



GREATER SUDBURY POLICE SERVICES BOARD
WEDNESDAY May 20, 2020 10:00 A.M.
WEBEX

PUBLIC AGENDA

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GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: April 24, 2020
PUBLIC	
SUBJECT: VIRTUAL BOARD MEETINGS – VIDEO CONFERENCING SOLUTION	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by: Sharon Baiden Chief Administrative Officer 	Approved by: Paul Pedersen Chief of Police 

The following report was previously circulated for Board consideration.

RECOMMENDATION:

THAT the Greater Sudbury Police Services Board endorses the use of Cisco WebEx as a video conferencing solution for virtual board meetings.

BACKGROUND:

Since the COVID-19 pandemic crisis, Police Boards have been examining their capacity to hold meetings with some cancelled, suspended, postponed, or public attendance limited to maintain appropriate social distancing. Others are examining contingency plans to hold some form of meeting with an assurance of being able to access Board meeting Agendas and Reports.

On March 23, 2020, the Ministry of the Solicitor General issued guidance to Boards regarding meetings. In that note, the Ministry confirmed that there is flexibility for public meetings to be held virtually and to take feasible measures to facilitate public and media participation. In April 2020, most Boards conducted their meetings virtually through a variety of means including teleconferencing, audio streaming, and/or video conferencing.

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SUBJECT: VIRTUAL BOARD MEETINGS – VIDEO CONFERENCING SOLUTION	Page 2
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Board meetings are governed by Bylaw 2019-2 being a Bylaw of the Greater Sudbury Police Services Board to Govern Proceedings of Meetings of the Board. On April 15 by way of Board resolution 2020-048, Members participated in their regularly scheduled meeting virtually. This was achieved using the GoToMeeting (GTM) platform in audio version only, given that not all members had access to the internet and/or video capacity. The Board asked that other solutions be considered for future use at future meetings which enable both audio and video capability.

GoToMeetings (GTM) is one of the platforms that has been adopted for virtual business use internally and has been used primarily for conducting remote lineup for Uniform members assigned to the Patrol Operations Division. This is done four times per day. The platform is also used to support virtual internal meetings throughout the day. Additionally in support of virtual business operations, the Service also has the capacity to use Zoom, teleconferencing, and WebEx.

CURRENT SITUATION:

Staff reviewed other alternative video conferencing solutions available and tested several. They have found the following results.

Zoom video conferencing is used extensively in some industries. Recently, there were security concerns raised and given the nature of In Camera meeting confidentiality, it is not recommended where confidentiality must be assured.

GoToMeeting (GTM) has been successful internally for virtual lineups as well as Human Resources recruitment interviews. The Service will continue its use for these purposes.

Cisco WebEx has also been successfully tested in various areas within the Service allowing for simultaneous video and audio conferencing. It is user-friendly and allows for a moderator to limit public access to 'listen only' mode. This feature would enable non-Board/staff public access without the ability to speak during meetings. The interface is easy to navigate and it works well with our Outlook email client for meeting scheduling.

The cost per license is \$189 per year and allows for 100 participants at one time.

It is recommended that Cisco WebEx Plus be introduced as the video conferencing solution for future virtual Board meetings.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: April 24, 2020
PUBLIC	
SUBJECT: BOARD MANAGEMENT PORTAL	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended: Sharon Baiden Chief Administrative Officer 	Approved by: Paul Pedersen Chief of Police 

The following report was previously circulated for Board consideration.

RECOMMENDATION:

THAT the Greater Sudbury Police Services Board enters into an Agreement with Passageways OnBoard Master Subscription for a trial period of seventeen months.

BACKGROUND:

Board meetings have traditionally been conducted in the boardroom at Police Headquarters with Members participating in person (occasionally by teleconference) and with hard copy or a PDF version of the Board Book and related material. Depending on Member preference, the completed meeting material are hand-delivered or distributed electronically through email or the Member only portal of the Board website

Over the years, options regarding Board meeting material preparation, access, and dissemination have been explored with some Members preferring materials in a hard copy binder format while others requesting materials via email or through the portal.

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Confidentiality and security of Board activities has always been of paramount importance.

Internally for business use, Members employ a variety of ways and means for the handling of materials which are all in digitized format. In January of this year, staff participated in discussions with the Big 12 Police Services Boards in an examination of electronic meeting management software solutions to automate Board meetings and recording processes.

Historically, the majority of Boards operate in hard copy board materials or online PDF versions.

CURRENT SITUATION:

In light of the ongoing COVID-19 restrictions on contact, the Service has continued to examine alternative means of Board meeting material assembly and distribution for ease of remote access.

Various features and functionality were identified that products would be measured against as follows:

Web based or App support	Annotation Tool and Sharing
Unlimited storage and archiving	Simple and Intuitive Navigation
Secure Voting and Approvals	Electronic Signatures
Offline Access	Search Functionality
24/7 support	Complete Board Book
Scheduling Tool	Dashboard

Specific solutions were researched based on feedback from Big 12 Boards and local Boards here in Sudbury with the following results.

OnBoard, Board Effect, and DigiTrust Exec are Board Management Software solutions that were examined. All three vendors are capable of providing the deliverables noted above and afford the same level of functionality.

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The pricing for each of the researched products are as follows for a one-year subscription with the exception of OnBoard:

Company	Annual Cost	Implementation Fee	First Year Total
OnBoard	\$3950	\$686	\$4636 *
Board Effect	\$8064	\$1500	\$9564
DigiTrust Exec	\$5900	\$2500	\$8400

*OnBoard is providing 17 months of access for the cost of a one year subscription due to COVID-19.

OnBoard is a purpose built, cloud based, Board Portal software solution that allows for the automated dissemination of Board Books, Agendas, and calendars to all Board Members and Executives. This solution also provides the ability to annotate Member's personal Board books, chat between Board Members or with a group, vote on resolutions, and sign documents.

All solutions can be operated on a Laptop or Windows Tablet equipped with a camera and audio capability. Members who do not have this type of system shall be provided one by GSPS.

OnBoard software can be put in place for the May 20, 2020. The initial subscription will run until October 2021. Annual renewals thereafter will ensure board management of documents through the portal.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2019 POLICE SERVICE DONATIONS RESERVE FUND YEAR END	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Public Trust and Accountability Goal: Fiscal Transparency	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives the Police Services Donations Reserve Fund report for the period January 1 to December 31, 2019 for information.

BACKGROUND:

The City of Greater Sudbury Bylaw #2020-56 establishes and continues Reserves, Reserve Funds, and Trust Funds for the City of Greater Sudbury.

The Police Service has a number of such Reserves included in this bylaw one of which is the Police Services Donations Reserve Fund. This Reserve is under control of the Police Services Board and to be used for crime prevention initiatives, 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 benefitting 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: 2019 POLICE SERVICE DONATIONS RESERVE FUND YEAR END	Page 2
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CURRENT SITUATION:

The Police Services Donations Reserve Fund is maintained by annual contributions of excess donation proceeds net of expenditures in any given year. The primary source of revenue generation is the annual Community and Police Gala.

Monies are used for the purpose as set out above and deemed suitable by the Greater Sudbury Police Services Board without further authorization from Council.

Many of the funds drawn from this reserve are used in support of activities as determined appropriate through the Chief's Youth Advisory Committee and crime prevention activities. Requests for funds are regularly reviewed by the Board based on applications detailing the purpose and use of said funds.

This is a working reserve. On an annual basis, the Board is provided with a report of summarizing annual transactions all of which were authorized throughout the year. Please see Appendix 'A' attached.

This year, the fund balance is down by just under \$400 over the previous year with a year end of \$172,737. Again, this Reserve continues to support many community activities, particularly in support of youth engagement which has yielded many positive results and does not impact the Operating Budget.

APPENDIX "A"



POLICE SERVICES DONATIONS RESERVE FUND

YEAR-END
December 31, 2019



APPENDIX "A"

Police Services Donations Reserve Fund

Balance 2018 Year End	\$ (173,120.30)	\$ (173,120.30)
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2019 Revenue

Youth Initiatives	\$ (40,028.57)	
Crime Prevention	\$ -	
Citizens on Patrol	\$ -	
Drug Related	\$ -	
Lions Eye in the Sky	\$ (2,000.00)	
Shop with a Cop	\$ (3,370.00)	
STRIDE	\$ -	
SPYDR Mountain Bike Program	\$ -	
GSPS Multicultural Board	\$ (4,250.00)	
Auxiliary Unit	\$ -	
Kids Cops & Fishing	\$ (500.00)	
Kids Cops & Golf	\$ -	
Kids, Cops & Ice Fishing	\$ (900.00)	
Home Run for High Schools	\$ (2,000.00)	
Reserve Fund Interest	\$ (4,516.06)	
2019 Total Revenue	\$	(57,564.63)

2019 Expenditures

Youth Initiatives	\$ 47,198.91	
Crime Prevention	\$ -	
Citizens on Patrol	\$ -	
Drug Related	\$ -	
Lions Eye in the Sky	\$ -	
Shop with a Cop	\$ 2,114.56	
Stride	\$ -	
SPYDR	\$ -	
GSPS Multicultural Board	\$ 7,149.40	
Auxiliary Unit	\$ -	
Kids, Cops & Fishing	\$ 735.48	
Kids, Cops & Golf	\$ 12.62	
Kids, Cops & Ice Fishing	\$ 838.57	
Home Run for High Schools	\$ 267.84	
Sled Days	\$ (370.00)	
2019 Total Expenses	\$	57,947.38

Balance 2019 Year End	\$ (172,737.55)	\$ (172,737.55)
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GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2019 POLICE SERVICES BOARD RESERVE FUND	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Public Trust and Accountability Goal: Fiscal Transparency	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives the Police Services Board Reserve Fund report for the year ended December 31, 2019 for information.

BACKGROUND:

The City of Greater Sudbury Bylaw #2020-56 establishes and continues Reserves, Reserve Funds, and Trust Funds for the City of Greater Sudbury.

One such reserve fund is the Police Services Board Reserve Fund which is funded from the Greater Sudbury Police Services (GSPS) Board on-line auctions. In addition, monies are recovered through interested earned and monies recovered as a result of seized property. This Reserve Fund is to be used for charitable or other events the Board deems suitable including any purpose that GSPS considers in public interest in accordance with Section 132/133 of *Police Services Act*.

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SUBJECT: 2019 POLICE SERVICES BOARD RESERVE FUND	Page 2
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CURRENT SITUATION:

The Board Trust Reserve Fund is used for any purpose that the Board considers in the public interest in accordance with Sections 132 and 133 of the *Police Services Act* and for such charitable events as deemed suitable by the Board without further authorizations by Council.

Appendix “A” is attached and details the 2019 activities and provides a summary of year-end balance. The Board will note the Service continued to support a number of activities consistent with the guidance of the Reserve. Overall the balance decreased by approximately \$12,810 over last year. Some of the anomalies in 2019 were the Sudbury Police Association Golf Tournament, the Great Lakes Motorcycle Training Seminar hosted in Sudbury and the National Police Curling Championships. Those were new events that drew \$7,500 from the Reserve.

Gains and losses are linked closely to auction proceeds and monies seized and fluctuate year to year.

Finding rightful owners of property has improved over the years resulting in much less property going to public auction. Additionally there is variation in monies deposited through seizures.

APPENDIX "A"



POLICE SERVICES BOARD RESERVE FUND

**YEAR-END
December 31, 2019**



Police Services Board Reserve Fund

APPENDIX "A"

Balance 2018 Year End	\$ (35,430.99)
2019 Revenue	
Auction Proceeds	\$ (6,835)
Seized Monies	\$ (2,519)
Unclaimed Money	\$ -
Donation	\$ -
Sale of Scrap Metal	\$ -
Reserve Fund Interest	\$ (924)
2019 Total Revenue	\$ (10,278.64)
2019 Expenditures	
2019 International Police Hockey Ladies	\$ 1,500.00
2019 Tender Wishes Hockey Tournament	\$ 1,500.00
2019 Coldest Night of the Year	\$ 1,000.00
2019 International Police Hockey	\$ 1,500.00
2019 GSPS Curling Bonspiel	\$ 500.00
2019 Women of Distinction Award	\$ 500.00
2019 Police Curling National	\$ 1,300.00
2019 Joe MacDonald Basketball	\$ 1,500.00
Conference Support	\$ 500.00
2019 Golf Tournament	\$ 3,000.00
2019 Motorcycle Training Seminar	\$ 3,000.00
2019 Safe Ride Home	\$ 1,000.00
2019 Run to Remember	\$ 500.00
2019 Keeping Seniors Warm	\$ 300.00
2019 Campaign Donation	\$ 2,000.00
2020 Tender Wishes Hockey Tournament	\$ 1,500.00
2019 Polar Plunge	\$ 1,989
2019 Total Expenses	\$ 23,089.00
Balance 2019 Year End	\$ (22,620.63)



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: GOVERNANCE REPORT – BOARD AUDIT	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by: Sharon Baiden Chief Administrative Officer	Approved by: Paul Pedersen Chief of Police

RECOMMENDATION: FOR INFORMATION

BACKGROUND:

The Board will recall the City of Greater Sudbury's Auditor General included the governance of the Police Services Board as part of his annual audit plan in 2017. While the Auditor General does not have legislative authority over Police Services Boards, the Auditor General requested the Board and Staff participate in a review of the relationship between the City and the Board, most notably lines of communication with the City, the Board, and the Police Service. The Auditor also looked to explore where efficiencies could be created through joint or shared services.

Meetings, discussions, and reviews of various documents were undertaken in December 2017 and early 2018 with the various stakeholders. All participants welcomed the opportunity to be involved. The report was completed and sent to the Board for review and action in June 2018.

Since that time, the Board has continued to respond to the recommendations and findings. The current status and associated updates are attached for the information and review of

Re: Governance Audit of Greater Sudbury Police Services Board [GSPS]

Audit Report released	May 2018
Original # of Observations	4
# of Action Plans Previously Complete	2
# of Action Plans Now Closed	TBD
# of Action Plans on Next Follow Up	TBD
Status as of May 31, 2020	

Observation and Summary of Progress (Based on Self-Assessment conducted by GSPS)	Self-assessed Status
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Observation 4.3

The City and Police Services presently share a number of services. Opportunities to share additional services such as fleet have not been closely examined to determine if they can be delivered more economically and effectively by the City.

Partially implemented

The City should work with GSPSB staff to examine opportunities for additional shared services such as fleet services if they can be delivered more economically and effectively by the City.

Original Management Response

Given the scope of such a recommendation, consideration needs to be given for the current lack of capacity to service such a large client as well as the effect such an undertaking would have on the Fleet Services work plan and existing clients.

