  
[REDACTED] LCOL JUJ LABRIE  
[REDACTED] MAJ HLG LEGAULT  
[REDACTED] MAJ IA KENNEDY  
[REDACTED] MAJ JS KEMPLING  
[REDACTED] MAJ J ADDICOTT  
[REDACTED] MAJ RD AMOS

9. 2 SVC BN

[REDACTED] MAJ RK WATERHOUSE

10. 2 FD AMB

[REDACTED] LT P VON BULOW

11. 2 MP PL

[REDACTED] CAPT DV EVES

7202

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ZNR UUUUU

R 181945Z MAY 79

FM HQ SSF PETAWAWA

TO RCCBJQA/CENTREGOPS TORONTO

INFO RCCAO/CFTSHQ TRENTON

RCCPG/CFB KINGSTON

BT

UNCLAS INT 1698

CENTREGOPS TORONTO FOR SSO REGION, CFB KINGSTON FOR B OPS O

SUBJECT: FEDERAL PENITENTIARIES - SSF RECCE PARTY

9-10 Jul 79

REF: A. TSDP 200/210

B. TELECON SO 3 INT HQ SSF/SO 3 REGION 18 MAY 79

1. THE COMPOSITION OF THE SSF RECCE PARTY IS AS FOLLS:

A. HQ SSF

(1) SGT OLSEN CVF

B. 2 RCHA

(1) LCOL CJ MIALKOWSKI

(2) CAPT JW MORTLOCK

(3) CAPT MJ WINTER

C. 8 CH

(1) MAJ A ALEXANDER

PA194

TRANSIT RECORD

UU

3301-2

Bcps Oa2 May 19

CR PA 3 Jul Jr.

Q B A C T O

Pls action as  
we discussed  
18 May 78. Your OPI for CFB K  
1344  
C. J. P.  
3011

PAGE CCKC 0082 UNCLAS

D. 2 CER

(1) MAJ CAR LYTHGO

E. SSF SIGS

(1) CAPT J HOLT

F. 1 RCR

(1) MAJ MNG HUTTON

(2) CAPT D MCKELVERY

(3) CAPT TJ PATTERSON

(4) CAPT JR WOOLRIDGE

(5) CAPT DG OBRIEN

(6) LT RA NADON

G. CDN AB REGT

(1) COL KR FOSTER

(2) CAPT JO BERUBE

(3) LCOL JUJ LABRIE

(4) MAJ HLG LEGAULT

(5) MAJ IA KENNEDY

(6) MAJ JS KEMPLING

(7) MAJ J ADDICOTT

(8) MAJ RD AMOS

PAGE 3 RCCKC 0082 UNCLAS

H. 2 SVC BN

(1) MAJ RK WATERHOUSE

J. 2 FD AMB

(1) LT P VON BULOW

K. 2 MP PL

(1) CAPT DV EVES

2. OPI THIS HQ IS CAPT J ANTAKI SO 3 INT 687-5511 EXT 348. BE

ADVISED THAT OPI IS ON EXERCISE UNTIL 25 JUN

BT

#0082

000048

CRPA

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

30 May 1979

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King Street West  
Kingston, Ont

Attention: Mr. D. Pike

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 9 - 10 JUL 79

Reference: A. Conversation Mr. Pike/Capt Lilly 17 May 79

1. A visit to the following penitentiaries/institutions is requested for personnel of the Special Service Force (SSF) who are the Immediate Reaction Unit (IRU) for Ontario Region in Assistance to Federal Penitentiaries as discussed in Reference A. The following are proposed dates subject to your approval:

- a. Kingston Penitentiary (Portsmouth) 0900-1100 hrs 9 Jul 79
- b. Millhaven Institution 1400-1600 hrs 9 Jul 79
- c. Joyceville Institution 0900-1100 hrs 10 Jul 79
- d. Collins Bay Institution 1400-1600 hrs 10 Jul 79

2. Lists of personnel taking part in the visit will be forwarded to you with extra copies for directors of penitentiaries/institutions, seven days before the visit. All personnel will be from the SSF with a representative of Region Operations/Base Operations Branch.

3. It is requested that the institutions being visited emphasize the following:

- a. general security briefing;
- b. physical tour of the perimeter and some towers; and
- c. debriefing.

