



## **NORTH BAY POLICE SERVICES BOARD**

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



### **OPEN SESSION AGENDA November 12, 2014 1100 Hours**

- |   |             |
|---|-------------|
| 1. Approval of Agenda   | Chair       |
| 2. Approval of Minutes of Open Session meeting of October 14, 2014  | Chair       |
| 3. Business Arising:<br>Nil   | Chair       |
| 4. Presentation - To Deputy Mayor Vrebosch  | Chair       |
| Presentation - Mobile Crisis Team (D/Cst. Erin Racicot, Ms. Marion<br>Rupp-Koch and Mr. John St. Jacques) | Chief       |
| 5. Correspondence:  | Chief       |
| 6. Taxi Business:<br>Taxi Licences  | Chief       |
| 7. Reports:   |             |
| Chief's Monthly Report  | Chief       |
| Stats September and September Revised   | Chief       |
| Board's Fee Schedule By-law Compliance Notices  | Chief       |
| 8. New Business:  |             |
| Special Olympics Games Update   | Cst. Shantz |
| Contingency Account – Families First  | Chief       |
| 9. Association Report:  | President   |



**MINUTES OF OPEN MEETING  
North Bay Police Services Board  
October 14, 2014**

**Present:**

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

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

**Board Solicitor:** Peter Leckie

**Association:** Mike Tarini, Vice-President

**Communications Coordinator:** Mary Lugli

**Guests:** The Media, Cst. Merv Shantz and Hon. Lt. Col. Scott Clark

**Secretary:** Carol Miller

**Regrets:**

The Chair, Dennis O'Connor, called the meeting to order at 1102 hours. He welcomed the Chief back to the Board table following his absence due to illness. He also stated that the Deputy Chief performed well in his role as A/Chief.

**Approval of Agenda:**

Resolution: #130-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Accept the Agenda as amended for the Open Session Meeting to be held on October 14, 2014".

Carried

**Approval of Minutes:**

Resolution: #131-2014:

Moved by Tanya Vrebosch, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Adopt the Minutes of the Open Meeting held on September 9, 2014".

Carried

**Business Arising:**

There was no business arising from the previous meeting.

**Presentation – Honourary Colonel Scott Clark to the Board**

Honourary Col. Scott Clark presented as gift to the Board for the Police Services as a token to recognize their involvement in the Annual Armed Forces Day.

Presented on behalf of the three Honourary Cols., and the entire military staff located in North Bay, the annual event is second only to Ottawa in numbers of

people participating. Hon. Col. Clark shared that next year's Armed Forces Appreciation Day will include the Snowbirds and will be tied into the Pan-Am Torch Run.

**Correspondence:**

Correspondence this month included: letter of thanks to Cst. Gainforth from a gratefully citizen; letters of thanks for assistance by citizens; to Chief Cook from Chief Paul Pedersen, Greater Sudbury Police for allowing Deputy Chief Devine to participate in the panel for their most recent promotions; a thank you for a donation to Sirens in the Park annual fundraiser; letter of appreciation and congratulations from Yvon Montcalm for the work of Mark McLeod, Steve Taylor and Erin Pemberton in organizing and the entire group who participated in making the Dave Byrnes Memorial Ball Tournament a success; an invitation to the 11<sup>th</sup> Annual Near North Crime Stoppers Gala Evening; a grateful resident to Csts. St. John and Gainforth for their role in a domestic situation; letter of appreciation for the intervention by officers of North Bay Police Service at a large gathering of youth..

Resolution: #132-2014:

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: #133-2014:

Moved by Tanya Vrebosch, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

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

Carried

**Reports:**

A/Chief's Monthly Activity Report

The Chief outlined the monthly activities he or the Deputy Chief attended since the last Board meeting. The local events reported were: Amelia Rising Sexual Assault Centre Board Meeting; Night of Lights Suicide Vigil at the Waterfront; Opening Remarks 1<sup>st</sup> Annual Sgt. Dave Byrnes Memorial Slow Pitch Tournament; CIBC Run for the Cure Cake Cutting and Launch of "Think Pink" Week; \$3,000 cheque (proceeds from the Dave Byrnes Memorial Slow Pitch Tournament) presentation to CMHA ; Opening Remarks at Consumer protection Training; One Pledge Presentation at Algonquin Secondary School; Open House Community Living 60<sup>th</sup> Anniversary Celebration; Opening Pinewood Tap and Grill; DVCC Meeting; "Think Pink" Flag Raising Week; Opening Remarks Torch Ride for Special Olympics; Battle of Britain Ceremony and Legion Branch #23; Muslim Society EID Gala; Paint the Town Red – Ontario Special Olympics Media

Launch; Cop Talk; Presentation to Criminal Justice Program at Nipissing University; Pan Am 2015 Torch Relay Launch; Real Men Wear Pink Nipissing Lakers Hockey Game; CIBC Run for the Cure; Gateway HUB Executive Meeting; Cheque Presentation to Special Olympics Winter Games at Rotary Luncheon; and Everbridge Presentation on Emergency Call Out System.

Out of town events included: Provincial Strategy to Protect Children from Sexual Exploitation and Abuse Media Conference in Vaughn; Final Leg of Run to Remember and Canadian Police and Peace Officers Memorial In Ottawa; OACP; Promotional Panel for Sudbury FPAC Meetings in Toronto; Small-MidSize Police Services Meeting in Owen Sound; and OACP Board of Directors Meetings and 40<sup>th</sup> Anniversary Gala of Peel Regional Police in Mississauga.

Since the last Board meeting there has been an amendment to Standard Operating Procedures for Reporting Attendance and Community Patrol.

#### Statistical Reports

Deputy Chief, Shawn Devine, presented the Condensed Monthly Statistical Reports for the months of July and August and July and August 2014 (Revised). He noted that clearance dates may not have occurred during a particular reporting cycle. He also indicated that although drug charges are down the number of seizures are up. The focus in recent months has been on dealers rather than users.

Resolution: #134-2014:

Moved by Allan McDonald, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Accept the Condensed Monthly Statistical Reports for the months of July 2014, and July (Revised) 2014 and August 2014 and August (Revised) 2014 as presented".

Carried

#### Chief's Quarterly Expenses Report

Resolution: #135-2014:

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Acknowledge receipt of the Chief's personal expenses from April 10 to September 17, 2014.

