



NORTH BAY POLICE SERVICES BOARD

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



OPEN SESSION AGENDA April 14, 2015 1100 Hours

- | | |
|--|--|
| 1. Approval of Agenda | Chair |
| 2. Approval of Minutes of Open Session meeting of March 10, 2015 | Chair |
| 3. Business Arising:
Nil | Chair |
| 4. Correspondence: | Chief |
| 5. Taxi Business:
a) Taxi Licences
b) Taxi Project | Chief
Deputy Chief |
| 6. Reports:
Chief's Monthly Report
Mobile Crisis 6-Month Report
Stats February – February Revised
2014 Annual Reports
Quarterly Budget Report
Audit Report – Drugs | Chief
Chief
Deputy Chief
Deputy Chief
Chief
Chief |
| 7. New Business:
Board By-law Index
2015 Operating Budget Update
Contingency Account
• Near North Crime Stoppers
• Meals on Wheels | Chief
Chair
Chief |
| 8. Association Report: | President |



**MINUTES OF OPEN MEETING
North Bay Police Services Board
March 10, 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:

Communications Coordinator: Mary Lugli

Guests: The Media, Cst. Merv Shantz, Cst. Elia

Secretary: Shelly Hampel

Regrets:

Call to Order

The Chair, Dennis O'Connor, called the meeting to order at 11:02 hours.

Approval of Agenda:

Resolution: #018-2015

Moved by Mayor McDonald, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

"Accept the Agenda for the Open Session Meeting to be held on March 10, 2015".

Carried

Approval of Minutes:

Resolution: #019-2015

Moved by Mayor McDonald, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

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

Carried

MADD Officer of the Year

Recognition of Cst. Christian Elia as MADD Officer of the Year. Additional information came forward after initial presentation that Cst. Elia had tied with Cst. Richard Hampel (previously recognized).

Business Arising:

There was no business arising from the previous meeting.

Correspondence:

Correspondence this month includes: several items of in appreciation for the work of Chief Cook, Sgt. Coulas and Cst. Shantz in organizing and promoting a very successful 2015 Ontario Special Olympics Winter Games; a letter of appreciation for the professionalism by D/Cst. Dave Wilson which resulted in multiple charges against an employee of a local LCBO; appreciation for support with LIPI's Annual "Santa Needs Help" campaign; Chief Cook's Commendation to Cst. Merv Shantz for his outstanding work with organizing and overseeing a very successful 2015 Ontario Special Olympics Winter Games; appreciation from a citizen for compassion by Cst. K. Hughes; letters of appreciation for the support given by Cst. Chris Johnston in his role as School Liaison Office; correspondence from Gerry McNeilly, Director of IPRD regarding staff change between S/Sgt. Dan Webber and Sgt. Noel Coulas; note of appreciation for information provided to staff by Sue Lebeau, Director of Education for North Bay Regional Health Centre; appreciation by a citizen, the Alzheimer's Society and Families First; a letter of appreciation for aide to citizen by Cst. Scott Berry; and a letter from Sgt. Jim Kilroy thanking for support and encouragement during his educational pursuits.

Resolution: #020-2015

Moved by Mr. Hagborg, Seconded by Mayor McDonald

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

Taxi Business:

Resolution: #021-2015

Moved by Mr. Hagborg, Seconded by Mayor McDonald

The North Bay Police Services Board hereby resolves to:

"Approve the taxi licence and licence plate applications as submitted".

And, that the Board further resolves to:

"Authorize Union Taxi to continue to use plate # 86 in 2015 and direct them to remit this plate in 2016".

Carried

Reports:**Chief's Monthly Activity Report**

Monthly activities attended by the Chief and / or the Deputy Chief since the January Board meeting include - Local events: several Special Olympics Winter Games related meetings; One Pledge Presentation at Northeast Regional Health Centre and the Board; Presentation at Alzheimers Society Awareness Lunch and Learn; two Nipissing Transition House Board meetings; two Cop Talks presentations; meeting with 22 Wing Military Police; the Mayor's Peace Rally; OACP Board meeting and CEO Day; North Bay Sports Awards Committee meeting; Opening remarks at CISO meeting; North Bay Police Association Hockey Tournament; Domestic Violence Coordinating meeting; "Coldest Night of the Year" Fundraiser; Retirement/Promotional Event in Callander; National "Pink

Shirt Day" anti-bullying Basketball Games at Odysee; Sexual Assault presentation at Nipissing University; "Join Me on the Bridge" International Women's Day; and NHL Alumni vs. Law Enforcement All-Stars Hockey Game in support of Special Olympics.

Out of town events included: Future of Policing meeting held in Toronto; an OACP Zone 1A meeting held in Sault Ste. Marie; and Economics of Policing Summit in Ottawa.

Since the last Board meeting there have been new or amended Standard Operating Procedures developed in relation to 2015 Organizational Chart; Use of Police Headquarters; Police Record Checks; Security of Police Administration Building; and Informants and Agents. Also entered into are: new MOU with OPP regarding Joint Snow Vehicle Patrol and a protocol with MAG's Justice Sector Security Office.

Chief's Personal Expenses

Resolution: #022-2015

Moved by Mr. Forgette, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

"Acknowledge receipt of the Chief's personal expenses from November 6, 2014 to February 21, 2015".

Carried

Statistical Reports

Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the months of December and December 2014 (Revised) and January and January 2015 (Revised).

Resolution: #023-2015

Moved by Mr. Hagborg, Seconded by Mayor McDonald

The North Bay Police Services Board hereby resolves to:

"Accept the Condensed Monthly Statistical Reports for the month of December 2014 and December (Revised) 2014 as presented".

Carried

Resolution: #024-2015

Moved by Mayor McDonald, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

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

Carried

2014 - Annual Reports

Deputy Chief Devine presented overviews of the following annual reports: Alarms; Asset Forfeiture Unit; Bicycle Patrol; Information Technology; Quality Assurance; Use of Force; ViCLAS Coordinator; Victim Services and Domestic Violence Coordinator.

Mobile Crisis 3 Month Report

This item was also presented as an information item for the Board.

New Business:

Special Olympics 2015 Winter Games Update

Cst. Merv Shantz provided the Board with a final update on the success of the Games.

Over 600 volunteers supported the athletes and the events. We raised \$565,000 in cash and in kind donations.

The final report prepared on behalf of the Games Management Team will be submitted to the provincial Special Olympics office.

Board Commendation

Presented to Cst. Merv Shantz "In recognition of your outstanding leadership, teamwork and dedication to the North Bay 2015 Special Olympics Winter Games".

Educational Subsidies

Resolution: #025-2015

Moved by Mr. Hagborg, Seconded by Mr. Forgette

The North Bay Police Services Board hereby resolves to:

"Accept the report as presented by the Chief of Police regarding Educational Subsidies for service members in 2014".

Carried

Gateway Community Mobilization HUB Update

An information update shared by the Chief, indicated the number of situations discussed to date. The Chief also indicated that Mr. Kalinowski continues to support the efforts of the Ontario Working Group.

2014 Operating Budget Surplus

Resolution: #026-2015

Moved by Mayor McDonald, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

"Transfer \$160,000.00 into our Police Purposes Reserve Account",

And that the Board further resolves to:

"Transfer \$100,000.00 from the Police Purposes Reserve Account into our Vested Sick Leave Reserve Account".

Carried

Contingency Account – Brain Day

Resolution: #027-2015

Moved by , Seconded by

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 this year's Brain Day initiative".

Carried

Contingency Account – "Coldest Night of the Year Fundraiser"

Resolution: #028-2015

Moved by Ms. Silveri, Seconded by Mr. Hagborg

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 "Coldest Night of the Year Fundraiser".

Carried

Contingency Account – Autism Awareness

Resolution: #029-2015

Moved by Mayor McDonald, Seconded by Mr. 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 Autism Awareness Charity Hockey Game".

Carried

Contingency Account – ALS Walk

Resolution: #030-2015

Moved by Ms. Silveri, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2015 Operating Budget towards the 1st Annual ALS Walk".

Carried

Association Update:

Hosted Annual Police Hockey Tournament proceeds donated to local charity.

President Denis Levasseur and Vice President Tarini attend PAO conference. A

number of members participated in the NHL Alumni Game in support of Special Olympics.

Adjournment:

Resolution: #031-2015

Moved by Mayor McDonald, Seconded by Mr. Hagborg

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Portion of the meeting held on March 10, 2015 at 12:00 hours".

Carried

Chair

March 10, 2015

Secretary

thanks

Dear
North Bay Police,

The Brain Day Team would like to
thank you for your very generous
donation! It was very much
appreciated by our team and the
students who participated in the
Brain Day activities.

Hayley
Ashley
Kinsley
Thanks
again,
Gynamei
Brad
Mel
Vilmy
Clarke.
Kristen

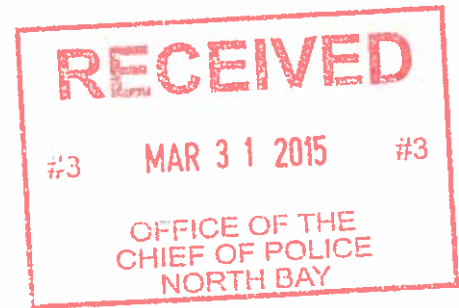
51 Aerospace Control & Warning
(Operational Training) Squadron
General Delivery Station Main
Hornell Heights ON P0H 1P0

W1000-4 (OPI)

5 March 15

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

**LETTER OF APPRECIATION –
NORTH BAY POLICE SERVICE**



1. On behalf of the members of 51 AC&W (OT) Sqn, I would like to extend my sincere appreciation to the North Bay Police Service for its significant contribution to the Coach4Food Roadside Donations Collection Drive on 9 December 2014.
2. The Coach4Food Program is an integral community partnership with 22 Wing's 51 AC&W (OT) Sqn in support of the North Bay Food Bank. On 9 December 2014, 51 Sqn members led this community event that showcased the collaborative partnership with the City of North Bay Police Service during the collection of food at a roadside stop on Airport Road from 0545-0900hrs. North Bay City Police fulfilled an important role by providing security in a professional and courteous manner.
3. North Bay City Police contributed to the tremendous success of this event. Exceeding last's year proceeds, 51 Sqn members collected 6000lbs of food for the Food Bank in a single day and maintains the status of North Bay Food Bank's single largest donor. Please convey my heartfelt gratitude to the members of the North Bay Police Service for their dedication and accomplished performance.

A handwritten signature in blue ink is located below the third paragraph. The signature is stylized and appears to read 'M.P. Garrett'.

M.P. Garrett
Captain
Coach4Food Roadside Donations Collection/
Office of Primary Interest



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

March 31, 2015

Captain M.P. Garrett
51 Aerospace Control & Warning
(Operational Training) Squadron
General Delivery Station Main
Hornell Heights, ON P0H 1P0

Dear Captain Garrett:

Re: Letter of Appreciation

Thank you for taking the time and effort to recognize our members and our police service for the assistance we provided to 51 AC&W (OT) during the Coach4Food Roadside Donations Collection, which took place on December 9, 2014.

Like the military, we challenge our members to volunteer and to make a difference in our community and the very successful annual Coach4Food Program provides us both with the opportunity to do so. Feeding the less fortunate in North Bay and area by supporting the local Food Bank through Coach4Food is a partnership that we can be extremely proud of.

We will ensure a copy of your letter is shared with our members.

Congratulations on your success in 2014! We will look forward to continuing with this partnership and supporting your efforts in December of this year.

Sincerely,

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

NIPISSING UNIVERSITY

March 20, 2015

Dear Chief Cook:

On behalf of all Nipissing University students, please accept my most sincere appreciation for your first installment of \$500.00 to the The Constable Andrew Keating Memorial Award.

Your support provides us with the resources needed to support excellence in student education, teaching, research, and a quality campus life.

Thank you once again for your support.

Yours truly,

A handwritten signature in black ink, appearing to read 'A. Parolin', with a stylized flourish at the end.

Andrea Parolin
Senior Development Officer

Dear, Cops of North Bay,
I just wanted to say thank-you
for all the hard work you do.
I use to break the law and
got caught up into drugs but I
am now a recovering addict and
making good decisions. I attend
N.A. and going to rehab. Thanks
for straightening me out.

Sincerely



North Bay Police Service

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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

April 1st, 2015

CHAIR AND MEMBERS

North Bay Police Service Board

Re: Taxi Driver Licence Applications – March 2015

Dear Sir:

The following five (5) individuals were issued with Taxi Licences. It is recommended that these Licence Applications be approved.

No.	Name	Company
38	Glen Hall	Union
125	Rick Pineo	5-0
156	Dean MacFarlane	Union
197	Adoris Felskie	Union
207	Stephen Van Stroe	UNAC

Sincerely,

Paul D. Cook
Chief of Police



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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: April 7, 2015

Date of Meeting: April 14, 2015

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

Subject: Taxi Project

Recommendation: Information Item

Find attached a memorandum prepared by Deputy Chief Devine providing the Board with a brief overview of a recent Taxi Project named Operation Fareplay.

The Deputy Chief will speak to this matter.

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: April 1, 2015
TO: Chief P. Cook
FROM: Deputy Chief S. Devine
SUBJECT: Taxi Compliance Project

On 15Feb2015, the North Bay Police Service entered into a Taxi By-law Compliance project named "Operation Fareplay ". The project ran from 15Feb2015 until 11Mar2015.

The project was to assess the compliance of the North Bay Police Service Board Taxi By-law by North Bay Taxi companies utilizing the assistance of an undercover officer. North Bay has three taxi companies in; 5-0 Cab, U-Need-A-Cab and Union Cab.

The operation was designed in a two phase approach; the first phase 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 their compliance of the North Bay Taxi By-law. Phase 2 of the project was to conduct inspections of records and documents collected and maintained by the taxi companies pursuant to Part V of the North Bay Taxi By-law.

A full report will be compiled with the findings of the undercover report and record management portion of the project. This report will include recommendations and findings related to compliance by the taxi companies.

Shawn Devine
Deputy Chief



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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: March 31, 2015

Date of Meeting: April 14, 2015

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

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

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:

Mar. 11

- Job Fair Canadore College/Nipissing University
- Amelia Rising Sexual Assault Centre Training Presentation

Mar. 14

- Amelia Rising Sexual Assault Centre Board Retreat

Mar. 17

- One Pledge Presentation at Nipissing University
- OPTIC Board Meeting in Toronto

Mar. 18

- 211 for Emergency Services Meeting

Mar. 19

- Meeting with Deputy Fire Chief Saunders

Mar. 20

- DVCC Meeting
- Siren's for Life Recognition Luncheon
- Amelia Rising Sexual Assault Centre Meeting

Mar. 25

- Mobile Crisis Team Meeting at NE Regional Health Centre
- One pledge Presentation at Nipissing University

Mar. 26

- Nipissing Transition House Board Meeting

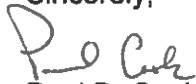
Mar. 27

- Peer Support Meeting
 - Joint Health & Safety Committee Meeting
- Mar. 28
- Service for Retired S/Sgt. Gerry Barry at Legion Branch #23
- Mar. 30
- Ontario Injury Prevention Practitioners Motor Vehicle Collision Teleconference
 - Communications Committee Meeting
- Apr. 2
- Ontario Police College Graduation in Aylmer
- Apr. 8
- Change of Command at 22 Wing
- Apr. 8 & 9
- OACP Committee Chairs Meeting in Hockley Valley

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

I invite any comments or questions from the Board.

Sincerely,



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



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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: March 16, 2015

Date of Meeting: April 14, 2015

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

Subject: Mobile Crisis 6-Month Report

Recommendation: Information Item

Find attached a report prepared by Inspector Jerome in relation to the six month pilot project we ran in partnership with the North Bay Regional Health Centre specific to a Mobile Crisis Team. One of the main goals of this pilot was to provide assistance and support to people in mental health crisis in our community in a more efficient, effective and compassionate manner. A second goal was to reduce wait times in the Emergency Department for both our officers and those in need of mental health assistance.

As indicated in this document the pilot was initiated on September 15th and concluded on March 15, 2015. Our Mobile Crisis Team consisting of one plain-clothes officer and two registered nurses were kept extremely busy during this pilot responding to 706 calls for service.

Due to our success in a number of areas, which are highlighted in this report we have decided to continue this partnership with the hospital as an on-going program.

Inspector Jerome continues to represent our service on the Mobile Crisis Team Steering Committee. The Steering Committee is responsible in part for monitoring the ongoing progress of our team to ensure they continue to meet the goals and objectives of the program.

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

Sincerely,

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



Mobile Crisis Team Six Month Pilot Project



Robert Jerome

North Bay Police Service

6 March 2015

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Executive Summary

Background

As you are aware, The North East Local Health Integration Network (NE LHIN) provided funding to the North Bay Regional Health Centre (NBRHC) to set up a Mobile Crisis Program that would act in concert with our police service. The purpose of the project was to help divert those in crisis and in need of services or those in need of mental health assistance to a point of access away from the hospital. The concept would also help reduce the amount of time spent in the Emergency Department (ED) by not only our officers but also those in need of mental health assistance.

A project team was assembled, which consisted of several members from the local mental health profession. Project Manager Lisa Drinkwalter, Project Lead Dr. Eric Roat, Psychiatric Nurse Dan Barker and Social Worker Teena Curtiss were assigned to implement the project. A steering committee was also formed to help guide the process, which began meeting in January 2014.

Several models were reviewed by the Project Team. The Chatham-Kent Model was deemed the most appropriate to emulate in our community. After training was provided by the Chatham-Kent Mobile Crisis Team in August, the pilot project was initiated on September 15, 2014 for a period of six (6) months.

The Mobile Crisis Team (MCT) worked Monday to Friday from 8am to 4pm responding to or following up on mental health related incidents in plain clothed attire while operating an unmarked vehicle. The MCT is capable of providing psychiatric assessments for appropriate individuals at the scene of the incident allowing front-line officers to clear the call; eliminating the need to transport individuals to hospital emergency departments.

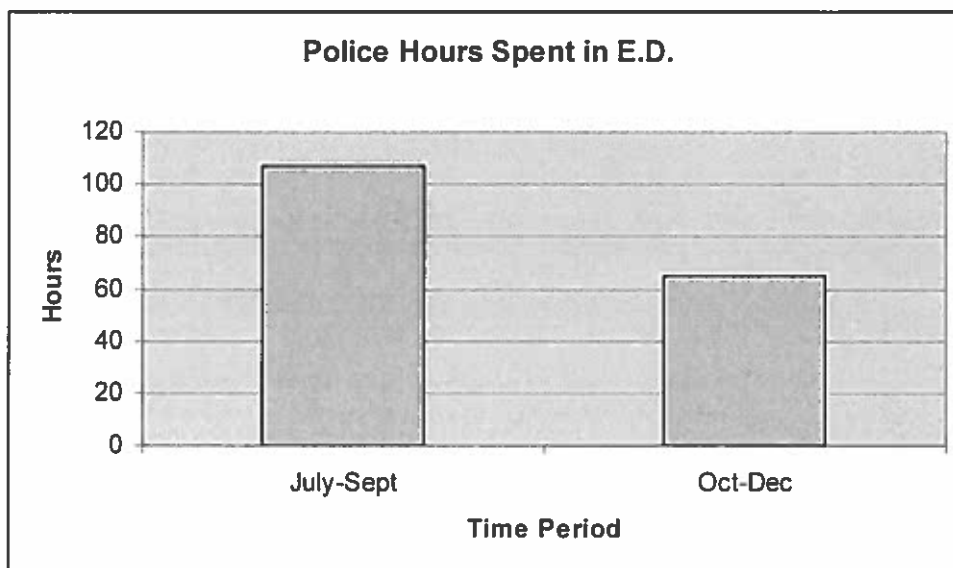
The MCT itself is primarily a secondary response unit that provides support to front-line members, builds and maintains relationships with community partners while maintaining a trust between police and persons afflicted with mental health issues.

Analysis

After evaluating the data it is clear that the Mobile Crisis Team has had an impact in a very short period of time. As outlined in Appendix "A", Dr. Roat indicates that the data from September 2014 to December 2014 showed significant savings and efficiency improvements in five (5) areas:

1. Reduction in unnecessary MHA apprehensions presenting to E.D.
2. Increase in crisis and preventive services provided in community setting
3. Reduction in NB Police hours spent in E.D.
4. Reductions in overall MHA apprehensions
5. Increase in preventive service linkages

Dr. Roat's analysis points out that between July and September 2014, the North Bay Police Service spent 107 hours escorting patients to the ED. After the launch of Mobile Crisis services, the number of hours spent by police in the ED dropped by almost 50% (65 hours between October and December compared to 107 hours between July and September) exceeding the first-year goal of a 25% reduction and hit the three-year goal set by the Steering Committee.



The data also suggests a decrease in overall police-initiated apprehensions (from 10.8 police apprehensions per month January through September 2014 to 7.5 police initiated apprehensions per month October through December 2014). In addition, Dr. Roat points out that Mobile Crisis services were able to accompany patients to the ED on many occasions, facilitating their ED admission, supporting ED staff with assessments and

information, and contributing to clinically useful dispositions for patients. This represents savings in terms of hours spent obtaining information in ED, navigation through ED, and police time escorting patients in the ED. It also likely represents increased efficiency and quality of ED dispositions and follow up as Mobile Crisis staff are able to swiftly apprise ED staff of the patient's situation and are able to provide limited follow up if the patient is returned to the community.

Beyond Dr. Roat's analysis of the three month data, it was learned that the total number of Mental Health related calls received by the NBPS over the six months period was **706**. This calculated out to be **4 calls per day**. There was also **88** Apprehensions over that same time period indicating that 12% of our mental health calls result is apprehension.

6 Month Pilot Project	Sep 15 2014 - Dec 14 2014	Dec 15 2014 - Mar 6 2015	Total
Subject GOA	21	8	29
Call Unfounded	17	9	26
Insufficient Grounds to Apprehend	54	39	93
Voluntarily Transported by Police (crisis, hospital, family member, etc..)	51	24	75
Apprehended	50	38	88
All other (dementia, PTSD, ADHD, etc..)	226	169	395
Total Calls	419	287	706

Comparatively, in 2013, the Chatham-Kent MCT reviewed, initiated or followed up a total of **743** mental-health related incidents. While in 2014, the Peterborough-Lakefield Crisis Team responded to **449** Mental Health related calls for service. In 2014, the NBPS responded to **1492** Mental Health related calls. Our Mobile Crisis Team follow-up calls would only add to this number.

Recommendation and Conclusion

For the purposes of the pilot project, Cst. Erin Honeysett was designated as our representative on the Mobile Crisis Team. She was paired with two Mental Health Registered Nurses who rotated their positions every three weeks. When not working with the Mobile Crisis Team, the other nurse would perform follow ups and other duties which included being the hospital's representative at the Gateway Hub Table.

Cst. Honeysett indicated in her six month report that when Mobile Crisis dealt with an individual and brought them to the NBRHC they had a very high success rate. The numbers have since dropped with a few patients not being admitted. The Hit rate dropped by about 15% in the last month and a half with three patients being brought to the ED and with no admissions occurring.

