

**MINUTES OF THE HAMILTON
POLICE SERVICES BOARD**

**Thursday, October 28, 2021
1:00 PM
Virtual Meeting**

The Police Services Board met.

Present: Chair Eisenberger
Vice Chair Fred Bennink
Member Athulathmudali
Member Elms
Member Farr
Member Jackson
Member Mandy

Also Present: Chief Frank Bergen
Deputy Chief Ryan Diodati
Deputy Chief Paul Hamilton
Director of Finance / Chief Financial Officer John Randazzo
Director of Human Resources Leanne Sneddon
Legal Counsel Marco Visentini
Corporate Communicator Jackie Penman
Staff Sergeant Sara Beck
Detective Sergeant Andrea Torrie
Superintendent Treena MacSween
Manager of Records & Property Anne Hepplewhite
Administrator Kirsten Stevenson
Retired Administrator Lois Morin

1. Call to Order

The Chair called the meeting to order and read a land acknowledgment:

The Hamilton Police Services Board is meeting on the traditional territories of the Erie, Neutral, HuronWendat, Haudenosaunee and Mississaugas. This land is covered by the Dish with One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. It was further acknowledged that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation. The City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and it was recognized that we must do more to learn about the rich history of this land so

that we can better understand our roles as residents, neighbours, partners and caretakers.

The Chair introduced and welcomed new Board Member Farr.

1.1 Changes to the Agenda

The following changes were made to the agenda:

Added Consent Item 5.12 Correspondence from the City of Hamilton dated October 25, 2021 with regards to 2022 Operating Budget Submission for the Hamilton Police Services Board.

Added Discussion Item 6.6 Special Constable Designations (Report 21-114).

Moved By: Member Mandy

Seconded By: Member Elms

That the Board approve the agenda as amended.

CARRIED

2. Public Presentations & Deputations

2.1 Member of the Month - August 2021

Staff Sergeant Sara Beck presented the Member of the Month for August 2021 as follows:

Constable Alex Pedicone

2.2 International Association of Women Police (IAWP) Conference September 12 - 16, 2022 Niagara Falls

Detective Sergeant Andrea Torrie gave a presentation on the International Association of Women Police Conference scheduled for September 12 - 16, 2022 in Niagara Falls.

After discussion, the Board approved the following:

Moved By: Member Jackson

Seconded By: Vice Chair Bennink

That the presentation be received as information.

CARRIED

2.3 COVID-19 Verbal Update

Deputy Chief Diodati provided updates on COVID-19 related to Membership vaccination status.

After discussion the Board approved the following:

Moved By: Vice Chair Bennink
Seconded By: Member Elms

That the verbal update be received as information.

CARRIED

3. General

3.1 Declarations of Interest

There were no declarations of interest.

4. Approval of the Minutes

4.1 Public Minutes - September 16, 2021

Moved By: Member Elms
Seconded By: Member Athulathmudali

That the Board's public minutes of September 16, 2021 be approved, as presented.

CARRIED

5. Consent Items

After discussion the Board approved the following:

Moved By: Member Jackson
Seconded By: Member Athulathmudali

That the Consent Items listed as 5.1 through 5.4 and 5.6 through 5.12 be approved and received as information.

CARRIED

Consent Item 5.5 was lifted from the consent items.

5.1 Auction Account Requests for Support

That the Board approve a donation in the amount of \$500 to support the 'Pledge from the Heart' online auction run by Good Shepherd to benefit vulnerable people in the Hamilton community.

5.2 2021 OAPSB Labour Conference - November 18, 2021

That the correspondence be received as information; and

That Board members and staff be approved to attend the Ontario Association of Police Services Board's 2021 Labour Conference on November 18, 2021.

5.3 Correspondence from the City of Hamilton dated September 29, 2021 with regards to Appointment to the Hamilton Police Services Board

5.4 Correspondence from Cecilia Di Benedetto dated October 3, 4 and 16, 2021 with regards to Prepare for McMaster Fall Reading Week Ahead

5.6 Correspondence from the Ministry of the Solicitor General dated October 12, 2021 with regards to Crime Prevention Week 2021 - Provincial Theme and Approach (21-0106)

5.7 Letter of Thanks - YWCA dated October 8, 2021 (First 100 Women's Only Golf Tournament)

5.8 Letter of Thanks - Interval House of Hamilton dated September 1, 2021 (Oak Gables Ladies Annual Freedom and Hope Golf Tournament)

5.9 Letter of Thanks - Interval House of Hamilton dated September 2, 2021 (Drives for Lives Golf Tournament)

5.10 Letter of Thanks - St. Joseph's Healthcare dated September 29, 2021 (A Mental Health Morning)

5.11 Outstanding Business List as of October 28, 2021

That expected completion date of Item 2 on the Outstanding Business List, Police Station 40 Waterdown, be amended to Q1 2022.