Carried

#### **New Business:**

##### Special Olympics Games Update

Chief Cook introduced Cst. Merv Shantz who will provide the Board with an update on this event planned for January 29<sup>th</sup> to February 1<sup>st</sup> of 2015. The Chief indicated that this will be a standing item on the agenda for the next several months. Cst. Shantz informed the Board that approximately \$435,000 is needed to host this provincial event. At the present time, there has been raised approximately \$208,000 in cash and \$30,000 in kind donations. A fundraiser is

coming up on October 23<sup>rd</sup> called "Paint the Town Red". Shoelaces at \$2.00per pair will be sold at Walmart to support this endeavour. As well, a breakfast will be held at Burger World, the Royal Bank will host a barbeque, the Battalion game will see all players wearing red laces and a bucket collection will be held. As well a special needs event will be held at Commerce Court to promote healthy living. On November 19<sup>th</sup> the Annual Military Band Concert will be held at the Capital Centre with the proceeds going to support the Ontario Special Olympics Games. A full page information page will appear in Community Voices.

#### Compliant Noltices – Fee Schedule

Resolution: #136-2014:

Moved by Tanya Vrebosch, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Authorize the Chief of Police to proceed with a process as outlined in the Municipal Act to review the addition of Compliant Notices to the Board's Fee Schedule By-Law".

Carried

#### Contingency Account – Santa Needs Help

Resolution: #137-2014:

Moved by William Hagborg, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Donate \$150.00 from the contingency line in the Board's 2014 Operating Budget to support the Low Income People Involvement of Nipissing's (LIPI) Annual Santa Needs Help Campaign".

Carried

Note: Tanya Vrebosch declared a conflict on the above motion and did not vote.

#### Contingency Account – Lions Christmas Telethon

Resolution: #138-2014:

Moved by Tanya Vrebosch, Seconded by William Hagborg

The North Bay Police Services Board hereby resolves to:

"Donate \$150.00 from the contingency line in the Board's 2014 Operating Budget to support the annual Lions Christmas Telethon".

Carried

#### Contingency Account – West Ferris Minor Hockey Tournament

Resolution: #139-2014:

Moved by William Hagborg, Seconded by Tiziana Silveri

The North Bay Police Services Board hereby resolves to:

"Donate \$75.00 from the contingency line in the Board's 2014 Operating Budget to support the 2014 West Ferris Early Bird Peewee/Bantam Hockey Tournament".

Carried

**Association Update:**

Mike Hunter the Association Vice-President shared the success of the Dave Byrnes Memorial Ball Tournament with the Board. He also said that sixteen members from the North Bay Police Association attended the Annual Police Memorial Day in Ottawa and that several members will be attending the lobby day scheduled at Queen's Park next week.

**Adjournment:**

Resolution: #2014-140

Moved by Tiziana Silveri, Seconded by Allan McDonald

The North Bay Police Services Board hereby resolves to:

"Adjourn the Open Portion of the meeting held on October 14, 2014 at 1135hrs".

Carried

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Chair

October 14, 2014

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Secretary



## North Bay Police Service

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

705-497-5555 FAX 705-497-5591

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

Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

November 7, 2014

Chief Eric Jolliffe  
York Regional Police  
47 Don Hillcock Drive  
Aurora, ON L4G 0S7

Dear <sup>Eric</sup> Chief Jolliffe:

### Re: Support for 2015 Special Olympics Winter Games

I am writing this letter on behalf of the men and women of our Police Service and our 2015 Special Olympics Winter Games organizing committee to thank you for the \$10,000.00 cheque from your Legacy Fund to support our Games.

Our Police Service have been working in partnership with Special Olympics Ontario and our local organizing committee, which is made up of a cross section of committed and highly motivated volunteers to plan and facilitate a Provincial Winter Games we can all be proud of.

As you aware there is a significant fundraising requirement to host an event such as this and your very generous donation will greatly assist to off-set some of the expenses associated to hosting these Winter Games.

Again, thank you for your support of our Games and your continued support of Special Olympics Ontario.

Sincerely,

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



## Deeds Speak

Thomas Carrique  
Deputy Chief of Police

Eric Jolliffe  
Chief of Police

André Crawford  
Deputy Chief of Police

October 20, 2014

Chief Paul Cook  
North Bay Police Service  
P.O. Box 717  
North Bay, Ontario  
P1B 6C2

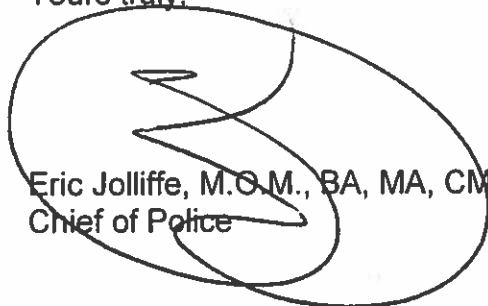
Dear Paul,

From July 11 – 14, 2013, York Regional Police were the proud hosts of the Special Olympics Ontario Summer Provincial Games. These Games were an opportunity to partner with our community to provide an outstanding athletic experience for 1,000 athletes with an intellectual disability and their coaches.

Through the success of those Games, a Legacy Fund was created to support Special Olympics programs in York Region, as well as to support the work of other police services in hosting these Games.

I am proud to enclose a cheque for \$10,000 towards the North Bay 2015 Winter Games. I wish you and your team the best of luck in continuing the legacy of Police Services hosting Provincial Games and supporting Special Olympics Ontario.

Yours truly,



Eric Jolliffe, M.O.M., BA, MA, CMM III  
Chief of Police

EJ:kr

Vision-inspired

Mission-focused

Values-driven



Constable Yell

Thank you so much for  
taking the <sup>time to provide the</sup> super informative  
education on police

clearances to those responsible  
for staff education at many  
of our local healthcare  
organizations. Your candid  
and detailed answers to all  
our questions evidenced the  
care and excellent preparation  
you dedicated to this. <sup>Sue LeBar-</sup>  
UBRIC Director of Education

DIC Dene  
Please thank D. Const. Yell for  
his involvement - this presentation.  
Nov. 5, 2014 PC

cbcft.org



Fondation  
canadienne du  
cancer du sein

Canadian  
Breast Cancer  
Foundation

Canadian Breast Cancer Foundation  
CIBC  Run for the Cure

Fondation canadienne du cancer du sein  
La Course à la vie  CIBC

Thank You / Merci

Chief Cook & Staff

Thank you so much for your continued support throughout our 10th season. Your community leadership has contributed to our success.

Thanks from the committee

Melanie  
Castiglione

Ben D'agostino

Nolan

Michelle McDonald

Sharon O'Brien

Joe Hare

Janney  
Meggers

Kevin B. D.

Gannon  
Melanie

## Paul Cook

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**From:** Amy Knight  
**Sent:** Friday, October 17, 2014 12:16 PM  
**To:** Paul Cook  
**Subject:** FW: Excellent job!

-----Original Message-----

**From:** Amanda Erwin [<mailto:amandaerwin@hotmail.ca>]  
**Sent:** Thursday, October 16, 2014 9:15 AM  
**To:** nbps  
**Subject:** Excellent job!