<i>TOTAL</i>		<i>Admitted</i>
<i>MHA Calls For Service</i>	<i>706</i>	
<i>Face to Face Meetings with MCT</i>	<i>100</i>	
<i>Reviewed Calls</i>	<i>285</i>	
<i>Individuals Brought to ER By MCT</i>	<i>15</i>	<i>9</i>
<i>Individuals Brought To ER By Police & MCT Assisted</i>	<i>18</i>	<i>6</i>
<i>Hours MCT Spent in ER (15hrs Security for NBPS)</i>	<i>69</i>	

As a result of the success of the six month project, It is my recommendation that the joint initiative with the NBRHC with respect to Mobile Crisis move past the pilot project phase and implemented on a full-time basis. It is further recommended that a review of our existing MOU take place to determine whether or not any changes are required.

Consideration should also be given to the hours of operation. The RMS data suggests that the majority of the dayshift calls and apprehensions occur between 1000 hours and 1800 hours.

Although part of the Chatham-Kent Model, I am not in favour of the nurses rotating their positions. I believe that continuity of service is lost and discussions should be had at the Steering Committee level to address this issue as well.

Funding with respect to our participation in this initiative was brought forth at the Steering Committee level. It was suggested that the Chief and the CEO jointly petition the NE LHIN for such funding. The data that has been presented should be sufficient evidence to lobby the NE LHIN for further funding in this regard.

Appendix "A"

Preliminary Data Summary:

GNRHC Mobile Crisis Services Sept 2014-Dec 2014

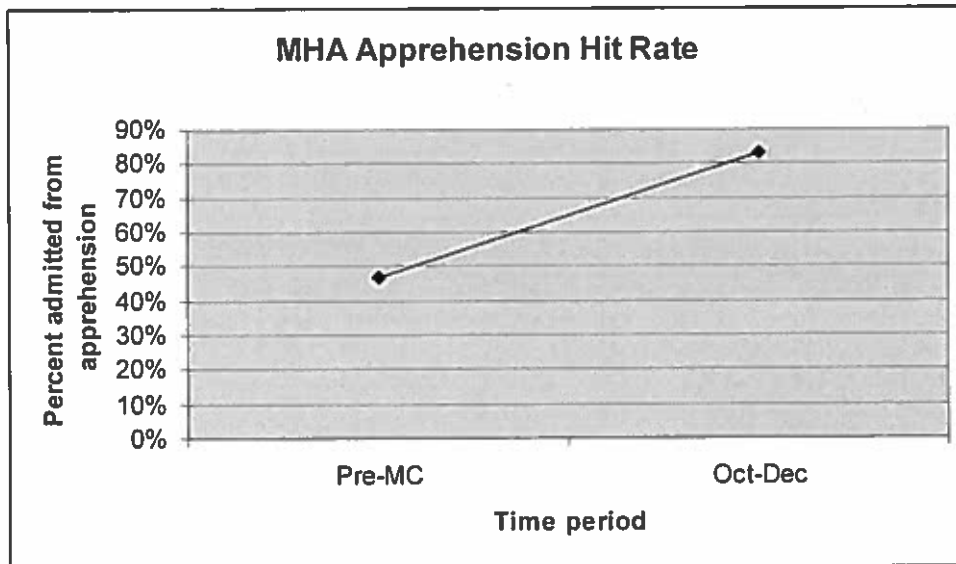
A great deal of positive feedback has been heard from the community and hospital services regarding the NBRHC Mobile Crisis Services launched in September 2014. Preliminary data analysis has begun for data obtained between September and December 2014, with additional data for January through March 2015 pending. Data from 2014 indicates significant savings and efficiency improvements in 5 areas:

1. Reduction in unnecessary MHA apprehensions presenting to E.D.
2. Increase in crisis and preventive services provided in community setting
3. Reduction in NB Police hours spent in E.D.
4. Reductions in overall MHA apprehensions
5. Increase in preventive service linkages

These 5 areas are discussed in more detail below.

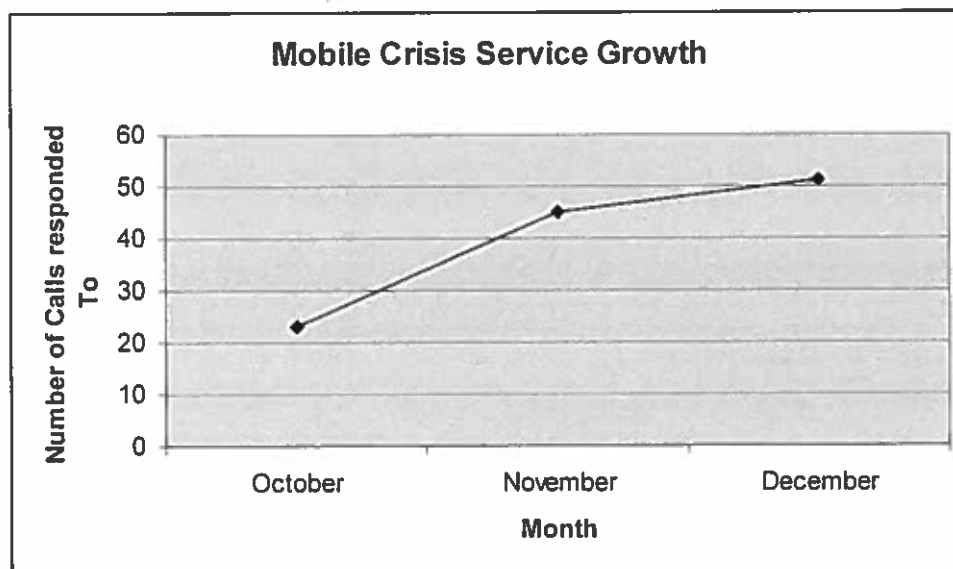
1. 30% reduction in number of individuals being brought to ED under MHA apprehension

Hit rate refers to the rate of hospitalization of individuals brought to the ED on Mental Health Act apprehensions. A high hit rate means that ED staff agree that the individual needed to be hospitalized. A low hit rate indicates that after the apprehended individual spent time with ED staff, it was determined that the person did not require that level of service. Data we have to date suggests that the current hit rate for Mobile Crisis is 83%, indicating that, of 10 people apprehended, 8 will go on to be hospitalized. Data suggests that the hit rate for the North Bay Police is approximately 50%. It appears that since launching Mobile Crisis, the number of individuals who are apprehended and not hospitalized has been cut by 30%. This represents a labour and cost-savings for the hours that each individual would have spent using the ED services when other services would have met their need.



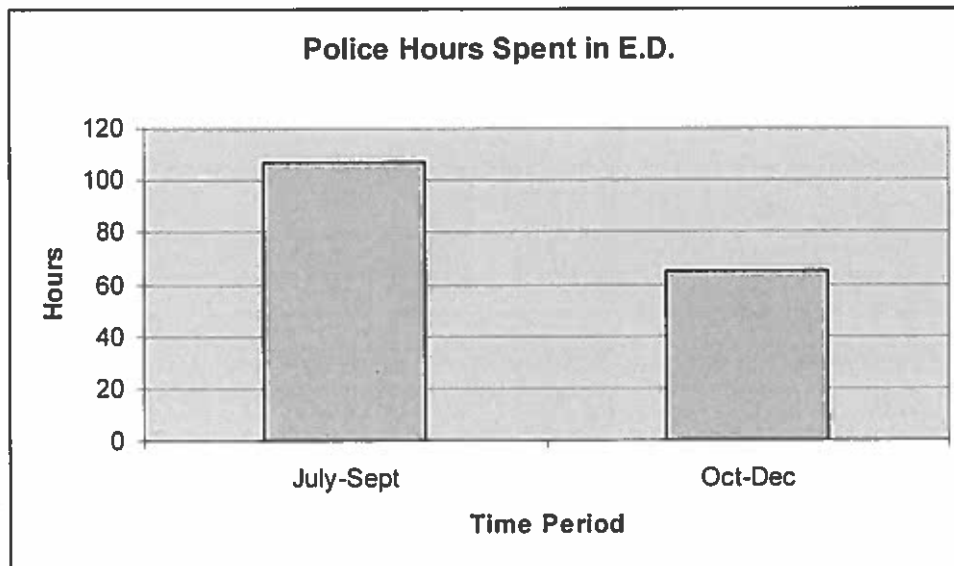
2. More than 250 hours of time Spent Serving Patients in the Community rather than in hospital

Between its launch in September 2014 and the end of December 2014, Mobile Crisis staff spent 279 direct-care hours with patients in the community. Many of these hours represent prevention of injury caused to patients or others, ED visits, or other hospital based services. This also represents a significant outreach to individuals who would not have had access to services in the past, or who would not have utilized them. In its first month, Mobile Crisis responded to 23 calls in October, 45 in November and 51 in December representing 85% growth in use of the service over its first four months



3. Reduction in time spent by police in ED

Between July and September 2014 North Bay Police Services personnel spent 107 hours escorting patients at the ED; in this role the police service is primarily in a public safety role and play little role in facilitating swift and efficient flow through ED services. After the launch of Mobile Crisis services, number of hours spent by police in the ED dropped by almost 50% (65 hours between October and December compared to 107 hours between July and September) exceeding our first-year goal of 25% reduction and hitting our 3-year goal.



4. Reduction in police apprehensions and increased community-to-ED efficiency

Data suggest a decrease in overall police-initiated apprehensions (from 10.8 police apprehensions per month January through September 2014 to 7.5 police initiated apprehensions per month October through December 2014). In addition, Mobile Crisis services were able to accompany patients to the ED on many occasions, facilitating their ED admission, supporting ED staff with assessments and information, and contributing to clinically useful dispositions for patients. This represents savings in terms of hours spent obtaining information in ED, navigation through ED, and police time escorting patients in the ED. It also likely represents increased efficiency and quality of ED dispositions and follow up as Mobile Crisis staff are able to swiftly apprise ED staff of the patient's situation and are able to provide limited follow up if the patient is returned to the community

5. Over 40 new service linkages made

Connecting patients with appropriate services to support and sustain them in the community is an efficient way to ensure that hospital based services or specialty services are available for patients who need that level of service. Mobile Crisis plays a key role in connecting patients to needed services in the community, while the patient is in need and before the situation escalates to the need for acute psychiatric or ED services. Data for November and December 2014 indicated that **22 linkages to new community services (e.g., physician, NMHHSS, DNSSAB, HANDS, CAS, Gateway HUB) were made for patients in November and 20 in December.**



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: March 27, 2015

Date of Meeting: April 14, 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 February 2015 as presented."

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

I invite any questions or comments from the Board.

Sincerely,

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

2015-03-02

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

MONTH OF FEBRUARY

During the month of February 2015, police activity for the North Bay Police Service resulted in 1902 calls as compared to 1846 calls in 2014.

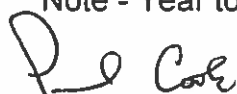
Of these calls, 147 were to investigate motor vehicle accidents. Nineteen of these accidents involved injuries, with 23 persons injured.

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	-	-
Sexual Offences	4	-	7	7	5	7
Assault	39	28	66	58	71	50
Robbery	1	4	5	4	4	1
Break, Enter & Theft	11	15	25	29	3	5
Stolen Vehicles	1	-	2	2	1	1
Stolen Bicycles	-	-	2	1	-	-
Recovered Bicycles	-	1	-	5	-	1
Theft Under	28	49	77	120	42	35
Theft Over	1	2	2	3	-	-
Mischief	13	17	35	29	18	5
Drug Charges	7	9	24	23	36	22
Criminal Offences Total			351	392		
Calls for Service			3482	3460		
Police Activity			4033	4009		

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

2015-03-25

*** REVISED ***

NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

MONTH OF FEBRUARY

During the month of February 2015, police activity for the North Bay Police Service resulted in 1907 calls as compared to 1846 calls in 2014.

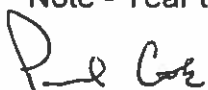
Of these calls, 147 were to investigate motor vehicle accidents. Nineteen of these accidents involved injuries, with 23 persons injured.

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	-	-
Sexual Offences	6	-	9	7	4	7
Assault	44	28	74	58	72	50
Robbery	1	4	5	4	4	1
Break, Enter & Theft	12	15	27	29	2	5
Stolen Vehicles	1	-	2	2	1	1
Stolen Bicycles	-	-	2	1	-	-
Recovered Bicycles	-	1	-	5	-	1
Theft Under	36	49	89	120	43	35
Theft Over	1	2	2	3	-	-
Mischief	17	17	39	29	16	5
Drug Charges	7	9	25	23	37	22
Criminal Offences Total			394	392		
Calls for Service			3435	3460		
Police Activity			4038	4009		

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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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: March 23, 2015

Date of Meeting: April 14, 2015

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

Subject: 2014 Annual Reports

Recommendation: Information Item

Find attached a number of Annual Reports for 2014, 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 2014 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

2014 Annual Report Building/Facilities

Report Date: 2015/01/20
Author: David Yee

A. Mandate of the Unit

To ensure our Police Administration Building meets the needs of our members, the community and complies with legislative requirements.

B. Executive Summary

In 2014, the NBPS experienced ongoing issues with mechanical and electrical infrastructure that required replacement of air exchange burners and three air conditioning units (HVAC). Even though a number of HVAC units have been replaced over the past few years, many units that were installed when renovations were done in 2000 are starting to require more maintenance as they age. As well, we continue to upgrade our lighting to brighter and more energy efficient LED options and we have completed some repairs to the parking lot where the asphalt had cracked and started to collapse.

C. Activities

Some of the activities that took place this year were as follows:

- Upgrade of exterior lighting at the front of the building to LED at a cost of \$8,000.00
- Electrical work completed which included new electrical hook up of the Traca security key lock boxes located in the Main Office and ISS area, electrical hook up for the new work stations at the Sergeant's/Staff Sergeant's workstation, and new sensor light switch installed in the Ident Security garage. The total cost was \$ 2500.00
- Two heat exchange burners replaced on the Gun Range unit. The cost for that repair was \$15,500.00
- Replacement of three HVAC units which supply heating and cooling to the following areas: Main office, Exhibits, and the Cell block. The cost for that repair was \$34,000.00
- The men's shower was renovated at a cost of \$17,000.00. Old tile was removed from the wall and floor, walls were covered in cement board and retiled, the floor was poured and sealed with water proof membrane and

new drains and tile were installed. New shower fixtures mirrors and soap shelves were also installed.

- Annual service and inspection to all our mechanical equipment was was conducted at a cost of \$4,000.00
- Walls, doors, and door frames painted in selected areas throughout the building at a cost of \$5,400.00
- Some repairs done to the asphalt parking area, at a cost of \$11,000.00.
- Numerous maintenance issues with heating and plumbing throughout the building where our heating and plumbing contractor was called in to deal with these issues. The cost for the year was \$9,500.00.

D. Performance Indicators

The public and staff have had very few complaints regarding the building, and any issues were addressed and resolved as soon as possible.

E. Anticipated Issues for the Future

The following repairs and replacement of materials associated to the building are anticipated in the near future.

- Ongoing repairs to aging mechanical and electrical items.
- Upgrades to the lighting in areas of the building.
- Continued repairs to cracks in concrete block, binding doors and door frames, due to settling of floating concrete foundation.

F. Performance Objectives for the Next Year

To maintain and upgrade our existing building infrastructure in order to provide a safe, comfortable and professional environment for our members and citizens in the most cost effective method possible.



NORTH BAY POLICE SERVICE

2014 Annual Report Communications

**Report Date: 2015/01/19
Author: Charlene Smith**

A. Mandate of the Unit

The mandate of the North Bay Police Service Communications Centre is to:

1. Receive and process emergency 9-1-1 calls for the City of North Bay and Callander (Central Emergency Reporting Bureau).
2. Dispatch calls for service for the North Bay Police Service and the North Bay Fire and Emergency Services.
3. Provide support to Sworn Officers and Fire Fighters.

B. Executive Summary

The Communications Centre currently maintains a staffing of ten (10) full-time and five (5) part-time civilian staff. An increase of 3 part-time staff is required in order to deal with the upcoming changes associated to T9-1-1. With three clear priority mandates (Police, Fire and 9-1-1) balancing the needs of the Police Officers, Fire Fighters and the public in a continuously changing environment continues to remain a challenge. The safety of Officers, Fire Fighters and the general public must remain our first priority. Technological advancements continue to have a huge impact on all aspects of our job function, from the training required to remain current on existing applications to the increased applications available that provide access to the various databases.

C. Activities

Although staffing levels remained unchanged in 2014, 3 separate recruitment processes were undertaken throughout the year in order to identify additional part-time members. In December 2014, 3 applicants were identified for part-time employment starting in January 2015.

In 2014, 28,771 calls for service were logged in our Computer Aided Dispatch (CAD) system, which translates into approximately a 4.5 % decrease in logged calls over 2013. This can be attributed to traffic stops, which decreased by 1494 in 2014.

9-1-1 calls continue to be a challenge when they originate from a cell phone or an unknown origin, and approximately 2,326 "false" 9-1-1 calls were received in 2014. This includes all pocket dialled calls, no voice contact, calls from unregistered phones that we are unable to trace and hang up calls from payphones. It is estimated that approximately 60% of all calls to 9-1-1 originate from a cell phone rather than a land line. With the amount of land lines

continuing to decrease, the challenges and issues will continue to increase. Every available resource must be used to try and locate the origin of the call and determine whether the caller needs emergency assistance. This can be extremely time-consuming for the Call Taker and at times it can become overwhelming during peak periods.

Audio from radio transmissions and telephone calls is forwarded to the Crown's Attorney's Office via encrypted email. Approximately 300 requests for audio recordings were processed in 2014, with the majority of the requests stemming from Domestic Violence and Impaired Driving related charges.

During the 1st quarter of 2014, the Communications section assisted with identifying and updating approximately 50,000 records in the RMS. Although the initial project is complete, continued data integrity checks help to ensure the RMS is updated and accurate, based on the information available. Best practices have been developed with respect to linking the data, and further training and review will be complete with all staff in 2015. In 2014, over 17,000 non-reportable calls for service were reviewed and linked by the Communications staff. Generally, all non reportable calls are linked within the 12 hour shift. This translates into a more efficient and accurate retrieval of information for Patrol Officers and responding units.

D. Performance Indicators

A comparison of our performance indicators over the last 3 years are as follows:

	2012	2013	2014
Calls for Service Police	31,392	30,104	28,771
Calls for Service Fire	1,587	1,646	1,524
9-1-1 Calls	19,393	17,389	18,066

Our Members continue to put forward extra efforts to ensure Call Taking guidelines & dispatch times are reflective of the Police Service's established policies, as well as the Provincial Standards for North Bay Fire and Emergency Services. A quarterly audit is performed to ensure compliance with these policies and in 2014, our compliance rate increased from 92% to 93.8%. Available resources greatly affect our ability to meet the Police Service guidelines.

E. Anticipated Issues for the Future

Staffing / Training

Staffing & training are ongoing challenges that will have an impact on the overall operations of the Communications Centre in 2015. Along with the orientation and training of 3 new members, the technological changes due to the T9-1-1 will require substantial training and a review of the way we do business. With a tentative "go-live-date " for the T9-1-1 currently scheduled for February 28, 2015, plans are being put in place to ensure a smooth transition.

Map Upgrade

CAD mapping data for our Service area has to be maintained in order to ensure that the information on City streets is available and provided to the responding Officers. A map upgrade was requested in the fall of 2014, however once it was tested, a deficiency in the way the data was displayed was identified. The city of North Bay has assisted with providing the missing information and a subsequent request for a map upgrade has been put through to the OPP Geo-matics unit in Orillia. It is anticipated that this upgrade will be completed by the spring of 2015.

CAD I/Dispatcher upgrade to 9.3

Due to the issues associated with the T9-1-1 and the impact on our CAD system, our scheduled CAD upgrade in August 2014 was delayed. This upgrade will now go ahead in 2015, with testing currently scheduled by JST to start sometime in February 2015. Prior to the roll out of the new CAD version 9.3, a review of our processes, identifying the necessary changes to our policies and full training will have to be completed.

NG9-1-1

With the re-designing of the entire 9-1-1 Platform to an IP based system, every aspect of the 9-1-1 function is being affected. The IP Platform is required in order to be able to deal with the Next Generation 9-1-1, (NG911) as it unfolds. The ability to receive up-to-date video along with the 9-1-1 call during emergencies is becoming a real possibility. The IP based Platform will put in place the basic building blocks required to ensure we are capable of dealing with new technologies as they are available. This project has been in the works for the last 3 years, and 2015 will see the start of the changes rolling out across Ontario.

The first phase is the introduction of T9-1-1 (or text with 9-1-1) to allow the Deaf, Hard of Hearing and Speech Impaired Community (DHHS) in Canada access to Emergency Services. The internal systems affected by the IP Platform include

the 9-1-1 telephone system, the I/CAD for dispatching and the Force recording system. Two new applications will be required, namely "SIT 9-1-1" for 9-1-1 call management and traces, and "Text Blue", which will handle the texting portion of the call. 9-1-1 "re-bid" or real time updates on Lat/Long for cell calls will also become available.

F. Performance Objectives for the Next Year

The dedication of the Communications staff has ensured that we are able to provide Police Officers, Fire Fighters and the general Public with the quality of service that is in keeping with our mandate.

Our objectives for 2015 are:

- Implementation of first phase of T9-1-1, including personnel deployment, training and roll out
- On-going assessment of the new applications and identifying procedures and protocols that may need to be updated
- Updating the Communications Training Guide to reflect the new applications and processes associated with the T9-1-1, in order to maintain our Ministry Accreditation
- To maintain the quality of Service provided to Police Officers, Fire Fighters and the Public;
- To remain current and proficient with the constant changes in technology



NORTH BAY POLICE SERVICE

2014 Annual Report Community Resource Officer

**Report Date: 2015/01/20
Author: Constable Al Bedard**

A. Mandate of the Unit

The mandate of the Community Resource Officer (CRO) is to develop, implement, coordinate and maintain community safety and crime prevention initiatives. This is achieved by:

- a. Facilitating joint community problem identification, analysis and mobilization;
- b. Strengthening relationships with community partners;
- c. Consulting with community groups to assess opportunities for community safety improvements;
- d. Evaluating effectiveness of programs;
- e. Liaising with various sections of the NBPS in order to identify crime trends;
- f. Developing community safety and crime prevention initiatives in order to enhance service delivery;
- g. Acting as liaison officer for service groups;
- h. Providing written, oral and video resource material to the community;
- i. Preparing and coordinating media releases, as required;
- j. Preparing and coordinating communication to the public regarding NBPS activities;
- k. Monitoring crime prevention and community policing trends; and
- l. Performing residential and business security checks, as required.

