



Cobourg Police Services Board
Open Meeting Agenda

Tuesday, October 15, 2024
9:00 A.M.

Council Chambers, Victoria Hall, Cobourg

To join the Zoom meeting:
Online: <https://us02web.zoom.us/j/84904978155>
Meeting ID: 849 0497 8155
Phone: 647 374 4685

Pages

1. CALL TO ORDER

2. TRADITIONAL LAND ACKNOWLEDGEMENT

The Cobourg Police Services Board respectfully acknowledges that we are located in the traditional and treaty territory of the Michi Saagiig (Mississauga) and Chippewa Nations, collectively known as the Williams Treaties First Nations, which include: Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

The Cobourg Police Services Board respectfully acknowledges that the Williams Treaties First Nations have been stewards and caretakers of these lands and waters, and that today remain vigilant over their health and integrity for generations to come.

3. DISCLOSURE OF PECUNIARY INTEREST

4. CHAIR'S MONTHLY BRIEF

5. APPROVAL OF PREVIOUS MINUTES

4

Action Recommended:

BE IT RESOLVED that the Cobourg Police Services Board minutes dated September 17, 2024, be approved as presented.

6. ADDITIONS TO THE AGENDA

7. DELEGATIONS

7.1 Cobourg Police Service Wellness Proposal - Josalyn Hilts

9

Action Recommended:

BE IT RESOLVED THAT the Cobourg Police Service Board approves the Fitness Facility Funding request brought forward by the CPS Wellness Committee, in the amount of \$6,000, to be funded by the Unclaimed Goods Account.

8. COMMUNICATIONS / CORRESPONDENCE

9. CHIEF'S UPDATE

9.1 Chief's Combined Report 28

Monthly Operational Report for August 2024 and Chief's Report for October 2024.

Action Recommended:

BE IT RESOLVED that the Chief's Combined Report be received for information purposes.

10. REPORTS FOR INFORMATION

10.1 Equité Association Partnership - Chief Paul VandeGraaf 67

Action Recommended:

BE IT RESOLVED THAT the Équité Association Partnership report be received for information purposes.

11. REPORTS FOR DECISION

11.1 Human Resources and Administration to September 2024 - Roger Ramkissoon 69

Action Recommended:

BE IT RESOLVED THAT the Cobourg Police Service Board receives the following for information. FURTHER, THAT the Cobourg Police Service Board accepts the recommendation.

11.2 Draft 2025 Operating Budget - Roger Ramkissoon 74

Action Recommended:

BE IT RESOLVED that the Finance Committee endorses the 2025 draft budget as presented and FURTHER, that the Board will establish a new policy stating that the Service's staffing complement shall not be increased unless authorized by the Board.

12. UNFINISHED BUSINESS

1) Member Graham requested that Deputy Chief Haskins provide a report on the recent increase in assault and violent crimes to address the causes of these increases.

13. NEW BUSINESS

14. DONATIONS

15. BOARD MEMBER REPORTS

16. OTHER BUSINESS

17. DIRECTIONS TO THE CHIEF

18. DATE OF NEXT MEETING

Next Regular Meeting: Tuesday, November 19, 2024

Location: Location: Council Chambers, Victoria Hall, 55 King St. West

19. CLOSED SESSION

A closed meeting of the Cobourg Police Services Board will be held on Tuesday, October 15 at 10:00 a.m. at the Council Chambers, 55 King St West.

Action Recommended:

BE IT RESOLVED that the Cobourg Police Service Board meet in closed session, in accordance with Section 44(2) of the Community Safety and Policing Act, 2019, for the purpose of considering confidential items pertaining to legal, labour relations, financial information, and confidential personnel matters.

19.1 DECLARATION OF CONFLICT OF PECUNIARY INTEREST

19.1.1 APPROVAL OF PREVIOUS MINUTES

19.1.2 APPROVAL OF PREVIOUS MINUTES

19.2 REPORTS FOR INFORMATION

19.2.1 Confidential HR Report

19.2.2 Confidential HR Report

19.3 REPORTS FOR DECISION

19.3.1 Confidential Legal Report

19.4 ADJOURNMENT

20. ADJOURNMENT

Action Recommended:

BE IT RESOLVED that the Cobourg Police Service Board meeting of October 15, 2024 be adjourned at _____ AM, and further, BE IT RESOLVED that the Cobourg Police Service Board approves all matters agreed upon in Closed Session.



Cobourg Police Services Board

MINUTES

September 17, 2024, 9:00 a.m.
Council Chambers, Victoria Hall, Cobourg

Members Present: Ron Kerr, Chair
Adam Bureau, Vice-Chair
Nicole Beatty, Member
Sean Graham, Member
Dean Pepper, Member

Staff Present: Paul VandeGraaf, Chief of Police
Jeff Haskins, Deputy Chief of Police
Roger Ramkissoon, Chief Administrative Officer
Lisa Munday, Communications Coordinator
Scott Bambridge, Staff Sergeant
John Linney, Staff Sergeant
Sarah Giddings, Executive Assistant

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1. **CALL TO ORDER @ 9:00 AM**
 2. **TRADITIONAL LAND ACKNOWLEDGEMENT**
 3. **DISCLOSURE OF PECUNIARY INTEREST**
 4. **CHAIR'S MONTHLY BRIEF**

As we gather today, I know there is a lot on the minds of our police service members as we are days away from Northumberland County Council's review of the Police Services Review Report Summary.

On behalf of the board, I want to reassure the members of the police service that we continue to support the Cobourg Police Service serving the Town of Cobourg. I extend my appreciation for our member's unwavering dedication and hard work. Our collective efforts are crucial in maintaining the safety and security of our community, and I am proud to be part of such a committed team.

Today, I urge all of us to stay focused on the task. Our work as a board and service must remain at the forefront. This includes ensuring a smooth transition to the Comprehensive Ontario Police Services Act, which will bring significant changes to service operations and board governance. Our proactive actions and progressive approach will be essential in adapting to these changes effectively.

Developing a fair and balanced budget to present to the council and the community is paramount. The goal is for a budget that reflects our commitment to transparency, accountability, and the efficient use of resources. We must work collaboratively to ensure that our financial planning aligns with our strategic goals and the needs of the community we serve.

I want to express my support for Chief VandeGraaf and the members of the service as we navigate these priorities. I am confident that, together, we will achieve our objectives.

Thank you for your continued hard work and commitment. Let's stay focused and make meaningful progress in today's meeting.

5. APPROVAL OF PREVIOUS MINUTES

#51/2024

Moved by Sean Graham, Member

Seconded by Dean Pepper, Member

Be it resolved that the Cobourg Police Services Board minutes dated August 20, 2024, be approved as amended/presented.

Carried

6. ADDITIONS TO THE AGENDA

6.1 Northumberland County Policing Review Report from StrategyCorp - Chief Paul Vandegraaf

#52-2024

Moved by Dean Pepper, Member

Seconded by Adam Bureau, Vice-Chair

Whereas the Cobourg Police Service Board has received a copy of the Northumberland Policing Study completed by StrategyCorp,
And further that the Board has received information from the Chief of Police that identified exaggerations, misinformation and incomplete assumptions,

Be it resolved that the Cobourg Police Service Board ask Mayor Cleveland to seek answers to those concerns and ask that lower tier municipalities'

responsibilities, such as policing, are not politicized by furthering any action with this report.

Carried

#53-2024

Moved by Nicole Beatty, Member

Seconded by Dean Pepper, Member

BE IT RESOLVED that the Cobourg Police Service Board request that Chief VandeGraaf appear before Northumberland County Council as a delegation at the meeting of September 18, 2024, to speak in response to the StrategyCorp presentation. FURTHER, should this request for a delegation be denied, that Chief VandeGraaf's comments be sent as correspondence to Northumberland County Council with the Board's full support.

Carried

7. PRESENTATIONS

7.1 Dynamic Patrol Update - Deputy Chief Jeff Haskins

8. COMMUNICATIONS / CORRESPONDENCE

8.1 Email from Pete Fisher

#54-2024

Moved by Dean Pepper, Member

Seconded by Nicole Beatty, Member

BE IT RESOLVED that correspondence received from Peter Fisher on September 5, 2024, be received for information purposes.

Carried

9. CHIEF'S UPDATE

9.1 Combined Chief's Report

#55-2024

Moved by Dean Pepper, Member

Seconded by Nicole Beatty, Member

BE IT RESOLVED that the Chief's Combined Report be received for information purposes.

Carried

10. REPORTS FOR INFORMATION

10.1 Human Resources and Administration to August 2024 - Roger Ramkissoon

#56-2024

Moved by Sean Graham, Member

Seconded by Adam Bureau, Vice-Chair

BE IT RESOLVED that item 10.1 be received for information purposes.

Carried

11. REPORTS FOR DECISION

12. UNFINISHED BUSINESS

1) To begin providing a monthly report to the Board regarding staffing with general information that is appropriate for the open session.

COMPLETED.

2) To begin providing a monthly report to the Board regarding staffing with more details that is appropriate for the closed session.

COMPLETED.

13. NEW BUSINESS

14. DONATIONS

15. BOARD MEMBER REPORTS

16. OTHER BUSINESS

17. DIRECTIONS TO THE CHIEF

1) Member Graham requests that Deputy Chief Haskins provide a report on the recent increase in assault and violent crimes to address the causes of these increases.

18. DATE OF NEXT MEETING

Next Regular Meeting: Tuesday, October 15, 2024

Location: Council Chambers, Victoria Hall, 55 King St. West

19. CLOSED SESSION

#57-2024

Moved by Dean Pepper, Member

Seconded by Sean Graham, Member

BE IT RESOLVED that the Cobourg Police Service Board meet in closed session, in accordance with Section 44(2) of the Community Safety and Policing Act, 2019, for the purpose of considering confidential items pertaining to legal, labour relations, financial information, and confidential personnel matters.

Carried

19.1 DECLARATION OF CONFLICT OF PECUNIARY INTEREST

19.2 APPROVAL OF PREVIOUS MINUTES

19.3 REPORTS FOR INFORMATION

19.3.1 Confidential HR Report

19.3.2 Confidential Financial Report

19.4 REPORTS FOR DECISION

19.4.1 Confidential HR Report

19.4.2 Confidential Legal Invoices to be approved

19.4.3 Confidential HR Report

19.5 ADJOURNMENT

20. ADJOURNMENT

Moved by Ron Kerr, Chair

Seconded by Adam Bureau, Vice-Chair

BE IT RESOLVED that the Cobourg Police Service Board meeting of September 17, 2024 be adjourned at 11:45 AM, and further, BE IT RESOLVED that the Cobourg Police Service Board approves all matters agreed upon in Closed Session.

Carried



FITNESS FACILITY FUNDING REQUEST

By: The CPS Wellness
Committee

TABLE OF CONTENTS:

- Goals & Objectives
- Promoting Health and Wellness
- Collaborative Efforts & Community Support
- Contribution from Community Partners
- Addition Financial Support
- Request for Funding
- Importance of Financial Support
- Promoting Healthy Lifestyles
- Impact of Wellness program
- Conclusion

GOALS & OBJECTIVES

- Maintain physical and mental wellbeing
- Work life balance
- Positive workplace
- More effective in performing duties
- Less leaves of absence
- Reflects on the service



THE ESTABLISHMENT OF THE CPS WELLNESS COMMITTEE



- Established in October 2023
- Significant Milestone Promoting a healthy & productive work environment
- Launch of programs- Such as a peer support team
- Improving overall physical & mental wellbeing
- Improved moral

COLLABORATIVE EFFORTS AND COMMUNITY SUPPORT

- Cobourg Police Service
- Cobourg Police Association
- Cobourg Police Senior Officers Association



Promoting a culture of health and wellness within the organization

CONTRIBUTIONS FROM COMMUNITY PARTNERS

- Donation of \$16,000 worth of fitness equipment
- Community investment of the well-being of officers
- Healthy Police Officers are better able to serve and protect



OUR FITNESS FACILITY



OUR FITNESS FACILITY





REQUEST FOR FUNDING



- To further enhance the fitness facility, we are requesting \$6,000.00 from the unclaimed goods account.
- Additional fitness equipment
- Police Service Board donation is crucial to create a comprehensive and accessible fitness resource



IF FUNDING IS APPROVED

Product	Price	Quantity	Total	Remove
 <p>Commercial Cable Machine</p>	\$1,979.10	- 1 +	\$2,199.00 \$1,979.10 <small>SEPTEMBER10</small>	×
 <p>Dual Function Leg Extension/Leg Curls Black</p>	\$2,249.10	- 1 +	\$2,499.00 \$2,249.10 <small>SEPTEMBER10</small>	×

[Add a note to your order](#)

Subtotal : \$4,228.20

You're saving
\$469.80

Shipping, taxes, and discounts will be calculated at checkout.

PROMOTING A HEALTHY LIFESTYLE

- Beyond the fitness facility
- Dedication to promoting healthy lifestyles through programming & activities
- Ensure members are healthy, resilient and capable



THE IMPACT OF A COMPREHENSIVE WELLNESS PROGRAM

- By prioritizing the health and well-being of its members, CPS is fostering a culture of care and support.
- Results:
 - Higher levels of job satisfaction
 - Reduces absenteeism
 - Improved overall performance
 - Health happy employees
 - Community satisfaction



CONCLUSION

- Commitment to promoting the health and wellbeing of members
- Establishment of a fitness facility
- Additional support to further enhance the facility
- Promoting healthy lifestyles
- Healthier, happier more productive Police Service
- Positive role model in the community





COBOURG POLICE SERVICE

MEMORANDUM

TO: Cobourg Police Service Board

FROM: Cobourg Police Service – Wellness Committee

- Constable Ryan Rinneard
- Constable Josalyn Hilts
- Constable Jordan McGrath

DATE: October 15, 2024

RE: **Fitness Facility Funding Request**

Promoting Health and Wellness: The Initiatives of the CPS Wellness Committee

In October 2023, the Cobourg Police Service (CPS) demonstrated its commitment to promoting the health and well-being of its members by constituting the CPS Wellness Committee. This initiative marked a significant milestone in the organization's efforts to foster a healthy and productive work environment. Since its inception, the Wellness Committee has launched several programs and initiatives aimed at enhancing the physical and mental health of CPS members. Among these efforts is the establishment of a state-of-the-art fitness facility at the 107 King Street West facility, a project that has garnered widespread support and collaboration from various stakeholders.

The Establishment of the CPS Wellness Committee

The formation of the CPS Wellness Committee was driven by the recognition that the well-being of police officers and staff is paramount to the effective functioning of the police service. The Committee's mandate includes the development and implementation of programs that address both physical fitness and mental health, ensuring that CPS members are well-equipped to meet the demands of their roles. By prioritizing

wellness, the CPS aims to reduce stress, prevent burnout, and enhance overall job satisfaction among its personnel.

Collaborative Efforts and Community Support

One of the Committee's most notable achievements has been the establishment of a fitness facility at the CPS headquarters located at 107 King Street West. This facility represents a significant investment in the health and well-being of CPS members, providing them with convenient access to fitness equipment and resources. The realization of this project would not have been possible without the collaborative efforts of the Police Service, the Cobourg Police Association, and the Cobourg Senior Officers Association. These organizations have worked together to ensure that the facility meets the needs of all CPS members, promoting a culture of health and wellness within the organization.

Generous Contributions from Community Partners

The establishment of the fitness facility was greatly facilitated by a generous donation from Thomas Buick GMC Ltd. The company contributed over \$16,000.00 worth of fitness equipment, providing the foundation for a well-equipped fitness center. This donation underscores the importance of community partnerships in supporting the well-being of local police officers. By investing in the health of CPS members, Thomas Buick GMC Ltd. has demonstrated its commitment to the broader community, recognizing that healthy police officers are better able to serve and protect.

Additional Financial Support from the Cobourg Senior Officers Association

In addition to the equipment donation from Thomas Buick GMC Ltd., the Wellness Committee also received financial support from the Cobourg Senior Officers Association. This funding was used to purchase additional equipment, further enhancing the facility's capabilities. The involvement of the Senior Officers Association highlights the collective effort within the CPS to prioritize wellness. By contributing to the fitness facility, the Association has shown its dedication to the health and well-being of all CPS members, reinforcing the importance of a supportive and collaborative organizational culture.



Request for Funding Support from the Cobourg Police Service Board

To further enhance the fitness facility and ensure it meets the diverse needs of CPS members, the Wellness Committee is now seeking additional funding from the Cobourg Police Service Board. Specifically, the Committee is requesting \$6,000.00 from the Unclaimed Goods Account. These funds, if approved, will be used to purchase additional fitness equipment, ensuring that the facility can accommodate a wide range of fitness activities and preferences. The support of the Police Service Board is crucial to the Committee's efforts to create a comprehensive and accessible fitness resource for all CPS members.

