



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, March 21, 2024; 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 – None | |
| 6.0 | Approval of Minutes of the Open Meeting, February 15, 2024 | Decision |
| 7.0 | 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.

		Decision
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- | | | |
|-----|---|-------------|
| 7.1 | Board Correspondence Report | Information |
| 7.2 | 2023 Access to Information Report | Information |
| 7.3 | ViCLAS/Major Case Management – 2023 Annual Report | Information |
| 7.4 | Missing Persons Act, 2023 – Annual Report | Information |
| 7.5 | Public Sector Salary Disclosure for 2023 | Information |
| 7.6 | Professional Standards 2023 Year End Report | Information |
| 7.7 | Member Appointments | Decision |

PART 2 – DISCUSSION

- | | | |
|------|--|-------------|
| 7.8 | Chief's Monthly Report (verbal) | Information |
| 8.0 | New Business | |
| 9.0 | Information Items | |
| | <ul style="list-style-type: none">• Next Open Meeting: Thursday, April 18, 2024, 2:30 p.m.,
via Teams meeting, Livestreamed on YouTube | |
| 10.0 | Adjournment | Decision |



PRIDE SERVICE TRUST

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 – February 15, 2024

An Open meeting of the Guelph Police Services Board was held by teleconference call on February 15, 2024, pursuant to sections 11.4 and 20.7 of Guelph Police Services Board By-Law 136 (2009), commencing at 2:30 p.m.

Present: P. McSherry, Chair
J. Armstrong, Vice-Chair
C. Guthrie, Member
L. LaCelle, Executive Assistant
G. Cobey, Chief of Police
D. Goetz, Deputy Chief of Police
S. Gill, Deputy Chief of Police
J. Sidlofsky Stoffman, Legal Counsel
J. Millson, Executive Assistant

Regrets: P. Allt, Member

Guests: Inspector Jeimy Karavelus, Staff Sergeant Melanie Clark

1.0 Welcome and Introductions

Chair McSherry welcomed everyone to the February 15, 2024, Guelph Police Services Board meeting.

2.0 Meeting Called to Order and Territorial Acknowledgment

Chair McSherry called the meeting to order at 2:33 p.m. by teleconference call between the attendees and gave the Territorial Acknowledgement.

3.0 Declaration of Conflict or Pecuniary Interest – None

4.0 Closed Session Resolutions

Moved by C. Guthrie

Seconded by J. Armstrong

THAT the Guelph Police Services Board support the Bengali Community in Guelph in the amount of \$250.00, with funds to be paid from the Community Account.

- CARRIED -

5.0 Presentations/Delegations

5.1 Intimate Partner Violence – Inspector Jeimy Karavelus, Staff Sergeant Melanie Clark

Chair McSherry welcomed Inspector Karavelus and Staff Sergeant Clark to the meeting.

Chief Cobey introduced Staff Sergeant Melanie Clark and Inspector Jeimy Karavelus and invited them to introduce themselves further to the Board.

Staff Sergeant Clark is a 22-year veteran of the Service and has spent half of that time in the Special Victims Unit in some capacity. Inspector Karavelus is a 26-year veteran of the Service and is currently the Inspector in charge of Investigations.

Staff Sergeant Clark and Inspector Karavelus shared a PowerPoint presentation with the Board (a copy of this presentation can be found at the end of these Minutes).

On September 22, 2015, in Renfrew County, Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam were murdered by a man with whom each had a past relationship.

On June 28, 2022, a Coroner's Jury made 86 recommendations in relation to the deaths of these women.

This presentation was developed in response to the November 28, 2023, request from Guelph City Council that the Guelph Police Services Board share a report that outlines how the police service meets or intends to address the recommendations contained in the inquest.

Since the recommendations from the inquest were made public, the Service has been looking at how to best incorporate these recommendations.

The Service currently has an Intimate Partner Violence/Human Trafficking/Specialized Seniors Unit. The unit consists of a Supervisor, High Risk Intimate Partner Violence Coordinator, two High Risk Intimate Partner Violence and Specialized Seniors Investigators, and a Human Trafficking Investigator.

The Unit has provided the Service with trained members who specialize in Intimate Partner Violence investigations within the Service. The education and training involved was outlined.

The High Risk IPV Team Guelph-Wellington includes Community Partners: High Risk IPV Team Guelph-Wellington, Action Committee, Ontario High Risk IPV Coordinators Committee, Victims Services Wellington, IMPACT, Women in Crisis, Child Witness Centre, Victim Witness, Family and Children Services, and the Guelph General Hospital Sexual Assault and IPV Unit.

It is the mandate of the High Risk IPV Team Guelph-Wellington to identify and manage high risk domestic violence cases. The Guelph Police Service High Risk Intimate Partner Violence Coordinator is currently Chair of this committee.

The High Risk IPV Team Guelph-Wellington identifies and manages these high risk cases based on indicators that were developed by the Domestic High Risk Committee, whose members also include the Crown Attorney, Probation and Parole Manager, Wellington County OPP, Family & Children Services, Victim Witness Manager, Family Counseling and Support Centre, Women in Crisis, and the Guelph Police Service.

The Guelph-Wellington Action Committee is a partnership of community agencies and service providers dedicated to increasing the safety and wellbeing of victims of Sexual Assault, Intimate Partner Violence, and Human Trafficking.

In addition, the Ontario High Risk IPV Coordinators Committee is in place. Its purpose is to provide support and coordination for domestic violence cases.

Grants, such as the Community Safety and Policing Grant, and Victim Support Grants, have allowed for the improvement of service provided to the community. With this funding, a Victims Services member has been directly embedded into the Intimate Partner Violence Unit to provide victim management and support. The funding has also assisted with providing a soft interview room and children's room, Lunch and Learn sessions, Symposiums, Public Education campaigns, the Support and Information Guide for Survivors of Intimate Partner Violence, gift cards, and posters.

Chief Cobey thanked Inspector Karavelus, Staff Sergeant Clark, and the team who are doing this incredibly important work. He mentioned that while he is aware of Council's motion speaking of a report, it was felt that a presentation to the Board by the people doing the work was important. While this presentation is to the Board, it is captured and available to Council to view. If Council ever wanted an in-person presentation, the Chief is happy to arrange.

Chair McSherry thanked Inspector Karavelus and Staff Sergeant Clark for taking the time to present to the Board on this very important topic.

6.0 Approval of Minutes of the Open Meeting, January 18, 2024

Moved by C. Guthrie

Seconded by A. Sharma

THAT the Guelph Police Services Board approve the Open Meeting Minutes of January 18, 2024.

- CARRIED -

7.0 Approval of the Agenda

Moved by J. Armstrong

Seconded by A. Sharma

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

- CARRIED -

Part 1 – Consent Agenda

Moved by J. Armstrong

Seconded by S. Sharma

THAT the Consent Agenda items be approved.

- CARRIED -

7.1 Board Correspondence Report

THAT the report titled "Open Meeting – February 15, 2024, Board Correspondence Report," and dated February 15, 2024, be received for information.

7.2 Community Account Annual Report

THAT the report titled "Community Account Annual Report," and dated February 15, 2024, be received for information.

Part 2 – Discussion Agenda

7.3 Chief's Monthly Report

Chief Cobey updated the Board with respect to the commitment to increase the support provided to the Downtown. In addition to Constable Vaivods and the Platoon members who support the Downtown, Constable Mark O'Connell has returned to the Downtown as the second Downtown Resource Officer. An additional IMPACT worker is also now in place to work with the Downtown Resource Officers and Members to support the

Downtown. Kim Catcher is the individual who will be moving into that role.

Chief Cobey confirmed that data with respect to the Downtown support program will be shared with the Board at a later date.

7.4 New Business – None

8.0 Information Items

- Next Open Meeting: Thursday, March 21, 2024, 2:30 p.m., via Teams meeting, livestreamed on YouTube.

9.0 Adjournment

Moved by C. Guthrie

Seconded by A. Sharma

THAT the Open meeting of the Guelph Police Services Board be adjourned at 2:52 p.m.