4. Coordinating Officer for CFB Kingston is Capt G.B. Lilly, telephone 545-5651.

  
G.B. Lilly  
Captain

for Base Commander CFB Kingston

CR PA



Government  
of Canada

Gouvernement  
du Canada

MEMORANDUM

NOTE DE SERVICE

TO  
A

Distribution List

FROM  
DE

B Ops Coord

SUBJECT  
OBJET

TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 17-19 JAN 79

References: A. CFB Kingston 3301-2 (B Ops Coord) 5 Dec 78  
B. CFB Kingston 3301-2 (B Ops) 9 Jan 79

1. A visit to the following penitentiaries/institutions will take place as follows:

- a. Kingston Penitentiary (Portsmouth) 0900-1100 hrs, 17 Jan 79
- b. Millhaven Institution 1400-1600 hrs, 17 Jan 79
- c. Joyceville Institution 0900-1100 hrs, 18 Jan 79
- d. Collins Bay Institution 1400-1600 hrs, 18 Jan 79
- e. Warkworth Institution 0930-1130 hrs, 19 Jan 79

2. Penitentiaries/institutions being visited have been requested to emphasize the following:

- a. general security briefing;
- b. physical tour of perimeter and some towers; and
- c. debriefing.

3. Personnel taking part in the visit are listed in Annex A.

4. All personnel taking part in the visits will be dressed in civilian clothing.

5. Transportation will be in a bus for everyone provided by Base Transportation Section.

6. Pre-tour briefing will be conducted by the Base Operations Officer in the Conference Room, Carruthers Hall at 0800 hrs, 17 Jan 79.

7. Coordinating Officer is Capt J.P. LaPierre, telephone number 545-5625.

SECURITY - CLASSIFICATION - DE SÉCURITÉ
UNCLAS
OUR FILE - N/RÉFÉRENCE
3301-2 (B OPS)
YOUR FILE - V/RÉFÉRENCE
DATE
9 JAN 79

...000050

- 2 -

*J.P. LaPierre*  
J.P. LaPierre  
Capt  
B Ops Coord  
5625

DISTRIBUTION LIST

Capt G.B. Lilly, B Act O  
B Secur Sect - 2  
Sgt Kehoe, B Trg Sect  
BDF - 20



ANNEX A  
TO 3301-2 (B OPS)  
DATED 9 JAN 79

TOUR OF FEDERAL PENITENTIARIES

KINGSTON AREA 17 - 19 JAN 1979

1. The following personnel will take part in the subject visit:

a. Central Region Operations

Maj H.E. Webber  
Capt J.P. Chartres

b. Base Operations Branch

Capt G.B. Lilly

c. Base Training Section

Sgt A.F. Kehoe

d. Penitentiary Assistance Team (Base Defence Force)

Maj R.R.C. Samis  
Capt D.J. Allen  
Capt J.C. Gowans  
Capt J.C. Spencer  
Capt A.G. Stoddard  
Capt J.G. Upton  
MWO W.O. Harvey  
MWO D.B. Gale  
MWO P.C. Parkinson  
WO W.C. Duff  
WO J.S.R. Hache  
WO J.H. Muise  
WO W.O. Nadon  
WO L.E. Savage  
Sgt J.A.L. Bertrand  
Sgt N.J. Crosswell  
Sgt F.I. Corcoran  
Sgt E.L. Mullaney  
MCpl E.W. Monkley  
WO M.J. Nauman

e. Base Security Section

Cpl C.A. Marche  
Cpl K.B. Dubreuil



National    Défense  
Defence    nationale

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

9 Jan 79

Regional Headquarters  
Ontario Federal Penitentiaries  
440 King Street West  
Kingston, Ont

Attention: Mr. D. Pike

TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 17 - 19 JAN 1979

References: A. Conversation Mr. Surgenor/Mr. Downing/Mr. Pike/Maj Henry/  
Capt LaPierre 30 Nov 78  
B. Conversation Mr. Pike/Capt LaPierre 5 Dec 78  
C. Conversation Maj Webber/Capt LaPierre 5 Dec 78  
D. CFB Kingston 3301-2 (B Ops Coord) 5 Dec 78

1. The following personnel will take part in the visit:

a. Central Region Operations

Maj H.E. Webber  
Capt J.P. Chartres

b. Base Operations Branch

Capt G.B. Lilly

c. Base Training Section

Sgt A.F. Kehoe

d. Penitentiary Assistance Team (Base Defence Force)

Maj R.R.C. Samis	WO J.S.R. Hache
Capt D.J. Allen	WO J.H. Muise
Capt J.C. Gowans	WO W.O. Nadon
Capt R.S. Spencer	WO M.J. Nauman
Capt A.G. Stoddard	WO L.E. Savage
Capt J.G. Upton	Sgt J.A.L. Bertrand
MWO W.O. Harvey	Sgt F.I. Corcoran
MWO D.B. Gale	Sgt E.L. Mullaney
MWO P.C. Parkinson	Sgt N.J. Crosswell
WO W.C. Duff	MCpl E.W. Morkley

e. Base Security Section

Cpl C.A. Marche  
Cpl K.B. Dubreuil

- 2 -

2. It is requested that institutions being visited emphasize the following:

- a. general security briefing
- b. physical tour of perimeter and some towers; and
- c. debriefing.

