



**REGIONAL MUNICIPALITY OF NIAGARA  
POLICE SERVICES BOARD**

***PUBLIC MINUTES***

**Thursday, December 18, 2008**

**Niagara Regional Police Service  
Multipurpose Room, 1st Floor, 110 James Street, St. Catharines**

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**CALL TO ORDER**

The Public Meeting of the Niagara Police Services Board commenced at 8:37 a.m.

**ROLL CALL**

**MEMBERS PRESENT:**

Mr. L. Iggulden, Chair  
Mr. D. Martin, Vice Chair (withdrew at 11:09 a.m.)  
Mr. B. Bentley  
Mr. T. Shoalts  
Mr. B. Smeaton  
Mr. L. Tufford  
Mr. M. Woodhouse

Mr. W.B. McKaig, Board Solicitor (arrived at 9:35 a.m.)  
Ms. D. Morton, Executive Director  
Ms. S. Taylor, Executive Assistant

**OTHERS PRESENT:**

Chief of Police W.E. Southall  
A/Deputy Chief of Police B. Wright  
CAO G. Fuentes  
Superintendent J. Matthews, Western Region  
A/Superintendent G. Skaffeld, Central Region  
Inspector S. McLean, Labour Relations  
A/Inspector J. McCaffery, Executive Officer to the Chief  
S/Sergeant J. Maggiolo, Training Unit  
P.C. J. Forgeron, Media Officer  
Mr. A. Askoul, Director of Information/Communication Technology  
Ms. M. George, Director of Business Services  
Dr. P. Divers, Corporate Analyst  
Mr. S. Paterson, Fleet Supervisor  
Ms. L. DiDonato-DeChellis, Finance Manager  
Ms. A. Hepplewhite, Manager Corporate Records &  
Information Management

Niagara Region  
Police Association

Mr. P. DiSimoni, President

## DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

### ADOPTION OF THE AGENDA

At the request of Chief Southall, Chair Iggulden requested the Board move the following item to the Confidential Agenda.

278. **Annual Report – Collection, Preservation and Control of Evidence Annual Report – Collection, Preservation and Control of Evidence and Property** – Service report 328/2008 dated November 21, 2008 providing the Board with Service compliance to the adequacy standard respecting the collection, preservation and control of evidence and property, a summary of the written procedures and Service compliance relative to the subject, and the verification of the annual audit of the property and evidence held by the Service, pursuant to Board By-law 212-2000.

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

**That Item No. 278 be moved to the Confidential Agenda.**

**Carried.**

### MINUTES OF PREVIOUS MEETINGS

273. Minutes of the Public Board Meeting held Thursday, November 27, 2008.

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

**That the Minutes of the Public Board Meeting held Thursday, November 27, 2008 be adopted as circulated.**

**Carried.**

### REPORTS FROM THE BOARD CHAIRPERSON

Chair Iggulden reported the following:

#### *NRPS Promotional Ceremony*

On December 19 the Service will be holding a promotional ceremony to recognize a total of 11 officers recently promoted to the rank of Sergeant and Staff Sergeant. Two K9 handlers and their Service dogs who have recently completed the required training will also be recognized. The ceremony will take place in the 1<sup>st</sup> Floor Boardroom at 110 James Street, starting at 8:15 a.m. Chair Iggulden will bring greetings on behalf of the Board, and Members Shoalts, Smeaton and Tufford will also be in attendance.

*OAPSB/OACP Zone 4 Meeting*

The Ontario Association of Police Services Boards and the Ontario Association of Chiefs of Police will hold its first quarterly zone meeting in 2009 on Monday, February 2, 2009 hosted by the Halton Regional Police Service. Further details will be circulated to Board members closer to the meeting date.

*NRPS Annual Food & Toy Drive*

December is the time of giving our time, giving to others, our family and friends, and giving to those in need. This year we know that many have been hard hit by the changing economic situation and are impacted in various ways. The Board is thankful for the opportunity to participate in the Services' Annual Food and Toy Drive, and it is hoped that our contributions today will make the holidays a little extra special for those less fortunate.

*Christmas Greetings*

Chair Iggulden took the opportunity to extend the Board's best wishes to each and every one for a wonderful holiday season and a safe, happy and healthy New Year. The Board is grateful to Chief Southall and her Executive staff and Service members who give their time, ideas and hard work to make Niagara a better, safer place for all of us to live in and enjoy.

*Upcoming Police Board Meetings – 1<sup>st</sup> Floor Boardroom*

- Licencing Committee – Thursday, January 15 at 8:30 a.m.;
- Human Resources Committee – Thursday, January 15 at 9:30 a.m.;
- Next Board Meeting – Thursday, January 29 at 8:30 a.m.