The Importance of Financial Support

The financial support of the Cobourg Police Service Board would significantly enhance the Wellness Committee's efforts to promote healthy lifestyles within the CPS. Access to a well-equipped fitness facility is a key component of a comprehensive wellness program, providing members with the tools they need to maintain their physical health. Regular exercise has been shown to reduce stress, improve mental health, and increase overall job satisfaction, all of which are critical for police officers who face demanding and often stressful work environments.

Promoting Healthy Lifestyles

The Wellness Committee's initiatives extend beyond the establishment of the fitness facility. The Committee is dedicated to promoting healthy lifestyles through a variety of programs and activities. These include educational workshops on nutrition and mental health, wellness challenges that encourage physical activity, and peer support programs that provide emotional and psychological support. By taking a holistic approach to wellness, the Committee aims to address the diverse needs of CPS members, ensuring that they are healthy, resilient, and capable of performing their duties to the best of their abilities.

The Impact of a Comprehensive Wellness Program

The impact of a comprehensive wellness program on the CPS cannot be overstated. By prioritizing the health and well-being of its members, the CPS is fostering a culture of care and support. This, in turn, leads to higher levels of job satisfaction, reduced absenteeism, and improved overall performance. Healthy and happy police

officers are better able to serve the community, enhancing the overall effectiveness of the police service.

Conclusion

The formation of the CPS Wellness Committee in October 2023 marked a significant step forward in the organization's commitment to promoting the health and well-being of its members. Through collaborative efforts and generous contributions from community partners, the Committee has successfully established a fitness facility at the CPS headquarters. The additional financial support from the Cobourg Police Service Board will further enhance these efforts, ensuring that the facility can provide comprehensive fitness resources to all CPS members. The Wellness Committee's initiatives are making great strides in promoting healthy lifestyles, contributing to a healthier, happier, and more productive police service. By investing in the well-being of its members, the CPS is setting a positive example for other organizations, demonstrating that the health of employees is integral to organizational success.



Cobourg Police Service

MONTHLY REPORT

AUGUST 2024

The Monthly Operational Report provides an overview of activity at the Cobourg Police Service (CPS), including calls for service, crime trends, major investigations, community outreach initiatives, and collaborative efforts with other agencies.

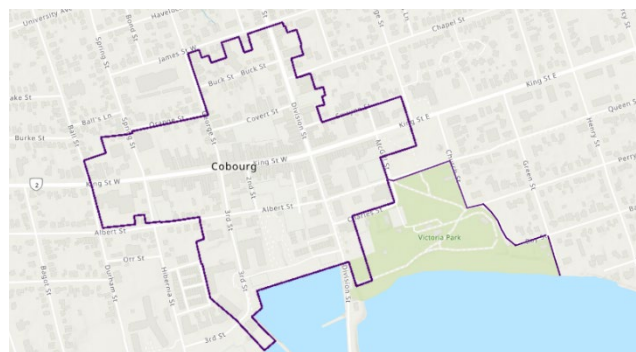
We recognize the importance of data-driven decision-making. This report delves into specific crime data trends, including:

- Incident Types: A breakdown of reported incidents by category
- Breakout of Geographic Hotspots: Identifying areas with higher call rates and/or community interest.
- Community Engagement: Share updates on community events, outreach programs, and initiatives aimed at fostering trust and collaboration.
- Resource Allocation: Provide an overview of staffing levels and activities.

Downtown Cobourg

The Cobourg Police Service has established an action plan that strategically focuses on enhancing the perception of safety in downtown

Cobourg. This plan includes a downtown foot patrol presence that will build/sustain relationships with residents, business owners and visitors. Downtown statistics are included throughout the monthly operational report.





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

Calls for Service

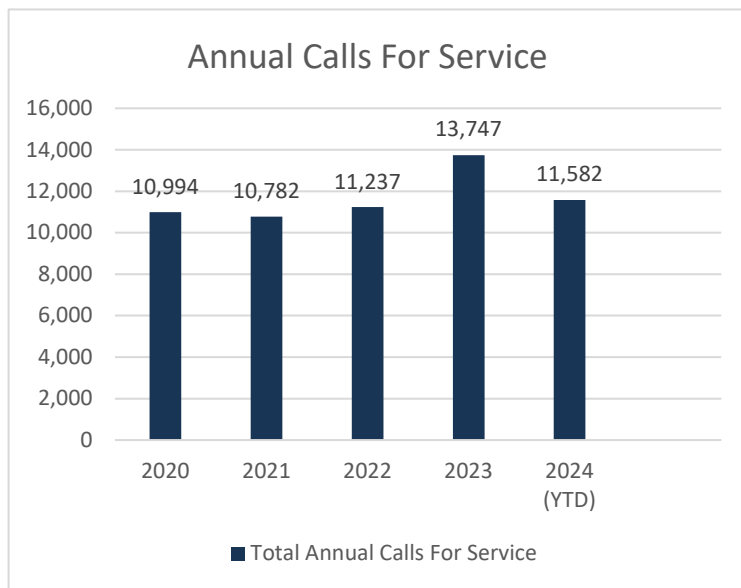
As police, we prioritize community safety, responding to calls, and investigating crimes while maintaining compassion and supporting our partner agencies that can have a maximum impact on solutions to this crisis. The population of the Town of Cobourg is projected to continue to increase, reaching over 21,700 residents by the end of 2024. Cobourg is a growing hub for Northumberland County. Located just off the 401, with an increasing population, new homes, and a new workforce to support, we anticipate an increase in calls for service in 2024.

2022
5% increase

2023
22% increase

Total calls for service 2024 YTD – 11,582 (as of August 31)

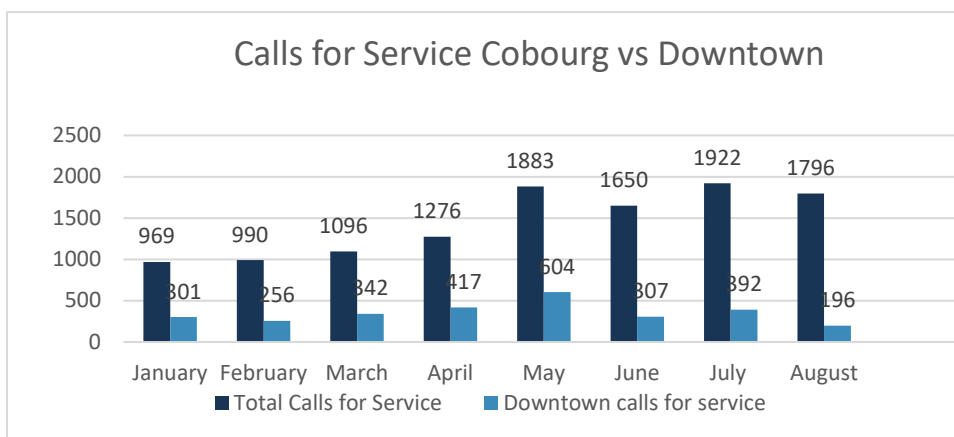
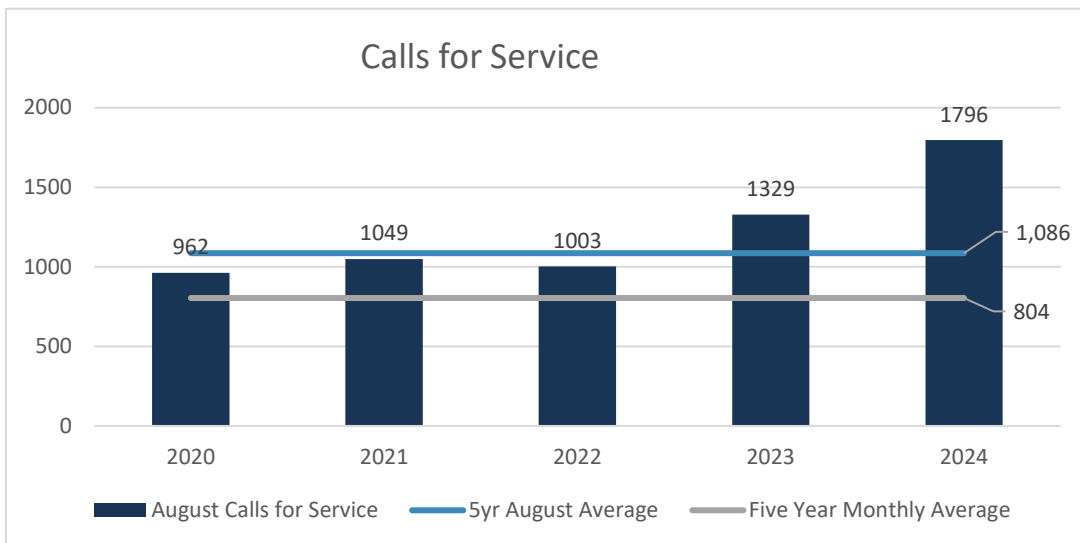
Total calls for service August 2024 – 1,796





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024



In August 2024, 11% of calls for service were dispatched to the Downtown area.



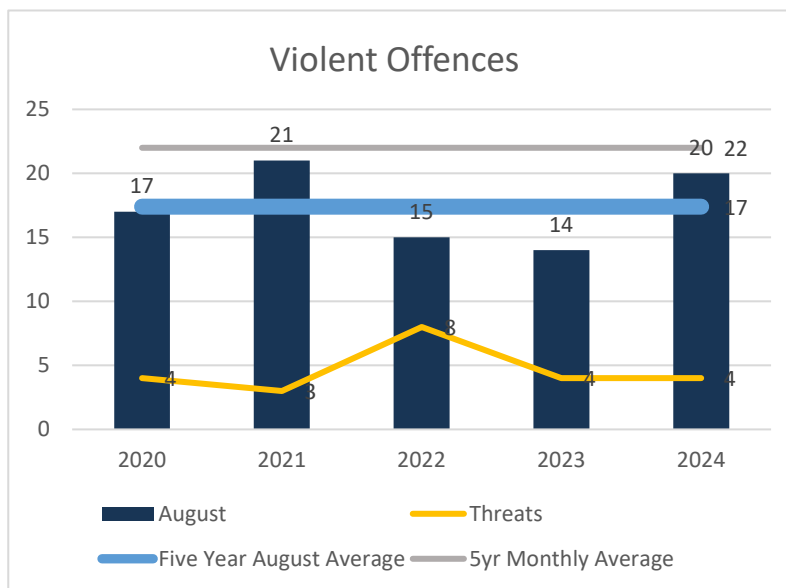


Violent Offences

Violent crime refers to those violations in the Criminal Code of Canada, identified as any crime where physical or verbal threats of violence are made against a person. This category includes offences such as homicide, assault, robbery, sexual assault, and uttering threats.

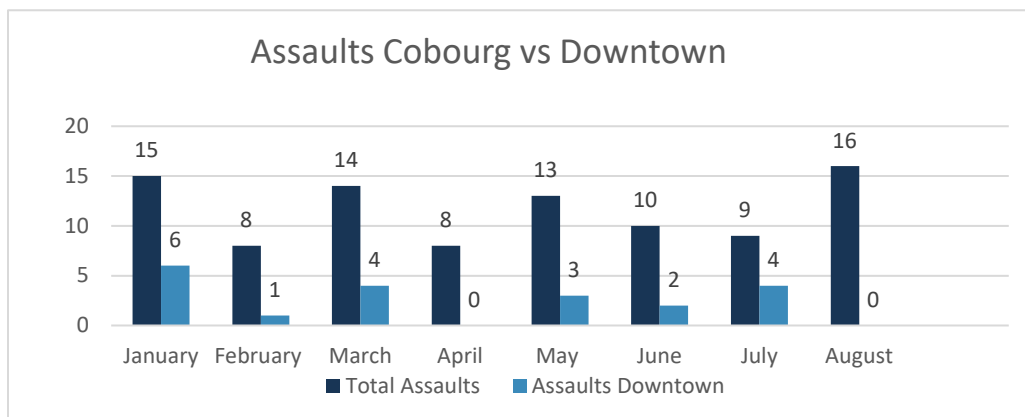
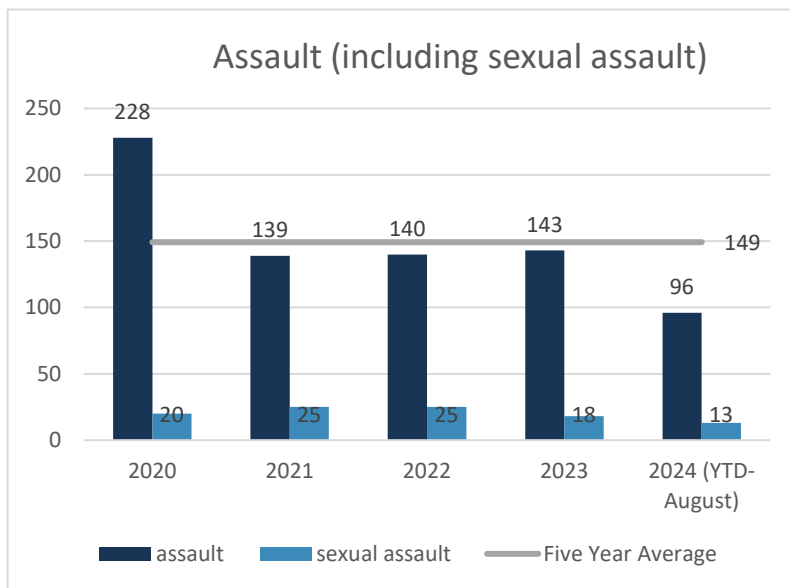
2024 YTD Total 156

2023 Total 137





Cobourg Police Service MONTHLY REPORT - AUGUST 2024



In August 2024, zero assaults were reported in the Downtown area.





Domestic and Family Disputes

Domestic-related crime is a pressing issue that affects many individuals and families. It encompasses offences such as domestic violence, spousal abuse, and other harmful acts within intimate relationships.

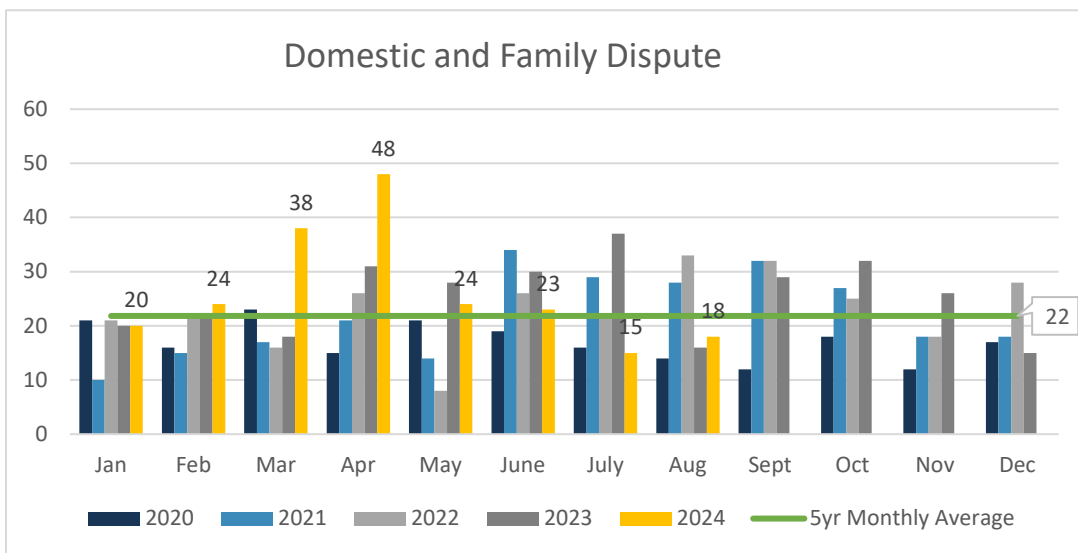
A family dispute typically involves conflicts within a household that may escalate to the point of requiring police intervention. These disputes can include arguments, physical altercations, or other forms of domestic violence between family members, intimate partners, or household members. Police are often called to ensure the safety of all parties involved, assess the situation, and take necessary actions such as making arrests or providing resources for victims.

CPS continues to partner with community organizations such as Cornerstone Family Violence Prevention Centre and Rebound Child & Youth Services Northumberland to better support victims and families in these circumstances.

The numbers below reflect a year-over-year comparison of domestic and family disputes.

