



**HALDIMAND COUNTY  
POLICE SERVICES BOARD**

**AGENDA**

**DATE:** January 27, 2016  
**TIME:** 9:30 a.m.  
**PLACE:** Community Boardroom, O.P.P Detachment, Cayuga

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**Page**

- 1. CALL TO ORDER**
- 2. ELECTION OF CHAIR AND VICE CHAIR**
- 3. DISCLOSURES OF INTEREST**
- 4. ADDITIONS TO AGENDA**
- 5. ADOPTION OF MINUTES**
  - 4.1 Minutes from the regular meeting of November 18, 2015 1
- 6. BUSINESS ARISING FROM MINUTES**
- 6. DEPUTATIONS**
  - 6.1 Lisa Raby Re: Criminal Record Checks 5
- 7. CORRESPONDENCE**

None



**8. REPORTS**

- 8.1 Monthly Reports from the Detachment Commander  
*(Enclosed Separately)*
- 8.2 2016 Proposed Budgets  
*(Karen General will be present for these reports)* 6
- 8.3 Current Reserve Figures 8
- 8.4 Haldimand County Provincial Offences Act Ticket Issuance Statistics 9

**9. NEW BUSINESS**

- 9.1 Annual Membership Renewal 11
  - a) Ontario Association of Police Services Boards 11
  - b) Ontario Association of Police Services Boards – Zone 4 12

**10. OTHER BUSINESS**

- 10.1 Memo from Hugh Hanly, General Manager, Community Services  
dated January 11, 2016 re: Police Services Board Recognition  
Awards 13
- 10.2 OAPSB Zone 4 Meeting February 9, 2016 Hilton Garden Inn, 985  
Syscon Road, Burlington, Ontario
- 10.3 2016 OAPSB Spring Conference and AGM May 11 – 14, 2016,  
Niagara Falls

**11. CLOSED SESSION**

None

**12. DATE AND TIME OF NEXT MEETING:**

Wednesday February 24, 2016 at 9:30 a.m. in the Community Boardroom,  
Haldimand County OPP Detachment, Cayuga

**13. ADJOURNMENT**

**Peggy Scott,  
Police Services Board Administrator**



**HALDIMAND COUNTY POLICE SERVICES BOARD****MINUTES**

**Wednesday, November 18, 2015**  
**Community Boardroom, O.P.P. Detachment, Cayuga**  
**9:30 a.m.**

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**PRESENT:** Jack Esselment, Chair  
Bernie Corbett, Member  
Ken Hewitt, Member  
Stewart Patterson, Member

**ALSO PRESENT:** Peggy Scott, Police Services Board Administrator  
Acting Staff Sergeant, Ben Gutenberg, Haldimand County OPP  
Constable Mary Boddy, Haldimand County O.P.P.  
Karen General, General Manager, Corporate Services, Haldimand  
County

**ABSENT:** David Welch, Vice Chair

**CALL TO ORDER**

The Chair called the meeting to order at 9:30 a.m.

**DISCLOSURES OF INTEREST**

None

**ADDITIONS TO THE AGENDA**

7.2 Correspondence  
9.1 Speeding Concerns  
9.2 Accommodation Review

**ADOPTION OF MINUTES**

Minutes from the regular meeting of October 28, 2015

**MOTION: Moved by S. Patterson and Seconded by B. Corbett**  
**THAT the Haldimand County Police Services Board hereby adopts the minutes of**  
**the regular meeting of the Board held on October 28, 2015, as presented.**

CARRIED (Unanimously 4-0)

**BUSINESS ARISING FROM MINUTES**

None

**DEPUTATIONS**

None

**CORRESPONDENCE**

Correspondence from Ontario Provincial Police, Municipal Policing Bureau dated September 24, 2015 Re: 2016 Municipal Policing Billing Statement – Ontario Provincial Police (OPP)

Karen General reviewed the billing statement with the Board highlighting changes to the two components that are used to establish the costing, base services and calls for service. She also noted that the phase-in cap will not be charged for 2016. These changes will result in a reduction in costs for 2016. Discussion ensued.