In order to provide capacity, significant renovations, investment and operational changes would need to occur. Renovations to accommodate additional parts and vehicle storage, investment in technicians and supervisory capacity, and transitioning the Lorne street garage to add a third shift to daily operations would be required.

Fleet has fairly recently transitioned to the Finance, Assets and Fleet Division within Corporate Services. There are a number of process improvement projects underway to improve both systems internal to Fleet and further definition of service levels with existing customers. In order to not compromise service to existing divisions/departments as well as the Fleet work plan, it is not recommended that Fleet Services provide service to Police Services at this current time.

The City will continue to review other areas where services can be shared effectively in addition to the current services provided in Human Resources, Information Technology and Finance including accounts payable, payroll, purchasing, accounting and budget system maintenance.

Actions Taken, Results and /or Actions Planned - As of May 31, 2019

These discussions are part of ongoing dialogue with City staff in order to maximize efficiencies through use of staff resources and systems where possible. Well-developed systems are in place with the finance division for services such as budget, accounts payable, accounts receivable and financial audit. As well, the Service works effectively with payroll, procurement, legal services, mail room, benefit and pension administration, facilities management including cleaning contracts and common space building security, WSIB claims management and where possible staff resources are shared. New initiatives include access to architectural services and other facility specialized contracts. For example, the City has just tendered for a number of standing offer facilities services including architectural and miscellaneous facilities services.

Fleet services is another area, that Police would like to explore, although to date, the City has indicated that the centre operates at capacity now, and would not be able to accommodate the number and type of vehicles associated with police. This remains an area for further development and discussion with all parties willing to explore a partnership.

Police are currently working with the By-law department exploring efficiencies with respect to call management and alternative response means including abandon motor vehicle, animal control, neighbor disputes, noise complaints and theft of gas. At this time, this is a work in progress with no specific actionable items at this time. A review is also underway examining the possibility of sharing the shipping and receiving area with the City as a means of addressing some facilities challenges at Police Headquarters.

Actions Taken, Results and /or Actions Planned - As of May 31, 2020

The City concluded its selection of several standing offer Facility Services such as Professional Engineering and Architectural Service providers, The Service is able to directly avail access to these standing contracts which is timesaving and efficient when addressing facility needs.

There has been no further action on the sharing of fleet services. The City is working at capacity at that facility at this time.

Through concerted efforts with City Services, specifically City By-law, the Service has made significant progress in the area of towing of vehicles contrary to the Winter Parking By-law and responding to noise complaints.

In the last two months with COVID-19 response efforts, the City and Police have worked extensively and collaboratively in ensuring a proactive approach. The City 311 line has served as an invaluable screening resource for all COVID/State of Emergency Calls, ensuring appropriate screening and directing calls only as appropriate to the 911 Emergency Communication Centre for response. This service will continue beyond COVID-19 and will ensure a streamlining of calls to the Police.

In addition, there have been extensive collaboration efforts with the City's Procurement Division. Both groups have worked tirelessly in the acquisition of much needed personal protective and safety equipment during these trying times. Again, systems have been established to ensure that joint equipment and supply procurement needs are met efficient and effectively.

The Service also works extensively with the City's Real Estate section on the review and determination of space options for police, most notably around lease negotiations. The expertise of City Staff is of considerable value to Police when determining appropriate space alternatives.

The Service also continues to work with the City's Legal Services and Risk Management Divisions, primarily on commercial and business agreements. In addition, we work extensively with City insurers on civil litigation matters and where appropriate on inquests where both the Police and City are involved.

This year, Police will be working collaboratively with Fire Services and the Geographic Information Systems Planning Services Division on the Computer Aided Dispatch mapping project to ensure all maps used to support dispatch functions are updated. There is considerable expertise in these areas which is of mutual benefit to all involved parties.

Observation 4.4

The Police Services and KPMG have identified that several facilities deficiencies are an impediment to providing police services safely, effectively and efficiently.

As facilities are a critical infrastructure requirement for police services - which is a core service of the City - the upgrade or replacement of these facilities should be prioritized within the City's asset management and facilities management planning processes.

Original Management Response

The City of Greater Sudbury has approximately 550 facilities within its portfolio. In order to direct capital expenditures to the highest priority projects staff has advised Council that the City is moving forward with the production of comprehensive asset management plans that will have defined service levels, asset condition data and risk considerations. Combined with a revised capital budgeting model that is aimed at ensuring the highest priority projects receive funding; capital investment will be allocated where it is most effective at ensuring safety, reducing risk, foregoing costs, and meeting legislative and operational requirements. The Facilities Capital Project section will continue to work closely with Police Services at identifying and articulating future capital requirements. Similarly, the Facilities Maintenance section will continue to promptly service and rectify any maintenance related issues at Police occupied facilities.

**Partially
implemented**

Actions Taken, Results and /or Actions Planned - As of May 31, 2019

The Police Services Board has authorized a third location to extend HQ in order to accommodate immediate pressures at Headquarters with a commitment that the facility is located in very close proximity to 190 Brady Street. This will alleviate some of the urgent problems creating operational inefficiencies. At the same time, the Board has authorized a comprehensive facilities needs assessment to be undertaken with a view of a permanent solution. The Board has also endorsed that the Police work with the City to explore the feasibility of an Emergency Service Centre if there is interest to do so, to house Police, Fire and EMS on one site. It is anticipated that this work will get underway later this year. The Board also continues to establish a Capital Financing Plan to ensure the necessary resources to fund the project. This is being achieved through annual contributions to a reserve fund.

Actions Taken, Results and /or Actions Planned - As of May 31, 2020

Renovations are currently underway at 128 Larch Street a third location that has been secured which will serve to alleviate some of the space pressures at Police Headquarters.

The Board has established a capital financing strategy to ensure necessary resources to fund current and future Police Services facilities needs and associated costs. The Police and Community Safety Division have been working collaboratively to retain a consultant to conduct a feasibility study on a co-location of the Police and Community Safety Headquarters. The RFP for this work had been underway and has been temporarily suspended during COVID-19. The work will resume at a later date.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC:	
SUBJECT: SPECIAL INVESTIGATIONS UNIT UPDATE	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by:  Sheilah Weber Deputy Chief of Police	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives this Special Investigations Unit (SIU) update on the April 2019 Incident for information.

BACKGROUND:

In April 2019, a 45 year old male resident of Greater Sudbury attacked a 16 year old female on her way to school. The male brutally assaulted the female and attempted to abduct her. GSPS Tactical police officers, acting on the authority of a Feeney Warrant, entered a residence in Sudbury to arrest the male for assault and abduction. A struggle took place and the male was subdued and arrested.

The male was taken to Health Sciences North where he was diagnosed with having sustained right side rib fractures and a laceration to his head.

As a result of the injury to the accused, the Special Investigations Unit (SIU) was notified and invoked their mandate. The SIU is a civilian law enforcement agency that investigates incidents involving police officers where there has been a death, serious injury, or allegations of sexual assault.

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Under the *Police Services Act* of Ontario, the SIU must determine based on the evidence gathered in an investigation whether the officer has committed a criminal offence in connection with the incident.

In January of 2020, the SIU advised that they had concluded their investigation and advised there were no grounds in the evidence to proceed with criminal charges against the subject officers as it is believed the officers' use of force was legally justified.

CURRENT SITUATION:

In accordance with Section 11 of Ontario Regulation 267/10 of the *Police Services Act* of Ontario, the Chief of Police or designate shall cause an administrative investigation to be conducted forthwith into any incident with respect to which the SIU has been notified, subject to the SIU's lead role in investigating the incident.

The purpose of the Administrative Investigation was to review the policies of, or services provided by the Police Service and the conduct of its police officers.

The Section 11 Administrative Review Investigation was completed by the Professional Standards Bureau. The investigation revealed that the actions of the Responding Officers and Witness Officers were appropriate and just, with police duties lawfully executed and diligent prisoner care and control followed.

The review also included an analysis of the equipment used and performance in accordance with training. The results of their findings are summarized as follows:

Policy / Procedure

From a Policy/Procedure perspective, there were no violations or breaches. The officers attended with information consistent with an Attempt Kidnapping/ Barricaded persons call. The involved officers had sufficient grounds to lawfully arrest the subject and were lawfully in the residence at the time of the injuries.

The ram, the deployment of conducted energy weapons (CEW), the use of an intermediate weapon (ASP baton) and empty hand techniques were deployed according to procedure.

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Equipment

There were no equipment issues identified during this analysis. The officers deployed appropriate tools for use in the field. In this case the Tactical Team was available and had received training on dynamic entries involving breaching tools; in this instance the Tactical officers used a ram to gain entry into the apartment and into a washroom. Further, in an attempt to gain control of the male suspect who was displaying assaultive and resistive behavior towards officers deployed two CEW's and used an ASP baton was utilized in an attempt to gain compliance and control. These less lethal options assisted officers in the lawful execution of their duties to arrest and take into custody the wanted party with minimal injuries to all involved.

On an ongoing basis, the Police Service reviews all new equipment as it becomes available, as well as the deployment of existing equipment - to ensure that availability and use is appropriate - given a range of situations.

Training

The Use of Force review concluded that the officers performed effectively within the parameters of training. As part of ongoing mandated annual training, the Tactical Team will continue with their specific training which includes a 'clear to contact entry', dealing with barricaded persons and the use of entry tools (breaching).

There are several '*use of force*' options that can be considered by officers at any given circumstance. Under these specific circumstances the officers performed properly according to their training, applied the appropriate degree of force necessary to affect the arrest.

CONCLUSION:

The Section 11 Administrative Investigation has been conducted and determined the actions of the responding officers were not only necessary but appropriate, with police duties lawfully executed.

There were no Procedure, Equipment, or Training concerns arising from this incident.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: NOTES OF APPRECIATION	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Our Members Goal: Member Recognition	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION: FOR INFORMATION ONLY

CURRENT SITUATION:

An email message was received from Natalie Scherbak, Economic Development CGS, whose department has been doing outreach to local businesses during the pandemic. She advises that businesses in the downtown and Flour Mill areas of Sudbury have commented on the increased police presence. They are really appreciative of the efforts of the Police Service and members and wanted to ensure this positive feedback from business owners was received. "Thank you very much for all your hard work during these times."

An email message was received from a Sudbury resident wanting to share a wonderful experience with Greater Sudbury Police. After an incident involving a close family member, the Communication Centre was contacted and the resident was greeted with great compassion. Constable Patrick Truskoski was assigned and promptly made contact showing the utmost professionalism and maintaining strict confidentiality. He addressed concerns and questions and provided information for further resources. "This has been my only interaction with the Service. I want to say that I feel safe and secure with your team leading our community. Bravo! Et merci!"



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: May 13, 2020
PUBLIC	
SUBJECT: FINANCIAL REPORT YEAR-END DECEMBER 31, 2019	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Public Trust and Accountability Goal: Fiscal Transparency	
Recommended by: Sharon Baiden Chief Administrative Officer	Approved by: Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives the 2019 Year-End Greater Sudbury Police Service Financial Report for the period January 1 to December 31, 2019 for information as audited by KPMG as part of the City of Greater Sudbury audit.

BACKGROUND:

The Police Services Board passed the approved 2019 budget by way of resolution #2018-168 at their meeting of December 19, 2018.

This budget was recommended to and accepted by City of Greater Sudbury Council in the amount of \$59,987,608 which included an annual provision of \$900,000 to fund a future facilities improvement plan along with a contribution of \$628,392 to an envelope for capital projects.

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CURRENT SITUATION:

The Annual City Audit has now been completed although has not yet been presented to the City Finance and Administration Committee. During the audit, GSPS staff met with the senior audit team from KPMG to review matters and respond to any questions that arose during the audit. All areas were addressed and responded to with no concerns noted.

An analysis of 2019 expenditures and revenues is summarized by way of the table and associated notes below with a comparison between the annual budget and actual year end results.

Financial Overview Year ended December 31, 2019

Category Description	Annual Budget	Year End Actual	\$ Variance	% Change	
Salaries & Benefits	\$ 54,902,854	\$ 56,505,464	\$ (1,602,610)	2.9%	1
Operating Costs	\$ 5,858,065	\$ 6,526,659	\$ (668,594)	11.4%	2
Contr to Reserves/Capital	\$ 3,833,361	\$ 3,862,159	\$ (28,798)	0.8%	3
Internal Recoveries	\$ 1,346,170	\$ 1,293,579	\$ 52,591	-3.9%	4
Revenues	\$ (5,952,842)	\$ (8,200,252)	\$ 2,247,411	37.8%	5
Net Total	\$ 59,987,608	\$ 59,987,608	\$ (0)	0.0%	

1. Salary and Benefits were 2.9% over the budgeted allocation. This is attributed to salary expenses associated with unbudgeted grants wherein salaries are offset in the revenue section. Overtime was higher than budgeted due specifically to staffing challenges in the Communication Centre and a special project undertaken with the Integrated Crime Team Part-time staffing was also higher in the Communication Centre due to occupational illness absences. These costs were particularly offset by a draw from the Capital Financing Reserve Fund in keeping with the Reserve Fund By-law.

In salaries specifically, just over \$925,000 was paid out in sick leave entitlements both in terms of payout for un used sick leave credits to which members are entitle at retirement and topping up of wages by 25% when members are on Short Term Disability. These funds are recovered from the Sick Leave Reserve Fund, reflected through Revenues.

2. Operating Costs show a variance in certain areas due to higher than expected spending most notably for training of close to \$200,000 (this was tied to grant funds that offset these costs), higher legal costs associated with Police Services Act matters and vehicle maintenance. Additionally, radio software maintenance costs were higher than budgeted. This is a second year upgrade to the software and will conclude in 2020. Grant funding also offset a number of costs associated with operating expenses stemming from specific programs.
3. Provisions to Reserves and Capital show a slight positive variance which relates to the transfer of funds raised from the Gala to the Donations Reserve Fund; otherwise, there were no specific deviations in this area.

