Greater Sudbury Police Services Board



Commission des services policiers du Grand Sudbury

GREATER SUDBURY POLICE SERVICES BOARD THURSDAY April 9, 2015 6:00 P.M. Council Chambers - Tom Davies Square

PUBLIC AGENDA

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| 2 | Matters Arising from In Camera Session | |
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| 5 | Adoption of Minutes - March 12, 2015 | |
| 6 | Motion to Accept Agenda | |
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Next meeting Wednesday May 13, 2015



| ACTION: FOR INFORMATION | DATE: April 1, 2015 | |
|--|----------------------------------|--|
| PUBLIC SUBJECT: INTRODUCTION OF NEW AUXILIARY OFFICERS | | |
| Recommended by: | Approved by: | |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Chief of Police | |

RECOMMENDATION: FOR INFORMATION

That the Board receives the following members now duly appointed:

BRYANTON, Stephen CAYEN, Jennifer CARROLL, Jordan **DECHAINE**, Daniel **DUPONT**, Kristopher **EEROLA**, Logan FORTIER, Manon **FRANCHE**, Tyler **KEDZIERSKI**, Filip LORANGER, Melissa **MCDONALD**, Alex **MICELOTTA**, Nicholas NYKILCHYK, Jessica **REEDMAN**, Ian SANDERS, Matthew VAILLANCOURT, Marc Andre WALKER, Bradley

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SUBJECT: INTRODUCTION OF NEW AUXILIARY OFFICERS

BACKGROUND:

The Greater Sudbury Police Services Board recruits volunteers to serve in the function as Auxiliary Constables. Auxiliary Members are members of the Service in accordance with the provisions of the *Police Services Act*. Auxiliary Constables assist at special events such as parades and crime prevention initiatives under the supervision of sworn members. In addition, auxiliary members often do ride-alone functions with front-line police personnel. Auxiliary members wear uniform and insignia that are distinct from the uniforms of police officers.

CURRENT SITUATION:

The Board recommended the above noted members for appointment by the Minister of Community Safety and Correctional Services. Such approval has now been granted. These volunteer members have been through an intense in-house training program under the direction of Auxiliary Liaison Officer Sergeant Carrie-Lynn Hotson. These newly appointed members will be on hand at the April 9, 2015 meeting for introduction to the Board.



| DATE: April 1, 2015 |
|--|
| T RENEWAL |
| Approved by: |
| Paul Pedersen Jac Yeduo Chief of Police |
| , |

RECOMMENDATION:

THAT the 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, 2015 to March 31, 2016.

BACKGROUND:

In December 2002, the Board was advised that the Greater Sudbury Police Service had been selected to participate in a Domestic Violence Bail Project. Discussions ensued to determine the terms and conditions of such a Program. On April 1, 2003 the Board entered into an Agreement with the Ministry of the Attorney General with respect to a Bail Safety Pilot Project which outlined the various roles and responsibilities of each party. In 2006, the Ministry committed ongoing funds to ensure sustainability of the Bail Safety Program.

The Bail Safety Program is a collaborative team consisting of staff from the police, Crown, Victim/Witness Assistance Program Staff and other organizations. The investigating police service notifies the victim of the opportunity to attend at the site for a pre-bail hearing interview which shall be conducted the day following the arrest.

SUBJECT: BAIL SAFETY PROJECT – LETTER OF AGREEMENT

The victim is interviewed by the designated police officer for the Project and has the opportunity to speak to the Designated Crown and to be counselled by the Victim/Witness Assistance Program Staff. The purpose of the interview is to determine risk to the victim, to assess the bail brief for completeness and to offer early support to the victim.

CURRENT SITUATION:

The program having been in operation for over ten years continues to be highly effective.

The current Agreement expired March 31, 2015. Correspondence was received from the Ministry extending the program from April 1, 2015 to March 31, 2016 on the same terms and conditions.

