



**REGULAR MEETING MINUTES**

**THURSDAY SEPTEMBER 27, 2018 – 3:00 P.M.**

**POLICE SERVICES BOARD ROOM**

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**1. Roll Call**

**Members** – D. Hilsinger, Chair  
Mayor C. Provenzano  
J. Bruno  
Councillor M. Bruni  
R. Webb

**Staff** – Chief H. Stevenson  
Deputy S. Sparling  
S. Miles

**2. Call to Order**

Chair D. Hilsinger called this meeting to order at 3:02 p.m.

**3. Conflict of Interest Declarations**

There were no conflicts of interest declared.

**4. Questions and Information Arising Out of the Minutes and Not Otherwise on the Agenda**

There were no questions or information that arose.

**5. Adoption of Minutes – June 28, 2018**

MOVED BY: R. Webb  
SECONDED BY: J. Bruno

RESOLVED that the Minutes of the regular meeting, as presented, be hereby approved.  
Carried.

**6. Motion to Accept Agenda – September 27, 2018**

MOVED BY: M. Bruni  
SECONDED BY: C. Provenzano

RESOLVED that the Agenda of the regular meeting, as presented, be hereby approved.  
Carried.

**7. Presentation: Update on Special Olympics Winter Games**

Presented by: Cst. Shawn Beaulieu

Cst. Beaulieu advised that the Special Olympics Committee was looking for the Board's support with regards to sponsorship. He reported that so far we have fundraised approximately \$300,000 but they are continuing to look for financial commitments. They have a number of leads and are hoping for more to come out of it. Cst. Beaulieu also informed the Board that the "Adopt an Athlete" program will be starting and it is designed for schools and businesses. Ultimately, they are about half way to their goal. Cst. Beaulieu advised the committee was requesting a donation of \$5000 from the Board. The Deputy provided that there are many internal people donating their time and at the end of the day, this is a charity that belongs to the Service. Cst. Beaulieu reported that we have 40 employees committed to charity payroll deductions that go to the Special Olympics.

The Mayor asked where the Board's contribution would come from and it was noted it would come from the Board's Auction Fund. Both Donna and the Chief provided their thanks to Cst. Beaulieu and members of the service for their work on this project.

MOVED BY: C. Provenzano  
SECONDED BY: J. Bruno

RESOLVED that the Board approve a sponsorship to the Special Olympics Ontario 2019 Winter Games in the amount of \$5000. Carried.

**8. Communications & Reports – Information Only**

- a) Special Account Ledger (Auction Fund) – August 2018
- b) 2018 Monthly Total Overtime Costs (Paid and Banked) – August 2018
- c) 2018 Monthly Staff Shortage Overtime Costs – August 2018
- d) 2018 Monthly Staff Shortage Overtime Costs (Cash and AOT) – August 2018
- e) 2017-2018 Court Time Costing Comparison – October 1, 2017-September 30, 2018
- f) Budget Report – Ending August 31, 2018
- g) Monthly and Year to Date Statistical Reports – January & February 2018

Rick asked the Chief about the change in sexual assault reporting and the implication

of may be. The Chief explained that as a result of a change in the analysis and reporting requirements of sexual assaults, the definition has broadened to ensure we are capturing everything possible. The Chief noted there were concerns that these types of occurrences were being under reported or not investigated thoroughly; we have provided all sexual assaults with a broader range of investigative options which have resulted in an increase in reported numbers. The Chief also noted that Insp. Rollin has done a great job working with the OACP and the Chief of Police in Barrie in contributing to resolving this issue.

With regards to the statistical reports, John asked if it would be possible to specifically identify the areas where significant crime is taking place. The Chief advised this absolutely could be done and that he could commit to presenting the information in a different way. Rick advised he would be interested in seeing the increase in frauds and would be curious to know if we are having successful charges/convictions in that category. The Deputy noted the numbers coincide with the opening of the Alternative Response Unit and we could have the Fraud Unit do a presentation.

- h) 2017 Statistics Canada Crime Index
- i) YCJA Diversion Program – ending June 30, July 31 & August 30, 2018
- j) Provincial Offences Statistics – August 2018
- k) Use of Force Reports – June, July & August 2018

## 9. **Travel Log**

MOVED BY: J. Bruno  
SECONDED BY: M. Bruni

RESOLVED that the Board approve the Travel Log report dated September 27, 2018.  
Carried.

## 10. **2019 Budget**

The Chief reported that the budget for 2019 has been discussed with the Finance Committee and all are of the opinion that we will move forward with an increase of 2.4%. The Chief noted the amount is not in any way affecting front line service delivery or impacting frontline bodies; the budget amount is primarily related to increased training costs that will be incurred with the 2019 hiring process and increased fuel costs.

The Mayor commented that the Service is working hard to ensure we have officers on the front line and he would like to recognize that the leadership is doing its best to budget responsibly. He noted the community expects us to have a properly funded Service and the Mayor was confident we did as much as we could to ensure the budget increase was at a minimum.

MOVED BY: M. Bruni  
SECONDED: J. Bruno

RESOLVED that the Board approve the 2019 budget with an increase of 2.4%, as presented. Carried.

**11. Board Policy – BP 2.04 – Sudden Death and Homicides**

MOVED BY: M. Bruni  
SECONDED: R. Webb

RESOLVED that the Board approved BP 2.04 Sudden Death and Homicides policy. Carried.

**12. For Information: Operational Plan – Project H.E.A.T.**

The Chief noted there has been public information already provided regarding this project. It was a demonstration of what happens when an entire organization comes together. The Chief commented that we are proud of the initiative and in October we will move to a CORE unit that will continue the work with front line patrol.

**13.a) Online Police Background Check Solution – Forrest Green**

The Deputy reported that this item came about from the KPMG report as a way to solve some of our needs. The Deputy explained the current process for obtaining a record check and then reviewed how the partnership between Forrest Green and Cobourg Police Service would look. The matter of the increased fees was discussed and the Deputy advised that we anticipate it will free up one or two full time staff members. The Mayor asked if the public would no longer come into the building and the Deputy confirmed this would be the case unless they required fingerprints to be done. The group discussed the turnaround time for record checks and the Mayor noted the one downside is the increase to the public. Rick pointed out that based on how much Sault College uses the service, he felt the ability to use the service online would be a benefit to the public and he would be in favour of the partnership. The Mayor asked what the cost savings would be and the Deputy advised it would be seen in the ability to free up employees.

MOVED BY: R. Webb  
SECONDED BY: J. Bruno

RESOLVED that the Board approve the partnership with Forrest Green and Cobourg Police Service in the proposed process for police record checks. Carried.

MOVED BY: M. Bruni  
SECONDED BY: R. Webb

RESOLVED that the Board approve the fee increase for police record checks to \$55.00 for employment based checks and \$30.00 for volunteer checks; the Board agreed to forward this request to City Council for further consideration. Carried.

**13.b) Request for Fee Schedule Increase to Traffic Escorts**

This matter has been deferred until the next meeting.

**14. Next Meeting Date**

October 25, 2018

**15. Adjournment – Time: 3:31 p.m.**

MOVED BY: M. Bruni  
SECONDED BY: R. Webb

That the regular meeting is adjourned. Carried.