

**AGENDA MATERIAL
FOR
THE THUNDER BAY
POLICE SERVICES BOARD
REGULAR SESSION**

Meeting Date: **April 20, 2021**

Location: **ELECTRONICALLY via MS TEAMS**

Time: **9:00 a.m.**



THE THUNDER BAY POLICE SERVICES BOARD

THE TENTH MEETING OF THE FIFTY-SECOND THUNDER BAY POLICE SERVICES BOARD

TUESDAY, APRIL 20, 2021

MEETING BEING HELD ELECTRONICALLY via MS TEAMS
9:00 A.M.

REGULAR SESSION

1. DISCLOSURES OF INTEREST

2. CONFIRMATION OF AGENDA

RES 1

With respect to the Tenth Session (Regular) of the Fifty-Second Thunder Bay Police Services Board held on April 20, 2021, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

3. CONFIRMATION OF MINUTES

The Minutes of the Eighth Session (Regular) of the Fifty-Second Thunder Bay Police Services Board held on March 16, 2021 to be confirmed. **(Pages 8 - 15)**

RES 2

THAT the Minutes of the Eighth Session (Regular) of the Fifty-Second Thunder Bay Police Services Board held on March 16, 2021 be confirmed.

4. UNFINISHED BUSINESS

a) Building Project Update

At the January 19, 2021 Regular Session of the Board, a memorandum from Chief S. Hauth to the Chair and Members of the Thunder Bay Police Services Board, dated December 8, 2020, relative to the Police Facility, was re-presented for the Board's information.

The following motion was presented to the Board at the December 15, 2020 Regular Session of the Board, and was re-presented at the January 19, 2021 Regular Session:

With respect to current building limitations at 1200 Balmoral Street for the Thunder Bay Police Service, we recommend that a new centralized headquarters be constructed, as per

Option One recommendation from FORM Architecture Engineering;

AND THAT \$6.1M gross and \$5.6M net of HST rebate for land acquisition and the development of tender documents be included in the 2022 capital budget for consideration;

AND THAT the construction costs of \$55.9M gross and \$50.4M net of HST rebate be included in the 2024 capital budget for consideration.

The above noted motion was deferred by the following motion:

That with respect to the motion recommending a new police building and funding to begin its construction, we recommend that the motion be deferred until the April 20, 2021 meeting of the Board to allow for more communication of the proposal with City Council and the general public.

Member M. Power and Chief S. Hauth to provide an update on their community engagement work relative to the construction of a new police headquarters.

b) Decommission of Youth Justice Residential Programs in Thunder Bay

At the March 16, 2021 Regular Session of the Board, a memorandum from the Ministry of Children, Community and Social Services (MCCSS) to Justices, Crown Attorneys, Court Service Managers, Chiefs of Police and MCCSS Youth Justice Transfer Payment Recipients, dated March 1, 2021, relative to the Decommission of Youth Residential Programs and Decreases in Operational Capacity within the Youth Justice System, was provided for the Board's information. Copies of a response from Chief Sylvie Hauth to the Ministry of Children, Community and Social Services – North Region, dated March 3, 2021, were also provided for the Board's information.

Copies of correspondence from Joanna Wenger, Regional Program Manager – Ministry of Children, Community and Social Services – North Region, to Sylvie Hauth, Chief of Police – Thunder Bay Police Service, dated April 12, 2021, relative to the Ministry's response regarding Youth Justice facility closures in the North, for the Board's information. **(Page 16)**

Chief S. Hauth to provide a verbal update relative to the above noted.

5. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Quarterly Complaints

Report No. 19/21 (Police) relative to the summary of complaints for Q1 of 2021, for the Board's information. **(Pages 17 - 19)**

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Staff Sergeant G. Snyder – Professional Standards, Thunder Bay Police Service, to provide an update relative to the above noted.

b) First Quarter Variance Report

Report No. 20/21 (Police) relative to the 2021 Operational Budget for the Thunder Bay Police Service and the Variance Report for Q1 of 2021, for the Board's information. **(Pages 20 - 21)**

Ms. D. Paris, Director – Financial Services & Facilities, Thunder Bay Police Service, to provide an update relative to the above noted.

c) Unclaimed Funds

Report No. 21/21 (Police) relative to Unclaimed Funds, for the Board's information. **(Pages 22 - 23)**

Chief S. Hauth to provide an update relative to the above noted.

d) Digital Evidence Management System/Body Worn Camera (DEMS/BWC) Project

Report No. 22/21 (Police) relative to updating the Thunder Bay Police Services Board on the activities and timelines of the Digital Management Evidence Project Team, for the Board's information. **(Pages 24 - 26)**

Superintendent D. Taddeo, Thunder Bay Police Service, to provide an update relative to the above noted.

6. GENERAL MATTERS

a) Fencing of Balmoral Station Property

Memorandum to Members of the Thunder Bay Police Services Board from B. Mauro, Mayor, dated April 7, 2021, relative to the need for fencing and controlled entrances around Police Headquarters. **(Page 27)**

Mayor B. Mauro to provide an overview relative to the above noted.

RES 3

With respect to the construction of the installation of fencing and controlled access of the Balmoral Street Police Station and Headquarters, we recommend that Administration be directed to work with the City of Thunder Bay's Facility, Fleet & Energy Management Division to complete a refined estimate of the costs for fencing the property, together with such controlled entrances and security as they might recommend;

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AND THAT a report on such estimates, and potential sources of financing be presented to the Board no later than June, 2021.

b) Procedure for Payment of Invoices

At the December 17, 2019 meeting of the Board, it was the consensus of the Board that all matters pertaining to Board expenses, either through the Board's budget or the Board's special account, be brought to the Board for discussion and approval.

Memorandum from John S. Hannam, Secretary to the Board, to Members of the Thunder Bay Police Services Board, dated March 24, 2021, relative to review and approval of invoices, for the Board's information. **(Page 28)**

Mr. J. Hannam, Secretary to the Board, to provide an overview relative to the above noted.

RES 4

With respect to the approval of invoices directed to the Thunder Bay Police Services Board, we recommend that invoices for operational services and purchases, under agreements for services, retainers for service or other contractual mechanisms be processed for payment as received;

AND THAT any invoices for singular purchases or services provided for amounts greater than \$1,000 be presented to the Board Chair for review and approval, and those less than \$1,000 to be paid upon review and approval of the Board Secretary;

AND THAT a monthly summary of invoices paid be presented to the Board for its information.

c) Accounts Update – Approval for Payment of Invoices

Invoice from TBayTel, dated April 1, 2021, relative to TB Police Services Board's office phone, for the Board's information. **(Page 29)**

Invoice from Maverick AV, dated April 12, 2021, relative to services rendered for technical support at meetings, for the Board's information. **(Page 30)**

Invoice #D455 from the Canadian Association of Police Governance, relative to the Membership Fees for 2021, for the Board's information. **(Page 31)**

Invoice from TrendLine Consulting Services, dated April 12, 2021, relative to professional services rendered on the performance evaluations for the Chief of Police and Deputy Chief of Police, for the Board's information. **(Page 32)**

Invoice from Mr. J. Hannam, dated April 9, 2021, relative to professional services rendered, for the Board's information. **(Page 33)**

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Invoice from Ms. L. Douglas, dated March 31, 2021, relative to professional services rendered, for the Board's information. **(Page 34)**

RES 5

With respect to the invoices presented at the April 20, 2021 Regular Session of the Thunder Bay Police Services Board, we recommend proceeding with payment of the six (6) invoices;

AND THAT the invoices be paid from the Board's budget.

