



## NORTH BAY POLICE SERVICES BOARD

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



### OPEN SESSION AGENDA June 10, 2014 1100 Hours

- |  |              |
|--|--------------|
| 1. Approval of Agenda  | Chair        |
| 2. Approval of Minutes of Open Session meeting of May 13, 2014 | Chair        |
| 3. Business Arising:<br>Nil                                    | Chair        |
| 4. Presentation – OACP President's Provincial Election Video   | Chief        |
| 5. Correspondence:   | Chief        |
| 6. Taxi Business:<br>Taxi Licences                             | Chief        |
| 7. Reports:  |              |
| Chief's Monthly Report   | Chief        |
| Chief's Expenses   | Chief        |
| Stats April/April Revised                                      | Deputy Chief |
| Quarterly Budget Report  | Chief        |
| 2013 Business Plan Annual Report                               | Chief        |
| 2013 Strategic Plan Annual Report                              | Chief        |
| 8. New Business:   |              |
| OACP Community Mobilization Award                              | Insp. Jerome |
| Contingency – Police Auction                                   | Chief        |
| Contingency – ACCESS Program                                   | Chief        |
| Contingency – JDRF, Patrick4Life and Relay for Life            | Chief        |
| Contingency – Lakers Hockey                                    | Chief        |
| Contingency – Easter Seals Kids                                | Chief        |
| 9. Association Report:   | President    |



**MINUTES OF OPEN MEETING  
North Bay Police Services Board  
May 13, 2014**

**Present:**

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

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

**Board Solicitor:** Peter Leckie

**Association:** Dennis Lavasseur

**Communications Coordinator:** Mary Lugli

**Guests:** The Media

**Secretary:** Carol Miller

**Regrets:**

The Chair, Dennis O'Connor, called the meeting to order at 1103 hours.

**Approval of Agenda:**

Resolution: #071-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Accept the amended Agenda as presented for the Open Meeting to be held on May 13, 2014".

Carried

Note: There was an additional contingency request for Armed Forces Day added to the agenda.

**Approval of Minutes:**

Resolution: #072-2014:

Moved by Tanya Vrebosch, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on April 8, 2014".

Carried

**Business Arising:**

Not applicable at this meeting.

**Correspondence:**

Correspondence this month included letters of thanks for: the support of Sgt. Randy Adair and Cst. Liz Ball; speech by Chief Paul Cook at the Ontario Police College March Past and Review Ceremony on April 3, 2014; support by Chief Cook for the Youth for Christ Program from Ken Ferron; and participation of

members of the Service in a NDA All-Stars vs. Local Law Enforcement exhibition hockey game.

Resolution: #073-2014:

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

**Taxi Business:**

Resolution: #074-2014:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Approve the two (2) Taxi Drivers Licence Applications for April 2014 as recommended by the Chief of Police in his letter dated April 30, 2014".

Carried

**North Bay Police Services Board By-law #20**

Resolution: #075-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Enact and pass North Bay Police Services Board By-law #20, which is a By-law specific to the Taxi Industry".

Read the First Time

Resolution: #076-2014:

Moved by Tanya Vrebosch, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Enact and pass North Bay Police Services Board By-law #20, which is a By-law specific to the Taxi Industry".

Read the Second First Time

Resolution: #077-2014:

Moved by William Hagborg, Seconded by Tanya Vrebosch

The North Bay Police Services Board hereby resolves to:

"Enact and pass North Bay Police Services Board By-law #20, which is a By-law specific to the Taxi Industry".

Read the Third Time Approved and  
Carried

**Reports:**

**Chief's Monthly Activity Report**

The Chief outlined the monthly activities either he and/or Deputy Chief Devine attended since the last Board meeting. The local events reported were: Cop

Talk; Nipissing CMHA/Amelia Rising Dinner Meeting; DIA Meeting regarding YIP Program; Retirement Luncheon for Ted Whittle; Meeting with Brent Kalinowski regarding the Gateway HUB; Meeting with OPP Drug/Intelligence; Amelia Rising "No one asks for it" Walk meeting; Provincial Strategy on Child Pornography Meeting; One Pledge Presentations to Near North District School Board and Rotary Club of Nipissing and North Bay; 51 Squadron Graduation Ceremony at 22 Wing; Special Olympics Winter Games Committee Meeting; OACP Board of Directors Meetings; and Prescription Drugs Drop Off Day.

Out of town events included: OACP Zone 6 Meeting in Sarnia; Ontario Police College Advisory Committee Meeting in Aylmer; Change of Command Ceremony for Chief Paul Pedersen, Greater Sudbury Police Service; OACP Justice Committee meeting in Brampton; CISO Governing Body Meeting in Mississauga; Keynote Speaker at Ontario Homicide Investigator's Association Workshop in Niagara Falls; and OPP Commissioner Lewis' Retirement Supper at Nottawassaga Inn.

The Mayor enquired on the Prescription Drugs Drop Off Day becoming an annual event. The Chief stated that this is a national initiative that he expects will continue. The public are also invited to turn in prescription drugs anytime at any local pharmacy. There is a pattern in break and enters where medicine chests are being targeted.

Since the last Board meeting there have been no Standard Operating Procedures amendment nor have any new Protocols been made.

#### Statistical Reports

The Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the month of March and March 2014 (Revised). He stated that criminal offences are down this month although the number of calls for service and police activity is increased. Motor vehicle accidents continue to be a concern with the 121 reported for in the month of March. Distracted driving remains the leading cause of these accidents resulting in a large number of deaths in the province. Fines for distracted driving are up and there has been a campaign in place that targets distracted drivers.

Resolution: #078-2014:

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

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

Carried

#### 2013 Reports on Policing for North Bay and Callander

The Deputy Chief presented the reports for North Bay and Callander. He thanked Dan Webber, Gerald Lalande and Andrew Keating for their help in the process of preparing these reports. Discussion followed on the HUB Project, Domestic Violence Incidents and the One Pledge Campaign. In response to a question about requests from surrounding communities to provide policing, the Chief stated that there have been no official requests made, at this time.

Resolution: #079-2014:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Accept the 2013 Annual Reports on Policing for North Bay and Callander as presented by the Chief of Police".

Carried

#### **New Business:**

##### Contingency Account – Near North District School Board

Resolution: #80-2014:

Moved by Tiziana Silveri, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2014 Operating Budget to support the Near North District School Board Environmental Committee".

Carried

##### Contingency Account – Armed Forces Day

Resolution: #81-2014:

Moved by Tanya Vrebosch, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2014 Operating Budget to support this year's Armed Forces Day".

Carried

##### Annual Clean-Up Day

Vice-Chair, William Hagborg, invited Board Members to attend the annual Clean-Up Day scheduled for Sunday June 8<sup>th</sup> at 1:00 p.m. Members with the help of students of Nipissing University will be cleaning up a portion of Chippewa Creek, behind Memorial Gardens.

#### **Association Update:**

Dennis Lavasseur, Association Vice-President, shared that several members of the Association are presently in Niagara Falls at the AGM for Police Associations'. The Mayor, on behalf of the Board, thanked the members of the Association for their participation in this year's Cops for Cancer event. The Chair thanked the Mayor and also said thanks to the group who participated in the Cops for Cancer event.

**Adjournment:**

Resolution: #082-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Portion of the meeting held on May 13, 2014 at 1201 hours".

Carried

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Chair

May 13, 2014

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Secretary

# Media Release

## Ontario's Police Chiefs Ask Political Leaders to Consider Critical Policing Issues Impacting Ontario

*Top Cops Call for the Opening of the Police Services Act, a Long-term Vision for Policing, and Ensuring Funding for Critical Programs*

**For Immediate Release: June 4, 2014**

(Toronto, ON) – Ontario's Police Chiefs have asked the leaders of the three major political parties to make healthy and safe communities a priority during the current Provincial Election by supporting three critical community safety issues. In a letter to the leaders of the Liberal, Progressive Conservative, and New Democratic parties, Chief Paul Cook, President of the Ontario Association of Chiefs of Police (OACP), asked for the three party leaders to make a commitment to:

- *Opening the Police Services Act to address a number of critical issues, which can only be dealt with by legislative change;*
- *Continuing the Future of Policing Advisory Committee (FPAC) process, a provincially-led review of policing, and ensuring that the process focuses on long-term issues in order to support strong police services that can meet the changing community safety needs of Ontarians;*
- *Funding of Government of Ontario programs that ensure police services have the resources to meet the community safety needs of Ontarians*

"Our representatives at the Ontario legislature play an important role in helping police serve the citizens of this great province," said Cook, Chief of Police of the North Bay Police Service. "As police leaders, we believe all candidates expect to hear from us about what issues they should consider during this election."

The OACP released a video in which Chief Cook provides details on the three issues provided to the political leaders for their consideration. The video can be accessed at: <http://youtu.be/pF1oLIAre70>

Ontario's police leaders urge all voters to exercise their democratic right to elect their Provincial representatives on June 12.



Ontario Association of Chiefs of Police

40 College Street  
Suite 605  
Toronto, ON  
M5G 2J3

**For more information, contact:**

**Joe Couto**  
Director of Government Relations &  
Communications  
T. (416) 926-0424, ext. 22  
C. (416) 919-9798  
E. [media@oacp.ca](mailto:media@oacp.ca)  
Web: [www.oacp.ca](http://www.oacp.ca)  
Twitter: @OACPOfficial  
Facebook: OACPOfficial  
Instagram: @OACPOfficial

**The Ontario Association of Chiefs of Police is the voice of Ontario's Police Leaders**

*Members of the Ontario Association of Chiefs of Police serve their communities as the senior police leaders in municipal, regional, provincial, national, & First Nations police services across Ontario.*

Thank  
You!





Handwritten scribbles and marks at the top left of the page.

6900  
Elka 010

We would like

to Thank  
Cst. Bell  
and  
Sgt. Brewer



Ellie  
Wynn  
Charlie

for visiting us  
at the Callander  
Public Library  
Raising Readers!

Thank you for coming  
Amanda

Kimi  
Mills

Many Thanks,  
That was FUN!  
-Daher, J

Large handwritten scribbles and marks at the bottom of the page.





YMCA  
**STRONG  
KIDS**  
CAMPAIGN

## Donor Newsletter

Spring 2014

### CEO's Message



Healthy communities are grown from healthy roots. As we begin to plan for the future, we must continue to nurture what we have, but more importantly, we must foster strong, healthy young people, because they are the foundation and future of our community.

Throughout these changing times and, over the past 55 years, our YMCA Strong Kids Campaign has provided solutions and support to families in our community with the greatest need. This has contributed to a stronger, healthier, more vibrant community - the community we all want.

Imagine a community where we nurture the full potential of our children, teens and young adults.

By giving our children the opportunities and support they need to grow up strong, confident and resilient, we can help them succeed throughout their lives.

Together, we can create a foundation for a healthier, more vibrant future, for every individual in our community. We cannot do this alone. We need the support of many individuals, donors, volunteers, staff, community leaders and partners who believe that we do make a positive difference.

Thank you for your generous support in strengthening the foundations of our community.

