



NORTH BAY POLICE SERVICES BOARD

135 Princess Street W., P.O. Box 717, North Bay, ON P1B 8J8



OPEN SESSION AGENDA January 13, 2016 1100 Hours

- | | |
|--|-------------|
| 1. Approval of Agenda | Chair |
| 2. Election of Chair and Vice-chair | Chief |
| 3. Board Commendation Presentation | Chair/Chief |
| 4. Approval of Minutes of Open Session meeting of December 9, 2015 | Chair |
| 5. Business Arising:
Nil | Chair |
| 6. Correspondence | Chief |
| 7. Taxi Buisness
Taxi Licences | Chief |
| 8. Reports | Chief |
| Chief's Monthly Report | Chief |
| Stats | Deputy |
| 2015 Annual Reports | Deputy |
| 9. New Business | Chief |
| 2016 Organization Chart | |
| Fee Schedule By-law | |
| Contingency Account – Transfer of Funds | |
| 10. Association Report: | President |



**MINUTES OF OPEN MEETING
North Bay Police Services Board
December 9, 2015**

Present:

Board Members: Dennis O'Connor, Chair, William Hagborg, Vice-Chair,
Sheldon Forgette, Allan McDonald, Tiziana Silveri

Police Service: Chief Paul Cook, Deputy Chief Shawn Devine

Board Solicitor: Peter Leckie

Association:

Communications Coordinator: Mary Lugli

Guests: The Media

Secretary: Carol Miller

Regrets: The Association

Call to Order

The Chair, Dennis O'Connor, called the meeting to order at 1000 hours.

Approval of Agenda:

Resolution: #176-2015

Moved by: Allan McDonald, Seconded by: Sheldon Forgette

The North Bay Police Services Board hereby resolves to:

"Accept the agenda for the Open Session Meeting to be held on December 9, 2015".

Carried

Approval of Minutes:

Resolution: #177-2015

Moved by: Sheldon Forgette, Seconded by: Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on November 5 and 27, 2015".

Carried

Business Arising:

Nil.

Presentation MADD Officer of the Year

Statistics shared by the Chief indicated that 68 impaired drives charged by members of our police service between November 30, 2014. Cst. Blake Vietmeir was responsible for 8 of these arrests this year. On hand for this event were Russell Wood and Paul Larch from the Crown Attorney's Office. He was presented with the MADD Officer of the Year 2015 award by Ms. Eriln Celebre from the MADD Nipissing Chapter in recognition of his achievement.

Introduction of new Deputy Chief of Police

Chair Dennis O'Connor introduced former OPP Deputy Commissioner Scott Tod who has accepted the position of Deputy Chief with the North Bay Police Service. He brings a wealth of knowledge of policing to the service and will join incoming Chief Shawn Devine in leading the service in January 2016.

Deputy

Chief Devine shared that the incoming Deputy Chief has strong ties to the community and he is very pleased that he will be joining us.

There were many fine, strong candidates for this position and the Chief commended, William Hagborg, Tiziana Silveri, and Dennis O'Connor on their participation in this selection process.

Correspondence:

Correspondence this month included letters of appreciation: for Chief Cook addressing the Canadian Federation of University Women; for Cst. Ayres in mentoring a student; for Cst. Merv Shantz for his participation in the Wing Welcome/Family Fun Fair 2015 from the North Bay Military Family Resource Centre; for Cst. Wall and Dagg from a grateful citizen; appreciation for Board donation to support Sirens in the Park; for contributions to CISO by our police service and D/Cst. Greg McClenaghan for serving in the CISO Liaison Officer Program from R.T. Girling, M.O.M., Director, Provincial Bureau, Criminal Intelligence Service Ontario; for support to Near North Crime Stoppers from Ginette Cazabon, Chairperson; for donation in memory of Cst. Andrew Keating to Nipissing University from Andrea Paroling, Senior Development Officer; and for support by D/C Jason Long for his assistance to the Ottawa Police Service Internet Child Exploitation Unit from Detective Michael Pelletier.

Resolution: #178-201

Moved by Sheldon Forgette, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

Taxi Business:

Resolution: #179-2015

Moved by: Allan McDonald, Seconded by: William Hagborg

The North Bay Police Services Board hereby resolves to:

"Approve the (4) four taxi licence applications submitted for the month of November 2015."

Carried

Reports:

Chief's Monthly Activity Report

Monthly activities attended by the Chief and / or the Deputy Chief during October/November included – Mobile Crisis Team meeting; Remembrance Day Services in North Bay and Callander; Indian Friendship Centre Community Action Circle; MADD Red Ribbon Campaign Launch; Celebration of Life for Retired OPP Cst. Larocque; Santa Claus Parade; OHL Bi Ticket Game for Special Olympics; Festive RIDE Launch in Callander; DIA Annual Christmas Walk; Word Aids Day – Red Scarf Campaign; Speaker at Canadian federation of University Women (CFUW) Charitable Dinner; Coach4Food (CAF) 22 Wing Roadblock; several C4F Practices; Board's 2016 Budget Presentation to Council; DARE Graduations.

Out of town events included an OPTIC Board Meeting in Toronto;

There been no amendments made to Standard Operating Procedures or existing Protocols, since the last Board meeting.

Statistical Reports

Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the month of October 2015 (Revised). There were 2491 calls for service compared to 2318 calls in 2014. Of these calls 96 were to investigate motor vehicle accidents. Seventeen of these accidents involved injuries with 21 persons injured. Overall we are keeping up with the provincial averages with the calls for service up by 150 calls per month and the Police Activity also increasing. Resolution: #180-2015

Moved by: William Hagborg, Seconded by: Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Accept the Condensed Monthly Statistical and Revised Statistical Reports for the month of October 2015 as presented".

Carried

Chief's Expenses Report

Resolution: #181-2015

Moved by: William Hagborg, Seconded by: Sheldon Forgette

The North Bay Police Services Board hereby resolves to:

"Acknowledge receipt of the Chief's personal expense from August 15 to October 10, 2015".