**MOTION: Moved by B. Corbett and Seconded by S. Patterson  
THAT the correspondence from the Ontario Provincial Police, Municipal Policing Bureau, dated September 24, 2015 Re: 2016 Municipal Policing Billing Statement be received as information.**

CARRIED (Unanimously 4-0)

Correspondence from MMM Group Limited dated November 10, 2015 Re: Ontario Ministry of Transportation Notice of Study Completion – Transportation Environmental Study Report Highway 6 and First Line Intersection Improvements (G.W.P. 3023-11-00)

**Noted**

Member Hewitt left the meeting at this time.

**REPORTS**

Monthly Report from Detachment Commander, Inspector P. Carter.

Acting Staff Sergeant Gutenberg reviewed the reports with the board noting that sexual assaults are up but overall violent crime is down. There is a significant increase in theft over \$5,000. The pro-active focused patrols have resulted in an increase in drug charges being laid. Clearance rates for property crimes are a result of the effort from the property crimes unit. The Board requested that a more comprehensive report of foot patrol hours be included in the monthly reports.

**MOTION: Moved by S. Patterson and Seconded by B. Corbett  
 THAT the O.P.P. report for the month of October, 2015 from Inspector Phil Carter,  
 as presented by Acting Staff Sergeant Ben Gutenberg, be hereby received as  
 presented.**

CARRIED (Unanimously 3-0)

Board Financial Reports and Current Reserve Figures

**MOTION: Moved by B. Corbett and Seconded by S. Patterson  
 THAT the Haldimand County Police Services Board hereby approves the Board  
 Financials and Current Reserve Figures dated November 12, 2015, as presented.**

CARRIED (Unanimously 3-0)

Monthly Provincial Offences Ticket Issuance Statistics

Acting Staff Sergeant Gutenberg noted that CP Railway have their own enforcement officers and police the areas in Dunnville where the rail line runs. He suggested that the charges laid by this agency be included in the comprehensive report.

**MOTION: Moved by B. Corbett and Seconded by S. Patterson  
 THAT the Haldimand County Police Services Board hereby receives the October,  
 2015 Provincial Offences Ticket Issuance Statistics, as presented.**

CARRIED (Unanimously 3-0)

**CS-PSB-03-2015 RE: Proposed User Fees and Charges for Policing Related  
 Activities**

This report was not available as more information is needed to complete the report.

## **NEW BUSINESS**

### **Speeding Concerns**

Member Corbett advised the Board that some Council members have expressed concerns with speeding in their areas. Acting Staff Sergeant Gutenberg advised that these concerns should to be relayed to the OPP as there are a number of devices and equipment available for tracking and recording speeds. These devices can help identify if there is a problem and the need for police to investigate. A list of the devices that are available will be provided to the Community Policing Committees. Discussion ensued.

**Accommodation Review**

Karen advised the Board of the upcoming committee meeting where Council will receive the Accommodation Review Study. She noted that the Study recognizes the request to retain downtown locations for the OPP sub-offices.

**OTHER BUSINESS**

December Meeting

**MOTION: Moved by S. Patterson and Seconded by B. Corbett  
THAT the Haldimand County Police Services Board hereby cancels its regularly scheduled meeting for December 23, 2015 due to the proximity to Christmas vacations, unless otherwise precluded by the call of the Chair.**

CARRIED (Unanimously 3-0)

**CLOSED SESSION**

None

**DATE AND TIME OF NEXT MEETING**

The next meeting of the Board was set for Wednesday, January 27, 2016, at 9:30 a.m. in the Community Boardroom of O.P.P. Detachment in Cayuga.

**ADJOURNMENT**

**MOTION: Moved by B. Corbett and Seconded by S. Patterson  
THAT the Haldimand County Police Services Board hereby adjourns this meeting at 11:35 a.m.**

CARRIED (Unanimously, 3-0)

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**SECRETARY TO COMMITTEE**



**Peggy Scott**

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**From:** Lisa Raby [REDACTED]  
**Sent:** Wednesday, January 13, 2016 1:31 PM  
**To:** Peggy Scott  
**Subject:** Police Services Board Meeting Delegate Application

Dear Mrs Scott;

I am writing to you today to ask for an opportunity to address the Police Services Board at their next general meeting.

