



**MINUTES OF OPEN MEETING  
North Bay Police Service Board  
December 17, 2024**

**Present:**

**Board Members:** Rich Stivrins, Chair, Patricia Cliche, Maggie Horsfield, William Hagborg, Peter Chirico (in attendance/not participating)

**Police Service:** Chief Daryl Longworth, Deputy Chief Michael Dazé, Inspector Jeff Warner, Constable Brodie Beard, Constable Christina Buckland, and Constable Dave Wright

**Executive Asst.:** Susan Foster-Fulton

**Guests:** Representatives from 5 local charitable organizations as follows:

- Big Brothers Big Sisters of North Bay and District
- L.I.P.I – Low Income People Involvement of Nipissing
- Nipissing First Nation – True Self Debwewendizwin Program
- North Bay Santa Fund
- VON Canada – Meals on Wheels Program

**Call to Order**

The Chair, Rich Stivrins, called the meeting to order at 8:03 hours.

**1. Approval of Agenda**

Resolution: #67-2024

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Accept the Agenda as presented for the Open Session Meeting held on December 17, 2024.  
Carried

**2. Adoption of Minutes**

Resolution: #68-2024

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Adopt the Minutes of the Open Session Meeting held on November 19, 2024”.  
Carried

**3. Correspondence – NIL**

**4. Contingency Requests**

Resolution: #69-2024

Moved by: William Hagborg, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

“Donate \$1,000.00 to the North Bay Santa Claus Parade and \$500.00 to the Halloween Fund in accordance with their 2024 Contingency Fund Requests”.

Resolution: #70-2024

Moved by: William Hagborg, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to:

“Donate \$1,000.00 to LIPI – Low Income People Involvement of Nipissing, Nipissing First Nation – True Self Debwewendizwin Program, Big Brothers Big Sisters of North Bay and

District, North Bay Santa Fund and VON Canada – Meals on Wheels Program (North Bay), in accordance with their 2024 Contingency Fund Requests”.

Carried

Resolution: #71-2024

Moved by: Maggie Horsfield, Seconded by: William Hagborg

The North Bay Police Service Board hereby resolves to:

“Pause the Open Session Meeting held on December 17, 2024, to allow donation recipients access to media personnel at 8:12 hours and resume the Open Session Meeting held on December 17, 2024, at 8:30 hours”.

Carried

## **5. Project Genesis**

Resolution: #79-2024

Moved by: Patricia Cliche, Seconded by: Maggie Horsfield

The North Bay Police Service Board hereby resolves to

“Move agenda item #12 – Project Genesis Presentation, to agenda item #5”.

Inspector of Operations, Jeff Warner provided an overview of Project Genesis, which was an initiative targeting outstanding Arrest Warrants and Bail Compliance. The project ran for 26 days during the month of November and involved temporarily redeploying five police officers who formed an Offender Management Team (OMT). Inspector Warner noted that the project cleared 104 arrest warrants which included a number of serious charges including sexual assault, assault with a weapon, theft, possession of controlled substances, as well as a number of firearms related charges. The team also conducted 36 bail compliance checks and found that 17 offenders were non-compliant with release conditions (53% compliance rate). Inspector Warner identified that the OMT worked well in partnership with the OPP during the project. The Chief indicated that Project Genesis represents the first of many task force initiatives to address these issues and acknowledged the strength of this team.

Carried

## **6. Taxi License Applications**

Resolution: #72-2024

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Approve eight (8) taxi license applications for November as recommended by the Chief of Police.”

Carried

## **7. 2025 Operating Budget**

Resolution: #73-2024

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

- “Approve the 2025 Gross Operating Expenses included in the Operating Budget in the amount \$31,912,879”;
- “Accept the Services Executive Report (Appendix B as attached to the report)”;
- “Approve the 2025 Municipal Levy of \$29,882,902 (as summarized in Appendix A as attached to the report)”.

