

**GREATER SUDBURY POLICE SERVICES BOARD MEETING**  
**Wednesday April 15, 2020 – 10:00 A.M.**  
**VIRTUAL**

**PUBLIC MINUTES**

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**Present:**

Michael Vagnini, Chair  
Lise Poratto-Mason, Vice Chair  
Frances Caldarelli, Member  
René Lapierre, Member  
Richard Bois, Member  
Joanne Latendre, Executive Assistant

**Regrets:**

**Staff:**

Paul Pedersen, Chief of Police  
Sheilah Weber, Deputy Chief of Police  
Sharon Baiden, Chief Administrative Officer

**Senior Staff:**

**None**

Kaitlyn Dunn, Media Liaison

**News Media:**

Ian Campbell, CTV News  
Arron Pickard, Sudbury.com  
CTV

Roger Corriveau, CBC  
Sarah MacMillan, CBC Sudbury  
CTV News

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**Guests:**

Tom Gervais, MSG Police Services Advisor

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## **Police Services Board Meeting – Procedural Changes**

The Board received a report on Board Meeting – Procedural Changes in light of the current circumstances with COVID-19 pandemic. In keeping with the *Police Services Act*, the Board Procedure bylaw and in accordance with the Ministry of the Solicitor General Guidance to Boards Regarding Meetings, Board meetings may proceed with Board Members participating by telephone or other electronic means with Public meetings open to the public and media.

Additionally, in consideration of the COVID-19 health crisis causing urgent and evolving circumstances that may require that the Board to make decisions outside of regularly constituted Board meetings, the Board considered delegating authority to the Chair and Vice Chair in certain circumstances. This delegation shall be time limited throughout the duration of the pandemic.

(2020-048) PORATTO-MASON – LAPIERRE: THAT in consideration of the COVID-19 pandemic health crisis, the Board authorizes the following:

This Meeting and future meetings of the Board during this pandemic emergency be permitted to proceed in the following manner:

- a) Board Members may participate in the Board meeting by telephone or other electronic means;
- b) Board Members are deemed present for the purpose of quorum when participating by telephone or other electronic means;
- c) Board Members who are participating by telephone or other electronic means may vote virtually through a call by the Board Chair.
- d) Meetings remain open to the public and media through the use of live telephone conferencing technology and that Agendas and Minutes be posted in the usual manner;
- e) Any deputations are to be heard in accordance with the Procedural Bylaw by way of telephone conferencing technology; and,
- f) The waiving of any rules of the Procedure by-law necessary in order to proceed in accordance with this motion; and further

THAT the Board Delegate authority to the Chair and Vice Chair (acting together) to authorize, approve, award, execute agreements, or otherwise permit requests from the Chief of Police of the types described below where such authorization, approval, award, execution, or permission is outside the existing Delegation for Signing Authority Police

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## **Police Services Board Meeting – Procedural Changes Continued**

Services Board GSPSB – Policy 24 and Delegation of Signing Authority to the Chief of Police GSPSB Policy 025 and deemed to be urgent and operationally necessary to the ongoing operation of the Greater Sudbury Police Service between April 15, 2020 and the subsequent formally constituted Board meeting:

- a) The acquisition of goods or services in accordance with the Purchasing Bylaw including non-competitive procurements where the value of the goods or services exceeds the authority of the Chief under the Purchasing Bylaw
- b) Agreements including indemnification clauses
- c) Real estate permissions including leases
- d) Human resources matters
- e) Appointments made under the *Police Services Act* and any agreements or authorizations required to facilitate those appointments, and further

THAT the Chair and Vice Chair report the exercise of their delegated authority at the next regular meeting of the Board, and further

THAT the Board institute a formalized Information Sharing and Communication Framework to ensure continued and regular communications with the Service in relation to its COVID-19 response.

CARRIED

### **Motion to Meet In Camera Time – 10:10 a.m.**

(2020-049) LAPIERRE – CALDARELLI: THAT this Board move to IN CAMERA session to discuss confidential items pertaining to legal and personnel matters, in accordance with Section 35(4)(b) of the *Police Services Act*.

CARRIED

The Board moved back into PUBLIC to resume discussions at 9:50 a.m.

### **Matters Arising from In Camera Session**

The Board discussed and resolved confidential items pertaining to legal and personnel matters.

## **Roll Call**

Roll call was taken.

## **Declarations of Conflict of Interest**

None.