Carried

Quarterly 2015 Budget Report – Fourth Quarter

An information item, this report will be forwarded to City Clerk, Cathy Conrad for inclusion in a future City of North Bay Council meeting. The Deputy Chief indicated that although there are a number of lines showing a deficit at this point he is confident there will be a surplus as of year-end. Any surplus funds will be requested, in 2016, to be transferred into the General Police Purposes Reserve

Account. Also, some of these funds will have to be transferred to cover any retro payments associated to collective bargaining in 2105.

New Business:

Change of Command

The Chair shared an invitation to all to attend the Change of Command Swearing-in Ceremony of Chief Shawn Devine and Deputy Chief Scott Tod, to be held on January 22, 2016 at 10:45 hour at the Fitness and Wellness Centre, 29 Duxford Road, 22 Wing/Canadian Forces Base North Bay.

Contingency Account – Santa Needs Help

Resolution: #182-2015

Moved by: Tiziana Silveri, Seconded by: William Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2015 Budget to support the Low Income People Involvement of Nipissing's (LIPI), Annual Santa Needs Help Campaign".

Carried

Contingency Account – Coach4Food

Resolution: #183-2015

Moved by: Tiziana Silveri, Seconded by: Sheldon Forgette

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2015 Budget to support the Coach4Food Program and the North Bay Food Bank".

Carried

Contingency Account – Community Christmas Day Dinner

Resolution: #184-2015

Moved by: Allan McDonald , Seconded by: William Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2015 Budget to support the Community Christmas Day Dinner Committee".

Carried

Contingency Account – North Bay Santa Fund

Resolution: #185-2015

Moved by: Sheldon Forgette , Seconded by: Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's Budget to support the annual North Bay Santa Fund".

Carried

Association Update:

In the absence of a representative from the Association, due to health reasons, the Deputy Chief brought forward a message of congratulations to incoming Deputy Chief Scott Tod. He further reported that the Association will be busy during the month of December with their annual appearance on the Moose radio program and at their annual Children's Christmas Party. Members will also be attending the Annual Awards and Recognition Luncheon.

Adjournment:

Resolution: #186-2015

Moved by: Tiziana Silverii, Seconded by: William Hagborg

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Portion of the meeting held on December 9, 2015 at 1030 hours".

Carried

Chair

December 9, 2015

Secretary

Gerald Lalande

From: ~~_____~~
Sent: Tuesday, January 12, 2016 12:10 PM
To: nbps
Subject: Thank-You to Chief Cook.

To: Chief Paul Cook,
North Bay Police Department,

I would like to say a huge THANK-YOU to you, Chief Paul Cook for speaking out against the legalization of marijuana, in today's article in BayToday.

My family has been torn apart by this drug. I am terrified of a future where this substance becomes normalized.

I feel like this is being forced down our throats and we have no say against it.

We already see students who have been permanently affected by drugs. We have an increased number of children whose brain has been hard-wired differently due to the permanent negative effects of drugs. My own son tried to tell me several years ago that it was legal, safe and there was no harm. I have fought this battle in my own home, and am terribly worried about a future where parents can no longer say 'this is an illegal substance'.

Our city has been reported as having a significant drug problem. How can anybody think that decriminalizing marijuana is going to help these problems, or help the authorities to fight this battle? Your hands will be tied even worse than they currently are. We need to have more resources available to support your work.

I have seen kids driving around flashing joints at my car, knowing I couldn't do anything about it, because I couldn't take a picture or get the licence number fast enough. I have seen kids (maybe 13 yrs old), ride by my house on a skateboard, smoking marijuana, knowing that nobody can do anything about it.

I am so frustrated by the apparently support that the CBC is giving to this topic. They continue to give the conversation air time, forcing us to accept it as a done deal, and normalize it into our country.

There is no way that we will be able to protect children in homes where this substance would be used. How can we protect people from being exposed to this when they do not wish?

We have spent so many years fighting cigarette smoking. This idiotic move by the federal government is giving the green light to more unhealthy and dangerous activity. This science experiment with peoples' lives is a huge mistake.

I congratulate you for your courage to speak up about this subject. Please keep your voice strong. We need people with common sense to speak up and be strong for those of us who feel we no longer have a voice in this country.

Thank-you,



DURHAM DRAGONS SPECIAL HOCKEY

December 21, 2015

**Paul Cook
Chief of Police
P.O. Box 717
North Bay, ON
P1B 8J8**



Dear Paul,

On behalf of the Durham Dragons, I want to thank you for your participation in our North Bay adventure in November. Everyone who participated came back with huge smiles and many great tales to tell of their experience playing the North Bay Stars and visiting the North Bay Battalion.

The gifts presented to our group by your association were greatly appreciated by all and proudly worn.

We look forward to more trips to North Bay in the future and hope to be able to count on your support again.

Many thanks for your generosity and support.

Kind regards,

A handwritten signature in cursive script that reads "Wendy Dunn".

**Wendy Dunn
Director
Durham Dragons Special Hockey**

Wendy Dunn & Gary Graham, Directors

**durhamdragons@yahoo.ca
durhamdragonsspecialhockey.com**



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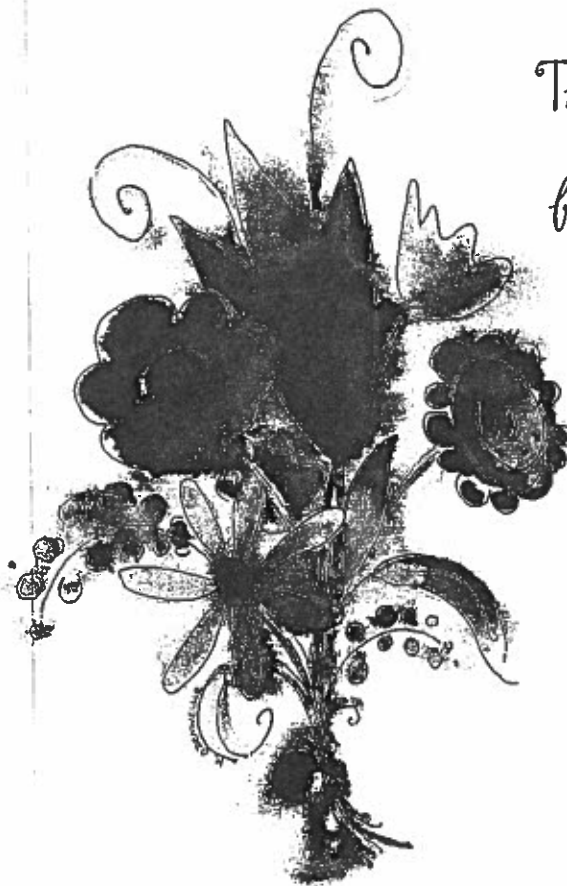
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Thanks
a
bunch

