



# **NORTH BAY POLICE SERVICES BOARD**

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



## **OPEN SESSION AGENDA March 11, 2014 1100 Hours**

- |   |                                       |
|---|---------------------------------------|
| 1. Approval of Agenda   | Chair                                 |
| 2. Approval of Minutes of Open Session meeting of February 18, 2014                           | Chair                                 |
| 3. Business Arising:<br>Nil   | Chair                                 |
| 4. Correspondence:  | Chief                                 |
| 5. Taxi Business:<br>Taxi Licences  | Chief                                 |
| 6. Reports:<br>Chief's Monthly Report<br>Stats January/January Revised<br>2013 Annual Reports | Chief<br>Deputy Chief<br>Deputy Chief |
| 7. New Business:<br>Chief's Quarterly Personal Expenses<br>Quarterly 2014 Budget Report       | Chief<br>Chief                        |
| 8. Association Report:  | President                             |



**MINUTES OF OPEN MEETING  
North Bay Police Services Board  
February 18, 2014**

**Present:**

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

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

**Board Solicitor:** Peter Leckie

**Association:** Sgt. Michael Hunter, Executive Member

**Guests:** The Media

**Secretary:** Carol Miller

**Regrets:** Tanya Vrebosch

The Chair, Dennis O'Connor, called the meeting to order at 1102 hours.

**Approval of Agenda:**

Resolution: #022-2014:

Moved by Tiziana Silveri, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Accept the Agenda as presented for the Open Meeting to be held on February 18, 2014".

Carried

**Approval of Minutes:**

Resolution: #023-2014:

Moved by Allan McDonald, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on January 14, 2014".

Carried

**Business Arising:**

Not applicable at this meeting.

**Correspondence:**

Correspondence, this month, included letters of thanks for: the efforts and support of Cst. Brown; support from Csts. Whitehead and Johnson from Stock Transportation; support for involvement of Csts. Dix and Elia from Assistant Crown Attorney, Mr. Paul Condon; support of North Bay Police Services related to the tragic loss of S.Sgt Ian Matthews of the Hamilton Police Service; contribution to the Families First New Year's Eve Celebration; and support and compassion shown by Cst. Scott Berry in a family tragedy.

Resolution: #024-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Note and file the correspondence received".

Carried

**Taxi Business:**

Resolution: #025-2014:

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Approve the five (5) new Taxi Drivers Licence Applications for January 2014 as recommended by the Chief of Police in his letter dated February 3, 2014".

Carried

**Reports:**

Chief's Monthly Activity Report

The Chief outlined the monthly activities which he and/or Deputy Chief Devine attended since the last Board meeting. The local events reported were: two presentations of Cop Talk on Cogeco; three Amelia Rising Sexual Assault Centre Board Meetings; North Bay Police Service Annual Awards Luncheon; OHL Big Ticket Game for Special Olympics; 2015 Winter Games Committee Meeting; visit to Gateway HUB with Board Chair; Nipissing Transition House Board Meeting; Presentation by OPP Commissioner Lewis at Nipissing University; Community Mobilization Meeting at North East Regional Hospital; Retirement Lunch - Cst. Neeley; Opening Remarks for Northern Ontario Intelligence Officer's Meeting; Winter Games 2015 Logo Announcement; Opening Remarks North Bay New Comers Network visit to Police HQ; OACP Zone 1 and 1A Meetings in North Bay; Retirement dinner OPPS Chief Superintendent Joffre Dupuis; support the troops Lakers vs. RMC Hockey Team; opening remarks for Canadian Anti-fraud Centre Symposium; Media Luncheon of North Bay and Area Road Safety Committee; and Retirement Luncheon for Inspector Tim Miller.

Out of town events included: Opening Remarks for Community Safety and Wellness Symposium in Toronto; attendance at Community Safety and Wellness Symposium; held in Toronto.

Since the last Board meeting there have been amendments made to Standard Operating Procedures in relation to Fleet Vehicles, Paid Duties, Health and Safety Procedures and Attendance/Overtime. And, Csts. McClenaghan, Robertson and Reaume have received a Deputy Chief's Commendation for their leadership and involvement in the "Patch for Patch" Policy.

Statistical Reports

The Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the month of December and December 2013 (Revised). He indicated overall, as of the end of December there are slight decreases over the 2012 totals in Criminal Offences, Calls for Service and Police Activity. The local trends are consistent with national trends.

Resolution: #026-2014:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Accept the Condensed Monthly Statistical Reports for the month of December 2013 and December (Revised) 2013 as presented".

Carried

2013 Annual Reports – Public Complaints

The 2013 Annual reports for on: Alarms, Asset Forfeiture; Bicycle Patrol, Court Section; DARE Program, Domestic Violence, Emergency Response, Fraud, Near North Crime Stoppers, School Liaison, Traffic, Use of Force, ViCLAS were presented by the Deputy Chief.

**New Business:**

2013 Operating Budget Surplus

An information item, the Chief shared the 2013 Operating Budget surplus report prepared by Mr. Lalande showing a total of \$180,861.00 to be transferred into the General Police Purpose Reserve Account.

Business Plan 2014-2016

Resolution: #027-2014:

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Accept the Business Plan 2014-2016 as presented by the Chief of Police".

Carried

Contingency Account - YMCA Strong Kids Campaign

Resolution: #028-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$250.00 from the contingency line in the Board's 2014 Operating Budget to support the YMCA Strong Kids Campaign".

Carried

Contingency Account – Maamwi Kindasswin Festival

Resolution: #029-2014:

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 Maamwi Kindasswin Festival".

Carried

**Contingency Account – Canadian Mental Health Association**

**Resolution: #030-2014:**

**Moved by Allan McDonald, Seconded by William Hagborg**

**The North Bay Police Services Board hereby resolves to:**

**"Donate \$250.00 from the contingency line in the 2014 Operating Budget to support the Canadian Mental Health Association".**

**Carried**

**Contingency Account – Polar Plunge for Special Olympics**

**Resolution: #031-2014**

**Moved by Allan McDonald, Seconded by Tiziana Silveri**

**The North Bay Police Services Board hereby resolves to:**

**"Donate \$250.00 from the contingency line in the 2014 Operating Budget to support our police team, the Copsicles in this year's Polar Plunge for Special Olympics".**

**Carried**

**Association Update:**

**Executive Member, Mike Hunter reported a very successful Chiefs Meeting had taken place with the Association. He shared that the topic of discussion was ways and means of improving moral. Several initiatives are underway with the Police Hockey Tournament, Corporate Good Life Membership and a 4 team Sochi Olympic Competition currently taking place.**

**Adjournment:**

**Resolution: #032-2014:**

**Moved by Tiziana Silveri, Seconded by William Hagborg**

**The North Bay Police Services Board hereby resolves to:**

**"Adjourn the Open Portion of the meeting held on February 18, 2014 at 1140 hours".**

**Carried**

\_\_\_\_\_  
Chair

February 18, 2014

\_\_\_\_\_  
Secretary

OFFICE OF THE  
CHIEF OF POLICE  
NORTH BAY

Dear Sir:

Re: Randy Decarré January 16, 2014

Just a short note to thank you and  
your officer for being alert to Senior's  
needs. We, ~~\_\_\_\_\_~~  
and I are now being helped by the  
appropriate services and professionals.

The Seniors' at Risk Network and C.C.A.C. are working to assist us to find a <sup>SAFE</sup> home.

Thank you so much for the 'special' training you must be providing to your officers so they recognize dementia and react with compassion and kindness.

Dr Demme

Please thank Col. Adair on my  
behalf for the assistance he provided.  
Mar. 7, 2014 C: HR or PSB PC

Sincerely,



## YMCA of North Bay

186 Chippewa Street West  
North Bay, ON, P1B 6G2  
T: 705-497-9622  
F: 705-474-5116  
ymcanorthbay.com

February 18, 2014

Acting Sergeant Jim Kilroy  
North Bay Police Service  
135 Princess Street  
North Bay, Ontario  
P1B 6C2

### Re: 2014 Strong Kids Campaign

Dear Sergeant Kilroy,

On behalf of the North Bay YMCA we extend sincere appreciation and gratitude to you for volunteering your time at the 2014 Strong Kids Campaign Kick Off Breakfast. We raised over \$7,000 which will assist with programs, sponsoring kids so that they have the ability to participate in swimming, basketball, squash and so much more. Our Strong Kids Campaign goal this year is \$115,000 and we are well on our way to achieving if not exceeding this goal.

Because the YMCA of North Bay is a charitable association, we depend on volunteers to enrich the quality of life for our members and participants. Your volunteer efforts at the Pancake Breakfast over the past years has helped bring attention to the campaign by showing that we are all part of this community. Volunteers are at the heart of the YMCA. That's why the YMCA is at the heart of the community.

Wishing you every success and thanking you once again for supporting the YMCA Strong Kids Campaign.

Sincerely,

A handwritten signature in cursive script that reads "Yvonne".

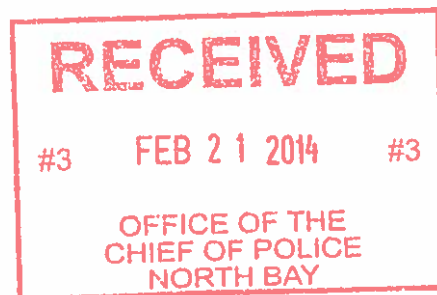
Yvonne Taylor  
General Manager  
YMCA of North Bay

*Dic Denise  
Please thank Acting Sgt. Kilroy for  
his continued involvement in this  
important community event.  
Thurs. 7.20.14 Re  
C:HR + PEB*

cc: Chief Paul Cook

Building healthy  
communities

Paul Martin  
12 Superior Crescent  
North Bay, ON P1A 2V8  
February 10, 2014



Chief Paul Cook  
North Bay Police Service  
135 Princess Street West  
North Bay, ON P1B 6C2

Dear Chief Cook:

I was volunteering Thursday, February 6<sup>th</sup> to assist the safe arrival and departure of close to one thousand school children attending two daytime shows at the Capital Centre. I want to take a moment to share my observations and very positive feedback I received about uniform police presence and assistance during the entry and exit transition of children, particularly crossing McIntyre and Wyld.

Initially, early bus arrivals were spaced at intervals such that traffic signals seemed sufficient to control pedestrian and traffic movement. However, some larger arrivals, and particularly the exit of close to five hundred children following each of the shows created a large amount of pedestrian congestion and overcrowding of sidewalks. During these brief periods police did assist by stopping traffic and allowing children to transition safely and orderly on their approach and through McIntyre and Wyld. The officers on site were visible and took advantage of opportunities to have positive interactions with students.

I did receive positive feedback from no less than five teachers/supervisors of their appreciation of assistance and direction by volunteers and police at this event. Specifically, there were comparisons to previous student events at the Capital Centre when similar assistance was not available.

This is the third year I have volunteered outside to assist at this show. Please know Chief, the police presence and assistance was welcome and appreciated.

Sincerely,


Paul Martin

*Doc Deane  
Please ensure this is shared  
with the officers who were  
assigned to provide assistance.  
Feb. 20, 2014 C.P.S.B.  
to*



February 20, 2014

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

  
Dear ~~Mr.~~ O'Connor:

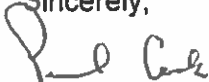
**Re: Nipissing Lakers vs. Royal Military College (RMC) "Support the Troops" Hockey Game**

I am sending this letter to thank you for the financial assistance you provided in relation our annual Nipissing Lakers vs. RMC, "Support the Troops" hockey game.

The game was a tremendous success again this year and although the Lakers won, the real winners were our Canadian Forces (CF) personnel in attendance who were honoured by our community and the Military Family Resource Centre (MFRC). Approximately \$2,500.00 was raised this year with all proceeds going to our local MFRC, which supports our military families when their loved ones are deployed outside of Canada.

These types of events cannot happen without sponsorship and on behalf of the Honourary Colonels and our CF community in North Bay thank you for your support of this special community initiative.

Sincerely,



Paul Cook  
Honourary Colonel, 51 Squadron

## Paul Cook

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**From:** Grant Love [Redacted]  
**Sent:** Thursday, February 20, 2014 11:25 AM  
**To:** Paul Cook; Shawn Devine  
**Subject:** Constable Seth Dinsmore

Tuesday evening I was asked to attend [Redacted] to assist with a hoarding situation. The resident had mental issues as well as some degree of autism. It was determined that he has been off his medication since Christmas.

I wanted to let you know that Constable Seth Dinsmore who was in attendance did a fantastic job. He was very professional in his discussions with us as well as compassionate and firm with the resident. There were a few times when the resident started to become agitated, Constable Dinsmore would quietly step in and defuse the issue in an appropriate way. Constable Dinsmore's actions and style certainly made for an easier outcome for us with the resident.

As we were all leaving I thanked Constable Dinsmore and told him to have a quiet night at work. He said that he was just finishing his shift and going home. I know that officers always try to be professional, however to have such a positive attitude at the end of a long shift I am sure is not easy.

Please pass on my thanks and comments.

*Grant Love*  
Fire Chief  
North Bay Fire & Emergency Services  
705 474 0626 x 4801



***Unattended candles are a leading fire cause.***

The information contained in this communication including any attachments may be confidential, is intended only for the use of the recipient(s) named above, and may be legally privileged. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, disclosure, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please resend this communication to the sender and permanently delete the original and any copy of it from your computer system. Thank you.