**REPORTS FROM THE CHIEF OF POLICE**

Chief Southall reported the following:

*Christmas Greetings*

Chief Southall and the Service Executive wished happiness and health for the oncoming year to each Board Member. The Chief noted that all Service members recognize the important role the Board plays in the community and the support that is provided by them. The Chief expressed gratitude for 2008 and wished for the same in looking forward to 2009. Chief Southall added that the excellent working relationship between the Board staff and the Service is noteworthy.

*Operational Statistics (for the 3-week period ending December 18, 2008)*

*Marijuana Grow Operations*

For the period January 1 through December 18, 2008:

Total street value seized \$21,014,000 compared to \$16,529,800 for 2007;

Total equipment seized \$728,688 compared to \$68,500 for 2007.

*Homicides*

For the period January 1 through December 18, 2008:

6 compared to 3, same period 2007.

*Robberies*

For the period November 27 through December 18, 2008:

13 with 3 cleared, a 23% clearance rate this period.

*Traffic Fatalities*

For the period January 1 through December 18, 2008:  
29 compared to 28, same period 2007.

*Life-Threatening Injury Collisions*

For the period January 1 through December 18, 2008:  
32 compared to 33, same period 2007.

*Police Conduct the Year's Largest R.I.D.E. Spot Check*

On November 30 the Niagara Regional Police Service launched the 2008 Festive Season RIDE Program in Fort Erie, Ontario, with the co-operation of Canada Border Services Agency and four (4) other law enforcement agencies. Officers from the Royal Canadian Mounted Police, Ontario Provincial Police, Niagara Parks Police, Canadian National Police and Canada Border Services Agency joined the NRPS at the Fort Erie / Buffalo Peace Bridge for the kick-off of this year's Festive Season RIDE Program. In total, over 80 law enforcement officers took part in the initiative, making it the largest single RIDE spot check in Canada in 2008.

Between the hours of 3:00 p.m. and 8:30 p.m. over 3,900 vehicles were stopped and checked for drivers who had been drinking. During this time, 124 roadside screening tests were conducted on drinking drivers resulting in eighteen 12-hour licence suspensions and four criminal charges of impaired driving or being over the legal alcohol limit.

The Niagara Regional Police Service's RIDE program will continue throughout the festive season into the New Year, in every community within the Niagara Region. This is a segment of an overall traffic safety program implemented by the Niagara Regional Police Service to deter and apprehend impaired drivers in our communities.

*COP SHOP*

On December 17<sup>th</sup>, thirty-five officers of the Niagara Regional Police Service joined forces with the Pen Centre, and 5-0 Taxi Limousine to make the Christmas season a little bit brighter for thirty underprivileged children in the Niagara Region.

The children were provided with a \$200 gift card from the Pen Centre and were free to purchase any gift(s) for either themselves or for a friend or family member. Additionally, the members of the Niagara Regional Police Service accompanied the child, to both shop with him/her and to interact with the youth in a meaningful way. The purpose of this program was to brighten the holiday spirits of these children and show them the value and spirit of giving over the holidays. The program was a tremendous success not only for the children but also for the officers who took away a renewed sense of community involvement.

*Fill The Prisoner Transport Wagon for Community Care*

For the third straight year volunteer members from the Niagara Regional Police Service, St. Catharines Fire Department and Niagara Emergency Medical Services were on hand at The Real Canadian Superstore on Fourth Avenue in St. Catharines on December 13 from 10:00 a.m. until 3:00 p.m. to receive food donations. Shopping bags were provided to patrons entering the store and when leaving the donations were collected and placed into the prisoner transport wagon for delivery at the end of the day to one of our community partners— Community Care.

Although the final totals are not in yet, the Chief reported that last year's totals in both food and financial donations were surpassed.

