

Peterborough Police Services Board

March 31st 2020 – Public Minutes

Minutes of the public meeting of the Peterborough Police Services Board held via Teleconference and in the Hugh Waddell Boardroom.

Members Present: Councillor Gary Baldwin, Chair
Mr. Mark Graham, Vice Chair
Mayor Diane Therrien
Mr. Bob Hall
Mr. Les Kariunas

Also Present: Scott Gilbert, Chief of Police
Tim Farquharson, Deputy Chief of Police
Niquel Pritchard Pataki, Executive Assistant

Regrets: Councillor Anita Locke, Advisor for Lakefield
Mayor Scott McFadden, Advisor for Cavan Monaghan

1. The Chair called the meeting to order. (4:02 PM)

2. Roll Call

Present via teleconference: Gary Baldwin, Chair
Mark Graham, Vice Chair
Mayor Diane Therrien
Bob Hall
Les Kariunas

Present in the Boardroom: Chief Gilbert
(Via teleconference) Deputy Chief Farquharson
Niquel Pritchard Pataki

3. Approval To Go In-Camera

Moved by Diane Therrien
Seconded by Mark Graham

That the Peterborough Police Services Board move in-camera to discuss items contained in the agenda package. –
CARRIED

Police Services Act:

35 (4): The board may exclude the public from all or part of a meeting or hearing if it is of the opinion that,

- (a) matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public; or
- (b) intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c. P.15, s. 35.

The Chair reconvened the public meeting. (6:14 PM)

Present via teleconference: Gary Baldwin, Chair
Mark Graham, Vice Chair
Mayor Diane Therrien
Bob Hall
Les Kariunas

Tia Nguyen, Finance Manager
Karen Howran, HR Manager

Present in the Boardroom:
(Via teleconference)

Chief Gilbert
Deputy Chief Farquharson
Niquel Pritchard Pataki
Inspector Neil Collins
Inspector John Lyons
Acting Inspector Jamie Hartnett

4. Approval of the Agenda

Moved by Bob Hall
Seconded by Les Kariunas

That the agenda of the Peterborough Police Services Board meeting of March 31st 2020 be approved as circulated. –
CARRIED

5. A declaration of conflict of interest was not noted.

6. Approval of the Minutes

Moved by Bob Hall
Seconded by Les Kariunas

That the Minutes of the March 10th 2020 public meeting be approved as circulated. –
CARRIED

Les Kariunas asked about the upcoming training.

The Executive Assistant explained that it will be postponed until June.

Gary Baldwin asked if any response had been received with the respect to the request for Selwyn, Cavan Monaghan and the County's cannabis funding.

The Executive Assistant said that the letters were sent shortly after the March 10th meeting; however, no response has been received yet.

7. Remarks

a) Chief's Remarks

Moved by Diane Therrien
Seconded by Mark Graham

That the Board receive the Chief's verbal remarks. –
CARRIED

Chief Gilbert explained that the Service is fully engaged in protecting the community during the pandemic. He thanked the Board Chair for his letter of support to the Members.

Diane Therrien asked how people are self-distancing.

Chief Gilbert explained the measures being taken by the Service:

- Shift schedules have been changed.
- Some Members are working off site or in Lakefield which has allowed us to move people into offices who cannot work remotely.
- We have personal protective equipment at the station and in the vehicles.
- The cars are being wiped down twice a day.

- We are limiting the number of people at the shift briefings.
- With the exception of the new recruits, we have limited the number of officers to one per vehicle.
- The vehicles are also assigned to a specific officer and area.
- Our cleaners are excellent and taking extra measures.
- We have a company that can decontaminate the cells and we are looking at a sanitization product that lasts for one year once it is applied.

Bob Hall asked what the biggest challenges are.

Chief Gilbert said that understanding the legislation, how information is shared and determining what essential businesses are as that is a grey area. Our communicators are asking those who call in screening questions. We are trying to limit our direct interactions with the public as much as possible.

b) Chair's Remarks

Moved by Bob Hall
Seconded by Les Kariunas

That the Board receive the Chair's verbal remarks. –
CARRIED

Gary Baldwin thanked the Chief, Deputy and senior team for their work during this difficult time. He also passed along his thanks to those who look after the web site as it is updated throughout the day and is a good source of information. He also noted the meetings that are being held three times a week with the City's Emergency Control Group. The Chair informed the Board that he is in almost daily contact with the Chief.