- CARRIED -

P. McSherry, Vice-Chair

L. LaCelle, Executive Assistant



Guelph Police Service Intimate Partner Violence

February 2024



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History of Inquest



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- On the 22nd of September 2015 in Renfrew County, Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam were murdered by a man with whom each had a past relationship.
- On the 28th of June 2022, a Coroner's Jury made 86 recommendations in relation to the deaths of these women.

City of Guelph Council Resolution

- On November 28, 2023, Guelph City Council met and approved the following resolution regarding intimate partner violence:

“That the Guelph City Council respectfully request Guelph Police Services Board share a report that outlines how the police service meets or intends to address the recommendations contained in the inquest.”



Coroner's Jury Recommendations

The 86 recommendations were further broken down into the following categories,

1. Oversight and Accountability
2. Systems Approaches, Collaboration and Communication
3. Funding
4. Education and Training
5. Measures Addressing Perpetrators of IPV
6. Intervention
7. Safety

Of the 86 recommendations a number relate to police.



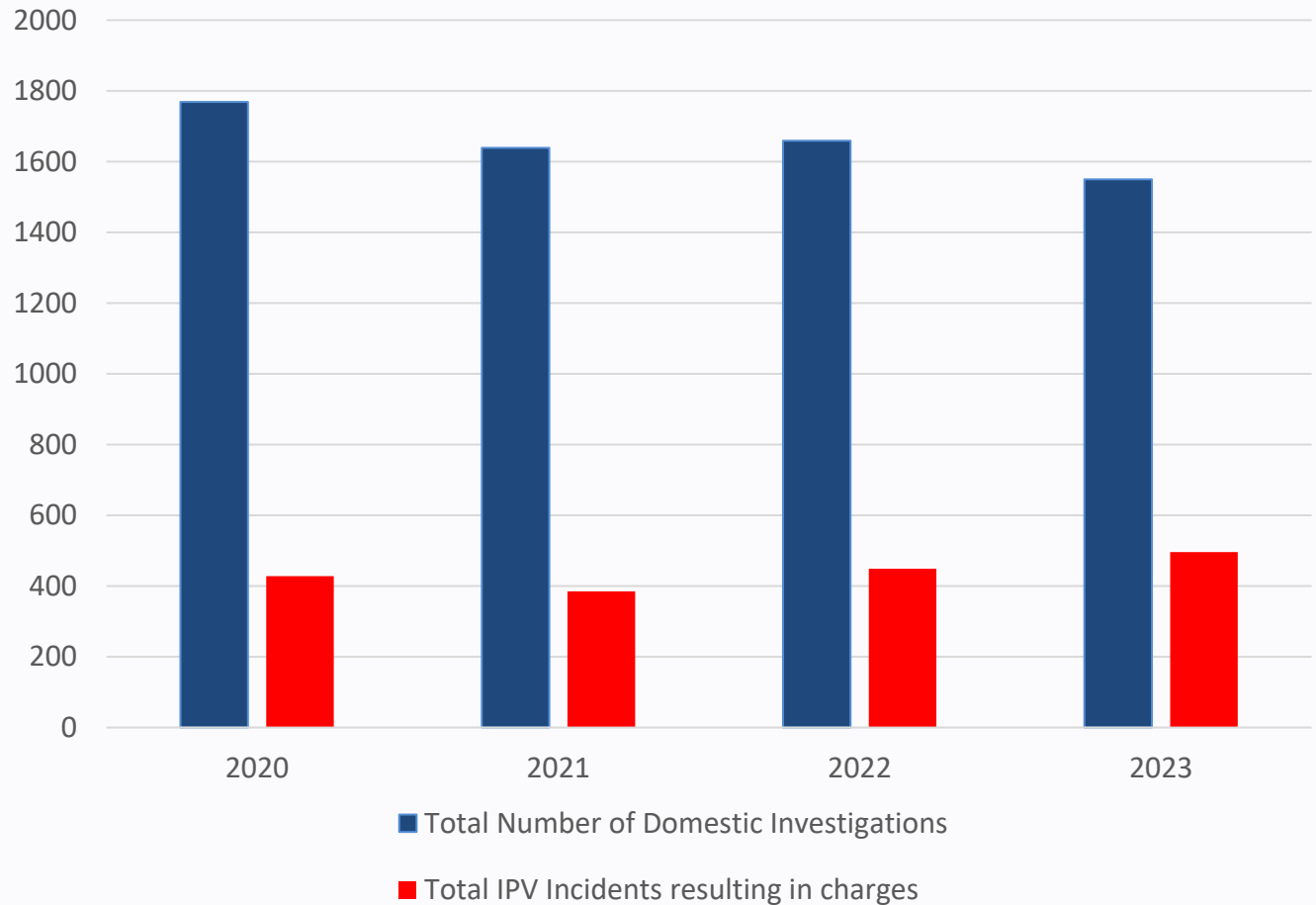
Addressing Recommendations

The Guelph Police Service acknowledges the recommendations contained in the Inquest and has prioritized and managed risk associated to Intimate Partner Violence investigations for years.

The following will outline how the Guelph Police Service has been addressing Intimate Partner Violence.



Guelph Domestic Investigations 2020-2023





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IPV/HT/Specialized Seniors Unit

The Guelph Police Service currently has an IPV/Human Trafficking/Specialized Seniors Unit. The unit consist of the following

1. Supervisor (new 2024) –KPMG
2. High Risk Intimate Partner Violence Coordinator
3. High Risk Intimate Partner Violence & Specialized Seniors Investigators (2)
4. Human Trafficking Investigator (1)

Education and Training

The IPV/HT/Specialized Seniors unit has provided the Guelph Police Service with trained members who specialize in IPV investigations within the police service.

These members, along with other members of the police service work with community partners to address IPV investigations within our community.



Education and Training

- OPC Courses-IPV, Sexual Assault, Human Trafficking, Child Investigations
- 2021 Trauma Informed workshop
- December 2021 IPV training for supervisors
- Be Safer Risk Assessment training for officers and community November 2022
- Summer of 2023 our HRIPV Coordinator presented to Provincial Crowns



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Education and Training

- Winter 2023 in service IPV training for officers
- Spring 2024 Adverse Childhood Experiences (ACEs) training for all officers
- Lunch and Learns – 12 Community Partners provided awareness for all GPS members
- March 27, 2024, '**Working Together to Build a Community Response**' Pam Cross and local crown presenting.
- Ongoing training – Strangulation Seminar, Conferences, Workshops.
- Axon virtual training for new members.



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Community Partners

- High Risk IPV Team Guelph-Wellington
- Action Committee
- Ontario High Risk IPV Coordinators Committee
- Victims Services Wellington (VSW)
- IMPACT
- Women in Crisis
- Child Witness Centre
- Victim Witness (VWAP)
- Family and Children Services (F&CS)
- Guelph General Hospital Sexual Assault & IPV Unit



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High Risk IPV Team Guelph-Wellington

- Mandate: To identify and *manage* high risk domestic violence cases
- High Risk Indicators – Developed from Domestic Violence Death Review Committee Annual Report
- Any agency may refer to the committee
- The Guelph Police Service High Risk Intimate Partner Violence Coordinator is currently the chair of the committee

HRIPV Team Guelph Wellington

- 2009 implementation of Guelph-Wellington Domestic Violence High Risk Committee (Now HRIPV)
- Members
 - Crown Attorney
 - Probation and Parole Manager
 - Wellington County OPP
 - Family & Children Services
 - VWAP Manager
 - Family Counseling & Support Centre (PAR)
 - Women in Crisis
 - Guelph Police Service



Guelph–Wellington Action Committee



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Partnership of community agencies and service providers dedicated to increasing safety and wellbeing of victims of sexual assault, IPV and Human Trafficking.

Mission

Working in collaboration to coordinate, advocate and educate on issues and services regarding sexual assault, domestic violence and human trafficking.

Vision

A community free of sexual assault, domestic violence and human trafficking



Ontario High Risk IPV Coordinators Committee

Purpose: provide support, and coordination for domestic violence cases.
Membership consists of Provincial representatives from all geographical areas.

