



REGIONAL MUNICIPALITY OF NIAGARA
POLICE SERVICES BOARD

PUBLIC MINUTES

Thursday, January 31, 2008

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 8:41 a.m.

ROLL CALL

MEMBERS PRESENT:

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

OTHERS PRESENT:

Chief of Police W.E. Southall
Deputy Chief of Police G. Beaulieu
Mr. G. Fuentes, Chief Administrative Officer
Superintendent G. Dagenais, Western Region
Superintendent D. Kane, Emergency/Invest. Services
Superintendent J. Matthews, Executive Services
Inspector S. McLean, Executive Officer, Chief of Police
Inspector D. D'Amico, Labour Relations
Sergeant P. McCauley, Executive Officer, Deputy Chief
P.C. J. Rotella, Executive Officer, CAO
P.C. J. Forgeron, Media Relations
Mr. A. Askoul, Director of Information/Communication Technology
Ms. M. George, Director of Business Services
Ms. L. DiDonato-DeChellis, Finance Manager
Ms. D. Stevenson, Manager, Information Systems
Ms. C. Berecz, Manager, Communications Unit
Mr. C. Fisher, Manager, Facilities, Fleet & Supply
Ms. L. Jerome, Manager, Human Resources
Dr. P. Divers, Corporate Support Analyst
Ms. A. Hepplewhite, Records Management

Mr. W.B. McKaig, Solicitor
Ms. D. Morton, Executive Director
Ms. S. Taylor, Executive Assistant

Niagara Regional
Police Association:

Mr. P. Disimoni, President
Ms. L. McClay, CEO, General Counsel

GUESTS:

Mr. D. Preston, Zone 4 Policing Services Advisor, MCSCS
Councillor B. Saracino, Regional Niagara
Mr. P. Robson, RMON Director of Community Integration
Mr. C. McQueen, RMON Director of Administration

DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

Ministry of Community Safety and Correctional Services –Zone 4 Policing Services Advisor
Chair Iggulden welcomed Mr. Dave Preston, Ministry of Community Safety and Correctional Services Policing Services Advisor for Zone 4, and thanked him for attending the Board meeting.

1. ELECTION OF CHAIR

Pursuant to Section 28 of the *Police Services Act*, the chair of the police services board shall be elected on an annual basis at the first meeting of each year.

The Executive Director assumed the chair and called for nominations for the position of Chair.

Moved by: D. Martin
Seconded by: B. Bentley

That Member Larry Iggulden be nominated for the position of Chair.

Member Iggulden agreed to let his name stand.

Moved by: D. Martin
Seconded by: B. Smeaton

That the nominations for the position of Chair be closed.

Carried.

There being no further nominations, the following Motion was passed:

Moved by: D. Martin
Seconded by: M. Woodhouse

That Member Larry Iggulden be elected Chair of the Regional Municipality of Niagara Police Services Board for 2008.

Carried.

2. Election of Vice Chair

The Chair called for nominations for the position of Vice Chair.

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

That Member Doug Martin be nominated for the position of Vice Chair.

Member Martin agreed to let his name stand.

Moved by: B. Bentley
Seconded by: B. Smeaton

That the nominations for the position of Vice Chair be closed.

Carried.

There being no further nominations, the following Motion was passed:

Moved by: M. Woodhouse
Seconded by: T. Shoalts

That Member Doug Martin be elected Vice Chair of the Regional Municipality of Niagara Police Services Board for 2008.

Carried.

MINUTES OF PREVIOUS MEETINGS

3. Minutes of the Public Board Meeting held Thursday, December 13, 2007.

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

That the Minutes of the Public Board Meeting held Thursday, December 13, 2007 be adopted as circulated.

Carried.

4. Minutes of the Special Public Board Meeting held Wednesday, January 16, 2008.

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

That the Minutes of the Special Public Board Meeting held Wednesday, January 16, 2008 be adopted as circulated.

Carried.

REPORTS FROM THE BOARD CHAIRPERSON

Chair Iggulden reported the following:

Upcoming Board & Committee Meetings – PSB Boardroom

- Special Public Board Meeting – Monday, February 11 at 8:30 a.m.;
- Licencing Committee – Thursday, February 14 at 8:30 a.m.;
- Human Resources Committee – Thursday, February 14 at 9:30 a.m.;
- Next Board Meeting – Thursday, February 28 at 8:30 a.m.