On the consensus of the Board, an invoice from ISI Live, dated March 16, 2021, and due on April 15, 2021 (prior to this meeting), relative to remote production and broadcasting services for regular sessions on our website, was approved for payment on March 18, 2021. It is being provided for the Board's information. **(Page 35)**

7. PETITIONS AND COMMUNICATIONS

a) Court Security and Prisoner Transportation (CSPT) Program

Correspondence from the Ministry of the Solicitor General to Ms. Linda Evans, General Manager of Corporate Services & City Treasurer, dated March 31, 2021, relative to funding approval for the Court Security and Prisoner Transportation Program for 2021, for the Board's information. **(Pages 36 - 37)**

Chief S. Hauth to provide a verbal update relative to the above noted.

b) Tracking Board Reports

There are no updates for the following Board reports/standing agenda items.

i. OIPRD Annual Report Recommendations

- Summary of the status/progress of the OIPRD Recommendations (presented February, 2021)

ii. OCPC Chart – Summary of Recommendations

- Summary of status/progress of OCPC Recommendations as of March, 2021 (presented March, 2021)

8. NEW BUSINESS

9. CONFIRMING BY-LAW

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RES 6

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Chair 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 20th day of April, 2021.

Explanation: To confirm 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: PC7– 2021

10. ADJOURNMENT

**MEETING: THE EIGHTH MEETING OF THE FIFTY-SECOND THUNDER BAY
POLICE SERVICES BOARD**

DATE: MARCH 16, 2021
TIME: 9:04 A.M.
PLACE: ELECTRONIC MEETING VIA MS TEAMS
CHAIR: COUNCILLOR K. OLIVER

PRESENT:

Mayor B. Mauro
Ms. G. Morriseau
Councillor K. Oliver
Mr. R. Pelletier
Mr. M. Power

OFFICIALS:

Ms. S. Hauth, Chief of Police
Mr. R. Hughes, Deputy Police Chief
Ms. H. Walbourne, Legal Counsel – Thunder Bay
Police Service
Ms. D. Paris, Director – Financial Services &
Facilities, Thunder Bay Police Service
Ms. L. Chevrette, Coordinator – Crime Prevention
Council
Mr. T. Gervais, Police Services Advisor - Ministry of
the Solicitor General
Mr. J. Hannam, Secretary – Thunder Bay Police
Services Board
Ms. L. Douglas, Assistant to the Secretary - Thunder
Bay Police Services Board

1. DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2. AFFIRMATION OF OFFICE

Correspondence from the Office of the Solicitor General, dated March 5, 2021, relative to appointing Mr. Roydon Pelletier to the Thunder Bay Police Services Board, effective March 4, 2021, for a period not to exceed three years effective from the date set out in the Executive Council of Ontario Order, was provided for the Board's information.

Chair Oliver welcomed newly-appointed Board member Mr. R. Pelletier to the meeting.

The Affirmation of Office was read aloud by Mr. Roydon Pelletier, and would be signed, witnessed, commissioned and then filed after the meeting (due to the meeting being held virtually).

3. CONFIRMATION OF AGENDA

Additional information was emailed to the Board on March 13, 2021.

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The following two items were added under New Business:

- Expenditure Report for Thunder Bay Police Youth Corps; and
- Firearms Proposal – Thunder Bay Police Youth Corps.

MOVED BY: Mr. M. Power

SECONDED BY: Mayor B. Mauro

With respect to the Eighth Regular Session of the Fifty-Second Thunder Bay Police Services Board held on March 16, 2021, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4. CONFIRMATION OF MINUTES

The Minutes of the Sixth Regular Session of the Fifty-Second Thunder Bay Police Services Board held on February 16, 2021 to be confirmed.

MOVED BY: Mr. M. Power

SECONDED BY: Ms. G. Morriseau

THAT the Minutes of the Sixth Regular Session of the Fifty-Second Thunder Bay Police Services Board held on February 16, 2021 be confirmed.

CARRIED

5. PRESENTATIONS

City of Thunder Bay – Community Safety and Well-Being Plan

Copies of a Memorandum from Lee-Ann Chevrette, Coordinator – Thunder Bay Crime Prevention Council, dated February 23, 2021, to John Hannam, Secretary – Thunder Bay Police Services Board, relative to the Safety and Well-Being Plan for the City of Thunder Bay, were for the Board's information.

Ms. L. Chevrette provided an overview and responded to questions about the Community Safety and Well-Being Plan (CSWB) for the City of Thunder Bay, including the following topics:

- Update on process and status on the plan;
- Overview of the planning framework, deadlines and what has been accomplished to date;
- Results of the Phase 1 Community Engagement and local data;
- Overview of the 6 local priorities that were identified, including:

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1. Racism and discrimination
2. Housing
3. Poverty reduction and financial empowerment
4. Mental well-being
5. Community violence
6. Supports for children, youth and families

- Overview of the top 10 root causes of CSWB concerns;
- Overview of the top 10 most vulnerable groups in Thunder Bay;
- An update on Phase 2 of the Community Engagement; and
- Next Steps.

Upon completion of the presentation, Chair Oliver thanked Ms. Chevette for her work on this initiative, and for attending ward meetings to bring constituents up-to-date on this topic. Ms. Chevette left the meeting at 9:23 a.m.

6. UNFINISHED BUSINESS - None

7. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) 2020 Year End Financial Results

Report No. 14/21 (Police) relative to the 2020 Operational Budget for the Thunder Bay Police Service and Year End Financial Results at December 31, 2020, were provided for the Board's information.

Ms. D. Paris, Director – Financial Services & Facilities, Thunder Bay Police Service, provided an overview of the report and responded to questions. She noted that the year-end resulted in a favourable variance of \$199,300 net of COVID-19 costs and impacts.

b) Missing Persons Act – 2020 Annual Report

Report No. 15/21 (Police) relative to the *Missing Persons Act – 2020 Annual Report* and Training Supports together with the Completed Form 7 Annual Report for 2020, were provided for the Board's information.

Chief S. Hauth provided an overview of this first annual report, and responded to questions. The report will be posted on the Board's website for the information of the public: thunderbaypsb.ca.

8. GENERAL MATTERS

a) OCPC Recommendations – Update

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In 2017, the Ontario Civilian Police Commission (OCPC) retained Senator Murray Sinclair to lead and direct an investigation regarding the Thunder Bay Police Services Board's oversight of police services in the community. On November 1, 2018, a Final Report on the investigation was issued, which included 45 recommendations.