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4. *Internal Recoveries reflect funds transferred to the City to cover costs associated with facilities, Accounting, budgets, human resources, mail room and payroll support. This area also captures funds received from the City specifically around recoveries for fire and transit radio equipment maintenance. This year one-time funds were received from fire for a*
5. *Revenues at year-end revenues were recorded at greater than budgeted as a result of grant funding received after budget was approved in the amount of \$292,000. As noted earlier, \$925,000 was drawn from the Sick Leave Reserve to cover Sick leave payment entitlements paid through Salaries and Benefits with \$578,920 drawn from the Capital Financing Reserve Fund to offset overspending in relief staffing and overtime. User fees were up by just over \$100,000 in police clearance letter revenues. Approximately \$120,000 more than budgeted was drawn from the WSIB Reserve Fund to offset WSIB costs. Just over \$200,000 in other revenues were received which relate to miscellaneous payments for items such as honorarium payment from the accident reporting center and meals on wheels, funding for RIDE and CISO, Burst camp. reimbursement from Crime Stoppers for the photo copier, payments from Sudbury Police Association for event tables where the cost is shared, monies collected from events hosted, travel reimbursement collected, insurance for MVC's, sale of promotional items.*

Overall, the Service realized a successful year financially with spending within the authorized budget notwithstanding staffing challenges in the Communication Centre which caused overtime and relief staffing budgets to be overspent. In addition with the obligation for sick leave payouts, the Sick Leave Reserve Fund has had a draw to offset those expenses. Funds were drawn from the Sick Leave Reserve to offset salary expenses associated with long and short term absences along with top up draws from sick leave banks throughout the year.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2020 FINANCIAL REPORT JANUARY 1 TO MARCH 31	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Public Trust and Accountability Goal: Fiscal Transparency	
Recommended by: Sharon Baiden Chief Administrative Officer	Approved by: Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives the Finance Report for the period January 1 , 2020 to March 31, 2020 for information.

BACKGROUND:

On October 25, 2019, the Board passed an operating budget for the 2020 year in the amount of \$62,950,756. This budget was recommended to City Council for approval. Following its deliberations, Council asked the Board to effect a \$250,000 reduction.

The Board accepted the request to reduce its budget with the final allocation for 2020 being \$62,700,756. The \$250,000 was removed from the Contribution to Reserve specifically to the funding which is earmarked for police renovations and future police facility new construction costs and associated debt financing.

In the short term, these funds are being used to address existing facility pressures.

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SUBJECT: 2020 FINANCIAL REPORT JANUARY 1 TO MARCH 31	Page 2
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CURRENT SITUATION:

The first three months of the year have seen a number of activities well underway and aligned with the spending as envisioned in the budget as set. However, in March with the declaration of the COVID pandemic, priorities throughout the entire organization shifted with significant attention paid to quickly and efficiently developing a response plan.

COVID-19 Pandemic Response

A COVID Task Force was immediately assembled through the redirection of staff resources dedicated specifically to ensuring the organization was positioned to respond. One Inspector, two Staff Sergeants, one Sergeant, Finance Manager, Human Resources Manager, Constables, and Civilian support staff were assigned specifically to this function. While this did not cause any additional costs, these members were assigned to these duties on a priority basis with their current work portfolios placed temporarily on hold.

At this time, while COVID work has somewhat normalized, the members are now for the most part working in their primary area assigned.

Key activities undertaken were as follows:

- Reducing the footprint of people in all facilities which saw a number of members reassigned to work from home
- Establishment of work from home protocols and supervision
- Procuring a variety of virtual communication mechanisms including teleconferencing, Zoom, WebEx, and GoToMeeting solutions
- Facility retro-fits to prevent direct entry into police locations, most notably at Headquarters and District #2
- Acquisition and deployment of 57 lap top computers
- Procurement of large quantities of Personal Protective Equipment (PPE) and decontamination supplies
- Significant increases to cleaning and disinfecting of buildings and workspaces
- Large scale distribution of full PPE to members
- New systems for both personal and vehicle decontamination
- Parking provided for and paid for members who have been required to attend at work

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- Single person patrol cars with the exception of recruits who continue with their post OPC training with assigned Coach Officers. PPE is available to officers at all times
- Remote shift briefings conducted in the field using hand-held technology devices
- Online training for members working from home and at work
- Staff reassignments to other areas particularly in the Courts area
- Establishing and revising policies and procedures as required in order to meet the requirements associated with COVID
- Regular engagement with the Community Control Group and procurement services with the City
- Continual examination of all workspaces to ensure social distancing is adhered with redirection of traffic flow and movement of desks

A new cost centre was set up in the Budget to track COVID expenditures only. From January to March 2020, just under \$98,000 was spent on COVID related requirements.

As of report date, the expenses are \$222.000 as is depicted in table below.

item	Amount
+ Cleaning/decontamination	\$ 40,338.26
+ Cots	\$ 4,323.00
+ Furniture	\$ 3,304.88
+ Hand sanitizer	\$ 6,604.86
+ Laptops	\$ 56,013.61
+ Miscellaneous	\$ 2,900.31
+ PPE	\$ 70,383.78
+ Parking	\$ 18,018.12
+ Thermometers	\$ 684.39
+ Computer hardware/software	\$ 4,441.82
+ Facilities optimizations	\$ 13,740.83
+ Translation services	\$ 454.60
+ Cellphones	\$ 952.68
Grand Total	\$ 222,161.14

Miscellaneous spending relates to batteries, legal counsel, office supplies, and facility retrofits.

From a financial perspective COVID-19 related impacts on staffing, spending and revenues continue to be closely monitored with shifts in activities offsetting certain costs where possible and adjusting spending priorities.

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Operating Budget Update:

While it is still very early in the spending cycle, in general overall expenses are within budgeted levels with the exception of the noted COVID expenditures which were not contemplated at the time the budget was set. Certain areas will be underspent which may assist in offsetting some of the unbudgeted COVID items, particularly in the area of training and out of town travel. Overall, the Service sits with a slight surplus in the amount of \$61,636 at the end of the first quarter. There are overages in certain areas and underspending in others.

The following table serves to provide an overview of spending to date:

Category Description	Annual Budget	Year to Date Budget	Year End Actual	\$ Variance	% Change	
Salaries & Benefits	\$ 56,916,686	\$ 14,444,570	\$ 14,487,061	-\$ 42,491	-0.3%	1
Operating Costs	\$ 5,866,941	\$ 2,078,041	\$ 1,903,434	\$ 174,607	9.2%	2
Contr to Reserves/Capital	\$ 4,138,694	\$ 1,034,673	\$ 1,033,562	\$ 1,112	0.1%	3
Internal Recoveries	\$ 1,419,250	\$ 354,812	\$ 374,107	-\$ 19,294	-5.2%	4
Revenues	-\$ 5,640,815	-\$ 488,717	-\$ 436,419	-\$ 52,298	12.0%	5
Net Total	\$ 62,700,756	\$ 17,423,380	\$ 17,361,745	\$ 61,636	0.4%	

Variances are explained as follows:

1. Salaries and Benefits: Year to date salary and benefits are showing a slight negative variance overall despite over and underspending in certain areas. Overtime is up as are salaries. This is largely due to payouts associated with retirements that have occurred on a one time basis in the first quarter and will not recur. Salary savings are noted where members are off on Long Term Disability and WSIB and costs are not attributed to directly to this area.
2. Operating Costs: Overall the Operating expenses below budget allocations year-to-date by approximately 9.2%. This is a result of purchasing not yet having been initiated on certain items. Again, there has been an intensive focus on the procurement for COVID supplies. Routine purchasing is now getting underway which will cause budgets and actual spending to start to align. Spending is down in fuel and it is expected the savings will continue in this area as a result of gas prices having dropped considerably. There are also savings being realized in business related travel and training.
3. Contributions to Reserves/Capital: Contributions to capital reserve accounts are in keeping with budgeted allocations.

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SUBJECT: 2020 FINANCIAL REPORT JANUARY 1 TO MARCH 31	Page 5
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4. Internal Recoveries: Internal recoveries which are expenses realized through charge-backs from the City, are up specifically in the area of facility charges for miscellaneous repair and maintenance requirements.
5. Revenues: Revenues are showing lower than budgeted specifically due to losses in revenue from Paid Duty, Contract Administration, Cruiser Rentals, and Clearance letters. It is possible to have some recovery in these areas with possible road construction commencing which necessitate the use of paid duty assignments. There was also a lull in the processing of police clearance letters until the online automated system was introduced. Some of the revenue losses have been offset with unbudgeted grant revenues.

In the coming weeks, it is anticipated that there will be the hiring of Sworn officers which may be selected from current Civilian staff. This will result in a reduction of Civilian salaries in areas where workload has decreased due to COVID. Salaries are closely monitored particularly in terms of over-time and part-time staff utilization.

A comprehensive analysis will be undertaken to forecast year-end anticipated spending. This will be done once half a year of fiscal spending has been realized.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2020 JANUARY TO APRIL STAFFING / DEPLOYMENT UPDATE	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Our Members Goal: Succession Planning	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board, in accordance with Section 31(1) (a) of the *Police Services Act*, hereby appoints members of the Greater Sudbury Police Service on the dates specified for January to April 2020; and further

THAT the Board hereby accepts the resignations of members from the positions on the effective dates specified for information.

BACKGROUND

Section 31 (1) of the *Police Services Act* sets out the Board's responsibilities with respect to the provision of adequate and effective police service in the municipality. More particularly under Section 31 (1) (a), the Board appoints and accepts resignations of members of the Service. This report will highlight the current strength of the Greater Sudbury Police Service and to bring forward appointments, resignations, and retirements during the period January 1 to April 30, 2020.

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SUBJECT: 2020 STAFFING/DEPLOYMENT UPDATE JANUARY-APRIL	Page 2
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CURRENT SITUATION:

Each year, the Service develops a Sworn Officer Hiring Plan in accordance with anticipated attrition through resignation and/or retirement. The plan is designed to ensure authorized strength is maintained. Hiring of new Sworn members entails the recruitment of members as Cadets who are required to complete the Basic Constable Training Program at the Ontario Police College prior to being sworn in as a 4th Class Constable. Some members are also hired as experienced Constables having gained experience from other police services.

Civilian hiring is influenced by many factors including resignation and retirement in addition to growth and pressures in certain support service areas. When such vacancies are created, hiring generally occurs from the existing staff pool or externally should there be no qualified internal candidates. The Service is also the beneficiary of grants from time to time that afford temporary time limited positions that are generally filled from existing staffing or secured through external recruitment efforts. Additionally during the annual budget cycle, new positions may be identified to respond to changing needs which also impact on our civilian staffing levels.

Positions that are filled by internal candidates will generally create vacancies leading to other competitions in a domino type of effect. During this period, there were also retirements or resignations in the Civilian staffing. Additionally, new positions authorized as part of the 2020 budget have been filled.

The Service is represented by diverse backgrounds, a broad inventory of languages, skills, knowledge, and experience. The following will serve as an overview of such changes to the organization.

TABLE A: GSPS Authorized Strength at April 30, 2020.

FULL TIME COMPLEMENT

	Budgeted		Notes	
	Authorized	Actual	Non-medical LOA	Secondment
SWORN	270	266	0	(1)
CIVILIAN	128	128	0	
TOTAL	398	394	0	(1)

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SUBJECT: 2020 STAFFING/DEPLOYMENT UPDATE JANUARY-APRIL	Page 3
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There are currently vacancies in the sworn complement due to four resignations that have transpired since January 2020. The objective is to have these filled with the next Basic Constable Training intake at the Ontario Police College. Due to COVID-19, the dates have been delayed and the Ministry will confirm. The number of spots may be reduced due to the need for social distancing.

TABLE B: Appointments

EFFECTIVE DATE	STATUS	ASSIGNMENT
15 October 2019	Civilian- Part Time	Communications
01 January 2020	Civilian Full Time	Human Resources Coordinator
01 January 2020	Civilian-Full Time	Finance Clerk
06 January 2020	Civilian- Part Time	Court Security
06 January 2020	Civilian-Part Time	Court Security
16 January 2020	Civilian-Part Time	Communications
16 January 2020	Civilian-Part Time	Communications
13 January 2020	Civilian-Part Time	Court Clerk
27 January 2020	Civilian-Part Time	Traffic Unit CSP
27 January 2020	Civilian-Full Time	Armourer
27 January 2020	Civilian-Full Time	Media Specialist
03 February 2020	Civilian-Full Time	Youth Safety CSP
05 March 2020	Civilian-Part Time	Transcriber
05 March 2020	Civilian-Part Time	Transcriber
11 March 2020	Civilian-Part Time	Court Security
11 March 2020	Civilian Part Time	Court Security

SUBJECT: 2020 STAFFING/DEPLOYMENT UPDATE JANUARY-APRIL	Page 4
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TABLE C: Resignations/Retirements

EFFECTIVE DATE	STATUS	YEARS OF SERVICE	REASON FOR LEAVING
2 January 2020	Civilian	3.78	Resigned
24 January 2020	Civilian	1.83	Resigned
31 January 2020	Sworn	26.50	Retired
31 January 2020	Civilian	34.00	Retired
13 February 2020	Sworn	23.10	Retired
01 March 2020	Sworn	33.56	Retired
20 March 2020	Sworn	25.98	Retired
20 March 2020	Civilian	18.29	Retired
31 March 2020	Civilian	1.58	End of contract
09 April 2020	Civilian	32.40	Retired

TABLE D: Secondments/Non-Medical LOA

TERM	TYPE OF LEAVE
January 1 2020 to March 31, 2023	Secondment – O.P.P.

SUMMARY:

This report summarizes the activities that have occurred in the first trimester of 2020 relative to staffing and deployment. Staff have worked collectively to ensure strategic goals and priorities are met. The Board will be provided with updates three times a year on hiring and deployment of new sworn officer and civilian members.

These updates will be provided in the month following the previous four months on the following schedule:

Report Tabled with Board	Category of New Member	Hiring Timeframe
May	Sworn/Civilian	January to April
September	Sworn/Civilian	May to August
January	Sworn/Civilian	September to December



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: May 13, 2020
PUBLIC	
SUBJECT: SERVICE ORGANIZATIONAL CHART	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by: Sharon Baiden Chief Administrative Officer	Approved by: Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board approves the 2020 Organizational Chart.

BACKGROUND:

The activities of the Police Service are supported by an Organizational Chart. The last Chart was updated in March 2019 when there were changes and restructuring at the Senior Command level due to retirement.

On an ongoing basis, the structure of GSPS is examined to ensure functions and workloads are appropriately aligned.

CURRENT SITUATION:

An examination of the GSPS structure has been undertaken. The review considered a realignment of certain functions operationally in order to better streamline oversight and functional reporting.

