



**Ottawa Police Services Board  
Minutes**

**Meeting #:** 90  
**Date:** October 23, 2023  
**Time:** 4:00 pm  
**Location:** Electronic Participation  
**Present:** Chair: Gail Beck, Vice Chair: Salim Fakirani, Councillor  
Cathy Curry, Councillor Marty Carr, Michael Doucet, Peter  
Henschel  
**Absent:** Mayor Mark Sutcliffe

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1. Notices and meeting information for participants and members of the public
2. Confirmation of Agenda

**That the Ottawa Police Services Board confirm the agenda of the 23  
October 2023 meeting.**

**Carried**

3. Confirmation of Minutes

3.1 Minutes #88 of 25 September 2023

**That the Ottawa Police Services Board confirm Minutes #88 of the 25 September 2023 meeting.**

**Carried**

3.2 Minutes #89 of 6 October 2023

**That the Ottawa Police Services Board confirm Minutes #89 of the 6 October 2023 meeting.**

**Carried**

4. Committee Meetings: Reports from Committee Chairs & Minutes

Policy and Governance Committee - Draft Minutes #14 of 5 October 2023

Human Resources Committee - Draft Minutes #16 of 13 October 2023

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The Chair of the Policy and Governance Committee provided an overview of the meeting that took place and noted that one of the items they had discussed, namely a new policy to clarify information sharing within the Board, is before the Board for approval.

The Chair of the Human Resources Committee provided an overview of the meeting that took place and noted the proposed Board staffing strategy was on the agenda for Board approval.

**That the Ottawa Police Services Board receive this item for information.**

**Received**

5. Declarations of Interest

No Declarations of Interest were filed.

6. Public Delegations

1. Robin Browne 613-819 Black Hub (he/him)
2. Councillor David Hill Ward 3 Barrhaven-West

3. Justin Piché, PhD
4. Councillor Stéphanie Plante Ward 12 Rideau-Vanier
5. Sam Hersh

Public delegations spoke to the proposed Neighbourhood Operations Center (NOC) at 50 Rideau Street. Some were opposed to the Center. They urged the Board to request the OPS to disclose more information on the plan and full lifecycle cost of the project, including constructions costs and equipment expenses.

The Service noted that agencies working with the OPS will have access to the center immediately however general access to the public is delayed until future years. The NOC will focus on bringing together social services to assist the OPS in addressing social issues within the community. The primary objective is to create a space in the market area where OPS can coordinate and collaborate with various social service providers and members of the public. The collaboration between OPS and various services has proven successful in the past. Around 13 services have joined the OPS to date. The chosen location will make police officers more accessible. Further details will be discussed in upcoming meetings.

A question was raised to Councillor Plante regarding support for the Center at 50 Rideau. She clarified that there is community support for the Center.

Public delegations also highlighted the urgent need for modernizing the OPS to address current threats to community safety. These threats primarily involve issues such as stunt racing, car thefts, break-ins and traffic safety, with significant concerns from Barrhaven residents. They spoke about the current resource allocations being inadequate and believe a change in the police's policy and strategy is called for. There is emphasis on the importance of building trust between the police and community, especially in light of targeted house break-ins. There was also a concern raised in regard to municipal police resources being diverted to federal demonstrations and diplomatic security operations.

The Service acknowledged traffic issues and the need for resource expansion, noting plans to transition to a district model of policing for better responsiveness to individual wards. The Service is also looking to stabilize human resources as the population grows and diversifies. Ongoing discussions with partners are underway to find solutions and address demands on the Service.

The Chair requested Board input on how to handle delegation requests received after the deadline that otherwise meet procedural requirements. The Board was supportive of inviting those who request after the deadline to delegate at a future meeting, however were interested in receiving the submissions nonetheless. A suggestion was also made to note in the meeting should a late submission be received that concerns a specific agenda item.

7. Inquiries

There were no Inquiries.

8. Items of Business

8.1 National Capital Area Crime Stoppers: Semi-Annual Report

Presentation & Report

Richard McMullen, President of National Capital Area Crime Stoppers, made a presentation on this item.