## Paul Cook

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**From:** Gerald Lalande  
**Sent:** Wednesday, February 19, 2014 9:13 AM  
**To:** Paul Cook  
**Subject:** FW: Constable Steve Brown

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**From:** [REDACTED]  
**Sent:** February 19, 2014 8:51 AM  
**To:** nbps  
**Subject:** Constable Steve Brown

Sirs

Last Thursday, Feb.13, my son had a flat tire on Sage Rd. He called me to help him change it.

While I was reading the manual to figure out how to work the jack, a van pulled up, a tall young man got out, took charge, pulled off the flat tire, changed the spare and had us on our way in what seemed like 5 minutes. I asked his name and he said Steve (last name unintelligible). He got in his car and left.

This Monday past, Feb. 17, I was in a fender bender on McDonald and an officer showed up to sort out the mess. After a few minutes he said to me "twice in one week". I didn't know what he meant until he advised that he was the person who changed the tire on the 13<sup>th</sup>.. Hilarity ensued.

I just want to throw a bouquet his way to compliment him and to also compliment the department on Constable Browns great community relations.

Regards

[REDACTED]

[REDACTED]

North Bay, P1A 3V8

[REDACTED]



## 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

March 3, 2014

### CHAIR AND MEMBERS

North Bay Police Service Board

RE: TAXI DRIVER LICENCE PLATE APPLICATIONS – 2014 RENEWALS

Dear Sir:

The attached list of eighty-two Taxi Licence Plate Renewals is submitted for the approval of the Board.

It is recommended that these Licence Applications be approved.

There were no new taxi licences issued for the month of February 2014.

Yours truly,

P.D. Cook  
Chief of Police

/kp

## 2014 TAXI OWNER PLATE RENEWALS

No	Name	Company
1	Bart Krouse	Union
2	578441 Ontario Ltd. Lessee: Robbie Lauren	5-0
3	996472 Ontario Inc.	UNAC
4	578441 Ontario Ltd.	5-0
5	578441 Ontario Ltd. Lessee: Paul Lanouette	5-0
6	578441 Ontario Ltd.	5-0
7	578441 Ontario Ltd.	5-0
8	578441 Ontario Ltd. Lessee: Chad Lavery	5-0
9	578441 Ontario Ltd.	5-0
10	578441 Ontario Ltd. Lessee: Cary Lafontaine	5-0
11	578441 Ontario Ltd. Lessee: Cary Lafontaine	5-0
12	996472 Ontario Ltd. Lessee: Bill Symons	UNAC
13	996472 Ontario Inc. Lessee: John Bridges	UNAC
15	1025963 Ontario Inc.	Union
16	996472 Ontario Inc. Lessee: Charles Sullivan	UNAC

No	Name	Company
17	996472 Ontario Ltd. Lessee: Nicholas Hintze	UNAC
18	Dale Robarts Lessee: 996472 Ontario Inc. (UNAC) Lessee: Luc Guillemette	Union
19	578441 Ontario Ltd.	5-0
21	1025963 Ontario Inc.	Union
22	996472 Ontario Inc. Lessee: Charles Sullivan	UNAC
23	Edward Hook	Union
24	Barbara & Jarvis Pankratz	Union
25	Richard Turgeon	UNAC
27	996472 Ontario Inc. Lessee : Jean-Paul Turgeon	UNAC
28	Dale Robarts	Union
29	Ken Ayres	5-0
31	578441 Ontario Ltd.	5-0
32	578441 Ontario Ltd.	5-0
33	Wilfred McLean Lessee: Wayne Lagassie	UNAC
34	578441 Ontario Ltd.	5-0
35	996472 Ontario Ltd.	UNAC
36	996472 Ontario Inc. Lessee Frank Salesio	UNAC

No	Name	Company
37	996472 Ontario Inc.	UNAC
38	996472 Ontario Inc.	UNAC
39	996472 Ontario Inc.	UNAC
40	996472 Ontario Inc. Lessee: Charles Sullivan	UNAC
41	996472 Ontario Inc. Lessee: Jim Hue	UNAC
42	996472 Ontario Inc.	5-0
43	Dale Robarts Lessee: Bart Krouse	Union
44	578441 Ontario Ltd.	5-0
45	996472 Ontario Inc. Lessee: Terry Lovell	UNAC
46	996472 Ontario Inc. Lessee: John Rabin	UNAC
47	578441 Ontario Ltd. Lessee: Rick Byrd	5-0
48	John Domonkos	UNAC
49	996472 Ontario Inc.	UNAC
50	996472 Ontario Ltd.	UNAC
51	996472 Ontario Inc.	UNAC
52	578441 Ontario Ltd.	5-0
53	996472 Ontario Inc.	UNAC
54	996472 Ontario Inc. Lessee: Larry Chadbourn	UNAC
55	996472 Ontario Inc.	UNAC
56	996472 Ontario Inc.	UNAC
57	996472 Ontario Inc.	UNAC

No	Name	Company
58	996472 Ontario Inc.	UNAC
59	996472 Ontario Inc.	UNAC
60	996472 Ontario Inc.	UNAC
61	996472 Ontario Inc. Lessee: William Elliot	UNAC
62	Brian McLean Lessee: 996472 Ontario Inc. Lessee: Leigh Ridenour	UNAC
63	578441 Ontario Ltd.	5-0
64	578441 Ontario Ltd.	5-0
65	578441 Ontario Ltd.	5-0
66	578441 Ontario Ltd.	5-0
67	578441 Ontario Ltd.	5-0
68	578441 Ontario Ltd.	5-0
69	578441 Ontario Ltd. Lessee: Paul Lanouette	5-0
70	578841 Ontario Ltd. Lessee: Marcel Gagne	5-0
71	578441 Ontario Ltd.	5-0
72	578441 Ontario Ltd.	5-0
73	578441 Ontario Ltd.	5-0
74	578441 Ontario Ltd. Lessee: Daniel Villeneuve	5-0
75	578441 Ontario Ltd.	5-0
76	578441 Ontario Ltd.	5-0
77	996472 Ontario Inc.	UNAC
78	996472 Ontario Inc.	UNAC



No	Name	Company
79	Terry Racicot	Union
80	Terry Racicot	Union
81	996472 Ontario Inc. Lessee: Scott Haig	UNAC
82	Dale Robarts Lessee: Zafar Azeem Lessee: 996472 Ontario Ltd.	UNAC
83	881725 Ontario Inc.	Co-Op
84	996472 Ontario Inc. Lessee: Perry Reid	UNAC
85	996472 Ontario Inc.	UNAC
87	996472 Ontario Inc.	UNAC



## 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: March 7, 2014  
Date of Meeting: March 11, 2014

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

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

**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:

Feb. 19

- Armed Forces Day Committee Meeting

Feb. 20

- Amelia Rising Board Meeting

Feb. 21

- DVCC Meeting and Recognition of Detective Kent
- Pediatric Educational Seminar at NBRHC

Feb. 22

- Memorial Service for former Constable Dennis Molyneaux
- Coldest Night of the Year Fundraising Walk

Feb. 24

- Meeting – Target on Crime Project with Canadore College
- Special Olympics Winter Games Committee Meeting

Feb. 25 & 26

- OACP Board of Directors Meetings in Mississauga
- Stop Bullying Day Basketball Game

Feb. 27

- OACP Crime Prevention Launch in Toronto
- Retirement Dinner for Deputy Minister Ian Davidson in Toronto

Feb. 28

- OACP Innovation Working Group Meeting in Ottawa

Mar. 3 & 4

- PAO Labour Conference in Toronto

Mar. 5

- Tri-Association Chief's Meetings on NG911 and Interoperability in Mississauga

Mar. 6

- OACP Zone 4 Meeting in Hamilton

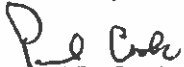
Mar. 7

- NE Women's Health Alliance – "Join me on the Bridge"

Since the last Board meeting we have amended our Standard Operating Procedures in relation to Expense Claims.

I invite any comments or questions from the Board.

Sincerely,

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

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



## 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: February 20, 2014  
Date of Meeting: March 11, 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 January 2014 as presented."**

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

I invite any questions or comments from the Board.

Sincerely,

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

2014-03-03

\*\*\* R E V I S E D \*\*\*

# NORTH BAY POLICE SERVICE CONDENSED MONTHLY STATISTICAL REPORT

## MONTH OF JANUARY

During the month of January 2014, police activity for the North Bay Police Service resulted in 2163 calls as compared to 1958 calls in 2013.


Of these calls, 197 were to investigate motor vehicle accidents. Seventeen of these accidents involved injuries, with 19 persons injured.

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

	Year to Date				Cleared to Date	
	2014	2013	2014	2013	2014	2013
Homicide	-	1	-	1	-	-
Sexual Offences	6	4	6	4	6	2
Assault	28	36	28	36	29	40
Robbery	-	-	-	-	-	-
Break, Enter & Theft	13	8	13	8	1	4
Stolen Vehicles	2	10	2	10	1	1
Stolen Bicycles	1	1	1	1	-	-
Recovered Bicycles	4	-	4	-	-	-
Theft Under	69	68	69	68	17	23
Theft Over	2	-	2	-	-	-
Mischief	12	30	12	30	2	8
Drug Charges	12	13	12	13	13	19
Criminal Offences Total			199	233		
Calls for Service			1857	1660		
Police Activity			2163	1958		

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

2014-02-03

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

**MONTH OF JANUARY**

During the month of January 2014, police activity for the North Bay Police Service resulted in 2157 calls as compared to 1958 calls in 2013.


Of these calls, 197 were to investigate motor vehicle accidents. Seventeen of these accidents involved injuries, with 19 persons injured.

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

	Year to Date				Cleared to Date	
	2014	2013	2014	2013	2014	2013
Homicide	-	1	-	1	-	-
Sexual Offences	6	4	6	4	6	2
Assault	21	36	21	36	22	40
Robbery	-	-	-	-	-	-
Break, Enter & Theft	10	8	10	8	1	4
Stolen Vehicles	2	10	2	10	1	1
Stolen Bicycles	1	1	1	1	-	-
Recovered Bicycles	-	-	-	-	-	-
Theft Under	52	68	52	68	15	23
Theft Over	1	-	1	-	-	-
Mischief	11	30	11	30	2	8
Drug Charges	11	13	11	13	12	19
Criminal Offences Total			155	233		
Calls for Service			1772	1660		
Police Activity			2157	1958		

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

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

  
P.D. Cook  
Chief of Police

/sc



## North Bay Police Service

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

Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: February 20, 2014  
Date of Meeting: March 11, 2014

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

**Subject: 2013 Annual Reports**

**Recommendation: Information Item**

Find attached a number of Annual Reports for 2013, which were prepared by various members within our Police Service. The Board will be provided with the highlights of these reports by Deputy Chief Devine.

Once presented to the Board all of our 2013 Annual Reports will be added to our website and our Intranet so that they are available to the community and our members.

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

Sincerely,

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



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Building/Facilities**

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**Report Date: 2014/01/03  
Author: David Yee**



**A. Mandate of the Unit**

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

**B. Executive Summary**

In 2013, standard maintenance repairs have been performed on our mechanical and electrical systems to keep things running in good order. There were also a couple of items identified by the Health and Safety Committee as safety issues. One issue was the lack of lighting around the perimeter of the parking lot and building, while another concern was that water had been leaking through the ceiling in the Electrical and Generator room, which had caused extensive structural damage to the existing concrete slab. Both items were addressed and resolved in 2013.

**C. Activities**

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

Two phone lines were eliminated at the tower site on Tower Drive and replaced with wireless monitoring controls. This cost of \$2,000.00 will be recouped in 13 months.

The tiles in the lower report room were worn and cracked and were replaced at a cost of \$3,500.00

Trees on the perimeter of the building were removed and a few others pruned in order to make sufficient clearance for the new LED lighting. The cost for the tree work was \$1,200.00. Following this, the new LED lighting was installed around the parking lot. Two new LED lights were installed on the exterior of the building over the rear entrances. These address the poor lighting against the building that was noted in the Health and Safety Report. The cost was \$2,000.00.

A new 12,000 watt heater was installed in the Sally Port garage to replace the old one that had stopped working, at a cost of \$4,200.00. A few other typical electrical repairs were done through the year, at a cost of \$2,000.00.

Various plumbing repairs and the annual inspection on all the mechanical equipment was performed this year at a cost of \$8,225.00.

Two new sump pumps installed in the basement to replace two old ones that were rusted and not working. The cost for the pumps and installation was \$1,400.00.

This year the water leak located in the ceiling area of the Electrical and Generator room was brought up as a structure damage issue by the Health and Safety Committee. The water was leaking through the floor of the Sally Port garage and dripping through the concrete slab down into the Electrical and Generator rooms below. Extensive repairs were done and the cost for the repairs was \$45,000.00. Once the repairs were completed the walls and ceiling of the Sally Port garage were scraped and repainted, at a cost of \$750.00.

There is still one small area where the water continues to leak and it will be assessed by a contractor in the spring, when the weather is conducive to such work.

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

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

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

The following repairs and replacement of materials are anticipated in the near future:

- New carpet in some areas of the building where required
- Repairs to cracks in the parking lot and areas around the storm drains
- Ongoing repairs to aging mechanical and electrical items
- Upgrades to the lighting at the front of the building

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

To maintain and upgrade our existing building infrastructure to provide a safe, comfortable and professional environment for our members and the citizens we serve.