Kim Kanmacher  
CEO, YMCA North Bay

### ***'Exercise to Relieve Pain'***



Andrew suffers from a rare form of Crohn's disease. With assistance from the YMCA Strong Kids Campaign, Andrew is able to afford a membership at the YMCA, using the YMCA's fitness centre as part of his daily exercise routine. His membership, combined with a proper diet, helps Andrew to live a happy and productive life.

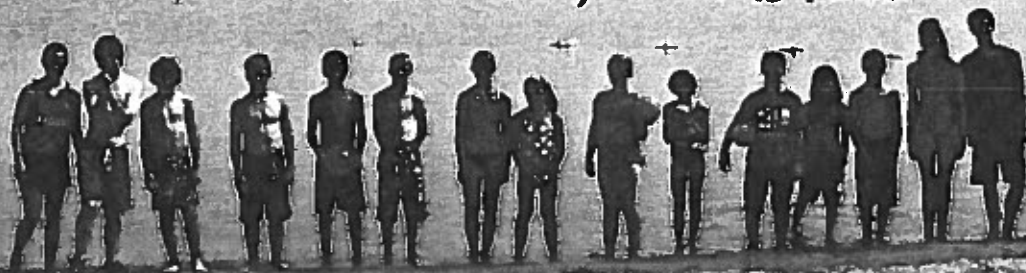
### ***'I look forward to my days at the YMCA'***

Adrianna was a shy 12 year old when she came to the YMCA. She received a YMCA membership from her school as a Grade 6 graduation award.



Adrianna excelled at the YMCA, taking swim lessons for the first time and moving up to the Star 1 level. Seeing the difference the YMCA made in her daughter's life, Adrianna's mother Pauline turned to the YMCA Strong Kids Campaign. With your assistance, Adrianna is now enrolled in the YMCA's Jr. Lifeguard and Teen Leaders programs, adding that the YMCA has helped build her self esteem and her self confidence.

*For All You Do, Thank You!*



## *YMCA Strong Kids Campaign Update*

The YMCA Strong Kids Campaign Goal for 2014 is \$115,000. To date, thanks to your donations, we have received \$90,900.

We're almost there! If you have not donated this year, please visit the YMCA today or donate on-line at [www.ymcastrongkids.ca](http://www.ymcastrongkids.ca). Donations can also be mailed to:

YMCA of North Bay  
186 Chippewa St. W.  
North Bay, Ontario  
P1B 6G2

*Register now for the best golf tournament in the area!*

*Tim Hortons. YMCA*

## **22nd Annual Golf Classic**

**Monday, August 11, 2014**



Registration price is \$150 per person and includes:

- |                     |                                 |
|---------------------|---------------------------------|
| * Green Fees        | * Golf Cart Between Two Players |
| * Lunch             | * Dinner                        |
| * Registration Gift | * Prizes                        |
| * Driving Range     | * Silent Auction                |

For more information, please contact:

Peter Moffat (705-474-3233) or Louise Goulet (705-497-9622 ext.235)

## **YMCA Rotary Camp Tillicum**

With support from the YMCA Strong Kids Campaign, the YMCA of North Bay has assisted hundreds of children in our community to benefit from safe, fun and exciting outdoor activities at YMCA Rotary Camp Tillicum.

Camp Tillicum programs are safe, fun, and rewarding with lots of choices for campers. Children participate in games, sports, crafts and a variety of activities that are designed to enhance an understanding and appreciation of others and of nature.

Camp programs are grounded in the YMCA Core Values of Responsibility, Respect, Caring and Honesty.





**Merci!**



Thank you for your  
toilet paper donation, with  
your help our school was  
able to collect over  
1500 rolls.

**D  
R  
A  
G  
O  
N  
S**

**Les Dragons de  
l'École publique  
Héritage**

**tiennent à vous  
remercier.**

**Votre geste fut  
grandement  
apprécié.**

You're a really

special person...

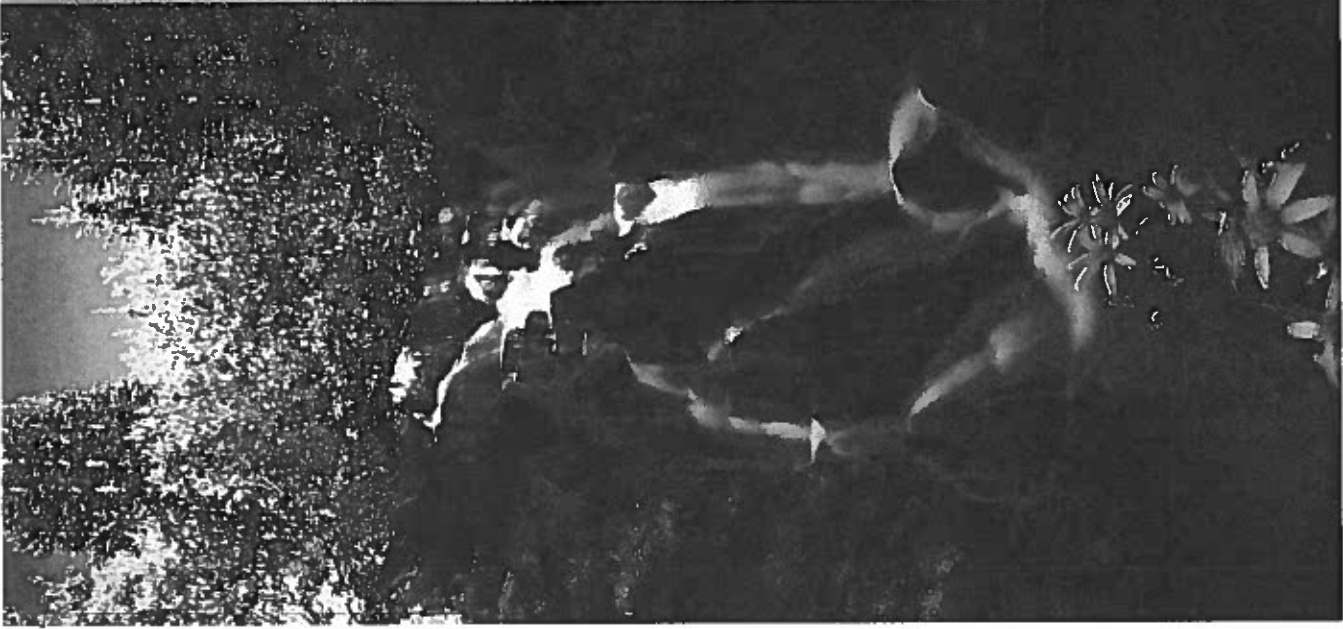
Your love of life

and of people

shines through

in so many

inspiring ways...



DIC Dune

Please thank Col. Brown on  
my behalf for his dedication to  
our country. May 28, 2014  
C: HR or P.S.B. PZ

Tender Thoughts.

16085835



...and if anyone

ever deserved

the best in life —

it would be you.

Steve,

Thank-you for all your  
support during the Starlight  
Film Fest.

Please enjoy dinner  
and a movie on us.

Thanks for Everything

Your Friends from the

Near North Special Olympics  
Group.

## Paul Cook

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**From:** Shawn Devine  
**Sent:** Wednesday, May 21, 2014 4:02 PM  
**To:** Paul Cook  
**Subject:** FW: Appreciation

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**From:** STEPHEN.HITCHON@forces.gc.ca [mailto:STEPHEN.HITCHON@forces.gc.ca]  
**Sent:** Wednesday, May 21, 2014 3:58 PM  
**To:** Shawn Devine  
**Cc:** John.Macintyre@forces.gc.ca  
**Subject:** Appreciation

Sir

On behalf of the Military Police, I would like to thank the North Bay Police Service for providing members to assist with traffic control at the intersection of Ayr Rd and Carmichael Rd, 22 Wing North Bay.

A request went to North Bay Police for assistance as a suspicious object (later deemed to be a 1960's dummy round) was located within the vicinity of the living quarters and the NORAD facility. The area was evacuated, until such time the round was deemed to be inert.

Once again, thank you and please pass on our appreciation to both members who not only were professional, but acted in a manner that brings credit to the North Bay Police Services.

Thank you

*Steve Hitchon*

**S. E. Hitchon**  
**Petty Officer 2nd Class | Maitre de 2e classe**  
**22 Military Police Flight / Police Militaire 22e Escadrille**  
**National Defence/Défense nationale**  
**North Bay, ON, Canada P0H 1P0**  
**stephen.hitchon@forces.gc.ca**  
**Telephone/Téléphone 705-494-2011 ext 2890/**  
**B.B. 705-492-4120**  
**Facsimile/ Télécopieur 705-494-2126**  
**Government of Canada/Gouvernement du Canada**





*Office of the Commissioner*

*Chief Paul Cook  
President,  
Ontario Association of Chiefs of Police  
Suite 605, 6th Floor  
40 College Street  
Toronto ON M5G 2J3*

*Dear Chief Cook:*

*I take this opportunity to thank you for attending the Ontario Provincial Police (OPP) Change of Command Ceremony held recently in Alliston, Ontario.*

*Your attendance and that of many members of partner agencies, not only from Ontario, but also from other parts of Canada and the United States, ensured the success of this very special day – a day that my family and I will never forget.*

*You may be assured of my commitment to maintaining and enhancing the excellent relationships the OPP currently shares with its policing partners. I truly appreciate your support and look forward to working with the Ontario Association of Chiefs of Police and the North Bay Police Service in matters of mutual interest.*

*Sincerely,*

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

*April 30, 2014  
Orillia, Ontario  
/kaj*

May 14, 2014

Dear Chief Cook:

I would like to apprise you of an incident where Jeff Warner exemplified dedication to service and a commitment to his community.

My truck was left unlocked and was stolen from my Copeland Street driveway. Cst. Jeff Warner was just starting his day shift at 7 am when he took the initiative to check a few places around our neighbourhood. (The last place I would think to look). By 7:45am I was contacted by dispatch and notified Cst. Warner had found my truck.

Cst. Warner's quick thinking and keen instincts certainly saved me considerable hardship. He displayed professionalism by searching the vehicle and checking to see if any items in the vehicle did not belong to me. (It was noted that a disposable water bottle was left in the vehicle and taken in for evidence). His calmness during a frantic time was appreciated. The compassion that he showed while doing a quick perimeter search for the lost key was truly kind and completely above the call of duty.

Having recovered the vehicle, and determined that there was no damage, it would have been easy for Cst. Warner to walk away feeling content that there was "no harm done". He acted with integrity to continue to work this case by including his team member Cst. Chris Johnson. Cst. Johnson has contacted me to ensure that the water bottle was not mine and that it will be sent off for DNA processing.

All too often, police officers are criticized for doing their duty. Rarely are they commended for being there when you really need them. I consider myself fortunate to be under the protection of such a fine team of individuals. Their commitment to community is truly appreciated by me and my family.

