



REGIONAL MUNICIPALITY OF NIAGARA
POLICE SERVICES BOARD

PUBLIC MINUTES

Thursday, May 24, 2007

Niagara Police Services Board
Board Room 4th Floor, 110 James Street, St. Catharines

CALL TO ORDER

The Public Meeting of the Niagara Police Services Board commenced at 8:40 a.m.

ROLL CALL

MEMBERS PRESENT:

Mr. L. Iggulden, Chair
Mr. D. Martin, Vice Chair
Mr. T. Shoalts
Mr. B. Smeaton
Mr. L. Tufford
Mr. M. Woodhouse

OTHERS PRESENT:

Chief of Police W.E. Southall
Deputy Chief of Police G. Beaulieu
Superintendent G. Dagenais, Western Region
Superintendent B. Wright, Eastern Region
Superintendent J. Matthews, Executive Services
A/Superintendent D. Jastrubecki, Emergency & Invest.Services
A/Inspector S. McLean, Executive Officer
Mr. A. Gladwish, A/Director, Information & Communication
Technology
Ms. L. DiDonato-DeChellis, A/Manager Finance
Mr. C. Fisher, Manager, Facilities, Fleet & Supply
Ms. D. Stevenson, Information Services Manager

Ms. D. Morton, Executive Director
Ms. S. Taylor, Executive Assistant

Niagara Region
Police Association

Mr. P. DiSimoni, President

City of St. Catharines

Mayor Brian McMullan, (Item 97. only)

KPMG LLP

Ms. Janet Allan, Associate Partner (Items 104 & 105 only)

DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

PRESENTATION

97. **City of St. Catharines – *Creating a Vibrant Downtown***

The Board considered a letter dated May 1, 2007 from Mayor Brian McMullan, City of St. Catharines, requesting the opportunity to appear before the Board to discuss the City of St. Catharines' revitalization plan of its downtown core. Mayor McMullan was present to address the Board.

Mayor McMullan stressed the critical role of the Niagara Regional Police Service in downtown St. Catharines to ensure the success of Council's vision for the redevelopment of the downtown core. With an anticipated 20% increase in employment and downtown population density, the City wants to work to ensure services and amenities are available to meet the ongoing needs of officers and administrators, for example, the supply of sufficient vehicle parking.

Mayor McMullan proposed the creation of a Joint Working Group as an effort to determine the needs of the Service, with a final report with recommendations for Board consideration and Council before the end of 2007. He asked for a commitment to the Joint Working Group within one week's time.

Chief Southall noted that the facilities cost-benefit analysis is underway at this time, with submission to the Board by the end of July followed by recommendations to Regional Council. She added that the Service looks forward to participation in the Joint Working Group as initiated by the Mayor.

Moved by: L. Tufford
Seconded by: D. Martin

That the presentation and information be received.

Carried.

MINUTES OF PREVIOUS MEETINGS

98. Minutes of the Public Board Meeting held Thursday, April 26, 2007.

Moved by: B. Smeaton
Seconded by: M. Woodhouse

That the Minutes of the Public Board Meeting held Thursday, April 26, 2007 be adopted as circulated.

Carried.

REPORTS FROM THE BOARD CHAIRPERSON

Chair Iggulden reported:

Niagara Regional Police Auxiliary Searing-In Ceremony

On May 1 Member Smeaton attended the NRPS Auxiliary Recruit Graduation ceremony to welcome 15 new Auxiliary officers to the Service. Member Smeaton was thanked for his delivery of greetings on behalf of the Board.

2007 OAPSB Conference

Member Tufford and the Board's Executive Director attended the 45th Annual Conference and Meeting of the Ontario Association of Police Services Boards held in Owen Sound from May 3 – 5. The program theme was "*The Road Ahead*", and the agenda included presentations from a number of prominent politicians and individuals from the policing community. Delegates were present from across the province, and much of the value of the conference was acquired through discussion groups, workshops and informal discussions held during events.

Emergency Preparedness Event

On May 10 Vice Chair Martin represented the Board at the Emergency Preparedness Partnership Event and luncheon. The Niagara Falls Fire Department and the Region of Niagara through the Public Health Department and Emergency Services Division hosted the event which highlighted local, regional, provincial and bi-national emergency response capabilities.

Unveiling of the Niagara Region Tartan & Tug of War

On May 12 Chair Iggulden, Vice Chair Martin and the Board's Executive Assistant attended the NRPS unveiling of the newly created Niagara Region Tartan, followed by the annual Tug-of-War challenge against the Niagara Falls, NY, Police Department. This commendable event was dedicated to the memory of Constable Rob Gittings who sadly passed away earlier this year. Although the NRPS was not successful in clinching the championship title from their American counterparts, the event symbolized the working partnership and camaraderie between our agencies.