#### **G. Other**

#### **H. Appendices**



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Communications**

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**Report Date: 2013/01/16**  
**Author: C. Smith**

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

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

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

## **B. Executive Summary**

The Communications Centre maintains a staffing of ten (10) full-time and five (5) part-time civilian staff. With three clear priority mandates (Police, Fire and 9-1-1) balancing the needs of the Police Officers, Fire Fighters and the public in a continuously changing environment, while ensuring public and officer safety remains in the forefront, continues to remain a challenge. Technological advancements have a huge impact on all aspects of our job function, from the training required to remain current on existing applications to the increased applications available that provide access to the various databases.

## **C. Activities**

Staffing levels for 2013 remained unchanged from 2012. By the 1<sup>st</sup> quarter of 2013, all part time members had completed the training process and meet the requirements for the Adequacy Standards for Communications.

In 2013, 30,103 calls for service were logged in our Computer Aided Dispatch (CAD) system, which translates into approximately a 4% decrease in logged calls over 2012. Logged traffic stops continue to decrease with a total of 5,251 for the 2013 year. In the last quarter of 2013, offences involving the issuance of Provincial Offence Notices (PON's) are now logged through the Computer Aided Dispatch (CAD) system and are rolling over to the Records Management System (RMS) for statistical purposes.

9-1-1 calls continue to be a challenge when they originate from a cell phone or an unknown origin. Pocket dialled calls or reported miss dialled calls have remained unchanged during 2013, and although we are seeing a steady decline in 9-1-1 hang up calls from pay phones, calls from unregistered cell phones, calls with no voice contact and calls relating to unknown problems are continuing to increase. Every available resource must be used to try and locate the origin of

the call and determine whether the caller needs emergency assistance. This can be extremely time-consuming for the Call Taker and at times it can become overwhelming during peak periods.

Audio from radio transmissions and telephone calls is forwarded to the Crown's Attorney's Office via encrypted email. Requests for disclosure of audio increased in 2013 by 36 %, and the majority of the requests were as a result of Domestic Violence and Impaired Driving related charges.

The Communications Section continues to play an important role in the administrative duties of the RMS system. Of the 25,831 calls for service logged in the RMS, over 17,000 or 67% were non-reportable and the information was reviewed and linked by the Communications staff. Although our goal is to ensure calls are linked within a 12 hour period, due to the continued co-operation between all involved, we are generally able to have all calls linked within a few hours. This translates into a more efficient and accurate retrieval of information for Patrol Officers and responding units.

An effort was undertaken in the fall of 2013 to review current practices within the RMS system in order to take advantage of the constantly changing functionality and processes being developed, including the retrieval of statistical data. It was identified that some of the records in the RMS are missing the information needed to compile the data, and efforts are underway to correct the existing records. This is proving to be a massive undertaking as we are dealing with potentially over 50,000 existing records. The dispatchers are well on their way to correcting these records and without their co-operation, this would not be possible. This project will continue on into 2014 and once completed, best practices will be developed to ensure all the records contain the necessary information.

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

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

	<b>2011</b>	<b>2012</b>	<b>2013</b>
Calls for Service Police	28,858	31,392	30,104
Calls for Service Fire	1,532	1,587	1,646
9-1-1 Calls for service	19,675	19,393	17,389

Our members continue to put forward extra efforts to ensure call taking guidelines & dispatch times are reflective of the Police Service's established policies, as well as the Provincial Standards for North Bay Fire and Emergency Services.

A quarterly audit is performed to ensure compliance with these policies and once again, our compliance rate remains virtually unchanged for a 12 month period at 92 %. Available resources greatly affect our ability to meet the Police Service guidelines.

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

### **Staffing / Training**

Staffing & training are ongoing challenges and will continue into 2014. With the potential increase in our 9-1-1 call load associated with the NG-9-1-1, changes will have to be made to existing staffing. Although the changes aren't expected until the last quarter of 2014, sufficient lead time is required to train and implement the changes, and may dictate that we start reviewing the process by March 2014.

### **Map Upgrade**

CAD mapping data for our service area has to be maintained in order to ensure that the information on City streets is available and provided to the responding Officers. AN Intergraph CAD map upgrade for North Bay and Callander is scheduled for January / February 2014 through the OPP Geo-matics Unit in Orillia.

### **NG9-1-1**

With the re-designing of the entire 9-1-1 Platform to an IP based system, every aspect of the 9-1-1 function is being affected. Although it will take several years for full implementation of the NG911 structure, the first changes will take effect January 2014 when T9-1-1 (Text with 9-1-1) becomes available to the Deaf, Hard of Hearing and Speech Impaired (DHHS) Community. This will be rolled out across Canada on a Community by Community basis; with the criteria being the 9-1-1 Centre must be capable of accepting these text messages. North Bay is currently scheduled to transition over to the I/P based system in December of 2014.

Some of the issues that we will be dealing with in 2014 relating to the NG9-1-1 include:

- Telephony Management and required upgrades to the telephone system.
- Replacement of the Services Voice Recording System.
- I/T Security Issues ( all communications will now be in Internet Protocol based and therefore subject to potential security breaches.
- I/CAD and integration of the new Data into our CAD system.

- Text Blue or similar software to accommodate Instant Messaging.
- Staffing and scheduling to accommodate the increased work load and assigned tasks; this may translate into hiring more staff, which will encompass a recruiting / testing and hiring process.
- Training on all new software / applications and processes in time for transition to the new system.
- Review of all procedures relating to 9-1-1 and current job function.
- Additional computer workstation to accommodate the new 9-1-1 applications and text messaging application.

9-1-1 rebid or "tracking and following" a cell call by way of GPS co-ordinates will also become available in 2014 once we transition over to an I/P based 9-1-1 system. Sarnia Police Services is the Pilot Site for the OPTIC Co-operative and are in the process of putting in place the necessary infrastructure to test and evaluate the new systems and make recommendations about the solutions that are currently available.

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

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

Our objectives for 2014 are to:

- Implement of first phase of NG9-1-1, including assessing staffing requirements, training and roll out.
- Increase public awareness of the impact of 911 pocket dialled /misdialed calls in order to reduce frequency.
- Maintain the quality of Service provided to Police Officers, Fire Fighters and the public.
- Remain current and proficient with the constant changes in technology.



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Community Resource Officer**

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**Report Date: 2013/01/09  
Author: Cst. Al Bedard**



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

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

- a. Facilitating joint community problem identification, analysis and mobilization;
- b. Strengthening relationships with community partners;
- c. Consulting with community groups to assess opportunities for community safety improvements;
- d. Evaluating effectiveness of programs;
- e. Liaising with various sections of the North Bay Police Service to identify crime trends;
- f. Developing community safety and crime prevention initiatives to enhance service delivery;
- g. Acting as a liaison officer for community groups;
- h. Providing resources through written materials, video, and presentations to the community;
- i. Preparing and coordinating media releases, as required;
- j. Preparing and coordinating communications to the public on Service activities;
- k. Monitoring crime prevention and community policing trends; and
- l. Attending and performing residential and business security checks, as required.

## **B. Executive Summary**

The CRO position continues to be utilized in various roles and functions by the department. Commencing its third year, the position is being re-examined and as to what duties are most utilized and where the CRO's time and efforts are most needed based on the demands of North Bay and Callander.

In September 2013, a new position was created within the department as a result of the newly implemented HUB committee being formed. The HUB Officer operates within the HUB model, and much like the CRO position, applies the theory of Ontario's Community Mobilization and Engagement model. Both positions were initially performed by one Officer from September until the end of 2013; however, commencing in 2014, the positions were again separated due to the vast demands imposed on the CRO position and the inability of the HUB officer to perform the duties of the CRO along with demands of the HUB duties.

## **C. Activities**

The CRO position was created to address concerns regarding repeat calls for service and situations of growing crime, disorder, and conflict where early police intervention may have effectiveness. With the creation of the HUB, the CRO duties have been more directed to community demands for department representation on various committees, acting as a liaison and resource person for other community partners.

The CRO continues to provide numerous presentations and coordinates annual events and functions. The CRO also continues to assist with finding long term solutions that resolve conflict and minimize future police involvement through dialogue and mediation for repeated calls for service based on referrals from the Patrol Section. The demands imposed on the CRO have not decreased with the addition of the HUB Officer. Due to the continued requests for presentations and annual functions that the CRO is expected to oversee, the handling of some repeated calls for service are now being deferred to the HUB for discussion and action.

For the first half of the 2013, the CRO focused on the Youth Advisory Committee (YAC) Healthy Relationships Initiative, which commenced at the end of 2012. The CRO was highly involved with the creation and development of a YAC training video, along with the YAC students, community partners, TWG Communications and Ed Regan Productions. The video and YAC materials were provided to all six area high schools in order for each to form their own respective YAC committees.

As a representative for the police service, the CRO continued to liaise with various community groups and partners. The CRO participated on the following committees:

- a. OACP Diversity Steering Committee;
- b. Risk Watch Committee;
- c. Drug Strategy Committee including being Chair of the Enforcement Pillar Sub-Committee;
- d. Wrap Around Committee;
- e. Multi-Cultural Centre Committee;
- f. Temporary committees: Cops for Cancer Committee (every second year), Torch Run Committee, NIPPN (Northern Injury Prevention Practitioners Network) Committee, Weeding (weeding) Out Drugs Committee.

Many demands continue to be placed on the CRO for community presentations to schools, businesses, sporting clubs, community partners and organizations on various topics such as: elder safety, drug awareness, bullying, cyber-bullying, internet safety/social media, and alcohol abuse. Many community partners are

now submitting annual requests for the same presentations to be delivered by the CRO to either their organizations or the school that they represent.

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

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

##### *O.A.C.P. Diversity Steering Committee*

The main function of this committee is planning an annual symposium presented to police services on a chosen topic with guest speakers. The CRO continues to sit on this very important committee with representatives from numerous police services working for the Ontario Association of Chiefs of Police.

##### *Drug Strategy Committee (Enforcement Pillar sub-committee)*

The North Bay and area Drug Strategy Committee had formed in order to better address alcohol and drug addictions issues. This past year, the CRO continued to attend monthly meetings and was actively participating with the community forums that were held to create awareness for the committee and address issues and concerns from our citizens. The CRO continues to be committed to be Chair of the Enforcement Pillar sub-committee, having representatives from each area police service (NBPS, OPP, APS, WNPS and the MPs) in order to provide valuable information and guidance to the main committee.

##### *Welcoming Committee with the Multicultural Centre*

Formed in 2012, the CRO's position on this committee is to act as liaison between the Multicultural Centre and the Service and to provide support for events or functions that take place in our communities. It is important for the CRO to commit to this committee as it helps bridge the gap that is often present between newcomers and the police services. There are often misconceptions and misunderstandings from newcomers regarding the services provided by the police to the general public and building that rapport with them is greatly appreciated and welcomed.

##### *Tim Horton's Earn-A-Bike Campaign*

This event took place on July 5, 2013 and was again a huge success with fifteen (15) youths receiving new bicycles, helmets and locks. Each recipient performed approximately thirty (30) hours of community work such as cleaning up of parks, streets and parking lots in order to earn their bicycles. The CRO was the organizer, host and master of ceremonies for this event. Many hours are spent

by the CRO in identifying eligible recipients every year and ensuring that community service hours are completed by them prior to the event taking place.

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

This program is an initiative to reduce the incidents of risk related trauma in youth and to:

- Empower youth to recognize risk and make informed, safe choices,
- Increase awareness of personal responsibility for choices,
- Increase knowledge of the impact of personal responsibility for choices,
- Increase knowledge of the impact of serious injury on quality of life for the individual and community, and
- Promote injury prevention initiatives.

The CRO attends the North Bay Regional Health Centre (NBRHC) on a monthly basis or upon request to provide a one hour lecture regarding the risks associated to drug and alcohol consumption by youth. The lecture targets grade 11 students and very well received. Students are always very engaged in the discussion during and after the lectures, especially having had the opportunity to be part of a mock emergency scenario taking place in the Emergency Department prior to the lecture. The P.A.R.T.Y. program has been scheduled to take place again in 2014.

#### *School and Community Presentations*

In 2013, the CRO continued to deliver numerous presentations to schools and community organizations in North Bay and Callander. The presentations were on topics such as bullying, cyber-bullying, drug awareness, social media, and personal safety. Community presentations included topics such as drug awareness, social media and internet safety, seniors' safety tips, work place bullying/harassment and personal safety.

### **Police Initiatives**

#### *Thibeault Terrace Initiative*

In September of 2013, the Thibeault Terrace Initiative was again put into place by means of facilitating education and awareness training for off-campus students and residents in the Nipissing University and Canadore College areas. Officers went door-to-door, handing out pamphlets (Meet your new neighbours booklet), in order to provide information to all regarding respecting one another and addressing current and past issues based on public complaints and calls for service. The initiative was well received by the majority and contact information from various long-term residents and off-campus students were collected for

police information. Past flagged problem addresses were also visited in order to identify whether or not they should still be placed into the same category or if new residents were present.

