

MINUTES

OTTAWA-CARLETON POLICE SERVICES BOARD

CHAMPLAIN ROOM

23 FEBRUARY 1998

5:00 P.M.

PRESENT

Chair: Mr. P. Vice
Vice Chair: Councillor H. Kreling
Members: Mr. G. Baskerville, Ms. A. Boudreau, Ms. E. Buckingham,
Regional Chair B. Chiarelli, Councillor J. Legendre

CONFIRMATION OF MINUTES

That the Ottawa-Carleton Regional Police Services Board confirm the Minutes of the 22 December 1997 meeting.

CARRIED

SWEARING-IN OF NEW BOARD MEMBER

Ms. Elizabeth Buckingham was officially sworn-in as a member of the Ottawa-Carleton Regional Police Services Board.

ELECTION OF CHAIR AND VICE CHAIR

W. Fedec, Secretary, Ottawa-Carleton Police Services Board, explained that Section 28 of the *Police Services Act* requires the Board to elect a Chair at the first meeting each year, and provides the option of electing a Vice Chair. Accordingly, she called the meeting to order and requested nominations be put forward for the position of Chair.

Member Baskerville put forward a motion that Mr. Peter Vice be nominated to the position of Chair of the Ottawa-Carleton Regional Police Services Board and Regional Chair Chiarelli put forward a motion that Councillor Jacques Legendre be nominated to the position of Chair of the Ottawa-Carleton Regional Police Services Board.

Moved by J. Legendre

That nominations for the position of Chair be closed.

CARRIED

Chair Chiarelli noted the current Chair's appointment to the Board will expire in eight months and some very serious issues will be facing the Board in the coming year. He expected the relationship between Regional Council and the Police Services Board would be challenged during the upcoming budget process. He believed it would be useful for the next eight months to serve as a transition period for a new chair to take over, otherwise the Board will have to appoint a new Chair eight months into the term.

Councillor Legendre thanked Chair Chiarelli for nominating him. He recognized the work and responsibilities that come with the position and stated his willingness to accept the task and his commitment to dedicating the necessary time to do the job fully. He felt the on-going expansion of the Police Service would require special attention in the coming year. Councillor Legendre acknowledged the recent controversy concerning a Police Board issue and believed he would be well placed to calm things in the public's eye. He reiterated his commitment to getting the Police Service and the Board back on track.

P. Vice stood by his past record as Chair of the Police Services Board and stated that he would continue with the work he has done in the past. He believed a chair should have some experience in policing matters and indicated that should he not be elected, he would continue to serve the Board and support the new Chair.

Moved by B. Chiarelli

That Councillor Jacques Legendre be appointed Chair of the Ottawa-Carleton Regional Police Services Board.

LOST

YEAS: E. Buckingham, B. Chiarelli, J. Legendre 3

NAYS: G. Baskerville, A. Boudreau, H. Kreling, P. Vice 4

Moved by G. Baskerville

That Mr. Peter Vice be appointed Chair of the Ottawa-Carleton Regional Police Services Board.

CARRIED

YEAS: G. Baskerville, A. Boudreau, H. Kreling, P. Vice 4

NAYS: E. Buckingham, B. Chiarelli, J. Legendre 3

Ms. Fedec declared Mr. Vice the new Chair of the Board and asked him to take over the Chair.

Chair Vice requested nominations be put forward for the position of Vice Chair. G. Baskerville put forward a motion that Councillor Herb Kreling be nominated to the position of Vice Chair of the Ottawa-Carleton Regional Police Services Board and Councillor Legendre put forward a motion that Ms. Elizabeth Buckingham be nominated to the position of Vice Chair of the Ottawa-Carleton Regional Police Services Board.

Moved by G. Baskerville

That nominations for the position of Vice Chair be closed.

CARRIED

Member Baskerville noted Councillor Kreling has become very involved in police matters since becoming a member of the Police Board, and brings a good perspective both as a Regional Councillor and as an active member of his community. He believed he had sufficient experience to step into the position of Vice Chair and support the Chair in his duties.

Councillor Legendre explained that he became aware of Ms. Buckingham's qualities as a board member when they served on a board together in the past. He indicated that she became Chair of that board and went on to chair a Region-wide organization that had not functioned well until that time. He believed society would benefit with Ms. Buckingham in a leadership role.

Moved by J. Legendre

That Ms. Elizabeth Buckingham be appointed Vice Chair of the Ottawa-Carleton Regional Police Services Board.

LOST

YEAS: E. Buckingham, J. Legendre 2

NAYS: G. Baskerville, A. Boudreau, B. Chiarelli, H. Kreling, P. Vice 5

Moved by G. Baskerville

That Councillor Herb Kreling be appointed Vice Chair of the Ottawa-Carleton Regional Police Services Board.

