



NORTH BAY POLICE SERVICES BOARD

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



OPEN SESSION AGENDA May 12, 2015 1100 Hours

- | | |
|--|----------------------------------|
| 1. Approval of Agenda | Chair |
| 2. Approval of Minutes of Open Session meeting of April 14, 2015 | Chair |
| 3. Business Arising:
Nil | Chair |
| 4. Presentation - Board Commendations – Street Crime Unit
Presentation - Conducted Energy Weapon (CEW) TASER X-2 | Chief/Chair
Chief |
| 5. Correspondence: | Chief |
| 6. Taxi Business:
a) Taxi Licences
b) Taxi Project Fareplay | Chief
Chief |
| 7. Reports:
Chief's Monthly Report
Stats March – March Revised
2014 Annual Report – Patrol Section | Chief
Chief
Chief |
| 8. New Business:
Vehicle Maintenance Tender
Plumbing and Heating Tender
Chief's Retirement Notification
Contingency Account
• Ride for Dad
• North Bay Triathlon
• Armed Forces Day | Chief
Chief
Chief
Chief |
| 9. Association Report: | President |



**MINUTES OF OPEN MEETING
North Bay Police Services Board
April 14, 2015**

Present:

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

Police Service: Chief Paul Cook, Deputy Chief Shawn Devine

Board Solicitor: Peter Leckie

Association: Denis Lavasseur, Association President

Communications Coordinator: Mary Lugli

Guests: The Media, S/Sgt. Dan Webber

Secretary: Carol Miller

Regrets:

Call to Order

The Chair, Dennis O'Connor, called the meeting to order at 1104 hours.

Approval of Agenda:

Resolution: #042-2015

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Accept the amended Agenda for the Open Session Meeting to be held on April 14, 2015".

Carried

Note: The amendment was at the request of William Hagborg with information about the upcoming Environmental Cleanup.

Approval of Minutes:

Resolution: #043-2015

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on March 10, 2015".

Carried

Business Arising:

There was no business arising from the previous meeting.

Correspondence:

Correspondence this month includes: a thank you from the Brain Day Team; appreciation from 51 Aerospace Control 7 Warning Squadron, for support of North Bay Police Services to the Coach4Food Roadside Donations Collection

Drive on December 9, 2014; appreciation from Nipissing University for receipt of first installment of \$500.00 to the Const. Andrew Keating memorial Award; and a thank you from a recovering addict.

Resolution: #044-2015

Moved by Sheldon Forgette, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

Taxi Business:

Resolution: #045-2015

Moved by Allan McDonald, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Approve the (5) taxi licence applications as submitted".

Taxi Project:

Deputy Chief Devine presented verbal information on a recent Taxi project named Operation Fareplay. Three taxi companies within the City of North Bay were subject to an investigation. Once the final report is compiled, it will be shared with the Board at a future meeting.

Reports:

Chief's Monthly Activity Report

Monthly activities attended by the Chief and / or the Deputy Chief since the March Board meeting include - Local events: Canadore College / Nipissing University Job Fair; Amelia Rising Sexual Assault Centre Training Presentation. Meeting and Board Retreat; Two One Pledge Presentation at Nipissing University; 211 for Emergency Services Meeting; Meeting with Deputy Fire Chief Saunders; Domestic Violence Meeting; Sirens for life Recognition Luncheon; Mobile Crisis Team Meeting at NERH; Nipissing Transition House Board Meeting; Peer Support Meeting; Joint Health and Safety Committee Meeting; Service for Retired S/Sgt Gerry Berry; Ontario Injury Prevention Practitioners Motor Vehicle Collision Teleconference; Communications Committee Meeting; and Change of Command at 22 Wing.

Out of town events included: OPTIC Board Meeting in Toronto; OPC Graduation in Aylmer; and OACP Committee Chairs Meeting in Hockley Valley.

Since the last Board meeting there have been new Standard Operating Procedures developed in relation to Workplace Violence Prevention and Equal Opportunity, Discrimination and Workplace Harassment Prevention.

Mobile Crisis 6 Month Report

An information item prepared by Insp. Jerome was presented by the Chief. The success of the program has proved that the continuation of the program would be beneficial to both hospital medical and police staff.

Statistical Reports

Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the months of February and February 2015 (Revised). It is noted that during the month of February there were 1907 calls as compared to 1846 calls in 2014. Of these calls, 147 were to investigate motor vehicle accidents in 19 of these accidents, 23 persons were injured. Again Police Activity and Criminal Offences totals were up slightly while calls for service experiences a slight decline.

Resolution: #046-2015

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

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

Carried

2014 - Annual Reports

Deputy Chief Devine presented overviews for several annual reports: These reports were: Buildings/Facilities; Communications; Community Resource Officer; Court Section; Drug Abuse Resistance Education (DARE); Emergency Response Team(ERT); Forensic Identification Services; Fraud Coordinator; Near North Crime Stoppers; School Liaison Officer; Snowmobile Patrol; Street Crime Unit; Traffic Section; Training; and Youth Office. Questions from the Mayor and Deputy-Mayor, with a focus on the drug activity, were answered by the Deputy-Chief and the Chief. These reports will be posted to the North Bay Police Services Website for viewing. Appreciation for the amount of work needed by staff to complete these reports was given by members of the Board and the Chief and Deputy-Chief.

Quarterly 2015 Budget Report – First Quarter

The Chief presented a report prepared by Mr. Lalande outlining the Board's Operating Budget as of March 31, 2015. There are currently no areas of concern. A copy of the First Quarter Report will be forwarded to City Clerk, Cathy Conrad for inclusion in a future City Council meeting.