REPORTS FROM THE CHIEF OF POLICE

Chief Southall reported the following:

Congratulations to Newly Re-elected Board Chair Iggulden and Vice Chair Martin

Chief Southall congratulated Members Iggulden and Martin on their re-election to the Chair and Vice Chair positions on the Board and noted the Service looks forward to continuing its positive relationship.

Akram Askoul, NRPS Director of Information & Communication Technology

Chief Administrative Officer Fuentes introduced Mr. Akram Askoul as the new Director of Information and Communication Technology for the Niagara Regional Police Service, his wife, Laura, and son, Ahmad. Chair Iggulden and the Board joined in the welcome to the former Regional Associate Director of Infrastructure.

PRESENTATIONS

5. **NRPS Facilities Long-Term Accommodation Plan**

Chief Southall provided an overview of the Niagara Regional Police Service Facilities Accommodation Plan dated January 2008. She highlighted her recommendations for a new facilities structure to replace outdated, inadequate and deteriorating police buildings, and requested the Board consider her long-term accommodation plan.

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

That the information be received;

And further, that the matter be referred to the February 11, 2008 Special Public Meeting for consideration.

Carried.

6. **2008 Police Service Capital Budget and 9-Year Capital Forecast**

At the Special Public Meeting of the Niagara Police Services Board held on Wednesday, January 16, 2008, the Board considered report 5/2008 dated January 11, 2008 requesting the Board approve the 2008 Police Service Capital Budget and 9-year Capital Forecast.

The Board directed that the item be deferred for review following receipt and consideration of the Chief's report on facilities.

Moved by: B. Bentley
Seconded by: D. Martin

That, subject to approval by Regional Council of the consolidated Capital Budget, the following be approved with regard to the 2008 Police Service Capital Budget and forecast:

1. **A total Capital expenditure budget for the projects in the 2008 Police Service Capital Program of up to \$41,317,300;**
2. **Capital Financing for the 2008 Capital Program to be comprised of transfers from the Police Capital Levy Reserve and Vehicles and Equipment Replacement Reserve Fund of \$1.7 million and \$1.5 million respectively, and debenture financing of \$36,884,000, with allocations by project as indicated on Appendix 1;**
3. **The Capital Forecast be received as a guidelines for the development of future Capital Budgets.**

Carried.

DEPUTATIONS

A. CONSENT AGENDA

7. **Ontario Association of Police Services Boards**

The Board considered the OAPSB *Bulletin Board* dated December 2007 providing the Board with news of interest regarding police governance, highlighting both provincial and federal legislative initiatives.

8. **Regional Municipality of Niagara – CL 1-2008 January 17, 2008 BRCOTW 4-2008, January 17, 2008**

The Board considered a letter dated January 18, 2008 from Pam Gilroy, Regional Clerk, RMON, providing the Board with the following resolutions from the January 17, 2008 Budget Review Committee of the Whole, and ratified by the Council of the Regional Municipality of Niagara at its January 17, 2008 meeting.

9. **Brock University Campus Security Services – Quarterly Report on Special Constables**

The Board considered a Report 04/2008 from Mr. Steven Pillar, Vice President, Finance and Administration, Brock University, providing the Board with information relating to complaints, use of force, discipline and arrests associated to the Special Constables employed through Brock University Campus Security Services during the 4th quarter of operations in 2007.