Yours truly,



DC Deane  
Please pass on my personal thanks  
to Cst. Warner for his professionalism  
and dedication to duty. May 16, 2014  
C: HR & PSB PC

**Paul Pedersen**  
Chief of Police  
Chef de police

190 rue Brady Street  
Sudbury, Ontario  
P3E 1C7

Tel/tél: Administration  
705.675.9171 x2287

Fax: Administration  
705.674.7090

www.gspcs.ca



07 May 2014

Chief Paul Cook  
North Bay Police Service  
President, Ontario Association of Chiefs of Police  
135 Princess Street West  
P. O. Box 717  
North Bay, ON  
P1B 8J8



  
Dear Chief Cook,

I would like to take this opportunity to thank you for your kind words of support on my announcement as Chief of Police for the Greater Sudbury Police Service and for your attendance at our Change of Command ceremony. Coming from a police leader such as yourself, I can tell you that I will do everything that within my abilities to live up to the expectations that come with my new position.

I know that any success that I have will only be realized through the efforts of our dedicated staff and the commitment of a community that believes in safety and well-being. I also recognize that individuals like you have set the standard for police leadership in this province and I hope to be able to learn from you as I grow in my position.

Once again, thank you for your letter of support and if there is ever anything that I can do for you, please do not hesitate to contact me.

Sincerely,

  
Paul Pedersen  
Chief of Police

*Our Community ~ Our Commitment  
Notre communauté ~ Notre engagement*



## 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

May 30<sup>th</sup>, 2014

### CHAIR AND MEMBERS

North Bay Police Service Board

### Re: Taxi Driver Licence Applications – May 2014

Dear Sir:

The following two individuals were issued with Taxi Licences. It is recommended that these Licence Applications be approved.

No.	Name	Company
184	Roxanne Larose	Union

Sincerely,

P.D. Cook  
Chief of Police

/kp



## 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

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 3, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Chief's Monthly Activities Report – May/June**

**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:

May 13

- Cop Talk
- Summer in the Park Launch

May 14

- Ontario Special Olympics Winter Games Meeting

May 15

- Police Funeral for Constable Prevett in Thunder Bay

May 16

- DVCC Meeting

May 17

- Annual Police Auction

May 20

- Annual Torch Run for Special Olympics and Barbecue

May 22

- OACP Provincial Drive Safe Campaign Launch

May 23

- Gateway HUB Presentation to OAPSB Conference in Toronto

May 24

- Funeral Service for Constable Keating

May 26

- Meeting with North Bay Fire Department
- Ontario Special Olympics Winter Games Meeting
- OACP Court Security Meeting in Toronto

May 27

- Urban Aboriginal Action Plan Meeting

May 28

- Small Mid-Size Police Services Meeting

May 29

- Small Mid-Size Police Services Meeting
- Retirement Luncheon for Ms. Ransom
- Gateway HUB Media Launch
- Stamp Out Stigma Speakers Series

May 30

- OACP Provincial Election Video in Brampton
- Joint Health and Safety Meeting

June 1

- Army Cadets Annual Review

June 2

- Armed Forces Day Committee Meeting

June 4

- Tim Hortons Camp Day
- Armed Forces Day
- 2014 Law Enforcement Torch Run Final Leg in York Region

June 5 & 6

- OACP Committee Chairs Meeting in Alliston

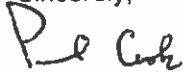
June 9

- OPTIC Board Meeting in Toronto

Since the last Board meeting we have amended our Standard Operating Procedures in relation to Stolen or Smuggled Firearms. We have also amended our Protocol with the Crown Attorney's Office and the Children's Aid Society on Child Abuse and Neglect.

I invite any comments or questions from the Board.

Sincerely,



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



## North Bay Police Service

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

705-497-5555 FAX 705-497-5591

Website: [www.northbaypolice.on.ca](http://www.northbaypolice.on.ca)

Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: May 28, 2014

Date of Meeting: June 10, 2014

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

**Subject: Personal Expenses**

**Recommendation:** That the Board hereby resolves to, "acknowledge receipt of the Chief's personal expenses from February 15, to April 9, 2014."

Board By-law #05/01 directs the Chief of Police to submit personal expenses to the Board on a quarterly basis. The expenses reported on should include credit card invoices and per diem expenses. Enclosed are Visa statements outlining my expenses for the dates stated. The table below breaks out these expenditures.

#	Date	Visa Amount	Per Diem	Comments
1	Feb. 2	\$207.65		Championing Change Symposium in Toronto - Accommodations
2	Feb. 2	\$22.50		As Above - Parking
3	Feb. 2	\$66.50		As Above - Fuel
4	Feb. 2		\$37.50	As Above
5	Feb. 12	\$42.88		Lunch Meeting - DARE Board Chair
6	Feb. 24	\$967.89 \$10.50 \$160.28 \$113.00		Advanced Payment CACP Conference in Victoria - Airline Reservations (Expenses associated to Mrs. Cook reimbursed by me)
7	Feb. 25 & 26	\$75.50		OACP Board Meetings in Peel Region - Fuel (OACP Bill Back)
8	Feb. 25 & 26		\$27.50	As Above (OACP Bill Back)

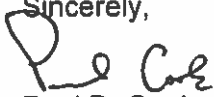
9	Feb. 27 & 28	\$322.48		OACP Crime Prevention Launch and Retirement for Deputy minister Davidson in Toronto – Accommodations (OACP Bill Back)
10	Feb. 26 & 27		\$55.00	As Above
11	Mar. 2-4	\$40.00		PAO Labour Conference in Mississauga - Fuel (OACP Bill Back)
12	Mar. 2-4	\$494.19		As Above - Accommodations
13	Mar. 2-4		\$82.50	\$27.50 (OACP Bill Back)
14	Mar. 6	\$109.61		OACP Zone 4 Meeting in Hamilton – Accommodations (OACP Bill Back)
15	Mar. 6		\$17.50	As Above (OACP Bill Back)
16	Mar. 10	\$50.00		OACP Zone Meeting in Gananoque – Accommodations Deposit (OACP Bill Back)
17	Mar. 17 & 18	\$51.01		OACP Justice Committee Meeting in Brampton – Fuel (OACP Bill Back)
18	Mar. 17 & 18	\$152.55		As above – Accommodations (OACP Bill Back)
19	Mar. 17 & 18		\$37.50	As Above (OACP Bill Back)
20	Mar. 19	\$67.50		OPP OCEB Meeting in Sudbury - Fuel
21	Mar. 20	\$53.25		OACP Zone 2 Meeting in Gananoque – Accommodations (OACP Bill Back)
22	Mar. 20	\$67.50		As Above – Fuel (OACP Bill Back)
23	Mar. 27	\$63.25		OACP Meeting in Brampton – Fuel (OACP Bill Back)
24	Mar. 27	\$196.05		As Above – Accommodations (OACP Bill Back)
25	Mar. 27		\$55.00	As Above (OACP Bill Back)
26	Apr. 4	\$82.01		OPC Graduation in Aylmer – Fuel (OACP Bill Back)
27	Apr. 4	\$146.56 \$126.56		As Above – Accommodations including room for Ms. Lugli (OACP Bill Back for my room)
28	Apr. 4		\$37.50	As Above (OACP Bill Back)
29	Apr. 5	\$200.97		FPAC Meeting in Toronto – Accommodations (OACP Bill Back)
30	Apr. 5	\$57.01		As Above – Fuel (OACP Bill Back)
31	Apr. 5		\$27.50	As Above (OACP Bill Back)
32	Apr. 9	\$73.52		OACP Zone 6 Meeting in Sarnia – Fuel (OACP Bill Back)
33	Apr. 9	\$107.35		As Above – Accommodations (OACP Bill Back)



34	Apr. 9	\$78.50		As Above – Fuel (OACP Bill Back)
35	Apr. 9		\$45.00	As Above (OACP Bill Back)

I invite any questions or comments from the Board.

Sincerely,



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



CORPORATE PAYMENT SYSTEMS  
120 Adelaide St W, P.O. Box 2300  
Toronto, Ontario M5H 1T1



ACCOUNT NUMBER

AMOUNT DUE

\$0.00

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

PAUL COOK  
NORTH BAY POLICE  
135 PRINCESS ST. W.  
PO BOX 717  
NORTH BAY ON P1B 8J8

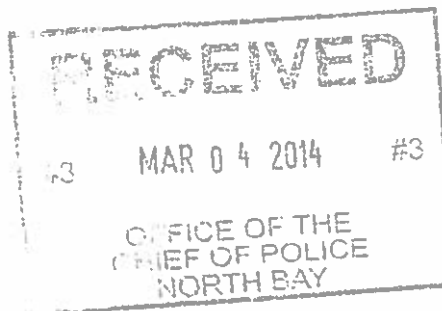
17379000

96

MESSAGES:

\*\* Attention \*\* Your account is in dispute for \$130.48. This amount has not been included in the finance charge or minimum payment calculation.

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
02-05	02-06	7523	TORONTO PARKING AUTHORITY TORONTO ON	74064494036820133633760	M22.50
02-05	02-06	7011	THE DRAKE HOTEL TORONTO ON	74537864037041021103954	M207.65
02-05	02-07	5541	CDN TIRE GASBAR #01667 TORONTO ON	74064494037920113732613	M66.50
02-12	02-14	5812	CASEY'S GRILL - BAR NORTH BAY ON	74064494044820100689928	M42.88



General Customer Inquiries 800-588-8065 Outside North America, collect 416-306-3630  Lost or Stolen Cards 800-588-8067 Outside North America, collect 416-306-3636	ACCOUNT NUMBER	ACCOUNT SUMMARY	
	STATEMENT DATE 02/20/14	PURCHASES, FEES & ADJUSTMENTS	\$339.53
		CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$130.48
		CREDITS	\$0.00
		STATEMENT TOTAL	\$339.53

Trademark of U.S. Bank National Association.



Canada  
CORPORATE PAYMENT SYSTEMS  
120 Adelaide St W, P.O. Box 2300  
Toronto, Ontario M5H 1T1



ACCOUNT NUMBER

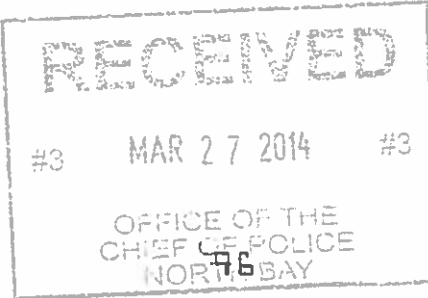
AMOUNT DUE

\$0.00

SP 1064815087

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

PAUL COOK  
NORTH BAY POLICE  
135 PRINCESS ST. W.  
PO BOX 717  
NORTH BAY ON P1B 8J8



17379000

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
02-24	02-26	3009	AIR CANADA 0142131421663 AIRCANADA.COM MB COOK/PAUL MR DEPARTURE: 08-16-14 YYZ AC G YVR	74537864056004010175389	M967.89
02-24	02-26	3009	AIR CANADA 0142131424331 AIRCANADA.COM MB COOK/PAUL MR DEPARTURE: 08-16-14 YYZ AC Y YVR	74537864056004010181866	M10.50
02-24	02-26	3009	AIR CANADA 0142131425012 AIRCANADA.COM MB COOK/KAREN MRS DEPARTURE: 08-16-14 YYZ AC X YVR	74537864056004010183649	M160.28
02-24	02-26	3009	AIR CANADA 0142131424331 AIRCANADA.COM MB COOK/PAUL MR DEPARTURE: 08-16-14 YYZ AC Y YVR	74537864056004011080554	M113.00
02-26	02-28	5541	ESSO 553 LAKESHORE BLVD TORONTO ON	74064494058920114109351	M75.50
02-28	03-03	7011	EATON CHESLSEA HOTEL FD TORONTO ON	74479324061072003645567	M322.48
03-05	03-07	5542	ESSO 2471 BARTON STREET E HAMILTON ON	74064494065920114787439	M40.00
03-05	03-07	3581	DELTA MEADOWVALE HOTEL MISSISSAUGA ON	74500014065667416987401	M494.19
03-06	03-10	3562	COMFORT INN HAMILTON HAMILTON ON	74500014066461613631197	M109.61
03-10	03-11	7011	GANANOQUE INN GANANOQUE ON CONCESSION ARRIVAL: 03-10-14	74703414069000748770092	M50.00
03-17	03-19	5541	ESSO 5014 DIXIE ROAD MISSISSAUGA ON	74064494077920114389414	M51.01
03-17	03-19	3581	DELTA TORONTO AIRPORT MISSISSAUGA ON	74500014077667456789929	M152.55

General Customer Inquiries 800-588-8065 Outside North America, collect 416-306-3630  Lost or Stolen Cards 800-588-8067 Outside North America, collect 416-306-3636	ACCOUNT NUMBER	ACCOUNT SUMMARY	
		PURCHASES, FEES & ADJUSTMENTS	\$2,547.01
	STATEMENT DATE	CASH ADVANCES	\$0.00
	03/20/14	DISPUTE AMOUNT	\$0.00
		CREDITS	\$0.00
		STATEMENT TOTAL	\$2,547.01

Trademark of U.S. Bank National Association.