3. Personnel on tour will be in civilian clothing.

4. Coordinating Officer is Capt J.P. LaPierre, telephone number 545-5373.

5. Extra copies of this letter are included for distribution to directors of penitentiaries/institutions.

  
J.P. LaPierre  
Captain

for Base Commander CFB Kingston



CRPA

3301-2 (B Ops)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

8 Jan 79

Distribution List

CFB KINGSTON FINAL REPORT  
LAYING BARBED WIRE MILLHAVEN INSTITUTION

References: A. DNDP 55  
B. TSDP 200  
C. CPS 145-1 dated 18 Dec 78  
D. CENTREGOPS Msg Ops 145 182110Z Dec 78

1. The final report of CFB Kingston's assistance to Millhaven Institution in the erection of supplementary rows of concertina wire in the two special handling unit exercise yards on the 19th to 21st Dec 78 is attached.
2. The report is prepared in accordance with References A and B.

A.C. Brown  
Colonel

Base Commander CFB Kingston

Attachments: 1

DISTRIBUTION LIST

<u>Action</u>	<u>Copy Number</u>
CENTREGOPS	1 & 2
CFTSHQ	3 & 4
<u>Information</u>	
B Comd	5
B Ops O	6
B Ops Coord	7 & 8

RESTRICTED

RESTRICTED

3301-2 (BOPS)

9 Jan 79

CANADIAN FORCES BASE KINGSTON

LAYING BARBED WIRE - MILLHAVEN INSTITUTION

FINAL REPORT

- References:
- A. DNDP 55
  - B. CFB(K) DP 200
  - C. CFB Kingston Msg Ops 80 181835Z Dec 78
  - D. CENTREGOPS Msg Ops 145 182110Z Dec 78
  - E. CPS 145-1 18 Dec 78

GENERAL

1. CFB Kingston provided a Snr. NCO, expert in construction of barbed wire fencing, to advise and assist Canadian Correctional Services personnel at Millhaven Institution erect two supplementary rows of concertina wire in the two special handling units' exercise yards on the 19th to 21st Dec 78.
2. The advisor was provided by the Base Training Section.

INTRODUCTION

3. The initial call advising of a possible request for assistance in the construction of supplementary wiring at Millhaven Institution was received by Maj. W.A. Henry, Base Operations Officer, by telephone from Mr. R. Surgenor, Deputy Director Security, Regional Headquarters (Ont), Canadian Penitentiary Services at 1105 hours 15 Dec 78.
4. Maj W.A. Henry, Base Operations Officer, was informed that it was a security requirement that had to be completed prior to Christmas to counter a suspected escape attempt. He was also informed that this task had been given to a civilian contractor and that they were unable to perform the task to meet the time requirements.
5. Mr. R. Surgenor, Deputy Director Security, was advised by the Base Operations Officer of the following:
  - (a) task if accepted, would be under the provision of services as contained in DNDP 55;
  - (b) not sure the resources were available at CFB Kingston for task but would need more detail before advising Regional Operations;
  - (c) if the task was accepted, the Canadian Penitentiary Services would

.../2

- 2 -

have to:

- (1) certify that contractor cannot perform task; and
- (2) receive permission to use contractor's materials that are on site.

6. Maj W.A. Henry, Base Operations Officer informed Maj E.H. Webber, SSO Region Operations, by telephone, of the possible request and that a recce party would be sent to Millhaven Institution to determine the exact requirements.

7. Formal request for assistance was received on the 18 Dec 78 and forwarded to Central Region Operations for approval (reference C). The recommendations of CFB Kingston reducing the task to the provision of one Snr. NCO to supervise the work and provision of wiring gloves was approved (reference D). Task commenced at 0700 hours on the 19 Dec 78.

#### PREPARATION FOR OPERATION

8. Capt S. Bekkering, Base Construction Engineering Section, was tasked to carry out the recce and along with the Director of Security, Millhaven Institution recommended the following:

- a. task can be completed using a Snr NCO wiring expert along with Canadian Penitentiary Services personnel;
- b. CFB Kingston provide the one Snr NCO along with wiring gloves;
- c. task can be completed in approximately two working days.

9. Sgt B.F. Kehoe, Base Training Section, was detailed to instruct and supervise the construction of two supplementary rows of concertina wire in the two special handling units' exercise yards.