Audit Report - Drugs

Resolution: #047-2015

Moved by , Seconded by

The North Bay Police Services Board hereby resolves to:

"Accept the 2015 Audit Report for Drugs as submitted by the Chief of Police".

Carried

New Business:

In order to bring clarity and ease of access to Board By-laws and Policies an electronic method has been devised and was presented to the Board by Detective Sgt. Dan Webber.

Board By-law Index

Resolution: #048-2015

Moved by William Hagborg, Seconded by Sheldon Forgette

The North Bay Police Services Board hereby resolves to:

“Accept the new Police Services Board By-law index as presented by Detective Sergeant D. Webber”.

Carried

North Bay Police Services Boards’ 2015 Operating Budget Update

The Chair outlined the process for Budget and the work that has been accomplished to present a Budget in an acceptable range for Council’s approval. He reminded all that this is the Board’s Budget, not the Police Chief’s Budget. He also highlighted areas of concern for the Board with respect to the challenges of arriving at the 2.3% request.

Resolution: #049-2015

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

“Direct the Chair to send a letter to Council thanking them for passing the Board’s 2015 Operating Budget and declining their invitation to attend a council meeting for further discussions on this year’s budget”.

Carried

Contingency Account – Near North Crime Stoppers

Resolution: #050-2015

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 2015 Operating Budget towards the Near North Crime Stoppers ‘Celebrity Jail-a-thon’”.

Carried

Contingency Account – Meals on Wheels

Resolution: #051-2015

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 Operating Budget to support the “Meals on Wheels” Program”.

Carried

Environmental Committee Update

Member, Bill Hagborg informed the members of the upcoming Environment Clean-up scheduled for Wednesday, April 22, 2015 from 10:00 a.m. til noon. Interested participants are asked to gather behind Memorial Gardens to clear the shores of Chippewa Creek of refuse.

Association Update:

President Denis Lavasseur shared that the Association is preparing for the annual Ontario Police Memorial which will be held in Toronto on Sunday, May 3rd

and currently 2 members will be attending the PAO Executive Workshop in Niagara Falls from May 4 to May 5, 2015.

Adjournment:

Resolution: #052-2015

Moved by Sheldon Forgette, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Portion of the meeting held on April 14, 2015 at 1215 hours".

Carried

Chair

April 14, 2015

Secretary

Paul Cook

From: _____
Sent: Tuesday, April 28, 2015 3:58 PM
To: Paul Cook
Subject: thank you

Hi Chief Cook,

I just wanted to send you a quick note to thank you for assigning Constable Ray Yelle to our tenant information session. He addressed all questions with tact, diplomacy and the upmost professionalism.

I believe we were able to get through to some tenants who had complex issues and provided some good education.

I was also granted all the funding I applied for so I will now be able to move forward with hiring some additional staff to provide onsite supports!

Respectfully,

†
Nipissing District Housing Corporation
200-133 Main Street West
North Bay, Ontario P1B 8J1

☎ (705) 472-2441 ext. 144 / 1-800-461-6113

✉ (705) 472-4171 : tbethune@nipissingdhc.ca



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Ontario Provincial Police



Police provinciale de l'Ontario

J.V.N. (Vince) Hawkes
Commissioner Le Commissaire

File #: OPP-1800 / GOV-CSC-1000

March 30, 2015

Mr. Paul Cook
Chief of Police
North Bay Police Service
PO Box 717
135 Princess Street West
North Bay ON, P1B 8J8

Dear  Chief Cook:



Thank you for your letter expressing your appreciation toward Ontario Provincial Police (OPP) Staff Sergeant C.R. (Chris) Summersby, Business Planning and Procurement Manager and Special Olympics designate for North East Region, in recognition of his efforts as Volunteer Coordinator with the Special Olympics Games Management Team that oversaw the Provincial Winter Games for Special Olympics in North Bay, Ontario, from January 29 to February 1, 2015.

I take this opportunity to congratulate you and the members of the North Bay Police Service and Special Olympics Games Management Team on the great success of the Games.

It was gratifying to receive your very complimentary remarks about Staff Sergeant Summersby. I was pleased to learn of the exceptional expertise, community spirit and good humour with which he carried out his role in coordinating 700 volunteers. I, too, commend Staff Sergeant Summersby for professional and personal conduct that has merited your recognition and gratitude. His proud representation of the OPP is noted and appreciated.

I have forwarded a copy of your letter and this response to the Commander of North East Region, who will ensure Staff Sergeant Summersby is made aware of your kind remarks as well as my appreciation.

Thank you again for writing.

Yours truly,

J.V.N. (Vince) Hawkes, O.O.M.

/dmw

c: Provincial Commander, Field Operations
Commander, North East Region
Awards and Recognition Unit
Staff Personal File

777 Memorial Avenue
Orillia, Ontario
L3V 7V3
Telephone: 705 329-6199
Facsimile: 705 329-6195

777 avenue Memorial
Orillia, Ontario
L3V 7V3
Téléphone 705 329-6199
Télécopieur 705 329-6195

Paul Cook

From: [REDACTED]
Sent: April 15, 2015 8:30 AM
To: [REDACTED]
Subject: RE: Note of appreciation

Thank you Ann. Chief Cook, please see Ann's note. Also, please extend my appreciation to Constable Yelle. This is yet another example of our wonderful partnership.

