

**BRADFORD WEST GWILLIMBURY / INNISFIL POLICE SERVICES BOARD
REGULAR MEETING AGENDA**



Monday, December 14th, 2015

**Zima Room, BWG Library and Cultural Centre
425 Holland Street West, Bradford, ON**

A closed session at 6:00 p.m. will precede the public meeting

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST - CLOSED SESSION ITEMS**
- 3. ADOPTION OF CLOSED SESSION AGENDA**

Recommendation:
That the Closed Session Agenda dated December 14th, 2015 be adopted as printed.
- 4. CLOSED SESSION**
 - 4.1 Convene Closed Session

Recommendation:
That the Board resolve itself into closed session to discuss matters under the provisions of the Police Services Act, Part III, Section 35 (4).
 - 4.2 Reconvene Regular Meeting
- 5. RISE AND REPORT PROGRESS**
- 6. DECLARATIONS OF PECUNIARY INTEREST – REGULAR MEETING ITEMS**
- 7. ADOPTION OF REGULAR MEETING AGENDA**

Recommendation:
That the Regular Meeting Agenda dated December 14th, 2015 be adopted as printed.
- 8. APPROVAL OF MINUTES**
 - 8.1 Draft Meeting Minutes – November 16th, 2015

Recommendation:
That the minutes of the Bradford West Gwillimbury/Innisfil Police Services Board regular meeting of November 16th, 2015 be adopted as printed.
- 9. DELEGATIONS**

There are no delegations scheduled.

10. PRESENTATIONS

None

11. BUSINESS ARISING FROM PREVIOUS MEEETINGS

None

12. MONITORING REPORTS TO THE BOARD

12.1 Monthly Activity Reports – November 2015

12.2 Summary of Financial Activities for the Period Ending November 30th, 2015

12.3 Detailed Statement of Financial Activities for the Period Ending November 30th, 2015

12.4 Capital Expenditures Report for the Period Ending November 30th, 2015

Recommendation:

That the Monitoring Reports to the Board be received for information.

13. CHIEF UPDATE

Recommendation:

That the verbal report from Chief Beazley be received by the Board.

14. NEW BUSINESS

14.1 Promotion of Constable Leah Thomas

Recommendation:

That the Board endorses the promotion of Constable Leah Thomas to the rank of Sergeant effective January 1st, 2016.

14.2 Swearing-in of New Constables:

- Tiago Capaloa
- Ranjit Sandhu
- Kyla Thurston

15. COMMUNICATIONS

15.1 Scheduling Crown Operations Prepared Electronically (SCOPE) Program, from Stephen Beckett, Assistant Deputy Minister, Ministry of Community Safety and Correctional Services, dated December 2, 2015.

15.2 New Pilot Project Regulation under the Highway Traffic Act to Permit Testing of Automated Vehicles on Ontario’s Roads and Introduction of a New Manufacturer Licence Plate Series, from Stephen Beckett, Assistant Deputy Minister, Ministry of Community Safety and Correctional Services, dated December 3, 2015.

- 15.3 Audit of Security Games, from Drew Vanderduim, Director, Business and Financial Planning Branch, Ministry of Community Safety and Correctional Services, dated November 27, 2015.

Recommendation:

That the correspondence be received by the Board.

16. ANNOUNCEMENTS

None

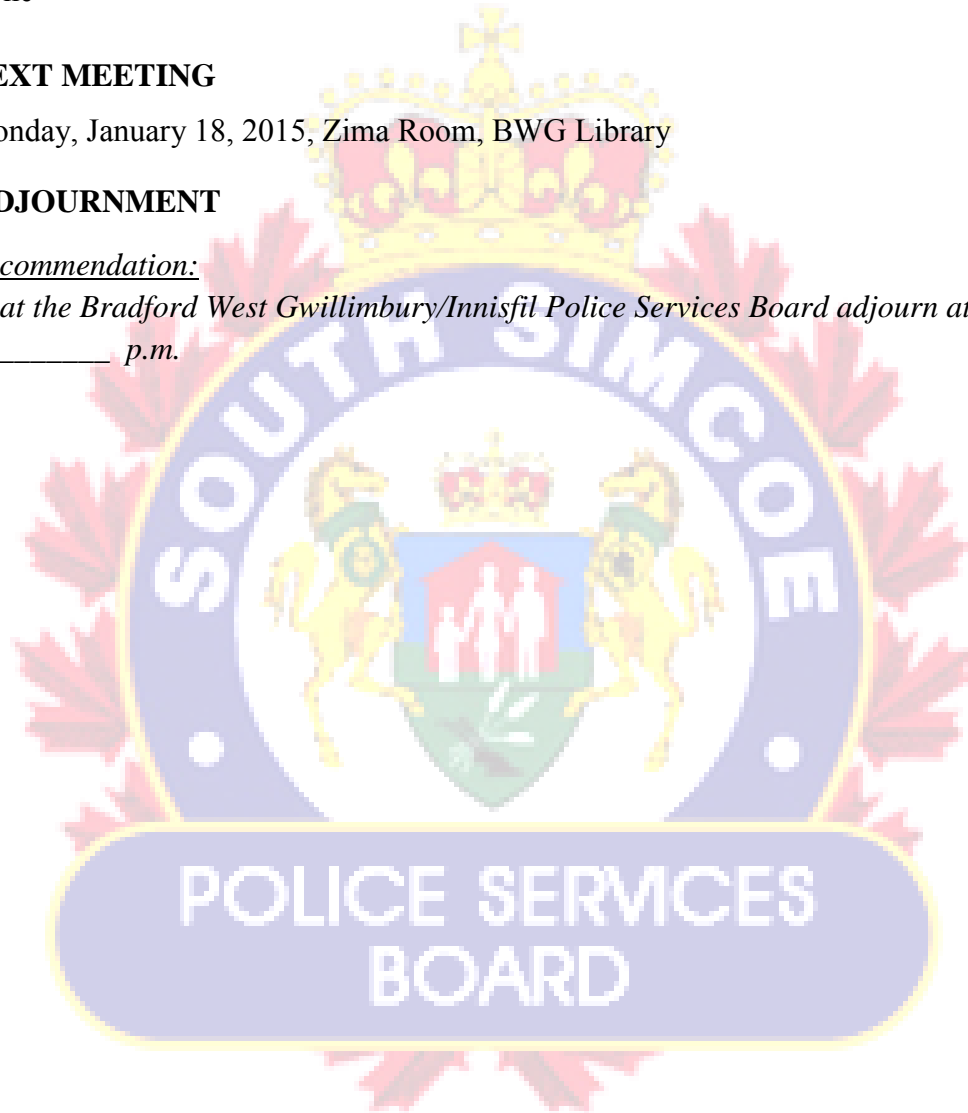
17. NEXT MEETING

Monday, January 18, 2015, Zima Room, BWG Library

18. ADJOURNMENT

Recommendation:

That the Bradford West Gwillimbury/Innisfil Police Services Board adjourn at _____ p.m.



**BRADFORD WEST GWILLIMBURY / INNISFIL POLICE SERVICES BOARD
REGULAR MEETING**



**Monday November 16, 2015
7:00 p.m.**

**Innisfil Town Hall, Community Room
2101 Innisfil Beach Road, Innisfil, ON**

DRAFT MINUTES

Board Members Present: Ms. Sharon Villani, Chair (Provincial Appointee)
Mr. Rod Hicks, Vice-Chair (Provincial Appointee)
Mayor Gord Wauchope, Town of Innisfil
Mayor Rob Keffer, Town of Bradford West Gwillimbury
Mr. Licinio Miguelo, (Council Appointee)

SSPS Present: Chief Rick Beazley
Deputy Chief Andrew Fletcher
Acting Inspector Steve Wilson
Staff Sergeant John Van Dyke
Ms. Andrea Drover, Finance Manager

Guests: Richard Beatty, Office of the Independent Police Review Director

Regrets: None

1. CALL TO ORDER

The meeting was called to order by the Chair.

