



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 Agenda

Thursday, November 17, 2022; 2:30 p.m.

Location: Electronic Meeting
[**Click here to access meeting via YouTube**](#)

Closed Session: 1:00 p.m.
Open Session: 2:30 p.m.

1.0	Welcome and Introductions	
2.0	Meeting Called to Order, Territorial Acknowledgment	
3.0	Declarations of Conflict or Pecuniary Interest under the Municipal Conflict of Interest Act	Information
4.0	Closed Session Resolutions (if any)	Decision
5.0	Presentations/Delegations	
5.1	University of Guelph Campus Safety Office Annual Report – Mr. David Lee	
6.0	Approval of Agenda	Decision

PART 1 - CONSENT

Items on the Consent Agenda can be approved in one motion. Prior to the motion being voted on, a member of the Board may request that an item be moved to the Discussion Agenda.

6.1	Approval of the Open Meeting Minutes dated October 27, 2022	Decision
6.2	Human Resources Report – Member Appointments	Decision
6.3	Board Correspondence Report	Information

PART 2 – DISCUSSION

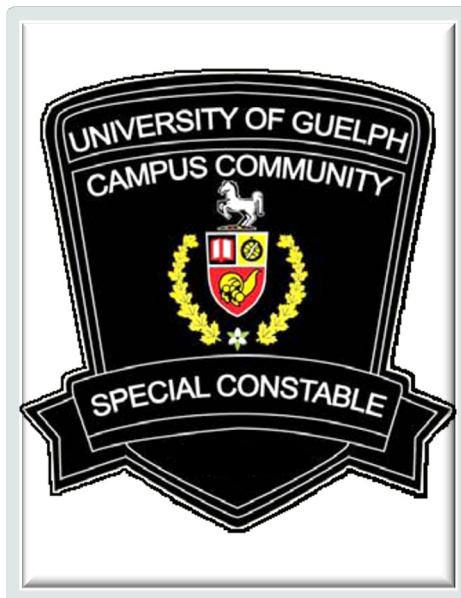
6.4	Chief's Monthly Report	Information
6.5	New Business	
7.0	Information Items	
	• Next Open Meeting: Thursday, December 15, 2022, at 11:00 a.m. via Teams meeting, Livestreamed on YouTube	
8.0	Adjournment	Decision

May 2021
April 2022

University of Guelph Campus Safety Office Annual Report



David Lee, Director,
University of Guelph,
Campus Safety Office, Fire Safety and
Emergency Services



Mission Statement – University of Guelph Campus Safety Office

Our mission is to serve and support the academic and campus community and provide a safe campus environment for our students, faculty, staff and visitors. We accomplish this through working in partnership with the campus community in seeking and developing solutions to build on and enhance all the services we provide, while respecting the dignity and individuality of each person we interact with.

Message from the Director



I am pleased to present the 2021-22 Campus Safety Office Annual Report as an opportunity to reflect on the past academic year and to offer insight into the services we provide.

As we emerge from two years of COVID impacts on campus, this report is similar to the previous year in that our normal campus community population and activities were curtailed.

Nonetheless, the CSO staff which include Fire Safety, Dispatchers and Special Constables have remained diligent in their efforts to maintain a safe environment for all community members to live, work and study. Students are quite often the main focus of our efforts but as you will read, CSO Special Constables were recognized for saving the life of a citizen who is not associated to The University of Guelph.

The Fire Prevention Officers have been working closely with campus stakeholders and the Guelph Fire Department to educate and assist with various aspects of fire safety.

There have been a number of staff changes as some have left to pursue other careers which has been an opportunity to bolster our inclusive profile to better serve the campus.

Experiential learning opportunities managed by the CSO continue through the First Response Team and the Auxiliary Program. Both groups of student volunteers do their part in keeping the campus community safe.

Emergency Planning has been kept busy in drafting our campus emergency plan and creating a response document to assist in responding to incidents. Of note, Emergency Planning has shifted the UofG Alert provider to a Canadian company that will allow CSO to send emergency notifications when situations arise. I encourage everyone to go to the UofG Alert page and learn how to sign up and receive these important notifications other than by email.

As we look forward to 2022-23, we will continue to engage with our community partners and work together ensuring that we have a safe and memorable year.

Thank You

Dave Lee



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The University of Guelph

Established in 1964, the University enjoys a reputation for innovation and excellence which dates back over 150 years to its founding colleges: Ontario Veterinary College, Ontario Agricultural College and Macdonald Institute.

The University of Guelph main campus is a vibrant and growing community spanning 412 hectares including the 408-acre University of Guelph Arboretum and a 30-acre research park. There are 158 buildings on the University of Guelph campus with construction of new buildings continuing.