I am a prospective teacher. In this competitive world of finding a teaching position, I have been volunteering in local schools in order to gain experience as a teacher, to work with potential colleagues and to give help and support to students that need it. In order to do so, I am required to present a police check with a Vulnerable Sector Screening validated in the past 6 months. Normally this is not a problem. However, there is such a backlog, as so many people require police checks, that there is up to a 12 week wait for the screening. I would like to address the Police Services Board on this matter, as I have tried to communicate with several members of the board via e-mail and have not received a response.

Please let me know if there is an opportunity for myself to address the Board at their next general meeting. I greatly appreciate your time, and look forward to discussing my attendance with you further.

Thank you very much,  
Lisa Raby

**Haldimand County  
Police Services Board  
2016 Proposed Budget**

	2015 Estimated Actuals	2015 Budget	2015 Variance ( ) ind.deficit	2016 Proposed Budget	2016 Proposed over 2015
<b>EXPENDITURES:</b>					
Salaries & Wages	20,179	21,200	1,021	21,200	0
Employee Benefits	712	610	(102)	760	150
Gifts/Recognition	800	1,000	200	1,000	0
Promotional/Event Supplies		440	440	440	0
Meeting Expenses	133	150	17	150	0
Travel Expenses	1,271	1,500	229	1,500	0
Memberships & Association Dues	2,792	2,750	(42)	2,850	100
Professional Development	678	4,850	4,172	4,850	0
Sponsorships	200	800	600	800	0
<b>TOTAL EXPENDITURES</b>	<b>26,765</b>	<b>33,300</b>	<b>6,535</b>	<b>33,550</b>	<b>250</b>
<b>REVENUES:</b>					
<b>TOTAL REVENUES</b>	<b>0</b>		<b>0</b>		
<b>NET LEVY</b>	<b>26,765</b>	<b>33,300</b>	<b>6,535</b>	<b>33,550</b>	<b>250</b>

**Haldimand County  
Community Policing  
2016 Proposed Budget**

	2015 Actuals	2015 Budget	2015 Variance	2016 Proposed Budget	2016 Proposed over 2015
<b>Expenditures</b>					
Meeting Expenses		500	500	500	
Professional Development	638	1,000	362	1,000	
Printed Promo Material		1,000	1,000	1,000	
Community Policing Committee Grants	2,200	10,000	7,800	7,500	(2,500)
<b>Total Expenditures</b>	<b>2,838</b>	<b>12,500</b>	<b>9,662</b>	<b>10,000</b>	<b>(2,500)</b>
<b>Revenues</b>					
Total Revenues	0	0	0	0	0
<b>NET LEVY</b>	<b>2,838</b>	<b>12,500</b>	<b>9,662</b>	<b>10,000</b>	<b>(2,500)</b>

**POLICE RESERVE FUND****G.952.0001.1900.1979****Purpose of Reserve Fund:**

The Police Reserve Fund is used to finance policing related activities as approved by the Haldimand County Police Services Board. The Police Reserve Fund is for the sole use of the Police Services Board, to be used at their discretion.

[Back to Overall Summary](#)

	2013	2014	2015
	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>PROJECTION</u>
	\$	\$	\$
Opening Balances, January 1	<u>4,292.88</u>	<u>5,992.71</u>	<u>3,587.60</u>
Sources of Funds:			
Proceeds from unclaimed property/beer bottle returns/property disposal		150.06	
Interest	92.10	108.38	
Proceeds from On-line Auction	1,607.73	1,297.26	458.72
Total Source of Funds	<u>1,699.83</u>	<u>1,555.70</u>	<u>458.72</u>
Use of Funds:			
Speed Statistics Radar and Data Logger		2,460.81	
ATV Stretcher Trailer		1,500.00	
Total Uses of Funds	<u>0.00</u>	<u>3,960.81</u>	<u>0.00</u>
Closing Balance, December 31	<u>5,992.71</u>	<u>3,587.60</u>	<u>4,046.32</u>