2. DECLARATIONS OF PECUNIARY INTEREST - CLOSED SESSION ITEMS

None Declared.

3. ADOPTION OF CLOSED SESSION AGENDA

Resolution #112015-001

L. Miguelo/R. Keffer

That the Closed Session Agenda dated November 16, 2015 be adopted as printed.

CARRIED

4. CLOSED SESSION

4.1 Convene Closed Session

Resolution #112015-002

R. Keffer/L. Miguelo

That the Board resolve itself into closed session to discuss matters under the provisions of the Police Services Act, Part III, Section 35 (4) to address Intimate financial and personal matters and matters involving public security.

CARRIED

4.2 Reconvene Regular Meeting

5. RISE AND REPORT PROGRESS

No progress to report for closed session.

6. DECLARATIONS OF PECUNIARY INTEREST – REGULAR MEETING ITEMS

None Declared.

7. ADOPTION OF REGULAR MEETING AGENDA

Resolution #112015-003

G. Wauchope/R. Keffer

That the Regular Meeting Agenda dated November 16, 2015 be adopted as printed.

CARRIED

8. APPROVAL OF MINUTES

Resolution #112015-004

L. Miguelo/R. Keffer

That the minutes of the Bradford West Gwillimbury/Innisfil Police Services Board meeting of October 22, 2015 be adopted as printed.

CARRIED

9. DELEGATIONS

None.

10. PRESENTATIONS

10.1 Promotion of Constable Dave Phillips

Chief Beazley brought forth to the Board, the recommendation for the competency based promotion of Constable Dave Phillips effective December 1, 2015. Chief Beazley noted that he is an excellent candidate and a long-time resident of the area. Deputy Chief Fletcher also provided a bio of Constable Phillips accomplishments to date. The Board extended congratulations to Constable Phillips.

Resolution #112015-005

Hicks/Wauchope

That the Board endorses the promotion of Constable Dave Phillips to the rank of Sergeant effective December 1st, 2015.

CARRIED

10.2 Office of the Independent Police Review Director (OIPRD)

Mr. Richard Beatty representing the OIPRD, presented an overview of the public complaints process to the Board and answered questions of clarification.

Resolution #112015-006

Wauchope/Hicks

That the Board receive the presentation for information.

CARRIED

11. BUSINESS ARISING FROM PREVIOUS MEETINGS

11.1 2016 Draft Operating and Capital Budget Estimates

Chief Beazley provided background information regarding the budget process for the year 2016. Deputy Chief Fletcher delivered a detailed presentation on the final 2016 Draft Operating and Capital Budget estimates for Board consideration.

S. Villani requested clarification regarding the \$80 allotted within the budget for boat repairs. It was explained that \$65K will be required to replace the motor and electronics will be transferred to the new boat and/or the motor can be sold.

Appreciation was extended to Ms. Andrea Drover and the staff for all their work on the budget.

Resolution #112015-007

L. Miguelo/G. Wauchope

That the Town of Bradford West Gwillimbury/Town of Innisfil Police Services Board approves the 2016 net operating budget estimate in the amount of \$16,334,961.28,

That the Town of Bradford West Gwillimbury/Town of Innisfil Police Services Board approves the 2016 capital budget estimate of \$760,210; and further,

That that the 2016 operating and capital estimates be forwarded to the Town of Bradford West Gwillimbury and Town of Innisfil Councils for final approval.

CARRIED

11.2 2016 to 2020 Draft Capital Budget Forecast

Deputy Chief Fletcher provided an overview of the 2016 to 2020 Draft Capital Budget Forecast.

L. Miguelo suggested that the capital budget forecast be brought back to the Board for review in early 2016.

Mayor Keffer asked if a projection could be completed to identify replacement time for a boat.

Resolution #112015-008

R. Keffer/R. Hicks

That the Board receives the 2016-2020 Draft Capital Forecast for information.

11.3 Draft Board Donation Policy

Chief Beazley presented the draft donation policy to the Board.

Resolution #112015-009

G. Wauchope/L. Miguelo

That the Board approves the draft donation policy as printed.

12. NEW BUSINESS

12.1 2016 Regular Meeting Schedule

The regular meeting schedule for 2016 required a date change to the February meeting and correction to the location of meetings being held in BWG. A revised schedule will be circulated.

Resolution #112015-010

G. Wauchope/R. Keffer

That the Board approves the 2016 Regular Meeting Schedule as amended.

13. MONITORING REPORTS TO THE BOARD

13.1 Monthly Reports – October 2015

13.2 Summary of Financial Activities for the Period Ending October 31, 2015
Detailed information is available in the package.

13.3 Detailed Statement of Financial Activities for the Period Ending October 31, 2015

13.4 Capital Expenditures – October 2015

Resolution #112015-011

G. Wauchope/R. Keffer

That the Monitoring Reports to the Board be received for information.

CARRIED

14. CHIEF UPDATE

Chief Beazley noted that the Auxiliary Graduation was a successful event and that SSPS has 3 recruits currently at the Ontario Police College who will be ready to graduate in December.

Resolution #112015-012

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That the verbal Chief and Deputy Chief Updates be received by the Board.

CARRIED

15. COMMUNICATIONS

15.1 Lambton Group Police Services Board Resolution re: Patch 4 Patch Program

Deputy Chief Fletcher will report back to the Board with recommendations for SSPS.

15.2 Ministry of Community Safety and Correctional Services Backgrounder – Summary of Draft Regulation on Carding and Street Checks dated October 28, 2015

Resolution #112015-013

G. Wauchope/R. Hicks

That the communications to the Board be received for information.

CARRIED

16. ANNOUNCEMENTS

- Graduation to be held at the Police College on December 3rd, 2015.
- Auxiliary Dinner to be held on December 10, 2015
- Citizens Police Academy on December 3, 2015 at Innisfil Town Hall

17. NEXT MEETING

Monday December 14, 2015, SSPS North Division, Community Room, 7:00 pm.

18. ADJOURNMENT

Resolution #112015-014

Miguelo/Keffer

That the Bradford West Gwillimbury/Innisfil Police Services Board adjourned at 9:00 p.m.

CARRIED

Joanne Ostrowski, Executive Assistant

Sharon Villani, Chair



South Simcoe Police Report to the Police Services Board



November 2015

Auxiliary Officers

		2014	2015
Authorized Complement		30	30
Actual Complement		25	28
	Month	Month	YTD
Duty Assignments	103	49	
Community Events	63	104	
Volunteer Hours	456	646.5	4,625

Canine

	2014	2015
	Month	Month
Calls for Service	15	14
K9 Specific Calls for Service	5	5
<p>Occurrences of Note:</p> <p>On November 19th, the Canine Unit was called to assist the Street Crime Unit executing a search warrant at a Bradford area Motel. Police Services Dog "Chase" located approximately 44 grams of cocaine hidden in a wall outlet and a large quantity of marijuana in the room. A woman and a man were taken into custody and charged with several criminal offenses.</p> <p>On November 26th, the Canine Unit assisted uniform officers in Innisfil searching for a vulnerable child who had fled her foster home following a dispute. The 12 year old girl was located and taken to a local hospital to speak with a crisis worker.</p>		



South Simcoe Police Report to the Police Services Board



Ceremonial Unit

	2014	2015
	Month	Month
Functions Attended	1	4

Communications

	2014	2015
	Month	Month
911 Calls	162	315
911 Calls – Hang-up/ Misdial	54	22
Total Call Volume	1,683	1,886

Community Patrol

	2014	2015	2015
	Month	Month	YTD
Calls for Service	1,095	1,336	15,515
School Visits	179	134	1,367
Community Safety Initiatives	11	2	26
Foot Patrols	189	62	
Special Events Participation	0	5	

Crime Prevention Week

Crime Prevention Week was from November 1st – 7th 2015. During the week, Community Service and Auxiliary officers participated in several Crime Prevention initiatives, including “Lock it or Lose it” checks in both Bradford and Innisfil.

