



MINUTES OF OPEN MEETING
North Bay Police Service Board
January 29, 2025

Present:

Board Members: Rich Stivrins, Chair, Patricia Cliche, Maggie Horsfield, William Hagborg,
Police Service: Chief Daryl Longworth, Deputy Chief Michael Dazé
Executive Asst.: Susan Foster-Fulton
Guest: Tom Gervais, Police Services Advisor
Regrets: Peter Chirico

Call to Order

The Chair, Rich Stivrins, called the meeting to order at 8:07 hours.

1. Approval of Agenda

The Chair identified that Agenda items related to the election of the Board Chair and Board Vice-Chair had been moved from the In Camera Session Meeting to the Open Session Meeting in accordance with the provisions set out in the Community Safety and Policing Act (CSPA).

Resolution: #01-2025

Moved by: William Hagborg, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

"Accept the Agenda as presented for the Open Session Meeting held on January 29, 2025.

Carried

2. Election of Board Chair and Board Vice-Chair

The Chief sought nominations for Board Chair. Pat Cliche nominated Rich Stivrins and Maggie Horsfield seconded the nomination. There were no further nominations and Rich Stivrins accepted the nomination and the position. The Chief and the Board accepted Rich Stivrins as Chairperson for the 2025 term.

Resolution: #02-2025

Moved by: Patricia Cliche, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

"Accept Rich Stivrins as Chairperson for the 2025 Term".

Carried

The Chief sought nominations for Board Vice-Chair. William Hagborg nominated Patricia Cliche and Maggie Horsfield seconded the nomination. There were no further nominations and Patricia Cliche accepted the nomination and the position. The Chief and the Board accepted Patricia Cliche as Vice-Chairperson for the 2025 Term.

Resolution: #03-2025

Moved by: William Hagborg, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

"Accept Patricia Cliche as Vice-Chairperson for the 2025 Term".

Carried

3. Adoption of Minutes

Resolution: #04-2025

Moved by: Maggie Horsfield, Seconded by: Pat Cliche

The North Bay Police Service Board hereby resolves to:

"Adopt the Minutes of the Open Session Meeting held on December 17, 2024".

Carried

4. Approval of NBPSB Meeting Dates for 2025

Resolution: #05-2025

Moved by: Maggie Horsfield, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

"Schedule North Bay Police Service Board Meeting dates for 2025 as identified".

Carried

5. Correspondence

Correspondence consisted of an updated IPC Guidance on the Use of Automated License Plate Recognition Systems by Police. The Chief wanted to draw attention to the document to ensure NBPS practices align.

Resolution #06-2025

Moved by: Patricia Cliche, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

"Note and file correspondence received in the Open Session of the meeting held on January 29, 2025".

Carried

6. Contingency Requests

The Chief noted that the NBPS owns a 2013 Ford Edge that is in need of repairs that would likely cost more than the vehicle's current value (the vehicle is worth approximately \$400.00 in scrap metal). The Chief noted that West Ferris Secondary School has an auto repair program and would welcome the vehicle as a donation.

Resolution: #07-2025

Moved by: Patricia Cliche, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

"Donate the 2013 Ford Edge, VIN 2FMDK4JC3DBA05091 to West Ferris Secondary School for use in the Auto Mechanic Program".

Carried

7. Taxi License Applications

Resolution: #08-2025

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

"Approve three (3) taxi license applications for December as recommended by the Chief of Police."

Carried

8. Appointment Committee Activity

The Chair announced that Paige Marcotte and Eric Venditti had been appointed as Constables since the last NBPSB meeting.

9. Chief's Verbal Report

The Chief noted that the Polar Plunge is scheduled for March 15, 2025, at 11a.m. at the Nipissing Student Union Building. All proceeds generated are channeled into providing vital programming and events for the benefit of 23,000 Special Olympics athletes across Ontario.

The Chief identified that the Deputy Chief is involved and that a challenge has been issued to other emergency services.