#### CONDUCT OF OPERATIONS

10. Millhaven Institution provided ten Correctional Officers to erect the barbed wire.

11. The task was carried-out in the following times:

- a. 19 Dec 78 0930 hours to 1530 hours
- b. 20 Dec 78 0900 hours to 1530 hours
- c. 21 Dec 78 0900 hours to 1300 hours

#### ADMINISTRATION

12. Millhaven Institution provided all required equipment less wiring gloves.

13. Noon meal provided to the advisor and his driver on the 19 and 20 Dec 78, and a noon meal for the advisor on the 21 Dec 78.

14. Transportation for advisor provided by Base Transportation Section.

OPERATIONS LOG

TO 3301-2 (B OPS)  
DATED 08 JAN 79

DATE: \_\_\_\_\_

SERIAL	DATE/TIME	FROM/TO	EVENT	ACTION TAKEN
1	15 Dec 78 1105 hrs	CPS - B Ops	Initial call advising of a possible request for services to assist in perimeter wire laying operation at MILLHAVEN INSTITUTION. Security requirement to lay pre to Christmas and, although task contracted to civilian firm, the contractor cannot perform task in time to meet requirements. Request not detailed enough to assess services required.	<p>a. Told Mr. Surgenor (Operations Regional HQ CPS) that:</p> <ul style="list-style-type: none"> <li>(1) Task would be provision of services under DNDP 55;</li> <li>(2) Not sure resources avail CFB Kingston for task but would need more detail before advise;</li> <li>(3) Even if task accepted, CPS would have to <ul style="list-style-type: none"> <li>(a) certify contractor cannot perform</li> <li>(b) receive permission to use contractor's materials which are on site.</li> </ul> </li> </ul> <p>b. Agreed that recce would be performed and would have CPS OPI contact to arrange R.V.</p> <p>c. Advised B Comd and SO Regional Ops Toronto of possible task.</p>
2	15 Dec 78 1125 hrs	CPS - B Ops	Mr. Hank Newfeld, CPS, contacted to arrange recce.	<p>a. CPS would provide on site advisor at Millhaven afternoon 15 Dec 78;</p> <p>b. CFB Kingston would brief Capt Bekkering, BCE, or recce task;</p> <p>c. Agreed to confirm 1300-1315 hrs 15 Dec 78.</p>
3	15 Dec 78 1315 hrs	CPS/B Ops/ Recce Team	Confirm RV and recce times	
4	15 Dec 78 1325 hrs	Recce Team	Recce Team departed CFB Kingston for Millhaven Institute	Telephone SITREP to be fwd from Millhaven Site when recce complete

OPERATIONS LOG

DATE: \_\_\_\_\_

SERIAL	DATE/TIME	FROM/TO	EVENT	ACTION TAKEN
5	15 Dec 78 1600 hrs	Recce Team/ B Ops O	<p>SITREP:</p> <ol style="list-style-type: none"> <li>Task can be done employing approximately 15 men for estimated two days.</li> <li>During recce not able to identify reason for urgency. There is a fence in position, task is to improve present fence and task has been passed to DPW for contract. Indications are that contract cannot be actioned until after New Year (01 Jan 79).</li> </ol>	<ol style="list-style-type: none"> <li>Central Regional Ops informed of recce.</li> <li>Unable to contact CPS personnel at Regional HQ to discuss.</li> <li>Duty Offr Ops Regional HQ agrees to delay further action/discussion until Mon 18 Dec 78.</li> </ol>
1	18 Dec 78 0900 hrs	B Ops O/CPS Regional HQ	<ol style="list-style-type: none"> <li>Meeting between B Ops O and CPS Regional HQ staff at CPS HQ. After discussion agreed that: <ol style="list-style-type: none"> <li>CFB Kingston (DND) would provide expertise in wire laying (one Snr NCO);</li> <li>CFB Kingston (DND) will loan CPS ten sets of wire laying gloves;</li> <li>CFB Kingston (DND) will not guarantee effectiveness or be responsible for design of fence;</li> <li>CPS will provide work party for wire laying from CPS resources to perform task;</li> <li>CPS will certify that local contractors cannot perform task in time required;</li> <li>CPS will assume responsibility for any possible action (legal action initiated by civilian contractor) which might arise from task being performed in this manner;</li> <li>CPS will provide equipment and material resources for the task;</li> <li>CPS will "officially" request, in a letter, DND assistance.</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>NOTE: Because of possible implications resulting from DPW contracting arrangements, B Ops O meet with CPS staff to negotiate details, worked on basic principles. <ol style="list-style-type: none"> <li>DND to provide expertise but not labour;</li> <li>CPS responsible for labour, material, design and any class action which might arise from performing task.</li> </ol> </li> <li>Reg Ops informed in CFB Kingston Msg B Ops 80 181835Z Dec 78 and telecon Maj Webber/Henry 18 Dec 78.</li> </ol>