Annual NRPS Awards Ceremony

On May 31 the Police Services Board, Niagara Regional Police Service and the Niagara Region Police Association are hosting the Annual Awards Ceremony at Club Italia, Niagara Falls. This important evening recognizes citizens, police officers and civilians for outstanding police work and exemplary service to the community, and the Board is delighted to take part in the ceremonies.

Upcoming Police Board & Committee Meetings – PSB Boardroom

- Licencing Committee – Thursday, June 14 at 8:30 a.m.;
- Human Resources Committee – Thursday, June 14 at 9:30 a.m.;
- Finance Committee – *monthly meetings are cancelled until further notice. All financial items will be considered at the regular monthly Board meetings.*
- Board Meeting – Thursday, June 28 at 8:30 a.m.

REPORTS FROM THE CHIEF OF POLICE

Chief of Police Southall reported:

Operational Statistics

Marijuana Grow Operations:

For the period January 1 through May 23, 2007:
Total estimated seized street value: \$ 2,763,700.

Homicides

For the period January 1 through May 23, 2007:
2 homicides compared to 3, same period 2006.

Traffic Fatality Statistics

For the period January 1 through May 23, 2007:
12 compared to 11 recorded in 2006.

Joint Forces Operation Starts Marine Season

On the weekend of April 27 to April 29 the police marine season was commenced. Members of the Niagara Regional Police Service, Peel Regional Police Service and Toronto Police Marine Units, along with representatives from Transport Canada conducted a joint forces operation. The multi-agency project was conducted on Lake Ontario within the jurisdiction of the Niagara Region with the focus of education and enforcement of various legislative Acts. During the project, police stopped 108 vessels, issued 14 tickets and 10 warnings for various offences under the *Canada Shipping Act*, the *Liquor Licence Act*, and the *Fish and Wildlife Conservation Act*. Two arrests for criminal offences were also made, one of which was under the *Controlled Drugs and Substances Act*.

Ontario Police Memorial

On Sunday, May 6, more than sixty members of the NRPS attended the Ontario Police Memorial Ceremony at the Ontario Police Memorial, Queens Park, Toronto. In addition, a full-page photograph of the 2006 Service contingent was prominently displayed in the Ceremony Program. A total of 35 members participated in the annual 'Ride to Remember', a traditional bicycle ride of about 80 kilometers in length from Grimsby to Toronto.

Police Week Efforts Between May 13-19, 2007

Between May 13-19 members of the Niagara Regional Police Service took part in the provincial "Police Week" program, with the theme of the program being "*Safer communities for a Stronger Ontario*". Members of the Community Services Unit, in conjunction with the RCMP, Niagara Parks Police, Canada Border Services Agency, and over 15 community organizations, attended the Niagara Square, Seaway Mall, and the Pen Centre to provide educational opportunities for members of the public. The Service's Forensic Unit, Collision Reconstruction Unit, Special Enforcement Unit, Recruiting Unit and Emergency Task Unit supplied displays and presentations.

National Road Safety Week

The week of May 15 to 21 was officially recognized as Road Safety Week in Canada, during which time law enforcement agencies and other related organizations from across the country dedicated their efforts toward the reduction of serious motor vehicle collisions. The aim of the initiative was to enhance public awareness through education and enforcement. The kick-off of the program was a mock crash scenario that was held at Grimsby High School on May 15.

These efforts were continued with the commencement of the 2007 R.I.D.E. campaign which was held on May 18. As a result of the R.I.D.E. campaign, 1,063 vehicles were checked for drinking and driving offences, and of the drivers checked, two were arrested for exceeding the legal limits, one for driving under suspension and eight were issued tickets for various *Highway Traffic Act* violations.

112. **NRPS Promotions**

Chief Southall reported verbally that the NRPS has completed the Staff Sergeant and Sergeant promotional procedures with the promotions of four new Staff Sergeants and eleven new Sergeants.

Effective Sunday, May 27, 2007, the following members are promoted to the rank of Staff Sergeant:

Sergeant 9173 Sandro D'ANNUNZIO;
Sergeant 9310 Joseph GARVEY;
Sergeant 9616 James MacKAY, and
Sergeant 7152 Mark McMULLEN.

Effective Sunday, May 27, 2007, the following members are promoted to the rank of Sergeant:

Constable 9065 Steven BICKELL;
Constable 9095 Todd BLAIR;
Constable 9911 Romolo DIEGIDIO;
Constable 9517 Scott KRAUSHAR;
Constable 9669 Kim McALLISTER;
Constable 9597 Damian McMENAMIN;
Constable 9791 Clifford PRIEST;
Constable 9058 Deborah SMART;
Constable 9874 Todd STEVENSON;
Constable 9889 Stephen TCHANG, and
Constable 8049 Scot WALKER.

