



## **NORTH BAY POLICE SERVICES BOARD**

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



### **OPEN SESSION AGENDA February 12, 2013 1100 Hours**

- |  |             |
|--|-------------|
| 1. Approval of Agenda  | Chair       |
| 2. Approval of Minutes of Open Session meeting of January 15, 2013 | Chair       |
| 3. Business Arising:<br>Nil  | Chair       |
| 4. Commendations – Constable Steve Chabbert                        | Chief/Chair |
| 5. Correspondence:   | Chief       |
| 6. Taxi Business:<br>Taxi Licences                                 | Chief       |
| 7. Reports:<br>Chief's Monthly Report                              | Chief       |
| Stats December/December Revised                                    | Chief       |
| 2012 Annual Reports  | Chief       |
| 8. New Business:<br>Radio Maintenance Agreement – Spectrum 2000    | Chief       |
| Fee Schedule By-law # 02/2013                                      | Chief       |
| OAPSB 2013 AGM and Spring Conference                               | Chief       |
| 9. Association Report:   | President   |



**MINUTES OF OPEN MEETING  
North Bay Police Services Board  
January 15, 2013**

**Present:**

**Board Members:** Dennis O'Connor, Chair, William Hagborg, Vice-Chair, Sean Lawlor,  
Allan McDonald, Tiziana Silveri

**Police Service:** Chief Paul Cook, Deputy Chief Shawn Devine

**Board Solicitor:** Peter Leckie

**Association:** Sgt. Michael Tarini, President

**Guests:** The Media

**Secretary:** Carol Miller

**Regrets:**

The Chair, Dennis O'Connor, called the meeting to order at 1110 hours.

**Approval of Agenda:**

Resolution: #001-2013:

Moved by Allan McDonald, Seconded by Sean Lawlor

The North Bay Police Services Board hereby resolves to:

"Accept the Agenda as presented for the Open Meeting to be held on January 15, 2013".  
Carried

**Approval of Minutes:**

Resolution: #002-2013:

Moved by Tiziana Silveri, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on December 11, 2012".

Carried

**Business Arising:**

Not applicable at this meeting.

**Swearing In – Cst. Sarah Kavanagh:**

The Chair, Dennis O'Connor welcomed our newest member, Cst. Sarah Kavanagh. .  
Cst. Kavanagh comes to the North Bay Police Service from the Peel Regional Police.  
Born and raised in North Bay, she is a graduate of West Ferris Secondary School.  
Sarah was sworn in by City Solicitor Peter Leckie and welcomed by Chief Cook to the  
North Bay Police Service family.

**Correspondence:**

Correspondence included: thanks for the effort of Cst. Chabbert in saving a life during a hockey game; thanks from Nipissing Lakers for support from Cst. Alain Bedard; thank you for contribution to Families First New Year's Eve Celebration; thank you from local Multiple Sclerosis Society for providing meeting facilities; thank you from District of Nipissing Social Services Administration Board for support in evacuation of the Sands North Bay Inn; thank you for support to provide a safe environment for Relay for Life; a letter to Paul Trahan for expressing interest in becoming a member of the Board of Director for the Crisis Centre; thank you for tour of North Bay Police Service facility from Janine Lafreniere, Chairperson of Domestic Violence Community Coordinating Committee of Nipissing; thank you from a citizen grateful for the assistance of Cst. Richard Hampel involving a stolen cellular phone; and appreciation for the work of Cst. Dix in his investigation of the theft of a memorial urn and ashes.

Resolution: #003-2013:

Moved by Sean Lawlor, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

**Taxi Business:**

Resolution: #004-2013:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Approve the three (3) new Taxi Drivers Licence Applications for December 2012 as recommended by the Chief of Police in his letter dated January 7, 2013".

Carried

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

The Chief outlined the monthly activities he and Deputy Chief Devine attended since the last Board meeting. The local events reported were: two Cop Talk's on Cogeco; Domestic Violence Justice Committee Meeting; DNSSAB Summit Meeting; several Coach4Food (C4F) Fundraising events; North Bay Santa Fund Fundraiser on Moose FM; North Bay Santa Fundraiser at Twiggs; Santa Fund Basket Deliveries; New Years Day Levees; Promotional Swearing In Ceremony for Insp. Jerome, S/Sgt. Ramsay and Sgt. Brewer; and Lakers Support the Troops Hockey Game.

Out of town events included: RCMP Awards Presentation in Toronto

Since the last Board meeting there have been amendments made to Standard Operating Procedures in relation to Attending Court, Informants and Agents and the 2013 Organizational Chart. There have not been any new or amended Protocols.

Statistical Reports

The Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the month of November and November 2012 (Revised). He indicated overall, as of

the end November there are increases over 2011 in Criminal Offences, Calls for Service and Police Activity.

Resolution: #005-2013:

Moved by Tiziana Silveri, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

“Accept the Condensed Monthly Statistical Reports for the month of November 2012 and November (Revised) 2012 as presented”.

Carried

#### Annual Report – Educational Subsidies

Resolution: #006-2013:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

“Accept the report from the Chief of Police regarding educational subsidies for service members in 2012”.

Carried

#### Annual Report – Public Complaints/Chief Complaints

Resolution: #007-2013:

Moved by Sean Lawlor, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

“Accept the report regarding Public Complaints for 2012 as presented by the Chief of Police”.

Carried

### **New Business:**

#### Benefits Consultant

Resolution: #008-2013:

Moved by Tiziana Silveri, Seconded by Sean Lawlor

The North Bay Police Services Board hereby resolves to:

“Extend our contract with Mosey and Mosey as our Group Benefits Consultants for an additional three years with a two year option if mutually agreeable to both parties”.

Carried

#### 2013 Organizational Chart

Resolution: #009-2013:

Moved by William Hagborg, Seconded by Sean Lawlor

The North Bay Police Services Board hereby resolves to:

“Acknowledge receipt of the North Bay Police Service Organizational Chart for the year 2013”.

Carried

Transfer \$16,616.24 from our General Police Purposes Reserve Account into the POA Revenue line of the 2013 Operating Budget

Annual Report – Liquor Audit

Resolution: #010-2013:

Moved by Allan McDonald, Seconded by Sean Lawlor

The North Bay Police Services Board hereby resolves to:

“Accept the 2012 Liquor Audit Report as presented by the Chief of Police”.

Carried

2012 Fleet Replacement Schedule

Resolution: #011-2013:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

“Approve the replacement of vehicles in our fleet in 2013 as outlined in the report presented by the Chief of Police”.

Carried

North Bay Police Services By-law #01/2013- Fee Schedule – Attachment #3

Resolution: #012-2013

Moved by Sean Lawlor, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

“Enact and pass North Bay Police Services Board By-law #01/2013, which is a by-law specific to Fee Schedule”.

Read the First Time

Resolution: #013-2013

Moved by Allan McDonald, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

“Enact and pass North Bay Police Services Board By-law #01/2013, which is a by-law specific to Fee Schedule”.

Read the Second Time

Resolution: #014-2013

Moved by William Hagborg, Seconded by Sean Lawlor

The North Bay Police Services Board hereby resolves to:

“Enact and pass North Bay Police Services Board By-law #01/2013, which is a by-law specific to Fee Schedule”.

Read the Third Time and Approved  
Carried

Fee Schedule Board By-law Review

Resolution: #015-2013

Moved by Tiziana Silveri, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

“Increase the 2014 Fee Schedule by an additional 3% in January 2014”.

Tabled

Note: This item will be brought forward again in November 2013 in order to have the a public hearing and rates instituted as of January 1, 2014.

### 2013 Operating Budget

Resolution: #016-2013

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

“Accept the 2013 Operating Budget as presented by the Chief of Police”.

Carried

Note: A discussion on this item occurred. The Mayor, Deputy Mayor, Chief and Chair were thanked for the work that they have done on reducing this budget from the proposed budget presented at the December Board meeting. The Board will work hard to honour this budget but there was a caution that there may be issues that arise that make it impossible. There were further fears that the reduction in training may have a negative impact on the organization. The Association will work with the Chief to ensure that the budget is honoured. If issues arise they will be dealt with individually. The Chair stated that this budget was difficult to compile and that there is little room for flexibility.

The Chair called for a recorded vote on this item. There was unanimous acceptance by all members of the Board.

### **Association Update:**

President Mike Tarini reported to the Board that the annual hockey tournament is being organized. Members will attend the Labour Conference where they expect to hear the results of the summit on Policing Efficiencies that the Chiefs are discussing in Ottawa this week. He also reiterated that the members of Association understand the challenges that the Board is facing.

### **Adjournment:**

Resolution: #017-2013:

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

“Adjourn the Open Portion of the meeting held on January 15, 2013 at 1150 hours”.

Carried

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Chair

January 15, 2013

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Secretary



## 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](http://www.northbaypolice.on.ca)

Paul D. Cook  
Chief of Police

Alan Williams  
Deputy Chief of Police

### CHIEF'S COMMENDATION

#### CONSTABLE STEVE CHABBERT

On the 10<sup>th</sup> of January 2013, during the course of a men's pick-up hockey game at Memorial Gardens, Constable Chabbert, along with other hockey players at the game, was instrumental in saving the life of another player who had collapsed on the bench as a result of a heart attack.

Constable Chabbert and another player picked the subject off the floor and put him on the player's bench. At that point the four men acted swiftly and without hesitation to save the man's life.

Constable Chabbert began chest compressions while others held the individual in place, secured the area, performed CPR and retrieved the arena's portable defibrillator.

The men followed the instructions from the defibrillator and prepared to shock the individual who was now beginning to turn purple in colour. The defibrillator was attached to his body and they shocked the hockey player's heart.

The desired effect was accomplished. The individual began to vomit showing a positive sign that he was breathing on his own. He was then taken to the North Bay Regional Health Centre and later transferred to Sudbury Health Sciences North where he recovered from the incident.

Constable Chabbert exhibited Teamwork, Compassion for those in need and a Commitment to the Community he serves.

Constable Chabbert is hereby awarded a Chief's Commendation for his quick thinking and unselfish actions, which no doubt contributed towards saving the life of a member of our community.

Paul D. Cook  
Chief of Police



January 22, 2013

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

Dear Chief Cook:

I'm writing to congratulate you and your staff on your valuable involvement in the lack of heat and bed bug issue at the Sands North Bay Inn on December 13, 14 and into the weekend. Your staff and staff at the District of Nipissing Social Services Administration Board (DNSSAB) were able to quickly bring about a plan to evacuate the motel, and house the displaced residents while doing everything in their power to contain the infestation.

Not only was everyone going above and beyond their job descriptions, but the impetus of their actions remained the safety and care of the citizens who found themselves displaced. This collaborative effort was a great example of all the cogs and gears of "community" working together to reach a common goal.

According to the DNSSAB staff who were on site during the evacuation, your personnel provided immense support. Without the assistance of the North Bay Police Service, the entire procedure, no doubt, would not have gone as smoothly as it did. We sincerely thank you and the officers involved for ensuring everyone's safety.

Certainly, this incident shows that our community has the necessary resources and the ability to work together. Now that we have a seed of a plan to deal with such circumstances, we look forward to developing a more formal course of action for future situations.

On behalf of the DNSSAB, please pass along our thanks to your personnel for the professional and compassionate approach displayed in this challenging situation.

Sincerely

George Maroosis  
Chair, District of Nipissing Social Services Administration Board

cc: Mayor Al McDonald  
cc: Leo DeLoyde, CAO, DNSSAB



DIC Gene

Please pass on my thanks to Cee-Jing for  
his assistance & professionalism.  
Jan. 31, 2013 PC C: HR + PSB

Russ Lingley

Just wanted

to let you know

how much

I appreciate

what you did.

Once again I thank  
you so much.

Lauretta Enord

Have a lunch on me.  
and enjoy.

**L.I.P.I.**  
**18<sup>TH</sup> ANNUAL**  
**SANTA NEEDS HELP CAMPAIGN**

*North Bay Police Association*  
BECAUSE OF YOUR CONTINUED GENEROSITY,

**619 CHILDREN  
AND  
315 FAMILIES**

WERE ABLE TO HAVE A BETTER CHRISTMAS IN 2012

ON BEHALF OF THE LIPI STAFF;  
LANA, CINDY, FRAN AND TANYA,  
THE BOARD OF DIRECTORS AND  
THE MANY VOLUNTEERS...

**THANK YOU!!!**

*Fran*

*Lana*

*Thank you for your help  
to help us 2013*

*Tanya*



## Paul Cook

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**From:** Mike McParland [mikemc@nipissingu.ca]  
**Sent:** Tuesday, January 15, 2013 12:30 PM  
**To:** Paul Cook  
**Subject:** Heroism-Const Steve Chabbert, Dr Rick Trenker, Bruce Marietti, Justin Corbiel.

Dear Cheif of Police Paul Cook

I contact you in regards to an act of heroism that I experienced last Thursday night, January 10, 2013 at approximately 10:20 PM at a men's men pick up hockey game at the Memorial Gardens.

██████████ a player in the group collapsed on the bench with an apparent heart attack. If not for the quick, and organized response by 4 individuals, including one of your own Police officers Const. Steve Chabbert ██████████ would in all likelihood no longer be with us.

The precision teamwork displayed by the 4 men was exemplary, with absolutely no hint of panic while saving a life.

Upon collapsing Const. Chabbert and Justin Corbiel picked ██████████ up off the floor and laid him on the players bench. At that point each of the 4 men instinctively went about proper procedure to work on ██████████ to save his life.

Const. Chabbert began CPR pumping the chest of ██████████ to allow a continued flow of oxygen to the brain, Justin Corbiel secured ██████████ on the bench to allow this CPR to take place, Dr Rick Trenker secured the head of ██████████ and made sure there was nothing obstructing ██████████ from breathing, and performed CPR as well. Bruce Marietti the 4th man to help out searched for and returned with the arenas defibrillator. The men followed the clear instructions from the defibrillator and prepared to shock ██████████, who was now beginning to turn to a purplish color. The men secured the defibrillator, shocked ██████████ and the hoped for reaction was achieved. ██████████ in a reflex action began to vomit showing signs that his oxygen had returned and he was breathing on his own!!

Moments later the EMS workers arrived and by the time they had ██████████ in the ambulance he was already somewhat responsive.

██████████ was transferred to Sudbury where he underwent an operation the following day in which 3 stints were placed in his heart.

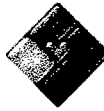
Without a doubt the effort of these 4 men saved a life, they were true hero's on this Thursday night.

Well done men and congratulations on an extraordinary example of performing CPR.

--

Mike McParland  
Head Coach Men's Hockey  
Nipissing University Lakers  
100 College Drive  
PO Box 5002  
North Bay ON P1B 8L7  
Office - 705 474 3450 ext 4394  
Cell - 705 840 8326.

Nipissing University receives "A" grades in Globe & Mail survey for  
Quality of Education, Student-Faculty Interaction,  
Class Size, Campus Atmosphere and Residence!

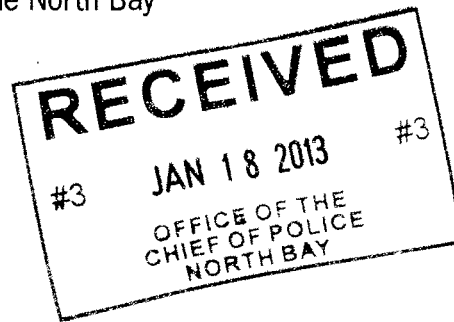


December, 2012

North Bay Police Service  
135 Princess Ave.  
North Bay ON P1B 6C2

Attention: Chief Paul Cook

Dear Chief Cook:



The 6<sup>th</sup> annual *Our Hospital Walk/Run* continued to be a success; setting a new record in both funds raised and number of participants. With our 8km Hill Run, 6km Trail Run, 5km Walk/Run, the Hospital Mile and *April & Friends Walk*, *Our Hospital Walk/Run* attracted 825 participants and volunteers; a number greater than ever before. We also broke our previous community pledge goal with an astounding \$103,000 raised. This would not be possible without the participation of many volunteers and our community partners. The support provided by the North Bay Police Service helped *Our Hospital Walk/Run* 2012 reached these new heights. Thank you!

The volunteer participation by Cst Daniel Weber and Cst Al Bedard helped us to not only achieve our financial and participation goal, but also our goal to keep everyone safe while having a good time.

Our Hospital Walk/Run starts and finishes on the Hospital property. The logistics of hosting such an event on the site of a working hospital is increased when trying to control traffic flow while ensuring that emergency traffic is given priority. In past years the volunteers working at the entrances on Hwy 17 and College Dr were met with resistance. With the presence of Cst. Weber and Bedard this behaviour was eliminated, thus increasing the safety of participants, motorists and patients.

The North Bay Regional Health Centre is committed to providing the best care possible. Upgrading medical equipment and adopting new treatment methods keeps us on the leading-edge of care. Funds raised during *Our Hospital Walk/Run* supports the community's greatest needs in health care.

The Health Centre identified a pressing need for women and babies, a state-of-the-art, \$1.25M, Central Fetal Monitoring System for Labour and Delivery. It will monitor and document every heartbeat, contraction and action, during labour, delivery and following birth.

Thank you for your work everyday keeping the residents of North Bay safe; and for the work of your constables helping us to hold a safe, fun community event.