The Ministry has also advised that all funded programs are under review.



| ACTION: FOR INFORMATION | DATE: April 1, 2015 |
|--|-------------------------|
| PUBLIC | |
| SUBJECT: TOW CONTRACT EXTENSION | |
| Recommended by: Sharon Baidan Sharo Baran | Approved by: |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Jac Jeduo |

RECOMMENDATION:

THAT the Board extends the existing agreement for Towing Services until August 31, 2015 which includes the following service providers.

Area 1: Guse Carriers Inc., o/a Boyuk Towing Services Area 2: Bob's Service Centre Area 3: Guse Carriers Inc., o/a Johnny's Towing Services

BACKGROUND:

For a number of years, the Board has secured contracts for towing, storing, and impounding of motor vehicles. The City is divided into three distinct areas to streamline access and response to towing needs identified by police. The contract requires that the vendor in each of these areas provide equipment for the towing of large and small vehicles along with storage and impound facilities.

On June 1, 2009, the Board entered into agreements with three companies for the provision of towing, storing, and impounding motor vehicles and additional services for police vehicles. The agreements included an additional three year renewal option.

The additional three year renewal options were exercised. Board Motion #2013-101 was passed extending the existing agreements until May 31, 2015.

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CURRENT SITUATION:

The service provided by all three vendors has been satisfactory over the term of the existing legal agreement. The process for renewal is currently underway in the context of the requirements of the new Purchasing By-law. Various options are being explored in terms of this renewal process which includes the Request for Proposal option which provides for an evaluation process of bids for services based on an evaluation matrix. In order to develop the approach, an extension is necessary to provide both staff and vendors sufficient time to respond.

It is recommended that the Board seeks to extend the existing agreements until August 31, 2015 with the same terms and conditions.



| ACTION: FOR APPROVAL | DATE: April 1, 2015 | |
|--|----------------------------------|--|
| PUBLIC | | |
| SUBJECT: FREEDOM OF INFORMATION BYLAW | | |
| Recommended by: | Approved by: | |
| Sharon Baiden Shaw Brown Chief Administrative Officer | Paul Pedersen Chief of Police | |

RECOMMENDATION:

THAT the Board adopts By-law 2015-2 A By-Law to establish governance standards to comply with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990,

BACKGROUND:

The *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) has been in effect since January 1, 1991. This legislation regulates and controls the information that is made available to the public. The *Act* not only provides rights to the public to gain access to Municipal records but also protects the privacy of individuals. There is a general right of access to records under MFIPPA however this right is subject to the application of exemptions that may apply to records.

A decision by a municipal government, agency, board, or commission to deny access to certain types of information can be appealed to the Information and Privacy Commissioner/Ontario (IPC/O).

The *Act* also provides a privacy protection scheme relating to the collection, use, disclosure, and retention of personal information in the custody and/or control of municipal governments.

SUBJECT: FREEDOM OF INFORMATION BY-LAW

Under Section 3(2) of the *Act*, the members elected or appointed to the board, commission, or other body that is an institution other than a municipality may designate in writing from among its members an individual or committee of the body to act as the head of the institution for the purposes of the *Act*. In accordance with By-law 1-90 and pursuant to section 49(1) of the *Act*, the Board has identified by the position titles indicated including the incumbents of the positions who have been appointed from time to time in an acting capacity.

CURRENT SITUATION:

As a result of the retirement of the Manger of Human Resources and recent reorganization and re-alignment of functions, the Chief has designated Manager of Records and Customer Service, Human Resources Recruitment/Health and Safety Coordinator as Freedom of Information Coordinators for the Service. The By-law is also updated to designate the Executive Assistant to the Police Services Board as the Freedom of Information Coordinator for the Board.

GREATER SUDBURY POLICE SERVICES BOARD

BY-LAW NO. 2015 - 2

A By-Law to establish governance standards to comply with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56.