Dear Chief Cook,  
I am sending this email to commend Cst. Hampel for his excellent service.  
I had an incident involving my vehicle yesterday and he handled it with the utmost professionalism. I am very thankful for the hard work he put in.  
He is an excellent and professional officer. I wish all officers could be like him.  
Job well done, Cst. Hampel.  
Sincerely,  
Amanda Erwin & Andre Gagne



## North Bay Police Service

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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

October 9, 2014

Mr. George Kristolaitis, Executive Director  
Canadian Mental Health Association (CMHA) Nipissing Regional Branch  
156 McIntyre Street West  
North Bay, ON P1B 2Y6

Dear Mr. <sup>George</sup>Kristolaitis:

**Re: Retired Sergeant Dave Byrnes Memorial Slow Pitch Tournament**

Thank you for taking the time to recognize the Byrnes family along with Constables Erin Pemberton, Steve Taylor and Mark McLeod of our Police Service for their efforts in organizing the 1<sup>st</sup> Annual Retired Sergeant Dave Byrnes Memorial Slow Pitch Tournament.

As Chief of Police I was very pleased when our members first approached me to advise that they were partnering with the Byrnes' family to organize and facilitate this tournament. I was equally excited when they told me that the proceeds raised from this event would be donated to CMHA Nipissing in memory of Constable Keating.

The \$3,000.00 cheque donated to CMHA in memory of Constable Keating would have made Retired Sergeant Byrnes very proud as he was an individual who spent his entire policing career giving back to our community through volunteerism and a commitment to public service.

A copy of your letter has been forwarded to the Police Services Board and a second copy will be added to the Personnel Files of the named officers.

Sincerely,

  
Paul D. Cook  
Chief of Police

C: Deputy Chief S. Devine



Canadian Mental  
Health Association  
Nipissing Regional Branch  
*Mental health for all*

Association canadienne  
pour la santé mentale  
Filiale régionale de Nipissing  
*La santé mentale pour tous*

3 October 2014



Paul Cook  
Chief of Police  
North Bay Police Service  
135 Princess St. W.  
P.O. Box 717  
North Bay ON P1B 8J8

Dear Chief Cook:

I wish to respond to an unexpected generosity of families and individuals with whom you may have an association.

CMHA Nipissing is the recipient of a donation of \$3,000. designated by the Byrnes' family in memory of the late Andrew Keating.

The funds were raised at a social and baseball event held on September 13<sup>th</sup> in memory of the late Dave Byrnes. I understand that this event was organized by a number of police officers, some of whom are Erin Pemberton, Steve Taylor and Mark McLeod.

I wish to express my thanks to the Byrnes family as well as the officers who were involved in organizing this event. Unfortunately, I have no real way to contact either the Byrnes family or these officers to express my heartfelt thanks.

If you can, I ask that you convey or communicate my appreciation.

Sincerely,  
Canadian Mental Health Association/  
Nipissing Regional Branch

Georges Kristolaitis  
Executive Director

D/C Deane  
Please thank the officers who  
organized this event in memory  
of Sgt. Byrnes (Retired).  
Oct. 9, 2014  
C: PSB + HR PC

Cc Jody Polec, President, CMHA Nipissing



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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

October 9, 2014

Ms. Janine Lafreniere, Executive Director  
Nipissing Transition House  
547 John Street  
North Bay, ON P1B 2M9

Dear ~~Ms.~~ <sup>Janine</sup> Lafreniere:

**Re: Recognition of Constable Seth Dinsmore**

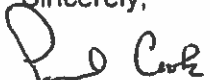
Thank you for taking the time and effort to recognize Constable Seth Dinsmore for the professionalism he displayed while responding to an incident at the Nipissing Transition House in July of this year.

One of the core values of our Police Service is, "Pride in Professionalism." After reading your letter it is obvious to me that Constable Dinsmore conducted himself professionally throughout this incident in keeping with our Mission Statement and Values. This positive feedback did not come as a surprise to me as Constable Dinsmore has shown himself to be a very caring, compassionate and dedicated officer throughout his brief career.

As Chief of Police it is always refreshing to receive a letter such as the one you wrote commending our members as it reflects positively upon our entire organization.

A copy of your letter has been forwarded to the Police Services Board and a second copy will be added to his Personnel File.

Sincerely,

  
Paul D. Cook  
Chief of Police

C: Deputy Chief S. Devine



Nipissing Transition House  
Women's Outreach  
La maison de transition  
Réseau de transition pour femmes

September 26, 2014

Chief Paul Cook  
North Bay Police Service  
135 Princess Street West  
North Bay, Ontario

Re: Constable Seth Dinsmore

Dear Chief Cook:

This letter is an acknowledgement of the exceptional service provided by Constable Seth Dinsmore. On July 17<sup>th</sup>, 2014 we had a situation at the Nipissing Transition House that required police intervention.

This situation could have had many outcomes that may have resulted in staff and residents injured or at the very least to become fearful for their safety. Constable Dinsmore exhibited a very strong skill set in dealing with a highly escalated situation. He is an excellent ambassador of the North Bay Police Service.

We offer our most sincere appreciation for his outstanding efforts.

Sincerely,

Janine Lafreniere  
Executive Director  
Nipissing Transition House



DIC Dinsmore  
Please pass on my thanks  
to Cst. Dinsmore for his  
professionalism. Oct. 9, 2014  
C: HR + PSB

547 John Street  
North Bay, Ontario  
P1B 2M9

Tel: (705) 476-2429  
TTY: (705) 476-9503  
Fax: (705) 476-0274

Women's Outreach  
Réseau de transition pour femmes  
Tel: (705) 494-9589

[www.nipissingtransitionhouse.com](http://www.nipissingtransitionhouse.com)



October 10, 2014

North Bay Police Service Board

Please accept this letter as my expression of thanks and gratitude for helping me attend the 10<sup>th</sup> annual Police Memorial Run.

As I ran, I was shoulder to shoulder with police officers and civilians from other agencies, of varying ranks, all brought together with a common purpose – our way of fulfilling a pledge, a promise that our fallen brothers and sisters who have made the ultimate sacrifice in the service of their community, their province and indeed their country will never be forgotten.