Tiziana (Tiz) Silveri, RN, BScN

Vice President, Clinical & Chief Nurse Executive
North Bay Regional Health Centre
50 College Drive
North Bay, Ontario
P1B 5A4
Tel: (705) 474-8600, ext. 2530
Fax: (705) 495-7580

From: Loyst, Ann
Sent: April-14-15 5:41 PM
To: Silveri, Tiz
Subject: Note of appreciation

Hi Tiz. Can you please pass this message along to our police partners on behalf of the hospital.

Last Thursday (April 9) we had tremendous difficulty managing the discharge of one of our patients from Acute Medicine (C3). She unfortunately has a complex multi-faceted history with many challenges. Without sharing the details, I felt that we needed some police support for her discharge to take place. I called the Sargent's desk and spoke to Constable Gerry Martin at the North Bay Police Service and explained our situation. Acknowledging that at this time it was not a police matter, Constable Martin suggested that perhaps Mobile Crisis could be of help – and contacted them. Thank you Gerry!! Although this case was above and beyond the mandate of Mobile Crisis, Constable Raymond Yelle and his RN partner (Marion) supported us and the patient right through to the end. **I would like to extend my sincere thank you and appreciation to Constable Yelle for his help in providing this patient with the most dignified discharge we possibly could. Staff here at NBRHC were so impressed with his approach and manner in managing this otherwise challenging individual.**

Ann Loyst
Director of Medicine
North Bay Regional Health Centre

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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

May 1st, 2015

CHAIR AND MEMBERS

North Bay Police Service Board

Re: Taxi Driver Licence Applications – April 2015

Dear Sir:

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

No.	Name	Company
10	Leonard Allen	Union

Sincerely,

Paul D. Cook
Chief of Police

/kp



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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: May 6, 2015
Date of Meeting: May 12, 2015

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

Subject: Taxi By-law Project Fareplay

Recommendation: Information Item

Find attached a memorandum from Deputy Chief Devine and a report prepared by Detective Constable Cirullo regarding Project Fareplay.

As stated, this project ran from February 15 to March 11, 2015 and the main focus of the investigation was to test the compliance of the Board's Taxi By-law. The two main components of the investigation involved an undercover officer followed up on-site inspections.

The Board will note from Detective Constable Cirullo's report that many of the taxi owners/brokers/drivers were well versed in the application of the Taxi By-law and all three companies were cooperative when dealing with our members.

At this point D/Cst. Cirullo will be meeting with the City Solicitor's office regarding the prosecution of a number of these charges and our Traffic Section regarding recommended changes to the existing by-law. Once the meeting with the Traffic Section has taken place S/Sgt. Dubeau will be contacting the 3 taxi owners to set up a meeting to discuss potential changes to the By-law prior to the amended By-law coming to the Board for approval.

I invite any comments or questions from the Board on this report.

Sincerely,

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



NORTH BAY POLICE SERVICE

MEMORANDUM

DATE: May 06, 2015
TO: Chief P. Cook
FROM: Deputy Chief S. Devine
SUBJECT: Taxi Bylaw Project Fareplay

Please find attached a copy of the final report on Project Fareplay prepared by Detective Constable Cirullo. This memo uses excerpts from his report.

As you are aware, the North Bay Police Service conducted a compliance project on the North Bay Police Services Board Taxi By-law between 15Feb2015 and 11Mar2015. The current licensed taxi companies in North Bay are 5-0 Cab, U-Need-A-Cab and Union Cab.

Over a period of approximately four weeks, an undercover officer was employed to conduct eight different scenarios totaling 24 trips from various locations in North Bay. During those trips, various By-law requirements were observed, including: photo identification, tariff cards, charge rates, non-smoking in taxicabs, non-use of cell phones, search of taxicab, equipment, taxi meter compliance and taxi broker/driver records.

As a result of the undercover officer's observations, 40 breaches of the By-law were noted involving all taxi companies.

Specific violations from the North Bay Taxi By-law #20 were as follows:

- Sec. 22 - Fail to display photo identification card (17 counts)
- Sec. 20 - Fail to display the tariff card (8 counts)
- Sec. 79 – Fail to Charge Rate of Fare Indicated in Schedule "B"
- Sec. 39 - Driver smoking in taxi (2 counts)
- Sec. 40 - Driver using cell phone without hands free device
- Sec. 44 - Failing to search taxi on completion of fare (5 counts)
- Sec. 64 (b) - Equipment malfunctions, ie. roof illumination sign (4 counts)
- Sec. 82 – Fail to Place Taxi Meter in Recording Position Throughout Trip
- Sec. 77 - Fail to keep a record of the date, time, origin and destination of each trip, the name of the driver and taxi number.

Following the undercover project, Phase 2 was initiated on 24Mar2015 by conducting physical inspections of records and documents maintained by the licensees pursuant to Part V of the By-law.

Overall, all licensees maintained records and documents according to the By-law, although different methodologies were being used to maintain the records.

All three companies were using codes, abbreviations and short forms which made it difficult to understand unless you were the author of those records.

The "Inspection Phase" noted that while there was compliance with the By-law, better language in many areas would benefit both the Police Service and the Taxi companies.

All companies were cooperative upon police request for documents and compliance was within a timely fashion.

The Fareplay Project Team is currently working with the Assistant City Solicitor/City Prosecutor with regards to the charge portion of the project.

