



THE THUNDER BAY  
POLICE SERVICES BOARD

THE TWENTY-THIRD MEETING OF THE  
FIFTY-THIRD THUNDER BAY POLICE SERVICES BOARD

TUESDAY, AUGUST, 9 2022

VIRTUAL MEETING

9:00 A.M.

REGULAR SESSION

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1. DISCLOSURES OF INTEREST

2. CONFIRMATION OF AGENDA

RES 1

With respect to the Twenty-Third Session (Regular) of the Fifty-Third Thunder Bay Police Services Board held on August 9, 2022, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

3. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Service Overview

Acting Chief of Police D. Taddeo to provide an overview of Service and recent activities.

4. GENERAL MATTERS

a) Committee Review

Memorandum from Secretary to the Board, John Hannam

RES 2

**THUNDER BAY POLICE SERVICES BOARD (TBPSB)**

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“With respect to the mandate and membership of the Thunder Bay Police Services Board’s Governance Committee we recommend that the Board approve the amendment of the Committee’s mandate to include:

- meeting procedural by-laws, meeting processes and practices
- recruitment of Board members
- development and education of Board members,
- recruitment of the Police Services Board the Chief of Police and the Deputy Chief,
- recruitment of administrative officers of the Board

AND THAT the membership of the Governance Committee be amended to include 3 members of the Board, and 3 community representatives;

AND THAT Board Administrator M. Mercer participate as a committee member as provided for in his appointment as the Administrator.”

5. NEW BUSINESS

6. CONFIRMING BY-LAW

**RES 3**

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Administrator and Secretary to the Thunder Bay Police Services Board, sealed and numbered:

1. A By-law to confirm the proceedings of a Regular Session of The Thunder Bay Police Services Board, this 9<sup>th</sup> day of August, 2022.

Explanation: Confirmation of the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Services Board at this meeting is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

**BY-LAW NUMBER: PC22– 2022**

7. ADJOURNMENT

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**TO:** Members of Thunder Bay Police Services Board

**FROM:** John S. Hannam, Secretary to the Board

**DATE:** July 31, 2022

**SUBJECT:** Review of Board Committees

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Under the Police Services Act all Police Services Boards have the authority to establish such committees, or sub-committees, as it sees fit in support of its operations and responsibilities.

The establishment of committees is further addressed in Section 3.13 of the Thunder Bay Police Board's Procedural By-law and requires, in general, that each committee's general purpose and composition shall be established by the Board and that each committee will develop its specific terms of reference. At present the Thunder Bay Police Services Board (the Board) has established a Governance Committee, a New Hire Committee, a Sponsorship Committee, and has made provisions for the establishment of a Bargaining Committee at the beginning of the next term of the Board.

- The Governance Committee was established in 2019 with 2 members of the Board and a mandate of reviewing and developing policies of and for the Board as recommended in the Thunder Bay Police Services Board Investigation Final Report.
- The New Hire Committee was established in 2020 with a mandate to review and authorized to approve of reports from the Chief of Police on all new hiring of sworn and civilian employees of the Service.
- The Sponsorship Committee is mandated to review all requests for financial sponsorship from the Board's Special Account and make recommendations to the Board. The committee composition is set by position: The Board Chair, Chief of Police and Secretary to the Board.
- Bargaining Committee, once appointed, will be responsible to represent the Board in collective bargaining as well as considering ongoing maintenance of collective agreements through such instruments as Memorandums of Understanding.

While it can be reasonably anticipated that the Expert Panel, in its final report (anticipated later this fall), may make recommendations for the committee structure(s) of the Board, as may the Board Administrator M. Mercer, Board Administration recommends that some changes to the mandate and structure of the Governance Committee would be of value at this time and are outlined here for the Board's consideration.

**Governance Committee**

Mandate

Typically governance committees can be found to have varied responsibilities such as: (in no particular order) meeting procedural by-laws, meeting processes and practices, monitoring Board effectiveness, adherence to regulatory requirements, policy development and review, recruitment of Board members, development and education of Board members, recruitment of executive officers (in the case of a Police Services Board the Chief of Police and Deputy Chief) and administrative officers of the Board, progress and development of a Strategic Plan and key initiatives. In some cases authority may be delegated to execute certain activities and responsibilities or in other cases the committee be called upon to make recommendations to the full Board, as the Board sees fit.

Administration recommends that the mandate of the Board's governance committee be expanded to include, at this time, meeting procedural by-laws, meeting processes and practices, recruitment of Board members, development and education of Board members, recruitment of the Police Services Board the Chief of Police and the Deputy Chief, and administrative officers of the Board.

Membership

Membership on a governance committee, in the general case, includes members of the board as voting members, such administrative resource members as deemed necessary (non-voting), and special members from outside the board – in some cases appointed to assist in specific tasks, voting or non-voting as determined by the board. The Board's governance committee currently has one vacant seat, Administration recommends that the composition of the committee be amended to include 3 members of the Board; and in the current circumstances that all current members of the Board be invited to join the committee. It is noted that Administrator Mercer by virtue of his appointment by OCPC is ex-officio a member of all committees of the Board.

At this point in time the Thunder Bay Police Services Board faces two critical tasks; the recruitment of a new Chief of Police and recruitment of new members of the Board itself.

On the latter while appointments are made by the Province of Ontario and the City Thunder Bay, the Board is not precluded in recruitment of candidates for appointment. It is the view of Administration that recruiting, as many as possible, qualified candidates is in the best interest of the Board and the community it serves. Administration will be developing a board recruitment information package to assist in this for presentation to the Governance Committee. All members of the Board and the Governance Committee are encouraged to consider and seek out likely candidates. On the former, the recruitment of a new Chief of Police is of course already underway, albeit in the early stages. Notwithstanding the current vacancies on the Board itself the selection of a Chief of Police is one of the most important and challenging decisions a Board can make; important to the Service and the community. And while the Board is supported in this endeavour by the professional services of a recruiting firm there is also much to be gained in having community members participate with the Board in the recruitment. Community confidence in the Chief of Police and the Service is critical, the direct participation of the community in the selection of the new Chief of Police can go a long way in achieving that

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confidence. And given the timing of this process against the upcoming municipal election, and the existing vacant seats, that community representation can also provide much needed consistency in the recruitment process. To that end Administration recommends that three community members at large be appointed to participate with the Board in the recruitment of a new Chief of Police. Beyond the recruitment process community representatives on the committee will also play a valuable role in the development of critical policies of the Board.

The following motion is presented for the consideration of the Board:

“With respect to the mandate and membership of the Thunder Bay Police Services Board’s Governance Committee we recommend that the Board approve the amendment of the Committee’s mandate to include:

- meeting procedural by-laws, meeting processes and practices
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- development and education of Board members,
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AND THAT the membership of the Governance Committee be amended to include 3 members of the Board, and 3 community representatives;

AND THAT Board Administrator M. Mercer participate as a committee member as provided for in his appointment as the Administrator.”