Best regards,

Vicky Sutherland  
Race Director  
(705) 495-7562  
Vicky.Sutherland@nbrhc.on.ca

Dlc Devine

Please thank Constables Weber and  
Bedard for their assistance with  
this community event

Jan. 18, 2013 PC

C: HR + PSB

BN88773 1123 RR0001



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Paul D. Cook  
Chief of Police

Alan Williams  
Deputy Chief of Police

February 1, 2013

### **CHAIR AND MEMBERS**

North Bay Police Service Board

Re: Taxi Driver Licence Application Renewals – January 2013

Dear Sir:

Attached is a list of two New Taxi Driver Licence Applications and one Taxi Driver Licence Application Renewal submitted for the approval of the Board.

It is recommended that these Licence Applications be approved.

Sincerely,

P.D. Cook  
Chief of Police

/am

## **Taxi - January 2013**

<b>No</b>	<b>Name</b>	<b>Company</b>	<b>New / Renewal</b>
1	GIBSON, Shane	5-0 Cab	NEW
2	SAVARD, Heather	Union	NEW
3	HAWES, Suzanne	5-0 Cab	RENEWAL



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Chief of Police

Alan Williams  
Deputy Chief of Police

### Board Report

Date of Report: February 8, 2013  
Date of Meeting: February 12, 2013

Chair and members of the  
North Bay Police Services Board

**Subject: Chief's Monthly Activities Report – January/February**

**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:

- Jan. 15
  - Amelia Rising Sexual Assault Centre Board Meeting
- Jan. 16 & 17
  - National Summit on Policing – Ottawa
- Jan. 18
  - Domestic Violence Coordinating Committee
- Jan. 21
  - Prince Albert – HUB Meeting
- Jan. 23 & 24
  - OACP Zone 1A Meeting - Sudbury
- Jan. 31 & Feb. 1
  - Health and Safety Sector Specific Training - Kingston
- Feb. 6
  - OACP Executive and Police Leadership Meeting - Mississauga
- Feb. 7
  - Community Presentation to A.C.T.

Since the last Board meeting we have amended our Standard Operating Procedures on Use of Force and an existing Protocol with Probation and Parole.

I invite any comments or questions from the Board.

Sincerely,

Paul D. Cook  
Chief of Police



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Paul D. Cook  
Chief of Police

Alan Williams  
Deputy Chief of Police

### Board Report

Date of Report: February 4, 2013  
Date of Meeting: February 12, 2013

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 December 2012 as presented."**

Find attached the Condensed Monthly and Revised Monthly Reports for the month of December 2012.

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook  
Chief of Police



2013-01-02

NORTH BAY POLICE SERVICE  
CONDENSED MONTHLY STATISTICAL REPORT

MONTH OF DECEMBER

During the month of December 2012, police activity for the North Bay Police Service resulted in 1984 calls as compared to 1764 calls in 2011.

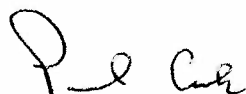
Of these calls, 84 were to investigate motor vehicle accidents. Five of these accidents involved injuries, with six persons injured.

The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2011.

	Year to Date		Cleared to Date	
	2012	2011	2012	2011
Homicide	-	-	-	-
Sexual Offences	6	3	56	45
Assault	26	39	411	405
Robbery	1	3	22	25
Break, Enter & Theft	11	29	281	338
Stolen Vehicles	3	1	45	54
Stolen Bicycles	1	2	113	135
Recovered Bicycles	5	6	92	128
Theft Under	57	86	1160	1181
Theft Over	-	1	10	13
Mischief	29	31	617	496
Drug Charges	11	16	156	152
Criminal Offences Total			3624	3633
Calls for Service			22455	20589
Police Activity			26620	23862

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

2013-02-04

\*\*\* REVISED \*\*\*

# NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

## MONTH OF DECEMBER

During the month of December 2012, police activity for the North Bay Police Service resulted in 1987 calls as compared to 1764 calls in 2011.

Of these calls, 84 were to investigate motor vehicle accidents. Five of these accidents involved injuries, with six persons injured.

The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2011.

	Year to Date				Cleared to Date	
	2012	2011	2012	2011	2012	2011
Homicide	-	-	-	-	-	-
Sexual Offences	7	3	59	45	48	29
Assault	32	39	427	405	376	373
Robbery	1	3	22	25	10	12
Break, Enter & Theft	13	29	287	338	41	67
Stolen Vehicles	3	1	46	54	16	14
Stolen Bicycles	1	2	117	135	7	9
Recovered Bicycles	5	6	93	128	5	10
Theft Under	71	86	1175	1181	284	287
Theft Over	-	1	10	13	1	3
Mischief	30	31	622	496	92	95
Drug Charges	17	16	171	152	164	151
Criminal Offences Total			3711	3633		
Calls for Service			22425	20589		
Police Activity			26623	23862		

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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Chief of Police

Alan Williams  
Deputy Chief of Police

### Board Report

Date of Report: January 31, 2013  
Date of Meeting: February 12, 2013

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

**Subject: 2012 Annual Reports**

**Recommendation: Information Item**

Find attached a number of Annual Reports for 2012, which were prepared by various members within our Police Service. The Board will be provided with the highlights of these reports.

Once presented to the Board all of our 2012 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  
Chief of Police



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Alarms**

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**Report Date: 2013/01/16**  
**Author: Sergeant Mike Hunter**

**A. Mandate of the Unit**

It is the policy of the North Bay Police Service that response to intrusion alarms shall be coordinated to provide optimum security to alarm owner/operators balancing the responsibility they assume with the ownership and operation of an alarm system.

The Alarm Coordinator is responsible for the efficient and equitable implementation of the North Bay Police Service policy, "Responding to Intrusion Alarms". This includes coordination with members of the Service, the alarm industry and alarm holders.

**B. Executive Summary**

In 2009, in accordance with Service policy, the Traffic Sergeant was designated by the Chief of Police as the member responsible to monitor alarms received by the North Bay Police Service. The duties included screening and documenting the number of false alarms attended by patrol officers for each address. Repeat false alarms attended by police to specific addresses were documented to ensure compliance with provisions of the alarm policy.

Owners of residences and businesses who experienced multiple false alarms, where officers attended to the report of an alarm, were levied a fee of \$63.36.

Panic and hold-up alarms continue to be exempt from the provisions of the policy.

**C. Activities**

Activity Directly Related to Mandate

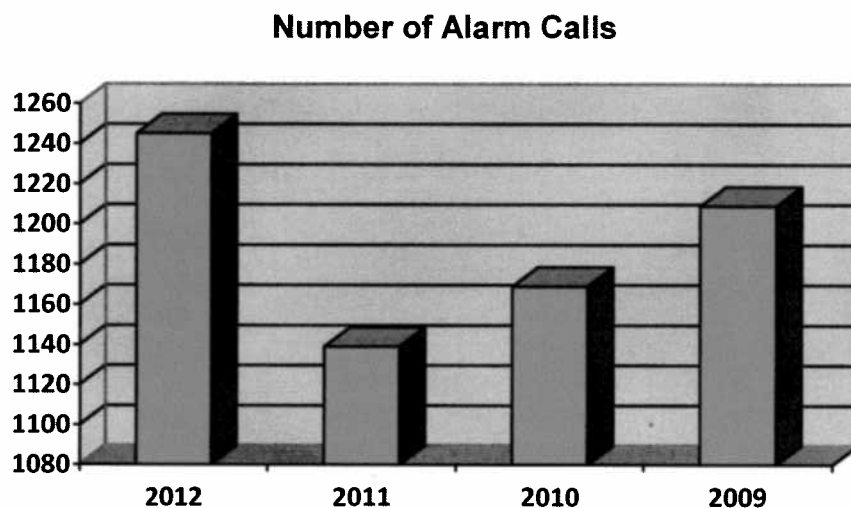
The Alarm Coordinator's duties include:

- Monitoring all alarm requests received by the North Bay Police Service;
- Record all persons / premises requesting police response to intrusion alarms;
- Ensure invoices are issued for multiple false alarms;
- Except when the applicable alarm response has been paid, being responsible for ensuring that the Suspension Notices are served in accordance with Service policy;
- Coordinating the payment of the Alarm Response Fees;

- Notify Office Manager of the issuance of Suspension Notices and reinstatements due to payment of the alarm response fee to update RMS records.
- The Alarm Coordinator, may give consideration to situations that result in numerous false alarms being exempt due to uncontrollable external causes (e.g. an electrical storm causing multiple alarms).

#### **D. Performance Indicators**

In 2012 the NBPS received 1245 reports of alarms through communications personnel, in comparison with 1139 in 2011 and 1169 in 2010 and 1209 received in 2009.



The number of alarm calls that were cancelled by key holders and/or alarm monitoring agencies, prior to police attendance at the scene of the alarm has continued to increase. In 2012 the police service received 1245 alarm calls, and responded to 318 resulting in a 74.5% cancellation rate. In 2011, 812 alarm calls were cancelled prior to police arrival or a 71% cancellation rate. This compares to 919 of the 1169 alarm calls cancelled prior to police arrival or a 77% cancellation rate in 2010.

The current alarm policy of the North Bay Police Service is obviously having the desired effect of reducing the number of false alarms handled by this Service.

In 2012 officers responded to 318 alarms. In 55 of these calls for service, officers found that the alarm was false and that this had occurred on at least one prior occasion within the year. Total revenues from false alarms fees collected in 2012 were \$2280.96.

The policy is having a significant effect on the level of responsibility being placed on alarm owner/operators. Increased diligence being undertaken by those with alarms is allowing for uniform patrol personnel to attend to other duties that are of public concern. The consequential attention being paid by property owners to alarm maintenance, lockup policies and housekeeping issues, that usually result in false alarms occurring, has also had a significant impact on the number of invoices being issued for alarm response fees and, ultimately, alarm suspensions.

**E. Anticipated Issues for the Future**

There will be a requirement for continued diligence in the enforcement and administration of the Standard Operating Procedure governing the Service's response to intrusion alarms. Through the standardized reporting procedure, a determination must be made annually in regard to the benefits of continuation with the status quo or whether amendments to the policy will be necessary.

There remains a demonstrated need to communicate with the Provincial Alarm Coordinating Committee in order to explore the viability of benchmarking to determine whether there are best practices within the industry that can be adopted by this Service.

**F. Performance Objectives for the Next Year**

To maintain the Service's monitoring of intrusion alarms policy in order to determine whether the said policy continues to result in fewer alarms and more alarm cancellations.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Asset Forfeiture Unit**

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**Report Date: 2013/01/20**  
**Author: Detective Constable Scott McFarlane**



## **A. Mandate of the Unit**

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

## **B. Executive Summary**

The North Bay Police Service Asset Forfeiture Unit (AFU) officer is assigned to the Street Crime Unit of the Investigative Support Section and is also a member of the Provincial Asset Forfeiture Unit.

During 2012 the AFU officer was directly involved in several successful seizures and forfeitures of proceeds of crime and offence related property. It is believed that the seizure of a substantial amount of property and money has had a significant impact on criminal activity in the City of North Bay and Municipality of Callander.

From November 2011 until the end of March 2012, the AFU officer was assigned as a lead investigator and the AFU investigator on a multi-jurisdictional investigation entitled Project Green Tide.

## **C. Activities**

### Project Green Tide

Project Green Tide was a North Bay Police Service (NBPS) led investigation targeting upper level marihuana traffickers. This investigation was initiated by the AFU officer and included the NBPS Street Crime Unit, other members of the Investigative Support Section and Intelligence Officer.

The project developed into a multi jurisdictional investigation targeting a cell of upper level marihuana traffickers responsible for the importation of large amounts of marihuana from Ottawa and Montreal to North Bay and northeastern Ontario. Ottawa and Montreal Police Services participated with this endeavour. Project Green Tide employed various modern investigative techniques.

During Project Green Tide, the AFU officer was responsible for the preparation of several judicial authorizations, various other applications and affidavits specific to the drug and asset forfeiture aspects of the investigation. Search warrants were executed in North Bay and Montreal.

As a result approximately 37 pounds of processed marihuana and large quantities of MDMA (ecstasy), hydromorphone, oxycodone and morphine were seized. In addition, over \$27,000 in cash and six (6) vehicles were seized with an approximate total value of \$90,000.

#### Provincial Asset Forfeiture Unit

The AFU officer is a member of the Provincial Asset Forfeiture Unit. Currently there are 22 municipal partners in Ontario, including the North Bay Police Service. The Unit combines the investigative resources of municipal, provincial, federal and international law enforcement agencies to combat profit motivated crime including money laundering, drug trafficking, terrorist financing and other organized crime. As a member of the Provincial Asset Forfeiture Unit, the North Bay Police Service contributed to these investigations and drew on the expertise of the other members when required for local investigations.

#### Judicial Authorizations

##### *Management Orders*

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

In 2012, the AFU officer applied for and was granted a total of 13 Management Orders for seized vehicles with an estimated value of over \$160,000.

##### *Restraint Orders*

A Restraint Order is a judicial authorization, made by a Crown Attorney, based upon an affidavit supplied by an AFU officer. A Restraint Order allows either Ministry of the Attorney General (MAG) for criminal matters or SPMD for federal matters to restrain a bank account, cash, investment or real property. A Restraint

Order prevents the property owner from disposing of or tampering with the property and preserves it for possible forfeiture at the conclusion of the court process.

The AFU officer served as a liaison between MAG and the Fraud Coordinator. As a result of Project Green Tide and other Street Crime Unit investigations, the Fraud Coordinator applied for and was granted two Restraint Orders for residential properties. The total value of the restrained property was estimated to be in excess of \$450,000.

### *Civil Remedies Cases*

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

In 2012, the AFU officer was successful with three (3) significant forfeitures. A residential property, used as a base of operations for trafficking in oxycodone and other prescription drugs, was seized and a court order resulted in the forced sale of this property and the surrender of 80 % of the money from the sale to CRIA. The two other forfeitures involved approximately \$19,000 in cash, which was successfully forfeited to CRIA as well.

In 2012, the AFU officer prepared three additional CRIA case submissions for MAG, involving money and real estate suspected to be the result of criminal activities within the City of North Bay and Municipality of Callander. The total value of these submissions was approximately \$310,000 and the results are pending.

### Training

In 2012, the AFU officer presented at Criminal Intelligence Services of Ontario (CISO) and Ontario Police College (OPC) training courses, including the Basic Asset Forfeiture Course and the Advanced Asset Forfeiture Course. Case studies of AFU investigations that resulted in the successful forfeiture of seized money and property to the Crown were presented.

In September, the AFU officer hosted a two day AFU outreach training session at NBPS in cooperation with the Provincial Asset Forfeiture Unit. This training session was attended by front line officers and provided them with a basic understanding of the complex laws surrounding Offence Related Property,

Proceeds of Crime, search and seizure and case law. The AFU officer presented on various topics and assisted in facilitating the course.

In December, the AFU officer provided in-service training to Patrol and Investigative Support personnel on recent amendments to the *Criminal Code* and the *Controlled Drugs and Substances Act* regarding minimum mandatory penalties for various violent crimes and drug offences.

#### Seized Money Audits

Included in the duties of the AFU officer is monitoring and depositing cash forfeited to the Crown through the criminal courts. These forfeitures are usually the result of drug investigations. Once forfeited, the money is forwarded to the Receiver General of Canada and administered by SPMD

In May, the AFU officer completed an audit of seized currency and over \$50,000 was deposited into the bank account of the Receiver General of Canada.

#### Other Activities

On twelve occasions the AFU officer was called upon to conduct currency reconciliation on large cash seizures made by members of the NBPS from various search warrants and other investigations.

In April, the AFU officer assisted the Criminal Investigations Section with surveillance and the investigation of an individual who was eventually arrested and charged with Counselling to Commit Murder.

In October, the AFU officer assisted the NBPS Street Crime Unit with a drug investigation and the seizure of a vehicle. This investigation led to a search warrant for this vehicle, the seizure of a large quantity of cocaine and drugs charges.

In December, the AFU officer assisted the NBPS Street Crime Unit with a CDSA search warrant at a local motel. Upon execution of this warrant, two persons were arrested and several ounces of cocaine and crack cocaine were recovered. The AFU officer continued to actively function within the NBPS Street Crime Unit and to cultivate informants within the drug and criminal subculture of the North Bay and Callander areas.

#### **D. Performance Indicators**

See Appendix A

## **E. Anticipated Issues for the Future**

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

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

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

Fraud related offences are a growing concern within the jurisdiction of the NBPS. Seniors continue to be victims of sophisticated fraudsters. It is anticipated that as this trend continues to grow, fraud related offences and the subsequent AFU investigations will become a larger part of the AFU officer's focus. In 2013, in anticipation of this trend, the Fraud Coordinator will be trained and assigned to assist with forfeiture investigations.

## **F. Performance Objectives for the Next Year**

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

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

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

## **G. Appendix A (see following page)**

**APPENDIX A**  
**Asset Forfeiture Unit**

DESCRIPTION	2010	2011	2012
Management Orders Obtained	8	8	13
Restraint Orders Issued	0	3	2
Civil Remedies Cases (value)	6 (\$1,746,230)	5 (\$730,000)	3 (\$310,000)
Total Value of Assets Seized and Restrained	\$121,320		\$475,000
Bulk Currency Deposit into SPMD Account	\$167,227	0	\$58,894
			\$614,000



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Bicycle Patrol Unit**

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**Report Date: 2013/01/28**  
**Author: Constable J. Whitehead**

## **A. Mandate of the Unit**

### General

The Bicycle Patrol Unit (BPU) is designed to complement the existing police patrols in North Bay and Callander by allowing the public to have greater access to the officers, while increasing police visibility in public areas.

