

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

Meeting Date: **OCTOBER 20, 2020**

Location: **S.H. BLAKE MEMORIAL AUDITORIUM  
3<sup>rd</sup> FLOOR, CITY HALL  
500 DONALD ST. EAST, THUNDER BAY**

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



THE THUNDER BAY  
POLICE SERVICES BOARD

THE TWENTIETH MEETING OF THE  
FIFTY-FIRST THUNDER BAY POLICE SERVICES BOARD

TUESDAY, OCTOBER 20, 2020

S.H. BLAKE MEMORIAL AUDITORIUM  
3<sup>rd</sup> FLOOR, 500 DONALD ST. E., THUNDER BAY

9:00 A.M.

REGULAR SESSION

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1. DISCLOSURES OF INTEREST

2. CONFIRMATION OF AGENDA

RES 1

With respect to the Twentieth Regular Session Meeting of the Fifty-First Thunder Bay Police Services Board held on October 20, 2020, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

3. CONFIRMATION OF MINUTES

The Minutes of the Seventeenth Session Meeting of the Fifty-First Thunder Bay Police Services Board held on September 15, 2020 to be confirmed. **(Pages 7 - 16)**

RES 2

THAT the Minutes of the Seventeenth Regular Session Meeting of the Fifty-First Thunder Bay Police Services Board held on September 15, 2020 be confirmed.

4. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Quarterly Complaints Report

Report No. 25/20 (Police) – Quarterly Complaints Report (Q2), for the Board's information.  
**(Pages 17 - 19)**

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Report No. 26/20 (Police) – Quarterly Complaints Report (Q3), for the Board’s information.  
**(Pages 20 - 22)**

Staff Sergeant R. Gombola to provide an overview relative to the above noted.

b) Quarterly Variance Report

Report No. 27/20 (Police) – Quarterly Variance Report (Q3), for the Board’s information.  
**(Pages 23 - 24)**

Ms. D. Paris, Director of Finance, to provide an overview relative to the above noted.

c) 2021 Proposed Operating Budget

Report No. 28/20 (Police) relative to updating the Thunder Bay Police Services Board on the composition of the 2021 Proposed Operating Budget. **(Pages 25 – 27)**

Correspondence from Mr. H. Wojak to the Secretary to the Board, received October 14, 2020, requesting to appear before the Board to provide a deputation relative to the above noted.

Ms. D. Paris, Director of Finance, to provide an overview relative to the above noted.

RES 3

With respect to Report No. 28/20 (Police) 2021 Proposed Operating Budget, we recommend that the Thunder Bay Police Services Board approve the 2021 Operating Budget, as presented.

5. GENERAL

a) Thunder Bay Police Services Board 2021 Budget

Copies of the 2021 Budget Recap and Account Summary, for the Board’s information.  
**(Pages 28 - 29)**

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

RES 4

With respect to the 2021 Thunder Bay Police Services Board Budget, we recommend that the Thunder Bay Police Services Board approve the 2021 Budget, as presented.

b) Remembrance Day 2020

Mr. J. Hannam, Secretary to the Board, to provide an update relative to this year’s Remembrance Day’s ceremonies in Thunder Bay.

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c) Inquest into the Deaths of Seven First Nation Youths

Memorandum from Chief S. Hauth to Mr. J. Hannam, Secretary – Thunder Bay Police Services Board, dated September 29, 2020, relative to the above noted and the Implementation Status Report of the Thunder Bay Police Service. **(Page 30)**

Copies of the Implementation Status Report of the Thunder Bay Police Service, dated July 1, 2020, for the Board’s information. **(Pages 31 - 39)**

Ms. H. Walbourne, Legal Counsel – Thunder Bay Police Service, to provide a brief verbal overview relative to the above noted.

d) OCPC Report Recommendations – Update

OCPC Report Recommendations – updated chart, for information, was distributed separately on desks at the October 15, 2019 Regular Session Board meeting.

Chair G. Morriseau to provide an update relative to the above noted, as well as an update on the Work Plan.

e) New Hires Policy

At the September 15, 2020 Regular Session meeting of the Thunder Bay Police Services Board, a resolution was passed relative to the development of a by-law to delegate authority to appoint new hires.

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

Delegation of Authority By-Law

RES 5

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 delegate authority for the appointment of new hires for The Thunder Bay Police Service.

Explanation: The Board delegates its authority to appoint members and special constables for the Thunder Bay Police Service to Celina Reitberger and Kristen Oliver.

BY-LAW NUMBER: PC19 – 2020

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### REGULAR SESSION

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f) Use of COVID-19 Database

At the September 15, 2020 Regular Session meeting of the Thunder Bay Police Services Board, correspondence was received from the Black Legal Action Centre, Aboriginal Legal Services, Canadian Civil Liberties Association and HIV & AIDS Legal Clinic Ontario, dated August 17, 2020 relative to the above noted.

Ms. H. Walbourne, Legal Counsel – Thunder Bay Police Service, provided a verbal update and responded to questions relative to the above noted.

Copies of correspondence from Ms. H. Walbourne, Legal Counsel – Thunder Bay Police Service, on behalf of the Chief of Police, dated September 24, 2020, in response to correspondence received from the Black Legal Action Centre, Aboriginal Legal Services, Canadian Civil Liberties Association and HIV & AIDS Legal Clinic Ontario, for the Board's information. **(Pages 40 - 41)**

g) Neighbourhood Policing

Memorandum to Members of the Thunder Bay Police Services Board from Member B. Mauro, Mayor, dated October 13, 2020, relative to neighbourhood policing, for the Board's information. **(Page 42)**

Mayor B. Mauro to provide an overview of the above noted memorandum.

RES 6

With respect to the allocation of staff resources for patrolling in key residential and commercial areas, the Thunder Bay Police Services Board asks the Chief of Police to report on whether or not, and if so to what degree, that modifications could be made to the current Zone Policing model to allow for beat patrols in key areas of the City.

h) All Chiefs of Police Memo

Copies of a memorandum to All Chiefs of Police from Richard Stubbings, Assistant Deputy Minister – Public Safety Division, relative to the appointment of an Inspector General of Policing, dated October 2, 2020, for the Board's Information. **(Pages 43 - 44)**

i) 2021 Meeting Dates

2021 calendar, provided for information. **(Page 45)**

The following meeting dates, on the 3<sup>rd</sup> Tuesday of each month, are being proposed for 2021:

- January 19, 2021;
- February 16, 2021;
- March 16, 2021;

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- April 20, 2021;
- May 18, 2021;
- June 15, 2021;
- July 20, 2021 (if required);
- August 17, 2021 (if required);
- September 21, 2021;
- October 19, 2021;
- November 16, 2021; and
- December 21, 2021

RES 7

With respect to the 2021 meeting dates presented at the October 20, 2020 meeting of the Thunder Bay Police Services Board, we recommend proceeding with the proposed dates.

j) Archival Data and Retrieval of Records

Memorandum from Krista Power, City Clerk, to the Thunder Bay Police Services Board, dated October 8, 2020, relative to the approval for a Memorandum of Understanding – Archival Data, for the Board’s information. **(Page 46)**

Ms. K. Power, City Clerk, to provide an overview relative to the above noted memorandum.