B. Executive Summary

The CRO position continues to be utilized in various roles and functions by the department. Commencing its third year of existence, the position is being re-examined in order to determine what duties are most utilized and where the CRO's time and efforts are most needed based on the demands from the communities of North Bay and Callander. In September, a new position was created, within the Community Programs Section, with the addition of the newly implemented HUB committee being formed and the creation of a HUB officer. The HUB model, like the CRO position, applies the theories of Ontario's Community Mobilization and Engagement model. Both positions were initially combined and the responsibility of one officer from September until the end of 2013; however, commencing in 2014, the positions were again separated due to the demands imposed on the both positions.

C. Activities

The CRO position was initially created to address concerns regarding repeat calls for service and situations of growing crime, disorder and conflict where early police intervention may have effectiveness. With the creation of the HUB, the CRO duties have been more directed to community demands for department representation on various committees, acting as a liaison and resource person for other community partners. The CRO continues to provide numerous presentations and coordinates annual events and functions along with accommodating OACP provincial initiatives in which the North Bay Police Service is a partner. The CRO also continues to assist in finding long term solutions that resolve conflict and minimizes future police involvement through dialogue and mediation for repeated calls for service based on referrals from the Patrol Section. The demands imposed on the CRO have not decreased with the addition of the HUB officer due to continued requests for presentations and annual functions that the CRO is expected to oversee and coordinate; however, the handling of some repeat calls for service are now being examined by the HUB for discussion and action.

In 2014, the CRO duties were assigned to a full-time DARE officer for the scholastic months due to other DARE officers being re-assigned or seconded to other duties. This has not been ideal in maintaining proper duties as the CRO and being available to assist patrol officers in incidents of repeat calls for service. Although the CRO was re-assigned to teach the DARE Program, the demands for presentations continued to be fulfilled along with annual events being coordinated such as the Tim Horton's Earn-A-Bike Program and the first annual OACP Prescription Drop Off Initiative.

As the NBPS representative on numerous committees, the CRO still continued to liaise with various community groups and partners. In 2014, the CRO was involved with the following committees:

1. OACP Diversity Steering committee
2. Drug Strategy committee
3. Multi-Cultural Welcoming committee
4. NIPPN (Northern Injury Prevention Practitioners Network) committee
5. Torch Run committee
6. 2014 Cops for Cancer planning committee

The commitment by the CRO to represent the Service on various committees was constantly being assessed during 2014 due to the re-assignment to teach DARE and again due to the expectations and workload imposed onto the CRO by some of these committees / community partners.

D. Performance Indicators

One method available for gauging the CRO's performance is to review inter-organizational and community committee and board participation.

O.A.C.P. Diversity Steering Committee

The main function of this committee is planning an annual symposium presented to police services on a chosen topic with guest speakers. The CRO continues to sit on this very important committee with representatives from numerous police services working for the Ontario Association of Chiefs of Police main committee in making recommendation and creating awareness on various topics. This committee held its annual Diversity Symposium at Peel Regional Police Headquarters in Mississauga on the topic of Recruitment, Retention and Promotion. The North Bay Police Service will be re-assessing its commitment to provide an officer to sit on this committee in 2015.

Drug Strategy Committee (Enforcement Pillar Sub-Committee)

The North Bay and area Drug Strategy Committee has now been formed in order to better address alcohol and drug addictions issues. This past year, the CRO has struggled to attend monthly meetings due to his re-assignment to teach DARE and it is presently being assessed in order to have another representative sit on this committee in 2015. The officer designated to be assigned to this committee will not only be expected to sit on the main steering committee but also be part of the Enforcement Pillar sub-committee.

Welcoming Committee with the Multicultural Centre

Formed in 2012, the CRO's position on this committee is to act as liaison between the Multicultural Centre and the Service and to provide support for events or functions that take place in our communities. It is important for the CRO to commit to this very important committee as it helps bridge the gap that is often present between newcomers and the police services. There are often misconceptions and misunderstandings from newcomers regarding the services provided by the police to the general public and building that rapport with them is greatly appreciated and welcomed. In 2015, it is anticipated that a few members of the Multi-Cultural Welcoming committee will provide in-service training to all patrol officers in order to create a better understanding of the various cultures and ethnic groups that are represented within the communities of North Bay and Callander.

Wrap Around Committee

In 2015, the CRO will continue to be a contact for the Wrap Around Committee which is a group formed under the mandate of Handsthefamilyhelpnetwork.ca. There have not been as many scheduled meetings as in previous years which have not created any added duties for the CRO.

Torch Run Committee

The CRO continues to assist with the annual Torch Run for Special Olympics and sits on this committee and was initially assisting Constable Shantz, Games Manager for the 2015 Special Olympics Winter Games until his re-assignment to DARE. It is anticipated that the officer assigned to the CRO position in 2015 will be expected to assist Constable Shantz when the Games take place between January 29th to February 2nd, 2015.

Cops for Cancer Committee

Every two years, this very important fundraising event is held and was once again held in 2014. The CRO sat on this committee along with Constable Taylor, who became the main coordinator of the event in 2012, and assisted in the planning and coordinating of this event which took place on May 8th, 2014.

Tim Horton's Earn-A-Bike Campaign

This event took place on July 25th and was again a huge success with fifteen (15) youths receiving new bicycles, helmets and locks. Each recipient preformed approximately thirty (30) hours of community work such as cleaning up of parks, streets, and parking lots in order to earn their bicycles. The CRO was again the organizer, host and master of ceremony for this event. Many hours are spent by the CRO in identifying, with the assistance of community partners, eligible recipients and ensuring that community service hours are completed prior to the event taking place.

Prevent Alcohol and Risk-Related Trauma in Youth (P.A.R.T.Y.) Program

This program is an initiative to reduce the incidents of risk related trauma in youth, to empower youth to recognize risk and make informed, safe choices, to increase awareness of personal responsibility for choices, to increase knowledge of the impact of personal responsibility for choices, to increase knowledge of the impact of serious injury on quality of life for the individual and community and to promote injury prevention initiatives. The CRO attends the North Bay Regional

Health Centre (NBRHC) on a monthly basis, or upon request, to provide a one hour lecture regarding the risks associated to drug and alcohol consumption by youth. The lecture is always geared to grade 11 students and very well received. Students are always very engaged in discussion during and after the lectures, especially having had the opportunity to be part of a mock emergency scenario taking place in the Emergency Department prior to the lecture. The P.A.R.T.Y. program was again scheduled in 2014; however, there were only three (3) events that took place. It is anticipated that the P.A.R.T.Y. program will continue again in 2015 with the CRO expected to attend on a monthly basis during the scholastic months.

School and Community Presentations

In 2014, the CRO has continued to deliver numerous presentations within North Bay and Callander schools and to community organizations. The presentations were on topics such as bullying, cyber-bullying, drug awareness, social media, and personal safety. Community presentations included topics such as drug awareness, social media and internet safety, senior's safety tips, work place bullying/harassment and personal safety.

Police Initiatives

Lock It or Lose It Initiative

In 2014, the *Lock It or Lose It* Initiative took place on one occasion during Crime Prevention Week within the City of North Bay. Officers focussed on insecure vehicles associated to retail parking in the Sears and Northgate Shopping Centre locations.

This continues to be a great initiative and will continue to be a yearly endeavour to organize due to the number of theft and break and enter incidents received by the Service. The *Lock It or Lose It Campaign* is a great initiative aimed at educating and creating public awareness in order to avoid becoming a victim of crime.

OACP Prescription Drop Off Initiative

On March 17th and 18th, 2014, the CRO attended the planning meeting for the Second Annual OACP Prescription Drop Off event which took place across the province on May 10th, 2014.

This was the first year that the North Bay Police Service participated in this worthwhile event, which was deemed a success, with approximately 29 lbs. of prescription medication dropped off at police headquarters for disposal. The CRO coordinated this initiative and was assisted by other officers in the collection and packaging of the medications. Approximately 10 lbs of the prescriptions collected were deemed to be narcotics. It is anticipated that this initiative will continue on a yearly basis although it is encouraged during this initiative that the public can dispose of their unwanted or unused medications by attending their local pharmacies on any day of the week.

Community Issues

In January of 2013, the CRO became involved in assessing an individual who became known for tying up police resources with repeated calls for service that were an abuse of emergency services (mostly EMS). The CRO attended meetings with other involved community agencies to help develop a case management plan to deal with this individual and to attempt to reduce calls for services for police and EMS services. Information was forwarded to the Patrol Section to use a firm approach when dealing with this individual although mental health issues were initially suspected. The individual was eventually charged by the CRO for Mischief (Preventing the lawful operations of EMS) in July of 2013 following 63 calls for services received by police regarding this individual. There have since been 11 calls for services from the charge date in July to the end of 2013 resulting in a reduction of 82.5% in calls for service involving this individual. The individual continued to be monitored by numerous agencies to ensure that there was not a relapse in the abuse of services in the early part of 2014 and presently there are now very few calls being reported. This one case is indicative of the time that is needed to be committed by the CRO, with other community agencies, in order to find a long-term solution to some of the issues. The implementation of the HUB should expedite this process only if it is involving acute elevated risk individuals and that the individual meets the criteria for HUB involvement.

In 2014, the types of calls that continue to be referred to the CRO include finding solutions to on-going neighbour disputes and this has resulted in increasing the amount of calls for service. Unless these matters fall under the HUB mandate, they will continue to require the attention of the CRO. It is anticipated in 2015, that the incumbent will hold both positions of CRO and HUB which may make it easier to manage the referrals made to Community Programs from the Patrol Division.

E. Anticipated Issues for the Future

School and Community presentations are a constant demand and will remain one of the main functions of this position. Consideration should be given to providing the CRO with the Effective Presentation Course. The CRO is no longer responsible for media releases due to the newly appointed position of Corporate Communications Coordinator.

Regardless of the implementation of the HUB officer, it is also anticipated that one main function of the CRO will be to deal with certain repeated calls for service that do not contain the criteria needed to be addressed by the HUB.

It is anticipated that in 2015, the School Liaison Officer (SLO) may play more of a role within the Community Programs Section along with the DARE officer should that program continue. A benefit to proper operations of the Community Programs Section may be to have all employees in that section work closely together and be able to perform each other's duties as required

F. Performance Objectives for the Next Year

With the Community Programs Section going through a personnel re-alignment, it is anticipated that the roles and duties of those working in that section will see increased interchangeability in order to accommodate the on-going requests from community groups. This will ensure consistent service delivery and participation of NBPS representatives at various events and initiatives.

G. Other

The CRO is also trained, and at times utilized, in the Court Section to fill in as Court Liaison Officer when required. In 2014, the CRO was expected to fill the duties of the Court Liaison Officer (CLO) whenever required during the scholastic months and on a full-time basis during the summer months creating a void in the CRO position during those times which could cause delays in service delivery. In previous years, relief for the CLO has always come from the Community Programs Section and it is anticipated that this will continue to be the case; however, it is recommended that the full-time DARE officer be the one to assist with those duties as the HUB/CRO officer may be unable to be relieved from the position if he is performing both duties in 2015.



NORTH BAY POLICE SERVICE

2014 Annual Report Court Section

**Report Date: 2015/01/09
Author: Sgt. Ken Rice**

A. Mandate of the Unit

The *Police Services Act*, R.S.O. 1990, c.P.15 establishes the Police Services Board's responsibility for court security when a court facility is located within the municipality's boundaries. The applicable section is as follows:

137.(1) A board that is responsible for providing police services for one or more municipalities has the following responsibilities, with respect to premises where court proceedings are conducted:

1. Ensuring the security of judges and persons taking part in or attending proceedings.
2. During the hours when judges and members of the public are normally present, ensuring the security of the premises.
3. Ensuring the secure custody of persons in custody who are on or about the premises including persons taken into custody at proceedings.
4. Determining appropriate levels of security for the purposes of paragraphs 1, 2 and 3. R.S.O. 1990,c.P.15,s.137(1);1997, c.8, s.41

B. Executive Summary

The Court Section functions to act as a liaison between the North Bay Police Service and our many community partners involved in the Criminal Justice System. This includes the Judiciary, the Crown Attorney's Office, the local defence bar and Probation and Parole to name a few. Problems within the court system are identified as they arise and efforts are made to quickly resolve them to ensure the continued efficient and smooth operation of the court house facility. This is accomplished through regular sittings of the Local Bench and Bar Committee and ongoing dialogue between the local defence bar, the public, the judiciary and the Crown Attorney's Office.

The Court Section is comprised of two separate and distinct divisions: court security and court case management.

Court security and prisoner transportation comprise the bulk of the workload within the Court Section. Security is comprised of twelve (12) part-time Special Constables and one (1) full-time Special Constable who are responsible for day to day court and building security, prisoner escorts, prisoner transport to and from court, the execution of arrest warrants, service of summonses and subpoena's, as well as any other assigned duties.

The Court Case Management Section is comprised of one (1) full-time sworn Court Liaison Officer, one (1) full-time Special Constable-Civilian Court Coordinator, one (1) part-time Special Constable-Court Officer, one (1) part-time Special Constable-Youth Court Coordinator, and one(1) full-time Clerk. Case management personnel are responsible for facilitating the efficient prosecution of court cases by assisting the Crown Attorney and coordinating the management of Crown Briefs and case files. Both sections are under the direct control and supervision of the Courts Sergeant who in turn reports to the Inspector Administration.

C. Activities

Court Security

Court house operations remain relatively static from year to year with little to no change. The bulk of the workload involves prisoner transportation, subpoena summons services and providing court security. In 2014 a total of 3,431 prisoners were moved from holding facilities for attendance at court with Tuesday's and Wednesday's typically being the heaviest work load days due to adult and youth first appearance courts running. In 2014, 940 subpoenas and summons were served.

Special Constables performed a variety of tasks ranging from court room/court house security, prisoner escorts, warrant execution, the taking of court ordered DNA, and fingerprinting. In 2014 the fingerprinting process was changed and the Cogent Live Scan system was implemented. This allows for fingerprints to be obtained by electronically scanning and forwarding prisoners fingerprints to the RCMP.

Court Security staff experienced some turn over in 2014. One part-time Special Constable resigned from the service, and joined the O.P.P., and one Special Constable was hired as a Police Constable with our service. The service is in the process of filling these positions and this will bring the section numbers up to authorized strength of twelve(12) part-time Special Constables and (1) full-time Special Constable.

In 2013 arrangements were made with the Corporation of the City of North Bay to have Special Constables attend and provide security for all provincial offences matters being held at City Hall. This has created a better sense of safety and security for the Justices of the Peace, Crown Attorneys, court services employees and the public in general. This procedure continued successfully throughout 2014.

In this reporting period, the issue of courthouse security was brought to the forefront due to well publicized incidents that occurred locally and throughout the province at various courthouse facilities. The issues were addressed locally with increased meetings of the Court Security Committee chaired by Chief Paul Cook.

In 2014 the court section increased the use of video remand for person's being held at out of town facilities. This process decreased the need for escorts from 123 in 2013 to 60 in 2014 which is a 50% decrease that resulted in considerable cost savings to the service. Most of these escorts were in relation to young persons.

Court Case Management

The sworn Court Liaison Officer continues to monitor and scrutinize every crown brief that comes through the section in an effort to detect any errors early in the process, have them rectified, and ensure that a professional, polished finished product is presented to the Crown's Office.

The Court Clerk position continues to be extremely demanding due to the number of criminal charges processed on a yearly basis by our service. There were 3958 adult and 273 youth charges processed in 2014. Information's must be prepared and Crown disclosure completed for all of the files that pass through the court office. Compounding the Court Clerk's heavy workload is the requirement for the preparation of witness subpoenas on behalf of the Crown. The issuance of court notification for officers required for court is currently being conducted by the Court Liaison Officer and this system has been working well reducing some of the work load on both the Clerk and the Special Constables delivering subpoenas.

D. Performance Indicators

The Court Section experienced a demanding year in 2014. A total of 3,431 prisoners were moved to and from the court and 3958 adult and 273 youth charges laid totalling 4231 charges. This is an increase of 8.49% over the 2013 total criminal charges laid. The Special Constable staffing hours in 2014 was reduced by 393 hours in comparison to 2013 resulting in a savings of \$14,400.00

See chart below for a year to year comparison of court duty statistics.

Year	Wash Court	Video Remand	Prisoners Escorted within the City	Prisoners Out of Town Escorts	Prisoner Meals	Documents Served	Adult Charges (C.C.)	Youth Charges (C.C.)	Total Charges
2002	184	N/A	3062	179	1764	998	2872	756	3628
2003	171	279	2935	129	1701	1017	2373	499	2822
2004	179	632	1948	85	1415	1051	2536	467	3003
2005	152	655	3340	184	1984	1141	2288	527	2815
2006	160	493	2686	128	2089	908	2507	388	2895
2007	187	761	3473	160	2534	1008	2308	387	2695
2008	216	591	3655	92	2486	682	2549	429	2978
2009	237	559	3564	80	2667	986	2791	457	3248
2010	203	562	3835	177	2699	859	2681	415	3096
2011	188	738	3741	96	2554	1202	2834	289	3123
2012	201	834	3738	118	2669	1049	2845	314	3159
2013	153	711	3438	123	2479	868	3547	353	3900
2014	193	925	3431	60	2375	940	3958	273	4231

E. Performance Objectives for the Next Year

The Court Section continuously strives to fulfil its mandated objectives. Court security, subpoena summons service and prisoner transport comprise the bulk of the workload within this unit.

Commencing in 2013 the subpoena and summon services detail was assigned to one Special Constable for a period of one month rotating on a monthly basis through the Special Constables interested in this assignment. This has proven to be successful as in 2014 there was a noticeable decrease in summons and subpoena issues in relation to the resulting prompt and efficient service achieved. This practice will continue to be monitored in 2015.

The court section will endeavour to continue the strong partnership with all of our community partners involved in the criminal court system.

F. Conclusion

The successful operation of the North Bay Court Section in 2014 can be attributed to the high level of professionalism and dedication demonstrated by those persons assigned to the section. Members work in an ever changing environment and quickly adapt to changes in scheduling, escorts...etc, with little or no complaint. In 2014 the Court Section was responsible for the safety and security of 3431 prisoners as well as the safety of the judiciary, courthouse staff and members of the public. The North Bay Police Court Section continues to fulfil its mandate to provide court security as per the Police Services Act of Ontario.



NORTH BAY POLICE SERVICE

2014 Annual Report Drug Abuse Resistance Education (DARE)

**Report Date: 2015/01/19
Author: Constable Al Bedard**

A. Mandate of the Unit

The DARE (Drug Abuse Resistance Education) Program is offered in both French and English and is available to all Grade 5/6 students enrolled in all school boards in North Bay and Callander. During the 9 Lesson DARE curriculum, the students are introduced to numerous subjects and scenarios including drug and alcohol abuse, violence in the school and self esteem promotion. The goal of the program is to help students develop strategies and confidence to make healthy decisions when faced with day to day problems.

B. Executive Summary

Local schools continue to support this program and the assigned officers. The police officer in the school is regarded as a role model and a credible resource when speaking about drug and alcohol issues.

The DARE program introduces a police officer into a classroom setting with a focus on an interactive approach with the students. This permits the officer to virtually become part of the class, involving themselves in all types of school activities, including after school events.

In some schools, this program covers a portion of the health curriculum, which must be taught within the school system. It is also a very interactive program that addresses many issues that students may encounter. The program is widely accepted by parents, as it engages young people in conversation with a police officer on many fronts and promotes dialogue on almost any issue that students may identify as being important to them.

The program is beneficial for our Police Service as it engages youth in decision making processes with respect to the harms of drugs and/or alcohol abuse, with the hopes that they will avoid conflict with the law. A definite benefit of this program is the resulting positive relationships that are forged between students and police. The police officer becomes a trusted resource for students and in many instances the DARE Officer acts as a liaison between the school community and General Patrol, while solving and answering numerous issues.

At the end of the nine (9) week DARE Program there is a graduation day. This is unique for each school, as it is organized by the educators and/or students. In 2014, many schools chose to organize a formal DARE graduation ceremony while others continued with a more informal ceremony that included time playing

sports or engaging in other activities with the D.A.R.E. officer. Regardless of the type of graduation chosen, whether a half day for the graduates, family and friends to interact with the officer or an informal graduation in the classroom, it is important that each student is made to feel they are deserving of their DARE certificates for having committed to completing the program and also feel a sense of pride and achievement. Each graduate receives a certificate and a t-shirt but most importantly, a great sense of self-worth and confidence knowing they can take on whatever obstacles they may face in the future. They have confidence in their ability to overcome obstacles as a result of what they learned in the program. In the end, the program reinforces the relationship being built between the police, students, schools and our community.

The English language school's DARE curriculum continue to be divided throughout three semesters being; September to January, January to the beginning of April and April to the end of June. The French speaking officer, Constable Al Bedard, delivered the program between January and early April.

The goal of the DARE Program is aimed at reducing/eliminating drug, tobacco, alcohol abuse and violence, and to strengthen the bond between young people and the police.

C. Activities

From January 2014 to April 2014, Constable Shantz and Constable Yelle shared the duties of delivering DARE in English. During this time, six (6) classes in six (6) different schools were taught with a total of 162 students graduating. Constable Shantz had commenced teaching DARE in January of 2014 before being assigned as the Game Manager for the Special Olympics Winter Games scheduled for January of 2015. Constable Yelle was then re-assigned to take over from Constable Shantz in April of 2014 along with his duties as the HUB Coordinator. Constable Bedard was once again assigned to teach the French DARE Program from January 2014 to the beginning of April along with continuing his duties as the Community Resource Officer. During this time, seven (7) classes in five (5) different schools were taught with a total of 151 students graduating. Constable Bedard was then assigned to the delivery of further DARE classes resulting in five (5) classes in five (5) different schools being taught with a total of 91 students graduating. Constable Bedard then remained as the English DARE officer from September 2014 to the end of December 2014. During this time, nine (9) classes in six (6) different schools were taught with a total of 210 students graduating.

Included within these classes mentioned one DARE class was taught at M.T. Davidson School in Callander with a total of 22 students graduating. The DARE officer would have also provided approximately twenty-six and a half hours teaching in Callander.

The D.A.R.E. officer position is attached to the Community Programs Section of the North Bay Police Service and as such, Constables Yelle, Shantz and Bedard participated in and/or organized various activities that initiate involvement between our police service and members of the communities we serve.

D. Performance Indicators

Feedback received from parents, members of the community and other officers continues to be very positive. In many instances former DARE graduates readily identify themselves as having successfully participated in the program and remark on how it was a positive experience in their lives. Many parents speak highly of the program and desire more police/student interaction in positive settings consistent with what DARE currently provides.

New, positive relationships forged between young people and the police are a noticeable benefit of this program. Outside the school environment, DARE officers are often approached by former students of the program. This interaction is constructive and reinforces the role of the police officer in the community. In 2014, DARE Officers continued to make a further commitment to the students, when time permitted, by attending various sporting events and other school activities. The reaction from schools and students was extremely positive, as they expressed their appreciation for the officer attending events that often took place before or after the regular working hours of the DARE Officers.