10. **Quarterly Report – Policing Standards Unit – Administration of the Public Complaints System**
The Board considered Service report 09/2008 dated January 14, 2008 providing the Board with information relating to the investigations of alleged police misconduct reported by members of the public for the fourth quarter, period October 1 through December 31, 2007 and statistical yearly comparison, pursuant to Board By-law 173-1997.
11. **Semi-Annual Report on Disclosure of Secondary Activities**
The Board considered Service report 03/2008 dated December 11, 2007 providing the Board with disclosure of secondary activities undertaken by members of the Service and approved by the Chief of Police, period June 1 to December 15, 2007, pursuant to Board By-law 150-1995.
12. **Annual Report – Retention & Destruction of Records – Police Services Board**
The Board considered a memorandum dated January 16, 2008 from Deb Morton, Executive Director, providing the Board with the 2007 annual report respecting the destruction of Police Services Board records, pursuant to Board By-law 185-1999, Section 6.1.
13. **Annual Report – Emergency Planning**
The Board considered Service report 23/2008 dated January 17, 2008 providing the Board with Service compliance with the Provincial Adequacy Standards Regulation ER-008 concerning the development and maintenance of Emergency Planning in cooperation with the Niagara Regional Public Health Department Public Safety Division, pursuant to Board By-law 248-2000.
14. **Annual Report – Marked General Patrol Vehicles**
The Board considered Service report 20/2008 dated January 7, 2008 providing the Board with an annual report on Service compliance respecting Provincial Adequacy Standards Regulation AI-008 concerning Marked General Patrol Vehicles which includes a summary of the written procedures and the status of Service compliance with said procedures, pursuant to Board By-law 257-2003.
15. **Pending Items Report – 4th Quarter of 2007**
The Board considered a memorandum dated January 3, 2008 from Deb Morton, Executive Director, providing the Board with the quarterly report on the pending items for the fourth quarter of 2007 (October 1 to December 31, 2007).
16. **Special Fund – November 1 – 30, 2007**
The Board considered Service report 01/2008 dated December 19, 2007 providing the Board a summary of the transactions for the Niagara Regional Police Special Funds for the period November 1 to 30, 2007.
17. **Special Fund – December 1 - 31, 2007**
The Board considered Service report 12/2008 dated January 17, 2008 providing the Board a summary of the transactions for the Niagara Regional Police Special Funds for the period December 1 to 31, 2007.

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

That the information be received.

Carried.

B. OTHER NEW BUSINESS

18. **R.I.D.E. 2007/2008 Program – Grant Interim Report Schedule B**

The Board considered Service report 02/2008 dated December 13, 2007 requesting the Board to authorize its Chair to execute the require R.I.D.E. grant interim report, Schedule B, relevant to the 2007/2008 provincial grant as required.

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

That the Board Chair be authorized to execute the interim financial status report, Schedule B, to the 2007-2008 R.I.D.E. Grant and forward same to the Ministry of Community Safety and Correctional Services.

Carried.

19. **Purchasing – Hardware Maintenance – Hewlett-Packard (Canada) Co. Support Service Agreement**

The Board considered Service report 18/2008 dated January 17, 2008 requesting the Board approve the Hewlett-Packard (HP) Support Service Agreement for hardware maintenance to Service servers for the period February 1, 2008 through January 31, 2009.

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

That the Board approve the Hewlett-Packard (HP) Support Service Agreement for 2008 in the amount of \$21,830.00 plus applicable taxes, funds budgeted in account 7412-1804 Information Systems Repair and Maintenance.

Carried.

20. **Purchasing – Motorola Service Agreement on Infrastructure Data Radio System Equipment**

The Board considered Service report 21/2008 dated January 17, 2008 requesting the Board approve the attached quotation from Motorola Canada Limited for maintenance of the Mobile Data Radio Infrastructure for the period June 1, 2007 to May 30, 2008.

Moved by: D. Martin
Seconded by: B. Bentley

That the Board approve the quotation from Motorola Canada Limited for maintenance of the Mobile Data Radio Infrastructure in the amount of \$31,797.12 plus applicable taxes, funds budgeted in Information Systems accounts, Repair and Maintenance 7412-1804 (2007).

Carried.

21. **Purchasing – 2008 Scheduled Vehicle Replacements**

The Board considered Service report 25/2008 dated January 15, 2008 requesting the Board approve the purchase of two replacement police vehicles for the 2008 requirements of the Casino Patrol Unit.

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

That the Board approve the purchase of one (1) Ford Crown Victoria at a cost of \$31,800.00 and one (1) Chevrolet Impala at a cost of \$23,715.00 from the Police Purchasing Cooperative Tender at a total cost of \$55,515.00 plus applicable taxes.

Carried.

22. **NRP Male Chorus – 2008 Funding Request**

The Board considered Service report 11/2008 dated January 15, 2008 requesting the Board approve a donation in the amount of \$6,000 to the Niagara Regional Police Male Chorus for the 2008 calendar year.

Moved by: B. Smeaton
Seconded by: D. Martin

That the Board approve a donation of \$6,000 from the Special Fund to the Niagara Regional Police Male Chorus for the year 2008.

Carried.

Recorded

Vote: M. Woodhouse, Opposed

23. **Women’s Place of South Niagara – 2008 Funding Request**

The Board considered a memorandum dated January 15, 2008 from Deb Morton, Executive Director, providing the Board with the December 20, 2007 letter received from Ms. Tamara Coleman-Lawrie, Development Officer, Women’s Place of South Niagara, requesting sponsorship toward the 6th Annual ‘Strike Out Violence’ Bowling Tournament.