OPERATIONS LOG

TO 3301-2 (B OPS)  
DATED 08 JAN 79

DATE: \_\_\_\_\_

SERIAL	DATE/TIME	FROM/TO	EVENT	ACTION TAKEN
2	18 Dec 78 1000 hrs	CPS/B Ops	Official letter requesting a CF advisor to advise CPS work party for laying barbed wire and use of 10 set of wiring gloves	Msg Ops 80 181835Z Dec 78
3	18 Dec 78 1610 hrs	CENTREGOPS/B Ops info CFTSHQ	Msg Ops 145 182110Z Dec 78. Msg approve provision of services as per CFB Kingston Ops 80.	Sgt Kehoe, B Trg Sec, tasked to provide expertise.
1	19 Dec 78 0830 hrs	Sgt Kehoe/B Ops	Departed w/drv for Millhaven	
2	19 Dec 78 1630 hrs	Sgt Kehoe/B Ops	Departed Millhaven 1530 hrs -- arrived Base 1615 hrs.	
1	20 Dec 78 0800 hrs	Sgt Kehoe/B Ops	Departed w/drv for Millhaven	
2	20 Dec 78 1630 hrs	Sgt Kehoe/B Ops	Departed Millhaven 1530 hrs, arrived Base 1615 hrs.	
1	21 Dec 78 0800 hrs	Sgt Kehoe/B Ops	Departed for Millhaven	
2	21 Dec 78 1400 hrs	Sgt Kehoe/B Ops	Tasking completed. Departed Millhaven 1300 hrs -- arrived Base 1345 hrs.	B Ops telecon to SSO Reg Ops advise tasking completed.

TO ANNEX A  
TO 3301-2 (B OPS)  
DATED 08 JAN 79

MESSAGE FORM  
FORMULE DE MESSAGE

FILE 3301-2 (B OPS)

PREC PRIORITY	LMF L DIFF	NAV U	CIC CT	CSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	AM CS

FOR COMMEN/ SIGNALS USE - A L'USAGE DU CENTRE DES COMMUNICATIONS/ TRANSMISSIONS

PRECEDENCE - ACTION PRIORITE - ACTION	PRECEDENCE - INFO PRIORITE - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS - MESSAGE
PRIORITY		18 1845 Z DEC 78	
SECURITY CLASSIFICATION COTE DE SECURITE	SPECIAL HANDLING INSTRUCTION SPECIALE	ORIGINATOR'S NUMBER NUMERO DE L'EXPEDITEUR	80
CONFIDENTIAL		B OPS	

FROM DE	CTB KINGSTON
TO-A	CENTREGOPS TORONTO
INFO	CFTSHQ TRENTON
	CENTREGOPS FOR SSO REG OPS
	SUBJ: PROVISION OF SERVICES MILLHAVEN INSTITUTE
	REFS: A. DNDP 55
	B. TELECON OPS REG HQ CPS/BOPS 15 DEC 78
	C. TELECON SSO REG OPS/B OPS 18 DEC 78
	1. REGIONAL HQ OPS IN REF B REQUESTED CF TO PROVIDE A WIRING PARTY TO LAY BARBED WIRE IN AREA OF EXERCISE YARD PERIMETER AT MILLHAVEN INSTITUTE. STATED THAT LOCAL CIVILIAN CONTRACTORS UNABLE TO IMMEDIATELY PERFORM TASK AND WIRE WAS URGENTLY REQUIRED TO COUNTER A SUSPECTED ESCAPE ATTEMPT.
	2. SUBSEQUENT RECCE AND NEGOTIATION REDUCED TASK TO A REQUEST FOR CFB KINGSTON TO PROVIDE SHR NOC FOR WIRE LAYING EXPERTISE AND TEN SETS OF WIRE LAYING GLOVES FROM INTERNAL BASE RESOURCES. CPS TO PROVIDE WORK PARTY LABOUR. TASK WILL TAKE APPROX TWO WORKING DAYS AND WILL COMMENCE 190900 (LOCAL) DEC 78.
	3. LETTER FROM CPS REQUESTING SERVICES UNDER REF A WILL STATE:

PAGE 1	OF 2	DRAFTER'S NAME NOM DU REDACTEUR	OFFICE BUREAU	TEL - TEL.			
FOR OPS USE A L'USAGE DE L'OPERATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTEME	OPERATOR OPERATEUR	SECURITY CLASSIFICATION COTE DE SECURITE	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR

DND 3301-2 (B OPS)  
7530 21 870-8922

COPY 2 - COPIE 2

TO ANNEX A  
TO 3301-2 (B OPS)  
DATED 08 JAN 79

MESSAGE FORM  
FORMULE DE MESSAGE

FILE	DATE	TIME	CLASS	RC
0001	08	10	00	00
PRE	L MF	CLASS	CIC	OSRI
001	L DIFF		CT	1050
				SSN
				NSS
				DATE
				TIME
				HEURE
				CLASS
				RC
				00

FOR COMMEN/SIGNALS USE - A L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITE - ACTION	PRECEDENCE - INFO PRIORITE - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
SECURITY CLASSIFICATION COTE DE SECURITE	SPECIAL HANDLING INSTRUCTION SPECIALE	ORIGINATOR'S NUMBER NUMERO DE L'EXPEDITEUR	

FROM DE	
TO-A	
INFO	

- 2 -

- A. UNABLE TO PROCURE SERVICES FROM LOCAL CIVILIAN CONTRACTORS IN TIME REQUIRED;
- B. TASK URGENTLY REQUIRED TO ELIMINATE A PERCEIVED THREAT;
- C. CF TO ASSIST BY ADVICE ONLY AND EXPERTISE PROVIDED WILL BE LIMITED TO HOW TO LAY WIRE, IE DESIGN ETC NOT A CF RESPONSIBILITY;
- D. CF PERS WILL NOT BE ADVISING INMATES OR IN DIRECT CONTACT WITH INMATES.
4. RECOMMEND TASK BE APPROVED.

PAGE	DRAFTER'S NAME NOM DU REDACTEUR	OFFICE BUREAU	TEL - TEL.
2 OF 2	W.A. HENRY, MAJ	B OPS	5611
FOR OPR'S USE A L'USAGE DE L'OPERATEUR	DATE	TIME HEURE	SYSTEM SYSTEME
R T			
SECURITY CLASSIFICATION COTE DE SECURITE	OPERATOR OPERATEUR	SIGNATURE OF RECEIVING OFFICER SIGNATURE DU RECEVANT	
		W.A. HENRY, MAJ	
		B OPS 0	

OND 900 10-75  
7530-11-870-R022

COPY 2 - COPIE 2

**CONFIDENTIAL**

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352 23 19,70

①

R 182110Z DEC 78

TO RCCPG/CFB KINGSTON

Q

C O N F I D E N T I A L OPS 145

SUBJ: PROVISION OF SVC TO CPS

B. DNDP 55

IAW REF B PARA 105.1.C

BT

#0112

# CONFIDENTIAL

Wetland  
SAH  
Bayer  
SAH

[illegible]

ANNEX B  
TO 3301-2 (B OPS)  
DATED 08 JAN 79

DNDP 55 (PROVISIONAL)

ANNEX B, CHAP 11

RECORD OF SERVICES PROVIDED  
TO NON-DEFENCE AGENCIES

Description of services provided: PROVISION OF EXPERTISE FOR THE LAYING OF BARBED WIRE  
AT MILLHAVEN INSTITUTE 19 - 21 DEC 78

This form is to be completed by Region HQ for all cases of services provided in accordance with this publication.

Serial	Item	Resources Summary		
(a)	(b)	(c)		
1.	Regular Force personnel involved in the provision of services.	Rank	Total Man/Days	Total man/hours if less than one day
		SGT	2	5
		PTE	2	
2.	Reserve Force personnel involved in the provision of services.			
3.	Rations and quarters provided to personnel where recovery is not made from said personnel separately.	a. Total quarters Man/Days _____		
		b. Total meals: (1) Breakfast _____ (2) Lunch _____ (3) Dinner _____		
4.	Individual temporary duty and travel expenses.	Total \$ _____		
5.	Civilian personnel involved in the provision of services.	Classi- fication	Total Man/Days	Total man/hours if less than one day

10 3002-2 (10 000)  
DATED 08 JAN 79

ANNEX B, CHAP 11

DNDP 55 (PROVISIONAL)

Serial	Item	Resources Summary			
(a)	(b)	(c)			
6.	Casual labour hired for the provision of services.	Classi- fication	Total Man/Days	Total man/hours if less than one day	
7.	Civilian overtime as a result of the provision of services.	Classification		Total Man/Hours	
8.	Charges or fees paid to non-DND agencies as a result of the provision of services (includes communications, transportation of personnel, and freight expenses incurred where other than DND facilities are used).	Service	Date	Amount	
9.	The cost of packaging, repairing, or restoring and re-warehousing material used in the provision of services.	Total \$ _____			
10.	Aircraft and helicopters used in the provision of services.	Annex A to CFAO 231-1, Squadron Commander's Report, to be attached.			
11.	Material consumed, lost, destroyed, or damaged beyond repair as a result of the provision of services.	NSN	Item	Quantity	
12.	CF vehicles used in the provision of services.	Type	Quantity	Total Mileage	or Total Hours Operated
		140101	1	120 KN	
		140101	1	106 KN	
		140124	1	116 KN	