**PRESENTATIONS**

## DEPUTATIONS

### A. CONSENT AGENDA

274. **Ontario Association of Police Services Boards**  
The Board considered the OAPSB *Bulletin Board* dated November/December 2008 providing the Board with news of interest regarding police governance, highlighting both provincial and federal legislative initiatives.
275. **Regional Municipality of Niagara – Police Long Term Accommodation Committee (PLTAC) Update – CL 18-2008 November 27, 2008 CSD 161-2008**  
The Board considered a letter dated December 3, 2008 from Pam Gilroy, Regional Clerk, RMON, providing the Board with the recommendations of Report CSD 161-2008 as approved and directed by Regional Council.
276. **Annual Report – NRPS Disposition of Old-Issue Equipment**  
The Board considered Service report 320/20087 dated November 19, 2008 providing the Board with the necessary and required information relative to the disposition of old issue equipment, both uniforms and weapons, as tracked and reported through the PBS Inventory Tracking software system by the Supply Unit for the period August 1, 2007 to July 31, 2008, pursuant to Board By-law 171-1997, s. 4.11.4.
277. **Annual Report - Community Policing Committee Fundraising**  
The Board considered Service report 329/2008 dated December 2, 2008 providing the Board with compliance by the ten Community Policing Committees submitted for the year 2008 including the number and types of fundraising initiatives staged, the funding achieved, the purpose of the activity, pursuant to Board By-law 184-99.
279. **Annual Report – Emergency Planning**  
The Board considered Service report 327/2008 dated December 4, 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 and other Regional emergency stakeholders, pursuant to Board By-law 248-2000.

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

**That the information be received.**

**Carried.**

### B. OTHER NEW BUSINESS

280. **NRPS Variance Report to October 31, 2008 – Supplemental Report**  
The Board considered Service report 337/2008 dated November 28, 2008 providing the Board with supplemental information to clarify the impact of the one-expenditure transfers, further to the variance report received by the Board at its November 27 meeting regarding the financial overview and year-end forecast for both the Service and the Board to October 31, 2008.

Ms. DiDonato-DeChellis reported that the figure representing the one-time expenditure savings unspent in 2007 in addition to the \$390,000 surplus relating to the top of grid funding was shown in the October forecast as being moved to the Capital Reserve, and it is planned to propose this as part of the year-end report.

Ms. DiDonato-DeChellis affirmed that the forecast includes encumbered costs for contracted, anticipated services.

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

**That the information be received.**

**Carried.**

281. **Finance – Service Investigations and 2008 Year End Results**

The Board considered Service report 340/2008 dated December 8, 2008 advising the Board that the forecasted year-end surplus previously forecasted on October 31, 2008 to be \$390,000, however, with further information indicates that investigation expenditures will be incurred before year end which may impact the final surplus.

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

**That the information be received.**

**Carried.**

282. **NRPS 2008 & 2009 One-Time Expenditures & Pilot Projects**

The Board considered Service report 339/2008 dated December 6, 2008 requesting the Board approve the continuation and monitoring of successful 2008 pilot projects undertaken in 2008 as well as the delayed job shadow deployment to be funded with 2008 surplus funds.

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

**That the Police Services Board approve the following:**

1. **The transfer to the Police Contingency Reserve the balance of the unspent 2008 Budget allocation for one-time expenditures totaling \$601,724 of the original \$1,777,175;**
2. **The allocation of a portion of these unspent funds for 2009 one-time expenditures to be used for the continuation of three 2008 pilot projects totaling \$495,434 and the completion of the delayed deployment of the job shadow position at \$53,276.**

**Carried.**

*The meeting adjourned at 11:11 a.m. and reconvened at 11:27 a.m.*

*The Board moved into Closed Session at 11:38 a.m., rising to Public Session at 11:40 a.m.*

283. **2009 Police Service and Board Consolidated Current Budget**

The Board considered Service report 333/2008 dated December 2, 2008 providing the Board with the proposed combined 2009 Current Budget for the Police Service and the Board.

Chief Southall proposed a 6.95% current budget increase for 2009 (\$7.72 million). After a lengthy discussion, the Board directed that the Service remove additional funds for budgeting salaries at top of grid, representing a reduction of \$1.17 million (1.05%), as well as a reduction in anticipated fuel costs of \$200,000 (0.18%).

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

**That the information be received.**

**Carried.**

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

**That, subject to approval by Regional Council of the consolidated current budget, the Police Services Board approve the proposed combined 2009 current budget for the Niagara Regional Police Service and the Niagara Police Services Board resulting in a total net expenditure budget of \$117,405,097 representing a base budget increase of \$4,644,676 (4.18%) and combined with program changes and interim plans for facilities issues of \$1,040,125 (0.94%) and \$668,534 (0.6%) respectively, with a total increase from the 2008 budget of \$6,353,335 (5.72%).**

**Carried.**

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

**And further, that the Board request the Region agree to fund the Service's interim facilities plan estimated at \$668,534 or 0.60% as identified in the 2009 Operating/Current Budget.**

**Carried.**

284. **2009 Police Service Capital Budget & 9-Year Capital Forecast**

The Board considered Service report 332/2008 dated December 3, 2008 requesting the Board approve the 2009 Police Service Capital Budget and 9-Year Capital Forecast.