Copies of the Summary of Recommendations, including progress and comments, updated March, 2021, were provided for the Board's information.

Mr. J. Hannam, Secretary to the Board, provided an overview of the summary. He noted that much of the work has been delegated to the Governance Committee, and revolves around reviewing and developing policies. Mr. Hannam also noted that there is a vacancy on this committee with Ms. C. Reitberger leaving the Board at the end of her term.

MOVED BY: Mr. M. Power

SECONDED BY: Ms. G. Morriseau

With respect to the vacancy resulting from the resignation of Ms. Celina Reitberger, we recommend that Mr. Roy Pelletier be appointed to the Governance Committee of the Thunder Bay Police Services Board.

CARRIED

b) Accounts Update – Approval for Payment of Invoices

The following invoices were presented to the Board, for their information:

- Invoices (2) from TBayTel, dated February 1, 2021 and March 1, 2021, relative to TB Police Services Board's office phone;
- Invoice from Maverick AV, dated February 16, 2021, relative to services rendered for technical support at meetings;
- Invoice from ISI Live, dated February 16, 2021, relative to remote production services for regular sessions on our website;
- Invoice from Mr. J. Hannam, dated March 8, 2021, relative to professional services rendered; and
- Invoice from Ms. L. Douglas, dated February 28, 2021, relative to professional services rendered.

MOVED BY: Ms. G. Morriseau

SECONDED BY: Mr. M. Power

With respect to the invoices presented at the March 16, 2021 Regular Session of the Thunder Bay Police Services Board, we recommend proceeding with payment of the six (6) invoices;

AND THAT the invoices be paid from the Board's budget.

CARRIED

9. PETITIONS AND COMMUNICATIONS

a) Decommission of Youth Justice Residential Programs in Thunder Bay

Memorandum from the Ministry of Children, Community and Social Services (MCCSS) to Justices, Crown Attorneys, Court Service Managers, Chiefs of Police and MCCSS Youth Justice Transfer Payment Recipients, dated March 1, 2021, relative to the Decommission of Youth Residential Programs and Decreases in Operational Capacity within the Youth Justice System, was provided for the Board's information.

Copies of correspondence from Chief Sylvie Hauth to the Ministry of Children, Community and Social Services – North Region, dated March 3, 2021, were provided for the Board's information.

Chief S. Hauth provided an overview relative to matter, and responded to questions.

Discussion was held relative to lack of community engagement prior to the Province making this decision. Concerns were raised about local youth, under the age of 16, having no support of family members when they are moved to Kenora (males) and Sault Ste. Marie (females).

Chair Oliver noted that the City's Intergovernmental Affairs Committee will be writing a letter to the Province, outlining their concerns.

Chief Hauth will keep the Board updated as this situation evolves.

b) Notice of 2021 OAPSB Annual General Meeting

Copies of email correspondence from Holly Doty, Ontario Association of Police Services Boards (OAPSB), relative to the Call for Resolutions and OAPSB Notice of the 2021 Annual General Meeting, together with a guidance document, "Proposing Resolutions for the Annual General Meeting (AGM)", were provided for the Board's information.

Mr. J. Hannam provided a brief overview relative to the above noted and invited the Board to propose resolutions for the AGM. There is an opportunity for the Board to make a position on topics such as the decommissioning of youth residential programs in Thunder Bay. The Chair and Secretary will meet to consider resolutions that might be submitted to the AGM, for the Board's review.

Mr. Hannam will forward registration details to the Board. The AGM will be held virtually this year. There is a provision in the budget for four (4) Board members to attend. The early bird registration deadline (to take advantage of reduced registration fees) is March 31, 2021.

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The following board members expressed interest in attending: Mr. M. Power, Ms. G. Morriseau, Mr. R. Pelletier and Councillor K. Oliver.

MOVED BY: Mayor B. Mauro

SECONDED BY: Mr. M. Power

THAT with respect to the Ontario Association of Police Services Boards (OAPSB), and the OAPSB Notice of the 2021 Annual General Meeting being held virtually on Friday, May 28, 2021, we authorize the following members of the Thunder Bay Police Services Board to attend:

1. Councillor Kristen Oliver
2. Mr. Michael Power
3. Ms. Georjann Morriseau
4. Mr. Roy Pelletier

AND THAT all expenses incurred be paid from the Board's budget.

CARRIED

c) Tracking Board Reports

There are no updates for the following Board reports/standing agenda items. Both reports were presented at the February 16, 2021 Regular Session of the Board for information purposes.

- i. Digital Evidence Management System/Body Worn Camera (DEMS/BWC) Project
 - Report No. 12/21 (Police) relative to the activities and timelines of the Thunder Bay Police Service Digital Management Evidence Project Team
- ii. Update - OIPRD Annual Report Recommendations
 - Summary of the status/progress of the OIPRD Recommendations

10. NEW BUSINESS

Additional information, relative to two reports from the Thunder Bay Police Youth Corps, was emailed to Board members on March 13, 2021, for their information.

a) Expenditure Report for Thunder Bay Police Youth Corps

Copies of the Expenditure Report for Thunder Bay Police Youth Corps, from Commanding Officer, Sean Shorrock, dated February 11, 2021, were provided as Additional Information on March 13, 2021, for the Board's information.

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MOVED BY: Mr. M. Power
SECONDED BY: Ms. G. Morriseau

With respect to the Expenditure Report from the Thunder Bay Police Youth Corps presented at the March 16, 2021 Regular Session of the Thunder Bay Police Services Board, we recommend that the annual financial assistance, in the amount of \$2,500.00, be granted to the Thunder Bay Police Youth Corps, provided sufficient funds are available;

AND THAT the funds be taken from the Board's Special Account.

CARRIED

b) Firearms Proposal – Thunder Bay Police Youth Corps

Memorandum to Members of the Thunder Bay Police Services Board from Commanding Officer, Sean Shorroch, dated February 11, 2021, relative to the purchase of firearms for the Thunder Bay Police Youth Corps, was provided as Additional Information on March 13, 2021, for the Board's information.

Mr. J. Hannam provided an overview of the above noted, and responded to questions. Chief S. Hauth also responded to questions and noted that she is in support of this request.

MOVED BY: Mayor B. Mauro
SECONDED BY: Mr. R. Pelletier

With respect to the funding request presented at the March 16, 2021 Regular Session of the Thunder Bay Police Services Board from the Thunder Bay Police Youth Corps, in support of their Firearm Safety and Shooting Program, we recommend that the Thunder Bay Police Services Board approves funding, in the amount of \$2,300, provided sufficient funds are available;

AND THAT the funds be taken from the Board's Special Account.