### Frosh Week Initiative

From September 3<sup>rd</sup> to the 5<sup>th</sup>, 2013, the CRO attended Frosh Week orientation activities at Nipissing University student residences on Gormanville Road. Education and awareness were provided to students regarding the important issue of Distracted Driving. A driving course was created utilizing a golf cart where students were made to drive through a course of pylons with electronic street lights set up at an intersection-while receiving and having to send text messages via a cell phone. Students were also made to drive the golf cart while wearing fatal vision goggles to simulate impairment while operating a motor vehicle. The initiative was well received with well over 200 students either participating or observing.

### Lock It or Lose It Initiative

In 2013, the Lock It or Lose It Initiative took place on one occasion within the city of North Bay. Officers focused on insecure vehicles associated to retail parking in the Sears and Northgate Shopping Centre locations.

This continues to be a great initiative and will continue to be a yearly endeavour to organize due to the number of theft and break and enter incidents received by the Service. Lock It or Lose It is a remarkable tool utilized in educating and creating awareness to the public to try and avoid becoming a victim of crime.

### Youth Advisory Committee Initiative

In November of 2012, the Youth Advisory Committee Initiative commenced and was turned over to the CRO as a primary function to develop with all area high schools. A YAC committee was formed with students from each high school who developed their own logo and Facebook page to create awareness with their peers. Leadership training was provided in the summer of 2013 by the ME2WE organizations to approximately 60 YAC students held at the Best Western in North Bay. All area high schools then conducted their individual launch with their student bodies with the assistance of a YAC training video providing positive messages while addressing the importance of identifying and dealing with unhealthy relationships.

### Community Events

In addition to regular duties in 2013, the CRO attended numerous community events including:

- Idle No More Demonstration
- I'm in the Band – Non-Bullying Campaign
- King George Health Fair
- Wiiding Out Drugs week-long Fair – Canadore College (May 6<sup>th</sup> – 10<sup>th</sup>)
- Wear Pink Day Basketball Game – Odyssee Public Secondary
- Youth Fest – Capitol Centre (March 5<sup>th</sup>)
- Armed Forces' Day (June 5<sup>th</sup>)
- Patrick for Life Event – Steve Omishl Complex (June 7<sup>th</sup>)
- Tim Horton's Earn-A-Bike Event (July 5<sup>th</sup>)
- Nipissing University Frosh Week events (September 3<sup>rd</sup> -5<sup>th</sup>)
- Health and Wellness Fair – Widdifield Secondary School
- Anti-Bullying Summit (signing of declaration by Mayor – November 14<sup>th</sup>)

### Community Issues

In May of 2013, the CRO dealt with an on-going bear management issue in the Birchhaven area. A meeting was immediately scheduled with the property manager, property superintendant and the Bear Management Technician with the Ministry of Natural Resources (MNR). During this meeting it was identified that more education and awareness needed to be provided to residents and recommendations from the police and the MNR were suggested to the property group regarding the installation of garbage bins as a solution. A typical Community Mobilization and Engagement approach to solving this problem.

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

An anticipated increase in requests for police presentations and participation on committees by community partners is seen as an issue for the future. Determining the necessity and value of police participation on a case by case basis will be needed.

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

The performance objective of the CRO for 2014 is to increase the identity of community issues that result in repeated calls for service and implementing community resources to find long term solutions to the problems.

#### **G. Other**

The CRO is also trained and at times utilized in the Court Section to fill in as Court Liaison Officer whenever required. In 2013, the CRO received training with

the CAN/BIKE program prior to being re-assigned to Bicycle Patrol for the summer months. Other commitments held by the CRO include two Emergency Response Team (ERT) training weeks throughout the year in addition to organizing Crime Prevention Week and Police Week events/functions.

**H. Appendices**

None



# **NORTH BAY POLICE SERVICE COMMUNITY PROGRAMS AND SAFETY CO-ORDINATOR Annual Report 2013**

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**Report Date: 2013/01/21  
Author: Ted Whittle**



## **A. Mandate**

The Community Safety Coordinator (CSC) provides non enforcement needs for citizens of North Bay and Callander. A relationship is maintained with many groups and associations. As a community partner and/or committee member, our involvement assists with their community responsibilities. This includes Safety presentations, and participation in numerous community projects and events. The CSC also problems solve various concerns that the public bring to us. One of the biggest commitments of the Community Safety Co-ordinator is fostering a positive relationship with the media and facilitating news releases, inquiries, clips and requests. This relationship with the media provides quick access to the media when required and usually enhances our public image with a positive spin.

## **B. Executive Summary**

The CSC continues to be a valuable asset to the North Bay Police Service by taking every opportunity available to reach out and meaningfully engage with individuals and groups alike. As noted later in this report the CSC has a wide scope of function as it relates to the description of the position.

Acting as a Service/community catalyst the CSC disseminates information to the public and actively participates with a wide selection of members of the communities of North Bay and Callander.

## **C. Activities**

Throughout 2013 the CSC provided our services to community partners through committees and met with many of them on at least a monthly basis. Presentations on different aspects of safety and police related topics were made to a wide variety of persons and groups covering an extensive demographic cross section. A summary of some of the activities of the C.P.S.C. are listed below:

### **Presentations**

A total of 40 presentations were made by the CSC to a variety of groups that included, seniors, university, elementary schools, secondary schools, Community Living cliental, mental health cliental, Children's Aid Society, Scouts, Girl Guides and other community organizations. This does not include those made by other officers in the Community Programs Section or other areas within the Service. Topics included drugs, elder abuse, street proofing, cyber safety, bullying, social media and traffic safety.

## Connecting Community Partners in Injury Prevention (CCPIP)

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

### Tours:

We continue to provide tours to the general public which includes schools, Scout troops, Girl Guides, college students as well as adult organizations. Most times this would be accomplished by our section, however on occasion this is done by the uniform section but arranged through our office.

### Media:

During the year 2013 the CPSC has provided or facilitated approximately 300 media interviews, not including the fielding of daily inquiries or take into account other officers who were assigned this responsibility when the CSC was unavailable. This also does not take into account the daily media releases. The Service recognizes the importance of maintaining a positive relationship with members of the media as it is a valuable community resource.

### Torch Run for Special Olympics:

In 2013 our Service once again participated in this very worthwhile event. Contributions, through Torches for Toonies, and our Barbeque were allocated to the North Bay organization as well as the Provincial initiative. Our Police Service has a strong commitment to the Special Olympics and in 2014 we will be dedicating one officer from Community Programs to assist with the 2015 Winter Special Olympics.

### Ride for Dad:

Our service participated in this charity event in 2013 for the sixth consecutive year. A cheque was presented to the Sudbury Regional Health Centre for cancer research. This fundraiser brings awareness and education to Prostate Cancer. Our DARE Officer played a pivotal role in the committee with planning and execution of the event.

Our Service assists by providing a regular location for meetings and provides traffic assistance and expertise for the event itself. In actuality the public sees very little difference between the Association and the Police Service. Consequently both entities reap public relation benefits when this endeavour takes place.

2011-11-01

### Early Years Learning Centre:

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

### Canadore College:

We give information on our laws as well as speak to what Canadian Police Officers have as duties. This is done to a class that is taking English as a Second Language. Every year we are invited. It should also be mentioned that several times we do guest presentations on public relations and career opportunities to the Police Foundations students.

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

This group is composed of all community partners in both northeast and northwest Ontario. The mandate is to study all safety issues and identify trends that may be common to everyone and suggest solutions

### Road Safety Committee:

This group is made up of various community partners taking in other Police agencies, MTO, Health Unit, Fire, Ambulance and like minded groups. We address various road safety issues in Northeast Ontario and put that into play within our communities in a yearly event or two.

### Seniors at Risk

This group is made up of all enforcement agencies, and non profit seniors and wellness agencies. Monthly meetings promote seniors wellness and safety issues.

### Tim Horton Camp Day:

Community programs as well as several off duty police officers volunteer to wait on customers at Tim Horton Stores so all the proceeds can go to paying for needy children to go to summer camp.

### Amelia Rising:

We continue to be invited to this women's support group. When there, as well as provide good public relations, various topics of safety related subjects pertinent to women are addressed. This open line of communication fosters good will and an open door policy with our Service.

### Christmas Facilitation:

Prior to Christmas we pick up numerous knitted garments from 3 ladies that make them and we distribute them to organizations that assist the needy. This Year the Garments went to the Lutheran Redeemer Church, Children's Aid and LIPI. A second function is the gathering of toys that are delivered to LIPI for children's Christmas.

### Hands That Help

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

### Bike Rodeos

Assist the Lions Club in putting on bike rodeos at schools in North Bay and Callander.

### Committees and Events.

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

Internal Events- Awards, Promotion and Swearing in ceremonies, Honour Guards,  
Connecting Community Partners in Injury Prevention (CCPIP)  
Police Week  
NBPSHU (Health Unit)  
Crime Prevention Week  
Seat Belt Awareness campaign  
Rick Osbourne presentations  
Ride for Dad  
Ride for the Cure  
McDonald bike coupons  
Computer giveaway  
Wrist Band Campaign (Hands)  
Seniors at Risk  
Jail-a-thon  
Armed Forces day  
Drug Awareness Committee  
Anishnabek functions  
Man and a Pan (Community Living)  
Fashion Show (Habitat for Humanity)  
Correction Wellness Fair  
Various Church Groups  
Nipissing University

Canadore College  
Canadian Career College  
YMCA  
Buckle up Challenge  
NBPS Awards Luncheon Committee  
New Comers Network  
Community Living  
Callander Lions Club (Bike Rodeos)

**D. Performance Indicators**

The public's image and perception of the North Bay Police Service is excellent. One of the main reasons for this good reputation is the positive contact the Community Safety Coordinator has with the community. The relationships with the media and involvement with the community through all the venues outlined above directly affects the public's level of satisfaction.

Please see Appendix A

**E. Anticipated Issues for the Future**

As the requests for police participation with local groups increases, it is anticipated that the Community Safety Coordinator will need to evaluate, on a case by case basis, for the need of police involvement in the many requests from community partners.

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

The performance objectives for the Community Safety Coordinator in 2014 is the continued maintenance of the positive image that the North Bay Police Service has within the community through interaction with media and local community partners.

## Appendix A

### Interviews

### Other Duties

CTV	46	Media Releases	215
COGECO	18	Committee Meetings	89
CKAT	127	Presentations	40
Nip News	28	Tours	15
Nugget	25	Bike Rodeos	3
Bay Today	4	Training, Conferences and Webinars	2 days
CBC Radio	13	Other Commitments	13
Canadore	3	Problem Inquiries	50
Arranged	20	Other media inquiries	21
Total	284		



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Forensic Identification Services**

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**Report Date: 2014/01/29  
Author: Sandra Allary**

## **A. Mandate**

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

## **B. Executive Summary**

The Forensic Identification Services (FIS) Section consists of two full time personnel who have training and experience in forensic examination and evidence collection. These members are assigned to the Investigative Support Section and their duties include attending scenes of crime and other situations where a police response is required to document findings and observations. These members examine and search for evidence to assist with occurrences under investigation.

## **C. Activities**

In 2013, FIS members attended an increased number of sudden death scenes than in previous years and there was also an increase in the area of assaults. (See Appendix A) Although it appears the occurrences in relation to the Forensic Identification Services have dropped in 2013, there were several major case investigations that utilized the Forensic Services. These Major Case Investigations were lengthy and time consuming.

Routinely FIS personnel examine, search and document evidence associated to thefts, mischiefs, motor vehicle collisions, drug occurrences and search warrant executions. FIS personnel were also used for other tasks such as photographing cell phone text messages, downloading security videos, capturing photos of suspects from video, photographing victim injuries and fingerprinting suspects at time of release.



In 2013 *CS/pix*, a computer software program is designed to provide professional, accurate and detailed computerized fingerprint analysis and charting was implemented. The acquisition of this program has dramatically reduced processing time and results of fingerprint comparisons are a time saving benefit.

**D. Performance Indicators**

(See Appendix A)

**E. Anticipated Issues for the Future**

The increased use of computers and electronic devices in criminal activity will continue to be a challenge for forensic investigators. As well, there has been an increase in the use of sophisticated electronic surveillance systems. This is a rapidly changing and expanding area of policing that will require ongoing and progressive training.

In the ever expanding world of forensic science, associated technologies and sophisticated electronics, the Forensic Identification Section must maintain an extensive array of equipment and supplies for timely and efficient crime scene examination and analysis. The Section will strive to remain current and up to date by ensuring implements associated to collection and documentation of evidence are available to utilize. DNA kits, photographic and video equipment, crime scene materials, evidence collection kits, lighting, exhibit analysis devices and safety equipment are important basic apparatuses required to maintain the level of service expected by FIS.

With the purchase of a new vehicle, the Forensic Identification Services will be able to maintain a large amount of on scene forensic supplies that are necessary for collecting and documenting evidence gathered in close proximity to a crime scene or other venue where the services of FIS are required.

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

1. Continue to conduct in-service training with frontline and Criminal Investigations officers to familiarize them with the services that FIS Section provides and to review proper evidence recognition and handling techniques.
2. Continue training in relation to the ever-changing computer software that is available to the Forensic community.

3. Research equipment capable of recording 3D images of crime scenes that is compatible with Crime Zone, the currently used software.
4. Ensure efficient and streamlined handling of exhibits and evidence in compliance with Service procedures and legal requirements.