10 000-1-15 000-1  
DATED 08 JAN 79

DNDP 55 (PROVISIONAL)

ANNEX B, CHAP 11

Serial	Item	Resources Summary
(a)	(b)	(c)
13.	Transportation of personnel and freight for the provision of services on regularly scheduled CF transport.	<p>a.</p> <p>(1) Mode of transport _____</p> <p>(2) From _____ to _____</p> <p>(3) Passengers/Freight _____ Numbers/weight</p> <p>b.</p> <p>(1) Mode of transport _____</p> <p>(2) From _____ to _____</p> <p>(3) Passengers/Freight _____ Numbers/weight</p>
14.	Rental fees for buildings and facilities used in the provision of services.  (See CFAO 29-1.)	<p>a. Commercial/non-commercial (Circle one)</p> <p>b. Area used _____ sq. ft.</p> <p>c. Total days _____</p>
15.	Cost of caretaker wages for buildings and facilities used in the provision of services where the attendants are not paid directly by the applicant (see CFAO 29-1). (These personnel should not be included in serials 5, 6 or 7.)	Total \$ _____
16.	Items not covered above. Regions should refer to a factor upon which NDHQ can establish a cost, ie, hours, days, mileage, percentage of use, etc.	<p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p>

Note: This form shall be reproduced locally.



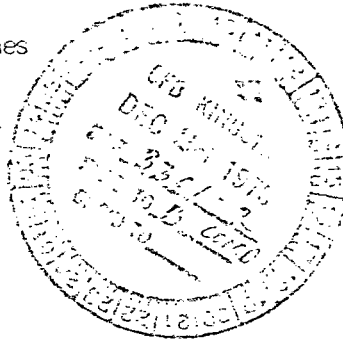
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ANNEX C  
TO 3301-2 (B OPS)  
DATED 08 JAN 79



Soliciteur général    Solicitor General  
Canada                    Canada  
  
Pénitenciers            Penitentiaries



18 December 1978

Votre référence    Your file  
Notre référence    Our file 145-1

Colonel A.C. Brown  
Base Commander  
Canadian Forces Base Kingston  
Kingston, Ontario  
K7L 2Z2

Dear Sir:

This letter is to request that you provide the Canadian Corrections Service of the Solicitor General of Canada's Department, on whose behalf I am authorized to act, the following services, viz:

one Canadian Forces advisor to advise a Canadian Corrections Service work party on procedures for laying barbed wire, and to provide ten sets of wire laying gloves.

These services are required at Millhaven Institution in the Province of Ontario on 19 December 1978 for approximately 48 hours. It is further certified that the services are requested only because there is a perceived security threat and local civilian contractors cannot provide such services within the time span to counter this threat.

It is understood and agreed that your Department will not be held responsible for any failure to provide the services requested or to guarantee them or the result thereof.

It is further understood that the advisor provided is not responsible for the fence design or function. In addition, the advisor will only be advising a work party consisting of employees of the Canadian Corrections Service and will not be advising or in direct contact with institution inmates.

The Solicitor General of Canada's Department shall at all times indemnify and save harmless Her Majesty, Her officers, servants, agents, employees, and members of Her Canadian Forces, from and against all claims and demands, loss, costs, damages, actions, causes of actions, suits, or other proceedings by whomsoever made, brought,

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ANNEX C  
TO 3301-2 (B OPS)  
DATED 08 JAN 79

Colonel A.C. Brown

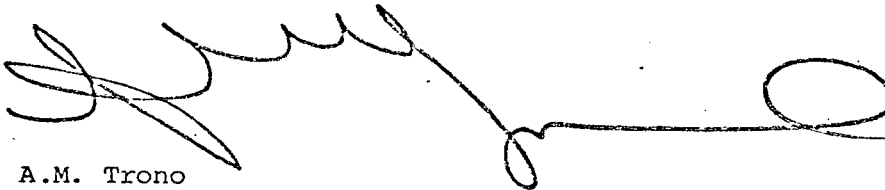
- 2 -

18 December 1978

or prosecuted in any manner based upon, occasioned by, or attributable to the provision of the services, or any action taken or things done or maintained by virtue hereof.