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

**That, subject to approval by Regional Council of the consolidated Capital Budget, the Police Service Board approve the following with regard to the 2009 Police Service Capital Budget and forecast:**

- 1. A total Capital expenditure budget for the projects in the 2009 Police Service Capital Program of up to \$17,651,950;**

2. **Capital Financing for the 2009 Capital Program to be comprised of transfers from the Police Capital Levy Reserve and Vehicles and Equipment Replacement Reserve Fund of \$1,700,000 and \$1,555,950 respectively, and debenture financing of \$14,396,000, with allocations by project as indicated on Appendix 1;**
3. **The 9 Year Capital Forecast is received as a guideline for the development of future Capital Budgets.**

**Carried.**

285. **NRPS Financial System and Reports Options**

The Board considered Service report December 2, 2008 providing the Board with a response to a request made at the November 27 meeting regarding the options of the Service to ensure the security of financial transactions and reporting of financial information, with a recommendation to establish a separate entity for the Police Service with appropriate financial reporting protocols.

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

**That the information be received;**

**And further, that the Board support the Service's recommendation outlined in the report.**

**Carried.**

286. **Alternate Fuel-Powered Vehicle Assessment**

The Board considered Service report 336/2008 dated November 30, 2008 providing the Board with the NRPS Fleet evaluation of its alternative fuel options for Service vehicle usage, and identification of all hybrid models available on the 2009 PCPG Tender list.

Mr. Sam Paterson, Fleet Supervisor, reported that all types of alternate fuel options are being examined, and although the future appears to be dual fuel operated vehicles, the absence of propane fueling outlets could be a significant problem. The use of the Chevrolet Impala will allow more vehicle conversions, perhaps 20 to 30 purchased vehicles.

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

**That the information be received.**

**Carried.**

287. **2009 Business Plan – Ontario Police Video Training Alliance**

The Board considered Service report 342/2008 dated November 24, 2008 requesting Board approval for a proposed Ontario Police Video Training Alliance 'Associate' membership category for out-of-province agencies, and the 2009 OPVTA membership rates at current 2008 levels.

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

1. That the Board approve the introduction of a new OPVTA 'Associate' membership category for out-of-province agencies with membership fees pro-rated at 75% of regular (Ontario-based) 2009 membership rates;
2. That the Board approve 2009 OPVTA membership rates for Ontario-based member agencies at current (2008) levels.

**Carried.**

288. **Ontario Association of Police Services Boards Zone 4**

The Board considered a letter dated December 4, 2008 from Mary Anne Silverthorn, Chair, OAPSB Zone 4, providing the 2009 membership renewal information for the Board's participation in the Zone 4 section of the Ontario Association of Police Services Boards.

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

**That the information be received;**

**And further, that the Board renew its membership in the OAPSB Zone 4 for the year 2009.**

**Carried.**

289. **Canadian Association of Police Boards – 2009 Membership**

The Board considered a letter dated December 5, 2008 from Greg Dionne, President, CAPB, providing the Board with the 2008 annual conference report entitled *Civilian Governance and Social Responsibility: Safety, Community and Sustainability*, as well as notification that the 2009 membership fees renewal information.

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

**That the information be received;**

**And further, that the Board approve its membership fees in the Canadian Association of Police Boards for the year 2009.**

**Carried.**

**IN CAMERA REPORTS**

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274.  
2008

**Initiation – Projects ZPO0709 & ZPO0807 Telephone System Upgrades**

*At the Confidential Meeting of the Niagara Police Services Board held on Thursday, November 27, 2008, the Board considered Service report C.307/2008 requesting the Board approve the initiation and capital budget allocations of \$75,000 for Project ZPO0709 and \$75,000 for Project ZPO0807 – Telephone System Upgrades, from the approved 2007 and 2008 Communications Capital programs respectively, and to create a new Communication Infrastructure division financed from operational savings.*

CAO Fuentes requested Items C.274 and C.275 be considered together to explain the integration of various levels of IT projects, i.e., to move the entire telephone systems to a voice-over system, with savings to be realized in the utilization of personnel.

The following Motion was duly passed:

***'That the Board approve in principle, subject to 2009 budget approval:***

***The initiation and Capital budget allocation of \$75,000 for Project ZPO0709 – Telephone System Upgrades, from the approved 2007 Communications Capital program;***

***The initiation and Capital budget allocation of \$75,000 for Project ZPO0807 – Telephone System Upgrades, from the approved 2008 Communications Capital program;***

***The adoption of the recommendations of the Telecommunications Management staffing as outlined in the body of this report;***

***That the Board's decision be reported back on the Public Agenda. Carried.***

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

**That the information be received.**

**Carried.**

#### **ADJOURNMENT**

The meeting adjourned at 11:50 a.m.

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Chairperson

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Executive Director