**G. Other**

**H. Appendices**

(See Appendix A)

## Appendix A

Forensic Identification Services	2011	2012	2013
Sudden Death	45	52	70
Sexual Assault	9	15	9
Assault (all levels)	N/A	52	67
Break and Enter	113	107	79
Robbery	N/A	15	11
Centre of Forensic Science Submissions	55	44	57
Fingerprint Analysis Reports (identifications)	14	13	13
DNA Data Bank Conviction Submissions	129	137	178
Photo Line Up	13	26	16
Persons Fingerprinted – Criminal	1,334	1,353	1245
Persons Fingerprinted – Non Criminal Live Scan = 106 of the 324 prints	63	324	270



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Information Technology**

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**Report Date: 2013/02/20**  
**Author: A. Andrews**

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

Using a secure network environment, the Information Technology Section provides the necessary hardware, software, technical support and training to members of the North Bay Police Service.

## **B. Executive Summary**

The Information Technology Section consists of an Information Systems Coordinator and an Information Systems Technician who support and maintain police and in-house systems. This Section liaises with federal and provincial agencies, municipal governments, and other police services in order to deliver information systems.

The North Bay Police Service (NBPS) is a member of the Ontario Police Technology Information Cooperative (OPTIC), which as a group use the *Niche Records Management* and *Intergraph* dispatching systems. OPTIC's membership consists of over 45 Ontario police agencies.

## **C. Activities**

The LiveScan system, which is an electronic fingerprint submission to the RCMP, has decreased wait time for those applying for record checks from three (3) months to two (2) weeks; this is an exceptional change. The system was originally intended for civilians requiring a record check for employment and volunteer purposes. The OPTIC group intends on expanding use of this system to capture criminal prints. Working as a collective group will reduce hardware and telecommunication costs. The first phase of this project is complete. The second and final phase involves implementation of a shared server at the OPTIC data center and implementation of two LiveScan Systems. These systems will be located in the *Fingerprint Room* at the Court house and North Bay Police headquarters.

Annual replacement of end-of-life hardware and software was completed with upgrades to computers, printers, servers and security devices. A planned upgrade of our network backbone began in 2013, and is expected to be completed in 2014.

A review of our telecommunications systems was conducted by an external consultant in hopes of finding efficiencies and savings without compromising the ever increasing demand of services. From the review, a number of recommendations were implemented and some upfront costs for these changes were incurred. Despite these costs, savings were attained in year one and will continue in subsequent years.

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

System availability is critical and proper monitoring and maintenance of systems reduce outage times. Downtime within our 24x7 hour department is very low.

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

Canadian Wireless Carriers were required to provide Text with 9-1-1 (T9-1-1) service for deaf, deafened, hard of hearing and speech impaired (DHHSI) by January 24, 2014. Phones registered for T9-1-1 service would allow DHHSI the ability of dialing 9-1-1 and then communicating their emergency using text messaging. DHHSI will need to contact their wireless provider to register their phone.

Public Safety Answering Points (PSAP) will require system upgrades before this service can be utilized. At this time T9-1-1 is not available for use in Canada however the goal of our Police Service is to have necessary upgrades completed by the end of 2014. Once these upgrades are in place, T9-1-1 service will be available in our community.

Other challenges faced by the Section this year include:

- Many hardware and software changes. As with any upgrade, problems may arise-which we try to minimize with deployment planning;
- Due to the many changes, scheduling training for shift workers may prove challenging;
- The expectation to receive an increase in help desk requests from users until staff are comfortable with the new systems;
- Fiscal constraints;
- Replacement of cruiser mobile workstations with an approved cost effective solution;

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

The following projects are the focus for 2014:

- Upgrade of the call/radio recording system;
- Explore the use of mobile solutions for Officers;
- Implement Text to 911 for hearing and speech impaired cell phone users
- Completion of LiveScan rollout for criminal prints
- Computer aided dispatch upgrade
- Network backbone upgrade



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Patrol Section**

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**Report Date: 2014/01/31**  
**Author: Inspector Robert Jerome**



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

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

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

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

## **B. Executive Summary**

The sixty five (65) officers assigned to the patrol section are organized into four (4) platoons. Each platoon is supervised by a Sergeant and Staff Sergeant, who report to the Divisional Commander, the Inspector in Charge of Operations. Each platoon however, was left somewhat diminished throughout the year as a result of various leaves of absence, accommodation requests and suspensions.

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

## **C. Activities**

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

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

**2013**

<b>Platoon</b>	<b>Total Hours Worked</b>	<b>Dispatched Calls</b>	<b>Criminal Code Charges</b>	<b>Reports</b>	<b>P.O.A. Notices</b>	<b>POA Summons</b>	<b>LLA or BY-Law</b>	<b>3-Day Reports</b>
1	29,808	7,920	634	2,200	587	41	74	490
2	30,576	9,262	527	2,330	485	37	84	579
3	28,668	10,061	755	2,416	384	55	84	579
4	28,680	8,413	559	2,181	259	47	81	305
<b>TOTAL</b>	<b>117,732</b>	<b>35,656</b>	<b>2,475</b>	<b>9,127</b>	<b>1,715</b>	<b>180</b>	<b>323</b>	<b>1,953</b>
<b>2012 Totals</b>	<b>82,740</b>	<b>37,172</b>	<b>2,645</b>	<b>7,337</b>	<b>1,894</b>	<b>242</b>	<b>576</b>	<b>2,192</b>
<b>% Change</b>	<b>42.3%</b>	<b>-4.1%</b>	<b>-6.4%</b>	<b>24.4%</b>	<b>-9.5%</b>	<b>-25.6%</b>	<b>-43.9%</b>	<b>-10.9%</b>

The increase in Total Hours Worked is due in large part to the more accurate accounting of hours through OSL.

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

The 2010 – 2015 Strategic Plan identified that eighty-one percent (81 %) of the constables on patrol have less than ten (10) years experience. Of all the sworn officers, seventy percent (70 %) have less than fifteen (15) years of experience. As in the previous year, continued dedication and resources must be applied to several areas of training, including Supervision, Advanced Patrol Training, General Investigative Techniques, Sexual Assault Investigation and Interview and Interrogation Techniques.

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

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

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

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

**G. Other**

N/A

**H. Appendices**

N/A



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Quality Assurance**

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**Report Date: 2014/02/05  
Author: Sgt D. Webber**

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

The Quality Assurance Officer (Q.A.O.) performs many functions within the Service. Listed below are the primary functions:

1. Conduct research, evaluate, report, and provide recommendations on Service policy, needs, operation, or administrative matters;
2. Formulate and present draft policies, plans, and procedures, which comply with established policing standards, and address Service needs;
3. Conduct audits of inventories of general property, seized drugs and alcohol, protected firearms, and other Service systems;
4. Arrange disposal of drugs, drug paraphernalia, alcohol, and firearms pursuant to Service procedures;
5. Perform the duties of head of the Complaints Bureau, in accordance with the *Police Services Act (P.S.A.)*;
6. Investigate public and internal complaints;
7. Prepare annual reports for the Chief of Police in relation to public complaints and policing in North Bay and Callander; and
8. Liaison Officer between North Bay Police Service (N.B.P.S.) and the Office of the Independent Police Review Director (O.I.P.R.D.).

## **B. Executive Summary**

The Quality Assurance Office fulfilled its mandate in 2013 in relation to the above primary functions. Validating and evaluating information in current Standard Operating Procedures, Memorandums of Understanding, Protocols and working Agreements is a time consuming but vital component of the function of the Q.A.O. Maintaining accurate and current information in these documents ensures compliance with Ministry Standards and identifies operational issues that provide guidance in our day to day duties.

Auditing a public business has two primary principles. First, auditing should be conducted in a way that makes the best possible use of public funds and second, those who conduct public business should be accountable for the prudent and effective management of the resources entrusted to them. Both of these principles are achieved by means of providing unbiased assessments of findings. In 2013 the Q.A.O. was responsible for conducting audits on general property, drugs, firearms and alcohol in the possession of the N.B.P.S. The QAO also conducted audits on Use of Force records, which includes records associated to use of force training, firearms training and requalification of members of the Emergency Response Team. The QAO also conducts an annual Informant Fund Audit. The results of all these audits were reported to Chief Cook and in some cases shared with the Board.

An equally vital component of the duties of the Q.A.O. is to conduct thorough investigations into Public and Chief's Complaints. In 2009 the O.I.P.R.D. was created. Its mandate was to act as an independent and antonymous entity that receives and reviews all public complaints determining if investigation is warranted. This organization has the capability of conducting their own investigations, directing investigations to another police service or to the Office of the Chief of Police of the North Bay Police Service for a thorough investigation. It is predominantly the duty of the Q.A.O. to investigate all complaints and report findings to the Chief.

### **C. Activities**

In 2013 nine (9) Public Complaints were received by the N.B.P.S. through the O.I.P.R.D. These, along with seventeen (17) complaints initiated by Chief Cook, were investigated by the Q.A.O. All of these investigations were in relation to conduct complaints and none were related to the service or the policies of the Service. The Q.A.O. is the Service's Liaison Officer with the OIPRD. In 2013 the OIPRD received three (3) complaints that were screened out for reasons such as the complaint was frivolous, vexatious, made in bad faith, the complainant was not affected, the complaint was made prior to October 19, 2009, the Director was of the opinion that the complaint could be best dealt with under another law other than the *Police Services Act* or it was not in the public's interest. Although these complaints are not investigated the Q.A.O. ensures officers are made aware of the allegation(s) made and advised of the decision of the Director of the OIPRD. The OIPRD did retain one (1) investigation, which was deemed unsubstantiated.

When an investigation pursuant to the *Police Services Act* is commenced the Q.A.O. fully probes the complainant's allegation(s) and provides the Chief of Police a comprehensive report detailing the circumstances along with recommendations. The O.I.P.R.D. has directed police services across Ontario to follow a reporting format that is uniform across the province. The criteria in the report and its' format have increased the time required to prepare a final report. The reports are distributed to the Chief of Police, the police officer, the complainant and the Director of the O.I.P.R.D.

One of the duties of the Q.A.O. is that of an auditor. In 2013 mandated audits were conducted on articles seized as evidence or held by the Service in relation to drugs, alcohol and firearms. Use of Force and Informant Fund audits were conducted to ensure compliance and accountability. An annual General Property Audit was conducted on all other material goods held by the Service. These audits accurately captured statistical data and provide recommendations in the form of a report to the Chief of Police. The audits are concluded with disposition reports, which permit the disposal or return of items no longer required for evidentiary purposes.

An audit in relation to drugs and firearms identifies submissions that are no longer required as evidence or have been authorized for destruction by various means. This is a time consuming process that requires the destruction of items by means of incineration. This process is concluded by disposing the items at the Vale smelter in Sudbury.

The Service currently has one hundred and sixty four (164) S.O.P.'s and a combination of sixty three (63) protocols and Memorandums of Understanding with a variety of external agencies. Changes in legislation, best practices and operational necessity are all factors that contribute or influence change as they relate to Standard Operating Procedures (S.O.P.). In 2013 thirty-four (34) S.O.P.'s were the subject of revision and re-release while seven (7) protocols, memorandums of understanding and/or agreements were amended.

The Q.A.O. is member of the Ontario Association of Law Enforcement Planners, which has representatives from over thirty (30) different police services throughout Ontario and the Quality Assurance Sub-Committee with representatives from approximately twenty-five (25) police services. Meetings are held bi-annually for the former entity and quarterly for the latter. Group discussions and presentations take place that identify policing issues facing police services throughout Ontario. This provides valuable information that can be incorporated into the Service's S.O.P.'s and policies. These multi-jurisdictional memberships facilitate transfer of information concerning policies and procedures and trends between all members of the associations and are an invaluable resource.

In 2013 the Ministry of Community Safety and Correctional Services announced a province wide audit on four (4) Ministry Standards will be conducted commencing in January 2013. The areas that will be examined are Bail and Violent Crime, Missing Persons, Police Response to High Risk Individuals and Preliminary Perimeter Control and Containment. A considerable amount of time has been attributed to ensure Board Policy and Standard Operating Procedures are current and reflective of the Ministry's Standards. A date has yet to be announced when the Ministry Audit will take place for our service.

In May of 2009 the Q.A.O. along with representatives from various agencies in the area, whose primary mandate concerned assisting persons with Autism, formed a committee with a view to improving awareness. In April 2010, with the assistance of the North Bay and Area Chapter of Autism Ontario and Donna Cunningham, a School Support Program Consultant with Hands the Family Help Network, training was delivered to all our sworn personnel on how to effectively interact with autistic individuals. This also resulted in the implementation of a registry for individuals with autism on our website. In 2013 the Q.A.O. continued to share information with several police services across Ontario with respect to their development of a similar registry.

The QAO has prepared an Autism Registry/Police Training in-service presentation that will be delivered to all the members of the police service in March 2014. This in-service training will become part of our employee orientation package. A similar presentation to the general public has been scheduled at Hands the Family Help Network .ca located on Lakeshore Drive on March 26, 2014.

The role of a Q.A.O. requires knowledge of federal, provincial and municipal legislative changes along with changes in current policing trends and making ethical decisions and acting ethically. Sharing this information is a very important component of the position. Over the past several years the Q.A.O. has provided in-service training with recruits that had recently returned from the Ontario Police College (O.P.C.). Sharing experiences and knowledge better prepares these new officers for the changes they will incur in employment, life style and expectations from our Service and the public.