The population at University of Guelph consists 26,888 undergraduate students, 3,035 graduate students, 2876 staff members and 830 faculty members. The campus is active 24 hours, 7 days a week with a daily population of over 30,000 students, staff and visitors. At night, approximately 5,000 students live in one of 14 residence halls. Between Thursday and Sunday, the weekend night time population of the University of Guelph easily exceeds the 5,000 mark as students are allowed two signed in guests. This along with the large number of unregistered guests makes the campus an energetic community. As well, there are also two Family Housing communities which accommodates 269 students and 464 additional family members.

The “transit loop” located at the University of Guelph continues to have approximately 800 buses per day and 2.3 million people per year travel through this transit hub. However, since March 2019, due to COVID 19 there has been a temporary decrease in services and users.

Departures and New Additions to the Campus Safety Office

During the 2021-2022 reporting period the Campus Safety Office welcomed new members and said our goodbyes to others.

Special Constable Departures from the Campus Safety Office

Special Constable **Bryan Bilodeau** began his a career with the Campus Safety Office October 2016 and resigned his position August 2021. Bryan began a new career with the Waterloo Regional Police Service as a Police Constable. We Wish Bryan and his family all the best as they embark on this new chapter in his career.

Special Constable Appointments

Liam O'Hanlon: is a graduate of Conestoga College – Police Foundations Advanced Police Studies and began his career with C.S.O. in the fall of 2021.

Maddie McDonald: was a former By-Law officer with the Town of Milton and brings several years experience supervising security at the Emergency Dept. at the Guelph General Hospital. Maddie joined us in November 2021.

January of 2022, the following two new members joined the Special Constable Team.

Gary Gibson is a recent retiree from the Waterloo Regional Police where he served thirty-two years in various areas of the policing community and brings a vast amount of criminal investigative skill sets to our team.

Trent Snyder is one of our inaugural Auxiliary students back in 2019 and is a recent graduate of the Criminal Justice and Public Policy Bachelor Degree program here at the U of G.



Platoon B— Wishing Bryan Bilodeau all the best on his last shift with CSO.

Left to Right—Michelle Ouellette, S/Cst Bryce Kohlmeier, S/Cst Reta Jones, S/Cst Bryan Bilodeau and Sgt Tom Gill

Departures and New Additions to the Campus Safety Office

Dispatcher Resignations and Appointments:

Full Time Dispatch Resignations:

Lora Haliburton: Lora resigned her position as both a Dispatcher and Dispatch Trainer with our Service to begin a career in the private sector.

Laurel Trubic: Laurel resigned her position a full time Dispatcher and accepted a full time dispatcher position as a Dispatcher with the Waterloo Regional Police Service.

Full Time Dispatch Hires:

Mikhayla Lue-Kim was hired as a new Dispatcher with our Service and commenced her employment in November of 2021. Mikhayla was a graduate of the Emergency Telecommunications course from Humber College.

Who We Are

The Campus Safety Office (C.S.O.) is located in the Trent Building, 32 Trent Lane, on the University of Guelph Main Campus. Our team operates 24 hours a day, 7 days a week, 365 days a year and consists of a Director, two Staff Sergeants, four Sergeants, twelve Constables, four Dispatchers and an Administrative Assistant. The Sergeants and Constables are assigned to four platoons and operate on twelve hour shifts.

Special Constables patrol the university on foot, bike and in a cruiser with a primary focus of Community Policing through crime prevention awareness and education. Our team of Special Constables are sworn Peace Officers with the authority to enforce the Criminal Code of Canada, Controlled Drug and Substances Act, Provincial Offences, City of Guelph By-Laws and the University of Guelph Policy on Non-Academic Misconduct.

Our team of dedicated officers make a conscious effort to create an atmosphere in which members of the university community feel safe and are able to engage the campus community in a positive and respectful manner. C.S.O. takes the lead role for law enforcement and physical security for our community and provides and acts as a resource to the Ridgetown Campus. Through a diverse variety of partnerships, participation on committees and presentations, we provide education and act as a resource both on and off campus. This year C.S.O. were active with programs like the Sexual Assault Advisory Committee, Crime Prevention Through Environmental Design (CPTED) audits, Workplace Harassment and Violence, the STOP program and the Officer in Residence Program.

Information about the Campus Safety Office and our community engagement can be found at our website at cso.uoguelph.ca. The Campus Safety Office engage continuously with student leader groups such Residence Life Staff, Interhall Council, First Response Team, SAFEWALK and student athletes with the mandate of engaging students .



Campus Safety - Remembrance Day 2021

Left to Right—S/Sgt Garry Male, Phyllis Rato-Hatch, Director David Lee, S/Cst Erin Mancini

The University of Guelph Campus Safety Office Organizational Chart



Guelph Police Service – Campus Safety Office Relationship



The University of Guelph Campus Safety Office (C.S.O) have had a strong and positive relationship with the Guelph Police Service dating back to 1964. This relationship is close, mutually respected and is continuously growing.

The Guelph Police Service is the sponsoring organization for the Campus Safety Office and along with the Guelph Police Service Board sets out a formal agreement between the Guelph Police Service Board and the University of Guelph. This agreement establishes the roles and responsibilities of the Campus Safety Office , specific police powers and authorities of Special Constables and jurisdiction.