**HALDIMAND COUNTY PROVINCIAL OFFENCES ACT  
TICKET ISSUANCE STATISTICS**

Month / Year	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
JAN		727	266	316	252	364	230	1089	541	220	300	229	219	367	279	
FEB		375	321	301	234	285	202	613	453	184	198	169	181	403	201	
MAR	176	491	420	330	287	305	378	870	698	170	333	304	373	396	273	
APR	485	658	331	332	448	279	458	698	665	234	231	288	719	499	566	
MAY	647	572	466	349	618	352	561	739	736	347	261	333	596	414	422	
JUN	482	964	261	341	546	291	405	641	688	214	266	289	453	353	398	
JUL	401	332	713	218	441	329	809	638	559	334	292	342	442	335	567	
AUG	527	540	629	351	680	537	815	618	583	479	327	227	415	246	336	
SEPT	450	400	712	508	384	328	649	493	364	301	283	305	413	261	238	
OCT	419	500	542	466	406	388	1011	741	329	132	292	283	432	314	242	
NOV	423	323	285	424	292	348	798	618	304	188	301	284	406	276	302	
DEC	333	195	392	202	229	184	613	468	177	116	161	172	409	358	200	
<b>Total</b>	<b>4343</b>	<b>6077</b>	<b>5338</b>	<b>4138</b>	<b>4817</b>	<b>3990</b>	<b>6929</b>	<b>8226</b>	<b>6097</b>	<b>2919</b>	<b>3245</b>	<b>3225</b>	<b>5058</b>	<b>4222</b>	<b>4024</b>	<b>0</b>

**Note:** The above figures reflect tickets issued in Haldimand County from all sources including Haldimand County By-law Enforcement, the O.P.P., Ministry of the Environment, Ministry of Natural Resources, etc. they do not include Part II (Parking) issued offences. 2001 statistics in effect as of March 26, 2001 when Haldimand County POA office commenced operation

## Comprehensive POA Stats - 2015

Legislation / By-law Reference	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Summary of Charges Laid by OPP												
Highway Traffic Act (Part I - ticket)	257	172	259	479	398	335	462	241	174	215	205	160
Highway Traffic Act (Part III - Information)	17	22	11	32	13	39	34	37	54	26	63	39
Parking By-laws (Part II)	By-law 307/02		7	5	4	1	2	3		1	2	3
	By-law 302/02 (snow)											1
Discharge Firearms	By-law 41-74											
	By-law 38-74											
	By-law 11-79											
Noise	By-law 1435/14											
Air Burning	By-law 1376/13											
	By-law 1021/04											
<b>Total of all Charges Laid</b>	<b>274</b>	<b>201</b>	<b>275</b>	<b>515</b>	<b>412</b>	<b>376</b>	<b>499</b>	<b>278</b>	<b>229</b>	<b>243</b>	<b>268</b>	<b>203</b>
											<b>OPP Total: 3773</b>	

Summary of Charges Laid by County Staff												
Discharge Firearms	By-law 41-74											
	By-law 38-74											
	By-law 11-79											
Noise	By-law 1435/14											
Property Standards	By-law 730/06											
Air Burning	By-law 1376/13											
	By-law 1021/04					3			1			
	28(1)c			1		1						
Planning Act	562(67)(1)		6					2			4	
Haldimand-Norfolk Tree By-law	By-law 15-00			47								
Salvage yard / Scrap Metal Bins	By-law 1507/15						3					
Parking By-laws (Part II)	By-law 307/02	35	28	4	15	32	235	162	53	1	3	3
	By-law 302/02 (snow)	5	12									1
<b>Total of all Charges Laid</b>	<b>40</b>	<b>46</b>	<b>4</b>	<b>63</b>	<b>35</b>	<b>236</b>	<b>165</b>	<b>55</b>	<b>2</b>	<b>3</b>	<b>7</b>	<b>1</b>
											<b>Staff Total: 657</b>	

