



## **Guelph Police Services Board**

PO Box 31038, Willow West Postal Outlet, Guelph, Ontario N1H 8K1  
Telephone: (519) 824-1212 #7213 Email: board@guelphpolice.ca

### **Open Meeting**

### **Minutes – April 21, 2022**

An Open meeting of the Guelph Police Services Board was held by teleconference call on April 21, 2022, pursuant to sections 11.4 and 20.7 of Guelph Police Services Board By-Law 136 (2009), commencing at 2:30 p.m.

<b>Present:</b>	R. Carter, Chair	G. Cobey, Chief of Police
	P. McSherry, Member	D. Goetz, Deputy Chief of Police
	C. Billings, Member	L. Pelton, Finance Manager
	L. LaCelle, Executive Assistant	J. Sidlofsky Stoffman, Legal Counsel
		K. McKeown, HR & Occ. Health and
		Wellness Manager
		J. Allsop, Executive Assistant to the
		Chief

**Regrets:** C. Guthrie, Member  
J. Armstrong, Member

**Guests:** Jonathan Green, Manager, Information System Services  
Dr. Alana Saulnier, Assistant Professor, Sociology Department,  
Surveillance Studies Centre Deputy Director, Queen's University

#### **1.0 Welcome and Introductions**

#### **2.0 Meeting Called to Order and Territorial Acknowledgment**

Chair Carter called the meeting to order at 2:30 p.m. by teleconference call between the attendees and gave Territorial Acknowledgement.

#### **3.0 Declaration of Conflict or Pecuniary Interest**

There were no declarations of conflict or pecuniary interest.

## **4.0 Closed Session Resolutions**

**Moved by** P. McSherry

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board support Easter Seals Ontario in the amount of \$1,500.00 with funds to be paid from the Community Account.

**- Carried -**

## **5.0 Presentations/Delegations**

### **5.1 Body Worn Camera Project – Mr. Jonathan Green and Dr. Alana Saulnier**

Chair Carter introduced Jonathan Green, Manager, Information System Services, and Dr. Alana Saulnier, Assistant Professor, Sociology Department, Surveillance Studies Centre Deputy Director, Queen's University to provide an update to the Board with respect to the Body Worn Camera Project.

J. Green provided a quick refresher on the project, the timing, and how it came about. He thanked Service members who were instrumental in making the project a success: Insp. Scott Green, Insp. Scott Grover, Patrol Sgt. Dustan Howe, Cst. Jay Bathija, Ms. Jess Abra, and Ms. Joanne Bunnaman. He also thanked D. Ennis from PRIDE, and Dr. Saulnier for her dedication and expertise.

Dr. Saulnier indicated that it was her pleasure to have the opportunity to work with the Guelph Police Service. She thanked all involved in the program as well as J. Green.

Chief Cobey mentioned that the report serves to demonstrate that data driven decisions were made. The project provided the Board and the Service with the data needed to make decisions and the investment required. The Chief thanked all involved for their expertise and work on the project and invited the public to review the research document which will be transformational as the Service moves forward.

Discussion ensued with respect to the implementation of the project. It was highlighted that the roll out was completed between January and April of 2022 and that the technology has been deployed. Data received indicates that the project has been very well received, both by members of the Service and the public.

Chair Carter expressed appreciation on behalf of the Board for all of the important work that was done to implement the project. He thanked J. Green and Dr. Saulnier for spending time with the Board to discuss and for all that was done to make the project a success. The Board looks forward

to future updates.

J. Green and A. Saulnier left the meeting at 2:45 p.m.

## **6.0 Approval of Minutes of the Open Meeting, March 17, 2022**

**Moved by** P. McSherry

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board approve the Open Meeting minutes of March 17, 2022.

**- Carried -**

## **7.0 Approval of Agenda**

**Moved by** P. McSherry

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board approve the Open Meeting agenda.

**- Carried -**

### **Part 1 – Consent Agenda**

#### **7.1 Headquarters Renovation & Expansion Report**

That the report titled "Police Headquarters Renovation and Expansion Project," and dated April 12, 2022, be received for information.

#### **7.2 2021 Preliminary Year End Financial Variance Report**

**THAT** the Guelph Police Services Board in accordance with the Year End Operating Surplus Policy request that the 2021 year-end surplus be transferred to the Police Operating Contingency Reserve, in the estimated amount of \$1,575,830.

#### **7.3 Professional Standards Q1 Report**

That the report titled "Professional Standards First Quarter Report 2022," and dated April 21, 2022, be received for information.