The Guelph Police Service and Campus Safety Office partnership is demonstrated through joint training arrangements such as:

- Use of Force training for University of Guelph Special Constables,
- In-Service Training such as, Mental Health, Provincial Offences, Criminal Code,
- Advanced training in leadership and investigations,
- On campus training scenarios,
- Guelph Police presence at football games, Homecoming and other large events,
- Guelph Police back-up when requested

As well, Chief Gordon Cobey and his members from the Guelph Police Service continuously provides the University of Guelph Special Constables with Guelph Police resources, mentorship and oversight in new and creative ways while receiving Campus Safety Office insights and experience regarding student life, conduct and on campus resources and facilities.

Other training for C.S.O. members successfully completed their annual Use of Force Training and N95 mask fitting for all C.S.O.s, First Aid/CPR and Outdoor Spills training.

Campus Safety Office Authorities

The University of Guelph Special Constables receive their regulatory authority through the Guelph Police Service Board, as approved by the Ministry of Community Safety and Correctional Services and in compliance with the Comprehensive Ontario Police Services Act, 2019. Each officer is sworn as a Peace Officer and conferred the appointment of Special Constable holding police authorities as appointed and approved for a period of five-year increments. The Guelph Police Service Board and Guelph Police Service has authorized Campus Safety Office Special Constables to enforce the:

- Criminal Code of Canada, R.S.C. 1985m c046, as amended;
- Controlled Drugs and Substances Act as amended; S.C. 1996m c19;
- The Youth Criminal Justice Act, 2002, C.1, as amended;

And confers the authority of a police officer to enforce the:

- The Highway Traffic Act, R.S.O., c. H-8, as amended;
- The Liquor Licence Act, R.S.O.1990, c. L-19, as amended;
- Trespass to Property Act, R.S.O., 1990, c T-21, as amended;
- The Mental Health Act, R.S.O., c, M-7 s. 16, 17, 28, 33, as amended;
- Safe Streets Act, S.O. 1999, c 8, as amended;
- City of Guelph Municipal By-Laws, as amended;
- Canabis Act, 2017, as amended

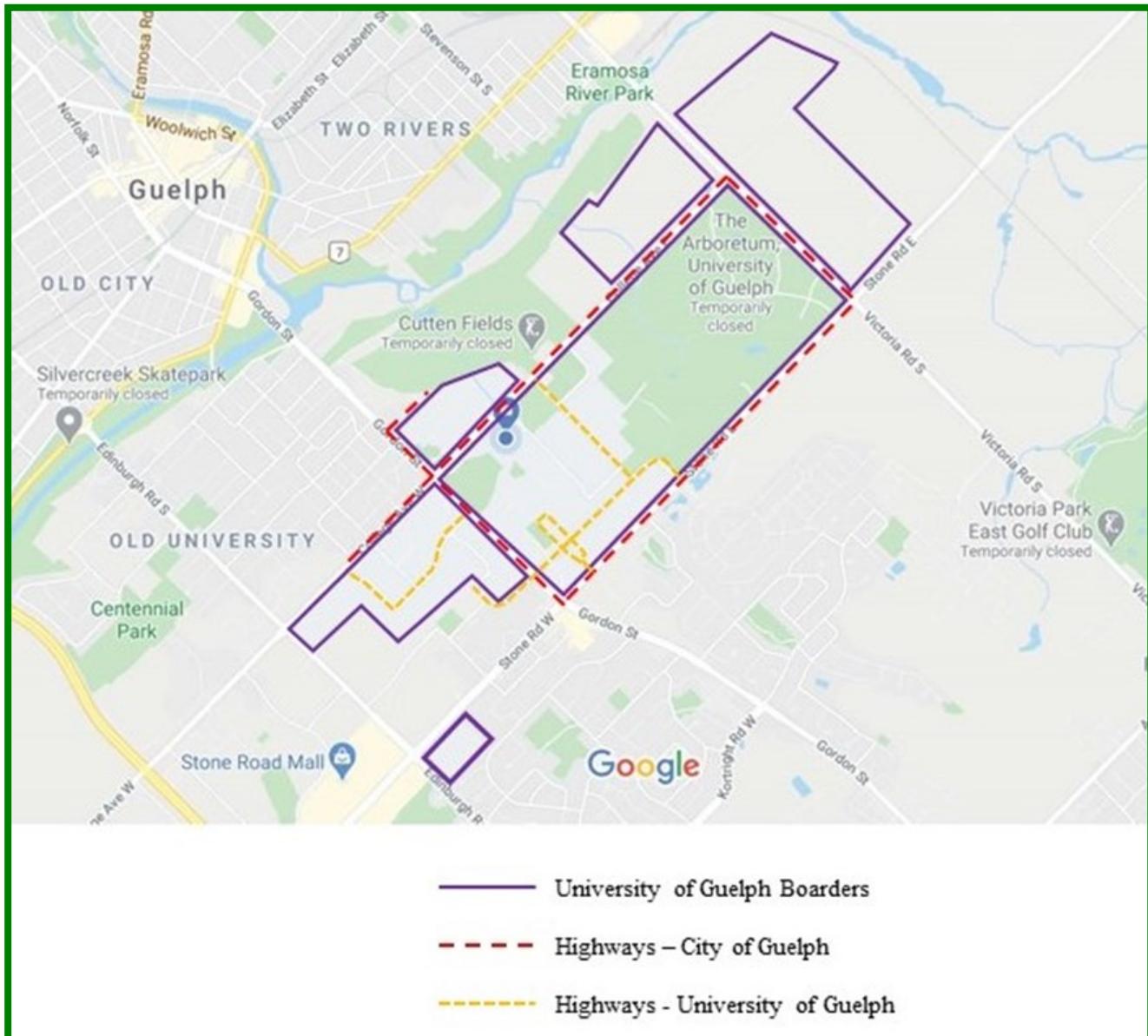
As per the agreement with the Guelph Police Service and Guelph Police Service Board, University of Guelph Special Constables must report all serious incidents to the Guelph Police and are not authorized for vehicle pursuits

