

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

DATE: AUGUST 13, 2024

TIME: 10:40 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
Councillor K. Etrene
Ms. K. Machado

OFFICIALS:

Acting Deputy Chief of Police J. Pearson
Mr. J. Hannam, Secretary – Thunder Bay
Police Services Board
Ms. L. Douglas, Assistant to the Secretary -
Thunder Bay Police Services Board
Inspector T. Gervais, Inspectorate of Policing

PRESENT via ZOOM:

Mr. D. Fleury, Chief of Police

1. DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2. CONFIRMATION OF AGENDA

MOVED BY: Mr. W. Bahlieda
SECONDED BY: Mayor K. Boshcoff

With respect to the Nineteenth Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on August 13, 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 Sixteenth Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on June 18, 2024, to be confirmed.

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

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

August 13, 2024

Page 2 of 7

THAT the Minutes of the Sixteenth Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on June 18, 2024, be confirmed.

CARRIED

4. REPORTS OF COMMITTEES

a) Governance Committee

Committee Chair, Ms. Denise Baxter, advised that the next meeting of the Governance Committee is scheduled for September 4, 2024 and that there are no updates since the last Regular Session of the Board.

b) Labour Relations Committee

Committee Chair, Mr. W. Bahlieda provided an overview of the two (2) days of meetings with the Uniform and Civilian members of the Thunder Bay Police Association relative to collective agreement negotiations.

The Board will be kept apprised of future negotiations.

5. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Use of Artificial Intelligence Report

Report No. 20/24 (Police), dated August 8, 2024, relative to an update on BriefCam, was provided for the Board's information.

Detective Inspector J. Pearson, Thunder Bay Police Service, provided an update relative to the Police Service's use of video analytics, as well as the results of an audit that was conducted on the use of the software.

In response to questions about the report, Detective Inspector Pearson advised that the 36 logins were associated with three (3) stand-alone investigations for: a Missing Person/Sudden Death, a Fatal Motor Vehicle Collision, and a Homicide.

It was also noted that the audit was conducted by an in-house Subject Matter Expert who is not attached to the software.

b) 2024 Operational Budget

Report No. 18/24 (Police) relative to the Q2 Variance Report, was provided for the Board's information.

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

August 13, 2024

Page 3 of 7

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

It was noted that a lot of overtime costs are due to shortages in staff, investigations and attending at court when members are required to testify, even if it falls on their days off and/or their vacations.

Overtime costs for NCOs was requested. Ms. Paris committed to sending out this information after the meeting.

6. GENERAL MATTERS

a) Collaboration with Lakehead University

Memorandum to the Thunder Bay Police Service Board from Chief of Police D. Fleury, dated July 24, 2024, relative to a collaboration with the Lakehead University Faculty of Business Administration, was provided for the Board's information.

Ms. T. Smith, Director – Corporate Communication, Thunder Bay Police Service, provided an overview and responded to questions.

It was noted that this project will take about ten (10) months; the Police Service is looking forward to the results. The Service will receive some very comprehensive reports associated with this collaboration, receipt of which is anticipated next spring.

b) Monthly Budget Update

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated August 6, 2024, relative to an update on the 2024 Police Service Board Budget, was provided for the Board's information.

Mr. J. Hannam, Secretary to the Board, provided an update relative to the above noted. He responded to questions about the various categories in the budget, including consultants, purchased services and professional fees.

Currently the budget is in a favourable position.

c) Information Sharing Policy

At the December 19, 2023 Regular Session of the Board, the Information Sharing Policy was adopted. At the March 19, 2024 Regular Session of the Board, the frequency of presenting reports was amended.

THUNDER BAY POLICE SERVICE PROCEDURE
TBPS ADMINISTRATIVE REPORTING

SECONDARY ACTIVITY REPORT

- 4.1 Pursuant to Section 89(6) of the CSPA, the Chief of Police shall provide an ~~annual~~ **a semi-annual** report to the Board outlining applications, disclosures and decisions made on secondary employment or activity for the preceding year.
- 4.2 The report shall contain, at a minimum, the following information for both civilian and sworn members:
- a) the total number of applications to engage in secondary activities;
 - b) the total number of disclosures of secondary activities made;
 - c) the total number of secondary activities approved and denied by the Chief;
 - d) the reasons for each of the denials; and
- any pending applications or disclosures.
- 4.3 **Frequency**
The Secondary Activity Report shall be provided once ~~annually~~ **semi-annually** at the **February and September** Board meetings.

The frequency of reporting Secondary Activity of the Thunder Bay Police Service to the Board was discussed.