If you agree, the terms of this letter, together with the agreement by you or on your behalf, will constitute the agreement between our departments for the services requested herein.

Yours truly,

A handwritten signature in dark ink, appearing to be 'A.M. Trono', written over a horizontal line.

A.M. Trono  
Regional Director General (Ontario)

Canadian Corrections Service  
P.O. Box 1174  
Kingston, Ontario  
K7L 4Y8

CR PA

3301-2 (B Ops Coord)

Canadian Forces Base Kingston  
Kingston, Ont  
K7L 2Z2

2 Jan 79

Regional Headquarters  
Ontario Federal Penitentiaries  
1440 King Street West  
Kingston, Ont

Attention: Mr. D. Pike

SSF TOUR OF FEDERAL PENITENTIARIES  
KINGSTON AREA 18-19-20 APR 1979

References: A. CENTREGOPS Ops 114, 151515Z Dec 78  
B. Conversation Mr. Pike/Capt LaPierre 2 Jan 79

1. A visit to the following penitentiaries/institutions is requested for personnel of the Special Service Force (SSF) who are the Immediate Reaction Unit (IRU) for Ontario Region in Assistance to Federal Penitentiaries as discussed in Reference B. The following are proposed dates subject to your approval.

- |                                       |               |           |
|---------------------------------------|---------------|-----------|
| a. Kingston Penitentiary (Portsmouth) | 0900-1100 hrs | 18 Apr 79 |
| b. Millhaven Institution              | 1400-1600 hrs | 18 Apr 79 |
| c. Joyceville Institution             | 0900-1100 hrs | 19 Apr 79 |
| d. Collins Bay Institution            | 1400-1600 hrs | 19 Apr 79 |
| e. Warkworth Institution              | 0930-1130 hrs | 20 Apr 79 |

2. List of personnel taking part in the visit will be forwarded to you with extra copies for directors of penitentiaries/institutions seven days before the visit. All personnel will be from the SSF with a representative of Region Operations/Base Operations Branch.

3. It is requested that the institutions being visited emphasize the following:

- a. general security briefing;
- b. physical tour of the perimeter and some towers; and
- c. debriefing.

4. Coordinating Officer for CFB Kingston is Capt J.P. LaPierre, telephone number 545-5373.

*J.P. LaPierre*  
J.P. LaPierre  
Captain

for Base Commander CFB Kingston

MESSAGE FORM  
FORMULE DE MESSAGE

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FILE  
DOSSIER

3301-2 (B OPS)

PRE PRA PRA	CLASS	CIC CT	OSRI IDSO	SSN NSS	DATE	TIME HEURE	CLASS.	RC CD

FOR COMMEN/SIGNALS USE - À L'USAGE DU CENTRE DES COMMUNICATIONS/TRANSMISSIONS

PRECEDENCE - ACTION PRIORITÉ - ACTION	PRECEDENCE - INFO PRIORITÉ - INFO	DATE - TIME GROUP GROUPE DATE - HEURE	MESSAGE INSTRUCTIONS INSTRUCTIONS (MESSAGE)
ROUTINE		02 1815Z JAN 79	
SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SPECIAL HANDLING INSTRUCTION SPÉCIALE	ORIGINATOR'S NUMBER NUMÉRO DE L'EXPÉDITEUR	
RESTRICTED		B OPS 83	

FROM DE	CPT KINGSTON
TO-A	CENTREGOPS TORONTO
INFO	HQ SSF PETAWAHA
	SUBJ: PEN RECCE - SSF
	REFS: A. CENTREGOPS OPS 144 151515Z DEC 78
	B. TELECOM MAJ WEBBER/MAJ HENRY 19 DEC 78
	1. OPS APPROVED 18-19 APR FOR SSF PEN RECCE WITH AM 20 APR FOR VISIT TO WARRWORTH IF REQUESTED BY SSF.
	2. R AND Q FOR 20 PERS TENTATIVELY AVAIL FOR PERIOD 17-19 APR 79.

PAGE	OF DE	DRAFTER'S NAME NOM DU RÉDACTEUR	OFFICE BUREAU	TEL. - TÉL.			
1	1	J. P. LAPIERRE, CAPT	B OPS COORD	5273			
FOR OPN'S USE À L'USAGE DE L'OPÉRATEUR	R T	DATE	TIME HEURE	SYSTEM SYSTÈME	OPERATOR OPÉRATEUR	SECURITY CLASSIFICATION COTE DE SÉCURITÉ	SIGNATURE OF RELEASING OFFICER DE L'OFFICIER APPROBATEUR

DND 903 (6-75)  
7530-21-870-8922

COPY 2 - COPIE 2

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