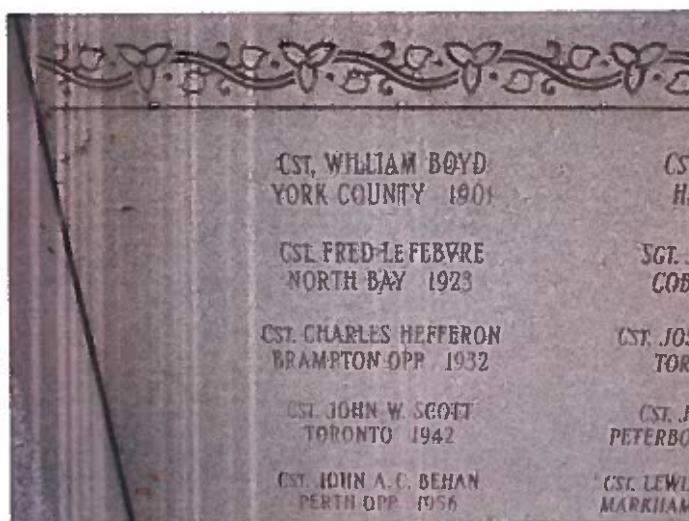
Seven members of SOLE (Survivors of Law Enforcement) were with us. These brave women spent the entire time with us, logging kilometers when they could. From each registration half goes to trust funds to assist these families in need now and in the future.

We were truly fortunate for beautiful sunshiny rain-free days although I will dare not say a little too warm for running. Our group (300 runners) covered 460km from Toronto Memorial to Ottawa Memorial, divided up into 10km stretches, accomplished over three days. For the final segment we are joined by the families of fallen police and peace officers, additional officers, civilians, students and citizens. We ran the final 7km to Parliament Hill, gathering at the Canadian Police Memorial where we heard speeches from dignitaries. The founding member of SOLE spoke to us and her young son told us all how his dad was "his hero"

An empowering experience I will never forget. I feel so fortunate and proud to have been part of it and can hardly wait for next year!!

Again, thank you for helping me make it possible.

A handwritten signature in black ink, appearing to read "Alina", is written in a cursive style.



Toronto Police Memorial



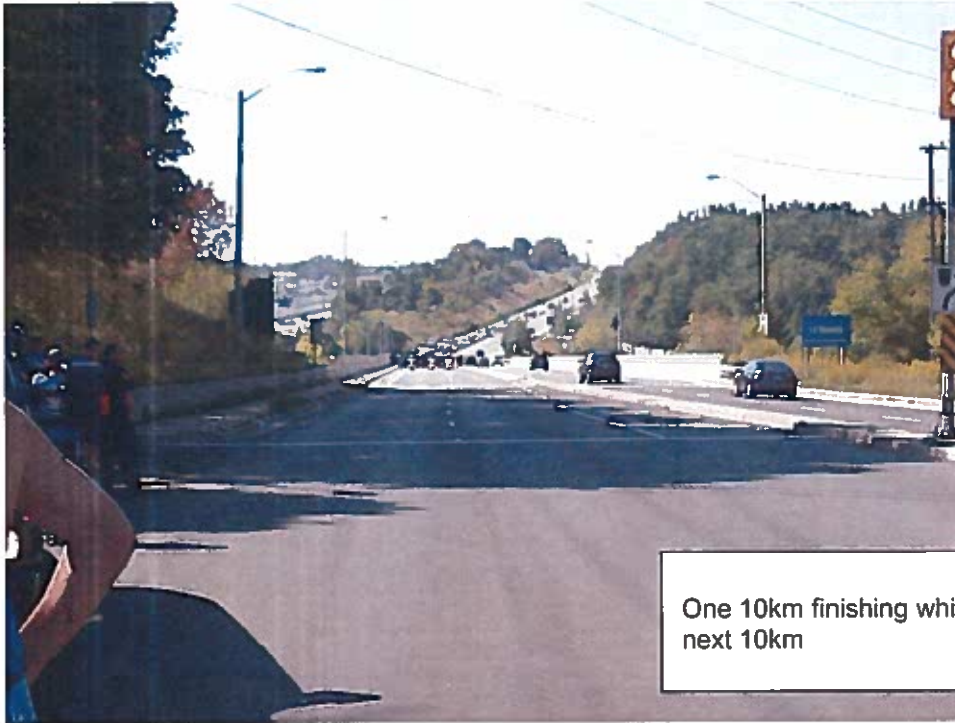
Opening ceremonies



SOLE members (Survivors of Law Enforcement)

Group of runners from Peel Regional who started this journey 10 years ago!

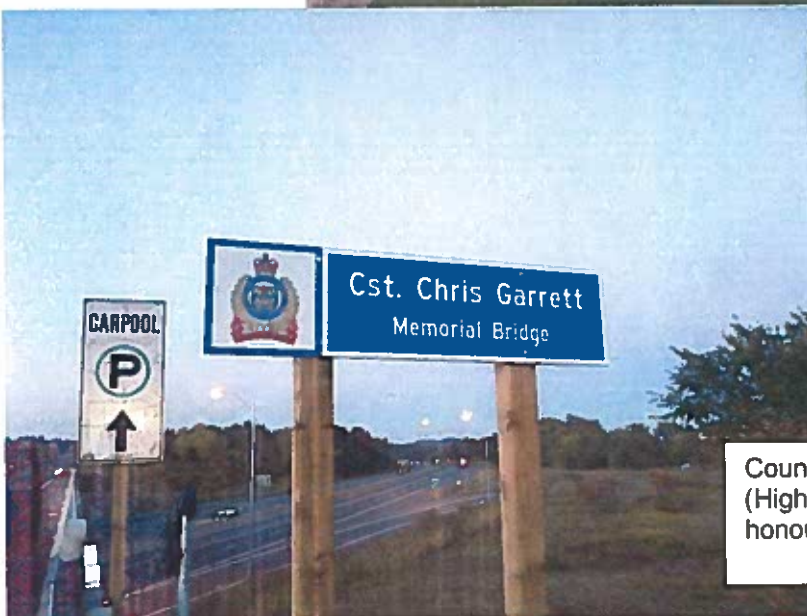
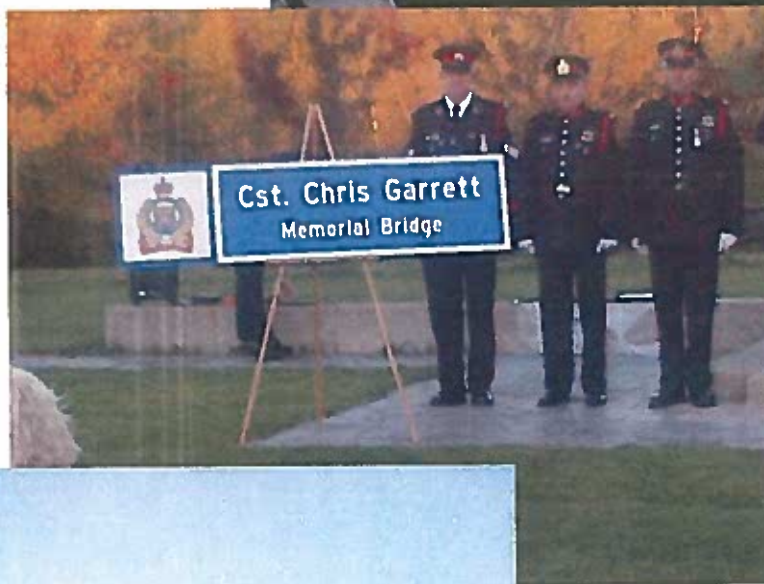