Paul Cook + Police dep't

Thank you very
much for 2 great
games + pizza

Isitta Washington
North Bay North Stars

From: [REDACTED]
Sent: Tuesday, December 29, 2015 6:11 PM
To: nbps
Subject: Officer Sara

We would like to take this opportunity to again thank Officer Sara for stopping and helping us when we were stuck during the storm this morning at the corner of Little Down Lane and Airport Road. The road was not plowed and it took an SUV to pull us back to Carmichael Drive, and Sara walked with us the whole time. A good thing because after the SUV left, we needed another little push to get going again, and Sara was there. Thanks Sara, for your kindness and seeing the job through!

Sent from Surface

DIC Denise
Please thank Cat Marcotte for her
professionalism and dedication.
Dec. 30, 2015 C: HR + PSB
B

Dec 12/2011

Dear Chief Cook

On Nov 26/8pm I had an accident on Fisher Street. This is just a note to compliment on & of your members. Constable Christ. Ellis! I am sure you get many "complaints". On this note he was very thoughtful and very efficient. I appreciate how quickly he arrived & take care of things.

I am thankful no one was seriously hurt and I wasn't at fault. So, I felt so badly for hurting that I

I know you are very proud of your men and women. Constable Ellis is definitely a gem in your force



Wishing you and Constable Ellis a very merry Christmas and a job well done!!

Dlc Denise

Please pass on my thanks to
Cst. Ellis for his professionalism.
Dec. 29, 2015 C: HR + PSB
Rz

Thank you!

Gerald Lalande

From:
Sent: Sunday, November 22, 2015 2:44 PM
To: nbps
Subject: thank you

My name is [REDACTED] and two of your officers attended to my 911 call for my husband who passed away in his sleep on November 19th ..approx...6 am...should be highly applauded for the assistance they gave me this awful day..

I just wanted to express to your department how grateful I am for your two officers who attended...Sarah is your female officer but im so I forget the gentlemans name ..but they were BOTH sooooooooooooooooooooo good to me in helping me to cope with my loss that day. I have never been treated with such respect and courtesy ...and their loving guidance as they have shown me....

I just wanted to say thank you again for all they and your department had given me on that sad day.....

Our Police Department does not receive enough recongnition for all they do for our City...but I feel we are very fortunate to have such special people on our force..

Thank you again..

Sent from Windows Mail

Dlc Denise
Please Thank Cts J. Disc, A. Kaurangh and
A. Rendell for their professionalism and compassion.
Dec. 15, 2015 RZ C: HR + PSB

Gerald Lalande

From:
Sent: Monday, December 14, 2015 1:33 PM
To: nbps
Subject: Dedicated to service, commitment to community

North Bay Police Services

P.O. Box 717
North Bay, ON P1B 8J8

Office of the Chief of Police

December 14th, 2015

Chief of Police Paul Cook,

*D/c Dene
Please pass on my thanks to Constable
Joe Whitehead for his dedication and
professionalism. Dec. 15, 2015 R
C: HR + PSB*

I am writing this letter to thank you and congratulate you on a member of the North Bay Police Services whom taught my children a valuable lesson regarding the role of the Policing Services in our community.

Last year in February my son (a student of Chippewa I.S.S.) walked over to the corner of King and High where I normally pick up him and his brother. After waiting for me briefly he went to Alliance to phone and ask why I had not yet picked him (forgetting I was in a meeting at Alliance for the Safe Travel Planning Committee and had communicated he was to wait at the school with his brother until I was finished). At the time I didn't realize that [redacted] was trying to reach me and carried on with my meeting until it finished at 4:30.

During this time one of the Police Officers from the North Bay Police force noticed a snowboard and backpack resting at the corner of High and King. Thinking it unusual as the school community had dispersed for the day he went through the back pack to discover who it might belong to. He was able to determine the items belonged to [redacted] from C.I.S.S. He then followed up with V.P. of the school who tried to reach both myself and my husband to determine where [redacted] might be. He then went to Alliance to follow up with their Principle. When I was done with my meeting I saw [redacted] and my son [redacted] and told them to collect their belongings so that we could go home. [redacted] ran down the hill to get his items and I was met by a Police Officer in the hallway of Alliance with Principle Gisele Lynch asking if I knew where my son was? As I explained what had happened and he relayed what had been transpiring from his perspective. My husband was on his way to the schools from his office after speaking with the V.P. of Chippewa and [redacted] was trudging (head down) up the hill back to Alliance without his snowboard gear and backpack. Watching [redacted] come up the hill I mentioned that he was going to be relieved to find out his personal belongings had been recovered and we all agreed that he was a very trusting person to have left his snowboard for over an hour on the street.

It was so nice to know that a Police Officer would notice and take the time to enquire after miscellaneous items left on the street corner. I tell my children that the Police are here in our community to assist and protect them but experiencing it first-hand provides a much greater impact on their lives and mine.

Thank you for encouraging your members to live the North Bay Police Services Mission Statement: Dedicated to service, commitment to community.

Sincerely,



North Bay
Branch 23 of the Royal Canadian Legion
150 First Ave. West, North Bay, ON P1B3B9
Office: (705) 472-0390 Fax: (705) 472-3797
Email: legionbr23@cogeco.net



November 25, 2015

North Bay Police Service
PO Box 717
North Bay, ON
P1B8J8

On behalf of the R.C.L. Br 23 Remembrance Day committee, I would like to thank you for your services rendered in traffic control of the parade from Troy Armouries to Memorial Gardens. We also appreciate your participation in the parade and service. Looking forward to your attendance in 2016.

Respectfully,

Gary N. Grant
Remembrance Day Co-Chairperson

"They served till death! Why not we?"