CARRIED

YEAS: G. Baskerville, A. Boudreau, B. Chiarelli, H. Kreling, P. Vice 5

NAYS: E. Buckingham, J. Legendre 2

INQUIRIES

1. Special Investigations Unit Investigation

Councillor Legendre made reference to a firearms incident which took place the previous evening and wondered if it was the usual process for an officer involved in an SIU investigation to be suspended from duties, and whether it was considered a criminal investigation.

Chief Ford replied that under such circumstances the officers are generally not suspended, but support and resources are made available to them. He explained it is an investigation by the Province's Special Investigations Unit into circumstances surrounding the incident, and is not a criminal investigation.

2. Policies on Found or Recovered Stolen Property

Councillor Legendre referenced an incident in which an individual reported an abandoned vehicle and the police had the vehicle towed. The vehicle was not reclaimed and the individual subsequently wished to claim it. He wondered what the policy was with regard to towing and the claim of abandoned vehicles.

Inspector L. Beechey explained that particular case involved a stolen vehicle for which the insurance company had already paid a claim. The insurance company therefore owned the vehicle and decided to relinquish it to the towing company.

Chair Vice requested that Chief Ford and Inspector Beechey prepare reports for the Board outlining the policies on found property and recovered stolen property.

3. Meeting in the City of Vanier

Councillor Legendre made reference to a letter from the Mayor of the City of Vanier requesting a meeting with the Police Services Board. He inquired about the possibility of holding the Board's next regular meeting at the City of Vanier. He confirmed that a room would be available and the Mayor would welcome the opportunity to host a Board meeting.

Chair Vice had no objections to holding the meeting in the community as long as the logistics can be arranged.

In response to a question, Ms. Fedec indicated the Mayor was satisfied with the prospect of coming to Regional headquarters to meet with the Board but confirmed there would be no problem with holding the meeting in Vanier.

Moved by J. Legendre

That the Ottawa-Carleton Regional Police Services Board hold its 23 March 1998 meeting at the City of Vanier and that the newspaper advertisements reflect that fact.

CARRIED

4. Ottawa-Carleton Police Service "Broadcast" Newsletter

Councillor Legendre was in receipt of a copy of The Broadcast, an employee newsletter, and expressed disappointment in seeing that it was published in English only. He hoped this would be corrected in future.

5. Advising the Public of Crime Statistics

Councillor Legendre referenced a citizen who had expressed frustration with trying to get information from a community police centre. The individual was looking for general information with regard to police notification to the public when a dangerous situation exists. The councillor requested the Police Service provide annual crime statistics by district.

Chief Ford indicated crime statistics are presently available by district and that a variety of sources are used to communicate this information to the community. In areas where a neighborhood watch program exists, it is used to relay information. Statistical information is published on a neighborhood by neighborhood basis in a

number of community newspapers, plus the Ottawa Citizen. He assured the Board the information is available to all the print media.

6. Meetings in the Community

Member Buckingham referenced an inquiry listed in the Minutes of the previous Board meeting and wondered when staff would be bringing forward a report on the question of holding meetings in various communities.

Ms. Fedec confirmed a report will come forward for the Board's consideration in March.

7. Draft Adequacy Standards Regulation

Member Buckingham wondered if the Board would be discussing the Province's Draft Adequacy Standards as she believed the Board should be putting forward its own position. She noted it is a very significant item in terms of the potential costs to any municipality and wondered if the Standards should be circulated within the community for input.

Chair Vice noted the Big 12 police boards are preparing a response on behalf of its member boards. He acknowledged the significance of the Regulation but did not believe a regular Board meeting would be the proper venue to have an extensive discussion on the matter. He expressed a willingness to hold a special meeting to discuss the Standards.

Member Boudreau believed the Board was awaiting a report from staff on the Standards. Deputy Chief Mackie explained there has been discussion between the OACP, the Ministry and PAO in an attempt to come to a consensus, and this is on-going.

ITEMS OF BUSINESS

1. TABLING OF THE 1998 DRAFT BUDGET ESTIMATES

Chief Ford stated the 1998 draft budget represents the estimated costs to meet the operational requirements of the Ottawa-Carleton Regional Police Service (OCRPS) for the next three years. He thanked the OCRPS staff and the Director General for preparing the budget estimates and the RMO Finance Department staff for their assistance and collaboration. He stated that neither requests for service nor the costs for delivering those services are going down. These estimates continue the direction set in previous budgets

to place the organization on a sound operational footing to deliver the most effective policing service in the coming years, and meet the goals the community has set. The impact of these budget estimates will result in no police hiring within the 1998 calendar year. The only police officers joining the Regional force will be those who will join the organization through the transition in OPP-policed jurisdictions.