In the fall of 2014, two Nipissing University students were assigned to conduct research into the DARE Program. In order to assess the effectiveness of the program, and provide feedback to the North Bay Police Service, feedback was collected from the teachers by way of a survey and personal observations of students during classes with Constable Bedard. In short, the data collected by showed that both teachers and students participating in the DARE Program saw it as a positive experience and that the officer provided a great role model for the students in the classroom along with a better understanding of how to make healthy lifestyle choices.

E. Anticipated Issues for the Future

Although the cost for the DARE Program materials are completely covered by the \$15.00 per student cost paid for by the respective schools, there is still the costs associated to of the officers. One full-time police officer to teach the English DARE classes and a part-time French speaking officer, for approximately three and a half months in order to provide the French schools, continues to be required. Allocating these resources continues to be a consideration as to whether the cost is offset by the effectiveness of the program. Presently, there is no other program available that would deliver the same positive messages to students and therefore, the continuation of the DARE Program will be based solely on whether the Service can continue to commit to having the officers provide the lessons. It continues to be mandated that the DARE Program be delivered by a police officer that has received the appropriate certification and training to do so.

F. Performance Objectives for the Next Year

Since 2003 there has been a decline in the overall number of graduates from the program, which is directly attributed to the decline in student enrolment that has occurred throughout the Province. This trend continues, with no change expected in the coming years. In 2010 there was a noticeable downward spike in the number of students enrolled in the DARE program. However, over the past four years the numbers have returned to where they were before that drop. It should be noted that all schools in the catchment area of the North Bay Police Service, that offer grade 5 and/or 6 classes, continue to have the DARE program as part of their curriculum.

G. Other

The following are the number of D.A.R.E graduates since 1997.

1997 graduates	288
1998 graduates	496
1999 graduates	698
2000 graduates	645
2001 graduates	968
2002 graduates	913
2003 graduates	1095
2004 graduates	602
2005 graduates	691
2006 graduates	819

2007 graduates	635
2008 graduates	734
2009 graduates	676
2010 graduated	411
2011 graduates	624
2012 graduates	650
2013 graduates	709
2014 graduates	614

Total graduates since 1997	12 268
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H. Appendices

N/A



NORTH BAY POLICE SERVICE

2014 Annual Report Emergency Response Team ERT

**Report Date: 2015/01/10
Author: Sergeant Michael Hunter**

A. Mandate of the Unit

The Emergency Response Team (ERT) is a 12 person unit created to use special weapons and tactics to respond to, and resolve, high-risk incidents within the communities of North Bay and Callander. The team has been operating for 21 years and works in conjunction with Crisis Negotiators and Incident Commanders, as well as uniform patrol, to isolate, contain, evacuate and negotiate incidents to a peaceful conclusion. The ERT members are assigned to regular police duties until called upon to respond to incidents as required both in full team and partial team functions.

The ERT performs many functions within the Service, which include but are not limited to:

- Witness and courtroom protection and security
- High risk prisoner and mental health patient escort
- Search Management, Search and Rescue, and search for evidence
- Deployment of Conducted Energy Weapons
- Arrests of violent, high risk or armed persons
- Barricaded subjects
- Execution of arrest warrants and search warrants
- High risk vehicle stops
- K-9 assistance with OPP
- Containment incidents
- Annual maintenance and certified containment training

B. Executive Summary

This report will document the calls for service and training throughout 2014.

The team conducted intensive spring and fall training sessions qualifying members in accordance with mandated standards. In addition, all physical qualifications were completed for members.

An ERT trailer was purchased in 2014. The trailer still requires some outfitting for the interior to accommodate storage of equipment however has been decaled and ready for use.

Two new members were added to the team in 2014 from the qualification list still in effect from the previous testing. This change resulted from two resignations received in December 2013.

A promotion in June 2014, resulted in a member leaving the team and prompted the addition of a third new member who was selected once again from the active qualification list. This officer completed the requisite ERT course of training, has been equipped and is available for active duty.

C. Activities

2014 Calls for Service

Date	Type of Call	Details
31 Jan 2014	Training Review & Standards	Hunter, Kelusky, Cook
02 Jan 2014	Search for missing male	NB14000134
02 Jan 2014	Search for missing male	NB14000128
20 Feb 2014	High risk arrest/veh stop of male	NB14003708
09 Mar 2014	Search for missing female	NB14004927
21 Mar 2014	Search and Arrest warrant male wanted for weapons offences	NB14005781
26 Mar 2014	SAR quarterly meeting	York Regional PS
28 Mar 2014	CDSA search warrant with weapons	NB14006334
22 Apr 2014	CDSA search warrant	NB14008473
14 Jun 2014	High risk arrest male with gun	NB14012796
16 Jun 2014	Search missing male	NB14012920
17 Jun 2014	SAR quarterly meeting	Durham Regional PS
26 Jun 2014	High risk arrest and deploy CEW	NB14013777
14 Jul 2014	CDSA search warrant	NB14015405
21 Jul 2014	MHA arrest, CEW deployed	NB14016035
24 Jul 2014	OPP pursuit, occupants fled ERT, assist with search and K-9	
04 Aug 2014	Arrest male stolen vehicle, containment and K-9 track	NB14017297
16 Aug 2014	Evidence search from home invasion	NB14018253

13 Sep 2014	High risk MHA suicidal male with knife, less lethal CEW apprehension	NB14020704
20 Sep 2014	Suicidal male deploy CEW to effect apprehension	NB14021301
21 Sep 2014	High risk arrest with firearms	NB14021328
23 Sep 2014	VIP escort high risk material	NB14021474
25 Sep 2014	CCC search warrant and arrest 4 males for home invasion	NB14021600
04 Nov 2014	SAR quarterly meeting	Niagara Regional PS
08 Nov 2014	CCC warrant for weapons	NB14027337
28 Dec 2014	High risk arrest violent male, CEW deployed	NB14028556

D. Performance Indicators

In 2014 the ERT members satisfied the Ministry of Community Safety and Correctional Services standards for training, containment and emergency response. ERT members participated in two (2), separate five day training sessions. All members were successful and were qualified and certified in each specific area of training.

These training areas included:

- Firearms qualifications
- Containment
- Task specific physical testing
- Breaching
- High risk and dynamic vehicle stops
- Use of Chemical munitions and Distraction Device
- Search and Rescue
- ERT written test
- PIN physical test
- Use of Force Techniques
- Arrest Techniques
- Arrest and Search Warrant deployment
- Conducted Energy Weapons
- Man Down strategies
- Clearing Techniques
- Immediate Rapid Deployment

- Observer training
- ARWEN

The fall session of training involved two members from the Peel Regional Police Tactical and Rescue Unit who conducted training, observation, and evaluation of the team's performance in all categories. The training was both instructional and scenario based.

E. Anticipated Issues for the Future

In 2014 the ERT incorporated a new vehicle and trailer to support both personnel and equipment needs. The continued replenishment of equipment and supplies for the ERT will be addressed through the budgetary process, in particular, items that have expired or are about to expire.

Training two search masters will be required under the new provincial standards. Also, the tactical community is currently changing tactics for room clearing and entries based on police and military experience and data. The Peel Regional PS tactical officers introduced the team to these new methods during our fall training. There are clear advantages with respect to safety and efficiency to adopt the new method. However, a more formal entry course will need to be explored.

Moving forward, our team will be very inexperienced with 7 of 12 members with less than 2 years experience. It will be a challenge to replace the loss of two senior team leaders and operate with such a junior team. The main objective will be to obtain as much training and experience as possible in 2015.

F. Performance Objectives for the Next Year

Anticipated training for 2015 includes;

- Jun 1-5, 2015 spring training for maintenance and qualification training
- Sep 21- 25, 2015 fall training for maintenance and qualification training
- Peel Tactical will be requested to attend and assist in the fall training session
- monthly observer training for sniper observers will be completed
- attendance at the Ontario Tactical Advisory Board quarterly meeting and OTAB Roundup is anticipated
- Search Master course
- Entry course with Peel Regional PS
- Mechanical Breaching Course
- Crisis Negotiator Course



NORTH BAY POLICE SERVICE

2014 Annual Report Forensic Identification Services

**Report Date: 2015/01/09
Author: Ivan Ryman**

A. Mandate of the Unit

1. Provide forensic support to the Investigative Support and Patrol Sections of the Service by attending crime scenes and conducting forensic examinations and evidence collection.
2. Photograph, collect, seize, examine, analyze and preserve evidence for investigations and judicial proceedings in accordance with the procedures of the Service.
3. Provide direction and training in evidence collection to other members of the Service.
4. Work in co-operation with other agencies, including the Centre of Forensic Sciences, Ontario Coroner's Office, Ontario Fire Marshal, National DNA Data Bank and other police agencies.

B. Executive Summary

The Forensic Identification Services (FIS) Section consists of two full time Provincially Certified Forensic Identification Officers that have training and experience in crime scene analysis, evidence collection and exhibit examination. These members are assigned to the Investigative Support Section.

Duties of FIS personnel include; attending scenes of crime or other incidents where a police response is required in order to document evidence and the preparation and presentation of evidence in all levels of court.

C. Activities

In 2014 FIS were assigned to a similar number of incidents as the previous reporting period with some slight fluctuations. There has been a trend noticed in the increase of the severity of injuries sustained by victims in assault incidents, related to the use of edged weapons in the assaults.

This has resulted in increased workload for FIS due to the complexity of the events, the volume of evidence that is required to be analyzed and the greater number of exhibits forwarded to the Centre of Forensic Sciences.

Presentations at the annual Provincial DNA Coordinators Meeting at the Centre of Forensic Sciences advised of the need to improve evidence handling procedures to decrease the potential for accidental contamination or cross contamination of exhibits by Forensic Identification Officers. New procedures

have been adopted and new protective supplies were acquired to address this concern.

In 2014 the use of Live Scan digital fingerprinting for accused and convicted criminals was mandated by the RCMP. The North Bay Police Service had previously acquired a digital fingerprint scanner for Civil Fingerprint submissions. This early implementation of digital fingerprinting resulted in a quick and successful progression into digital fingerprint submissions for criminal offenders.

D. Performance Indicators

(See Appendix A)

E. Anticipated Issues for the Future

The increased use of computers and electronic devices in criminal activity will continue to be a challenge for forensic investigators.

In the ever expanding world of forensic science, associated technologies and sophisticated electronics, the Forensic Identification Section must maintain an extensive array of equipment and supplies for timely and efficient crime scene examination and analysis. F.I.S. will continue to improve the level of services provided through training and the utilization of the most modern, effective methods and equipment available.

The feasibility of an on-site Automated Fingerprint Identification System (AFIS) terminal will be explored to expedite the identification of latent fingerprints.

F. Performance Objectives for the Next Year

1. Continue to conduct in-service training with frontline and Criminal Investigations officers to familiarize them with the services that FIS Section provides and to review proper evidence recognition and handling techniques.
2. Continue training in relation to the ever-changing computer software that is available to the forensic community.
3. Research equipment capable of recording 3D images of crime scenes that is compatible with Crime Zone, the currently used software.
4. Ensure efficient and streamlined handling of exhibits and evidence in compliance with Service procedures and legal requirements

G. Appendices

Appendix A

Forensic Identification Services	2012	2013	2014
Sudden Death	52	70	46
Sexual Assault	15	9	8
Assault (all levels)	52	67	38
Break and Enter	107	79	77
Robbery	15	11	4
Centre of Forensic Science Submissions	44	57	54
Fingerprint Analysis Reports (identifications)	13	13	8
DNA Data Bank Conviction Submissions	137	178	157
Photo Line Up	26	16	15
Persons Fingerprinted – Criminal	1353	1245	1220
Persons Fingerprinted – Non Criminal Live Scan = 106 of the 324 prints	324	270	422



NORTH BAY POLICE SERVICE

2014 Annual Report Fraud Coordinator

Report Date: 2014/12/03
Author: Detective Constable Scott McFarlane

A. Mandate of the Unit

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 expertise in this area of policing through training and experience.

In 2014 The Fraud Coordinators position was combined with the Asset Forfeiture Unit Officer's position.

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 2014, the North Bay Police Service received a total of 186 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 2014. These included fraudulently placed employment advertisements, advance fee fraud, auction fraud and unsolicited email "phishing". 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 of Ontario.

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 in many cases 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 2014, the Fraud Coordinator conducted several major fraud investigations. These investigations are generally extremely 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 the elderly victim of in excess of \$200,000 of money and property. The elderly victim was not a compellable witness, and they were not aware that they had been victimized.

In another case a family member holding Power of Attorney, as well as the executor of an elderly family members Will, drained several bank accounts prior to the victim's death. The suspect then refused to disburse the estate of the deceased. The amount taken in this instance was in excess of \$175,000

In another case an employee obtained funds using their position to defraud the employer of a very large amount of cash. This fraud continued over several years until it was discovered by the employer. The loss exceeded two hundred and seventy thousand dollars.

Detective Constable McFarlane also assisted members of the Investigative Support Section and Uniform Patrol Section with several fraud and major criminal investigations. An example of these is as follows:

The Fraud Coordinator assisted the Investigative Support Section officers with a serious child Sexual Assault investigation which required the assistance of police in California during the investigation.

The Fraud Coordinator also assisted on a major Home Invasion Robbery investigation at a local boarding house with numerous victims and accused persons involved. Detective Constable McFarlane was called upon to write a Search Warrant for the suspect's apartment, and he assisted in the execution and search of that apartment.

Detective Constable McFarlane also assisted members of the NBPS Patrol Section with a stabbing investigation. The officer was tasked with drafting the required Search Warrant for the apartment of the accused person for evidence in support of the charges against the accused.

Detective Constable McFarlane was also asked to present a Fraud prevention presentation to members of the North Bay and District Chamber of Commerce. This presentation was well received and hosted by the Royal Bank.

D. Performance Indicators

There were 17 major fraud complaints and 2 non-fraudulent complaints received and investigated by the Fraud Coordinator in 2014. These complaints resulted in a total loss of \$967,683.31 to the victims in these occurrences. The investigations which were completed in 2014 by the Fraud Coordinator resulted in 82 criminal charges being laid. The Fraud Coordinator also wrote a total of 18 Production Orders, and 2 Search Warrants in 2014. (See Appendix A)

E. Anticipated Issues for the Future

A significant increase in Internet 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, which 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 be 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. Appendices

APPENDIX A
Fraud Section Performance Indicators

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



NORTH BAY POLICE SERVICE

2014 Annual Report Near North Crime Stoppers

**Report Date: 2015/01/12
Author: Jean Lemieux**

A. Mandate of the Unit

1. Receive information from the public on criminal and other illegal activity while guaranteeing anonymity. Forward the information to the appropriate investigative agencies.
2. Offer monetary rewards and arrange payments to individuals who provide information that contributes to the successful conclusion of a case.
3. Work in cooperation with investigative agencies, the media and the community.
4. Administer and manage the program with a local volunteer board of directors. Raise sufficient funding to support the program.

B. Executive Summary

Near North Crime Stoppers (NNCS) was founded in North Bay in June of 1988 and serves Nipissing and Parry Sound Districts and is a member of the Ontario Association of Crime Stoppers (OACS), Canadian Crime Stoppers Association (CCSA) and Crime Stoppers International (CSI).

The local program works with the North Bay Police Service, the Ontario Provincial Police Northeast Region, the West Nipissing Police Service, the Anishinabek Police Service, the Canadian Forces Military Police, the Ministry of Natural Resources and other investigative agencies.

The program is administered by a Board of Directors, an Executive Director, and two police Coordinators, one from the North Bay Police Service and one from the O.P.P.

Near North Crime Stoppers had another successful year in 2014, receiving a great number of tips which lead to numerous criminal charges, the recovery of a substantial amount of property and the seizure of a significant amount of drugs.

C. Activities

Coordinators

The Coordinators received and disseminated information from tipsters on a daily basis. They maintained regular contact with enforcement agencies to ensure that tip information provided was handled according to policies and that rewards were paid in a timely manner.

The Coordinators attended monthly board meetings, providing statistical data and information to the Board regarding the activities of the program and assisted the Board with reward recommendations, fundraising and promotional activities.

In June 2014, both police Coordinators and Board members attended the annual Legal Issue / Crime Stoppers Provincial Training Conference held in Niagara Falls. Valuable information was exchanged between Coordinators and Board members from other Crime Stoppers Programs in the province. This enabled the Coordinators to stay current with new legal issues and case law, ensuring that the program is operating within the guidelines established by the OACS, CCSA and CSI. The legal adviser to CCSA was also in attendance and provided valuable advice.

During 2014, the Coordinators provided information sessions to several service clubs, secondary schools, colleges and other organizations in the area, to explain and promote the program.

The NBPS Coordinator continued to serve on the Ontario Association of Crime Stoppers Board (OACS) as a Director representing Northern Ontario and as such, attended monthly meetings. He is also a member of the OACS Legal Issue and Tip Management Committee, a provincial committee created to provide assistance to Crime Stoppers Programs in the province of Ontario experiencing legal challenges and assisting Coordinators with the management of Tip information. He is assisting the OACS with the planning and organizing of the 2015 Crime Stopper International conference, to be held in Toronto in September. Board members and Police Coordinators from around the world are expected to attend.

Board of Directors:

At present, the Near North Crime Stoppers Board of Directors consists of 14 members, representing all areas of the Near North Region. Four director positions are presently vacant. The board is actively looking for volunteers to fill positions in the Mattawa and Burk's Falls area. At the Annual General Meeting held in June 2014, Ms. Ginette Cabazon was re-elected as the chairperson for a one-year term. The Board of Directors also renewed the Executive Director's contract, who oversees the administration, promotion and funding of the program.

As a non-profit organization and without government funding, Near North Crime Stoppers relies on fundraising activities to offset the costs associated to the day-to-day operation of the program. This includes telephone tip lines, computers and software, a vehicle, and reward payments. Board members are active with fundraising activities including bingos, the Annual Crime Stoppers Gala, a Golf Tournament and the biennial Jail-A-Thon.

Tri-Town Crime Stoppers:

Near North Crime Stoppers continued to be the call center for the Tri-Town Crime Stoppers Program. In 2014, 60 tips were received for the Tri-Town area. The Temiskaming Shores OPP liaison officer worked closely with the Coordinators to ensure that tips assigned to the Tri-Town area were properly handled by investigators and that returns are made in a timely fashion.

D. Performance Indicators

In 2014, 601 new tips were received, which assisted police in the recovery of over \$49,975 in property and the seizure of over \$ 89,200 in illegal drugs. Of the tips received, 250 were assigned to the various OPP detachments in our catchment area and 276 to the North Bay Police Service. Rewards totalling \$6,825 were paid to tipsters.

A total of 213 tips were received via web/texting, accounting for 35% of all tips received, a 14% increase from last year. (See attached Appendix)

E. Anticipated Issues for the Future

Legal Issues:

A number of Crime Stoppers Programs in the Province of Ontario have been subpoenaed to court by defence counsel to provide documentation on information received from tipsters usually in relation to major cases. Although the information is protected by a Supreme Court of Canada decision (R. v LEIPERT 1997), the legal fees to respond to the challenges are costly. It is expected that there will be more challenges in the future. The OACS has created a provincial legal fund to assist Ontario programs with these court costs. The law firm of Kelly, Affleck & McMurtry has been retained as the legal advisor for all programs in Ontario.

Web/Text Tips:

The Tipsoft 5 software program has enabled Crime Stoppers programs to receive anonymous information via the internet and other electronic means. It is anticipated that "Web-Tips" will continue to increase in popularity.

During the upcoming year, the police Coordinators will continue to promote the use of the "Web-Tips" system, particularly targeting young persons and seniors. It has the advantage of allowing ongoing two-way communication.

Fundraising:

The staff and Board of Directors will continue to be very active with the promotion of the program, with several fundraising activities.

F. Performance Objectives for the Next Year

1. Ensure proper and timely returns from all investigative agencies, by meeting regularly with the liaison officers and investigators to promote the program and ensure that the information provided is handled properly and according to policies and guidelines.
2. Continue with presentations to community groups, organizations and schools, to promote the Crime Stoppers Program as an effective and anonymous means of providing information on illegal activities.
3. Continue to promote the "Web and Text Tip" program, enabling tipsters to anonymously provide information using the internet / wireless communication devices.

G. Other

N/A

H. Appendices (see following page)

Appendix A

	Total for 2012	Total for 2013	Total for 2014	Since Inception (June 1988)
Tips received	664	592	601	15,224
Cases cleared	26	38	32	2,554
Arrests	26	49	32	1,550
Property recovered	\$ 44,500	\$31,700	\$ 49,975	\$ 3,626,205
Drugs seized	\$322,655	\$1,531,360	\$89,206	\$50,814,988
Rewards paid	\$ 6,320	\$ 5,450	\$ 6,825	\$ 195,018

Tips Received – 2014

Arson	11	Mischief	1
Assault	10	Missing Persons	10
Breach of Conditions	9	Morality	5
Break & Enter	18	Other	15
Child Abuse	3	Robbery	18
Cruelty to Animals	5	Senior Abuse	3
Customs and Excise	3	Sexual Assault	3
Driving	65	Stolen Property	10
Drugs	270	Suspicious Circ.	17
Environment	2	Theft	24
Fish & Wildlife	22	Wanted Person	17
Fraud	37	Weapons Offence	6
Homicide	16		
L.L.A	1		
		Total	601

Tip Allocation 2014

<u>Agency</u>	<u>TIPS</u>	<u>OPP</u>	<u>TIPS</u>
Anishinabek PS	8	Almaguin Highlands	48
MNR	23	JFO Drug Unit	97
NBPS	276	North Bay	65
Other Agency	17	West Parry Sound	40
Other CS Program	41		
RCMP	4		
Tri-town CS	60		
West Nipissing PS	31		

*****Please note that some Tips are assigned to multiple agencies.***



NORTH BAY POLICE SERVICE

2014 Annual Report School Liaison Officer

Report Date: 2014/12/17
Author: Detective Constable Chris Johnson

A. Mandate of the Unit

1. Liaise with students, teachers, principals and administration associated to all primary, elementary and secondary schools in North Bay and Callander.
2. Investigate youth crime, lay charges and initiate extra-judicial measures pursuant to the *Youth Criminal Justice Act*.
3. Liaise with the Youth Criminal Justice Committee in relation to diverted young offenders.
4. Provide information and presentations to students and staff on school safety issues.
5. Liaise with other community-based organizations to promote safe schools.

B. Executive Summary

The School Liaison Officer (SLO) is assigned to the Investigative Support Section and provides a police presence in the schools intended to foster and maintain a safe and non-threatening environment for students, staff and community members. The SLO also provides a visible and positive image of law enforcement in the schools and encourages students to have more direct and personal contact with police.

In 2014, the SLO responded to a variety of school calls and conducted a wide range of investigations. Enforcement action was taken in more serious matters and minor offences resulted in youth cautions or diversions. The SLO provided advice and direction to school administration and students on school safety and behaviour issues.

Progressive methods such as Internal Resolutions were used to deal with negative youth behaviour in the school system.