Officers also facilitated two training sessions at the Tanger Outlet Mall speaking with merchants about loss prevention, personal safety and helping to make them less vulnerable to theft and fraud.



South Simcoe Police

Report to the Police Services Board



Lock it or Lose it

On Wednesday, November 25th, officers from South Simcoe Police teamed up with our partners from Go Transit Safety & Security to conduct a Lock it or Lose it initiative at the Bradford Go lot. The initiative was part of a greater campaign launched by the OACP to kickoff the busy holiday shopping season.

During the *Lock It OR Lose It* Campaign, police officers and Special Constables examine parked vehicles to confirm they are locked and that no valuables have been left in plain view. Officers place a small notice on vehicles checked indicating what safety precautions were neglected and offer simple prevention tips for drivers to protect their vehicles against theft. The notices also congratulate drivers who have secured their vehicle.

Stuff the Command Post

Members from the Auxiliary Unit, Community Services and the Leadership Team participated in the "Stuff the Command Post" Toy Drive on November 27, 28 and 29th in support of the Simcoe County Childrens Aid Foundation. Over the weekend, generous residents helped to fill the Command Post full of toys which were delivered on November 30th.

The Simcoe County Childrens Aid Foundation is expecting to support over 800 children this holiday season and the efforts of South Simcoe Police will help ensure that many children have a new gift for the holidays.

Community Services

			2014	2015
	BWG	Innisfil	Month	Month
Secondary Schools	8	5	13	13
Elementary Schools	39	34	48	73
Community Events	3	5	4	8
School Presentations			44	64
Crime Prevention Initiatives			3	10



South Simcoe Police Report to the Police Services Board



Courts

	2014	2015
	Month	Month
Bail Hearings Attended	31	41
Video Remands	2	8
Prisoner Escorts	0	19
Court Security Hours	488	310
Criminal Briefs	36	27
POA Briefs	13	23

Criminal Investigations

	2014	2015	
	Month	Month	YTD
Criminal Investigations Ongoing	39	116	1,005
Criminal Charges Laid	31	6	248
Drug Charges Laid	14	12	73
Ident Unit Examinations	11	13	77

Occurrences/ Arrests of Note:

Homicide

On Saturday, November 21, 2015, officers were called to a residence on Colborne Street in Bradford West Gwillimbury. When officers arrived on scene, a 49-year-old woman was found deceased in the home.

The woman's 55-year old husband was arrested at the scene. Investigators have charged him with First Degree Murder in connection with the death. He remains in custody.

The accused is next scheduled to appear in Court on January 4th, 2016.



South Simcoe Police Report to the Police Services Board



Sexual Assault

On Friday, November 13, 2015, South Simcoe Police responded to a Bradford home for the report of a sexual assault. A woman reported that her 12 year old son had notified her after being assaulted by an adult male friend.

An investigation was initiated, and Detectives from the Criminal Investigation Bureau assigned to the case. On Monday, November 16, 2015, a 45 year old Keswick man was arrested and charged. He is facing 2 counts of *Sexual Assault*, 2 counts of *Sexual Interference* and one count of *Invitation to Sexual Touching*.

The accused was released on strict conditions following a Bail Hearing earlier today. His next court appearance is scheduled for December 17th in Bradford West Gwillimbury.

Manslaughter Update

On Saturday, September 12th, the South Simcoe Police received a 9-1-1 call for an assault which occurred on Centre Street in the Town of Bradford West Gwillimbury. Officers arrived and found a 56 year old male unconscious and suffering from a serious head injury.

The victim was transported to a Trauma Centre in Toronto where he later died. During the next few days, a total of 6 people were arrested and charged by South Simcoe Police Detectives.

5 people, 4 men and one woman, have had their charges upgraded. All five now stand charged with *Manslaughter, Assault Causing Bodily Harm and Assault With a Weapon*. One man has had his charges withdrawn after investigators reviewed the case with the Crown Attorney.



South Simcoe Police Report to the Police Services Board



Emergency Response Unit

	2014	2015
	Month	Month
Full Team Callouts	1	0
Partial Team Callouts	0	0
Occurrences where ERU presence was required	0	6
Training Days	1	0
Brief Summary: Members of the Emergency Response Unit were called to assist at a number of calls for service involving a person in crisis. All of the calls were resolved peacefully and in most cases, the person was taken to a local hospital under the Mental Health Act. On November 23 rd , members of the Courts Unit, Auxiliary Unit and Emergency Response Unit conducted joint Emergency Preparedness Training at the Bradford West Gwillimbury Court facility.		

Finance and Budget

See Attached



South Simcoe Police Report to the Police Services Board



Human Resources

	Month
Sworn officer complement actual	77
Civilian complement actual	37
Persons on Short Term Disability	2
Persons on Long Term Disability	2
Persons on WSIB	1
Persons on Return to Work	1
Persons on Other Leave Days (Maternity/Parental, Family Care, etc.)	4

Occurrences

			2014	2015	
	BWG	Innisfil	Month	Month	YTD
Total Occurrences – All categories	527	528	1,448	1,057	13,449
Break & Enter	8	12	10	20	107
Theft	33	30	70	63	1042
Motor Vehicle Theft	0	1	2	1	31
Mischief	6	10	25	16	260
Sexual Assault	3	3	2	6	45
Assault	14	6	19	20	203
Domestic / Family Violence	10	9	16	19	262



South Simcoe Police Report to the Police Services Board



Professional Development

	2014	2015
	Month	Month
In-Service Training Days	2	11
Out-Service Training Days	41	46

Public Complaints

	2014	2015
	Month	Month
New Complaints	0	0
Outstanding Complaints	0	0
Complaints Resolved Informally	0	2

Road Safety and Enforcement

	2014	2015	
	Month	Month	YTD
Motor Vehicle Collisions – Non Fatal	120	123	1,320
Motor Vehicle Collision - Fatal	0	0	3
R.I.D.E. Programs	12	34	352
Criminal Code Driving Charges	19	14	-
Warn – Range Suspensions	13	16	
Provincial Offence Notices	509	437	
Liquor Act Charges	4	9	
Part III Summonses	54	23	



South Simcoe Police Report to the Police Services Board



Records

	2014	2015
	Month	Month
Criminal Records Checks	295	329
FOI Requests	14	18

Traffic and Marine

	2014	2015	
	Month	Month	YTD
Traffic Calls for Service	32	37	580
Traffic Initiatives	1	2	
Major Collisions (Reconstruction Incidents)	0	0	
Marine Calls for Service	1	1	145
Marine Shifts Scheduled	0	0	
Search & Rescue Calls for Service	1	1	24
Snowmobile Patrols	0	0	6
Provincial Offences Notices	135	167	2,922

Marine Incident

On November 12th, the Marine Unit was called to a distress call on Lake Simcoe near Lefroy after a kite surfer had fallen into the water and was unable to get back onto his surfboard due to high winds and rough conditions. When officers arrived, the kitesurfer was back on his board and no longer in need of assistance.



South Simcoe Police Report to the Police Services Board



Festive R.I.D.E.

Officers from the Traffic & Marine Unit attended the Greater Toronto R.I.D.E. launch on November 19th at Humber College, and the Simcoe County R.I.D.E. launch on November 24th, 2015 in Midland.

Traffic & Marine officers will be working nights until January 2nd focusing on this important campaign.