Chief Ford explained the estimates are the result of extensive staff consultation and development, the conclusion of a three year collective agreement, and planning for the future. He indicated future costs for policing are based on the legislative and regulatory framework imposed by the province, as well as the service delivery expectations defined by the community. He noted the planned provincial adequacy standards place demands on the OCRPS budget which significantly reduce the options available for developing a sound fiscal framework. The 1998 budget is part of the over-all strategic planning that has been on-going within the OCRPS since its inception in January 1995. The Police Service has now reached the second stage of three planning stages, the transition stage, which will include the planning and start of capital projects relating to facilities, infrastructure and technological systems through a ten-year capital work plan.

S. Kanellakos, Director General also thanked staff for their hard work in the preparation of the budget estimates. He explained the development of the OCRPS is shown in three distinct phases: the amalgamation which took place from 1995 to 1997; the transition period from 1998 to 2000; and 2001 onward which will see the full implementation of a district policing, problem oriented policing model. He elaborated on the financial considerations and highlights of the work plans for each phase, as well as other factors that have influenced the budget such as the province's Adequacy Standards, accommodation planning, information technology and the radio system.

S. Kanellakos explained the first phase was characterized by a focus on developing a plan of amalgamation to meet the requirements of Bill 143 and the logistics of bringing together three police services. This period culminated with the approval of the Ontario Civilian Commission on Police Services (OCCPS) of the organizational structure and service delivery model in December 1996. He summarized some of the accomplishments of that period: the implementation of a common shift schedule across the Region; the re-deployment of officers to the front-line; the successful transition to the new pistol; the development and introduction of new uniforms; the establishment of a professional development centre in partnership with Algonquin College; the amalgamation of over 100 sections into 49, and of 9 collective agreements into 3. Some of the challenges of phase 1 were: staffing initiatives to balance retirements, social contract exit costs and provincial grant reductions.

The OCRPS is now in the second phase, which will be characterized by a transition to district policing. Mr. Kanellakos indicated a strategic plan has been developed and each key result area has been assigned to a manager for development and implementation. He outlined the challenges the Police Service will face through this stage, in particular: the

completion of the OPP unification; the selection of district personnel; the completion of district mapping; the preparation of an operational transition plan; the implementation of the facility plan; the development of a differential response strategy; and the establishment of crime and problem analysis capabilities. The Director General stated the main financial considerations are collective agreement increases, technology operating and replacement costs, OPP start-up costs, debt charges, pay-as-you-go contributions and mega-week impacts.

Mr. Kanellakos explained the Provincial Adequacy Standards include a number of standards that are proposed to become regulation across Ontario by January 2001. The regulation will include standards pertaining to the accreditation of criminal investigators, partnerships with the community, assistance to victims of crime, containment units, tactical teams, hostage rescue teams, minimum training and technical equipment standards. These requirements will have an impact on the Police Service budget.

The Director General made reference to the final stage which will take place beyond the year 2001. He explained the projected work plan revolves around the entire organization being restructured to support district policing, with teams of officers responding to local issues. Investigative supports and administrative functions will be re-tooled to support the officers in the neighborhoods. The resources available at the sixteen district offices will include: district inspectors in charge of community policing, emergency response officers, neighborhood officers, problem analysis, traffic officers, general investigators, differential response and information centres. The goal is to bring policing closer to the community and resolve neighborhood problems at their source. He projected the financial considerations of the final phase will include collective agreements, pay-as-you-go contributions and retirements.

Mr. Kanellakos stated the budget development process was very lengthy this year because of uncertainty surrounding provincial downloading and mega-week announcements. He noted that 83% of the operating budget is attributed to salaries and benefits with the remaining 17% going to program costs and services which are primarily fixed costs. He indicated there is some financing available as a result of the OPP phase-in, the assessment base and provincial downloading. If Regional Council is successful in reaching an agreement with the Province with regard to the latter, the net requirement for 1998 will be \$10.6M, \$8M for 1999 and \$7.8M for the year 2000.

He listed some of the factors that are driving the budget growth and the level at which each is contributing to the total increase. These pressures include compensation, technology operations, equipment replacement, program requirements, revenue losses, debt financing charges, OPP phase-in costs, an OPP request for seven additional officers and a net provincial revenue loss. He noted compensation costs alone total \$6.8M in 1998.

Mr. Kanellakos listed the projects in the OCRPS 10-year capital work plan which will require debt financing. He noted the biggest outlay comes in 1998 with a sharp decrease in subsequent years. Almost 50% is associated with facilities, 22.6% with vehicles. OPP start-up costs and communication technology account for the remainder.

The Director General explained the budget approval process will involve a presentation to the Region's Corporate Services and Economic Development Committee on March 3rd, followed by Council direction on March 11th. Based on Council's direction, a subsequent report will be presented to the Police Services Board on March 23rd. He noted staff will be conducting some public consultation during the months of March and April. On April 20th, the Board will receive public delegations, consider and approve the budget documents, and forward it to Regional Council for consideration and approval in May.

Chair Vice clarified that at this time, the Board only needs to approve the Budget process and receive the Budget for tabling.