RES 8

With respect to the memorandum from Ms. K. Power, City Clerk, we recommend that the Chair of the Police Services Board be authorized to sign the Memorandum of Understanding with the City of Thunder Bay relative to the storage of records;

AND THAT appropriate billing be submitted to the Thunder Bay Police Services Board on a quarterly basis for these costs.

k) Accounts Update – Approval for Payment of Invoices

Invoice from Pixels & Pencils Creative Direction Inc. dated September 28, 2020, relative to their annual retainer for website maintenance, for the Board’s information. **(Pages 47 - 48)**

Invoice from Mr. J. Hannam, dated October 6, 2020, relative to professional services rendered, for the Board’s information. **(Page 49)**

Invoice from Ms. L. Douglas, dated September 30, 2020, relative to professional services rendered, for the Board’s information. **(Page 50)**

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RES 9

With respect to the invoices presented at the October 20, 2020 Regular Session meeting of the Thunder Bay Police Services Board, we recommend proceeding with payment of the three (3) invoices;

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

6. NEW BUSINESS

7. CONFIRMING BY-LAW

RES 10

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 Meeting of The Thunder Bay Police Services Board, this 20<sup>th</sup> day of October, 2020.

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: PC20 – 2020

8. ADJOURNMENT

**MEETING: THE SEVENTEENTH MEETING OF THE FIFTY-FIRST THUNDER BAY  
POLICE SERVICES BOARD**

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**DATE:** SEPTEMBER 15, 2020

**TIME:** 9:12 A.M.

**PLACE:** COUNCIL CHAMBERS, 500 DONALD ST. E. 3<sup>RD</sup> FLOOR, CITY HALL

**CHAIR:** MS. G. MORRISSEAU

**PRESENT:**

Mayor B. Mauro  
Councillor K. Oliver  
Ms. G. Morriveau  
Dr. K. Lansdell  
Ms. C. Reitberger

**OFFICIALS:**

Ms. K. Power, Secretary - Thunder Bay Police Services  
Board  
Ms. S. Hauth, Chief of Police  
Mr. R. Hughes, Deputy Chief of Police  
Insp. D. West, Thunder Bay Police Service  
Ms. H. Walbourne, Legal Counsel – Thunder Bay Police  
Service  
Ms. D. Paris, Director – Financial Services  
Ms. K. Piche, Assistant to the Secretary  
Mr. T. Gervais, Police Services Advisor - Ministry of the  
Solicitor General  
Mr. J. Hannam, incoming Secretary – Thunder Bay Police  
Services Board  
Ms. L. Douglas, Assistant to the incoming Secretary -  
Thunder Bay Police Services Board

DISCLOSURES OF INTEREST

There were no disclosures announced at this time.

CONFIRMATION OF AGENDA

MOVED BY: Mayor B. Mauro  
SECONDED BY: Councillor K. Oliver

With respect to the Seventeenth Regular Session Meeting of the Fifty-First Thunder Bay Police Services Board held on September 15, 2020, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED



BY-LAWS

Memorandum from Ms. K. Power, Secretary to the Board, dated September 3, 2020, relative to Thunder Bay Police Services Board – Appointment of Secretary & Acting Secretary.

Correspondence from Mr. H. Wojak, received September 14, 2020 requesting to appear before the Board to provide a deputation relative to the above noted.

Mr. H. Wojak appeared before the Board, provided a deputation relative to the above noted and responded to questions.

MOVED BY: Ms. C. Reitberger  
SECONDED BY: Councillor K. Oliver

With respect to the memorandum from Ms. K Power, City Clerk/Secretary Thunder Bay Police Services Board dated September 3, 2020 relative to the Appointment of Secretary & Acting Secretary to the Thunder Bay Police Services Board, we recommend that By-law PC15-2020 Appointing Mr. J. Hannam as Secretary to the Thunder Bay Police Services Board and Ms. L. Douglas as the Acting Secretary be confirmed;

AND THAT the existing By-laws, PC24-2019, PC33-2019 and PC35-2019 that appointed municipal staff to the role of Secretary and Acting Secretary be repealed.

CARRIED

CONFIRMATION OF MINUTES

The Minutes of the Tenth Session Meeting of the Fifty-First Thunder Bay Police Services Board held on June 23, 2020 to be accepted, as amended.

MOVED BY: Mayor B. Mauro  
SECONDED BY: Ms. C. Reitberger

THAT the Minutes of the Tenth Regular Session Meeting of the Fifty-First Thunder Bay Police Services Board held on June 23, 2020, be accepted, as amended.

CARRIED

DEPUTATION

Correspondence from Detective J. Rybak, dated September 8, 2020 requesting to appear before the Board to provide a deputation relative to the Thunder Bay Police Association membership.

Detective J. Rybak appeared before the Board via MS Teams, provided a deputation relative to the above noted and responded to questions.

Chief S. Hawth responded to questions.

### PRESENTATION

#### Thunder Bay Police Service Annual Report for 2019

Mr. C. Adams, Director – Communications & Technology provided a PowerPoint presentation relative to the above noted and responded to questions.

Chief S. Hawth responded to questions.

2019 Annual Report – Thunder Bay Police Service was distributed on desks to Members of the Board.

It was noted that the Annual Report has been posted on the Thunder Bay Police Service and the Thunder Bay Police Services Board websites, for information.

#### Organizational Change Project – Shaping Our Future

Chief S. Hawth and Inspector D. West provided a PowerPoint presentation relative to the above noted and responded to questions.

Report entitled “Appendix A – Backgrounder – The Story of Gawendum Gaakina Awaya”, for the Board’s information.

### REPORTS OF THE THUNDER BAY POLICE SERVICES

#### 2020 Operational Budget: Second Quarter Variance Report

Report No. 18/20 (Police) relative to updating the Thunder Bay Police Services Board on the status of the Operational Budget of the Thunder Bay Police Service as of June 30, 2020, for the Board’s information.

#### Joint Health and Safety Bi-Annual Report

Report No. 19/20 (Police) relative to the above noted, for the Board’s information.

Unclaimed Funds Report

Report 21/20 (Police) relative to the above noted, for the Board's information.

Request to Claim Found Property

Correspondence from Ms. R. Murphy, dated July 28, 2020, requesting a claim to obtain found property.

Report 23/20 (Police) containing a motion relative to the above noted.

MOVED BY: Mayor B. Mauro  
SECONDED BY: Ms. C. Reitberger

THAT the Thunder Bay Police Services Board approve the finder's request from Rosemary Murphy as presented at the September 15, 2020 Regular Session meeting of the Board, if the owner has not claimed the found property on or before September 22, 2020.

CARRIED

GENERAL

Funding Request – 2020 Mayor's Community Safety Awards

Correspondence from Ms. L. Chevrette, Crime Prevention Coordinator, dated July 30, 2020, requesting sponsorship for the 2020 Mayor's Community Safety Awards being held November 2, 2020.

MOVED BY: Councillor K. Oliver  
SECONDED BY: Mayor B. Mauro

With respect to the 2020 Mayor's Community Safety Awards, being held November 2, 2020, we authorize sponsorship in the amount of \$1000;

AND THAT the sponsorship be paid from the Board's Special Account.

CARRIED

### OIPRD Update

Chief S. Hauth provided a verbal update relative to the new Training Committee for OIPRD Recommendations and responded to questions.

It was noted that Chief S. Hauth will provide a further update to the Board on the curriculum, once developed.

### Thunder Bay Police Service - 2021 Capital Budget

Memorandum from Chief S. Hauth, dated August 26, 2020, relative to the above noted.

Chief S. Hauth provided an overview and responded to questions.