I have tasked the Fareplay Project Team to meet with the North Bay Police Service Traffic Section in order to review the North Bay Police Services Board Taxi By-law. The objective would be to improve the language in the document that would address consistency of record keeping as well as alleviate other inconsistencies which would eliminate confusion or leave sections open for interpretation.

Once this meeting has taken place S/Sgt Dubeau will invite the local taxi industry to be involved in discussions with regards to potential changes to the Board Taxi By Law.

The review of the Board Taxi By-law will also address recommendations which were highlighted in my report dated 06March2015 on the taxi industry.

I anticipate this review could be accomplished by the end of June 2015.

Shawn Devine
Deputy Chief



PROJECT FAREPLAY

FINAL REPORT

Prepared by: Detective Constable F. Cirullo
Intelligence Officer

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U-Need-A-Cab:	Error! Bookmark not defined.
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FINAL REPORT – PROJECT FAREPLAY

Overview

From 15Feb2015 to 11Mar2015, the North Bay Police Service entered into a project named Operation Fareplay to test the compliance of the North Bay Police Service Board Taxi By-law. The currently licensed taxi companies in North Bay are 5-0 Cab, U-Need-A-Cab and Union Taxi. The operation called for a three phased approach; Phase 1 was utilizing an undercover officer posing as a customer to hire taxis from all three licensed companies at random intervals over the course of the project. All scenarios were standardized and applied to each taxi company to test compliance of the By-laws. Phase 2 of the project was to conduct inspections of records and documents collected and maintained by the licensees pursuant to Part V of the North Bay Taxi By-law. Phase 3 was the prosecution phase.

Phase 1 – Active Enforcement Phase:

Over a period of approximately four weeks, the undercover officer conducted eight different scenarios totaling 24 trips from various locations in North Bay. During those trips, various Bylaw requirements were observed; photo identification, tariff cards, charge rates, non-smoking in taxicab, non-use of cell phone, search of taxicab, equipment, taxi meter compliance and taxi broker/driver records.

As a result of the undercover officer's observations, 40 breaches of the Bylaw were noted between all taxi companies.

Specific violations from the North Bay Taxi Bylaw #20 were as follows: Refer to attached Appendix A.

- Sec. 22 - Fail to display photo identification card (17 counts)
- Sec. 20 - Fail to display the tariff card (8 counts)
- Sec. 79 – Fail to Charge Rate of Fare Indicated in Schedule "B"
- Sec. 39 - Driver smoking in taxi (2 counts)
- Sec. 40 - Driver using cell phone without hands free device
- Sec. 44 - Failing to search taxi on completion of fare (5 counts)
- Sec. 64(b) - Equipment malfunctions, ie. roof illumination sign (4 counts)
- Sec. 82 – Fail to Place Taxi Meter in Recording Position Throughout Trip
- Sec. 77 - Fail to keep a record of the date, time, origin and destination of each trip, the name of the driver and taxi number.

During Phase 1, the undercover operator engaged in conversation with the taxi drivers in an attempt to negotiate a flat rate fee. Only one operator agreed to a flat rate and another agreed to terminate the metered rate prior to destination.

It should be noted that most drivers were well versed in the By-law when challenged by the undercover officer.

Cost to Service:

The North Bay Police Service provided the undercover officer with a total of \$398.00 in cash to complete the scenarios which was utilized throughout the project.

Phase 2 – Inspection Phase:

Following the undercover project, on 24Mar2015, Phase 2 was initiated by conducting physical inspections of records and documents maintained by the licensees pursuant to Part V of the By-law.

Overall, all licensees maintained records and documents according to the By-law although different methodology was used to maintain the records.

U-Need-A-Cab utilized a computerized management system. Although not a requirement of the Bylaw, it made for easier reading and comprehension of trip fares, driver identity and amount of fare.

Union Taxi and 5-0 Cab were utilizing handwritten trip sheets prepared by Dispatchers and Taxi Brokers.

All three companies were using codes, abbreviations and short forms which make it difficult to understand its meaning unless being the author. Although in compliance with the Bylaw, difficulties arise when the author is not present to decipher the trip sheets.

All companies were cooperative upon police requests for documentation and complied within a timely fashion. However, it should be noted that nowhere in the Bylaw does it indicate a time frame for taxi companies and brokers to present the information

Phase 3 – Prosecution Phase:

After a careful review and assessment of Operation Fareplay, 40 Bylaw infractions were observed. It is recommended a total of nine Bylaw charges be entertained;

- Sec. 79 – Fail to Charge Rate of Fare Indicated in Schedule “B”
- Sec. 39 - Driver smoking in taxi (2 counts)
- Sec. 64 (b) - Equipment malfunctions, ie. roof illumination sign (4 counts)

- Sec. 77 - Fail to keep a record of the date, time, origin and destination of each trip, the name of the driver and taxi number.
- Sec. 40 - Driver using cell phone without hands free device

The aforementioned charges should be brought forward to the City Solicitor for review.

Recommendations:

- 1) It is recommended that a standard methodology of maintaining records be implemented with all three taxi companies.

Currently, the wording of the North Bay Police Services Board Taxi By-Law No. 20-2014, Part V Records (77) is: "Every taxi owner and taxi broker shall keep a record of the date, time, origin and destination of each trip, the name of the driver and the number of the taxi. Such information shall be maintained for twelve (12) months and surrendered for examination on request of any Police Officer."

A standard form should be utilized by all companies to include the above, as well as fare rates. Standard codes and abbreviations should be uniform with all three companies.