CARRIED

11. CONFIRMING BY-LAW

MOVED BY: Mayor B. Mauro
SECONDED BY: Mr. M. Power

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

THUNDER BAY POLICE SERVICES BOARD (TBPSB)

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1. A By-law to confirm the proceedings of a Regular Session of The Thunder Bay Police Services Board, this 16th day of March, 2021.

Explanation: To confirm 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: PC5– 2021

CARRIED

12. ADJOURNMENT

The meeting adjourned at 9:53 a.m.

NORTH REGION

**Ministère des Services à l'enfance et des Services sociaux et communautaires
RÉGION DU NORD**

199 Larch Street
Suite 1002
Sudbury ON P3E 5P9
Tel (705) 564-6699
Fax (705) 564-3099
Toll Free 1-800-265-1222

199 rue Larch
Salle 1002
Sudbury ON P3E 5P9
Tél (705) 564-6699
Télé (705) 564-3099
Sans frais 1-800-265-1222

April 12, 2021

Sylvie Hauth, Chief of Police
Thunder Bay Police Service

Dear Chief Hauth,

The ministry would like to thank both you and Superintendent Dan Taddeo for taking the time to meet with myself and Ginette Henwood on March 23, 2021. The meeting was an opportunity to hear your concerns and resulting impacts specific to Youth Justice (YJ) facility closures in the North that were announced on March 1, 2021.

The ministry takes your concerns seriously. We are committed to working with the Thunder Bay Police Service to address any gaps in service and to arrive at a solution that meets the needs of those involved. The ministry is continuing to consider opportunities to decrease the impact of the closures and will provide additional information as it becomes available. In the meantime, please contact the Provincial Director On-Call in situations of urgency. In these circumstances, the ministry will work with the Thunder Bay Police Service in facilitating long distance transport.

Sincerely,



Joanna Wenger
Regional Program Manager

c. Ginette Henwood, Program Supervisor



Thunder Bay Police Service

SYLVIE HAUTH, CHIEF OF POLICE
1200 Balmoral Street, Thunder Bay, ON P7B 5Z5
Tel: (807) 684-1304 • Fax: (807) 623-9242

Date of Report: April 8, 2021
Date of Meeting: April 20, 2021
Report No: 19/21

Chair and Members

Thunder Bay Police Services Board
317 Victoria Avenue East, Suite 8
Thunder Bay, ON P7C 1A4

SUBJECT

The Independent Police Review Act, 2007, established the Office of the Independent Police Review Director (OIPRD) and delegates' responsibility for the oversight and governance of public complaints concerning Ontario's Police Services to the OIPRD.

The Police Services Act establishes a partnership between the Thunder Bay Police Service, the Police Services Board, members of the public, and the OIPRD to investigate and resolve public complaints.

The Professional Standards Branch of the Thunder Bay Police Service investigates public complaints assigned by the OIPRD, under Part V of the Police Services Act, with respect to:

- Officer conduct complaints
- Complaints about the service and policies of the Thunder Bay Police Service

At the conclusion of the investigation, the office of the Chief of Police will adjudicate the complaint. A substantiated officer conduct complaint may be dealt with by informal resolution or a Police Services Act Hearing. A substantiated service or policy complaint requires the Chief of Police report to the complainant, the Police Services Board and the OIPRD, on the resolution of the complaint. An unsubstantiated Officer conduct or policy/service complaint requires that no further action be commenced.

All steps in the public complaint process are subject to review by the OIPRD.

REPORT SUMMARY

Summary of First Quarter Complaints 2021

Local Inquiries.....	0
Customer Service Resolution Requests Received.....	1
Not Accepted.....	10
Accepted—Transitioned from CSR/ER.....	1
Accepted—OIPRD investigate.....	0
Accepted—TBPS investigate.....	4
Accepted—OPP investigate.....	0
Total.....	16

Complaint Type

Service Complaints.....	0
Conduct Complaints.....	16

2016-2017 Complaints Disposed of in the First Quarter 2021

Withdrawal.....	0
Unsubstantiated.....	0
Substantiated	
Informal Discipline.....	0
PSA Hearing.....	0
Total.....	0

Outstanding 2016-2017 Complaints..... 1

(OIPRD has the outstanding 2016-2017 complaints)

2020 Complaints Disposed of in the First Quarter 2021

Withdrawal.....	0
Unsubstantiated.....	1
CSR.....	0
Informal Resolution.....	0
Substantiated	
Informal Discipline.....	0
PSA Hearing.....	0
Total.....	1

Outstanding 2020 Complaints..... 0

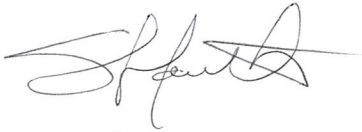
COMMENTS

N/A

RECOMMENDATIONS

For Information Only

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Hauth', with a long horizontal flourish extending to the left.

S. Hauth
Chief of Police

Prepared by: Staff Sergeant Gordon Snyder – Professional Standards



Thunder Bay Police Service

SYLVIE HAUTH, CHIEF OF POLICE
1200 Balmoral Street, Thunder Bay, ON P7B 5Z5
Tel: (807) 684-1304 • Fax: (807) 623-9242

Date of Report: April 8, 2021
Date of Meeting: April 20, 2021
Report No: 20/21

Chair and Members

Thunder Bay Police Services Board
317 Victoria Avenue East, Suite 8
Thunder Bay, ON, P7C 1A4

SUBJECT

2021 Operational Budget: First Quarter Variance Report

REPORT SUMMARY

To update the Thunder Bay Police Services Board on the status of the Operational Budget of the Thunder Bay Police Service as of March 31, 2021.

BACKGROUND

On a quarterly basis, Administration reviews the year-to-date revenues and expenditures and completes a forecast of the Thunder Bay Police Service's operating financial position to year-end (December 31, 2021). The forecast is compared to the 2021 approved operating budget and presented to the Thunder Bay Police Services Board.

The 2021 Net Operating Budget for the Thunder Bay Police Service was approved at \$47.0 million.

As of March 31, 2021, Administration is projecting an overall favourable variance of \$479,000. The key components of the favourable variance are discussed below.

COMMENTS

At the end of the first quarter, Administration is projecting no significant variance in wages, fringe benefits, overtime and WSIB costs. This is primarily due to the successful recruitment and hire of the four (4) NG911 communication call takers, the six (6) guns and gangs officers and the Community Inclusion Team Coordinator position. While there continues to be staff on short and long term disability, Administration is projecting these savings would be offset by costs associated with the new collective agreements, such as parental leave and the requirement to pay out all time in lieu balances at year end.

Purchased services and professional fees are estimated to be \$130,000 unfavourable primarily resulting from unbudgeted costs associated with the OIPRD reinvestigation initiative which was projected to be complete at the end of 2020 (now extended to June 2021), and higher than expected monthly fees associated with the new Microsoft Office 365 platform project roll out.

Provincial Grant revenues are projected to be \$522,000 favourable. The main driver of this variance relates to the recent announcement of the increase to the Prisoner Transportation and Court Security grant in the amount of \$379,000 and the receipt of additional funding to Combat Child Sexual Exploitation Online in the amount of \$70,000. As well, the Project Prevent grant revenue is higher than projected due to the timing of spend for this initiative.

