

MINUTES

OTTAWA-CARLETON REGIONAL POLICE SERVICES BOARD

OTTAWA-CARLETON REGIONAL HEADQUARTERS
CHAMPLAIN ROOM, 111 LISGAR STREET

16 DECEMBER 1996

5:00 P.M.

PRESENT

Chair: Mr. P. Vice

Vice Chair: Mr. A. Bouwers

Members: Mr. G. Baskerville, Ms. A. Boudreau, Regional Chair P. Clark, Councillor D. Holmes, Councillor D. Pratt

CONFIRMATION OF MINUTES

Moved by A. Bouwers

That the Ottawa-Carleton Regional Police Services Board confirm the Minutes of the 25 November and 28 November 1996 meetings.

CARRIED

ANNOUNCEMENTS

Chair P. Vice announced that the Ottawa-Carleton Police Service received a letter today from Mr. Murray Chitra, Chair of the Ontario Civilian Commission on Police Services (OCCPS), advising that OCCPS had approved the new amalgamated structure for the Police Service.

Mr. Vice expressed his pleasure at the results and congratulated members of the Ottawa-Carleton Police Service for a job well done.

Chief Ford added his thanks to staff for their hard work, and thanked the Board for its ongoing support.

ITEMS OF BUSINESS

1. POLICE APPLICANT TESTING FEE

- Chief's report dated 11 Dec 96

Member Baskerville inquired whether the Police Service ever accepted results of tests conducted by other police services and if so, whether waiving a portion of the fee had been considered in these instances.

Mr. Kanellakos, Director General, responded that private firms in the province have started conducting testing in anticipation of the province's Constable Selection Process. The firms enable people tested to use the results with any police service that has adopted the standards of the Constable Selection Process for their recruitment process. The GATB and fitness test would be the same as that given by the Ottawa-Carleton Police Service and would be accepted if candidates can verify they have the test results. However, the second set of tests are not the same and would not be acceptable.

That the Ottawa-Carleton Police Services Board approve the policy of charging an application fee for Police Constable Candidates, effective January 1, 1997.

CARRIED

2. REVIEW OF THE 1997 DRAFT POLICE SERVICE BUDGET

- 1997 Draft Budget and Supplementary Budget Information document
previously distributed

Director General Kanellakos provided an overview to put the 1997 budget into context. He stated it is important to recognize that the budget is not just a financial document, but represents the Service's strategic priorities for the year.

Strategic priorities for 1997 include:

- Providing increased front-line service delivery to meet the needs of the community.
- Continuing the development and implementation of the new service delivery model.
- Continuing to seek and implement efficiencies.
- Ensuring continued personal and professional development of police members.

Some of the initiatives included in the latter are: enhanced mandatory use-of-force training from 8 hours/year per officer to 20 hours; implementing an annual training calendar for the Professional Development Centre at Algonquin College; and a new

working group with Carleton University, Ottawa University and Algonquin College to develop a strategy for the future of police training in Ottawa-Carleton.

Ms. Debra Frazer, Director of Financial Services, highlighted the objectives set by staff in the preparation of the budget:

- Most importantly, the budget must provide the resources to deliver adequate police services.
- Supporting the new organizational structure approved by the Board and the Ontario Civilian Commission on Police Services, which involves a significant staffing initiative.
- Building a budget base for emerging operational issues; for example, the rise in Internet crime.
- Building long-term financial stability.

Ms. Frazer next addressed the operating budget. Gross operating expenditures in 1997 are expected to be \$102.5 million with revenues of \$13.3 million, for a net budget of \$89.2 million. Initiatives in 1997 account for \$0.9 million and include basic police operations, vehicle replacement funding and police officer hiring.

Ms. Frazer explained there are a number of pressures and solutions on basic police operations in 1997. On the pressure side, she noted the following:

- Salaries are actually lower in 1997 by \$0.4 million largely due to retirements and corresponding vacancies, and the gap in salaries created by the lower fourth class constable salary negotiated as part of the collective bargaining process.
- An increase of \$0.6 million in the service area includes base budget items such as increased training, the establishment of data and voice communication networks throughout the Service, entering into facility maintenance contracts with outside contractors, increased resources for investigative expenses, and the publication of a basic set of community brochures and materials to complement the move to a district policing model.
- Materials have increased by \$0.3 million due to: the second phase of the clothing issue; fuel; ammunition; special projects; one-time set-up costs for the alarm by-law; the Witness Protection Program; and Internet crime investigation.
- Fixed assets are up slightly to address community safety and protection with the purchase of additional radars, intoxilizers, and equipment in the Identification area.
- Recoveries and transfers are also up slightly by \$0.2 million.

Overall, pressures on basic police operations amount to \$0.8 million. These are offset however by revenues expected from the introduction of the False Alarm Policy (\$1.1 million) and the new applicant fee approved earlier in the meeting (\$0.2 million). Overall, basic policing operations are expected to be down by \$0.5 million in 1997.