- 2) It is recommended that a reasonable time frame be indicated in the Bylaw for taxi owners/brokers/drivers to supply documentation upon request to police as currently in the Bylaw, it does not indicate any time frame and the records are only retained by the companies for a period of 12 months.
- 3) It is recommended that a specific location within the taxi stand be designated for ALL records maintained by the taxi companies, including broker/driver records.
- 4) It is recommended that Section 22 of the Bylaw wording be changed from:

"Every taxi driver shall keep a photo identification/license card in plain view by affixing it to the front of the left shoulder of their exterior clothing while on duty" to:

"Every taxi driver shall keep a photo identification/license card in plain view of the passengers by displaying it on the dash of the vehicle or by the meter."

Throughout the investigation, the undercover operator was unable to identify the driver when in the back seat as the identification card was not properly visible to the fare.

- 5) It is recommended that Section 52 of the Bylaw wording be changed from:

"A taxi driver shall conspicuously display a tariff card on the left sidewall of the interior of the taxi above the taxi driver's seat." to:

"Every taxi driver shall keep a tariff card in plain view of the passengers by displaying it on the dash of the vehicle or by the meter."

Throughout the investigation, the undercover operator was unable to view the tariff card while seated in the taxi as it was not plainly visible to passengers.

- 6) It is recommended that Section 44 include specific means of how the search of the taxicab is to be conducted upon completion of a trip.

Conclusion:

Overall, Project Fareplay, being a compliance based project, was a successful police initiative in identifying the areas of the Taxi Bylaw which needed clarification and/or additional wording.

It should be noted that many, if not all, of the taxi owners/brokers/drivers were well versed in the application of the Bylaw and should be commended for their knowledge of the Taxi Bylaws.



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: May 4, 2015
Date of Meeting: May 12, 2015

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

Subject: Chief's Monthly Activities Report – April/May

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:

Apr. 15

- Future of Police Advisory Committee (FPAC) Meeting in Toronto

Apr. 16

- OACP Justice Committee Meeting in Brampton

Apr. 17

- Swearing in Ceremony Cadets Buchholz and Shank
- Community Partners Appreciation Luncheon at Nipissing University
- Gateway Hub Executive Meeting
- Cancer Fundraising Dinner and Dance

Apr. 18

- Bowling for Babies Fundraising Event

Apr. 21-22

- OACP Board Meetings in Niagara Falls
- Opening Remarks for Four Corners Special Olympics Event

Apr. 23

- Criminal Intelligence Services Ontario Governing Body Meeting in Toronto

Apr. 27

- OPTIC Board Meeting in Toronto

Apr. 29-30

- OACP & OAPSB Zone 1A Meetings hosted in North Bay
- Bike Helmet Presentations at 2 local schools and Big Brothers/Sisters

May 1

- Community Living Month Flag Raising Event at City Hall

May 3

- Ontario Police Memorial in Toronto

May 5

- Armed Forces Day Meeting
- Coach4Food Inc. Board Meeting

May 6

- McHappy Day

May 7

- Speaker for 22 Wing, 21 Squadron Training Day

May 8

- Community Living Month BBQ
- Charity Basketball Games at West Ferris Secondary School for Food Bank

May 9

- National Prescription Drug Drop Off Day

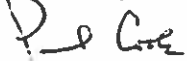
May 9-13

- NICHE User Group Conference in Portland Oregon

Since the last Board meeting we have not released any amended Standard Operating Procedures. We have entered into a new Letter of Agreement with the Nipissing Rifle and Revolver Club.

I invite any comments or questions from the Board.

Sincerely,



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



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: May 5, 2015
Date of Meeting: May 12, 2015

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 March 2015 as presented."

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

I invite any questions or comments from the Board.

Sincerely,

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

2015-04-30

*** R E V I S E D ***
 NORTH BAY POLICE SERVICE
 CONDENSED MONTHLY STATISTICAL REPORT

MONTH OF MARCH

During the month of March 2015, police activity for the North Bay Police Service resulted in 2304 calls as compared to 2271 calls in 2014.

Of these calls, 116 were to investigate motor vehicle accidents. Thirteen of these accidents involved injuries, with 15 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		
Homicide	-	-	-	1	-	1
Sexual Offences	8	6	17	13	13	8
Assault	45	39	120	97	116	90
Robbery	2	-	8	4	5	1
Break, Enter & Theft	8	16	34	45	4	6
Stolen Vehicles	4	2	6	4	2	1
Stolen Bicycles	2	-	4	1	-	-
Recovered Bicycles	-	-	-	5	-	1
Theft Under	60	73	152	193	59	56
Theft Over	2	-	4	3	1	1
Mischief	55	27	94	56	36	8
Drug Charges	27	10	53	33	66	33
Criminal Offences Total			686	634		
Calls for Service			5429	5492		
Police Activity			6342	6280		

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

2015-04-01

NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

MONTH OF MARCH

During the month of March 2015, police activity for the North Bay Police Service resulted in 2302 calls as compared to 2271 calls in 2014.

Of these calls, 116 were to investigate motor vehicle accidents. Thirteen of these accidents involved injuries, with 15 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		
Homicide	-	-	-	1	-	1
Sexual Offences	4	6	13	13	11	8
Assault	40	39	114	97	114	90
Robbery	2	-	7	4	5	1
Break, Enter & Theft	3	16	29	45	4	6
Stolen Vehicles	3	2	5	4	2	1
Stolen Bicycles	2	-	4	1	-	-
Recovered Bicycles	-	-	-	5	-	1
Theft Under	44	73	132	193	58	56
Theft Over	-	-	2	3	1	1
Mischief	51	27	90	56	34	8
Drug Charges	21	10	47	33	60	33
Criminal Offences Total			617	634		
Calls for Service			5459	5492		
Police Activity			6340	6280		

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



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: April 30, 2015

Date of Meeting: May 12, 2015

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

Subject: 2014 Annual Report - Patrol Section

Recommendation: Information Item

Find attached the 2014 Annual Report for our Patrol Section, which was prepared by Inspector Jerome.