Revenues from other Municipalities is \$57,000 favourable due to collective agreement contract increases for policing services for the Municipality of Oliver Paipoonge.

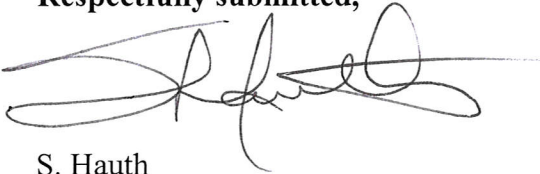
Administration is not projecting a variance in the COVID19 related budget of \$170,000. At the end of first quarter, pandemic related impacts are comprised of:

- the purchase and installation of five (5) air purification units in the cell block area to increase the capture of air borne particles;
- additional cleaning and sanitation of vehicles;
- wages and overtime to cover staff that require self isolation;
- PPE and cleaning supplies;
- reduced revenue associated with Paid Duty as a result of the closure of the casino and cancellation of summer events;
- cost savings in the cancellation of travel and training.

RECOMMENDATIONS

For information purposes.

Respectfully submitted,



S. Hauth
Chief of Police

Prepared by: Dawn Paris, Director - Finance & Facilities



Thunder Bay Police Service

SYLVIE HAUTH, CHIEF OF POLICE
1200 Balmoral Street, Thunder Bay, ON P7B 5Z5
Tel: (807) 684-1304 • Fax: (807) 623-9242

Date of Report: April 8, 2021
Date of Meeting: April 20, 2021
Report No: 21/21

Chair and Members

Thunder Bay Police Services Board
317 Victoria Avenue East, Suite 8
Thunder Bay, ON P7C 1A4

SUBJECT

Unclaimed Funds – Police Incidents: P20057908, P20034274

REPORT SUMMARY

Over the years members of the Thunder Bay Police Service have seized Canadian Currency in connection with numerous criminal investigations. In the above noted investigations, there are no Orders for Disposition of Property. The Currencies are not the subject of any conviction and the owners have been deemed to have relinquished any interest in their funds. As a result, the Currency will be disposed of pursuant to the Police Services Act, R.S.O. 1990.

BACKGROUND

The following is a summary of the incidents, amounts and authority to dispose:

Incident:	Amount:	Justification for Disposal:
P20057908	\$3415.00 CDN	No attempts made by owner to claim. Letter sent; “return to sender”
P20034274	\$ 220.00 CDN	Money abandoned. Owner unknown. No attempts to claim.
	\$ 190.00 USD	

COMMENTS

The individuals from whom the currency was seized during the above noted criminal investigations have not approached the police service to have their money returned. They have failed to respond to phone calls and letters within the legislated time frame. As such, it is deemed that there is no rightful owner of the seized currencies and they are considered “Abandoned”.

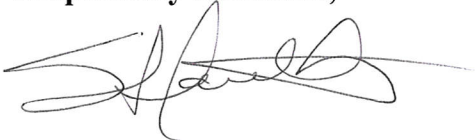
RECOMMENDATIONS

As the money was seized in accordance with Section 132(2) of the Police Services Act, Section 133(3) of the Act applies. This Section states:

“If three months have elapsed after the day the money came into the possession of the police force and the owner has not claimed it, the Board may use it for any purpose that it considers in the public interest.”

It is therefore recommended that the Thunder Bay Police Services Board use the \$3635.00 CDN and \$190.00 USD as they deem to be in the public interest.

Respectfully submitted,



S. Hauth
Chief of Police



Thunder Bay Police Service

SYLVIE HAUTH, CHIEF OF POLICE
1200 Balmoral Street, Thunder Bay, ON P7B 5Z5
Tel: (807) 684-1304 • Fax: (807) 623-9242

Date of Report: April 8, 2021
Date of Meeting: April 20, 2021
Report No: 22/21

Chair and Members

Thunder Bay Police Services Board
317 Victoria Avenue East, Suite 8
Thunder Bay, ON P7C 1A4

SUBJECT

To update the Thunder Bay Police Services Board on the activities and timelines of the Thunder Bay Police Service (TBPS) – Digital Management Evidence Project Team.

REPORT SUMMARY

The attached chart outlines the activities and timelines of the TBPS – Digital Evidence Management Project Team as it relates to the implementation of the digitally encrypted cloud-based digital evidence management platform, in-car cameras, body worn cameras, and cameras in the existing interview rooms and intoxilyzer/drug recognition evaluation rooms at police headquarters.

BACKGROUND

The TBPS has created a multi-disciplinary project team to ensure the seamless planning and implementation of the TBPS – Digital Evidence Management System (DEMS).

Overall, the project remains on schedule although certain aspects have been delayed due to product delivery back-order issues and pandemic-related issues causing the inability to train as groups.

External stakeholder groups such as the Ministry of the Attorney-General (Crown Attorney), Public Prosecution Service of Canada and Provincial Offences Prosecutors have all been engaged.

COMMENTS

The project is currently on schedule.

RECOMMENDATIONS

For information purposes.