Committee mandate:

- Provide information and support to all Domestic Violence Coordinators in the Province of Ontario
- To promote a coordinated, effective police response on a provincial level by facilitating information sharing among investigators on best practices and initiatives.
- Provide statistical information that will allow services to identify patterns, emerging trends, changes, and benchmarks specific to Intimate Partner Violence.
- To discuss provincial and local issues and engage in problem solving techniques to enhance services provided to victims by police, related agencies, and the community.
- To facilitate the exchange of information between police services and to assist in developing domestic violence policies and / or making changes to the policing standards guidelines. (at the Ministry level)





Ontario High Risk IPV Coordinators Committee

Guelph Police Services officer Detective Constable Ashley McArthur organized and prepared educational training for this Provincial committee on topics related to Intimate Partner Violence, including:

Winter 2022 Meeting

- Review of Inquest Recommendations
- Develop a list from a Policing perspective.
- Discuss the implementation of inquest recommendations.

Spring 2023 Meeting

- Presenter: Erin Lee – Director of Lanark County Interval House
- How Lanark County's deeming of IPV as an epidemic has impacted the community.
- Providing perspective on victims on violence in rural areas and addressing inquest.

Fall 2023 Meeting

- Presenter: Peter Keen – Guelph Crown Attorney
- Strangulation – Supervising Strangulation cases



Current actions addressing police specific recommendations

- Adequacy Standard – Procedures for IPV investigations
- DVRM
- Crown notification for High-Risk Cases
- Bail notification
- Person at Risk
- F&CS Reporting
- Probation contact
- Child Witness Centre Referrals
- VSW referral
- Required Investments

Grant Funding

Grants such as Community Safety and Policing Grant, Victim Support Grants has allowed us to improve the service that we provide to the community. With this funding we have imbedded a Victim Services member directly into the IPV unit to provide victim management and support. The funding has also assisted with the following:

- Soft interview room and children's room
- Lunch and learns
- Symposiums
- Public education campaign
- Support and Information Guide for Survivors of IPV
- Gift cards
- Posters







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Questions





Guelph Police Services Board

Open Meeting – March 21, 2024 **Board Correspondence Report**

Incoming Correspondence

- None to report.

Outgoing Correspondence

- None to report.



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: 2023 ACCESS TO INFORMATION REPORT

PREPARED BY: Tricia Agocs, FOI Analyst/Legal Assistant

APPROVED BY: Judith Sidlofsky Stoffman, Legal Counsel

RECOMMENDATION

For information.

SUMMARY

The Legal Services Unit provides an annual report to the Guelph Police Services Board to summarize access to information requests. Many requests are received through the Freedom of Information (FOI) process and responded to in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). FOI requests come from citizens, organizations, law firms, insurance companies, and the Office of the Children's Lawyer (OCL).

This report reviews the volume and types of requests that the Legal Services Unit received through 2023 and compares these data to past years.

At a Glance

MFIPPA Requests	2023	2022	2021	5 yr Avg
# Received by GPS	509	460	439	459

Increase in 2023 (from 2022)
11%

# Responded to by GPS	519	465	430	468	12%
Average Response Time (days)	18	17	17	17	6%

For the first time, FOI requests both received and responded to exceeded 500. The Service received 11% more MFIPPA requests in 2023 than in 2022. The average response time to requests increased by approximately 6% to 18 days. Although this average response time is well below the 30 day MFIPPA time limit, 5% of responses were beyond 30 days.

Methods of Requests and Responses

	2023	2022	2021	2020	2019
E-received*	76.6%	82%	82%	55%	<10%
E-released*	95%	96%	95%	68%	<10%
In Person (G.O. Drop off)	10%	2%	<1%	n/a	
In Person (G.O) Release	3%	2%	2%	19%	54%
Other Release (Mail, Fax)	2%	2%	3%	13%	≈25%

*Implemented electronic process in 2019 with full roll out in 2020

Requests placed In Person were higher in 2023 than the previous few years. 10% of requests were placed In Person (walk-ins to General Office). This may be due to Customer Service hours stabilizing. It is important to note that although the requests were received over the counter in General Office, we responded electronically to most of these. This could mean that requestors were willing to place the request electronically if they had been aware of the option. 51 requests were placed In Person by the requestor and only 11 of these were retrieved In Person.

Other Requests

The Legal Services Unit also prepares responses and material for matters outside of MFIPPA, including: Court Orders, Mandatory Blood Act Applications, Statements of Claim, Landlord Tenant Board Applications, and Ministry of Community Safety and Correctional Services queries. Responses can involve reports, notebook entries, statistical data, photographs, and audio/visual recordings.

Court Orders	2023	2022	2021
Court Orders	25	20	24

2023 Budget Variance

Funds received through FOI totaled \$4421.75. FOI fees are prescribed by MFIPPA and they have not increased since the Act was introduced (1991). The fee to open a request is \$5.00 and there are very few opportunities for cost recovery for additional search and preparation time.

Collision Reconstruction Reports are available through the FOI office for \$2500 and we generally meet or exceed the FOI budget of \$10,000 only when we fill request for these reports. There were no Reconstruction Reports purchased in 2023.

CORPORATE BUSINESS PLAN: N/A

FINANCIAL IMPLICATIONS: N/A

ATTACHMENTS: N/A



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: ViCLAS/MAJOR CASE MANAGEMENT – 2023 ANNUAL REPORTING

PREPARED BY: Jeimy Karavelus, Inspector

APPROVED BY: Steve Gill, Deputy Chief of Operations

RECOMMENDATION

For information.

SUMMARY

To provide the Board with an update on the ViCLAS / Major Case Management investigations conducted by the Guelph Police Service in 2023.

REPORT

Pursuant to the Ontario Police Services Act, ViCLAS Regulation (O.Reg 550/96) and Major Case Management Regulation (O. Reg 354/04) s. 2(1), every Chief of Police shall prepare and submit to the Ministry an annual report setting out the number of ViCLAS submissions and the number of major cases investigated in the previous year.

In February 2024, Jaime Groff, MCM PowerCase Data Entry Specialist and Detective Staff Sergeant Melanie Clark reviewed all major cases for 2023 and reported the Guelph Police Service results to the Ministry of Community Safety and Correctional Services. These results were reviewed by Inspector Jeimy Karavelus – Investigative Services.

CORPORATE BUSINESS PLAN

Guelph Police Service Mission: Through partnerships, we are dedicated to enhancing the quality of life and ensuring the safety of all those who live, work and play in our safe and diverse community.

Compliance with legislation:

1. Ontario Police Services Act, ViCLAS Regulation (O. Reg 550/96) and Major Case Management Regulation (O.Reg 354/04).

FINANCIAL IMPLICATIONS

As with past years the associated costs were outside Investigative Services' operating budget but were recovered in other areas contained within the Guelph Police Service 2023 operating budget. This was primarily due to major case investigations that are difficult to predict and utilize substantial resources.

ATTACHMENTS

Appendix "A" ViCLAS Annual Report 2023

Appendix "B" Major Case Management Annual Report 2023

Appendix "C" Comparison of 2016 – 2023

Ministry of the Solicitor General
(SOLGEN)

ViCLAS Annual Report

In accordance with the *Police Services Act*, ViCLAS Regulation (*Ontario Regulation 550/96*), every Chief of Police shall prepare and submit to the Ministry an annual report setting out the number of ViCLAS reports and any other information as requested.

Identify the number of cases in the appropriate categories and submit to the undersigned on or before February 28, 2024.

Police Service:	Report for the Year:	Number of ViCLAS Submissions Total:
	2023	
Homicides or attempts, solved or unsolved		5
Sexual assaults, solved or unsolved		69
Non-parental abductions and attempts		1
Missing person occurrences where circumstances indicate a strong possibility of foul play and the person remains missing		0
Found human remains/unidentified body that are known or suspected to be homicide		0
Luring of a child or attempted luring of a child, solved or unsolved		17
All non-criteria ViCLAS submissions		62
Submitted by:		
Name:	Rank:	Date:
Melanie Clark	D/S/Sgt.	2024 02 28
Email Address:	mclark@guelphpolice.ca	

EMAIL SUBMISSIONS TO:

OPP.GHQ.VICLAS@OPP.CA

If you have any questions with regard to completing this report, please contact the Provincial ViCLAS Centre at (705) 329-6588

Major Case Management Annual Report



In accordance with the *Police Services Act*, Major Case Management Regulation (*Ontario Regulation 354/04*), every Chief of Police shall prepare and submit to the ministry an annual report.