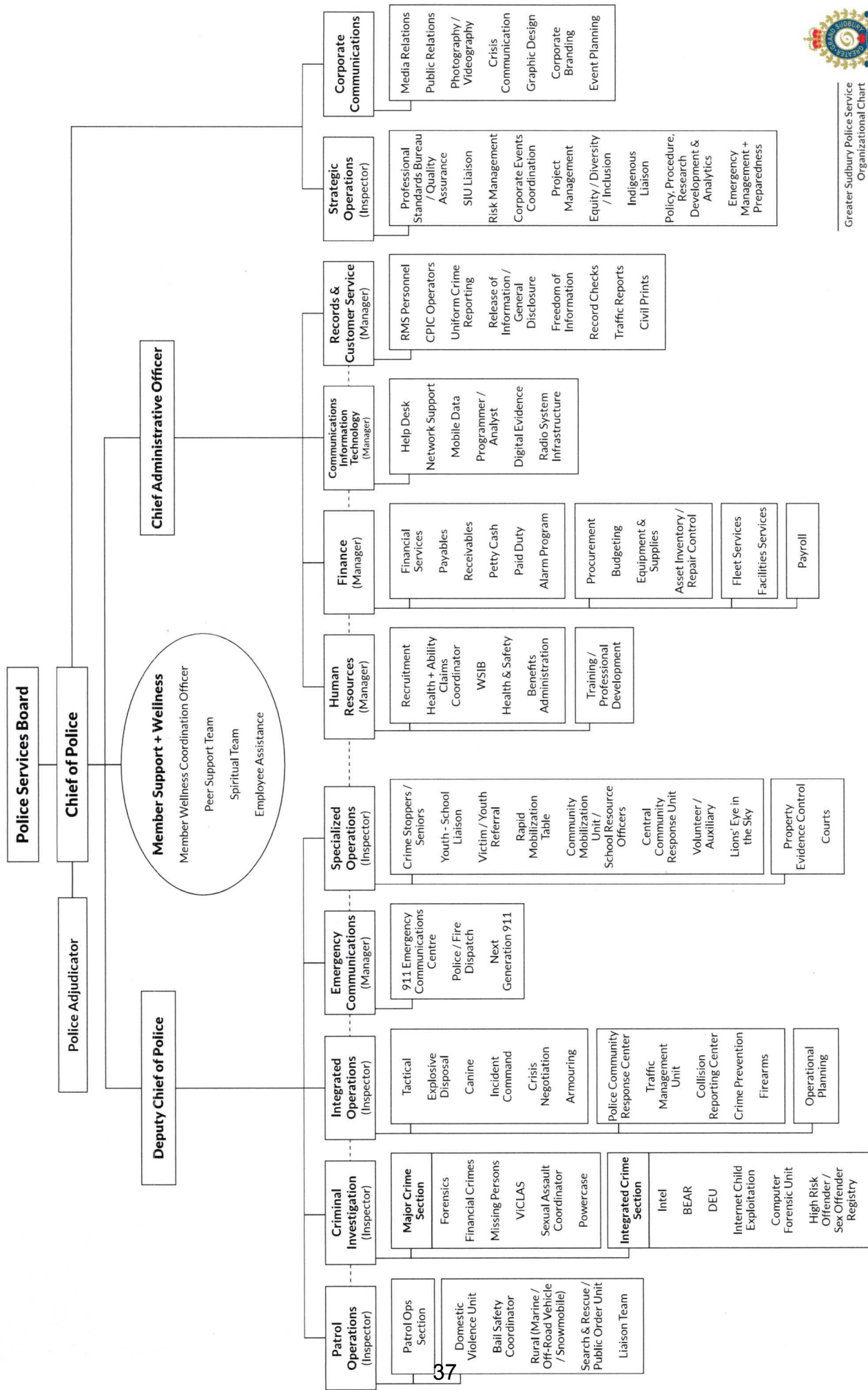
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SUBJECT: SERVICE ORGANIZATIONAL CHART	Page 2
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In addition in keeping with the current Strategic Plan and its focus on Our Members, Member Support and Wellness has been added as a stand alone visible part of the Organizational Chart.

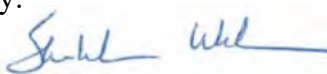
The Board will note that the Unit is staffed by our Member Wellness Coordination Officer supported by our Peer Support Team, Spiritual Team, and the services of our Employee Assistance Program.

In addition, the Corporate Communications section continues to be a report to the Office of Chief of Police which is a critical linkage to the community directly from the top of the organization.





GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by:  Sheilah Weber Deputy Chief of Police	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

THAT the Board receives the 2019 annual report in accordance with the Collection of Identifying Information in Certain Circumstances – Prohibitions and Duties *Regulation 58/16 of the Police Services Act* and in accordance with the Board’s Policy GSPSB – Policy 027 for information.

BACKGROUND:

On January 1, 2017 *Ontario Regulation 58/16* made under the *Police Services Act* in relation to the Collection of Identifying Information in Certain Circumstances – Prohibitions and Duties came into effect. This legislation provides police officers with direction relating to the attempted collection of identifying information about an individual in certain circumstances governed by the *Regulation*.

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SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	Page 2
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Section 1(1) of the Regulation outlines the application and reads as follows:

1. (1) This Regulation applies with respect to an attempt by a police officer to collect identifying information about an individual from the individual, if that attempt is done for the purpose of,

- (a) inquiring into offences that have been or might be committed;
- (b) inquiring into suspicious activities to detect offences; or
- (c) gathering information for intelligence purposes.

The Regulation also contains several exemptions, prohibitions and duties surrounding the collection of identifying information. The Regulation does not apply to:

- an attempted collection made by a police officer for the purpose of investigating an offence the officer reasonably suspects has been or will be committed
- an attempt by a police officer to collect identifying information from an individual if,
 - (a) the individual is legally required to provide the information to a police officer;
 - (b) the individual is under arrest or is being detained;
 - (c) the officer is engaged in a covert operation;
 - (d) the officer is executing a warrant, acting pursuant to a court order or performing related duties; or
 - (e) the individual from whom the officer attempts to collect information is employed in the administration of justice or is carrying out duties or providing services that are otherwise relevant to the carrying out of the officer's duties.

This legislation was introduced in Ontario by the provincial government as a mechanism for Police Services to gather information in a manner which supports and adheres to the principles of equity and fairness contained in the *Canadian Charter of Rights and Freedoms* and the *Ontario human Rights Code*. GSPS Board Policy 027 and GSPS Procedure INT010 both titled the *Collection of Identifying Information in Certain Circumstances – Prohibitions and Duties* were developed to ensure compliance with the provisions of *O. Reg 58/16*. The interactions that are governed by the *Regulation* are defined in the Service procedure as a “Regulated Interaction”.

An electronic Collection of Identifying Information in Certain Circumstances (CIICC) Submission Form has been created for officers to complete following a Regulated Interaction. The CIICC Submission Form once completed is then required to be verified. During the verification process the Regulated Interaction will be deemed to be either a Compliant or Non-compliant Regulated Interaction based on its compliance with the *Regulation*.

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SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	Page 3
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Ontario Regulation 58/16 provides direction to the Chief of Police to provide an annual report to the board under section 31 of *Ontario Regulation 3/99* (Adequacy and Effectiveness of Police Services) and what information must be included in the report.

CURRENT SITUATION:

As the third reporting period, January 1 through December 31, 2019 is now complete, the following information is being provided in compliance with the annual reporting requirements of the Regulation.

During 2019, one (1) CIICC report was submitted. For analysis purposes it is important to note that only one individual can be identified on each submission form. As a result, in situations where there is a Regulated Interaction involving more than one person associated with the same incident, each person involved in the same interaction shall have a CIICC Form completed.

Attempted Collections vs Collections - CIICC

This table represents a comparison of the number of Regulated Interactions where an attempt to collect identifying information was made and how many resulted in an actual collection of information. In 2019, in the (1) attempt to collect made, it resulted in a collection of identifying information from an individual.

2019	Attempted Collections	Collections
Total	1	1

The table below represents a breakdown of the number of Regulated Interaction incidents in relation to the number of individuals that an attempt to obtain identifying information occurred. In 2019 there was one (1) collection resulting from one (1) single incident.

2019	Collections	Incidents of Contact
Total	1	1

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Incidents vs Submissions - CIICC

Exemptions used in a Regulated Interaction

The *Regulation* affords officers in specific circumstances the ability to not provide the involved individual with all of the information and duties as required.

Examples of these exemptions are in situations where a police officer has a reason to believe that informing the individual:

- might compromise the safety of an individual;
- would likely compromise an ongoing police investigation;
- might allow a confidential informant to be identified; or
- might disclose the identity of a person contrary to the law, including disclose the identity of a young person contrary to the *Youth Criminal Justice Act* (Canada).

The Annual Report must include the number of times these exemptions were used during a Regulated Interaction.

This table represents how many times the above exemptions were used to not provide one of the following duties to an individual:

Duty to	Number of Exemptions
Inform the individual that he or she is not required to provide identifying information to the officer	0
Inform the individual why the police officer is attempting to collect identifying information about the individual	0

The *Regulation* also provides officers in specific circumstances the ability to not offer to provide a CIICC Receipt as required to the involved individual.

Examples of these exemptions are in situations where a police officer has a reason to believe that continuing to interact with the individual:

- might compromise the safety of an individual; or
- might delay the officer from responding to another matter that should be responded to immediately.

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SUBJECT:
2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES

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The Annual Report must include the number of times these exemptions were used during a Regulated Interaction. This table below represents how many times the above exemptions were used to not offer a CIICC Receipt to an individual:

Duty to	Number of Exemptions
Offer to give the individual a document that provides a record of the attempt to collect identifying information	0
Give the individual such a document if the individual indicates that he or she wants it	0

In 2019, there was one (1) Regulated Interactions for which no offer was made by the officer to provide a CIICC Receipt at the termination of the contact with the individual. As there were no exemptions in this situation to not offer the receipt, it was classified as a Non-compliant Regulated Interaction.

Regulated Interactions - Gender

When submitting a CIICC submission form the involved officer must indicate the perceived gender of the individual at the time of the attempted collection.

The following table represents a breakdown of those individuals by gender:

Regulated Interaction	Male	Female
Total		1

Regulated Interactions – Age Groups

When submitting a CIICC submission form the involved officer must indicate the perceived age of the individual at the time of the attempted collection. The following table represents a breakdown of the individuals by age groups:

Age Groups	Total
0 - 19	
20 - 29	
30 - 39	1
40 - 49	
50 - 59	
60 - 69	
70 - 79	
80 or over	

SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	Page 6
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Regulated Interaction – Racialized Groups

When submitting a CIICC submission form the involved officer must indicate the perceived race of the individual at the time of the attempted collection. The following table represents a breakdown of the individuals by perceived race:

Racialized Groups	Total
White	1
First Nations	
Metis	
Inuk	
Black	
South Asian	
West Asian	
Southeast Asian	
Chinese	
Filipino	
Latin American	
Arab	
Korean	
Japanese	
Other - Specify	
Total	1

Racialized Groups - Narrative

In this reporting period as there was one (1) interaction that was determined to be Regulated. 100% of reports involve White peoples.

Regulated Interaction – Area of Collection

When submitting a CIICC submission form the involved officer must indicate the location that the Regulated Interaction took place. For this Service, patrol zones were utilized as the defining areas of contact.

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SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	Page 7
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The following table represents a breakdown those patrol zones and where Regulated Interactions occurred:

Patrol Zone	Total
Zone 20	1
Zone 30	
Zone 40	
Zone 50	
Zone 60	
Zone 11	
Zone 12	
Zone 13	
Zone 14	
Zone 15	

Regulated Interaction – Submissions determined to be Non-Compliant Collections

The *Regulation* requires that every CIICC submission is reviewed by a Regulated Interaction Verifier within 30 days of it being submitted. This process of verification is done to ensure that every aspect of the legislation has been properly applied. During this review, if the Regulated Interaction is found to be Non-Compliant with the legislation the information is secured from access as restricted information. It should also be noted that the CIICC submissions were reviewed within the 30 day period.

The following table represents a breakdown of the Regulated Interactions and the number that were deemed to be Non-Compliant during the verification process:

CIICC Submissions	Regulated Interaction	Incidents of Contact
Compliant		
Non-Compliant	1	1

Regulated Interactions – Annual audit review

The *Regulation* requires that at least once a year a detailed review of an appropriately sized sample of entries of identifying information included in the database to ensure that it appears that they are Compliant be undertaken.

This review was conducted and the original findings of the verifier with respect to Compliant and Non-Compliant submissions have been confirmed.

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SUBJECT: 2019 ANNUAL REPORT – ‘COLLECTION OF IDENTIFYING INFORMATION’ PROHIBITION AND DUTIES	Page 8
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Regulated Interactions – Access to Restricted CIICC Submissions

The *Regulation* does permit in specific situations for the Chief of Police to grant permission to access restricted information. The legislation outlines the conditions that must be met in order to provide this review and are as follows:

- for the purpose of an ongoing police investigation,
- in connection with legal proceedings or anticipated legal proceedings,
- for the purpose of dealing with a complaint under Part V of the Act or for the purpose of an investigation or inquiry under clause 25 (1) (a) of the Act,
- in order to prepare the annual report described in subsection 14 (1) or the report required under section 15,
- for the purpose of complying with a legal requirement, or
- for the purpose of evaluating a police officer’s performance.

There were no requests submitted in 2019 to access restricted information.

CONCLUSION:

During 2019, this third year of *Ontario Regulation 58/16* being implemented the Service has continued to dedicate many resources to ensure that areas in which more discussion or training are required have been identified. Through the experiences of our members in their implementation of this legislation additional training presentations have been developed and provided to help everyone better understand when the *Regulation* applies.

Beyond that based on the Non-compliant submission, remedial training was also provided which included practical scenarios to help the member differentiate between a Regulated Interaction and a situation where the individual was compelled to provide identification.

For 2019, In-Service Training which was attended by all sworn members included a review of the CIICC Annual Report and a training component as directed by the legislation. This refresher program was not only based on the duties of the *Regulation* but also included scenarios reflecting on some of the issues that were identified in both the 2017 and 2018 reporting years.

The Service will continue to review all CIICC Form submissions to ensure compliance with the duties of the *Regulation* and address any issues that are of concern. The review process and methods employed when dealing with CIICC submissions is in accordance with *Ontario Regulation 58/18* of the *Police Services Act* and Police Service Procedures.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: 2020 PROPERTY AND EVIDENCE CONTROL AUDIT	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by: Sheilah Weber  Deputy Chief of Police	Approved by: Paul Pedersen  Chief of Police

RECOMMENDATION:

THAT the Board receives the report on the results of the 2020 Annual Audit of the Property and Evidence Control function for information.

BACKGROUND:

Section 35 of the *Adequacy and Effectiveness of Police Services Regulation O. Reg 03/99* states that every Board and Chief of Police shall implement a quality assurance process relating to the delivery of adequate and effective police services and compliance with the *Police Services Act* and its regulations.

The Police Services Board Policy pertaining to the Collection Preservation and Control of Evidence and Property requires that the Chief of Police ensures that an annual audit of all property/evidence held by the police service is conducted by a member(s) not routinely or directly connected with the property/evidence control function and that the results are reported to the Board.