#### **7.4 Human Resources Report – Member Appointments**

**THAT** Trent Snyder be appointed as a Special Constable with the University of Guelph effective March 8, 2022.

#### **7.5 Community Account Funding Request – Ratification of Motion from March 29, 2022**

**THAT** the Guelph Police Services Board support the Children's

Foundation of Guelph and Wellington in the amount of \$2,500.00 to be paid from the Community Account.

**- Carried -**

#### **7.6 Board Correspondence Report**

That the report titled "Board Correspondence Report – Open Meeting," and dated April 21, 2022, be received for information.

#### **7.7 Community Account Q1 Report**

That the report titled "Community Account Quarterly Report (January 1 to March 31, 2022)," and dated April 21, 2022, be received for information.

#### **7.8 Body Worn Camera – Final Report**

That the report titled "Body Worn Camera Project – Final Report," and dated April 13, 2022, be received for information.

#### **7.9 Budget Signing Authorities Report**

That the report titled "Budget Signing Authority," and dated April 21, 2022, be received for information.

### **Part 2 – Discussion Agenda**

#### **7.10 Human Resources Strategies Annual Report**

Chief Cobey welcomed Ms. Kelley McKeown, Manager, Human Resource Services, to the meeting, and asked her to provide an update on the report.

Some highlights from the report include:

- 2021 celebrated 46 civilian and police members who reached service milestones; 17 members or teams receiving recognition; and 2 employees recognized with awards from external agencies.
- In 2021, there were 13 police vacancies due to resignations and retirements and 17 civilian job postings due to temporary, part-time, and full-time vacancies.
- In 2021, there were 86 transfer opportunities for officers and there were eight transfer opportunities for civilians.

- While Covid-19 continued to impact in person training, police and civilian members continued to be supported with opportunities for training at the Ontario Police College, Canadian Police College, e-learning, in house training, and various satellite courses throughout Ontario.
- The Service continues to focus on workplace health and wellness by creating and maintaining a healthy workplace with a supportive culture that openly values Members. Some of the supportive programs offered include: Employee and Family Assistance Program, Leadership Development and Training, and the promotion of psychological supports through employee benefits and broadening of eligible service providers. In addition, there is a dedicated Wellness Coordinator position to support employee wellness.

Chief Cobey thanked K. McKeown for providing such a comprehensive report and for all the work being done in all areas.

### **7.11 Chief's Monthly Report**

Chief Cobey highlighted that the week of April 10 was National Public Safety Telecommunicators Week. When the public thinks of police services, they often think of the officers that they see every day, but the service also includes the sworn in civilian members who work behind the scenes to make things happen.

- In 2021, staff answered more than 73,000 calls for service.
- The staff answering the calls are literally the first person a member of the community speaks to when they contact the Service.
- Often, the calls include emergency and/or stressful situations.
- The unit has 29 active civilian members, including four supervisors and a trainer. A Staff Sergeant leads the unit.
- Every communicator receives cross training so that they are able to:
  - Answer calls from the public via 911, the non-emergency line, or internally from officers. Almost every call from the public is managed via the communications centre.
  - Dispatch officers to calls for service generated by call takers, and respond to radio communications directly from officers.

- The Communications Unit is staffed 24 hours a day, 7 days a week, and is responsible for prioritizing calls for service while maintaining officer and public safety.
- The Chief commented that Service members literally help citizens navigate some of life's most difficult moments. The communicators are some of the many unsung heroes whose work is integral to supporting the community.
- The Chief also shared a quote from a member of the Unit, Ms. Jane Bevan-Stewart, who was recently featured in the "Behind the Badge" series:
  - "It's a difficult job but it's very rewarding," Bevan-Stewart says. "What I hope for people is that they're never in a position where they need to call 911, but if they do, they're going to be well looked after."

## **7.12 New Business**

Chair Carter asked P. McSherry to bring forward new business.

P. McSherry advised the Board that he would be taking a leave of absence following today's meeting until after the June 2 provincial election as he will be running the campaign as the Conservative Party representative for Guelph.

## **8.0 Information Items**

- Next Open Meeting: Thursday, May 19, 2022, 2:30 p.m. via Teams meeting, livestreamed on YouTube.

## **9.0 Adjournment**

**Moved by** C. Billings

**Seconded by** P. McSherry

**THAT** the Open meeting of the Guelph Police Services Board adjourn at 3:10 p.m.

**- Carried -**

"Robert Carter"

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R. Carter, Chair

"Leslie LaCelle"

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L. LaCelle, Executive Assistant