Initiatives planned for 1997 include an increase in vehicle replacement funding of \$0.5 million to bring the total budget provision to \$1.2 million. This will allow the adoption of a pay-as-you-go financing approach for vehicle purchase and result in a decrease in debt financing needs. With a fleet of over 300, this budget increase will allow for the replacement of 74 vehicles, both marked and unmarked.

Staffing initiatives include the hiring of 42 additional officers which will have a \$0.9 million impact on the budget. Forty-eight officers are eligible for retirement in 1997. This combined with the 42 new officers will result in an overall vacancy rate of approximately 1.1% (including civilians).

Projected retirements over the next few years are an important financial as well as human resource and management issue that staff will be monitoring closely. Between 1997 and 2000, 20 to 30 people each year will be eligible for retirement.

1997 represents the third of a five-year phase-in of policing costs in OPP-policed areas, as approved by Regional Council in 1995. In 1997, all municipalities eligible for a reduction under the model will have received it; the increases will continue to be phased-in over an additional three-year period. The OPP phase-in costs represent \$1.4 million of the total \$4.8 million requirement in 1997.

A \$2.5 million decrease in provincial grants is expected in 1997. Since 1995, the policing portion of the Municipal Support Grant has dropped from \$7.8 million to \$4.6 million. The 25% reduction of \$2.5 million is an estimate at this time, pending a provincial announcement expected in January. In addition to reductions in the Municipal Support Grant program, police are also expecting cuts in traditional provincial funding for items such as RIDE programs, use-of-force grants, and community policing grants.

Ms. Frazer stated the Police Services has had difficulty trying to deal with funding cuts of this magnitude when 80% of the budget is comprised of salaries and benefits. Another 8% is for OPP policing costs, leaving only 12% for discretionary areas.

In total, operating requirements for 1997 amount to \$4.8 million. The target provided by Regional Council earlier in the year was \$2.6 million, leaving a \$2.2 million additional funding requirement.

The Capital Budget deals with the assets and the repair/replacement of assets of the Police Service. Ms. Frazer presented a 10-year look at the Service's Capital Program, which averages \$4 million a year. Work in progress accounts for approximately \$10.1 million, and is primarily for projects initiated in 1996 in the information technology area. Work is proceeding on the technology infrastructure that will join voice and data communication in all facilities, including records management and computer aided dispatch systems.

The 1998-2006 Capital forecast amounts to \$24.9 million; components include replacement of the fleet, and annual workplans for facilities and accommodation. The workplan in 1997 accounts for \$5 million and includes:

- Building maintenance to repair and/or replace the four police stations owned or leased by the Service.
- Building alterations in accordance with an accommodations plan that will provide for the amalgamation of units.
- Vehicle replacement.
- Equipment is needed to complete health and safety initiatives undertaken in the Identification Lab to address concerns in the treatment of blood and other human tissue evidence. Funding has also been included for an automated booking and mug-shot system.
- Information technology to enhance both software and hardware used by officers and maintain old systems being phased out.

Capital requirements will be paid through pay-as-you go financing (\$1.3 million), and debentures (\$3.7 million).

Staff are also starting to think about future year issues. These include:

- *Continuation of provincial grant cuts* - The provincial government has indicated it will likely cease funding to policing over the next two years, which translates into a \$2 to \$2.5 million reduction each year.
- *Collective bargaining* - With the expiration of the Social Contract, collective bargaining has resumed and is a significant issue in the police world because so much of the budget is in the salary/benefit area.
- *Pay-as-you-go financing* - Staff are hoping to increase the amount of capital funding from this source, and will be looking to other areas that might lend themselves to a pay-as-you go approach.
- The *Accommodation plan* will continue to play a big role in the next two years.
- *Amalgamation efficiencies* will continue in accordance with the organizational plan approved by the Ontario Civilian Commission on Police Services. The amalgamation plans are also bringing to the forefront new ways of doing business; staff will be continuing to look for efficiencies in the way they do things.
- The *New service delivery model* will be one of the biggest issues in the future. The 1998 budget book will be fashioned to reflect the new operational structure, and budget resources will be re-aligned to support the new model.

In closing, Ms. Frazer thanked all the people throughout the organization involved in the budget process for their tremendous effort. She also thanked the Executive Command for the time and effort they put into the process. Finally, she thanked Financial Services staff for pulling together and meeting all the deadlines.

Councillor Holmes inquired what the average annual training cost to the Police Service was for recruits attending the Ontario Police College. Mr. Kanellakos responded the Police Service pays the recruits' salaries for the 12 weeks they are at the College. Lodging, food and other services are now being charged back to the recruit by the Ministry of the Solicitor General. Effective 1 January 1997, each recruit will be charged a \$3,000 fee, plus GST. Staff are working out a way to allow the next group of recruits to pay back the fee through payroll deduction as they received only two weeks' notice of the fee.