Canada  
CORPORATE PAYMENT SYSTEMS  
120 Adelaide St W, P.O. Box 2300  
Toronto, Ontario M5H 1T1



ACCOUNT NUMBER

AMOUNT DUE

\$0.00

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

PAUL COOK  
NORTH BAY POLICE  
135 PRINCESS ST. W.  
PO BOX 717  
NORTH BAY ON P1B 8J8

17379000

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MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
03-19	03-21	5541	ESSO 113 FRONT STREET STURGEON FALL ON	74064494079920114725003	M67.50
03-20	03-24	7011	GANANOQUE INN GANANOQUE ON CONCESSION ARRIVAL: 03-20-14	74703414081000355765017	M53.25
03-21	03-25	5541	ESSO 110 BECKWITH NORTH SMITH FALLS ON	74064494083920114907910	M67.50
03-26	03-28	5541	7- ELEVEN #33207 MISSISSAUGA ON	74500014086461602181440	M63.25
03-27	03-31	3581	DELTA MEADOWVALE HOTEL MISSISSAUGA ON	74500014087667491280197	M196.05
04-02	04-04	5541	ESSO HWY 401 WESTBOUND INGERSOLL ON	74064494093920115097610	M82.01
04-03	04-07	3581	DELTA LONDON ARMOURIES LONDON ON	74500014094667417172180	M126.56
04-03	04-07	3581	DELTA LONDON ARMOURIES LONDON ON	74500014094667417172321	M146.56
04-04	04-07	7011	EATON CHESLSEA HOTEL FD TORONTO ON	74479324096072004543331	M200.97
04-04	04-08	5541	ESSO 1525 HIGHWAY 11 N, R SHANTY BAY ON	74064494097920115123537	M57.01
04-08	04-10	5541	ESSO HWY 401 WESTBOUND INGERSOLL ON	74064494099920115650446	M73.52
04-09	04-10	3502	BEST WESTERN GUILDWOOD POINT EDWARD ON	74064494099820110091291	M107.35
04-09	04-10	5331	01447 MACS CONV. STORES HUNTSVILLE ON	74064494099820135888580	M78.50



General Customer Inquiries 800-588-8065 Outside North America, collect 416-306-3630  Lost or Stolen Cards 800-588-8067 Outside North America, collect 416-306-3636	ACCOUNT NUMBER	ACCOUNT SUMMARY	
	STATEMENT DATE 04/21/14	PURCHASES, FEES & ADJUSTMENTS	\$1,320.03
		CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$0.00
		CREDITS	\$0.00
		STATEMENT TOTAL	\$1,320.03

Trademark of U.S. Bank National Association.



## 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

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 3, 2014  
Date of Meeting: June 10, 2014

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 April 2014 as presented."**

Find attached the Condensed Monthly and Revised Monthly Reports for the month of April 2014.

I invite any questions or comments from the Board.

Sincerely,

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

# NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

## MONTH OF APRIL

During the month of April 2014, police activity for the North Bay Police Service resulted in 2252 calls as compared to 2121 calls in 2013.

Of these calls, 102 were to investigate motor vehicle accidents. Fourteen of these accidents involved injuries, with 21 persons injured.

The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2013.

	Year to Date				Cleared to Date	
	2014	2013	2014	2013	2014	2013
Homicide	-	-	-	1	-	1
Sexual Offences	1	1	12	21	10	15
Assault	40	33	134	132	126	125
Robbery	-	-	4	9	1	3
Break, Enter & Theft	12	15	56	45	6	11
Stolen Vehicles	3	2	7	15	1	4
Stolen Bicycles	3	6	4	9	-	-
Recovered Bicycles	2	4	7	8	1	-
Theft Under	50	64	234	255	75	75
Theft Over	-	-	2	2	1	-
Mischief	38	28	92	108	15	25
Drug Charges	13	11	45	60	45	70
Criminal Offences Total			821	906		
Calls for Service			7485	6875		
Police Activity			8532	8069		

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

2014-05-01

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

**MONTH OF APRIL**

During the month of April 2014, police activity for the North Bay Police Service resulted in 2252 calls as compared to 2121 calls in 2013.

Of these calls, 102 were to investigate motor vehicle accidents. Fourteen of these accidents involved injuries, with 21 persons injured.


The following is a list of some of the criminal occurrences investigated during the month, with comparative figures for 2013.

with comparative figures for 2010.

	Year to Date				Cleared to Date	
	2014	2013	2014	2013	2014	2013
Homicide	-	-	-	1	-	1
Sexual Offences	1	1	10	21	10	15
Assault	34	33	126	132	123	125
Robbery	-	-	2	9	-	3
Break, Enter & Theft	9	15	50	45	6	11
Stolen Vehicles	2	2	6	15	1	4
Stolen Bicycles	3	6	4	9	-	-
Recovered Bicycles	2	4	7	8	1	-
Theft Under	33	64	216	255	76	75
Theft Over	-	-	2	2	1	-
Mischief	29	28	80	108	15	25
Drug Charges	12	11	44	60	44	70
Criminal Offences Total			748	906		
Calls for Service			7517	6875		
Police Activity			8532	8069		

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

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

  
P.D. Cook  
Chief of Police

/sc



## North Bay Police Service

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

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 2, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Quarterly 2013 Budget Report - Second Quarter**

**Recommendation: Information Item**

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

Find attached a report prepared by Mr. Lalande, which outlines the status of the Board's 2014 Operating Budget as of June 2, 2014. Although there are a number of lines in a slight deficit position there are no areas of concern at this time.

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

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

Sincerely,

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



	14 BUDGET	COLLECTED/SPENT AT ABOVE DATE	BUDGET BALANCE
REVENUE	\$ (1,994,428)	\$ (489,407)	\$ (1,505,021)
TOTAL EXPENSES	\$ 18,627,590	\$ 8,088,409	\$ 10,539,181
NET BALANCE	\$ 16,633,162	\$ (7,599,002) ***	\$ 9,034,160



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

REVENUE	\$	(489,407)	
PAYROLL COSTS	\$	7,134,875	
BOARD COSTS	\$	15,537	*** board contingency amount removed
ADMINISTRATION	\$	117,759	
EMERGENCY LAW	\$	12,888	
TRAFFIC	\$	7,719	
COMMUNICATIONS	\$	81,457	
BUILDING MAINT	\$	105,674	
UNIFORMS & EQUIP	\$	86,715	
FLEET	\$	289,425	
TRAINING	\$	45,743	
COMPUTERS	\$	190,617	
TOTAL EXPENSES	\$	8,088,409	
NET	\$	7,599,002	

Clarification Notes on Line Items:

## WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7002-472.10-01	REGULAR SALARIES	10,988,757	4,531,418	0	4,531,418	6,457,339	.41
100-7002-472.10-02	TEMPORARY SALARIES	858,262	317,496	0	317,496	540,766	.37
100-7002-472.10-03	SHIFT PREMIUM	5,810	50	0	50	5,760	.01
100-7002-472.11-01	OVERTIME CIVILIAN F/T	24,000	12,132	0	12,132	11,868	.51
100-7002-472.11-02	OVERTIME - CIVILIAN P/T	49,800	22,407	0	22,407	27,393	.45
100-7002-472.11-03	SWORN FULLTIME	365,000	149,822	0	149,822	215,178	.41
100-7002-472.12-02	VACATION	46,123	18,869	0	18,869	27,254	.41
100-7002-472.12-05	STATUTORY SWORN	270,000	153,002	0	153,002	116,998	.57
100-7002-472.12-06	STATUTORY CIVILIAN	3,360	0	0	0	3,360	.00
100-7002-472.12-08	VESTED SICK LEAVE	0	0	0	0	0	.00
100-7002-472.12-98	RETIREMENT PAYOUTS	0	100,687	0	100,687	100,687	.00
100-7002-472.13-01	WSIB LEAVE	0	0	0	0	0	.00
100-7002-472.14-02	SERVICE PAY SWORN	0	0	0	0	0	.00
100-7002-472.14-03	SERVICE PAY CIVILIAN	0	3,900	0	3,900	3,900	.00
100-7002-472.14-05	INCENTIVE PAY	3,950	0	0	0	3,950	.00
100-7002-472.14-06	BREATHALYZER PAY	8,000	0	0	0	8,000	.00
100-7002-472.14-07	ACTING RANK PAY	35,000	9,540	0	9,540	25,460	.27
100-7002-472.14-08	COACH OFFICER PAY	9,000	2,427	0	2,427	6,573	.27
100-7002-472.14-09	OFF DUTY PAY	100,000	24,144	0	24,144	75,856	.24
100-7002-472.14-11	COMMISSIONER OF OATHS	3,250	0	0	0	3,250	.00
100-7002-472.14-12	EMERG. RESPONSE TEAM	4,800	0	0	0	4,800	.00
100-7002-472.14-13	NEGOTIATOR	3,000	0	0	0	3,000	.00
100-7002-472.14-14	CIVILIAN COACH TRAINING	2,560	822	0	822	1,738	.32
100-7002-472.14-14	OTHER EMP ALLOWANCES	17,000	6,557	0	6,557	10,443	.39
100-7002-472.18-01	FRINGE BENEFITS-FULLTIME	3,045,837	1,462,062	0	1,462,062	1,583,775	.48
100-7002-472.18-02	FRINGE BENEFITS-PARTTIME	172,318	70,132	0	70,132	102,186	.41
100-7002-472.18-10	PAST SERVICE AGREEMENTS	0	2,274	0	2,274	2,274	.00
100-7002-472.18-98	RETIREMENT BENEFIT PAYOUT	0	0	0	0	0	.00
100-7002-472.51-15	TSF TO RESERVE FUND	0	0	0	0	0	.00
EXPENDITURE		16,015,827	6,883,193	0	6,883,193	9,132,634	.43
ADMINISTRATION		16,015,827	6,883,193	0	6,883,193	9,132,634	.43

## WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7003-472.10-01	REGULAR SALARIES	433,912	161,831	0	161,831	272,081	.37
100-7003-472.10-02	TEMPORARY SALARIES	170,799	28,417	0	28,417	142,382	.17
100-7003-472.10-03	SHIFT PREMIUM	1,190	0	0	0	1,190	.00
100-7003-472.11-01	OVERTIME CIVILIAN F/T	1,000	114	0	114	886	.11
100-7003-472.11-02	OVERTIME - CIVILIAN P/T	10,200	2,484	0	2,484	7,716	.24
100-7003-472.12-02	VACATION	9,446	1,611	0	1,611	7,835	.17
100-7003-472.12-06	STATUTORY CIVILIAN	840	0	0	0	840	.00
100-7003-472.14-03	SERVICE PAY CIVILIAN	0	600	0	600	600	.00
100-7003-472.14-14	CIVILIAN COACH TRAINING	640	0	0	0	640	.00
100-7003-472.18-01	FRINGE BENEFITS-FULLTIME	126,910	49,913	0	49,913	76,997	.39
100-7003-472.18-02	FRINGE BENEFITS-PARTTIME	35,293	6,712	0	6,712	28,581	.19
* EXPENDITURE		790,230	251,682	0	251,682	538,548	.32
** 911 FIRE DISPATCH		790,230	251,682	0	251,682	538,548	.32

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7005-472.26-01	OFFICE SUPPLIES	26,000	8,186	1,202	9,388	16,612	.36
100-7005-472.26-85	PHOTOCOPY SUPPLIES	5,000	1,396	0	1,396	3,604	.28
100-7005-472.30-05	COURIER, DELIVERY, POSTAGE	8,500	3,819	723	4,542	3,958	.53
100-7005-472.30-25	PHOTOCOPY EXPENSES	11,000	7,525	5,991	13,516	2,516	1.23
100-7005-472.30-27	INTERVIEW EXPENSES	4,000	6	0	6	3,994	.00
100-7005-472.30-65	MEMBERSHIPS	4,200	3,284	0	3,284	916	.78
100-7005-472.30-80	ADVERTISING & PROMOTION	500	326	0	326	174	.65
100-7005-472.30-99	MISC ADMIN EXPENSES	13,360	3,520	0	3,520	9,840	.26
100-7005-472.31-01	AUDIT & ACCOUNTING FEES	73,998	0	0	0	73,998	.00
100-7005-472.34-60	BRINKS COURIER	1,600	537	0	537	1,063	.34
100-7005-472.36-01	INSURANCE PREMIUMS	49,500	57,379	0	57,379	7,879	1.16
100-7005-472.39-61	HEALTH & WELLNESS	10,000	5,094	0	5,094	15,094	.51
100-7005-472.39-65	Y/E BALANCE FORWARD	0	0	0	0	0	.00
100-7005-472.41-01	BANK CHARGES	0	5	0	5	5	.00
100-7005-472.41-10	CASH OVER / SHORT	0	2	0	2	2	.00
100-7005-472.41-15	FOREIGN EXCHANGE	0	111	0	111	111	.00
100-7005-472.50-15	OFFICE FURNITURE/EQUIPMEN	10,000	1,629	0	1,629	8,371	.16
100-7005-472.51-15	TSF TO RESERVE FUND	55,000	27,226	0	27,226	27,774	.50
EXPENDITURE		272,658	109,843	7,916	117,759	154,899	.43
ADMINISTRATION		272,658	109,843	7,916	117,759	154,899	.43

WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7007-472.26-01	OFFICE SUPPLIES	600	65	0	65	535	.11
100-7007-472.26-35	BOOK & RESOURCE MATERIAL	800	0	0	0	800	.00
100-7007-472.29-10	POLICE SUPPLIES	1,476	897	0	897	579	.61
100-7007-472.33-15	VEHICLE MAINTENANCE	2,035	0	0	0	2,035	.00
100-7007-472.33-23	POLICE RADAR/BREATH EQUIP	3,500	0	0	0	3,500	.00
100-7007-472.50-10	MACHINERY & EQUIPMENT	8,000	6,757	0	6,757	1,243	.84
* EXPENDITURE		16,411	7,719	0	7,719	8,692	.47
** TRAFFIC SECTION		16,411	7,719	0	7,719	8,692	.47

## WORKSHEET NAME POLICETD

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7010-362.04-60 * REVENUE	TRANSFER FROM CAPITAL	0 0	0 0	0 0	0 0	0 0	.00 .00
100-7010-472.26-15	JANITORIAL SUPPLIES	13,380	6,126	569	6,695	6,685	.50
100-7010-472.27-01	HYDRO	103,000	40,714	0	40,714	62,286	.40
100-7010-472.27-05	NATURAL GAS	13,000	7,851	0	7,851	5,149	.60
100-7010-472.27-15	WATER	6,000	2,391	0	2,391	3,609	.40
100-7010-472.27-30	CABLE/FIBRE OPTICS	794	312	0	312	482	.39
100-7010-472.33-05	BUILDING MAINTENANCE	56,500	18,733	12,508	31,241	25,259	.55
100-7010-472.34-01	GARBAGE CONTRACT	5,678	1,762	6,271	8,033	2,355-	1.41
100-7010-472.34-17	PEST CONTROL	530	537	0	537	7-	1.01
100-7010-472.34-45	SNOW REMOVAL CONTRACT	8,000	7,900	0	7,900	100	.99
100-7010-472.50-10 * EXPENDITURE	MACHINERY & EQUIPMENT	206,882	86,326	19,348	105,674	101,208	.51
** MAINTENANCE OF QUARTERS		206,882	86,326	19,348	105,674	101,208	.51

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7014-362.04-81 * REVENUE	INSURANCE REVENUE	0 0	1,949- 1,949-	0 0	1,949- 1,949-	1,949 1,949	.00 .00
100-7014-472.24-01 100-7014-472.24-20 100-7014-472.33-07 100-7014-472.33-15 100-7014-472.33-55 100-7014-472.36-01 100-7014-472.36-55 * EXPENDITURE	GAS TIRES EQUIPMENT MAINTENANCE VEHICLE MAINTENANCE CAR WASHES INSURANCE PREMIUMS POLICE DEPT DEDUCTIBLES	175,000 30,000 75,000 145,000 3,650 73,000 20,000 521,650	67,802 5,227 40,451 61,729 61,635 78,768 527 255,139	0 0 30,872 5,363 0 0 0 36,235	67,802 5,227 71,323 67,092 67,635 78,768 527 291,374	107,198 24,773 3,677 77,908 3,015 5,768 19,473 230,276	.39 .17 .95 .46 .17 1.08 .03 .56
** MOBILE EQUIPMENT		521,650	253,190	36,235	289,425	232,225	.55



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7020-472.26-99	MISC GENERAL SUPPLIES	25,000	7,691	289	7,980	17,020	.32
100-7020-472.32-20	COMPUTER EQUIPMENT LEASE	12,700	0	0	0	12,700	.00
100-7020-472.33-07	EQUIPMENT MAINTENANCE	5,190	750	0	750	4,440	.14
100-7020-472.34-30	SERVICE CONTRACT	1,526	0	1,526	1,526	0	1.00
100-7020-472.39-99	MISC SERVICES & RENTS	124,000	67,320	67,461	134,781	10,781	1.09
100-7020-472.50-30	COMPUTER H/WARE	55,000	2,859	17,963	20,822	34,178	.38
100-7020-472.50-33	SOFTWARE UPGRADING	66,950	23,189	1,569	24,758	42,192	.37
100-7020-472.51-15	TSF TO RESERVE FUND	0	0	0	0	0	.00
EXPENDITURE		290,366	101,809	88,808	190,617	99,749	.66
COMPUTER SYSTEM		290,366	101,809	88,808	190,617	99,749	.66
POLICE		16,633,162	7,378,919	217,473	7,596,392	9,036,770	.46
		16,633,162	7,378,919	217,473	7,596,392	9,036,770	.46



## North Bay Police Service

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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 4, 2014

Date of Meeting: June 10, 2014

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

**Subject: Business Plan 2013 Year End Annual Report**

**Recommendation: Information Item**

Find attached the Business Plan 2013 Year End Annual Report.

Our Business Plan 2011-2013 provided a road map of where our Police Service was headed and assisted us to clearly identify our policing priorities over that three year period.

The Plan provided quantitative and qualitative performance objectives and indicators relating to the following:

- Community-based crime prevention initiatives
- Community patrol
- Criminal investigations
- Emergency calls for service
- Violent crime
- Property crime
- Youth crime
- Police Assistance to victims of crime
- Road Safety
- Information Technology
- Police Facilities
- Resource Planning

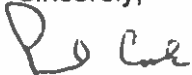
This year-end report is designed to update the Board, our members and the communities we serve as to the status of each identified issue by providing information related to our goals and the associated objectives and performance indicators.

This report will be shared internally through our Intranet and externally with our community on our website.

As the Board is aware this was the last year of this Plan, with our new Business Plan commencing in January of this year.

I invite any questions or comments from the Board.

Sincerely,

A handwritten signature in black ink, appearing to read "P. D. Cook".

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



# **NORTH BAY POLICE SERVICE**

## **Business Plan 2013 Year End Annual Report**

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## Chiefs Introduction

Our 2011-2013 Business Plan which was approved by the North Bay Police Services Board through resolution, provides a road map of where our Police Service is headed and just as importantly, how we will get there over the next three years.

The Business Plan must provide quantitative and qualitative performance objectives and indicators relating to the following:

- Community-based crime prevention initiatives
- Community patrol
- Criminal investigations.
- Community satisfaction with police services
- Emergency calls for service
- Violent crime
- Property crime
- Youth crime
- Police Assistance to victims of crime
- Road Safety
- Information Technology
- Police Facilities
- Resource Planning

Our planning committee ensured that the implementation of the Plan was written into our document with sections dedicated to reporting, monitoring and evaluation. Accountability and time lines were also included in our Plan.

Our committee identified that close monitoring of our Plan, including annual reporting on each of the goals, would ensure that this would not be a Plan that sits on a shelf. It would in fact be used to facilitate organizational change and ensure we remained focused on our identified policing priorities.

This Business Plan Year End Annual Report is designed to update the Board, our members and the communities we serve as to the status of each identified issue by providing information related to our goals and the associated objectives and performance indicators.

Both organizationally and individually we are committed to following this Plan in order to ensure we continue to provide policing excellence to the citizens of North Bay and Callander.

We should acknowledge this is our final report on the 2011 – 2013 Business Plan. In 2013 our Service conducted the most comprehensive internal and external consultations in the history of the Service, which greatly assisted us in the development of our 2014 – 2016 Business Plan.