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SUBJECT: 2020 PROPERTY AND EVIDENCE CONTROL AUDIT	Page 2
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The Greater Sudbury Police Service is responsible for the care and control of all seized evidence and found property which comes into the officers' custody during their tours of duty. Procedures are in place to guide the activities of staff in relation to property and evidence that comes into the possession of the Police Service.

The review considered Ministry Policing Standards and Sections 132, 133 and 134 of the *Police Services Act* dealing with property that comes into the possession of the Police Service. Also used as reference were the Greater Sudbury Police Service's policy and the Service's Procedure relating to the Collection, Preservation and Control of Evidence and Property and Property Exhibit Tracking. All of these guiding documents complement one another to effectively handle the seizure, retention, and disposition of property/evidence that is in possession of the Police Service.

The purpose of the "Property and Evidence Control" Audit was to provide an objective examination of items secured under the care of the Greater Sudbury Police Service and to provide an assessment on its control, retention and disposal. The secondary purpose of an audit is to assist the Service by identifying and evaluating significant exposures to risk and contributing to the improvement of management of such risks.

Audit objectives:

1. To assess Greater Sudbury Police Service policies and procedures and determine if they are in compliance with the provincial standards.
2. To assess whether general property (evidence) is retained or disposed of in accordance with the *Police Service Act* and the Greater Sudbury Police Service by-laws, policies and procedures.
3. To review continuity of the evidence practices and to ensure such processes meet the requirements of the judicial system.
4. To examine whether key risk factors with respect to contaminated property, flammables, and hazardous materials are adequately segregated and stored in a safe environment and the risk factors are mitigated.
5. To inspect the Property and Evidence Department facilities and determine if all potential liability factors are being addressed.
6. To physically examine the process of property logging and storage in the Property and Evidence Department of the Greater Sudbury Police Service and identify any issues.

SUBJECT: 2020 PROPERTY AND EVIDENCE CONTROL AUDIT	Page 3
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Audit scope:

Based on a risk analysis, the scope of the audit was a physical examination of the Property and Evidence Department in the secure section of the Lionel Lalonde Centre (LEL) in Azilda, and its functions in the following areas:

- Safety of staff and other people utilizing or accessing the facilities
- Security of the facilities and the individual storage areas within
- Continuity of evidence
- Proper storage and handling of evidence

Audit methodology:

The methodologies used in the audit included physical examination of the facilities, physical observations of the evidence, interviews with staff, review of policies and procedures, tracking of evidence log processes and tracking and retrieval of random samples of evidence.

CURRENT SITUATION:

The **field work component** of the audit was completed on March 3, 2020, and was performed with minimal disruption to the Property and Evidence Department. As has been noted in previous audits, the work area was found to be secure, very clean and well organized; items were in place, property and equipment were properly stored and employees were adequately trained on property procedures. The retrieval of the selected items went very well with no major complications or issues encountered.

One item of note observed by the Auditor was that a ceiling area located over the cages section of the Property and Evidence Department had suffered water damage, however had since been reported to be repaired. The Property supervisor has submitted a help desk ticket to have a portion of the shelving and articles moved to an adjacent location to ensure that the articles are not damaged should there be a re-occurrence. This section contains articles which may be involved in court proceedings; therefore it is of utmost importance that this ticket be addressed.

During this year's random sampling process the Auditor examined 100 articles of property and tags from the general property section of our storage facility. The audit found that all of the general property sampled had the property tags filled out accurately and completely, and the information, such as occurrence number, description of the property, the RMS property number and officer's name were all legible.

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The audit of the related items confirmed that all were readily located in the proper specified storage location as per the Niche records management system, with the exception of one item, which had very recently been moved to an adjacent area along with all items from the same investigation. Property clerk will make the correction on Niche.

The **office work component** of the audit consisted of utilizing the NICHE records management system to conduct queries on each item that was the subject of the review to determine if further retention of the items was required or if it should have been disposed of. The purpose of this was to determine whether the item was being retained in compliance with all of the various by-laws and procedures, whether the investigation dealing with the particular exhibit had been concluded or was still ongoing, whether the exhibit was still required for any court proceedings or any other form of hearings, or whether the item could be returned to owner or otherwise disposed of.

This information is necessary in order to ensure compliance with Greater Sudbury Police Service by-laws and procedures dealing with the retention of property. Unnecessary retention of property contravenes the retention by-laws, and may also be a burden on the financial resources of the Service as it requires an increase in storage area, and also creates unnecessary work for the staff. The property clerks can only dispose of the property under the authority of a court order (such as a forfeiture order, a disposition order, etc...) or a report from the investigating officer and/or the involved supervisor.

This segment of the audit identifies the efficiency and effectiveness of the system as a whole. It provides the auditor with the information required to make an analysis of the system and will enable the auditor to identify the problems and issues which are prevalent and prevent the system to work as efficiently as it can.

Using the NICHE database, each and every item that was randomly selected was queried in order to determine certain key elements such as:

- Is the investigation concluded or is it ongoing?
- Have the charges, if any, been dealt with by the courts, by other means or are they pending?
- Have warrants been issued for the accused?
- Have any judicial orders been issued by a judiciary at the time of sentencing such as forfeiture order or disposition order, etc...?
- If the investigation has been concluded, are there any existing reasons to warrant the further retention of the property?
Has the investigating officer submitted a report dealing with the disposition of the property?

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- Has the supervisor created an assignment on the Property and Evidence Department Niche task list (Ghost #19) in regards to the disposition of the property?

Of the 100 articles of property that were reviewed, the following was observed:

- **Fifty-eight** involved property that was being retained as per reports by investigating officers in compliance with ongoing court proceedings or retention by-laws;
- **Four** involved investigations that had been concluded, however the investigating officer had not submitted a supplementary report regarding the disposition of property(the auditor e-mailed the involved officers);
- **Twenty-three** involved investigations where tasks had been assigned to Property for disposal of articles, however they had not been disposed of as of yet; and
- **Fifteen** involved investigations that had been concluded in court, tasks were assigned to Property by Court staff, however no task had been assigned for the investigating officers by Property staff regarding disposal.

In many cases, although all the proper steps have been followed, it would appear that a large number of articles still remain in the Property and Evidence Department even though the officer has authorized the disposition.

In 2019, there were 7105 property tags submitted into the Property and Evidence Department by officers, some of which had multiple items attached. Also there are currently 1559 outstanding assignments on the Niche and Evidence Department task list relating to the disposal of property, spanning from the current date to April of 2016. In speaking with the Property Supervisor it was learned that due to staffing levels and workload, Property staff have been unable to address outstanding assignments.

In the Property and Evidence Control Audit presented in 2017, the former Auditor completed a review and observations were made of the overall efficiency and effectiveness of the property area. Some of these included improvements in the area of Health and Safety as Property staff were exploring a number of physical upgrades including the installation of a “Fume Hood” for drug processing.

This device is designed to assist in the safe handling of dangerous drugs such as fentanyl. Members of the Unit, along with specialized training also received other secondary Personal Protective Equipment (PPE).

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SUBJECT: 2020 PROPERTY AND EVIDENCE CONTROL AUDIT	Page 6
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At this time the Auditor is pleased to report that the installation of these recommended physical upgrades has been completed, and both rooms are fully functional and contain tools and equipment to assist in the safe handling and processing of drug and drug-related exhibits. The Auditor learned that only a Standard Operating Procedure (SOP) had been developed in relation to the use of these rooms, and will be working with our Policy Analyst Andrea Savage to develop the related procedure.

SUMMARY:

During the **field work component** of the audit, the work area in the Property and Evidence Department was found to be secure, very clean and well organized; items were in place, property and equipment were properly stored and employees were adequately trained on property procedures. The retrieval of the selected items went very well with no major complications or issues encountered.

During the **office work component** of the audit, it was quite apparent that there was a substantial amount of property that was being unnecessarily retained within the storage of the Property and Evidence Department due to the lack of action taken by Property staff. Assigned tasks had been properly created by supervisors and Court staff for disposal of items or re-assignment to officers once court proceedings had been completed, however tasks were not being assigned to officers and property was not being disposed of. In speaking with the Property Supervisor, it was learned that due to staffing levels and workload. In the coming year, concerted efforts will be initiated to follow up on property to be disposed.

In relation to a review of current procedures which involve the management and disposal of property, the Auditor learned that within the previous years, our former Policy Analyst had been preparing revised procedures, as the last date of revisions was February of 2011, further to that many changes had occurred in the way our Service manages and disposes of articles of property. The Auditor will be working with our Policy Analyst to develop updated procedures.

The Service is committed to maintaining compliance and meeting the responsibilities established through the *Police Services Act*, the Adequate and Effectiveness of Police Services *O.Reg 03/99*, Ministry Standards and the Service's policies and procedures.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR APPROVAL	DATE: May 13, 2020
PUBLIC	
SUBJECT: COVID-19 STATUS INFORMATION DISCLOSURE POLICY	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION:

**THAT the Greater Sudbury Police Services Board approves Board Policy
GSPSB Policy – 029 COVID-19 Status Information Disclosure.**

BACKGROUND:

As part of the effort to support emergency frontline responders and contain the spread of COVID-19, the provincial government issued an emergency order under the *Emergency Management and Civil Protection Act* which allows police services to obtain COVID-19 status information from a specified custodian.

Through this order, first responders have access to COVID-19 status information (positive status only) of individuals they are coming into contact, which will help to protect and reduce the potential spread of the virus to first responders and to those they come into contact with in the community.

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SUBJECT: COVID-19 STATUS INFORMATION DISCLOSURE POLICY	Page 2
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The disclosure of personal health information related to the COVID-19 (positive) status of an individual, must only be used to prevent, respond to, or alleviate the effects of the COVID-19 emergency. This includes ensuring appropriate measures are taken to protect police personnel when responding to a call. This information cannot be used for any other purpose.

The Province encouraged Boards and Chiefs of Police to develop policies and procedures related to the disclosure of COVID-19 (positive) status information. The province has since communicated additional guidance related to users authorized for the disclosure of COVID-19 status information to communication and dispatch centres.

CURRENT SITUATION:

In accordance with Ministry Guidance, a policy was developed and circulated as a draft. Since that time, the policy has been updated given additional information received from the Ministry and is attached for the Board's review and final consideration. The policy has been reviewed and endorsed by legal counsel.

A comprehensive procedure has also been established to ensure that members have guidance on the requirements as outlined in the policy.



GREATER SUDBURY POLICE SERVICES BOARD POLICY

SUBJECT: ACCESS TO COVID-19 STATUS INFORMATION	NUMBER: GSPSB – POLICY 029
ORIGINATING DATE: April 15, 2020	REVISED DATE:
REPORTING REQUIREMENTS: Annual or until Emergency Order, Ontario Regulation 120/20 expires.	

1. **POLICY STATEMENT:**

The Greater Sudbury Police Services Board is committed to maintaining high quality policing services during the COVID-19 pandemic and to protecting the health and safety of all GSPS members. In accordance with Ontario Regulation 120/20, an Emergency Order issued under the *Emergency Management and Civil Protection Act*, members have limited and controlled access to COVID-19 status information when dealing with members of the public to mitigate risk of exposure and prevent community spread. Recognizing the sensitivity of this personal health information, every reasonable precaution will be taken to protect its confidentiality.

2. **DEFINITIONS:**

For the purpose of this Policy, the following definitions apply:

- (1) **Authorized User**
Members who are designated to have access to the First Responders COVID-19 Risk Look-Up web portal created by the Ministry of the Solicitor General who are involved in communication and dispatch services, who are responsible to ensure the health information is stored with the highest possible regard for security within the 911 Emergency Communications Centre, and an individual's COVID-19 status shall not be captured or recorded in any generally accessible local system or CPIC.
- (2) **COVID-19 Status Information**
Means, in relation to an individual, the individuals name, address, and date of birth, and whether the individual has had a positive test for the COVID-19.

- (3) Designated Health Officer
A member trained in Communicable Diseases who is designated to perform the duties of Health Officer serving as a resource to personnel.
- (4) Authorized Users
911 Emergency Communications personnel who perform communication and dispatch functions.
- (5) First Responders COVID-19 Risk Look Up Web Portal
A centralized databank created by the Ministry of the Solicitor General in collaboration with the Ministry of Health and Specified Custodians that stores the name, address, date of birth of persons who have tested positive for COVID-19 coronavirus and can be accessed by authorized users.
- (6) Specified Custodian – includes:
 - a. Laboratories licensed under the *Laboratory and Specimen Collection Centre Licensing Act*; and
 - b. Medical Officers of Health within the meaning of the *Health and Protection and Promotion Act*

3. **GENERAL:**

The Chief of Police shall develop procedures to ensure that:

- (1) The collection, access, use, disclosure, and destruction of COVID-19 status information is done in a manner consistent with this Policy, the *Police Services Act*, the *Municipal Freedom of Information and the Protection of Privacy Act*, section 255 of the *Municipal Act, 2001* (regarding retention and destruction of records directly related to any law enforcement activity), and any further direction/recommendations by the Ministry of Solicitor General through its ‘All Chiefs Memorandums’ on this Regulation.
- (2) Access is only made by authorized users in the Service’s 911 Emergency Communication Centre who perform such functions for the purpose of providing notice of COVID-19 Status Information to First Responders (e.g., for the protection of officer safety when members are en route to specified calls for service if there is a known or potential risk of COVID-19 for an individual and/or location they may be attending or have attended), and internal control measures are in place for disclosure of information within the Service and oversight is provided by the Communication Supervisor.

- (3) This process does not impact on other approved access to such Communicable Disease Information for the purpose of reducing the risk of occupational exposure, spreading of communicable diseases, and the handling of any occupational exposure to communicable diseases.
- (4) Personal health information about the COVID-19 (positive) status of an individual must only be used to prevent, respond to, or alleviate the effects of the COVID-19 emergency, such as ensuring appropriate Personal Protective Equipment (PPE) are taken to protect police personnel when responding to a call.
- (5) COVID-19 Status Information shall be considered acquired for, and only used for, the purposes set out in this policy and related to law enforcement and fire services purposes; and the information is subject to confidentiality and the Oath of Secrecy under the *Police Services Act* and the privacy regime contained in *MFIPPA*. Further, when the Emergency Order ceases to be in effect, all status information shall be subject to the privacy regime in *MFIPPA*.
- (6) COVID-19 Status Information shall only be provided to those members that require it in order to meet the above purposes and not shared beyond such (subject to section 7).
- (7) Any record created for the above purposes containing COVID-19 Status Information shall be created on a secure drive with access limited to the Chief of Police (or designate), Communicators, 911 Emergency Communications Centre Supervisor, Emergency Communications Manager, or any other member needed to respond to any actual or contemplated proceedings, actions, claims, or complaints under the *Police Services Act*.
- (8) That COVID-19 Status Information, while it may be added to a computer-aided dispatch (CAD) system (e.g., premises warning/alert/flags) or within an Occurrence Report/officer notes (if required), it may not entered into CPIC, an individual or premises master Record Management System(Niche), or any other database (including intelligence databases) unless it is directly related to a charge. The Chief of Police shall further ensure entries in CAD have a set default expiry date and such date should coincide with the date the declared emergency ceases to be in effect (subject to any outstanding charges, actual or contemplated proceedings, actions or claims, or complaints under the *Police Services Act*).
- (9) Any information obtained from the First Responders COVID-19 Risk Look-Up Web Portal that relates to an individual's COVID-19 positive status or secondary records created based on this information, when the Emergency Order is no longer in effect or as soon as practical thereafter, is destroyed on a priority basis except as obtained and required as described in Section 8 above.