That the Ottawa-Carleton Regional Police Services Board:

- 1. Receive and table the 1998 Draft Ottawa-Carleton Police Service Budget Estimates; and**
- 2. Approve the Budget Review Schedule outlined in the Budget Document.**

CARRIED

2. PUBLIC COMPLAINTS REPORT (AS OF DECEMBER 1997)
- Chief's report dated 8 Jan 98

Councillor Legendre thought the response to a particular complaint seemed inadequate. He asked for clarification on that case. Insp. R. Brzozowski, Professional Standards Division, explained that Section 108 of the *Police Services Act* prohibits discussing the specifics of individual cases. Staff provide a summary for the Board's information only. He assured the councillor the investigations that take place are comprehensive.

Chief Ford added that if an investigation concludes a standard procedure is faulty, that procedure is reviewed by police and adjusted accordingly; it is not the Board's role to do so.

That the Ottawa-Carleton Police Services Board receive this report for information.

RECEIVED

3. PUBLIC COMPLAINTS REPORT (AS OF JANUARY 1998)
- Chief's report dated 12 Feb 98

That the Ottawa-Carleton Police Services Board receive this report for information.

RECEIVED

4. FALSE ALARM REDUCTION POLICY REVIEW
- Chief's report dated 12 Feb. 98

Supt. P. Cuthbert explained the report represents staff's recommendations for changes to the Ottawa-Carleton Police Services Board By-law 3 of 1996. These recommendations are the result of extensive consultation with the alarm industry, alarm subscribers, other police services and organizations throughout Ottawa-Carleton. Staff believe the proposed changes reflect the wishes of the majority of the community while preserving the ability of the Police Service to achieve its goals.

Member Buckingham was skeptical of the Police Service's ability to maintain the database without a mechanism to force the update of information. Supt. Cuthbert indicated this is a concern. He envisions the need to do regular massive mail-outs in an effort to obtain up-to-date information.

Ms. Buckingham noted that in Metro Toronto, the police don't keep a database and wondered why staff had not considered a similar model for Ottawa-Carleton. Sgt. J. Ferguson stated staff looked at the Metro Toronto model as well as many others around the country but decided not to follow Metro Toronto's example because of some of the procedures they use. He explained the Metro Police bill the alarm company directly and if the company doesn't pay the bill, the police suspend service to all of that company's customers. He added that after four false alarms, Metro Toronto suspend service for a full year. In response to a further question from Ms. Buckingham, Sgt. Ferguson indicated the proposed policy is a combination of what staff believed to be the best elements of all the policies staff studied.

Member Buckingham questioned the provisions for area municipalities to license alarm companies. D. White, RMO Legal Department, indicated the *Municipal Act* allows local municipalities to license businesses operating within their jurisdiction. Ms. Buckingham noted local municipalities already have an infrastructure in place for licencing and she wondered if they had been approached about working cooperatively to put in place licensing provisions for alarm companies. Mr. White believed it was in the best interest of the Ottawa-Carleton Police Service and of residents that there be uniformity in the practices and requirements across the Region, and that this would be best achieved by the proposed recommendation 5(b).

Member Buckingham inquired what impact the by-law would have on subsequent budgetary estimates should it be successful in reducing false alarms. Ms. Frazer explained

there would be a reduction in the net revenue generated. On the other hand, she noted it would free-up resources to deal with other issues. Supt. Cuthbert acknowledged the Police Service would like to be out of business on this issue and explained the goal of the policy is not to generate revenue but to recover costs and reduce the number of false alarms.

Vice Chair Kreling wondered whether the Police would levy some sort of fee in cases where they respond to an unregistered alarm but it is not a false alarm. Supt. Cuthbert stated the police have no intention of charging for responding to a valid alarm. The councillor also wondered if there would be a mechanism in place to determine how long the Police Service will wait before forwarding unpaid invoices to a collection agency. Supt. Cuthbert indicated that would be part of the policy. Vice Chair Kreling inquired if there would be reference in the policy with respect to encouraging the use of private security guard companies. Sgt. Ferguson acknowledged that it is always a person's option to have a private guard service respond, but indicated the majority of people would prefer police response in the first instance.

Member Boudreau believed that licensing and regulating alarm companies is critical. She felt it was important for people to contact their MPP's and local Councils to request the necessary legislative changes. She believed the publicity generated by this issue is already leading to some responsible action on behalf of the alarm companies.

Insp. R. Erfle indicated the issue of licensing alarm companies and holding them accountable has been debated since 1989 as result of an Ontario Association of Chiefs of Police (OACP) initiative, which resulted in a Security Alarm Act being tabled at the provincial level. It is a very complex initiative because of the different municipal standards and because these alarm companies operate in numerous municipalities. To date, no further action has been taken with regard to the proposed Security Alarm Act.