2024 YTD Total 167 (18 violent)

2023 Total 319 (34 violent)





Property Crime

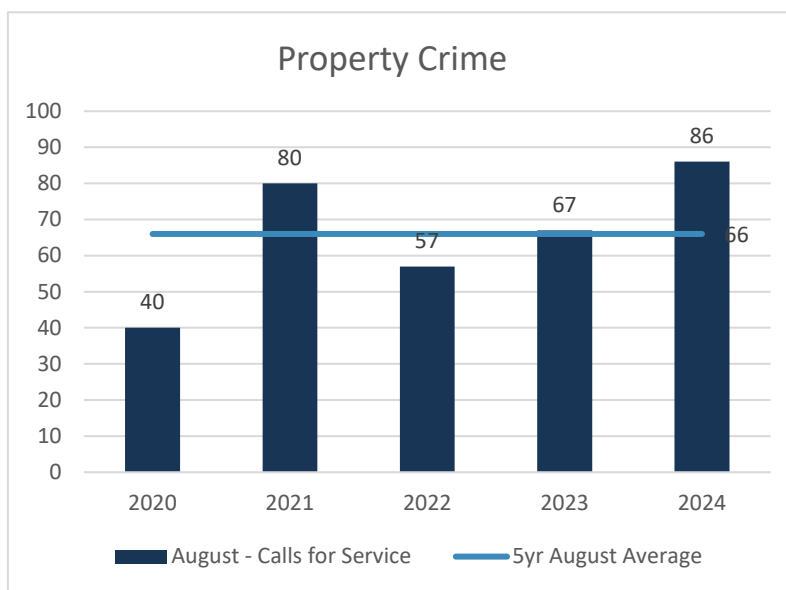
Property crime encompasses a wide range of offences related to obtaining money, property, or other benefits. Property crimes include theft, breaking and entering, auto theft, arson, and vandalism. Whether it's a stolen garden gnome or a smashed car window, property crime can disrupt the integrity of a neighbourhood and raise safety concerns for residents.

Through the Downtown Action Plan framework, the Community Impact and Enforcement Unit is working with local businesses and partner agencies to address community concerns and incidents of mischief and property theft. The goal is to enact a measured and partnered approach to help address current health and wellness challenges impacting our community while ensuring accountability and safety for everyone. In August, our total property crime year to date surpassed the total of reported property crime in 2023.



2023 – 321

2024 YTD Total - 334





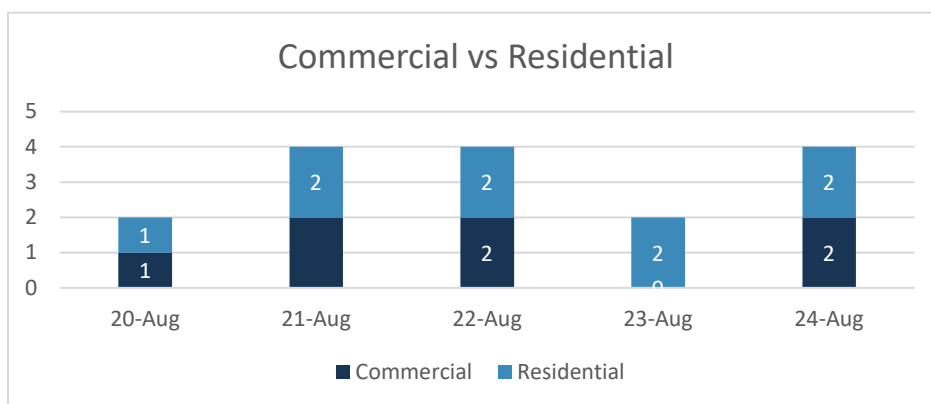
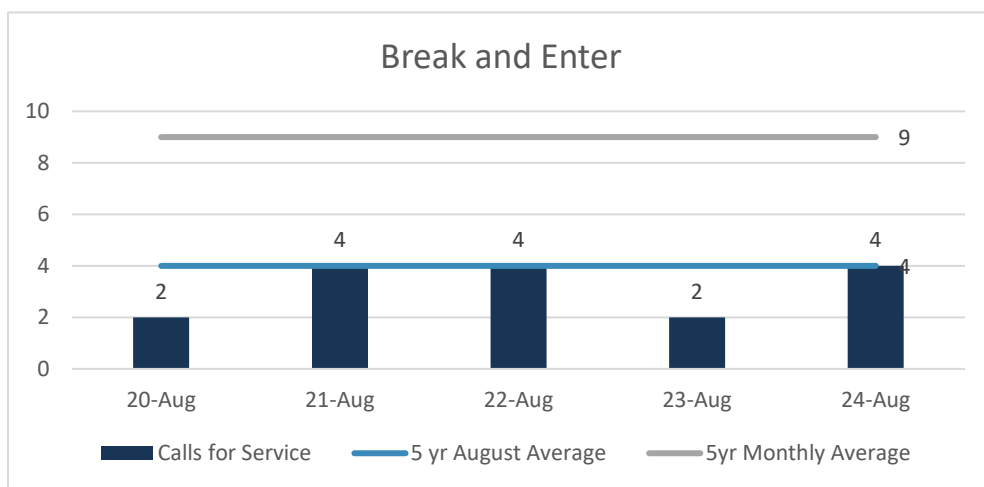
Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

Break and Enter

2024 YTD Total - 27

2023 Total - 43





Cobourg Police Service

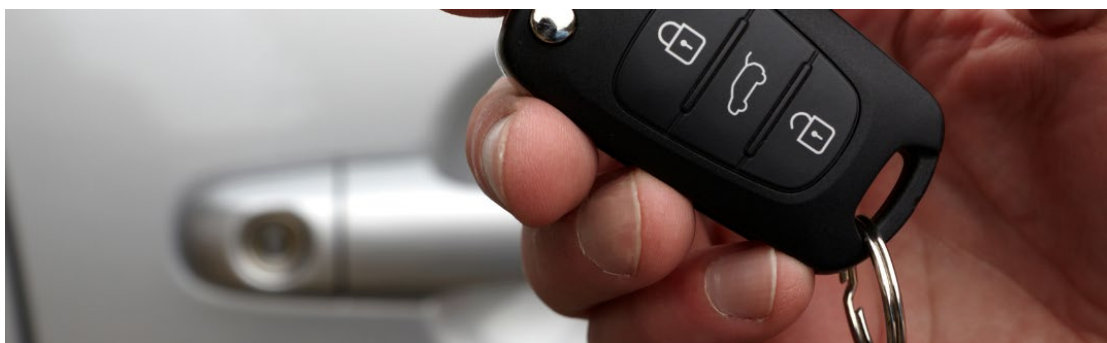
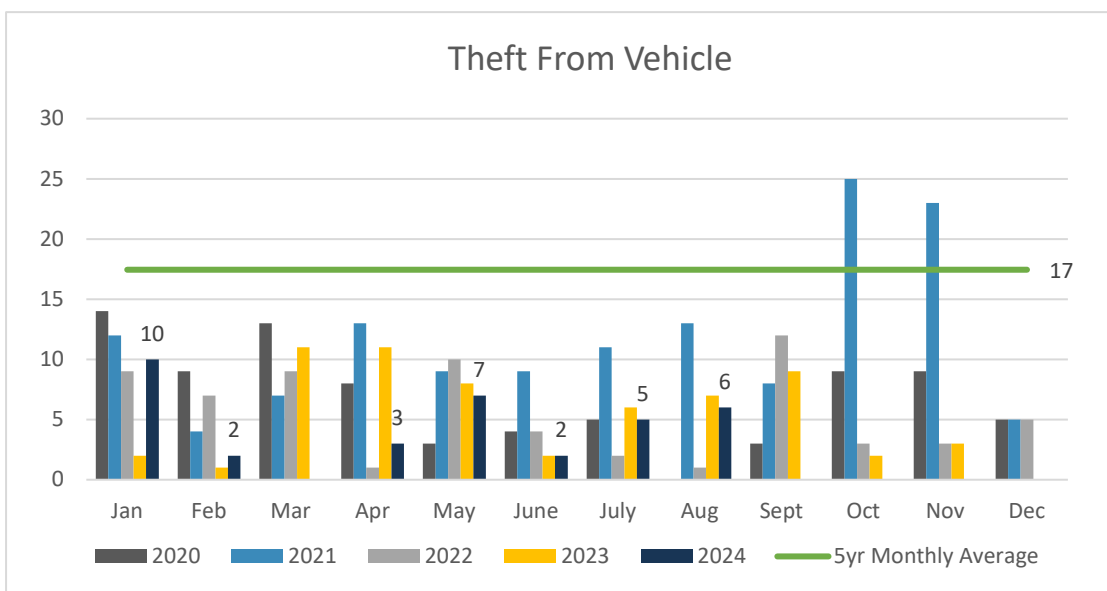
MONTHLY REPORT - AUGUST 2024

Theft from Vehicles

For the large part, theft from vehicles is a crime of opportunity, taking place in the dark, in residential neighbourhoods.

The mobilization of the CPS tiered policing model provides opportunities for community engagement and crime prevention through the Lock It or Lose It initiative.

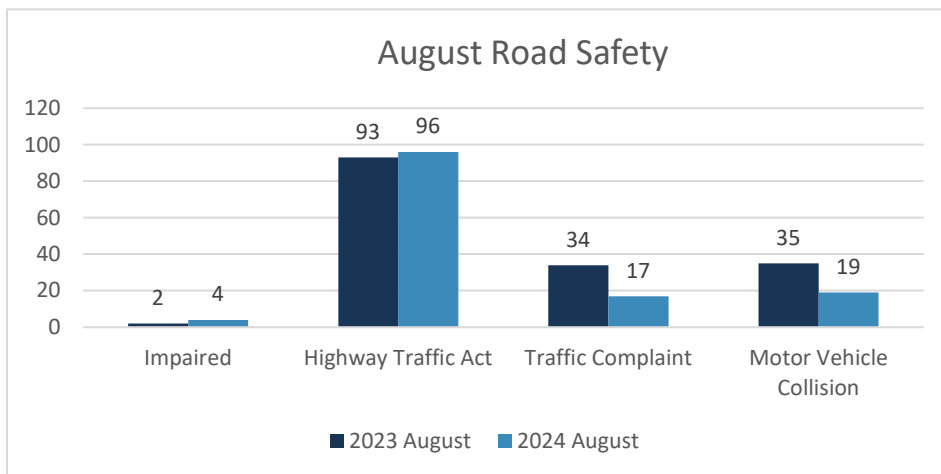
We continue to work to leverage the CPS CCTV Camera Network and Community Camera Registry to provide further investigative assistance in these hard-to-solve crimes.





Road Safety

In August, there were 17 traffic complaints, including possible impaired drivers, vehicles swerving in and out of traffic, motorcycle drivers revving their engines, unsafe vehicles being driven, drivers driving at unsafe speeds and road rage incidents.





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024



Back-to-School Road Safety Campaign

The Back-to-School Road Safety Campaign focused on road safety, pedestrian safety, school bus safety, and active transportation, encouraging everyone to do their part to make it a safe return to school.

In addition to two weeks of engagement and enforcement in and around community zones, the campaign included proactive community engagement and awareness campaign including an online back-to-school safety campaign across our social media channels, a colouring contest to encourage students and families to think about back-to-school safety, and a local radio interview spotlight.

Week one of the campaign - From August 26th to 30th, CPS members were present in school zones, providing warnings the week before school, ready to engage and educate on road safety and speeding enforcement.

- During this first week of the campaign, 58 warnings were issued.
 - 39 for speeding and 19 for other Highway Traffic Offences.
- In addition to the warnings, three charges for speeding were issued.

Once local schools are in session (starting September 3rd), police will continue to be out during peak hours, executing speed violations with a zero-tolerance approach in school zones. Tickets will be issued for infractions, recognizing that these are community safety zones with increased penalties.



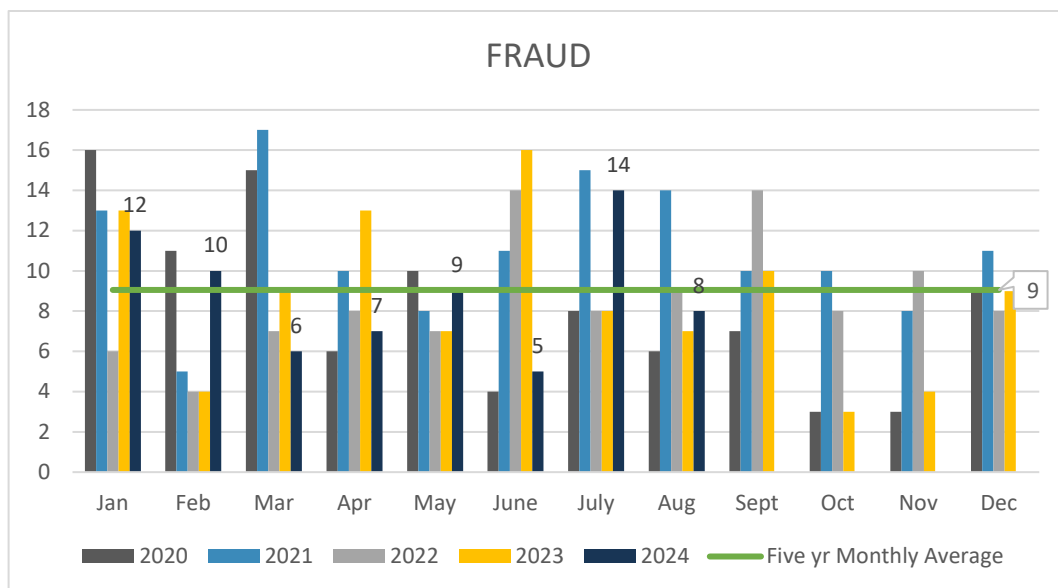


Fraud

In August, there were eight (8) fraud reports. In one recently reported phone scam, a resident lost over \$10,000 after receiving a phone call from a fraudster posing as a bank representative. The fraudster advised that there were fraudulent transactions on the victim’s credit card. The caller advised that a representative from the bank would attend the home to retrieve the card. A man attended the victim’s home, stating he was a courier and took possession of the credit card. After the courier left, the victim received a call from their bank fraud department advising that there had been suspicious activity on the credit card and bank account.

8

**FRAUD INCIDENTS
REPORTED IN AUGUST**

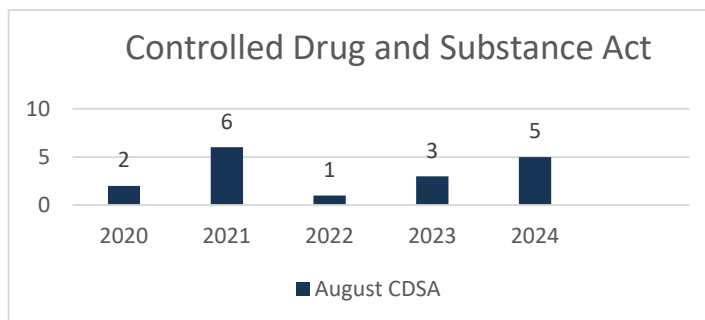




Controlled Drug and Substances Act

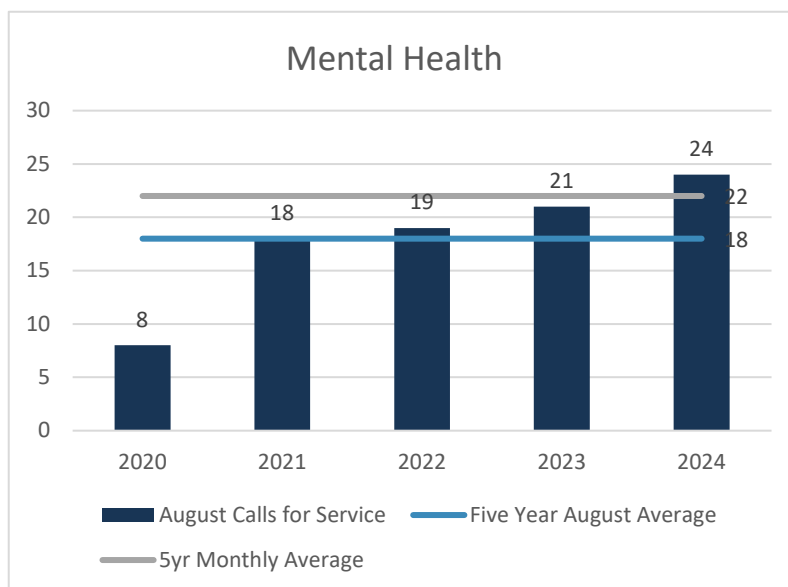
Investigations and enforcement targeting illegal drug activity in our community continue to be a strategic priority and focus for CPS. Below is a year-over-year comparison of monthly Controlled Drug and Substance Act arrests in the Town of Cobourg.

CPS remains vigilant to public health warnings and drug alerts to ensure community safety and well-being. By staying informed about emerging drug threats, officers can respond appropriately to prevent potential harm. In July, KFL&A Public Health released a warning that increased unregulated drugs thought to be laced with ecstasy (MDMA) may contain unexpected and p[potent combinations of opiates and benzodiazepines.





