

MEETING: THE ELEVENTH SESSION OF THE FIFTY-FIFTH THUNDER BAY POLICE SERVICES BOARD

DATE: APRIL 23, 2024

TIME: 10:38 A.M.

PLACE: VALHALLA HOTEL & CONFERENCE CENTRE
1 VALHALLA INN ROAD, THUNDER BAY

CHAIR: MS. K. MACHADO

PRESENT:

Ms. D. Baxter
Mayor K. Boshcoff
Councillor K. Etreni
Ms. K. Machado

ATTENDING BY ZOOM:

Mr. T. Gervais, Ministry of the Solicitor General

REGRETS:

Mr. W. Bahlieda

GUESTS:

Constable C. Woods, Thunder Bay Police Association
Ms. T. Smith, Director – Corporate Communications, Thunder Bay Police Service

OFFICIALS:

Mr. D. Fleury, Chief of Police
Mr. R. Hughes, Deputy Chief of Police
Ms. D. Paris, Director – Financial Services & Facilities, Thunder Bay Police Service
Detective Inspector J. Pearson, Thunder Bay Police Service
Inspector G. Snyder, Thunder Bay Police Service
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. CONFIRMATION OF AGENDA

MOVED BY: Ms. D. Baxter
SECONDED BY: Councillor K. Etreni

With respect to the Eleventh Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on April 23, 2024, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3. CONFIRMATION OF MINUTES

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

April 23, 2024

Page 2 of 8

The Minutes of the Seventh Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on March 19, 2024, to be confirmed.

With regard to the March 19, 2024 minutes, Councillor K. Etreni advised that she would not be attending the 2024 OAPSB Conference & AGM. It was also noted that Ms. K. Machado and Mr. W. Bahlheda would not be attending.

MOVED BY: Ms. D. Baxter

SECONDED BY: Councillor K. Etreni

THAT the Minutes of the Seventh Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on March 19, 2024 be confirmed.

CARRIED

4. PRESENTATIONS

a) Impact of *Community Safety and Policing Act, 2019*

Constable C. Woods, Thunder Bay Police Service, provided an overview relative to the impact of the new *Community Safety and Policing Act, 2019* on the Thunder Bay Police Service.

With the use of a PowerPoint presentation, Constable Woods provided an overview on the transition to the *Community Safety and Policing Act, 2019* as well as compliance, and responded to questions. He noted that the biggest changes would be with equipment and uniforms.

He reported on the new oversight bodies, including the Inspectorate of Policing and the Inspector General of Policing, and the move to make training standards consistent across the province.

Suspension with Pay has a high threshold and is at the discretion of the Chief. Suspension without Pay has been expanded under the new Act.

Implementation will take more time and money, with possibly up to a one-year timeframe.

Concerns about the expense of equipment needed were raised. Constable Woods noted that the provincial government will not be providing funding for implementation of some of the aspects of the new Act; however, in some areas the Service already has the now required equipment in place so that the impact of equipment costs are mitigated.

It was noted that several policies will either have to be developed and/or updated to reflect the new Act.

b) Thunder Bay Police Service Communication Strategy

Ms. T. Smith, Director of Corporate Communications for the Thunder Bay Police Service, provided a brief overview of the Police Service's Communications Strategy and responded to questions.

Mr. J. Hannam, Secretary, noted that the Board will be discussing their own communication strategy next month.

5. REPORTS OF COMMITTEES

a) Governance Committee

Committee Chair, Ms. Denise Baxter, provided an overview relative to the activities of the Governance Committee and reported that policies are in the process of being developed. The Committee is moving ahead with the DEI framework that will require extensive consultation with the public. The Board has secured the services of Dr. David Akca to develop policies.

i. Use of Artificial Intelligence Technologies

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated April 15, 2024, relative to an Artificial Intelligence Policy, as well as the draft policy on Use of Artificial Intelligence Technologies, for the Board's information.

A Review of Policy Frameworks on the Use of Artificial Intelligence in Policing and the Public Sector was distributed separately to Board Members, and can be found on the Police Service Board website.