WHEREAS Section 3(2) of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 provides that the Board may designate from among its members, a person to act as Head of the Institution for the purposes of the *Act*;

AND WHEREAS Section 49(1) of that *Act* provides that a Head may delegate a power or duty as vested in the Head to officers or employees of the Institution subject to such limitations, restrictions, conditions or requirements as the Head may set out in the delegation;

AND WHEREAS the Board desires to establish guidelines for compliance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 for the disclosure of information;

AND WHEREAS Section 31(6) of the *Police Services Act R.S.O.* C. P.15 authorizes the Board, by by-law, to make rules for the effective management of the police service;

NOW, THEREFORE, the Greater Sudbury Police Services Board hereby enacts as follows:

1. **DEFINITIONS**

In this By-Law:

- (a) "Act" means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56.
- (b) "Board" means the Greater Sudbury Police Services Board.
- (c) "Chair" means the Chair of the Greater Sudbury Police Services Board.
- (d) "Chief of Police" means the Chief of the Greater Sudbury Police Service.
- (e) "Head" means in respect of the Institution, the Individual determined to be Head under this By-Law.
- (f) "Institution" means the Greater Sudbury Police Service as governed by the Board.
- (g) "Record" means any record of information however recorded, whether in printed form, on film, by electronic means or otherwise, and includes,
 - (i) correspondence, a memorandum, a book, a plan, a map, a drawing, a diagram, a pictorial or graphic work, a photograph, a film, a microfilm, a sound recording, a

videotape, a machine readable record, any other documentary material, regardless of physical form or characteristics, and any copy thereof, and

(ii) subject to the regulations, any record that is capable of being produced from a machine readable record under the control of an institution by means of computer hardware and software or any other information storage equipment and technical expertise normally used by the institution.

2. **DESIGNATION OF HEAD OF THE INSTITUTION**:

Pursuant to Section 3(2) of the *Act*, the Board designates the Chair as the Head of the Institution for the purposes of the *Act*.

3. **<u>DELEGATION OF POWERS</u>**:

- (a) Pursuant to Section 49(1) of the *Act*, the Chair delegates the powers and duties vested in the Head under the *Act* to the Chief of Police and/or his or her designate in writing with respect to all records in the custody or under the control of the Institution.
- (b) Pursuant to Section 49(1) of the *Act*, the Chair delegates the powers and duties vested in the Head under the *Act* to the Executive Assistant to the Board and/or his or her designate in writing with respect to all records in the custody and control of the Board.

5. **<u>POLICE SERVICES BOARD:</u>**

- (a) The Board shall develop a written policy to ensure compliance with the requirements of the *Act* including provisions which ensure right of access to information under control of the Institution as well as the protection of personal information.
- (b) The Board shall ensure that all members who receive delegation of the duties under Section 3(b) of this By-Law receive the appropriate training on the *Act* and its administration.

4. **<u>CHIEF OF POLICE</u>**:

- (c) The Chief of Police shall develop written procedures to ensure compliance with the requirements of the *Act* including provisions which ensure right of access to information under control of the Institution as well as the protection of personal information.
- (d) The Chief of Police shall ensure that all members who receive delegation of the duties under Section 3(a) of this By-Law receive the appropriate training on the *Act* and its administration.

5. **<u>REPORTING REQUIREMENTS:</u>**

- (a) The Chief of Police and the Executive Assistant or designate shall ensure that an annual report is filed with the Ontario Information Privacy Commission in the format required by the Commission.
- (b) The Chief of Police and the Executive Assistant shall provide an annual statistical report to the Board which shall contain, at a minimum, the following information:
 - (i) The total number of personal information requests;
 (ii) The total number of general information requests;
 (iii)The sources of the requests;
 (iv)The Disposition of requests;
 (v) Exemptions claimed; and
 (vi)Total fees collected.
- 6. In this By-law words imparting singular include the plural and vice versa.
- 7. This by-law supersedes all policies, by-laws or portions of policies and/or by-laws previously adopted by the Board pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56.

9. <u>Effective Date</u>

This By-law shall come into effect on passage.

BY-LAW passed by the Greater Sudbury Police Services Board, this 9th day of April 2015.