Mental Health



2023 Total 246

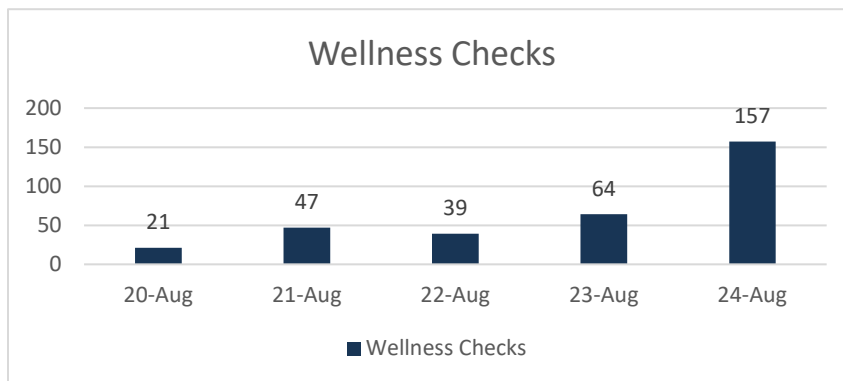
2024 YTD Total 167



Mental health calls significantly impact police operations, posing unique challenges for law enforcement agencies. In 2023, officers responded to 246 mental health related calls, a 22% increase from 2022 (201).

They encounter individuals experiencing emotional distress, psychiatric crises, or suicidal thoughts. These situations require a specialized approach to de-escalate tensions, ensure safety, and connect individuals with appropriate mental

health resources. The strain on police resources is evident, as officers spend extended periods managing mental health crises, diverting their attention from other urgent matters. Repeated interactions between police and the same individuals create a cycle that strains call response. To address this, collaborative efforts between police, mental health professionals, and community organizations are essential to provide effective and compassionate responses while minimizing the burden on officers.



The Mental Health Engagement and Response Team (M-HEART)

M-HEART continues to be vital to police operations and helps lessen the gap between residents and the services and supports.

In August, M-HEART responded to 236 calls for service, including

mental health-related calls, wellness checks, unwanted or suspicious person calls, disturbances, and secondary unit responses on existing calls for service when required.

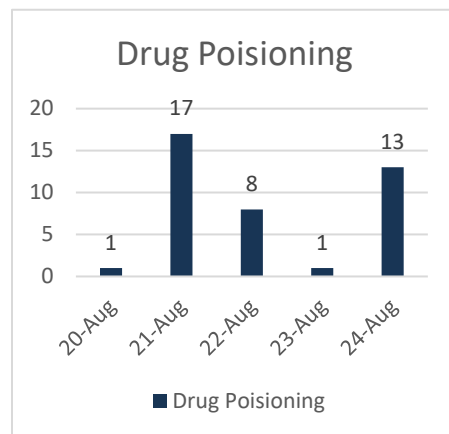




Drug Poisoning

In August 2024, CPS responded to 13 calls for suspected drug poisoning. There were two drug poisoning deaths in August. In the first two weeks of August, officers responded to two suspected drug poisoning calls within the last two weeks. Both calls were for the same individual, and sadly, the second poisoning was fatal. Addiction is a public health issue and requires a coordinated and collaborative approach.

We continue to connect with community partners, including Northumberland Hills Hospital, Haliburton, Kawartha, Pine Ridge,



District Health Unit, and Peterborough AIDS Resource Network (PARN), sharing educational information on substance abuse and work to connect individuals to appropriate services when requested through the Homelessness, Addiction Response Program (HARP).

HARP

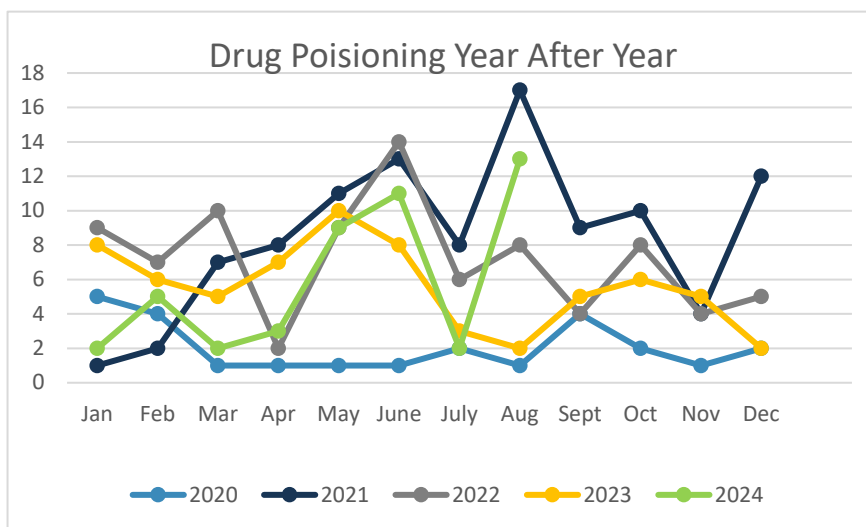
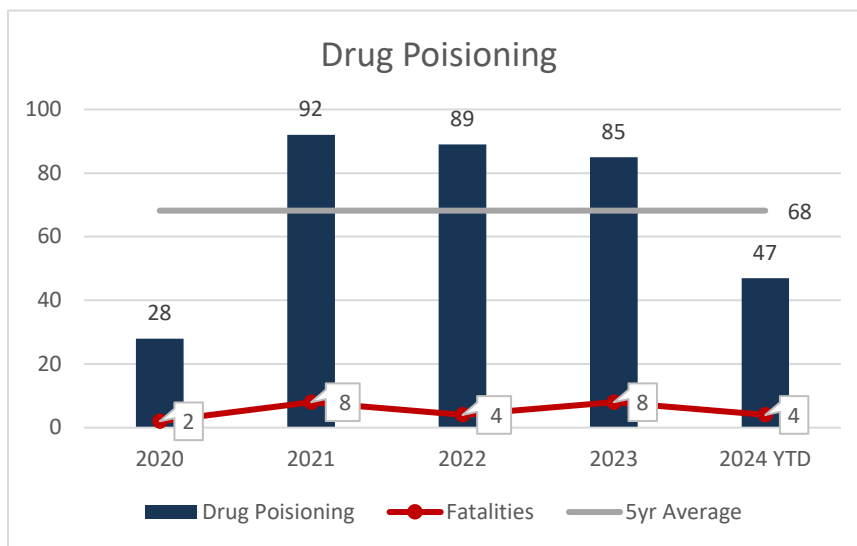
In August, HARP continues regular outreach activities.





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

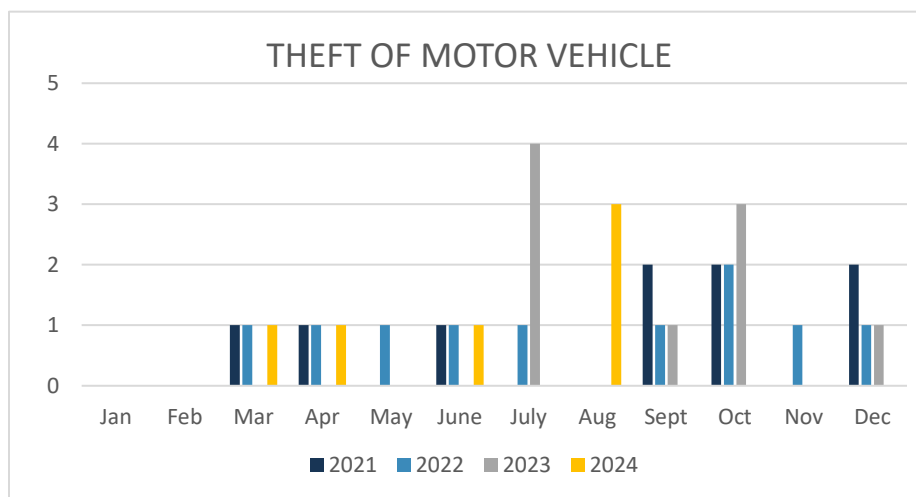




Emerging Trends

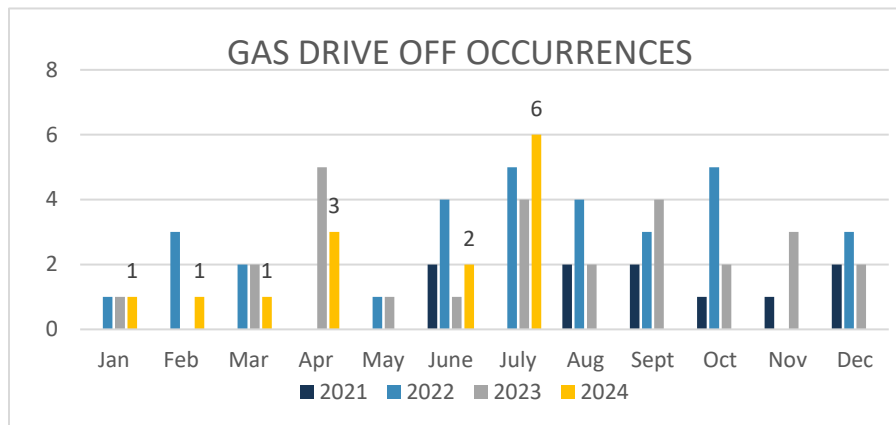
Auto Theft in Ontario

Although criminal networks have focused on the GTA, regions outside the GTA are not immune to the rising trend. As the government and law enforcement agencies collaborate in combatting auto theft, we continue to monitor trends and patterns in auto theft in Cobourg.



Gas Drive Offs

Gas drive-offs, commonly known as “gas and dash” incidents, occur when individuals fill their vehicles with fuel and leave without paying. We continue to monitor trends and patterns in Cobourg. In July, we saw a notable increase in gas drive-offs, with one accidental and five suspicious drive-offs from local gas stations.





CCTV Network

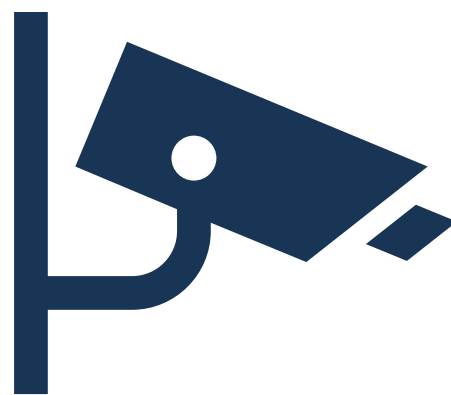
The CPS CCTV camera network, funded through the Ontario CCTV Grant Program, continues to expand. The comprehensive installation of the next phase of CPS cameras is scheduled for completion by the end of summer 2024. As of August 2024, ten (10) more cameras were added to the existing network in downtown Cobourg.

The CCTV network continues to be a helpful tool in investigating crime and incidents in the Town of Cobourg. In August, the cameras assisted in 12 investigations, including a two-vehicle collision in which CCTV video footage confirmed that a vehicle ran the red light, causing a dangerous collision in an intersection in Cobourg. The CCTV footage helped confirm the driver was at fault and closed the investigation in a timely manner.



10

CCTV cameras
installed downtown
Cobourg





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024



Dynamic Patrol is one element of the Spring 2024 CPS Downtown Community Safety Action Plan. It was deployed in the downtown area and surrounding neighbourhoods and parks at the beginning of May and will continue throughout the spring and summer. This initiative focuses on increasing police presence, engagement opportunities, bail enforcement, warrant execution, and probation condition compliance in the Town of Cobourg.

Key elements of dynamic patrol included:

- Cart Reclaim
- Bail Compliance
- Patrols and Property Checks
- Enforcement

August Stats

In August, police conducted 94 foot patrols, responded to 13 suspected drug poisoning calls, and conducted 158 property checks within the downtown core, Victoria Park and east end towards the encampment. Of the 63 arrests in the Town of Cobourg, 17 individuals were arrested on outstanding warrants. Eight (8) individuals were returned to the jurisdiction of the warrant

During this time, officers issued:

- 10 Liquor License tickets and/or cautions
- 2 Trespass to Property tickets
- 65 Highway Traffic Act charges





Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

Conclusion of Initiative

The 2024 Spring/Summer Dynamic Patrol concluded on August 25, 2024.

With the integration of Dynamic Patrol into the daily operations, there was a nominal cost to the project. CPS leveraged auxiliary members for the cart reclaim project and assigned special constables to the cart re-claim project and patrol duties at the beginning of May. Delivering consistent presences became a challenge when officer's focus had to shift to priority calls or events. Likewise, summer community events also shifted the deployment of resources and officers. Sergeants worked to maintain neighbourhood patrols and property checks as they could, depending on the priority calls of the day and staffing levels.

For future dynamic patrol initiatives, the recommendation would be to deploy a dedicated officer or dedicated team for the duration of the project to ensure the ability to deliver desired outcomes and know and analyze the actual cost and benefits of the initiative. With dedicated officers, the initiative could have maintained a continuous focus on patrols and enforcement without being diverted to other duties.

Specialized officers could enhance the effectiveness of bail compliance checks and warrant executions, leading to more arrests and better community safety. Dedicated staff would ensure consistent enforcement of laws and regulations, maintaining a steady presence and accountability for the initiative's outcomes. A dedicated team would streamline communication, ensuring all officers are aligned with the initiative's goals and strategies, reducing the risk of miscommunication.

This initiative is continually evolving and will be further reviewed by the operational team.





Community and Crime Prevention



Cram-A-Cruiser

On August 24, CPS Auxiliary members joined Northumberland Fare Share Food Bank to run the Cram-A-Cruiser food drive at Walmart in Cobourg. Community members donated 910 pounds of food and \$1,735 in donations.

Annual Community Living and Respite Northumberland Baseball

CPS members joined the local team – the Bench Warmers and the Port Hope Police Service for a day of baseball, celebrating the end of their baseball season and the close of summer.





Staffing

Staffing Levels

As a commitment to the safety and well-being of our members and the community, we continue to track staffing levels.

Operating at minimal staffing levels poses significant challenges in maintaining public safety and responding effectively to emergencies. When staffing is stretched thin, several critical issues may arise, including emergency response delays, fatigue and burnout, reduced community engagement, and proactive crime prevention efforts, such as patrols and visibility, decline. Working at a minimum complement with minimal backup poses risks to officer safety. In dangerous situations, having sufficient backup is crucial for everyone’s well-being.

In Cobourg, a full complement is six (6) officers, and the minimum complement is three (3) officers.

August Highlights:

Day Shift – a total of 31 shifts

- Zero (0) shifts at Full Complement
- Four (4) shifts required overtime to meet the minimum complement.

- 16 shifts at minimum complement

64.5% of day shifts operated with minimum complement.

Night Shift - a total of 31 shifts

- Zero (0) shifts at Full Complement
- Six (6) shifts required overtime to meet the minimum complement.
- 17 shifts at minimum complement

74.2% of night shifts operated with minimum complement.

0% OF ALL AUGUST SHIFTS (DAY AND NIGHT) OPERATED WITH FULL COMPLEMENT.

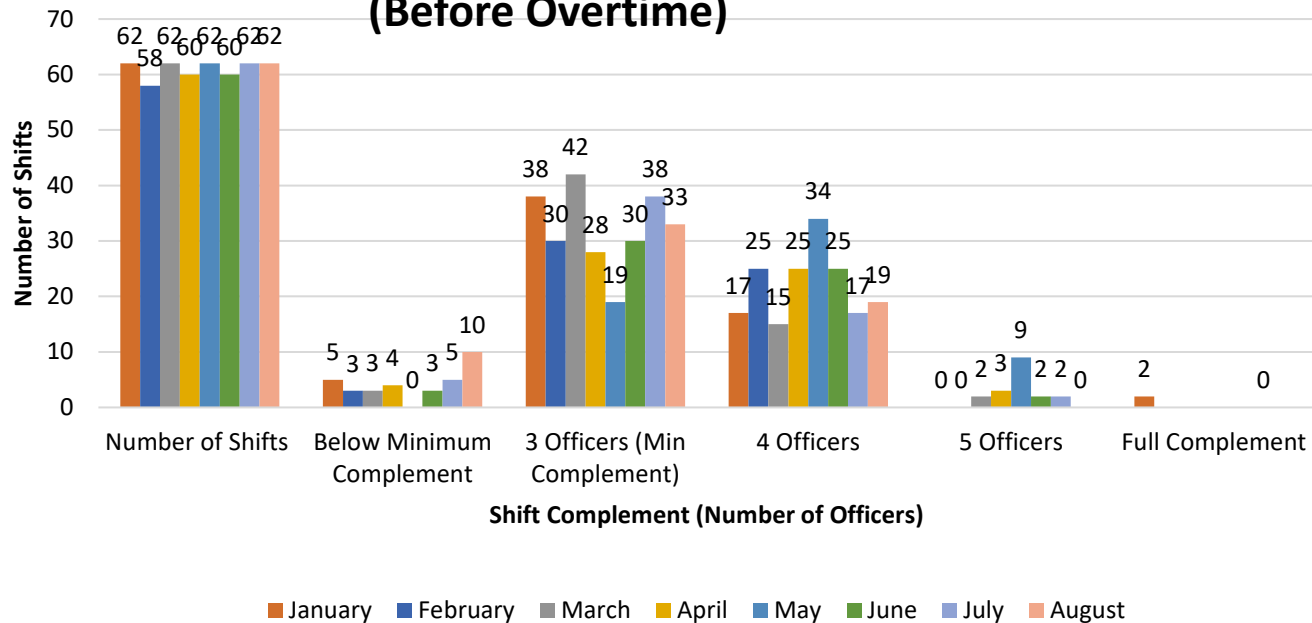




Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

Number of Shifts and Staffing Levels (Before Overtime)





Cobourg Police Service

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Significant Occurrences:

For the most up-to-date information on Cobourg Police Service activity, please visit cobourgpolicesservice.com/media/.