### Grant Updates

Chief S. Hauth provided a verbal update relative to Project Prevent and Anti-Human Trafficking. The following information was also discussed:

- Grant allocation
- Front Line Policing grant
- Accessing funding for guns and gangs issues in communities
  - TBPS has received \$100,000 per year for the next three years (Project Prevent)
- TBPS will receive \$17,400 for anti-human trafficking initiatives

Chief S. Hauth and Ms. D. Paris, Director – Financial Services responded to questions.

A discussion was held relative to the Board continuing to lobby for Provincial funding.

It was noted that a letter will be sent to the Province thanking them for their funding support.

### Missing Persons Act – Annual Reporting

Deputy Chief R. Hughes provided an overview relative to the above noted and responded to questions.

Ms. H. Walbourne responded to questions.

New Hires Policy

Chief S. Hauth provided an overview on current status of hiring.

Chair G. Morriseau to provide an overview relative to the information contained in the resolution.

Ms. H. Walbourne provided clarification relative to the Police Service Act and the legislation associated with new hires.

MOVED BY: Ms. C. Reitberger  
SECONDED BY: Councillor K. Oliver

With respect to the development of a Policy for New Hires to the Thunder Bay Police Service, we recommend that the following members of the Thunder Bay Police Services Board be delegated the authority to approve new hires to meet the time constraints of the associated human resources recruitment and hiring processes:

1. Ms. C. Reitberger
2. Councillor K. Oliver

AND THAT a delegation of authority by-law be presented to the Board at the October 2020 meeting for approval;

AND THAT monthly updates be provided to the Board on any approvals issued by the members appointed as per the delegation of authority by-law;

AND THAT the work of drafting a delegation of authority by-law for this purpose be the responsibility of Mr. J. Hannam, Secretary to the Thunder Bay Police Services Board.

CARRIED

2020 Cost Savings

At the June 23, 2020 Police Services Board meeting, a resolution was passed requesting that Chief S. Hauth report back on information relative to the above noted.

Memorandum from Chief S. Hauth, dated September 15, 2020, relative to the above noted.

Chief S. Hauth and Ms. D. Paris, Director – Financial Services responded to questions.

Use of COVID-19 Database

Correspondence from Black Legal Action Centre, Aboriginal Legal Services, Canadian Civil Liberties Association and HIV & AIDS Legal Clinic Ontario, dated August 17, 2020 relative to the above noted.

Ms. A. Deshman, Criminal Justice Program Director – Canadian Civil Liberties Association and Ms. C. Big Canoe – Aboriginal Legal Services appeared before the Board via MS Teams, provided a deputation relative to the above noted and responded to questions.

Ms. H. Walbourne provided an overview relative to the Thunder Bay Police Service's use of the COVID-19 database.

A discussion was held relative to the above noted.

It was noted that Ms. H. Walbourne will provide the Board a written overview relative to the above noted discussion at the next meeting of the Board.

Joint Mobile Crisis Response Team (JMCRT) – Potential to Expand

At the June 23, 2020 Thunder Bay Police Services Board meeting, a resolution was passed relative to the Joint Mobile Crisis Response Team and the Board's support and endorsement of the program.

Memorandum from Mayor B. Mauro, dated September 1, 2020, containing a motion relative to requesting that the Chief report back on ability to expand the Joint Mobile Crisis Response Team.

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

Chief S. Hauth provided information relative to the above noted, advising the Board that the LHIN has committed to a Pilot Project relative to the JMCRT, commencing on January 4, 2021. Chief Hauth provided an overview of the project expansion, which will include 24 hour coverage of the JMCRT.

Chief S. Hauth and Insp. D. West responded to questions.

It was consensus of the Board that the motion contained in the above noted memorandum was no longer required, and can be withdrawn from the agenda.

Website Hosting Information

Memorandum from Ms. K. Power, Secretary to the Board, dated September 8, 2020, relative to the Thunder Bay Police Services Board website.

Document entitled “Contract Website Maintenance”, for the Board’s information.

MOVED BY: Mayor B. Mauro  
SECONDED BY: Ms. C. Reitberger

With respect to the memorandum from Ms. K Power, City Clerk/Secretary Thunder Bay Police Services Board dated September 8, 2020 relative to the continued use of the , we recommend that the contract with PIXELS AND PENCILS CREATIVE DIRECTION be maintained and that the contract for 2020-2021 be approved;

AND THAT the Chair be authorized to execute the contract on the behalf of the Thunder Bay Police Services Board for the 2020-2021 year.

CARRIED

Sublease with Thunder Bay and Area Victim Services

Memorandum from Mr. J. Hannam, dated September 2, 2020, containing a motion relative to the above noted.

MOVED BY: Ms. C. Reitberger  
SECONDED BY: Mayor B. Mauro

With respect to the lease of office space at 317 Victoria Ave, East, Thunder Bay, the Thunder Bay Police Services Board authorizes the execution of a sublease agreement with Thunder Bay and Area Victim Services by the Chair and Secretary;

AND THAT pending approval by the Board for Thunder Bay and Area Victim Services that authorization be given for the expansion of the lease as outlined.

CARRIED

Accounts Update – Approval for Payment of Invoices

Invoice from Evolution AV Ltd., dated June 24, 2020, relative to professional services rendered, for information.

Invoice from Gordon Strategy, dated July 8, 2020, relative to professional services rendered, for information.

Invoice from Caledonia Properties, dated July 8, 2020, relative to professional services rendered, for information.

Invoice from Pixels & Pencils Creative Direction Inc. dated August 31, 2020, relative to professional services rendered, for information.

Invoice from Mr. J. Hannam, dated September 3, 2020, relative to professional services rendered, for information.

Invoice from Ms. L. Douglas, dated August 31, 2020, relative to professional services rendered, for information.

MOVED BY: Mayor B. Mauro  
SECONDED BY: Dr. K Lansdell

With respect to the legal invoices presented at the September 15, 2020 Regular Session meeting of the Thunder Bay Police Services Board, we recommend proceeding with payment of the six (6) invoices;

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

CARRIED

#### Board Member Resignation

Member K. Lansdell advised the Board that effective October 31, 2020, he will be resigning from the Board.

Chair G. Morriveau thanked Dr. K Lansdell for his participation on the Board.

#### CONFIRMING BY-LAW

MOVED BY: Councillor K. Oliver  
SECONDED BY: Mayor B. Mauro

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 Meeting of The Corporation of the City of Thunder Bay, Thunder Bay Police Services Board, this 15<sup>th</sup> day of September, 2020.

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: PC16 – 2020

CARRIED

ADJOURNMENT

The meeting adjourned at 11:15 a.m.