The University of Guelph Special Constables are authorized to transport prisoners to the Guelph Police Service as well as transporting patients suffering from mental health to appropriate Guelph Medical facilities. Each University of Guelph Special Constable is equipped with an ASP, extendable baton; oleoresin capsicum spray (pepper spray); handcuffs and naloxone spray and attends annual Use of Force Training provided by the Guelph Police Service as mandated by the Ministry of Community Safety and Correctional Services.

University of Guelph Campus Safety Office Jurisdiction

University of Guelph Special Constables operate within a defined jurisdiction which has been approved by the Guelph Police Service and Guelph Police Service Board, which, includes the University of Guelph Main Campus, OVC Campus, Family Housing at 252 Stone Road West and 78 College Avenue West as well, as the highways on and abutting the University of Guelph property which include the following City of Guelph highways;

University Avenue East to Gordon Street,
Gordon Street to Stone Road East,
Stone Road East to Victoria Road,
Victoria Road to College Avenue East,
College Avenue West to Edinburgh Road South,



Awards & Recognition

Life Saving Award

Two University of Guelph Campus Special Constables were recognized as heroes by Ontario Association of College and University Security Administrators Ontario (OACUSA) for saving the life of a Guelph resident. On February 15th, 2021 Sgt. Larry O'Connell and Special Cst. Mario Deschamps spotted a 78 year old male lying in deep snow near Cutten Fields. This gentlemen had suffered a fall and was unable to move due to a previous medical condition. It was a very cold day and the male had been exposed to the winter elements for approximately three hours before he was discovered by the officers. Medical attention was quickly summoned, and he was transported to hospital for assessment and treatment. The attending physician indicated that, without the officer's intervention, the male would have died in the minus 22 temperatures.



Emergency Management Update

The Emergency Management Unit (EM) leads the efforts to train, plan and prepare for critical incidents that may occur on campus.

In early 2021, the University of Guelph partnered with App Armour and merged with the “Safe Gryphon App” where we have added a quick sign-up button on the “Safe Gryphon” home page. This merging of the two allows our campus community a quick access to the UofG Alert sign up without having to go through a process of downloading another app.

The UofG Alert is normally sent by a qualified member from the Campus Safety Office dispatch team. To ensure that they clearly understand the system, a test alert is sent out twice a day (dayshift/afternoon shift) by the dispatcher while they are in a low stress environment. This daily test alert allows our dispatch team the opportunity to practice their role and allows them familiarity with sending an alert.

In 2021 the Emergency Management Unit continued its work with ensuring members of the Campus Control Group are familiar with their role. When this group comes together during an emergency they continue to train using an “all hazards” approach. This process falls inline with the Incident Management System (IMS) and is a universal approach to handling a campus crisis.

In 2021 the Emergency Management Unit identified that there was a change taking place in the Campus Control Group as new members were being added and others were leaving for various reasons. The EM identified a gap and as a result created a “Role Guide” that will assist members of the Campus Control Group to quickly access information pertaining to their roles and responsibilities.

As we progress through 2022 the focus of this unit will be to train members across campus in recognizing off-campus identified threats, risks, and stressors that could impact the campus community. Another focus will be us continuing to build our partnerships with Guelph Police, and the City of Guelph in joint training.



Bike Patrol Unit

The 2021-2022 Bike Patrol year continued with nine officers from the Campus Safety Office actively patrolling the Campus.

The nine members are required to perform bicycle patrol duties at least once per working block between the months of May through August. In the spring of 2022 the Bike Patrol Unit once again began training members from the CSO and other partner agencies on the safe handling of a patrol bike by hosting three separate training courses on campus.

