



## Guelph Police Services Board

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### OPEN MEETING

### MINUTES – MAY 17, 2018

An Open meeting of the Guelph Police Services Board was held on May 17, 2018.

**Present:** J. Sorbara, Vice-Chair (Acting Chair) J. DeRuyter, Chief of Police  
L. Griffiths, Member P. Martin, Deputy Chief of Police  
C. Guthrie, Member J. Sidlofsky Stoffman, Legal Services  
C. Billings, Member S. Purton, Financial Services  
C. Polonenko, Executive Assistant

**Regrets:** D. Drone, Chair

**Guests:** Guelph Police Service: Inspector C. Welsh, Sergeant Ken Rodd (ret.) and Kathy Rodd, S. Odorico, Constable C. Probst, B. Clarkson

1. **WELCOME AND INTRODUCTIONS**

2. **MEETING CALLED TO ORDER**

Acting Chair J. Sorbara called the meeting to order at 1:31 p.m. in Meeting Room C, Guelph City Hall, 1 Carden Street, Guelph.

3. **MOTION TO GO INTO CLOSED SESSION**

**Moved by** L. Griffiths

**Seconded by** C. Guthrie

**THAT** the Guelph Police Services Board convene in closed session to discuss matters that it is of the opinion falls under Section 35(4) (a) or (b) of the *Police Services Act*.

**-CARRIED-**

4. **MOTION TO RECONVENE IN OPEN SESSISON**

**Moved by** C. Guthrie

**Seconded by** L. Griffiths

**THAT** the Guelph Police Services Board reconvene at 2:35 p.m. in Open Session.

**-CARRIED-**

5. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST**

There were no declarations of conflict or pecuniary interest.

## 6. CLOSED SESSION RESOLUTIONS

The following Closed session resolutions were reported in open session:

**Moved by C. Guthrie**

**Seconded by L. Griffiths**

**THAT** the Guelph Police Services Board support the Big Brothers Big Sisters Golf Fore Kids' Sake in the amount of \$500.00 with funds to be paid from the Community Account.

**THAT** the Guelph Police Services Board support the 2018 Special Olympics Torch Run in the amount of \$350.00 with funds to be paid from the Community Account.

**- CARRIED –**

## 7. PRESENTATIONS/DELEGATIONS

### 7.1 **Guelph Police Service Retirement – Sergeant Ken Rodd**

Chief DeRuyter introduced Sergeant Rodd and his wife Kathy. Sgt. Rodd started his policing career in Peel Region in 1988 and joined the Guelph Police Service in 2001. He has worked in Uniform Patrol, Tactics and Rescue, Persons Crimes and Property Crimes. He has an extensive knowledge of firearms. He has been actively involved in charitable work. The Service has received a number of letters from citizens commending him for his sensitivity in dealing with people in tragic circumstances. Chief DeRuyter thanked him for his dedication to the Guelph Police Service. J. Sorbara thanked him for his contribution to the Service and the community.

Sgt. Rodd and Kathy Rodd left the meeting at 2:42 p.m.

### 7.2 **Guelph Police Service Public Information Presentation**

Constable Chris Probst, Public Information Officer, presented the opportunities and challenges of the Public Information Office. He thanked Brianne Clarkson, co-op student, for her valuable contributions and stated that Constable Josh Fraser will take over his position on May 20, 2018. Media releases are posted on Facebook, email, Instagram and Twitter. Important events such as collisions, road closures and weather events are tweeted out as soon as possible. Good media partnerships are important, as well as partnerships with other groups to assist in getting their message out. Video media releases, such as the video by Chief DeRuyter in advance of St. Patrick's Day, are now being broadcasted. Cst. Probst attends as many community events as possible to provide positive messaging about policing to the community. The Guelph Police Service has 10K Facebook, 23.3K Twitter and 3.6K Instagram followers, and the feedback is very positive. Pictures of wanted persons are posted if there is some danger to the public.

Next steps include:

- Front line supervisors will begin using Twitter.
- Video media releases will increase. Friday, May 18<sup>th</sup> will be the start of “Fraud Friday”.
- The Guelph Police Service webpage will be redesigned to be compatible with mobile devices.
- New social media platforms, such as Snapchat, are being investigated in order to engage youth.

J. Sorbara thanked Cst. Probst for the excellent presentation. Chief DeRuyter recognized Inspector Cate Welsh, who oversees the Public Information Office.

Inspector C. Welsh, Cst. C. Probst and B. Clarkson left the meeting at 3:06 p.m.

### **7.3 Online Police Records Check Application Presentation**

Sandra Odorico, Data Services Manager, demonstrated the online records check application recently made available to residents of Guelph. The program verifies your identity using Equifax, the same verification used for credit cards. Fingerprinting for vulnerable persons records check has to be done at the station and for a volunteer to have a free records check, they must have a valid authorization code. J. Sorbara thanked her for the informative presentation.