Mr. Brian McGurrin, a member of the public, supported the idea of cost-recovery but was opposed to a registration system. He believed that charging people who cause false alarms would remedy the problem. He maintained that better statistics should be kept so the police can monitor the success of the policy and determine the real source of the problem. Mr. McGurrin sustained there are too many unanswered questions surrounding this issue. He questioned the value of a database that would not be systematically updated. He argued the large majority of residential security alarms are owned by seniors who buy them not because they can afford them, but because they feel at risk. He concluded the 44% of alarm owners who did not pay their registration fee should be considered as opposed to this by-law.

Sgt. Ferguson responded to some of the comments made by the speaker, indicating one of the reasons for the database is to enable the Police Service to produce some of the statistics mentioned by Mr. McGurrin.

Member Buckingham put forward a motion for deferral of any decision on the Alarm System Policy until area municipalities have been consulted on their willingness to implement a licencing provision for alarm companies. She felt the goal is to reduce the number of false alarms and the key mechanism for doing that is to have standards for alarm companies. Since a licencing mechanism already exists through the area municipalities, she believed it would be beneficial to take a bit of time to approach the municipalities and work with them to achieve that goal.

Vice Chair Kreling appreciated the intent of the motion but believed the *Municipal Act's* provision for municipal licencing of companies is a general provision that is used primarily to ensure adherence to zoning by-laws. He postulated what staff are recommending would be much more specific and detailed than what the municipalities would have at their disposal. He noted the by-law has now been in abeyance since the summer of 1997 and has been taken through various stages of public consultation. He argued that people will provide ideas for as long as it is kept in the public consultation domain. He believed the recommendations before the Board were generally accepted by the public. In addition to requesting the Ontario Association of Police Services Boards to lobby the provincial government to enact legislation, he believed the Board should address the province directly to make its request.

Chair Chiarelli did not believe the public was in support of the policy. He felt it was revenue generation and he opposed it. He requested the recommendations be voted on individually and wondered whether Regional Council approval is required on this issue. Chair Vice agreed to separate the recommendations and indicated the by-law, once approved by the Board, will be going forward for Council approval.

Councillor Legendre wished to confirm that the police would respond to an alarm in an unregistered residence. He did not believe there was a rationale for registration since there will be no annual updates. He believed the policy borders on a fee-for-service. Supt. Cuthbert confirmed the police will respond to all alarm calls.

Councillor Legendre wondered if staff would have the ability to recommend certain companies once they have information on which ones have a good record and which don't. Staff confirmed that with the database, they would be able to identify companies that have created problems and make recommendations to people who inquire.

Moved by E. Buckingham

That a decision on the Alarm System Policy be deferred until such time as area municipalities have been consulted about their willingness to implement a licencing provision for alarm companies.

LOST

YEAS: E. Buckingham, B. Chiarelli, J. Legendre 3
NAYS: G. Baskerville, A. Boudreau, H. Kreling, P. Vice 4

Moved by E. Buckingham

That recommendation 4(2) be changed to read that a fee of \$60 be charged for each response to a false alarm beyond one in each three year period.

LOST

YEAS: E. Buckingham, J. Legendre 2
NAYS: G. Baskerville, A. Boudreau, B. Chiarelli, H. Kreling, P. Vice 5

Moved by H. Kreling

In addition to 5(a), that the Ottawa-Carleton Regional Police Services Board approach the Province of Ontario with a request for legislation authorizing police services boards to licence alarm companies.

CARRIED

Moved by H. Kreling

That a notice to alarm owners be inserted in the registration form indicating that private security companies provide response services, and that alarm owners may wish to inquire with their monitoring company on such services.

LOST

YEAS: H. Kreling, P. Vice 2
NAYS: G. Baskerville, A. Boudreau, E. Buckingham, B. Chiarelli, J. Legendre 5

The Board then voted on each report recommendation separately:

- 1. A one-time registration fee for every burglar alarm system, charged to alarm owners (\$26.00 for all residential and commercial properties under 2,000 square feet, \$52.00 for commercial properties over 2,000 square feet);**

CARRIED

YEAS: G. Baskerville, A. Boudreau, H. Kreling, P. Vice 4
NAYS: E. Buckingham, B. Chiarelli, J. Legendre ... 3

- 2. That a fee of \$60.00 be charged for each response to a false alarm;**

CARRIED

YEAS: G. Baskerville, A. Boudreau, B. Chiarelli, H. Kreling, P. Vice5
NAYS: E. Buckingham, J. Legendre 2

- 3. That the registration fee be added to the response fee of \$60.00 when police respond to an unregistered burglar alarm system;**

CARRIED

YEAS: G. Baskerville, A. Boudreau, E. Buckingham, H. Kreling, P. Vice 5
NAYS: B. Chiarelli, J. Legendre 2

- 4. That unpaid invoices be forwarded to a collection agency and that costs charged to the police service by the agency be added to the invoice; and**

CARRIED

YEAS: G. Baskerville, A. Boudreau, B. Chiarelli, H. Kreling, P. Vice 5
NAYS: E. Buckingham, J. Legendre 2