Officers continue to be involved in bike theft tracking and bike theft surveillance projects. Sgt. Bouchard, and S/Cst. Elloway are our current International Police Mountain Bike Association instructors and Sgt. Bouchard remained an IPMBA board member, occupying the position of Secretary.



Auxiliary Program

The auxiliary program features Criminal Justice and Public Policy (CJPP) students enrolled at the University of Guelph who have an aspiration towards a career in policing. For the 2021-2022 academic year, the Campus Safety Office (CSO) welcomed four auxiliary students. The auxiliary program is beneficial to the community in numerous ways including community engagement, education, and professional networking.

CSO are active members of the University of Guelph community. For the auxiliary program, CSO opened applications to third and fourth CJPP students who have been identified by their professors as strong candidates. Students submit their application and top applicants are invited for an interview. Exceptional interviewees are invited to join the auxiliary program.

Throughout the auxiliary program, students complete ride-alongs with CSO where they are exposed to different aspects of policing ranging from routine patrols, taking statements, assisting with investigations, completing reports, and responding to various calls. Most of these students have not been exposed to front line policing before. They arrive excited, curious, and eager to learn about policing. Each ride-along brings new experiences students have not witnessed. Furthermore, CSO have a unique and important role at the University of Guelph which many of the students are unaware of. Auxiliary students are required to wear a uniform provided by CSO which gives them a sense of unity among the department.

Auxiliary students are in third or fourth year and may pursue a career in policing after graduation. All constables can educate auxiliaries on the hiring process. Constables who participate in ride-alongs complete reviews which can later be provided to potential employers (ie police services) during background checks. Auxiliaries benefit from meeting the CSO officers as a professional relationship is fostered in the sense that professional references can be provided.

The 2021-2022 auxiliary program has been deemed a success by CSO as well as auxiliary members. CSO look forward to continuing the program in the future.

Fire Safety Team

The University of Guelph Fire Safety team works under the Campus Safety Office umbrella. The team consists of 2 Fire Safety Officers, who provide ongoing training, education, fire safety consulting as well as providing an emergency response to all fire related calls for service for the main Guelph Campus.

The Fire Safety Teams' primary responsibility is to continually inspect fire and life safety equipment, conduct building inspections, and to investigate fire safety complaints and infractions that may arise across campus. The Fire Safety Officers work closely with the First Response Team (FRT) and support the FRT during medical calls for service.

This team is all about building and maintaining community relations both on and off campus and in doing so we continue to provide fire safety guidance as needed for construction, renovation projects and special events, with the goal of maintaining campus safety. Also, part of our team's mandate is to work with community members on individual evacuation plans as requested and train members across campus in supporting our Fire Warden program. During the year we are responsible for inspecting and maintaining 40 community AEDs, 4000+ extinguishers and 120+ fire alarm panels.

One of the highlights of our day-to-day operations is providing, training and support to students, staff and faculty on general fire safety, extinguisher operation, and showing them that fire safety is a shared responsibility. Pre-pandemic we annually hosted an O-week Room burn. This burn was presented to students as an educational awareness of what damage can result from open-source flames and how fast a room and contents in that room can burn. This training has always been well received and is certainly a reminder to students the risks associated with having open flames in their rooms, this is just one of many examples of how we work with our student population on an annual basis.

As a team we continue to stay current on legislative changes and we are involved in various training courses and committees throughout the year. For example,

- Standard First Aid and CPR,
- ASIST suicide First Aid, fire protection & life safety systems review,
- Building plan review and construction site fire safety fundamentals.

We are members of the OMFPOA (Ontario Municipal Fire Prevention Officers' Association) Wellington-Dufferin chapter, with one member of the Fire Safety Team being a co-chair of the committee, as well we are members of NFPA (National Fire Protection Association) and the Center for Campus Fire Safety.

As our campus community returns in 2022, we look forward to working alongside our students, staff and faculty to provide fire safety tips to help keep them safe.

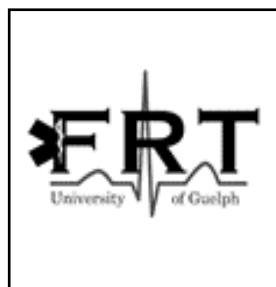


First Response Team Year in Review

Campus Safety Office works closely with the First Response Team (FRT). The FRT is a student-run, team of volunteers who provide on-call and special event coverage to the University of Guelph community and its visitors in the form of emergency first-aid services. In the event of a call for medical aid, the Campus Safety Office will then dispatch members of the FRT team, often along with a Special Constable or Fire Prevention Officer. The FRT will respond to calls anywhere on the University of Guelph campus, including the West Residences, OVC, and the Arboretum. The team attends a variety of calls on campus, including but not limited to, musculoskeletal injuries, sports injuries, traumas, medical emergencies (including fainting), and intoxication.