Internal Resolution was used when the SLO and the school administration determined that it was appropriate to deal with the situation at the school level. The options available included apologies, in-school suspensions, external suspensions and other consequences. This form of resolution was generally implemented for minor or non-criminal offences.

The SLO continues to work with the schools to ensure that proper reporting procedures for violent and more serious offences were followed.

C. Activities

In 2014, there were two hundred and fifty-nine (259) school related calls for service investigated by the SLO. From these calls the SLO issued thirty three (33) criminal charges, eighty-eight (88) verbal cautions/warnings and thirteen (13) youth referrals related to drug possession, assault, threatening, harassment, theft, weapons and mischief.

The actions taken by the SLO were dependant on the circumstances of the situation and the seriousness of the offences that resulted in the following outcomes:

- Advice or information provided
- Internal resolution
- Pre-charge diversion (referral / caution)
- H.U.B – Community Mobilization
- Mobile Crisis Team
- Criminal or Provincial Offences Act charge(s)

The majority of occurrences did not involve criminal charges. Informal resolutions, referrals, diversions and cautions were the most common and effective option exercised by the SLO as well as other officers responding to school related calls. Youth referrals involved an interview by the North Bay Police Youth Officer to assess the entire situation and consider a referral to the Youth Criminal Justice Program or mental health programs for further assessment and consequences. It should be noted that the option of a criminal charge is maintained throughout the process, should other measures prove to be ineffective.

Other school calls fell within the mandate of the School Liaison Program but due to a heavy case load they were handled by uniformed patrol officers resulting in further charges, verbal cautions/warnings or some sort of diversion.

There were no drug-trafficking charges laid in 2014, but there were six Youth Referrals served for drug possession. A large number of the drug occurrences were dealt with at the school level by the SLO, parents and school administration. Suspensions, in school consequences and mandatory appointments to the addictions councillors were implemented.

The SLO recovered illegal drugs from school officials for destruction where there were no suspects.

The SLO also responded to many calls for service to the schools for a variety of non-enforcement matters including advice and direction to school staff and meetings with students to discuss behavioural issues. Various school safety issues were the subject of educational presentations by the SLO, on topics such as healthy relationships, cyber bullying, criminal harassment, drug and alcohol abuse, internet safety and school emergency lockdowns procedures.

D. Performance Indicators

(See Appendix A and B)

E. Anticipated Issues for the Future

Trespass/Unwanted Persons

Trespass/unwanted persons calls continued to be a problem in 2014 as it consumes the most time of the schools administration and the SLO. A number of unwanted youth attended other schools and caused problems such as loitering, fighting and drug related issues. This resulted in the SLO charging several youth with various Provincial Statute Offences and Criminal Code Offences.

The SLO will continue to monitor this issue in 2015 and assess the need for an increased police presence at the concerned schools.

Assaults

Assaults and other associated violent acts will continue to be a concern for the SLO in 2015 as they comprised the second largest number of investigations. Criminal charges, in school consequences and pre and post charge diversions will continue to play an important role in addressing this criminal behaviour and the outcomes.

The SLO will continue to monitor assaultive behaviour and assess the need for future presentations on school based violence.

Sexual Assaults

Sexual Assaults increased drastically in 2014 as they jumped from one investigation in 2013 to four investigations in 2014. This behaviour is a concern for the SLO and school administration. Criminal charges and in school consequences will play an important role in addressing this negative behaviour.

The SLO will continue to monitor this concern in 2015 and assess the need for an increased education to the students on healthy relationships.

Drugs

Drug offences continue to be on the decline in 2014. The SLO noted a decrease in the use, possession and seizure of illicit drugs in the schools.

Drug awareness presentations to educate students on the harmful effects of substance abuse, including the health risks and the legal consequences, will continue in 2015.

Cyber Bullying/ Social Media Harassment

The number of calls relating to cyber bullying and harassment through forms of electronic communication continues to be problematic. The increased use of social media and technology has provided bullies an opportunity and an avenue to harass others. Tragic past events where cyber bullying has lead to suicide have resulted in extensive media coverage and the issue continues to be a heated topic of discussion.

Changes to the *Education Act* has increased the responsibility of school administrators to deal with incidents of harassment and bullying, specifically those involving social media.

In response to the continued increase in cyber bullying/social media harassment, Criminal charges and school level consequences will continue to play an important role in addressing and dealing with this negative behaviour.

Mental Health Concerns

There has been an increased concern and SLO involvement with students dealing with mental health issues. More and more calls are surfacing involving students struggling with self harm and suicidal ideations. School administrators are seeking advice and directions from the SLO on these concerns.

Utilizing the assistance of the HUB and the Crisis Mobile Team will help both the school administrators and the SLO in 2015.

F. Performance Objectives for the Next Year

1. Continue education and awareness presentations on drug abuse, criminal harassment, healthy relationships, violence, cyber bullying and other relevant school safety topics.
2. Work closely with school administrators in dealing with the increasing mental health concerns of students. Utilize police recourses such as the HUB and Crisis mobile team to assist with these calls
3. Continue to work with students and staff on internal resolutions for minor criminal conduct issues within the schools.
4. Take enforcement action by making arrests and laying charges when necessary to enhance school safety and ensure that students are held accountable for their actions.

G. Appendices

Appendix "A" – School Liaison Performance Indicators

Appendix "B" – Case Load Analysis

APPENDIX "A"

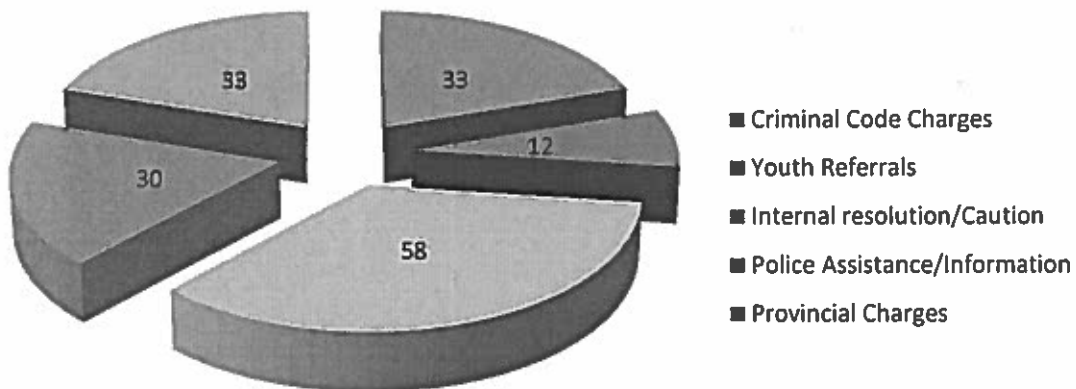
SCHOOL LIAISON PERFORMANCE INDICATORS

	2014
Calls for Service	259
Criminal Code Charges	33
Youth Referrals	12
Internal resolution/Caution	58
Police Assistance/Information	30
Provincial Charges	33

BREAKDOWN

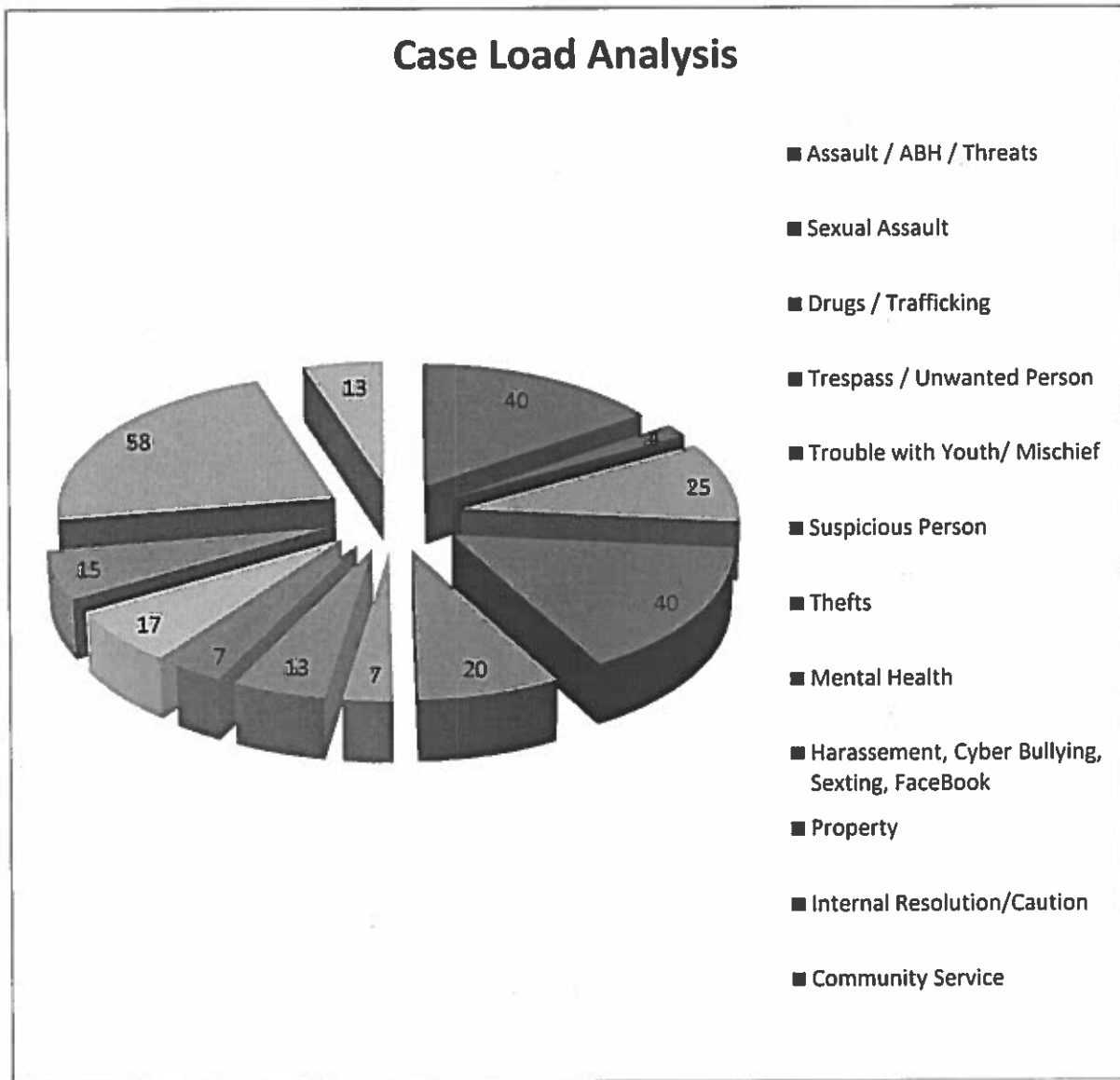
Criminal Code Charges	13%
Youth Referrals	5%
Internal resolution/Caution	22%
Police Assistance/Information	12%
Provincial Charges	13%

PERFORMANCE BREAKDOWN



APPENDIX "B"

CASE LOAD ANALYSIS





NORTH BAY POLICE SERVICE

2014 Annual Report Snowmobile Patrol

Report Date: 2014/06/19
Author: Constable Steve Carleton

A. Mandate of the Unit

The Joint Forces Snowmobile Unit is an endeavor between the North Bay Police Service (NBPS) and the Ontario Provincial Police (OPP).

The Unit's mandate is to:

1. Patrol North Bay, Callander and area Ontario Federation of Snowmobile Clubs (OFSC) snowmobile trails providing a high police presence.
2. Enforce the *Motorized Snow Vehicle Act* (MSVA) and other statutes related to motorized snow vehicles (MSV), all-terrain vehicles (ATV) and off-road vehicles (ORV) on trails, roads and frozen water bodies.
3. Investigate MSV, ATV and ORV collisions, assist with search and rescue operations requiring MSV support and assist with other agencies offering MSV support for first responders.
4. Investigate complaints involving the Criminal Code, *Trespass to Property Act* (TPA) and other applicable acts and statutes.
5. Assist with training for Snowmobile Trail Officer Patrol Program (STOP) officers.
6. Participate in safety presentations to various community groups and schools.
7. Attend Media events and North Bay and Area snowmobile club meetings.

B. Executive Summary

Over the course of the 2014 snowmobile season, officers were on general patrol in various areas in and around North Bay including Callander, Powassan, Bonfield, Mattawa, Marten River, Corbeil, Redbridge, Astorville, and Trout Creek. The areas patrolled are in conjunction with the Ontario Provincial Police North Bay cluster.

While on patrol, officers were ensuring that operators of MSV and ORV were in compliance with the mandatory regulations associated with their specific vehicle type. Officers were mainly ensuring that the operators carried their appropriate documents, had valid OFSC trail passes, were wearing the appropriate safety equipment, and operating their vehicle in a safe manner. In addition to MSV and ORV checks, officers also checked ice fishermen and ice shacks for compliance with Ontario Fishing Regulations and the Liquor Licence Act of Ontario.

In total, officers travelled approximately 3000 km's of OFSC trails and lakes. During their patrols, officers checked approximately 670 snowmobiles and 24 ATV's.

Officers of the Joint Forces Snowmobile Patrol issued a total of 70 offence notices which included:

Motorized Snow Vehicle Act - 27

Off-Road Vehicle Act - 2

Liquor Licence Act - 9

Fish and Wildlife Conservation Act and Fishery Regulations - 19

Highway Traffic Act - 10

In addition to general patrol, officers also conducted criminal investigations. Officers laid 26 criminal charges contrary to the *Controlled Drugs & Substances Act* and assisted in a search for a missing person which resulted in a *Criminal Code* charge of assault police.

This season the Unit also investigated 5 motor vehicle collisions (MVC), two of which resulted in personal injury.

C. Activities

Officers conducted general patrol throughout the Ontario Federation of Snowmobile Club trails in the North Bay, Bonfield, Corbeil, Powassan, Nipissing and Mattawa areas. The general activities included checking snowmobilers for required documentation and assuring compliance to legislative and regulatory requirements. This year however, due to manpower and scheduling, joint patrols with Conservation Officers from the Ministry of Natural Resources were limited which could account for the increased concentration of Fisheries related charges issued by police within the joint operation.

The joint patrols were effective in the enforcement of fishing regulations but most importantly offered an information and educational opportunity to those who have recently taken up the activities associated with ice fishing. Officers also participated in a number of media interviews to elaborate on a variety of topics of interest and concern.

Throughout this past season, officers were called upon after hours on two separate occasions to assist in the search for persons on Lake Nipissing. On the first occasion police were required to assist in locating a suicidal male that ventured out onto Callander Bay with minimal clothing to face the frigid temperatures of -50 which were forecasted that evening. During this occurrence,

the subject was located safely, however became combative with police resulting in a criminal charge of assaulting a peace officer. He was ultimately rescued from the surface of the ice and turned over to North Bay Emergency workers to be assessed for hypothermia.

On the second occurrence a subject contacted police as she discovered herself disoriented because of surprising white-out conditions that suddenly occurred. The subject had been cross-country skiing and could not determine the bearings that she needed to travel home. This subject was located without incident and returned home safely.

D. Performance Indicators

In 2014, officers laid more charges in some categories than the previous reporting period. This can be attributed to the lengthy snowmobile season in conjunction with the increased traffic of motorized snow vehicles throughout the winter. In relation to other categories, as previously mentioned, the limited joint operations with the MNR resulted in more police involvement in related offences.

Within the Unit's jurisdiction, in 2014, there were two reports of injury related collisions as a result of a snowmobile related collision. These low figures may be attributed to the increased presence of police officers on snowmobile patrols, and through education and the use of media. One of the most effective means of imparting snowmobile safety occurs when members of the Unit make the effort and take time to speak to snowmobilers. Through active community policing, information is shared about trail and ice conditions on lakes and rivers, as well as enforcement issues and other matters that officers would deem important for snowmobilers to be aware of.

Snow conditions for the 2014 season were exceptional. This season was one of the longest winters the area has seen in some time. Not only was this one of the first season that officers were patrolling in December, but speaking to tourists on a regular basis while on patrol, the general consensus was many of the snowmobilers were being "spoiled by mother nature." With these conditions the Northeast Region experienced a noticeable increase in out of town enthusiasts. With the ridership in the area, it is very important to maintain a police presence on area trails and lakes to ensure the safety of those persons who enjoy outside winter activities.

The Snowmobile Unit is a support unit as well as a response unit. Officers have Bluetooth capabilities in their helmets and this results in dispatchers from both services being able to contact officers while they are engaged in operating MSV's. This continues to be vital as it was previously extremely difficult to communicate with dispatchers or other officers seeking assistance.

E. Anticipated Issues for the Future

It is anticipated that the 2015 snowmobile season will be similar to that of previous years. Regulatory compliance with licensing, insurance and trail pass display is continually improving and can be credited to education via the media as well as police presence. Provisions of the *Liquor Licence Act* have been reinforced with many persons who own ice fishing shacks through direct contact or by advertisements on television and radio. However, this issue still remains to be an ongoing concern due to the current definitions outlined in the *Liquor Licence Act*. Maintaining awareness through public education concerning safety issues will continue to be a vital component of our respective police services. Officers assigned to the Joint Snowmobile Patrol Unit will actively be required to sustain an important role in providing accurate information to the public.

F. Performance Objectives for the Next Year

The Snowmobile Unit continues to generate positive feedback from local and travelling snowmobile enthusiasts through its zero tolerance enforcement technique. Enforcement and education are key elements to maintaining the success of the Unit. As this is not a permanent position within the NBPS, officers selected to work on the Snowmobile Unit should be well versed in the enforcement of such provincial legislation that is not commonly utilized within the urban centre of North Bay.

Ultimately, the Joint Forces Snowmobile Unit hopes to continue its effective effort in maintaining a safe atmosphere for snowmobiling enthusiasts by policing excellence through our shared commitment.



NORTH BAY POLICE SERVICE

2014 Annual Report Street Crime Unit

Report Date: 2015/12/04
Author: Detective Constable Greg Dix

A. Mandate of the Unit

1. Investigate street crime, specifically property and drug related offences within the City of North Bay and Municipality of Callander.
2. Engage in effective enforcement strategies including conducting surveillance, interviewing information sources, preparing and executing judicial search authorizations, laying charges and preparing court cases.
3. Identify and seize proceeds of crime and offence related property in cooperation with the Asset Forfeiture Officer.
4. Obtain and disseminate intelligence and information regarding individuals and groups involved in street crime and other criminal activity.
5. Provide assistance to Operations and Investigative Support Section personnel.
6. Assist victims of street crime.

B. Executive Summary

The Street Crime Unit (SCU) consists of four (4) full-time officers with specialized training and experience in illegal drug activity and property crime. These officers utilize the services of the Asset Forfeiture Unit (AFU) trained officer in the seizure of proceeds of crime and offence related property.

In 2014 officers experienced an active year while continuing to investigate *Criminal Code* (CC) property crimes as well as actively enforce the *Controlled Drugs and Substance Act* (CDSA).

There was a slight decrease in the number of investigations; however, the value and amount of property recovered and seized increased significantly. In addition to this, the value and amount of drugs seized increased significantly compared to previous years. (See Appendix A), although the number of Judicial Authorizations decreased.

C. Activities

The following is a brief overview of the investigations conducted by the Street Crime Unit in 2014:

In early January the Street Crime Unit initiated an investigation into a group of males from the Ottawa area. Information received from Confidential Informants suggested the group was involved in trafficking large amounts of drugs throughout Northern Ontario, including North Bay. The project was dubbed 'Project Pendennis' and concluded on April 25, 2014 with the arrest of two of the individuals involved. The arrest resulted in the seizure of 423.7 grams of powder cocaine and 13 grams of marijuana. The street value of the drugs seized was \$52,500.00

Later in January, the City of North Bay was experiencing a rash of break and enters. A person of interest was identified by the Street Crime Unit and surveillance was set up on his residence. The individual was observed operating a motor vehicle while disqualified and was subsequently arrested. The accused was found to be in possession of .6 grams of crack cocaine. Later, an inculpatory statement was obtained from the individual detailing his involvement in several residential Break and Enters.

Near the end of January 2014, surveillance by the Street Crime Unit resulted in the arrest of three males observed consuming fentanyl in a vehicle. In addition to the drug charges relating to the fentanyl, the driver of the motor vehicle was charged with impaired operation of a motor vehicle by drug.

In early February members of the Street Crime Unit were patrolling the rear lot of an apartment building known for drug activity. Two females were located consuming crack cocaine in their vehicle. While dealing with the females a known drug dealer exited the building and attended the location of the two females with the intent of selling them more drugs. The male drug dealer was arrested and found to be in possession of 66.9 grams of psilocybin (magic mushrooms), 15.2 grams of powder cocaine, 257.1 grams of marihuana, 3.8 grams of powder MDMA, 10 MDMA tablets, 8 methamphetamine pills and \$365.00. A search of the male accused's residence was completed which led to the discovery of a further 282 methamphetamine pills and 267 MDMA pills. The total street value of the drugs seized was \$11,087.00.

Also in February 2014, surveillance by the Street Crime Unit resulted in the arrest of a male and the seizure of 8.6 grams of powdered cocaine, a set of brass knuckles and \$445.00. A search warrant was executed at the individual's house and a further 9.2 grams of cocaine, 4.5 grams of hashish and another set of brass knuckles were located at the residence. The total street value of the drugs was \$1780.00.

In March 2014, surveillance on a known drug dealer's residence resulted in a search warrant being executed. During the search warrant at the residence members of the Street Crime Unit located a small marijuana grow-op, 26 grams of ground marihuana, 180 grams of powder cocaine, 24 grams of crack cocaine, 130 MDMA tablets, and 26 grams of powdered MDMA (Molly). Also located during the search was \$3500.00 in Canadian currency.

In early April 2014, members of the Street Crime unit began an investigation involving two males from the Greater Toronto Area trafficking crack cocaine within the City of North Bay. While conducting surveillance on the two males they were observed smoking a marihuana cigarette. The males were arrested for drug related offences and were found to be in possession of \$1400.00 combined. A Section 11 CDSA tele-warrant was obtained for the motel room the males were staying in. During the search warrant the Street Crime Unit located 57 grams of crack cocaine and \$1990.00

In mid April 2014, surveillance of a known drug dealer's residence resulted in a search warrant being executed. During the search warrant members of the Street Crime Unit located 12 MDMA tablets, 139.5 grams of marihuana, a set of brass knuckles, a butterfly knife and \$140.00 in Canadian currency.

In late April 2014, surveillance of a known drug dealer's residence resulted in a search warrant being executed. During the search warrant, members of the Street Crime Unit seized 10.4 grams of marihuana, 9 suboxone pills and .8 grams of heroin.

In May 2014 the Street Crime Unit began an investigation involving two males from the Greater Toronto Area who were trafficking crack cocaine within the City of North Bay. The investigation was completed in early June after surveillance resulted in the arrest of the two individuals who were found to be in possession of 99 grams of crack cocaine and \$10,075.00 in Canadian Currency.

