

BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, JANUARY 31, 2013
12:00 P.M., BOARD ROOM

ROLL CALL

PRESENT: Jean Anderson, Chair
Todd Glaves, Vice Chair
Cheryl Antoski
Councillor Vince Bucci
Mayor Chris Friel

ALSO PRESENT: Chief Jeff Kellner
Deputy Chief W. Geoff Nelson
Margaret Eves, Executive Assistant

1. DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

2. PRESENTATION

2.1 20-Year Police Exemplary Service Medals

Medals were presented to Staff Sergeant Cheney Venn and Sergeant Scott Williams, and they were thanked for their 20 years of police service.

3. ELECTIONS

Mrs. Anderson vacated the Chair.

3.1 Chair

Mrs. Eves called for nominations for the office of Chair. Todd Glaves nominated Jean Anderson, who accepted the nomination. The nominations were closed and Jean Anderson was acclaimed Chair of the Brantford Police Services Board for 2013.

3.2 Vice Chair

Mrs. Eves called for nominations for the office of Vice Chair. Chair Anderson nominated Todd Glaves, who accepted the nomination. The nominations were closed and Todd Glaves was acclaimed Vice Chair of the Brantford Police Services Board for 2013.

Mrs. Anderson assumed the Chair.

4. DELEGATION

4.1 Inspector Scott Easto – Business Plans

4.1.1 *2010-2012 Business Plan Review*

Inspector Easto reviewed his report which outlined the results of the 2010-2012 Business Plan. Of the 38 objectives contained in the Business Plan, seven were not met due to a shift in priorities. As the public survey taken in 2007 identified concerns regarding violent crime, drugs and youth crime, the Plan had focused on addressing these issues. He reported that by working with community partners to address root causes of crime and violence, as well as developing and implementing programs, positive results had been seen.

4.1.2 *2013-2015 Business Plan*

Inspector Easto then presented the 2013-2015 Business Plan. He reported that as part of an intensive participatory planning process, consultations were held with the Police Services Board, members of the Service, and the community in order to determine the focus and direction of the plan. The public survey had identified police visibility, auto theft and drugs as their highest concerns. New objectives and measurements were developed to resolve these issues, as well as addressing recruiting challenges and succession planning.

5. MINUTES

Moved by Vice Chair Todd Glaves
Seconded by Cheryl Antoski

THAT the minutes of the meeting held November 15, 2012, be adopted.

CARRIED

6. REPORTS

6.1 Statistical Reports

6.1.1 *November 2012 Monthly Report*

This report was received.

6.1.2 *December 2012 Monthly Report*

This report was received.

6.1.3 *Semi-Annual Five-Year Crime Analysis Report*

Deputy Chief Nelson highlighted points of interest in this report. He indicated that 2012 saw a decrease from the five-year average in sexual offences, assault, robberies, thefts under \$5,000, offensive weapons, and impaired driving. He was pleased to report that thefts and attempted thefts of motor vehicles continue to decline and said 2012 was much lower than the five-year average. Of note were increases in Break and Enter (Residences) and Thefts from Vehicles. As a result of identifying this trend, the Street Crime Unit was deployed to address these crime categories. He remarked that the calls for service continue to rise and are much higher than comparator police agencies. To combat the rise in sick leave, an attendance management plan has been developed.

6.2 Fourth Quarter Budget Report

Chief Kellner presented this report, prepared by Inspector D. Wiedrick. He added that once CPP and Front Line Officer grant funds are received from the Ministry, it is anticipated that the 2012 surplus will be approximately \$300,000.

6.3 Auctions Proceeds Account

6.3.1 *Fourth Quarter Report*

This report indicated the balance as of December 31, 2012, to be \$44,882.92.

6.3.2 *Request for Donation – Brantford Native Housing*

Moved by Councillor Vince Bucci
Seconded by Mayor Chris Friel

WHEREAS a request has been received from Brantford Native Housing for a financial donation to their Easter Event for Native Families

AND WHEREAS the Brantford Police Services Board supports such community events

NOW THEREFORE BE IT RESOLVED that the Brantford Police Services Board approves the transfer of \$200.00 from the Auction Fund Account to the Special Projects Account (#150500), and that

this amount be used as a donation to Brantford Native Housing for their Easter Event.

CARRIED

6.4 Fourth Quarter Complaints Report

Chief Kellner presented this report, prepared by Inspector Kent Pottruff, which indicated no policy and service complaints had been received. Six conduct complaints had been received. During the last quarter, of the seven investigations completed, four complaints had been substantiated, and three unsubstantiated.

6.5 Three-Year Business Plan

THAT the 2013-2015 Business Plan be approved.

6.6 2012 Annual Reports

6.6.1 *Training Report*

Deputy Chief W.G. Nelson reviewed this report.