Respectfully submitted,

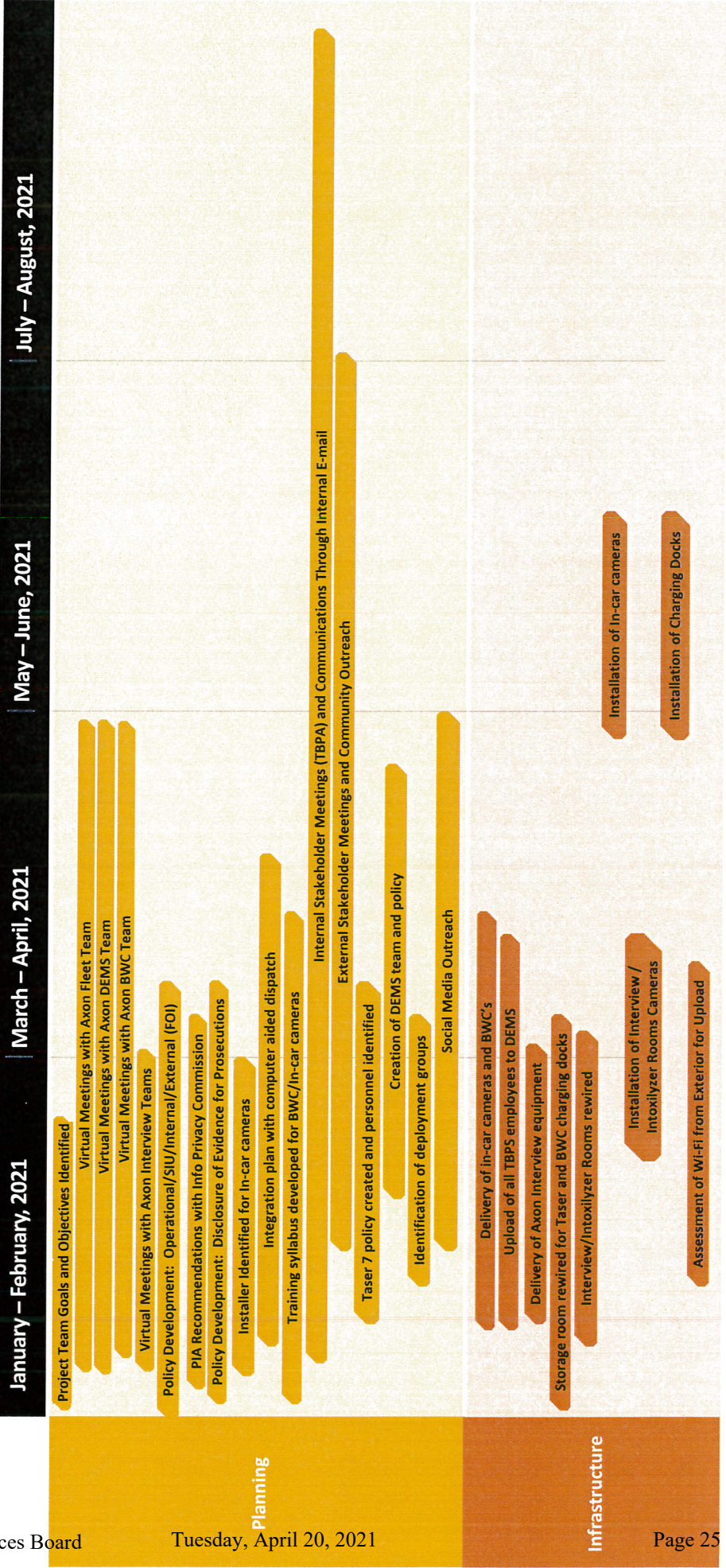
S. Hauth
Chief of Police

Prepared by: Superintendent D. Taddeo



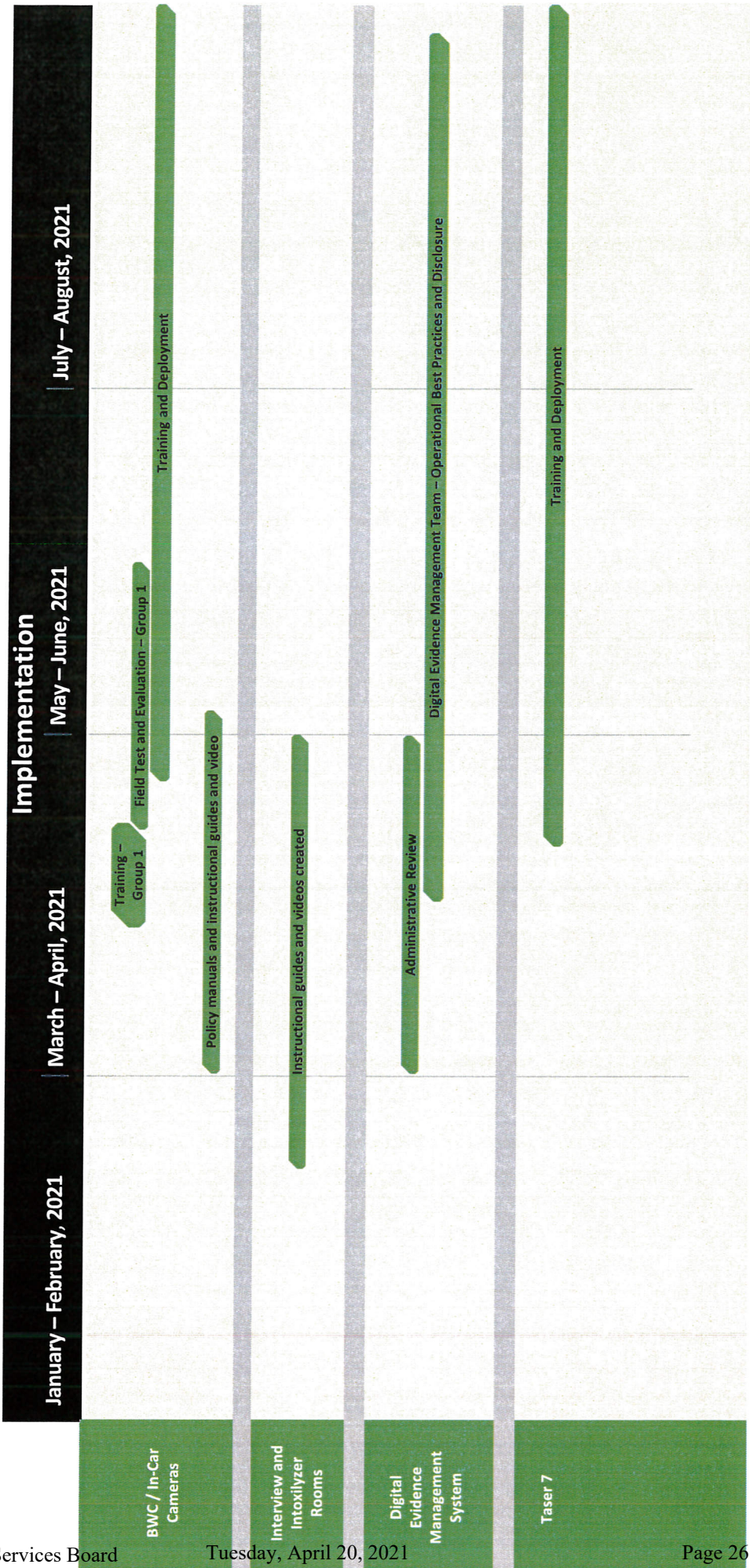
Thunder Bay Police Service Digital Evidence Management Project

Attachment to Report 22/21 – TBPSB – Regular Session – April 20, 2021





Thunder Bay Police Service - Digital Evidence Management Project



Thunder Bay Police Services Board

Memorandum

TO: Members of Thunder Bay Police Services Board

FROM: B. Mauro, Mayor

DATE: April 7, 2021

SUBJECT: Fencing of Balmoral Station property

As you may know there is an outstanding safety concern with respect to the lack of fencing around the Thunder Bay Police Service Headquarters.

With the exception of the impound yard at the rear of the building, there is no fencing around the property at 1200 Balmoral Street. This allows the general public free access to the parking area used by officers and civilian employees, and access to the full perimeter of the building, posing a safety and security risk to persons and property. Chief Hauth advises that the Ministry of Labour has raised this directly with her office as an employee safety concern.

For those reasons some preliminary estimates were developed to adequately fence, secure and control access to the building and property by the City's Facility, Fleet & Energy Management Division in 2020, preliminary costs of approximately \$360,000 were identified. This was done as part of other work completed to address MOL orders specific to the parking lot and vehicular access.