In late June 2014 an area golf course was the victim of two separate break and enters within a one week period. The Street Crime Unit was assigned the task of investigating the Break and Enters and focused their attention on a group known to police for having a history of Break and Enters and also for having a camp not far from the location of the golf course. Members of the Street Crime Unit attended the location of the camp and soon located a large amount of the stolen property. A trail camera was set up at the camp and within an hour the suspects were captured on the trail camera retrieving the stolen property. The trail camera sends a live feed to members of the Street Crime Unit's telephones. Officers attended the area and four males were arrested and charged with numerous offences relating to the Break and Enters. Most of the items stolen in the break and enters were located and returned to the victims.

In early July members of the Street Crime Unit received information from a local landlord advising one of his tenants had left some belongings behind and he believed the items were drug related. Investigation revealed the male tenant was in possession of 144.7 grams of cocaine, 95 – 100 mg morphine pills and a Police style expandable baton. A CDSA Search Warrant was later executed on the individuals' motor vehicle where 3.4 grams of crack cocaine and 18 percocets were located.

In mid July 2014 surveillance of a known drug dealer's residence resulted in a search warrant being executed. During the execution of the search warrant members of the Street Crime Unit seized 23.7 grams of crystal methamphetamine, .8 grams of marihuana, three prohibited knives, a replica handgun and \$3,135.00 in Canadian currency.

In early August 2014 three individuals committed a violent home invasion, while disguised and armed with weapons. One of the individuals was identified during the investigation and a warrant was issued for his arrest. The Street Crime Unit was tasked with locating the wanted violent offender. Later that afternoon, after conducting surveillance, members of the Street Crime Unit located and arrested the individual.

In late August 2014 members of the Street Crime Unit were travelling to southern Ontario on a Police related function. While southbound on the highway they observed a male known to them as being involved in transporting drugs from southern Ontario to North Bay. With the assistance of the Barrie Police Service Street Crime Unit, surveillance was conducted and the male was observed meeting his "back end". Both males were arrested for drug related offences and a search incident to arrest revealed they were in possession of 53 grams of crack cocaine, 14 grams of powder cocaine and \$180.00 in Canadian currency.

In early September 2014 surveillance of a local hotel resulted in a search warrant being executed. During the execution of the search warrant members of the Street Crime Unit seized 15.2 grams of powder cocaine, 1.8 grams of marihuana and \$955.00 in Canadian currency.

In mid September a local male was arrested returning from a drug run in southern Ontario and found to be in possession of 59 fentanyl patches and 30 grams of marihuana. The street value of drugs was \$23,650.00. The vehicle in which he was driving in was seized as offence related property.

In early October surveillance of a local motel resulted in a search warrant being executed. During the execution of the warrant members of the Street Crime Unit

seized 105 grams of crack cocaine, a small amount of marihuana and \$1410.00 in Canadian currency.

In mid October surveillance of a known drug dealers residence resulted in a CDSA search warrant being executed. During the execution of the warrant 2-75 microgram Fentanyl patches were located.

In late October the Street Crime Unit began an investigation into two females from the Greater Toronto Area trafficking cocaine within the City of North Bay. Surveillance resulted in the arrest of the two females who were found to be in possession of 8.2 grams of crack cocaine and 52 grams of marihuana. A Section 11 CDSA warrant was obtained for the motel room the females were staying in. During the execution of the warrant the Street Crime Unit located 34.2 grams of powdered cocaine, 23.3 grams of crack cocaine and \$4455.25 in Canadian currency. The approximate street value of the drugs was \$9,855.00.

In late November 2014 surveillance of a known drug dealer's residence resulted in a search warrant being executed in early December. During the execution of the search warrant members of the Street Crime Unit located 35-60 mg morphine pills, 214-30 mg morphine pills, 4-100 mg morphine pills, 26-80 mg ocycodone pills, 12-200 mg morphine pills, 43-30 mg hydo-morphine pills, 15 percocet, 39 grams of marihuana, 5.8 grams of cocaine, 32 suboxone pills, 16-6 mg hydo-morphine contin pills and \$3195.00 in Canadian currency. The approximate street value of the drugs was residence \$11,519.00.

Also in December 2014 the Street Crime Unit was in receipt of information that a male individual was in possession of a handgun and a set of brass knuckles. As a result of this information a Section 487 search warrant was applied for and granted for a unit at a local motel. During the execution of the warrant members of the Street Crime Unit located a replica firearm, a set of brass knuckles and a small amount of marihuana.

D. Performance Indicators

See Appendix A.

E. Anticipated Issues for the Future

Property crime will continue to be an issue because of the increase in illicit drug use, including crack cocaine and illegal prescription medication. This will affect both businesses and individuals. Drug addicts are motivated to commit a variety

of property crime, including break and enters into residences, businesses and vehicles to obtain money and property to purchase or trade for drugs.

In 2014, the NBPS observed the continuation of persons from Southern Ontario, and the Ottawa area, attempting to assimilate into this area in order to distribute illicit drugs. It is anticipated this will continue as North Bay continues to be viewed in the drug subculture as a lucrative market. The Street Crime Unit will continue to identify, locate and track these out-of-town drug traffickers as well as the organized crime syndicates they are associated to.

F. Performance Objectives for the Next Year

1. Continue to target the higher level distributors of prescription drugs by using informants and sources available to the police.
2. Utilize information provided by pawn shops to identify people involved in break and enters and the sale and distribution of stolen items.
3. Continue to seize items such as vehicles, phones, computers used by drug traffickers to make it harder for them to go back to selling drugs after they have been arrested.
4. Monitor crime trends and police intelligence for street gang, organized crime and other criminal activity.
5. Educate Patrol Officers as trends in drug activity changes in North Bay and Callander.

G. Other

N/A

H. Appendices

APPENDIX 'A'

Street Crime Performance Indicators

<u>DESCRIPTION</u>	<u>2014</u>	<u>2013</u>
Investigations	356	344
Total Drug Charges	108	179
Total Criminal Charges	256	165
Property Related	52	64
Break and Enter	11	2
Robbery/Extortion/Weapons	9	12
Assault	1	1
Breach of Court Order	46	57
Fraud	0	0
Other Charges (Obstruct/Threats)	6	12
Conspiracy/Criminal Organization/Laundering	0	5
Judicial Authorizations (Warrants/Production Orders)	16	14
Value of Drugs Seized	\$205,445.00	\$628,815.00
Value of Property Seized	\$33,840.00	\$326,820.00



NORTH BAY POLICE SERVICE

2014 Annual Report Traffic Section

Report Date: 2014/01/21
Author: Staff Sergeant Richard Dubeau

A. Mandate of the Unit

Ensuring the safety of motorists and pedestrians is a necessary responsibility of the North Bay Police Service. The *Police Services Act* of Ontario mandates that police services establish procedures on traffic management and road safety.

The mandate of the Traffic Section includes, but is not limited to the following:

- a. Oversee enforcement and prosecution of all provincial offences and municipal by-laws;
- b. Conduct and coordinate provincial and local road safety initiatives;
- c. Train and re-qualify personnel in RADAR and LIDAR operation;
- d. Coordinate administration of the 72 hour report program;
- e. Coordinate and report on the administration of the RIDE Program;
- f. Oversee administration and enforcement of the Taxi By-Law and the taxi licensing process;
- g. Advise staff of changes to provincial and municipal legislation;
- h. Oversee investigations of traffic complaints and determine resolutions to those complaints;
- i. Review and approve all motor vehicle collision reports;
- j. Ensure statistical accuracy and reporting of motor vehicle collisions;
- k. Record and report on officer performance measures;
- l. Coordinate the towing application process and ensure compliance with appropriate Service Standard Operating Procedures (SOP);
- m. Responsible for the efficient and equitable implementation of the Intrusion alarms;
- n. Coordinate Paid duty events; and
- o. Administer the Ontario Sex Offender Registry for the North Bay Police Service area.

B. Executive Summary

The Traffic Section is responsible for education and enforcement of provincial and municipal traffic related legislation and initiatives. Section members respond to traffic concerns of the general public and take both a reactive and proactive approach to traffic enforcement throughout the municipalities of North Bay and Callander.

The Section is responsible for the administration and enforcement of the Taxi By-Law and maintains statistical information relating to a variety of traffic related activities such as collisions, suspensions, issuance of Provincial Offence Notices, including *Liquor Licence Act* infractions and other offences under the *Provincial Offences Act of Ontario*.

Members of the Section continuously liaise with a variety of organizations and community partners including; the Ministry of Community Safety and Correctional Services, the Ministry of Transportation (M.T.O.), area schools, the local taxi and towing companies, municipalities and other police agencies. In addition the Traffic Staff Sergeant is a Board member with MADD and Road Safety Committee.

The *Highway Traffic Act* is not a stagnant piece of legislation. It is common to experience several changes within the Act from year to year. Laws related to traffic enforcement are constantly being created and amended to meet or satisfy safety standards attributed to new developing technologies (i.e. e-bikes & cell phone) and to reduce or eliminate the potential for harm to pedestrians, cyclists and drivers.

One of the predominant means of keeping current on new traffic related laws is in the form of "All Chiefs Memorandums." These are documents directed to all Chiefs of Police in Ontario that are released by the Ministry of Community Safety and Correctional Services. These documents provide up to date information regarding almost all aspects of change that occurs in the field of policing. With respect to the Traffic Section, the information gleaned facilitates a better understanding of change in provincial laws, which the Section passes on to other members from within the police service and the public.

Traffic Section members are responsible for training and requalification of Service members on speed detection devices and Road Side Screening devices as mandated by the Province.

In addition to traditional traffic duties, the Traffic Staff Sergeant is responsible for the administration and coordination of Special Paid Duties and an Alarm Program.

C. Activities

Activity Directly Related to the Mandate

The Traffic Section continues to deal with public education and enforcement of provincial and municipal legislation, traffic concerns and complaints from the public as well as compiling statistics of enforcement and motor vehicle collisions.

The Police Service used directed enforcement operations and the media to educate the public on legislation regarding seat belts, school buses and safe driving measures. The Service used the following campaigns to educate the public:

- a. Spring and Fall Seat Belt Campaign;
- b. Operation Impact, safe driving measures;
- c. September Traffic Project: School Buses;
- d. Winter Driving Safety Initiative;
- e. Road Safety Week;
- f. R.I.D.E. Program –May and October long weekends as well as the winter/festive time from the end of November to late February of 2015.

As noted in Article B. above, information in the form of All Chiefs Memorandums is provided to the Service from the Ministry. Traffic Section members relayed this information to the members of the Police Service through memorandums and/or in-service training. Uniformed or "front-line" officers are re-qualified by members attached to the Traffic Section on the RADAR and LIDAR speed detection devices on a continual basis as mandated by provincial regulations.

The Traffic Section continued to review and approve all motor vehicle collision reports and collected information to determine areas of concern in the city for motor vehicle collisions. The Collision Reporting Centre (CRC) assisted the Service by completing the reporting procedure for the majority of motor vehicle collisions, 978 reports that are solely vehicle damage related. The CRC collected data and provided reports to the Service in relation to those areas in the city with the most collisions in order to assist in targeted enforcement for safe driving measures. The CRC is electronically filing the Services' Motor Vehicle Collision Reports with the Ministry of Transportation thus eliminating the North Bay Police Service from having to mail the reports on a weekly basis. In 2014, 1425 reports were sent to the Ministry.

The Traffic Section continued to administer the Taxi By-Law on behalf of the North Bay Police Services Board with the city having 202 Taxi drivers licenced and 80 taxi plates issued within the City of North Bay.

In 2014, a new Traffic Clerk was assigned to the section and, with this change, new procedures were implemented. Provincial Offence Tickets, court documents and Motor Vehicle Accident Reports are now being scanned and filed with the incident number in the RMS data system.

In addition to the initiatives listed above our Traffic Section, in conjunction with other uniformed officers, was also involved in directed enforcement operations which included:

- a. the Community Oriented Response Unit;
- b. Joint Forces Snowmobile Patrol with the O.P.P.; and
- c. Bicycle enforcement programs.

Training is a vital component to any specialized area. To enhance skills and develop a better understanding of traffic initiatives and legislation, members within the Section attended the following training opportunities:

- a. L.I.D.A.R. Instructor Course
- b. Traffic Officer course
- c. Bicycle Officer course

D. Performance Indicators

The North Bay Police Service Business Plan (2014 - 2016) identified our goal as:

"To maximize road safety through education, awareness, prevention and enforcement."

This report recognizes the following as performance measures for the Traffic Section:

- a. Number of traffic collisions reported;
- b. Number of provincial and local road safety initiatives in which the Traffic Section participates in;
- c. Number of officers trained in specific traffic enforcement disciplines;
- d. Number of charges/warnings/equipment notices issued;
- e. Number of drinking and driving arrests;
- f. Person hours of dedicated traffic enforcement by patrol personnel; and
- g. Person hours of directed traffic enforcement by patrol personnel.

The Traffic Section maintains statistical information concerning traffic related issues and enforcement for the entire Service. In 2014, 1425 collisions occurred within the Service's jurisdiction compared to 1339 in 2013, and 1199 in 2012. In 2011 and 2010, 1204 and 1169 collisions were documented respectively.

In 2014, 447 collisions were investigated by police officers, compared to 439 in 2013 and 439 in 2012. It appears these figures have been consistent over the last 3 years.

Injuries sustained by individuals in collisions in 2014 were 351 compared to 242 in 2013. Motor vehicle collisions involving pedestrians were 28 in 2014 compared to 15 in 2013.

There was one pedestrian fatality in 2014, with the driver of the vehicle charged under the Highway Traffic Act with Fail to Yield to pedestrian. We also had one collision in Callander where the driver was fatally injured.

It is important to note that the reported collisions versus the investigated collisions numerical values may differ because not all accidents reported are investigated. The *Highway Traffic Act* stipulates that any collision involving personal injury or damage exceeding \$1000.00 must be reported to the nearest police officer. Police also investigate collisions, regardless of dollar amount or the presence of personal injury, where any type of emergency vehicle or vehicle registered to a municipal, provincial or federal government is involved.

In 2014, the Traffic Section processed 2,780 Provincial Offences Notices (PON) issued by uniformed members. The figure in 2013 was 4247 and in 2012 was 5541. PON's issued include violations predominantly associated to the *Highway Traffic Act*, *Liquor Licence Act* and By-Law infractions.

In response to our Service's commitment to the Platoon Traffic Officer (PTO) program; officers have logged 227.5 hours of enforcement by the PTO resulting in 169 violations issued in comparison to 2013 when 622.5 hours were logged and 642 violations issued. These officers participated in traffic and education initiatives, community programs and enforcement.

The Traffic Section maintained impaired operation of motor vehicle statistics. In 2014, 66 impaired driving charges were recorded. This is compared to 68 for 2013 and 85 for 2012. The R.I.D.E. Program was utilized or implemented 19 times in 2014.

The North Bay Police Service is responsible for providing policing to the Municipality of Callander. In 2014, the Traffic Section documented 143 Provincial Offence Notices. These included offences issued in relation to the *Highway Traffic Act*, *Liquor Licence Act*, *Motorized Snowmobile Act*, *Trespass to Property Act* and *Off Road Vehicles Act*.

E. Anticipated Issues for the Future

Highway Traffic Act infractions pertaining to distracted driving and e-bike violations will be a continued focus of the Traffic Section in 2015. Both issues continue to be problematic, posing a real threat to the safety of all individuals on our roadways.

As noted earlier in this report many of the changes on how we approach traffic related issues, including training and enforcement, are made aware to us through All Chiefs Memorandums. Keeping pace with the changes, amending our processes and procedures, educating our members and the public will continue to be challenging.

F. Performance Objectives for the Next Year

The continued development and staffing of the PTO position, in accordance with the identified goals in our Business Plan, would ensure appropriate response to traffic concerns.

The Traffic Section will continue to focus on enforcement priorities as identified by the citizens of North Bay and Callander. This will be measured through the deployment hours of the P.T.O. and the number of Provincial Offence Notices completed.

The Traffic Section will continue to focus on special projects that relate to school buses, speed, distracted driving, unsafe vehicles, unsafe loads and the towing and taxi industry. Targeted enforcement such as the R.I.D.E. program has merit. We will also continue to provide education to the public through presentations, utilizing the media to further enhance road safety.

Maintaining and sharing information of statistical information is a very important function of the Traffic Section. Keeping accurate and meaningful numerical records on an annual basis of the many duties related to traffic enforcement and education answers many questions with respect to the function and the role of the Traffic Section in its mandate.

A continued focus on traffic enforcement, pursuant to the Business Plan, will guide the Traffic Section in 2015 ensuring the safe and efficient movement of pedestrian and vehicle traffic within the communities of North Bay and Callander.



NORTH BAY POLICE SERVICE

2014 Annual Report Training

Report Date: 2015/01/15
Author: Sergeant Dan Robertson

A. Mandate of the Unit

The North Bay Police Service is committed to creating and maintaining a positive learning environment in which employees continually develop their knowledge, skills and abilities to facilitate the highest quality of service to the citizens of North Bay and Callander.

B. Executive Summary

The continuum of training our members, both sworn and civilian, begins upon hire and continues throughout their careers. Training can be either mandatory, as prescribed by the Ministry or necessary training for effective delivery of service. A lack of adequate training or training records can have a negative impact on the Police Service.

C. Activities

In 2014 North Bay Police Service members attended many locations throughout the province to receive training. 2014 training included, but is not limited to the topics of:

- Advanced communications
- General investigation
- Basic constable training
- Police complaint resolution
- Search warrant
- Ontario Major Case Management
- Domestic violence coordinator
- Investigative Interviewing
- Sexual assault
- Youth officer conference
- Front Line Supervisor
- Business writing
- Homicide investigation
- Labour conference
- LEARN Conference
- CanBike
- Health and Safety
- ODARA Supervisor Training
- DVRM On line training
- Mobile Surveillance
- Advanced Digital Photography Surveillance
- Fraud investigation
- Death investigation
- Child exploitation investigation
- Hate crime investigation

In 2014, both sworn and civilian members also received training through our own Service. In-service training included, but was not limited to:

- Emergency Response Team training
- Use of force training
- CEW Refresher Training
- Suspect Apprehension Pursuit Training
- Advanced Patrol Training Modules
- Domestic Violence Training
- Mental Health Outreach Training

The North Bay Police Service provides educational subsidies for employees who undertake training or educational initiatives on their own volition. In 2014 educational subsidies amounted to \$4737.21, 2013 educational subsidies amounted to \$6, 012.34.

D. Performance Indicators

The standards that police services must meet are set out in the *Police Services Act* and regulations such as the Adequacy and Effectiveness of Police Services Regulation.

Following the Adequacy and Effectiveness Standards Regulation and the North Bay Police Services Board Policy, the North Bay Police Service has developed a *Skills Development and Learning Plan January 2013-December 2015*. This plan was used in the execution of training in 2014 and will be used as a tool to develop training in 2015. The *Skills Development and Learning Plan* can also be used to quantify training successes.

E-learning has quickly developed into a viable avenue of training that permits members to receive information at times that are conducive to their schedule. The Ontario Police Video Training Alliance (OPVTA) was utilized through Routine Orders, as well as the ODARA Waypoint Training to implement the new DVRM Domestic Violence Forms with ODARA scoring.

Also in 2014, 6 certificates were acquired through the Canadian Police Knowledge Network (CPKN) training. CPKN provides the opportunity to facilitate police learning on line and is being integrated into part of course curriculum for Ontario Police College (OPC) courses.

E. Anticipated Issues for the Future

The OPC continues to transform its delivery of police knowledge to include a blended approach of on-line and face-to-face learning. With this arises the need for adequate facilities for sworn and civilian members to conduct on-line training in an environment conducive to learning.

Training must remain at the forefront if our Service is to maintain the excellent level of satisfaction our community feels towards policing in North Bay and Callander, as indicated in the *2013 Police Services Residential Reports-North Bay/Callander* conducted by Oraclepoll Research.

F. Performance Objectives for the Next Year

We must maintain the provincially mandated level of training of our members. Ultimately we must continue to strive to provide training to our members in a more efficient and effective manner.



NORTH BAY POLICE SERVICE

2014 Annual Report Youth Office

Report Date: 2015/01/13
Author: Detective Constable H. Boissonneault

A. Mandate of the Unit

1. Investigate physical and sexual child abuse and child sexual exploitation.
2. Conduct pre-charge diversion interviews with young persons in relation to minor criminal offences as referred by other officers.
3. Refer young offenders to the Youth Justice Committee, Mental Health and Justice Prevention Program, or other pre-charge diversion programs pursuant to the Extrajudicial Measures requirements of the *Youth Criminal Justice Act* and Service policies.
4. Provide support and advice to Patrol officers and other Sections of the Service on youth related matters.
5. Liaise with local agencies and community partners on issues relating to young persons.

B. Executive Summary

The Youth Office is comprised of one Detective Constable assigned to the Investigative Support Section. The major responsibilities of the Youth Officer include: investigating criminal offences against children, conducting Youth Referrals, where a youth is alleged to be involved in a criminal offence, and liaising with local agencies on youth related matters.

In 2014 the Service continued to receive many requests for assistance in dealing with youth related issues. The Youth Officer worked in collaboration with our community partners to identify and review issues and resolve service gaps. A primary focus was the Youth Justice Committee and Youth Mental Health Pre-Charge Diversion, which have been instrumental in bringing young offenders and the community together for more comprehensive resolutions for both the offenders and the victims.

C. Activities

Youth Pre-Charge Diversion Program

Through the Youth Pre-Charge Diversion process, the Youth Officer provided assistance to parents and guardians experiencing difficulty with children under their care. Interviews were conducted to identify areas of concern and to provide advice and information regarding appropriate consequences and resources

available in the community. During this process, the Youth Officer occasionally received information regarding youth criminal activity.

Interviews were also occasionally conducted with youths that had not yet reached the age of criminal responsibility (12 years) in an attempt to avert behaviour that could later lead to criminal sanctions.

A relatively new phenomenon of sexual behaviour, facilitated by computers and other electronic communication devices, was observed commencing in 2012. Action was taken to address this behaviour and educate the young persons involved. We continue to monitor this concerning trend and anticipate an increase in the number of incidents in the future.

Youth Justice Committee

In 2014 the Youth Officer maintained involvement in the Youth Justice Committee (YJC) as a steering committee member. The YJC continued to be a valued resource in dealing with youth crime.

The *Youth Criminal Justice Act (YCJA)* states that a committee of citizens has the authority to assist in any aspect of the administration of the YCJA or in any programs or services for young persons. The YJC operates under this authority under the direction of the Crown Attorney.

Young persons, who have been in conflict with the law and have been through the Youth Pre-Charge Diversion Program can be referred to the YJC to be held accountable for their behaviour and to identify and address rehabilitation measures. In 2012, additional offences were added to the youth referral process, including various sexual offences. This process is still progressing well.

The Youth Officer and the Coordinator of the Youth Justice Committee completed in service training on the Youth Referral process and the role of the YJC was delivered to our Service's Patrol Section.

