

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

DATE: MAY 21, 2024

TIME: 10:35 A.M.

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

CHAIR: MS. K. MACHADO

PRESENT:

Mr. W. Bahlieda
Ms. D. Baxter
Mayor K. Boshcoff
Ms. K. Machado

REGRETS:

Councillor K. Etreni

GUESTS:

Constable Jeff Elvish, Thunder Bay Police
Association
Inspector J. Dampier, Thunder Bay Police
Service

OFFICIALS:

Mr. D. Fleury, Chief of Police
Mr. R. Hughes, Deputy Chief of Police
Mr. J. Hannam, Secretary – Thunder Bay
Police Services Board
Ms. L. Douglas, Assistant to the Secretary -
Thunder Bay Police Services Board

ATTENDING BY ZOOM:

Mr. T. Gervais, Ministry of the Solicitor
General

1. DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2. CONFIRMATION OF AGENDA

Under New Business, Councillor Kasey Etreni requested the Board consider what they would like the City's Intergovernmental Affairs Committee to advocate for on their behalf at the AMO meeting in August, 2024.

Mr. J. Hannam, Secretary, noted that presentation of the Procedural By-law has been withdrawn.

MOVED BY: Ms. D. Baxter

SECONDED BY: Mr. W. Bahlieda

With respect to the Thirteenth Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on May 21, 2024, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3. CONFIRMATION OF MINUTES

The Minutes of the Eleventh Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on April 23, 2024, to be confirmed.

MOVED BY: Mayor K. Boshcoff

SECONDED BY: Ms. D. Baxter

THAT the Minutes of the Eleventh Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on April 23, 2024 be confirmed.

CARRIED

4. PRESENTATIONS

a) Peer Support Team

PowerPoint Presentation by Constable Jeff Elvish relative to an overview on the work of the Peer Support Team for the Thunder Bay Police Service.

Constable Jeff Elvish provided an overview of program and what they hoped to accomplish. The Peer Support Team is comprised of 17 volunteers and 2 psychologists. More counselors are needed. Service members and their families are encouraged to seek counselling when needed.

He noted that the number of work-related contacts for support has decreased dramatically since Chief Fleury has taken office.

An overview of the partnerships with Wounded Warriors of Canada and Lakehead University, as well as the Three Pillars of Support was provided – all adding to the depth and impact of the Peer Support program. Constable Elvish responded to questions about the Three Pillars: Peer Support, Critical Incident Response, and Reintegration (returning to the workplace).

Constable Elvish noted the connection between an increase in crime and mental health issues amongst Service members over the years.

Phone numbers and contact information from the entire Peer Support Team are available to members 24 hours a day so that there is always someone available to speak with.

All parties involved with a critical incident are invited to debriefings, including EMS and Fire. All first responders are in this together.

b) Pilot Project – Health Monitor Bracelets

Inspector J. Dampier provided an overview and responded to questions relative to the launching

of a pilot project by the Thunder Bay Police Service on the implementation of heart monitor bracelets to keep people safe while in custody.

He noted that there is already a next generation of bracelets that will be introduced into the program. A demonstration of how it is locked and unlocked was provided.

The data being collected goes to an app in the Watch Commander's office for monitoring – heart rate, movement level, oxygen level. An alert will be sent if there is a deviation in the data.

The Police Service is in the process of updating the next generation of bracelets; policies and procedures may need to be updated with this new heart monitoring tool. Inspector Dampier noted that the program is voluntary and will not be enforced if it is refused. If anyone is appearing to have issues, they will be sent to the hospital.

c) Communication Strategy

PowerPoint Presentation from John S. Hannam, Secretary, relative to the renewal of a communication strategy for the Thunder Bay Police Service Board, was distributed separately to Board members with the Additional Information package on May 17, 2024.

Using the PowerPoint slideshow, Mr. John Hannam, Board Secretary, and Ms. Sarbjit Kaur, KAPOW Communications, provided an overview of the updated Communication Strategy and responded to questions.

It was noted that the last Communication Strategy was developed about 3 years ago. With various requirements under the new Act, and to meet the Board's obligations, particularly for an annual report, it is time to look again at updating the Board's Communication Strategy and plan for future communication initiatives.

It was noted that the Board's website has been made more robust and traffic has increased accordingly.

Mr. Hannam provided an overview on the Annual Report and how it will be reported against the Board's Strategic Plan. Under the new Act, the first Annual Report must be filed prior to June 30, 2025. The Board also have an obligation to share their information with City Council.

An overview of the schedule to roll out quarterly reports, leading to next year's annual report, was presented by Mr. Hannam and Ms. Kaur. The Board now has a Communication Committee that he and KAPOW Communications will be working with.

5. REPORTS OF COMMITTEES

a) Governance Committee

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Memorandum to the Thunder Bay Police Service Board from Ms. D. Baxter, Chair – Governance Committee, dated May 14, 2024, was provided for the Board’s information.

Committee Chair, Ms. Denise Baxter, provided an overview relative to the activities of the Governance Committee. The Committee is in the process of recruiting a 2nd Deputy Chief of Police, and advancing the policy for Use of Artificial Intelligence. A policy for appointing members to committees will be presented at next month’s meeting.

