



Cobourg Police Services Board

MINUTES

February 21, 2023, 9:00 a.m.
CPS Corporate Services Board Room, 2nd Floor, Venture
13
739 D'Arcy Street, Cobourg

Members Present: Dean Pepper, Vice Chair of the Board
Ron Kerr, Chair of the Board
Adam Bureau, Councillor

Members Absent: Nicole Beatty, Deputy Mayor
Sean Graham, Member

Staff Present: Paul VandeGraaf, Chief of Police
Jeff Haskins, Deputy Chief of Police
Roger Ramkissoon, Chief Financial Officer
Lisa Munday, Communications Coordinator
Sue Bernardi, Executive Assistant

Staff Absent: Jackie Steacy, Manager of Administrative Services

1. **CALL TO ORDER**

Alastair McKeating - member of the Northumberland Sleeping Cabin Collective Steering Committee attended with interest on the matter of tiny homes.

013-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

That the meeting to called to order at 9:00 a.m.

Carried

2. **TRADITIONAL LAND ACKNOWLEDGEMENT**

3. **DISCLOSURE OF PECUNIARY INTEREST**

None

4. CHAIR'S MONTHLY BRIEF

Chair Kerr welcomed Special Guests Inspector General Ken Weatherill and Harry Prentice (SOG), as well as Alastair McKeating - member of the Northumberland Sleeping Cabin Collective Steering Committee to the meeting.

Chair Kerr provided the following remarks to the Board:

Welcome to the February Cobourg Police Services Board meeting.

I welcome the reappointment of Dean Pepper as the citizen member to the Board earlier this month.

Throughout his time on the Board, Dean backed the development of innovative initiatives and partnerships to improve service, increase capacity, and respond to community needs. Dean's reappointment brings stability and continuity to the governance and leadership of the police services board as we work together with Chief VandeGraaf and the police service members to deliver on our strategic objectives.

Now, with the budget approved, we look towards the future and focus on the work ahead. As we move towards our strategic objectives, we look forward to the continued partnership between the service, the Board, and the Town. Through collaborative approaches and solutions connecting to our daily work and generating positive long-term outcomes for the service, we will continue to make a positive difference in the community.

Thank you.

5. APPROVAL OF PREVIOUS MINUTES

013-2023

Moved by Dean Pepper, Vice Chair of the Board

Seconded by Adam Bureau, Councillor

Be it resolved that the Cobourg Police Services Board minutes dated January 17, 2023 be approved as amended/presented.

Carried

6. ADDITIONS TO THE AGENDA

none

7. PRESENTATIONS

7.1 Inspector General Ken Weatherill, Ministry of Solicitor General

Ken Weatherill, Inspector General and Harry Prentice, SOG office were in attendance to present a plaque from the Inspectorate and acknowledge Staff Sargent Scott Bambridge for his outstanding achievements while on secondment at the Inspectorate of Policing.

Excused at 9:13 a.m.

8. COMMUNICATIONS / CORRESPONDENCE

8.1 Cobourg Municipal Council Community Representative Appointment to Cobourg Police Service Board

014-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

Receive for information.

Carried

9. CHIEF'S UPDATE

no questions

10. REPORTS FOR INFORMATION

10.1 Human Resources January 2023 Report

Item 10.1 was pulled for comment by R. Ramkissoon, CAO

10.2 2023 Board Monitoring Reports - Timeline

10.3 January 2023 - CPS Monthly Operational Report

10.4 Ontario Sex Offender Registry (OSOR) Annual Site Assessment

10.5 Public Property Encampment Ruling - Waterloo

Member Bureau requested that Item 10.5 be pulled for discussion in relation to Item 11.8.

015-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

THAT all Reports for Information, Items 10.1 through 10.5 be received for information.

Carried

11. REPORTS FOR DECISION

11.1 Discipline of Members

Chief VandeGraaf spoke to the report.

016-2023

Moved by Dean Pepper, Vice Chair of the Board

Seconded by Adam Bureau, Councillor

THAT the Board finds all related provisions of the Discipline of Members within the Police Services Act and employment legislation have been complied with.