The Annual Report **reflects the investigations that were reported to police within the calendar year**, not when the investigations were entered into the RMS or PowerCase.

Including both RMS and PowerCase numbers provide police services with the **opportunity to reconcile differences** and report those variances to the ministry through the Serial Predator Crime Investigations Coordinator (SPCIC) via email.

Please **identify the number of cases** in the appropriate categories and submit to the SPCIC, Ontario Major Case Management, at SPCIC@ontario.ca on or before **February 28th** of each year.

Police Service/OPP Regional HQ: Guelph			Calendar Year: 2023	
Major Cases	Threshold	Non-Threshold	RMS	PowerCase
Abductions and attempts (non-familial):	1	N/A	1	1
Criminal harassment where the harasser is not known to the victim:	N/A	6	6	6
Found human remains/unidentified body that are known or suspected to be homicide:	0	0	0	0
Homicides or attempts, solved or unsolved:	5	N/A	5	5
Missing person occurrences where circumstances indicate a strong possibility of foul play:	0	0	0	0
Missing person occurrences where the person has been missing and unaccounted for more than 30 days:	0	7	7	7
Sexual assaults and attempts, solved or unsolved, including sexual interference, sexual exploitation, and invitation to sexual touching:	19	94	138	113
Trafficking in persons cases as defined in section 279.01, 279.011 or 279.04 Criminal Code, and attempts:	N/A	2	2	2

Discretionary Offences entered into PowerCase:		43
Investigations where permission to use PowerCase was obtained:		0
Provincial MCM Bulletins requested:		
Do you have a process in place to notify the SPCIC within seven days when there are linked cases?		Yes
Do you have a system in place to track the submitted SPCIC Notifications?		Yes
Multi-jurisdictional Major Case Management Cases:		0
<p>Please specify the name(s) of police service(s) involved and project name(s)/incident or occurrence number(s), and the name of the Multi-jurisdictional Major Case Manager assigned from the Provincial Pool, if applicable:</p>		

SUBMITTED BY**Rank/Name:**

Detective Staff Sergeant Melanie Clark

Unit:

Investigative Services

Email Address:

mclark@guelphpolice.ca

Date:

28-Feb-2024

Comments:

Unknown how many Provincial MCM Bulletins were requested for 2023. We will keep track of all bulletins requested for 2024.

Once completed, please **save the form in the following naming convention "Annual Report-[Police Service]"** then **click SUBMIT FORM**

SUBMIT FORM

If you have any questions with respect to completing this report, please contact the SPCIC, Ontario Major Case Management, at SPCIC@ontario.ca.

APPENDIX C

ViCLAS / Major Case Management Annual Report
Comparisons

Note: Not all incidents where a ViCLAS is submitted meet the MCM requirements for PowerCase data entry and not all MCM incidents meet the requirements for a ViCLAS submission.

MCM Code	CRITERIA and NON-CRITERIA OFFENCES	Totals							
		2016	2017	2018	2019	2020	2021	2022	2023
01	Homicides - Solved or Unsolved	1	1	1	0	3	0	2	5
02	Attempted Homicides - Solved or Unsolved	0	0	2	1	2	0	2	0
03	Non-familial / Non-domestic Sexual assaults, solved or unsolved including sexual interference and attempted sexual assaults, sexual exploitation and invitation to sexual touching	88	96	97	104	74	88	113	75
	Familial / Domestic Sexual assaults, solved or unsolved including sexual interference and attempted sexual assaults, sexual exploitation and invitation to sexual touching	Reported in ViCLAS Non-Criteria	Reported in ViCLAS Non-Criteria	35	41	52	52	58	38
05	Trafficking in persons cases and attempts	N/A	1	1	4	3	4	3	2
06	Non-familial abductions and attempts	0	1	2	0	3	0	0	1
07	Missing person occurrences where circumstances indicate a strong possibility of foul play	0	0	0	0	0	0	0	0
08	Missing person occurrences where the person has been missing and unaccounted for more than 30 days	0	0	0	0	0	1	2	7
09	Found human remains/unidentified body that are known or suspected to be homicide	0	0	0	0	0	0	0	0
10	Criminal harassment where the harasser is not known to the victim	2	0	1	2	7	8	5	6
11	Luring of a child or attempted luring of a child, solved or unsolved	3	2	17	8	24	14	14	18
12	Any other cases designated a major case pursuant to the Ontario Major Case Management manual (<i>Discretionary offences not included in other catagories - Trespass by Night, Child Pornography, Indecent Exposure, Indecent Acts, Voyeurism</i>) and "Non Traditional" major cases where permission to use the software was obtained	13	9	42	37	40	47	17	24
13	Any additional ViCLAS submission for non-criteria cases (<i>Not included in other catagories</i>)	26	18	0	2	0	3	1	1
	Multi-Jurisdictional Major Cases	0	0	0	0	0	0	0	0
Totals		133	128	198	199	208	217	217	177



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: MISSING PERSONS ACT, 2023 – ANNUAL REPORT

PREPARED BY: Jeimy Karavelus, Inspector

APPROVED BY: Steve Gill, Deputy Chief of Operations

RECOMMENDATION:

For information.

SUMMARY:

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018*, an Annual Report which reflects the number and types of Urgent Demands for records for missing persons investigations requested in the preceding year must be prepared and submitted by every police service in the province by April 1st annually. The information contained in the report must be publicly available by June 1st annually.

In 2023, nine (9) urgent demands were made for four (4) missing persons investigations. Three (3) demands were for cell phone records/emergency phone pings. Six (6) demands were made for financial records.

The Annual Report under the *Missing Persons Act, 2018* has been completed and filed with the Ministry and has been posted on the Service's website as required by the legislation.

CORPORATE BUSINESS PLAN: N/A

FINANCIAL IMPLICATIONS: N/A

ATTACHMENTS:

Annual Report (form 7) under the *Missing Persons Act, 2018* for the year 2023.

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018* the contents included in this report must be prepared by April 1 of each year, and made publicly available by June 1 of each year.

Data Collection

Period of data collection

Start Date (yyyy/mm/dd)
2023/01/01

End Date (yyyy/mm/dd)
2023/12/31

Name of Police Force
Guelph Police Service

Detachment Location (if applicable)

Unit Number

Street Number
15

Street Name
Wyndham Street South

PO Box

City/Town
Guelph

Province
Ontario

Postal Code
N1H 4C6

Total Number of Urgent Demands made
9

Number of Missing Persons Investigations in which a demand was made
4

Types of records specified in the urgent demands and total number of times that each type of record was included in the urgent demands

Records	Description	Total number of times demanded
Records containing contact information or other identifying information	N/A	0
Photos, videos, or other records containing visual representation	N/A	0
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location	Cell phone records / Emergency Ping	3
Records of employment information	N/A	0
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>	N/A	0
Records related to services received from a service provider as defined in subsection 2(1) of the <i>Child, Youth and Family Services Act, 2017</i>	N/A	0
Records that related to a student of an educational institution	N/A	0
Records containing travel and accommodation information	N/A	0

Records	Page 42 of 57 Description	Total number of times demanded
Records of financial information	Financial Records	6
Other records	N/A	0



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: PUBLIC SECTOR SALARY DISCLOSURE FOR 2023

PREPARED BY: Kelley McKeown, HR and Occupational Health, Safety & Wellness Manager

APPROVED BY: Daryl Goetz, Deputy Chief of Administration

RECOMMENDATION

For information.