- (10) Addresses what should occur in the event of a suspected or actual data breach or disclosure with respect to the information obtained and stored in the police records system, as it pertains to the First Responders COVID-19 Risk Look-Up Web Portal.
- (11) Police personnel may continue to confirm the COVID-19 (positive) Status Information of an individual they have interacted with after the interaction while the Emergency Order remains in effect for the purpose of contact tracing.
- (12) Police personnel do not under any circumstances contact specified custodians for COVID-19 Status Information.
- (13) Information collected pursuant to the Emergency Order is destroyed as soon as permitted by law.

4. MONITORING REQUIREMENTS:

The Chief of Police shall ensure monitoring measures are in place to ensure compliance with this Policy.

5. REPORTING REQUIREMENTS:

Upon the termination of the Emergency Order, the Chief of Police shall provide a report to the Board detailing compliance with this Policy.

The Chief of Police shall report back to the Board regarding the destruction of the records under Section 3 (8.)

6. EXCEPTION AND LIMITATION

- 1. Nothing in this policy prevents a member of the GSPS from asking a member of the public about their COVID-19 status, if doing so is intended to protect First Responders and to reduce the potential spread of the virus in the community.
- 2. Any information voluntarily disclosed to a member of the GSPS with respect to COVID-19 status shall be subject to the access, disclosure, and destruction provisions as otherwise provided at law.
- 3. Consistent with the purpose of the Provincial Emergency Order, policing personnel may continue to confirm the COVID-19 status information of an individual they have interacted with after the interaction while the emergency order remains in effect in accordance with Section 3(11).

4. This Policy shall be retroactive effective April 6, 2020 (the date of the Regulation).
5. This Policy shall remain in effect during the period of the declared COVID-19 emergency and shall automatically be repealed upon termination of the *Emergency Order, Ontario Regulation 120/20*.



GREATER SUDBURY POLICE SERVICE BOARD REPORT

ACTION: FOR INFORMATION	DATE: May 13, 2020
PUBLIC	
SUBJECT: ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS BOARD OF DIRECTORS ANNOUNCED	
STRATEGIC DIRECTION 2019-2021 Strategic Theme: Policing with Excellence and Professionalism Goal: Best Practices in Core Police Functions	
Recommended by:  Sharon Baiden Chief Administrative Officer	Approved by:  Paul Pedersen Chief of Police

RECOMMENDATION: FOR INFORMATION ONLY

BACKGROUND:

The Ontario Association of Police Services Boards (OAPSB) is the leading voice of police governance in Ontario. We serve our members and stakeholders, as well as the general public by:

- helping local police services boards fulfill their legislated responsibilities by providing training and networking opportunities and facilitating the transfer of knowledge; and
- advocating for improvements in public safety laws and regulations, practices and funding mechanisms.

Membership in OAPSB includes police services board members, police and law enforcement officials, and other persons involved in policing and public safety.

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SUBJECT: ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS BOARD OF DIRECTORS ANNOUNCED	Page 2
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Annually, the OAPSB elects its Board of Directors which has composition from the various zones throughout the province. In addition, the Big 12 Boards have four seats on the Provincial Board.

A call for nominations for the four Big 12 seats was issued by OAPSB earlier in the year. Member Caldarelli was endorsed by the Board to have her name stand. There were more names than seats, and as such an election was called. The Board submitted its selection of candidates as directed by April 30, 2020.

CURRENT SITUATION:

The OAPSB released the names of the successful candidates to be presented at the AGM on May 29, 2020 as follows:

- Fran Caldarelli (Greater Sudbury PSB)
- Karen Fisher C. Dir. (Durham PSB)
- Don MacVicar (Hamilton PSB)
- Daljit Nirman (Ottawa PSB)

Congratulations are extended to Member Caldarelli who was supported for a fifth term 2020-2021 and proudly represents our Board.

These results will be confirmed at the May 29, 2020 Annual General Meeting which is scheduled to be held virtually. Any members not yet registered and wish to participate are encouraged to do so.



GREATER SUDBURY POLICE SERVICES BOARD

REPORT FROM THE CHIEF OF POLICE

May 2020

GREATER SUDBURY POLICE SERVICES BOARD CHIEF'S REPORT

The COVID-19 outbreak remains a top priority. All levels of government and communities at large have been actively engaged in responding to what has been an unprecedented health crisis worldwide.

The health and safety of citizens remains a major concern for everyone including Police Services.

MINISTRY UPDATES (*excerpts from All Chiefs of Police Memorandum*)

CHANGES TO USE OF FORCE AND FIREARMS TRAINING REQUIREMENTS DURING PROVINCIAL EMERGENCY

As part of the continued effort to contain the spread of COVID-19 and provide law enforcement personnel to continue their work, O. Reg. 132/20 allows Chiefs of Police to authorize members to perform duties involving the use of force or to carry a firearm provided the member has received the training required under the Equipment and Use of Force Regulation within a 24 month period. The usual requirement is that officers requalify every twelve months. The Emergency Order will remain in effect for the duration of the emergency. This will also enable Police Services Boards to reappoint recently retired personnel if required. In Sudbury, notwithstanding the extension afforded beyond the 12 month time period, Firearms Requalification training is currently underway.

PICK UP AND DELIVER OF CANNABIS PRODUCTS

Under the *Emergency Management and Civil Protection Act (EMCPA)*, privately licensed cannabis retail stores have temporarily been approved to provide delivery and curbside pick-up services. The Alcohol Gaming Commission of Ontario has established Registrar's Standards to ensure the continued safe and responsible access and sale of cannabis through these temporary services. This will be reviewed after April 21, 2020.

ENFORCEMENT DATA COLLECTION UNDER THE *EMERGENCY MANAGEMENT AND CIVIL PROTECTION ACT (EMCPA)*

The Ministry of the Solicitor General is coordinating province-wide reporting on enforcement of the EMPCPA in response to COVID-19 to help track enforcement and assist in other areas of emergency management.

GREATER SUDBURY POLICE SERVICES BOARD CHIEF'S REPORT

EMERGENCY TEMPORARY REGULATION TO EXTEND ACCESSIBLE PARKING PERMIT VALIDITY DATES

In response to the state of emergency declared in Ontario due to the COVID-19 outbreak, the Ministry of Government and Consumer Services has developed a temporary emergency regulation under Part III of the *Highway Traffic Act* (HTA) (s. 5(1) of O. Reg. 581) extending the validity of accessible parking permits (APPs) until the emergency regulation is revoked. As of March 26, 2020, all APPs that expired on or after March 17, 2020 are considered valid and can be used as normal helping to keep vulnerable Ontarians safe.

COVID-19 PREPARATIONS AND ACTIONS TO MANAGE DISEASE SPREAD

As part of the response to stop the spread of COVID-19 and to protect the health of Ontarians, the government is implementing an enhanced suite of public health measures based on recommendations from Ontario's Chief Medical Officer of Health. Effective immediately, the Ministry of Health (MOH) has implemented a new lab testing strategy to support further population testing and contain outbreaks. The COVID-19 Provincial Testing Guidance has been updated to focus on vulnerable populations, health care workers, caregivers, and first responders, in particular:

- All health care workers, caregivers and care providers, as well as first responders (e.g., police, firefighters), should be tested as soon as is feasible, if they develop any symptom compatible with COVID-19, including atypical symptoms.
- All facilities conducting testing have also been advised that where there are shortages of testing supplies, symptomatic first responders including police are prioritized for testing within 24 hours.

We have found the HSN Assessment site to be highly responsive to GSPS members. Testing is done quickly and result turnaround also very timely.

Also based on recommendations, Ontario's Chief Medical Officer of Health will be:

- Issuing new guidance on the use of cloth (non-medical) masks by members of the public where physical distancing is a challenge or not possible, and ensuring that the use of medical masks is reserved for health care workers, emergency responders (e.g. police, firefighters), and individuals who need to leave their homes for essential reasons.
- Considering additional public health measures based on further advice from the Public Health Measures Table (e.g., public gatherings, enhanced protections for essential businesses, urban/rural travel).

GREATER SUDBURY POLICE SERVICES BOARD CHIEF'S REPORT

CLOSURE OF OUTDOOR RECREATIONAL AMENITIES TO BEACHES UPDATE

Access to outdoor recreational amenities, including those at beaches, is prohibited by Order of the province, and, in some cases, may also be prohibited by way of a decision by a municipality. Signs may be posted, but where they are not, individuals are still responsible for being aware of existing limits on use. All outdoor recreational amenities located on beaches are prohibited from entry or use, regardless of whether they are publicly or privately owned. Individuals are not permitted to enter or use playgrounds at beaches, portions of beaches containing sports and fitness amenities such as beach volleyball courts, picnic sites, benches, and shelters at beaches, unless entry or use is for a maintenance, safety, law enforcement or other similar purpose. Individuals may continue to walk through or use areas of beaches to exercise or walk pets. Individuals are encouraged to maintain a safe physical distance of at least two metres from others.

UPDATES ON QUARANTINE ACT (CANADA): COMPLIANCE VERIFICATIONS AND CONTRAVENTIONS REGULATIONS

The Mandatory Isolation Order came into effect on March 25, 2020 and will be in force until June 30, 2020. The Order requires any person entering Canada to isolate themselves without delay for 14 days and to monitor for signs and symptoms of COVID-19. The Public Health Agency of Canada (PHAC) has requested the assistance of police services in conducting physical verifications of specified individuals (*i.e., those deemed to be high priority*) that are subject to the Mandatory Isolation Order.

If the police service finds non-compliance with the Mandatory Isolation Order, discretion is to be used with respect to appropriate enforcement actions. Police Services are encouraged to take a progressive approach including providing education to individuals on their obligations and the public health impetus for self-isolation.

PRIVATE SECURITY AND INVESTIGATIVE SERVICES UPDATE

The Ministry of the Solicitor General regulates Ontario's private security and investigative services industry through the *Private Security and Investigative Services Act, 2005 (PSISA)* and sets the legislative requirements that all licensed individual security guards, private investigators, agencies, and registered employers that directly employ in-house security staff must adhere. To support the private security sector in continuing to perform their role and fulfill current contracts without disruption during the COVID-19 outbreak, the Ministry will be granting 90-day extensions to individual security guards, private investigators, agencies, and registered employers whose licenses/registrations expire between March 16, 2020 to June 16, 2020.

GREATER SUDBURY POLICE SERVICES BOARD CHIEF'S REPORT

POLICE WEEK 2020 – MAY 10-16

PROVINCIAL THEME “LEADING THE WAY TO SAFER COMMUNITIES”

Police Week is an annual recognition focused on increasing community awareness and acknowledgement of police services while strengthening partnerships with the communities they serve. This week provides an opportunity to highlight all members of police services that contribute to keeping Ontario's communities safe and resilient. With the ongoing circumstances concerning COVID-19, police service personnel and their community partners are playing critical roles in protecting Ontarians. Police Services are focused on keeping communities and people safe as part of their response to COVID-19.

In its communique, the government acknowledged the courageous efforts of the police and other frontline service providers for their commitment in supporting the pandemic response. This week aims to promote the profession of policing in Ontario and commend staff for their dedication and commitment in keeping our communities safe.

Several virtual activities were conducted virtually through GSPS which are addressed later in this report.

PRICE GOUGING AND REFERRALS TO POLICE SERVICES

As part of the effort to stop the spread of COVID-19, the government has made an Emergency Order (O. Reg. 98/20) under the *Emergency Management and Civil Protection Act* (EMCPA) to address price gouging. The Order prohibits retailers and individuals from raising prices significantly on the necessary goods Ontarians need to protect themselves and their families from COVID-19. The Order is now in force and applies to individuals who own or operate retail businesses and who are charging unconscionable prices for necessary goods. The Emergency Order also applies to any individual who did not ordinarily deal in selling necessary goods before the declaration of the provincial emergency came into effect on March 17, 2020. The Emergency Order does not apply to sales or offers to sell that are made by a manufacturer, distributor or wholesaler.

WAIVER AND REDUCED LOAD PERIOD TEMPORARY REGULATION

Federal Motor Carrier Safety Administration (FMCSA) – Waiver in Response to the COVID-19 Outbreak

The Ministry of Transportation (MTO) will acknowledge commercial drivers from the United States (US) with expired licences covered under the recent FMCSA waiver in response to the COVID-19 outbreak, from March 20 to June 30, 2020. Jurisdictions throughout North America have declared states of emergency due to COVID-19. The

GREATER SUDBURY POLICE SERVICES BOARD CHIEF'S REPORT

Ministry is supporting the trucking industry so that they can keep goods moving and continue to provide people with essential supplies.

New Temporary Regulation to Respond to COVID-19 Additional Commodities for Reduced Load Period (RLP) Exemption

Ontario is taking further steps to keep goods moving during the COVID-19 outbreak by temporarily lifting reduced load period restrictions for truck drivers in southern Ontario. The Ministry of Transportation (MTO) has enacted a temporary regulation under the *Highway Traffic Act* to exempt additional commodities from Reduced Load Period requirements in select areas of southern Ontario. Lifting reduced load period restrictions will help the trucking industry to efficiently move the essential goods that Ontarians need, including food and agricultural products, medical supplies and fuel.

Our food supply chain is one of the strongest in the world, and our government will continue to work with municipalities, the trucking industry, agricultural sector and retailers to ensure the people of Ontario have access to the supplies they need.

SAFETY OFFICER ROLE IN INCIDENT MANAGEMENT SYSTEM

The Ontario Police Health and Safety Committee (OPHSC) is appointed by the Minister of Labour, Training and Skills Development under Section 21 of the *Occupational Health and Safety Act* for making recommendations on occupational health and safety issues that affect police personnel across Ontario. The Safety Officer is an important part of an Incident Management System (IMS), in protecting the health and safety of police service workers who are responding to an emergency.