This past year (in September 2021) the FRT returned to service after being off call since March 2020, due to the Covid-19 pandemic. By February 2022, FRT had moved to 24/7 service and had upgraded most of its responders from First Response level to EMR (Emergency Medical Response) level, certified through Canadian Red Cross. In addition, the FRT started a CISM (Critical Incident & Stress Management) program for its responders where an alumni responder is now certified in assisting responders should they need support following a traumatic event.

The FRT prioritizes maintaining and improving relations with local Emergency Medical Services, both on and off campus. In addition, FRT aims to be sensitive to and adapt its training and resources to meet the growing and changing needs of the university community.



DISPATCHERS

The University of Guelph Special Constables are supported by our Dispatch Team. There is one Dispatcher per platoon and on projected busy times such as Orientation Week, Homecoming and Move In/Out they are supplemented by an additional part time dispatcher. Dispatchers are responsible for taking all Campus Safety Office, Fire/ Fire Prevention, Medical Calls, Lost and Found, Lockouts and general information calls for assistance on the University of Guelph Campus. As well, Campus Safety Office Dispatchers are responsible for all after hours Physical Resource and elevator related calls. Once the call has been received the Dispatcher then dispatches the appropriate responder such as Campus Officers, First Response or Plumber/Electrician or other as required. They then create a dispatch in our D-3 reporting system and if required escalate the call to an incident report. Dispatchers are required to act with the utmost professionalism understanding and empathy while retrieving the required information from callers to assess the next level of response. Our Dispatch Team are an essential part of the Campus Safety Office

During the past three years our Campus Safety Dispatchers have been responsible for the following statistics.



Dispatcher Sean Milligan and Sergeant Liz Bouchard discuss an active call for service.

Dispatch Statistics

Event/Year	2019-2020	2020-2021	2021-2022
Total Dispatch Calls Received	15,253	10,585	10,816
Dispatch Calls (C.S.O./Fire/Medical)	12,827	3,387	8,968
Officers Dispatched	9,829	8908	7,097
Officers on Scene	7,531	2491	3668
Incident Reports Escalated	1,214	782	1,188
Calls Taken: Physical Resources (after)	2,310	1,551	1,652

1 Total Dispatch Calls Received: The total number of calls received by dispatch

2 Dispatch Calls Taken: For CSO/Fire Prevention/Medical only

3 Officers Dispatched: The total number of times officers were dispatched

4 Officers on Scene: The total number of officers who were on scene.

5 Incident Reports: The number of calls escalated from a dispatch to a report.

Incidents by the Numbers

Type of Incident Attended	2019-2020	2020-2021	2021-2022
Administrative Notice—(9-1-1 Call)	-	-	100
Arson / Intentional Fires	1	0	0
Assault	4	2	5
Assault Peace Officer	0	0	0
Bomb Threats	0	0	0
Break and Enter	10	29	8
Cannabis 2017 Act	3	0	0
Criminal Harassment	15	7	11
Disturbances	73	13	71
Domestic Disturbances	2	3	5
Drugs	8	6	2
Emergency Phone Activation	-	-	276
Frauds and Counterfeit Money	1	2	10
General Fire Alarms	74	59	85
Hate Activity	3	0	0
Hate Crimes	6	0	0
Homicide	0	0	0
Impaired Driving	2	1	1
Intoxicated Person - Arrest/Hospital	119	7	52
Liquor Offence	19	32	100
Medical Other	285	32	133
Medical - First Response Team, No CSO Presence	216	0	96
Medical Intoxicated	-	-	67
Mental Health	69	31	73
Mischief/Vandalism/Property Damage	110	35	81
Missing Person	17	1	3
Proactive Patrols	1,579	5140	3,392
Sexual Violence	10	1	5
Smoking Complaints	85	75	39
Sudden Deaths	0	0	0
Theft - Bicycles	34	11	62
Theft - Motor Vehicle	5	0	2
Theft Other	113	24	61
Threatening	8	4	14
Traffic Stops	174	135	204

ANNUAL STATISTICS—May 1st, 2021 to April 30th, 2022**CHARGES and ARRESTS**

2021-2022 Charges	Citizen	Student	Total
Controlled Drugs/Substances Act Arrests	0	0	0
Criminal Code Charges	27	0	27
Provincial Offence Charges	145	82	227
University of Guelph Non-Academic Charges	0	78	78

2021-2022 Charges	Citizen	Student	Total
Assault	3	1	4
Assault Cause Bodily Harm	1	0	1
Attempted Theft	1	0	1
Bench Warrant	2	0	2
Breach of Probation	0	0	0
Breach of Recognizance	1	0	1
Break & Enter	1	0	1
Criminal Harassment	0	0	0
Disturbance/ Weapons	0	0	0
Fraud	0	0	0
Hate Crime	0	0	0
Impaired Driving	3	0	3
Mischief	0	8	8
Obstruct Police/Resist Arrest	3	0	3
Possession of BE Tools	2	0	2
Possession of Controlled Substance	0	0	0
Possession of Stolen Property	1	0	1
Theft	8	5	13
Uttering Threats	0	1	1
Flight from Peace Officer	1	0	1