Chief Gilbert said the Service is getting great leadership and input from many Members.

8. Delegations and Presentations:

Nil

9. Correspondence

Moved by Bob Hall
Seconded by Les Kariunas

That the following correspondence be received as one omnibus motion:

a) Ministry of the Solicitor General

- i) The memo regarding the redesign of the Ontario license plates.
- ii) The measures being taken by the Ministry in adult correctional facilities regarding COVID-19.
- iii) The information for police services to help mitigate risk related to COVID-19.
- iv) The emergency declaration, the authority granted under the **Emergency Management and Civil Protection Act**, the two Orders and police enforcement of the Orders.
- v) The extension of driver, vehicle and carrier licenses and products due to COVID-19.
- vi) The set fines for offences under the **Emergency Management and Civil Protection Act**.
- vii) The update on courses at the Ontario Police College. (OPC)

- viii) The announcement from Assistant Deputy Minister Marc Bedard informing the policing community that he is returning to his position with the OPP as of March 23rd and Rick Stubbings has been appointed to the position of Assistant Deputy Minister.
- ix) The update regarding the implementation of audio and video technology by the Ministry of the Attorney General to ensure the continuing operation of the Ontario Court of Justice for urgent matters.
- x) The need to prioritize police records checks for critical front line workers and defer non-essential checks for volunteers etc.
- xi) The guidance to Boards regarding public meetings.
- xii) The update regarding the safety measures being taken in correctional institutions and with parole board operations.
- xiii) The information from Dr. Barbara Yaffe regarding the use of N-95 masks by police personnel.
- xiv) The update on the returning recruits for the Basic Constable Training and the mitigation strategies taken by the college. –
CARRIED

Moved by Bob Hall
Seconded by Les Kariunas

That the following correspondence be received as one omnibus motion:

b) Blueline Magazine

The March edition of Blueline magazine.

c) The Canadian Association of Police Governance (CAPG)

- i) The call for nominations to the CAPG's Board of Directors for the 2020-2022 term and the Notice of Meeting and Agenda for the AGM on August 21st in Victoria, BC.
- ii) The upcoming webinar on April 16th: Innovation in Research on De-escalation for Police.
- iii) The postponement of the Annual Conference from August to the fall.

d) The Ontario Association of Police Services Boards (OAPSB)

- i) The information regarding remote and virtual meetings.
- ii) The cancellation of the spring conference and decision to hold the AGM virtually. –

CARRIED

10. Announcement of the Auction Fund Grant to MADD

On March 10th, the Board approved an auction fund grant in the amount of \$337.87 to MADD Canada for their upcoming MADD Message publication.

11. Occupational Health and Safety Committee Minutes

Moved by Bob Hall
Seconded by Diane Therrien

That the Board receive the occupational health and safety committee minutes from the March 24th meeting. –

CARRIED

12. 2019 Divisional Reports and Presentation

Moved by Bob Hall

Seconded by Les Kariunas

That the Board receive the following 2019 Divisional Reports:

- a) The Operations report from Inspector John Lyons.
- b) The Investigative Services report from Inspector Neil Collins.
- c) The Support Services report from Acting Inspector Jamie Hartnett.
- d) The Human Resources report from Karen Howran, Human Resources Manager.
- e) The 911 Communications report from Alison Kirkland, Manager of 911 Communications.
- f) The Financial report from Tia Nguyen, Finance Manager.
- g) The presentation from the Inspectors and Managers. –

CARRIED

Les Kariunas asked about training and the coverage in the downtown.

Inspector Lyons explained that a significant amount of training has been cancelled; however, there is mandatory training which we will have to do in the fall. Members are still doing the online training. We are trying to keep a presence in the downtown with our officers.

Bob Hall thanked the Inspectors and Managers for the report. He noted that 77% of the calls for service are non-offences and wondered about the 4% increase. He asked if there was any role for other community groups to handle these calls.