August 6, 2024: Assault – A 40-year-old Cobourg man is facing charges after a domestic assault investigation. On Saturday, August 3, 2024, police were called to an address after it was reported that a female had been assaulted. As a result of the investigation, a 40-year-old Cobourg man was arrested and charged with Assault (Domestic related). The accused was held for a bail hearing.

August 7, 2024: Assault Peace Officer - A 41-year-old Cobourg woman is facing charges after assaulting a police officer. On Tuesday, August 6, 2024, at approximately 8:10 a.m., a woman attended the police station on King Street West. While engaged in conversation with an officer, the woman assaulted the officer. As a result, the 41-year-old Cobourg woman was arrested and charged with two counts of assaulting a peace officer and three counts of breach of probation. The accused was held for a bail hearing.

August 7, 2024: Ongoing Investigation - Police are investigating a theft from a business on Elgin Street West that occurred on Tuesday night. Anyone with information is asked to contact police. On Tuesday, August 6, 2024, at approximately 5:20 p.m., police received a theft report from a local business on Elgin Street West. It was reported that a male suspect attended the business and requested assistance to look at some merchandise. The suspect took the merchandise from staff and fled the store without paying. The suspect was last seen in a newer model white Cadillac SUV heading Westbound on County Road 2. The suspect is described as a male with olive skin tone, between 40 and 50 years of age, approximately 5'10", wearing a high-visibility construction shirt. The investigation is ongoing. Anyone with information, dashcam, or CCTV footage of the area is asked to call police at 905-372-6821 or leave an anonymous tip with Crime Stoppers by calling 1-800-222-TIPS or visiting stopcrimehere.ca. Tips received through Crime Stoppers may be eligible for a cash reward.

August 9, 2024: Harassment - A 33-year-old Cobourg woman is facing charges after police responded to a report of trespassing on Thursday night. On Thursday, August 8, 2024, at approximately 11:50 p.m., police were dispatched to a home in the east end of Cobourg for the report of a bail violation. The victim advised police that a family member was at the residence knocking at the front and rear doors, yelling obscenities at the victim to let them in. The family member was on condition not to attend the residence. As a result of the police investigation, a 33-year-old Cobourg woman was arrested and charged with criminal harassment, trespass at night, two counts of breach of undertaking and failure to comply with probation. The accused was held for a bail hearing.

August 12, 2024: Sexual Assault - A 44-year-old Cobourg man is facing charges after police responded to a disturbance on Sunday night. On Sunday, August 11, 2024, at approximately 8:00 p.m., Cobourg Police responded to a residence downtown Cobourg for a report of an unknown disturbance. Police located a man and a woman in the residence who had been involved in an altercation. As a result of the police



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

investigation, the 44-year-old Cobourg man was arrested and charged with assault, assault cause bodily harm, and sexual assault. The accused, who will not be named to protect the identity of the victim, was subsequently released on an undertaking with a future court date.

August 12, 2024: Back-to-School Safety Colouring Contest - The Cobourg Police Service is excited to announce the launch of a Back-to-School Safety Colouring Contest aimed at promoting safety awareness among students from Grade 1 to Grade 8. Students are encouraged to get creative and submit their colourful drawings highlighting important safety tips for the new school year. Create a drawing that shows how you will stay safe or help others stay safe this school year. With the help of a parent or guardian, participants can email their submissions to info@cobourgpolicer.com. Please include the student's name and grade and a parent or guardian contact number in the email. Each submission will be entered into a draw for one of three back-to-school prize packs. The contest closes on Thursday, August 29, 2024, so be sure to submit your entries before the deadline. The draw winners will be announced on Friday, August 30th. We look forward to seeing the wonderful artwork from our young community members! For more information, please visit cobourgpolicer.com/backtoschool.

August 12, 2024: Theft - A 35-year-old Cobourg woman is facing charges after police responded to a report of theft. On Sunday, August 11, 2024, at approximately 1:18 p.m., police responded to a theft call after a resident reported their wallet stolen from their purse sometime overnight while visiting friends in the area of Forth Street and King Street in Cobourg. Their debit card was used at a local business. Through the investigation, police identified a suspect. As a result, a 35-year-old Cobourg woman was arrested and charged with theft under \$5,000, possession of property obtained by crime, and breach of probation. The accused was released on an undertaking with a court date of September 25, 2024.

August 12, 2024: Warrant - A 45-year-old Toronto man is facing charges after police conduct a theft investigation. On Wednesday, March 6, 2024, at approximately 3:55 p.m., police responded to a report of theft at a business on Elgin Street West in the Town of Cobourg. It was reported that a man attended the business, concealed merchandise and left the store without paying. An investigation was opened, and a suspect was identified. On Friday, August 9, 2024, at approximately 11:00 a.m., a man attended the Cobourg Police Station to turn himself in on an outstanding warrant. As a result, the 45-year-old Toronto man was arrested and charged with theft under \$5,000 and possession of property obtained by crime. The accused was released on an undertaking with a court date of September 18, 2024.

August 13, 2024: Mischief Investigation - The Cobourg Police Service is seeking the public's assistance with a road rage incident that took place on Monday afternoon in Cobourg. On August 12, 2024, at approximately 3:20 p.m., a silver SUV was travelling southbound on Division Street, approaching Elgin Street, when the driver and passenger were confronted by the occupants of a black vehicle, believed to be an early 2000s VW Golf with no front plate and aftermarket rims. During the confrontation, damage was done to the SUV. The investigation is ongoing. The Cobourg Police is asking for the public's assistance in identifying the occupants of the black vehicle. Anyone with information, dashcam, or CCTV footage of the area is asked to call police at 905-372-6821 or leave an anonymous tip with Crime Stoppers by calling



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

1-800-222-TIPS or visiting stopcrimehere.ca. Tips received through Crime Stoppers may be eligible for a cash reward.

August 14, 2024: UPDATE Mischief Investigation - With the assistance of tips received from the public, the Cobourg Police Service has identified the involved vehicle in an ongoing investigation of a road rage incident that took place on Monday afternoon in Cobourg. On August 12, 2024, at approximately 3:20 p.m., a silver SUV was travelling southbound on Division Street, approaching Elgin Street, when the occupants of another vehicle confronted the driver and passenger. During the confrontation, damage was done to the SUV. With the assistance of tips from the public, officers have identified the involved vehicle. The investigation is ongoing. An update will be provided as information is available. Thank you to the public for calling in with tips and to media partners for distributing the initial media release.

August 19, 2024: Assault and Breach of Probation - A 41-year-old Cobourg woman is facing charges after police responded to a report of assault Thursday afternoon. On Thursday, August 15, 2024, at approximately 12:30 p.m., police responded to a report of an assault in the area of King Street West and George Street. It was reported that an individual was assaulted by a female while walking downtown. As a result of the police investigation, Jillian Nolan (41) of Cobourg was arrested and charged with assault and four counts of breach of probation. The accused was held for bail and subsequently remanded into custody.

August 17, 2024: Possess Break-In Instruments - A 57-year-old Cobourg man has been charged after being found in the garage of a private residence. On Saturday, August 17, 2024, at approximately 10:00 a.m., police responded to a report of a man being found inside the garage by the owner of a residence on Ontario Street. When confronted by the homeowner, the man fled the area, leaving behind a duffel bag containing bolt cutters. As a result of the police investigation, a 57-year-old man from Cobourg was charged with possession of break-in instruments. The accused was released on an Undertaking with conditions and a future court date.

August 17, 2024: Theft - A 37-year-old Cobourg man has been charged after a theft from a business on Buchanan Street. On Saturday, August 17, 2024, at approximately 8:00 a.m., police responded to a theft in progress from a business on Buchanan Street in which a storage container was entered and items removed. A man seen leaving the property was located by police a short distance away and placed under arrest. A search incident to arrest revealed a knife concealed on the man. As the result of the police investigation, a 37-year-old man from Cobourg is charged with theft under \$5,000, Possession of Property obtained by Crime, and Carry Concealed Weapon. The accused was released on an Undertaking with conditions and a future court date.

August 19, 2024: Man found VSA - On Sunday, August 18, 2024, at approximately 11:00 a.m., police were called to a business on William Street for a report of a man found with no vital signs. No signs of foul play were found. There is no concern for public safety. The scene is sealed until the post-mortem examination is complete.



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

August 20, 2024: Cobourg Police Service Back-to-School Road Safety Campaign - The Cobourg Police Service (CPS) is launching a Back-to-School Road Safety Campaign to ensure the safety of students, parents, and the community as the new school year begins. This campaign focuses on road safety, pedestrian safety, school bus safety, and active transportation. Each year, police services engage with the community to help everyone re-familiarize themselves with road safety as students return to school. For some students, this will be their first experience going to school, while others may be new to the area. Additionally, drivers' habits often change over the summer months. As school resumes, everyone's schedules must adjust to accommodate increases in pedestrians, vehicle traffic, and travel time. Coupled with the excitement of returning to school, a cautious road safety approach is essential. CPS's approach to the "Back to School" campaign is based on the "Three E's" of Educate, Engage, and Enforce. **Starting August 26th, police will be present in school and community safety zones, ready to engage and educate on road safety and speeding enforcement as neighbourhoods gear up to see students return. Once local schools are in session (starting September 3rd), police will continue to be out during peak hours, executing speed violations with a zero-tolerance approach in school zones.** Tickets will be issued for infractions, recognizing that these are community safety zones with increased penalties. We urge everyone to take extra care and be mindful of road safety as the new school year begins. Let's work together to ensure a safe and successful start to the school year for all. For more information and back-to-school safety tips, visit cobourgpolicesservice.com/backtoschool.

August 20, 2024: Cram-A-Cruiser - Cobourg Police Service (CPS) will host a Cram-A-Cruiser food drive to support [Northumberland Fare Share Food Bank](https://fareshare.ca) (Fare Share). The August Cram-A-Cruiser is scheduled for Saturday, August 24, at Giant Tiger and Dollarama. The July Cram-A-Cruiser food drive collected 1,595 pounds of food and \$2,489 in cash and gift card donations to support Fare Share. Donations received during the July Cram-A-Cruiser will go directly to Fare Share, which distributes the food to those in need across Northumberland County. Community members are invited to donate non-perishable food at Cram-A-Cruiser between 10:00 a.m. and 4:00 p.m. on Saturday, August 24, at Giant Tiger and Dollarama Cobourg. **If you cannot attend a Cram-A-Cruiser event, you can donate** to Fare Share by visiting fareshare.ca.

August 20, 2024: Cobourg Police Service Launches Military Veteran Wellness Program - The Cobourg Police Service (CPS) is proud to announce the commencement of the Military Veteran Wellness Program (MVWP) in Cobourg. This program, developed by the Toronto Police Military Veterans Association (TPMVA), Royal Canadian Legion (RCL), Veterans Affairs Canada (VAC), and the Operational Stress Injury Social Support (OSISS) program, aims to enhance support for military veterans and increase training and awareness opportunities for law enforcement to assist veterans in crisis. Launched in the summer of 2022 and endorsed by Solicitor General Michael Kerzner, Ministry of the Solicitor General, the MVWP is designed to equip frontline officers with the necessary awareness and training to better recognize and understand military veterans' issues. This program facilitates rapport-building and provides a formal mechanism to connect veterans with essential social services delivered through RCL, VAC, and OSISS. Training has begun for CPS uniform officers and is anticipated to be completed by October 31, 2024. This training will enhance officers' ability to identify and support veterans, ensuring they receive the benefits and resources available. "The Military Veteran Wellness Program not only enhances our officers' ability



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

to recognize and support veterans in need but also strengthens the bond between law enforcement and those who have served our country. Many police officers in Canada come from a military background, including some of our officers; this program is particularly significant," said Chief Paul VandeGraaf, Cobourg Police Service. "By providing specialized training and resources, we are better equipped to address the unique challenges faced by veterans, ensuring they receive the dignity, respect, and support they deserve. This initiative ultimately contributes to a safer, more compassionate community."

How it works

When a CPS member encounters an individual they believe may be a military veteran, they can offer to refer the veteran to VAC, RCL, and OSISS through the Military Veteran Assistance Form. Following a police referral, these national services will contact the veteran and provide a case worker, advocate, and/or peer to offer assistance and support. In addition to providing dignity to Canadian Armed Forces veterans, the MVWP aims to reduce the number of veterans living without a home or in mental health crisis, increase public safety in communities across Canada, and provide additional resources for law enforcement members for their own well-being.

Resources

VAC has targeted services and benefits to improve the well-being of current or former members of the Canadian Armed Forces or the Royal Canadian Mounted Police, or their family members. Visit veterans.gc.ca/services to learn more.

24-Hour Assistance Lines

- VAC Assistance Service Line: 1 (800) 268-7708 TDD/TTY: 1 (800) 567-5803
- Canadian Forces Family Information Line: 1 (800) 866-4546
- If you know someone who served in the Canadian Armed Forces or the Royal Canadian Mounted Police who is homeless or at risk of being homeless, call 1-866-522-2122.

August 23, 2024: Missing Person Located - The 43-year-old male reported missing on August 23 to the Cobourg Police Service has been located. Thank you to our media partners for their assistance in sharing the initial information and to everyone who called in with a tip.

August 26, 2024: Abandoning Child/Public Intoxication - A 35-year-old man is facing charges after police responded to a report public intoxication. On Sunday, August 25, 2024, at approximately 4:00 p.m., police responded to a report of an intoxicated man at Victoria Beach who had an infant in his care. As the result of the police investigation, a 35-year-old Cobourg man was charged with abandoning child and being intoxicated in a public place. The accused was released on an Undertaking with conditions and a pending court date.

August 26, 2024: Dangerous Driving Arrest - A 33-year-old Cobourg man is facing charges after failing to stop for police during a traffic stop. On Thursday, August 22, 2024, at approximately 12:45 pm, police on general patrol in the area of Densmore Road and Division Street observed a driver known to have a suspended license. Police activated their emergency equipment and attempted to stop the vehicle. The driver did not stop and proceeded straight through two stop signs before police discontinued their attempt to stop him due to concerns for public safety. On Friday, August 23, 2024, at 6:15 pm, the 33-year-old Cobourg man was located, arrested and charged with three counts of Driving While Under Suspension,



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

Flight from Peace Officer, and Dangerous Operation. The accused was released on an undertaking and summons with a future court date in October 2024.

August 26, 2024: Fraud Alert: Cobourg Police Service (CPS) reminds residents to protect themselves against fraud after a recent report of a phone scam involving a fraudster posing as a bank representative. In the recently reported phone scam, a resident lost over \$10,000 after receiving a phone call from a fraudster posing as a bank representative. The fraudster advised that there were fraudulent transactions on the victim's credit card. The caller advised that a representative from the bank would attend the home to retrieve the card. A man attended the victim's home, stating he was a courier and took possession of the credit card. After the courier left, the victim received a call from their bank fraud department advising there had been suspicious activity on the credit card and bank account. Many scams and fraudulent activities attempt to imitate financial or government agencies to gain access to personal and financial information. Protect yourself from scams and fraud. Scammers often use intimidation to pressure victims into compliance. Banks will not send someone to pick up a compromised credit or debit card. Banks and credit card companies can deactivate your card remotely. Never share personal or financial information over the phone. If you receive a similar call, hang up and call your local police station and financial institution to confirm the legitimacy of the call. If you have been a victim of a scam, report the incident to the police and the Canadian Anti-Fraud Centre at 1-888-495-8501 or visit www.antifraudcentre-centreantifraude.ca. The Canadian Anti-Fraud Centre website has a list of known scams and information about how to protect yourself.