One 10km finishing while we wait to continue the next 10km



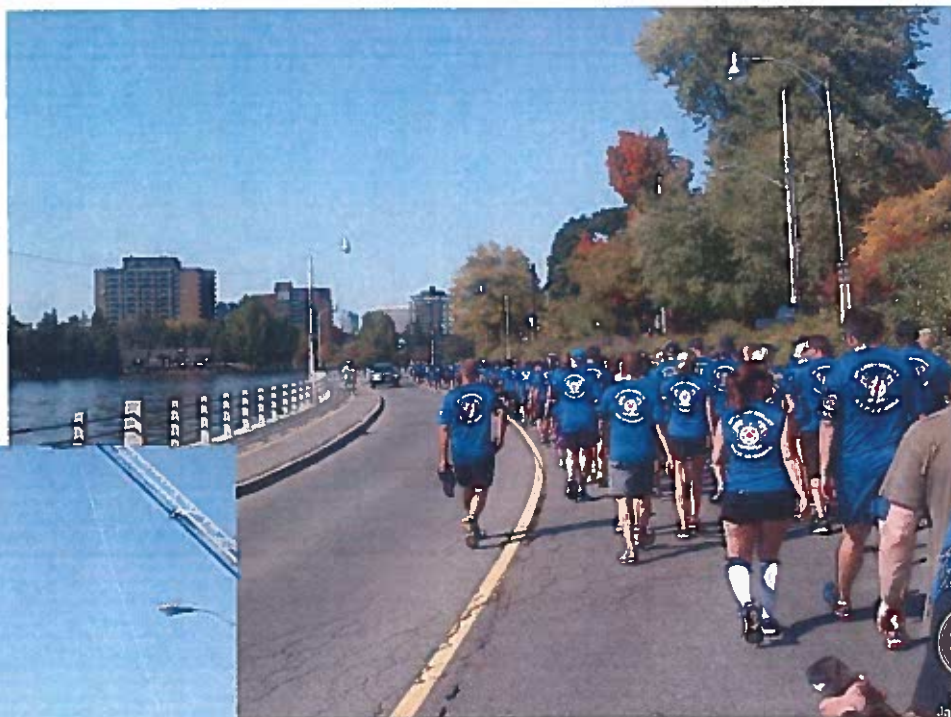
After Day 1 of running, we spent the evening in Cobourg. A short run takes us to the Chris Garrett Memorial Park. This year we were honoured to be present for a bridge dedication in his honour



County Road 45, bridge over 401 (Highway of Heroes) renamed in honour of Cst. Chris Garrett



Final day, run to Parliament Hill



Officers from Philadelphia have been attending the Memorial Run for the last six years. Pictured here with D/Chief Devine, who attended to run the final leg





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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

October 31<sup>st</sup>, 2014

### CHAIR AND MEMBERS

North Bay Police Service Board

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

Dear Sir:

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

No.	Name	Company
108	Steven Liberty	5-0 Cab
194	Anthony Vaughan	5-0 Cab
195	Ricky Beaulieu	5-0 Cab
196	Mark Ferguson	5-0 Ca b
198	Leah St. Jean	Union

Sincerely,

Paul D. Cook  
Chief of Police

/kp





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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: November 7, 2014  
Date of Meeting: November 12, 2014

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

**Subject: Chief's Monthly Activities Report – October/November**

#### **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:

Oct. 15

- OACP Risk Management Committee Meeting in Toronto
- Discover Policing Symposium in Toronto

Oct. 16

- One Pledge Presentation to the Kinsmen Club

Oct. 17

- Domestic Violence Coordinating Committee Meeting
- Children's Aid Society - Child Abuse Prevention Media Launch

Oct. 21

- Nipissing Transition House Board Meeting
- Canadore College Police Foundations Advisory Committee Meeting
- Cop Talk

Oct. 23

- Special Olympics Day
- Breakfast Fundraiser at Burger World
- Opening Remarks for Healthy Athletes Day
- Lunch Barbecue and Bake Sale Fundraiser at RBC
- Battalion vs Generals "Red Laces" Game

Oct. 25

- Crime Stoppers Gala

Oct. 26

- Diwali Festival

Oct. 27

- Special Olympics Winter Games Committee Meeting

Oct. 28

- Special Olympics Lakers/Battalion Fundraising Basketball Game at Chippewa SS

Oct. 29

- Visitation and Honour Guard for Retired Cst. John Dodgson

Oct. 30

- Funeral Service for Retired Cst. John Dodgson

Nov. 3 & 4

- Professional Standards Conference in Mississauga

Nov. 4

- Suspension without Pay Meetings in Toronto

Nov. 5

- OACP Executive Meeting with Attorney General in Toronto

Nov. 6

- Amelia Rising Sexual Assault Centre AGM

Nov. 8

- Opening Remarks for and participation in Pride Parade

Nov. 11

- Remembrance Day Services

Since the last Board meeting we have released a new Standard Operating Procedure (SOP) in relation to Damage to Private Property and amended an existing SOP on Telephone Company Security Services.

I invite any comments or questions from the Board.

Sincerely,



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



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Paul D. Cook  
Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### Board Report

Date of Report: November 5, 2014  
Date of Meeting: November 12, 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 September, 2014 as presented."**

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

I invite any questions or comments from the Board.

Sincerely,

Paul D. Cook  
Chief of Police

2014-10-29

\*\*\* R E V I S E D \*\*\*  
**NORTH BAY POLICE SERVICE**  
**CONDENSED MONTHLY STATISTICAL REPORT**  
**MONTH OF SEPTEMBER**

During the month of September 2014, police activity for the North Bay Police Service resulted in 2430 calls as compared to 2210 calls in 2013.

Of these calls, 89 were to investigate motor vehicle accidents. Fourteen of these accidents involved injuries, with 22 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	5	7	39	47	31	33
Assault	37	47	328	320	297	287
Robbery	4	-	11	22	7	13
Break, Enter & Theft	20	21	144	155	24	33
Stolen Vehicles	4	5	30	27	9	6
Stolen Bicycles	9	9	77	57	4	5
Recovered Bicycles	6	5	41	46	3	3
Theft Under	81	82	680	691	195	198
Theft Over	-	-	8	9	5	-
Wilful Damage	36	26	286	312	58	59
Drug Charges	11	18	96	140	95	146
Criminal Offences Total			2279	2384		
Calls for Service			18240	16958		
Police Activity			20854	19747		

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

2014-10-03

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

**MONTH OF SEPTEMBER**

During the month of September 2014, police activity for the North Bay Police Service resulted in 2430 calls as compared to 2210 calls in 2013.