North Bay Police Service

P.O. Box 717, 135 Princess Street West, North Bay, ON P1B 8J8

705-497-5555 FAX 705-497-5591

Website: www.northbaypolice.on.ca

Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

January 4th, 2016

CHAIR AND MEMBERS

North Bay Police Service Board

Re: Taxi Driver Licence Applications – December 2015

Dear Sir:

The following individual was issued with a Taxi Licence. It is recommended that this Licence Application be approved.

No.	Name	Company
14	Daniel Caskenette	Union

Sincerely,

Paul D. Cook
Chief of Police

/kp



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Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: January 6, 2016
Date of Meeting: January 13, 2016

Chair Mr. D. O'Connor and members of the
North Bay Police Services Board

Subject: Chief's Monthly Activities Report – Dec. 2015 / Jan. 2016

Recommendation: Information Item

The following are items of interest and/or special events that Deputy Chief Devine and I have represented the Police Service at since the last Board meeting that does not merit separate reporting:

Dec. 8

- DARE Graduation

Dec. 9

- North Bay Youth Soccer AGM and Board Meeting

Dec. 10

- Santa Fund Fundraising Event at MooseFM
- Annual Christmas/Awards Luncheon

Dec. 13

- Coach4Food (C4F)

Dec. 14

- One Pledge Presentation to the Directors of Education
- DARE Graduations
- C4F

Dec. 15

- Come Hear the Children Sing – Students from Heritage at HQ
- Nipissing Transition House Board Meeting
- C4F Board Inc. Meeting
- Presentation from Callander Council

Dec. 16

- DARE Graduation
- C4F

Dec. 17

- DARE Graduation

Dec. 18

- Carmine Riccutti Santa Fund Fundraising Event

Dec. 21

- C4F

Dec. 22

- Santa Fund - Packing of Baskets

Dec. 23

- Santa Fund – Delivery of Baskets

Jan. 1

- New Years Day Levees

Jan. 6 & 7

- OACP Zone 1A Meetings in Sudbury

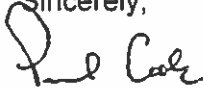
Jan. 12

- North Bay Sports Awards Committee Meeting

Since the last Board meeting we have amended our Standard Operating Procedure regarding Expense Claim Submissions.

I invite any comments or questions from the Board.

Sincerely,



Paul D. Cook, O.O.M.
Chief of Police



North Bay Police Service

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Website: www.northbaypolice.on.ca

Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: January 5, 2016
Date of Meeting: January 13, 2016

Mr. D. O'Connor, Chair
and members of the
North Bay Police Services Board

Subject: Statistical Reports

Recommendation: The Board resolves to, "Accept the Condensed Monthly Statistical and Revised Statistical Reports for the month of November 2015 as presented."

Find attached the Condensed Monthly and Revised Monthly Reports for the month of November 2015.

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook, O.O.M.
Chief of Police

2015-12-31

*** REVISED ***

NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

MONTH OF NOVEMBER

During the month of November 2015, police activity for the North Bay Police Service resulted in 2342 calls as compared to 2157 calls in 2014.

Of these calls, 102 were to investigate motor vehicle accidents. Sixteen of these accidents involved injuries, with 19 persons injured.

The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2014.

	Year to Date				Cleared to Date	
	2015	2014	2015	2014	2015	2014
Homicide	-	-	-	1	-	1
Sexual Offences	3	4	60	100	48	84
Assault	20	53	357	418	322	354
Robbery	3	2	18	13	11	7
Break, Enter & Theft	7	11	152	167	34	27
Stolen Vehicles	2	2	30	31	4	9
Stolen Bicycles	4	1	98	87	2	4
Recovered Bicycles	8	5	56	57	4	3
Theft Under	76	129	774	911	236	235
Theft Over	1	1	12	13	3	5
Mischief	25	22	416	334	122	69
Drug Charges	5	8	155	122	167	112
Criminal Offences Total			2795	2973		
Calls for Service			23281	21942		
Police Activity			26834	25329		

Additional detailed statistics are available through the Office of the Chief of Police.

*Note - Year to Date statistics will change due to adjustments.



P.D. Cook
Chief of Police

/sc

2015-12-01

**NORTH BAY POLICE SERVICE
CONDENSED MONTHLY STATISTICAL REPORT**

MONTH OF NOVEMBER

During the month of November 2015, police activity for the North Bay Police Service resulted in 2347 calls as compared to 2157 calls in 2014.

Of these calls, 102 were to investigate motor vehicle accidents. Sixteen of these accidents involved injuries, with 19 persons injured.

The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2014.

	Year to Date				Cleared to Date	
	2015	2014	2015	2014	2015	2014
Homicide	-	-	-	1	-	1
Sexual Offences	2	4	58	100	47	84
Assault	13	53	347	418	315	354
Robbery	3	2	18	13	11	7
Break, Enter & Theft	4	11	146	167	33	27
Stolen Vehicles	2	2	30	31	4	9
Stolen Bicycles	4	1	98	87	2	4
Recovered Bicycles	8	5	56	57	4	3
Theft Under	62	129	755	911	231	235
Theft Over	1	1	12	13	3	5
Mischief	18	22	400	334	119	69
Drug Charges	3	8	152	122	165	112
Criminal Offences Total			2718	2973		
Calls for Service			23297	21942		
Police Activity			26839	25329		

Additional detailed statistics are available through the Office of the Chief of Police.

*Note - Year to Date statistics will change due to adjustments.


P.D. Cook
Chief of Police

/sc



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705-497-5555 FAX 705-497-5591

Website: www.northbaypolice.on.ca

Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: January 4, 2016
Date of Meeting: January 13, 2016

Mr. D. O'Connor, Chairman
and Members of the
North Bay Police Services Board

Subject: 2015 Annual Reports

Recommendation: Information Item

Find attached a number of Annual Reports for 2015, which were prepared by various members within our Police Service. The Board will be provided with the highlights of these reports by Deputy Chief Devine.

Once presented to the Board all of our 2015 Annual Reports will be added to our website and our Intranet so that they are available to the community and our members.

I invite any questions or comments from the Board in relation to any or all of these annual reports.