Chair

Executive Assistant

Municipal Freedom of Information and Protection of Privacy Act



| ACTION: FOR APPROVAL | DATE: April 1, 2015 |
|--|---------------------|
| PUBLIC SUBJECT: ONTARIO ASSOCIATION OF POLICE ANNUAL CONFERENCE | SERVICES BOARDS |
| Recommended by: Sharon Baiden Sharon Baiden | Approved by: |
| Sharon Baiden | Paul Pedersen |
| Chief Administrative Officer | Chief of Police |

RECOMMENDATION:

THAT the Board approves a donation in the amount of \$500 in financial support of the Ontario Association of Police Services Board's Annual Conference and General Meeting in Toronto, Ontario May 27-30, 2015 with funds drawn from the Board's operating account.

BACKGROUND:

Each year the Ontario Association of Police Services Board hosts an annual General Meeting and Conference. Representatives from the Police Services Board generally attend.

CURRENT SITUATION:

This year, the annual conference will be held May 27 - 30, 2015 in Toronto, Ontario. The theme this year is 'Good Policing Through Good Governance – Mapping a Future for Policing in Ontario'. The full conference Agenda has been forwarded to all Members.

It is customary for the Board to donate \$500.



It is my pleasure to advise you that the Ontario Association of Police Services Boards will be holding the 2015 Spring Conference & Annual General Meeting in Toronto from May 27th – May 30th, 2015. The theme of the conference will be 'Good Policing through Good Governance – Mapping a Future for Policing in Ontario'.

As in years past, the success of the 2015 Conference will be due to the cooperation and support of all policing agencies. To assist the OAPSB, I ask your Police Services Board to consider a donation in support of this conference. A list of the sponsorship opportunities is attached for your consideration. Your financial support will be utilized effectively to support the OAPSB mandate and to help defer some of the conference costs. Your sponsorship will be duly recognized at the conference..

Whether your board is in a position to contribute to the 2015 OAPSB Conference or not, I encourage you and your members to attend the conference as delegates. Detailed conference information is available on the OAPSB website at <u>www.oapsb.ca</u>.

On behalf of the OAPSB, I thank you and your Board members for your consideration of this matter and I look forward to seeing you in Toronto in May 2015.

Yours sincerely,

Sam Purdy Conference Chair



| ACTION: FOR APPROVAL | DATE: April 1, 2015 |
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| PUBLIC SUBJECT: 2015 CANADIAN ASSOCIATION OF P | OLICE GOVERNANCE CONFERENCE |
| Recommended by: Sharon Baiden | Approved by: |
| Sharon Daluen | Paul Pedersen Jun Veduro |
| Chief Administrative Officer | Chief of Police |

RECOMMENDATION:

THAT the Board approves the attendance of Members to be named at the Canadian Association of Police Governance Annual General Meeting and Conference August 27-29, 2015 in York Region, Ontario with funds to be drawn from the Board Operating Account.

BACKGROUND:

The Canadian Association of Police Governance is a national organization dedicated to excellence in police governance established in 1989. The CAPG represents more than 75 municipal police Boards and commissions in Canada and works to achieve highest standards as a national voice of civilian oversight

Each year the CAPG hosts an annual General Meeting and Conference.

CURRENT SITUATION:

The 26^{th} annual conference will be held August 27 – 29, 2015 in York Region, Ontario. This year's theme is 'Diversity and Inclusiveness in Policing'. The conference Agenda is not yet completed and will be forwarded to Board members once received.

All Board Members are encouraged to attend this conference which is being held in Ontario this year. Please confirm interest in attending.



'DIVERSITY AND INCLUSIVENESS IN POLICING'

Sessions will explore the issue of radicalization of youth, and missing and murdered aboriginal women.

Hilton Suites Toronto/Markham Conference Centre & Spa

August 27 – 29, 2015



| ACTION: FOR APPROVAL | DATE: April 1, 2015 |
|---|----------------------------------|
| PUBLIC | |
| SUBJECT: RETURN OF FOUND PROPERTY | |
| Prepared by: | Approved by: |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Chief of Police |

RECOMMENDATION:

THAT the Board approves the return of the following found property:

Miscellaneous items including tackle boxes, fishing net, paint ball gun to Kirk Langdon – *Incident # SU14050625*

BACKGROUND:

According to Board Bylaws and Policies, the procedure for unclaimed property in possession of the police service is as follows:

The Greater Sudbury Police Service has a legal responsibility to ensure that property in possession of the Service that is unclaimed is dealt with in accordance with the provisions of the *Police Services Act*.