August 26, 2024: Impaired - A 58-year-old woman was charged with driving impaired after police received a report of a possible impaired driver Saturday morning. On Saturday, August 24, 2024, at 9:40 a.m., police received a call for a report of a possible impaired driver. Police located a vehicle matching the provided description parked on Durham Street with the driver inside the vehicle who was exhibiting signs of impairment by alcohol. As a result of the police investigation, a 58-year-old Cobourg woman was arrested and charged with operating a motor vehicle while impaired and operating while impaired with a blood-alcohol concentration over 80 milligrams. The accused was released on an Undertaking with a court date of September 11, 2024.

August 30, 2024: Bi-Weekly Update: Dynamic Patrol - The Cobourg Police Service (CPS) bi-weekly update provides an overview of break and enters, theft from motor vehicles, mischief, and other crime trends in the Town of Cobourg over two weeks. From June to August, the bi-weekly report will include an update on Dynamic Patrol efforts and their impact over the same period. From August 12 to 25, 2024, CPS responded to 816 calls for service.

- Break and enter: None for this timeframe
- Theft from vehicles: three (3) - Division Street, King Street East (2)
- Distraction Thefts: None this timeframe
- Mischief: Two (2) – Division Street, College Street (vehicle damage)



Cobourg Police Service

MONTHLY REPORT - AUGUST 2024

- Four (4) fraud reports – IT support scam, Phone Scam, fraudulent purchases on credit card, and impersonation

2024 CPS Downtown Community Safety Action Plan - Dynamic Patrol

Since May 1, 2024, the 2024 Downtown Action Plan comprises a series of proactive crime prevention measures alongside ongoing harm reduction programs. Dynamic Patrol was deployed in the downtown area and surrounding neighbourhoods and parks at the beginning of May and will continue throughout the spring and summer. This initiative focuses on increasing police presence, engagement opportunities, bail enforcement, warrant execution, and probation condition compliance in the Town of Cobourg.

From August 12 to 25, police conducted 57 foot patrols, responded to six suspected drug poisoning calls, and conducted 93 property checks within the downtown core and surrounding neighbourhoods, including Victoria Park and east to the encampment.

During this time, officers issued:

- Five Liquor License tickets
- Ten Trespass to Property tickets
- 31 Highway Traffic Act tickets

A total of 29 arrests were made during this time period in the Town of Cobourg.

- Five arrests were individuals wanted on outstanding warrants or for bail violations.
- Four individuals were arrested on a warrant held by another police service and were returned to the jurisdiction of the warrant.

Dynamic Patrol is an ongoing initiative, and officers will be deployed as necessary in various areas of the community. In addition to enhancing police-related responses to ensure people feel safe, CPS continues to work with partners and community agencies to support all residents. The Homelessness Addiction Response Program (HARP) and Mental Health Engagement and Response Team (M-HEART) continue to connect with residents and conduct daily patrols throughout the Town of Cobourg.

Chief's Update

Cobourg Police Service Board Meeting
Tuesday, October 15, 2024



Cram-A-Cruiser

September

- 1,336 pounds of food
- \$2,958 in donations





CHILD CAR SEAT CLINIC



Community Engagement





National Peace Officers' Memorial Run



- \$150,000 investment in the V13 Policetech Accelerator through the Rural Economic Development Program
- Six companies 'pitched' exciting and innovative solutions and strategies for some of the challenges faced by police services.
- Eye3 took the grand prize







Town Hall SAVE THE DATE

November 7, 2024



COBOURG POLICE SERVICE

BOARD REPORT

Report to:	Cobourg Police Service Board (CPSB)	
Submitted by:	Chief Paul VandeGraaf	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	October 15, 2024	
Report Type:	Information Only Report <input checked="" type="checkbox"/> Action Required Report <input type="checkbox"/>	
Previous Related Reports:		
Subject/Title:	Équité Association Partnership	

RECOMMENDED MOTION:

THAT the Cobourg Police Service Board receives the following for information.

Background

Although criminal networks have focused on the GTA, The Town of Cobourg and the surrounding area are not immune to the rising trend. As the government and law enforcement agencies collaborate in combatting auto theft, we continue to monitor trends and patterns in auto theft in The Town of Cobourg.

In 2023, 12 vehicles were reported stolen, remaining just below the five year average of 16. With a growing population and being situated along the 401 corridor, Cobourg remains at risk of an increase in this type of crime.

The Équité Association supports police services in Ontario by partnering with the Ontario Provincial Police, the Ontario Association of Chiefs of Police, and other partner police services to

combat auto crime. They provide advanced fraud analytics and recovery services, aiding in the efficient tracking and recovery of stolen vehicles, property, and cargo. Additionally, Équité collaborates with agencies like the Canada Border Services Agency and the RCMP, and they commend significant government investments in crime prevention, enhancing the overall effectiveness of law enforcement efforts in the province.

Purpose

The Cobourg Police Service is pleased to announce a formalized partnership between CPS and Équité Association, a not-for-profit working to eradicate insurance crime on behalf of the Canadian property and casualty insurance industry. CPS and Équité Association are joining forces to combat and prevent auto thefts in Cobourg.

A Memorandum of Understanding (MOU) has been established for the purpose of facilitating an ongoing and collaborative investigative partnership between the CPS and Équité as all parties acknowledge the benefit of an integrated approach to prevent, detect, suppress, and disrupt theft and/or trafficking of motor vehicles, and may also include cargo theft, property crime, and other related insurance crime.

Équité will play a crucial role in this partnership. Through data and analytics, vehicle identification and coordinated investigations, the collaboration aims to eradicate insurance fraud and auto theft.

CPS will also work to address auto theft investigations and recovery and community outreach through awareness initiatives, reducing the chance of auto theft and the impact of this type of crime.

As part of the partnership, Équité Association offers:

- **Auto Theft Training** – Available to all officers, the program delivery is facilitated by a team of experts dedicated to assisting CPS efforts to combat Auto Theft Detection and Prevention in the Cobourg area.
- **Investigative Supports** - Assist CPS with the investigation of motor vehicle theft through the disclosure of insurance claims, insurance policies, vehicle history, vehicle shipping, and any other information available to Équité.
- **Tools and Resources** – A vehicle to be outfitted for use by uniform officers and the Criminal Investigation Bureau.

We are proud to announce this new partnership aimed at making the residents of Cobourg more aware of the issues of auto theft and in turn making our community that much more safe.



COBOURG POLICE SERVICE

BOARD REPORT

Report to:	Cobourg Police Services Board (CPSB)	
Submitted by:	Chief Paul VandeGraaf	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session
Meeting Date:	October 15, 2024	
Report Type:	Information Only Report Action Required Report <input checked="" type="checkbox"/>	
Previous Related Reports:		
Subject/Title:	Human Resources and Administration to September 2024	

[Click or tap to enter a subject](#)

RECOMMENDED MOTION:

THAT the Cobourg Police Services Board receives the following for information.

THAT the Cobourg Police Services Board accepts the recommendation.

ADMINISTRATION

Budget 2025

Following several meetings of the Finance Committee, a revised budget proposal would be presented with a decision to transfer dollars from net reserves to offset the Estimates for 2025.

More discussions will be held in-camera.

Administrative Benefits Change

Following the update we provided at the September board meeting, I have attached documents to support the Cobourg Police Service in its role of “Administrator” of the OMERS Plan for CPS’s employees. From the Board’s perspective, we are maintaining all clauses regarding the current practices of the Town to include mandatory participation for ALL employees.

To complete this process, Town Council will be required to pass a By-Law to the effect that the Cobourg Police Service Board will participate separately from the Town. The Town has been advised.

A Board Motion would be required to move this forward (See Appendix A).

HUMAN RESOURCES

RECRUITMENT

Special Constables

At the close of the recent Special Constable hiring process, we received a total of 126 applications. We are currently working through the Fitness component of the testing which is scheduled to run till October 10th. Given the volume and number of candidates, we had to use various venues based on availability. We anticipate successful candidates to be on-board by early December.

Internal Postings

We are currently conducting internal recruitment processes for the following:

- Supervisor – Business Centre
- Administrative Assistant – Administration

We anticipate that these processes will be wrapped up by early October. These vacancies were created from internal staff movement and long-term absences.

ABSENTEEISM

The data below represents the current subset of information about staff off work on a long-term absence.

Employee details have been redacted for privacy.

Note: No WSIB additions, 1 LTD add, but there will be an adjustment in the upcoming month given the in-camera report.



Roger Ramkissoon
Chief Administrative Officer

COBOURG POLICE SERVICE - ABSENTEEISM DATA

Type	Identifier	Effective Date	Status	Base Annual Salary \$	Retention Pay \$	Gross Salary \$	Benefits \$	OMERS \$	Insurer Paid (Recoverable) \$	Other Payouts \$	Total Employer Costs \$
WISB	1	Monday, July 24, 2017	Locked In	109,259	9,833	119,093	13,100	14,296	69,074	10,558	29,613
WSIB	2	Thursday, August 17, 2017	MMR	109,259	6,556	115,815	12,740	13,778	67,173	18,070	36,600
WSIB	3	Friday, October 27, 2017	On-Going	109,259	6,556	115,815	12,740	13,778	67,173	0	18,530
WSIB	4	Friday, October 27, 2017	On-Going	109,259	6,556	115,815	12,740	13,778	67,173	18,070	36,600
WSIB	5	Tuesday, April 9, 2019	On-Going	109,259	9,833	119,093	13,100	14,296	69,074	20,171	39,226
WSIB	6	Tuesday, December 17, 2019	On-Going	122,917	9,833	132,750	14,603	16,454	76,995	6,500	2,312
WSIB	7	Wednesday, June 10, 2020	On-Going	128,926	9,833	138,759	15,264	17,403	80,480	23,802	46,003
WSIB	8	Thursday, May 26, 2022	On-Going	122,917	0	122,917	13,521	14,900	71,292	20,329	39,995
WSIB	9	Friday, June 2, 2023	On-Going	98,340	0	98,340	10,817	10,659	57,037	9,456	25,190
WSIB	10	Friday, December 8, 2023	On-Going	109,259	9,833	119,093	13,100	14,296	69,074	20,171	39,226
				1,128,656	68,833	1,197,489	131,724	143,635	694,544	147,126	313,296
LTD	1	December 8th, 2023	Approved	85,484	0	85,484	9,403	8,782	54,710	8,220	17,623
LTD	2	February 15h, 2024	Approved	72,841	0	72,841	8,013	6,936	46,618	7,004	15,016
LTD	3	May 28th, 2024	Approved	89,840	0	89,840	9,882	9,418	57,497	3,779	13,662
				248,165	0	175,324	19,286	18,199	112,207	11,999	46,301
										Estimated total for 2024	359,597

Definitions:

MMR – the employee has reached Maximum Medical Recovery

Lock in – member has met the Final Loss of Earnings Benefit Review as per Legislative requirements

Ongoing WSIB claims are approved, and the member is receiving continuous benefits. There are no decisions regarding RTW, MMR and/or Lock In. Approved LTD claims means that the employee is receiving benefits for an initial two (2) year period.

Appendix A

RESOLUTION No. <insert Resolution number if applicable> OF

**THE BOARD OF DIRECTORS OF
COBOURG POLICE SERVICES BOARD**

("Board")

A Resolution to authorize and continue participation in the OMERS Primary Pension Plan ("Primary Plan") and the Retirement Compensation Arrangement for the OMERS Primary Pension Plan ("RCA"), each as amended from time to time, of the employees of the Cobourg Police Services Board ("Employer") identified herein.

WHEREAS the Employer is eligible to participate in the Primary Plan and the RCA in accordance with subsection 5(1) of the *Ontario Municipal Employees Retirement System Act, 2006*, as amended from time to time ("OMERS Act, 2006"), in respect of its eligible employees and wishes to do so in accordance with the applicable Primary Plan and RCA documents and applicable legislation;

AND WHEREAS pursuant to subsection 6(1) of the Primary Plan, an employer who is eligible under the OMERS Act, 2006 to participate in the Primary Plan and the RCA may, by by-law or resolution, participate in the Primary Plan and the RCA and pay to the funds for the Primary Plan and the RCA the total of the employer and member contributions required by the Primary Plan, and has all of the powers necessary and incidental thereto;

AND WHEREAS the Employer is eligible to participate in the Primary Plan and the RCA and has historically participated in the Primary Plan and the RCA on behalf of its employees under the Corporation of the Town of Cobourg's election to do so;

AND WHEREAS pursuant to the Corporation of the Town of Cobourg's By-Law No. 39-68, the Employer's eligible police officer employees have a normal retirement age of 60 for the purposes of the Primary Plan and the RCA;

AND WHEREAS the Employer is adopting its own resolution to confirm its continued participation in the Primary Plan and the RCA in respect of its employees;

THEREFORE, BE IT RESOLVED THAT, effective <insert effective date> ("Effective Date"), or as otherwise indicated, the Board enacts as follows:

- | | | |
|--------------------|----|---|
| (Participation) | 1. | The Employer shall continue to participate in the Primary Plan and the RCA in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time. |
| (Existing Members) | 2. | For greater certainty, the Employer continues to participate in the Primary Plan and the RCA in respect of all of its employees who were members of the Primary Plan and the RCA on the day immediately preceding the Effective Date. |

- (Election re: Employees) 3. The Employer shall participate in the Primary Plan and the RCA in respect of each person who is employed by the Employer and who is eligible to be a member of the Primary Plan and the RCA under subsection 5(3) of the OMERS Act, 2006 (“Employee”), in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.
- (Future CFT Employees) 4. An Employee who is employed on a continuous full-time basis, as defined in subsection 9(1) of the Primary Plan, as amended from time to time (“CFT Employee”), on or after the Effective Date shall, as a condition of employment, become a member of the Primary Plan and the RCA, or if such person is already a member, resume contributions to the Primary Plan and the RCA on the date so employed.
- (Membership for OTCFT Employees) 5. An Employee who is employed on other than a continuous full-time basis (“OTCFT Employee”) and meets the eligibility criteria in subsection 9(6) of the Primary Plan, as amended from time to time, is entitled to become a member of the Primary Plan and the RCA in accordance with the terms of the Primary Plan, as amended from time to time.
- (NRA 60 for Police) 6. Employees who, in respect of their employment with the Employer, are employed: (i) in a police service as a police officer and meet the definitions of those terms found in section 2 of the *Community Safety and Policing Act, 2019*, as amended from time to time, or (ii) as a police cadet shall continue to have a normal retirement age of 60 years under the Primary Plan and the RCA, as applicable, in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.
- (Senior Management Official) 7. Any person who holds a senior management position with the Employer, as the Employer may designate from time to time (“Senior Management Official”), is hereby authorized on behalf of the Employer to take all such action and execute all such documents, certificates and agreements, as they may consider necessary to give effect to the provisions of this Resolution and to fulfill the Employer’s duties and obligations with respect to the Primary Plan and the RCA. The Employer further authorizes the **<insert title of the appropriate official>** to submit forthwith a certified copy of this Resolution to the OMERS Administration Corporation.

DATED this ____ day of _____, 2024.

<Insert Employer’s standard resolution closing language and appropriate signature lines>



2025 Operational Budget Proposal

Risk Mitigation & Regulatory Compliance

Executive Summary

In recent years, the Cobourg Police Service (CPS) has faced a significant increase in its workload, evidenced by a steady rise in calls for service, increased investigative complexity and enhanced requirements to address instances social development intersecting with public perception of crime. This trend reflects broader changes within the community, such as population growth, evolving crime patterns, and heightened public expectations for prompt and effective police responses. These developments present risks that, if not addressed, could compromise public safety and the ability of CPS to continue to meet its statutory obligations.

As the 2025 budget deliberation process approaches, it is clear that maintaining a status quo budget poses risks. These risks are not just with increase crime rates, but risks associated to effective governance. A static budget, constrained by financial limitations, would impact CPS's capacity to fulfill the legislatively mandated requirements set forth by the *Community Safety and Policing Act* (CSPA). Ensuring that CPS is adequately funded is essential for mitigating these risks and safeguarding both the community and the police service from potential liabilities.

Emergency services, including fire and police, are critical components of public safety infrastructure, and their effectiveness is contingent on adequate resourcing. The regulatory frameworks established by the Fire Master Plan and the CSPA mandate that these services be provided with the essential resources needed to respond to various emergencies. While fire and police services have distinct operational mandates, the underlying principles of both plans emphasize risk mitigation through operational readiness, effective service delivery, and adherence to regulatory requirements. Cobourg Fire Services has been steadily increasing to meet it Fire Master Plan. Other Municipal departments have also been increasing including Municipal by-law, administrative support staff and others. These changes and increases are all reflections of our growing and changing community.

The 2025 budget should also address the compounded risks associated with deferred staffing, which could further undermine CPS's ability to meet its regulatory obligations in the future. The deferral of hiring in 2023 and 2024 has created a backlog that has placed additional pressure on future budgets. CPS should fill these deferred positions to account for the increased strain on resources and personnel due to a 22% rise in workload over the past year. This surge has resulted in higher overtime costs, and a heightened need for additional training and support for existing officers. Maintaining current staffing levels are insufficient to mitigate these risks.

