

PUBLIC MEETING

MINUTES – December 16, 2010

A Public meeting of the Guelph Police Services Board was held on December 16, 2010 in the Board Room, 3rd Floor of the Guelph Police Services commencing at 2:54 p.m.

Present: D. Clark, Chair R. Davis, Police Chief
 P. Giles, Member S. Morris, Corporate Services Director
 K. Farbridge, Member K. Hand, Finance Manager
 G. Kovach, Member T. Harris, Human Resources Manager
 J. Sorbara, Member
 C. Parton, Executive Assistant

Regrets: H. Perets, Legal Counsel
 B. Eden, Neighbourhood Services Deputy Chief

12. WELCOME

The Chair, D. Clark welcomed everyone and called the meeting to order at 2:54 p.m.

13. APPROVAL OF AGENDA OF DECEMBER 16, 2010

Moved by K. Farbridge
Seconded by J. Sorbara
THAT the Agenda be approved as presented.
- CARRIED -

14. DECLARATION OF CONFLICT OR PECUNIARY INTEREST

There were no declarations of conflict or pecuniary interest.

15. MINUTES OF PUBLIC MEETING – November 18, 2010

Moved by G. Kovach

Seconded by P. Giles

THAT the Minutes of the Public Meeting held Thursday, November 18, 2010 be approved as presented.

- CARRIED –

16. CHAIR’S REPORT

16.1 Correspondence Received

- a) CAPB 2011 Membership Dues
- b) OAPSB – request for Conference financial support
- c) 407 ETR
- d) Weiler & Company
- e) 2010/2011 R.I.D.E. Grant
- f) Letter from Ministry of Community Safety and Correctional Services/Cheque for 2010/11 Proceeds of Crime Front-Line Policing Grant

16.2 Correspondence Issued

- a) Letters to new hires
- b) Congratulatory letters to new promotions

17. CHIEF’S REPORT

17.1 Taxi Licenses

Moved by P. Giles

Seconded by G. Kovach

THAT the Guelph Police Services Board approve the taxi driver license applications of Vincent Decker, Jagdeep Chakkal, Gregory Bolster, Jeremy Inch, Penny Malott and David Toms.

- CARRIED -

17.2 Human Resources Report

Complement

There is one police vacancy and one civilian position vacancy.

Retirements

Inspector Peter McEwen has submitted his notice of retirement, effective March 31, 2011 at which time he will have completed over 30 years of Service.

Hiring of New Staff

Moved by K. Farbridge

Seconded by P. Giles

THAT the Guelph Police Services Board appoint Stephen Campbell, Brent Estabrooks and Kyle Grant as members of the Guelph Police Service effective January 5, 2011.

-CARRIED -

Transfers

A number of internal transfers with the effective dates were shared.

Succession Planning

The 2010 Succession Planning Program will be completed this month. A few improvements were noted. However, the program was well received and each participant accomplished several activities related to their person development plan. The 2011 Succession Planning Program is currently being prepared.

Promotional Committee

A joint committee of Association and senior management was struck to conduct a review of Article 21 of the Collective Agreement. Further details will be provided when the Memorandum of Settlement is completed.

Accommodation

A summary of Guelph Police Services staff that is currently off work due to work-related and non work-related injuries, maternity leave or on modified duty was presented as information.

17.3 Monthly Meetings Report

A list of upcoming meetings scheduled from December 14, 2010 to January 8 2011, that members were invited to attend, was shared.

17.4 Monthly Financial Report

The variance report for the period January 1 to November 30, 2010 was at \$576,262. The projected year-end variance for year-end was \$279,309.

17.5 Guelph Police Service 2011 Towing Contract

Chief R. Davis is recommending to the Guelph Police Services Board to approve the continuation of the towing agreement with Bob's Towing for the provision of towing services to the Guelph Police Services commencing January 1, 2011 and expiring December 31, 2011.

Moved by G. Kovach

Seconded by K. Farbridge

THAT the Guelph Police Services Board approves the continuation of the towing contract with Bob's Towing for the period of January 1, 2011 to December 31, 2011 at the rates as listed on the tender document.

- CARRIED -

17.6 Police Act Hearing – Constable Corey McArthur

Chief Davis provided the Board with a summary of issue and an update and informed the Board of the internal investigation findings and results of the subsequent Police Act Hearing. No further action is required and the file has been closed.

18. OLD BUSINESS

18.1 2010 Operating Budget Update

The following motion was approved at the Public Meeting held on Thursday October 21, 2010:

Moved by P. Giles

Seconded by K. Farbridge

WHEREAS the Guelph Police Services Board is committed to the stated Board priorities of staffing for the south end emergency services facility to make it functional and efficient, working with partners to reduce drug use and drug related activity, reviewing the success of previous initiatives, enhanced pedestrian/traffic and road safety, supporting effective policing and member satisfaction through operational efficiencies and career development opportunities, and increasing the feeling of safety within the community and with a focus on downtown; and the corporate goals from the 2010-2012 Business Plan; and to its responsibility for the provision of adequate and effective policing for the City of Guelph; and

WHEREAS the Guelph Police Services Board has conducted a comprehensive review of the 2011 Operating Budget prepared by the Chief and Guelph Police Service staff; and

WHEREAS the Guelph Police Services Board has reviewed the proposed 2011

Operating Budget in consideration of the City of Guelph's 2011 Budget Process direction and guidelines; and,

WHEREAS *the Guelph Police Services Board has considered the feedback received on the draft 2011 Operating Budget proposals; therefore,*

BE IT RESOLVED *that the Guelph Police Services Board supports the Guelph Police Service Operating Budget in the amount of \$32,317,600 for 2011, including 4.5 FTE for operational growth and 3.0 FTE for the south end emergency services station, representing a 6.6% increase over the 2010 budget; and*