- 5. That the provisions regarding “compliance reports” and “compliance inspection fees” be deleted from the By-Law.**

CARRIED

And further, that the Ottawa-Carleton Regional Police Services Board:

- a) Request the Ontario Association of Police Services Boards to lobby the provincial government to enact legislation allowing municipal police services boards to licence alarm companies, and that the Ottawa-Carleton Regional Police Service approach the Province of Ontario with a request for legislation authorizing police services boards to licence alarm companies;**

CARRIED as amended

- b) **Write to all mayors in the Ottawa-Carleton Region requesting that they consider transferring their authority for licensing alarm companies to the Ottawa-Carleton Regional Police Services Board.**

CARRIED

YEAS: G. Baskerville, A. Boudreau, E. Buckingham, H. Kreling, J. Legendre,
P. Vice 6
NAYS: B. Chiarelli ... 1

The Board then considered the full recommendations, as amended:

That the Ottawa-Carleton Regional Police Services Board adopt the following proposals for change to the Ottawa-Carleton Regional Police Services Board By-Law #3, 1996:

1. **A one-time registration fee for every burglar alarm system, charged to alarm owners (\$26.00 for all residential and commercial properties under 2,000 square feet, \$52.00 for commercial properties over 2,000 square feet);**
2. **That a fee of \$60.00 be charged for each response to a false alarm;**
3. **That the registration fee be added to the response fee of \$60.00 when police respond to an unregistered burglar alarm system;**
4. **That unpaid invoices be forwarded to a collection agency and that costs charged to the police service by the agency be added to the invoice; and**
5. **That the provisions regarding “compliance reports” and “compliance inspection fees” be deleted from the By-Law.**

And further, that the Ottawa-Carleton Regional Police Services Board:

- a) **Request the Ontario Association of Police Services Boards to lobby the provincial government to enact legislation allowing municipal police services boards to licence alarm companies, and that the Ottawa-Carleton Regional Police Service approach the Province of Ontario with a request for legislation authorizing police services boards to licence alarm companies;**

- b) **Write to all mayors in the Ottawa-Carleton Region requesting that they consider transferring their authority for licensing alarm companies to the Ottawa-Carleton Regional Police Services Board.**

CARRIED as amended

5. AWARD OF TENDER FOR POLICE VEHICLES

- Director General's report dated 16 Feb 98

Councillor Legendre noted there is a pre-commitment portion as well as a "balance available" component to the expenditure. He wanted to approve only the portion for which funds are currently available and defer the remainder until after the budget process is completed. Since part of the rationale for purchasing additional vehicles is the transition into OPP policed areas, he wondered why the Region wouldn't take-over the OPP vehicles along with the officers who are joining the force. Inspector Beechey indicated the OPP are not prepared to turn vehicles over to the Region as they are in need of vehicles throughout the province.

Councillor Legendre presented a motion requesting that the Board approve only the portion for which funds are available and defer the balance of the contract until after the budget process. Member Baskerville questioned whether or not that could be done as this is the result of a tendering process. Ms. D. Frazer, Director of Finance confirmed the Police Service tendered for 40 vehicles and therefore would have to accept the full package. Any significant changes would require a re-tendering. In response to a further question from Vice Chair Kreling, Ms. Frazer confirmed the delivery of the 40 vehicles will be staggered.

Moved by J. Legendre

That the decision on the pre-commitment portion of the tender be deferred until the full budget debate.

LOST

YEAS: J. Legendre

NAYS: G. Baskerville, A. Boudreau, E. Buckingham, H. Kreling, P. Vice

That the Ottawa-Carleton Regional Police Services Board approve a pre-budget commitment and award the tender for the purchase of police package vehicles to Campbell Ford Sales Ltd., Ottawa, Ontario, for an amount of \$1,194,758.00 including taxes.

CARRIED
(J. Legendre dissented)

6. DRAFT BOARD GUIDELINE / COMPLAINTS POLICY
PART V, THE *POLICE SERVICES ACT*
- General Counsel's report dated 13 Feb 98

At the outset, Member Baskerville thanked staff for their work in clarifying this complex matter. He requested the addition of the words "*of the Act*" to clarify Section 4.1 and noted that Section 4.2 would require the nomination of a sub-committee. Referring to Section 4.4.11, Mr. Baskerville wished to confirm that the section refers to a public meeting of the Board and suggested the wording be amended to make that clear.

He questioned, in Section 6.4, the reference to an agreement with a Chief of police in a similarly situated municipality or region. Mr. Westwick explained that, should there be a complaint against the Chief, in order to avoid his having to make a ruling on that complaint, there should be an agreement with an external Chief so that any such complaints can be dealt with fairly and expeditiously. The recommendation is for such an agreement to be made with the Chief of a force of similar size. In concluding, Mr. Baskerville expressed his support of the guidelines.

