

Municipality of Port Hope Police Services Board

Office: 55 Fox Road, Port Hope

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Jeff Gilmer, *Chair*

Jane McFarlane, *Manager*

MINUTES

Thursday, October 27th, 2016 – 3:00 p.m.

Leonard Hutchings Community Room, 55 Fox Road, Port Hope

Present: J. Gilmer, Chair
D. Prendergast, Vice Chair
G. Burns
L. Andrews
J. Hudson

Staff: Port Hope Police -Chief B. Wood
-Inspector D. Strongman

Northumberland OPP – Inspector L. Darling (arrived at
3:25PM)

J. McFarlane, Board Manager

Regrets: P. Dhaliwal, PHPS Financial Controller

1. Call to Order @ 3:02PM

2. Agenda

2.1 Additions to agenda

2.2 Adoption of agenda, as amended

Resolution #124/16

MOVED BY: G. Burns, SECONDED BY: D. Prendergast that the agenda be adopted.

CARRIED

3. Disclosure of Pecuniary Interest & the General Nature Thereof:

D. Prendergast declared a conflict of interest with regard to Agenda Item #
8.1.5 - Port Hope Police Report on Pending Agreement with Cameco
Corporation

4. Adoption of Minutes of Previous Meetings

4.1 Police Services Board meeting of September 22nd, 2016

Resolution #125/16

MOVED BY: J. Hudson, SECONDED BY: L. Andrews that the minutes of the Police Services Board meeting of September 22nd, 2016 be approved, as presented.

CARRIED

5. Business Arising from Minutes – None

6. Delegations: None

7. Correspondence

- 7.1 MPH Memo & Attachment, dated September 21st, 2016 regarding By-law 56/2016 Discharge of Firearms By-law
- 7.2 Copy of letter from Premier Wynne to Minister Oraziotti dated September 23rd, 2016 regarding September 2016 Mandate letter: Community Safety and Correctional Services
- 7.3 Copy of a letter, dated September 29th, 2016 sent by the Brighton Police Services Board to Minister Oraziotti regarding Police Governance in Ontario
- 7.4 Letter from Justice M. Tulloch, Independent Police Oversight Review & Attachment, dated September 29th, 2016 regarding the upcoming review of police oversight bodies in Ontario
- 7.7 All Chiefs and Chairs Memo, dated October 7th, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Ontario's Strategy to End Human Trafficking
- 7.8 All Chiefs and Chairs Memo, dated October 7th, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Ontario Passenger Plates
- 7.9 All Chiefs and Chairs Memo, dated October 12th, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Basic Constable Training Program January 11 – April 5, 2017
- 7.10 Email from Victim Services Peterborough Northumberland re Human Trafficking Announcement, dated October 19th, 2016
- 7.11 All Chiefs and Chairs Memo, dated October 19th, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services

regarding O. Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: Training

- 7.12 All Chiefs and Chairs Memo, dated October 21st, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Crime Prevention Week 2016

Resolution #126/16

MOVED BY: D. Prendergast, SECONDED BY: G. Burns that Items 7.1, 7.2, 7.3, 7.4, 7.7, 7.8, 7.9, 7.10, 7.11 and 7.12, as described above, be received as information.

CARRIED

- 7.5 All Chiefs and Chairs Memo, dated September 30th, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Ontario Police College (OPC) Annual Performance Survey

- 7.6 All Chiefs and Chairs Memo, dated October 3rd, 2016, from S. Beckett, ADM, Public Safety Division, Ministry of Community Safety & Correctional Services regarding Web Interface Connection to PowerCase

Resolution #127/16

MOVED BY: D. Prendergast, SECONDED BY: G. Burns that Items 7.5 and 7.6 as described above be referred to the PHPS Chief for appropriate action (which in both cases has been completed.)

CARRIED

8.0 Staff and Committee Reports

- 8.1 Port Hope Police Service's Reports

- 8.1.1 Port Hope Police 2016 Budget Update, dated October 27th, 2016
– P. Dhaliwal

Resolution #128/16

MOVED BY: J. Hudson, SECONDED BY: L. Andrews that the Port Hope Police Services Board receive the PHPS Budget Update, dated October 27th, 2016 as information.

CARRIED

- 8.1.2 Port Hope Police Screening Report for January – September 2016, dated October 27th, 2016 – P. Dhaliwal

Resolution #129/16

MOVED BY: L. Andrews, SECONDED BY: G. Burns that the Port Hope Police Services Board receive the PHPS Screening Report for January - October 2016, dated October 27th, 2016 as information.

CARRIED

- 8.1.3 Port Hope Police Statistical Report – September 2016, dated October 13th, 2016
– Inspector D. Strongman

Resolution #130/16

MOVED BY: G. Burns, SECONDED BY: D. Prendergast that the Port Hope Police Statistical Report – September 2016, dated October 13th, 2016 be received as information. CARRIED

- 8.1.4 Port Hope Police Report on Complaints Against Police – September 2016, dated October 13th, 2016 – Inspector D. Strongman

Resolution #131/16

MOVED BY: D. Prendergast, SECONDED BY: G. Burns that the Port Hope Police Report on Complaints Against Police – September 2016, dated October 13th, 2016 be received as information.

