

MINUTES

OTTAWA-CARLETON REGIONAL POLICE SERVICES BOARD

OTTAWA-CARLETON REGIONAL HEADQUARTERS

CHAMPLAIN ROOM

27 JANUARY 1997

5:00 P.M.

PRESENT

Chair: Mr. P. Vice  
Vice Chair: Mr. A. Bouwers

Members: Mr. G. Baskerville, Ms. A. Boudreau

REGRETS

Regional Chair P. Clark, Councillor D. Holmes, Councillor D. Pratt

CONFIRMATION OF MINUTES

**That the Ottawa-Carleton Regional Police Services Board confirm the Minutes of the 16 December 1996 meeting.**

CARRIED

ITEMS OF BUSINESS

1. 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. Accordingly, she called the meeting to order and requested nominations be put forward for the positions of Chair and Vice-Chair. Only one nomination was received for each position.

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.

Moved by A. Bouwers

**That nominations for the position of Chair be closed.**

CARRIED

Moved by G. Baskerville

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

CARRIED

A. Boudreau put forward a motion that Mr. Albert Bouwers 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

Moved by A. Boudreau

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

CARRIED

2. NEPEAN POLICE TASK COMMITTEE'S FINAL REPORT

- Board Secretary's memo dated 17 Jan 97 and attached report from the Nepean Police Task Committee

The Board heard a presentation from Ms. Jean Peart, Chair, Nepean Police Task Committee. Ms. Peart thanked Member G. Baskerville, Chief B. Ford and Councillor D. Pratt for their contributions to the work of the Committee and highlighted the following salient points:

- Committee mandate: to examine, monitor and recommend to (Nepean) Council the maintenance of service levels...to the standard that existed prior to the Nepean Police Service becoming part of the Ottawa-Carleton Regional Police Service, at a reasonable cost.

- Results of comparative analysis: the period from 1991 to 1995 was stable in terms of requests for service in Nepean, despite population growth (the most common request concerned automobile theft). In terms of police officers per capita, the ratio in 1995 was 1 to 842: it is currently 1 to 700. There is a perception the police service is operating at less than optimum level, with a diminished presence in the community and with the change to the voice-mail telephone system.
- Conclusions and recommendations: develop Division 21 into a full precinct so Nepean residents can have access to one-stop shopping for their policing needs; consider creating a Community Advisory Committee (the Nepean Police Task Committee is prepared to assist in this area, if desired); maintain and expand the use of auxiliary police officers; ensure continued commitment to community-based policing centers.

Ms. Peart concluded her presentation by acknowledging the support received from Superintendents Patrick Moyle and Jim Bickford (prior to his retirement).

Mr. Gary James, Vice-Chair, provided comparative figures on gross operating costs for the Nepean Police and for the Regional Police, noting that, in 1994, the cost per resident in Nepean (population 112,800) was \$115.24. In 1996, the cost per person based on a population of 570,000, was \$175.40. This represents a differential of 30% in gross figures, but does not take into account revenues, the cost of O.P.P. services and other factors; in real costs, the change is only 2%. Mr. James thanked the Regional Police for a transition that went very smoothly and was professionally accomplished.

Chair P. Vice said he was impressed with the report and suggested the recommendations be received at this time. However, he wanted to be very clear about the establishment of advisory committees. He referenced a Motion approved by the Board in February 1996 directing that funding for advisory committees be held in abeyance pending the outcome of further amalgamation plans. This will allow the Police Service to address what form of community involvement would be most effective. Mr. Vice noted that despite this, he did not think the Nepean Committee should be discouraged from carrying on its good work, and expressed the Board's willingness to continue working with them.

Ms. Peart stated many people are prepared to work towards developing a mechanism whereby they can have an impact on the Police Services Board and provide linkages with the community. She added this should not come at a major cost. Mr. James noted the group was prepared to work towards developing region-wide models, encompassing other services, and to submit a variety of models for the Board's consideration.

Chair Vice welcomed this suggestion and thanked the Committee for a job well done.

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

RECEIVED

3. PUBLIC COMPLAINTS REPORT (NOVEMBER 1996)  
- Chief's report dated 03 Dec 96

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

RECEIVED

4. PUBLIC COMPLAINTS REPORT (DECEMBER 1996)  
- Chief's report dated 06 Jan 97

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

RECEIVED

5. O.P.P. PUBLIC COMPLAINTS REPORT (as of DECEMBER 1996)  
- O.P.P. Inspector's report dated 07 Jan 97

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

RECEIVED

6. VOICE RADIO PROJECT UPDATE

Inspector Richard Lafortune, Project Manager, provided an update on the voice radio project. He noted that ground sites at Maple Grove, in the Township of West Carleton and at the Barrhaven Water Tower have been secured, and negotiations are underway with Rogers Cable and Rideau Township for a site at French Hill (East end) and in Vernon, Ontario. This will ensure that the second largest Region in Ontario (2780 sq. km.) is adequately covered. Other sites still being negotiated include a high-rise building on Carling Avenue, the Elgin Street Bell Canada building, and sites at Hogs Back, Montreal Road, Nepean Microcell and a high-rise building on Meadowlands Drive.

Inspector Lafortune reported a contract has been awarded to Ericsson Communications Inc. and the three former police communication centers have been incorporated into one at 474 Elgin Street. Implementation will be in two phases, with costs being recovered

from other users as the system expands. The result will be the most advanced radio system in North America.