## **Adoption of Minutes**

(2020-054) CALDARELLI – BOIS: THAT the Greater Sudbury Police Services Board Minutes of February 19, 2020 be adopted as circulated and read.

CARRIED

## **Consent and Discussion Agenda**

The Board received and approved the Consent Agenda for the following items:

- 2019 Year End Finance Report
- Firearms Data Submission
- 2019 Civil Litigation Update
- 2020 Emil Kolb Award for Excellence
- Public Sector Salary Disclosure
- 2020 Our Shared Commitment Awards Gala

(2020-055) BOIS – PORATTO-MASON: THAT the Greater Sudbury Police Services Board approve and receive the Consent Agenda and Discussion Agenda for the April 15, 2020 meeting as distributed.

CARRIED

## **Notes of Appreciation**

A letter was received from Teacher Rob Ongarato at Lively District Secondary School thanking the Service for participating in 2020 ‘S-Days’ in February. This program for students and about snowmobiles, safety, and survival was developed in 1993 after five snowmobile fatalities involving students. School was cancelled on the second day of the program but all student participants attended! “The students and school would like to thank Constables Kevin Tremblay, Marc Savignac, Alain Brunette, and Sergeant Doug Ward for their extra effort in continuing this program and for the donation of fuel gift cards from the Chief’s Youth Initiative Fund. We greatly appreciate your involvement.”

An email message was received from Faith Salmaso, RBC Community Manager – New Sudbury, Hanmer, and Val Caron, thanking the Greater Sudbury Police Service for being a community partner. She acknowledged the assistance of Detective Sergeant Steve Train and Detective Constable Andy Williams for their work on fraud seminars in partnership with the Canadian Anti-Fraud Centre. “You’ve got a great team of officers helping to keep us safe. I’m proud to have worked with you. Thank you. Stay safe.”

## **DISCUSSION AGENDA**

### **AREEMENTS**

#### **Information Sharing and Communication Framework**

On March 11, 2020, the World Health Organization (WHO) assessed COVID-19 as a pandemic. On March 17, 2020, the Province of Ontario declared a state of emergency. Since this declaration, Public Health Sudbury and District, Provincial, and Federal Governments instituted vast changes in response to the COVID-19 pandemic. The Chief has been reporting to the Board on the impacts of COVID-19 regularly since the pandemic began. Detailed operational information has been provided to the Board in these reports. The Board has been appreciative of these updates.

In order to ensure timely and relevant flow of information and ongoing communication to the Board throughout the pandemic, the information-sharing and communication framework is recommended.

(2020-056) PORATTO-MASON – LAPIERRE: That the Board adopts the information Sharing and Communication Framework as outlined in this report.

CARRIED

## **2020-2021 Bail Safety Project Agreement**

The Board received a report detailing the renewal of the Bail Safety Project Agreement.

(2020-057) LAPIERRE – CALDARELLI: THAT the Greater Sudbury Police Services Board enters into an Agreement with the Ministry of the Attorney General for the purpose of the Bail Safety Program for a one-year period April 1, 2020 to March 31, 2021.

CARRIED

## **Greater Sudbury Paramedic Tactical Medics**

The GSPS Emergency Response Unit (Tactical Unit, Canine Unit, and/or Explosive Disposal Unit) in partnership with the City of Greater Sudbury Paramedic Service (CGSPS) will create a new ‘Greater Sudbury Paramedic Tactical Medics’ Unit that would provide field medical care during an Emergency Response Critical Incident.

Member Lapierre commended the Service for this updated partnership for specialized and diversified Unit that is well received on behalf of the Paramedics.

(2020-058) CALDARELLI – BOIS: THAT the Greater Sudbury Police Services Board enters into a Memorandum of Understanding with the City of Greater Sudbury Paramedic Services for the purpose of the provision of tactical paramedic services in risk situations involving police.

CARRIED

## **Forest Green Solutions Ltd.**

Due to the current situation with COVID-19 pandemic and in regards for the health and safety of all concerned, the Service has reduced the amount of Customer services provided in person and has moved service access online where possible. Online Record Checks is available both now and in the future.

(2020-059) BOIS – PORATTO-MASON: THAT the Greater Sudbury Police Services Board enters into a Master Services Agreement with Forrest Green Solutions Ltd, a federally incorporated entity, to provide Royal Canadian Mounted Police Canadian Police Information Centre and Canadian Criminal Real Time Identification Services compliant solutions to enable online police background checks; and further

THAT the Board delegate this signing authority to the Chief of Police; and further

THAT the Board amends its Fee Schedule as attached to report.