Sincerely,

Paul D. Cook, O.O.M.
Chief of Police



NORTH BAY POLICE SERVICE

2015 Annual Report Asset Forfeiture Unit

Report Date: January 4, 2016
Author: Acting Sergeant Scott McFarlane

A. Mandate of the Unit

1. To conduct asset forfeiture investigations and seize proceeds of crime and offence related property, leading to criminal court ordered or civil remedies forfeitures.
2. Prepare the necessary applications and authorizations.
3. Liaise with the Provincial Asset Forfeiture Unit on multijurisdictional investigations and assist when requested.
4. Provide assistance, direction and expertise to Patrol and Investigative Support members.
5. Provide and participate in training on asset forfeiture.

B. Executive Summary

Beginning in January 2014 The North Bay Police Service Asset Forfeiture Unit (AFU) officer was assigned to the Fraud Coordinators position of the Investigative Support Section and is also a member of the Provincial Asset Forfeiture Unit. This continued through 2015.

During 2015 the AFU officer liaised with members of the Street Crime Unit and assisted in several successful seizures and forfeitures of Proceeds of Crime and Offence Related Property. It is believed that the seizure of a substantial amount of property and money has had a significant impact on criminal activity in the City of North Bay and Municipality of Callander.

C. Activities

During 2015 the AFU officer was involved in several seizures of *Offence Related Property* and Proceeds of Crime. The following is a sample of these investigations:

On January 9, 2015 the AFU officer assisted the Criminal Investigations Section by obtaining seizing a vehicle as *Offence Related Property* during a home invasion robbery investigation.

On January 9, 2015 the AFU officer assisted the Street Crime Unit with the reconciliation of a large amount of bundled currency that was seized during the execution of a *Controlled Drugs and Substances Act* (CDSA) investigation The

AFU officer also obtained a Management Order for a vehicle seized in this same investigation.

On January 29, 2015 the AFU officer assisted the Street Crime Unit in obtaining a Management Order on a vehicle seized during a drug investigation. The AFU officer also reconciled the currency which was seized during this investigation.

On March 4, 2015 the AFU officer assisted the Street Crime Unit with obtaining a Management Order on a vehicle seized from a cocaine trafficker. This vehicle was also registered under a false name, the AFU officer assisted the Street Crime officers in investigating the background on the ownership of this vehicle.

On March 15, 2015 the AFU officer assisted the Street Crime Unit with a Management Order for a vehicle that had been seized from a Methamphetamine dealer during a drug investigation.

On March 29, 2015 the AFU officer assisted the Street Crime Unit by obtaining a Management Order for 2 vehicles which were seized as Offence Related Property in relation to a CDSA investigation.

On August 17, 2015 the AFU Officer assisted the Street Crime Unit by reconciling a large amount of currency that was packaged and being shipped by courier from North Bay to British Columbia. The AFU officer prepared and sent off a package to Civil Remedies in relation to this occurrence.

On September 19, 2015 the AFU officer assisted members of the Street Crime Unit with 3 vehicles that were seized as *Offence Related Property* in relation to a drug investigation; Management Orders were obtained on all 3 vehicles.

In November 2015, after several years before the Civil Courts, the AFU officer received notice of a successful forfeiture of a problem property (a rooming house) that was the source of a large amount of criminal activity. This activity included drug dealing, assaults, overdoses, prostitution, property crimes and many more over the years.

Civil Remedies for Illicit Acts (CRIA branch of the Ministry of the Attorney General) had filed a successful lawsuit against this property in 2011. In mid 2015 the rooming house burned down. The civil action continued on the property. After the mortgage holder was paid out, CRIA received the remaining portion of the insurance settlement, the lot, proceeds of the sale of the lot as well as court costs. Once the property is sold it is estimated that CRIA will have obtained approximately \$140,000 from this action.

This CRIA case removed profits that the owner of the property was making from being a wilfully blind landlord and profiting while criminal acts and other behaviour was going on at the property.

The AFU officer also conducted the currency audit and transferred the seized currency into the services noninterest bearing bank account.

As part of the ongoing duties of the AFU officer, Detective Constable McFarlane also conducted the bulk currency deposit of seized currency into the Seized Property Management Directorate (SPMD) bank account. This deposit was of money that was forfeited to the Crown from Drug and other Federal cases. This deposit amounted to \$19,776.30 from 12 completed prosecutions.

Provincial Asset Forfeiture Unit

The AFU officer is a member of the Provincial Asset Forfeiture Unit. Currently there are 24 police services who are partners in Ontario, including the North Bay Police Service. The Unit combines the investigative resources of municipal, provincial, federal and international law enforcement agencies to combat profit motivated crime including money laundering, drug trafficking, terrorist financing and other organized crime. As a member of the Provincial Asset Forfeiture Unit, the North Bay Police Service contributed to these investigations and drew on the expertise of the other members when required for local investigations.

Judicial Authorizations

Management Orders

A Management Order is a judicial authorization allowing the federal Minister of Public Works, Seized Property Management Directorate (SPMD), to maintain and manage property seized by police that is awaiting forfeiture through the court process.

In 2015, the AFU officer dealt with a total of 11 seized vehicles. All of these vehicles were dealt with by way of Management Orders. The total estimated value for all seized vehicles was over \$130,000.

Civil Remedies Cases

Civil Remedies for Illicit Acts (CRIA) is provincial legislation that permits the Minister of the Attorney General (MAG) to file a law suit against a piece of property believed to be involved in or derived from an illegal act. The subject of the lawsuit is the property itself, not the owner. There is a lower burden of proof required under civil law and this legislation has been used successfully to combat

crime throughout Ontario. This legislation also allows for the seizure of international assets.

In 2015, the AFU officer was involved in 1 on going *CRIA* case involving a problem property as outlined previously as well as a cash seizure case which was outlined above.

Training

In 2015, the AFU officer attended the semi-annual AFU training conference in Niagara Falls in May.

D. Performance Indicators

See Appendix A

E. Anticipated Issues for the Future

Illegal drug trafficking, fraud and other profit motivated crime will continue to be a challenge for the North Bay Police Service. The AFU officer's mandate to investigate and seize illegal assets will assist in removing the profits from the criminals involved in these activities.

As members of the NBPS become increasingly aware of the ability of the AFU to remove the assets and profits from criminals and the resulting positive effects, the case load of the AFU officer will increase.

