

**HANOVER POLICE SERVICES BOARD
MINUTES OF MEETING
Monday, November 13, 2023
Boardroom, P & H Centre, Hanover, ON**

Present: Chair Selwyn Hicks
Vice-Chair Peter McEwen
Police Services Board Member Dave Hocking
Police Services Board Member Sue Paterson

Chief Chris Knoll
Board Administrator Catherine McKay

Absent: Police Services Board Member Charlie Pickard (with regrets)

No conflict or pecuniary interest declared

OPENING OF MEETING

The Chair declared the meeting open at 10:00 a.m.

AGENDA

Motion # 2023-011-109

Moved by: S. Paterson

Seconded by: D. Hocking

That the agenda for November 13, 2023 be accepted as circulated, and that the Board deviate from the agenda if required.

Carried

MINUTES OF THE October 10, 2023 MEETING

Motion # 2023-010-110

Moved by: P. McEwen

Seconded by: S. Paterson

That the Minutes of the October 10, 2023 meeting be adopted as circulated.

Carried

CONSENT AGENDA

Motion # 2023-011-111

Moved by: D. Hocking

Seconded by: S. Paterson

That the following Consent Agenda items be received; and

That staff be authorized to take the actions necessary (if any) to give effect to the recommendations (if any) in the staff reports; and

That the correspondence be supported or received for information as recommended in the consent agenda.

A. 2024 Board Meeting Schedule

B. Correspondence

i. Risk-Driven Tracking Database 2022 Annual Report

ii. Police FAQs on the GPS Monitoring Program

iii. Crime Stoppers of Grey Bruce Coordinator Report - July to September 2023

iv. Crime Stoppers of Grey Bruce Tipster Magazine - Fall 2023

v. Ryan Inquest Verdict

Carried

BUSINESS FROM MINUTES

A. Hanover Police Service Station Review Ad Hoc Committee

The Committee met on November 8, 2023, and did a “walk through” of the Hanover Police Station as well as the new facility in Saugeen Shores. The Committee may not meet its January 15, 2024 deadline to submit its report to Council which will more likely be completed by February or March.

B. Chief's Performance Review

Feedback had been received as requested from all but one stakeholder and will be summarized and shared with the Board along with the performance review document. The Board will meet in closed session at its December 20, 2023 meeting to begin the performance review process.

C. Chief's Contract Negotiation Committee

The Committee will meet next week to set a date for discussions with the Chief. The current contract remains in force until a new one is negotiated.

D. 2024 – 2026 Business Plan Update

The online community and school surveys will be activated next week and the paper version has been finalized. The Grey Bruce Local Immigration Partnership has agreed to help Arabic, Hindi and Punjabi speakers with the survey. Communications have been drafted including a press release, a poster, and emails to community organizations and school principals. A link to the survey will be posted on the Police Service's web site and the Town of Hanover will be requested to post the link on its web site as well.

CORRESPONDENCE REQUIRING ACTION

A. Crime Prevention Week 2023 Provincial Theme and Approach

The Chief outlined initiatives during Crime Prevention Week (November 5 - 11, 2023) which included encouraging people to register their cameras on Camsafe.ca. Six corporate sponsors donated prizes for daily draws and the program has about 45 cameras registered in Hanover. The database allows people to enter their contact information so that designated police personnel can see who has cameras in the area of interest. This database provides police with timely access to digital evidence that can be very important for cases such as thefts, break ins and mischiefs, as well as more serious offences like assaults, homicide and abductions. The Chair acknowledged that this is a very useful program which should be promoted in the community to ensure that more cameras are registered. The Chief agreed to send an article to The Post newspaper about the program.

B. Implementation of Ryan Inquest Jury Recommendations

The Chief outlined the circumstances leading to the inquest jury recommendations which are to be implemented by December 2023 and noted that the Hanover Police Service already complies with many of them. The correspondence from the Regional Supervising Coroner refers to the Hanover Police Service being in a position to implement recommendations 10 and 21. Recommendation 10 relates to reviewing current police training at the Ontario Police College and ongoing professional development training to ensure the inclusion of elder abuse and IPV (Intimate Partner Violence) risk assessment training, and how they intersect. The Chief noted that the Ontario Police College will carry out this review. Recommendation 21 relates to collaboration by the Ministry of Health, hospitals, and all Police Services on the development and implementation of violent/live fire protocols to clearly identify the roles and responsibilities for ensuring staff and patient safety and to ensure critical information is shared to responding officers immediately. Annual mandatory interactive training for staff was recommended, along with regular joint experiential exercises with representatives from all applicable departments, with an invitation to police and paramedics services. The Chief will meet with the Chief Administrative Officer of the Hanover and District Hospital regarding a protocol and training. He added that the Initial Rapid Deployment method is now to enter and stop a threat, whereas in the past it was to contain the threat. Also, there have been calls to declare intimate partner violence an epidemic and it is a significant issue for the Hanover Police Service.

NEW BUSINESS

A. Ratification of Motions Passed by Email

Motion # 2023-011-113

Moved by: P. McEwen

Seconded by: D. Hocking

That the Board ratify Motion #11-107 passed by email on November 2, 2023 that the Hanover Police Services

Board appoint Lawrence O'Connell as a part time Constable with the Hanover Police Service effective November 16, 2023.