Mental Health and Justice Prevention Program

In 2012, a new partnership was formed with Canadian Mental Health Association to deal with youth offenders with mental health issues. Pre-charge referrals are now also made to the Mental Health and Justice Prevention Program. This partnership continued throughout 2013 and there was an increase in referred youths who benefited greatly from the intensive case management that was provided. A formal protocol between the Mental Health and Justice Prevention Program and the North Bay Police Service was developed in 2014 and is anticipated to be finalized in early 2015.

Child Abuse Prevention Committee

The Youth Officer continued to represent the North Bay Police Service on the District of Nipissing Child Abuse Prevention Committee, a multi-disciplinary group of professionals and independent individuals concerned with the prevention of child abuse.

Concerns regarding investigators' skill in the area of child interviews relating to their admissibility in court had been raised in previous years by the Crown Attorney. This was identified as problematic throughout the North East Region. As a result, a subcommittee was formed and a grant was received from the Department of Justice Canada to develop frontline training in this area. This training has been beneficial and the Youth Officer is routinely called upon to assist in completing Forensic Child Interview in various types of investigations.

In 2013 a subcommittee consisting of the Youth Officer and Victim Witness Assistance Program organized several meetings with various community stakeholders regarding the feasibility of Child and Youth Advocacy Centre (CYAC). These centres are designed to provide a coordinated approach to child abuse investigations, while centralizing all the professionals required for child-abuse investigations, including law enforcement, child protection workers, medical professionals and trauma counsellors. The subcommittee also liaised with organizers of the first Child and Youth Advocacy Centre in Toronto. This work continued through 2014 and has shown that the various stakeholders are supportive of engaging in a more collaborative approach. It is anticipated that a grant proposal will be completed in 2015 for funding of a Feasibility Study focussing on what type of model would best serve our community.

Other Activities

A review of the Child Abuse and Neglect Protocol between the District of Nipissing and Parry Sound Children's Aid Society, the Office of the Crown Attorney and the North Bay Police Service, resulted in a new procedure in relation to case conferencing on high risk children and youth. As a result, the Youth Officer attended case conferences with other community agencies to deal with high-risk youth experiencing numerous difficulties, to provide guidance and assistance.

The Youth Officer liaised with Patrol Officers and the School Liaison Officer on a regular basis to provide advice on youth crime related matters. During the Youth Referral process, the Youth Officer often received information relating to criminal and drug activity in our schools. This information was shared with the School Liaison Officer for appropriate follow up and school safety enforcement action.

The Youth Officer maintained monthly statistics of *Youth Criminal Justice Act* extra-judicial measures applied by Service officers.

The Youth Officer has been a member of the Youth Justice Community Partner formed in December 2012 to discuss youth justice issues and gaps in youth programs. This has provided the Youth Officer an opportunity to network and receive information on programs and youth services available in the community.

The Youth Officer completed a media release, in relation to issues that young victims have, of not being able to tell someone if they have communicated or engaged sexually with an offender because they feel responsible and/or ashamed. The media release encouraged parents to have open dialogue with their children and to explain why young girls may not be able to come forward after inappropriate communicating or contact with a predator.

The Youth Officer assisted with Gateway HUB by attending meetings and completing interventions with high risk youths.

D. Performance Indicators (See Appendices 1 and 2)

In 2014, the Youth Officer investigated numerous occurrences of offences against children. Of these occurrences, a total of 222 criminal charges were laid.

The following types of criminal charges were laid:

- Sexual Interference with a person under 16 years of age
- Invitation to Sexual Touching under 16 years of age
- Luring a Child via a computer - sexual exploitation
- Communicating with a person under the age of 18 for the Purpose of Engaging in Prostitution
- Communicating with a person under the age of 16 for the Purpose of Engaging in Prostitution
- Communicating with a person under the age of 14 for the Purpose of Engaging in Prostitution
- Possession of Child Pornography
- Make sexually explicit material available to a person under 14 years of age
- Trafficking in a controlled substance to children
- Breach of Probation
- Householder permitting sexual activity to a person under 16 years of age
- Child Abuse
- Fail to provide necessities of life - child
- Criminal negligence cause bodily harm

- Aggravated assault
- Assault with a weapon
- Assault cause bodily harm
- Possession of weapon for dangerous purpose
- Break and enter, a dwelling house

In 2013 a serial sex offender was identified. This offender was contacting children over the internet and paying them in money, drugs or cigarettes for sexual acts. This investigation continued to be a focus throughout 2014; a total of six young female victims were identified as having engaged sexually with this offender and forty two other young victims were sexually propositioned.

The Youth Officer also assisted with a variety of investigations including robbery, child exploitation, domestic violence, trafficking, and child abuse.

DNA Warrants, General Warrants, Mutual Legal Assistance Warrant (International Warrant for Corporations such as Facebook and Hotmail) and Production Orders and were also prepared.

For the reporting year of 2014, there were a total of seventy-six (76) extrajudicial youth referrals for various criminal acts.

The Youth Officer assisted in numerous Community High Risk Case Conferences.

The Youth Officer assisted with Gateway HUB by attending meetings and completing interventions with high risk youths.

In 2014 there were concerning child abuse investigation completed by members of the Investigative Support Section. Of note there were two separate investigations in which a three and ten week old babies died. There were two other separate investigations in which a three week and a one year old baby suffered several broken bones.

E. Anticipated Issues for the Future

In 2014 our Service became a member of the *Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet*. For more information on the *Provincial Strategy* please refer to:

<http://www.opp.ca/media/provincial-strategy/files/Backgrounder-Provincial-Strategy-English-Sep2014.pdf> Being a member of the *Provincial Strategy* will allow our service to deal with the prevalent problem of Internet Crimes against children in a coordinated fashion with other professionals from across the province.

One of the identified issues is to remain current with new and emerging issues on youth related matters; it is recommended that yearly in-service training for both experienced and new officers continue to be provided. Information sharing and cooperative education with other community agencies will also continue.

The revised procedures of our Service for investigating Domestic Violence Occurrences now require that consideration be given to interviewing any potential child witnesses. It is known that even young children can provide very accurate accounts of occurrences that they have witnessed. This will create an onus on the Service to provide training to officers on proper child interview techniques and procedures to ensure the children are not further traumatized and that their information is useful for criminal proceedings.

The Youth Officer has benefited from a positive working relationship with our School Liaison Officer. This relationship has been extremely helpful for information sharing on youth referrals, intelligence gathering and for other investigations conducted by both the Youth Officer and the School Liaison Officer.

"Sexting" continues to be a growing issue. The use of the internet by young people to share inappropriate and pornographic images of themselves and others could constitute criminal charges for various child pornography offences. These are reviewed on a case by case basis, often with consultation with the Crown Attorney and as a result, pre-charge diversion procedures have been established. Readily accessible internet pornography is being routinely accessed by young persons and is a growing concern for both police and parents.

Drug use by young people is an ongoing issue. It has been observed that there is an attitude that marijuana use will not cause them harm and that they do not view possession and use as a criminal offence. Education and enforcement will continue in the future to address this concern.

F. Performance Objectives for the Next Year

1. Maintain the community partnerships that have been established. Participate on relevant committees and provide lectures and presentations to youth related organizations.
2. Continue with the development of the forensic child interview training program and peer review process to maintain and enhance interviewer knowledge, skills and abilities.
3. Develop and facilitate training for frontline officers in the area of child interviewing and youth crime referral process.

4. Continue to research the feasibility of Child and Youth Advocacy Centres.
5. Obtain training in the area of Digital Technologies and Internet Child Exploitation to assist in investigations.

H. Appendices

Appendix 1 – Youth Officer Charges (2014)

Appendix 2 – Youth Pre-Charge Referrals (2014)

Appendix 3 – Youth Referral Offences (2014)

Appendix 1
Youth Officer Charges

	2014	2013	2012	2011
Charges	* 222	56	28	30
Youth Referrals	76	96	84	71

*** significant increase in charges as a result of a multi-victim investigation of a serial sex offender**

Appendix 2
Youth Pre-Charge Referrals

	2014	2013	2012	2011
Youth Justice Program Referrals	40	51	59	64
Returned to Investigating Officer	6	6	5	5
Written Warnings	14	25	13	
Mental Health Diversion	10	13	2	0
Other	6	1	5	1
Youth Referrals (see below)	76	96	84	71
Males	55	71	68	51
Females	21	25	16	20

Appendix 3
Youth Referral Offences

Youth Referral Offences	2014	2013	2012
Theft Under \$5000	39	44	24
Mischief	13	18	16
Drug Possession	11	17	15
Public Mischief	0	1	0
Unlawfully in a dwelling	0	1	0
Assaults	12	9	12
Domestic assault	0	1	0
Possession of Stolen Property	1	3	4
Cause Disturbance	0	2	2
Weapons Dangerous and Prohibited	2	0	2
Theft of Motor Vehicle	0	0	1
Threatening	1	1	1
Break and Enter	0	6	1
Making/Distributing Child Pornography	2	0	1
Sexual Interference	0	1	1
Sexual assault	0	1	0
Fraud Under \$5000	3	0	1
Other	1	0	3



North Bay Police Service

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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: March 31, 2015

Date of Meeting: April 14, 2015

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

Subject: Quarterly 2015 Budget Report - First Quarter

Recommendation: Information Item

During the Board meeting held on December 14, 2004 the Board resolved to, "Submit updated accurate budgets on a quarterly basis for information purposes to City Council commencing with the 2005 fiscal year."

Find attached a report prepared by Mr. Lalande, which outlines the status of the Board's Operating Budget as of March 30, 2015. There are no areas of concern at this time.

If the Board is satisfied with this report, a copy of it will be forwarded to City Council as per the Board's Resolution.

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

Sincerely,

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

	15 BUDGET	COLLECTED/SPENT AT ABOVE DATE	BUDGET BALANCE
REVENUE	\$ (1,798,080)	\$ (311,842)	\$ (1,486,238)
TOTAL EXPENSES	\$ 18,821,919	\$ 5,120,762	\$ 13,701,157
NET BALANCE	\$ 17,023,839	\$ (4,808,920) ***	\$ 12,214,919



*** board contingency amount removed
 ***** municipal levy amount removed

REVENUE	\$	(311,842)	
PAYROLL COSTS	\$	4,621,708	
BOARD COSTS	\$	12,156	*** board contingency amount removed
ADMINISTRATION	\$	48,507	
EMERGENCY LAW	\$	17,386	
TRAFFIC	\$	864	
COMMUNICATIONS	\$	51,885	
BUILDING MAINT	\$	80,129	
UNIFORMS & EQUIP	\$	37,900	
FLEET	\$	159,833	
TRAINING	\$	26,450	
COMPUTERS	\$	63,944	
TOTAL EXPENSES	\$	5,120,762	
NET	\$	4,808,920	28%

Clarification Notes on Line Items:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7001-362.04-05	TAXI LICENSE	33,250-	27,182-	0	27,182-	6,068-	.82
100-7001-362.04-20	COURT FINES	78,698-	0	0	0	78,698-	.00
100-7001-362.04-23	COURT SECURITY UPLOAD	372,571-	93,143-	0	93,143-	279,428-	.25
100-7001-362.04-50	SALE OF SURPLUS EQUIPMENT	0	0	0	0	0	.00
100-7001-362.04-70	TSF FROM RESERVE FUND	0	173,037-	0	173,037-	173,037	.00
100-7001-362.04-74	REFUNDS	0	0	0	0	0	.00
100-7001-362.04-80	SUNDRY REVENUE	500-	1-	0	1-	499-	.00
100-7001-362.04-91	GEN FUND SURPLUS/DEFICIT	0	0	0	0	0	.00
100-7001-362.05-24	SAFER COMMUNITIES GRANT	280,000-	0	0	0	280,000-	.00
100-7001-362.05-36	R.I.D.E. PROGRAM	15,600-	15,600	0	15,600	31,200-	1.00
100-7001-362.05-38	COMMUNITY POLICING GRANT	270,000-	0	0	0	270,000-	.00
100-7001-362.05-39	FEDERAL RECRUITMENT PROGR	0	0	0	0	0	.00
100-7001-362.07-04	MUNICIPAL LEVY	0	0	0	0	0	.00
100-7001-362.08-47	OFFICE SPACE LEASE/RENT	1,889-	1,889-	0	1,889-	0	1.00
100-7001-362.08-50	ADMINISTRATION FEES	70,000-	83-	0	83-	69,917-	.00
100-7001-362.08-56	RETURN CHEQUE CHARGE	0	0	0	0	0	.00
100-7001-362.08-69	OTHER ADMINISTRATION FEES	182,200-	32,107-	0	32,107-	150,093-	.18
100-7001-362.09-67	RECOVERY OF WAGE COSTS	0	0	0	0	0	.00
100-7001-362.09-92	CONTRACT POLICING	485,572-	0	0	0	485,572-	.00
100-7001-362.09-95	DONATIONS / GRANTS	7,800-	0	0	0	7,800-	.00
* REVENUE		1,798,080-	311,842-	0	311,842-	1,486,238-	.17
** POLICE REVENUES		1,798,080-	311,842-	0	311,842-	1,486,238-	.17

YTD FINANCIAL REPORT
AS AT 03/30/15

PREPARED 03/30/15
WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7002-472.10-01	REGULAR SALARIES	11,139,977	2,847,756	0	2,847,756	8,292,221	.26
100-7002-472.10-02	TEMPORARY SALARIES	909,355	155,185	0	155,185	754,170	.17
100-7002-472.10-03	SHIFT PREMIUM	4,000	0	0	0	4,000	.00
100-7002-472.11-01	OVERTIME CIVILIAN F/T	29,000	8,567	0	8,567	20,433	.30
100-7002-472.11-02	OVERTIME - CIVILIAN P/T	49,700	9,315	0	9,315	40,385	.19
100-7002-472.11-03	SWORN FULLTIME	400,000	102,004	0	102,004	297,996	.26
100-7002-472.11-03	SWORN FULLTIME	47,668	10,124	0	10,124	37,544	.21
100-7002-472.12-02	VACATION	275,000	119,535	0	119,535	155,465	.43
100-7002-472.12-05	STATUTORY SWORN	3,300	0	0	0	3,300	.00
100-7002-472.12-06	STATUTORY CIVILIAN	0	0	0	0	0	.00
100-7002-472.12-08	VESTED SICK LEAVE	0	173,037	0	173,037	173,037	.00
100-7002-472.12-98	RETIREMENT PAYOUTS	0	0	0	0	0	.00
100-7002-472.13-01	WSIB LEAVE	0	0	0	0	0	.00
100-7002-472.14-02	SERVICE PAY SWORN	0	0	0	0	0	.00
100-7002-472.14-03	SERVICE PAY CIVILIAN	0	2,625	0	2,625	2,625	.00
100-7002-472.14-05	INCENTIVE PAY	3,950	0	0	0	3,950	.00
100-7002-472.14-06	BREATHALYZER PAY	8,000	0	0	0	8,000	.00
100-7002-472.14-07	ACTING RANK PAY	29,000	3,791	0	3,791	25,209	.13
100-7002-472.14-08	COACH OFFICER PAY	8,000	7,619	0	7,619	381	.95
100-7002-472.14-09	OFF DUTY PAY	70,000	10,789	0	10,789	59,211	.15
100-7002-472.14-11	COMMISSIONER OF OATHS	3,250	0	0	0	3,250	.00
100-7002-472.14-12	EMERG. RESPONSE TEAM	4,800	0	0	0	4,800	.00
100-7002-472.14-13	NEGOTIATOR	3,000	0	0	0	3,000	.00
100-7002-472.14-14	CIVILIAN COACH TRAINING	700	988	0	988	288	1.41
100-7002-472.14-99	OTHER EMP ALLOWANCES	19,000	7,219	0	7,219	11,781	.38
100-7002-472.18-01	FRINGE BENEFITS-FULLTIME	3,048,888	957,720	0	957,720	2,091,168	.31
100-7002-472.18-02	FRINGE BENEFITS-PARTTIME	189,270	38,827	0	38,827	150,443	.21
100-7002-472.18-10	PAST SERVICE AGREEMENTS	0	0	0	0	0	.00
100-7002-472.18-98	RETIREMENT BENEFIT PAYOUT	0	0	0	0	0	.00
100-7002-472.51-15	TSF TO RESERVE FUND	0	0	0	0	0	.00
* EXPENDITURE		16,245,858	4,455,101	0	4,455,101	11,790,757	.27
** ADMINISTRATION		16,245,858	4,455,101	0	4,455,101	11,790,757	.27

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7003-472.10-01	REGULAR SALARIES	335,084	102,596	0	102,596	232,488	.31
100-7003-472.10-02	TEMPORARY SALARIES	158,568	22,837	0	22,837	135,731	.14
100-7003-472.10-03	SHIFT PREMIUM	3,000	0	0	0	3,000	.00
100-7003-472.11-01	OVERTIME CIVILIAN F/T	1,000	487	0	487	513	.49
100-7003-472.11-02	OVERTIME - CIVILIAN P/T	5,300	2,353	0	2,353	2,947	.44
100-7003-472.12-02	VACATION	10,000	1,363	0	1,363	8,637	.14
100-7003-472.12-06	STATUTORY CIVILIAN	1,000	0	0	0	1,000	.00
100-7003-472.14-03	SERVICE PAY CIVILIAN	0	525	0	525	525	.00
100-7003-472.14-14	CIVILIAN COACH TRAINING	2,500	211	0	211	2,289	.08
100-7003-472.18-01	FRINGE BENEFITS-FULLTIME	130,000	31,042	0	31,042	98,958	.24
100-7003-472.18-02	FRINGE BENEFITS-PARTTIME	40,000	5,193	0	5,193	34,807	.13
* EXPENDITURE		686,452	166,607	0	166,607	519,845	.24
** 911 FIRE DISPATCH		686,452	166,607	0	166,607	519,845	.24

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7004-362.04-10	SEIZED FUNDS/BIKE AUCTION	0	92-	0	92-	92	.00
*	REVENUE	0	92-	0	92-	92	.00
100-7004-472.10-04	HONOURARIUMS	4,200	863	0	863	3,337	.21
100-7004-472.18-04	FRINGE BEN-HONOURARIUMS	270	72	0	72	198	.27
100-7004-472.26-01	OFFICE SUPPLIES	150	210	0	210	60-	1.40
100-7004-472.30-12	CELLULAR SERVICE	600	550	0	550	50	.92
100-7004-472.30-55	MEETING COSTS	750	84	0	84	666	.11
100-7004-472.30-55	MEMBERSHIPS	2,782	2,742	0	2,742	40	.99
100-7004-472.30-70	TRAINING	14,500	6,981	0	6,981	7,519	.48
100-7004-472.30-80	ADVERTISING & PROMOTION	500	0	0	0	500	.00
100-7004-472.30-83	BOARD CONTINGENCY	0	1,000	0	1,000	1,000-	.00
100-7004-472.30-95	CNB ADMINISTRATIVE SERVICE	0	0	0	0	0	.00
100-7004-472.31-05	LEGAL FEES	30,000	81	0	81	29,919	.00
100-7004-472.36-55	POLICE DEPT DEDUCTIBLES	0	0	0	0	0	.00
100-7004-472.39-65	Y/E BALANCE FORWARD	0	0	0	0	0	.00
100-7004-472.39-99	MISC SERVICES & RENTS	5,500	573	0	573	4,927	.10
*	EXPENDITURE	59,252	13,156	0	13,156	46,096	.22
**	POLICE BOARD OF COMM	59,252	13,064	0	13,064	46,188	.22

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7005-472.26-01	OFFICE SUPPLIES	26,000	1,794	788	2,582	23,418	.10
100-7005-472.26-05	PHOTOCOPY SUPPLIES	5,000	698	0	698	4,302	.14
100-7005-472.30-05	COURIER, DELIVERY, POSTAGE	10,100	2,304	0	2,304	7,796	.23
100-7005-472.30-25	PHOTOCOPY EXPENSES	12,120	3,029	10,812	13,841	1,721	1.14
100-7005-472.30-27	INTERVIEW EXPENSES	5,000	999	0	999	4,001	.20
100-7005-472.30-65	MEMBERSHIPS	5,200	1,321	0	1,321	3,879	.25
100-7005-472.30-80	ADVERTISING & PROMOTION	500	552	0	552	52	1.10
100-7005-472.30-99	MISC ADMIN EXPENSES	19,000	2,215	0	2,215	16,785	.12
100-7005-472.31-01	AUDIT & ACCOUNTING FEES	78,315	0	0	0	78,315	.00
100-7005-472.34-60	BRINKS COURIER	1,600	415	0	415	1,185	.26
100-7005-472.36-01	INSURANCE PREMIUMS	58,600	19,838	0	19,838	38,762	.34
100-7005-472.39-61	HEALTH & WELLNESS	7,200	1,666	0	1,666	5,534	.23
100-7005-472.39-65	Y/E BALANCE FORWARD	0	0	0	0	0	.00
100-7005-472.41-01	BANK CHARGES	0	0	0	0	0	.00
100-7005-472.41-10	CASH OVER / SHORT	0	26	0	26	26	.00
100-7005-472.41-15	FOREIGN EXCHANGE	0	378	0	378	378	.00
100-7005-472.50-15	OFFICE FURNITURE/EQUIPMEN	10,000	799	873	1,672	8,328	.17
100-7005-472.51-15	TSF TO RESERVE FUND	30,000	0	0	0	30,000	.00
* EXPENDITURE		268,635	36,034	12,473	48,507	220,128	.18
** ADMINISTRATION		268,635	36,034	12,473	48,507	220,128	.18

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7006-472.30-30 TRAVEL		20,000	6,348	0	6,348	13,652	.32
100-7006-472.30-60 MEALS		7,600	1,087	0	1,087	6,513	.14
100-7006-472.31-60 WITNESS FEES		10,000	7,720	0	7,720	2,280	.77
100-7006-472.32-05 VEHICLE LEASE/RENTAL		15,500	0	0	0	15,500	.00
100-7006-472.33-07 EQUIPMENT MAINTENANCE		5,000	428-	230	198-	5,198	.04
100-7006-472.39-99 MISC SERVICES & RENTS		17,200	2,429	0	2,429	14,771	.14
* EXPENDITURE		75,300	17,156	230	17,386	57,914	.23
** EMERG LAW ENFORCEMENT		75,300	17,156	230	17,386	57,914	.23

YTD FINANCIAL REPORT
AS AT 03/30/15

PREPARED 03/30/15

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7007-472.26-01	OFFICE SUPPLIES	500	0	0	0	500	.00
100-7007-472.26-35	BOOK & RESOURCE MATERIAL	800	0	0	0	800	.00
100-7007-472.29-10	POLICE SUPPLIES	1,700	189	0	189	1,511	.11
100-7007-472.33-15	VEHICLE MAINTENANCE	1,000	0	0	0	1,000	.00
100-7007-472.33-23	POLICE RADAR/BREATH EQUIP	2,500	675	0	675	1,825	.27
100-7007-472.50-10	MACHINERY & EQUIPMENT	2,000	0	0	0	2,000	.00
EXPENDITURE		8,500	864	0	864	7,636	.10
**	TRAFFIC SECTION	8,500	864	0	864	7,636	.10