Sincerely,



Paul D. Cook  
Chief of Police

## Community Based Crime Prevention

**Goal:** *To enhance public safety by working with our community partners to increase our crime prevention and community mobilization capacity through awareness and education.*

Objectives	Performance Measures	Results
Maintenance of existing partnerships with community agencies and identify and develop new crime prevention strategies and initiative.	Number of protocols, community partnerships and crime prevention initiatives.	58 Protocols and MOU's with other agencies Crime Stoppers Victim Services of Nipissing Accident Support Services The HUB model commenced as a six (6) month pilot project.
Promotion of Community Resource Officer (CRO) availability for public safety awareness and education initiatives.	Implementation of Community Resource Officer position.	Sworn officer in place and conducting awareness and education with community partners. Demand for this officer's time continues to outstrip his availability. Numerous requests from community partners, schools, clubs and organizations wanting lectures on elder safety, internet safety, bullying, social media and other topics.

## Community Patrol

**Goal:** *To provide a safe community through the implementation of the Ontario Mobilization and Engagement Model of Community Policing.*

Objectives	Performance Measures	Results
Develop suitable training opportunities that support front-line personnel and community members in the participation and contribution to community mobilization activities.	Number of members and community partners receiving specialized training in community mobilization.	All platoons and the Criminal Investigations section received training from the Community Resource Officer in 2013 with respect to community mobilization.
Development of a mobilization and engagement strategy.	Implementation of mobilization strategy.	The OACP community mobilization model was used to problem solve issues such as off campus housing, thefts from vehicles and break and enters

using public education initiative.

## Criminal Investigation

**Goal:** *To investigate, solve and assist in the prosecution of crimes through the use of highly skilled and trained investigators.*

Objectives	Performance Measures	Results
To ensure that criminal investigations are conducted by highly skilled investigators in accordance with legislative requirements.	Number of officers receiving training specific to criminal investigation.	Twenty-seven (27) officers received training specific to criminal investigations in 2013.
Develop officer's criminal investigation skills through training, experience, and activity.	Number of officers designated by Chief of Police as Criminal Investigators.	The Service has sixty-nine (69) officers designated as criminal investigators.

## Community Satisfaction

**Goal:** *To ensure community satisfaction, confidence and support.*

Objectives	Performance Measures	Results
Facilitate and promote on-going dialogue between our police service and the community through better use of our website for public education and feedback.	Community understanding of our police service, our programs and initiatives.	Annual Reports on Policing and section Annual Reports posted to the Website.
Develop officer's criminal investigation skills through training, experience, and activity.	Number of Public Complaints and resolutions to complaints.	Twenty-six (26) Public Complaints were investigated and resolved: <ul style="list-style-type: none"> <li>• Six (6) withdrawn;</li> <li>• Five (5) unsubstantiated;</li> <li>• Eleven (11) informal resolutions;</li> <li>• Three (3) frivolous, vexatious or made in bad faith</li> <li>• One (1) is on-going.</li> </ul>
On-going measurement of community satisfaction.	The implementation of regular, systemic performance feedback tools.	Conducted a professional survey that identified an extremely high community satisfaction level with the services of the North Bay



## Emergency Calls for Service

*Goal: To provide safe, effective and efficient response to emergency calls for service.*

Objectives	Performance Measures	Results
Provide on-going training specific to officer safety and police vehicle operations.	Number of members trained specific to officer safety and police vehicle operations.	All sworn officers receive annual Use of Force, Police Vehicle Operations Training
Ensure appropriate staffing levels are maintained.	Staffing levels.	Staffing levels maintained 94 Sworn Officers 40 Full-time Civilians 26 Part-time Civilians
Maintain and enhancement our current radio system.	Maintenance of our radio system.	The NBPS radio system reached end of life in 2011 with support ending 2018. A 4 year upgrade plan has been compiled and ready for consideration.
Maintain our Emergency Response Team (ERT).	Maintenance of Emergency Response Team.	2 weeks of Maintenance Training completed. 1 week in spring and 1 week in fall.
Ensure appropriate protocols and Incident Management Systems are in place with emergency services partners.	Protocols and Incident Management Systems are current and training has been conducted.	Protocols are in place and initial training for Incident Managers conducted. NBPS participated in the North Bay Airport simulated plane disaster in 2013.
Ensure our Communication Centre personnel receive accredited training approved by the Ministry of Community Safety and Correctional Services.	Communications Centre accreditation.	The NBPS continues to maintain its own Communications Course Training Standard accredited by the Ministry of Community Safety and Correctional Services until 2015.
Ensure ERT members receive accredited training approved by the Ministry of Community Safety and Correctional Services.	Emergency Response Team Accreditation.	The NBPS continues to maintain its five (5) day ERT Course Training Standard accredited by the Ministry of Community Safety and Correctional Services until 2015.



## Violent Crime

*Goal: To use intelligence led policing effectively in targeting and preventing violent crime.*

Objectives	Performance Measures	Results
Reduce violent crime through crime prevention, education and enforcement.	Reduction of violent crime. Clearance rates above the national average.	In 2012 the clearance rate for violent crime was 88.3%. In 2013 the clearance rate was 93%. The national average in this category is 75%.
Comply with Major Case Management, ViCLAS, and Sex Offender Registry legislative requirements.	Adherence to Major Case Management, ViCLAS and SOR legislation.	ViCLAS and SOR legislative requirements continue to be met by the Service.
Implement crime analysis programs in criminal investigations.	Implementation of crime analysis program and required training. Number of directed patrols resulting from crime analysis.	A complete review of the RMS Niche system, applications and data quality was commenced. Data integrity and audit capabilities are being performed. Further work is being researched into business intelligence tools.

## Property Crime

*Goal: To use intelligence led policing to effectively combat and prevent property crimes.*

Objectives	Performance Measures	Results
Reduce property crime through crime prevention, education and enforcement.	Reduction of property crime. Clearance rates above the national average.	In 2012 the clearance rate for property crime was 22.2%. In 2013 the clearance rate was 28.32%. The national average in this category is 25%.
Implement crime analysis programs to identify property crime trends.	Implementation of crime analysis program.	The system was terminated in 2012.

## Youth Crime

**Goal:** *To impact youth crime through education, crime prevention, enforcement and relationship building.*

Objectives	Performance Measures	Results
Maintenance of effective prevention and enforcement strategies specific to youth.	Reduction of Youth Crime.	In 2013 there was a 24% decrease in the number of youths charged and a 5% increase in the number of youth referrals. There was also a 16.6% increase in youth not charged/diverted in 2013 compared to 2012.
Development of improved relationships with youth through partnerships, that integrate youth and the community.	Number of new youth initiatives.	The Community Resource Officer, Youth Officer and School Liaison Officer maintained strong working relationships with the community regarding youth matters.
On-going education and awareness regarding drugs, drinking and driving, road safety, bullying and internet safety.	Number of presentations and workshops.	Twenty-nine (29) DARE Classes with over 709 students graduating. The Community Resource Officer, the School Liaison Officer and the Youth Officer contributed by conducting presentations in the schools specific to these areas of concern upon request.
Development and facilitation of educational programs for youth.	Number of new youth initiatives.	Many programs continue to thrive in our area as a result of strong community partnerships. They include programs such as Tim Horton's Earn-a-Bike program, Risk Watch and the Drug Awareness Committee.
Enhance prevention and educational services to youth through partnerships with DARE, School Liaison Officer, Youth Officer and identified community partners.	Number of presentations and workshops.	The Community Programs Section conducted twenty eight (28) presentations throughout the year. Many presentations were specific to youth crime and in conjunction with DARE, the School Liaison Officer and Youth Officer. The Community Safety Coordinator attend eighty-nine (89) committee meetings with community partners.



## Assistance to Victims

*Goal: To work with community and justice partners in providing responsive, compassionate, and supportive assistance to victims of crime.*

Objectives	Performance Measures	Results
Enhance our existing partnerships with agencies and develop new partnerships and protocols that provide supports for victims of crime.	Enhancement of victim services. Number of partnerships and new partnerships.	Victim Services sustained twenty-two (22) partnerships with one new partnership with the CCAC being developed to bring the total to twenty-three (23).
Identifying grant opportunities to enhance services to victims.	Number of successful submissions of grant applications compared to available grants.	In 2013, the Service applied for two (2) grants and both were successful for a total of \$113,877. One grant was for the Community Mobilization HUB Project and the other was for Street Crime vehicle rentals.
To reduce property crime re-victimization by returning property in a timely manner.	Increased use of photographic evidence.	In Progress

## Road Safety

*Goal: To maximize road safety through education, awareness, prevention and enforcement.*

Objectives	Performance Measures	Results
Increase road safety through educational initiatives.	Motor vehicle collisions and persons injured. Traffic Statistics. RIDE Statistics.	In 2013, 68 impaired driving charges were recorded. This is compared to 85 for 2012. The R.I.D.E. Program was utilized or implemented 17 times in 2013. In 2013, 726 collisions were investigated by police officers, compared to 802 in 2012.
Maintenance of our Road Safety/Traffic Management Plan.	Number of Road Safety/Traffic Enforcement Initiatives.	Six (6) initiatives: Seatbelt campaign, Operation Impact, School Bus Safety, Winter Driving Initiative, Road Safety Week, RIDE programs.
Enhance usage of trend analysis programs in road safety.	Increased use of trend information in directed enforcement.	Use of CROMS to identify the Top Ten worst intersections and follow up enforcement with the Traffic Enforcement.

## Information Technology

**Goal:** *To fully implement and leverage our existing technology, identify enhanced systems, and provide a secure network that effectively and efficiently supports our members.*

Objectives	Performance Measures	Results
Implementation of Automated Vehicle Location (AVL) systems in all fleet vehicles.	Installation of AVL in all fleet vehicles.	All marked cruisers used in front line response are equipped with automatic vehicle location (AVL) viewable in the communications center. .
Implementation of an electronic Roll Call system.	Successful implementation of electronic roll call and electronic bulletin system.	In progress
Increase use of electronic disclosure.	Increased electronic disclosure.	In progress
To review and redesign our existing website.	Updated website.	Completed
Increased use of photographic evidence.	Reduction in property seized.	Photographic evidence is routinely used and emphasis continues at the frontline.
Maximize existing technology.	Use of existing technology and technological advancements.	Shared Outlook calendars were implemented for POA trial notification and Criminal Court, eliminating the need for in excess of 750 subpoenas. A working group established to review RMS and work flow.
Monitor and identify new technology appropriate for our service.	Identification of technology that is under-utilized.	Continuing to research property management methods and RMS in progress.
Maintain a secure network.	Testing and external approval of network security.	On-going
Implementation of Real Time Identification (RTID) for electronic submission of fingerprints.	Successful implementation of Real Time Identification for electronic submission of fingerprints.	On-going – Implementation expected mid-year 2014

#### **Police Facilities**

**Goal:** *To ensure our facility meets the needs of our members and the community and complies with legislation.*

Objectives	Performance Measures	Results
Maintain and upgrade our existing building infrastructure to provide a safe, comfortable and professional environment for our members and the citizens we serve.	Annual Building Report.	Annual report posted and identified needs are outlined.