To mitigate these risks and ensure compliance with the CSPA and other regulatory standards, the 2025 budget allocates sufficient funds for the hiring of deferred positions and additional staff. This includes not only recruitment but also the training and equipping of new officers to ensure they are prepared to meet the demands of their roles.

Strategic Investment and Budgetary Increase

The safety and trust of the community are directly tied to the Cobourg Police Service's (CPS) ability to meet its regulatory obligations, effectively respond to emergencies, conduct thorough investigations, and engage in proactive crime prevention. To mitigate risks and ensure compliance with the Community Safety and Policing Act (CSPA), the budgetary increase in 2025 in enhanced staffing. This increased funding is critical for the following reasons:

1. **Mandatory Training and Certification:** Compliance with CSPA mandates requires that all officers undergo comprehensive training programs. These programs are essential for equipping officers with the skills and knowledge necessary to handle diverse and complex situations, thereby mitigating the risk of non-compliance and ensuring that CPS can uphold its legal and regulatory obligations.
2. **Investment in Technology and Equipment:** Modern policing is increasingly dependent on advanced technology and equipment to maintain operational efficiency and effectiveness. Increased funding will enable CPS to invest in the necessary tools and technologies, reducing the risk of operational failures and enhancing the service's ability to meet regulatory standards.
3. **Engagement in Section 14 Agreements:** To comply with CSPA requirements and mitigate risks associated with complex or specialized cases, CPS must establish and maintain Section 14 agreements with larger police services. These agreements provide access to specialized services and expertise that may not be available in-house, ensuring that CPS can effectively manage high-risk situations and meet its regulatory obligations.
4. **Enhancement of Community Engagement:** Building and maintaining public trust is a key component of effective policing and regulatory compliance. Adequate funding will support community engagement initiatives that foster positive police-community relationships, mitigating the risk of public mistrust and enhancing the overall safety and security of the community.

By securing the necessary budgetary increases for 2025, CPS will be better positioned to mitigate risks, ensure regulatory compliance, and continue to provide the high level of service that the community expects and deserves.

Legislative Requirements and Operational Challenges

The *Community Safety and Policing Act* (CSPA) sets forth comprehensive requirements for police services, mandating end-to-end service delivery, from initial response to thorough investigations, to maintaining public safety across various domains. For the Cobourg Police Service (CPS), meeting these mandates under a static budget is becoming increasingly untenable, particularly given the complex and evolving nature of modern policing.

A status quo budget fails to adequately account for increasing demands on police services, and the critical need for specialized training and equipment. Without sufficient funding, CPS faces significant risks, including the inability to recruit and retain qualified personnel, provide necessary training, and maintain the minimum staffing standards essential for effective policing. These challenges pose a serious threat of non-compliance with CSPA requirements, which could have substantial regulatory and operational repercussions.

The CSPA explicitly mandates that local police services uphold a high standard of public safety and community policing. CPS is committed to meeting these standards and ensuring the safety and security of our community through effective and responsive policing. To fulfill our obligations under the CSPA and mitigate the risk of non-compliance, it is imperative that we secure the necessary resources.

The 2025 Operational Budget is strategically designed to address areas where additional staffing capacity is required to ensure CPS meets the generally accepted standards for policing in Ontario. This budget is not just a financial plan; it is a risk mitigation strategy aimed at ensuring regulatory compliance and sustaining the operational integrity of CPS in the face of growing demands.

Proposed Staffing Increases

This document and the corresponding budget propose an increase in our authorized staffing complement, including the addition of two experienced officers to the Community Impact and Enforcement Unit (CIEU) and the hiring of four recruit constables. The inclusion of two experienced officers in the CIEU is a strategic measure aimed at addressing high-risk community issues such as drug enforcement, public safety, road safety and a steady presence in our schools. By enhancing this unit with seasoned personnel, we will significantly bolster our operational capacity to manage and mitigate community threats, thereby reducing risk and strengthening public safety and community trust.

The decision to defer the hiring of two recruit officers during the 2023-2024 budget deliberation process has created operational challenges for CPS, impacting both our current capacity and future budgeting. It is anticipated that during current bargaining a strong desire of the Cobourg Police Association will be to permanently increase the minimum staffing levels to four officers. Additionally, the CSPA has added increased requirements of supervisors in meeting our effectiveness 24/7. Failing to provide the additional staffing will create a situation that can only be met with overtime. Relying on overtime is not tenable as a staffing solution as it will increase absenteeism and stress.

The proposed additional staffing is essential for fulfilling the obligations outlined in the *Community Safety and Policing Act* (CSPA), which mandates that the Chief of Police establish and enforce procedures for the administration and operation of the police service. These new positions will ensure that CPS has the necessary capacity and personnel to remain compliant with these procedures, as well as with all policies and directives issued by the Board. This staffing increase is not merely an operational enhancement but a critical step in mitigating risks associated with non-compliance and ensuring that CPS continues to meet its regulatory obligations and maintain public safety.

Background

The *Community Safety and Policing Act* (CSPA) mandates that local police services maintain a high standard of public safety and community policing. As Cobourg's population grows and public safety challenges become more complex, the workload at the Cobourg Police Service (CPS) has surpassed the capacity of current staffing levels. To mitigate the risks associated with understaffing and ensure compliance with CSPA requirements, a strategic expansion of the force is essential. This expansion is crucial for upholding the law and ensuring the sustainable delivery of policing services in accordance with regulatory standards.

Supervision and Organizational Leadership

The CSPA emphasizes the importance of an effective supervision framework within police services to address the inherent risks of police work. Section 17(1) of Ontario Regulation 392/23 requires that “*supervision shall be available to members of a police service 24 hours a day in the provision of any policing function.*” Section 17(2) states that “*every chief of police shall establish written procedures on supervision, including setting out circumstances in which a supervisor must be contacted and when a supervisor must be present at an incident.*”

This requirement is particularly pertinent to CPS, where the structure and responsibilities of senior leadership and platoon sergeants play a crucial role in ensuring the safety and efficiency of policing operations. Additionally, integrating the requirements of the Ontario *Occupational Health and Safety Act* (OHSA) is essential in creating a comprehensive supervisory framework.

Under the *Community Safety and Policing Act* (CSPA), police services are mandated to implement a robust supervisory framework that ensures frontline supervisors serve as a proxy for the Office of the Chief of Police by maintaining a continuous and effective oversight of policing operations. This oversight is crucial for managing the various risks inherent in police work, including physical danger, high-stress situations, and public scrutiny. The dedicated supervisor will be responsible for overseeing strategic initiatives and operations that are critical to adapting CPS’s response to the evolving needs of the community. This role is also vital in fostering and sustaining inter-agency collaboration, ensuring that CPS remains compliant with CSPA mandates and best practices.

By enhancing strategic decision-making, resource allocation, and policy implementation, this supervisory role will directly contribute to improving the effectiveness and efficiency of CPS. Effective supervision is a key risk mitigation strategy, ensuring that officers consistently adhere to established protocols, receive the necessary support and guidance, and are held accountable for their actions. This approach not only reduces the risk of operational failures but also strengthens public trust and ensures CPS meets its regulatory obligations.

Current Staffing Challenges

The current platoon structure within the Cobourg Police Service (CPS) places significant supervisory responsibilities on platoon sergeants; however, this structure often requires sergeants to act as de facto call response officers in addition to their supervisory duties. Given that the platoon supervisor functions as the Chief’s proxy and is the only leadership presence during nighttime hours, this dual role can dilute the effectiveness of supervision. When sergeants are stretched too thin, it compromises their ability to provide the necessary oversight and support to their platoon members, posing a substantial risk to both officer safety and operational integrity.

Meeting the Association’s ask for the minimum staffing standard of four constables and one dedicated supervisor per shift is critical for the effective functioning of CPS. This standard ensures that adequate supervision, support, and coverage are available across all shifts, thereby minimizing risks and ensuring compliance with the Community Safety and Policing Act (CSPA). However, the deferral of hiring in recent years has made it increasingly difficult to consistently meet this standard, leading to potential gaps in service delivery and increased risks to both officer and public safety. The 2025 budget must prioritize restoring and maintaining this staffing standard, including the hiring of previously deferred positions and implementing strategies to improve officer retention and reduce turnover.

To align with CSPA’s requirements, CPS must reassess and restructure the duties of platoon sergeants, ensuring that they can dedicate sufficient time and resources to their supervisory responsibilities. This may involve redistributing call response duties to other officers or creating additional supervisory positions to share the workload. Specifically, the four uniform platoons will require one additional officer to achieve this objective and maintain compliance with operational standards.

The safety of both the community and officers must be a central consideration when determining the appropriate number of police officers available to respond to incidents in the Town of Cobourg. Achieving the right balance in staffing requires careful calculation based on several factors, including the volume of calls for service, the likelihood of non-culpable absenteeism (such as due to sickness or bereavement), and the need to ensure the capacity to simultaneously respond to multiple critical incidents. Each critical situation, such as a domestic violence case or a mental health crisis, typically requires a minimum of two officers for an effective and safe response.

Currently, CPS is structured to respond to only one such critical situation at a time. This limitation creates significant safety risks, as there are frequent instances where officers must handle incidents without adequate support or personnel. These situations not only compromise officer safety but also potentially jeopardize the well-being of the community. The ability to respond effectively to multiple emergencies simultaneously is essential for maintaining a safe and secure environment in Cobourg, and this must be reflected in CPS's staffing model.

The inability to meet this deployment standard has several operational consequences. First, the increased workload on existing officers leads to potential burnout and decreased morale, which can affect overall job performance and satisfaction. Officers are required to handle more calls, conduct more investigations, and perform additional duties, all of which can negatively impact their effectiveness. Second, the quality of service delivery may be compromised, as fewer officers on duty can result in increased response times and hindered ability to conduct thorough investigations. Addressing these risks through adequate staffing is essential to maintaining operational integrity and ensuring CPS's compliance with the CSPA.

Occupational Health and Safety

Incorporating the requirements of the Ontario Occupational Health and Safety Act (OHSA) is critical to enhancing the supervision framework within the Cobourg Police Service (CPS). The OHSA mandates that employers, including police services, are responsible for ensuring the health and safety of their workers. This obligation includes identifying and mitigating workplace hazards, providing adequate training, and ensuring that supervisors are both competent and capable of overseeing compliance with health and safety standards. For CPS, this means that senior leadership must not only manage policing operations but also actively enforce and promote occupational health and safety standards.

Senior leadership's role in oversight extends to monitoring and addressing emerging trends or patterns in policing operations that could pose risks. This proactive approach is essential for early identification of potential hazards, allowing for the implementation of mitigation strategies before risks escalate. By maintaining an active and hands-on approach to supervision, senior leaders can ensure that CPS operates both efficiently and safely, in full compliance with the objectives of the CSPA and OHSA. This alignment of operational oversight with regulatory compliance is crucial for minimizing risks and safeguarding the well-being of both officers and the community.

The Necessity of Section 14 Agreements

Modern policing demands access to specialized services that are often cost-prohibitive for smaller police forces like the Cobourg Police Service (CPS). These services include homicide investigations, public order maintenance, waterway policing, search and rescue, forensic services, tactical response, and cyber investigations. Historically, CPS has relied on the Ontario Provincial Police (OPP) to provide these services at no cost. The future of this is uncertain.

To mitigate this risk and ensure compliance with the *Community Safety and Policing Act (CSPA)*, Section 14 agreements with other police services are essential. These agreements enable CPS to access the specialized services provided by larger police forces, ensuring comprehensive coverage and expertise without incurring prohibitive costs; however, establishing and maintaining these agreements requires adequate financial resources. A status quo budget would severely restrict CPS's ability to engage in such partnerships, leading to critical service gaps that could compromise public safety and result in non-compliance with CSPA mandates. Addressing this issue in the 2025 budget is crucial for ensuring that CPS can continue to meet its obligations and maintain the safety and security of the community.

Purposeful Collaboration: Establishing a Regional Policing Partnership

In response to increasing demands and financial constraints, focused collaboration discussions are currently underway between the Port Hope Police Service, Kawartha Lakes Police Service, and Peterborough Police Service. These discussions aim to establish a regional partnership designed to reduce costs and eliminate duplication across various specialized policing services, thereby circumventing the need for Section 14 agreements. This regionalization concept is strategically positioned to enhance operational efficiency and cost-effectiveness while maintaining a strong commitment to local service delivery and regulatory compliance.

The proposed regional partnership offers a practical and cost-effective solution to the challenges faced by smaller police services. By collaborating, the Port Hope Police Service, Kawartha Lakes Police Service, and Peterborough Police Service can achieve significant cost savings, streamline operations, and improve overall service delivery. This collective approach allows for the pooling of resources and expertise, creating a more resilient and capable regional policing framework that is better equipped to meet both operational demands and regulatory requirements.

Furthermore, the regional partnership helps to establish the framework associated with Section 14 agreements. By establishing a self-sufficient regional collaboration, the participating services can retain greater control over their operations and resources, ensuring that these are managed in the most effective and compliant manner possible. This initiative not only addresses the immediate financial and operational challenges but also positions the involved police services to meet their obligations under the *Community Safety and Policing Act (CSPA)* more effectively.

Enhanced Investigative Capacity Required by the CSPA

The *Community Safety and Policing Act (CSPA)* mandates that police services provide comprehensive, end-to-end service delivery, encompassing all aspects of policing from initial response through to detailed investigations. The Cobourg Police Service (CPS) operates under a frontline service

delivery model, where uniformed responding officers are expected to possess the necessary investigative competencies to manage complex criminal situations. This model requires that each officer undergo mandatory training and certification to conduct a wide range of investigations, ensuring compliance with CSPA standards.

The CSPA further stipulates that police services must possess the investigative capacities and competencies necessary to address the challenges of modern policing effectively. This places an additional obligation on CPS to enhance its capabilities in several critical areas. Increasing staff levels will enable the formation of dedicated teams to manage complex and time-intensive investigations, ensuring thoroughness and adherence to the high investigative standards mandated by the CSPA.

CPS's current practice of transitioning cases to dedicated criminal investigators only when specialized expertise, extended investigative time, or multi-jurisdictional resources are required, underscores the need for frontline officers to be well-equipped to handle a diverse range of situations. However, the deferral of staffing in 2023/2024 has exacerbated the challenge of maintaining these standards, as the reduced number of officers has impacted the distribution of workload, training, and necessary oversight.

For incidents classified as major cases under the Major Case Management (MCM) Regulation, thorough investigation by officers possessing the requisite competence and experience is mandatory. These investigations must adhere to the Major Case Management model, ensuring that each case is handled with the highest standards of investigative rigor. A Major Case Manager must be assigned to every threshold investigation conducted by CPS to ensure proper oversight and direction.

The following categories of criminal incidents must be assigned to or reviewed by a Major Case Manager or a Senior Investigator with the necessary expertise and experience:

1. **Major Cases:** Offences that meet the criteria defined as major cases under MCM Regulation.
2. **Indictable Offences:** Crimes punishable by more than five years of incarceration.
3. **Fatal or Potentially Fatal Incidents:** All reported deaths or incidents likely to result in death, excluding motor vehicle collisions as defined by the Ontario Ministry of Transportation.
4. **Firearms-Related Incidents:** Cases involving the use or threatened use of firearms.
5. **Hate or Bias-Motivated Crimes:** Offences motivated by hate or bias against a particular group.
6. **Drug-Related Offences:** Incidents involving trafficking, possession for the purpose of trafficking, importation, exportation, or manufacturing of controlled substances as defined by the Controlled Drugs and Substances Act.
7. **Elective Offences:** Offences listed in the Criminal Code where the accused has the option to choose the mode of trial (election).
8. **Serious Criminal Offences:** Offences listed under Section 469 of the Criminal Code, which includes some of the most serious crimes.
9. **Illegal Gaming:** Criminal activities related to unlawful gaming operations.
10. **Police Involvement:** Criminal offences where a member of the Police Service is either alleged or suspected to be involved.
11. **Serious or Complex Investigations:** Offences that, in the opinion of the Supervisor or Sergeant, are serious or complex enough to require investigation by an accredited Criminal Investigator.
12. **Intimate Partner Violence:** Cases involving violence between intimate partners.

13. Abductions and Kidnappings: Non-familial abductions, attempted abductions, kidnapping, forcible confinement, abduction of a child under 14 years, abduction of a child under 16 years, and the removal of a child from Canada.

By adhering to these protocols and enhancing staffing levels, CPS will not only mitigate risks but also ensure full compliance with the investigative standards mandated by the CSPA, thereby safeguarding the integrity of its operations and the safety of the community.

Each of these incidents demands a thorough and expert investigation to ensure justice is served, and the safety and security of the community are maintained.