PREPARED 03/30/15

YTD FINANCIAL REPORT
AS AT 03/30/15

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WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7008-472.30-10	TELEPHONE	41,200	7,223	0	7,223	33,977	.18
100-7008-472.30-12	CELLULAR SERVICE	38,000	5,780	0	5,780	32,220	.15
100-7008-472.33-01	RADIO MAINTENANCE	3,500	0	1,461	1,461	2,039	.42
100-7008-472.33-07	EQUIPMENT MAINTENANCE	48,700	29,420	0	29,420	19,280	.60
100-7008-472.34-99	MISC CONTRACTS	7,350	1,221	6,780	8,001	651-	1.09
100-7008-472.50-50	RADIO UPGRADES	0	0	0	0	0	.00
*	EXPENDITURE	138,750	43,644	8,241	51,885	86,865	.37
**	COMMUNICATIONS	138,750	43,644	8,241	51,885	86,865	.37

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7010-472.26-15	JANITORIAL SUPPLIES	13,780	1,678	0	1,678	12,102	.12
100-7010-472.27-01	HYDRO	110,000	34,564	0	34,564	75,436	.31
100-7010-472.27-05	NATURAL GAS	15,000	10,501	0	10,501	4,499	.70
100-7010-472.27-15	WATER	6,000	1,532	0	1,532	4,468	.26
100-7010-472.27-30	CABLE/FIBRE OPTICS	782	197	0	197	585	.25
100-7010-472.33-05	BUILDING MAINTENANCE	56,500	10,446	5,026	15,472	41,028	.27
100-7010-472.34-01	GARBAGE CONTRACT	7,000	884	8,091	8,975	1,975	1.28
100-7010-472.34-17	PEST CONTROL	576	586	0	586	10	1.02
100-7010-472.34-45	SNOW REMOVAL CONTRACT	10,000	6,624	0	6,624	3,376	.66
100-7010-472.50-10	MACHINERY & EQUIPMENT	0	0	0	0	0	.00
* EXPENDITURE		219,638	67,012	13,117	80,129	139,509	.36
** MAINTENANCE OF QUARTERS		219,638	67,012	13,117	80,129	139,509	.36

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7012-472.26-50	CLOTHING / UNIFORM	73,000	4,616-	14,006	9,390	63,610	.13
100-7012-472.29-10	POLICE SUPPLIES	30,000	3,953	60	4,013	25,987	.13
100-7012-472.29-15	GUN SUPPLIES	59,000	4,601	14,692	19,293	39,707	.33
100-7012-472.29-20	POLICE TECH SERVICE SUPP	10,000	28	1,245	1,273	8,727	.13
100-7012-472.33-50	DRY CLEANING/MAINT	19,700	2,477	0	2,477	17,223	.13
100-7012-472.50-45	ERT	10,000	1,011	443	1,454	8,546	.15
• EXPENDITURE		201,700	7,454	30,446	37,900	163,800	.19
** UNIFORMS/EQUIPMENT/MISC		201,700	7,454	30,446	37,900	163,800	.19

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7014-362.04-81 * REVENUE	INSURANCE REVENUE	0	0	0	0	0	.00
100-7014-472.24-01	GAS	170,000	32,886	0	32,886	137,114	.19
100-7014-472.24-20	TIRES	26,000	1,856	0	1,856	24,144	.07
100-7014-472.32-05	VEHICLE LEASE/RENTAL	0	806	0	806	806	.00
100-7014-472.33-07	EQUIPMENT MAINTENANCE	100,000	9,285	6,878	16,163	83,837	.16
100-7014-472.33-15	VEHICLE MAINTENANCE	152,800	24,353	0	24,353	128,447	.16
100-7014-472.33-55	CAR WASHES	3,000	0	0	0	3,000	.00
100-7014-472.36-01	INSURANCE PREMIUMS	80,993	25,353	0	25,353	55,640	.31
100-7014-472.36-55	POLICE DEPT DEDUCTIBLES	20,000	0	0	0	20,000	.00
100-7014-472.50-25 * EXPENDITURE	VEHICLES	552,593	94,539	58,416	58,416	58,416	.00
				65,294	159,833	392,760	.29
** MOBILE EQUIPMENT		552,593	94,539	65,294	159,833	392,760	.29

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7018-362.08-20	REVENUE REGISTRATION FEES	0	0	0	0	0	.00
*		0	0	0	0	0	.00
100-7018-472.30-70	TRAINING EXPENDITURE	84,000	22,173	4,277	26,450	57,550	.31
*		84,000	22,173	4,277	26,450	57,550	.31
**	TRAINING	84,000	22,173	4,277	26,450	57,550	.31

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7020-362.04-60	TRANSFER FROM CAPITAL	0	1,764-	0	1,764-	1,764	.00
*	REVENUE	0	1,764-	0	1,764-	1,764	.00
100-7020-472.26-99	MISC GENERAL SUPPLIES	25,000	1,950	266	2,216	22,784	.09
100-7020-472.32-20	COMPUTER EQUIPMENT LEASE	13,025	0	4,992	4,992	8,033	.38
100-7020-472.33-07	EQUIPMENT MAINTENANCE	5,190	253-	0	253-	5,443	.05-
100-7020-472.34-30	SERVICE CONTRACT	1,526	0	0	0	1,526	.00
100-7020-472.39-99	MISC SERVICES & RENTS	123,000	27,562	0	27,562	95,438	.22
100-7020-472.50-30	COMPUTER H/WARE	33,200	9,634	150	9,784	23,416	.29
100-7020-472.50-33	SOFTWARE UPGRADING	80,300	16,887	4,520	21,407	58,893	.27
100-7020-472.51-15	TSF TO RESERVE FUND	0	0	0	0	0	.00
100-7020-472.51-30	TRANSFER TO REVENUE	0	0	0	0	0	.00
*	EXPENDITURE	281,241	55,780	9,928	65,708	215,533	.23
**	COMPUTER SYSTEM	281,241	54,016	9,928	63,944	217,297	.23
***	POLICE	17,023,839	4,665,822	144,006	4,809,828	12,214,011	.28
		17,023,839	4,665,822	144,006	4,809,828	12,214,011	.28



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: March 23, 2015

Date of Meeting: April 14, 2015

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

Subject: Audit Report - Drugs

Recommendation: that the Board hereby resolves to, "accept the 2015 Audit Report for Drugs as submitted by the Chief of Police."

Board By-law directs me to ensure that an annual audit takes place of all property/evidence held by our Police Service and that the results are reported to the Board.

Attached is a copy of the 2015 Drug Audit Report as prepared by Sergeant N. Coulas our Quality Assurance officer.

The Drug Audit was for the most part unremarkable with only two drug envelopes out of 1,755 requiring any follow up. In both cases errors existed in the computerized entries.

Sergeant Coulas indicates in this report that we have adopted a new system for the completion of the documentation associated to the retention and accounting of our drug exhibits. It is anticipated that these changes will streamline the process and save time.

The audit team recommended we continue with our existing audit process as it is proven reliable and I concur with this recommendation.

I invite any questions or comments the Board may have in relation to this Drug Audit Report.

Sincerely,

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



North Bay Police Service
Quality Assurance
Audit Report
Drugs Seized Pursuant to CDSA

18 March 2015

Prepared by Sgt N. Coulas

Executive Summary

The audit team was tasked to inventory all drugs in the possession of the North Bay Police Service and review the processes in place for dealing with such seizures/exhibits. This was done pursuant the Standard Operating Procedures on the Collection, Preservation and Control of Evidence and Property (LE-020).

As part of the process, the team conducted an inventory of all drugs in NBPS possession to ensure that they were subject of an entry in the mandated written ledger and that the corresponding Records Management System (RMS) entry was accurate.

On January 21, 2015 members of the team commenced the audit by segregating drug envelopes that had been authorized for destruction by Health Canada from those that required further retention.

At the time of the audit there were 1,755 separate drug envelopes in possession of the NBPS. A request to Health Canada for an "Authorization for Disposal Order" had been previously approved and members of the Audit Team segregated the drug envelopes, associated to 98 RMS occurrences, for the purposes of destruction by incineration at a later date. These items have been also authorized for destruction by Chief P.D. Cook dated February 14, 2015.

The second component of the audit is to ensure the remaining drug envelopes have been accounted for and have been properly entered on RMS. This was completed on February 4, 2015. The result was a complete cross-referencing of seizures/exhibits in our possession as they pertained to RMS, the hand-written ledger and drug control envelope entries to ensure accuracy.

Introduction

The findings and recommendation contained in the following pages are intended to assist the Service in developing an efficient system that clearly meets the needs of the organization, without impacting in a significant manner on the resources available.

Audit Objective

To determine if all drug exhibits are properly documented and accounted for and that unnecessary items being inventoried are disposed of in accordance to procedures.

Audit Scope

The purpose of this is to inventory all drug exhibits, held under the *CDSA*, and review the practices surrounding those seizures.

Methodology

The audit team was responsible for the following:

- a. Inspecting all control number exhibits kept in the drug seizure room and comparing them to the hand-written ledger entries,
- b. Examining each occurrence on RMS Niche as entered by the Exhibit Clerk, to ensure each hand-written drug ledger entry, drug control envelope entry and corresponding RMS entry were in agreement,
- c. Interviewing the Exhibit Clerk to obtain more information on process and suggestions for improvements,
- d. Reviewing the SOP and suggesting changes as required.

Audit Findings and Recommendations

Finding

Upon conclusion of the audit process, it was determined that all drug envelopes were accounted for.

In addition the auditors found two (2) drug envelopes, which had initially been inventoried and identified by the Exhibit Clerk, where "unfixable anomalies" existed in the computerized entries. The Property Clerk has opened a number of inquiry tickets with the RMS/OPTIC Help Desk for investigation and the corresponding documentation was attached to the drug envelopes in question. This procedure allowed for explanations to be readily available in identifying the associated issues and the audit process to flow smoothly.

Recommendation

Proven reliable, this practice should continue.

Conclusion

The current method of documenting drug exhibits has resulted in accurate recording of all CDSA related evidence/seizures currently under the control of our Service.

As of the time of the writing of this report, a new system has been adopted for the completion of documentation associated to the retention and accounting of CDSA related exhibits. It is anticipated that the changes will streamline the process and reduce the amount of time required, by both the Exhibit Clerk and Front Desk Clerk, for completion of the associated documentation. Subsequent audits will afford an opportunity to determine if the proposed changes have achieved the desired effect.

Respectfully submitted;



K. Kelusky, Inspector
Administration



N. Coulas, Sgt.
Quality Assurance



North Bay Police Service

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

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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: March 19, 2015

Date of Meeting: April 14, 2015

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

Subject: North Bay Police Services Board By-Law Index

Recommendation: That the Board hereby resolves to, "accept the new Police Services Board By-Law Index as presented by Detective Sergeant D. Webber."

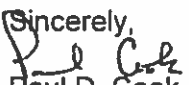
North Bay Police Services Board By-laws and Policies are currently located on the Police Service's Intranet. Police Service members can access these documents under a "general index" that denotes the By-Law or Policy number, the year of the most current release and the topic. They are further sub-categorized as Appendix A and B, which identify those documents that form part of the Adequacy and Effectiveness Standards. Expired or amended By-Laws and Policies are not listed.

Currently there is no comprehensive electronic Indexing System that allows researching expired By-Laws or Policies, as they have to be researched manually. This can cause a considerable amount of confusion, especially when attempting to identify a By-Law or Policy that was in effect on a specific date in the past or determining how many times the document has been amended.

Detective Sergeant Webber has provided Board members with a brief presentation of a new Indexing System. This new search tool would be appearing on our intranet under the caption Board By-Laws and Policies. This area would be broken into five (5) separate columns; By-Law/Policy #, Title, Current By-Law/Policy Date, Original By-Law/Policy # and Revision Dates.

The benefits of the new indexing system will permit members to instantaneously gain access to the most current By-Law or Policy through hyper linking the document to the Index. All amended or non-current By-Laws or Policies are in chronological order and are also available for quick access through the hyper linking each document.

I would recommend the Board accepts the proposed Indexing System and approves this through the above noted Resolution. I invite any questions or comments regarding this report.

Sincerely,

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



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Board Report

Date of Report: March 23, 2015
Date of Meeting: April 14, 2015

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

Subject: North Bay Police Services Board's 2015 Operating Budget Update

Recommendation: Pending Resolution

At the Regular Meeting of City Council held on March 16, 2015, council members voted 7-3 to pass the North Bay Police Services 2015 Operating Budget.

Later in this same meeting Councillor Anthony moved the attached Resolution No. 2015-142, which was passed by City Council inviting me to appear for a scheduled public presentation to, "allow for discussion of a variety of potential ways to reduce the North Bay Police Services' 2015 Budget by 1%". This Resolution was forwarded to Board Chair O'Connor.

The attached letter was sent to Ms. Conrad by Mr. O'Connor in response to this Resolution. The Chair intends to speak to this matter during the April 14th Board meeting.

Sincerely,

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

INTER OFFICE

MEMO

City of North Bay

To: Police Chief Paul Cook
From: Karen McIsaac
Subject: North Bay Police Services 2015 Operating Budget
Date: 24 March 2015

This is Clause No. 1 of General Government Committee Report No. 2015-09 which was passed by Council at its Regular Meeting held on Monday, March 16, 2015.

Clause No. 1:

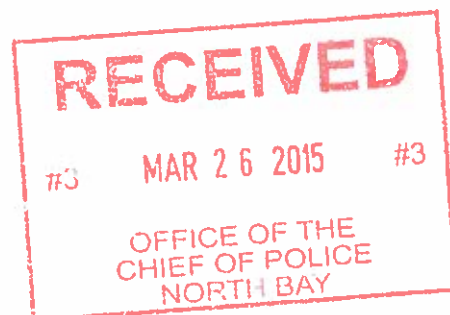
"That the 2015 Operating Budget in the amount of \$17,023,838.00 for the North Bay Police Services Board be approved."


Karen McIsaac
Deputy City Clerk

KM/ck

cc. M. Karpenko

SIRE/F05/2015/OPEBU/GENERAL



INTER OFFICE MEMO

City of North Bay

To: Police Chief Paul Cook
From: Catherine Conrad
Subject: North Bay Police Services' Budget
Date: 18 March 215

This is Resolution No. 2015-142 which was passed by Council at its Regular Meeting held on Monday, March 16, 2015.

Resolution No. 2015-142:

"Whereas open dialogue is good for all parties involved;

Therefore be it resolved that the North Bay Police Services Board and Police Chief Paul Cook be thanked for the work and adjustments to their budget to date;

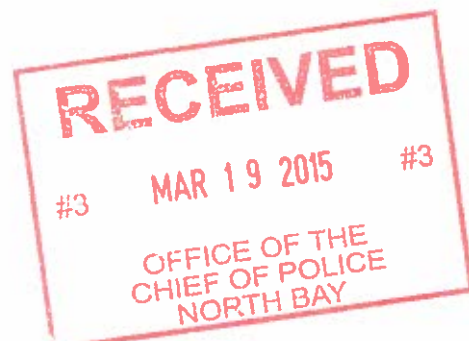
And further be it resolved that Police Chief Paul Cook be respectfully asked to appear for a scheduled public presentation before North Bay City Council to allow for discussion of a variety of potential ways to reduce the North Bay Police Services' 2015 Budget by 1%;

And further that the presentation be scheduled for a Council Meeting on one of the following dates: March 30, April 27 or May 11, 2015."

CCONrad
Catherine Conrad
City Clerk

CC/ck

SIRE/F05/2015/OPEBU/GENERAL





NORTH BAY POLICE SERVICES BOARD

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



March 23, 2015

Ms. Cathy Conrad
City of North Bay
200 McIntyre Street East
North Bay, ON P1B 8H8

Dear Ms. Conrad:

Please consider this the North Bay Police Service's Board's formal response to the inter office memo you sent to Chief Cook, dated March 18, 2015 in the form of Resolution No. 2015-142 passed by City Council at its Regular Meeting on March 16th which reads as follows:

*Whereas open dialogue is good for all parties involved;
Therefore be it resolved that the North Bay Police Services Board and Police Chief Paul Cook be thanked for the work and adjustments to their budget to date;
And further be it resolved that Police Chief Paul Cook be respectfully asked to appear for a scheduled public presentation before North Bay City Council to allow for discussion on a variety of potential ways to reduce the North Bay Police Services' 2015 Budget by 1%;
And further that the presentation be scheduled for a Council Meeting on one of the following dates: March 30, April 27 or May 11, 2015."*

Let me begin by stating that we are disappointed to receive this Resolution after the efforts that have been made to address council's concerns with our board's budget.

It is important that members of council be aware of the legislative roles and responsibilities of the Police Service Board, the Chief of Police and Municipal Council as it relates to the budget process. In Ontario, policing is governed by the *Ontario Police Services Act (PSA)*, which clearly articulates these roles. The board governance model in Ontario is in place in part to provide oversight and accountability to the chief of police and the police service that is independent of mayor and council.

Part III of the *PSA* deals with Municipal Police Services Boards. The following sections apply to the responsibilities of the Board and the Police Services Board's budgets:

Section 31

(1) A board is responsible for the provision of adequate and effective police services in the municipality and shall,....

(e) direct the chief of police and monitor his or her performance

Section 39

- (1) *The board shall submit operating and capital estimates to the municipal council that will show, separately, the amounts that will be required,*
- (a) *To maintain the police force and provide it with equipment and facilities; and*
 - (b) *To pay expenses of the board's operation other than the remuneration of board members.*
- (3) *Upon reviewing the estimates, the council shall establish an overall budget for the board for the purposes described in clauses (1) (a) and (b) and, in doing so, the council is not bound to adopt the estimates submitted by the board.*
- (4) *In establishing an overall budget for the board, the council does not have the authority to approve or disapprove specific items in the estimates.*
- (5) *If the board is not satisfied that the budget established for it by council is sufficient to maintain an adequate number of police officers or other employees of the police force or to provide the police force with adequate equipment and facilities, the board may request that the Commission determine the question and the Commission, shall, after a hearing, do so.*

Part IV of the PSA includes the duties of the Chief of Police. Section 41 of the Act clearly states that the Chief of Police reports to the board and shall obey its lawful orders and directions.

Council passing a motion asking the Chief to attend before you for a public presentation in the future regarding, "discussion on a variety of potential ways to reduce the North Bay Police Services' 2015 Budget by 1%", when the Board's Budget had just been passed earlier in this same meeting is not in keeping the legislation, highly unusual and totally inappropriate. If the majority of council still had concerns with the Board's Budget during this meeting you should not have voted to pass the budget and I should have been contacted as the board chair.

I will ensure that the documentation that you sent to Chief Cook is shared with our board and discussed at our next scheduled board meeting on April 14, 2015. A follow up letter will be sent to council after this meeting has taken place.

In conclusion I wish to acknowledge and thank Mayor McDonald and the members of council for your collective efforts in passing both the City's 2015 Operating Budget and our Board's 2015 Operating Budget during your meeting on March 16th. As a board we realize that the budget process can be difficult and at times very challenging and we appreciate the work that council dedicated to the budget this year.

Sincerely,



Dennis O'Connor, Chair
North Bay Police Services Board



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Paul D. Cook
Chief of Police

Shawn E. Devine
Deputy Chief of Police

Board Report

Date of Report: March 18, 2015

Date of Meeting: April 14, 2015

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

Subject: Contingency Account – Near North Crime Stoppers

Recommendation: That the 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."

Find attached a letter from Ms. Tracy Johnston (Balen), Executive Director of Near North Crime Stoppers inviting me to attend their, "Celebrity Jail-a-thon", which is being hosted at Northgate Square on May 7, 2015. The goal of this fundraising initiative has been set at \$15,000.00 for this year.

As the Board is aware the Near North Crime Stoppers program has a long history of success in our community and they are considered an invaluable community partner.

I am recommending a donation of \$250.00 to support the Near North Crime Stoppers annual Jail-a-thon fundraising initiative.

The current balance in the contingency account is - \$908.10, but this will increase after our May auction.

I invite any comments or questions from the Board.

Sincerely,

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

**NEAR NORTH
CRIME 
STOPPERS**

P.O. Box 382
North Bay, ON P1B 8H5
Tel: 705-497-5555 #507/510
Fax: 705-476-1784
Toll free Tipline: 1-800-222-8477 (TIPS)
www.nearnorthcrimestoppers.com

March 17, 2015

Dear Chief Cook,

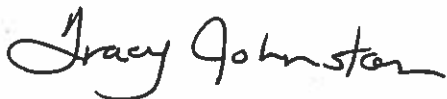
It's that time again!! Near North Crime Stoppers will be hosting its biennial **Celebrity Jail-a-thon** at Northgate Shopping Centre. On Thursday, May 7th, 2015, accused persons will gather in the Centre Court area (near Sears) to have their fate determined. Court will be presided over by 'judges' who will convict participants for certain 'crimes'. We would like you to be one of our celebrities! 'Bail' is raised through pledges at your workplace, through friends or family – maybe someone will pay to keep you in! The amount, which averages \$300, is only a guideline. Our goal for this year's event is set at \$15,000.

Should you honour us by agreeing to participate in this worthwhile and fun event, we would need approximately one hour of your time on Thursday, May 7th. We would ask you to 'attend court' at which time you would be put on trial for a light-hearted crime (i.e. 'Murdering the English language'). Court will be in session from 11am – 5pm.

Please confirm your participation by calling the Crime Stoppers office asap at 497-5555 ext. 507. Additional information and pledge sheets will be provided to you before the event to facilitate raising your bail in advance. If you're not able to participate but would like to make a donation, please make your cheque payable to Near North Crime Stoppers and mail to Box 382, North Bay, P1B 8H5. Tax receipts will be issued for all donations of \$20 or greater.

On behalf of Near North Crime Stoppers, I would like to thank you for considering this request.

Sincerely,



Tracy Johnston (Balen)
Executive Director
Near North Crime Stoppers



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Board Report

Date of Report: March 19, 2015
Date of Meeting: April 14, 2015

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

Subject: Contingency Account – “Meals on Wheels”

Recommendation: That the 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.”

In mid March Mayor McDonald spent some time with the staff and volunteers at the VON learning more about and supporting their “Meals on Wheels” Program.

It is worthy of note that the volunteers associated to this program, not only give of their time, but also use their own vehicles and fuel to deliver a warm meal to many seniors and others in need in our community. The Mayor has recommended we support these volunteers through a donation, which could be used to purchase fuel cards and I am supportive of his recommendation.

I am requesting the above Resolution be passed to donate \$250.00 to support this extremely worthwhile community initiative. A similar donation was made by the Board in 2013.

As noted earlier the current balance in the contingency account is - \$908.10, but we anticipate that this will increase significantly after our Police Auction in May.

I invite any comments or questions from the Board.

Sincerely,

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