10. Employee Hiring – Mackenzie Mills

The Chief noted that Mackenzie Mills has been hired to the position of Special Constable. Mackenzie obtained her OSSD from Widdifield Secondary School in North Bay and completed the Police Foundations Program at Canadore College in 2014. She obtained a Bachelor of Arts Degree with honours in Criminal Justice from Nipissing University in 2017.

Resolution: #09-2025

Moved by: Maggie Horsfield, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Accept the hiring of Ms. Mackenzie Mills for the position of Special Constable, effective March 3, 2025”.

Carried

11. 2025 Organizational Chart

The Chief noted that an organizational chart review of reporting structure was conducted to ensure everything aligns with Service objectives. The chart will be uploaded to the Website and posted by routine order. Moving forward, the Org Chart will be updated annually.

Resolution: #10-2025

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Receive the North Bay Police Service Organizational Chart – 2025”.

Carried

12. 2025 Capital Budget

The Chief reiterated that needs have developed that were not identified in previous years budgets, including the fact that radio infrastructure is at end of life and must be addressed as a potential safety concern for both staff and the community. The budget also addresses an electrical/generator upgrade. The Chief shared that, with some hard work, they were able to effectively reduce the overall required budget ask by approximately 500,000 dollars.

Resolution: #11-2025

Moved by: William Hagborg, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

“Approve the 2025 Net Capital Budget totalling \$3,383,000 and receive the 2026-2034 Capital Forecast as outlined in Appendix A of the Report”.

Carried

13. Monthly Operations Reports

The Chief reviewed current versions of the following reports: Citizen Generated Calls for Service, Officer Generated Incidents and the Monthly Collision Report.

14. Aggregate Disciplinary Measures Report

The Chief provided an overview of complaints received or initiated against members of the NBPS by the public, the Office of the Independent Police Review Director (OIPRD) or Law Enforcement Complaints Agency (LECA) [transitioned from OIPRD to LECA], the Inspectorate of Policing (IoP), or received or initiated by him.

The Chief noted that in 2024, there were a total of 38 complaints received by the Professional Standards Branch (PSB) Sergeant. 25 complaints were received from OIPRD/LECA/IoP; of these, 16 were screened out by OIPRD/LECA and required no investigation, 6 were withdrawn by the complainants during the investigation of the complaint, 1 was suspended awaiting the completion of criminal court proceedings involving the complainant, and 1 remains under investigation. 1 Policy complaint was received and a procedure was adjusted accordingly.

There were 13 Chiefs complaints; of those, 3 were substantiated and resulted in disciplinary action against members, 1 was unsubstantiated, 3 were closed as the member was terminated, 4 were completed and are awaiting decision of the Deputy, and 2 remain under investigation by the PSB Sergeant. It was noted in the meeting that these numbers are actually rather low considering the number of interactions with police (over 30,000) that occurred over the year.

Resolution: #12-2025

Moved by: Pat Cliche, Seconded by: Maggie Horsfield

The North Bay Police Services Board hereby resolves to:

"Accept the 2024 Professional Standards Branch Complaints Report".

Carried

15. New Business

William Hagborg shared that the Ontario Association of Police Service Boards' (OAPSB) Spring Conference and AGM are being held June 3rd – 5th and asked that the Board sponsor the Conference. The Chair acknowledged that the Board receives considerable support from the organization and agreed to make a donation to sponsor the Association as a Bronze Member.

Resolution: #13-2025

Moved by: Pat Cliche, Seconded by: Maggie Horsfield

The North Bay Police Services Board hereby resolves to:

"Provide sponsorship to the Ontario Association of Police Service Boards' (OAPSB) 2025 Spring Conference and AGM (June 3-5, 2025) in the amount of \$500.00".

16. Adjourn to Closed Session

Resolution: #14-2025

Moved by: Pat Cliche, Seconded by: Maggie Horsfield

The North Bay Police Services Board hereby resolves to:

"Adjourn to the Closed Session Meeting at 0831 hours."

Carried

17. Adjournment

Resolution: #15-2024

Moved by: Maggie Horsfield, Seconded by: Patricia Cliche

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Session of the meeting held on January 29, 2025 at 0938 hours."

Carried



Chair January 29, 2025



Executive Assistant