Of these calls, 89 were to investigate motor vehicle accidents. Fourteen of these accidents involved injuries, with 22 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
Homicide	-	-	-	1
Sexual Offences	4	7	35	47
Assault	34	47	319	320
Robbery	2	-	8	22
Break, Enter & Theft	16	21	139	155
Stolen Vehicles	2	5	28	27
Stolen Bicycles	7	9	75	57
Recovered Bicycles	4	5	39	46
Theft Under	73	82	653	691
Theft Over	-	-	8	9
Wilful Damage	31	26	276	312
Drug Charges	10	18	92	140
Criminal Offences Total			2192	2384
Calls for Service			18255	16958
Police Activity			20854	19747

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

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



P.D. Cook  
Chief of Police

/sc



## North Bay Police Service

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

705-497-5555 FAX 705-497-5591

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

Paul D. Cook

Chief of Police

Shawn E. Devine  
Deputy Chief of Police

### **Board Report**

Date of Report: November 8, 2014  
Date of Meeting: November 12, 2014

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

**Subject: Compliant Notices - Fee Schedule Board By-law**

### **Recommendation: Pending Resolution**

As a result of direction I received from the Board through Resolution during the October meeting we held public meetings regarding potential changes to the Board's existing Fee Schedule By-law to include Compliance Notices (3-Day Reports).

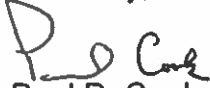
These meetings took place at police headquarters on Friday, November 7<sup>th</sup> at 10 am and Saturday November 8<sup>th</sup> at 9 am. S/Sgt. Dubeau from our Traffic Section and Sgt. Webber of our Quality Assurance Section were assigned to assist me with the presentations at both of these meetings. Ms. Lugli also assisted in facilitating the presentations and Ms. Cousineau was tasked with keeping minutes. I have included a copy of our presentations as an attachment to this report, as well as a Public Feedback Form that participants were encouraged to complete and a memorandum from Sgt. Webber breaking out the cost recovery calculations. The Board will note that this cost recovery calculation ranged from \$11.40 to \$21.97 taxes included.

I have also included a report prepared by Ms. Lugli outlining the numbers of persons who attended the two meetings, the results of the Public Feedback Forms and some of the comments that were captured in the minutes from these meetings.

The Board will see from both the Public Feedback Form results and the majority of the comments that those in attendance were not supportive of this proposed change to the Board's Fee Schedule By-law.

I invite any questions or comments from the Board.

Sincerely,

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

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



# **PUBLIC MEETINGS**

## **Proposed Fees for Compliant Notices**

Friday 7 November 2014, 10 a.m.

Saturday 8 November 2014, 9 a.m.

NBPS, Lower Lecture Room





# Agenda

- Welcome
- Presentation by **Chief Paul Cook**
- Presentation by **S/Sgt. Rick Dubeau**
- Presentation by **Sgt. Dan Webber**
- **Q&A/comments** from the public
- Invitation to complete **public feedback forms**



## Today's discussion

- The NBPS Board authorized the Chief of Police to proceed with a process, as outlined in the *Municipal Act*, to review the addition of Compliant Notices to the Board's Fee Schedule By-Law

- Chief to report results of public consultation to the Board at next monthly meeting:

**Wednesday 12 November 2014**



# NBPSB Fee Schedule Bylaw

- in existence since **1993**;
- **Multiple amendments** to the fee schedule bylaw since its existence;
- all fees are for **cost recovery**

**NORTH BAY POLICE SERVICES BOARD  
BY-LAW # 04/2013  
FEE SCHEDULE**

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

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

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

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

Service	Cost	HST	Total
(a) Form letter for police clearance for employment (Non-criminal record check)	\$34.45	\$4.50	\$38.95
Form letter for police clearance for volunteer (Non-criminal record check)	\$19.85	\$2.60	\$22.45
Record Check copies- at original time of application	\$0.94	\$0.12	\$1.06
Form letter for police clearance (police initiated program)	No Charge		
(b) Parole Board local police records check (applicants for Pardon)	\$10.10	\$1.30	\$11.40
(c) Fingerprinting persons for civil purposes (i.e. VISA, job clearance)	\$8.00	\$1.05	\$9.05
Fingerprinting persons for police initiated program	No Charge		

(d)	Photocopies of motor vehicle collision reports, complete M.T.O. form	\$7.90	\$1.05	\$8.95
	Witness statement preparation (criminal, civil, traffic) – Minimum charge <sup>(1)</sup> <sup>(2)</sup>	\$25.85	\$3.35	\$29.20
	Officer's Notes (per officer) – Minimum charge <sup>(1)</sup> <sup>(2)</sup>	\$10.801	\$1.40	\$12.20
(e)	Form letter (Summary / Occurrence Report) – Minimum charge <sup>(1)</sup>	\$41.60	\$5.40	\$47.00
	Response to inquiry regarding previously supplied form letter	\$7.90	\$1.05	\$8.95
(f)	Search of file for requested information other than (d) to (e) – Minimum charge <sup>(1)</sup> <sup>(2)</sup>	\$17.43	\$2.27	\$19.70
(g)	Photographs – Colour or Black & White			
	5 x 7 or smaller (per print)	\$4.65	\$0.60	\$5.25
	Larger than above	\$18.45	\$2.40	\$20.85
	Proof Sets (each)	\$18.46	\$2.40	\$20.86

Service		Cost	HST	Total
(h)	Video recording DVD/CD	\$42 45	\$5 50	\$47.95
(i)	Audio recording CD	\$23 05	\$3 00	\$26.05
(j)	Interview with member of Service that is on duty (per hour or any portion thereof, members current hourly rate) <sup>(1) (4)</sup>	Contact the North Bay Police Service Office Manager for a quote.		
	Interview with member of Service that is off duty (minimum cost up to 3 hours based on members current overtime hourly rate) <sup>(1) (4)</sup>			
(k)	Alarms	\$59.50	\$7.75	\$67.25
(l)	Photographic CD's / DVD's Note: \$2.00 per additional image to a maximum of \$100.00	\$31.85	\$4.15	\$36.00
<ol style="list-style-type: none"> <li>1. All citations in pricing indicating minimum charge shall mean that additional resources spent on accumulating information to process a request shall be billed per quarter hour of the prescribed rate.</li> <li>2. Photocopies charged per copy or per page at a rate of \$0.25 plus HST (.05), for a total of \$0.30.</li> <li>3. Copy of Record Check - \$1.05</li> <li>4. Cost for postage and shipping of orders shall be billed in accordance with rates set by Canada Post.</li> <li>5. For estimates of these services and requests for scanning of documents that can be sent as a PDF by e-mail please contact the North Bay Police Service - Office Manager @ 705 - 497 - 5587 for an estimate of additional services.</li> </ol>				

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

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

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

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

This By-Law comes into force and effect January 1, 2014.