### Specific

- Patrols of the downtown core, the waterfront, bicycle paths, and other public areas, as well as more secluded areas such as trails and alleyways that may otherwise be difficult to patrol with a conventional police cruiser;
- Enforce the *Highway Traffic Act of Ontario* (HTA) and local By-laws;
- Conduct directed patrols for identified community concerns i.e. bicycles on sidewalks and bicycle safety;
- Respond quickly to public complaints in the downtown area or the waterfront;
- Educate the public on safe cycling practices;
- Investigate *Criminal Code* and *Controlled Drug and Substance Act* occurrences; and
- Allow for increased visibility and access at special public events.

## **B. Executive Summary**

The Bicycle Patrol Unit was formed to respond to community needs for increased patrol in seasonal locations, such as the waterfront, the bike paths, local parks and special events in North Bay and Callander. In 2012 the unit officially commenced patrols on May 17, 2012 and concluded on September 13, 2012. Special events on either side of these dates also saw the officers being utilized.

In 2012 the BPU was also used in directed patrols within the Thibeault Terrace area of North Bay due to ongoing noise and liquor infractions during the month of September.

The use of the Bicycle Patrol Officer (BPO) provides an officer an opportunity to be more accessible to the public while assuming the role of ambassador for the



North Bay Police Service. As well officers focus their attention towards promoting safe cycling habits while enforcing Federal / Provincial Statutes and City of North Bay By-Laws. Positive feedback was received from the public in relation to the bicycle patrols throughout the summer months.

At present, the five (5) officer Unit consists of the Traffic Enforcement Officer (TEO) and one officer appointed from each of the four Platoons. This structure was utilized in order to facilitate the availability of BPO's while responding to the need to ensure staffing levels on Patrol are maintained.

### **C. Activities**

During the 2012 bicycle patrol season, the primary focus of the BPU was conducting general patrol of the waterfront and the downtown cores and bicycle path areas in North Bay and Callander. Interspersed throughout the summer were a number of special events including Canadian Forces Appreciation Day, which included a visit by Prime Minister, MS Walk, Relay for life, JDRF walk, Big Bike, Canada Day Parade, Summer in the Park, the Bike Train, charity golf tournaments and other community events.

A number of targeted enforcement and education initiatives were also undertaken by the BPU throughout the summer and into the fall, in order to increase public safety. These included focused efforts on *HTA* bicycling laws as they pertain to safety equipment such as the use of helmets, lights, horns and brakes, and the enforcement of local by-laws such as the prohibited use of bicycles on downtown sidewalks.

Over the last few years, due to the increase in student housing in the Thibeault Terrace area of North Bay, there has been a sharp increase in the number of complaints from local residences in relation to noise and liquor offences. In September 2012 the BPU was used extensively on weekend nights to target this area of the city. The patrols, and resulting issuance of Provincial Offence Notices (PON) for noise and liquor infractions, resulted in an overwhelming positive response from the public. It is unfortunate that such resources must be used to target a quality of life issue but due to new students arriving in the fall of 2013 it is likely that this type of enforcement will be used again in the fall of 2013.

BPO officers also took on several calls for service when distance or priority was not an issue.

#### **D. Performance Indicators**

The patrol season allowed for eighty-four (84) deployments of officers on bicycles, resulting in three hundred and ninety-three (393) patrol hours. The BPO's addressed numerous investigations under the *Criminal Code*, *Controlled Drug and Substances Act*, *Highway Traffic Act*, *Trespass to Property Act*, City by-laws, and Motor Vehicle Collision investigations. Appendix A depicts some of the information gathered during the deployment of the BPU in 2012.

#### **E. Anticipated Issues for the Future**

##### Staffing

The BPO Unit is a dedicated seasonal program. The Service's commitment to the assignment of suitable officers will ensure proper development of the initiative and continued success of this program.

##### Secondary Duty vs. Temporary Reassignment

In 2012, as in years past, quite often the BPO was utilized by the Platoons to assist with calls for service, prisoner escorts and/or other duties that removed them from their primary function as the BPO for the remainder of their shift. Some platoons were at times not able to deploy the bike patrol officer at all because of staff shortages.

An option that could improve deployment would be to explore the viability of implementing a dedicated two (2) person BPU that would be independent of a platoon schedule, but would supplement patrol numbers on a daily basis. Re-deployment of these officers could be feasible and would be under the supervision of the Traffic Sergeant. This practice would permit the officers to during the summer months, and would allow for an increase in bike patrol hours and therefore a greater ability to meet the goals and objectives that fall within the mandate of the BPU.

##### Equipment

The Aquilla bicycles have been retired due to the age and the quality of the equipment. There will also be the need for new uniforms if sizes are not available for the officers that are assigned to the patrol next summer.

**F. Performance Objectives for the Next Year**

To allow the BPU to carry out its mandate, the North Bay Police Service has continued to use and maintain five Cannondale "Enforcement 1" bicycles, specifically designed to meet the demands of police patrol. At present there are five (5) helmets and ten (10) sets of uniforms of varying sized. Also five (5) high visibility rain jackets were purchased for the 2011 season. It is anticipated that new clothing will be required. In 2012 a Thule Bike Rack was purchased for Unit 805. This allowed two (2) bicycles to be carried on the back of the cruiser.

In 2013, the statistical results and the deployment levels of this program would be greatly improved through the implementation of a dedicated unit, separate from patrol. This would allow officers to work in teams of two and be available during peak hours every day, rather than only when platoon strength allows. In addition, the season could be extended, or hours could be modified in the fall to allow for continued patrols in the Thibeault Terrace area. This would keep overtime costs down, and would satisfy the need for increased patrols during the first few weeks of school, when university and college students are returning to North Bay.

**G. Other**

N/A

**H. Appendices**

See Appendix A

## Appendix A

**2012**

	Shifts	Hours	POA	72hr
Platoon 1	6	46.5	11	0
Platoon 2	25	72.5	22	36
Platoon 3	33	144	4	2
Platoon 4	9	66	6	0
Traffic	11	64	10	0
<b>Totals</b>	<b>84</b>	<b>393</b>	<b>53</b>	<b>36</b>

**2011**

	Shifts	Hours	POA	72hr
Platoon 1	12	113	21	0
Platoon 2	11	85	7	0
Platoon 3	9	72	4	2
Platoon 4	0	0	0	0
Traffic	8	59	1	0
<b>Totals</b>	<b>40</b>	<b>329</b>	<b>33</b>	<b>2</b>

**2010**

	Shifts	Hours	POA	72hr
Platoon 1	9	43	2	10
Platoon 2	8	33.5	6	31
Platoon 3	12	74	13	14
Platoon 4	11	68	11	9
<b>Totals</b>	<b>40</b>	<b>218.5</b>	<b>32</b>	<b>64</b>



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Communications**

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**Report Date: 2013/01/30**  
**Author: C. 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 maintains a staffing of ten (10) full-time and five (5) part-time civilian staff. 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, while ensuring public and officer safety remains in the forefront, continues to remain a challenge. Technological advancements 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**

In August 2012, one part-time Communicator was hired to cover maternity leave for 2013 and by the year end; the first stage of the training process had been completed. By the end of the 3<sup>rd</sup> quarter of 2012, one other part-time member progressed to the final 3 month phase of the training process. This progression is required in order to meet the Adequacy Standards for Communications.

In 2012, 31,392 calls for service were logged in our Computer Aided Dispatch (CAD) system, which translates into approximately an 8.5 % increase in logged calls over 2011. Logged traffic stops decreased by approximately 3.5% over 2011, with a total of 5,571. There were 560 recorded miss-dialled or pocket dialled 9-1-1 calls. Although this appears to be a small percentage of calls received the time spent dealing with these calls in order to ensure the caller isn't in jeopardy can be taxing on our resources.

Audio from radio transmissions and telephone calls is generally forwarded to the Crown's Attorney's Office via encrypted email. In 2012, 136 such requests were processed by the Communications Supervisor. The majority of the calls

forwarded were as a result of Domestic Violence and Impaired Driving related charges.

This past year was the first time the Communications Centre performed linkages for non-reportable calls in our Records Management System (RMS). The extra efforts put forward to ensure calls were linked within a 12 hour period has greatly assisted in alleviating some of the difficulties previously experienced when searching our RMS. Of the 25,986 calls in the RMS, 18,067 or approximately 70 % of all calls for 2012 were non-reportable, and therefore linked by Communications personnel.

In November 2012, our Service participated in a Pilot Project on behalf of the Ontario Police Technology Information Cooperative (OPTIC). Many Services maintain motor vehicle collision (MVC) information in the RMS system (vehicles involved, persons, addresses, etc...) and a great deal of time was spent by police services duplicating the information from the accident reports (401 reports) and self-reports. The Collision Reporting and Management System (CROMS) / RMS / CAD Interface Pilot Project was developed to assist agencies with entering this information and alleviating the redundancy.

Although there are still a few policies and processes that need to be modified to suit the way we do business, this Pilot Project was deemed successful and will be rolled out to the rest of the co-operative in 2013. Effective January 2013, all MVC information will automatically load into the RMS and once linked, it will be searchable.

#### **D. Performance Indicators**

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

	<b>2010</b>	<b>2011</b>	<b>2012</b>
Calls for Service Police	28,632	28,858	31,392
Calls for Service Fire	1,615	1,532	1,587
9-1-1 Calls for service	7,446	19,675	19,393
9-1-1 Miss dial / pocket dialled calls	N/A	N/A	560

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 once again, our compliance rate remains virtually unchanged for a 12 month period at 92 %. Available resources greatly affect our ability to meet the Police Service guidelines.

## **E. Anticipated Issues for the Future**

Staffing & training are ongoing challenges and will continue into 2013 with 1 part-time staff moving to the final phase of their training process and 1 full-time on maternity leave.

CAD mapping data for the City of North Bay has to be maintained in order to ensure that the information on City streets is available and provided to the responding officers. Currently, map updates are maintained by the OPP for all of the OPTIC.

In 2013, we will be exploring the possibility of moving our map upgrade over to the Sault Ste. Marie Innovation Centre. This is currently being tested by Sarnia Police Service on behalf of the OPTIC and if successful, we will proceed in that direction.

Technological changes continue to impact all aspects of our duties, and the entire 9-1-1 platform is no exception. Next Generation 9-1-1 (NG-911) is being reviewed and the CRTC is conducting research on 9-1-1 services in Canada, with a report due in May 2013. As Service Providers move forward to more and more Internet Protocol (IP) based communications, the performance and adequacy of the technology currently employed by 91-1- Services and the issues related to the provision of 9-1-1 services on the next-generation networks has become a challenge. One example of the impact is with the "Text to 9-1-1" for the hearing impaired. This feature is expected to be deployed to parts of Ontario in 2013.

## **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 2013 are:

- 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; and
- To have a positive impact on the inevitable changes in the way we do business as a result of the ongoing issues with the sustainability of Policing and the current economic climate.





**NORTH BAY POLICE SERVICE  
COMMUNITY PROGRAMS &  
SAFETY CO-ORDINATOR  
Annual Report  
2012**

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**Report Date: 2013/01/11  
Author: Ted Whittle**

## **A. MANDATE OF THE UNIT**

The Community Programs Section (C.P.S.) provides non-enforcement needs for citizens of North Bay and Callander. The Section participates with many groups and associations as community partners and in some instances assists with their community responsibilities. The C.P.S. also helps problem solve various concerns that the public bring to the Service in a collaborative fashion. Using the tenets of Community Based Policing, it not only improves on developing relationships with our community, but also instills confidence in the public that the police are not only to be observed as enforcement figures within the community but also mentors and supporters of creative ideas to solving community problems.

## **B. ACTIVITIES**

Throughout 2012 the C.P.S.C. provided our services to community partners through committees and met with many of them on at least a monthly basis. Presentations on different aspects of safety and police related topics were made to a wide variety of persons and groups covering an extensive demographic cross section. A summary of some of the activities of the C.P.S.C. are listed below:

### Presentations

A total of 39 presentations were made by the Community Safety Co-ordinator to a variety of groups that included, seniors, university, elementary schools, secondary schools, Community Living cliental, mental health cliental, Children's Aid, scouts, girl guides and other community organizations. This does not include those made by other officers in the Community Programs section or other sections within the Service. Topics included drugs, street proofing, cyber safety, bullying, social media, and traffic safety.

### Connecting Community Partners in Injury Prevention (CCPIP)

Committee connects community partners in Nipissing and Parry Sound to monitor injuries, substance misuse prevention issues, projects and initiatives in the districts with the goal of identifying problems so as to reduce injuries, morbidity and mortality through fostering and supporting the development of linkages and communication. The committee meets a minimum of four (4) times a year.

### Tours

We continue to provide tours to the general public which includes schools, scout troops, girl guides, college students as well as adult organizations. Most times this would be accomplished by our Section, however on occasion this is done by members of the Patrol Section but arranged through Community Programs Section (CPS).

### Media

During the year 2012 the CPSC has provided or facilitated over 297 media interviews not including the fielding of daily inquiries, or take into account other officers who were assigned this responsibility when the CPSC was unavailable. This also does not take into account the daily media releases. The Service recognizes the importance of maintaining a positive relationship with members of the media as it is a valuable community resource.

### Torch Run for Special Olympics

In 2012 the Service once again participated in this very worthwhile event. Contributions through Torches for Toonies and our barbeque were allocated to the North Bay chapter as well as the Provincial initiative. Our Police Service has a strong commitment to the Special Olympics and has already started fundraising for 2013.

### Ride for Dad

Our service participated in this charity event in 2012 for the fifth consecutive year. A cheque was presented to the Sudbury Regional Health Centre for cancer research. This fundraiser brings awareness and education to Prostate Cancer. The D.A.R.E. Officer was a member on the committee and was instrumental in the planning and execution of the event.

The Service assists by providing a regular location for meetings and provides traffic assistance and expertise for the event itself. In actuality the public sees very little difference between the Association and the Police Service.

### Early Years Learning Centre

We attend this location on Chippewa St. West and participate in their awareness and safety day for families of young children. Our presence is welcomed, not only by the parents and children who attend, but also by the other community minded groups that are present that day.

### International School for Mexicans

This recognized secondary school usually has 40 students in attendance when they attend our headquarters for a tour and an information and public relations session along with their teachers. This is a wonderful opportunity to showcase

Canadian Police Officers and Canadian law to these foreign students. We also respond to questions from their teachers throughout the year.

#### Canadore College

In a class setting we provide information on Canadian laws and the role and duties police officers. Several times throughout the year we do guest presentations on public relations and career opportunities to the Police Foundations students.

#### Northern Injury Prevention Practitioners Network (NIPPN)

This group is composed of many community partners in both northeast and northwest Ontario. The mandate is to study safety issues and identify trends that others may experience and develop strategies and solutions to identified problems..

#### Road Safety Committee

This group is made up of various community partners taking in other Police agencies, MTO, Health Unit, Fire, Ambulance and like minded groups. We address various road safety issues in Northeast Ontario develop ideas and strategies for our communities.

#### Gateway Advertiser and the Nipissing Reader

The C.P.S.C. submits monthly articles from a policing perspective to enlighten the public on various topics such as: personal safety, police training, social media, street proofing, bullying and traffic laws.

#### Party Program

Members of the Section attend this all day safety program at the local hospital, for secondary students from within our local secondary schools. The purpose of this of this program is to provide information to adolescents about the prevention of alcohol related trauma in youth and the potential consequences of over indulgence.

#### Tim Horton Camp Day

Annually the C.P.S.C. along with other off-duty officers volunteer their time to serve customers at Tim Horton's restaurants. All the proceeds go to paying for less fortunate children to go to summer camp.

#### Christmas Facilitation

Prior to Christmas we pick up numerous knitted garments from three (3) ladies that make them and we distribute them to organizations that assist the needy. This year the garments went to the Lutheran Redeemer Church, Children's Aid and Low Income People Involvement (L.I.P.I.). In 2012 members from the Section also gathered toys that were delivered to L.I.P.I. for distribution.

#### Hands That Help

A community resource team that looks for specific items required for needy families when all other avenues have been exhausted.

#### Bike Rodeos

Similar to previous years the C.P.S.C. and other members from the Section assisted the Lions Club in putting on bike rodeos at schools in North Bay and Callander.