Moved by: D. Martin
Seconded by: L. Tufford

That the information be received.

Carried.

DEPUTATIONS

A. **CONSENT AGENDA**

99. **Ministry of the Attorney General**

The Board considered a letter dated April 18, 2007 from Deputy Attorney General Murray Segal, Ministry of the Attorney General, regarding the recent Auditor General's report which highlighted irregularities in the accountability by public sector organizations in the handling of transfer payments and advising that in response the Province will develop a strategic improvement plan to review its *Transfer Payment Accountability Directive* to ensure that modern governance principles are reflected.

Chief Southall noted that the NRPS follows policies which mirror those of the Region. During the last OACP Queen's Park Day, no response was received as to the amount of funding either the Attorney General or the Ministry of Community Safety and Correctional Services has generated to Ontario police services.

100. **Regional Municipality of Niagara – CL 6-2007 May 3, 2007 CS 6-2007 April 25, 2007: CSD 76-2007 – 911 System**

The Board considered a letter dated 4, 2007 from Pam Gilroy, Regional Clerk, providing the Board with the Regional Council approval on May 3 of the Corporate Services Committee recommendations:

“That Communication CSC 18-2007 – Presentation – Child Advocacy Centre Niagara, be received and

That the Child Advocacy of Niagara presentation be referred to the Niagara Regional Police Services and Public Health and Community Services Departments respectfully requesting that funding be found within existing budgets in the total amount of \$1,500 for the Child Advocacy Centre.”

“That the following correspondence items be received:

CSC 20-2007 (April 4, 2007) Niagara Police Services Board – NRPS 6 District Facility – to Peter Senese, Director of Community and Corporate Services/Deputy Clerk, City of Port Colborne;

CSC 21-2007 (April 10, 2007) Niagara Police Services Board – Purchasing - Maintenance/Support Fees-Versadex Applications, 64-2007”.

“That the following communications be approved:

CSC 22-2007 (April 5, 2007) NRPS 2007 Vehicle Replacements, 62.2007;

CSC 23-2007 (April 5,2007) NRPS Dive Van Body – Capital Project #PO0101, Award of Quotation 2007-Q-14, 61.2007.”

Regional Council approved the following recommendation of the Corporate Services Committee regarding Closed Session Report CSD 76-2007:

“That Confidential Report CSD 76-2007, April 25, 2007, respecting a Matter of Security of the Property of the Municipality – 911 System be received and the recommendations contained therein be approved.”

101. **Semi-Annual Report on Disclosure of Secondary Activities**

The Board considered Service report 104/07 dated May 7, 2007 providing the Board with disclosure of secondary activities undertaken by members of the Service and approved by the Chief of Police, period December 16, 2006 to May 31, 2007, pursuant to Board By-law 150-1995.

102. **Quarterly Report – Policing Standards Unit – Administration of the Public Complaints System**

The Board considered Service report 107/2007 dated April 19, 2007 providing the Board with information relating to the investigations of alleged police misconduct reported by members of the public for the first quarter, period January 1 through March 31, 2007 and statistical yearly comparison, pursuant to Board By-law 173/1997.

103. **Special Fund – April 2007**

The Board considered Service report 114 /2007 dated May 14, 2007 providing the Board with the activities within the Special Fund for the period of April 1 - 30, 2007.

Chief Southall reported that some amendments to the Special Fund will be forthcoming to effect more control over the informant fee procedure.

Moved by: B. Smeaton
Seconded by: T. Shoalts

That the information be received.

Carried.

NEW BUSINESS

104. KPMG Audit Report – 2006 Financial Report

The Board considered a letter dated May 17, 2006 from KPMG LLP providing the Board with the Financial Statements of the Niagara Regional Police Service for the year ending December 31, 2006.

Ms. Janet Allan, KPMG Associate Partner, was in attendance to address the Board. She advised that KPMG is presenting a clean auditor's report of the financial statements with no qualifications. Ms. Allan continued that a \$6,000 was the only uncorrected audit differences; that adjustments have been made after information from the Board regarding future employment benefits; that the auditors did not find anything to be brought to the Board's attention, and finally, that KPMG is independent from the Board, showing no bias. Ms. Allan will draft a management letter for the Board.

Member Martin relayed queries from the Region's Corporate Services Committee respecting outstanding employee benefits which should be totally funded, and asked Ms. Allan if the Service's procedures and funding methods are correct.

Ms. Allan noted that a reserve fund should match its liability, however, in this case, the \$32 million will not be paid out in a lump sum. The amount that should be put away is that which will be required in future and budgeted from reserves, indicating a good practice, the use of reserves and the budget. The ideal would be a projection when the \$32 million will have to be paid out, which is very difficult to do. The Region likes larger reserves, however, the police can only fund through Regional funding.