Carried

11.2 Corporate Services Business Centre Reporting Frequency - Timelines

Chair Kerr spoke to the reporting and timing of receipt

17-2023

Moved by Adam Bureau, Councillor

Seconded by Ron Kerr, Chair of the Board

THAT the Board approve Option # __3 quarterly__ as the preferred regular reporting schedule for the Corporate Services Business Centre reports.

Carried

11.3 Unclaimed Goods Account - Confirmation of Signatories

018-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

THAT the Cobourg Police Service Board confirm Roger Ramkissoon, CAO and Sue Bernardi, Executive Assistant as dual signing authorities on the RBC Unclaimed Goods account.

Carried

11.4 The Business Case for Diversity

Deputy Chief Haskins spoke to the report.

19-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

THAT the Board receive the following report for informational purposes;
and further,

THAT the Board establish a Board Ends Policy entitled **Community Diversity** that references Police Services Act, 1990, section 1, principles 5 and 6.

Carried

11.5 Audit Function Report

Chief VandeGraaf spoke to the annual reporting requirement.

020-2023

Moved by Dean Pepper, Vice Chair of the Board

Seconded by Adam Bureau, Councillor

THAT the Board finds the practices of the Cobourg Police Service are compliant with all statutory requirements and generally accepted principles and standards for the professional practice of internal auditing as it relates to Property and Evidence.

Carried

11.6 Committees- Board Member Appointments

The Board Chair is ex-officio on all committees noted herein.

021-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

THAT in keeping with the Procedure Policy, Article 9: Committees of the Board, the Board Committee membership be confirmed as follows, with the Chair being Ex-officio to all Committees:

Finance Committee:

Chair Kerr
Vice Chair Pepper
Deputy Mayor Beatty

Strategic Planning and Innovation Committee

Sean Graham
Adam Bureau

Labour Negotiations Committee

Vice Chair Pepper
Sean Graham

Human Resources Committee

Nicole Beatty
Adam Bureau

Carried

11.7 OAPSB Spring Conference / AGM

The Chair requested intent of the Board members to attend the conference. Member Bureau will not attending; Chair Kerr and Vice Chair Pepper and Member Graham are planning on attending.

No registration is until later in march however, direction to book the rooms now - with four rooms and can be cancelled if not required.

DEFERRED UNTIL MARCH for motion on number of members to attend.

THAT ___ member(s) of the CPSB attend the annual OAPSB conference / AGM with funds being allocated from the annual 2023 budget line item for Conferences and Conventions.

11.8 Tiny Homes

Member Bureau requested to discuss this issue as the Northumberland Cabins Collective organization is on Council's agenda this evening and seeking input or recommendation on the matter of Tiny Homes.

RECESS AT 10:00 A.M.

12. NEW BUSINESS

- 13. **DONATIONS**
- 14. **BOARD MEMBER REPORTS**
- 15. **OTHER BUSINESS**
- 16. **DATE OF NEXT MEETING**
- 17. **CLOSED SESSION**

022-2023

Moved by Dean Pepper, Vice Chair of the Board

Seconded by Adam Bureau, Councillor

BE IT RESOLVED THAT the Board meet in closed session, pursuant to Section 35(4)(a) of the Police Services Act, R.S.O. 1990, c. P.15

Matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.

Section 35(4)(b) Police Services Act, R.S.O. 1990, c. P.15

Intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.

Litigation matters

Financial matters

Personal matter

Carried

17.1 DECLARATION OF CONFLICT OF PECUNIARY INTEREST

17.2 APPROVAL OF PREVIOUS MINUTES

17.3 REPORTS FOR INFORMATION

17.3.1 Legal Matter

17.3.2 Personal Matter

17.3.3 Personal Matter

17.3.4 Financial Matter

17.4 REPORTS FOR DECISION

17.4.1 Hicks Morley Legal Invoice

17.5 ADJOURNMENT

18. ADJOURNMENT

023-2023

Moved by Adam Bureau, Councillor

Seconded by Dean Pepper, Vice Chair of the Board

BE IT RESOLVED THAT the Cobourg Police Services Board return to Open Session; and further, BE IT RESOLVED that the Cobourg Police Services Board approves all matters agreed upon in Closed Session.

CARRIED

Carried