Inspector Lyons explained that CMHA and the Mobile Crisis Intervention Team are assisting with mental health calls. We are also using Special Constables for various tasks right now and the Situation Tables led by Peter Williams is also of assistance. We are also looking at diversion when possible and promoting online reporting. As for the increase, the number fluctuates. It could be domestics or well-being checks. We expect these numbers will increase this year.

Bob Hall also asked why crime was down and the clearance rate was so high.

Inspector Collins explained that drug investigations fluctuate based on the unit's court time. As for the clearance rate, we have great people who do good work and we invest in training.

Mark Graham asked about the increase in internal complaints.

Acting Inspector Hartnett explained that the increase is really with the number of Chief's complaints which stem from a breach of policy, late for duty or paid duty, missed team meetings etc. They are more informal and less serious in nature.

Bob Hall highlighted the number of lost days and how low it is compared with other departments. He congratulated everyone.

Karen Howran explained that we have engaged an outside company to help get people back to work. These numbers don't include those off on WSIB. Our Peer Support Group is also helping our Members.

13. Budget Committeea) 2019 Year End Financial Report for the Service

Moved by Bob Hall
Seconded by Les Kariunas

That the Board receive the 2019 year-end financial report for the Service from Chief Gilbert and Tia Nguyen, Finance Manager.

Further, that the Board respectfully requests that City Council approve the transfer of the 2019 police operating surplus in the amount of \$496,435.48 to the Police Special Projects Reserve to assist with future projects. –
CARRIED

Bob Hall reviewed the items earmarked for the surplus. He explained that if we do not get the surplus money we will be asking for these items in future budgets.

Mark Graham asked what must proceed if we only get half of the money.

Chief Gilbert explained that the IP phone system is a necessity as Bell will no longer be supporting the current system. Health IM is also very important and identified in the Board's 2017-2019 Business Plan. The in-car cameras, digital evidence and the radio console are also priorities.

Tia Nguyen explained that if we do not get the surplus money the projects will be put into the '21 budget.

Gary Baldwin asked about the revenue potential.

Chief Gilbert said the radio console gives us an opportunity to bid on radio dispatch for other police services.

Deputy Chief Farquharson explained that the console also provides interoperability with other city services which is very important and even more so now.

b) Estimated Cost of the Strategic Plan Items

Moved by Bob Hall
Seconded by Diane Therrien

That the Board receive the report from the Executive Assistant regarding the Strategic Plan items, associated costs and the 2019 surplus. -
CARRIED

The Executive Assistant informed the Board that some of the goals and objectives in the Strategic Plan also have a cost associated with them and this needs to be on everyone's radar moving forward.

c) Unexpected Costs Associated with COVID-19

Moved by Mark Graham
Seconded by Les Kariunas

That the Board receive the verbal update from Chief Gilbert regarding the unexpected expenses with COVID-19. –
CARRIED

Chief Gilbert and Tia Nguyen said they are keeping track of these costs. The most important issue now is trying to get people to work from home. The Service has ordered laptops at a cost of \$1,700 each.

14. Policy/Planning Committee

a) Extending the Taxi License Renewals and Meter Inspections

Moved by Les Kariunas
Seconded by Bob Hall

That the Board receive the information from the Executive Assistant and approve the extension from April 30th to June 30th for owners, brokers and drivers of taxis to renew their licenses and for the inspection of the taxi meters. –
CARRIED

b) 2020-2023 Strategic Plan

Moved by Diane Therrien
Seconded by Mark Graham

That the Board receive the following documents from Met Scan:

- i) The revised consultation summary report which includes the most recent internal interviews.
- ii) The wrap-up report summarizing Met Scan's process for the project.
- iii) Further, that a video conference be arranged for the April 21st meeting with Met Scan so the Board can ask questions. –

CARRIED

Moved by Les Kariunas
Seconded by Bob Hall

That the public meeting be recessed. - (7:44 PM)
CARRIED

The Chair reconvened the public meeting at 8:25 PM.

15. Ratification and Adjournment

Moved by Les Kariunas
Seconded by Bob Hall

That the Board ratify all actions of today's date and that the public meeting be adjourned. (8:25 PM) –
CARRIED

Read and approved this 21st day of April 2020.

Niquel Pritchard Pataki, Executive Assistant

Gary Baldwin, Chair