SUMMARY

The Public Sector Salary Disclosure Act, 1996 makes Ontario's public sector more open and accountable to taxpayers. The act requires organizations that receive public funding from the Province of Ontario to make public, by March 31 each year, the names, positions, salaries, and total taxable benefits of employees paid \$100,000 or more in the previous calendar year.

Each organization must make the list available without charge between March 31 and December 31 of the year it is disclosed. A compendium of the lists of all organizations disclosing salaries, as well as organizations stating they have no employee salaries at \$100,000 or more, is also available on Ontario.ca. The complete report, or sections thereof, can be easily printed from the website. The Guelph Police Service list will be available at the Guelph Police Service, General Office at 15 Wyndham Street **effective March 31, 2024.**

The \$100,000 figure means salary before taxes and does not include taxable benefits. However, for those who are paid \$100,000 or more, the total value of these taxable benefits must also be disclosed. The definition of salary also includes per diems and/or retainers paid to employees, in addition to amounts reported as employment income on the Canada Revenue Agency T4 statement. The Act does not authorize

employers to disclose what is specifically included in the salary paid or the specifics of the taxable benefits, so we do not comment on any of the information that is reported on this form.

TRENDING ANALYSIS

The 2023 report includes 211 members or 60.3% of our members who have been paid \$100,000 or more. A summary for the past 10 years is included for your information:

Year	Total Members
2023	211
2022	188
2021	170
2020	190
2019	179
2018	166
2017	160
2016	174
2015	99
2014	107

There is a 12.2% increase in the number of members who were paid \$100,000 or more in 2023 compared to the previous year.

Upon analysis, the percentage of total members who were paid \$100,000 or more in 2023 is attributed to the following reasons:

- The negotiated rate of pay for the position of First Class Police Constable exceeds \$100,000.
- Overtime for staffing shortages, projects (i.e. Downtown), major incidents, court appearances, etc.
- The collective agreements include an option to request an overtime bank payout.
- The collective agreements include a provision for payout of sick leave upon termination or promotion (also upon retirement, but the Act does not require disclosure of a retiring allowance).
- Special Duties undertaken to provide policing services to individuals or agencies within the City of Guelph (special duty earnings are 100% recovered from the client or the provincial RIDE grant).

Finally, the \$100,000 threshold has remained the same since the Public Sector Salary Disclosure reporting requirement was introduced in 1996. If the threshold was adjusted for inflation since that time, the real benchmark salary would be around \$174,886 in 2023 according to the Bank of Canada's inflation calculator. On this basis, eleven (11) members in 2023 would be on the disclosed list.

CORPORATE BUSINESS PLAN

Strategy 2, Organizational Health and Service Effectiveness

FINANCIAL IMPLICATIONS

The cost for compensation and benefits is included in the Board approved 2023 budget. Specifics related to compensation practices are outlined in the relevant Collective Agreements.

ATTACHMENTS

Nil



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: PROFESSIONAL STANDARDS 2023 YEAR END REPORT

PREPARED BY: Lester Tang, Professional Standards

APPROVED BY: Andrea Ninacs, Inspector, Executive Services
Daryl Goetz, Deputy Chief of Administration

RECOMMENDATION

For information.

SUMMARY

The following report incorporates complaints and investigations that have been initiated, continued and/or resolved by Professional Standards during the time period between January 1, 2023, and December 31, 2023. For comparison, the Guelph Police Service responded to 84,475 calls for service during this time period and employed a complement of 224 sworn police officers.

Public Complaints

During the above-mentioned time period there were **67** public complaints received by the Office of the Independent Police Review Director (O.I.P.R.D.) involving officers of the Guelph Police Service (G.P.S.). **30** matters were referred for investigation by Guelph Police Service Professional Standards and an additional 37 complaints were screened-out, suspended, or terminated by the O.I.P.R.D (See footnote 1). There were **2** requests in 2023 for the O.I.P.R.D. to review incidents

1 Screened-out files are complaints received about the G.P.S. but not accepted for investigation by the O.I.P.R.D. There are a number of reasons why the Director would decide not to accept these complaints including: the complaint had been made in bad faith, the complaint was frivolous, or the complaint is deemed not to be in the public interest to pursue.

investigated by Professional Standards. The **2** reviews were concluded with the O.I.P.R.D. confirming the findings made by Professional Standards.

Reference: The O.I.P.R.D. publishes annual data with key performance indicators of public complaints managed by each police service within Ontario. The slight discrepancy in reported complaints for the Guelph Police Service between the O.I.P.R.D. and Professional Standards (with the O.I.P.R.D numbers being higher) is attributable to slight differences in accounting methodology. Guelph Police Service Professional Standards consolidates materially similar complaints about the same incident when made by the same person while the O.I.P.R.D. does not do so. Their annual reporting can be found at <http://stats.oiprd.on.ca/?service=Ontario>

Internal Investigations

The Chief initiated **1** internal investigation(s) in 2023. This investigation has concluded with misconduct being substantiated.

Special Investigations Unit (S.I.U.)

There were **5** notifications made to the S.I.U. during 2023 involving officers of the G.P.S. resulting in the S.I.U. invoking on **3** occasions. All **3** investigations have been concluded by the S.I.U. with no further action taken.

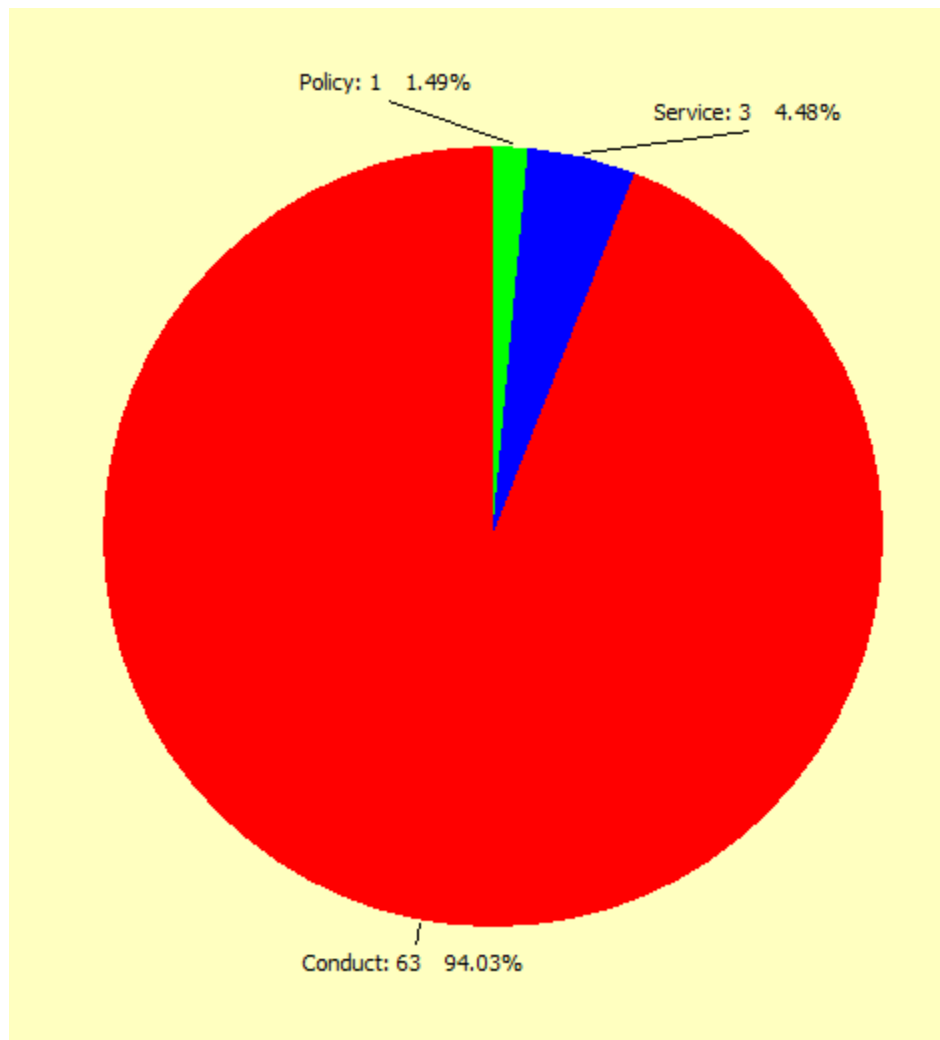
Reference: The S.I.U. publicly reports on the status of its cases categorized by police service and in addition provides publicly accessible reports when closing a file. This information can be found at https://www.siu.on.ca/en/case_status.php