5.12 Correspondence from the City of Hamilton dated October 25, 2021 with regards to 2022 Operating Budget Submission for the Hamilton Police Services Board

That correspondence from the City of Hamilton with regards to 2022 Operating Budget Submission for the Hamilton Police Services Board dated October 25, 2021 be received as information; and

That the correspondence be forwarded to the Budget Sub-Committee for consideration.

Item 5.5 was lifted from the Consent Items.

5.5 Correspondence from the CAPG dated September 30, 2021 with regards to Call for Proposals to Host CAPG Conference September 30, 2023

After discussion, the Board approved the following:

Moved by: Member Jackson
Seconded by: Member Mandy

That Item 5.5 Correspondence from the CAPG dated September 30, 2021 with regards to Call for Proposals to Host CAPG Conference September 30, 2023 be lifted from the Consent Items and referred to the Governance Sub-Committee for review and consideration; and

That a report be provided back to the Board.

CARRIED

6. Discussion Items

6.1 Year-end Report: A.C.T.I.O.N Strategy – 2020 Annual Report (21-102)

Superintendent Treena MacSween gave a presentation on the A.C.T.I.O.N Strategy 2020 Annual Report.

After discussion the Board approved the following:

Moved By: Member Farr
Seconded By: Member Mandy

That the presentation and report be received as information.

CARRIED

6.2 2022 Vehicles – Pre-Budget Approval (21-108)

After discussion the Board approved the following:

Moved By: Member Athulathmudali
Seconded By: Vice Chair Bennink

That the Board pre-approve the expenditure of \$1,901,392 for the purchase of new and used police vehicles in the 2022 Police Capital Budget; and

That the Board pre-approve the expenditure of \$480,930 for up-fitting of 2022 vehicles in the 2022 Police Capital Budget; and

That the Board pre-approve the expenditure of \$171,435 for the purchase/replacement and up-fitting of three (3) patrol frontline vehicles that have been written-off during 2021, using the funds received from the City of Hamilton Risk Management Department. The funds for the replacement are to be taken from the Police Vehicle Reserve #110020; and

That the Board approve the new 2022 vehicles to be purchased through the Ministry of Government and Consumer Services - Vehicle Acquisition Vendor of Record; and

That the Board approve the single source procurement for the 2022 Vehicle Upfitting Services from Kerr Industries Limited pursuant to Policy #11 – Non-Competitive Procurement until December 31, 2026, and that the Chief of Police be authorized to negotiate, enter into and execute any required Contract and any ancillary documents required to give effect thereto with, in a form satisfactory to the City Solicitor; and

That the Board approve the purchase of the used plain door vehicles, as outlined in PSB 02-052 – Used Vehicle Purchases.

CARRIED

6.3 Proposed Changes to the Police Record Checks Reform Act & Municipal Act (21-109)

After discussion the Board approved the following:

Moved By: Member Mandy

Seconded By: Member Jackson

That the Administrator provide a letter of correspondence to the Ministry of the Solicitor General on behalf of the Board requesting clarification of the term 'volunteer' and to inquire as to who is expected to pay for any third party costs associated with processing online volunteer police checks; and

That the letter of correspondence note impacts to the Service relating to loss of revenue and constraints on staff time, as noted in Report 21-109; and

That a copy of Report 21-109 be forwarded along with the letter of correspondence.

CARRIED

6.4 Records Retention Schedule/By-Law 96-004 Update (21-110)

Anne Hepplewhite, Manager of Records and Property, provided information on the Records Retention Schedule and By-law update.

After discussion the Board approved the following:

Moved By: Member Mandy
Seconded By: Vice Chair Bennink

That By-law 96-004 be repealed and replaced by By-law 21-001, attached as Appendix "A"; and

That the Records Retention Schedule attached as Appendix "B" be adopted as Schedule "A" to By-Law 21-001.

CARRIED

6.5 Budget Sub-Committee Nominations

After discussion the Board approved the following:

Moved By: Member Jackson
Seconded By: Member Athulathmudali

That Vice Chair Bennink and Members Elms and Farr be appointed to the Budget Sub-Committee.

CARRIED

6.6 Special Constable Designations (21-114)

After discussion the Board approved the following:

Moved By: Member Jackson
Seconded By: Member Farr

That the Board approve the amendments to the Special Constables appointment application to include the following:

- a. Searching, guarding and controlling of persons in custody
- b. Providing security at premises occupied as courts or police facilities
- c. Service and execution of documents
- d. Transportation of prisoners within and outside of the jurisdiction of Hamilton
- e. Fingerprinting, photographing and extracting DNA of persons in accordance with legislation

f. Controlling access to and protecting the integrity of crime scenes

CARRIED

7. New Business

There was no new business.

8. Adjournment

Moved By: Vice Chair Bennink

Seconded By: Member Athulathmudali

There being no further business, the Board adjourned at 2:34 PM.

CARRIED

Taken as read and approved.

Chair Fred Eisenberger

Administrator Kirsten Stevenson