STAFFING RESOURCES REPORTING

As Ontario continues to take decisive action to stop the spread of COVID-19, the Ministry of the Solicitor General is assessing how the outbreak is impacting critical resources across the sector. As part of this process, the Ministry is seeking information on the number of policing personnel (e.g., police officers, special constables, auxiliary members, and civilians) who have been impacted by COVID-19. This information will serve as a tool to understand the staffing levels in critical frontline areas across the province, increase sightlines into the availability of these resources, and allow for trending and analysis of this information to determine where staff shortages may exist.

GSPS has been contributing weekly to this data collection effort since it began.

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EXTENSION FOR COMMUNITY SAFETY AND WELL-BEING PLANNING DEADLINE

In 2019, amendments to the *Police Services Act* (PSA) came into force, which mandate every municipality in Ontario to prepare and adopt a community safety and well-being (CSWB) plan.

Municipalities must consult with chiefs of police and police services boards or detachment commanders and other various sectors, including health/mental health, education, community/social services, and children/youth services, as they undertake the planning process. The CSWB plan was to be prepared and in force by January 1, 2021.

On April 14, 2020, the government passed the *Coronavirus (COVID-19) Support and Protection Act, 2020*, which amends the PSA to allow the Solicitor General to extend the deadline to prepare and adopt CSWB plans. The amendments came into force immediately upon Royal Assent. This extension will ensure municipalities, police services and local service providers can continue to dedicate the necessary capacity and resources to respond to the COVID-19 outbreak, while also providing adequate time to effectively undertake consultations, work collaboratively with partners, and develop meaningful and fulsome plans following the provincial emergency. An appropriate new deadline will be set by regulation at a later date.

In Sudbury, significant progress has been made on the development in our local plan. There has been strong collaboration amongst all sectors in developing a roadmap for our community that reflects and respects individual and distinct needs.

CERTAIN BUSINESSES ALLOWED TO OPEN WITH STRICT HEALTH AND SAFETY GUIDELINES

The Ontario government allowed certain businesses to reopen on Monday, May 4, 2020 with strict public health measures and guidelines under the *Emergency Management and Civil Protection Act* (EMCPA) during the state of emergency.

The following businesses were permitted to open on Monday, May 4 at 12:01 a.m.:

- Garden centres and plant nurseries with curbside pick-up and delivery or other alternative methods of sale only;
- Lawn care and landscaping;
- Construction projects and services that support the operations of, and provide new capacity in, schools, colleges, universities, municipal infrastructure, and child care centres;
- Construction projects that started before April 4, 2020 that would provide additional capacity:
 - for businesses that provide logistical support, distribution services, warehousing, storage or shipping and delivery services, or in the operation and delivery of information technology services or telecommunications services;

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- Construction to prepare a site for an institutional, commercial, industrial, or residential development, including any necessary excavation, grading, roads, or utilities infrastructure;
- Automated and self-serve car washes;
- Businesses that sell motor vehicles, open by appointment only;
- Golf courses, only for the purpose of preparing their courses for the upcoming season, but not opening to the public; and
- Marinas, only for the purpose of repairing or servicing boats and other watercrafts, placing watercrafts in the water to be secured to a dock until the marina open to the public, and performing other services that may be required to:
 - enable individuals to access their primary place of residence,
 - support government operations or services, or support the transportation of items by commercial barges.

This Ministry update also included Health and Safety Association Guidance Documents for Workplaces During the COVID-19 Outbreak

In partnership with the Ministry of Labour, Training and Skills Development, health and safety associations have released a series of more than 60 technical sector guidance documents to further support employers and employees in remaining safe in the workplace during the COVID-19 outbreak at:

Workplaces <https://news.ontario.ca/opo/en/2020/04/health-and-safety-association-guidance-documents-for-workplaces-during-the-covid-19-outbreak.html>

Police [health and safety guidance document for police services.](#)

The Ministry of Labour, Training and Skills Development has also prepared guidance notes for five key economic sectors:

- [Construction](#)
- [Food processing](#)
- [Restaurant and food services](#)
- [Agriculture](#)
- [Manufacturing](#)

Businesses must operate in accordance with all applicable laws, including the *Occupational Health and Safety Act* and its regulations. They must also operate in compliance with the advice, recommendations and instructions of public health officials, including any advice, recommendations or instructions on physical distancing, cleaning, or disinfecting.

The Ministry of Health also released a [Guidance Document for Essential Workplaces](#), on preventative and other measures that essential workplaces can take to prevent the spread of COVID-19.

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Enforcement of Emergency Orders under EMCPA

The Ministry of the Solicitor General is requesting chiefs of police to advise policing personnel to use their discretion, in a graduated manner, in enforcing orders under the *EMCPA*. Those authorized with *EMCPA* enforcement powers have the discretion to make an informed assessment of whether or not a particular business meets the criteria of an essential business that is authorized to stay open.

GOVERNMENT OF CANADA BAN ON ASSAULT-STYLE FIREARMS

On May 1, 2020, the Government of Canada announced the ban of over 1,500 models and variants of assault-style firearms under the *Criminal Code of Canada*. These models represent nine categories of firearms and two types identified by characteristic. Some of their components are also prohibited (e.g., Nordic Components NC-PCC). The newly prohibited firearms and components cannot be legally used, sold, or imported.

Owners must also continue to safely store them and may only transfer and transport them under limited circumstances (e.g., transporting a firearm to deactivate it by an approved business or to surrender it to police or to return it to a lawful owner's residence).

A transition period of two years is in effect to protect owners of newly prohibited firearms from criminal liability while they take steps to comply with these new rules until April 30, 2022. There are exceptions under the amnesty for Indigenous peoples exercising Aboriginal or treaty rights to hunt, and for those who hunt or trap to sustain themselves or their families. These exceptions will allow for the continued use of newly prohibited firearms in limited circumstances until a suitable replacement can be found. By the end of the amnesty period, all firearms owners must comply with the ban.

A Government buy-back program will be implemented as soon as possible to safely remove these firearms. The amendments to the *Criminal Code* can be found here: <http://canadagazette.gc.ca/rp-pr/p2/2020/2020-05-01-x3/pdf/g2-154x3.pdf>

ADDITIONAL RESOURCES ON THE QUARANTINE ACT (CANADA)

The Ministry of the Solicitor General is providing additional resources on the *Quarantine Act* (Canada) prepared by the Public Health Agency of Canada (PHAC) for travellers. Further information about the *Mandatory Isolation No. 2 Order*, is available at: *Minimizing the Risk of Exposure to COVID-19 in Canada Order (Mandatory Isolation)*, No. 2: <https://orders-in-council.canada.ca/attachment.php?attach=39166&lang=en>

Requirements for isolation and quarantine: <https://www.canada.ca/en/public-health/services/diseases/2019->

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VALID ONTARIO LICENCE PLATES

In February 2020, the government designed and manufactured a new licence plate. After thorough testing by law enforcement and other key stakeholders, these plates will not be moving forward for passenger vehicle use. Under specific lighting conditions, stakeholders identified visibility issues due to glare. As a result, the Premier has decided that the redesign of the new licence plate will no longer proceed. The delamination issue with this plate has been resolved by the manufacturers with a five-year guarantee on the product.

In the interim, all remaining passenger plates in stock will be exhausted including the existing supply of 'A Place to Grow' flat blue licence plates. Going forward the 'Yours to Discover' white embossed licence plate will be used. Both designs of Ontario licence plates are valid and permitted to be displayed on motor vehicles to which they were issued.

MODIFICATION OF RESTRICTIONS FOR RETAIL STORES AND ESSENTIAL CONSTRUCTION (OPERATION UNDER STRICT SAFETY GUIDELINES)

- **Effective Friday, May 8 at 12:01 a.m.:** Garden centres, plant nurseries and businesses that sell motor vehicles are able to open without being required to restrict public access to the place of business by providing alternative methods of sale. However, businesses that sell motor vehicles must still ensure members of the public only enter the area where vehicles are sold or displayed for sale by appointment. In addition, temporary access to a non-essential place of business is authorized, unless otherwise prohibited by any applicable law, for the purpose of preparing the place of business to be reopened.
- **Effective Saturday, May 9 at 12:01 a.m.:** Hardware stores and safety supply stores are permitted to open without being required to restrict public access to the place of business by providing alternative methods of sale.
- **Effective Monday, May 11 at 12:01 a.m.:** Non-essential retail businesses with a public entrance that opens onto a street or exterior sidewalk can open their place of business for the purpose of sales made exclusively using alternative methods of sale such as curbside pickup or delivery. No member of the public is permitted to access the place of business, except in exceptional circumstances.

The same rules apply to businesses that sell vehicle parts and supplies, pet and animal supplies, and office supplies and computer products, which were already permitted to be open with similar restrictions.

- Also effective on **Monday, May 11 at 12:01 a.m.**, the list of essential businesses is expanded to include any residential construction project that is a condominium, mixed

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use or other residential building, rather than only such projects where an above grade structural permit has been granted.

The Ontario government also amended the list of essential businesses as of **Friday, May 8 at 12:01 a.m.** to include training facilities operated by a sports team in one of the following leagues:

- Canadian Football League
- Major League Baseball
- Major League Soccer
- National Basketball Association
- National Hockey League

The only persons permitted to enter and use the facility are players on the team who are using the facility for training or conditioning or necessary staff and all must follow established health and safety protocols.

Additional changes also came into effect **Friday, May 8** pursuant to O. Reg. 203/20 to allow marinas to provide services that may be required to give individuals access to their place of residence or their other property, not just their primary place of residence (e.g., access to a cottage).

Health and Safety Association Guidance Documents for Workplaces During the COVID-19 Outbreak

The Ontario government, in partnership with Ontario's health and safety associations, has developed guidelines in response to the COVID-19 outbreak. These sector-specific measures will help employers prepare their workplaces so they can be reopened safely and ensure workers, customers and the general public are protected.

In partnership with the Ministry of Labour, Training and Skills Development, health and safety associations (HSAs) have released a series of more than 60 technical sector guidance documents to further support employers and employees in remaining safe in the workplace during the COVID-19 outbreak (click on the link for specific sector guidance <https://news.ontario.ca/opo/en/2020/04/health-and-safety-association-guidance-documents-for-workplaces-during-the-covid-19-outbreak.html>).

GSPS's Health and Safety Committee is reviewing all of the requirements as detailed in the Health and Safety Guidance During COVID-19 For Police Service Workers to ensure compliance.

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EVENTS

National Day of Mourning

April 23 marked USW Local 6500 and the Sudbury and District Labour Council's annual Day of Mourning. In 1984, Sudbury was the first City establish this day for workers who are killed, injured, or suffering due to workplace illness. Today, this day is recognized in countless cities in 100 countries worldwide. GSPS supported the day with social media messaging and lowering the flag to half-mast.

Ontario Women in Law Enforcement

The Ontario Women in Law Enforcement Banquet was cancelled this year due to COVID-19. Sudbury had a number of members eligible to receive their 25, 30, and 35 years of service recognition. At this time, it is not known if the event will be rescheduled. If not, those eligible for recognition this year will be recognized at the 2021 event. This is a recognition event that GSPS supports and it is well received by our members.

Ontario Police Memorial

May 3 would have marked the Ontario Police Memorial which is held each year in Toronto on the first Sunday in the month of May. This year as a result of COVID-19 the event was cancelled. This annual event is dedicated to all the brave police officers in Ontario's history who have lost their lives in the line of duty. Sudbury generally has many members in attendance. This is an important occasion where members contribute to preserving and honoring the memory of fallen officers.

There is an actual Ontario Police Memorial located in a small park at the corner of Queen's Park Crescent and Grosvenor Street in Toronto. The Memorial is made up of a bronze statue of a male and female officer standing atop a large granite pedestal. The names of fallen officers are engraved into a granite wall – *the Wall of Honour* – that stands on each side of the pedestal. GSPS has a similar Wall of Honour in the lobby of Police Headquarters that is dedicated to Sudbury's fallen officers.

GSPS participated through a virtual event that was live streamed from the Big Nickel at Dynamic Earth. The tribute was a somber and touching tribute to our fallen heroes who are gone but never forgotten. Staff also organized in small groups around the City and had photos taken as part of small group memorials.

The Ontario Memorial virtual tribute reached close to 30,000 people and was shared over 230 times and the virtual tribute to fallen officer Constable Heidi Stevenson reached close to 32,500 people and was shared 172 times.

Police Week

Police Week 2020 officially kicked off on Sunday May 10 running through until May 16. This annual recognition week focused on increasing community awareness and acknowledgement of police services while strengthening partnerships between the police and the community they serve. The week also provides the opportunity to highlight members of the service and their role in keeping communities safe and resilient.

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This year's theme was 'Leading the way to safety communities'. Recognizing the constraints of COVID-19 and the requirements for social distancing, GSPS presented all of its activities virtually throughout all of our social media platforms. The week opened with a Chief's video. Throughout the week, videos and messaging were posted showcasing all facets of GSPS including some of the adaptations to our business during COVID. The week also featured 'Coffee with a Cop'. This was a live event that drew considerable participation.

The week provided the opportunity as well to thank members of the Service for their continued courageous efforts as well as other frontline service providers for their extraordinary commitment in supporting the pandemic response. Each member of the Service was also be recognized with the provision of a cloth mask and a small box of cookies as a show of appreciation.

Community and Police Gala Awards

GSPS missed hosting our annual Community and Police Gala this year. Attendees were most respectful and understanding of the need to cancel this year's event and we will look forward to bringing the event to life next year again.

Canada Road Safety Week

Canada Road Safety Week took place from May 12 to May 18. This is an enforcement driven initiative led by the Canadian Association of Chiefs of Police, specifically CACP's Traffic Committee. It is designed to increase public compliance with safe driving measures in order to save lives and reduce injuries on our roads.

The campaign is part of the broader Canada's Road Safety Strategy 2025 which aims to make Canada's roads the safest in the world. The campaign focuses on behaviours that put drivers, passengers, pedestrians, and other vulnerable road users at risk.

GSPS participated with a variety of activities that encourage citizens to adopt safe driving practices. Throughout the week a number of interviews were conducted in several areas including:

- Impaired driving
- Drug Recognition Experts
- Stunt and aggressive driving

KEEPING CONNECTED

On a regular basis, I have kept connected with the Community through social media and virtual interviews with our local broadcasting outlets. Many of the messages are retweeted which significantly increases the amount of connections being made. During Police Week, a 'Chat's With Cops' was done as well.

<https://www.iheartradio.ca/purecountry/sudbury/news-trending/sudbury-chief-of-police-paul-pederson-chats-with-coop-about-police-week-1.12403452>

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ABORIGINAL COMMUNITY POLICE ADVISORY COMMITTEE

Throughout the COVID-19 pandemic restrictions, the Aboriginal Community Police Advisory Committee has maintained its meetings through virtual means. This group remains very engaged and continues to contribute positively to the work of GSPS with our Indigenous community. As part of our ongoing commitment to ensuring a culturally sensitive work environment, an Indigenous Law summer student has been hired who will be responsible for research and development of curriculum for police specific cultural awareness training. Our goal will be to launch this in the coming year.