Once presented to the Board this report will be added to our website and our Intranet so it is available to the community and our members.

I invite any questions or comments from the Board in relation to this annual report.

Sincerely,

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



NORTH BAY POLICE SERVICE

2014 Annual Report Patrol Section

**Report Date: 2015/01/30
Author: Inspector Robert Jerome**

A. Mandate of the Unit

The *Police Services Act* mandates that a police service provide community patrol. This includes both general and directed patrol in areas where it is considered necessary and appropriate based on factors such as incidents of crime, call-load, public disorder analysis, criminal intelligence and road safety.

Uniformed officers are the first responders to emergency calls for service. In addition to general and directed patrols, the Patrol Section provides traffic enforcement, accident investigation, conduct criminal investigations and general police assistance. The majority of the calls for service received are responded to by the uniformed members of the patrol section.

The Patrol Section also supports community based initiatives and special events with hi-visibility policing to ensure public safety.

B. Executive Summary

The sixty (60) officers assigned to the Patrol Section are organized into four (4) platoons. Each platoon is supervised by a Sergeant and Staff Sergeant, who report to the Divisional Commander, the Inspector in Charge of Operations. Each platoon however, was left somewhat diminished throughout the year as a result of various leaves of absence, accommodation requests and suspensions.

Working a rotating schedule of twelve (12) hour shifts, the four (4) platoons provide policing twenty-four (24) hours a day, 365 days a year. The majority of the police service's contact with the public occurs with the uniformed officer.

C. Activities

Each platoon is responsible for deploying a Bicycle Patrol Officer (BPO) in the summer and the Platoon Traffic Officer (PTO) year round. The BPO is an officer assigned from each shift and one from the Traffic Section. When staffing levels permit, the BPO is deployed by the duty shift. In addition to this, numerous requests for attendance to community events are received and responded to by uniformed officers in the Patrol Section.

D. Performance Indicators

2014

Platoon	Total Hours Worked	Dispatched Calls	Criminal Code Charges	Reports	P.O.A. Notices	POA Summons	LLA or BY-Law	3-Day Reports
1	23,315	9,463	686	3,172	625	25	54	291
2	22,203	8,821	558	2,839	239	34	71	297
3	20,225	9,454	757	2,915	267	56	128	264
4	21,748	8,778	560	2,324	161	23	83	149
TOTAL	87,491	36,516	2,561	11,250	1,292	138	336	1,001

2013 Totals	90,040	35,656	2,475	9,127	1,715	180	323	1,953
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% Change	-2.8%	2.4%	3.5%	23.3%	-24.7%	-23.3%	4.0%	-48.7%
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*Figures initially reported in this category for 2013 were incorrect due to a calculation error.

E. Anticipated Issues for the Future

As in previous years, continued dedication and resources must be applied to several areas of training, including Supervision, Advanced Patrol Training, General Investigative Techniques, Sexual Assault Investigation and Interview and Interrogation Techniques.

Maintaining staffing levels on platoon will ensure deployment of the Platoon Traffic Officer and Bicycle Patrol Officer to address the numerous traffic complaints and high visibility that the public consistently identifies as a concern.

F. Performance Objectives for the Next Year

Maintaining the staffing complement of two (2) supervisors and thirteen (13) Constables on each platoon ensures that training, leave requirements, special deployments and general patrol levels can be met effectively and efficiently. In addition, this will ensure that all priority levels of calls for service are responded to within the time requirements.

G. Other

N/A

H. Appendices

N/A



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Chief of Police

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Board Report

Date of Report: May 8, 2015
Date of Meeting: May 12, 2015

Mr. Denis O'Connor, Chair
and Members of the
North Bay Police Services Board

Subject: 2015 Vehicle Maintenance Tender

Recommendation: That the Board hereby resolves to, "accept Canadian Tire as the preferred vendor to provide maintenance to the Police Service's vehicles from June 1, 2015 to May 30, 2017, with a provision of a one-year option period if mutually agreeable to both parties."

The Board previously entered into a Maintenance Agreement to service our vehicles with Canadian Tire, which expires at the end of May 2015. A vehicle maintenance tender for 2015 was issued with the assistance of the Purchasing Department for the City of North Bay.

Two companies' submitted bids specific to this vehicle maintenance tender. Based upon multiple factors as outlined in the RFP Scoring Matrix, Inspector Kelusky is recommending the Board accept the bid offered by Canadian Tire and I concur with this recommendation.

As indicated Canadian Tire has previously been utilized to provide this service to us and we have not experienced any significant issue in dealing with them.

Should the Board wish to review the individual bids provided this information will be made available. I invite any questions or comments from the Board.

I request the Board pass the above noted Resolution.

Sincerely,

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



NORTH BAY POLICE SERVICE

REPORT

DATE: May 8, 2015

TO: Chief P.D. Cook

FROM: Inspector K. Kelusky

SUBJECT: Request for Proposal 2015-44 - Vehicle Maintenance Services

Recommendation

That the North Bay Police Services Board approves the award of a contract to Canadian Tire, Paul Lamont Automotive for vehicle maintenance services at the rates as outlined in their proposal.