Member Boudreau wondered if the intent of Section 6.4 was for agreements to be made on a case-by-case basis, or whether there would be a standing agreement in place to deal with cases as they arise. She also wondered if the Chief would enter into such an agreement or whether that would be the Board's responsibility. Mr. Westwick believed there should be a standing agreement in order to expedite all cases as efficiently as possible. He explained this is the Chief's statutory responsibility therefore only he can delegate it.

Councillor Legendre wondered why the Board would forward its decision "without reason" in cases being referred to the Ontario Civilian Commission of Police Services (OCCPS). V. Westwick explained that when referring a matter, it is important not to prejudice the tribunal in any way by providing any findings, presumptions or feelings. The councillor requested clarification on the mechanism for receiving complaints. Mr. Westwick indicated that a citizen must present a complaint in writing to any office of the Police Service. In the case of a complaint against the Chief or Deputy, a complaint can be presented to the Police Services Board via the Secretary or to OCCPS. He did not believe it would be appropriate for individual Board members to receive complaints. He

recommended they pass them along to the Board Secretary should they receive one from a member of the public.

In reference to Section 6.4, Councillor Legendre believed it would be beneficial for the Chief to enter into more than one agreement with external Chiefs.

The councillor suggested the wording of Section 4.4.8 be amended to direct that "Notice of a public meeting, ... *will* be given...", and moved a Motion to that effect. He requested that the complaints procedure brochures make it clear that people having withdrawn a complaint, have the right to take that complaint to OCCPS if they feel they were pressured to withdraw. He also requested that the brochures and guidelines be available in both official languages.

With respect to Section 3.2, Vice Chair Kreling requested clarification on the Board's involvement with respect to withdrawn complaints. Mr. Brzozowski explained that in the event the Chief or the Board feel it would be in the public's best interest to proceed with the investigation of a complaint, they may do so despite the complainant's withdrawal.

Vice Chair Kreling made reference to a schematic laying out the complaints process and asked if staff would be updating it to reflect the new policy. He also wondered if the chart on informal resolutions would be adequate in light of the new guidelines. Mr. Brzozowski agreed to make the necessary revisions.

Member Buckingham moved that Section 5.4 (c) be deleted from the guidelines. She argued it gives the Board Chair added responsibilities and knowledge beyond any other Board member. She believed a Board should be seen as a whole and that all members should be equal. Though she recognized the Chair's responsibility as a public spokesperson, she did not believe he should be privy to information the other members did not have access to.

Chair Vice wondered if the nomination of a complaints sub-committee could be delayed until the March meeting. Inspector Brzozowski confirmed there are no complaints due to come before the Board until then.

Moved by J. Legendre

That Section 4.4.8(a) be amended to read that "Notice of a public meeting... *will* be given by publication in English and French language newspapers...";

CARRIED

Moved by E. Buckingham

That Section 6.4 be amended to read “...the Chief shall enter into standing agreement(s) as required with respect to the responsibilities under section 59(1) & (2) of the Act...”

CARRIED

Moved by E. Buckingham

That Section 5.4 (c) be deleted from the guidelines.

CARRIED

That the Ottawa-Carleton Police Services Board adopt the Guideline on Complaints as amended by the following:

- 1. That Section 4.4.8(a) be amended to read that “Notice of a public meeting... will be given by publication in English and French language newspapers...”;**
- 2. That Section 6.4 be amended to read “...the Chief shall enter into standing agreement(s) as required with respect to the responsibilities under section 59(1) & (2) of the Act...”**
- 3. That Section 5.4 (c) be deleted from the guidelines.**

CARRIED as amended

The guidelines will also be amended to reflect other minor wording changes identified in the course of the discussion.

7. **RED LIGHT INTERSECTION CAMERAS**
- Chief’s report dated 16 Feb 98

Councillor Legendre believed this technology can save lives and suggested the Board contact the Ontario Medical Association and the Insurance Industry to solicit their support and assistance in lobbying the government.

Moved by J. Legendre

That the Police Services Board approach the Ontario Medical Association and the Insurance industry to solicit their support for the use of this technology.

CARRIED

That the Ottawa-Carleton Regional Police Services Board:

1. a) **Support, in principle, the use of red light intersection cameras;**
 - b) **Await the results of comprehensive pilot projects in the Region of Peel prior to actively seeking the necessary legislation changes/authority to commence with the introduction of red light intersection cameras, and prior to considering a similar program in this Region;**
2. **Reiterate its support for the use of photo radar by municipalities to reduce speeding on municipality controlled roadways.**
3. **Approach the Ontario Medical Association and the Insurance industry to solicit their support for the use of this technology.**

CARRIED as amended

8. **APPOINTMENT OF NEW MEMBER TO THE HUMAN RESOURCES SUB-COMMITTEE**
- Board Secretary's report dated 16 Feb 988

Chair Vice stated that Vice Chair Kreling had expressed a willingness to serve on the Human Resources Sub-Committee and wondered if anyone had any objections to that. Though she had no objections, Member Buckingham noted the Board should consider distributing the workload equally when appointing members to the Human Resources and the Complaints sub-committees.

