



Guelph Police Services Board

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PUBLIC MEETING

MINUTES – JANUARY 21, 2016

A Public meeting of the Guelph Police Services Board was held on January 21, 2016 in Meeting Room C, Guelph City Hall, 1 Carden Street, commencing at 2:30 p.m.

Present: L. Griffiths, Vice-Chair (acting Chair) J. DeRuyter, Chief of Police
C. Guthrie, Member J. Sidlofsky Stoffman, Legal Services
L. Piper, Member K. Hand, Financial Services Manager
C. Polonenko, Executive Assistant

Regrets: J. Sorbara, Chair
D. Drone, Member
P. Martin, Deputy Chief of Police
T. Harris, Human Resources Manager

Guests: Rob Broughton, City of Guelph; Bill Katsiroumpas, METTKO.
Guelph Police Service: Sergeant D. McNeilly; Jessica Abra, Research

1. WELCOME

L. Griffiths, Vice-Chair, welcomed all and called the meeting to order at 2:39 p.m.

2. APPROVAL OF AGENDA

Item 8.3 was amended from an information item to a decision item and Item 8.6 was amended from a decision item to an information item.

Moved by L. Piper

Seconded by C. Guthrie

THAT the Agenda be approved as amended.

- CARRIED -

3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST

There were no declarations of conflict or pecuniary interest.

4. APPROVAL OF MINUTES

4.1 **Minutes of the Public Meeting, Thursday, December 10, 2015**

Moved by C. Guthrie

Seconded by L. Piper

THAT the Minutes of the Public Meeting held Thursday, December 10, 2015 be approved as presented.

- CARRIED –

5. DELEGATIONS/PRESENTATIONS – None

6. STRATEGIC ITEMS

6.1 Headquarter Renovation and Expansion Report

Chief DeRuyter reported that work unit relocations are now completed. Movement of property, equipment and seized/found property continues to be moved. Overhead wires must still be relocated by Guelph Hydro. The site plan has been approved by the City and building permit issued. Tender closed on January 18, 2016, however, the successful bidder has not yet not chosen. All indications are that we will remain on budget. L. Piper noted that the tenders are publicly online at the city of Guelph website. C. Guthrie commended the whole team for the work that got us to this large stage of the project. Chief DeRuyter, on behalf of the team, thanked the Board for their comments and recognized the cooperation and partnership of the City of Guelph in the project.

Sergeant D. McNeilly, Rob Broughton and Bill Katsiroumpas left the meeting at 2:47 p.m.

6.2 2016 Special Olympics Spring Games

Chief DeRuyter reported that, to date, 377 volunteers have signed up online and will receive training in April. The “Adopt an Athlete” program, which allows small groups to donate \$500 to sponsor an athlete, is being promoted. The goal is to raise \$15,000 at the Polar Plunge on February 6, 2016 and to get the entire city involved on Special Olympics Day.

6.3 Business Plan Pillar Report

Chief DeRuyter presented the final Pillar Report for the 2013-2015 Strategic Business Plan. At the end of year three, of 89 Objectives, 77 (86.5%) were in the green (successful) status, 10 (11.3%) were in the yellow status (partially achieved) and 2 (2.2%) were in red status (objectives that will not be completed). Chief DeRuyter thanked Jessica Abra of Research for the excellent work in putting the Business Plan together.

Chief DeRuyter highlighted the following green status objectives:

- The Emergency response command vehicle has been purchased and deployed, and a presentation to the public will be held in partnership with the City soon.
- Many initiatives with youth outreach strategically assist in crime prevention.

- The IMPACT (Integrated Mobile Police and Crisis Team) mental health worker program is expected to be fully functional by late January.
- The Guelph Police Service continues to enjoy a great partnership with Victim Services, which is facing funding challenges.
- A strategic approach has been taken to the public concerns regarding traffic issues. SpeedSpy technology has been purchased to monitor traffic, measuring only speed and time to determine where resources should be dedicated. The speed sign is also being utilized in areas of complaint. The Guelph Police Service and the City of Guelph are working on improved and enhanced communication regarding traffic concerns.
- Chief DeRuyter will update the Board in the future regarding the use of Licence Plate Scanners.
- The commitment to training ensures that we are up to speed with best practices and meeting the needs of the community addressing new issues.
- The Guelph Police Service continues to use many technology platforms to get information out to the public. Guelph was number twenty in the country in a recent report on the number of Twitter followers police forces have.
- In the last three years, communication and oversight have been improved in operational plans to make sure projects are conducted safely.
- The goal is to use technology to better serve the community. Crime mapping is an intelligence-led approach which has been successful.
- The Finance Department has greatly improved processes and efficiencies. K. Hand stated that the 2016-18 Business Plan has a specific goal as to reporting on efficiencies.