CARRIED

- 8.1.5 Port Hope Police Report on Pending Agreement with Cameco Corporation, dated October 13th, 2016 – Inspector D. Strongman (*COI declared by D. Prendergast on this item*)

Resolution #132/16

MOVED BY: J. Hudson, SECONDED BY G. Burns that the Port Hope Police Services Board receive the PHPS Report on the Pending Agreement with Cameco Corporation, dated October 13th, 2016 as information; and further that the Board approve the Cameco Corporation Agreement in principle, pending detailed review and revisit the item at its November 2016 Board Meeting.

CARRIED

- 8.1.6 Port Hope Police 2017 Proposed Operating and Capital Budget – Police Consolidated, dated October 27th, 2016 – P. Dhaliwal

Resolution #133/16

MOVED BY: L. Andrews, SECONDED BY G. Burns that the Port Hope Police Services Board receive the draft Police 2017 Operating Budget in the amount of \$5,094,743, which reflects a 1.85 % increase over 2016 and a Capital Budget of \$114,000; and further that the Port Hope Police Services Board approve the budgets and forward to the Municipality.

CARRIED

- 8.2 Northumberland Detachment of the OPP –

- 8.2.1 Northumberland OPP Detachment Monthly Report on September 2016 – Inspector L. Darling

Resolution #134/16

MOVED BY: L. Andrews, SECONDED BY: J. Hudson that the Northumberland OPP Detachment Monthly Report on September 2016 be received as information.

CARRIED

- 8.2.2 OPP Annual Billing Statement for 2017, dated September 29th, 2016 and Attachment– Inspector L. Darling

Resolution #135/16

MOVED BY: G. Burns, SECONDED BY: J. Hudson that the OPP Annual Billing Statement for 2017, dated September 29th, 2016 and Attachment be received as information.

CARRIED

8.3 Chair's Report

8.3.1 Review of Action Log for September 2016 – Chair J. Gilmer

Resolution #136/16

MOVED BY: G. Burns, SECONDED BY: L. Andrews that the Action Log for September 2016 be received as information.

CARRIED

8.4 Finance Committee Report – L. Andrews

8.4.1 2016 PHPSB Budget Update, dated October 27th, 2016 – P. Dhaliwal

Resolution #137/16

MOVED BY: J. Hudson, SECONDED BY: D. Prendergast that the 2016 PHPSB Budget Update, dated October 27th, 2016 be received as information.

CARRIED

8.5 Policy Committee Report - J. Gilmer

8.5.1 Review of PHPSB Policies: Equal Opportunity Discrimination & Workplace Harassment (AI-003); Marked General Patrol Vehicles (AI-008); Workplace Violence Prevention (AI-016); Missing Persons (LE-026); Child Pornography/Internet Exploitation (LE-036); Labour Relations (MGMT-003); Bereavement Acknowledgement (MGMT-005); Executive Performance Review (MGMT-007); Capital & Operating Budgets Policy (MGMT-012); Accessibility Standards for Customer Service (MGMT-016); Remuneration for PHPSB Members (MGMT-017); Tangible Capital Asset Tracking Procedure (MGMT-019); Retirement Acknowledgement (MGMT-022); Conduct of Members (MGMT-023); Donations and Sponsorships (MGMT-025); Communications (MGMT-028)

Resolution #138/16

MOVED BY: G. Burns, SECONDED BY: L. Andrews that the PHPSB Policies: Equal Opportunity Discrimination & Workplace Harassment (AI-003); Marked General Patrol Vehicles (AI-008); Workplace Violence Prevention (AI-016); Missing Persons (LE-026); Child Pornography/Internet Exploitation (LE-036); Labour Relations (MGMT-003); Bereavement Acknowledgement (MGMT-005); Executive Performance Review (MGMT-007); Capital & Operating Budgets Policy (MGMT-012); Accessibility Standards for Customer Service (MGMT-016); Remuneration for PHPSB Members (MGMT-017); Tangible Capital Asset Tracking Procedure (MGMT-019); Conduct of Members (MGMT-023); Donations and Sponsorships (MGMT-025); Communications (MGMT-028) be approved as presented, effective immediately; that the approved policies be posted to the PHPSB webpage; and further that review of PHPSB Policy on Retirement Acknowledgement (MGMT-022) be deferred

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to the November 2016 meeting.

CARRIED

8.6 Community Relations Committee Report – D. Prendergast
Nothing to report

8.7 Personnel and Labour Relations Report – L. Andrews
Report – In-Camera

8.8 Manager's Reports – J. McFarlane –

8.8.1 Manager's Report re PHPSB Role with the Steering Group of the Situation Table
Northumberland (STN), dated October 21st, 2016

Resolution #139/16

**MOVED BY: D. Prendergast, SECONDED BY: G. Burns that the Port Hope
Police Services Board conclude its role with the Steering Group of the
Situation Table Northumberland at the end of 2016 thus making its seat
available to the Cobourg Police Service.**

CARRIED

9. New and Other Business:

9.1 Next meeting is Thursday, November 25th, 2016 at 3:00 pm, in the
Community Room, 55 Fox Road, Port Hope

10. Question Period

11. In-Camera

12. Adjournment @4:40PM