#### Committees and Events

We continue to participate in numerous community committees as well as participate in a variety of events. We also attend and give assistance and advice to a multitude of organizations. These include but are not limited to the following:

Internal Events- Awards,  
Promotion and Swearing in ceremonies  
Connecting Community Partners in Injury Prevention (CCPIP)  
M.A.D.D.  
Police Week  
Crime Prevention Week  
Dedication of Building  
D.A.R.E.  
Seniors at Risk  
Jail-a-thon  
Armed Forces Day  
Risk Watch  
Drug Awareness Committee  
Attending Anishinabek community functions  
Correction Wellness Fair  
Various Church Groups  
Big Sisters and Big Brothers  
VCARS  
All four (4) School Boards in our District  
Camp Tillicum  
Racing against Drugs  
Nipissing University  
Canadore College  
Canadian Career College  
Smart Risk- Snow Birds

YMCA  
 Buckle up Challenge  
 Then and Now Safety project  
 Bring your Kids to Work Day  
 NBPS Awards Luncheon Committee  
 Red Lace Day  
 Cops for Cancer  
 New Comers Network  
 Community Living

## C. PERFORMANCE INDICATORS

The Community Programs Section is a very active and productive area of our Service. Performance indicators would include the number of times we deliver presentations to various sectors in the community, the effectiveness of some of our problem solving endeavours, maintenance and creation of partnerships with organizations and individuals in both communities. It is apparent this Section has established itself as a substantial benefit to our Service and the communities it serves. In 2012 the C.P.S.C. contributed to the success of the Section by facilitating the following:

### Interviews:

CTV	52
COGECO	34
CKAT	132
Nip News	22
Nugget	23
Bay Today	4
CBC Radio	8
Canadore	2
<u>Arranged</u>	<u>20</u>
Total	297

### Other duties:

Media Releases	190
Committee Meetings	93
Presentations	39
Tours	19
Bike Rodeos	2
Training, Conferences and Webinars	8 days
Other Commitments	13
Problem Inquiries	50

## D. FUTURE ENDEVOURS

The Community Programs Section has been an integral part of our delivery of service to our communities. We will continue to identify new partnerships and maintain existing ones utilizing the C.P.S.C. We are committed to not only mentoring our citizens but also providing them with ideas for solutions to problems that are important to them. Identifying new methods of communication within all areas of the community is important to our organization.

## **E. CONCLUSION**

The Community Program Safety Coordinator plays a pivotal role in maintaining the Service's positive public image in the community. Professionalism and commitment to service and community are some of the essential elements that project efficiency and competency to the public. These virtues are directly proportional to the community's level of satisfaction with our Service. That satisfaction level appears to be relatively high and it is essential that it be maintained.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Court Section**

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**Report Date: 2013/01/11**  
**Author: Staff/Sergeant Richard Dubeau**



## **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 Staff/Sergeant who in turn reports to the Inspector in Charge of Administration.

## **C. Activities**

### Court Security

Court house operations remain relatively static from year to year with little or no change. The bulk of the work load involves prisoner transportation and providing court security. In 2012 a total of 3,856 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.

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, both at Provincial Court cells and police headquarters on Wednesdays.

Court Security staff experienced some turn over in 2012. A part-time Special Constable resigned, which resulted in one new hire being brought on board to bring the section numbers up to authorized strength of twelve (12) part-time Special Constables.

Provincial Offence matters are heard in Council Chambers at City Hall. To ensure adequate security measures are in place, arrangements have been made to have the Crown Attorney inform or alert the Court Section when the Crown will be requesting custody on conviction for Provincial Offences matter.

### Court Case Management

The sworn Court Liaison Officer continues to monitor and scrutinize every Crown Brief that is submitted to the Courts Section in an effort to detect any errors early in the process. This ensures any document that is provided to the Crown is complete and ready for the court process.

The Court Clerk position is very busy due to the number of criminal charges processed on a yearly basis by our service. There were 3,159 charges laid in 2012 for which 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.

In 2012, the Standing Operating Procedure in relation to court attendance was amended. It is now the responsibility of the Court Liaison Officer to notify sworn officers of court appearances via Microsoft Outlook messages. This has eliminated much work for the Court Clerk's.

#### **D. Performance Indicators**

2012 was a busy year for the Court Section. A total of 3,856 prisoners were moved to and from the court and 3,159 criminal charges processed. Staffing hours remained relatively consistent for 2012 with very little change from the previous year. See attached tables.

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

#### **E. Performance Objectives for the Next Year**

The Court Section continuously strives to fulfil its mandated objectives. Court security and prisoner transport comprise the bulk of the workload within the Court Section. To improve the safety of all parties involved in the court process, all prisoners attending Bail

Court, which is the only court where prisoners have attempted to escape, are shackled, eliminating the escape risk. This is now a routine process.

Commencing in 2013, Young Offender First Appearance will be changing from every Wednesday to every second Wednesday. This will have to be monitored to determine what impact it will have on the Section. It is unknown how the vacant Wednesday court time will be utilized by the Provincial Judges.

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 2012 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 2012 the Court Section was responsible for the safety and security of 3,856 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 *Ontario Police Services Act*.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report DARE Program**

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**Report Date: 2013/01/14**  
**Author: Constable Raymond Yelle**

## **A. Mandate of the Unit**

The D.A.R.E. (Drug Abuse Resistance Education) 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 D.A.R.E. program, 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, who is a credible resource when speaking about drug and alcohol issues.

The D.A.R.E. 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 youths into 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 discernible benefit of this program is to the extent that positive relationships are forged with students and police. The police officer becomes a trusted resource for students and in many instances the D.A.R.E. 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 D.A.R.E. there is a graduation day. This is different for each school, as it is organized by the educators and/or students. In 2012, the trend from 2011 continued as many schools chose to organizing a formal D.A.R.E. Graduation ceremony. While only a few schools 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, a half day was set aside for each class to allow time for the graduates, family and friends to interact with the officer. The graduates all received a certificate and a t-

shirt. This end of program activity further reinforces the relationship being built between the police, students, schools and our community.

The English language schools continue to be spread out over 3 semesters being September to January, January to April and April to the end of June. French speaking officer, Constable Robin Boucher taught at schools from the French school boards between January and the end of May.

The goal of the D.A.R.E. program is to reduce/eliminate drug, tobacco and alcohol abuse, and to strengthen the bond between young people and the police.

### **C. Activities**

From January 2012 through December 2012, Constable Yelle taught 21 classes in 18 different schools, graduating 513 students from the program. Constable Boucher taught 7 classes from 5 French schools, graduating 137 students from the program.

The D.A.R.E. officer position is attached to the Community Programs Section and as such, Constables Yelle and Boucher participated in and/or organized activities that initiate involvement between our police service and members of the communities we serve. Some examples of these activities included:

#### **Lock It or Lose It” Campaign**

In March the D.A.R.E. officers assisted Constable Bedard, our Community Resource Officer, with the “Lock It or Lose It” campaign. Vehicles in community shopping centres were checked for compliance with information pamphlets affixed to the windshield.

#### **Social Media Awareness Campaign**

During the months of March and April the Community Programs Section assisted Victim Services of Nipissing District with their Social Media Awareness Campaign. D.A.R.E. Officers assisted by presenting several lectures to groups of professionals from agencies that work with youth in our community.

Constable Yelle secured “Ally”, who attended North Bay the week of April 2-6 to speak on her experience as a victim of child internet luring, exploitation and a variety of other offences. Her true identity was not revealed as a publication ban concerning was in effect. Presentations by her were arranged at all six (6) local high schools as well as three (3) groups of students from Nipissing University’s Bachelor of Education program.

### **Torch Run for Special Olympics**

On May 2 D.A.R.E. officers participated in the annual Torch Run for Special Olympics. This year our service attended Parry Sound and assisted with the run there as well.

### **Police Week**

In 2012 Police Week took place during the week of May 14<sup>th</sup> – 18<sup>th</sup> and included activities such as; Officer for a Day, a BBQ at police headquarters and Cops for Cancer. Officer for a Day was organized by Constable Boucher and included 10 children, who were chosen from French and English D.A.R.E. classes.

### **Tim Horton's Earn a Bike**

The annual Tim Horton's Earn a Bike program took place on July 5<sup>th</sup> at the Police Headquarters. This year seven (7) local DARE students were selected as youth community leaders, earning their new bike and helmet compliments of Tim Horton's and Cheapskates.

### **North Bay Parks and Recreation Afterschool Program**

In November, Constable Yelle, at the request of Tracy Liinamaa of North Bay Parks and Recreation Department, attended the four (4) afterschool programs that are offered, free of charge, throughout the city.

### **Other**

During the 2012 school months, Cst. Yelle was assigned to cover the Court Liaison Position for 12 days. As well, between the end of June and the beginning or September the D.A.R.E. officer was assigned to the Court Liaison position on a full-time basis.

## **D. Performance Indicators**

Feedback received from parents and other officers has been very positive for a number of years. In many instances former D.A.R.E. graduates readily identify themselves as successfully participated in the program and remark 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 such as D.A.R.E.

New relationships forged between young people and the police are a noticeable benefit of this program. Outside the school environment D.A.R.E. 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. This has been emphasised in 2011 as the D.A.R.E. Officers made 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 D.A.R.E. Officers.

#### **E. Anticipated Issues for the Future**

An issue that has historically been thought of is fundraising and the ability for schools to pay the \$15.00 student cost, but to this date the North Bay D.A.R.E. program is financially stable. This year the schools did not see any increase in the cost per student, nor is there an increase forecasted for the upcoming 2013 school year.

However, The D.A.R.E. curriculum is continually being assessed by D.A.R.E. America and D.A.R.E. Canada. As a result, 2012 saw a change in the D.A.R.E curriculum. Current D.A.R.E. Officers received updated training in the spring of 2012 with respect to the new curriculum. They also received a new D.A.R.E. curriculum binder that includes a DVD to be used to deliver the curriculum to students. This will be the first time that a DVD is used for the D.A.R.E. program and may cause some initial issues, as not all classrooms are set up for the use of a DVD.

#### **F. Performance Objectives for the Next Year**

In 2010 there was noticeable downward spike in the number of students enrolled in the D.A.R.E. program. However, over the past two years the numbers have returned to where they were before that drop. 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. It should be noted that all schools in the catchment area of the North Bay Police Service, which offer grade 5 and/or 6 classes, continue to have the D.A.R.E. program as part of their curriculum.

It is important that the Service and D.A.R.E. officers to continue to build on established relationships with school boards, schools, teachers and students.

**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
<b>2012 graduates</b>	<b>650</b>

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Total graduates since 1997	10,945
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# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Emergency Response Team**

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**Report Date: 2013/01/23  
Author: Sergeant Mike Hunter**

## **A. Mandate of the Unit**

The Emergency Response Team (ERT) is a 12 person unit created to use special weapons and tactics to deal and resolve high-risk incidents within North Bay and Callander. The team has been operating for 19 years and works alongside Crisis Negotiators and Incident Commanders, as well as uniform patrol to isolate, contain, evacuate and negotiate incidents to a peaceful conclusion. The ERT members work regular police duties and respond to incidents as required both in full team call and partial team functions.

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

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

## **B. Executive Summary**

This report will document the calls for service and training conducted throughout 2012.

The team attended quarterly Ontario Tactical Advisory Body (OTAB) conferences and the OTAB round-up in Orillia. The team conducted both spring and fall training sessions qualifying members on both tactics and weapons for the year. In addition, all physical qualifications were completed for members.

All members of the team have qualified on the C-8 weapon and are now personal issue weapons for each member. In addition new headsets and ballistic helmets were purchased and issued. A review of Standard Operating Procedures (SOP) pertaining to the ERT was conducted.

The team also had the opportunity to be involved in several community service events which promoted both the team and the service throughout the year.

### C. Activities

The following chart denotes the calls for service in 2012 for ERT members

#### 2012 Calls for Service

Date	Type of Call	Details
4.1.12	Conducted Energy Weapon (CEW) arrest male with knife	NB12000238
14.1.12	Search Warrant for weapons	NB12003337
12.2.12	Female with knife arrested	NB12003180
13.3.12	Male with handgun arrested	NB12005513
8.4.12	Deploy CEW for control of prisoner	NB12007986
17.4.12	Arrest of high risk male	NB12008800
24.4.12	K9 track for male wanted robbery And sexual assault	NB12009411
26.4.12	Arrest suicidal female with knife, deploy CEW	NB12009559
13.6.12	CEW arrest of violent male	NB12013877
30.6.12	CEW arrest of male with knife	NB12015453
16.7.12	Arrest of male with gun/drugs	NB12016506
3.9.12	Search for missing female	NB12021280
12.11.12	High risk prisoner escort	NB12027442

### D. Performance Indicators

In 2012, the ERT members satisfied Ministry Community Safety and Correctional Services standards for training, containment and emergency response. ERT members participated in two 5 day training sessions whereby all members successfully qualified and certified in specific areas.

These training areas included:

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

The fall session involved two members of the Peel Regional Police Tactical Unit attending and conducting training, observation, and evaluation of the team's performance. The training was both instructional and scenario based.

#### **E. Anticipated Issues for the Future**

The replacement of the existing ERT vehicle and the addition of a trailer to support both the personnel and equipment have been identified as necessary purchases for the ERT in 2013.

There is a possibility the team will have to replace members. If this occurs a posting and a competition for any positions will require that the successful candidates will have to participate in a 5 day ERT training course, prior to the regular spring training.

#### **F. Performance Objectives for the Next Year**

To ensure the members of the Emergency Response Team are prepared for any type of call for service it is incumbent that members participate in all the mandated training. It is also very important take advantage of in-service training with other sworn officers who fulfil the roles of Crisis Negotiators, Incident Commanders and cross training with other community partners such as those involved in search and rescue.

Anticipated training for next year will include one (1) week in May for maintenance training with Peel Regional Tactical, one (1) week in September for maintenance training with Peel Regional Tactical, monthly Sniper training for two (2) members and for six (6) members to attend Ontario Tactical Advisory Body (OTAB).



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Fraud Coordinator**

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**Report Date: 2013/01/04**  
**Author: Detective Constable Denis Levasseur**



## **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**

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.

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

In 2012, the North Bay Police Service received a total of 170 fraud complaints related to social assistance claims, automated teller machines, internal employee misconduct, counterfeit cheques, the internet and computers and stolen identities.

There was increased number of internet fraud complaints in 2012. 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 reports that internet based fraud occurrences are under reported throughout the Province.

Identity Fraud also increased substantially over 2011 and often resulted in significant losses to the victims.

### **C. Activities**

The Fraud Coordinator attended the Computer and Technology Facilitated Investigations training course to assist with solving fraudulent electronic crime perpetrated on the internet or through social media.

In 2012, the Fraud Coordinator conducted several major fraud investigations. In one case several credit cards were stolen from an elderly victim and used repeatedly until the matter was discovered by family. The loss exceeded \$40,000.00.

In another investigation, the treasurer of a charitable organization was accused of stealing funds for their own personal use. During the investigation, a larger scale fraud was discovered involving another community partner.

The Fraud Coordinator commenced an investigation concerning a charitable organization operating from North Bay that was allegedly collecting funds improperly in other parts of the province. It was determined the persons involved should have never been issued charitable status and the matter was referred to the Office of the Public Trustee, responsible for charitable organizations in Ontario. As a result, the charity status of the organization was reviewed.

Several other charity frauds were reported to the North Bay Police Service where staff or board members managed to steal funds without detection for over long periods of time. The common denominator in most of the cases was the lack of oversight within the organization.

The Fraud Coordinator was also assigned a number of non-fraud investigations, including assaults, robberies, weapons offences and an attempt murder. During these investigations, the Fraud Coordinator prepared and executed two Search Warrants. Patrol officers were assisted with drafting and executing numerous Production Orders related to their ongoing fraud investigations

### **D. Performance Indicators**

There were 33 fraud complaints and 10 non-fraudulent complaints received and investigated by the Fraud Coordinator resulting in 37 criminal charges 8 Production Orders and 2 Search Warrants.(See Appendix A)

## **E. Anticipated Issues for the Future**

A significant increase in Internet Fraud was identified. 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 is also a growing problem. Education and public awareness continues to be the greatest tool in the prevention of these types of fraud.

The seizure of proceeds of crime and offence related property allows police to make a significant impact on criminals' ability to conduct their illegal activity. The Fraud Coordinator will be playing an increasing role in these seizures and will receive further training in 2013 in order to apply this legislation to major criminal investigations.

## **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 practises.

## **G. Other**

N/A

## **H. Appendices**

## APPENDIX A

### Fraud Section Performance Indicators

	2010	2011	2012
Occurrences	61	56	43
Criminal Code Charges	64	37	37
Fraudulent Use of Credit Card	17	0	0
Fraud under	11	12	4
Other Criminal Code	25	15	25
Criminal Breach of Trust	1	2	3
Utter Forged Document	1	1	0
Forgery	0	0	0
False Pretences	0	0	0
Fraud Over	10	7	8
Attempt Fraud	0	1	0
Laundering Proceeds of Crime	0	1	0
Production Orders	15	18	8
Ongoing Investigation	2	3	5



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Human Resources**

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**Report Date: 2013/02/06  
Author: Shelly Hampel**

**A. Mandate of the Unit**

In support of North Bay Police Service goals and objectives, provide service and expertise in the following areas: recruitment and selection; orientation; compensation and benefits administration; employee and labour relations; occupational health and safety; development of human resource policies and procedures; human resource records.

**B. Executive Summary**

The Human Resources section provides assistance to employees, managers and the organization as a whole. Human Resources' activities are driven by organizational business plans, strategic goals and objectives, legislation changes and emerging issues.

**C. Activities**

Recruitment

Over the course of 2012 civilian recruitment processes for part-time positions of clerk and dispatcher were conducted. These processes resulted in the hiring of two (2) part-time clerks (one to fill approved addition to part-time clerk complement and one to replace a part-time clerk who became full-time in anticipation of early 2013 full-time clerk retirement) and a part-time dispatcher. One part-time special constable was hired from candidates that were interviewed in 2011 to replace a part-time special constable who resigned in 2012.