The Bradford West Gwillimbury/Innisfil Police Services Board
Summary of Financial Activities For the Period Ending November 2015

	----- Year To Date -----			Annual Budget	
	Actual	Budget	Variance	2015	2014
Revenue					
Grants	(\$329,562.59)	(\$308,000.00)	\$21,562.59	(\$336,000.00)	(\$336,000.00)
Other Revenue	(\$185,005.05)	(\$160,050.11)	\$24,954.94	(\$183,500.00)	(\$173,500.00)
Pan Am Budget		(\$67,000.00)	(\$67,000.00)		
	(\$514,567.64)	(\$535,050.11)	(\$20,482.47)	(\$519,500.00)	(\$509,500.00)
Salaries and Benefits					
Salaries - Less Cost Recovery	\$9,095,934.89	\$9,184,473.86	\$88,538.97	\$10,659,998.14	\$10,531,662.15
Pan Am Salaries	\$405,616.58		(\$405,616.58)		
Pan Am Salaries - Cost Recovery	(\$405,616.58)		\$405,616.58		
Overtime	\$479,953.44	\$369,543.68	(\$110,409.76)	\$515,138.54	\$470,132.40
Paid Duties	\$100,524.19	\$0.00	(\$100,524.19)		
Paid Duties - Cost Recovery	(\$100,524.19)	\$0.00	\$100,524.19		
Contract Bank	\$34,219.58	\$93,333.30	\$59,113.72		
Benefits	\$2,794,967.19	\$2,720,645.77	(\$74,321.42)	\$2,916,820.97	\$2,841,297.38
	\$12,405,075.10	\$12,367,996.61	(\$37,078.49)	\$14,091,957.65	\$13,843,091.93
Vehicles and Marine					
Fuel	\$166,658.34	\$202,863.75	\$36,205.41	\$220,215.00	\$284,000.00
Leases	\$171,448.69	\$155,836.68	(\$15,612.01)	\$164,510.00	\$291,172.57
Repairs and Maintenance	\$219,184.72	\$188,062.50	(\$31,122.22)	\$206,250.00	\$206,250.00
	\$557,291.75	\$546,762.93	(\$10,528.82)	\$590,975.00	\$781,422.57
Other					
Clothing	\$116,487.49	\$109,835.00	(\$6,652.49)	\$117,535.00	\$131,335.00
Conferences/Courses/Dues	\$46,821.95	\$86,312.50	\$39,490.55	\$93,820.00	\$116,590.00
Contracts	\$458,709.67	\$553,614.83	\$94,905.16	\$578,483.00	\$433,586.52
Health/Safety/PEER Support	\$15,698.99	\$2,933.37	(\$12,765.62)	\$3,200.00	\$3,200.00
Investigations	\$10,499.00	\$8,750.00	(\$1,749.00)	\$10,000.00	\$18,500.00
Licensing	\$23,067.15	\$24,025.00	\$957.85	\$25,400.00	\$93,470.00
Maintenance and Repairs	\$67,513.14	\$59,208.37	(\$8,304.77)	\$63,500.00	\$79,200.00
Meals/Mileage	\$5,477.79	\$11,770.00	\$6,292.21	\$12,840.00	\$15,340.00
Medical/Recruitment	\$11,004.28	\$5,000.00	(\$6,004.28)	\$5,000.00	\$7,500.00
Pan Am Equipment	\$32,199.42	\$0.00	(\$32,199.42)	\$0.00	\$0.00
Pan Am Equip - Cost Recovery	(\$25,505.05)	\$0.00	\$25,505.05	\$0.00	\$0.00
Police Board	\$56,022.92	\$103,251.67	\$47,228.75	\$128,429.20	\$153,929.20
Public Relations	\$11,921.45	\$19,250.00	\$7,328.55	\$25,000.00	\$18,000.00
Supplies	\$112,798.54	\$158,375.00	\$45,576.46	\$177,939.00	\$191,363.00
Utilities/Insurance/Telephone	\$395,010.70	\$396,916.63	\$1,905.93	\$433,000.00	\$461,000.00
	\$1,337,727.44	\$1,539,242.37	\$201,514.93	\$1,674,146.20	\$1,723,013.72
	\$13,785,526.65	\$13,918,951.80	\$133,425.15	\$15,837,578.85	\$15,838,028.22

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Revenue						
Alarm Fines	\$2,000.00	\$1,833.37	\$166.63	\$2,181.82	\$2,000.00	\$181.82
Community Room Rental	\$50.85	\$0.00	\$50.85	\$55.47	\$0.00	\$55.47
Criminal Records Check	\$96,211.95	\$91,666.63	\$4,545.32	\$104,958.49	\$100,000.00	\$4,958.49
Development Charges Act	\$10.00	\$0.00	\$10.00	\$10.91	\$0.00	\$10.91
Freedom of Information	\$1,262.70	\$1,100.00	\$162.70	\$1,377.49	\$1,200.00	\$177.49
Grant - CPP	\$178,462.59	\$165,000.00	\$13,462.59	\$193,000.00	\$180,000.00	\$13,000.00
Grant - 1000 Officers	\$128,400.00	\$128,333.37	\$66.63	\$140,000.00	\$140,000.00	\$0.00
Ride Subsidy	\$14,700.00	\$14,666.63	\$33.37	\$16,000.00	\$16,000.00	\$0.00
CISO Grant	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00
Insurance/Accident Reports	\$18,324.69	\$16,500.00	\$1,824.69	\$19,990.57	\$18,000.00	\$1,990.57
Reconstruction Reports	\$10,347.27	\$4,583.37	\$5,763.90	\$9,350.00	\$5,000.00	\$4,350.00
Donations	\$9,095.00	\$0.00	\$9,095.00	\$7,845.00	\$0.00	\$7,845.00
Paid Duty Revenue	\$119,326.25	\$11,000.00	\$108,326.25	\$130,174.09	\$12,000.00	\$118,174.09
Proceeds of Disposition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Auction Sale Revenue	\$1,060.44	\$1,558.37	(\$497.93)	\$1,100.00	\$1,700.00	(\$600.00)
Other Revenue	\$0.00	\$1,375.00	(\$1,375.00)	\$0.00	\$1,500.00	(\$1,500.00)
Interest	\$3,455.83	\$1,100.00	\$2,355.83	\$3,000.00	\$1,200.00	\$1,800.00
Cost Recovery - Salaries and Benefits	\$606,806.21	\$67,000.00	\$539,806.21	\$621,048.00	\$67,000.00	\$554,048.00
Cost Recovery - Equipment	\$25,505.05	\$0.00	\$25,505.05	\$48,000.00	\$0.00	\$48,000.00
Parking Fines BWG	\$25,550.00	\$29,333.37	(\$3,783.37)	\$27,872.73	\$32,000.00	(\$4,127.27)
PUC Dispatch - BWG	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	(\$900.00)
Court Appointed Awards	\$7,929.26	\$0.00	\$7,929.26	\$7,929.26	\$8,000.00	(\$70.74)
	\$1,256,498.09	\$535,050.11	\$721,447.98	\$1,341,893.83	\$586,500.00	\$755,393.83
Police Board						
Salaries	\$20,025.84	\$19,779.20	(\$246.64)	\$25,000.00	\$19,779.20	(\$5,220.80)
Benefits	\$1,828.92	\$3,500.00	\$1,671.08	\$1,995.19	\$3,500.00	\$1,504.81
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
Audit Fees	\$9,972.48	\$10,160.00	\$187.52	\$13,500.00	\$13,500.00	\$0.00
Books, Pub & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
Conf & Seminars	\$1,310.40	\$2,500.00	\$1,189.60	\$4,000.00	\$5,000.00	\$1,000.00