Mr. J. Hannam provided an overview of the policy and noted that the draft policy was circulated to members of the Governance Committee for their input. Reference to the *Police Services Act* will be updated with references to the *Community Safety and Policing Act, 2019*. This policy is being presented to the Board for their consideration.

MOVED BY: Councillor K. Etrene

SECONDED BY: Mayor K. Boshcoff

With respect to the draft policy titled 'Use of Artificial Intelligence Technologies' we recommend that the Thunder Bay Police Service Board adopt the policy as a policy of the Board;

AND THAT the policy be conveyed to the Chief of Police for compliance;

AND THAT the policy be shared with the Information & Privacy Commission of Ontario, with any recommendations from the Commission being reported back to the Board.

CARRIED

b) Labour Relations Committee

Ms. K. Machado provided an overview relative to the activities of the Labour Relations Committee. She reported that the Bargaining Committee has begun collective bargaining with the Police Association; there are no further updates at this time.

6. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Quarterly Complaints

Report No. 13/24 (Police) relative to the summary of complaints for Q1 of 2024 (January, February, March 2024), was presented for the Board's information.

Staff Sergeant J. Rybak, Thunder Bay Police Service, provided an overview relative to the above noted and responded to questions. He noted that these types of complaints are with the OIPRD, and are related to complaints regarding the conduct of officers. These types of complaints come through the Chief of Police or when the Chief of Police is required to provide notice of misconduct to the Complaints Director of the Law Enforcement Complaints Agency (LECA). Staff Sgt. Rybak also noted that there are currently no complaints that have engaged LECA legislation.

b) First Quarter Variance Report – Thunder Bay Police Service

Report No. 15/24 (Police) relative to an update on the status of the Operational Budget of the Thunder Bay Police Service for the period ending March 31, 2024, was provided for the Board's information.

Ms. D. Paris, Director – Financial Services & Facilities, Thunder Bay Police Service, provided an overview relative to the above noted and responded to questions.

There are no significant variances at end of Q1, but expenses are currently trending as unfavourable.

A brief discussion was held relative to the Service's contract with the Thunder Bay Regional Health Sciences Centre.

The Service continues to look for partnership opportunities.

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

April 23, 2024

Page 5 of 8

7. GENERAL MATTERS

a) First Quarter Variance Report – Thunder Bay Police Service Board

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated April 16, 2024, relative to the Board's 2024 Operating Budget and the Q1 Variance Report and Summary, was provided for the Board's information.

Mr. J. Hannam, Secretary to the Board, provided an overview relative to the above noted, and report that there is no unfavourable variance at this point.

b) Thunder Bay Police Service Board – Staffing Recommendation

At the March 19, 2023 Regular Session of the Board, a draft Memorandum to the Thunder Bay Police Services Board from Karen Machado, Denise Baxter, and Donna Smith, dated March 19, 2024, relative to a staffing proposal for the Board, was presented to Board members for the Board's information and discussion. She noted that no decision was required at that meeting.

Options 1 and 2 were presented and discussed. Board members were encouraged to email further input prior to the next meeting of the Working Group.

Memorandum to the Thunder Bay Police Service Board from Karen Machado, Denise Baxter and Donna Smith, dated April 22, 2024, relative to a Board Staffing Recommendation, was distributed separately to Board members by email on April 22, 2024.

Ms. D. Baxter provided an overview of the April 22, 2024 Memorandum, and noted that there is a budget of \$250,000 to service the Board with support staff for this fiscal year. Option 1 and 2, presented at the March 19, 2023 Regular Session of the Board, were reviewed.

Discussion was held on the hiring process. The positions will be filled through an RFP process. It was the consensus of Board members to limit the lengths of the contracts to two (2) years.

MOVED BY: Councillor K. Etreni

SECONDED BY: Mayor K. Boshcoff

With respect to the Memorandum regarding the Thunder Bay Police Service Board Recommendation dated April 22, 2024, as presented at the April 23, 2024 Regular Session of the Board, we recommend that the Board approve Option 2 to hire additional contractors;

AND we further recommend that the Board develop an agreement for each of the contractors outlining the terms, including roles and responsibilities, rates, expected hours with flexibility for additional hours as needed, perhaps with an upset limit.