Chief Southall reported that until three years ago there was no reserve for all three funded liabilities. At this time there is over \$3 million for sick leave payout, plus funding in the WSIB reserve as well as some in the retirement reserve coming from Service surpluses over the past three years. There is not total funding, but there are reserves.

Ms. Lisa DiDonato-DeChellis noted that NRPS Finance had asked for a change to the Accounts Payable, that is, to have 2005 restated based on the Region's process. Ms. Allan responded that some of the payables are not segregated in the general ledger so that 2005 has not been adjusted, and there is just a balance sheet comparative figure.

In discussing the unfunded liabilities, Member Woodhouse asked if Ms. Allan could recommend the amount of funding that should be in reserve. Ms. Allan agreed that an actuary would be required.

Moved by: M. Woodhouse
Seconded by: L. Tufford

That the information be received.

Carried.

105. **KPMG 2006 Year-End Review of Specified Procedures - Special Fund**

The Board considered a letter dated May 8, 2007 from KPMG LLP providing the Board with the confirmation of the annual review of specified procedures of the Board's Special Fund for the year ending December 31, 2006.

Ms. Janet Allan, KPMG Associate Partner, was in attendance to address the Board.

Moved by: D. Martin
Seconded by: L. Tufford

That the information be received.

Carried.

106. **NRPS Variance Report – to April 30, 2007**

The Board considered Service report 110/2007, dated May 15, 2007, providing the Board with a financial overview and year-end forecast for both the Service and the Board to April 30, 2007.

Chief Southall reported that there is some overage for overtime and the Task Force, backed by the \$1 million reserve if required. With the anticipated number of 2007 retirements nearly maximized, and the fifteen promotions, meeting the frontline priorities is a constant juggling act, and may impact on overtime, now currently met through salaries.

Moved by: T. Shoalts
Seconded by: D. Martin

That the information be received.

Carried.

107. **NRPS Information & Technology Contracts/Commitments**

The Board considered Service report 113/2007 dated May 7, 2007 providing the Board with the listing of current information technology contracts and commitments as requested at the April 26, 2007 Board meeting (Minute 87.2007).

Moved by: M. Woodhouse
Seconded by: L. Tufford

That the item be deferred to the June 28 Board meeting.

Carried.

108. **NRPS – eJust Systems Annual Subscription Renewal Report**

The Board considered Service report 112/2007 dated May 7, 2007 requesting the Board approve the annual subscription for the eJust application that administers charge processing, production and administration for crown briefs, an essential feature in the business practice transformations as part of Project SPIRIT.

Moved by: L. Tufford
Seconded by: T. Shoalts

That the Board approve Invoice #515 from eJust Systems Inc. Applicant Subscription, coverage for the period June 7, 2007 to June 6, 2008 in the amount of \$66,000 plus applicable taxes, funds available in Information Systems Repair and Maintenance account 7412-1804.

Carried.

109. **Request for Sponsorship – Niagara Region Sexual Assault Centre**

The Board considered a memorandum dated May 9, 2007 from Deb Morton, Executive Director, providing the Board with a letter received from the Niagara Region Sexual Assault Centre requesting a donation to the '10th Annual Tournament of Kindness' in support of the Child Assault Prevention Program (CAPP).

Moved by: B. Smeaton
Seconded by: L. Tufford

That the information be received;

And further, that the Board authorize a donation in the amount of \$125.00 from the Special Fund to the Niagara Region Sexual Assault Centre for the '10th Annual Tournament of Kindness' in support of the Child Assault Prevention Program.

Carried.

110. **Funding Request - Child Advocacy Centre Niagara** – Memorandum dated May 14, 2007 from Deb Morton, Executive Director, providing the Board with a copy of a referral from Regional Niagara of a request from the Child Advocacy Centre Niagara (CACN).

Moved by: L. Tufford
Seconded by: T. Shoalts

That the Board authorize a donation in the amount of \$500.00 from the Special Fund to the Child Advocacy Centre Niagara.

Carried.

111. **Funding Request – Brain Injury Association of Niagara**

The Board considered a memorandum dated May 16, 2007 from Deb Morton, Executive Director, providing the Board with a letter received from Ms. Pat Dracup, Program Director, Brain Injury Association of Niagara, requesting a donation to support the Santa's Sober Sleigh Campaign for 2007.

Moved by: B. Smeaton
Seconded by: T. Shoalts

That the information be received;

And further, that the Board authorize a donation in the amount of \$500.00 from the Special Fund to the Brain Injury Association of Niagara in support of the 2007 Santa's Sober Sleigh Campaign.

Carried.

ADJOURNMENT

The meeting adjourned at 9:45 a.m.

Chairperson

Executive Director