



ADDRESS ALL CORRESPONDENCE TO THE CHIEF OF POLICE

Cobourg Police Service

Paul VandeGraaf
Chief of Police

Board Report:

In Camera Session: NO

Date of report: November 11, 2020
Date of meeting: November 17, 2020

Mr. D. Pepper, Chair
And members of the
Cobourg Police Services Board

Subject: Property Audit

Chief's Recommendation: "That the Cobourg Police Services Board receives the following for information."

Motion: "That the Cobourg Police Services Board receives the report."

Background:

Subject to the Police Services Act of Ontario and associated regulations it is incumbent on the Chief of Police to ensure at the minimum audits are completed of all property in the custody of the Service. By property this is evidence and seized/found property. Specifically, Section 133 and 134 of the Police Services Act refers directly to money and firearms. Further, Ontario Regulation 3/99 Adequacy and Effectiveness of Police Services, specifically subsection 13-14 and 29 provide guidance for the development of local procedures.

Report

The attached report details the outcomes of this audit. At this time, the direction for the audit was to complete the high-risk areas of the property/evidence vaults. In 2021 a complete audit of everything will be completed.

The report outlines the excellent work being performed by everyone at the Cobourg Police Service in relation to the processing of money, drugs and firearms. This is truly a team effort in that the Special Constables who manage the property process have developed systems that ensure compliance from the point of seizure all the way through to disposal. In each circumstance, there are different requirements, different processes and several different forms.

The recommendations for the purchase of equipment will be forwarded for budgeted deliberations. There is not one recommendation that is essential and would impede the effective workings of the unit. These are all efficiencies.

The recommendations in relation to process change, will be implemented prior to the end of 2020 and the corresponding procedures updated.

The only issue that will not be moving forward, unless directed by the Cobourg Police Services Board, is number 4 in the final conclusion of the report. *The "Internal master cage system within the property vault to supplement the job entry as a second means of safety (i.e. gain entry via the job system to main vault, secondary cage system interior of property vault acting as a second master system)."* This would require some renovation of the lower level of the building which will be quite expensive due to other related issues to the building. The current system meets the needs and requirements of a property vault.

Conclusion

The property audit is very positive and provides direction for both technical and process improvements that will be addressed.

Respectfully Submitted,

Paul VandeGraaf
Chief of Police