It is expected that drug trafficking, property crime and fraud will continue to be the primary focus of the AFU. However, any other property related to the commission of other criminal offences will also be reviewed to determine whether a seizure and forfeiture is possible.

F. Performance Objectives for the Next Year

The AFU officer will continue to work with the other sections of the NBPS, in particular the Street Crime Unit, Intelligence Unit and Patrol Section to assist with investigations and identify property and assets obtained as a result of illegal activities.

Due to the reactive nature of AFU investigations, it is difficult to set specific target values for illegal asset seizures. Therefore, the objective of the AFU officer for the upcoming year is to increase the number of cases investigated and

successful seizures and forfeitures made through the various avenues available. As an example of this, more and more persons involved in drug trafficking appear to be utilizing rental vehicles to transport their illegal commodities. As such the number of vehicle seizures relating to drug investigations has been declining. This is a trend seen province wide.

The AFU officer will continue to use a team approach and intelligence led police practices to fulfill the AFU mandate and work collaboratively with the Provincial Asset Forfeiture Unit and other law enforcement agencies to ensure that the latest techniques and tools available are used to combat profit motivated and organized crime. The AFU Officer will continue to educate police officers on AFU legislation and enforcement and the abilities to combat crime.

G. Appendix A (see following page)

APPENDIX A					
Asset Forfeiture Unit					
DESCRIPTION	2011	2012	2013	2014	2015
Management Orders Obtained	8	13	6	3	12
Restraint Orders Issued	3	2	1	0	0
Civil Remedies Cases (value)	5 (\$730,000)	3 (\$310,000)	3 (\$65,000)	0	2 (\$255,700)
Total Value of Assets Seized and Restrained	\$475,000	\$614,000	\$773,429	\$81,923	\$298,000



NORTH BAY POLICE SERVICE

2015 Annual Report Fraud Coordinator

Report Date: January 4, 2016
Author: Acting Sergeant Scott McFarlane

A. Mandate

1. Review and screen fraud complaints, provide advice and assistance on fraud related issues to the general public and other officers.
2. Conduct major fraud investigations. Prepare and execute judicial authorizations to obtain evidence.
3. Liaise with banking institutions, businesses and community organizations to improve fraud prevention policies and procedures.
4. Assist with the seizure of proceeds of crime and offence related property and the preparation of the applications.

B. Executive Summary

The Fraud Coordinator's primary function is to investigate major fraud complaints. This officer is assigned to the Investigative Support Section and has attained expertise in this area of policing through training and experience.

In 2014 the Fraud Coordinator's position was combined with the Asset Forfeiture Unit officer's position and remained that way through 2015.

Fraud complaints received by the North Bay Police Service are initially assigned to the Patrol Section and may be re-assigned to the Fraud Coordinator based on the complexity of the investigation, value of the loss to the victim(s) or the need for expertise in this specialized field.

In 2015, the North Bay Police Service received a total of 271 fraud complaints. Many were related to internal employee misconduct, social assistance claims, automated teller machines, counterfeit cheques, the internet or mail scams and stolen identities.

As in previous years, there were an increased number of internet fraud complaints in 2015. These included fraudulently placed employment advertisements, advance fee fraud, auction fraud and unsolicited email "phishing". Two of the major telemarketing frauds included the "romance scam" and the "Revenue Canada scam". In many cases, there was no loss reported or the amount of the loss was minor. The Canadian Anti-Fraud Centre continues to report that internet based fraud occurrences are under-reported throughout the province.

A new and growing trend with our aging population is frauds involving our elderly. These include frauds committed by entrusted family members who hold Power of Attorney as well as frauds committed against the estates of deceased persons. These can be difficult cases to investigate given that often times the victims are unaware they are being victimized, not willing to lodge complaints about their children or family members or suffer from a diminished mental capacity.

C. Activities

In 2015, the Fraud Coordinator conducted several major fraud investigations. These investigations are generally very time consuming and often they can take many months to several years to investigate and prosecute. An example of these investigations is as follows:

In one case a family member holding Power of Attorney for the victim defrauded an elderly victim of in excess of \$400,000 of money and property. This investigation is still currently on going.

In another case several employees of a local telemarketing business utilized their positions to defraud a client of that business in excess of \$75,000.

The Fraud Coordinator also assisted the Peel Regional Police Fraud Section with a Romance Scam investigation that they were conducting. The money that was defrauded from other victims was being "funneled" through a bank account in North Bay. The investigation revealed that the bank account belonged to yet another unwitting victim of these criminals.

In another case the Fraud Coordinator played an integral role in linking several suspects who were committing frauds with jewelry stores across Ontario. These suspects were obtaining credit using stolen identities and making purchases of high end jewelry from these stores from North Bay to London, Ontario and several cities in between. The Fraud Coordinator was able to liaise with police from Toronto, London, Toronto, Barrie, Sudbury, the OPP, and Halton Region to assist in having these suspects arrested. The Toronto Police Service laid in excess of 100 criminal charges against these organized criminals, 11 of which related to crimes on committed in the Jurisdiction of the NBPS.

The Fraud Coordinator also continued to investigate a very large and complex fraud investigation involving a local charity. This investigation is ongoing and involves the assistance of the OPP Anti Rackets Branch. It is anticipated to take a lengthy period of time to complete.

Detective Constable McFarlane assisted members of the Investigative Support Section and Uniform Patrol Section with several fraud and major criminal investigations. When necessary the Fraud Coordinator assists in the investigation of other non-traditional fraud type investigations.

Detective Constable McFarlane was also asked to present a Fraud prevention presentation to members of the Center of Friends to prevent victimization of their vulnerable clientele.

D. Performance Indicators

There were 7 major fraud complaints and 3 non-fraudulent complaints received and investigated by the Fraud Coordinator in 2015. These complaints resulted in a total loss of \$684,478.65 to the victims in these occurrences. The investigations which were completed in 2015 by the Fraud Coordinator resulted in 34 criminal charges being laid.

The Fraud Coordinator also wrote a total of 5 Production Orders and 1 Search Warrant in 2015. (See Appendix A).