In terms of constables, two experienced officers were hired in 2012. One started in 2012 to replace a probationary constable who resigned midyear and the other officer commenced employment at the start of 2013 due to sworn officer retirement at the end of 2012.

The Mentorship Program with Canadore College entered its fifth year in 2012. This program helps inform students about the work environment of the policing profession and builds a relationship between the student and the police service. The kickoff of this year's program was held at Canadore College and provided Mentee's with an opportunity to meet their Mentor. This was followed by an orientation session and tour at Headquarters to foster a better understanding of the goals of the program and the roles of the participants.

We again participated in the Youth in Policing Initiative (YIPI) by providing summer employment to two students for an eight week period. The YIPI program provides an innovative summer employment opportunity for youth to work with their local police organization to develop skills relevant to a possible career in policing. YIPI is a component within the larger Youth Opportunities Strategy of the Ministry of Children and Youth Services.

The Youth in Policing Initiative students assisted in various areas throughout the Service over the summer. This year the students were afforded the opportunity to attend two one week sessions of the Niigan Mosewak Program under the supervision of Cst. Chabbert. The English translation of Niigan Mosewak is "moving forward". The primary goal of the Program is to provide positive role models for Aboriginal youth while instilling leadership, pride and self-esteem. The students attended Spirit Point Lodge as mentors in the Program. The students learned about the different cultures and traditions of Aboriginal

peoples. In their role as mentors they contributed to the program through leadership, enthusiasm and understanding.

The human resources section once again attended the annual Nipissing / Canadore Job Fair to promote policing as a career and provide information on the recruitment process. In addition, a presentation on recruitment was made to students in the Careers course in the Criminal Justice Program at Nipissing.

In November of 2012, we attended the Skill City event as part of Nipissing University's Aiming Higher program where Aboriginal role models at Nipissing and Canadore help over 200 Aboriginal youth get a chance to explore their future college, university and career options. Skills City is a one-day interactive fair where local employers demonstrate how employment opportunities relate to academic skills learned in a post secondary institution.

### Employee Wellness

Employee wellness was identified as a strategic issue for the 2010 to 2015 Strategic Plan.

During 2012 a number of activities were undertaken in support of employee wellness. Employees were offered the opportunity to get a flu shot on site. Scented Products in the Workplace Guidelines were posted. Employees were advised of opportunity to participate in North Bay Parry Sound District smoking cessation program. We hosted a presentation on Estate Planning and Wills. A Wellness Committee has been established and Terms of Reference have been developed. Initial meetings were held near the end of 2012. Work will continue in 2013.

Benefit Communiqués are posted monthly. Topics in 2012 included: On-line Resources for Better Health; You and Your Group Benefits; On-line Claim Submission.

Employees and their families have access to an Employee and Family Assistance Program through EFAP North. Monthly EFAP Newsletters are posted for the information of all employees. A member of the Human Resources section sits on the EFAP Board of Directors.

### Health and Safety

A separate annual report on work related injuries and illness was submitted which outlined WSIB statistics for 2012 in comparison to previous years.

In 2012 we participated in a Safety Group and completed a number of activities including: development of Health and Safety Orientation process, Wellness Action Plan, revised Incident Investigation forms, WHMIS training, revised Employment Related Injuries Standard Operating Procedure including Return to Work forms.

As per Accessibility for Ontarians with Disabilities Act a procedure for Employee Workplace Emergency Response Plan was developed and released.

The Communicable Diseases Standard Operating Procedure was updated so that Human Resources staff will now act as Designated Health Official's and are responsible for accessing exposure reports, notifying employees of possible exposure and being a liaison with outside agencies.

## Other

Other Human Resources section activities include: Inspectors and Deputy Chief promotional process coordination; post hire orientation process development and implementation.

### **D. Performance Indicators**

#### Recruitment

Activity	Sworn	Civilian	Total
Hires	2	4	6
Separations	4	1	5
Interviews	8	23	31
Job Fairs / Career Days	3 combined		3

#### Human Resource Training Seminars / Meetings:

- Monthly Human Resources Professional Association North Bay Chapter meetings on various human resource topics including: Managing Employee Performance: Progressive Discipline and Accommodation; Attendance Management
- Ontario Association of Chiefs of Police Labour Conference
- Ontario Association of Chiefs of Police Human Resource Committee Meetings
- Implementing the Employment Standard
- Designated Health Officers Education Day

### **E. Anticipated Issues for the Future**

- Accessibility
- Mental Health

### **F. Performance Objectives for the Next Year**

There are a number of areas that this section will be concentrating on in 2013 including:

1. Accessibility – Integrated Standard
2. Wellness
3. Performance Standards





# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Near North Crime Stoppers**

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**Report Date: 2013/01/15  
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 an Executive Director, assisted by two police Coordinators, one from the North Bay Police Service and one from the O.P.P.

The Near North Crime Stoppers had another successful year in 2012, 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 the 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 2012, the NBPS Coordinator attended the annual Crime Stoppers Provincial Training Conference on legal issues held in Peterborough. Valuable information was exchanged between Coordinators and Board members from other Crime Stoppers Programs in the province. This enabled the Coordinator 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 OACS was also in attendance and provided valuable advice.

During 2012, 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 Fund Committee, a provincial organization created to provide assistance to Crime Stoppers Programs in the province of Ontario experiencing legal challenges.

In 2012, a computer tip management program, using Tipsoft 5 software, was implemented to anonymously receive tips submitted electronically and to permit a secure two-way dialogue with the tipster. This web-based system is gaining popularity with users and police services.

#### Board of Directors:

At present, the Near North Crime Stoppers Board of Directors consists of 16 members, representing all areas of the Near North Region. At the Annual General Meeting in June 2012, the Chairperson was re-elected for a one-year term. The Board of Directors also renewed contract of the Executive Director, 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 lottery ticket sales. The Board also held the annual 'Jail-a-thon' fundraiser in May of 2012.

#### Tri-Town Crime Stoppers:

Near North Crime Stoppers continued to be the call center for the Tri-Town Crime Stoppers Program. In 2012, 79 tips were received for the Tri-Town area. The Temiskaming Shore 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 2012, 664 new tips were received, which assisted police in the recovery of over \$40,000 in property and the seizure of over \$ 300,00 in illegal drugs. Of the tips received, 147 were assigned to the various OPP detachments in our catchment area, 103 to the O.P.P. Drug Enforcement Unit and 287 to the North Bay Police Service. Rewards totalling over \$6,000 were paid to tipsters.

A total of 170 tips were received in 2012 via web/texting, accounting for 25% of all tips received. (see attached Appendix A)

#### **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.

##### Web 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 as well as drug related crime. 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. This will include the annual Jail-a-thon in May, 2013.

#### **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 "WebTip" program, enabling tipsters to anonymously provide information using the internet / wireless communication devices.

**G. Other**

**H. Appendices (see following page)**

## Appendix A

	Total for 2010	Total for 2011	Total for 2012	Since Inception (June 1988)
Tips received	678	677	664	14,031
Cases cleared	51	36	26	2,484
Arrests	64	37	26	1,469
Property recovered	\$	\$42,646	\$ 44,500	\$ 3,544,530
Drugs seized	193,023	\$568,240	\$	\$49,194,422
Rewards paid	\$4,308,700	\$ 4,460	322,655	\$ 182,743
	\$ 9,135		\$ 6,320	

### Tips Received – 2012

Arson	5	Mischief	5
Assault	12	Missing Persons	12
Breach of Conditions	17	Morality	5
Break & Enter	19	Other	10
Child Abuse	8	Robbery	13
Cruelty to Animals	3	Senior abuse	5
Customs and Excise	9	Sexual Assault	11
Driving	69	Stolen Property	17
Drugs	259	Suspicious Circ.	22
Environment	4	Theft	24
Fish & Wildlife	17	Wanted Person	30
Fraud	58	Weapons Offence	7
Homicide	16		
L.L.A	7		
		<b>Total</b>	<b>664</b>

<u>Agency</u>	<u>TIPS</u>	<u>OPP</u>	<u>TIPS</u>
Anishinabek PS	8	Almaguin Highlands	49
JFO Drug Unit	103	OPP N.E.R.S.T	4
MNR	18	North Bay	62
NBPS	287	West Parry Sound	31
Other Agency	44	Temiscaming	1
Other CS Program	54		
RCMP	6		
Tri-town CS	79		
West Nipissing PS	37		

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



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Patrol Section**

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**Report Date: 2013/01/28**  
**Author: Inspector Robert Jerome**

## **A. Mandate of the Unit**

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

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

Supporting community based initiatives and special events with policing, hi-visibility to ensure public safety, add to the tasks and diversity for the requirements of the uniformed officer.

## **B. Executive Summary**

The sixty (60) officers assigned to the patrol section are organized into four (4) platoons. Each platoon is supervised by a Sergeant and Staff Sergeant, who report to the Divisional Commander, the Inspector in Charge of Operations.

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

## **C. Activities**

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



#### D. Performance Indicators

**2012**

Platoon	Total Hours Worked	Dispatched Calls	Criminal Code Charges	Reports	P.O.A. Notices	POA Summons	LLA or BY-Law	3-Day Reports
1	23,604	9,403	855	1,835	470	98	128	529
2	21,432	9,386	676	1,825	676	49	168	639
3	19,332	9,910	537	2,039	480	55	116	577
4	18,372	8,473	577	1,638	268	40	164	447
<b>TOTAL</b>	<b>82,740</b>	<b>37,172</b>	<b>2,645</b>	<b>7,337</b>	<b>1,894</b>	<b>242</b>	<b>576</b>	<b>2,192</b>

<b>2011 TOTALS</b>	<b>81,816</b>	<b>33,031</b>	<b>2,486</b>	<b>7,486</b>	<b>2,330</b>	<b>269</b>	<b>446</b>	<b>2,174</b>
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<b>% Change</b>	<b>1.1%</b>	<b>12.5%</b>	<b>6.4%</b>	<b>-2.0%</b>	<b>-18.7%</b>	<b>-10.0%</b>	<b>29.1%</b>	<b>0.8%</b>
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The discrepancy in the total amount of hours worked between platoon 1 & 4 existed due to a personnel shortage on Platoon 4 throughout 2012. This was a determining factor in the 2013 realignment.

#### E. Anticipated Issues for the Future

The Strategic Planning Committee identified that eighty-one percent (81 %) of the constables on patrol have less than ten (10) years experience. Of all the sworn officers, seventy percent (70 %) have less than fifteen (15) years of experience. As in the previous year, continued dedication and resources must be applied to several areas of training, including Supervision, Advanced Patrol Training, General Investigative Techniques, Sexual Assault Investigation and Interview and Interrogation Techniques.

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

#### F. Performance Objectives for the Next Year

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

Special deployments include the Bicycle Patrol Officer; Directed Patrols include the deployment of the P.T.O., Reduce Impaired Driving Everywhere (R.I.D.E.) initiatives and the Joint Snowmobile Patrol.

**G. Other**

N/A

**H. Appendices**

N/A



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Snowmobile Patrol**

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**Report Date: 2012/04/29  
Author: Cst. K. Hughes**

## **A. Mandate of the Unit**

The Joint Forces Snowmobile Unit is a joint endeavor between the North Bay Police Service (N.B.P.S.) and the Ontario Provincial Police (O.P.P.).

The Unit's mandate is to:

1. Patrol North Bay, Callander and area Ontario Federation of Snowmobile Clubs (O.F.S.C.) snowmobile trails providing a high police presence.
2. Enforce the *Motorized Snow Vehicle Act* (M.S.V.A.) and other statutes related to motorized snow vehicles (M.S.V.), all-terrain vehicles (A.T.V.) and off-road vehicles (O.R.V.) on trails, roads and frozen water bodies.
3. Investigate M.S.V., A.T.V. and O.R.V. collisions, assist with search and rescue operations requiring M.S.V. support and assist with other agencies offering M.S.V. support for first responders.
4. Investigate Criminal Code complaints, *Trespass to Property Act* (T.P.A.) and other applicable acts.
5. Assist with training for Snowmobile Trail Officer Patrol Program (S.T.O.P.) 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 2012 snowmobile season officers were on general patrol in various areas in and around North Bay, including Callander, Powassan, Bonfield, Mattawa, Marten River, Corbeil, and Astorville. The areas patrolled are in conjunction with the Ontario Provincial Police North Bay cluster. While on patrol officers were ensuring that operators of MSV (Motorized Snow Vehicle) and ORV (Off-Road Vehicle) 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 (Ontario Federation of Snowmobile Club) 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 fishing and LLA regulations.

In total, officers travelled approximately 2020 km's of OFSC trails and lakes. During their patrols officers checked approximately 700 snowmobiles and 120 ATV's.

Jointly officers issued 46 offence notices contrary to the *Motorized Snow Vehicle Act*, 5 contrary to the *Off-Road Vehicle Act*, 11 contrary to the *Liquor Licence Act*, and 10 contrary to the *Fish and Wildlife Conservation Act* and Fishery Regulations.

In addition to general patrol, officers also conducted criminal investigations. Officers laid 11 criminal charges contrary to the *Controlled Drugs & Substances Act* and had a total of 4 *Criminal Code* charges which included prohibited driving, impaired driving, and over 80 mgs.

This season the MSV patrol also investigated 3 MVC's. In one particular case, the female operator was injured after being ejected from the snowmobile and had to be taken off the trail by officers to the nearest road in order to meet paramedics.

### **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. Officers also ran many joint patrols with Conservation Officers from the Ministry of Natural Resources to ensure compliance with fishing regulations.

In January, officers were asked by OFSC staff to liaise between themselves and owners of a local campground. The campground owners had rescinded their decision to allow the OFSC trail to cross their campground due to lack of cooperation from the OFSC. After a meeting with the campground owners and expressing some safety concerns, they allowed the OFSC trail back onto their campground with conditions. This proved vital as it was a main artery in the trail system.

Also in that month, officers were called out onto Lake Nipissing near Jocko Point to locate two missing persons. Officers responded to the area, however, could not locate either party due to weather and ice conditions. The men were later located approximately 20 km's from where they were supposed to be. After speaking to them, they advised that they decided to walk after their snowmobiles broke down and got turned around with the increasing weather system.

In February, officers were invited by the Ministry of Natural Resources (MNR) to assist them with *Provincial Offences Act* enforcement of Lake Nipissing. The MNR were having difficulties with over-fishing and people fishing without a licence. Positive results were generated as the MNR laid several charges. In the same month, the mayor of Chisolm received several complaints from citizens about excessive speeding by MSV's down some rural roads which are used as part of the OFSC trail system. Officers conducted RADAR at strategic locations which resulted in several speed related charges.

In March, officers responded to a father and son who had gone through the ice on their snowmobiles. The men were near the Manitou Islands on Lake Nipissing. Officers were in constant communication with the pair as one of the men had a cell phone. Officers attended the area with the North Bay Fire Department and were able to rescue the men. Both were taken to the North Bay Regional Health Centre and treated for hypothermia. Both were later released.

#### **D. Performance Indicators**

In 2012, officers laid more charges in some categories than the previous year. This can be directly attributed to the zero tolerance police took in 2012 and the growing public education when it comes to snowmobile regulations and safety.

Within the Unit's jurisdiction, in 2012, there was one report of serious injury as a result of a snowmobile related collision and one fatality. These figures may be attributed to the increased presence of police officers on snowmobile patrols, 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. During this dialogue information is shared about trail and ice conditions on lakes and rivers, enforcement issues and other matters that officers would deem important for snowmobilers to be aware of.

Snow conditions for the 2012 season were poor. Officers spoke to tourists on a regular basis while on patrol. The general consensus was many of the snowmobilers were travelling North due to better trail conditions. Although ridership in the area may have declined slightly it is still very important to maintain a police presence on the 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 observed an increase in call volume in 2012 due to both officers having Bluetooth capabilities in their helmets. This resulted in dispatchers from both services being able to contact officers while operating their MSV's. This proved to be vital

as in the past it was difficult to communicate with dispatcher's or other officers seeking assistance.

**E. Anticipated Issues for the Future**

It is anticipated the 2013 snowmobile season shall be similar to that in the past. Regulatory compliance with licensing, insurance and trail pass display over the 2011, 2012 seasons has greatly improved through educating the public through our local media. 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. Maintaining awareness through public education about safety issues will continue to be a vital component of our respective police services and the officers assigned to the Joint Snowmobile Patrol Unit.

**F. Performance Objectives for the Next Year**

The Snowmobile Unit continues to generate positive feedback from the local and tourist 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 selection of officers to work on the Snowmobile Unit

It would be anticipated that the Snowmobile Unit be thorough with its compliance by way of charges. The objective would be to maintain snowmobiler and general community safety on local trails and frozen water bodies through enforcement, education and exposure.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report**

### **Street Crime Unit**

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**Report Date: 2013/01/20**  
**Author: Det. Cst. T. Robertson**



**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. One of the officers has expertise in criminal asset seizure and forfeiture.

In 2012, officers continued to investigate *Criminal Code* (CC) property crimes as well as actively enforce the *Controlled Drugs and Substance Act* (CDSA) and experienced another active year.

There was a significant increase in the number of occurrences investigated by the SCU compared to 2011. The value and amount of property recovered and seized increased significantly, however, the value and amount of drugs seized decreased significantly (see Appendix A). Compared to previous years, a similar number of judicial authorizations were executed in 2012.