With the exception of firearms, the Police Services Board shall have the authority to return property to the finder upon request, provided the property has been in the possession of the Service in accordance with the timelines specified in the *Police Services Act*. Each request shall be considered independently and shall not be precedent setting.

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SUBJECT: RETURN OF FOUND PROPERTY

Money shall be deposited in an account designated by the Board following the statutory waiting period where the Owner is not known and the Finder has not made a claim for the money.

Found money shall not be returned to the Finder where there is evidence it represents proceeds of crime or where there is any legislative provision or public policy affecting the Finder's right to possession, otherwise the money shall be retained in accordance with the Policy.

CURRENT SITUATION:

The Board has received a letter requesting the return of found property from Kirk Langdon.



| ACTION: FOR APPROVAL | DATE: April 1, 2015 |
|--|---|
| PUBLIC SUBJECT: CHIEFS YOUTH INITIATIVE FUND R | EQUESTS FOR FUNDING |
| Recommended by: Sharon Baiden | Approved by: |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Ju Zedua Chief of Police |

RECOMMENDATION:

THAT the Board approve the following donation with funds drawn from the Chief's Youth Initiative Fund:

\$1,000 in support of the 2015 OSAID Leadership Conference for the Confederation Secondary School Chapter

BACKGROUND:

Since 2002, the Board has maintained a Donations Reserve Fund that is utilized to assist in crime prevention initiatives at the discretion of the Police Services Board or those specifically targeted by the donor. A component of this Fund is the Chiefs Youth Initiative Fund which was established for the exclusive purpose of providing financial resources to youth related initiatives within the community.

The Chief's Youth Advisory Council reviews and provides insight on all funding requests submitted to the Board.

When considering requests for funds, the Board takes into account initiatives supporting community-oriented policing that involves a co-operative effort on the part of the Greater Sudbury Police Service and youth in the community, initiatives benefiting children and/or youth and/or their families, initiatives addressing violence prevention or prevention of repetition of violence or the root causes of violence, initiatives that focus on marginalized or underprivileged youth, and sponsorship of educational events.

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SUBJECT: CHIEFS YOUTH INITIATIVE FUND REQUESTS FOR FUNDING

CURRENT SITUATION:

One request for funding consideration from the Chief's Youth Initiative Fund has been received.

2015 OSAID Student Leadership Conference

Ontario Students Against Impaired Driving (OSAID) is a provincial youth driven organization that promotes smart decisions through public awareness in a realistic and relevant manner to prevent tragedies caused by impaired driving. The Confederation Secondary School Chapter is very active for this important cause.

A leadership conference is held annually with students from the province meeting to discuss the cause and share ideas and techniques for prevention. This year's theme is 'Vegas' and is being held May 7-10, 2015, in Oakville Ontario.

The Chapter is planning to have 40 students attend at a cost of \$17,000. The group is requesting assistance of \$1,000.

In 2014, the Board approved a donation of \$1,000 to this event.







Leadership Motivation

Scholarships

Skills Development





For Teachers: Event Showcase Mental Health Working with School Boards For Schools: Promotion Events School Projects Road Safety Fair Free Resources

29th Annual SECONDARY STUDENT Leadership Conference

Optimisim



Mitch Dorge Formally of the Crash Test Dummies

Motivation



Cheryl Pounder 2X Olympic Gold Hockey Champion

Dedication



Shelly Forney Distracted Driving Advocate Shelly has appeared on Oprah, Larry King, CBS, & Tyra Banks

Workshops

Working with School Boards **Peer Pressure Mental Health** School Event Planning **Texting and Driving Leadership Skills Tools for Schools-**Social Marketing Self Defence 101 lan Tyson Mocktails Motivational **Funny Man** Dance Yoga + More

MAY 7-10, 2015 Sheridan College

Community & Road Safety Vendor Fair Glow Dance Theme Fun Night Talent show Awesome Food Dorm Suites Free T-Shirt Door prizes