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

- Standard Operating Procedures – Thirty four (34) of one hundred and sixty four (164) were reviewed and updated.
- Liaised with community partners resulted in seven (7) revised protocols, memorandums of understanding and working agreements.
- Public Complaints – nine (9) investigations.
- Chief's Complaints – seventeen (17) investigations.
- Audits – Six (6) including firearms, liquor, drugs, general property, Informant Fund and Use of Force.
- Review twenty nine (29) Departmental Annual Reports that were incorporated in Annual Reports for North Bay and Callander.
- Initiating and delivering in-service training to existing officers and new recruits.

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

Sources that provide or facilitate change come to the attention of the Q.A.O. in various forms or mediums. Ensuring information is received and implemented into policy, procedure, protocol or memorandum of understanding in a proficient manner will always be anticipated issues for this position.

Keeping up to date with changes at all levels of government is essential. Making the amendments to policy in a timely fashion is a challenging task given the variety of tasks associated to the position as well as time management.

With the creation of the O.I.P.R.D. and its relative short tenure, on-going changes and clarifications to the process have been made. Ensuring compliance and disseminating information to Command Staff and other sworn personnel will be



conducted through memorandums, e-mail, changes to standard operating procedures, internal dialogue and/or presentations.

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

- Review and update scheduled S.O.P.'s and Protocols.
- Review and re-release of older S.O.P.'s.
- Conduct internal audits.
- Maintain the current audit functions pursuant to S.O.P.'s.
- Continue with in-service training as it pertains to legislative changes with existing officers and new recruits.
- Continue to act as the Service's liaison for the Autism Registry fielding inquiries and providing information to the public and other police services.
- Continue to liaise with existing community partners.
- Identify opportunities to develop new partnerships with different entities from within North Bay and Callander.
- Continue to liaise with other police services to gather information on best practices as they relate to the operation and delivery of the police service.
- Continue to conduct police complaint investigations with impartiality while maintaining a strong commitment to resolve complaints through the fortification of positive resolutions that are acceptable to the complainant, officer and the police service.
- Work in concert with the Police Services Board Secretary to ensure Board Policies are current, easy to locate both electronically and in paper copy and streamline all Adequacy Standards Policies into one Board By-Law.



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Snowmobile Patrol**

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**Report Date: 2013/12/05  
Author: Cst. S. Carleton**

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

The Joint Forces Snowmobile Unit is a joint endeavor between the North Bay Police Service and the Ontario Provincial Police.

The Unit's mandate is to:

1. Patrol North Bay/Callander area snowmobile trails, including the Ontario Federation of Snowmobile Clubs (O.F.S.C.) snowmobile trails, thus providing a high police presence.
2. Enforce the *Motorized Snow Vehicle Act* (M.S.V.A.) and other statutes related to motorized snow vehicles (M.S.V.), all-terrain vehicles (A.T.V.) and off-road vehicles (O.R.V.) on trails, roads and frozen water bodies.
3. Investigate M.S.V., A.T.V. and O.R.V. collisions, assist with search and rescue operations requiring M.S.V. support, and assist with other agencies by offering M.S.V. support for first responders.
4. Investigate Criminal Code, *Trespass to Property Act* (T.P.A.) and other complaints from various provincial or federal acts or statutes.
5. Assist with training for the Snowmobile Trail Officer Patrol Program (S.T.O.P.) Officers.
6. Participate in safety presentations to various community groups and schools.
7. Attend local events and North Bay and area snowmobile club meetings.

## **B. Executive Summary**

Over the course of the 2013 snowmobile season Officers were on general patrol in various areas in and around North Bay including; Callander, Powassan, Bonfield, Mattawa, Marten River, Corbeil and Astorville. The areas patrolled were in conjunction with the Ontario Provincial Police-North Bay cluster.

While on patrol, Officers were ensuring operators of M.S.V.'s and O.R.V.'s were in compliance with the mandatory regulations associated to their specific vehicle type. This included compliance that operators carried appropriate documents, had valid O.F.S.C. trail passes, were wearing the appropriate safety equipment and operating their vehicles in a safe manner. In addition to M.S.V. and O.R.V. checks, Officers focused their efforts on anglers and ice shack owners for compliance with *Fish and Wildlife Conservation Act* and *Liquor Licence Act*.

In total, Officers travelled approximately 2500 kilometres of O.F.S.C. trails and lakes. During their patrols, Officers checked approximately 500 M.S.V's and 50 A.T.V.'s.

The Joint Forces Snowmobile Unit issued 89 Offence Notices, which were broken into the following categories:

*Motorized Snow Vehicle Act* - 14

*Off-Road Vehicle Act* - 5

*Liquor Licence Act* - 32

*Fish and Wildlife Conservation Act* and Fishery Regulations - 4; and

*Highway Traffic Act* - 9

In addition to general patrol, Officers also conducted Criminal Investigations. Officers laid 25 criminal charges contrary to the *Controlled Drugs & Substances Act* and assisted in the investigation of 3 *Criminal Code* charges. One was an impaired care and control of a motorized snow vehicle and the remaining two pertained to the possession of prohibited weapons.

This season the M.S.V. patrol investigated 1 motor vehicle collision.

### **C. Activities**

Officers conducted general patrol throughout the Ontario Federation of Snowmobile Club trails in the North Bay, Bonfield, Corbeil, Powassan, Nipissing and Mattawa areas. The general activities included checking snowmobilers for required documentation and assuring compliance to legislative and regulatory requirements. The Joint Forces Snowmobile Unit also conducted many combined patrols with Conservation Officers from the Ministry of Natural Resources to ensure compliance with fishing regulations.

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

### **D. Performance Indicators**

Within the Unit's jurisdiction there were no reports of serious injury as a result of a M.S.V. related collision. These figures may, in part, be attributed to the increased presence of Officers on snowmobile patrols, education and the use of media. One of the most effective means of communicating snowmobile safety is derived through interpersonal interaction with motorists. Taking advantage of these opportunities allows officers to share information about trail and ice

conditions on lakes and rivers, enforcement issues and other matters that are of relevance.

The Joint Forces Snowmobile Unit is a support unit as well as a response unit. Officers observed an increase in call volume in 2013, partly enabled by Officers having Bluetooth capabilities in their helmets. This resulted in dispatchers from both Services being able to contact officers while operating their M.S.V.'s. This proved to be vital as in the past it was difficult to communicate with dispatcher's or other Officers seeking assistance.

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

It is anticipated policing during the winter of 2014 snowmobile season will be similar to that of previous years. Regulatory compliance with licensing, insurance and trail pass display over the 2011, 2012 seasons has greatly improved through educating the public through our local media. Provisions of the *Liquor Licence Act* have been reinforced pertaining to ice fishing shacks through direct contact or by advertisements on television and radio. This issue, however, still remains an ongoing concern. Maintaining awareness through public education about safety issues will continue to be a vital component of our respective police services. Officers assigned to the Joint Snowmobile Patrol Unit maintain an important role providing accurate information to the public.

Snow conditions for the 2013 season were poor. Officers spoke to tourists on a regular basis while on patrol. The general consensus was many of the snowmobilers were travelling North and to the Province of Quebec due to better trail conditions. Although ridership in the area may have declined slightly it is still very important to maintain a police presence on area trails and lakes to ensure the safety of those persons who enjoy outside winter activities.

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

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

Ultimately, the Joint Motorized Snow Vehicle Unit hopes to continue its effective efforts in maintaining a safe atmosphere for those local and out-of-town winter enthusiasts by providing policing excellence through our shared commitment.



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report**

### **Street Crime Unit**

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**Report Date: 2014/01/23**  
**Author: Det. Cst. M. Parker**

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

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

## **B. Executive Summary**

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

In 2013 officers experienced an active year continuing to investigate *Criminal Code* (CC) property crimes as well as actively enforce the *Controlled Drugs and Substance Act* (CDSA).

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

## **C. Activities**

The following is a brief overview of the investigations conducted by the SCU in 2013:



In mid January 2013, a search warrant on indoor Marijuana grow operation in the City was executed. This led to the seizure of \$334,220.00 worth of growing and harvested Marijuana and equipment used for a Marijuana growing operation. As a result of this search warrant, the house was seized as offence related property. Two people were charged with a variety of charges related to Production of a Controlled Substance.

Later in January, a male with an outstanding warrant was located in the city. He was arrested on the warrant and a search revealed Fentanyl patches in his possession. A search warrant was conducted on the hotel room that he was renting and other drugs were located in the room including Marijuana, Percocets and Cocaine.

In February 2013, a search warrant was executed on a house that resulted in the seizure of \$2,110.00 cash and \$3,600.00 worth of Marijuana. Two parties were charged in relation to Possession for the Purpose of Trafficking. In addition a firearm was seized from the residence.

Towards the end of February, information on a person in possession of a handgun led to an Emergency Response Team and the Street Crime Unit entry into a local boarding house. Among the seized items were Oxycodone, Cocaine, Crack Cocaine and Morphine. Six people were arrested and charged with various offences including Possession of a Controlled Substance, Breach of Court Order and Production of a Controlled Substance.

In March 2013, after a male was arrested at a local pool hall for Possession for the Purpose of Trafficking Cocaine, the Street Crime Unit executed a search warrant at the individual's house. More Cocaine, Marijuana and 40 LSD pills were located at the residence.

Later in March, surveillance by the Street Crime Unit resulted in the arrest of two females and the seizure of 4.5 grams of Cocaine. At the time of the arrest, both females were charged with drug related offences. A Judicial authorization executed on one of the female's phone resulted in four further charges of Conspiracy to Commit an Indictable Offence of Trafficking.

In April 2013, surveillance of a known drug dealer's residence resulted in a search warrant being executed. The supplier left the residence while a Street Crime Unit Officer was watching. As he left, the supplier was arrested and found to be in possession of \$14,980.00. During the search warrant, 574 grams of Cocaine was located with a street value of \$66,837.00. Three people were arrested and charged with drug trafficking and *Criminal Code* offences.

At the end of April, an individual wanted on a warrant was arrested in North Bay. During the search of this person, 411 Methamphetamine pills were located with a street value of \$4,800.00.

In May, surveillance of an individual resulted in a Fentanyl drug deal being witnessed by Street Crime Unit Officers taking place in a vehicle. Both individuals were arrested and an amount of Fentanyl and cash was seized along with the car that the deal was taking place in.

In June, Street Crime Unit Officers assisted the Uniform Patrol officers in arresting a male wanted for a domestic breach of release conditions. The victim of the domestic would assist the man in hiding whenever a Patrol vehicle attended. Therefore, the use of plain vehicles and plain clothed officers allowed for the arrest by having police in the area undetected.

In July 2013, a drug dealer that had previously been identified in Project Netherfield contacted a North Bay Police officer mistakenly believing them to be involved in the drug trade. A meet was organized between this individual at a local coffee establishment. The resulting seizure in prescription drugs is the largest by North Bay Street Crime Unit. It included Fentanyl, Morphine, Oxycodone, Clonazepam and Codeine. The street value of the drugs was over \$100,000.00.

At the end of July, a search warrant executed on a known drug dealer's residence resulted in the location of Cocaine, Oxycodone, Morphine, Percocets, Marijuana and Crack. In addition to this, nearly \$14,000.00 was located concealed in the residence.

In August, observations at a local motel known for drug activity resulted in the arrest of two people in a taxi cab and the seizure of 17.4 grams of Cocaine. A search of one of the arrested parties resulted in further weapons charges when a set of brass knuckles was found.

Later in the month, robberies occurred at two local convenience stores in the same weekend. Information was received that the individual responsible for these robberies would be at a local store within the hour. Surveillance was set up at the store and the suspect was arrested.

In September and October, the North Bay Police service conducted an undercover project titled Project Hope. Project Hope was designed to assist in the identifying and prosecution of people involved in the selling of prescription medication. An undercover officer was used to infiltrate the local drug underworld and purchase prescription drugs such as Fentanyl, Oxycodone, Percocets and Morphine. In addition to the prescription drugs, other illegal drugs were sold to the undercover officer. Project Hope resulted in 20 people being

charged with 91 charges and two search warrants on private residences were executed. \$17,000.00 worth of drugs were purchased or seized along with \$12,820.00 cash. In addition, two cars were seized as offence related property.

In December 2013, a local couple were arrested returning from a drug run and found to be in possession of 10 Fentanyl patches. A search warrant conducted on their house located items believed to be used to assist them in the trafficking and obtaining prescriptions for Fentanyl. The vehicle they were travelling in was seized as offence related property.

Also in December, a marijuana trafficker was stopped and arrested in possession of 1,412 grams of Marijuana with a street value of \$21,180.00. In addition to this, a small amount of Morphine was located on the driver.

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

See Appendix A.

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

The trafficking and use of prescription drugs continues to be the main concern for the Street Crime Unit. With generic Oxycodone tablets hard to purchase, drug users are turning to the more powerful and unpredictable, Fentanyl. This causes concern for police in a number of means. Due to the fact the drug is contained in a clear patch, it is easier to conceal during police searches. In addition, when consumed the drug may not be uniformly distributed on the patch; therefore, the user is not able to monitor or regulate their intake. This may result in accidental overdoses as seen through the course of the past year. Two members of the Street Crime Unit have teamed with local pharmacists and Doctors and defined a 'Patch for Patch' system for prescription holders of Fentanyl in an effort to stem the abuse of the drug.