E. Anticipated Issues for the Future

A significant increase in Internet and Telemarketing Fraud has been identified and continues to increase annually. The anonymity of the internet provides criminals with the ability to target unsuspecting victims with schemes that have been adapted to modern technology. Identity theft continues to be a growing problem. Education and public awareness continues to be the best method in the prevention of these types of fraud. These types of Frauds are almost impossible to prosecute as the perpetrators of these crimes are often located in overseas countries. These investigations are more often than not turned over to the Canadian Anti Fraud Center, who works with international partners including law enforcement, internet service providers, telecommunications companies and governments to shut these criminal organizations down.

Financial abuse of our elderly citizens is a growing trend. As our population ages, our seniors have a large amount of assets and money which unscrupulous individuals see as an opportunity to exploit for their own gain. Unfortunately this is a growing trend not only in North Bay but across Canada, and will continue to do so.

F. Performance Objectives for the Next Year

1. Respond to and investigate major fraud complaints and prepare cases for successful court prosecution.
2. Recover money and property for victims of fraud.
3. Provide training and direction to other police officers.
4. Liaise with community partners to establish effective fraud prevention strategies and practices.

G. Other

N/A

H. Appendices

APPENDIX A

Fraud Section Performance Indicators

	2011	2012	2013	2014	2015
Occurrences	56	43	27	19	10
Total Criminal Code Charges	37	37	19	82	34
Fraudulent Use of Credit Card	0	0	0	0	0
Fraud under	12	4	2	6	1
Other Criminal Code	15	25	2	42	17 (11 by Toronto PS)
Criminal Breach of Trust	2	3	0	0	0
Utter Forged Document	1	0	0	11	5
Forgery	0	0	0	0	0
False Pretences	0	0	0	0	0
Fraud Over	7	8	15	22	4
Attempt Fraud	1	0	0	1	1
Laundering Proceeds of Crime	1	0	0	0	0
Production Orders	18	8	19	18	5
Ongoing Investigations	3	5	4	2	1



North Bay Police Service

P.O. Box 717, 135 Princess Street West, North Bay, ON P1B 8J8

705-497-5555 FAX 705-497-5591

Website: www.northbaypolice.on.ca

Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: December 30, 2015

Date of Meeting: January 13, 2016

Mr. D. O'Connor, Chair
and members of the
North Bay Police Services Board

Subject: Organizational Chart Year 2016

Recommendation: The Board resolves to, "acknowledge receipt of the North Bay Police Service Organizational Chart for the year 2016."

The Rules and Regulations of the Police Service direct me to provide the Board with an updated Organizational Chart on an annual basis.

The 2016 Organizational Chart (attached) depicts a sworn strength of 94, with 37 full-time and 26 part-time civilians. There are no changes to our sworn strength and the reduction of one part-time civilian position when compared to last year's Organizational Chart.

The changes from last year include the following:

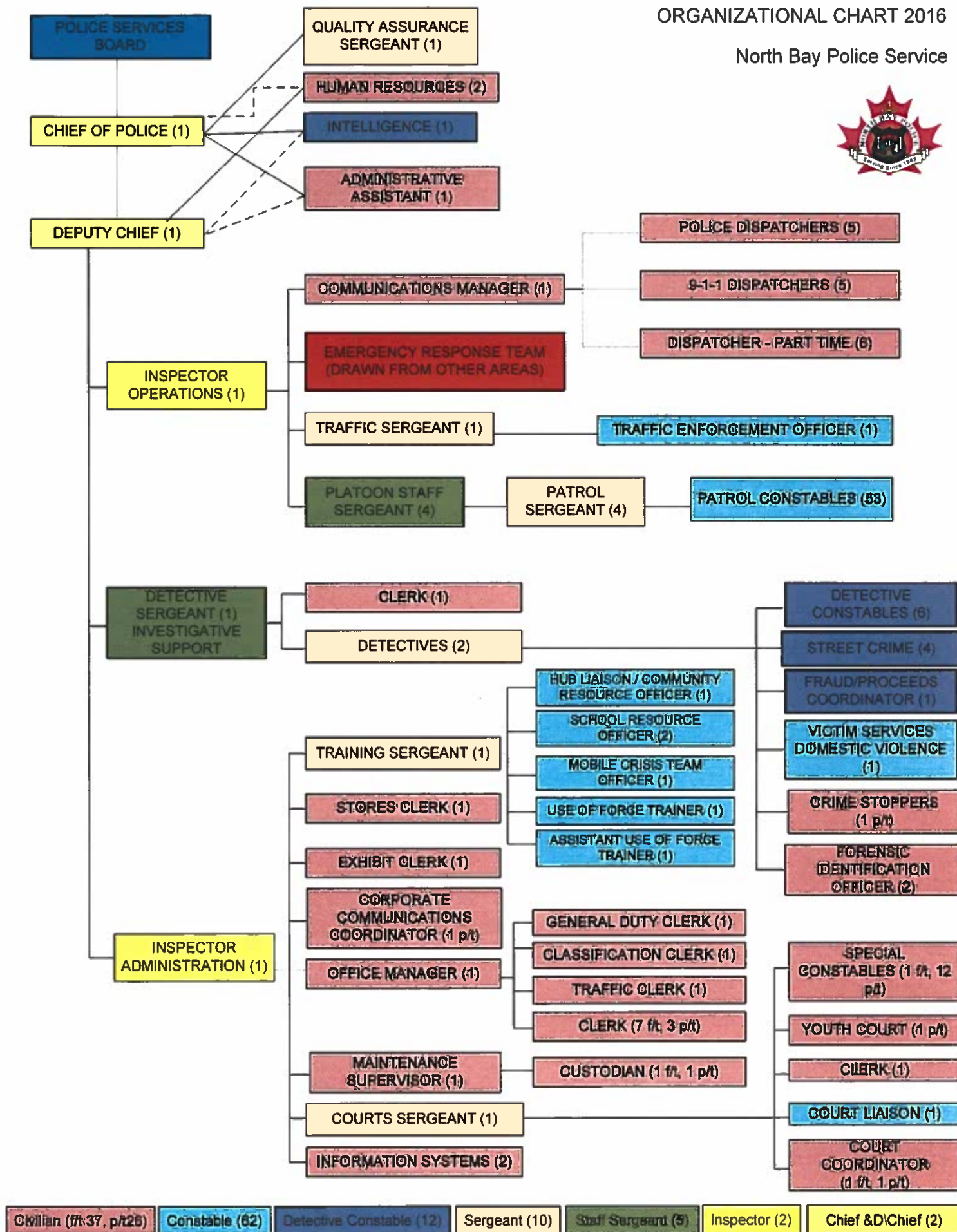
- The reduction of one part-time dispatcher position
- Our Youth Officer position has been absorbed within our 6 Detective Constable positions