PROVINCIAL OFFENCES – HIGHWAY TRAFFIC ACT

2021-2022 Charges	Citizens	Students	Total
Fail to Stop – Stop Sign	7	6	13
Fail to Stop – Red Light/Amber Light	2	0	2
Fail to Yield to Through Traffic	1	0	1
Drive Motor Vehicle no License/ More than 1 Licence	0	0	0
Drive Motor Vehicle - No Valid Permit/Val Tag	2	0	2
Fail to Report Accident	0	0	0
Drive While Under Suspension / 3 Day Suspension	0	0	0
Careless Driving	0	0	0
Amber Light Fail to Stop	0	0	0
Handheld Communication Device	3	0	3
Fail to Surrender License	2	0	2
No Clear View to Front/Side/Rear	0	0	0
Window Obstructed	0	1	1
Turn Not in Safety	0	0	0
Fail to use Seatbelt	1	0	1
Disobey Sign	1	0	1
G1 – Drive Unaccompanied	0	0	0
Use Plate not Authorized	0	0	0
Improper Bicycle Lighting	0	0	0
Cyclist – Ride in Crosswalk	0	0	0
Cyclist – Fail to Identify Self	0	0	0
Stunt Driving	1	0	1

PROVINCIAL OFFENCES – LIQUOR LICENCE ACT

2021-2022 Charges	Citizen	Student	Total
Intoxicated in a Public Place	2	8	10
Having Open Liquor	24	30	54
Under 19 Having Liquor/ Consume	16	25	41
Present Identification Not Lawfully Issued	0	0	0

PROVINCIAL OFFENCES TRESPASS TO PROPERTY ACT

2021-2022 Charges	Citizen	Student	Total
Fail to Leave when Directed	1	0	1
Enter when Entry Prohibited	50	12	62
Engage in Prohibited Activity	32	0	32

MENTAL HEALTH ACT

2021-2022	2	Student	Total
Apprehension / Volunteer	0	23	23
IMPACT (Attended/Notified)	0	24	24

COVID-19

2021-2022	Citizen	Student	Total
Ontario Re-Opening Act	0	10	10

Cannabis Act

2021-2022	Citizen	Student	Total
Possession Under 19 Years	0	0	0

Community Partners



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and so much more



CRIME STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)



OFFICE of DIVERSITY
AND HUMAN RIGHTS





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 – October 27, 2022

An Open meeting of the Guelph Police Services Board was held by teleconference call on October 27, 2022, pursuant to sections 11.4 and 20.7 of Guelph Police Services Board By-Law 136 (2009), commencing at 2:30 p.m.

Present:	R. Carter, Chair	G. Cobey, Chief of Police
	P. McSherry, Vice-Chair	D. Goetz, Deputy Chief of Police
	C. Billings, Member	J. Sidlofsky Stoffman, Legal Counsel
	C. Guthrie, Member	J. Allsop, Executive Assistant
	J. Armstrong, Member	J. Robinson, Research Analyst, Legal Services
	L. LaCelle, Executive Assistant	S. Purton, Financial Services Manager

1.0 Welcome and Introductions

Chair Carter asked everyone to observe a moment of silence in recognition of three officers who were killed in the line of duty in October – RCMP Constable Shaelyn Yang, and Constable Morgan Russell and Constable Devon Northrup of the South Simcoe Police Service.

2.0 Meeting Called to Order and Territorial Acknowledgment

Chair Carter called the meeting to order at 2:32 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 – None

5.0 Presentations/Delegations – None

6.0 Approval of Agenda

Moved by J. Armstrong

Seconded by P. McSherry

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

- Carried -

Part 1 – Consent Agenda

Moved by C. Billings

Seconded by P. McSherry

THAT the Consent Agenda items be approved.

- Carried -

6.1 Approval of Minutes of the Open Meeting, September 17, 2022

Moved by C. Billings

Seconded by P. McSherry

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

- Carried -

6.2 Human Resources Report – Member Appointments

THAT Riley DeConkey be appointed as a temporary civilian member of this Service effective September 6, 2022.

FURTHER THAT Alexandra Sammut be appointed as a temporary full-time member of this Service effective September 19, 2022.

6.3 Hate Crime Statistics Report

That the report titled "Hate Crime Statistics," and dated October 27, 2022, be received for information.

6.4 Professional Standards Q3 Report

That the report titled "Professional Standards Third Quarter Report 2022," and dated October 27, 2022, be received for information.

6.5 Community Account Quarterly Report (July 1 – September 30, 2022)

That the report titled "Community Account Quarterly Report (July 1 – September 30, 2022)," and dated October 27, 2022, be received for information.

6.6 Board Correspondence Report

That the report titled "Board Correspondence Report – Open Meeting," and dated October 27, 2022, be received for information.