Associated crimes of drug abuse continue in the form of theft, break and enters and robberies.

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

1. Continue to target the higher level distributors of prescription drugs by using informants and sources available to the police.
2. Utilize information provided by pawn shops to identify people involved in break and enters and the sale and distribution of stolen items.

3. Continue to seize items such as vehicles, phones, computers used by drug traffickers to make it harder for them to go back to selling drugs after they have been arrested.
4. Monitor crime trends and police intelligence for street gang, organized crime and other criminal activity.
5. Educate Patrol Officers as trends in drug activity changes in North Bay and Callander.

## H. Appendices

### APPENDIX 'A'

#### Street Crime Performance Indicators

<u>DESCRIPTION</u>	<u>2013</u>	<u>2012</u>
Investigations	344	425
Total Drug Charges	179	113
Total Criminal Charges	165	135
Property Related	64	29
Break and Enter	2	5
Robbery/Extortion/Weapons	12	24
Assault	1	3
Breach of Court Order	57	48
Fraud	0	2
Other Charges (Obstruct/Threats)	12	10
Conspiracy/Criminal Organization/Laundering	5	14
Judicial Authorizations (Warrants/Production Orders)	14	22

Value of Drugs Seized (Including Project Hope)	\$628,815.00	\$247,000.00
Value of Property Seized (Including Project Hope)	\$326,820.00	\$157,000.00



# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Training**

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**Report Date: 2014/01/17**  
**Author: Acting Sergeant Jim Kilroy**

## **A. Mandate of the Training Section**

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

## **B. Executive Summary**

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

## **C. Activities**

In 2013 North Bay Police Service members attended many locations throughout the province to receive training. 2013 training included, but is not limited to the topics of:

- Advanced communications
- General investigation
- Basic constable training
- Police complaint resolution
- Search warrant
- Managing investigation using Power Case
- Domestic violence coordinator
- Drug investigation
- Sexual assault
- Youth officer conference
- Business writing
- Homicide investigation
- Labour conference
- Biker enforcement
- Health and Safety
- Distracted Driving
- Interviewing course
- Mobile surveillance course
- Fraud investigation
- Death investigation
- Child exploitation investigation
- Hate crime investigation

In 2013, both sworn and civilian members also received training through our own Service. In-service training included, but was not limited to:

- Emergency Response Team training
- Use of force training
- Suspect Apprehension Pursuit Training
- Domestic Violence Training
- Mental Health Outreach Training

The North Bay Police Service provides educational subsidies for employees who undertake training or educational initiatives on their own volition. In 2013 educational subsidies amounted to \$6, 012.34 compared to \$8, 417.27 in 2012, a reduction of 29%.

In total, \$71, 410.70 was utilized for training purposes in 2013, compared to \$104, 091.90 in 2012 for training of our members, a reduction of 31%.

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

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

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

E-learning has quickly developed into a viable avenue of training that permits members to receive information at times that are conducive to their schedule. The Ontario Police Video Training Alliance (OPVTA) was utilized through Routine Orders, and in 2013 all sworn officers viewed *Cover and Concealment* and *Investigative Detention-Traffic Stop Articulation*.

Also in 2013, 11 certificates were acquired through the Canadian Police Knowledge Network (CPKN) training. CPKN provides the opportunity to facilitate police learning on line and being integrated into part of course curriculum for OPC police courses.

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

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

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

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

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





# **NORTH BAY POLICE SERVICE**

## **2013 Annual Report Youth Office**

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**Report Date: 2014/01/15**  
**Author: Detective Constable H. Boissonneault**

## **A. Mandate**

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

## **B. Executive Summary**

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

In 2013 the Service continued to receive many requests for assistance in dealing with youth related issues. The Youth Officer worked in collaboration with our community partners to identify and review issues and resolve service gaps. A primary focus was the Youth Justice Committee and Youth Mental Health Pre-Charge Diversion, which have been instrumental in bringing young offenders and the community together for more comprehensive resolutions for both the offenders and the victims.

## **C. Activities**

### **Youth Pre-Charge Diversion Program**

Through the Youth Pre-Charge Diversion process, the Youth Officer provided assistance to parents and guardians experiencing difficulty with children under their care. Interviews were conducted to identify areas of concern and to provide advice and information regarding appropriate consequences and resources available in the community. During this process, the Youth Officer occasionally received information regarding youth criminal activity.

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

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

### Youth Justice Committee

In 2013 the Youth Officer maintained involvement in the Youth Justice Committee (YJC) as a steering committee member. The YJC continued to be a valued resource in dealing with youth crime.

The Youth Officer assisted the Coordinator of the Youth Justice Committee in recruitment presentation to potential volunteers for the YJC program. This presentation was very well received by the North Bay Community. The Youth Officer then assisted in completing ten (10) interviews of volunteers wanting to become a member of the Youth Justice Committee.

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

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

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

### Child Abuse Prevention Committee

The Youth Officer continued to represent the North Bay Police Service on the District of Nipissing Child Abuse Prevention Committee, a multi-disciplinary group

of professionals and independent individuals concerned with the prevention of child abuse.

Concerns regarding investigators' skill in the area of child interviews relating to their admissibility in court had been raised in previous years by the Crown Attorney. This was identified as problematic throughout the North East Region. As a result, a subcommittee was formed and a grant was received from the Department of Justice Canada to develop frontline training in this area. This training continued in 2013. Previously trained investigators formed a monthly Peer Review group and were able to provide and receive feedback in this complex area of forensic child interviewing.

A subcommittee consisting of the Youth Officer and Victim Witness Assistance Program organized several meetings with various community stakeholders regarding the feasibility of Child and Youth Advocacy Centres. These centres are designed to provide a coordinated approach to child abuse investigations, while centralizing all the professionals required for child-abuse investigations, including law enforcement, child protection workers, medical professionals and trauma counsellors. The subcommittee also liaised with organizers of the first Child and Youth Advocacy Centre in Toronto.

#### Other Activities

A review of the Child Abuse and Neglect Protocol between the District of Nipissing and Parry Sound Children's Aid Society, the Office of the Crown Attorney and the North Bay Police Service, resulted in a new procedure in relation to case conferencing on high risk children and youth. As a result, the Youth Officer attended six (6) case conferences with other community agencies to deal with at-risk youth experiencing numerous difficulties, to provide guidance and assistance.

In April the Youth Officer attended a presentation at West Ferris Secondary School by Shea Theatre Group entitled 'Far From the Heart'. Following the presentation the Youth Officer spoke to students about legal consideration regarding the issue of consent in any sexual relationships.

In July the Youth Officer conducted a presentation at the Near North Youth Centre, a secure custody facility for female offenders aged 12 to 17 years, to address offending behaviours and reintegration into their communities.

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

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

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

In 2012, a new partnership was formed with Canadian Mental Health Association to deal with youth offenders with mental health issues. Pre-charge referrals are now also made to the Mental Health and Justice Prevention Program. This partnership continued throughout 2013 and there was an increase in referred youths who benefited greatly from the intensive case management that was provided. In December 2013, the Senior Policy Advisor of the Ministry of Children and Youth Services conducted a review of our community Youth Mental Health Services and provided positive comments regarding the model developed by the North Bay Police Service and local Mental Health Association.

The Youth Officer initiated public safety advisories to address the dangers of internet child luring and to encourage parents to communicate with their children about the possibility of victimization. The ongoing issue of the age of consent for sexual activity between young people was the subject of another media release.

#### **D. Performance Indicators (See Appendices 1 and 2)**

In 2013, the Youth Office investigated twenty five (25) occurrences of offences against children.

Of these occurrences, a total of 43 criminal charges were laid. The following types of criminal charges were laid:

- Sexual Assault
- Historical Sexual Assaults
- Sexual Interference with a person under 16 years of age
- Invitation to Sexual Touching under 16 years of age
- Luring a Child via a computer - sexual exploitation
- Communicating with a person under the age of 16 for the Purpose of Engaging in Prostitution
- Child Abuse
- Trafficking in a controlled substance to children
- Breach of Probation

For the reporting year of 2013, there were a total of ninety-six (96) extrajudicial youth referrals for various criminal acts.

The Youth Officer also assisted with a variety of other investigations including sexual assaults, fraud, criminal negligence causing death, manslaughter, trafficking in methadone, robbery, domestic violence, breach of court orders and child pornography. DNA warrants, Production Orders and Threat Assessments were also prepared.

The Youth Officer assisted in six (6) Community High Risk Case Conferences, involving five young people and one young adult. One of these cases necessitated an application for a Recognizance under the Criminal Code of Canada to establish conditions on a young person based on the fear they would offend against a child.

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

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

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

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

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

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

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

1. Maintain the community partnerships that have been established. Participate on relevant committees and provide lectures and presentations to youth related organizations
2. Continue with the development of the forensic child interview training program and peer review process to maintain and enhance interviewer knowledge, skills and abilities.
3. Develop and facilitate training for frontline officers in the area of child interviewing and youth crime referral process.
4. Continue to research the feasibility of Child and Youth Advocacy Centres.
5. Continue to foster the Pre Charge Referral with Youth Mental Health and review the Protocol between the North Bay Police Service and Youth Mental Health to establish specific procedures.

#### **H. Appendices**

Appendix 1 –Youth Officer Investigations (2013)  
Appendix 2 – Youth Pre-Charge Referrals (2013)  
Appendix 3 – Youth Referral Offences (2013)

**Appendix 1**  
**Youth Officer Investigations**

	2013	2012	2011	2010
<b>Offences against children Investigations</b>	25	25	14	13
<b>Other Investigations</b>	9	16	12	16
<b>Charges</b>	56	28	30	32
<b>Youth Referrals</b>	96	84	71	89

**Appendix 2**  
**Youth Pre-Charge Referrals**

	2013	2012	2011	2010
<b>Youth Justice Program Referrals</b>	51	59	64	78
<b>Returned to Investigating Officer</b>	6	5	5	5
<b>Written Warnings</b>	25	13		
<b>Mental Health Diversion</b>	13	2	0	0
<b>Other</b>	1	5	1	0
<b>Youth Referrals (see below)</b>	96	84	71	89
<b>Males</b>	71	68	51	56
<b>Females</b>	25	16	20	33



**Appendix 3**  
**Youth Referral Offences**

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



## 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: February 20, 2014

Date of Meeting: March 11, 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 November 20, 2013 to February 14, 2014."

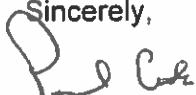
Board By-law #05/01 directs the Chief of Police to submit personal expenses to the Board on a quarterly basis. The expenses reported on should include credit card invoices and per diem expenses. Enclosed are Visa statements outlining my expenses for the dates stated. The table below breaks out these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

#	Date	Visa Amount	Per Diem	Comments
1	Nov. 20	\$192.01		CISO Governing Body Meetings in Toronto - Accommodations
2	Nov. 20		\$27.50	As Above
3	Nov. 21	\$189.37		Ontario Police & Fire Bravery Medal Ceremony in Toronto – Accommodations (Reimbursed)
4	Nov. 21	\$77.50		As Above – Fuel (Reimbursed)
5	Nov. 21		\$17.50	As Above (Reimbursed)
6	Nov. 28	\$71.25		OPC Graduation Ceremony in Aylmer - Fuel
7	Nov. 28	\$143.17		As Above - Accommodations
8	Nov. 28		\$55.00	As Above
9	Dec. 9	\$114.84		Police Funeral for Cst. Zivcic in Toronto (Accommodations)
10	Dec. 9		\$55.00	As Above
11	Dec. 23	\$45.46		Lunch Meeting with OPP Chief Supt. Labelle

12	Jan. 7	\$64.25		OACP Justice Committee Meeting in Brampton – Fuel (Reimbursed)
13	Jan. 7	\$129.95		As Above – Accommodations (Reimbursed)
14	Jan. 7		\$37.50	As Above (Reimbursed)
15	Jan. 8	\$127.60		OACP Meeting in Mississauga – Accommodations (Reimbursed)
16	Jan. 8	\$32.77		As Above – Parking (Reimbursed)
17	Jan. 8		\$37.50	As Above (Reimbursed)
18	Feb. 5	\$22.50		Championing Change Symposium in Toronto – Parking (reimbursed)
19		\$207.65		As Above – Accommodations (Reimbursed)
20	Feb. 5	\$66.50		As Above – Fuel (Reimbursed)
21	Feb. 5		\$37.50	As Above (Reimbursed)
22	Feb. 12	\$42.88		Lunch Meeting with DARE Board Chair

I invite any questions or comments from the Board.