# Thunder Bay Police Service

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**SYLVIE HAUTH, CHIEF OF POLICE**

1200 Balmoral Street, Thunder Bay, ON P7B 5Z5

Tel: (807) 684-1304 • Fax: (807) 623-9242

**Date of Report:** October 6, 2020  
**Date of Meeting:** October 20, 2020  
**Report No:** 25/20

## **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 Second Quarter Complaints 2020**

Local Inquiries .....	0
Customer Service Resolution Requests Received .....	0
Not Accepted .....	3
Accepted—OIPRD investigate .....	0
Accepted—TBPS investigate .....	2
Accepted—OPP investigate .....	0
<b>Total .....</b>	<b>5</b>

**Complaint Type**

Service Complaints .....	0
Conduct Complaints .....	5

**2016-2017 Complaints Disposed of in the Second Quarter 2020**

Withdrawal .....	0
Unsubstantiated .....	0
Substantiated	
Informal Discipline .....	0
PSA Hearing .....	0
<b>Total .....</b>	<b>0</b>

**Outstanding 2016-2017 Complaints .....**2  
(OIPRD has the outstanding 2016-2017 complaints)

**2019 Complaints Disposed of in the Second Quarter 2020**

Withdrawal .....	0
Unsubstantiated .....	0
CSR .....	0
Informal Resolution .....	0
Substantiated	
Informal Discipline .....	0
PSA Hearing .....	0
<b>Total .....</b>	<b>0</b>
<b>Outstanding 2019 Complaints .....</b>	<b>1</b>

**2020 Complaints Disposed of in the Second Quarter 2020**

Withdrawal .....	2
Unsubstantiated .....	1
CSR .....	1
Informal Resolution .....	2
Substantiated	
Informal Discipline .....	0
PSA Hearing .....	0
<b>Total .....</b>	<b>6</b>
<b>Outstanding 2020 Complaints .....</b>	<b>2</b>

**COMMENTS**

N/A

**RECOMMENDATIONS**

For Information Only

**Respectfully submitted,**



S. Hauth  
Chief of Police

**Prepared by,**



R. Gombola  
Staff Sergeant - Professional Standards



# Thunder Bay Police Service

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

**Date of Report:** October 6, 2020  
**Date of Meeting:** October 20, 2020  
**Report No:** 26/20

**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 Third Quarter Complaints 2020**

Local Inquiries .....	0
Customer Service Resolution Requests Received .....	0
Not Accepted .....	5
Accepted—OIPRD investigate .....	0
Accepted—TBPS investigate .....	2
Accepted—OPP investigate .....	0
<b>Total .....</b>	<b>7</b>

**Complaint Type**

Service Complaints .....	1
Conduct Complaints .....	6

**2016-2017 Complaints Disposed of in the Third Quarter 2020**

Withdrawal .....	0
Unsubstantiated .....	0
Substantiated	
Informal Discipline .....	1
PSA Hearing .....	0
<b>Total .....</b>	<b>1</b>

**Outstanding 2016-2017 Complaints .....**1  
(OIPRD has the outstanding 2016-2017 complaints)

**2019 Complaints Disposed of in the Third Quarter 2020**

Withdrawal .....	0
Unsubstantiated .....	1
CSR .....	0
Informal Resolution .....	0
Substantiated	
Informal Discipline .....	0
PSA Hearing .....	0
<b>Total .....</b>	<b>1</b>

**Outstanding 2019 Complaints .....**0

**2020 Complaints Disposed of in the Third Quarter 2020**

Withdrawal .....	0
Unsubstantiated .....	1
CSR .....	0
Informal Resolution .....	0
Substantiated	
Informal Discipline .....	0
PSA Hearing .....	0
<b>Total .....</b>	<b>1</b>

**Outstanding 2020 Complaints .....**3

**COMMENTS**

N/A

**RECOMMENDATIONS**

For Information Only

**Respectfully submitted,**



S. Hauth  
Chief of Police

**Prepared by,**



R. Gombola  
Staff Sergeant - 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:** October 5, 2020  
**Date of Meeting:** October 20, 2020  
**Report No:** 27/20

## Chair and Members

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

## SUBJECT

2020 Operational Budget: Third 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 September 30, 2020.

## BACKGROUND

The Thunder Bay Police Service is required to report to the Thunder Bay Police Services Board on the status of the Operational Budget for the Third Quarter of 2020.

The 2020 Net Operating Budget for the Thunder Bay Police Service was approved at \$45.0 million.

As of September 30, 2020, Administration is projecting an overall favourable variance of \$543,000 net of the impact of COVID19 related costs. The key components of the favourable variance are discussed below.

## COMMENTS

Recruitment continues to be a key focus in 2020 with the continued vacancies of the four (4) NG911 communication call takers, the six (6) guns and gangs officers and the Aboriginal Liaison Coordinator positions. Combined with staff on short and long term disability, Administration is projecting a favourable variance in wages, fringe benefits, WSIB, and uniforms and personal protective equipment of \$1.3 million. This is partially offset by the reduction in the internal recovery from the City for the vacant NG911 communication call takers resulting in a net favourable variance of \$978,000 in this category. Recruitment efforts for the above noted positions are ongoing with anticipated hire dates for all vacancies staggered though the fourth quarter.



**User fee revenues** are projected to be \$47,000 favourable primarily resulting from higher than expected prisoner guarding services.

**Material accounts** are estimated to result in an unfavorable variance of \$389,000 primarily comprised of: equipment purchases, computer leases and software licence agreements, vehicle maintenance and building renovations for a soft interview room and the remodel of community services office space to accommodate staffing needs.

**Purchased services** and professional fees are estimated to be \$66,000 unfavourable primarily resulting from higher than expect costs for the OIPRD reinvestigation initiative.

The total estimated impact of COVID19 at second quarter was \$235,000 which is reduced to an estimate of \$19,000 due to the continued cancellation of travel and training during the second half of 2020. Pandemic related impacts are comprised of:

- the creation of a call back unit to reduce the amount of calls for service being dispatched to limit front line exposure to our uniform members,
- 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,
- the cancellation of false alarm billing for the months of March to May as a financial relief measure, and
- cost savings in the cancellation of travel and training.

## RECOMMENDATIONS


For information purposes.

**Respectfully submitted,**



S. Hauth  
Chief of Police

**Prepared by,**



D. 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:** October 5, 2020  
**Date of Meeting:** October 20, 2020  
**Report No:** 28/20

## Chair and Members

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

## SUBJECT

2021 Proposed Operating Budget

## REPORT SUMMARY

To update the Thunder Bay Police Services Board on the composition of the 2021 Proposed Operating Budget.

## BACKGROUND

The Thunder Bay Police Service is required to submit an annual Operating Budget in a fiscally responsible manner that shows the amounts required to provide adequate and effective policing in the municipality.

The 2021 Proposed Gross Operating Budget is \$53.0 million of which 92% represents wages and fringe benefits. The Proposed Net Operating Budget, after Grants, Revenues from Other Municipalities, User Fees, Miscellaneous Revenues and Interfunctional Transfers is \$47.0 million, an increase over 2020 of \$1.1 million or 2.5%.

## COMMENTS

The 2021 Proposed Operating Budget was developed based on the following methodology and key assumptions:

- No increase to the staffing complement,
- Wage increases resulting from contract settlements for uniform and civilian staff totaling \$803,000,
- An estimated COVID19 impact of \$229,000 budgeted as a one-time item, which includes costs associated with additional personal protective equipment, enhanced cleaning of the police

headquarters and vehicles, lost revenue from paid duty offset by savings related to travel and training,

- One-time costs for the continued development of the OIPRD training curriculum of \$30,000,
- An expansion resulting from the OIPRD recommendation to implement a corporate training plan of \$50,000,
- A net reduction in revenues of \$ 132,000 primarily related to user fees adjusted to be more in line with actuals offset by slight increases in provincial grants and an increase in revenue from the Oliver Paipoonge policing agreement.

Other than the items discussed above, the 2021 Proposed Operating Budget represents a status quo approach.

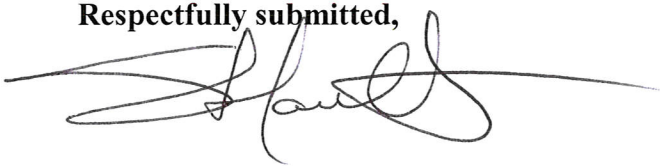
### **REFERENCE MATERIAL ATTACHED**

Document entitled “City of Thunder Bay – Budget Recap – Police Operations”.

