

**Gananoque Police Service Board**  
**October 21, 2010**  
**Regular Minutes**

Attendance

Chris McDonald  
Jim Garrah  
Graham Armstrong  
Neil McCarney  
Kai Liu

Meeting Called to Order.

**Additions to Agenda** - OPP Joint Services letter, Report of Health and Safety, Statement from Scott McGinnis, Salvation Army, FOI Training, Olympic Experience

**Minutes – Outstanding items**

- Break Down from foot patrols put over until next meeting
- Information on new PO (Purchasing Order) system put over until next meeting
- Presentation from Andy Graham date incorrectly listed. The presentation will be at the next meeting.

Minutes of September 16, 2010 accepted.

Moved by Jim Garrah

Seconded by Graham Armstrong

All in favour.

**Chief's Reports**

Financial Variance report discussed.

Chief explained there is a discrepancy in the OT for Rib-Fest of 1 hour per officer, this was not paid by Rib-Fest organizers but will be covered by the police budget.

Overtime for prisoner escorts is down, as this is being absorbed by the Special Constable positions.

Board member pointed out one officer (#12 on the list) had 56.5 hours no lunch, questioned as to if this figure is accurate. Chief advised he would look into it.

Board member questioned whether court off duty was mainly for Criminal Court of POA court and whether or not the courts attempt to sync with officers working schedules. It was explained by the Chief majority of hours were for Criminal Court.

Board member questioned as to why it seems one officer is getting the majority of overtime hours. It was explained that one side of the platoon system is short and often they need to draw the other platoon system to fill a shift.

Investigative Services document amounts. Chief explained that the police service only gets a cheque every 4-5 months. It was discussed that it is accrued to the end of the year, one year at a time. The dollar amounts are already spent, Board would like more accurate figures and this is being done by Stephanie Plumpton. When the PO is up and running in the new year it will keep track of it. Chief advised the police service will be doing their own form of a PO system as in an excel spreadsheet and will not be waiting for the town. The Towns PO system has been on their agenda for 3-4 years.

2011 Budget discussed and the fact that the income generated by the police service should be considered “found money” and not deducted from the budget. It was suggested that the money be spent on capital in specific computers. Board member asked the Chief for an educated guess as to the estimate of funds. Chief advised approximately \$100,000 as compared to \$2000 to \$3000 the previous year.

**Budget Timetable** – Board member advises that they should have a budget in place by end of November (Nov 18<sup>th</sup>) to be presented to the new Council at their first meeting in December. He advises that approximately 85% of the budget is for labour and benefits. Rhonda Robeson is to commence work on this with the help of Finance department staff. The board shall attempt to predict any increases in the budget as this is a contract negotiating year. A question was posed from a citizen at the meeting as to the cost per capita. Costs and Municipal Grant explained.

### **Monthly Stats**

HTA - Attention drawn to HTA tickets by the Chief. An increase of HTA tickets was part of the 3yr Police Service Plan. Traffic has been made a top issue within Gananoque. The chief has assigned Cst Peter Lorenz as Traffic Safety Officer. There will be a traffic and handheld device blitz coinciding with the seatbelt blitz commencing November 1<sup>st</sup>. the Chief will be putting out a media release regarding the blitz. There will also be an area on the Gananoque Police website where citizens can voice their concerns regarding traffic and what they would like to see blitzes focus on.

Foot Patrol – An electronic form of the foot patrol log is being created by Carole Steacy, this will allow the chief to better view where foot patrols hours are being logged, ie schools, court, street. On an added note the chief introduced Cst Rich Swann will be attending GSS periodically to speak to the Law classes and will be working in conjunction with the law teachers. Cst. Swann explained a little bit of his role at the school.

Charge Analysis Report - board member brought up concern re the recent child pornography charges being laid. Chief advises that the cases were initially investigated by Gananoque Police Service Officers however due to the location of the suspects the OPP High-tech Crime became involved and took over the investigation.

**FOI** – Sgt. White explained what FOI is and how the fees are paid. Sgt. White advises that these fees are not income generating as the position is time consuming. Sgt. White recently requested aid from a civilian member, Lindsay Grant. Ms. Grant attended the 3 day course a couple of weeks ago and is ready to start helping out.

**Olympics** – Sgt. White spoke to the board about his experience at the 2010 Olympics in BC. Chief advises that Cst. Rhonda Grant will be doing a more extensive presentation to the board at a later date.

**Drug Recognition Expert** – Cst Tim Closs made a presentation to the board regarding his recent designation of Drug Recognition Officer and the course that he had to take in order to qualify. Cst Closs addressed a letter received from a citizen regarding observing himself and another officer conducting field sobriety tests on a youth. Cst. Closs explained to the board his reasoning as to having the youth complete the tests.

## **Motions**

Motion to move the Procurement Policy

Moved by Jim Garrah

Seconded by Graham Armstrong

Motion to move the Accounts Payable Policy

Moved by Jim Garrah

Seconded by Graham Armstrong

**OPP Joint Services Letter** – Letter received from the OPP advising that the agreement for Joint Services expires at the end of the year at which time the Chief advises it will be renewed. To

date the OPP have not charged GPS for any Joint Services however the Board agrees that charging the service could come at any time.

**Letter from Occupational Health and Safety** – Was received regarding harassment and violence in the workplace. There will soon be training the trainer workshops conducted in the new year. Chief advised GPS already has a policy in place covering the issues of harassment and violence in the workplace.

**Letter from Correctional Service Canada** – Letter received regarding restorative justice week in November. It was agreed upon that this letter would be forwarded to counsel for their action.

**Invoice from Scot McGinnis** – motion to pay made by Jim Garrah seconded by Graham Armstrong

**Salvation Army** – Board member brought up how unwanted large items were being dumped on their property and they in turn have to pay to have it hauled away. Board member requests Chief to have officers patrol area more often to avoid this type of behaviour.

**The Reporter** – The reporter advises that they are not getting weekly new releases. Chief advised he would address the issue.