THAT *the three onetime purchases included in the proposed 2011 operating budget totalling \$91,100 be removed and purchased in 2010 and funded from the projected operating surplus; and*

THAT *the Board forward this information to the City of Guelph Council.*

WHEREAS *the Guelph Police Services Board is committed to the stated Board priorities of staffing for the south end emergency services facility to make it functional and efficient, working with partners to reduce drug use and drug related activity, reviewing the success of previous initiatives, enhanced pedestrian/traffic and road safety, supporting effective policing and member satisfaction through operational efficiencies and career development opportunities, and increasing the feeling of safety within the community and with a focus on downtown; and the corporate goals from the 2010-2012 Business Plan and to its responsibility for the provision of adequate and effective policing for the City of Guelph; and*

WHEREAS *the Guelph Police Services Board has conducted a comprehensive review of the 2011-2020 Capital Budget prepared by the Chief and Guelph Police Service staff; and*

WHEREAS *the Guelph Police Services Board has reviewed the proposed 2011-2020 Capital Budget in consideration of the City of Guelph's 2011 Budget Process direction and guidelines; and*

WHEREAS *the Guelph Police Services Board further acknowledges that the City has proposed a police vehicle and equipment replacement reserve funding envelope totalling \$4,154,496 for 2011-2020 and a tax supported capital envelope totalling \$2,872,836 for the Police Service to fund departmental priority projects; and,*

BE IT RESOLVED *that the Guelph Police Services Board supports the Guelph Police Service Capital Budget in the amount of \$2,470,946 in 2011, \$4,190,490 in 2012, \$4,701,940 in 2013, \$3,253,527 in 2014, \$6,239,982 in 2015, \$499,350 in 2016, \$435,050 in 2017, \$993,000 in 2018, \$1,231,300 in 2019 and \$895,550 in 2020 to address headquarters renovations and maintenance, new and replacement vehicle acquisitions, and replacement of police radios and equipment; and*

THAT *the Council recognize that the 20 year capital reserve envelopes allocated by the City do not provide sufficient funds to meet the capital budget needs of the Service for necessary infrastructure from 2011 – 2020; and,*

THAT *the Board forward this information to the City of Guelph Council.*

- CARRIED -

Moved by K. Farbridge

Seconded by P. Giles

WHEREAS on September 16, 2010, the Guelph Police Services Board approved the 2011 Guelph Police Service Operating budget at **\$32,317,600** representing a **6.6%** increase; and

WHEREAS on December 9, 2010 this budget was presented to the City of Guelph Executive Team at which time all City departments and local boards (including the Guelph Police Service) were requested, through the CAO, to consider further reductions to their Operating budgets to mitigate the significant increase in the 2011 City Tax-Supported Operating budget; and

WHEREAS on December 16, 2010, the Board was presented with proposed reductions totalling \$212,000 prepared by Senior Management comprised of:

- Reduction of facility operating expenses and required staffing costs within the South End Facility Budget due to delayed relocation to mid 2011 and,
- Reduction in the compensation budget for growth items due to delayed hiring as a result of deferred budget approval to early 2011; and

WHEREAS the Board recognizes these are one time reductions, and full annualization of these costs are expected to be required in 2012.

BE IT RESOLVED THAT, the Board supports the revised 2011 Operating Budget of **\$32,105,600.00** representing a **5.9%** increase over the 2010 budget.

- CARRIED – Unanimously

THAT the Board forward this information to the City of Guelph Council.

- CARRIED -

D. Clark thanked the senior executive and K. Hand for a job well done.

18.2 Application form for Community Account

A proposed application form for requests for financial support from the Community account was presented for review.

19. NEW BUSINESS

19.1 CAPB 2011 Membership Fees

Moved by K. Farbridge

Seconded by P. Giles

THAT the Guelph Police Services Board approves payment of the Canadian Association of Police Boards invoice for 2011 membership fees in the amount of \$1,200.00 to be processed and paid in January 2011 from the tax supported budget.

- CARRIED -

19.2 OAPSB Conference 2011 request for financial support

Moved by K. Farbridge

Seconded by G. Kovach

THAT the Guelph Police Services Board not support the request for financial support of the OAPSB 2011 Conference.

- CARRIED -

19.3 2010 Audit

Moved by G. Kovach

Seconded by P. Giles

THAT the Guelph Police Services Board approves the hiring of Weiler & Company to complete the 2010 Audit for the Guelph Police Services Board Community account at the rate of \$700.00 (plus HST). Rates are based on the assumption there are no unforeseen issues.

- CARRIED -

19.4 MEETING DATE SCHEDULE FOR 2011

The meeting schedule for the Guelph Police Services Board for 2011 will continue to be the 3rd Thursday of each month commencing with an In Camera Meeting at 1:30 p.m. followed by a Public Meeting at 2:30 p.m. The scheduled meeting dates will be adhered to as closely as possible, however, on occasion may be subject to change.

Moved by P. Giles

Seconded by J. Sorbara

THAT the meeting schedule for the Guelph Police Services Board for the year 2011 be as follows:

Thursday, January 20, 2011	Thursday, July 21, 2011
Thursday, February 17, 2011	Thursday, September 15, 2011
Thursday, March 17, 2011	Thursday, October 20, 2011
Thursday, April 21, 2011	Thursday, November 17, 2011
Thursday, May 19, 2011	Thursday, December 15, 2011
Thursday, June 16, 2011	

and

THAT there be no meeting in August; however, should Board business necessitate it, a special meeting will be called.

- CARRIED -

20. ADJOURNMENT

Moved by P. Giles

Seconded by G. Kovach

THAT the meeting adjourn as at 3:18 p.m.

- CARRIED -

Dave Clark
Chair

Carol Parton
Executive Assistant