L. Griffiths congratulated Chief DeRuyter and the Service on the achievements of the three-year Business Plan and Jessica Abra on the excellent documentation.

C. Guthrie initiated a discussion on whether the Board should direct the Service to look for efficiencies outside of the Business Plan by way of special projects, such as the Full, Frank and Fair project, which resulted in efficiencies through scheduling. L. Piper noted that a very large part of the budget is labour cost and suggested that advocacy in provincial efforts might be more effective to reduce the cost of policing. L. Griffiths stated that the Ontario Association of Police Services Boards is working hard on Co-ordinated Bargaining; however, it is the legislated responsibility of individual police service boards to help set priorities for the police service through the Business Plan. C. Guthrie requested that a discussion of ways to use technology or attrition, for example, to provide efficiencies come back to the Board in the future.

6.4 2016 – 2018 Business Plan Update

Chief DeRuyter updated the Board on the status of the new Business Plan. He will share a draft with the Board for feedback, with a view to Board approval at the

February meeting. He thanked L. Griffiths and D. Drone for their participation in the Business Plan discussions.

Jessica Abra left the meeting at 3:28 p.m.

7. OPERATIONAL ITEMS

7.1 Suspect Apprehension Third and Fourth Quarter (2015) Report

Chief DeRuyter reported that in this period, there were two suspect apprehension pursuits; one in the same period of 2014. All officers re-qualified in 2012 through an online training course, and recently in 2015, completed in-car training.

7.2 Use of Force Fourth Quarter (2015) Report

Chief DeRuyter reported that from October 1 to December 31, 2015, officers attended to 15 incidents where either one or more levels of force were required to bring the situation to a peaceful and successful resolution. He noted that the five-year comparison for full-dart deployment of conducted energy weapons showed an increase in 2015. This was due to the fact that six of the seven deployments were in one incident. All Use of Force reports were reviewed and in all incidents, it was found that the officers were justified in using the force outlined in their report. Officers encounter challenging situations including mental health situations, non-compliant individuals and those alleged to possess weapons. He commended the officers who deal with this on a daily basis and noted that a key part of use of force is communication. The Guelph Police Service is committed to enhance communication training.

7.3 Professional Standards Fourth Quarter (2015) Report

Chief DeRuyter reported that in the fourth quarter of 2015, the Guelph Police Service received six new public complaints through the Office of the Independent Police Review Director (OIPRD). Two have been retained by the OIPRD and four were assigned to the Professional Standards Branch (PSB). Two of the latter are on hold, as the Special Investigations Unit (SIU) has invoked their mandate to investigate. There were two new Chief's internal investigations and two from the third quarter which are ongoing. One commenced in the second quarter of 2015 has been resolved. There were four new SIU investigations. In previous quarters of 2015, two OIPRD investigations and three internal PSB investigations were closed successfully, one investigation was resolved through Customer Service Resolution and one was withdrawn at the request of the complainant. In 2014, a complainant requested a review by the OIPRD, which upheld the investigation and determined that there was no wrongdoing on the part of the involved officer.

7.4 Human Resources Report

Chief DeRuyter reported that Trevor Byard, an experienced officer from York Regional Police Service, has accepted a 1st Class constable position with the

Guelph Police Service. Tanya Hartman was the successful external applicant for a Temporary Full-time Information Processor Clerk position.

Moved by L. Piper

Seconded by C. Guthrie

THAT Trevor Byard be appointed as a full-time member of the Guelph Police Service effective December 15, 2015.

- **CARRIED** –

Moved by C. Guthrie

Seconded by L. Piper

THAT Tanya Hartman be appointed as a civilian member of the Guelph Police Service effective January 11, 2016.

- **CARRIED** –

8. ADMINISTRATIVE ITEMS

8.1 Chief's Monthly Report

Chief DeRuyter provided his schedule of upcoming internal and external community events and meetings and highlighted the following:

- Chief DeRuyter has been asked to participate in the Guelph Wellington 20,000 Homes through Social Services.
- He will assist with Souperlicious at Hope House and Winter Warm Up at Shelldale.
- He and the Mayor will be participating in the Special Olympics Polar Plunge.
- Chief DeRuyter and Constable Gatto will be Rogers TV, Talk Local, in February speaking of policing issues that affect our community.