CARRIED

### **Decentralized CAD – Ministry of the Solicitor General**

The Board received a report on Hexagon Public Safety who is the software provider for CAD to OPTIC. OPTIC has been carrying out complete hardware and software refresh of CAD for all Municipal OPTIC communications centres.

(2020-060) PORATTO-MASON – LAPIERRE: THAT the Greater Sudbury Police Services Board renews the Agreement with Her Majesty the Queen in Right of Ontario as represented by the Ministry of the Solicitor General (MSG) for the Decentralization Computer Aided Dispatch (CAD) / OPTIC service.

CARRIED

### **Acclaim Ability Management**

The Board received a report that advised due to the current circumstances with the COVID-19 pandemic, a further extension of an Agreement for Services for short-term disability adjudication and workplace accommodation was required.

(2020-061) LAPIERRE – CALDARELLI: THAT the Greater Sudbury Police Services Board approves a further extension to the Agreement with Acclaim Ability Management Inc. for the purpose of short-term disability adjudication and workplace accommodation subject to same terms and conditions to December 17, 2019 and until further notice.

CARRIED

## REPORTS

### 2019 Post Traumatic Stress Disorder Prevention Plan

In April 2016, the *Supporting Ontario's First Responders Act* was passed which created a presumption that post-traumatic stress disorder (PTSD) diagnosed in first responders is work-related. Recognition and diagnosis is a priority in order to have faster access to WSIB benefits, resources, and timely treatment. Employers were required to provide the Ministry of Labour with workplace PTSD prevention plans by April 2017. The Board did submit such a Plan and continues to research best practices.

Many support services are offered. Members' health and wellness remains a top priority. The benefit allowance for Psychology has been increased to \$1000 per year. When members are hired, they are given the book 'Emotional Survival for Law Enforcement: A guide for Officers and Their Families' which they may share.

Chief Pedersen also advised the Board of the dedicated Member Wellness Coordinator Officer who is dedicated to member wellness particularly in terms of Peer Support along with fitness and nutrition programming.

(2020-062) CALDARELLI – BOIS: THAT the Board receives the 2019 Post Traumatic Stress Disorder Prevention Plan annual update for information.

CARRIED

### 2019 Information Privacy Commission

The Board received a report in relation to the 2019 statistics regarding number and disposition of requests under the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. The report now includes requests relating to Regulated Interactions required under Regulation 58/16. There were none.

(2020-063) BOIS – PORATTO-MASON: THAT the Board receives this 2019 Privacy Commission Annual Report for information.

CARRIED



## **2019 Annual Report on Public Complaints**

The Board was presented with a report in relation to Public Complaints. Section 31(1) (j) of the *Police Services Act* requires the Board to review the Chief's administration of the complaints system under Part V and receive regular reports from the Chief of their administration of the complaints system. The Office of the Independent Police Review Director (OIPRD) provides an objective and impartial environment to accept, process, and oversee the investigations of public complaints against Ontario's police.

(2020-064) PORATTO-MASON – LAPIERRE: THAT the Board receives this 2019 Annual Report on Public Complaints pursuant to Section 31(1) (j) of the *Police Services Act* for information.

CARRIED

## **2019 Chief's Complaints / Investigations**

The Board received a report on Chief's Complaints and Investigations. Section 76 of the *Police Services Act* states that a Chief of Police may make a complaint under this section regarding the conduct of a police officer employed by their police force, other than the Chief of Police and Deputy Chief of Police, and shall cause the complaint to be investigated and the investigation to be submitted to the Board in a written report.

(2020-065) LAPIERRE – CALDARELLI: THAT the Board receives this 2019 Chief's Complaints / Investigations Report in accordance with Section 76 of the *Police Services Act* for information.

CARRIED

## **BOARD REPORTS**

### **2020 OAPSB AGM Support**

The Board received a request for financial support from the Ontario Association of Police Boards for their Annual General Meeting to be held on Friday May 29, 2020 as a virtual assembly or by teleconference.

(2020-066) CALDARELLI – BOIS: THAT the Board approves a donation in the amount of \$500 in financial support of the Ontario Association of Police Services Board's Annual General Meeting scheduled for May 29, 2020 with funds drawn from the Board's operating account.