### **RECOMMENDATION**

It is recommended that the Thunder Bay Police Services Board approve the 2021 Operating Budget as presented.

**Respectfully submitted,**



S. Hauth  
Chief of Police

**Prepared by,**



D. Paris  
Director – Finance & Facilities

City of Thunder Bay  
BUDGET RECAP (\$000'S)

	2020				2021				2021 BUDGET				2021 vs 2020						
	FT	PT	FTE	FTE	FT	PT	FTE	FTE	2020 Approved Budget	2021 Base	2021 Base vs 2020 % Increase	One Time	User Fee Increase	Reduction	Expansion	2021 Request Budget	\$ Change	% Change	
<b>Police Operations</b>																			
<b>FINANCIAL RESOURCES</b>																			
<b>Outside Boards</b>																			
Personnel Services	358.2	1.5	358.2	1.5	48,564.8	49,385.3	1.7%	(100.0)								49,285.3	720.5	1.5%	
Purchased Services					719.2	489.1	(32.0%)									539.1	(180.1)	(25.0%)	
Rents & Financial Expense					235.7	331.7	40.7%									331.7	96.0	40.7%	
Materials					2,556.9	2,635.9	3.1%	165.0								2,800.9	244.0	9.5%	
Gross Expenditures	358.2	1.5	358.2	1.5	52,076.6	52,842.0	1.5%	65.0								52,957.0	880.4	1.7%	
Provincial Grants					(3,153.9)	(3,193.8)	1.3%									(3,193.8)	(39.9)	1.3%	
Federal Grants					(110.4)	(110.4)										(110.4)			
Other Municipalities					(1,119.6)	(1,180.8)	5.5%									(1,180.8)	(61.2)	5.5%	
User Fees & Service Charges					(932.0)	(828.2)	(11.1%)	135.0								(693.2)	238.8	(25.6%)	
Fines					(8.0)	(8.0)										(8.0)			
Donations					(2.5)	(8.0)	220.0%									(8.0)	(5.5)	220.0%	
Revenues					(5,326.4)	(5,329.2)	0.1%	135.0								(5,194.2)	132.2	(2.5%)	
Subtotal	<b>358.2</b>	<b>1.5</b>	<b>358.2</b>	<b>1.5</b>	<b>46,750.2</b>	<b>47,512.8</b>	<b>1.6%</b>	<b>200.0</b>								<b>47,762.8</b>	<b>1,012.6</b>	<b>2.2%</b>	
Interfunctional Transfers					(872.6)	(796.0)	(8.8%)	58.8								(737.2)	135.4	(15.5%)	
<b>Net Cost (Income)</b>	<b>358.2</b>	<b>1.5</b>	<b>358.2</b>	<b>1.5</b>	<b>45,877.6</b>	<b>46,716.8</b>	<b>1.8%</b>	<b>258.8</b>								<b>47,025.6</b>	<b>1,148.0</b>	<b>2.5%</b>	

City of Thunder Bay  
BUDGET RECAP (\$000'S)

Police Services Board

2021 BUDGET

FINANCIAL RESOURCES	2020		2021		2020		2021		2021		2021 vs		2021 vs		
	FT	FTE	FT	FTE	PT	Approved Budget	Actuals	Estimated:	Base	% Increase	2021 Base vs 2020	One User Fee Time Increase Reduction	Expansion Requested	2020 Budget \$ Change	2020 % Change
<b>Outside Boards</b>															
Personnel Services						6.5	12.6		6.5				6.5		0.0%
Purchased Services						155.0	57.8		155.0				155.0		0.0%
Rents & Financial Expense						20.0	6.6		20.0				20.0		0.0%
Materials						42.0	45.0		42.0				42.0		0.0%
Gross Expenditures						223.5	122.0		223.5				223.5		0.0%
Revenues															
Subtotal						223.5	122.0		223.5	0.0%			223.5	0.0	0.0%
<b>Net Cost (Income)</b>						223.5	122.0		223.5				223.5		

# City of Thunder Bay

## Departmental/Divisional Account Summary (\$000'S)

Police Services Board

2021 BUDGET

	2020 Approved Budget	2020 Estimated Actuals	2021 Requested Budget	2021vs2020 \$ Change	2021vs2020 % Change
<b>FINANCIAL RESOURCES</b>					
<b>Outside Boards</b>					
<b>Personnel Services</b>					
Honorariums	6.5		6.5		
<b>Total Personnel Services</b>	<b>6.5</b>		<b>6.5</b>		
<b>Purchased Services</b>					
Consultant Fees	15.0		15.0		
Professional Fees	65.0		65.0		
Legal Fees	75.0		75.0		
<b>Total Purchased Services</b>	<b>155.0</b>		<b>155.0</b>		
<b>Rents &amp; Financial Expense</b>					
Rent Expense	20.0		20.0		
<b>Total Rents &amp; Financial Expense</b>	<b>20.0</b>		<b>20.0</b>		
<b>Materials</b>					
Equipment Maint. Computer Software	15.0		15.0		
Travel & Convention					
Business Travel	5.0		5.0		
Entertainment					
Office Supplies & Stationary	2.5		2.5		
General Expense	17.0		17.0		
Memberships/Subscriptions	2.5		2.5		
<b>Total Materials</b>	<b>42.0</b>		<b>42.0</b>		
<b>Gross Expenditure</b>	<b>223.5</b>		<b>223.5</b>		
<b>Revenues</b>					
<b>Total Police Services Board</b>	<b>223.5</b>		<b>223.5</b>		





# MEMORANDUM

Office of the Chief of Police

Tel: (807) 684-1304

Fax: (807) 623-9242

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DATE: September 29, 2020  
TO: Mr. J. Hannam, Secretary – Thunder Bay Police Services Board  
FROM: Chief S. Hauth  
SUBJECT: Inquest into the Deaths of Seven First Nation Youths – Implementation Status Report of the Thunder Bay Police Service

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Please find attached document entitled “Inquest into the Deaths of Seven First Nations Youths – Implementation Status Report of the Thunder Bay Police Service”, dated Wednesday, July 1, 2020.

Report to be presented at the Thunder Bay Police Services Board October 20, 2020 Regular Session meeting. Ms. H. Walbourne, Legal Counsel, will be in attendance to provide a brief verbal overview.

Please note that this report is accessible electronically through the Thunder Bay Police Service webpage at [www.thunderbaypolice.ca](http://www.thunderbaypolice.ca).

**INQUEST INTO THE DEATHS OF SEVEN FIRST NATIONS YOUTHS:  
Jethro Anderson, Reggie Bushie, Robyn Harper, Kyle Morriseau, Paul Panacheese,  
Curran Strang and Jordan Wabasse**

**IMPLEMENTATION STATUS REPORT OF  
THE THUNDER BAY POLICE SERVICE**

**Wednesday, July 1, 2020**



## **A. Overview**

On June 28, 2016, the verdict in the Joint Inquest into the Deaths of Seven First Nations Youths in the City of Thunder Bay (“Joint Inquest”) was released along with 145 recommendations directed to various institutional parties. Of the 145 recommendations, approximately six (6) relate to policing matters and were directed to, among other institutions, the Thunder Bay Police Service (the “Service”). All of the recommendations that refer to the Service have been accepted. This Report is prepared pursuant to Recommendation 144 to provide an update on implementation status.