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Professional Development	\$0.00	\$3,437.50	\$3,437.50	\$0.00	\$3,750.00	\$3,750.00
Legal and Professional Fees	\$11,655.61	\$52,499.97	\$40,844.36	\$25,000.00	\$70,000.00	\$45,000.00
Meals/Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
Office Supplies	\$108.91	\$1,375.00	\$1,266.09	\$1,000.00	\$1,500.00	\$500.00
Dues & Memberships	\$4,104.25	\$5,000.00	\$895.75	\$5,000.00	\$5,000.00	\$0.00
Public Relations	\$7,016.51	\$5,000.00	(\$2,016.51)	\$7,700.00	\$5,000.00	(\$2,700.00)
Strategic Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$56,022.92	\$103,251.67	\$47,228.75	\$83,195.19	\$128,429.20	\$45,234.01
Police Administration						
Salaries	\$812,702.65	\$817,705.00	\$5,002.35	\$910,514.65	\$916,030.00	\$5,515.35
Sick Payout	\$5,207.04	\$5,207.04	\$0.00	\$9,701.22	\$9,701.22	\$0.00
Service Pay	\$0.00	\$0.00	\$0.00	\$1,350.00	\$1,350.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Benefits Full Time	\$244,335.49	\$205,623.15	(\$38,712.34)	\$288,335.49	\$212,705.97	(\$75,629.52)
Retiree Benefits	\$58,666.64	\$58,666.63	(\$0.01)	\$64,000.00	\$64,000.00	\$0.00
Books, Publ & Subsc	\$1,559.62	\$2,200.00	\$640.38	\$1,701.40	\$2,400.00	\$698.60
Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Conf & Seminars	\$570.35	\$2,000.00	\$1,429.65	\$622.20	\$2,000.00	\$1,377.80
Professional Development/Merit Incentive	\$1,714.15	\$2,000.00	\$285.85	\$2,000.00	\$2,000.00	\$0.00
Meals/Mileage	\$129.64	\$0.00	(\$129.64)	\$141.43	\$0.00	(\$141.43)
Medical/Recruitment	\$11,004.28	\$5,000.00	(\$6,004.28)	\$12,004.67	\$5,000.00	(\$7,004.67)
PEER Support	\$14,857.50	\$0.00	(\$14,857.50)	\$16,000.00	\$0.00	(\$16,000.00)
Health, Safety and Wellness	\$841.49	\$2,933.37	\$2,091.88	\$917.99	\$3,200.00	\$2,282.01
Prof Dues & Memberships	\$4,382.97	\$3,382.50	(\$1,000.47)	\$5,000.00	\$3,690.00	(\$1,310.00)
Public Relations	\$5,637.59	\$5,500.00	(\$137.59)	\$7,000.00	\$6,000.00	(\$1,000.00)
	\$1,161,609.41	\$1,110,217.69	(\$51,391.72)	\$1,319,289.05	\$1,228,077.19	(\$91,211.86)
Uniform						
Salaries	\$4,843,110.06	\$4,761,758.20	(\$81,351.86)	\$5,490,984.06	\$5,410,839.40	(\$80,144.66)
Acting Sergeant Premium	\$33,575.06	\$22,000.00	(\$11,575.06)	\$24,000.00	\$24,000.00	\$0.00

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Sick Payout	\$13,163.81	\$0.00	(\$13,163.81)	\$42,300.00	\$42,300.00	\$0.00
Shift Premium	\$0.00	\$0.00	\$0.00	\$26,500.00	\$26,500.00	\$0.00
Stat Payment	\$0.00	\$0.00	\$0.00	\$115,000.00	\$115,000.00	\$0.00
Pan Am Salaries and Benefits	\$405,616.58	\$0.00	(\$405,616.58)	\$405,616.58	\$0.00	(\$405,616.58)
Overtime	\$298,436.06	\$230,260.91	(\$68,175.15)	\$320,000.00	\$251,193.72	(\$68,806.28)
Overtime - Paid Duties	\$100,524.19	\$0.00	(\$100,524.19)	\$109,662.75	\$0.00	(\$109,662.75)
Contract Bank	\$34,219.58	\$93,333.30	\$59,113.72	\$40,000.00	\$112,000.00	\$72,000.00
Benefits	\$1,407,182.48	\$1,412,958.00	\$5,775.52	\$1,571,690.48	\$1,525,541.00	(\$46,149.48)
Clothing	\$111,260.49	\$102,135.00	(\$9,125.49)	\$115,000.00	\$102,135.00	(\$12,865.00)
Professional Development	\$38,382.38	\$74,735.00	\$36,352.62	\$50,000.00	\$81,735.00	\$31,735.00
Intoxilizer Maintenance	\$3,408.81	\$3,000.00	(\$408.81)	\$3,500.00	\$3,000.00	(\$500.00)
Meals/Mileage	\$3,811.27	\$8,195.00	\$4,383.73	\$4,157.75	\$8,940.00	\$4,782.25
Supplies	\$14,393.50	\$17,773.00	\$3,379.50	\$22,773.00	\$22,773.00	\$0.00
Ammunition	\$19,392.91	\$27,078.37	\$7,685.46	\$25,000.00	\$29,540.00	\$4,540.00
Canine	\$1,058.10	\$2,475.00	\$1,416.90	\$1,154.29	\$2,700.00	\$1,545.71
Washcourt	\$2,489.01	\$7,150.00	\$4,660.99	\$7,800.00	\$7,800.00	\$0.00
Containment Expenses	\$6,146.51	\$9,166.63	\$3,020.12	\$10,000.00	\$10,000.00	\$0.00
Pan Am Expenses	\$32,199.42	\$0.00	(\$32,199.42)	\$32,199.00	\$0.00	(\$32,199.00)
Prisoner Meals	\$1,536.88	\$3,575.00	\$2,038.12	\$1,676.60	\$3,900.00	\$2,223.40
Prof Dues & Member	\$152.64	\$1,170.00	\$1,017.36	\$166.52	\$1,170.00	\$1,003.48
	\$7,370,059.74	\$6,776,763.41	(\$593,296.33)	\$8,419,181.03	\$7,781,067.12	(\$638,113.91)
Traffic						
Salaries	\$446,362.37	\$446,226.40	(\$135.97)	\$503,653.37	\$511,633.28	\$7,979.91
Overtime	\$34,005.36	\$23,449.80	(\$10,555.56)	\$37,096.76	\$25,581.65	(\$11,515.11)
Benefits	\$139,134.13	\$133,419.18	(\$5,714.95)	\$153,294.13	\$140,011.00	(\$13,283.13)
	\$619,501.86	\$603,095.38	(\$16,406.48)	\$694,044.26	\$677,225.93	(\$16,818.33)
Community Services Bureau						
Salaries	\$211,635.80	\$211,540.89	(\$94.91)	\$238,809.80	\$238,713.69	(\$96.11)
Sick Payout	\$0.00	\$0.00	\$0.00	\$1,239.00	\$1,239.00	\$0.00