Summary of Charges Laid by Other Enforcement Agencies												
Ministry of Natural Resources and Forestry	1			4	8	7	59	50	8		6	
Welland & District Society for the Prevention of Cruelty to Animals (SPCA)			2	2				1				1
Ministry of Finance	4					2	4			1		
Ministry of Revenue												
Ministry of Transportation												
Ministry of Environment						14	5		1		24	
Ministry of Labour		1						4				
Ministry of Agriculture, Food & Rural Affairs								1				
Ontario College of Trades				1								
Health Protection Act			1									
<b>Total of all Charges Laid</b>	<b>5</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>8</b>	<b>23</b>	<b>68</b>	<b>56</b>	<b>9</b>	<b>1</b>	<b>30</b>	<b>1</b>
											<b>Other Enforcement Agency Total: 212</b>	

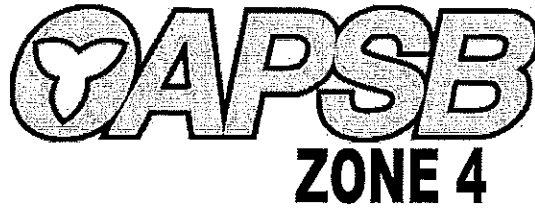
<p>*Note: Total Charges (Excluding Parking) reflects what is recorded and reported regularly to Council (through the Council Information Package) and PSB for year-by-year historical trends. The historical trends spreadsheet does not capture parking tickets.</p>	<p><b>*Total Charges (Excluding Parking) 4024</b>                  OPP Issued Parking Charges 29                  Staff Issued Parking Charges 589  <b>Total Parking Charges Issued 618</b>  <b>Total of All 2015 Charges 4642</b></p>
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### 2016 Membership Dues

#### Voting Members (Police Services Boards)

Force Size	2016 Membership Dues	HST	Total
1-10	\$630.00	81.90	\$711.90
11-30	\$1,075.00	\$139.75	\$1,214.75
31-50	\$1,310.00	\$170.30	\$1,480.30
51-100	\$2,750.00	\$357.50	\$3,107.50 ✓
101-200	\$4,010.00	\$521.30	\$4,531.30
201-300	\$4,635.00	\$602.55	\$5,237.55
Over 300	\$5,260.00	\$683.80	\$5,943.80



**2016 MEMBERSHIP FORM**

**ANNUAL MEMBERSHIP FEES  
(January 1 to December 31, 2016)**

Annual fees, as determined by the Zone 4 Board of Directors, are based on the size of the local police services boards in the amount of \$10.00 per Board member. The annual fee structure is listed below. Please check appropriate box.

- 3 Member Board .....\$30.00
- 5 Member Board .....\$50.00
- 7 Member Board .....\$70.00

**NAME OF POLICE SERVICES BOARD:**

\_\_\_\_\_

Please indicate if the police services board is a municipal (Section 31), OPP (Section 10) or First Nations police governance body:

- OPP (Section 10)       Municipal (Section 31)       First Nations

**2016 Annual Membership Fee Enclosed:**                      \$\_\_\_\_\_

**Please return a copy of this notice with a cheque in the appropriate amount, made payable to "OAPSB Zone 4" no later than February 29, 2016.**

*Remit to: Ms. Deb Morton, OAPSB Zone 4, Secretary-Treasurer  
c/o Niagara Police Services Board, 68 Church St., St. Catharines, ON L2R 3C6*

***Thank you for your support of the OAPSB Zone 4!***





# Memo

**Date:** January 11<sup>th</sup>, 2016  
**To:** Haldimand County Police Services Board  
**Cc:** Rob Grimwood, Manager, Emergency Services/Fire Chief  
**From:** Hugh Hanly, General Manager, Community Services  
**RE:** Police Services Board Recognition Awards

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Further to a PSB Motion dated October 28<sup>th</sup>, 2015 suggesting Haldimand County Police Officers and Fire Fighters amalgamate their annual recognition awards at the same event.

Haldimand County agree this would be an appropriate arrangement to recognize First Responders at one event and would welcome PSB to contact the Administrative Assistant to Emergency Services (contact information below).

**Name:** Barb Quinn  
**Position:** Administrative Assistant to Manager, Emergency Services  
**Email:** [bquinn@haldimandcounty.on.ca](mailto:bquinn@haldimandcounty.on.ca)  
**Tel:** 905-318-5932 ext. 6224

Currently Emergency Services have a tentative date for the Fire Fighters Recognition Night as Wednesday June 22<sup>nd</sup>, 2016.