Registration deadline April 5, 2015 Details at

Details at <u>www.osaid.org</u>

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| ACTION: FOR APPROVAL | DATE: April 1, 2015 |
|--|--|
| PUBLIC SUBJECT: BOARD TRUST FUND REQUEST FOR | FUNDING |
| Recommended by: Sharon Baidan | Approved by: |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Jack Veduco Chief of Police |

RECOMMENDATION:

THAT the Board approve the following donation with funds drawn from the Board Trust Fund:

\$750 in support of the 2015 Steps for Life Walk

BACKGROUND:

The Greater Sudbury Police Services Board maintains a Trust Fund to deposit funds received pursuant to Sections 132 and 133 of the *Police Services Act* to be used for any purpose the Board considers is in the public interest and for such charitable events as the Board deems suitable.

When considering requests, the Board shall give preference to funding requests that fall into one of the following categories:

- Community Relations through Involvement with Police Related Organizations
- Board/Police Service Relations
- Public Education/Awareness
- Special Board Requirements

CURRENT SITUATION:

One request for funding consideration from the Board Trust Fund has been received.

2015 Steps for Life Challenge

The Steps for Life program supports awareness on the importance of workplace safety and injury prevention and includes a one-on-one peer support group, national speaker's bureau, regional family forums, and the quarterly newsletter 'Threads'

The Service's Joint Health and Safety Committee is committed to improving conditions by inspecting the workplace and identifying potential hazards. The Committee also increases awareness and shares preventative information through communication and education. The Committee will partner with the Health and Wellness Committee to promote the walk to all members to participate and donate. Each participant will cover their own registration fee.

Participation in this event will enhance team morale within the Service as it provides a venue for our members to unite for a worthwhile cause supporting families affected by workplace tragedy and promoting the importance of workplace safety and injury prevention.

The Sudbury Police Association will match the Board donation.

The annual 5 km walk Steps for Life challenge is scheduled for Saturday May 2, 2015.



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| ACTION: FOR INFORMATION | DATE: April 1, 2015 |
|---|---------------------------|
| PUBLIC SUBJECT: CORRESPONDENCE | |
| Recommended by: Sharon Baiden | Approved by: |
| Sharon Baiden Chief Administrative Officer | Paul Pedersen Jack Veduce |

RECOMMENDATION: FOR INFORMATION ONLY

OPC TUITION INCREASE

A letter was received on March 3, 2015 from Yasir Naqvi, Minister of Community Safety and Correctional Services, in response to correspondence from the Board dated October 9, 2014 on Ontario Police College tuition fee increases. Minister Naqvi advised that the Ministry does not consult on fee increases prior to implementation. The Ministry must have the ability to align fees with the cost of delivering them.

PATCH FOR PATCH PROGRAM

A letter was received on March 16, 2015 from Yasir Naqvi, Minister of Community Safety and Correctional Services, in response to correspondence from the Board dated November 14, 2014 addressing misuse and abuse of prescription medications. Naqvi acknowledge the program as being commendable and thanked the Board for bringing this information to his attention. Our correspondence was forwarded to the Minister of Health and Long-Term Care for consideration that would have the lead for this issue.



The Greater Sudbury Police Service

Invites you to attend

'OUR SHARED COMMITMENT' COMMUNITY AWARDS DINNER BANQUET

THURSDAY, MAY 14, 2015

STEELWORKERS HALL, 166 BRADY STREET, SUDBURY

DOORS OPEN AT 5:30 p.m. DINNER AT 6:00 p.m. AWARD PRESENTATIONS 7:00 p.m.

Please join us as we honour outstanding members, organizations and citizens in our community who have demonstrated a shared commitment with the police in making Sudbury a safer place to live, work, and play.

Please reserve your no-charge ticket(s) today through Natalie Corcoran at natalie.corcoran@gsps.ca or 705 675 9171, ext. 2287

Donations gratefully accepted

Funds raised will support community initiatives of the Greater Sudbury Police Service