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Service Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime	\$5,844.52	\$13,108.37	\$7,263.85	\$6,375.84	\$14,300.00	\$7,924.16
Benefits	\$68,075.16	\$66,097.80	(\$1,977.36)	\$76,130.16	\$69,925.00	(\$6,205.16)
Public Relations	\$2,767.98	\$3,666.63	\$898.65	\$4,000.00	\$4,000.00	\$0.00
D.A.R.E.	\$12,610.88	\$10,083.37	(\$2,527.51)	\$15,000.00	\$11,000.00	(\$4,000.00)
	\$300,934.34	\$304,497.06	\$3,562.72	\$341,554.80	\$339,177.69	(\$2,377.11)
Auxiliaries						
Benefits (WSIB)	\$4,297.44	\$5,312.12	\$1,014.68	\$5,795.00	\$5,795.00	\$0.00
Public Relations	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00
	\$4,297.44	\$5,312.12	\$1,014.68	\$9,795.00	\$9,795.00	\$0.00
Identification Bureau						
Salaries	\$245,333.49	\$244,475.20	(\$858.29)	\$276,962.49	\$276,839.69	(\$122.80)
Sick Payout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Service Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Shift Premium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime	\$4,502.56	\$10,150.80	\$5,648.24	\$4,911.88	\$11,073.59	\$6,161.71
Benefits	\$76,244.57	\$72,226.26	(\$4,018.31)	\$84,173.57	\$77,705.00	(\$6,468.57)
Equip Maintenance & Supplies	\$1,227.72	\$6,562.50	\$5,334.78	\$5,000.00	\$7,500.00	\$2,500.00
Prof Dues & Memberships	\$59.84	\$445.00	\$385.16	\$65.28	\$445.00	\$379.72
	\$327,368.18	\$333,859.76	\$6,491.58	\$371,113.22	\$373,563.28	\$2,450.06
Criminal Investigation Bureau						
Salaries	\$808,146.99	\$825,896.00	\$17,749.01	\$916,560.99	\$1,042,729.00	\$126,168.01
Overtime	\$70,334.94	\$57,350.15	(\$12,984.79)	\$76,729.03	\$62,563.74	(\$14,165.29)
Benefits	\$261,812.79	\$264,994.13	\$3,181.34	\$288,104.79	\$283,630.00	(\$4,474.79)
Clothing	\$5,227.00	\$7,700.00	\$2,473.00	\$15,400.00	\$15,400.00	\$0.00
Conference/Seminars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Professional Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Investigations/Special Projects	\$10,499.00	\$8,750.00	(\$1,749.00)	\$12,000.00	\$10,000.00	(\$2,000.00)
	\$1,156,020.72	\$1,164,690.28	\$8,669.56	\$1,308,794.81	\$1,414,322.74	\$105,527.93
Courts						
Salaries - Full Time	\$363,208.62	\$364,191.20	\$982.58	\$410,713.62	\$420,098.75	\$9,385.13
Salaries - Part Time	\$41,409.20	\$73,077.33	\$31,668.13	\$45,173.67	\$82,368.00	\$37,194.33
Sick Payout	\$0.00	\$0.00	\$0.00	\$3,304.00	\$3,304.00	\$0.00
Service Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime - Full Time	\$552.50	\$3,786.75	\$3,234.25	\$602.73	\$4,130.99	\$3,528.26
Overtime - Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Benefits - Full Time	\$125,469.73	\$114,292.56	(\$11,177.17)	\$139,479.73	\$126,865.00	(\$12,614.73)
Benefits - Part Time	\$3,981.93	\$10,842.37	\$6,860.44	\$4,343.92	\$11,828.00	\$7,484.08
	\$534,621.98	\$566,190.21	\$31,568.23	\$603,617.67	\$648,594.74	\$44,977.07
Communications						
Salaries - Full Time	\$836,316.46	\$845,422.40	\$9,105.94	\$939,795.46	\$962,740.94	\$22,945.48
Salaries - Part Time	\$189,072.38	\$163,773.04	(\$25,299.34)	\$228,000.00	\$178,636.64	(\$49,363.36)
Sick Payout	\$0.00	\$0.00	\$0.00	\$6,195.00	\$6,195.00	\$0.00
Service Pay	\$0.00	\$0.00	\$0.00	\$2,295.00	\$2,295.00	\$0.00
Shift Premium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime - Full Time	\$52,146.63	\$27,500.00	(\$24,646.63)	\$60,000.00	\$30,000.00	(\$30,000.00)
Overtime - Part Time	\$9,459.56	\$0.00	(\$9,459.56)	\$10,319.52	\$0.00	(\$10,319.52)
Benefits - Full Time	\$262,835.03	\$246,946.00	(\$15,889.03)	\$292,784.03	\$259,944.00	(\$32,840.03)
Benefits - Part Time	\$32,013.24	\$13,750.00	(\$18,263.24)	\$34,923.53	\$15,000.00	(\$19,923.53)
Radio Licenses	\$7,021.00	\$8,900.00	\$1,879.00	\$8,900.00	\$8,900.00	\$0.00
Radio Maintenance	\$26,864.64	\$25,666.63	(\$1,198.01)	\$29,000.00	\$28,000.00	(\$1,000.00)
Memberships	\$0.00	\$230.00	\$230.00	\$0.00	\$230.00	\$230.00
	\$1,415,728.94	\$1,332,188.07	(\$83,540.87)	\$1,612,212.54	\$1,491,941.58	(\$120,270.96)

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Records						
Salaries - Full Time	\$347,086.55	\$380,284.53	\$33,197.98	\$383,308.55	\$429,484.53	\$46,175.98
Salaries - Part Time	\$80,794.04	\$22,916.63	(\$57,877.41)	\$86,117.00	\$25,000.00	(\$61,117.00)
Sick Payout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Service Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Shift Premium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime - Full Time	\$4,671.31	\$3,936.90	(\$734.41)	\$4,700.00	\$4,294.85	(\$405.15)
Overtime - Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Benefits - Full Time	\$117,983.47	\$112,309.20	(\$5,674.27)	\$130,994.47	\$120,371.00	(\$10,623.47)
Benefits - Part Time	\$12,935.09	\$3,208.37	(\$9,726.72)	\$14,111.01	\$3,500.00	(\$10,611.01)
Civil Fingerprint Fee	\$150.00	\$0.00	(\$150.00)	\$150.00	\$0.00	(\$150.00)
Memberships	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00	\$150.00
	\$563,620.46	\$522,805.63	(\$40,814.83)	\$619,381.03	\$582,800.38	(\$36,580.65)
Vehicles						
Fuel	\$160,952.50	\$190,863.75	\$29,911.25	\$175,584.55	\$208,215.00	\$32,630.45
Leases/Purchases	\$171,448.69	\$155,836.68	(\$15,612.01)	\$179,448.69	\$164,510.00	(\$14,938.69)
Vehicle Up Fitting	\$66,277.40	\$50,000.00	(\$16,277.40)	\$75,000.00	\$50,000.00	(\$25,000.00)
Tires	\$12,159.91	\$6,000.00	(\$6,159.91)	\$15,000.00	\$12,000.00	(\$3,000.00)
Insurance Deductible	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance & Repairs	\$126,801.27	\$123,062.50	(\$3,738.77)	\$134,250.00	\$134,250.00	\$0.00
Inspections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$537,639.77	\$525,762.93	(\$11,876.84)	\$579,283.24	\$568,975.00	(\$10,308.24)
Marine Fleet						
Fuel	\$5,705.84	\$12,000.00	\$6,294.16	\$6,224.55	\$12,000.00	\$5,775.45
Maintenance and Repairs	\$13,946.14	\$9,000.00	(\$4,946.14)	\$15,213.97	\$10,000.00	(\$5,213.97)
	\$19,651.98	\$21,000.00	\$1,348.02	\$21,438.52	\$22,000.00	\$561.48

The Bradford West Gwillimbury/Innisfil Police Services Board
Detailed Statement of Financial Activities
For the Period Ending November 2015