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook, O.O.M.
Chief of Police

North Bay Police Service





North Bay Police Service

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705-497-5555 FAX 705-497-5591

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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: December 28, 2015

Date of Meeting: January 13, 2016

Chairman Mr. D. O'Connor
and Members of the
North Bay Police Services Board

Subject: North Bay Police Services Board Fee Schedule
By-law #01-2016

Recommendation: That the Board hereby resolves, "to enact and
pass North Bay Police Services Board Fee
Schedule By-law #01-2016."

As the Board is aware we have a Board By-law regarding fees charged to the public for services provided by our Police Service.

Find attached our updated Fee Schedule By-law #01-2016, which has been amended to reflect the 1% compensation increase for our civilian members in 2016.

It is my recommendation that this amended by-law be passed through resolution by the Board.

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook, O.O.M.
Chief of Police

**NORTH BAY POLICE SERVICES BOARD
BY-LAW # 22/2016
FEE SCHEDULE**

WHEREAS the North Bay Police Services Board (the Board) is responsible for the provision of adequate and effective police service and the members of the police service through the Chief of Police are subject to the government of the Board and shall obey its lawful direction; and

WHEREAS the Board recognizes the need to establish a schedule of fees to provide equitable service and allow for cost recovery.

THEREFORE the Board hereby enacts as follows:

The following fees shall be applicable for the North Bay Police Service:

Service	Cost	HST	Total
(a) Form letter for police clearance for employment (Non-criminal record check)	\$34.80	\$4.50	\$39.30
Form letter for police clearance for volunteer (Non-criminal record check)	\$20.05	\$2.60	\$22.65
Record Check copies- at original time of application	\$0.95	\$0.10	\$1.05
Form letter for police clearance (police initiated program)	No Charge		
(b) Parole Board local police records check (applicants for Pardon)	\$10.20	\$1.35	\$11.55
(c) Fingerprinting persons for civil purposes (i.e. VISA, job clearance)	\$8.10	\$1.05	\$9.15
Fingerprinting persons for police initiated program	No Charge		
(d) Photocopies of motor vehicle collision reports, complete M.T.O. form	\$8.00	\$1.05	\$9.05
Witness statement preparation (criminal, civil, traffic) – Minimum charge ^{(1) (2)}	\$26.10	\$3.40	\$29.50
Officer's Notes (per officer) – Minimum charge ^{(1) (2)}	\$10.90	\$1.40	\$12.30
(e) Form letter (Summary / Occurrence Report) – Minimum charge ⁽¹⁾	\$42.00	\$5.45	\$47.45
Response to inquiry regarding previously supplied form letter	\$8.00	\$1.05	\$9.05
(f) Search of file for requested information other than (d) to (e) – Minimum charge ^{(1) (2)}	\$17.43	\$2.27	\$19.70
(g) Photographs – Colour or Black & White			
5 x 7 or smaller (per print)	\$4.70	\$0.60	\$5.30
Larger than above	\$18.65	\$2.40	\$21.05
Proof Sets (each)	\$18.65	\$2.40	\$21.05

Service	Cost	HST	Total
(h) Video recording DVD/CD	\$42.85	\$5.55	\$48.40
(i) Audio recording CD	\$23.30	\$3.05	\$26.35
(j) Interview with member of Service that is on duty (per hour or any portion thereof, members current hourly rate) ^{(1) (4)}	Contact the North Bay Police Service Office Manager for a quote.		
Interview with member of Service that is off duty (minimum cost up to 3 hours based on members current overtime hourly rate) ^{(1) (4)}	Contact the North Bay Police Service Office Manager for a quote.		
(k) Alarms	\$60.10	\$7.80	\$67.90
(l) Photographic CD's / DVD's Note: \$2.00 per additional image to a maximum of \$100.00	\$32.15	\$4.20	\$36.35
<ol style="list-style-type: none"> 1. All citations in pricing indicating minimum charge shall mean that additional resources spent on accumulating information to process a request shall be billed per quarter hour of the prescribed rate. 2. Photocopies charged per copy or per page at a rate of \$0.25 plus HST (.05), for a total of \$0.30. 3. Copy of Record Check - \$1.05 4. Cost for postage and shipping of orders shall be billed in accordance with rates set by Canada Post. 5. For estimates of these services and requests for scanning of documents that can be sent as a PDF by e-mail please contact the North Bay Police Service - Office Manager @ 705 - 497 - 5587 for an estimate of additional services. 			

North Bay Police Services Board By-Law Number 22/2016 is hereby repealed.

READ a 1st time this 13th day of January 2016.

READ a 2nd time this 13th day of January 2016.

READ a 3rd time and passed this 13th day January of 2016.

This By-Law comes into force and effect January 13, 2016.

Signed: _____

Dennis O'Connor
Chair

Signed: _____

Carol Miller
Secretary



North Bay Police Service

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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: December 30, 2015
Date of Meeting: January 13, 2016

Mr. D. O'Connor, Chair
and members of the
North Bay Police Services Board

Subject: Contingency Account

Recommendation: That the Board hereby resolves, "to transfer the balance in the contingency line in the Board's 2015 Operating Budget to the contingency line in the Board's 2016 Operating Budget before year-end".

The current balance in the contingency line of the Board's 2015 Operating Budget is \$3,658.00.

We require the Board to pass the above noted resolution so that monies in this budget-line are not absorbed in the 2015 Operating Budget resulting in a zero balance in this line in the 2016 Operating Budget.

This is in keeping with our annual past practice in relation to this account.

I invite any comments or questions from the Board.

Sincerely,

Paul D. Cook, O.O.M.
Chief of Police