Inspector T. Gervais, Inspectorate of Policing, reported that the new CSPA places significantly more responsibility on the Board. The Board has a new duty to monitor the Chief's decisions to approve secondary activities. The Board needs to be mindful of its duty to monitor these decisions, and has to decide if more reporting is required in this area. The Chief has a new duty to report on this area; there is a statutory requirement to report on the decisions that are made regarding permitting or denying request with reasons for the decisions. He noted that the Board should have a policy on this. Previously it was only denials that were reported. He noted that all secondary activities are not permitted until they are approved by the Chief. The Board will need to work with the Chief, as the Board is responsible for monitoring the decisions.

Chair K, Machado noted that this work will flow back to the Governance Committee. Paid duty will need more research, and the Board may be reaching out to Inspector Gervais for more information.

Inspector Detective J. Pearson noted that the Service's policy on this is currently being reviewed for updates under the new Act. It is likely that secondary activities will have to be reported on a monthly basis - based on the sheer volume of requests.

d) Inspector General of Policing Memorandum

Memorandum from Ryan Teschner, Inspector General of Policing of Ontario to All Chiefs of

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

August 13, 2024

Page 5 of 7

Police and Chairs – Police Services Boards, dated August 1, 2024, relative to Authorities, Policing Agreements, Requests, Notifications and Disclosures, was provided for the Board’s information. All attachments to Memorandum No. 1 were electronically distributed separately with the Regular Session Agenda, for the Board’s information.

Mr. J. Hannam, Secretary to the Thunder Bay Police Service Board, provided an overview relative to the above noted and asked that Board members review this information. Inspector Gervais is also a resource in this area.

e) Hate Crime Training for Police Service

All Chiefs Memorandum Index No. 24-0027 with attachment, relative to Hate Crime Overview and Upcoming Training for the Ontario Association of Chiefs of Police (OACP) and All Police Services in Ontario, as well as All Chiefs Memorandum Index No. 24-0047 relative to New Educational Hate Crime Training for Police Services across Ontario, were provided for the Board’s information.

Acting Inspector J. Anderson, Community Outreach – Thunder Bay Police Service, provided an overview and responded to questions.

Training on what constitutes a hate crime will be made up of modules that the officers will review. An overview of the process when an incident should be considered a hate crime was provided.

Acting Inspector Anderson noted that training has not started, but will begin very shortly. Chief of Police D. Fleury clarified that this initiative was recently received by the Service (at the end of June), and the training will be rolling out as soon as it’s put in place.

f) Office Renovations

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated August 10, 2024, relative to an update on renovations and furnishing for the relocation of the Board office, was distributed separately by email to Board Members on August 10, 2024.

Mr. J. Hannam provided an overview relative to the above noted and responded to questions.

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

With respect to the renovation and furnishing of the leased office space at 1111 Victoria Avenue, East, we recommend that the Thunder Bay Police Service Board approve of the costs for renovations and furnishings for board tables, chairs and gallery seating, as presented at its meeting of August 13, 2024;

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

August 13, 2024

Page 6 of 7

AND THAT Administration further explore options for the proposed lounge seating area, with an upset limit not to exceed \$6,000;

AND THAT the Chair and Secretary be authorized to execute any necessary agreements for the work and purchases identified.

Display boards referenced in the memo were presented at the meeting. Mr. Hannam provided a brief overview of additional sound mitigation that will be put on hold until the furniture, etc. is in place.

Amending Motion on Office Renovations

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

AND THAT the Secretary work to identify opportunities for partnerships for art work to be installed on a loan basis in the office.

CARRIED

Amended Motion for Office Renovations

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

With respect to the renovation and furnishing of the leased office space at 1111 Victoria Avenue, East, we recommend that the Thunder Bay Police Service Board approve of the costs for renovations and furnishings for board tables, chairs and gallery seating, as presented at its meeting of August 13, 2024;

AND THAT Administration further explore options for the proposed lounge seating area, with an upset limit not to exceed \$6,000;

AND THAT the Chair and Secretary be authorized to execute any necessary agreements for the work and purchases identified.

AND THAT the Secretary work to identify opportunities for partnerships for art work to be installed on a loan basis in the office.

CARRIED

Mr. Hannam also noted that the cost for audio/visual equipment will be approximately \$1,500.00.

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR SESSION

August 13, 2024

Page 7 of 7

7. NEW BUSINESS

There was no New Business presented.

8. 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 13th day of August, 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: PC18-2024

CARRIED

9. ADJOURNMENT

The meeting adjourned at 11:36 a.m.