## **B. Recommendations Directed to All Parties**

A number of recommendations arising out of the Joint Inquest are directed to all parties. The Service acknowledges and accepts these recommendations and reports as follows:

### **Recommendation 7 – Guiding Principles - Complete**

This recommendation is accepted by the Service. Implementation is being guided by the statements contained in this recommendation.

### **Recommendation 143 – Annual Report on Implementation Status – Complete**

This recommendation is accepted by the Service and this Report constitutes the Service’s Report thereunder.

#### **Update June 2019-2020:**

The last report was submitted in 2019, this submission constitutes the ongoing support of that annual report.

### **Recommendation 144 – Process of Posting Annual Reports - Complete**

The Service submits its report to the Coroner and also provides NAN with its completed yearly updates for publication on NAN’s website. Further, the Service publishes its annual

Inquest reports at [www.thunderbaypolice.ca](http://www.thunderbaypolice.ca)

### **Recommendation 145 – Revise Policies and Procedures – Complete**

The Service has completed its changes to policies and procedures. Any further changes, when identified, will be made during normal operational reviews and implemented as appropriate.

## **C. Recommendation involving Police and other Institutions**

### **Recommendation 48 – Grade 8 Visit Program - Complete**

The Grade 8 Visit Program (“Visit Program”) was created and implemented proactively by the Service during the hearing phase of the Joint Inquest and prior to the release of the verdict and recommendations.

#### **First Nations Visits: June 2019 – 2020 - Ongoing**

In the Spring of 2019 Community Services Branch members flew to Martin Falls to meet with community members and youth.

The Service expanded an Archery Program through various grants to assist with outreach activities. Sgt. Campagna and Community Services officers attended Aroland First Nation to conduct outreach activities through their “Chose Life” programs. The officers offered archery instruction and weekly competitions. A number of visits culminated in a championship tournament with prizes and awards. This activity was aimed at youth in the community but assisted to energize the entire community to come together around one event.

In the fall of 2019 officers attended Constance Lake, Aroland, Long Lake 58 and Ginogaming First Nations to provide presentations and meet with the youth.

In February 2020 the Aboriginal Liaison Unit (ALU) Officers and School Resource Officer (SRO) joined Lakehead Public Schools to travel with students to Collins, Ontario by snowmobile. Students had the opportunity to interact with officers and experience remote access living.

In March 2020 TBPS Community Services Officers drove on the Northern roads to Fort Hope,

Neskantaga, Webequie and Nibinamik. Outreach and youth engagement activities were conducted to build relationships and share information on coming to school in Thunder Bay. Due to the COVID pandemic the visits have been postponed since March 2020 but will begin again once the restrictions are lifted.

**Update (on Student Lists): June 2019 – 2020 - Ongoing**

As of January 2020, we are still waiting on this information. The Service has made contact with the schools and we await further discussions on receiving the student lists from each individual education authority.

**Update (on Ambassadors): June 2019 – 2020 - Ongoing**

We have been unable to find an Ambassador due to other commitments on their part; however on the visits to Northern Communities the members have been utilizing guides. The presence of these individuals who serve as guides has proven invaluable.

**Update (On Service/NAPS joint presentation): June 2019 – 2020 - Complete**

As of October 2018, all NAPS officers have received the presentation from the Service's ALU officers, and our Safety Presentation video has now been sent to all NAPS detachments for them to use on a go forward basis.

**Recommendation 91 – Working Group – Substantially Complete but will be Ongoing**

This recommendation was proposed jointly by the Service and other parties. It has been accepted by the Service and implementation is ongoing.

- **i. The need to ensure timely reporting to police of all missing person matters that involve a Student (In Progress).** The Service can confirm that it is working with Matawa Learning Centre ("Matawa"), Denis Franklin Cromarty High School ("DFC"), Keewaytinook Okimakanak ("KO") and the Northern Nishnawbe Education Council ("NNEC") to prepare missing person protocols and contact information resources in an effort to synchronize policies and procedures among all on-call workers across different

educational organizations.

- **ii. & iv. Public Awareness/Social Media Search (Complete).** In January 2018, a sub-group was created to work on a Public Awareness Campaign. It is a three-fold campaign:
  1. Missing Person & Social Media Information Presentation. This presentation was created by the Service's Social Media Coordinator, Scott Paradis and was presented to the larger working group and uploaded onto the Service's website in May 2018, for all to see and learn from. It is an educational document relating to missing persons and social media to limit misinformation and provide a procedure on taking down missing person posts when the individual is located.
  2. The creation of a Public Service Announcement (PSA) video and postcard, developed in partnership with Generator Inc. Both the PSA and the Video will cover off three key messages on the procedure of reporting missing persons:
    - a. make reasonable effort to locate the person;
    - b. assess potential risk for the missing person; and,
    - c. contact police.

The postcards will be 5"x7" and will be part of the Student Orientation Package.

3. Media Launch for Public Awareness Campaign, which took place June 26, 2018 at 2pm at the Brodie St Library. All named organizations in this recommendation were in attendance. It was in an 'open house' format, with an elder present for opening prayer/smudging. The video was played, and the postcards were blown-up and displayed on the walls.
- **iii. Information Sheets (Complete).** The working group has created an information form with descriptors/identifiers, which has been approved by their respective legal counsel and is now incorporated into the Student Orientation Package. A template was created and will be adapted by the education organizations to suit their purposes.
  - **v. Press Releases (Complete).** In December 2017, the Service, in consultation with the Service's FOI Coordinator, completed and presented to the working group, Student Consent Forms that relate to media releases and release of student information by the police to on-call staff/educational organization staff. The Student Consent Forms are to

be included in the Student Orientation Package, remain in the custody of the educational facilities and presented to TBPS when required (ie. missing student, criminal or provincial infraction/incident involving a student). All the education organizations are using this form, except NNEC. At this time, TBPS is still waiting to hear back from NNEC's legal counsel.

Press releases and media coverage were included in the Public Awareness Campaign.

- **vi. Best Practices for Interviews (Complete).** No further update as recommendation was completed and reported on in previous yearly reports.
- **vii. & viii. Internal and Global Search Plans (Complete).** Educational facilities have been working on their internal/global search plans for several months and presented to the group in February 2018. Due to legal restrictions, these plans had to remain individual, but discussion took place regarding having them all stored in one location. The Service's involvement in these two tasks is minimal—guidance was provided along the way.

The global search plans are dependent upon the internal plans. Each respective educational organization identifies who their liaison will be from their internal plans to communicate with police as part of the global plan. The handout on Best Practices for Community Searches was developed under Recommendation #94.

- **ix. & x. Missing Person Risk Factors & Missing Person Questionnaire (Complete).** These forms have been completed by the working group, reviewed by each respective legal counsel and will be used by education organizations to suit their purposes.
- **xi. Training (Complete).** Training has occurred on a request basis. Continued training can occur on request, with assistance from Lakehead Search and Rescue (LSAR).
- **xii. Training Case Scenario (Complete).** An information/training session relating to

TBPS Missing Persons Protocol and volunteer searchers took place Jan 18-19, 2018, and February 8, 2018, hosted by the TBPS, for the working group and their leaders. This information session included a scenario based portion that covered the following:

- a) When to report to police
- b) What to report to police
- c) Risk factors
- d) Stages of the investigation
- e) Interviews
- f) Media releases
- g) Place of safety
- h) Parent/guardian consent forms
- i) Volunteer Searchers

The PowerPoint presentation was forwarded onto the working group chair to distribute to the group for future reference and education.