## Current NBPS policy

**Three options** (at the discretion of the police officer):

- issue provincial offences notice (a “ticket”);
- issue a “ticket” with a compliance notice; **or**
- verbal warning (no proof of compliance).



# Compliance Notices

## **72-hour warnings:**

- Part of NBPS traffic policy, not province-wide
- Foster good community relations
- Educational
- Enable motorists a reasonable length of time to correct an issue





## Which provincial offences?

- Provincial offences under the *Highway Traffic Act*, the *Compulsory Automobile Insurance Act*, the *Motorized Snow Vehicles Act* and the *Off-Road Vehicles Act*
- **Documentation** (permits, plates, validation, driver's licences, insurance)
- **Equipment** (headlights, rear lights, brake lights, windshield, wipers, mufflers, horns, mirrors, odometers, mudguards, tires, etc.)



# Top six compliance notices

(Fine plus Victims of Crime surcharges and court costs)

1. Drive motor vehicle, no permit ( $\$85 + \$20 + \$5 = \$110$ )
2. Drive motor vehicle, no currently validated permit ( $\$85 + \$20 + \$5 = \$110$ )
3. Fail to surrender insurance card ( $\$50 + \$10 + \$5 = \$65$ )
4. Drive without proper headlights ( $\$85 + \$20 + \$5 = \$110$ )
5. Fail to notify change of address: ( $\$85 + \$20 + \$5 = \$110$ )
6. Driver fail to surrender licence: ( $\$85 + \$20 + \$5 = \$110$ )



**72 HOURS WARNING**

**AGREEMENT DE 72 HEURES**

**72 HOURS WARNING**

**Certificate of Offence**

**72 HOURS**



## 2013 Statistics

- P.O.T. = 1,880
- 72 hours = 1,825
- Part 111 = 188
- Total = 3,893

## 2014 Statistics

- P.O.T. = 1,297
- 72 hours = 952
- Part 111 = 119
- Total = 2,368
- 45 non-complied this year.

## Regular Ticket

Police officer issues ticket.

Traffic supervisor reviews and approves.

Traffic clerk documents.

Ticket is submitted to Provincial Offences court.

Police officer issues 72-hour warning.

Traffic supervisor reviews and sets aside, awaiting compliance.

Offender visits PRO to show compliance.

PRO approves compliance, documents and notifies Traffic.

72 hours warning expires with no compliance.

Traffic supervisor processes ticket.

Traffic clerk documents.

Ticket is submitted to Provincial Offences court

Traffic supervisor cancels ticket.



## Proposed cost-recovery fee

- Fee for cost recovery to be based on employee hours to process 72-hour warnings
- **Proposed fee between \$11.40 and \$21.97**
- Range to be presented to Board members, who will make decision to implement the fee, or not



# Questions/Answers and Comments from public



# Public Feedback Forms





**Proposed Amendments to Fee Schedule**  
**Friday November 7<sup>th</sup>, 2014, 10 a.m.**  
North Bay Police Service  
135 Princess Street West  
Lower Lecture Room

**PUBLIC FEEDBACK FORM**

Following today's Public Meeting and Question and Answer session, I support the North Bay Police Service's recommendation that a fee for compliance notices be introduced to the North Bay Police Services Board Fee Schedule.

☐

YES

☐

NO



**Proposed Amendments to Fee Schedule**  
**Friday November 7<sup>th</sup>, 2014, 10 a.m.**  
North Bay Police Service  
135 Princess Street West  
Lower Lecture Room

**PUBLIC FEEDBACK FORM**

Following today's Public Meeting and Question and Answer session, I support the North Bay Police Service's recommendation that a fee for compliance notices be introduced to the North Bay Police Services Board Fee Schedule.

☐

YES

☐

NO



## **NORTH BAY POLICE SERVICE**

### **MEMORANDUM**

**DATE:** October 20, 2014  
**TO:** Chief P. D. Cook  
**FROM:** Sgt. D. Webber  
**SUBJECT:** 72 Hour Reports

---

Sir

With the assistance of Cst. J. Whitehead I have reviewed the process in which members of our Service process a 72 Hour Report. Below is a breakdown the specific duties of each member and the time allotted to process the reports.

1. Police Officer conducts traffic stop and issues a 72 Hour Report to offender. Time allocated 5 – 10 minutes;
2. Officer places it in traffic box;
3. Traffic Office Clerk inputs information on computer into traffic stats. Time allocated 3-5 min
4. Offender attends the Pro and to ensure the he or she has complied with the provisions of the 72 Hour Report. This may involve exiting the building to view vehicle. Time allocated 3-5 minutes
5. PRO photocopies the 72 Hour Report, marks complied on ticket and gives that portion back to offender and puts photocopy on clip board. Time allocated 2 min
6. Member from Traffic Office picks up photocopy and Clerk enters goes back into traffic stats and updates entry to depict the offender has complied. Time allocated 3-5 minutes
7. Traffic Office Clerk keeps complied ticket for one year- review file and purge. Time allocated 3- 5 minutes

Certain variables will have a direct impact on the amount of time spent by North Bay Police Service personnel on reviewing compliance, such as attendance outside the building to confirm equipment infractions have been fixed versus viewing licensing documentation for compliance.

The expenses incurred by our Service for the above noted service is based on salaries attributed to the current (2014) Collective Agreement for the position of Traffic Clerk (after 4 years) and a First Class Constable. Dependant on the type of report the cost to the Service can vary from \$11.40 to \$21.97 (GST inclusive) per Three (3) Day Report.

**Total Processing Time Expenditures:**

**Traffic Clerk**

9 to 15 minutes - \$4.33 to \$7.20

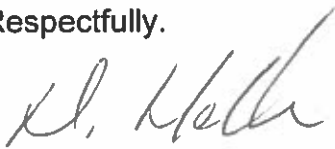
**Police Officer**

8 to 17 minutes = \$5.76 to \$12.24

**Total**                    **\$10.09 to \$19.44**

**Total with GST**    **\$11.40 to \$21.97**

Respectfully.