	----- Year To Date -----			Forecast to Dec 31	Budget 2015	Variance
	Actual	Budget	Variance			
Information Technology						
Contracts	\$8,274.80	\$10,376.63	\$2,101.83	\$11,320.00	\$11,320.00	\$0.00
ADP Payroll/HR	\$28,794.77	\$25,375.00	(\$3,419.77)	\$31,000.00	\$26,700.00	(\$4,300.00)
Licensing	\$16,046.15	\$15,125.00	(\$921.15)	\$16,500.00	\$16,500.00	\$0.00
P.R.I.D.E./Niche	\$159,319.86	\$245,969.00	\$86,649.14	\$245,969.00	\$245,969.00	\$0.00
Computer Supplies and Equip	\$17,720.87	\$29,069.50	\$11,348.63	\$25,000.00	\$33,426.00	\$8,426.00
	\$230,156.45	\$325,915.13	\$95,758.68	\$329,789.00	\$333,915.00	\$4,126.00
Building						
Cleaning Contract	\$71,675.95	\$73,333.37	\$1,657.42	\$80,000.00	\$80,000.00	\$0.00
Contracts	\$38,033.27	\$49,586.70	\$11,553.43	\$41,490.84	\$54,704.00	\$13,213.16
Fac Maintenance & Repairs	\$64,521.71	\$56,000.00	(\$8,521.71)	\$70,000.00	\$60,000.00	(\$10,000.00)
Leases/Rental	\$123,257.37	\$116,157.50	(\$7,099.87)	\$133,457.37	\$123,990.00	(\$9,467.37)
Office Supplies	\$26,848.48	\$36,666.63	\$9,818.15	\$34,000.00	\$40,000.00	\$6,000.00
Photocopy	\$14,116.01	\$14,666.63	\$550.62	\$16,000.00	\$16,000.00	\$0.00
Postage	\$4,519.20	\$7,333.37	\$2,814.17	\$4,930.04	\$8,000.00	\$3,069.96
Printing	\$3,816.43	\$4,583.37	\$766.94	\$4,163.38	\$5,000.00	\$836.62
Insurance	\$217,440.76	\$220,000.00	\$2,559.24	\$237,440.76	\$240,000.00	\$2,559.24
Telephone	\$82,912.00	\$75,166.63	(\$7,745.37)	\$92,912.00	\$82,000.00	(\$10,912.00)
Hydro	\$80,844.79	\$82,500.00	\$1,655.21	\$90,000.00	\$90,000.00	\$0.00
Natural Gas	\$13,813.15	\$19,250.00	\$5,436.85	\$21,000.00	\$21,000.00	\$0.00
Bank Service Charges	\$2,386.21	\$3,208.37	\$822.16	\$2,603.14	\$3,500.00	\$896.86
Telephone Maint & Repairs	\$605.22	\$0.00	(\$605.22)	\$605.22	\$0.00	(\$605.22)
	\$744,790.55	\$758,452.57	\$13,662.02	\$828,602.74	\$824,194.00	(\$4,408.74)
Operating Surplus/(Deficit)	\$13,785,526.65	\$13,918,951.80	\$133,425.15	\$15,799,398.26	\$15,837,578.85	\$38,180.59

**The Bradford West Gwillimbury/Innisfil Police Services Board
Capital Expenditures for the Period Ending November 2015**

	----- Year To Date -----			2015 Budget	2014 Budget Carried Forward
	Actual	Budget	Variance		
Capital					
Vehicles	\$302,144.21	\$302,144.21	\$0.00	\$304,500.00	\$0.00
Equipment	\$39,987.55	\$39,987.55	\$0.00	\$88,700.00	\$0.00
Information Technology	\$8,169.43	\$8,169.43	\$0.00	\$83,000.00	\$0.00
P.R.I.D.E/Niche	\$139,254.17	\$139,254.17	\$0.00	\$120,000.00	\$112,284.00
	\$489,555.36	\$489,555.36	\$0.00	\$596,200.00	\$112,284.00

**Ministry of Community Safety
and Correctional Services**

**Ministère de la Sécurité communautaire
et des Services correctionnels**



Public Safety Division

Division de la sécurité publique

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MEMORANDUM TO: All Chiefs of Police and
Commissioner J.V.N. (Vince) Hawkes
Chairs, Police Services Boards

FROM: Stephen Beckett
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Scheduling Crown Operations Prepared Electronically
(SCOPE) program**

DATE OF ISSUE:	December 2, 2015
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	15-0059
PRIORITY:	Normal

At the request of the Ministry of the Attorney General, Criminal Law Division, I am sharing the attached memo regarding an update on the SCOPE program.

Please refer to the memo from James L. Cornish, Assistant Deputy Attorney General, for additional information.

A handwritten signature in black ink, appearing to read "S. Beckett".

Stephen Beckett
Assistant Deputy Minister
Public Safety Division

Attachment

Ministry of the Attorney General
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MEMORANDUM

To: Stephen Beckett
Assistant Deputy Minister – Public Safety Division
Ministry of Community Safety and Correctional Services

From: James L. Cornish
Assistant Deputy Attorney General - Criminal Law Division
Ministry of the Attorney General

Date: November 26, 2015

Re: Scheduling Crown Operations Prepared
Electronically (SCOPE) program

I am pleased to provide an update on our roll out of the Scheduling Crown Operations Prepared Electronically (SCOPE) program. SCOPE is the provincial prosecution technology solution which integrates electronic disclosure from police, document management, case management and scheduling.

Our accomplishments to date:

Over the past two years, we have introduced SCOPE into Toronto, Durham, Ottawa, London, and this week in Windsor. This represents approximately 40% of the province's annual criminal caseload.

Going forward:

Niche Police Services

In November and December, the police in Chatham-Kent, both OPP and Chatham-Kent Police Service, will begin training on the new electronic disclosure functionality within the Niche Records Management System. In December and January, a team comprised of MAG, Justice Technology Services, Ontario Police Technology Information Cooperative, and police service representatives will complete testing on the interface between Niche and SCOPE.

We are preparing for a roll-out to our pilot site in Chatham-Kent in mid-February. The results of the pilot will guide MAG and our Niche police services on developing our province-wide SCOPE rollout strategy.

Versaterm Police Services

The deployment in Windsor this week is going well. Our next site will be Kingston, with a targeted go-live date of January 25th.

I would like to thank all police services, Crown Attorneys, Assistant Crown Attorneys, the administrative support teams in our local offices and their managers, and our technology partners for the hard work and dedication that has been present on this important project. I look forward to working with you and all of our partners as we progressively expand our innovative technology solution through the province. Together, we are making great strides in public safety for the province.



James L. Cornish
Assistant Deputy Attorney General
Criminal Law Division

**Ministry of Community Safety
and Correctional Services**

**Ministère de la Sécurité communautaire
et des Services correctionnels**



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MEMORANDUM TO: All Chiefs of Police and
Commissioner J.V.N. (Vince) Hawkes
Chairs, Police Services Boards

FROM: Stephen Beckett
Assistant Deputy Minister
Public Safety Division

SUBJECT: **New Pilot Project Regulation under the *Highway Traffic Act* to Permit Testing of Automated Vehicles on Ontario's Roads and Introduction of a New Manufacturer Licence Plate Series**

DATE OF ISSUE:	December 3, 2015
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	15-0060
PRIORITY:	Normal

At the request of the Ministry of Transportation (MTO), I am sharing the attached memo regarding two new MTO programs that will come into effect on January 1, 2016 - the Automated Vehicle Pilot Program and the Manufacturer Plate Program.

Please refer to the memo from Heidi Francis, Assistant Deputy Minister, Road User Safety Division, for additional information.

A handwritten signature in black ink, appearing to read "S. Beckett".

Stephen Beckett
Assistant Deputy Minister
Public Safety Division

Attachments

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MEMORANDUM TO: Stephen Beckett
Assistant Deputy Minister
Public Safety Division
Ministry of Community Safety and Correctional Services

FROM: Heidi Francis
Assistant Deputy Minister
Road User Safety Division

SUBJECTS: **New Pilot Project Regulation under the *Highway Traffic Act* to Permit Testing of Automated Vehicles on Ontario's Roads and Introduction of a new Manufacturer Licence Plate Series**

The purpose of this memorandum is to advise the policing community about two new Ministry of Transportation (MTO) programs that will become effective on January 1, 2016, the Automated Vehicle Pilot Program and the Manufacturer Plate Program.