Background

NBPS requires vehicle maintenance services, on an as and when requested basis. The service is provided on an hourly rate basis with a mark-up on any required parts.

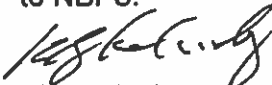
The existing contract has expired and in accordance with NBPS policy, a Request for Proposal was issued and publicly advertised. The RFP closed on May 6, 2015 with two proposals being.

The proposals were evaluated by the City's Manager of Purchasing and Inspector Kelusky. The evaluation considered experience, number of licensed mechanics, facilities, hours of operation, and pricing rates.


The results are as follows:

Proponent	Rank	Evaluated Score (/100)
Canadian Tire	1	96.75
	2	90.00

The proposal provided by Canadian Tire ranked the highest and provides the best overall value to NBPS.


Kirk Kelusky
Inspector

attachments:
Scoring Matrix & North Bay Police RFP 2015-44
Response from Canadian Tire

RFP Evaluation Scoring Summary			
RFP 2015-44 Vehicle Maintenance			
Criteria	Points	Canadian Tire	
Mandatory Requirements	Y or N	y	y
Experience	25	25	20
Facilities	25	25	20
Subtotal	50	50	40
Total Cost (excl. HST)	\$		
Financial Points		46.75	50
Total Score	50	96.75	90
Financial based on:		70/hr	65/hr
		10% off job	15% off jobber
		\$38 check	\$30 check
8% difference for labour			
5% difference for materials			
20% difference for checks			
Canadian Tire scores 46.75			

Canadian Tire is the existing provider with 7 day a week service, seven (7) mechanics, day and evening service. While their hourly rate was \$70.00 the expanded hours add great value to the Police Service.



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Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: May 8, 2015
Date of Meeting: May 12, 2015

Mr. Denis O'Connor, Chair
and Members of the
North Bay Police Services Board

Subject: 2015 Plumbing and Heating Tender

Recommendation: That the Board hereby resolves to, "accept Beaulieu's Plumbing and Heating as the preferred vendor to provide Plumbing and Heating maintenance service from June 30, 2015 to July 1, 2017, with a provision of a one-year option period if mutually agreeable to both parties."

The Board previously entered into a Plumbing and Heating maintenance contract with Beaulieu's Plumbing and Heating, which expires at the end of June 2015. A tender for this service was issued with the assistance of the Purchasing Department for the City of North Bay.

The only company to respond to this tender was in fact Beaulieu's Plumbing and Heating. Inspector Kelusky is recommending the Board accept the bid offered by Beaulieu's Plumbing and Heating and I concur with this recommendation.

As indicated Beaulieu's Plumbing and Heating has previously been utilized to provide this service to us and we have not experienced any significant issue in dealing with them.

I invite any questions or comments from the Board.

I request the Board pass the above noted Resolution.

Sincerely,

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



NORTH BAY POLICE SERVICE
REPORT

DATE: May 8, 2015
TO: Chief P.D. Cook
FROM: Inspector Kelusky
SUBJECT: Request for Proposal 2015-45 - Plumbing and Heating Services

Recommendation

That the North Bay Police Services Board approves the award of a contract to Beaulieu's Plumbing & Heating for maintenance services, as required, at the rates as outlined in their proposal.

Background

The North Bay Police Services requires the services of licensed tradesman including equipment, tools, and materials to perform plumbing and heating maintenance services, on an as and when requested basis. The service is provided on an hourly rate basis with a mark-up on any required materials.

The existing contract has expired and in accordance with NBPS policy, a Request for Proposal was issued and publicly advertised. The RFP closed on May 6, 2015 with only proposal being received from Beaulieu's Plumbing & Heating.

Beaulieu's is the current contractor and provides very good service. The rates in their proposal are considered fair and reasonable.

Kirk Kelusky
Inspector

Attachments
North Bay Police RFP 2015-45
Response from Beaulieu's Plumbing and Heating



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Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: April 20, 2015

Date of Meeting: May 12, 2015

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

Subject: Retirement Notification

Recommendation: that the Board resolves to, "accept the written retirement notification from Chief Cook as submitted."

In mid April 2004 I signed a contract with the North Bay Police Services Board for the position of Acting Chief of Police effective May 1st, 2004 and Chief of Police effective October 19, 2004.

Article 4 (c) of this Agreement states, "The Chief shall give 6 months notice of his intention to retire"

Please consider this report my formal notice to retire as per the provisions of my Agreement with the Board.

Although I am still meeting with Human Resources to identify my specific retirement date I can advise that my last day of work will be sometime in January of 2016.

This notification today should provide the Board will ample opportunity to discuss, plan for, recruit and hire my replacement.

I wish to take this opportunity to thank this Board and previous North Bay Police Services Boards for having the confidence in me to allow me the privilege of leading the men and women of our Police Service for the past 11 years.

I invite any questions or comments from the Board.

Sincerely,

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



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Chief of Police

Shawn E. Devine
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Board Report

Date of Report: May 1, 2015
Date of Meeting: May 12, 2015

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

Subject: Contingency Account – Ride for Dad

Recommendation: That the Board hereby resolves, "to donate \$250.00 from the contingency line in the 2015 Board's Budget to support the Ride for Dad, Prostate Cancer Fundraiser."