Councillor Holmes then asked whether there has been any discussion to eliminate payment of recruits' salaries while at the College. Mr. Kanellakos stated there is currently a proposal from the Ministry that there be a staged development process for a police recruit whereby they would bear the costs of their education at a community college level. Only following that, would they be eligible to write an examination that would permit them to apply to a police service. However, the proposal does not address the payment of their salaries.

The Board heard from two delegations.

Mr. Don Kettle, resident, Orleans

Mr. Kettle had three questions which were prompted by an article that appeared in *The Citizen* on Sunday, 15 December 1996. He inquired:

1. Whether he would be charged an annual fee for his alarm system even though police would never be called to his home until verification had occurred by a private security company.
2. Whether consideration had been given to increasing the new fee to be charged for processing applications. He suggested that the fee be raised to completely cover the costs.
3. Whether the Ontario Police College training is tax deductible.

Chair Vice answered Mr. Kettle's first question, saying that he would have to pay the \$26.00 annual registration fee if he wished to register his alarm. Secondly, Chair Vice pointed out the Board had earlier in the meeting approved the \$214 fee to be charged for processing applications. Mr. Kanellakos answered the third question, stating staff have

just referred the \$3,000 fee back to the Ministry to find out how they are going to categorize it, because there is some confusion. It is his understanding that if it is for expenses incurred aside from tuition then it would be deductible, but they are awaiting confirmation of this interpretation from the Ministry.

Mr. Chris Bradshaw, President, Ottawalk

Mr. Bradshaw noted Ottawalk is a nine-year old organization with approximately 100 members who walk and wish to promote walking. He stated he has no objection to the budget itself.

He is in fact very supportive of the move towards community policing and hoped other Regional departments would support it as well. He pointed out the Regional development strategy for the Official Plan promotes increased housing and mixed use development as a way of saving on servicing. He believed the result of this would also be supportive of community policing in that "people who walk provide eyes on the street". He suggested police efforts in community policing should expand to encourage walking, which provides safety through having numbers of people walking at all hours of the day.

Mr. Bradshaw also pointed out that people who walk in Ottawa-Carleton represent one-third of fatalities on our roads, and the majority of fatalities within urban areas. He expressed an interest in having police address the matter of declining civility on our roadways, by both aggressive drivers and "distracted" drivers.

Ottawalk is also interested in using inquests to properly investigate the causes of accidents, and urged the police to consider an annual report that examined the kinds of accidents that occurred in the year, and the kinds of measures the police could undertake to address them.

Finally, Mr. Bradshaw stated Ottawalk would like to see consultation in the traffic area given some consideration, and offered their assistance.

Vice Chair Bouwers mentioned the use of reflective tape on clothing to make walkers more visible at night, and suggested it is perhaps something our community police offices could promote.

Chair Vice asked Mr. Bradshaw to return in six months to update the Board on the progress of Ottawalk.

Regional Chair Clark inquired about the issue of resources in Kanata, which had been raised at the last meeting.

Inspector Burns stated that without a contract, the OPP will not do a workload analysis to determine how many officers are required in Kanata. He is presently working with a 1993 workload analysis. He stated OPP management would like a resolution from Regional Council, supported by the Police Services Board, to take to the Management Board of Cabinet requesting the additional money needed for more officers.

With regard to the number of officers required in Kanata, Inspector Burns stated he has completed an unscientific calculation. Taking the regular hours of Kanata officers and adding overtime hours, it totals 64,808. An officer is considered to work 1,456 hours a year, which translates to 45 officers. This would mean the addition of six officers. However, calls for service have increased about 1,500 a year between 1993 and 1996, and there is a formula used by the OPP Contract Branch that would add extra officers. He suggested that based on this, the figure of seven officers quoted by Mayor Nicholds may be correct.

However, in the absence of a contract and an updated workload analysis, the extra workload is being handled through overtime by the existing officers.

Regional Chair Clark was under the impression that Bill 143 legislated the OPP to provide adequate service, and believed the Board should discuss this further with the Chief at a later date.

Inspector Burns assured the Board that Kanata was being adequately policed with overtime.

Moved by P. Clark

That the Ottawa-Carleton Police Services Board:

- 1. Approve the 1997 Ottawa-Carleton Police Service Budget;**
- 2. Forward the Budget to Regional Council for approval.**

CARRIED

IN CAMERA

That the Ottawa-Carleton Police Services Board move In Camera to discuss a personnel matter, in accordance with Section 35(4)(b) of the *Police Services Act*.

CARRIED

ADJOURNMENT

The meeting adjourned at 7:20 p.m.

W. Fedec
Secretary

P. Vice
Chair