6.7 Budget Signing Authority

That the report titled "Budget Signing Authority," and dated October 27, 2022, be received for information.

Part 2 – Discussion Agenda**6.8 Chief's Monthly Report**

- Chief Cobey thanked the Chair for the acknowledgement of the loss of the officers and highlighted that it is important to remember and recognize the service and sacrifice Members and their families make every single day. The Chief also wanted to recognize how difficult it has been, and thanked the Service's Members on behalf of the Board and SLT.
- Project Safe Semester and Homecoming have come to a conclusion for this year. Project Safe Semester was created to address the increase in the community population as students return to campus, and the Homecoming team created to address the event. The Chief recognized the community partners who work hard every year, including Bylaw, Fire, UofG Campus Safety Office, Public Works, Public Health, Transit, and the Alcohol and Gaming Commission of Ontario, to address these events. There is a lot of coordination that goes into these projects.
- Project Safe Semester had a cost of approximately \$96,000 - \$28,000 covered by the University of Guelph and \$68,000 by the Service.
- Homecoming had a cost of approximately \$113,000 – the University of Guelph covered approximately \$16,000 of that cost.

- Overall, with the support of the University and community partners and the extra resourcing the Service had throughout the month and on Homecoming, overall, the event was well managed and nothing was unanticipated.
- The Service will continue to liaise with community partners in collaborating moving forward.
- The main concern for these events remain unsanctioned events on Chancellor's Way, with large crowds gathering, and the Service is looking at ways to mitigate that.

6.9 2023 Budget Confirmation

Moved by J. Armstrong

Seconded by C. Guthrie

THAT the 2023 Budget Confirmation item be referred to the Finance Committee.

- CARRIED -

6.10 September 2022 Financial Variance Report

- Sarah Purton provided a high level overview to the Board with respect to the Budget Variance Q3 report. There is currently a surplus with YTD spending at 70.7% of the full year budget, below the target of 75%.
- Total revenues are 95.8% of budget, mainly due to the timing of grant revenues received.
- Total salaries and benefits are running under budget at 69.3%.
- The Service's FTE's are under compliment by 9.4 FTE (Police under compliment by one member; Civilian under complement by 8.4 FTE's).
- At this time, a year-end surplus of \$850,000 is forecasted.
- Year to date Capital spending was \$3.553M with the majority of spending related to the HQ Renovation project (\$2.0M).

6.11 New Business

- None

7.0 Information Items

- Next Open Meeting: Thursday, November 17, 2022, 2:30 p.m. via Teams meeting, livestreamed on YouTube.

8.0 Adjournment

Moved by P. McSherry

Seconded by C. Billings

THAT the Open meeting of the Guelph Police Services Board rise and recess at 2:45 p.m.

- Carried -

R. Carter, Chair

L. LaCelle, Executive Assistant



GUELPH POLICE SERVICES BOARD

Pride • Service • Trust •

OFFICE OF THE CHIEF OF POLICE

TO: Chair Robert Carter and Members of the Guelph Police Services Board

DATE: Thursday, November 17, 2022

SUBJECT: Member Appointments

PREPARED BY: Jaclyn Millson, Human Resources Advisor
Kelley McKeown, HR and Occupational Health, Safety & Wellness Manager

APPROVED BY: Daryl Goetz, Deputy Chief

RECOMMENDATION:

THAT the Guelph Police Services Board review and approve member appointments as reported.

SUMMARY:

A proposal for staff appointments is presented to the Guelph Police Services Board for review and approval.

REPORT:

A board motion is required to appoint **Lucia Watson** as a Police Communicator/Dispatcher with our Service effective November 28, 2022.

Lucia is a graduate of the Office Administration program at Niagara College who has over 7-years of experience as a Communicator with Halton Regional Police Service.

MOVED THAT:

- Lucia Watson be appointed as a full-time member of this Service effective November 28, 2022.

FURTHER THAT:

A board motion is required to appoint **Madison Fournier** as a temporary civilian member of this Service effective November 8, 2022.

Madison Fournier is a student in the Community and Criminal Justice Program at Conestoga College and was the successful candidate for a student placement position assisting the Equity, Diversity and Inclusion Committee.

MOVED THAT:

- Madison Fournier be appointed as a temporary civilian member of this Service effective November 8, 2022.

CORPORATE BUSINESS PLAN:

Guelph Police Service is committed to attracting, recruiting, developing and retaining members in a manner that will support a workplace that is reflective of our community. By doing so, the Service will achieve excellence in our service delivery and provide quality and innovative services that are valued by our stakeholders.

FINANCIAL IMPLICATIONS:

The compensation and benefit costs for this position will be contained within the overall budget.

ATTACHMENTS:

N/A.



Guelph Police Services Board

Open Meeting – November 17, 2022

Board Correspondence Report

Incoming Correspondence

None to report.

Outgoing Correspondence

November 1, 2022

- Congratulatory letters to new hires R. DeConkey and A. Sammut.