Find attached an e-mail from Detective Constable Yelle of our Police Service advising that the annual "Ride for Dad" fundraiser, which is dedicated to fighting Prostate Cancer, is scheduled for Saturday, June 20, 2015. Detective Constable Yelle has been a member of the Ride for Dad Fundraising Committee for several years now, and the Board has a history of supporting this community event. A number of our members and retirees also volunteer to assist and/or participate in this ride.

I am recommending we provide \$250.00 in sponsorship from the contingency line in the Board's Operating Budget.

Although the current balance in the contingency account is minus \$1,403.75 we anticipate this will be rectified after the May 30th Police Auction.

I invite any comments or questions from the Board.

Sincerely,

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

Paul Cook

From: Raymond Yelle
Sent: Monday, April 27, 2015 8:31 AM
To: Paul Cook
Subject: Nipissing Motorcycle Ride for Dad

Sir,

On behalf of the Nipissing Motorcycle Ride for Dad Committee, I would like to thank you and the Police Services Board for the \$250.00 donation that has been received annually in the past several years. The financial support is not all that we appreciate, but the assistance from the patrol section during the parade is also important to us. As well, the NBPS members, family and friends who participate in the ride or donate pledges is something that has not gone unnoticed.

This year's fundraiser, in support of prostate cancer awareness and research, is being held on Saturday June 20, 2015. The MRFD committee would appreciate it if you would bring our request forward at the next NBPSB meeting, with respect to a donation for this year's ride.

Respectfully submitted,

Constable Raymond Yelle. #5942

Community Programs Office
North Bay Police Service
Tel: (705) 497-5555 Ext 470
Cell: (705) 499-7330
Fax: (705) 497-5591
mail to: ryelle@northbaypolice.on.ca



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Board Report

Date of Report: May 1, 2015
Date of Meeting: May 12, 2015

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

Subject: Contingency Account – North Bay Triathlon

Recommendation: That the Board hereby resolves, “to donate \$80.00 from the contingency line in the 2015 Board’s Budget to support the Constable Elia and Detective Constable Parker in the North Bay Triathlon.”

Find attached a memorandum forwarded to me through chain of command from Detective Constable Parker and Constable Elia advising they will be participating in this year’s North Bay Triathlon on June 28th and requesting consideration for sponsorship from the Board. According to this memorandum registration is \$80.00 per person and these officers have made a similar request to the Association.

I am recommending we provide \$80.00 in sponsorship from the contingency line in the Board’s Operating Budget.

Although the current balance in the contingency account is minus \$1,403.75 we anticipate this will be rectified after the May 30th Police Auction.

I invite any comments or questions from the Board.

Sincerely,

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



NORTH BAY POLICE SERVICE

MEMORANDUM

DATE: 31/03/2015
TO: Detective Robertson
FROM: D/C Parker
SUBJECT: North Bay Triathlon

On the 28th June 2015 Cst Elia and myself would like to represent the North Bay Police Service and association in the North Bay Kiwanis Triathlon.

The event is a 1km Swim, 30 km bike ride and an 8 km run held in the Trout lake area.

The entry fee for the event is \$80 per person therefore a total of \$160.

I am requesting the Police Service sponsor Cst Elia and myself with a donation of \$80. I am approaching the Police Association to donation \$80 also.

Regards

Matt Parker

*A worthy endeavor
Det Robertson*



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: May 4, 2015
Date of Meeting: May 12, 2015

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

Subject: Contingency Account – Armed Forces Day

Recommendation: That the Board hereby resolves, “to donate \$250.00 from the contingency line in the Board’s 2015 Operating Budget to support this year’s Armed Forces Day.”

Find attached a letter sent to the Board by me in my capacity as the former Honourary Colonel for 51 Squadron requesting financial assistance for this year’s Armed Forces Day. The Board has provided financial assistance for this event for a number of years.

This event is scheduled for June 3, 2015 at the North Bay waterfront. The Honourary Colonels are attempting to raise between \$16,000.00 and \$20,000.00 to cover expenses associated to Armed Forces Day. We are pleased to be hosting the Snow Birds again this year.

I am requesting the Board provide support again this year through our contingency account.

The current balance in the contingency account is -\$1,403.75, but this will change after our May 30th Police Auction.

I invite any comments or questions from the Board.

Sincerely,

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

April 20, 2015

Mr. D. O'Connor, Chair
North Bay Police Services Board
135 Princess Street West.
North Bay ON P1B 8J8

Dear Mr. O'Connor:

Re: Armed Forces Day – June 3, 2015

I am writing this letter on behalf of Honorary Colonels Burton, Clark, Hedican and I to request financial support from your organization in relation to Armed Forces Day, which is scheduled for June 3, 2015 at the North Bay waterfront.

This year's event in support of our Troops is going to be an incredible experience as we have confirmed the participation of the Snowbirds once again this year. Local members of our military will be also be marching to the waterfront where they will be recognized by our community for everything that they do.

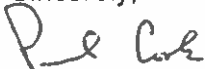
As always we are anticipating a good turn out from our city and neighbouring communities, including a significant representation of students from local schools who will be attending both to show support for our Troops as well as to take advantage of the educational focus being offered up again this year.

There are associated expenses to host this event and we are looking to our community partners for sponsorship and support. Our estimated total costs are \$16,000.00 to \$20,000.00.

Should your Board be interested in providing financial support for this worthwhile community initiative to honour and thank our military please contact me at 497-5566.

Thank you for taking the time to consider this request for assistance.

Sincerely,



Paul Cook
Former Honorary Colonel, 51 Squadron