#### **Human Resources Planning**



**Goal:** *To recruit and retain professional and competent staff and provide them with the equipment, training and support they require to carry out their day-to-day duties in a healthy, respectful workplace.*

Objectives	Performance Measures	Results
Improve our existing recruitment packages and utilize our website as a key information tool for recruiting.	New recruiting package and improved use of website. Updated and current information and linkages on employment opportunities.	Completed
Meet the goals outlined in our Skills, Learning and Development Plan and encourage employees to participate in external learning activities.	Training Section Annual Report Number of educational subsidies, courses taken by employees and other development opportunities.	6 employees used educational subsidies for external learning. 71 Sworn officers attended police courses. 19 Civilians attended for training
To promote the policing profession and become the employer of choice for a diverse workforce.	Number of applications received.	Participate in career days as local schools and university colleges. Continued participation in the Nipissing University Canadore College Mentorship program. Youth in Policing Initiative summer students. Applications Received by NBPS: Recruit Constables – 96 Experienced Constables – 7 Clerk – 468 Dispatcher – 12 Special Constable – 4 Other – 9
To develop programs in support of the health and well-being of our members.	Implementation of wellness programs targeting identified health and wellness topics.	New EAP program and service provider. Monthly news letter and topical initiatives.
To provide a safe and harassment free workplace.	Compliance with legislative requirements specific to respectful workplace behaviours.	Risk assessments for each locations were completed with recommendation. On-going.



## North Bay Police Service

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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 4, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Strategic Plan 2013 Year End Annual Report**

**Recommendation: Information Item**

Find attached the Strategic Plan 2013 Year End Annual Report.

Our Strategic Plan 2010-2015 provides a road map of where our Police Service is headed and just as importantly, how we will get there over the five years associated to the Plan. It also assists to clearly identify our policing priorities.

The strategic issues identified in this Plan include the following:

- Training and Development
- Staff Deployment and Resource Allocation
- Technology
- Human Resource Management
- Community Based Policing

This year-end report is designed to update the Board, our members and the communities we serve as to the status of each identified issue by providing information related to our goals and the associated objectives and performance indicators.

This report will be shared internally through our Intranet and externally on our website.

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook  
Chief of Police



# **NORTH BAY POLICE SERVICE**

## **Strategic Plan 2013 Year End Annual Report**

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## Introduction

Then North Bay Police Service Strategic Plan 2010-2015 provides the road map of where our police service will focus time energy and resources over a five-year period,

The strategic issues identified in the Plan included the following:

- Training and Development
- Staff Deployment and Resource Allocation
- Technology
- Human Resource Management
- Communication
- Community Based Policing

Our planning committee ensured that the implementation of the Plan was written into our document with sections dedicated to reporting, monitoring and evaluation. Accountability and time lines were also included in our Plan.

Our committee identified that close monitoring of our Plan, including annual reporting on each of the goals, would ensure that this would not be a Plan that sits on a shelf. It would in fact be used to facilitate organizational change and ensure we remained focused on our identified policing priorities.

The Strategic Plan Year End Annual Report is designed to update the Board, our members and the communities we serve as to the status of our identified strategic issues.

Sincerely,

A handwritten signature in dark ink, appearing to read "Paul D. Cook". The signature is stylized with a large initial "P" and a cursive "Cook".

Paul D. Cook  
Chief of Police



## Training and Development

**Goal:** To facilitate the continued personal and professional development of our members.

**Summary:** The North Bay Police Service promotes up to date training for both civilian and sworn personnel and complies with training required by the Adequacy and Effectiveness Regulations of the *Police Services Act*. The service takes a proactive approach to ensuring our personnel are current, having developed two Course Training Standards that have received approval from the Ontario Police College in the area of Communications and Containment Teams. Officers and civilians attend courses at the Ontario Police College, the Canadian Police College as well as numerous other Police Agency or in-house training locations to accomplish the required or mandated training.

**Qualitative Objectives:** To create an environment that promotes personal and professional growth.

Performance Indicators	Indicator	Status
	Number of courses attended by civilian and sworn members	Sworn 54 courses Civilian 6 courses
	Budget resources committed to training	Budgeted \$ 85,000.00 Actual \$ 71,410.70
	Number of areas of the service receiving training	All sections

**Qualitative Objectives:** To ensure all supervisory staff have the necessary training and education to implement and support organizational goals.

Performance Indicators	Indicator	Status
	Formalized orientation process for supervisors	Completed and being utilized
	Supervisors have completed requisite supervisory courses	On-going <ul style="list-style-type: none"> <li>• 12 courses identified for all supervisors.</li> <li>• 3 Supervisors attended training</li> <li>• In progress</li> </ul>

**Qualitative Objectives:** To ensure that members receive appropriate specialized training commensurate to their positions.

Performance Indicators	Indicator	Status
	The number of members receiving specialized training	On-going <ul style="list-style-type: none"> <li>• ERT 12</li> <li>• Supervisors 3</li> <li>• Use of Force 2</li> <li>• Major Case 3</li> <li>• Asset Forfeiture 2</li> </ul>
	The identification and tracking of specialized training requirements	On-going <ul style="list-style-type: none"> <li>• Mandated requirements</li> <li>• Identified core courses ISS and Supervisors</li> <li>• Tracking in Excel and OSL</li> </ul>

## Staff Deployment and Resource Allocation

**Goal:** To ensure staff deployment and resource allocation allows for a safe, effective, efficient and professional response to service delivery.

**Summary:** Staffing is assessed by two methods. First, anticipated staffing changes are identified in the spring of the preceding year. Expressions of interest in anticipated vacancies are solicited through Routine Order around the end of April. Command Staff meet in May to discuss potential changes. In September, a full review of staffing takes place, including patrol and specialized services. Changes are announced in the fall of that year and implemented in January.

The second method relates to requirements that are identified during the course of the year. This can be prompted by a retirement/resignation or an external event such as a grant. This can involve a transfer or may include the creation or modification to a position to respond to a new initiative or operational need.

Standard Operating Procedure HR-NBPS-019, Transfer Selection Process, outlines the current method of selection.

**Qualitative Objectives:** To develop a process to conduct an annual analysis of our staff deployment and resource allocation.

Performance Indicators	Indicator	Status
	Identification of staff deployment and resource allocation needs, annually	On-going <ul style="list-style-type: none"><li>Annual review and yearly organizational chart published by the Chief.</li></ul>

## Technology

**Goal:** Leverage technology to deliver effective and efficient policing services.

**Summary:** Keeping up to the ever changing technology world is a challenge in itself. The two members of the technology section play a vital role in keeping our administration and operation sections up to date with new technology that best suits the needs of the service and remains within the guidelines of the operating bodies governing its use. Utilizing the contacts through OPTIC and other agencies helps to develop implementation plans.

**Qualitative Objectives:** Conduct an organizational review of existing technology and develop a plan to maximize its use.

Performance Indicators	Indicator	Status
	Review conducted	In progress <ul style="list-style-type: none"> <li>• Crime Analysis</li> <li>• OSL</li> <li>• Livescan implemented for civil fingerprints.</li> </ul>
	Existing technology plan developed	In progress <ul style="list-style-type: none"> <li>• E bulletin</li> <li>• I- Tracker</li> <li>• CAD upgrade</li> <li>• Social media</li> <li>• Bar Coding for Property</li> <li>• T-911</li> </ul>
	Implementation of recommendations	<ul style="list-style-type: none"> <li>• I-tracker</li> <li>• OSL upgrades</li> </ul>

**Qualitative Objectives:** Conduct an organizational review of other technology and develop a plan to assess future organizational needs.

Performance Indicators	Indicator	Status
	Development of the methodology	In progress <ul style="list-style-type: none"> <li>• Internet reporting</li> <li>• RMS Working Group and Workflow Analysis</li> <li>• Expanded BlackBerry use</li> <li>• New Radio System</li> </ul>
	Review conducted	In progress
	Future technology plan developed	On-going
	Implementation of recommendations	In progress

**Qualitative Objectives:** Conduct an organizational review of information technology and develop a plan to assess future organizational needs.

Performance Indicators	Indicator	Status
	Development of the methodology	In progress
	Review conducted	In progress
	Future IT plan developed	In progress
	Implementation of recommendations	In progress

## Human Resource Management

**Goal:** To ensure that Human Resource processes and practices are in compliance with legislation and support organizational and community needs.

**Summary:** The North Bay Police Service continues to be involved in a number of recruiting strategies designed to attract candidates to our service. They include; the mentorship programs with Canadore College Police Foundations and Nipissing University Varsity Athletics, a revised Special Constable recruiting process, and the Youth in Policing Initiative. The new recruiting brochure provides an attractive and professional introduction to the North Bay Police Service.

Members are able to access or participate in Employee and Family Assistance Program, the Fitness Pin, policy relating to Health and Safety and Harassment/Violence, Flu shot clinics.

**Qualitative Objectives:** Develop recruiting strategies to ensure that we continue to attract, identify and hire highly qualified candidates that are reflective of our community in a declining workforce marketplace.

Performance Indicators	Indicator	Status
	Increased number of qualified applicants	In Progress <ul style="list-style-type: none"> <li>Completed the updated brochure and website.</li> <li>Continued using College and University Alumni Services to post positions.</li> <li>Expanded mentorship programs with Nipissing University and Canadore College</li> </ul>

**Qualitative Objectives:** Increase wellness of staff throughout their career.

Performance Indicators	Indicator	Status
	Completion and implementation of plan	In Progress <ul style="list-style-type: none"> <li>Developed Employee Wellness Plan and Activities Action Plan.</li> <li>Hired an new EAP Service provider with expanded service.</li> </ul>

**Qualitative Objectives:** Develop an ongoing communication strategy that provides information on employee benefits throughout the course of their careers.

Performance Indicators	Indicator	Status
	Implementation of the process	On-going <ul style="list-style-type: none"> <li>Benefit Summary Sheets distributed and posted.</li> <li>Group Benefits and OMERS information section on Intranet.</li> </ul>



## Communication

**Goal:** To improve messaging internally and externally to enhance understanding of police service activities and legislative requirements.

Increase public awareness of our member's commitment to our community.

**Summary:** The North Bay Police Service formed an internal working group to identify opportunities to strengthen internal communications.

Establishing the Community Resource Officer position with an experienced officer has added a new voice for the police service to the community and a point of contact for individual and groups seeking partnership information and a resource for problem solving.

### Qualitative Objectives: Develop internal and external messaging strategies.

Performance Indicators	Indicator	Status
	External scan results compared to previous years	<ul style="list-style-type: none"><li>• Hired a professional polling firm to assist with determining community effectiveness and satisfaction levels.</li><li>• Town Hall meetings.</li></ul>
	An improved public awareness of members' community involvement	<ul style="list-style-type: none"><li>• Daily Media Releases</li><li>• Website "What's New"</li><li>• Chief's use of social media and twitter.</li></ul>
	Number of internal communications methods	<ul style="list-style-type: none"><li>• "From the Chief"</li><li>• Bulletins on the Intranet</li><li>• Annual Reports from sections on Intranet and Website</li><li>• Chief's monthly update to staff on PSB meetings.</li></ul>

## Community Based Policing

**Goal:** To promote police/community partnerships and community participation in policing.

**Summary:** The North Bay Police Service has had a long history of community partnership and involvement. Through the assistance of our community, we are able to effectively promote messages and activities that reduce the impact of crime and injury to the citizens of North Bay and Callander.