APPENDIX TO REPORT

Table 1: 2023 Caseload of Professional Standards (All Incident Types)

Incident type	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Chief Complaints	0	0	0	1	1
OIPRD Complaints	20	16	15	16	67
SIU Notifications	1	0	1	3	5
Total:	21	16	16	20	73

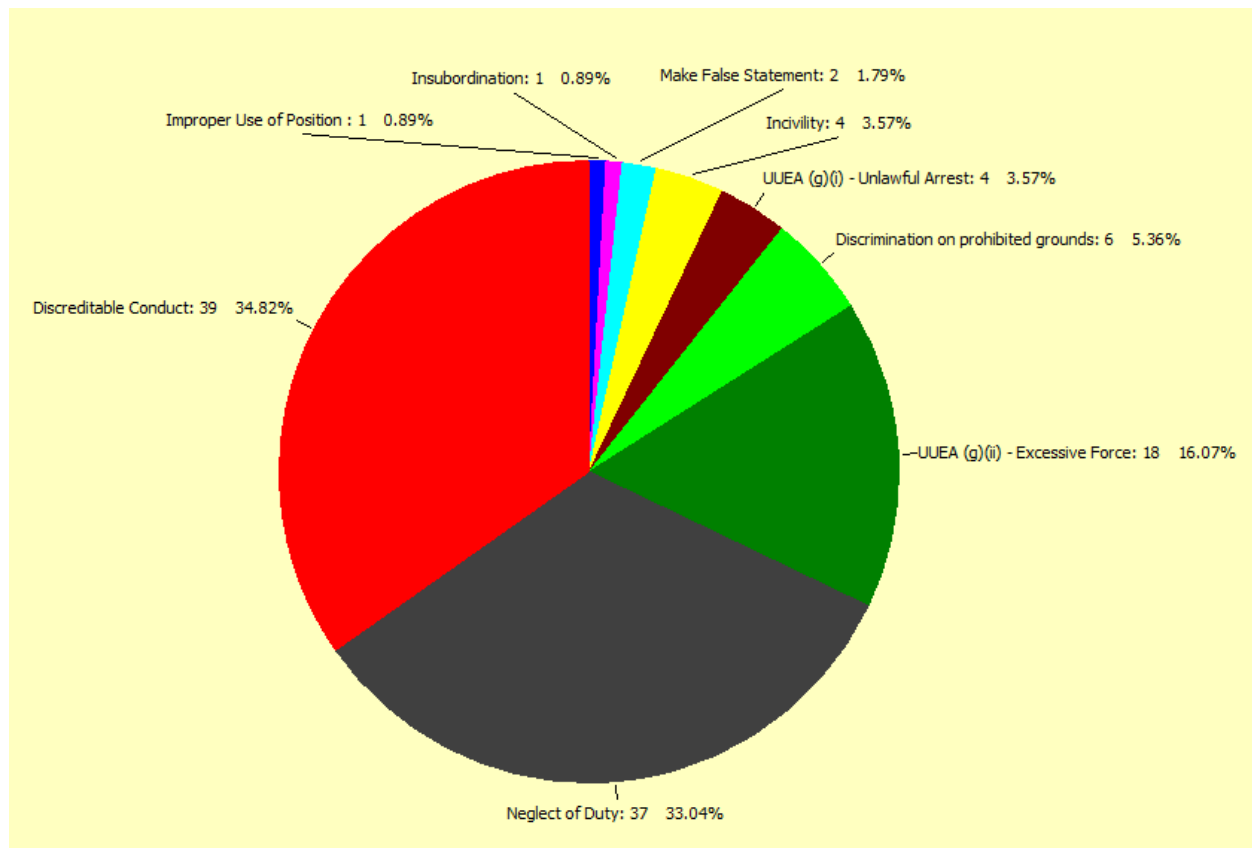
This table breaks down by quarter and by type the 2023 caseload of Professional Standards.

Table 2: 2023 Public Complaints Received Through O.I.P.R.D. Classified by Type

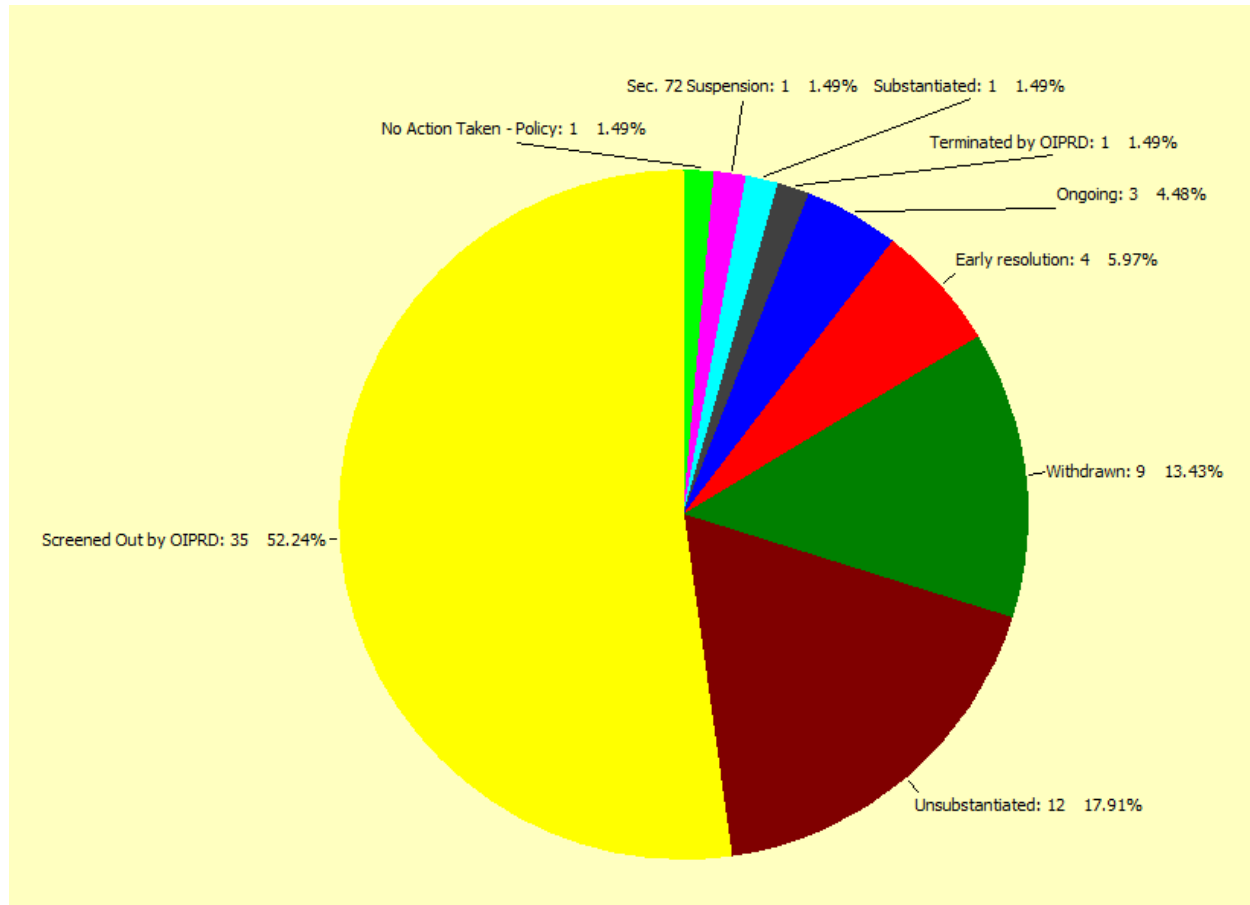
The O.I.P.R.D. accepts complaints about the conduct of a police officer, or the policies or services of a police service. The chart above breaks down the type of complaint received.