**C. Activities**

The following is a brief overview of the investigations conducted by the SCU in 2012:

In late 2011, members of the Street Crime Unit began an investigation involving upper level marihuana traffickers, entitled Project Green Tide. This developed

into a multi-jurisdictional investigation targeting a criminal organization responsible for the importation of large amounts of marihuana into the North Bay area and northeastern Ontario from Ottawa and Montreal. Project Green Tide employed various modern investigative techniques.

In February 2012, Project Green Tide concluded with the execution of search warrants in North Bay and in Montreal, Quebec. As a result, approximately 37 pounds of processed marihuana along with significant quantities of ecstasy, hydromorphone, oxycodone and morphine were seized. A large quantity of cash and several motor vehicles were also seized. The approximate total value of the Project seizures was \$90,000.

In March, the SCU investigated a local drug trafficker who was charged with Possession for the Purpose of Trafficking. A large quantity of cocaine and cash was seized, with a total value of \$3,000.

In May, the SCU executed a firearms search warrant. Two shotguns were seized as well as two stolen snowmobiles. Two persons were charged with weapons offences as well as possession of the stolen property. Also in May, the Unit investigated a local drug dealer and as a result a female was arrested and charged with Possession for the Purpose of Trafficking and found to be in possession of a large number of Oxycodone pills and cash.

In July, the SCU investigated two females for drug trafficking and a search of one of the females resulted in the seizure of over \$500 cash. Also in July, a *Controlled Drugs and Substances Act* search warrant was executed at a residence in North Bay. Two individuals were charged with Possession for the Purpose of Trafficking and over 15 grams of cocaine was seized.

In August, the SCU investigated and charged three individuals for Possession for the Purpose of Trafficking and seized over 50 grams of crack cocaine and a motor vehicle used to transport the drugs.

In September, the SCU investigated a suspicious package complaint. As a result to the investigation, the Unit seized over 60 grams of marihuana and a quantity of morphine and methamphetamine. A male was arrested and charged with Possession for the Purpose of Trafficking. Also in September, members of the Unit observed and arrested two males completing a drug deal. An amount of oxycodone and morphine was seized as well as a vehicle being used to transport the drugs.

In October, the investigation of a local drug dealer resulted in four individuals being arrested for Possession for the Purpose of trafficking and the seizure of over 50 grams of cocaine, approximately \$4000.00 and a vehicle.

In November, the SCU investigated a southern Ontario based drug dealer who attended North Bay to sell cocaine. As a result of the investigation, the male was arrested and charged with Possession for the Purpose of Trafficking and over 26 grams of cocaine and the vehicle being used by the drug dealer were seized.

In December, observations were made of a hand to hand drug transaction involving fentanyl. Officers observed one of the individuals attempt to smoke a piece of fentanyl inside a vehicle while an 18 month old child was present. As a result of the investigation, three individuals were arrested for Trafficking and Possession of a Controlled Substance. Child protection action was also initiated.

#### **D. Performance Indicators**

See Appendix A

#### **E. Anticipated Issues for the Future**

Trafficking and illegal use of prescription drugs, such as oxycodone and fentanyl, is still a growing concern. These drugs continue to cause unexpected deaths due to accidental overdoses. The addictions created by the abuse of these drugs directly impact the level of property and violent crime in our community.

Despite the enforcement successes of the last two years, criminals continue to target vulnerable drug sources including members of the public with drug prescriptions, pharmacies, medical facilities and other criminals to meet their needs. It is essential that law enforcement continue an aggressive and progressive approach, using the latest technology and advanced investigative techniques to meet the challenges of the future.

#### **F. Performance Objectives for the Next Year**

1. Identify and target high level and street level drug traffickers. Enforcement will include progressive police investigative techniques as well as utilizing intelligence sources.
2. Identify and target individuals involved in property crimes including break and enters and thefts and recover stolen property.
3. Seize illegal drugs, proceeds of crime and offence related property.
4. Monitor crime trends and police intelligence for street gang, organized crime and other criminal activity.

5. Provide assistance and training to patrol officers in drug enforcement and the related criminal activity.

## **H. Appendices**

**(Appendix A attached)**

## APPENDIX 'A'

### Street Crime Performance Indicators

<b><u>DESCRIPTION</u></b>	<b><u>2012</u></b>	<b><u>2011</u></b>
Investigations	425	167
Total Drug Charges	113	105
Total Criminal Charges	135	188
Property Related	29	61
Break and Enter	5	20
Robbery/Extortion/Weapons	24	6
Assault	3	0
Breach of Court Order	48	9
Fraud	2	0
Other Charges (Obstruct/Threats)	10	6
Conspiracy/Criminal Organization/Laundering	14	86
Judicial Authorizations (Warrants / Production Orders)	22	17
Value of Drugs Seized (Including Project Green Tide)	\$247,000.00	750,000.00
Value of Property Seized (Including Project Green Tide)	\$157,000.00	\$85,000.00



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Technical Services Section**

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**Report Date: 2012/01/28  
Author: Sandra Allary**

## **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, the Ontario Coroner's Office, the Ontario Fire Marshal, the National DNA Data Bank and other police agencies.

## **B. Executive Summary**

The Technical Services Section consists of three full time personnel with training and experience in forensic examination and evidence collection. They are assigned to the Investigative Support Section and attend scenes of crime and other situations requiring police response to document, examine and search for evidence to assist with incidents under investigation.

In October of 2012, a new schedule was implemented to provide expanded evening and weekend coverage to better serve and assist investigators and the public. As depicted in Appendix A there has been an increase in the instances Technical Services are requested to attend various scenes.

## **C. Activities**

In 2012, the Technical Services Section attended an increased number of sudden death scenes than in previous years and there were increases in other forensic investigations including physical assaults, sexual assaults and break and enters. (see Appendix A)

Other scenes examined and incidents attended included thefts, mischiefs, motor vehicle collisions, drug occurrences and search warrant executions. The forensic personnel were also used for other tasks such as photographing cell phone text messages, down loading security videos, capturing photos of suspects from video, photographing victim injuries and fingerprinting suspects at time of

release. Many of these assignments were not tracked and may not be included in the Performance Indicators.

There was also a large increase in non-criminal fingerprints for volunteer and employment purposes. This was assisted by the implementation of *Live Scan*, an electronic digital scanning fingerprint procedure with direct links to the RCMP fingerprint database. This has dramatically improved the efficiency and turnaround time for this process.

The Section began utilization of the RCMP's *Shoe Image Capture and Retrieval* database (SICAR) for footwear impression searches. The response time with this database is approximately forty-eight hours. Coupled with the newly acquired *Electrostatic Print Lifter* purchased in 2012, the ability to identify suspect footwear from scenes of crime has improved.

Also implemented in 2012, was computer software designed to assist and automate crime scene reproductions and drawings. The *Crime Zone* software provides professional, accurate and detailed computerized drawings.

The members of the Section interacted with various community groups and schools to provide information on forensic investigations. Members have also attended and participated in various educational presentations and seminars

#### **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. As well, there has been an increase in the use of sophisticated electronic surveillance systems. This is a rapidly changing and expanding area of policing that will require ongoing and progressive training.

In the ever expanding world of forensic science and the associated technology sophisticated electronics, the Technical Services Section must maintain an extensive array of equipment and supplies for timely and efficient crime scene examination. From DNA kits, photographic and video equipment, crime scene materials, evidence collections kits, lighting, exhibit analysis devices and safety equipment, the Section will strive to remain current and up to date.



Electronic digital fingerprinting of suspects and accused persons will be phased in over the next year and it is expected that this will streamline the process and decrease the time currently required to obtain results.

**F. Performance Objectives for the Next Year**

1. Conduct in-service training with frontline officers to familiarize them with the services that the Technical Services Section provides and to review proper evidence recognition and handling techniques.
2. Increase the number of criminal and crime scene fingerprints analyzed, processed and identified using the electronic digital fingerprint scanning system.
3. Ensure efficient and streamlined handling of exhibits and evidence in compliance with Service procedures and legal requirements.

**G. Other**

**H. Appendices**

(See Appendix A)

## Appendix A

Sudden Death	47	45	52
Sexual Assault	3	9	15
Assault (all levels)	N/A	N/A	52
Break and Enter	N/A	113	107
Robbery	N/A	N/A	15
Centre of Forensic Science Submissions	41	55	44
Fingerprint Analysis Reports (identifications)	N/A	14	13
DNA Data Bank Conviction Submissions	138	129	137
Photo Line Up	11	13	26
Persons Fingerprinted – Criminal	1,175	1,334	1,353
Persons Fingerprinted – Non Criminal Live Scan = 106 of the 324 prints	114	63	324



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Traffic Section**

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**Report Date: 2013/01/22**  
**Author: Sergeant Mike Hunter**

## **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; and
- l. Coordinate the towing application process and ensure compliance with appropriate Service Standard Operating Procedures (SOP).

## **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 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 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 Police 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. In 2012, fourteen (14) of All Chiefs were released by the Ministry that were specific to the *Highway Traffic Act* and/or traffic related issues.

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 from traditional traffic duties the Traffic Sergeant is responsible for the administration and coordination of Special Paid Duties and an Alarm Program.

## **C. Activities**

### Activity Directly Related to 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. Project Scrap;
- g. Bicycle Helmet Participation; and

- h. Festive R.I.D.E. Program – six (6) week duration Nov/Dec 2011/Jan2012.

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 (C.R.C.) assisted the Service by completing the reporting procedure for the majority of motor vehicle collisions that are solely vehicle damage related. The C.R.C. 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.

In 2012 the Traffic Section underwent some new transitions in relation to administration and operations. A document was created for the purposes collecting and recording enforcement stats. The information was placed on our intranet to keep uniformed members up to date on enforcement information. In addition, tracking and collecting data in relation to traffic complaints and enforcement was enhanced. This identified a better overall picture of where traffic related concerns from the public emanated and its contents could be readily shared or accessed by other members of the Service.

To streamline the court notification process, the Traffic Section began to utilize an e-mail messaging system to notify officers of pending Provincial Offences Court trial dates. The transition to this process eliminated the requirement to have supervisors notify officers under their span of control of court dates. This significantly sped up the process of trial notification and eliminated expenses related to paper and photocopying.

In 2012 a new procedure was implemented to record and monitor motor vehicle collisions (MVC) and Collision Reporting Centre (CRC) reports through Niche, our records management system (RMS), which eliminated the past practice of utilizing a spread sheet to record stats.

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

- a. Murray and Copland St. stop sign program;
- b. Top 10 intersections – collisions;
- c. MTO blitz on truck inspections; and

- d. Snow mobile and 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. Spring Road Safety Confer. Toronto – Distracted Driving;
- b. Ontario Police College (OPC) Traffic Leadership and Future Challenges conference;
- c. OPC Traffic enforcement for Fail to Remain (FTR) accidents;
- d. Fall Road Safety Confer London – Pedestrian and cyclists Coroners report
- e. ORIPD confer Toronto – helmets, road safety strategies
- f. OPP commercial motor vehicles North Bay
- g. Drager 6810 crse operator and instructor Mississauga

#### **D. Performance Indicators**

The North Bay Police Service Business Plan (2011 to 2013) identified one of our goals in addressing concerns for road safety was to fully implement the Platoon Traffic Officer (P.T.O.) Program. 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 2012 1,196 collisions occurred within the Service's jurisdiction compared to 1,211 in 2011. In 2010 and 2009, 1,355 and 1,251 collisions were documented respectively. It is evident these totals have been somewhat consistent for the last four years.

In 2012, 436 collisions were investigated by police officers, compared to 458 in 2011 and 434 in 2010. It appears these figures have been consistent over the last 3 years.

Injuries sustained by individuals in collisions in 2012 were 234 compared to 229 in 2011 and 169 in 2010. Motor vehicle involving pedestrians were 20 in 2012 compared to 25 in 2011. There were no pedestrian fatalities in 2012.

There was one (1) fatality in 2012 involving an e-bike and motor vehicle. It is anticipated an increased occurrence of MVC involving e-bikes will occur on next year, as the number of the e-bikes on the road is increasing.

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 accident involving personal injury or damage exceeding \$1000.00 must be reported to the nearest police officer. Police also investigate accidents or collisions regardless of dollar amount or person injury amount when any type emergency response vehicle or City of North Bay or Town of Callander vehicle is involved.

In 2012 the Traffic Section processed 5541 Provincial Offences Notices (PON) issued by uniformed members. The figures in 2011 and 2010 were 5521 and total respectively 7035. Provincial Offences Notices include violations predominantly associated to the *Highway Traffic Act*, *Liquor Licence Act* and By-Law infractions.

In response to our Services commitment to the Platoon Traffic Officer (PTO) program; officers have logged 1076 hours of enforcement by PTO officers resulting in 783 violations issued. These officers participated in traffic initiatives, education, community programs and enforcement.

The Traffic Section maintained impaired operation of motor vehicle statistics. In 2012 85 impaired driving charges were recorded. This is compared to 56 for 2011. The R.I.D.E. Program was utilized or implemented 25 times in 2012.

The North Bay Police Service is responsible for providing policing Callander. In 2012 the Traffic Section documented 119 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**

The future issues anticipated for 2013 will be a review and implementation of a towing policy to achieve a form of uniformity with respect to charges being levied. Our Service will also be examining with a view to updating the taxi by-law, bicycle program and other enforcement strategies.

*Highway Traffic Act* infractions pertaining to distracted driving and e-bike violations will be a continued focus of the Section in 2013. 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 Chief 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 P.T.O. 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 the function and the role of the Traffic Section in its mandate.

A continued focus on traffic enforcement, pursuant to the our Business Plan, will guide the Traffic Section in 2013 in efforts to ensure the safe and efficient movement of pedestrian and vehicle traffic within the municipalities of North Bay and Callander.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Use of Force**

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**Report Date: 2013/01/07  
Author: Cst. John Cook**

## **A. Overview and Mandate**

The proper completion and analysis of the Ministry of Community Safety and Correctional Services "Use of Force Report" or more commonly identified as a Form 1 assists police services in instituting or adapting training to best prepare its officers and ultimately to serve their communities. The reports contain information that assists management in addressing scheduling and equipment issues; for example: times of the week when it would be beneficial to have more officers working or whether a certain use of force option (weapon) is or isn't effective. The *Police Services Act* and North Bay Police Standard Operating Procedures dictate when a police officer is to submit a Use of Force Report.

Mandatory police officer submission for a Use of Force Report occurs in the following situations:

- a. Draws a handgun in the presence of a member of the public, excluding a member of the Service, while on duty;
- b. Points a firearm at a person;
- c. Discharges a firearm;
- d. Uses a weapon other than a firearm on another person;
- e. Uses a conducted energy weapon, in the probe mode, drive stun mode or demonstrative mode on another person; and/or
- f. Uses physical force on another person that results in an injury requiring medical attention

In addition to ensuring that the training received by the members of the North Bay Police Service meet Ministry Standards, the Service's Training Unit conducts an analysis of all Use of Force Reports submitted to identify any trends that may further investigation.

## **B. Executive Summary**

The terms "occurrence" and "report" will be referred to throughout this report. For clarification, an "occurrence" is the actual call for service that resulted in officers having attended a scene. "Report" shall refer to the approved Ministry of Community Safety and Correctional Services "Use of Force Report" or Form 1.

It is important to distinguish between the number of occurrences and the reports generated by occurrences because the figure may be misleading. For each Use of Force occurrence a Use of Force Report (Form 1) must be submitted. However in some instances several officers may have to utilize force in the same occurrence, which requires a separate or additional report(s) to be generated. For the purpose of this report the number of occurrences is perhaps the more important figure.

Officers of the Service responded to a variety of calls in 2012 that required the Use of Force on members of the public. Robberies, domestic disputes, attempted suicides, *Mental Health Act* apprehensions, search warrant executions, and licensed establishment disturbances are just a few examples.

In 2012 the total number of occurrences that required the submission of a Use of Force Report was 39. This is a decrease of seven from 2011's total of 46. Statistical data, on file as far back as 2006, shows that 2012 had the fewest number of these occurrences. These 39 occurrences generated a total of 55 Form 1 Use of Force Reports. Fourteen (14) of these occurrences were in relation to officers utilizing a firearm to euthanize wounded animals.

The following chart depicts the number of occurrences when Use of Force was used in 2012. Please note how the number of reports is significantly higher than the occurrences. This was due to the fact in some instances two or more officers had to submit a Use of Force report for the same occurrence.

The following chart illustrates the Use of Force Reports by type for the past six years.

REPORT TYPE	2007	2008	2009	2010	2011	2012
Total Occurrences	56	55	69	53	46	39
Total Reports	61	57	71	64	50	55
Reports submitted to euthanize animals						14
Reports involving firearms (public only)	--	--	19	15	19	23
Reports involving Aerosol Weapons	7	7	6	0	2	1
Reports involving Baton	3	0	1	1	0	2
Reports involving Empty Hand Techniques	2	3	3	3	2	1
Reports involving C.E.W. (demonstrative and fired)	20	15	19	10	16	11
Reports involving C.E.W. (fired only)	--	--	--	3	5	3

Not included on this list are seven reports when empty hand techniques were employed in combination with other options. An example would be grounding a subject after he/she had the CEW deployed on them. The number in the above chart represents incidents when the use of the empty hand technique was the

cause of the Form 1 having to be submitted (injury to the subject requiring medical attention).