- **xiii. Consultant (In Progress).** The Service has hired an external consultant (Leisa Desmoulin) regarding TBPS training modules and curriculum covering cultural issues relevant to the Indigenous community, as part of a larger organizational change project. The Committee's first meeting took place on May 27<sup>th</sup>, 2020.

#### **Update (Overall): June 2019 - 2020**

The Service has completed training of all of its members during the time frame it was provided. As with any organization we continue to hire new person(s) and as such will provide training when it is identified and offered.

The Service continues to be in discussion with NAN to finalize the outstanding items outlined in this recommendation.

#### **Update on Public Awareness/Social Media Campaign): Complete**

The Media launch took place June 26 2018 at the Brodie Street Library with all named organizations in attendance. It was an 'open house' format, with an elder present for opening prayer/smudging. The video was played and the postcards blown up and pasted on the walls.

The event was successful and well received by all named organizations. A re-launch was conducted with NAN in the fall of 2019 in order to maintain awareness.

**Recommendation 94 – Multilingual Joint Search Protocol – Complete:**

All meetings are complete and a protocol has been established. One final meeting will occur with NAN representatives to ensure the protocol is sufficiently represented in our internal policy.

**Recommendation 96 – Joint Task Force with LCBO to Deter Underage Drinking (Complete).**

The “Runner Project Plan” at TBPS remains operational, when staffing complement permits.

**Update June 2019-2020:**

In January 2020 the Community Oriented Response Unit was created to focus on identified community issues. One of the focuses of the Community Oriented Response team is neighbourhoods in which there are LCBO’s. The presence of this Unit has proven as a deterrent for underage individuals accessing alcohol.

**Recommendation 97 – Public Campaign to Deter Second Party Purchases of Alcohol (Complete).**

**Update from June 2019 – June 2020:**

TBPS has completed its portion of this task. The LCBO was to reach out to NAN, NNEC, KO among others to finalize its public campaign.

**Recommendation 115 – Safety Audit of River Areas (In Progress).**

**Riverway/Floodway Monitoring Project:** The Service continues to monitor the identified high-risk areas, with daily foot patrols three times a day.

**Data Collection from Reporting Mechanism:** The following information has been gleaned

from the project for 2019:

<b>Average age</b>	35.76
<b>Median age</b>	34
<b>Oldest</b>	74
<b>Youngest</b>	11
<b># of 22 year olds</b>	12
<b># of 21 year olds</b>	7
<b># of 20 year olds</b>	2
<b># of 19 year olds</b>	1
<b># of 18 year olds</b>	3
<b># under 18 years old</b>	22
<b>Total persons</b>	<b>1191</b>
<b>Total males</b>	563
<b>Total females</b>	266

#### **Incidents 2019**

<b>January</b>	43
<b>February</b>	49
<b>March</b>	87
<b>April</b>	54
<b>May</b>	46
<b>June</b>	78
<b>July</b>	167
<b>August</b>	136
<b>September</b>	132
<b>October</b>	93
<b>November</b>	72
<b>December</b>	55

**Total Incidents 1012**





# Thunder Bay Police Service

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

September 24, 2020

Chair Georjann Morrisseau  
Thunder Bay Police Services Board  
317 E. Victoria Avenue  
Thunder Bay, ON P7C 1A4  
c/o John Hannam

Via E-mail

Ruth Goba  
Executive Director  
Black Legal Action Centre

Via E-mail

Christa Big Canoe  
Legal Advocacy Director  
Aboriginal Legal Services

Via E-mail

Abby Dushman  
Director, Criminal Justice Program  
Canadian Civil Liberties Association

Via E-mail

Ryan Peck  
Executive Director  
HIV & AIDS Legal Clinic Ontario

Via E-mail

**Re: Covid Portal – Thunder Bay Police Service**

Further to the verbal update provided at the Thunder Bay Police Services Board meeting on September 15<sup>th</sup>, 2020, I am writing on behalf of the Chief of Police to provide further details and context to the use of the COVID portal.

Fifty-two (52) employees within the Communications Centre at the Thunder Bay Police Service had access to the COVID portal. These individuals were call-takers, dispatchers, supervisors and managers of the Communications Centre. The COVID portal was accessed by these employees for work purposes only and all of those who had access to the portal were properly trained prior to utilizing the portal and were well versed on the policy and guidelines in place.

Communications Centre employees were tasked with checking the COVID portal whenever a call for service came in. Employees would check the portal for all names of the individuals the officer would be in contact with at any given incident and the address listed in the call for service. In some cases it was necessary to conduct multiple checks on one name or address given the way the information was stored in the portal. The Ministry did not warrant that the information available through the portal was complete, accurate or up-to-date and further indicated that there may be inconsistencies in the way address information was found within the portal. To that end it was

sometimes necessary to run multiple searches for one address to ensure the results, if any, were found. These above reasons explain why the Thunder Bay Police Service had a high number of “hits” in the COVID portal database. Between April 7, 2020 and July 9, 2020 (the day on which the Chief of Police discontinued the use of the COVID portal within the Service), there were 11,274 calls for service to the police along with 1,109 calls for service for fire, for a total of 12,383 calls in which the portal was checked. The additional checks, amounting to the 14,831 hits on the COVID portal were a result of multiple searches on the same incident to ensure the most accurate information possible and daily searches to update our Computer-Aided Dispatch (CAD) System.

As stated at the Police Services Board meeting on September 15<sup>th</sup>, 2020, there was a shortage in personal protection equipment (PPE) in the beginning months of the pandemic. The COVID portal allowed our officers to ration the use of their PPE by knowing when it was necessary to take all precautions (i.e. when interacting with a positive COVID individual).

Upon the discontinuation of the COVID portal on July 9<sup>th</sup>, 2020 all information retrieved from the portal was permanently erased. The information was never stored in the Thunder Bay Police Service’s internal records systems. Our CAD System was updated on a daily basis when positive COVID results were found. This information was set to expire on the day the emergency was declared over, however since the Chief of Police discontinued the portal use early, all data was deleted on July 9<sup>th</sup>, 2020.

The Thunder Bay Police Service no longer has access to the data and therefore any audit would be futile. Further, the Ministry did conduct three (3) audits of the COVID portal use in the months of May, June and July. The Thunder Bay Police Service followed up on all audits and both the Ministry and the Service are satisfied that all searches of the COVID portal were both authorized and appropriate.

While the Service can understand the concerns of the various organizations who wrote to the Board, the COVID portal was Ministry authorized and the Service had lawful authority to use it to protect the First Responders who worked tirelessly throughout the pandemic, regardless of the personal risk. Further, the COVID portal assisted the community of Thunder Bay by reducing the spread of the virus.

I trust the above answers the Board’s questions and concerns regarding the use of the COVID portal. Should you wish to discuss further please do not hesitate to contact the undersigned.

Sincerely,



Holly Walbourne,  
Legal Counsel

## Thunder Bay Police Services Board

# **Memorandum**

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

**FROM:** Member B. Mauro, Mayor

**DATE:** October 13, 2020

**SUBJECT:** Neighbourhood Policing

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As a member of the Police Services Board, and moreover as the Mayor of Thunder Bay, I regularly hear concerns from citizens about crime in the City, and in particular, in residential neighbourhoods. The Service's own statistics can certainly identify key areas where crime is higher than others, and that might benefit from a greater visible police presence.

Citizens' feelings about the safety in their neighbourhoods are too often negative, with people expressing their view that safety has declined; whether that is real or perceived, it is their reality. And, in expressing those concerns, the lack of a visible police presence in their neighbourhood is often raised and people wonder why we don't have neighbourhood officers that they as residents, along with area business owners, can build relationships with.