A systems manager or project coordinator will be hired to oversee key issues such as the installation and delivery of the system and the work at 474 Elgin Street. Inspector Lafortune noted the full, digital system will be in place by September/October 1997. The next step will be to finalize site acquisition and development, and staff will continue to report on progress. He concluded his presentation by saying the system will be cost-efficient and will have great potential for growth.

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

RECEIVED

7. CONSTABLE SELECTION PROCESS

Board members heard from Ms. Cathy Frederick, Director, Human Resources, who spoke about the importance of the selection process, noting it seeks to be representative of the community at large. She added that the Ottawa-Carleton Regional Police Service (OCRPS) is tapping all resources available to it as an employer to ensure the selection procedures are barrier-free.

Ms. Frederick stated the hiring criteria are determined by the *Police Services Act*. In addition, the focus is on key skills and abilities the OCRPS consider important to meet current and future policing demands. These include an increased emphasis on problem solving skills and a commitment to learning and to a community service orientation.

Speaking in reference to the Provincial Constable Selection Program, Ms. Frederick said the OCRPS has been involved from the outset and continues to play an active role in its development. She described the four phases of that program noting they are now in the fourth phase, i.e. implementation of the new system and its ongoing monitoring and improvement. Ms. Frederick added the program has been endorsed by the Ontario Association of Chiefs of Police.

It has been determined that in the short term, 42 officers will be required to meet existing vacancies and potential retirements; to date, 20 individuals have been hired, 13 others have been identified for hiring and 9 positions remain to be filled. Ms. Frederick pointed out it takes 1000 applicants to generate 30 successful candidates and processing applicants requires approximately four months.

Ms. Frederick ended her presentation by saying the OCRPS has stepped up its outreach activities and will be looking at more aggressive recruitment advertising. There will also be ongoing assessment and monitoring of whether hiring targets are being met.

In reply to questions from Member G. Baskerville, Ms. Frederick indicated 1500 applications are presently being processed, and background checks are done in-house. The average age of successful applicants is 27 -28 years; many have some post-secondary education and previous work experience.

Board member A. Bouwers asked whether lateral transfers from other forces could help balance retirements. Ms. Frederick replied most lateral transfers were as a result of word-of-mouth, and there have not been as many applicants as expected. Chief B. Ford added he has instructed staff to increase the level of advertising through national papers and magazines and this will be undertaken in the near future.

Chair Vice expressed concern about the difficulty and length of the process. In response to a question from the Chair, Ms. Frederick indicated the hiring procedure was developed along the lines of the Provincial Constable Selection Program. She added the interview process is the most time-consuming part of the process, but this is necessary to ensure candidates are suitable and representative of the community.

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

RECEIVED

8. CANADA SAFETY COUNCIL FUNDING  
- Board Secretary's report dated 17 Jan 97

**That the Ottawa-Carleton Police Services Board allow the Canada Safety Council to retain the Board's \$1,000 funding contribution, to be applied to the costs of producing the instructional booklet entitled "Children Home Alone/Enfants seuls a la maison".**

CARRIED

9. ONTARIO ASSOCIATION OF POLICE BOARDS:  
1997 MEMBERSHIP FEE  
- Board Secretary's report dated 17 Jan 97

**That the Ottawa-Carleton Police Services Board approve payment of \$8,988 (including GST) to the Ontario Association of Police Services Boards for its 1997 membership fee.**

CARRIED

10. REGULAR REPORT FROM THE CHIEF AND O.P.P. INSPECTOR

- verbal update from Chief B. Ford and Inspector V. Burns

OPP Inspector V. Burns stated he had nothing unusual to report.

Chief B. Ford spoke about participating, along with Board members, in the opening of the Rockcliffe Park Community Police center. He also made note of the work of Staff Sergeant Gardner, Sergeant M. Gauthier and Constable K. McCaffrey who prevented an individual from jumping off the Portage Bridge.

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

RECEIVED

11. POLICE SERVICES ACT - AMENDMENTS

- D. Wilson, Solicitor, report dated 21 Jan 97

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

RECEIVED

12. ACQUISITION OF "SELECT AGREEMENT" SOFTWARE LICENSING

- Director General's report dated 20 Jan 97

**That the Ottawa-Carleton Police Services Board approve:**

1. **the signing of a "Select Agreement" with GE Capital and Microsoft Canada;**
2. **the expenditure of up to \$375,000 for the acquisition of software under the Select Agreement necessary to implement the OCRPS' Wide-Area Enterprise Network.**

CARRIED

OTHER BUSINESS

Report from the Committee to Unify Police Services

Mr. G. Baskerville, Co-Chair, Committee to Unify Police Services (CUPS), indicated that approximately 50 applications (representing 1/3 of active officers) have been received from Ontario Provincial Police officers wanting to transfer to the OCRPS. These individuals will come on-stream as their respective areas are taken over and the staffing process will not be overburdened. Mr. Baskerville stated the Rockcliffe Park changeover provided an opportunity to identify minor problems, and he expressed the hope that the changeover in Cumberland would occur with little difficulty. Chair P. Vice thanked Mssrs. Bouwers and Baskerville and Inspector V. Burns for their excellent work in this regard.

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 6:50 p.m.

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W. Fedec  
Secretary

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P. Vice  
Chair