The two most noticeable differences between the 2012 statistics and 2011 statistics is the decrease in the overall number of occurrences (37, down from 46), and the decrease in the Display/Deployment of the Conducted Energy Weapon (11, down from 16).

Firearm reports (involving the public), baton use, aerosol weapon use and reports resulting from empty hand techniques have remained relatively steady.

### C. Injuries

Based on the information from the Form 1 reports, there were no serious injuries to officers when Use of Force had been necessary. However, two officers did receive minor injuries during the year (a decrease of three from 2011). In 2012 three subjects received minor injuries during the course of their arrest (unchanged over the past two years). Subject injuries all consisted of bruises, minor lacerations and a dislocated shoulder all from empty hand techniques. According to the 2012 reports, no third-party individuals received any injuries once the police were involved in the occurrence.

PERSON INJURED	2007	2008	2009	2010	2011	2012
Police Officer	2	0	1	1	5	2
Subject	9	2	5	3	3	3
Third Party	0	0	0	1	0	0

### D. Analysis of Occurrences by Time of Day for 2012

The Form 1 report also details the date and time that the occurrence transpired. This information is important as it assists managers in determining personnel deployment requirements or equipment needs. As previously explained, this report will focus on occurrences that involve the Use of Force on members of the public rather than the destruction of injured animals.

TIME	OCCURRENCES INVOLVING USE OF FORCE ON PEOPLE	
	2011	2012
0700-1900	12	9
1901-0659	24	16
0200-0400	8	1

A surprising change between 2012 and 2011 numbers is the decrease in the number of violent encounters between the times of 02:00 and 04:00 (closing of licensed establishments). In 2011, there were eight occurrences where the Use of Force resulted in the submission of a Form 1 Report. In 2012, that number dropped by seven to one.

**E. Analysis of Occurrences by Day of the Week for 2012**

The following chart depicts the day of the week that occurrences that required a Form 1 transpired on. The reports used are those that involved the police having to use force on people rather than on an injured animal.

DAY	OCCURRENCES INVOLVING USE OF FORCE ON PEOPLE	
	2011	2012
Mon-Thurs	15	13
Fri-Sun	21	12

An analysis of the Use of Force Reports shows that the number of police encounters that require the submission of the report has evened between the days. Historically, the “weekend” has had significantly more reports submitted than the “week days”. This trend will be the subject of examination and comment in subsequent reports.

**F. Use of Force Equipment Purchases and Training Accomplishments**

In 2012 the Service completed outfitting all members of the Emergency Response Team with individual C8 carbines. In addition, two Generation 4 Glock 22 pistols were purchased for two smaller statured constables that were having issues gripping the larger frame of the Generation 3 Glock 22. Full details of these firearm purchases can be found in the accompanying report titled “2012 Armourer’s Report”.

The Service also purchased three Mancom target stands to upgrade the indoor range. Mancom stands are remote controlled allowing Range Officers to include “shoot/don’t shoot” scenarios into firearms training. The stands also help to eliminate the “training scar” by having an officer shoot when faced with a threat rather than waiting to hear a whistle being firing. Training scars are the unintentional bad habits people have acquired during the course of training. An example of a Training Scar occurs when for example: some pistol competitions allow competitors to stick 50 percent of their body mass outside of cover on a

barricade before assessing a penalty, many shooters will use their cover improperly so that they can move faster or get a better score. Constant repetition of improper cover use during competition leads to people getting shot in real life.

The Service has acquired two "Shockknife" training knives that are used in reality based training scenarios, such as spontaneous knife assaults. These knives have an electric charge, which simulates an actual cut.

In 2011 it was proposed that all front-line officers receive training on door-breaching. This type of training would prove beneficial in any instance where officers may have to respond to a situation of a potential active killer where front-line responding officers may not have the option of waiting for the Emergency Response Team to arrive to force entry into a building.

Portable breaching tools were purchased in 2011 to be placed in the Supervisor's cruiser for quick deployment. In order to properly train the officers on the breaching techniques. Lesson plans have been developed for Breaching Training, which is to take place in 2013.

In June of 2012, the Service hosted two courses presented by Setcan a Canadian based company specializing in police training tactics. The first course qualified three NBPS members to be "Spontaneous Knife Assault" training instructors. The second course focused on Rapid Response to Homicide in Progress (Active Killer). Information gleaned from both training opportunities will become components of Use of Force training in 2013.

In 2012, all sworn personnel and Special Constables completed their annual Use of Force/Firearms requalification.

## **G. Conclusion**

2012 was a successful year for the North Bay Police Training Unit as it managed to fulfil the mandated training requirements and obtain some new equipment.

2013 is anticipated to be even busier for the Training Unit as a new framework for Use of Force training scheduling is to be implemented. New lesson plans have been developed and will be delivered to all applicable personnel.



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Victim Services and Domestic Violence Coordinator**

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**Report Date: 2013/01/20  
Author: Constable Erin Racicot**



**A. Mandate of the Unit**

1. Implement and maintain police programs to provide comprehensive and efficient service to victims of crime and tragic circumstances.
2. Provide follow-up assistance to victims by coordinating the police response with involved community agencies.
3. Monitor the response to and investigation of domestic violence occurrences, including compliance with the Service's Standard Operating Procedures.

**B. Executive Summary**

There was continued progress during the past year, addressing the current and future needs of the North Bay Police Service in the area of victim services and domestic violence investigations.

The Coordinator has continued to develop the appropriate knowledge, skills and abilities associated to the mandate of this unit. In doing so, the Coordinator participated in several conferences, seminars and committees, which allowed for learning and professional development, partnerships with other community agencies and an enhanced understanding of victim issues.

**C. Activities**

**Domestic Violence Community Coordinating Committee**

The Domestic Violence Coordinating Committee (DVCCC) of Nipissing is a multi-disciplinary, advisory committee formed in 1998 to effectively address domestic violence in the District of Nipissing.

The DVCCC is a community wide, multi-partnership formed to prevent and respond to domestic violence. The committee has developed and facilitated a coordinated and effective response to the issues related to the identification, assessment and prevention of domestic violence.

The DVCCC has maintained a strong focus on the quality of service delivery to victims of domestic violence, including their children and family members. It has improved the community's overall response to domestic violence by developing, implementing and monitoring local policies, procedures and protocols and engaged in ongoing prevention and education efforts.

The Domestic Violence Coordinator attended and participated in the monthly meetings and on-going projects including as a member of a sub-committee formed to create a booklet to educate new DVCCC members on the history of the committee, membership and the committee's mandate.

### **Provincial Domestic Violence Coordinators Advisory Committee**

Developed by the Ministry of Community Safety and Correctional Services – Policing Services Division, this committee is comprised of several police services from across the province and was established to provide advice to the Ministry regarding potential areas of concern.

The committee was developed to provide a coordinated, effective police response on a provincial level to domestic violence by facilitating information sharing amongst domestic violence coordinators on best practices and other initiatives. The group discussed provincial issues and engaged in problem solving techniques to enhance services to victims by police and the community. There was also an exchange of information between the attending police services and the Ministry, relating to domestic violence policies. The Domestic Violence Coordinator attended quarterly meetings.

### **Domestic Violence Justice Partners Committee**

This is a working partnership of individuals involved in the justice system in our community, formed to improve the methods of handling domestic violence. This committee also made recommendations on high risk cases presented by police and has proven to be very effective.

### **Seniors at Risk Committee**

This community committee works with the aging population to find solutions for the increasing number of senior issues.

A Recommendations Committee has been formed to bring specific cases forward for discussion and to review and find solutions on identified issues.

A conference was attended in Sudbury where information was presented on current senior issues and the appropriate police and community responses.

### **Other Activities**

In January 2012, the Domestic Violence Coordinator attended a Provincial Domestic Violence Conference in Toronto. The conference included the introduction of the new Ontario Domestic Assault Risk Assessment process to be uniformly used by police agencies across the province.

The Coordinator had ongoing contact with victims regarding court procedures and assisted with updates on court dates and investigations, provided advice, relayed information to investigating officers and provided referrals to other agencies.

The Coordinator also assisted victims with obtaining information relating to Criminal Injuries Compensation claims and provided assistance to complete the necessary documents for these applications.

The North Bay Police Service received an award as “*2012 Community Partner of the Year Award*” from the Amelia Rising Sexual Assault Centre of Nipissing.

#### **D. Performance Indicators**

<b>Referrals to Partner Agencies</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Victim Services of Nipissing District	149	105	220
VWAP	483	580	443
Community Care Access Centre	2	4	6
Seniors Mental Health	2	1	7
<b>Number of New and Sustained Partnerships</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Sustained	22	22	22
New	0	0	0

#### **E. Anticipated Issues for the Future**

It is expected that the police role in domestic violence will continue to be significant in the upcoming year. The Coordinator will continue to monitor investigations to ensure that procedures are followed and provide advice and assistance where required. Additional and ongoing training for frontline officers has been identified and will be addressed over the coming year.

Involvement with the provincial Domestic Violence Committee will focus on the development of the new risk assessment tool for frontline personnel, which when implemented will assist with ensuring the safety of victims of domestic violence.

Senior and elder abuse issues are expected to increase as our population ages and therefore the Coordinator will have to monitor the police response and liaise with other community professionals.

**F. Performance Objectives for the Next Year**

1. Continue to provide learning opportunities to frontline officers and their supervisors in on domestic violence issues and investigations.
2. To continue to work with justice partners within the newly developed Domestic Violence Coordinators Advisory Committee on high risk cases.
3. To review and report ongoing initiatives with outside agencies and community partners.
4. To continue strong partnerships within the community.

**G. Other**

N/A

**H. Appendice**

N/A



# **NORTH BAY POLICE SERVICE**

## **2012 Annual Report Youth Office**

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**Report Date: 2013/01/17**  
**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 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 2012 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 which has 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 receives information regarding youth criminal activity within our city.

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.

Assisted by other members of the North Bay Police Service, the Youth Officer provided a presentation to a North Bay and area school principals' professional development session in relation to the Police/School Protocol and the Youth Referral process.

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

#### Youth Justice Committee

In 2012 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, are 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.

In conjunction with the Crown Attorney's office and the Coordinator of the YJC, in-service training on the Youth Referral process and the role of the YJC was delivered to our Service's Patrol Section. Information cards were provided as a reference checklist to assist patrol officers with the proper application of the YCJA Extrajudicial Measures.

#### 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.

One of the highlights of the year was child forensic interview initiative. Concerns regarding investigators' skill in the area of child interviews relating to their admissibility in court, had been raised 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.

Along with the North Bay Victim Witness Assistance Program and the Office of the Crown Attorney, the Youth Officer was instrumental in coordinating a one day conference entitled *Child Sexual Assault Investigator Training* delivered to approximately ninety (90) Police and Children's Aid Investigators across the North East region.

In 2012, additional funding was received to support additional training in the area of forensic interviewing of children. This training was facilitated by an expert forensic interviewer from Toronto Sick Kids Hospital and coordinated by the Youth Officer. Officers from five northern police services, including an investigator and the Youth Officer from the North Bay Police Service attended an intensive two day training session in April, 2012.

The trained officers then worked together on subsequent interviews of victimized children and submitted their interviews for expert and peer review for feedback and consultation. In September, 2012 the Youth Officer coordinated and participated in a final training day to enhance the learned skills.

#### Other Activities

It was recognized that appropriate furniture conducive to interviewing children was required for our police service. The Youth Officer secured a donation from Victim Services of Nipissing District to purchase this furniture.

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 School Liaison Officer and Youth Officer attended a case conference with other community agencies to deal with an at-risk youth experiencing numerous difficulties, to provide guidance and assistance.

In July 2012, the Domestic Violence Coordinator and Youth Officer conducted a presentation at the Near North Youth Centre, a secure custody facility for female



offenders aged 12 to 17 years. This presentation provided female offenders with information on reporting relationship abuse and also addressed the impact of child exposure to parental domestic violence.

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.

In December 2012, the Youth Officer joined the Youth Justice Community Partner, formed to meet regularly to discuss issues with youth justice and gaps in youth programs. This provided the Youth Officer an opportunity to network and receive information on programs and youth services available in the community.

In 2012, a new partnership was formed with Canadian Mental Health Association to assist in dealing with youth offenders with mental health issues. Referrals are made to the Mental Health and Justice Prevention Program.

#### **D. Performance Indicators**

In 2012, the Youth Office investigated twenty five (25) occurrences of sexual offences against children. Three were historical sexual offences, dating back approximately 30 years when victims were all young children at the time of the offences.

Of these occurrences, a total of 26 criminal charges were laid and one youth referral was issued. The following criminal charges were laid:

- Sexual Assault
- Sexual Interference with a person under 16 years of age
- Invitation to Sexual Touching under 16 years of age
- Importing/Distributing Child Pornography
- Accessing Child Pornography
- Making Child Pornography
- Possessing Child Pornography
- Luring a Child via a computer - sexual exploitation
- Gross Indecency (1978)
- Indecent Assault on a Female (1978)

For the reporting year of 2012, there were a total of eighty four (84) extrajudicial youth referrals for various minor criminal acts.

The Youth Officer was also assigned other investigations and to assist other officers. These occurrences included domestic violence, excessive use of force by a teacher, threatening, drug trafficking, public mischief relating to sexual assault allegations and other forms of alleged child abuse.

(See Appendices 1 and 2 – Youth Officer Investigations and Youth Pre-Charge Referral Distribution)

#### **E. Anticipated Issues for the Future**

To remain current with new and emerging issues on youth related matters, it is recommended that yearly in-service training for both for veteran and new officers continue to be provided. Information sharing and cooperative education with other community agencies must 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 as it relates to information sharing for youth referrals, intelligence gathering and for investigations conducted by both the Youth Officer and the School Liaison Officer.

In late 2008, some schools in North Bay implemented a program to deal with non- criminal behavioural problems within its student body that resembled the restorative justice program of the Youth Justice Committee. To avoid duplication and to ensure that there is smooth transition between the two systems in the future, the police school protocol has been amended.

Police are increasingly dealing with the relatively new phenomenon of “sexting”, with youth using the internet inappropriately and sharing pornographic images of themselves and others. Some of these actions could constitute criminal charges for various child pornography offences. These are reviewed on a case by case basis and after consultation with the Crown Attorney, youth referral 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 persons is an ongoing issue. During youth referrals, 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.

It is recommended that community partnerships continue in the future as they have been effective in building youth related relationships in our community

#### **F. Performance Objectives for the Next Year**

1. Maintain the community partnerships that have been established. This includes sitting on relevant committees and providing lectures and presentations within the community.
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. Research the feasibility of Child and Youth Advocacy Centres. 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.

#### **H. Appendices**

Appendix 1 –Youth Officer Investigations (2012)

Appendix 2 – Youth Pre-Charge Referral Distribution (2012)

#### **Appendix 1**

### Youth Officer Investigations

	2012	2011	2010	2009
<b>Sexual Offence Investigations</b>	25	14	13	16
<b>Other Investigations</b>	16	12	16	21
<b>Charges</b>	28	30	32	29
<b>Youth Referrals</b>	84	71	89	80

## Appendix 2 Youth Pre-Charge Referral Distribution

	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>
<b>Youth Justice Program Referrals</b>	<b>59</b>	<b>64</b>	<b>78</b>	<b>54</b>
<b>Returned to Investigating Officer</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Written Warnings</b>	<b>13</b>			
<b>Mental Health Diversion</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Youth Referrals (see below)</b>	<b>84</b>	<b>71</b>	<b>89</b>	<b>80</b>
<b>Males</b>	<b>68</b>	<b>51</b>	<b>56</b>	<b>45</b>
<b>Females</b>	<b>16</b>	<b>20</b>	<b>33</b>	<b>35</b>

### 2012 Youth Referrals for the following offences:

- Theft Under \$5000 – 24
- Mischief - 16
- Drug Possession - 15
- Assaults – 12
- Possession of Stolen Property - 4
- Cause Disturbance by Fighting - 2
- Weapons Dangerous and Prohibited - 2
- Theft of Motor Vehicle - 1
- Threatening - 1
- Break and Enter - 1
- Making/Distributing Child Pornography - 1
- Sexual Interference - 1
- Fraud Under \$5000 – 1
- Other - 3



## 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](http://www.northbaypolice.on.ca)

Paul D. Cook  
Chief of Police

Alan Williams  
Deputy Chief of Police

### Board Report

Date of Report: January 31, 2013  
Date of Meeting: February 12, 2013

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

**Subject: Radio Maintenance Agreement – Spectrum 2000**

**Recommendation: That the Board hereby resolves to, “extend our existing agreement with Spectrum 2000 Communications Group Inc. for maintenance to the Police Service communications equipment from January 1 to December 31, 2013.”**

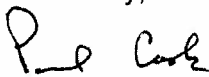
The Board previously entered into a Maintenance Agreement with Spectrum 2000 to cover maintenance to our communications system from January 1 to December 31, 2012. We have enjoyed a long-standing agreement with Spectrum in relation to the maintenance of our communications system and we have never experienced any difficulty in dealing with them.

The cost of the 2013 Maintenance Agreement (Attached) is \$24,219.85 providing the total payment is received before February 15<sup>th</sup> as Spectrum provides us with a one-month discount for early payment. Our annual fees from Spectrum have been more than reasonable with the 2012 Agreement totaling \$20,837.12 with the one-month discount.