INTERCULTURAL RIDE-ALONG CLOSING CEREMONIES

In keeping with Greater Sudbury Police Service's commitment to embrace diversity and create an inclusive Police Service through Community Mobilization, an International Student Ride-Along Program was launched in September 2014. The program is modelled after our MKWA Opportunity Circle which has been very successful in building relationships between indigenous youth and front line police officers.

A Community Sub-Committee consisting of GSPS members from the GSPS Inclusion Team and Diversity Advisory Committee as well as representation from Laurentian University, Cambrian College, Collège Boréal, City of Greater Sudbury, and YMCA of Northeastern Ontario Immigrant Services continue to collaborate on this strategy designed to enhance and enrich relationships with students from different cultures and members of GSPS.

This opportunity provides students and our officers to build new relationships and learn about each other's cultures. This also assists in our recruitment efforts to creating an inclusive, safe environment to reflect the community GSPS serves. Opportunities are presented for volunteer positions, cooperative education placements, internships, and eventually employment.

On May 13, the Intercultural Ride-Along Closing Ceremonies were held by way of a virtual celebration Zoom meeting. The event was very well attended by participating students, including one who connected from Paris, France. Both students and participating members reported positive experiences.

MEMBERS SUPPORTING MEMBERS

Throughout COVID-19, we have moved a number of staff to home office work alternatives. Members have responded positively and have continued to contribute to GSPS with diligence, care and a commitment to excellence.

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In recognition of our members working from home, we also launched 'Our Essential People at Home' as a means of recognizing their efforts. Members were depicted working from their home offices and photos were shared internally and throughout various social media platforms.

We are also launching a volunteer program to support members at home who have identified additional needs and responsibilities during COVID-19. The Service has developed a list of members, their children, partners, parents, or friends who are willing volunteer their time to help with remote tutoring or guidance to students. This is a strictly volunteer request and assignment at no cost to the member and no remuneration for the volunteer who is assisting. Our goal is to connect as many students in need as possible.

We are also developing an inventory of skills that members may be able to offer virtually such as arts and crafts, cooking, exercise routines, yoga, mindfulness, and other activities that can be done at home. A calendar of events will be developed that members may avail. The Association has offered use and access to the Hall should additional space be required to set up demonstrations of these activities. Our hope is that these measures assist some of the added pressure in these unprecedented times.

SUMMER EMPLOYMENT PROGRAM

Our Summer Employment Program for this year has had to be significantly scaled back due to the pandemic situation. At this time, we have retained an Indigenous Law Student.

In addition as part of our commitment to Health and Wellness, we have also recruited a Health and Wellness Intern who will assist in developing a full health and wellness program inclusive of presentation material and a variety of ways and means to ensure its distribution.

It is our hope that these two students will gain experience in their field through exposure to a police environment and potential careers in law enforcement. The Service will also benefit from the work assignments that have been given.

OPERATIONAL UPDATES:

DETECTIVE SAVES A LIFE

On the April 28, bystanders in the area of Frood Road and Baker Street, observed an adult female on a railway trestle approximately 40 feet above the roadway. The female was in crisis and observed to have two different types of rope around her neck. She was sitting at the edge of the railway trestle with her feet dangling over the bridge.

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Detective Constable Jon Barry was the first officer at the scene and observed the female laying down on the trestle. As additional police arrived, the female moved attempting to hang her body off of the track area. Constable Barry moved onto the trestle as Patrol Officers began to communicate with her to stop her attempt at self-harm. When Constable Barry reached the top of the trestle, he recognized that the female was now trying to get back up however did not have the strength to do so. He immediately grabbed her upper arms to stop her fall. A Paramedic then arrived and assisted to move the female into a position of safety on top of the trestle where the ropes around her neck and the trestle were cut to free her. The female is now safe.

BREAK, ENTER, AND ROBBERY (BEAR) TEAM

Since January 2020, the BEAR Team has been involved in a number of investigations initiated from outside Agencies including Canada Post to assist with mail box thefts, Canadian Border Services to follow up on a Firearm Silencer which resulted in an arrest and seizure of the item and additional firearms, York Regional Police to assist in a Stolen Excavator which was recovered, and Peel Regional Police Service in an Attempt Murder investigation.

Since January 2020, 19 persons have been arrested with a total of 79 *Criminal Code* charges being made. Seizures during investigations have resulted in the recovery of a stolen Excavator valued at \$69,000, four flashlight CEW's (Prohibited Weapons) valued at \$400, a 12 gauge shotgun plus ammo valued at \$1000, and \$380 in Controlled Substances.

These investigative successes were the result of over 155 hours of reviewing business and residential CCTV video and over 365 hours of physical surveillance.

INTERNET CHILD EXPLOITATION TEAM (ICE)

During the month of April, the ICE Team received 19 new investigations, 10 Production Orders written and conducted, and 1 Media Presentation – GSPS Twitter Internet Safety.

COMPUTER FORENSIC TEAM

For the month of April 2020, the Computer Forensic Team has received 6 new investigations, and 17 new devices for analysis. During this period, they have also taken the opportunity to address Forensic Unit Investigation and device analysis backlog.

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DRUG AND FIREARMS SEIZED

In April 2020, information was received from a Southern Ontario Police Service that an adult male who was in the City of Sudbury had obtained a firearm and was believed to have fired the weapon twice in a residential area. The Integrated Crime Team along with members from their Tactical and Canine Unit assisted as a Criminal Code search warrant was prepared.



The male was arrested without incident later the second day by the Sudbury Tactical Unit. During a search of the residence, drugs believed to be cocaine, fentanyl, money, and a firearm were located. The male is facing the appropriate firearm and drug charges.

INTERGRATED CRIME SECTION – VIOLENT SOCIAL MEDIA COMMENTS

In April 2020, a male party was stopped and charged for driving under suspension. The adult male was also the subject of an Integrated Crime Section investigation where he had been identified through social media as making general violent statements. The male was cautioned about his comments. He claimed his statements were not meant to be taken seriously despite providing no reason for them.

MAJOR CRIME SECTION DRIVE BY SHOOTING – DRUG RELATED

In April 2020, the Major Crime Section of the Criminal Investigations Division commenced an investigation into a shooting incident that occurred in the City of Sudbury. An adult couple and their infant were asleep in their beds when a number of shots were fired at the house. Some of the rounds pierced the exterior wall of the residence and entered into the bedroom area, narrowly missing the three victims. An adult male has been arrested for Criminal Harassment and Extortion in connection to the incident. The investigation is continuing.

POLICE COMMUNITY RESPONSE CENTRE (PCRC)

The PCRC continues to assist frontline officers in responding to calls for service including:

- 199 calls for service and 236 follow ups
- 335 online reports and 177 follow ups through CopLogic
- 61 Initial Fraud Investigations with 106 follow ups

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- 128 Self Reports at the Collision Reporting Centre
- 56 Diverted calls from Uniform
- 21 Uniform Assists

TRAFFIC MANAGEMENT UNIT

The Greater Sudbury Traffic Management Unit expanded in 2020 with the addition of two new officers. The unit now consists of 8 Sworn Constables and 1 Sergeant. The Unit also saw its Civilian Community Safety Personnel expanded from a part-time role to a full-time position.

Road safety and aggressive drivers immediately became a team focus as the preceding three years had 10 fatalities each. To date in 2020, the TMU has investigated 3 fatalities – one on a motorized snow vehicle, one late report death, and a single vehicle in May.

In January and February, TMU officers issued 1,111 Provincial Offences Notices. In March and April (COVID period) TMU officers issued 576 Provincial Offences Notices while exercising social and physical distancing. In the jurisdiction during April and COVID, collisions dropped from the previous year from 266 to 92. But with the empty roadways came higher speeds and more aggressive drivers.

Of the 1,687 PONs issued, between January and April 2020, TMU officers issued the following;

Stunt Driving	42
Speeding	586
Suspend Driving	71
No Insurance	65
Seatbelt offences	8
Cell phone/ Distracted	66
Impaired Driving	24
Criminal charges	129

Between January and March, 52 drivers were arrested for impaired operation – 24 by officers in the TMU. Twenty-six Drug Recognition Evaluations were conducted between January and April 2020.

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9-1-1 EMERGENCY COMMUNICATION CENTRE

During the month of April 2020, the 911 ECC answered 20,304 telephone calls. Over 4,000 of those phone calls were received through our 911 network. Added to these calls, the 911 ECC also managed 8,224 Police Service events and 554 Fire Service events.

Our in-house accredited training program is continuing and we are currently training 5 new Communicators. Four Communicators are in the Fire Dispatch phase of their training, while one recruit is in their Police Dispatch phase of training.

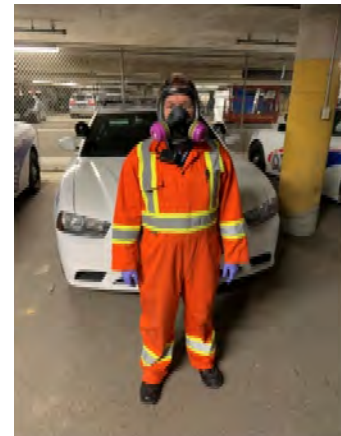
2020 - PHONE CALLS MANAGED							
	E911	COMM_S K	POLIC E DIREC T	FIRE DIREC T	INCOMIN G DN	OUTGOIN G DN	Monthly Totals
APR	4,304	9,238	657	671	1,387	4,047	20,304

2020 - CAD EVENTS CREATED	
<i>April Police Events Created</i>	<i>April Fire Events Created</i>
8,284	554

SPECIAL CONSTABLES RE-DEPLOYED TO ASSIST DURING COVID

Eight Special Constables have been redeployed to Headquarters. They have been assigned 2 per Platoon working 6 hour shifts. Their duties include the following:

- N95 Fit Testing for all sworn members
- Vehicle Decontamination process (ensure all service vehicles are decontaminated and cleaned daily) this process has the member using specialized equipment to fog each vehicle
- Officer Decontamination process
- Headquarters front door screening process for public attendance
- Assist with prisoner releases/fingerprinting and any prisoner Covid-19 related matters
- Track issuance and control of all Covid-19 PPE (N95, Surgical mask, Tyvek suits)
- Assist officers in cleaning of equipment



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We have received positive feedback on the work being done by these Special Constables from numerous Platoon Supervisors and members.

DOMESTIC VIOLENCE COORDINATOR

The Domestic Violence Coordinator has been working closely with community partners, including Probation and Parole, the Children's Aid Society, and the Crown's office participating in numerous teleconference meetings a week. Activities include both the monitoring of High Risk DV offenders and providing further support to victims during COVID 19. The coordinator is connecting with high risk domestic violence offenders through teleconferences where possible ensuring compliance and offering support.

CHILD ABUSE AND MALTREATMENT INVESTIGATIONS PROTOCOL

GSPS, the Children's Aid Society of the Districts of Sudbury and Manitoulin and Kina Gbezhgomi Child and Family Services finalized a protocol that ensures collaboration amongst these agencies to ensure all children are safe and receive appropriate and consistent services. The *Child and Family Services Act* encourages a flexible approach to the delivery of child and family services that explicitly recognizes the unique cultures and traditions of First Nations, Metis, and Inuk. The protocol defines the roles of the respective agencies to ensure an integrated delivery framework to assist in greater safety and protection of children; define and explain the "duty to report" all suspicions of child maltreatment; ensure that the fulfilment of all mandated requirements for all investigations involving children is facilitated by sharing and disclosure of information, emphasizing the importance of joint collaboration, consultation, investigation and the importance of team work; and to contribute to the overall integrity of the justice and child welfare systems.

The relationship between all agencies is positive, proactive and highly collaborative.

CHILD WELFARE PROTOCOL AGREEMENT

The Service is also a participant in the Child Welfare Protocol Agreement between Nogdawindamin Family and Community Services and the Ontario Provincial Police, Batchewana First Nation Police Services, Atikameksheng Anishnawbek Police Services, Mississauga First Nation Police Services, Anishnabek Police Service, and Sault Ste. Marie Police Service. This Protocol has been developed jointly by Nogdawindamin Family and Community Services and the Police Sector partners as named. All Parties to the protocol recognize that each Agency has legislated responsibilities to ensure the safety and protection of children and to investigate all allegations of child maltreatment.

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Nogdawindamin and the Police Sector will collaborate to ensure that all children are safe and receive appropriate, consistent services. All Parties will support each other's involvement with families by working cooperatively to interpret roles, facilitate referrals, complete joint investigations, and jointly support families with roles as detailed in the protocol above.

FOUR KITTENS FOUND IN DUMPSTER ON EDMUND STREET

May 13, Police responded to a call for service involving an animal in distress at an apartment complex on Edmond Street. On arrival, Officers met with an individual indicating there were kittens in the dumpster on the property. The kittens could be heard crying and moving around. Officers were able to gather the kittens and get them to safety until they could be placed with 4Champ Animal Rescue. Thanks to all involved, they are now safe!

CORPORATE COMMUNICATIONS

In the first quarter of 2020 (January to March), there were 140 GSPS Facebook posts with a reach of over 1.8M, 81 Instagram posts with a reach of over 330,000, and 280 Twitter posts with a reach of over 1.1M.

Around 40% of posts are dedicated to proactive Crime Prevention and Community Safety messaging empowering community members to enhance their personal and property safety.

Specifically during COVID-19, Corporate Communications social media has been extensive with a focus on community engagement highlighting our various Units and personnel through photos and videos, providing our community with a look into the evolving daily tasks and duties of our Members.

We have highlighted our community and frontline partners including the City of Greater Sudbury Paramedic Services by doing appreciation posts that are very well received by our community with the Paramedic Appreciation post reaching over 26,000 people, after being shared 1445 times.

PROVINCIAL RESPONSIBILITIES

In my role as President of the Ontario Association of Chiefs of Police, I continue to be very involved with the Board of Directors and Provincial Ministry Staff. Contact is frequent, and there is excellent consultative dialogue amongst all leaders as we continue to tackle unprecedented and unique challenges.

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We are alive to the worry and anxiety this pandemic has caused for many. We continue to maintain a focus on the mental health and wellbeing of our members and the community. Social distancing, making virtual connections, staying well, and relying on credible news sources is critical. It's important to look after your mental health and wellbeing. Continue to make social connection a priority, stay active, limit how often you check the news, and only get news from credible sources.

Let's also keep our mental wellbeing in mind and stay healthy.

We will all get through this together!

Stay home! • Stay safe! • Stay positive!