Training and Certification Challenges

The requirement for officers to undergo mandatory training and certification introduces an additional layer of complexity to the staffing challenges faced by the Cobourg Police Service (CPS). Training programs are resource-intensive, requiring significant time and financial investment. With a reduced number of officers, it becomes increasingly difficult to release personnel for training without negatively impacting operational capacity. Furthermore, the ongoing demand for service delivery often necessitates compressed training schedules, which may compromise the quality of training provided.

The *Community Safety and Policing Act* (CSPA) mandates that CPS maintain detailed records of required training as prescribed by the Minister, including the regulations and Ministry-approved equivalent competencies for investigators assigned to criminal investigations. This also encompasses specialized training necessary for specific criminal occurrences, such as homicide or sexual assault.

To mitigate the risks associated with these challenges and ensure compliance with CSPA requirements, CPS must adopt a strategic approach to training and certification. This approach could include leveraging technology for remote learning, developing modular training programs that allow for flexible scheduling, and collaborating with other police services to share resources and expertise. The 2025 budget must take these factors into account and allocate sufficient funds to enhance the training infrastructure and support systems necessary to meet these regulatory obligations. This proactive strategy will help ensure that CPS officers receive the high-quality training they need to perform their duties effectively while maintaining operational readiness and compliance with the CSPA.

Summary

The *Community Safety and Policing Act* (CSPA) mandates that the Cobourg Police Service (CPS) implement an effective supervision framework to manage the inherent risks associated with police work. To comply with these requirements, ultimately the Board must ensure robust governance practices for policing operations, ensuring that platoon sergeants can focus on their supervisory duties without being overburdened by call response tasks. By establishing clear communication channels, providing ongoing training, conducting regular performance evaluations, and fostering a

supportive environment, CPS can meet CSPA requirements while enhancing operational safety and efficiency. This approach not only mitigates risks to officers but also ensures a higher standard of service to the community, thereby fostering trust and cooperation between the police and the public.

To address these critical needs and the evolving demands of the community, CPS proposes a strategic increase in staffing. Specifically, the addition of two experienced officer, and four recruit constables will significantly bolster CPS's capacity to effectively serve and protect the community. We request the Cobourg Police Services Board's support in approving this proposal and providing the necessary resources to implement these essential staffing increases.

Maintaining a static budget would compromise CPS's ability to meet its legislative mandates, ensure public safety, and sustain community trust. Therefore, it is imperative that CPS advocates for increased funding to address rising operational costs, engage in strategic partnerships, and invest in crucial areas such as personnel, training, technology, and community engagement.

The future of CPS and the safety of the community depend on proactive and strategic financial planning. By securing an increased budget for 2025, CPS can ensure full compliance with CSPA mandates, deliver high-quality service, and maintain the trust and safety of the community. This strategic investment is essential for mitigating risks and ensuring the continued effectiveness and reliability of CPS operations.

COBOURG POLICE SERVICE - 2025 OPERATING BUDGET OVERVIEW

POLICE SUMMARY	2023 BUDGET	2024 BUDGET	2025 DRAFT BUDGET	PERCENTAGE CHANGE OVER 2024
	\$	\$	\$	%
POLICE OPERATING				
General	6,067,377	6,129,471	6,499,695	6.04%
Court Security	191,995	375,716	390,375	3.90%
Court Administration	437,140	525,535	533,380	1.49%
Facilities	231,101	331,894	323,800	-2.44%
SUB-TOTAL	6,927,613	7,362,616	7,747,250	5.22%
MISC REVENUES	40,000	40,000	40,000	0.00%
POLICE BOARD	106,160	111,765	136,027	21.71%
POLICE TOTAL EXPENSE	7,033,773	7,474,381	7,883,277	5.47%
POLICE TOTAL REVENUE	40,000	40,000	40,000	0.00%
TOTAL POLICE (TAX LEVY FUNDED)	6,993,773	7,434,381	7,843,277	5.50%

COBOURG POLICE SERVICE - 2025 DRAFT OPERATING BUDGET

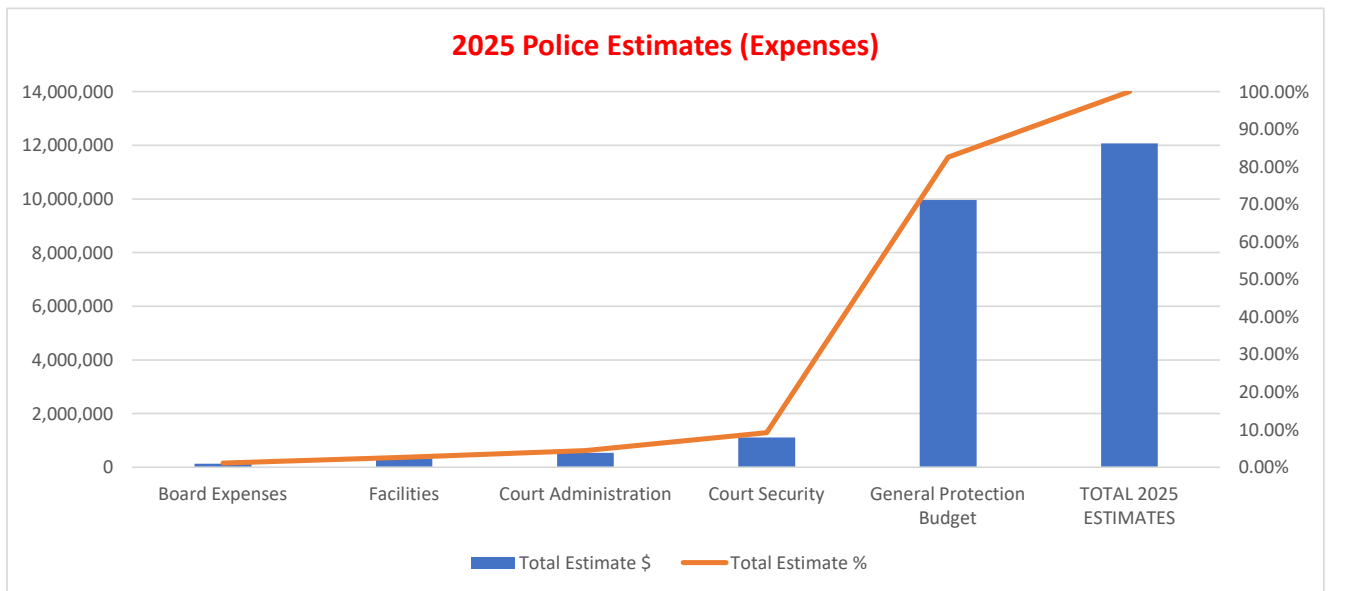
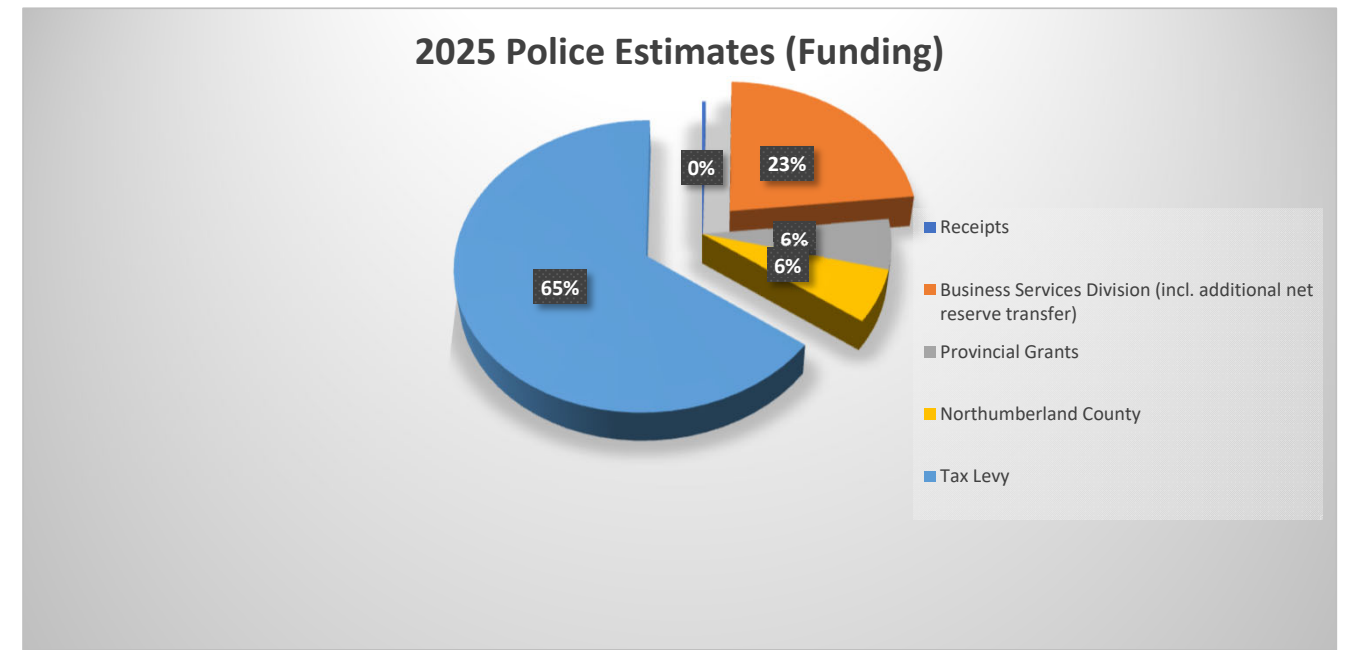
EXPENSES	2023 BUDGET	2024 BUDGET	2025 DRAFT BUDGET
	\$	\$	\$
POLICE GENERAL			
SALARIES AND BENEFITS			
Salaries and Benefits (including O/T)	7,018,662	7,254,140	8,183,916
YMCA	12,240	21,000	30,000
Clothing (incl Footwear & Gloves)	9,180	15,000	18,500
Cleaning Allowance	3,570	12,000	10,000
Meal Allowance	714	750	1,000
Uniforms	27,540	50,000	50,000
SUB-TOTAL - SALARIES, WAGES AND BENEFITS	7,071,906	7,352,890	8,293,416
MATERIALS (MEALS, MAINTENANCE, REPAIRS AND PROJECTS)			
General Office Supplies	104,870	107,493	110,000
Membership and Subscriptions	11,500	15,000	15,000
Training & Courses (Police)	20,500	35,000	50,000
General Professional Development	50,500	50,375	50,000
Travel	500	513	0
Recognition Awards	2,000	2,050	5,000
Meals and Refreshments	3,500	3,588	7,500
Conferences & Conventions	20,000	20,000	25,000
Vehicle Leasing and Maintenance	74,613	75,500	78,820
Gasoline	117,000	120,000	125,000
Other Purchases	31,125	31,625	30,500
Consulting Fees	5,125	5,200	23,000
Section 14 Agreements	20,504	20,000	20,004
Website Maintenance	500	513	2,000
Wellness	40,000	40,000	40,000
Recruiting Costs (Other Operating Costs)	5,000	5,125	20,000
OPTIC	38,950	91,825	91,825
Bank Charges	513	1,000	1,200
Special Projects	224,000	245,300	300,000
SUB-TOTAL - MATERIALS	770,700	870,107	994,849
CONTRACTED SERVICES			
Software Maintenance	82,000	134,000	235,000
Shredding	1,025	1,025	2,000
Liability Insurance	78,750	82,800	83,000
Water Tower Rental	12,300	12,300	12,000
Information Technology	12,300	12,300	44,000
Communications	318,661	276,048	291,430
SUB-TOTAL - CONTRACTED SERVICES	505,036	518,473	667,430
TOTAL GENERAL POLICE	8,347,642	8,741,470	9,955,695
TIERED POLICING			
SALARIES AND BENEFITS			
Salaries	715,097	887,315	882,761
Benefits	177,525	232,258	227,614
SUB-TOTAL - SALARIES AND BENEFITS	892,622	1,119,573	1,110,375
MATERIALS			
Prisoner Meals	3,000	3,100	5,000
SUB-TOTAL - MATERIALS	3,000	3,100	5,000
TOTAL COURT SERVICES	895,622	1,122,673	1,115,375
COURT ADMINISTRATION			
SALARIES AND BENEFITS			
Salaries	310,625	409,670	407,140
Benefits	126,515	115,865	126,240
SUB-TOTAL - SALARIES AND BENEFITS	437,140	525,535	533,380
TOTAL COURT ADMINISTRATION	437,140	525,535	533,380
FACILITIES			
MATERIALS			
Heat	12,104	12,600	12,000
Utilities - Water & Electrical	47,597	59,370	60,000
Cleaning	20,000	22,070	23,000
Repairs	24,500	30,704	30,000
Fire Safety	3,000	3,000	3,000
Biohazard Bin	1,800	1,500	1,800
Snow Removal	12,000	15,000	10,000
SUB-TOTAL - MATERIALS	121,001	144,244	139,800
OTHER CHARGES			
Liability Insurance	12,600	13,000	13,000
Garbage Removal	13,000	9,450	13,000
Service Contract	20,500	22,000	20,000
Contractor Cleaning	39,000	38,200	38,000
Minor Repairs	25,000	105,000	100,000
SUB-TOTAL - OTHER CHARGES & TRANSFERS	110,100	187,650	184,000
TOTAL FACILITIES	231,101	331,894	323,800
POLICE BOARD			
SALARIES AND BENEFITS			
Salaries	25,968	31,786	41,600
Benefits	3,636	7,947	5,824
Honorarium	22,491	22,491	23,503
SUB-TOTAL - SALARIES, BENEFITS AND HONORARIUM	52,095	62,224	70,927
CONTRACTED SERVICES			
Office Supplies	513	525	500
Telephone, Advertising and Memberships	5,638	5,779	5,400
Training	3,000	3,075	3,000
Car Allowance	513	526	700
Presentations	1,500	1,538	2,000
Labour Relations	0	0	10,000
Conferences & Conventions	6,500	6,663	7,000
Meeting Expenses	1,400	1,435	1,500
Legal Counsel	35,000	30,000	35,000
SUB-TOTAL - CONTRACTED SERVICES	54,064	49,541	65,100
TOTAL POLICE BOARD	106,159	111,765	136,027
TOTAL POLICE OPERATING - GROSS	10,017,664	10,833,337	12,064,277

FUNDED BY			
RECOVERIES AND TRANSFERS			
RECOVERIES and TRANSFERS			
Receipts	40,000	40,000	40,000
Business Services Division	1,760,000	2,070,553	2,070,553
<i>Transfer from Business Services Division - Net Reserves</i>	0	0	700,000
Provincial Grants (RIDE, CSP, CISO, Community Safety, Student Prog. Secondments)	548,892	563,403	685,447
Northumberland County	675,000	725,000	725,000
SUB-TOTAL - RECOVERIES AND TRANSFERS	3,023,892	3,398,956	4,221,000
TOTAL POLICE OPERATING - NET (TAX LEVY)	6,993,772	7,434,381	7,843,277

Budget Item & Description	Amount \$	Percentage of Transfer %	Percentage of Budget %
Board Expenses	136,027	4.91%	1.13%
Facilities	323,800	11.69%	2.68%
Court Administration	533,380	19.25%	4.42%
Court Security	390,375	14.09%	3.24%
Tiered Policing	250,317	9.03%	2.07%
General Protection Budget	1,136,654	41.03%	9.42%
TOTAL	2,770,553	100.00%	22.96%

Funding Ratio	Total Funding \$	Funding Percentage %
Receipts	40,000	0.33%
Business Services Division (incl. additional net reserve transfer)	2,770,553	22.96%
Provincial Grants	685,447	5.68%
Northumberland County	725,000	6.01%
Tax Levy	7,843,277	65.01%
TOTAL FUNDING BUDGET	12,064,277	100.00%

Cost Centre	Total Estimate \$	Total Estimate %
Board Expenses	136,027	1.13%
Facilities	323,800	2.68%
Court Administration	533,380	4.42%
Court Security	1,115,375	9.25%
General Protection Budget	9,955,695	82.52%
TOTAL 2025 ESTIMATES	12,064,277	100.00%



Funding Source	Total Funding	Funding Percentage
	\$	%
Receipts	40,000	0.33%
Business Services Division	2,770,553	22.96%
Provincial Grants	685,447	5.68%
Northumberland County	725,000	6.01%
Tax Levy	7,843,277	65.01%
TOTAL FUNDING ESTIMATES	12,064,277	100.00%
Expense Cost Centre	Total Estimate	Total Estimate
	\$	%
Board Expenses	136,027	1.13%
Facilities	323,800	2.68%
Court Administration	533,380	4.42%
Tiered Policing	1,115,375	9.25%
General Protection Budget	9,955,695	82.52%
TOTAL EXPENSE ESTIMATES	12,064,277	100.00%