Note about the categories of complaints referred by the O.I.P.R.D.:

1. Conduct complaints concern the behaviour of a police officer.
2. Policy complaints concern the rules and standards of a police service that guide how an officer delivers police services.
3. Service complaints relate to how effectively and efficiently a particular service performs its duties.

Table 3: 2023 O.I.P.R.D. Complaints Categorized by Allegation Type

Complaints received through the O.I.P.R.D. are assessed for allegations of misconduct as defined by the Code of Conduct set out by the Police Services Act. Complaints are classified according to the principal allegation made against each police officer. Please note that in some incidents allegations are made against more than one police officer resulting in differences between the total number of allegations and received complaints.

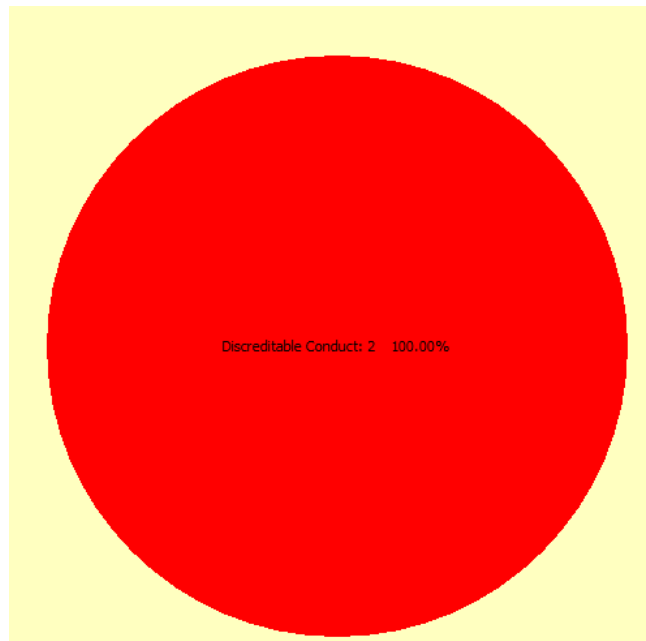
Table 4: 2023 O.I.P.R.D. Complaints Categorized by Outcome

This chart sets out the disposition of O.I.P.R.D. cases handled by Professional Standards.

Notes:

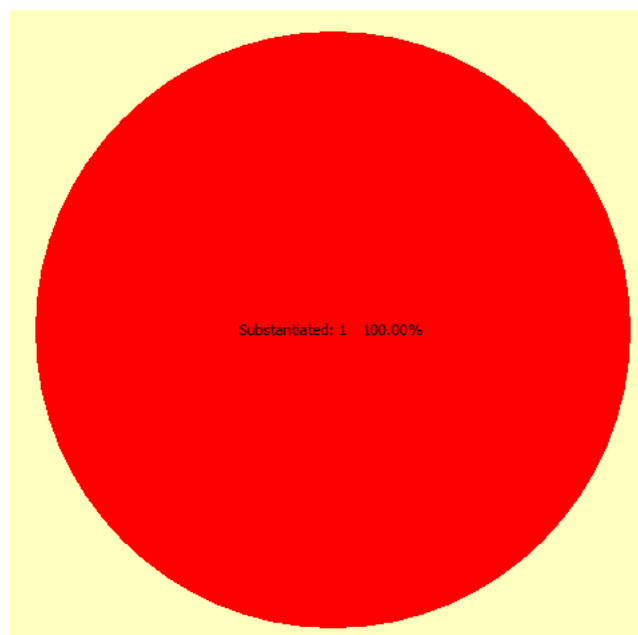
1. Early Resolutions are pursuant to section 93 of the Police Services Act which states that at any stage of the investigation, a complaint may be informally resolved – in whole or in part – with the consent of the Complainant the Respondent officer(s) and the approval of the O.I.P.R.D. Director. This process allows the complainant to share their concerns with and listen to the perspective of the Respondent Officer(s). This process can build understanding on both sides. Participation in the informal resolution process is voluntary for the Complainant and Respondent Officer(s).
2. Withdrawals are on consent of the Complainant if they no longer want to participate in the complaint process at any point after the initial complaint has been assigned for investigation.
3. Service and policy complaints are concluded with either a determination of action to be taken or no action taken unless they have been otherwise resolved with the Complainant.

Table 5: 2023 Chief's Complaint Categorized by Allegation Type

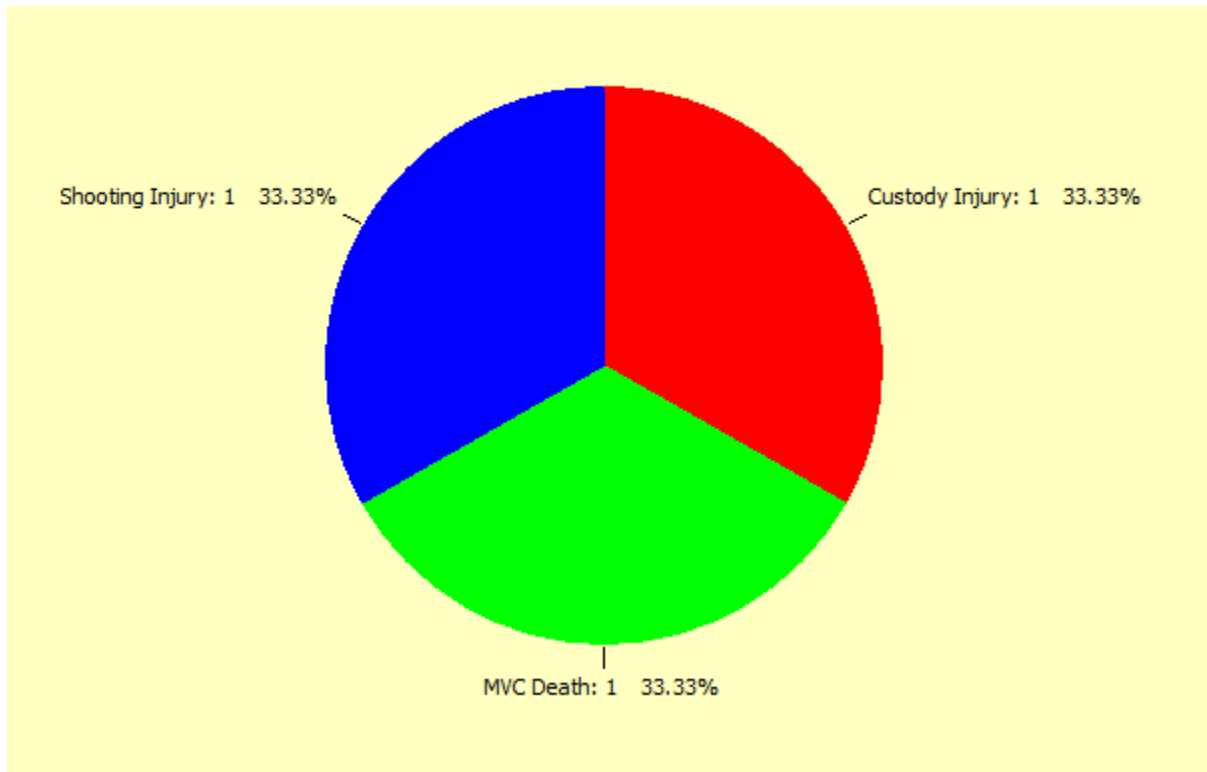


This chart identifies the types of Chief's Complaint investigations entered into by Guelph Police Service Professional Standards during the past year. Please note that in some incidents more than one allegation was made resulting in differences between the total number of allegations and initiated Chief's Complaints.