Automated Vehicle Pilot Program

A new regulation made under the Highway Traffic Act (HTA), [Ontario Regulation 306/15](#) establishes a pilot project for testing automated vehicles on Ontario's roads. See Attachment 2.

This regulation establishes a ten-year pilot to permit the testing of automated vehicles on Ontario roads and prescribes who is eligible to participate and the conditions that must be followed. Those eligible to participate include original equipment manufacturers within the meaning of the Motor Vehicle Safety Act (Canada), technology companies, academic and research institutions and a manufacturer of parts, systems, equipment or components for automated driving systems.

For the purposes of Ontario's testing pilot, "automated vehicle" means a motor vehicle, commercial motor vehicle, or a street car, excluding a motorcycle or motor-assisted bicycle, with an automated driving system that operates at the Society of Automotive Engineers (SAE) International driving automation Level 3, 4 or 5.

There are no restrictions to where an automated vehicle can operate and no special permits, plates or identifiers will be required under the pilot regulation.

Pilot Conditions:

- The pilot is restricted for testing purposes only;
- Only vehicles manufactured and equipped by approved applicants are permitted;
- Applicants are required to submit an application form and only those who have been approved by the Registrar may participate in the pilot;
- The driver must carry a copy of the signed application form in the vehicle at all times as proof of participation in the pilot program, and shall present a copy of the approval to a police officer if requested;
- The driver must remain in the driver's seat of the vehicle at all times and monitor the vehicle's operation;
- All current HTA and Criminal Code of Canada rules of the road and penalties will apply to the driver/vehicle owner, including those related to impaired and distracted driving;
- The driver must hold a full class licence for the type of vehicle being operated (e.g., must hold a valid A, B, C, D, E, F, G driver's licence or International Driver's Permit);
- Must have insurance of at least \$5,000,000;
- In the event of a collision or traffic stop, the driver must inform the attending police officer or officer appointed for enforcing or carrying out the provisions of the HTA that the vehicle is an automated vehicle and is being tested under the pilot project regulation;
- A driver must report a collision within 10 days, indicating the vehicles and people involved, the Automated Vehicle operator's license numbers, the location, the apparent cause, details of any personal injury or property damage, and any information requested by the Registrar, and;
- Vehicles must comply with SAE Standard J3016 and any requirements of the *Motor Vehicle Safety Act (Canada)* that apply to automated driving systems for the vehicle's year of manufacture.

Anyone that contravenes the conditions of the pilot can be charged under HTA s.228(8), which states that every person who contravenes a pilot regulation is liable to a fine of not less than \$250 and not more than \$2,500 on conviction.

Manufacturer Plate Program

MTO is introducing a new Manufacturer licence plate series. The new plates will be available to motor vehicle and motor vehicle component manufacturers for the purpose of testing, demonstration, evaluation and exhibition of passenger vehicles, commercial vehicles, buses and motorcycles on Ontario roads. Only manufacturers, who apply and are accepted to the program by MTO, will be eligible to purchase Manufacturer plates.

The Manufacturer Plate Program will be similar to the existing Dealer and Service plate program, whereby the licence plates will be registered to motor vehicle manufacturers or motor vehicle component manufacturers and will not be vehicle specific. Manufacturers will have the opportunity to obtain as many Manufacturer plates as needed, while being afforded the same exemption privileges for use on commercial motor vehicles (e.g. exempt from annual inspections/Commercial Vehicle Operator's Registration). A Manufacturer plate shall not be used on a motor vehicle that is used for hire, a commercial vehicle that is loaded with goods, or a commercial motor vehicle that is drawing a vehicle that is loaded with goods.

Revisions have been made to Ontario Regulation 628 (Vehicle Permits) under the HTA to allow for the introduction of the Manufacturer plate series as well as consequential amendments for commercial vehicle rules.

The Manufacturer plate series links to MTO's Automated Vehicle Pilot program. Approved applicants into the AV pilot program may be eligible for usage of Manufacturer plates allowing their vehicles to be tested on Ontario roads.

The new Manufacturer plate will have a white background with blue alpha-numeric characters. The letters "MFR" will be incorporated on the left side. The French version of the plates will have the letters "PFV" incorporated on the left side. The motorcycle plate will be white and the series will start with the letters MFR followed by two numbers and vice versa. See Attachment 1 for samples.

For additional information on the automated vehicle program, please visit <http://www.mto.gov.on.ca/english/vehicles/automated-vehicles.shtml>. Further information on the Manufacturer plate series will be available on the Ministry of Transportation's website <http://www.mto.gov.on.ca/> soon.

I would ask that you please bring this memorandum to the attention of the appropriate members of your service. If members of the law enforcement community would like to discuss the AV Pilot, they may contact Kersondra Hickey, Senior Safety Policy Advisor, at the Ministry of Transportation at (416) 235-4510. If they would like to discuss the Manufacturer Plate Program, they may contact Marjorie Tepina, Senior Policy Advisor, at the Ministry of Transportation at (416) 235-4855.

Thank you for your assistance.



Heidi Francis
Assistant Deputy Minister
Road User Safety Division

Attachments:

Manufacturer Licence Plate Design Samples
Highway Traffic Act Regulation 306/15, Pilot Project – Automated Vehicles

Attachment 1 - Manufacturer Licence Plate Design

Bus, Commercial and Passenger

English

French



Motorcycle



Ministry of Community Safety
and Correctional Services

Ministère de la Sécurité communautaire
et des Services correctionnels



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November 27, 2015

MEMORANDUM TO: Police Services Boards, 2015 Pan/Parapan Am Games

FROM: Drew Vanderduim
Director, Business and Financial Planning Branch

SUBJECT: Audit of Games Security Costs

Throughout the planning for Games security and the development of the Cost Contribution Agreements, the Municipal Police Services and the Ministry of Community Safety and Correctional Services have worked together to ensure cost-effectiveness and transparency with regard to security expenditures.

As part of this ongoing commitment, the Ministry has secured the services of PricewaterhouseCoopers (PwC) to conduct an audit on the Municipal Police Services' expenditures related to the 2015 Pan/Parapan American Games, as per Section 7.3 of the Cost Contribution Agreements. PwC will provide the Ministry with independent assessments, observations and an opinion on the validity of claims submitted by each of the Municipal Police Services under the Cost Contribution Agreements.

At this time, the Ministry is requesting that each service identify a contact person to enable efficient, streamlined coordination and communication with PwC. Please provide contact details to the Ministry no later than December 4th, 2015. The formal audit process will be underway throughout January and February will involve meetings and interviews with key staff as well as sharing of detailed documentation and records.

As a reminder, all invoices under the agreements should be submitted to the Ministry by November 30, 2015, to enable the auditors to complete their review within the Ministry's timelines. Invoices submitted between December 1, 2015 and March 31, 2015 will still be eligible for reimbursement, however, additional costs incurred by the Ministry to have these invoices audited will fall to the Municipal Police Services (See "Schedule D", on page 25 of the Agreements).

We value the partnerships we have developed throughout this project and we appreciate your continued collaboration for this final phase of the Games security project.

If you have any questions or would like to discuss the planned audit in greater detail please do not hesitate to contact me at (416) 326-1016.



Drew Vanderduim
Director, Business and Financial Planning Branch, Ministry of Community Safety and Correctional Services

Cc: Brad Obee, Manager, Risk and Assurance Services, Ontario Internal Audit
Division, Treasury Board Secretariat
Glenn Murray, Chief Administrative Officer, Corporate Services Division, Ministry
of Community Safety and Correctional Services