Sincerely,



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

**US Bank**

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

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
11-20	11-21	5541	ULTRAMAR #32705 ORILLIA ON	74500013324570101547275	M77.50
11-20	11-22	3504	HILTON TORONTO AIRPORT FD MISSISSAUGA ON	74479323325072000578419	M192.01
11-22	11-25	7011	EATON CHESLSEA HOTEL FD TORONTO ON	74479323328072005456055	M189.37
11-28	12-02	5541	ESSO 1251 WELLINGTON RD S LONDON ON	74064493333920117369464	M71.25
11-28	12-02	3581	DELTA LONDON ARMOURIES LONDON ON	74500013333667479863646	M143.17
12-09	12-11	3503	SHERATON TORONTO AIRPORT TORONTO ON	74450773344072002109623	M114.84
12-17	12-18	4722	EXPEDIA*TRAVEL 800-367-3476 ON	74537883351000334276186	M127.60

<p>General Customer Inquiries 800-588-8065 Outside North America, collect 416-306-3630</p> <p>Lost or Stolen Cards 800-588-8067 Outside North America, collect 416-306-3636</p>	ACCOUNT NUMBER	ACCOUNT SUMMARY	
	STATEMENT DATE 12/20/13	PURCHASES, FEES & ADJUSTMENTS	\$915.74
		CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$130.48
		CREDITS	\$0.00
		STATEMENT TOTAL	\$915.74

Trademark of U.S. Bank National Association.



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

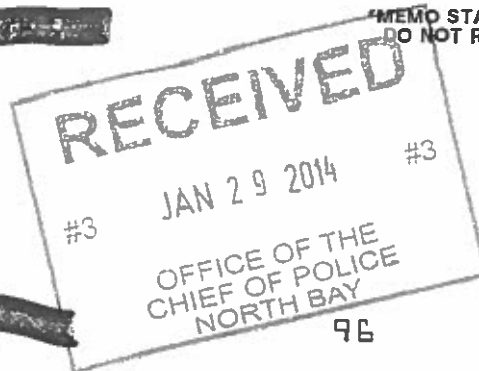


ACCOUNT NUMBER

AMOUNT DUE

\$0.00

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



### 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
12-23	12-26	5812	CASEY'S GRILL - BAR NORTH BAY ON	74064493358820101257248	M45.46
01-07	01-08	5541	ESSO 7995 KENNEDY ROAD S BRAMPTON ON	74064494007920112810432	M64.25
01-07	01-09	3690	COURTYARD BY MARRIOTT-BRA BRAMPTON ON	74450774008004050034473	M129.95
01-08	01-13	7011	EATON CHESLSEA HOTEL FD TORONTO ON	74479324010072000539815	M32.77

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	\$272.43
	STATEMENT DATE	CASH ADVANCES	\$0.00
	01/20/14	DISPUTE AMOUNT	\$130.48
		CREDITS	\$0.00
		STATEMENT TOTAL	\$272.43

Trademark of U.S. Bank National Association.



## Cardholder Activity

Name: PAUL COOK

Account Number: [REDACTED]

Cycle End Date: Open

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total ←-----→	National Allocation Amounts	Regional -----→	Source Currency Accounting Code	Currency Amount Allocation Comment
2014-02-05	TORONTO PARKING AUTHOR	\$22.50	\$2.59	\$0.00	CAD	22.50
2014-02-06	TORONTO, ON	\$22.50	\$2.59	\$0.00		
2014-02-05	THE DRAKE HOTEL	\$207.65	\$23.89	\$0.00	CAD	207.65
2014-02-06	TORONTO, ON	\$207.65	\$23.89	\$0.00		
2014-02-05	CDN TIRE GASBAR #01667	\$66.50	\$7.65	\$0.00	CAD	66.50
2014-02-07	TORONTO, ON	\$66.50	\$7.65	\$0.00		
2014-02-12	CASEY'S GRILL - BAR	\$42.88	\$4.93	\$0.00	CAD	42.88
2014-02-14	NORTH BAY, ON	\$42.88	\$4.93	\$0.00		

Activity Totals	Purchases	Payments	National Taxes	Regional Taxes
\$339.53	\$339.53	\$0.00	\$39.06	\$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_



## 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: March 7, 2014  
Date of Meeting: March 11, 2014

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

**Subject: Quarterly 2014 Budget Report - First Quarter**

**Recommendation: Information Item**

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

Find attached a report prepared by Mr. Lalande, which outlines the status of the Board's Operating Budget as of March 6, 2014. 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  
Chief of Police

07/03/2014

	14 BUDGET	COLLECTED/SPENT AT ABOVE DATE	BUDGET BALANCE
REVENUE	\$ (1,994,428)	\$ (64,907)	\$ (1,929,521)
TOTAL EXPENSES	\$ 18,627,590	\$ 3,675,572	\$ 14,952,018
NET BALANCE	\$ 16,633,162	\$ (3,610,665) ***	\$ 13,022,497



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



07/03/2014

REVENUE	\$	(64,907)
PAYROLL COSTS	\$	3,232,963
BOARD COSTS	\$	6,984
ADMINISTRATION	\$	35,533
EMERGENCY LAW	\$	12,578
TRAFFIC	\$	109
COMMUNICATIONS	\$	40,566
BUILDING MAINT	\$	53,273
UNIFORMS & EQUIP	\$	35,799
FLEET	\$	82,193
TRAINING	\$	15,876
COMPUTERS	\$	159,698
TOTAL EXPENSES	\$	3,675,572
NET	\$	3,610,665

\*\*\* board contingency amount removed

Clarification Notes on Line Items:

YTD FINANCIAL REPORT  
AS AT 03/06/14

PREPARED 03/06/14

WORKSHEET NAME POLICED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7001-362.04-05	TAXI LICENSE	33,250-	21,114-	0	21,114-	12,136-	.64
100-7001-362.04-20	COURT FINES	55,000-	0	0	0	55,000-	.00
100-7001-362.04-23	COURT SECURITY UPLOAD	421,627-	0	0	0	421,627-	.00
100-7001-362.04-50	SALE OF SURPLUS EQUIPMENT	0	0	0	0	0	.00
100-7001-362.04-70	TSF FROM RESERVE FUND	0	59,522-	0	59,522-	59,522	.00
100-7001-362.04-74	REFUNDS	0	8,893-	0	8,893-	8,893	.00
100-7001-362.04-74	REFUNDS	500-	17	0	17	517-	.03-
100-7001-362.04-80	SUNDRY REVENUE	0	0	0	0	0	.00
100-7001-362.04-91	GEN FUND SURPLUS/DEFICIT	0	0	0	0	0	.00
100-7001-362.05-24	SAFER COMMUNITIES GRANT	280,000-	38,686	0	38,686	318,686-	.14-
100-7001-362.05-24	SAFER COMMUNITIES GRANT	15,400-	15,400	0	15,400	30,800-	1.00-
100-7001-362.05-36	R.I.D.E. PROGRAM	270,000-	0	0	0	270,000-	.00
100-7001-362.05-38	COMMUNITY POLICING GRANT	0	0	0	0	0	.00
100-7001-362.05-39	FEDERAL RECRUITMENT PROGR	0	0	0	0	0	.00
100-7001-362.07-04	MUNICIPAL LEVY	0	0	0	0	0	.00
100-7001-362.07-04	OFFICE SPACE LEASE/RENT	1,865-	1,859-	0	1,859-	6-	1.00
100-7001-362.08-50	ADMINISTRATION FEES	110,000-	789	0	789	109,211-	.01
100-7001-362.08-56	RETURN CHEQUE CHARGE	0	0	0	0	0	.00
100-7001-362.08-69	OTHER ADMINISTRATION FEES	182,200-	26,833-	0	26,833-	155,367-	.15
100-7001-362.09-67	RECOVERY OF WAGE COSTS	138,586-	0	0	0	138,586-	.00
100-7001-362.09-92	CONTRACT POLICING	478,400-	0	0	0	478,400-	.00
100-7001-362.09-92	CONTRACT POLICING	7,600-	0	0	0	7,600-	.00
100-7001-362.09-95	DONATIONS / GRANTS	1,994,428-	64,907-	0	64,907-	1,929,521-	.03
REVENUE							
100-7001-362.09-95	POLICE REVENUES	1,994,428-	64,907-	0	64,907-	1,929,521-	.03

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	72,062	0	72,062	361,850	.17
100-7003-472.10-02	TEMPORARY SALARIES	170,799	11,408	0	11,408	159,391	.07
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	1,813	0	1,813	8,387	.18
100-7003-472.12-02	VACATION	9,446	655	0	655	8,791	.07
100-7003-472.12-06	STATUTORY CIVILIAN	840	0	0	0	840	.00
100-7003-472.14-03	SERVICE PAY CIVILIAN	0	375	0	375	375	.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	22,186	0	22,186	104,724	.17
100-7003-472.18-02	FRINGE BENEFITS-PARTTIME	35,293	3,077	0	3,077	32,216	.09
* EXPENDITURE		790,230	111,690	0	111,690	678,540	.14
** 911 FIRE DISPATCH		790,230	111,690	0	111,690	678,540	.14

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	964	1,488	1,348	24,652	.05
100-7005-472.26-85	PHOTOCOPY SUPPLIES	5,000	603	0	603	4,397	.12
100-7005-472.30-05	COURIER, DELIVERY, POSTAGE	8,500	1,539	814	2,443	6,057	.29
100-7005-472.30-25	PHOTOCOPY EXPENSES	11,000	4,496	8,986	13,482	2,482	1.23
100-7005-472.30-27	INTERVIEW EXPENSES	4,000	162	0	162	4,162	.04
100-7005-472.30-65	MEMBERSHIPS	4,200	2,101	0	2,101	2,099	.50
100-7005-472.30-80	ADVERTISING & PROMOTION	500	0	0	0	500	.00
100-7005-472.30-99	MISC ADMIN EXPENSES	13,360	201	0	201	13,561	.02
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	134	0	134	1,466	.08
100-7005-472.36-01	INSURANCE PREMIUMS	49,500	0	0	0	49,500	.00
100-7005-472.39-61	HEALTH & WELLNESS	10,000	6,854	0	6,854	16,854	.69
100-7005-472.39-65	Y/E BALANCE FORWARD	0	0	0	0	0	.00
100-7005-472.41-01	BANK CHARGES	0	0	0	0	0	.00
100-7005-472.41-10	CASH OVER / SHORT	0	4	0	4	4	.00
100-7005-472.41-15	FOREIGN EXCHANGE	0	50	0	50	50	.00
100-7005-472.50-15	OFFICE FURNITURE/EQUIPMEN	10,000	50	0	50	10,050	.01
100-7005-472.51-15	TSF TO RESERVE FUND	55,000	22,643	0	22,643	32,357	.41
• EXPENDITURE		272,658	25,259	11,288	35,533	237,125	.13
•• ADMINISTRATION		272,658	25,259	11,288	35,533	237,125	.13

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	0	72	0	600	.00
100-7007-472.26-35	BOOK & RESOURCE MATERIAL	800	0	0	0	800	.00
100-7007-472.29-10	POLICE SUPPLIES	1,476	109	0	109	1,367	.07
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	0	0	0	8,000	.00
* EXPENDITURE		16,411	109	72	109	16,302	.01
**	TRAFFIC SECTION	16,411	109	72	109	16,302	.01

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	.00
100-7010-472.26-15	JANITORIAL SUPPLIES	13,380	1,881	2,094	3,021	10,359	.23
100-7010-472.27-01	HYDRO	103,000	11,766	0	11,766	91,234	.11
100-7010-472.27-05	NATURAL GAS	13,000	82	0	82	12,918	.01
100-7010-472.27-15	WATER	6,000	630	0	630	5,370	.11
100-7010-472.27-30	CABLE/FIBRE OPTICS	794	122	0	122	672	.15
100-7010-472.33-05	BUILDING MAINTENANCE	56,500	11,187	4,102	17,217	39,283	.30
100-7010-472.34-01	GARBAGE CONTRACT	5,678	438	8,623	9,061	3,383	1.60
100-7010-472.34-17	PEST CONTROL	530	537	0	537	7	1.01
100-7010-472.34-45	SNOW REMOVAL CONTRACT	8,000	2,837	8,000	10,837	2,837	1.35
100-7010-472.50-10 * EXPENDITURE	MACHINERY & EQUIPMENT	206,882	29,480	0	29,480	153,609	.26
..	MAINTENANCE OF QUARTERS	206,882	29,480	22,819	53,273	153,609	.26

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 BUDGET	Y-T-D ACTUALS	CURRENT ENCUMBRANCES	TOTAL ACTUALS	LEFT TO SPEND	% SPENT TO DATE
100-7014-362.04-01 * 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	29,294 815 2,065 25,029 0 0 0 57,203	0 0 18,601 5,719 0 0 0 24,320	29,294 815 22,313 31,720 0 0 0 84,142	145,706 29,185 52,687 113,280 3,650 73,000 20,000 437,508	.17 .03 .30 .22 .00 .00 .00 .16
** MOBILE EQUIPMENT		521,650	55,254	24,320	82,193	439,457	.16

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	2,842	0	4,997	20,003	.20
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	425	0	425	4,765	.08
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	27,562	101,192	128,754	4,754	1.04
100-7020-472.50-30	COMPUTER H/WARE	55,000	455	3,955	5,578	49,422	.10
100-7020-472.50-33	SOFTWARE UPGRADING	66,950	16,849	1,569	18,418	48,532	.28
100-7020-472.51-15	TSF TO RESERVE FUND	0	0	0	0	0	.00
EXPENDITURE		290,366	48,133	108,242	159,698	130,668	.55
** COMPUTER SYSTEM		290,366	48,133	108,242	159,698	130,668	.55
*** POLICE		16,633,162	3,394,764	209,233	3,609,755	13,023,407	.22
		16,633,162	3,394,764	209,233	3,609,755	13,023,407	.22