CARRIED

## **MEMBERSHIP RENEWAL**

### **2020 CAPG Membership Renewal**

The Board received a report on the renewal of Canadian Association of Police Governance membership. Fees increased \$37.

(2020-067) BOIS – PORATTO-MASON: THAT the Board approves the annual Canadian Association of Police Governance membership fee of \$ 1,498 for the period April 1, 2020 to March 31, 2021.

CARRIED

## **BOARD TRAINING**

### **2020 CAPG Conference and AGM**

The 2020 Canadian Association of Police Governance Annual Conference has been deferred to October 29 to November 1, 2020 in Victoria, British Columbia. It was originally scheduled for August, however, due to COVID has been tentatively re-scheduled. Members are asked to confirm with the Board Chair their interest in attending.

(2020-068) PORATTO-MASON – LAPIERRE: THAT the Board authorizes Members to attend the Canadian Association of Police Governance Annual General Meeting and Conference October 29 to November 1, 2020 in Victoria, British Columbia.

CARRIED

## **DONATION REQUESTS**

### **Donations Reserve Fund Requests**

The Board received requests for financial support from the Donations Reserve Fund. These requests are brought to the Board for their consideration, recognizing that the events may not proceed or may in fact be deferred to a later date. No monies shall be actioned until a new date is selected.

(2020-069) LAPIERRE – CALDARELLI: THAT the Board approves the following donations with funds drawn from the Donations Reserve Fund:

\$1,000 in support of the 2020 India-Canada Youth Festival

\$1,500 in support of the 2020 Heritage Days Children’s Festival

\$500 in support of the 2020 Relay for Life: Adopt a Survivor

CARRIED

### **Board Trust Fund**

The Board received requests for financial support from the Board Trust Fund. This requests are brought to the Board for their consideration, recognizing that the event may not proceed or may in fact be deferred to a later date. No money shall be actioned until a new date is selected

(2020-070) CALDARELLI – BOIS: THAT the Board approves the following donation with funds drawn from the Board Trust Fund:

\$1,500 in support of the 2020 Joe MacDonald Ontario Police Basketball Championship

CARRIED

## **PAO Employment Conference Update**

Board Chair Vagnini, Members Caldarelli and Bois, and CAO Baiden attended the conference. There was no discussion on this item.

## **Report from Chief**

Chief Pedersen's report had been circulated in advance of the meeting. The Chief reviewed his report highlighting certain activities for the months of March and April 2020. Several Ministry Updates have been issued in recent weeks in regards to the current COVID-19 pandemic providing information and direction. During this trying time, health, emergency, and essential workers are stretched keeping communities safe and healthy.

The Board was updated on the impact of COVID on staffing and changes that have been made in terms of moving members to home offices to facilitate social distancing. Member and visitor self-screening has been initiated along with many decontamination processes, issuance of Personal Protective Equipment, and facilities lock downs.

To date \$128,000 in unbudgeted funds have been expended for COVID related requirements mainly in the areas of PPE, sanitization, and laptop purchases.

The Chief acknowledged the outstanding efforts of all frontline workers.

Deputy Weber provided operational updates on the expanded use of CopLogic specifically in relation to online sexual assault reporting which to date has yielded 35 submissions. These are assigned directly to the Criminal Investigations Division for action. Feedback to date has been positive. Deputy Weber also spoke about the importance of Cyber Safety along with excellent work being undertaken by the Integrated Crime Team.

It was also noted that while we are self-isolating, it is important to remember to keep in touch with family, friends, and neighbours when we are at our most vulnerable. Those calls and acts of kindness are truly appreciated and help us all cope

**New Business**

All meeting participants were thanked for participating in the Board meeting and for their patience as the process is refined.

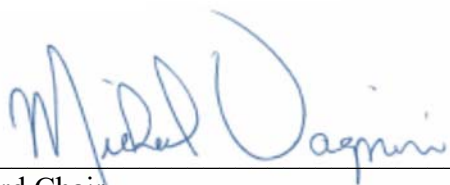
In this new virtual Board meeting format, Chief Pedersen asked Media to send their questions to Kaitlyn Dunn, Corporate Communications for attention and response.

**Next Meeting: Wednesday May 20, 2020 at 10:00 a.m.**

**Move back to In Camera: Time – 11:30 a.m.**

(2020-071) BOIS – PORATTO-MASON: THAT this Board moves back to In Camera to resume discussions.

CARRIED

  
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Board Chair

  
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Board Executive Assistant