Table 6: 2023 Chief's Complaint by Categorized by Outcome



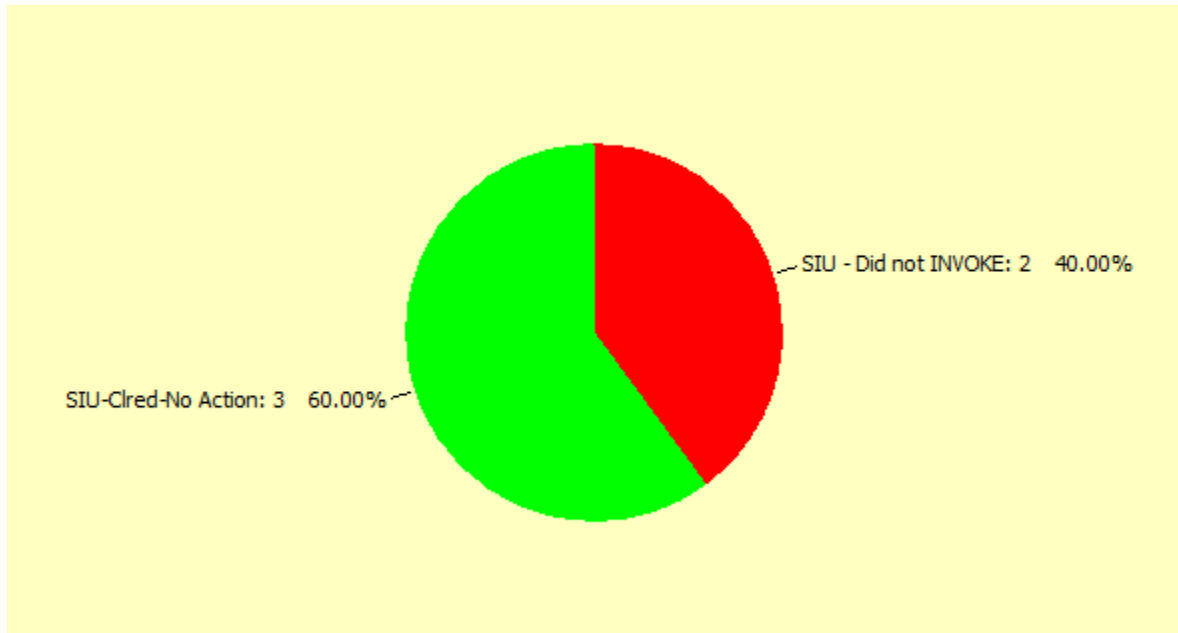
This chart sets out the disposition of Chief's Complaint cases handled by Professional Standards during the past year.

Table 7: 2023 S.I.U. Cases involving G.P.S. Officers Categorized by Case Type

S.I.U. organizes its cases into the following categories:

1. Custody Serious Injury
2. Custody Death
3. Shooting Injury
4. Shooting Death
5. Firearms Discharge at Person
6. Other Serious Injury
7. Other Death (also classified as Death – Police Involvement)
8. Motor Vehicle Collision Serious Injury
9. Motor Vehicle Collision Death
10. Sexual Assault Allegation

Table 8: 2023 S.I.U. Cases involving G.P.S. Officers Categorized by Status of Investigation



This chart reports on the disposition of the cases investigated by the S.I.U. this past year.

HISTORICAL COMPARISON

PUBLIC COMPLAINTS	2018	2019	2020	2021	2022	2023
TOTAL	20	30	44	54	41	67
Conduct	17	26	40	46	35	63
Policy	0	1	2	1	2	1
Service	3	3	2	7	4	3
RESOLUTIONS						
Unsubstantiated	8	10	11	11	8	12
Early Resolution	1	0	1	3	2	4
Withdrawn	5	5	5	6	6	9
Screened-Out	6	9	27	30	21	35
Disposition without Hearing	0	1	0	0	0	1
Hearing	0	0	0	0	0	0
Terminated by OIPRD (sec. 72)	0	0	0	1	1	1
Retained By OIPRD	0	0	1	0	0	0
Other Police Service	0	0	0	2	0	0
Action Taken resulting from Service or Policy Complaint	0	0	0	2	1	1
OCCPS /OIPRD APPEALS	0	2	2	1	3	2
Decision upheld	0	2	2	1	3	2

INTERNAL INVESTIGATIONS	2018	2019	2020	2021	2022	2023
TOTAL	5	4	5	5	8	1
Neglect of Duty	1	1	1		4	
Discreditable Conduct	3	1	3	1	6	2
Excessive Force		2		2		
Loss/Misuse Equipment					1	
Insubordination			1	2	1	
Breach of Confidentiality	1					
Unauthorized use of CPIC						
Feigning Illness						
RESOLUTIONS						
Unsubstantiated	2	1	1	2	3	0
Disposition without Hearing	1	2	3	2	3	2
Informal Resolution	1	0	0	0	0	0
Hearing	1	1	1	0	0	0

S.I.U. NOTIFICATIONS	2018	2019	2020	2021	2022	2023
TOTAL	11	4	8	9	3	5
CRIMINAL CHARGES	0	2	0	0	0	0

PSB ANNUAL CASELOAD	2018	2019	2020	2021	2022	2023
	36	39	53	68	52	73



GUELPH POLICE SERVICES BOARD

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OFFICE OF THE CHIEF OF POLICE

TO: Chair Peter McSherry and Members of the Guelph Police Services Board

DATE: Thursday, March 21, 2024

SUBJECT: MEMBER APPOINTMENTS

PREPARED BY: Kelley McKeown, HR and Occupational Health, Safety & Wellness Manager

APPROVED BY: Daryl Goetz, Deputy Chief of Administration

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 **Sebastien Brugma, Ashton Pilkey, Matthew Neault, Justin Garbutt, and Kelly Uskin** as full-time members of this Service effective March 4, 2024. They have accepted Cadet in Training positions and Sebastien, Ashton and Justin will be attending the Basic Constable Training Program at the Ontario Police College commencing March 8, 2024, and Matthew and Kelly will attend the Ontario Police College on a date to be determined.

Sebastien is a graduate of the Bachelor of Social Science – Criminal Justice Degree program at Humber College and was previously employed as a security guard with the Grand River Conservation Authority.

Ashton is a graduate of McMaster University with a Bachelor of Arts - Sociology degree and was previously employed as a Child and Youth Worker in Windsor where he was also a member of the Auxiliary Unit with Windsor Police Service.

Matthew is a graduate of York University with a Bachelor of Health Science Degree and was previously employed with the City of Guelph as a Public Works employee.

Justin is a graduate of Carleton University with a Bachelor of Arts – Political Science degree and was previously a member of the Canadian Armed Forces, assigned at CFB Petawawa.

Kelly is a graduate of the Police Foundations program and the Paralegal Studies program at Mohawk College and was previously employed in both the retail and service industry.

MOVED THAT

- Sebastien Brugma, Ashton Pilkey, Matthew Neault, Justin Garbutt, and Kelly Uskin be appointed as full-time members of this Service effective March 4, 2024.

FURTHER THAT

A board motion is required to appoint **Nicholas Dowe** as a Cadet in Training with this Service effective May 29, 2024.

Nicholas is a graduate of the Police Foundations program at Niagara College and is currently a Police Communicator/Dispatcher with Guelph Police Service. Nicholas has previous work experience as a Correctional Peace Officer in Alberta and as a Crime Analyst with the OPP and will attend the Ontario Police College on a date to be determined.

MOVED THAT

- Nicholas Dowe be appointed as a full-time member of this Service effective May 29, 2024.

FURTHER THAT

A board motion is required to appoint **Philip Ferchat** as a Police Communicator/Dispatcher with this Service effective March 11, 2024.

Philip has a Bachelor's Degree from the University of Ontario Institute of Technology and is leaving his employment as a US International Dispatcher with The Erb Group in Baden, to join our Service.

MOVED THAT

- Philip Ferchat be appointed as a full-time member of this Service effective March 11, 2024.

FURTHER THAT

A board motion is required to appoint **Christian Godin** as a First Class Police Constable with this Service effective March 14, 2024.

Christian has over three years of policing experience between the Guelph Police Service and the Stratford Police Service.

MOVED THAT

- Christian Godin be appointed as a full-time member of this Service effective March 14, 2024.

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 these positions will be contained within the overall budget.

ATTACHMENTS

Nil