At this time I think it is incumbent on the Board to seek a more refined design and estimate of costs, leading to consideration of whether or not it should seek to proceed with the work at this time. Accordingly, I would ask for your consideration of the following motion:

“With respect to the construction of the installation of fencing and controlled access of the Balmoral Street Police Station and Headquarters, we recommend that Administration be directed to work with the City of Thunder Bay's Facility, Fleet & Energy Management Division to complete a refined estimate of the costs for fencing the property, together with such controlled entrances and security as they might recommend;

AND THAT a report on such estimates, and potential sources of financing be presented to the Board no later than June, 2021”

/jsh

Thunder Bay Police Services Board

Memorandum

TO: Members of Thunder Bay Police Services Board

FROM: John S Hannam, Secretary to the Board

DATE: March 24, 2021

SUBJECT: Review and Approval of Invoices

At its meeting of December 17, 2019, the Board, by consensus, directed that all invoices be presented to the Board for its approval, prior to being processed for payment. The minutes of that meeting include the following notation: “It was the consensus of the Board that all matters pertaining to Board expenses, either through the Board’s budget or the Board’s special account be brought to the Board for discussion and approval.” It is understood that this direction arose to avoid any circumstance where the Board would be faced with unanticipated costs.

Since that time all invoices have been presented on the monthly agendas of the Board’s meetings for its review and approval. Unfortunately, the timing of Board meetings can, and has, resulted in vendors waiting for as much as 2 months for payment; even longer should the Board not meet in any given month such as during the summer. Such delays, while not the intent of the Board’s direction, can undermine its relationship with its service providers and vendors.

A review of the invoices presented reveals that the majority arise either from contracted/retained services such as legal costs, communications (website) and board administration or from regular monthly costs related to the Board’s meeting processes, such as technical support and streaming services for meeting broadcasting. With this in mind, it is Administration’s recommendation that payment of invoices from known sources be processed as received, and authority be delegated for that those from occasional sources, within both cases monthly reporting to the Board so that it remains fully aware of its cost of operations. Such an approach also aligns itself with the Board’s Supply Management By-law, No. PC25-2020.

To that end, the following motion is submitted for the Board’s consideration:

“With respect to the approval of invoices directed to the Thunder Bay Police Services Board, we recommend that invoices for operational services and purchases, under agreements for services, retainers for service or other contractual mechanisms be processed for payment as received;

AND THAT any invoices for singular purchases or services provided for amounts greater than \$1,000 be presented to the Board Chair for review and approval, and those less than \$1,000 to be paid upon review and approval of the Board Secretary;

AND THAT a monthly summary of invoices paid be presented to the Board for its information.”

/jsh

TELECOMMUNICATIONS

Invoice Information

Account Holder: Thunder Bay Police Services Board
 Invoice Date: April 01, 2021
 Account Number: 5356376000
 Phone Number: 807-622-9585
 Due Date: April 26, 2021
TOTAL AMOUNT DUE: \$47.46

Summary of Charges

Previous Balance:	\$47.46
Payment(s) - Thank you	47.46CR
Balance Forward:	0.00
Monthly Services:	42.00
HST (R121396592):	5.46
Total Current Charges:	47.46
Total Amount Due by April 26, 2021:	\$47.46

Important Messages

Thank you for choosing Tbaytel!

For your convenience, your payment will be automatically deducted from your chequing or savings account on the due date.



Your new TV
remote goes by
"Alexa"

Voice Technology with Amazon Alexa



[Facebook](https://www.facebook.com/tbaytel) [Twitter](https://twitter.com/tbaytel) [Instagram](https://www.instagram.com/tbaytel) [tbaytel.net/tvvoice](https://www.tbaytel.net/tvvoice)

Amazon, Alexa and all related logos are trademarks of Amazon.com, Inc. or its affiliates.

For more information regarding your account, please call us at 623-4400 or 1-800-264-9501.

Please detach and return portion below with your payment

PO Box 10074
Thunder Bay, ON P7B 6T6

Invoice Information

Account Holder: Thunder Bay Police Services Board
 Invoice Date: April 01, 2021
 Account Number: 5356376000
 Phone Number: 807-622-9585
 Due Date: April 26, 2021
TOTAL AMOUNT DUE: *****

014887

Thunder Bay Police Services Board
 317 Victoria Ave E Suite 10
 Thunder Bay, ON P7C 1A4

Pre-authorized - Do Not Pay



/SEL /

P014887-C060231-1/4-VIP



INVOICE

The Maverick Group | Maverick AV

INVOICE # 04142101
DATE: APRIL 12, 2021

1543 Arthur Street East, Thunder Bay ON P7E5N5
Phone 807.623.1222 Fax 807.623.5452
Toll-free 877.607.4386
support@maverickav.com

TO Thunder Bay Police Services Board
317 Victoria Ave E, Unit #10 Thunder Bay
John S. Hannam, Secretary
Thunder Bay Police Services Board
psbsecretary@hotmail.com

SALESPERSON	PURCHASE ORDER	PAYMENT TERMS	DUE DATE
CF	JH	Direct Bill	30

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Police Services Board Virtual Session Support Thunder Bay Police Services Board Virtual Meeting Tuesday March 16 Public Session 9AM-12PM Private Session 12PM-3PM 1. Technical Design & Pre-event Testing 2. Callbridge Service Telephone Link 3. Uphoria Digital Audio Interface 4. Blackmagic Stream Encoder 5. Restream Public Meeting to CoTB Webpage 6. Public Meeting Bridge and Monitor Technician Telephone call in details: Dial-in using your phone: +1 647 846 1956 Access code: 312 6185	\$645.00	\$645.00
SUBTOTAL			\$645.00
HST			\$83.85
TOTAL			\$728.85

Make all checks payable to "Maverick"
Maverick Entertainment & Audio Visual is a division of Audio Concepts HST#87381 5294

THANK YOU FOR YOUR BUSINESS!

Canadian Association of Police
Governance
78 George Street, Suite 204
Ottawa ON K1N 5W1
GST/HST Registration No.: 87551 3467
RT0001



BILL TO

Thunder Bay Police Services
Board
317 E. Victoria Avenue, Unit
#10
Thunder Bay, ON P7C 1A4
Attention: John S. Hannam
Secretary to the Board

INVOICE 3043

DATE 30-03-2021 TERMS Net 30

DUE DATE 29-04-2021

ACTIVITY	AMOUNT
New 2021 Rate Service Size - 251 to 400	2,000.00
SUBTOTAL	2,000.00
TOTAL	2,000.00
TOTAL DUE	\$2,000.00

TRENDLINE CONSULTING SERVICES

A div of T.C.S.(1991) Limited
1100 MEMORIAL AVE, SUITE 154, THUNDER BAY, ONTARIO P7B 4A3
Phone: 807-623-3766 E-Mail: trendline@tbaytel.net