Carried

Motion # 2023-011-114

Moved by: D. Hocking

Seconded by: S. Paterson

That the Board ratify Motion #11-108 passed by email on November 2, 2023 that the Hanover Police Services Board appoint Harold Chow as a part time Constable with the Hanover Police Service effective January 9, 2024.

Carried

The Chief advised that it is difficult to find experienced part-time constables and the new hires will be assigned to scheduled shifts, rather than shifts that arise from unforeseen circumstances such as sickness.

B. OAPSB Meeting, Tuesday, December 12, 2023 via Zoom

The Chair and the Chief will attend this meeting.

C. 2024 Budget

The Chief has had preliminary budget discussions with Chris Walker, Director of Corporate Services/ Treasurer for the Town of Hanover and plans to firm up budget numbers in the coming week. The 2024 budget will be challenging as a result of new hires moving up in rank and the negotiated 5% wage increase. Savings had been realized in the last few years as a result of staff being in more junior ranks, but a 12% increase is likely in 2024. The budget consists primarily of wages and benefits, with very little in the way of discretionary spending.

The Chief informed the Board that there is a labour shortage in policing and some services are offering signing bonuses in the range of \$30,000, so it is important for the Hanover Service to be competitive regarding salaries and benefits. Board Members noted that the town gets a very good policing service and there is very little control over wages. The increase in the number, diversity and severity of calls was noted and it was suggested that annual budgets should build in staffing increases to avoid significant future "catch up" increases. The Chief confirmed that the estimated 12% increase includes an additional Special Constable to replace a member who was promoted and a new recruit in September 2024 which will bring the Service's strength up 16 members. In 2008, Hanover had 15 officers which was reduced to 14 in 2015, with the level returning to 15 two years ago.

With respect to the increasing number and severity of calls, the Chief noted the significant workload arising from a recent armed robbery. Hanover enjoys many benefits of being a regional hub, but there is a price as well, often in the form of more crime of a more serious nature and workload levels that are notably higher than other services in the region. The Chair noted the need to ensure a sustainable policing service while avoiding negative effects on morale from overly heavy workloads. He added that the Service's budget should follow a five year trajectory so that the changes the Service needs to take into account are made clear, particularly for Hanover Town Council. A single case such as the armed robbery can significantly increase costs and workload, and it can be difficult to explain these effects to the general public. Two good comparators for Hanover are the Town of Smiths Falls with a similar population and crime severity index, and 25 officers, and Aylmer with 15 officers and half the calls for service that Hanover has. Board Member Dave Hocking suggested that facts are important to present a clear picture and information should be obtained from these two municipalities to enable comparisons of the percentage of the Council budget that goes to policing. Information may be available on the towns' web sites, and the Chief agreed to reach out to the two Chiefs.

The Chief is currently working on a three year budget plan, and will soon know the anticipated 2025 and 2026 projections. The 2024 budget will be discussed at the Board's December meeting.

D. October 2023 Cheque Register

Motion # 2023-011-112

Moved by: D. Hocking

Seconded by: S. Paterson

That the October 2023 cheque register be received as presented.

Carried

The Chief clarified that an amount for a Police Services Act hearing was for the hearing officer and a court reporter. The account structure only provides for legal expenses to be allocated to the Board and not to Police Operations, because the Board is the employer of all Police Service members. An invoice has been received for legal fees to September 30, 2023, and these fees are anticipated to increase next year.

CHIEF'S REPORT

Motion # 2023-011-115

Moved by: D. Hocking

Seconded by: S. Paterson

That the Board accept the Chief's Report for the period October 7 to November 10, 2023 as presented.

Carried

New officers are hired as Cadets and attend the Ontario Police College at that rank rather than as Special Constables. There is a 12 month probationary period for Fourth Class Constables, 4 months of which is lost if they attend Police College at that rank rather than as Cadets. The Chief noted the large amount of work generated following the home invasion, such as preparing warrants and doing video surveillance which is very labour intensive. Board Member Peter McEwen received compliments from other Services about the Hanover Service and requested that the Chief convey these compliments to the members. The Chair suggested a "meet and greet" for staff and the Board, and the Chief agreed to raise this with the Hanover Police Association as well as the possibility of "ride alongs" by Board members.

IN CAMERA SESSION

Motion # 2023-011-116

Moved by: P. McEwen

Seconded by: D. Hocking

That the Board convene in closed session to discuss matters that it is of the opinion fall under Section 35 (4) (a) or (b) of the Police Services Act at 11:45 a.m.

Carried

The Hanover Police Services Board reconvened in open session at 12:05 p.m. and the Chair confirmed that the Board had gone in closed session and discussed matters that it is of the opinion fall under Section 35 (4) (a) or (b) of the Police Services Act and that no other matters were discussed.

ADJOURNMENT & NEXT MEETING

Motion # 2023-011-117

Moved by: D. Hocking

Seconded by: P. McEwen

That the Board adjourn at 12:05 p.m. to meet again on Monday, December 11, 2023 at 9:30 a.m. in the Boardroom, P & H Centre, or at the call of the Chair.

Carried

Selwyn Hicks, Chair

Catherine McKay, Secretary/Administrator