I request a Board Resolution be passed authorizing me to enter into this Maintenance Agreement with Spectrum 2000.

I invite any questions or comments from the Board.

Sincerely,

  
Paul D. Cook  
Chief of Police



CUSTOMER ACCOUNT NO. NO. DU COMPTE DE CLIENT		NO2333	
AGREEMENT NO. NO. DU CONTRAT		30-NBPD-13	
AGREEMENT DATE DATE DU CONTRAT		1/1/2013	
DATE MAINTENANCE BEGINS DATE DU DÉBUT DE L'ENTRETIEN		1/1/2013	
DATE MAINTENANCE ENDS DATE DE LA FIN DE L'ENTRETIEN		12/31/2013	
PAYMENT PERIOD PÉRIODE DE PAIEMENT		M <input type="checkbox"/> Q <input type="checkbox"/> SA <input type="checkbox"/> A <input checked="" type="checkbox"/>	
FIRST PAYMENT DATE DATE DU PREMIER PAIEMENT		RECEIPT OF INVOICE RECEPTION DE LA FACTURE	
NEGOTIATED BY NEGOCIÉ PAR		DS	
FPO NO.			
NEW NOUVEAU <input type="checkbox"/>		REVISION <input checked="" type="checkbox"/>	
LOG INFORMATION			

THE TERMS AND CONDITIONS OF THIS MAINTENANCE  
AGREEMENT ARE PRINTED ON THE REVERSE SIDE  
LES CONDITIONS DE CE CONTRAT D'ENTRETIEN SONT  
IMPRIMEES AU VERSO.

## SIGNATURES

**SPECTRUM TELECOM GROUP, LTD.**

LICENSEE D'ETENUEUR DU PERMIS	<u>Paul Cook</u>	SERVICE MANAGER DGERANT DE D'ENTRETIEN	<u>Darren Schankula</u>
WITNESS TÉMOIN		WITNESS TÉMOIN	



Sudbury: 705-873-8881

Sault Ste. Marie: 705-759-0075

North Bay: 705-474-8368

Timmins: 705-268-9090

Thunder Bay: 807-823-4800

Kenora: 807-543-9928

**MAINTENANCE AGREEMENT  
CONTRAT D'ENTRETIEN**

Page 2

**SITE EQUIPMENT**

<b>LICENSEE / DETENTEUR DU PERMIS*</b>		<b>CREDIT APPR.</b>
NAME NOM North Bay Police Services		
ADDRESS ADRESSE 135 Princess St West		
CITY VILLE North Bay, Ontario		
ATTENTION ATTENTION		
<b>PLACE OF SERVICE / LIEU D'ENTRETIEN</b>		
NAME NOM Spectrum Telecom Group Ltd		
ADDRESS ADRESSE 132 Imperial Road		
CITY VILLE North Bay, Ontario		
ATTENTION ATTENTION Darren Schankula		
*SEE DEFINITIONS ON REVERSE SIDE *VOIR DEFINITIONS AU VERSO		

CUSTOMER ACCOUNT NO. NO. DU COMPTE DE CLIENT	NO2333
AGREEMENT NO. NO. DU CONTRAT	30-NBPD-13
AGREEMENT DATE DATE DU CONTRAT	1/1/2013
DATE MAINTENANCE BEGINS DATE DU DÉBUT DE L'ENTRETIEN	1/1/2013
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PAYMENT PERIOD PÉRIODE DE PAIEMENT	M <input type="checkbox"/> Q <input type="checkbox"/> SA <input type="checkbox"/> A <input checked="" type="checkbox"/>
FIRST PAYMENT DATE DATE DU PREMIER PAIEMENT	RECEIPT OF INVOICE RÉCEPTION DE LA FACTURE
NEGOTIATED BY NEGOCIÉ PAR	DS
FWO NO.	
NEW NOUVEAU <input type="checkbox"/>	ADDITION <input type="checkbox"/>
REVISION <input checked="" type="checkbox"/>	
LOG INFORMATION	

QUANTITY QUANTITÉ	DESCRIPTION - INCLUDING FULL MODEL & SERIAL NO. DESCRIPTION - Y COMPRIS NO. DU MODÈLE ET DU SÉRIE	MONTHLY FEES FRAIS MENSUELS		CATEGORY CATÉGORIE	CATEGORIES OF SERVICE CATÉGORIES DE SERVICE
		PER UNIT PAR UNITÉ	TOTAL		
6	Motorola Astro TAC Digital	\$ 30.00	\$ 180.00	A	A - 24 hrs. per day, 7 days a week A - 24 hrs. Jour, 7 jours, semaine  B - 24 hrs. per day, Mon. to Fri., Excluding statutory holidays B - 24 hrs., 5 jours, semaine  C - 8 hrs., per day, Mon. to Fri., 8:30 A.M. to 4:30 P.M. excluding statutory holidays C - 8 hrs. Jour, lundi au vendredi, 8:30 A.M. to 4:30 P.M. (Congres statutaires non inclus.)  Normal removal charges Frais normaux d'enlèvement  Pass. Cars Autos \$ _____  Trucks Camions \$ _____  Normal installation charges Frais normaux d'installation  Pass. Cars Autos \$ _____  Trucks Camions \$ _____
1	Motorola MSF5000 (CH1)	\$ 30.00	\$ 30.00	A	
2	Motorola Quartar 125W (CH 2 & 4)	\$ 105.00	\$ 210.00	A	
8	Microwave Radios	\$ 30.00	\$ 240.00	A	
5	Harris Intraplex Mux	\$ 40.00	\$ 200.00	A	
	Spare Equipment:				
2	Microwave Radios		N/C		
1	Motorola MTR2000 Repeater		N/C		
	Total		\$ 860.00		

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IMPRIMÉES AU VERSO.

SIGNATURES

**SPECTRUM TELECOM GROUP, LTD.**

LICENSEE D'ETENTEUR DU PERMIS	<u>P. Cook</u>	SERVICE MANAGER DGERANT DE D'ENTRETIEN	<u>Darren Schankula</u>
WITNESS TÉMOIN		WITNESS TÉMOIN	





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FWO NO.	
NEW NOUVEAU <input type="checkbox"/>	ADDITION <input type="checkbox"/> REVISION <input checked="" type="checkbox"/>
LOG INFORMATION	

QUANTITY QUANTITÉ	DESCRIPTION - INCLUDING FULL MODEL & SERIAL NO. DESCRIPTION - Y COMPRIS NO. DU MODÈLE ET DU SÉRIE	MONTHLY FEES FRAIS MENSUELS		CATEGORY CATÉGORIE	CATEGORIES OF SERVICE CATÉGORIES DE SERVICE
		PER UNIT PAR UNITÉ	TOTAL		
1	Motorola Base Station and Remote	\$ 10.00	\$ 10.00	A	A - 24 hrs. per day, 7 days a week A - 24 hres. Jour, 7 jours, semaine  B - 24 hrs. per day, Mon. to Fri., Excluding statutory holidays B - 24 hrs., 5 jours, semaine  C - 8 hrs., per day, Mon. to Fri., 8:30 A.M. to 4:30 P.M. excluding statutory holidays C - 8 hres. Jour, lundi au vendredi, 8:30 A.M. to 4:30 P.M. (Congres statutaires non inclus.)
2	Motorola MCC5500 Consoles	\$ 50.00	\$ 300.00	A	
2	Motorola Astro - Tac Compositor	\$ 75.00	\$ 150.00	A	
2	Motorola DIU	\$ 35.00	\$ 70.00	A	
1	Motorola MIP5000 Console Accessories	\$ 36.00	\$ 36.00	A	
					Normal removal charges Frais normaux d'enlèvement
					Pass. Cars Autos \$ _____
					Trucks Camions \$ _____
					Normal installation charges Frais normaux d'installation
					Pass. Cars Autos \$ _____
					Trucks Camions \$ _____
		Total	\$ 566.00		

**SPECTRUM TELECOM GROUP, LTD.**

LICENSEE D'ETENUEUR DU PERMIS	<u>Paul Cook</u>	SERVICE MANAGER DGERANT DE D'ENTRETIEN	<u>Darren Schankula</u>
WITNESS TÉMOIN		WITNESS TÉMOIN	



Sudbury: 705-673-6661

Sault Ste. Marie: 705-759-0075

North Bay: 705-474-6368

Timmins: 705-268-9090

Thunder Bay: 807-623-4800

Kenora: 807-543-9928



MOTOROLA

Authorized Two-Way Radio Dealer

## MAINTENANCE AGREEMENT

## CONTRAT D'ENTRETIEN

Page 4

<b>LICENSEE / DETENTEUR DU PERMIS*</b>		<b>CREDIT APPR.</b>
NAME NOM	North Bay Police Services	
ADDRESS ADRESSE	135 Princess St West	
CITY VILLE	North Bay, Ontario	
ATTENTION		
<b>PLACE OF SERVICE / LIEU D'ENTRETIEN</b>		
NAME NOM	Spectrum Telecom Group Ltd	
ADDRESS ADRESSE	132 Imperial Road	
CITY VILLE	North Bay, Ontario	
ATTENTION	Darren Schankula	
*SEE DEFINITIONS ON REVERSE SIDE *VOIR DEFINITIONS AU VERSO		

CUSTOMER ACCOUNT NO. NO. DU COMPTE DE CLIENT	NO2333	
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FIRST PAYMENT DATE DATE DU PREMIER PAIEMENT	RECEIPT OF INVOICE RÉCEPTION DE LA FACTURE	
NEGOTIATED BY NEGOCIÉ PAR	DS	
FWO NO.		
NEW NOUVEAU <input type="checkbox"/>	ADDITION <input type="checkbox"/>	REVISION <input checked="" type="checkbox"/>
LOG INFORMATION		

QUANTITY QUANTITÉ	DESCRIPTION -- INCLUDING FULL MODEL & SERIAL NO. DESCRIPTION -- Y COMPRIS NO. DU MODÈLE ET DU SÉRIE	MONTHLY FEES FRAIS MENSUELS		CATEGORY CATÉGORIE	CATEGORIES OF SERVICE CATÉGORIES DE SERVICE
		PER UNIT PAR UNITÉ	TOTAL		
1	Subscriber Equipment (Page 1)		\$ 522.50	C	A -- 24 hrs. per day, 7 days a week A -- 24 hrs. Jour, 7 jours, semaine
1	Site Equipment (Page 2)		\$ 860.00	A	B -- 24 hrs. per day, Mon. to Fri., Excluding statutory holidays B -- 24 hrs., 5 jours, semaine
1	Dispatch Equipment (Page 3)		\$ 566.00	A	C -- 8 hrs., per day, Mon. to Fri., 8:30 A.M. to 4:30 P.M. excluding statutory holidays C -- 8 hrs. Jour, lundi au vendredi, 8:30 A.M. to 4:30 P.M. (Congres statutaires non inclus.)
					Normal removal charges Frais normaux d'enlèvement
					Pass. Cars Autos
					\$
					Trucks Camions
					\$
					Normal installation charges Frais normaux d'installation
					Pass. Cars Autos
					\$
					Trucks Camions
					\$
	<b>MONTHLY TOTAL</b>		\$ 1,948.50		

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AGREEMENT ARE PRINTED ON THE REVERSE SIDE  
LES CONDITIONS DE CE CONTRAT D'ENTRETIEN SONT  
IMPRIMÉES AU VERSO.

SIGNATURES

SPECTRUM TELECOM GROUP, LTD.

LICENSEE D'ETENTEUR DU PERMIS		SERVICE MANAGER DGERANT DE D'ENTRETIEN	
WITNESS TÉMOIN		WITNESS TÉMOIN	



## 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](http://www.northbaypolice.on.ca)

Paul D. Cook  
Chief of Police

Alan Williams  
Deputy Chief of Police

### Board Report

Date of Report: February 7, 2013  
Date of Meeting: February 12, 2013

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

**Subject: Fee Schedule Board By-law #02/2013**

**Recommendation: That the Board resolves to, "pass Board By-law #02/2013 specific to our Fee Schedule."**

The Board's existing Fee Schedule By-law #01/2013 was passed and enacted in January of 2013.

As a result of the Federal Government's Economic Action Plan and their decision to phase out the penny from Canada's coinage system our Fee Schedule has been amended using the Government's rounding guideline.

I am recommending the above noted resolution be passed in relation to this amended Fee Schedule By-law.

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook  
Chief of Police

**NORTH BAY POLICE SERVICES BOARD  
BY-LAW # 02/2013  
FEE SCHEDULE**

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

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

**THEREFORE** the Board hereby enacts as follows:

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

Service	Cost	HST	Total
(a) Form letter for police clearance for employment (Non-criminal record check)	\$33.45	\$4.35	\$37.80
Form letter for police clearance for volunteer (Non-criminal record check)	\$19.25	\$2.50	\$21.75
Form letter for police clearance (police initiated program)	No Charge		
(b) Parole Board local police records check (applicants for Pardon)	\$9.80	\$1.25	\$11.05
(c) Fingerprinting persons for civil purposes (i.e. VISA, job clearance)	\$7.75	\$1.00	\$8.75
Fingerprinting persons for police initiated program	No Charge		
(d) Photocopies of motor vehicle collision reports, complete M.T.O. form	\$7.65	\$1.00	\$8.65
Witness statement preparation (criminal, civil, traffic) – Minimum charge <sup>(1) (2)</sup>	\$25.10	\$3.25	\$28.35
Officer's Notes (per officer) – Minimum charge <sup>(1) (2)</sup>	\$10.50	\$1.35	\$11.85
(e) Form letter (Summary / Occurrence Report) – Minimum charge <sup>(1)</sup>	\$40.40	\$5.25	\$45.65
Response to inquiry regarding previously supplied form letter	\$7.65	\$1.00	\$8.65
(f) Search of file for requested information other than (d) to (e) – Minimum charge <sup>(1) (2)</sup>	\$17.43	\$2.27	\$19.70
(g) Photographs – Colour or Black & White			
5 x 7 or smaller (per print)	\$4.50	\$0.60	\$5.10
Larger than above	\$17.90	\$2.35	\$20.25
Proof Sets (each)	\$17.90	\$2.35	\$20.25
(h) Video recording DVD/CD	\$41.20	\$5.35	\$46.55
(i) Audio recording CD	\$22.40	\$2.90	\$25.30

Service		Cost	HST	Total
(j)	Interview with member of Service that is on duty (per hour or any portion thereof, members current hourly rate) <sup>(1) (4)</sup>	Contact the North Bay Police Service Office Manager for a quote.		
	Interview with member of Service that is off duty (minimum cost up to 3 hours based on members current overtime hourly rate) <sup>(1) (4)</sup>	Contact the North Bay Police Service Office Manager for a quote.		
(k)	Alarms	\$57.75	\$7.50	\$65.25
(l)	Photographic CD's / DVD's Note: \$2.00 per additional image to a maximum of \$100.00	\$30.90	\$4.00	\$34.90
<ol style="list-style-type: none"> <li>1. All citations in pricing indicating minimum charge shall mean that additional resources spent on accumulating information to process a request shall be billed per quarter hour of the prescribed rate.</li> <li>2. Photocopies charged per copy or per page at a rate of \$0.26 plus HST, for a total of \$0.30.</li> <li>3. Copy of Record Check - \$1.00 per copy.</li> <li>4. Cost for postage and shipping of orders shall be billed in accordance with rates set by Canada Post.</li> <li>5. For estimates of these services and requests for scanning of documents that can be sent as a PDF by e-mail please contact the North Bay Police Service - Office Manager @ 705 - 497 - 5587 for an estimate of additional services.</li> </ol>				

North Bay Police Services Board By-Law Number 01/2013 is hereby repealed.

READ a 1st time this 12<sup>th</sup> day of February 2013.

READ a 2nd time this 12<sup>th</sup> day of February 2013.

READ a 3rd time and passed this 12<sup>th</sup> day February of 2013.

This By-Law comes into force and effect February 12, 2013.

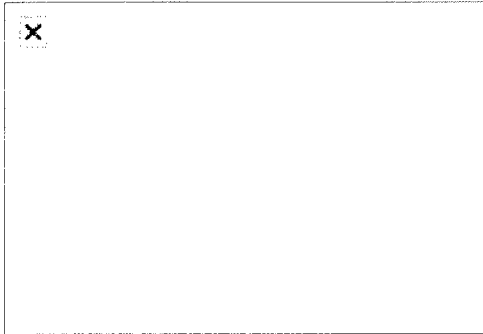
Signed: \_\_\_\_\_  
Dennis O'Connor  
Chair

Signed: \_\_\_\_\_  
Carol Miller  
Secretary

# **Ontario Association of Police Service Boards**

## **Events**

## **2013 AGM & Spring Conference**



**May 29, 2013 - June 1, 2013**

Location: Marriott Eaton Centre, Toronto

## **Details**

**The 2013 AGM & Spring Conference is being hosted by the OAPSB at the Marriott Eaton Centre, Toronto, Ontario. The preliminary program and registration information will be sent out at the beginning of 2013.**

**Book hotel reservations at the Marriott Eaton Centre using this reservation link.**

**OAPSB Conference Room rates are:**

**\$169.00 for a traditional room - single/double occupancy plus taxes; Parking is \$28.00/day**

[more Events](#)