12 April 2021

Our File No.: 0318 7

THUNDER BAY POLICE SERVICES BOARD
1200 BALMORAL STREET
THUNDER BAY, ON P7B 5Z5

Attention: **JOHN HANNAM, BOARD SECRETARY**

RE: THE DESIGN & EXECUTION OF A 360 FEEDBACK EVALUATION FOR THE CHIEF OF POLICE AND THE DEPUTY CHIEF OF POLICE including FEEDBACK SUMMARY REPORTS

TO ALL PROFESSIONAL SERVICES RENDERED
in this matter to 12 April 2021:

TO OUR FEE:

\$ 7,000.00

HST @ 13%

\$ 910.00

THIS IS OUR ACCOUNT:

\$ 7,910.00

TRENDLINE CONSULTING SERVICES

A div of T.C.S.(1991) Limited

HST Reg. No. R129687976



PER: M. Owston

Reference No. 0318-7-01

TO ENSURE PROPER CREDIT PLEASE NOTE FILE # & REF. # WITH PAYMENT

**** PAYMENT DUE UPON RECEIPT ****

Invoice # 8 Outline Agreement #4600010467

Vendor # 107402

April 9, 2021

~~~~~

John S. Hannam

Secretary, Thunder Bay Police Services Board

Invoice for Services for the period March 8, 2021 through April 9, 2021

|                       |     |                   |
|-----------------------|-----|-------------------|
| 40 hours @ \$125/hour |     | \$5,000.00        |
| HST # 74226 4872      | 13% | \$650.00          |
| <b>Total</b>          |     | <b>\$5,650.00</b> |



**LINDA DOUGLAS**  
**Assistant to the Secretary**  
**Thunder Bay Police Services Board**

# INVOICE

DATE: March 31, 2021  
 INVOICE: #008  
 RE: *Services Rendered for Thunder Bay Police Services Board*

**OUTLINE AGREEMENT #4600010468 | CTB Vendor Number: 111690**

**Bill To:**

Finance Department - TB Police Service - **Attention: Kathy Learning**  
 1200 Balmoral Street  
 Thunder Bay, ON P7B 5Z5

| DATE                              | Billable Hours    | EXPLANATION                       |
|-----------------------------------|-------------------|-----------------------------------|
| March 1 - 31, 2021                | 58.33             | Services Rendered for March, 2021 |
| Hourly Rate per Outline Agreement | \$90.00           |                                   |
|                                   | \$5,249.70        | Subtotal                          |
|                                   | 682.46            | <No. 74214 8887 RT0001> HST 13%   |
| Reimbursement for Office Supplies | 12.19             |                                   |
|                                   | <u>\$5,944.35</u> | <b>TOTAL PAYABLE</b>              |

Please make all cheques payable to **Linda Douglas**  
 Breakdown of hours with explanations available upon request.  
 If you have any questions regarding the foregoing, please contact Linda Douglas.

**THANK YOU!**



# Invoice

# 2021-3-TBPSB

**iSi LIVE**

150-C Terence Matthews Crescent

Ottawa ON K2M 1X4  
Canada

**Balance Due**

**\$282.50**

Invoice Date : 2021/03/16

Terms : Net 30

Due Date : 2021/04/15

P.O.# : PO: 4700348060

Description : Series of Meetings -  
March 16, 2021

## Bill To

**Thunder Bay Police Services Board**

CHEQUES PAYABLE TO: INTEGRATINGSOLUTIONS INC

| # | Item & Description                                                                 | Qty       | Rate               | Amount          |
|---|------------------------------------------------------------------------------------|-----------|--------------------|-----------------|
| 1 | iSi Client Remote Production<br>Remote production & indexing LIVE - March 16, 2021 | 1<br>Each | 250.00             | 250.00          |
|   |                                                                                    |           | Sub Total          | 250.00          |
|   |                                                                                    |           | HST (13%)          | 32.50           |
|   |                                                                                    |           | <b>Total</b>       | <b>\$282.50</b> |
|   |                                                                                    |           | <b>Balance Due</b> | <b>\$282.50</b> |

## Notes

HST/GST: 86575 6522 RT0001 QST: 1214681087 TQ0001

## Terms & Conditions

We welcome your feedback and want to be sure you have had an excellent experience with us. We provide email, telephone, chat, and a customer portal for you to interact with us at your convenience. If you have any problems you will have five (5) days to contact us to discuss. You can create an online ticket at any time by going online to: <https://support.isilive.ca>

All invoices due within 30 days. Overdue invoices will either be charged interest at a rate of 24% annually and/or any applicable discounts will be added onto the original invoice. Accounts overdue by more than 60 days will be automatically sent for collection and legal proceedings will ensue.

March 31, 2021

Ms. Linda Evans  
General Manager of Corporate Services & City Treasurer  
City of Thunder Bay  
500 Donald Street East  
P.O. Box 800  
Thunder Bay ON P7C 5K4

Dear Ms. Evans:

We are pleased to inform you that we will be proceeding with the Court Security and Prisoner Transportation (CSPT) Program for 2021, providing a maximum total of \$125M to assist municipalities in offsetting their CSPT costs.

As you may know, in September 2020, the Ministry of the Solicitor General (ministry) hired an independent consultant, Goss Gilroy Inc., to conduct a review of court security and prisoner transportation in Ontario, including the design of the CSPT Program. This review is part of the ministry's ongoing work to reduce court delays, leverage technology and improve public safety to build a more responsive and efficient justice system. Municipalities, police services and other justice sector partners were engaged during the review process. The ministry will be reviewing findings and recommendations in the final report which is expected soon. Please note that no changes were made to the 2021 CSPT Program as a result of the review.

Similar to previous years, an expenditure-based model is used to determine allocation for 2021. Funding is allocated based on each municipality's relative share of the total 2019 CSPT cost across the province. For example, if a municipality's CSPT cost represents one per cent of the total provincial CSPT cost, then it will be allocated one per cent of the available funding. With that, subject to the enclosed agreement being finalized, your allocation for 2021 is **\$1,920,866.80**. The payment schedule is outlined under Schedule D of the enclosed agreement.

Please have the authorized signatory for the grantee sign the enclosed agreement, where noted, and return by email to [Fionne.Yip@ontario.ca](mailto:Fionne.Yip@ontario.ca) by **April 30, 2021**, along with proof of your general liability insurance (\$5 million), indemnifying "Her Majesty the Queen in Right of Ontario, her Ministers, Agents, Appointees and Employees", as per section A10.2 of the agreement.

.../2

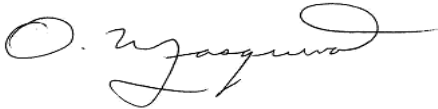


Ms. Linda Evans  
Page two

A fully executed copy of the agreement will be returned to you for your records.

If you have any questions, please contact Fionne Yip, Community Safety Analyst,  
Program Development Section at [Fionne.Yip@ontario.ca](mailto:Fionne.Yip@ontario.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "O. Mosquera". The signature is fluid and cursive, with a large loop at the end.

Oscar Mosquera  
Manager, Program Development Section  
External Relations Branch

Enclosures