Chief Longworth provided a detailed overview of the operating budget and identified a proposed 12.79% increase. He noted that wellness and retention of members was a key consideration during budget preparation. The Chief acknowledged that payroll, pensions, life insurance, WSIB and the loss of WSIB funding have all contributed to the increase; he also noted that North Bay residents have identified public safety as the number one priority and that the public are looking for a more visible police presence. Chief Longworth outlined that the new budget included two additional dedicated foot patrol officers, an additional drug enforcement

officer, and an added traffic enforcement officer. The Chief shared that they worked extremely hard to reduce the final increase from an original estimate of 18.37% to 12.79%. Strategies to reduce the overall increase included restructuring of vacant positions and training initiatives. The budget also includes the addition of three civilian staff to address the use of overtime hours and staff wellness. The Chair acknowledged that while it is necessary to try and contain these costs, the reality is that the cost of municipal services is going up. He indicated that he is hopeful that over the long term these investments pay off and that he appreciated the work that went into reducing the final budget increase request.

Carried

## **8. 2025 Capital Budget**

Resolution: #74-2024

Moved by: Patricia Cliche, Seconded by: William Hagborg

The North Bay Police Service Board hereby resolves to:

“Receive the initial 2025 Net Capital Budget and 2026-2034 Capital Forecast as contained in Appendix A of the report”.

Chief Longworth asked that the Board receive the initial 2025 Net Capital Budget and Capital Forecast as contained in Appendix A of the report (as opposed to approving the 2025 Capital Budget at this time). While the Chief had been able to reduce the Capital Budget for 2025 to approximately 3.8 million dollars, he indicated that he was not satisfied that due diligence had been met and wanted to go back to explore possibilities for further reductions. The Chief highlighted that the expenses reflect that the electrical system and the generator are in need of replacement and the radio system is reaching the end of its useful life.

## **9. Appointment Committee Activity**

The Chair announced that Richard Crockett, Kaitlin Pace, Christopher Lowery and Colby Gagne had been appointed as Special Constables since the last NBPSB meeting.

## **10. Chief’s Verbal Report**

Chief Longworth provided a verbal report which included the following highlights:

- The Chief noted that two new recruits had passed their Ontario Police College certification exams; and that the NBPS had been busy working on donations for the North Bay Santa Claus Fund and an internal competition to help stock the Children’s Aid Society with toys, non-perishable goods and clothing.

## **11. 2023 Annual Report**

The Chief noted that the 2023 Annual report is actually a presentation of all the fantastic work that is being done by the NBPS. He identified that work for the 2024 Report has begun and urged attendees to bring forward items that they would like seen included in the next report.

## **12. Financial Report and Projected Variance**

Resolution: #75-2024

Moved by: William Hagborg, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Receive and file the North Bay Police Service’s Year-end Financial Projection for the period ending September 30, 2024, as set out in the Board Report dated December 9, 2024, from Monique Séguin-Russell, Finance Coordinator.

The Chief identified that there was a surplus of approximately 1.2 million dollars largely owing to unfilled vacancies due to recruitment issues (increased competition for employees).

Carried

**13. Informant Fund**

Resolution: #76-2024

Moved by: Maggie Horsfield, Seconded by: Patricia Cliche

The North Bay Police Service Board hereby resolves to:

“Accept the Informant Fund Audit Report for the year 2024, as submitted by the Chief of Police.”

Carried

**14. Monthly Operations Reports**

The Chief reviewed current versions of the following reports: Citizen Generated Calls for Service, Officer Generated Incidents and the Monthly Collision Report.

**15. New Business (NIL)**

**16. Adjourn to Closed Session**

Resolution: #77-2024

Moved by: Pat Cliche, Seconded by: Maggie Horsfield

The North Bay Police Services Board hereby resolves to:

“Adjourn to the Closed Session Meeting on December 17, 2024 at 0919 hours.”

Carried

**17. Adjournment**

Resolution: #78-2024

Moved by: Maggie Horsfield, Seconded by: Patricia Cliche

The North Bay Police Services Board hereby resolves to:

“Adjourn the Open Session of the meeting held on December 17, 2024 at 0955 hours.”

Carried

  
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Chair                      December 17, 2024

  
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Executive Assistant