6.6.2 *Suspect Apprehension Pursuit Report*

Chief Kellner reviewed this report. He indicated the analysis was used to guide the training requirements for the following year.

6.6.3 *Use of Force*

Deputy Chief Nelson presented this report, noting the number of incidents when a use of force report submission was required was the lowest in seven years.

The meeting recessed at 1:00 p.m. and resumed at 1:10 p.m.

6.7 Ontario Association of Police Services Boards

6.7.1 *Membership Renewal*

Moved by Cheryl Antoski
Seconded by Vice Chair Todd Glaves

THAT the Brantford Police Services Board renews their membership with the Ontario Association of Police Services Board (OAPSB) at a cost of \$4,771.99.

CARRIED

6.7.2 Zone 4 Membership Renewal

Moved by Vice Chair Todd Glaves
Seconded by Cheryl Antoski

THAT the Brantford Police Services Board renews their membership with the Ontario Association of Police Services Board Zone 4 at a cost of \$50.

CARRIED

6.8 Taxi Academy – Report from Staff

Constable Matt MacMillan, Licensing Officer, provided a memorandum after reviewing correspondence from the Taxi Academy, a privately-owned business which provides comprehensive training to members of the taxi industry for a fee. Cst. MacMillan indicated that no complaints had been received from the public regarding lack of professionalism of taxi drivers and he does not believe this training is required at this time. He recommended the Board not make this training mandatory. The Board agreed with his recommendation.

6.9 Facility Assessment

A report dated November 29, 2012, was received from Deputy Chief Geoff Nelson recommending the Board retain the services of the Walter Fedy Partnership to complete a facility assessment. He indicated that the Service now employs 237 staff members and has limited space.

He reported the purpose of the assessment would be to identify solutions that would lengthen the functional usefulness of the current facility by examining potential modifications that could create additional work space and storage. Further, he indicated the report would also provide the Board with estimation as to when a facility re-location, new construction or organizational decentralization may be required. This would assist the Board with future capital planning. He added that this single source method was being recommended as Walter Fedy has intimate knowledge of the facility, as well as already having the required mechanical drawings.

Moved by Vice Chair Todd Glaves
Seconded by Cheryl Antoski

THAT the Brantford Police Services Board retain the Walter Fedy Partnership to provide an architectural and engineering assessment of the police facility specific to its capacity to maximize internal office space and storage at a cost of \$14,300, plus HST and disbursements

AND THAT the assessment be funded through the building maintenance reserve account (RF-0127).

CARRIED

6.10 Section 11 Review

Chief Kellner presented a report of the findings of his investigation into an incident which occurred on November 11, 2012, to which the Special Investigations Unit was contacted in relation to an injury received by an adult male and female as a result of a motor vehicle accident. He stated that it is standard procedure to review each incident to ensure compliance with Service policy. He was pleased to report that the officer conducted herself properly and had complied with policy.

Moved by Cheryl Antoski
Seconded by Councillor Vince Bucci

THAT a report from Chief Kellner giving the results of a Section 11 (Ontario Regulation 267/10) Review of an incident on November 11, 2012, be received.

CARRIED

6.11 Framework Agreement for Services – Ontario Provincial Police

Correspondence was received from the Ontario Provincial Police asking if the Board wished to renew the *Framework Agreement for Services* under the conditions set out in the current agreement. Staff recommended the Board renew this contract

Moved by Mayor Chris Friel
Seconded by Councillor Vince Bucci

THAT the *Framework Agreement for Services* with the Ontario Provincial Police be renewed.

CARRIED

7. 2013 MEETING DATE SCHEDULE

Moved by Councillor Vince Bucci
Seconded by Mayor Chris Friel

THAT the following 2013 schedule of meeting dates for the Brantford Police Services Board be approved:

February 21
March 28
April 18
May 16
June 20
September 19
October 17
November 21

AND that the in-camera sessions be held at 12:00 noon, and the public sessions at 1:00 p.m. in the board room at the Brantford Police Station, 344 Elgin Street, Brantford.

CARRIED

8. NEW BUSINESS

8.1 Wellness Committee – Request to Donate Gym Equipment

Deputy Chief Nelson brought forward a request from the Wellness Committee to dispose of outdated gym equipment currently in the Station fitness room. The Committee was seeking permission to donate the equipment to a worthy group. Failing that, they suggested the equipment be sold through the police auction.

Moved by Councillor Vince Bucci
Seconded by Vice Chair Todd Glaves

THAT the request of the Wellness Committee to donate outdated fitness equipment to a worthy organization be approved

AND FURTHER that if arrangements cannot be made to donate this equipment, it be disposed of through auction.

CARRIED

9. ADJOURNMENT

Moved by Cheryl Antoski

THAT the meeting be adjourned. (1:30 p.m.)

CARRIED

The minutes of this meeting were adopted this 21st day of February, 2013.

Jean Anderson, Chair

Margaret Eves, Executive Assistant