I recognize that the Service is stretched to respond to a number of priorities, and that having officers patrolling residential areas, when they might otherwise be deployed, is an added challenge. I wonder if some re-allocation of resources under the current Zone Policing model could not be achieved? To that end I would ask that the Board give consideration to the following motion:

“With respect to the allocation of staff resources for patrolling in key residential and commercial areas, the Thunder Bay Police Services Board asks the Chief of Police to report on whether or not, and if so to what degree, modifications could be made to the current Zone Policing model to allow for beat patrols in key areas of the City.”

BM/jh

**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Richard Stubbings  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** Inspector General of Policing

<b>DATE OF ISSUE:</b>	<b>October 2, 2020</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>20-0147</b>
<b>PRIORITY:</b>	<b>Normal</b>

I am pleased to share with you that the Ontario government has appointed Devon Clunis as the province’s first Inspector General of Policing. In this new role, Mr. Clunis will provide oversight of policing in Ontario. He will also be responsible to set up an Inspectorate of Policing which will work with the government and its partners to develop regulations under the *Community Safety and Policing Act, 2019* (CSPA). Mr. Clunis’s appointment is effective October 13, 2020.

Devon Clunis joined the Winnipeg Police Service in 1987 and served in all areas of the service over the course of his career before being named to the role of Chief in 2012. As Chief of Police, Mr. Clunis led a transformational and cultural shift within the service that successfully modernized its model of policing from reactive and crime focused to a proactive community health and well-being model.

The inspectorate will operate at arms-length from government to provide independent policing oversight and ensure effective policing services are provided to every community in Ontario. The inspectorate will:

- Monitor and conduct inspections of police services to ensure compliance with the CSPA and its regulations once the CSPA is in force.
- Monitor and conduct inspections of police service boards to prevent police misconduct and impose measures where necessary.
- Investigate policing complaints related to the provision of adequate and effective policing services.

.../2

- Develop, maintain and manage records, conduct analyses regarding compliance with the CSPA and publish inspection results and annual reports.

The creation of the position of Inspector General of Policing is the next step in delivering on the government's commitment to reform policing in Ontario following the passage of the *Comprehensive Ontario Police Services Act* in 2019.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stubbings". The signature is written in a cursive, slightly slanted style.

Richard Stubbings  
Assistant Deputy Minister  
Public Safety Division

## January

Su	Mo	Tu	We	Th	Fr	Sa
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31						

## February

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28						

## March

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## April

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## June

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## July

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## August

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## September

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## October

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## November

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## December

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*Office of the City Clerk*

# **Memorandum**

**Fax:** 623-5468

**Telephone:** 625-2230

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**TO:** Thunder Bay Police Services Board

**FROM:** Krista Power, City Clerk

**DATE:** October 8, 2020

**SUBJECT:** Approval for Memorandum of Understanding – Archival Data

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As the transition of severance with the City of Thunder Bay and Thunder Bay Police Services Board is now coming to conclusion, the following outlines information with respect to storage of corporate records and archival data.

Currently there are 43 boxes of records in the records centre and 100 boxes in the archives. As the Thunder Bay Police Board does not currently have an appropriate storage solution at their disposal, it is recommended that the City and the Board enter into a memorandum of understanding with respect to the storage and access of records.

Fees will be charged at the following rates:

- Record Transfers - \$6.63/Transfer
- Physical Shelving - \$2.65/Box
- Records Retrieved - \$9.95/Request
- Administration of Destruction of Records - \$19.15/Notice
- Pulling & Shredding - \$8.46/Box
- Storage - \$0.10/Box /Month
- Major Consultations - \$20.16/15 Minutes

Prior to the severance with the City of Thunder Bay, the City Clerk and the Corporate Records Manager/City Archivist completed the work associated with Freedom of Information Requests, going forward should the Thunder Bay Police Services Board receive a Freedom of Information Request, it will be the responsibility of the Board through the Secretary to the Police Services Board to complete the request. Records will be provided and appropriate charges will be billed relative to retrieval of records associated with that work.

With respect to the memorandum from Ms. K. Power, City Clerk, we recommend that the Chair of the Police Services Board be authorized to sign the Memorandum of Understanding with the City of Thunder Bay relative to the storage of records;

AND THAT appropriate billing be submitted to the Thunder Bay Police Services Board on a quarterly basis for these costs.

# INVOICE

Amount Due (CAD)  
**\$5,491.80**

**BILL TO**  
**Thunder Bay Police Services Board**  
John Hannam  
500 Donald Street East  
Thunder Bay, Ontario P7E 5V3  
Canada

douglas\_assistant@tbaytel.net

**Invoice Number:** PP\_1959  
**Invoice Date:** September 28, 2020  
**Payment Due:** October 28, 2020

SERVICE	QUANTITY	PRICE	AMOUNT
<b>Website Hosting and Maintenance</b> - Annual Fee covering September 1, 2020 to September 1, 2021 - includes annual prepay discount - includes content updates x4 monthly	1	\$4,860.00	\$4,860.00

<b>Subtotal:</b>	\$4,860.00
HST 13% (80955 7721 RT0001):	\$631.80
<b>Total:</b>	\$5,491.80
<b>Amount Due (CAD):</b>	<b>\$5,491.80</b>

## Notes / Terms

All services performed in Canada.  
No services/expenses in the United States.

TD Canada Trust - Branch #32  
3060 Danforth Ave  
East York, ON M4C1N2

Bank Account Number: 5240437  
Routing # / ABA # / Sort code : 026-009-593



Thunder Bay Police Services Board  
Regular Session

**Pixels and Pencils Creative Direction Inc.**  
18 Carnahan Terrace  
Toronto, Ontario M4E 0B2  
Canada

Tuesday, October 20, 2020  
Page 1 of 2 for Invoice #PP\_1959

**Contact Information**  
647.880.4266  
pixelsandpencils.ca

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# INVOICE

Amount Due (CAD)  
**\$5,491.80**

## Notes / Terms

Transit # + Bank code + Acct no. : 00322 004 5240437

Swift Code : TDOMCATTOR



Thunder Bay Police Services Board  
Regular Session

## **Pixels and Pencils Creative Direction Inc.**

18 Carnahan Terrace  
Toronto, Ontario M4E 0B2  
Canada

Tuesday, October 20, 2020  
Page 2 of 2 for Invoice #PP\_1959

## **Contact Information**

647.880.4266  
pixelsandpencils.ca

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Invoice # 2 Outline Agreement #4600010467

Vendor # 107402

October 6, 2020

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John S. Hannam

Secretary, Thunder Bay Police Services Board

Invoice for Services for the period September 3, 2020 through October 6, 2020

|                          |     |                   |
|--------------------------|-----|-------------------|
| 30.75 hours @ \$125/hour |     | \$3,843.75        |
| HST # 74226 4872         | 13% | \$499.69          |
| <b>Total</b>             |     | <b>\$4,343.44</b> |



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

# INVOICE

DATE: September 30, 2020  
 INVOICE: #002  
 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                           |
|--------------------|-------------------|---------------------------------------|
| September 30, 2020 | 49.05             | Services Rendered for September, 2020 |
|                    | \$4,414.50        | Subtotal                              |
|                    | 573.89            | <No. 74214 8887 RT0001> HST 13%       |
|                    | <u>\$4,988.39</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 at the above phone numbers or email.

***THANK YOU!***