That the Ottawa-Carleton Police Services Board appoint Councillor Herb Kreling to serve on the Human Resources Sub-Committee.

CARRIED as amended

10. MEMBERSHIP RENEWAL NOTICE:
CANADIAN ASSOCIATION OF POLICE BOARDS
- Board Secretary's report dated 16 Feb 98

Councillor Legendre questioned the benefits of membership in the Canadian Association of Police Boards (CAPB).

Member Boudreau, who is a member of the CAPB Board of Directors, believed the benefits of membership far outweigh the \$700 fee. She explained the CAPB's Board of Directors meets regularly with the Solicitor General of Canada and the Minister of Justice to put forward the position of municipal police service boards with respect to legislation. The CAPB is circulated copies of consultation papers from the federal government and asked to put forward view points on behalf of municipal police service boards across the country. An annual meeting is held and information is provided to members through periodic newsletters and bulletins.

That the Ottawa-Carleton Police Services Board approve payment of \$700 to the Canadian Association of Police Boards for its 1998 membership fee.

CARRIED

11. MEMBERSHIP RENEWAL NOTICE:
ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS
- Board Secretary's report dated 16 Feb 98

Councillor Legendre noted the membership fee for the Ontario Association of Police Services Boards (OAPSB) is quite high in comparison to that of the CAPB and wondered about the benefits of membership.

Member Baskerville stated the Ontario Association of Police Services Boards provides training for new Board members which is mandatory under the Police Services Act. He added the OAPSB represents all boards and is very active in the preparation of responses to such documents as the Adequacy Standards and the Public Complaints guidelines. He explained the fee covers support costs, research and legal costs, among others. The OAPSB informs boards about what is happening at the provincial level. He also believed the Ottawa-Carleton Police Services Board, as one of the largest in the province, has a responsibility to provide leadership and support to other smaller boards through the OAPSB.

Chair Vice believed the information on collective bargaining the OAPSB provides is probably worth the fee.

Councillor Legendre noted he was aware there is some dissension among the larger boards with respect to the OAPSB. He believed there is a feeling the OAPSB is no longer reflective of the new reality large boards face in light of the tremendous changes of the past year.

Chair Vice stated there is traditionally a difference between the larger and the smaller municipalities. He maintained it is to be expected that there will be a diversity of opinions.

Member Baskerville noted the large boards feel the OAPSB tends to reflect the views of the smaller boards. In recognition of the fact that there are different views and concerns, the larger boards have come together to form an ad hoc group called the "Big 12". He acknowledged there were some problems, but he was hopeful they will be solved in the coming year.

Councillor Legendre did not believe the arguments put forward warrant the expenditure.

Though member Boudreau acknowledged the relevance of the Big 12, she argued they do not provide the training and information the OAPSB does. She re-iterated it is a valuable organization.

That the Ottawa-Carleton Police Services Board approve payment of \$8,988 (including GST) to the Ontario Association of Police Services Boards for its 1998 membership fee.

CARRIED

12. REGULAR REPORT FROM THE CHIEF AND OPP INSPECTOR
- verbal update from Chief B. Ford and Inspector L. Beechey

Chief Ford stated Ottawa-Carleton had the first homicide of the year. A suspect is being held in custody and charges have been laid. He indicated a police officer has been found guilty of discreditable conduct. He was sentenced to be dismissed but the case is presently under appeal therefore, the officer remains suspended with pay. The Chief explained a project was initiated in January with respect to recent swarming incidents. The project has resulted in 35 arrests and 29 people have been charged with over 50 offenses in relation to these types of robberies. On February 11th, police responded to a call about shots being fired in the area of Lake Blvd. The area was contained while negotiations were being conducted. The suspect fired several shots at the tactical officers but the officers were able to conclude the incident without injury.

Inspector L. Beechey presented the final R.I.D.E. statistics: over 20,000 vehicles were stopped resulting in 225 12-hour suspensions, 40 charges of impaired driving and 14 refusals of the breathalyzer. He stated the OPP will be preparing a report on the Ice

Storm in conjunction with the Chief. The OPP have been involved in strike detail at the Corel Centre resulting in 1,800 hours of overtime to date.

That the Ottawa-Carleton Police Services Board receive this report for information.

RECEIVED

OTHER BUSINESS

Complaints Re: Deputy Chief Hiring

Councillor Legendre distributed copies of two letters he received with regard to the Deputy Chief competition. In reference to one letter, he stated the Regional office of the Association canadienne-française de l'Ontario are filing a formal complaint, and have sent the letter to municipalities throughout the Region as well as MPP's.

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 9:20 p.m.

W. Fedec
Secretary

P. Vice
Chair