During 2013 the Community Programs Section participated with numerous organizations, including MADD, Connecting to Partners in Injury Prevention, the Road Safety Committee, DARE, Seniors at Risk and many other community groups.

The North Bay Police continues to identify ongoing problems and with the use of a dedicated Community Resource Officer utilize the Mobilization and Community Engagement Model to address persistent recurring problems and issues affecting quality of life for our community. The HUB model will provide further avenues of intervention.

**Qualitative Objectives:** To enhance police and community involvement through collaboration, communication and partnerships.

Performance Indicators	Indicator	Status
	Number of police/community partnership initiatives	<ul style="list-style-type: none"><li>• 57 Protocols and MOU's with other agencies</li><li>• Crimestoppers</li><li>• Victim Services of Nipissing</li><li>• Accident Support Services</li><li>• 22 Wing, CFB North Bay</li><li>• Gateway HUB (Dec 2013)</li></ul>
	Number of community problem solving initiatives	<ul style="list-style-type: none"><li>• Attention continued on neighbourhood issues and off campus housing and participation in FROSH week.</li></ul>
	Number of directed patrols	Various forms of directed patrols included: Snowmobile Patrol, COR – Community Oriented Response Unit, Platoon Bicycle Patrol, Monthly Traffic Initiatives and RIDE Checks. Figures associated to these forms of enforcement are located within the Section Annual Reports that have been posted on our website and intranet.



## 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

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: May 28, 2014  
Date of Meeting: June 10, 2014

Chair and members of the  
North Bay Police Services Board

**Subject: Contingency Account – Police Auction**

**Recommendation: That the Board hereby resolves to, "deposit \$3,450.12 into the contingency line of the Board's 2014 Operating Budget."**

On May 17, 2014 we held our Police Auction. Mr. Ernie Schellenberg of Northern Auction Sales was contracted to conduct this auction on behalf of the Board. The total funds collected less Mr. Schellenberg's commission left the Board with a profit of \$3,450.12.

The above noted Resolution is required to have this amount deposited into the contingency line of the Board's 2014 Operating Budget.

This will bring the total in the Board's contingency line to \$2,609.80 as this account was in a deficit position previous to our auction.

I invite any comments or questions from the Board.

Sincerely,

Paul D. Cook  
Chief of Police



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Deputy Chief of Police

### Board Report

Date of Report: June 2, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Contingency Account – ACCESS Program**

**Recommendation: That the Board hereby resolves, "to donate \$250.00 from the contingency line in the Board's 2014 Budget to support the ACCESS program."**

Find attached a letter from Ms. Shannon Tegart, a teacher with the Adult Choices in Continuing Education Support Services (ACCESS) program requesting assistance from our Police Service. The Board has provided similar support to this community organization for the past two years.

It is recommended that this we provide \$250.00 in financial support to ACCESS again this year that they can use towards the purchase of bicycles. The cheque would be made payable to Laurentian Learning Centre ACCESS Program.

The contingency account is currently at \$2,609.80 as a result of our Police Auction in May.

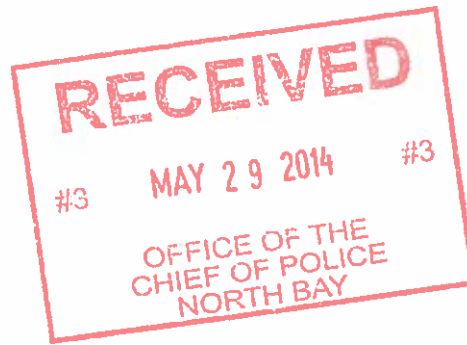
I invite any comments or questions from the Board.

Sincerely,

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



May 27, 2014



Shannon Tegart  
ACCESS Program  
647 Mc Kay Ave  
North Bay ON  
P1B 7V7

Chief Paul Cook  
North Bay Police Service  
135 Princess St W  
North Bay, ON  
P1B 6C2

Re: Donation

Dear Chief Cook,

It is that time of year again for people to begin riding their bicycles for fun, fitness and fresh air by using the city's lovely pathways and waterfront as well as getting exercise while getting to school or work. I am writing to you to ask if the North Bay Police Service would be interested in again donating some funds toward obtaining used bicycles for students in the ACCESS program.

The students registered in ACCESS (Adult Choices in Continuing Education Support Services) are coping with mental illness/ addiction and low income challenges. Riding a bicycle can be very therapeutic and financially beneficial, as they would no longer have to rely on or pay for the bus and would have freedom of movement as well as access to a healthy activity which has been proven to alleviate some symptoms of mental illness.

As the teacher of these students, I am consistently encouraging healthy activity and lifestyle, as well as safety. Each recipient of a bike signs a contract stating that they would take care of the bicycle, lock it up and wear a helmet when riding, as well as obey the rules of the road.

I appreciate your consideration of my request for funds to be used for buying bicycles for the students who are either new or did not get one last year. Please contact me at any time should you have any questions. I look forward to hearing from you soon. Please contact me at 705 477 9484 or at [shannon.tegart@nearnorthschools.ca](mailto:shannon.tegart@nearnorthschools.ca).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shannon Tegart', with a large, sweeping flourish extending to the right.

Shannon E. Tegart

P.S. In case this donation is approved, please make the cheque out to Laurentian Learning Centre ACCESS Program, or to myself.



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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 2, 2014

Date of Meeting: June 10, 2014

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

**Subject: Contingency Account**

**Recommendation: That the Board hereby resolves to, "provide \$250.00 each in sponsorship to support the annual JDRF Walk, Patrick4Life and the Relay for Life from the contingency line of the Board's 2014 Operating Budget."**

I will be representing our Police Service at the following three well known community fundraising events that are all scheduled to take place in June of this year:

- Patrick4Life – June 8th
- JDRF Walk – June 15th
- Relay for Life – June 20<sup>th</sup> and 21st

I am requesting \$250.00 in sponsorship for each organization again this year to be taken from the contingency line in the Board's 2014 Operating Budget. The Board has provided similar support of these events in previous years.

As indicated earlier the Board's contingency line has a current balance of \$2,609.80 as a result of our police auction in May.

I invite any comments or questions from the Board.

Sincerely,

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



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Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 3, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Contingency Account**

**Recommendation: That the Board hereby resolves to, "provide \$150.00 in sponsorship to support the Nipissing Lakers hockey Team from the contingency line of the Board's 2014 Operating Budget."**

Find attached a letter from Coach Mike McParland and Mr. Mike Gibb of Boston Pizza in relation to their annual golf tournament in support of Lakers Hockey. This event is scheduled for July 17<sup>th</sup> at Osprey Links.

I am requesting \$150.00 to sponsor a hole again this year with the funds to be taken from the contingency line in the Board's 2014 Operating Budget. The Board has provided similar support to this event in the past due to our ongoing partnership with Lakers' Varsity Athletics through our Mentorship Program.

As indicated earlier the Board's contingency line has a current balance of \$2,609.80 as a result of our police auction in May.

I invite any comments or questions from the Board.

Sincerely,

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



# **Boston Pizza**

50 Josephine Street, North Bay ON P1B 0A7  
tel. 705-494-9191 • fax. 705 494-9714 • email. mgibb21@hotmail.com

Dear Friend:

On July 17, 2014, Boston Pizza will be hosting our 6<sup>th</sup> Annual Charity Golf Tournament at Osprey Links Golf Club. Once again this year, the proceeds of our four person scramble tournament will be in support of:

## **LAKERS** **H O C K E Y**

In their first five years, the Lakers have quickly become one of the top teams in the OUA. They have brought an exciting brand of hockey to our community and look forward to continuing success and growth.

You can join in this success by contributing in one or more of the following ways:

- Become a hole sponsor for \$150. A sign with your name will be posted in a highly visible area at the tee-off of the hole. (Cheque made payable to Nipissing University)
- Provide a gift that will be awarded to golfers as prizes. Your promotional identification will be clearly indicated on the prize.
- Participate in the tournament or sponsor the entry fees for your employees. Entry is \$95 per person

At Boston Pizza, we believe in supporting our community and are proud to lead this initiative. This is the perfect opportunity for you to get involved in Lakers Hockey and to support our community too. Thank you for your consideration.

Sincerely,

Michael Gibb  
Boston Pizza  
mgibb21@hotmail.com  
705-494-9191 or 705-493-2632

Mike McParland  
Head Coach  
Nipissing University Men's Hockey Team  
mikemc@nipissingu.ca  
705-474-3450 ext. 4394

6th Annual



# Charity Golf Tournament

in support of

NIPISSING  
**LAKERS**  
HOCKEY

## Thursday, July 17, 2014

### Osprey Links Golf Course

Registration  
& Payment  
Due July 9

**Registration starts at noon • 1:30 p.m. Shotgun Start (Four person scramble)**

**Entry Fee: \$95 per person (Osprey Members \$50)**

**INCLUDES:** 18 holes, Power Cart, Lunch on the course with beverages, Chicken & Rib dinner @ 6:30 p.m., Prizes @ 7:00 p.m.

**Registration and payment in full – cash or cheque only – due by July 9, 2014**

**Registration & payment will no longer be available on the day of the tournament.** (It slows down the start of your game!)

**GOLFERS:**

1. NAME:	PHONE:
	EMAIL:
2. NAME:	
3. NAME:	
4. NAME:	

Please submit **cash or cheque only** to the Registrar's Office, or Coach Mike McParland at Nipissing University, or Mike Gibb at Boston Pizza. Cheques should be made out to "Boston Pizza."

Mike McParland (705) 474-3450 Ext. 4394 • Boston Pizza (705) 494-9191



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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: June 3, 2014  
Date of Meeting: June 10, 2014

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

**Subject: Contingency Account**

**Recommendation: That the Board hereby resolves to, "provide \$250.00 in sponsorship to support the Annual Easter Seals Kids Golf Tournament from the contingency line of the Board's 2014 Operating Budget."**

Find attached an e-mail from Staff Sergeant Dubeau in relation to his participation in the Annual Easter Seals Golf tournament as a celebrity caddy. As such he will be auctioned off to raise money for Easter Seals Kids.

Staff Sergeant Dubeau is requesting a donation from the Board and I am recommending that we provide \$250.00 with the funds to be taken from the contingency line in the Board's 2014 Operating Budget.

As indicated earlier the Board's contingency line has a current balance of \$2,609.80 as a result of our police auction in May.

I invite any comments or questions from the Board.

Sincerely,

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

## **Paul Cook**

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**From:** Rick Dubeau  
**Sent:** Tuesday, June 03, 2014 9:34 AM  
**To:** Paul Cook  
**Subject:** 6th Annual LadiesGolf Tournament for Easter Seals Kids

Good day Chief

I received a request to participate in the 6<sup>th</sup> Annual Ladies Golf Tournament for Easter Seals Kids.

I will be auctioned as a caddy for a group of women.

I will be introduced as an employee of the North Bay Police Service. I am not aware if any other employee is involved. If not, I am requesting a donation from the Police services Board for this worthy cause.

Thank you

Rick

Richard Dubeau  
Staff Sergeant / Traffic section  
705-497-5555 ext. 508