CARRIED

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

April 23, 2024

Page 6 of 8

Chair K. Machado thanked Ms. Donna Bain Smith and Ms. Denise Baxter for their extensive work on this matter.

c) Board Committee Structure

Memorandum to the Thunder Bay Police Service Board from Karen Machado, Board Chair, dated April 10, 2024, relative to a proposal to establish a Finance/Budget Committee and a Communications Committee, was provided for the Board's information.

Ms. K. Machado, Board Chair, provided an overview relative to the above noted. It was noted that the proposed Finance Committee would be responsible for the budget and the finances.

Terms of Reference will be required for both of the proposed committees, and the Chair will be ex-officio on both committees.

MOVED BY: Mayor K. Boshcoff
SECONDED BY: Councillor K. Etrene

With respect to the committee structure of the Thunder Bay Police Service Board, we recommend that the Board establish the following committees, with the mandates as presented on April 23, 2024, and to be comprised as noted:

Finance Committee comprised of 2 members of the Board.

Board members: 1. Denise Baxter
 2. Karen Machado

Communications Committee comprised of 2 members of the Board.

Board members: 1. Councillor Kasey Etrene
 2. Mayor Ken Boshcoff

AND THAT both committees develop terms of reference for the approval of the Board, in accordance with the Board's procedural by-law.

CARRIED

Member W. Bahlieda (absent from this meeting) will be contacted about possible interest in sitting on either of these committees.

d) Website Update

Mr. J. Hannam, Secretary, provided an update relative to the internal dashboard for Board members.

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

April 23, 2024

Page 7 of 8

The website and Board templates have been updated to reflect the new name (Thunder Bay Police Service Board) under the new Act.

There will be media releases to the public, inviting them to visit the website to review and comment on the draft policies as they are posted (deadlines to comment will be included). Recommendations tables will be updated on a monthly basis.

e) CSPA Transition

The *Community Safety and Policing Act, 2019* came into effect on April 1, 2024.

Mr. J. Hannam, Secretary, provided an overview and noted that the transition is well in hand.

Templates and website have been updated to reflect the new name of the Board.

Items in the new Act for consideration by the Board include (but are not limited to) Board composition, board training (initial mandatory training has been completed by all Board members), and a diversity plan (hiring diverse candidates for the Police Service).

The Board's Procedural By-law, updated at the March meeting, will undergo some further revisions.

f) OCPC Chart – Summary of Recommendations

Summary of status/progress of OCPC Recommendations was last presented for the Board's information on June 28, 2022.

Mr. J. Hannam, Secretary, suggested that the tracking of these recommendations from the Sinclair Report can now be dropped as the Governance Committee is dealing with them.

Chair of the Governance Committee, Ms. D. Baxter, committed to providing a written report on the progress as these recommendations are addressed.

8. PETITIONS AND COMMUNICATIONS

a) Thank You from the TB Police Youth Corps

Correspondence from the Thunder Bay Police Youth Corps, dated March 27, 2024, thanking the Board for their annual sponsorship of \$3,500.00, was provided for the Board's information.

b) Correspondence from Concerned Citizen

Emailed correspondence (personal information redacted) to Mayor Ken Boshcoff, dated April 9, 2024, relative to concerns about the Thunder Bay Police Service, was provided for information

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

April 23, 2024

Page 8 of 8

purposes only.

Mayor K. Boshcoff wanted the public to know about the range of communications that come across the Mayor's desk. Mayor Boshcoff noted that he is pleased with how the Chief's office is handling these types of comments and complaints.

9. NEW BUSINESS

There was no New Business presented

10. CONFIRMING BY-LAW

MOVED BY: Mayor K. Boshcoff
SECONDED BY: Councillor K. Etreni

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

1. A By-law to confirm the proceedings of a Regular Session of The Thunder Bay Police Service Board, this 23rd day of April, 2024.

Explanation: Confirmation of the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Service 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: PC10-2024

CARRIED

11. ADJOURNMENT

The meeting was adjourned at 12:20 p.m.