S. Odorico left the meeting at 3:25 p.m.

## **8. APPROVAL OF MINUTES**

**Moved by** C. Billings

**Seconded by** L. Griffiths

**THAT** the Minutes of the Open Meeting held Thursday, April 19, 2018 be approved as presented.

**- CARRIED –**

## **9. APPROVAL OF AGENDA**

**Moved by** L. Griffiths

**Seconded by** C. Guthrie

**THAT** the Guelph Police Services Board approve the Open Meeting agenda.

**- CARRIED –**

**Moved by** C. Billings

**Seconded by** C. Guthrie

**THAT** the Guelph Police Services Board adopt **Part 1 – Consent Agenda** as identified below.

**- CARRIED –**

**9.1 Headquarter Renovation and Expansion**

That the Report titled “Police Headquarters Renovation and Expansion Project” and dated May 17, 2018, be received for information.

**9.2 Human Resources Report**

**THAT** Isaac Cook and Adam Shutsa be appointed as a full-time members of this Service effective April 19, 2018; and

**THAT** Kayla Church be appointed as a temporary civilian member of this Service effective May 11, 2018; and

**THAT** Jacqui Dennis be appointed as a temporary civilian member of this Service effective May 14, 2018.

**9.3 Property and Surplus Goods Annual Report**

That the report titled “Property and Surplus Goods Auction Report” and dated May 17, 2018 be received for information.

**9.4 Operating and Capital Budget Quarterly Variance Report**

That the report titled “March 2018 Financial Variance Report” and dated May 17, 2018 be received for information.

**9.5 Budget Calendar**

That the report titled “2019 Budget Calendar” and dated May 17, 2018 be received for information.

**9.6 Board Correspondence Report**

That the report titled “Open Meeting – May 17, 2018 Board Correspondence Report” be received for information.

**Part 2 – Discussion Agenda**

**9.7 Special Constable Appointment Report**

**Moved by** L. Griffiths

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board appoint Garry Male as a Special Constable with the University of Guelph effective May 18, 2018.

- **CARRIED** -

**9.8 Chief’s Monthly Report**

Chief DeRuyter provided his schedule of upcoming internal and external community events and meetings. He invited the Board to join him at any events.

- Kids and Cops Fishing Day: Police are partnering with Shelldale this year for the event.
- He provided information as a follow-up from a previous board meeting on the role of police regarding holistic spas. Approximately a dozen facilities are classified as holistic spas. City By-law has the authority to conduct

inspections, which mainly involve back pages of websites and hotels. The police assist By-law. Through these inspections, there may be opportunities to offer support to those who are working in the sex trade.

#### **9.9 New Business**

The Board requested that there be a report or a short presentation on the nature of the grants that are currently available through the Ministry of Community Safety and Correctional Services and how we are responding to them. Chief DeRuyter recognized Sarah Purton, Financial Services Manager, who submits the grant applications. She noted that each year, the Service knows of a number of grants that will be available but the theme of the grant changes each year. Some grants are meant for police; others for community groups. Senior Leadership looks at the criteria and Jessica Abra crafts the projects. One challenge is sustainability of the programs that run through grants, which are usually only available for a two-year period. When the new *Police Services Act* comes into effect, the grants will have to tie into the Community Safety and Well-being Plan.

#### **10. INFORMATION ITEMS**

- Next Open Meeting: Thursday, **June 21, 2018**, 2:30 p.m., Guelph City Hall, Meeting Room C
- Ontario Association of Police Boards Spring Conference and Annual General Meeting: **May 23-26, 2018**, Blue Mountain
- Special Olympics Torch Run, **June 6, 2018**, 11:00 am Begins at Johnston Green, University of Guelph
- Progress Review Committee Meeting – Tuesday, **June 26, 2018** at 1:00 p.m., 2<sup>nd</sup> floor Boardroom at HQ (J. Sorbara, D. Drone, L. Griffiths, C. Guthrie regrets)
- Canadian Association of Police Governance Annual Conference: **August 7-11, 2018**, Winnipeg, MB

#### **11. ADJOURNMENT**

**Moved by** C. Billings

**Seconded by** C. Guthrie

**THAT** the Open meeting of the Guelph Police Services Board adjourn as at 3:47 p.m.

**- CARRIED -**

The minutes of this meeting were adopted this 21<sup>st</sup> day of June, 2018.

**“J. SORBARA”**

J. Sorbara, Vice-Chair (Acting Chair)

**“C. POLONENKO”**

C. Polonenko, Executive Assistant