8.2 Board Correspondence Reports

Correspondence Received

- Candice Coghlan, Bracelet of Hope: December 4, 2015 letter of thanks for financial assistance
- Chris Schafer, Uber: December 10, 2015 informational letter
- Maureen Cassidy, Michael House; December 18, 2015 letter of thanks for financial assistance
- Royal Bank of Canada: Community Account Statement for November 3 – December 3, 2015

Correspondence Issued

- Letters to Guelph Police Service members:
 - New hires: Angela Robb
 - Promotion: Sergeant Lester Tang
 - Letter of thanks to officers donating paid duty to Special Olympics

8.3 2016 Designation Acting Chief and Acting Deputy Chief of Police

The heading for the Acting Deputy Chief was updated to remove “Neighbourhood Services”.

Moved by L. Piper

Seconded by C. Guthrie

THAT the Guelph Police Services Board approve the Appointment of Acting Chief and Acting Deputy Chief of Police Report for 2016.

- CARRIED -

8.4 Budget Signing Authority

K. Hand reported that in accordance with the Guelph Police Services Board Financial Policy, BD-01-001 a list of individuals who have signing authority and the signing limit dollar amounts was presented. There were several changes to the list, including a change in the signing authority for the Chief and Deputy Chief for greater than \$1,500,000 provided that the expenditure is budgeted and has a specific capital project number with an exclusive description that clearly defines the scope of procurement or a specific operating budget business unit and object code. For expenditures greater than \$500,000 that have not been budgeted and do not have a specific capital project number nor an operating account code must come to the Board for approval. Other changes to the list were the inclusion of the Legal Counsel position, including Civilian Managers for approval of capital police equipment purchases and updating the capital project information for projects approved through the 2016 budget process.

After discussion, the Board requested that the wording for the Chief/Deputy Chief authority be changed to the following: “up to and exceeding \$1,500,000”. The suggested changes to the Board’s Financial Policy will be brought forward to the Policy Committee.

8.5 Community Account Fourth Quarter (2015) Report

The Executive Assistant advised that during the fourth quarter of 2015, \$1,665.63 was received into the Community account from police auctions/unclaimed cash, and \$1,000.00 was disbursed to community and/or police groups. The balance in the account as of December 19, 2015 is \$6,144.05, a very favourable position. Three investments will be maturing in the first half of 2016. L. Griffiths thanked C. Polonenko for an excellent report.

Moved by C. Guthrie

Seconded by L. Piper

THAT the Guelph Police Services Board directs the Executive Assistant and the Chair to reinvest the investment maturing on February 12, 2016 in the amount of \$1,537.36.

-CARRIED-

As the Community Account is in a favourable position, the Board agreed that it could offer funding proactively to some Business Plan initiatives. Chief DeRuyter advised that he would take this request into consideration and review the Business Plan initiatives to appropriately use funding from the Community Account.

8.6 Community Account Audit for 2015

The Executive Assistant reported that pursuant to the Board's motion on December 11, 2014 which appointed Weiler & Company to audit the Community Account for 2014, 2015 and 2016 subject to satisfactory performance, she was satisfied with the firm and recommended that this firm continue to perform the audit for 2015.

8.7 Community Account Financial Request – Town and Gown Association of Ontario

Moved by C. Guthrie

THAT the Guelph Police Services Board support the Town and Gown Association of Ontario in the amount of \$500.00 with funds to be paid from the Community Account. **As there was no seconder to the motion, C. Guthrie withdrew his motion.**

Chief DeRuyter noted that Guelph had not hosted the event for approximately fifteen years. L. Piper noted that the impact of this organization for the university is significant.

Moved by L. Piper

Seconded by C. Guthrie

THAT the Guelph Police Services Board support the Town and Gown Association of Ontario in the amount of \$1,000.00 with funds to be paid from the Community Account.

-CARRIED –

8.8 Board Subcommittee Appointments for 2016

This item was deferred to the February 18, 2016 meeting.

8.9 Ontario Association of Police Services Boards Zone 5 Annual Membership

Moved by L. Piper

Seconded by C. Guthrie

THAT the Guelph Police Services Board renew its 2016 membership in the Ontario Association of Police Services Boards Zone 5 at a cost of \$250.00 to be paid from the tax supported budget.

- CARRIED -

8.10 Information Items

8.10.1 Next Meeting – Thursday, February 18, 2016 at City Hall **Meeting Room C**

8.10.2 Ontario Association of Police Boards Spring Conference and AGM – May 11-14, 2016 Niagara Falls, ON

8.10.3 Canadian Association of Police Governance Annual Conference – August
12-14, 2016 Ottawa, ON

9. ADJOURNMENT

Moved by C. Guthrie

Seconded by L. Piper

THAT the public meeting adjourn as at 4:07 p.m.

- CARRIED –

The minutes of this meeting were ratified this 18th day of February, 2016.

“J. Sorbara”

J. Sorbara, Chair

“C. Polonenko”

C. Polonenko, Executive Assistant