D. Webber, Sgt.  
Quality Assurance

cc Deputy Chief S. Devine



North Bay Police Service  
**MEMORANDUM**

To: Chief Paul Cook  
From: Ms. Marie Lugli, Corporate Communications Coordinator  
Subject: Report on Public Meetings (Proposed fee for Compliance Notices)  
Date: Sunday 9 November 2014

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Synopsis

The North Bay Police Service held **two public meetings** at headquarters (at 135 Princess Street West) in the Lower Lecture Room on **Friday 7 November** at 1000 hours and on **Saturday 8 November** at 0900 hours to discuss the proposed addition of a fee for Compliance Notices to the North Bay Police Services Board Fee Schedule Bylaw. These meetings were held in accordance with the Board's direction to the Chief of Police through resolution during its 14 October 2014 meeting. Minutes were taken by Ms. Susan Cousineau, Officer Manager, NBPS. This report is a summary of the two discussions.

Agenda and presenters for both meetings

1. Welcome and presentation by **Chief Paul Cook**.
2. Presentation by **Staff Sergeant Rick Dubeau**.
3. Presentation by **Sergeant Dan Webber**.
4. Questions & Answers and comments from the public.
5. Public invited to complete a feedback form.

Public Feedback Forms

The public was invited to check "**Yes**" or "**No**" in answer to the following question: "Following today's Public Meeting and Question and Answer session, I support the North Bay Police Service's recommendation that a fee for compliance notices be introduced to the North Bay Police Services Board Fee Schedule." Answers were anonymous. Those who attended both meetings were only entitled to one response.

**A) Public Meeting held on Friday 7 November 2014**

Results of Public Feedback Forms

Yes: 2      No: 15

Media in attendance:

Baytoday, CTV Northern Ontario, North Bay Nipissing News, TVCogeco, The Nugget

Others in attendance who did **not** complete a feedback form:

Mr. Dennis O'Connor, Chair, NBPSB  
Mr. Sheldon Forgette, incoming Deputy Mayor  
Deputy Chief Shawn Devine, NBPS  
Ms. Marie Lugli, Corporate Communications Coordinator, NBPS  
Ms. Sue Cousineau, Office Manager, NBPS

## B) Public Meeting held on Saturday 8 November 2014

### Results of Public Feedback Forms

Yes: 4      No: 18

Media in attendance: Baytoday, The Nugget

### Others in attendance who did **not** complete a feedback form:

Five members of the public who had already completed a feedback form at Friday's meeting.

Mr. Dennis O'Connor, Chair, NBPSB

Ms. Marie Lugli, Corporate Communications Coordinator, NBPS

Ms. Sue Cousineau, Office Manager, NBPS

## C) Summary of on-topic comments received from the public

The proposed fee:

- risks having a negative impact on relations between the public and front line officers (one person said that he didn't think the relationship between police and the public was *that* fragile that it will be seriously impacted by the fee);
- risks reducing the public's cooperation with police;
- may start at \$20, but there is a fear it will go up every year;
- will provide too small an annual return, when compared to the police service's entire budget, to warrant the risk of jeopardizing the public's respect for police;
- will affect those who are the most vulnerable, i.e. single parents, seniors and students on fixed incomes, those who can't afford to drive new cars, etc. (two people said that if people can't afford the \$20 cost-recovery fee, then they can't afford the costs to keep a working vehicle on the road);
- is not in keeping with other fees in the schedule, where a person is initiating the request for service;
- has already received a negative response from the public, as recorded in online commentary sections of media reports of the fee; and in online discussions of the fee on social networking websites.

Drivers:

- are in control of **documentation** issues; but
- are **not always** in control of **equipment** issues (the majority of the concerns had to do with burnt out headlights and tail lights).

Taxpayers:

- see the fee as a "cash grab" and a "tax";
- already pay the salaries and benefits of those members of the police service who are processing the compliance notices.

Compliance Notices:

- are punishment enough (a single parent and mother of three expressed that showing compliance costs her money and time to do; an extra \$20 fee is a lot of money for her);
- were created to "foster good community relations" (one person noted that adding a fee changes that dynamic);
- do not address the more serious safety concerns on our roads (such as moving infractions) which one person said should be the focus of police.

**D) Conclusion**

- Total attendance = 39 (of which 5 attended twice; count does not include media, Board or incoming Board members, or staff)
- 85% of respondents answered "no" to the proposed fee, as it is currently described;
- there were three main concerns: a) taxpayers already pay the salary and benefits of those who are processing the compliance notices; b) the overall annual revenue that the fee will generate is too small to risk jeopardizing the good relations the public has with police; c) drivers do not always have control over equipment issues, though it was agreed that they do have control over documentation issues.

Marie Lugli  
Corporate Communications Coordinator  
North Bay Police Service



## 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: October 21, 2014  
Date of Meeting: November 12, 2014

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

**Subject: Contingency Account – Families First**

**Recommendation: That the Board hereby resolves, "to donate \$75.00 from the contingency line in the Board's Budget to support the 2014 Families First Celebrations."**

Find attached correspondence forwarded to the Board Chair from Ms. Erin Vaughan, Community Event Facilitator from the City of North Bay on behalf of the 2014 Families First Celebrations. This year's event is scheduled for December 31<sup>st</sup> at Thomson Park, Memorial Gardens and the YMCA.

The Board has provided support to this worthwhile community event for the past several years.

The current balance in the contingency line of the Board's Operating Budget is only \$91.60.

I am recommending the Board pass the above noted resolution to provide \$75.00 to support this event again this year.

I invite any comments or questions from the Board.

Sincerely,

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



Parks, Recreation & Leisure Services  
Direct Line: (705) 474-0626, Ext. 2312  
Fax Line: (705) 474-9782  
E-mail: [Erin.vaughan@cityofnorthbay.ca](mailto:Erin.vaughan@cityofnorthbay.ca)

October 14, 2014

Chair Person  
North Bay Police Board  
135 Princess Street West  
North Bay, ON P1B 6C2

Dear Chair Person:

**Re: 2014 Families First Celebrations**

Our twenty-first annual Families First New Year's Eve Celebration hosted by the City of North Bay is scheduled to take place at Thomson Park, Memorial Gardens and the YMCA on December 31, 2014. New Year's Eve will be here before we know it so plans are already underway to create a fun, safe, action-packed and alcohol-free celebration for all families.

On behalf of the Families First Committee, I would like to encourage your involvement by inviting you to become a 2014 sponsor for this year's festivities. Every year it gets larger and better, and this year will be no exception. It is the generosity of our sponsors that allows us the opportunity to offer the families of North Bay a New Year's Eve to remember in a happy and safe environment. Through donations from local sponsors, we provide this event to the public free of charge.

The North Bay Police Board has donated in the past and we are hoping it will be able to help us with a donation this year. We look forward to your involvement in this fantastic community celebration! A committee member will be in touch with you in the near future. If you have any questions, please do not hesitate to call me.

Thank you in advance for your consideration.

Sincerely,

Erin Vaughan  
Community Event Facilitator