

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

**Monday January 18, 2016
7:00 p.m.**

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

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
Acting Inspector John Van Dyke

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 #[01-2016-001](#)

Keffer/Miguelo

That the Closed Session Agenda dated January 18, 2016 be adopted as printed.

CARRIED

4. CLOSED SESSION

4.1 Convene Closed Session

Resolution #[01-2016-002](#)

Keffer/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. ELECTION OF CHAIR AND VICE CHAIR

Board Executive Assistant Joanne Ostrowski called for nominations for Board Chair and Vice-Chair.

Chair Hicks, Board members and Chief Beazley extended their thanks to past Chair Villani for all her efforts and the hours that she had put into the Board. S. Villani noted that she is looking forward to continue to be involved with the Board and thanked the committee for all the collaboration amongst members during her tenure.

Resolution #[01-2016-003](#)

Wauchope/Keffer

That the Board confirms the election of Rod Hicks as Chair of the Board for the period of January 18, 2016 until the first regular meeting of the Board in 2017.

Resolution #[01-2016-004](#)

Hicks/Keffer

That the Board confirms the election of Licinio Miguelo as Vice Chair of the Board for the period of January 18, 2016 until the first regular meeting of the Board in 2017.

CARRIED

8. APPROVAL OF AGENDA

Resolution #[01-2016-005](#)

Wauchope/Villani

That the Regular Meeting Agenda dated January 18, 2016 be adopted as printed.

CARRIED

9. APPROVAL OF MINUTES

Resolution #[01-2016-006](#)

Villani/Wauchope

That the minutes of the Bradford West Gwillimbury/Innisfil Police Services Board meeting of December 14, 2015 be adopted as printed.

CARRIED

10. DELEGATIONS

None.

11. PRESENTATIONS

None.

12. NEW BUSINESS

12.1 Draft Financial Policy

Chief Beazley and Deputy Chief Fletcher provided an overview of the draft financial policy that has been created upon recommendation of the Auditors to create a Financial policy. The policy was drafted with control elements required and provides an additional level of accountability. Much of the information within the policy was received from the auditors that was used to create the policy.

A discussion ensued regarding some of the wording in the document. Chief Beazley will revise the policy as per discussion to incorporate revisions as requested by the Board.

12.2 Financial Risk Register

Chief Beazley reviewed the risk register provided in the agenda package identifying the various ranges of risk within the register and impacts.

Resolution #[01-2016-007](#)

Villani/Wauchope

That the Board approves the Draft Financial Policy as amended and Financial Risk Register as printed.

CARRIED

12.3 Use of Force Report

The Use of Force Report was presented to the Board members by Deputy Chief Fletcher noting that there has been a decrease from 31 to 26 incidents in 2015.

The question was raised whether there is any access to de-escalation of mental health issues training from the province for Constables. It was noted that Constables have access to training for mental health crisis training. Officers also have access to debrief and support in situations where they would need downtime.

Resolution

[008](#)

Wauchope/Miguelo

#[01-2016-](#)

That the Board receives the 2015 Use of Force Report as printed.

13. BUSINESS ARISING FROM PREVIOUS MEETINGS

None.

14. MONITORING REPORTS TO THE BOARD

14.1 Monthly Reports – December 2015

Acting Inspector Wilson reviewed the monthly report with Board members providing highlights of the report.

It was noted that 911 calls have increased significantly in the last 3 months and an increase in domestic violence has also been identified.

Of special mention, appreciation and thanks is extended to the Auxiliary staff for all the volunteer hours they put in to the service.

14.2 Capital Expenditures Report for the Period ending December 31, 2015.

Deputy Chief Fletcher provided a verbal update on the capital expenditures for the period ending December 31, 2015. The intention is to bring the capital budget to the Board in February 2016 once all project status has been identified.

Resolution #[01-2016-009](#)

Wauchope/Keffer

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

15. CHIEF/DEPUTY CHIEF UPDATE

Deputy Fletcher indicated that Supervisor training has been occurring on a new system that tracks performance for management. This system will also help support members to ensure policies are in line that need to be in place.

Resolution #[01-2016-010](#)

Keffer/Villani

That the verbal report from Deputy Chief Fletcher be received for information.

16. NEW BUSINESS

16.1 MCSS Memorandum dated December 17, 2015 re: New Regulation under the Highway Traffic Act to Enhance Municipalities' Ability to Charge and Prosecute Out-of-Province Owner Liability Offenders (including attachment)

16.2 MCSS Memorandum dated December 17, 2015 re: Basic Constable Training Program May 4 – July 28, 2016 (including attachment)

16.3 MCSS Memorandum dated January 5, 2016 re: Police Intervention at a Provincial Correctional Facility Basic (including attachment)

16.4 MCSS Memorandum dated December 23, 2015 re: Highway Traffic Act Amendments – Pedestrian Safety (including attachments)

16.5 MCSS Memorandum dated December 23, 2015 re: Release of Agency Agreement Templates with Respect to the Disclosure of Victim's Personal Information (including attachment)

16.6 MCSS Memorandum dated January 7, 2016 re: Occupational Stress Injuries/Post Traumatic Stress Disorders Program/Services (including attachment)

A discussion ensued regarding the various types of correspondence that is received by the OAPSB and whether there is a requirement to include operational memos in the Board package. Also noted was memos of a confidential nature which should be scanned to ensure no intimate information is included in the memos as some of the memos are not being marked as confidential. S. Villani has offered to contact the Provincial Advisor to discuss.

Resolution #[01-2016-011](#)

Villani/Keffer

That the Communications to the Board be received for information.

17. ANNOUNCEMENTS

17.1 2016 OAPSB AGM & Spring Conference, May 11-14, Sheraton on the Falls, Niagara Falls, ON.

S. Villani indicate that the conference is an event worth attending and if anyone is interested in attending, they should notify Joanne Ostrowski as soon as possible to reserve a spot.

18. NEXT MEETING

Monday February 18th, 2016, South Division, Jonkman Community Room, 7:00 p.m.

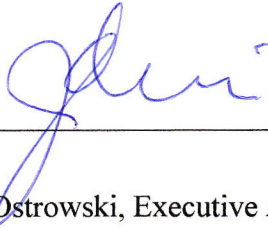
19. ADJOURNMENT

Resolution #[01-2016-012](#)

Miguelo/Wauchope

That the Bradford West Gwillimbury/Innisfil Police Services Board adjourned at 8:15 p.m.

CARRIED



Joanne Ostrowski, Executive Assistant



Rod Hicks, Chair