The public is invited to review recommendations (directed at the Board) on the Board’s website; the status of the recommendations is updated on a monthly basis.

b) Labour Relations Committee (LRC)

Committee Chair, Mr. W. Bahlhieda, reported that the process for renewing the collective agreements with the Police Association has commenced. Both parties have met on five (5) dates. Additional meetings are being scheduled. The Bargaining Committee (a subcommittee of the LRC) is currently negotiating the Uniform Collective Agreement; work on the Civilian and Senior Officers Collective Agreements will follow.

Chair K. Machado and Vice Chair D. Baxter recognized with appreciation the work Mr. W. Bahlhieda is doing as Chair of the Labour Relations Committee.

6. GENERAL MATTERS

a) Annual Report – Crime Stoppers

At the January 19, 2021 Regular Session of the Board, the following motion was carried:

With respect to financial support of Thunder Bay District Crime Stoppers, we recommend that assistance in the amount of \$2,500.00 be granted annually from the Thunder Bay Police Services Board’s special account, provided sufficient funds are available;

AND THAT the Thunder Bay District Crime Stoppers report to the Thunder Bay Police Services Board on an annual basis relative to the disbursement of the funds provided.

Accordingly, the Statement of Operations for the Thunder Bay District Crime Stoppers Inc., for the year ended July 31, 2023, was provided for the Board’s information.

Mr. J. Hannam, Secretary to the TBPSB, provided an overview relative to the above noted. A cheque, in the amount of \$2,500, will be issued to the Thunder Bay District Crime Stoppers from the Board’s Special Account in due course.

A brief discussion was held regarding the many local organizations that approach the City for

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funding. Chair Machado noted that the Board's donation to Crime Stoppers will be issued from the Board's Special Account, which is not tax funded.

b) 2024 CAPG Annual Conference

Notice of the Canadian Association of Police Governance (CAPG) 2024 Annual Conference, was provided for the Board's information.

Mr. J. Hannam provided a brief overview relative to the above noted. Board members were canvassed for interest in attending the Conference. Councillor K. Etreni, absent from this meeting, will be canvassed in due course. In the meantime, she will be authorized to attend the Conference, and can confirm her attendance at a later date.

MOVED BY: Ms. D. Baxter

SECONDED BY: Mr. W. Bahlieda

With respect to the Canadian Association of Police Governance Annual Conference being held in Halifax, Nova Scotia from August 8th to August 11th, 2024, we authorize the following members of the Thunder Bay Police Services Board to attend:

1. Mayor K Boshcoff
2. Councillor K Etreni

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

CARRIED

c) 2024 CAPG Annual Conference

Correspondence from the Canadian Association of Police Governance (CAPG), relative to a request for support for their 2024 Annual Conference in Halifax, Nova Scotia, for the Board's information.

Mr. J. Hannam, Secretary, provided a brief overview relative to the above noted.

MOVED BY: Ms. D. Baxter

SECONDED BY: Mayor K. Boshcoff

With respect to correspondence from the Canadian Association of Police Governance (CAPG), relative to a request for support for their 2024 Annual Conference in Halifax, Nova Scotia, we authorize sponsorship in the amount of \$500.00;

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

CARRIED

d) Special Account

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated May 14, 2024, relative to the disbursement of funds over the last six (6) months from the Board's Special Account, as per the Special Account Policy adopted November 21, 2023.

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

e) Amendments to Procedural By-Law

Agenda item withdrawn. To be presented at a later date.

f) Website Update

Mr. J. Hannam, Secretary, provided a verbal update relative to the internal dashboard for Board members. Documents continue to be uploaded on the Member Access side of the website. He encouraged Board and Committee members to visit the site.

g) CSPA Transition

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

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated May 14, 2024, relative to a progress update on the impacts of the *Community Safety and Policing Act, 2019*, was provided for the Board's information.

Mr. J. Hannam provided an overview of memorandum. The transition is progressing well.

7. PETITIONS AND COMMUNICATIONS

Request to Obtain Training Material

Correspondence to CAPG Members from Stephen Reid – Executive Director, Canadian Association of Police Governance (CAPG), dated May 3, 2024, relative to a request to obtain existing board/commission training materials, was provided for the Board's information.

Mr. J. Hannam, Secretary, provided an overview relative to the above noted, and reported that, at this time, our Board has nothing to contribute to the CAPG.

8. NEW BUSINESS

Advocacy on behalf of the TBPSB

Councillor Kasey Etreni requested the Board consider what they would like the City's

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Intergovernmental Affairs Committee to advocate for on their behalf at the Association of Municipalities of Ontario (AMO) meeting in August (what topics the Board and Service would like the IAC to bring forward).

Mr. J. Hannam noted that Administration will diarize opportunities for consideration on an annual basis.

MOVED BY: Ms. D. Baxter

SECONDED BY: Mayor K. Boshcoff

With respect to the Annual Conference of the Association of Municipalities of Ontario (AMO) being held in Ottawa, Ontario from August 18 – 21, 2024;

THAT the City of Thunder Bay's Intergovernmental Affairs Committee, on behalf of the Thunder Bay Police Service Board, advocate for the establishment of a Forensic Pathology Unit in Thunder Bay.

CARRIED

9. CONFIRMING BY-LAW

MOVED BY: Ms. D. Baxter

SECONDED BY: Mr. W. Bahlieda

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 21st day of May, 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: PC12-2024

CARRIED

10. ADJOURNMENT

The meeting adjourned at 11:58 a.m.