Moved by: B. Smeaton
Seconded by: B. Bentley

That the information be received;

And further, that the Board authorize a donation in the amount of \$500 from the Special Fund to Women’s Place of South Niagara to sponsor a dinner at the 6th Annual ‘Strike Out Violence’ Bowling Tournament;

And further, that Women’s Place of South Niagara be advised the Board will not support any further requests for additional funding in 2008.

Carried.

Recorded

Vote: M. Woodhouse, Opposed

24. **Ontario Association of Police Services Boards – Donation from the Special Fund**

The Board considered a memorandum dated January 23, 2008 from Deb Morton, Executive Director, providing the Board with a copy of a letter received from Mr. Gerry Reynolds, Chair, Stratford Police Services Board, requesting a donation to support the Ontario Association of Police Services Boards (OAPSB) 2008 Annual Meeting and Conference.

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

That the Board authorize a donation in the amount of \$1,000.00 from the Special Fund to the Ontario Association of Police Services Boards (OAPSB) in support of its Annual General Meeting and Conference.

Carried.

Recorded
Vote: M. Woodhouse, Opposed

25. **Board – 2008 Committee Representation**

The Board considered a memorandum dated January 15, 2008 from Deb Morton, Executive Director, requesting the Board's confirmation of the mandate and membership on its various standing committees as outlined on the attached list.

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

That the Board approve the Committee mandate and membership as outlined in this report.

Carried.

26. **Board – 2007 Annual Report on Board Activities**

The Board considered a memorandum dated January 9, 2008 from Deb Morton, Executive Director, providing the Board with the 2007 annual statistical report on Board activities.

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

That the information be received;

And further, that the report be forwarded to Regional Council for information purposes.

Carried.

27. **Regional Municipality of Niagara – CL 1-2008 January 17, 2008 CSC 1-2008 January 9, 2008 CSD 03-2008 Approval of Spending Limits During the Interval Prior to the Approval of the 2008 Budget Estimates**

The Board considered a letter dated January 18, 2008 from Pam Gilroy, Regional Clerk, RMON, providing the Board with the January 17th Regional Council approval of its Corporate Services Committee that, prior to approval of the 2008 Budget Estimates, Regional Departments, Boards and Agencies are to be permitted to incur costs to a level of 50% of their 2007 departmental expenditure budget; that only essential capital projects be approved by the appropriate Committee, Board or Agency and the Corporate Services Committee, and further, that no additional Capital spending be permitted during the interval period prior to approval of the 2008 Budget Estimates.

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

That the information be received.

Carried.

28. **Facilities – 110 James Street Project, St. Catharines – Tender 2008-T-101, Ground Floor Renovations**

The Board considered Service report 26/2008 dated January 17, 2008 requesting the Board approve the award of Tender 2008-T-101, Ground Floor Renovations at 110 James Street, to the lowest bidder, T.R. Hinan Contractors, and further, authorize staff to allocate the balance of the designated funds for further renovations to the ground floor of the facility.

Mr. Fuentes assured the Board that the corporate policy on expenditures would be followed.

Moved by: D. Martin
Seconded by: B. Bentley

That the Board approve the award of tender for the ground floor renovations at 110 James Street to T.R. Hinan Contractors Inc., St. Catharines, as per the Tender specification price of \$289,000 plus GST;

And further, that the Chief of Police report back to the Board on the tender requirements for the additional request of \$111,000 to retrofit other first floor facility improvements.

Carried.

IN CAMERA REPORTS

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Special Investigations Unit Report –Assault Allegations – #SIU-3-07 – May 2, 2007

At the Confidential Meeting of the Niagara Police Services Board held on Thursday, December 13, 2007, the Board considered Service report C.269/2007 dated October 25, 2007 providing the Board with the decision of the SIU Director following the SIU investigation into allegations of excessive force suffered by a verbally abusive onlooker during a robbery investigation on May 2, 2007, and the determination that there was 'no evidence to suggest that any officer committed any misconduct during the course of this incident'.

The following Motion was duly passed:

1. ***“That the Board receives the report;***
2. ***And further, that the Board make the report available to the public. Carried.”***

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

That the information be received.

Carried.

ADJOURNMENT

The meeting adjourned at 10:43 a.m.

Chairperson

Executive Director