**That the Ottawa Police Services Board receive this report for information.**

**Received**

8.2 Chair's verbal report

Chair's report

**That the Ottawa Police Services Board receive this report for information.**

**Received**

8.3 Chief's verbal report

Chief's report

The Board commented on the messages that have been sent out by the Service and the language used regarding what is happening in the Middle East. Members of the community and elected officials are pleased with the type of messaging that the police are sending out. Faith communities are thankful for police involvement and protection.

A question came up concerning hate crimes and what is considered a hate crime which would result in an arrest. The Service explained that

OPS goes through several phases when it comes to protests. They take steps to meet with organizers and discuss the limits of the protest. This consists of a protest going from free speech to promoting hatred and certain signs and symbols that are not allowed. Members of the Service are provided with images and examples of recognized hate symbols to familiarize themselves so that they are aware and will act on these types of hate symbols when needed.

**That the Ottawa Police Services Board receive this report for information.**

**Received**

8.4 2024 Ottawa Police Services Board Meeting Schedule

Executive Director's report

**That the Ottawa Police Services Board approve the 2024 meeting schedule.**

**Carried**

8.5 New Board Policy – Communications and Information Sharing within the Board

Executive Director's report

The Board discussed the wording of the policy and noted some suggested changes – namely, replacing “will” with “shall” in terms of members consulting the Chair, adding language around receiving information from other sources (ex. legal counsel), and also adding language around members assessing and using good judgement to determine when to share information.

The Board referred the policy back to the Policy and Governance Committee for further amendments.

**That the Ottawa Police Services Board approve new Board Policy GA-16 – Communications and Information Sharing within the Board, as recommended by the Board’s Policy and Governance Committee.**

**Deferred**

8.6 Board Staffing Strategy

Board Staffing Strategy, including job descriptions

**That the Ottawa Police Services Board approve the attached Board Staffing Strategy, as recommended by the Board's Human Resources Committee.**

**Carried**

8.7 Request for Auditor General to Conduct an Overall Risk Assessment Audit of the Ottawa Police Service

Moved by M. Carr

Seconded by M. Sutcliffe

**WHEREAS the Ottawa Police Services Board (Board) is in the process of finalizing its strategic plan for the Ottawa Police Service (Service) which will span the next three years;**

**AND WHEREAS the Board will be considering the 2024 Budget in November, which includes further investments in policing, including a strategic staffing plan to help stabilize the Service;**

**AND WHEREAS the Board is looking to ensure the ongoing delivery of adequate and effective policing and to better understand the greatest risks currently facing the Service;**

**AND WHEREAS the Board is also looking to identify opportunities to deliver services more effectively and efficiently; obtain the greatest value from the use of public funds; improve policies, controls, and processes; and strengthen accountability and oversight;**

**AND WHEREAS the City of Ottawa's Auditor General is independent of the Service and has access to the resources to undertake such an audit in a timely and cost-effective way;**

**AND WHEREAS the City of Ottawa's Auditor General recently completed audits involving both the Board and Service in February 2022 related to the convoy, providing their office with some existing background and insights into the operations of the Board and the Service;**

**THEREFORE BE IT RESOLVED THAT the Board formally extend an invitation to the Auditor General to conduct an overall risk and opportunities assessment of the Ottawa Police Service and develop an independent audit work plan in order to identify and prioritize opportunities to more effectively and efficiently deliver police services in the City of Ottawa;**

**THEREFORE BE IT FURTHER RESOLVED THAT the Auditor General be invited to consider including in the scope of their review the following risk factors, as well as any others deemed appropriate by the Auditor General:**

- **Cyber Security and Information and Technology Exposure**
- **Legal Exposure (incl. Environmental, Regulatory, Litigation)**
- **Susceptibility to Fraud, other Wrongdoing, or Waste**
- **Complexity and Significant Changes in Operations and Service Delivery**
- **Alignment of Strategic / Business / Service Planning**
- **Sufficient Staffing Levels & Organization Competence**
- **Financial Exposure (Materiality and Impact)**
- **Contractual Exposure**
- **Adequacy of Policies, Procedures, Processes and Controls**
- **Public and Political Interest**

**Carried**

8.8 Attendance at the Canadian Police Association and Canadian Association of Police Governance Shared Governance Summit: "Pressures on Policing - A Shared Perspective"

Executive Director's report

**That the Ottawa Police Services Board approve the attendance of G. Beck and P. Henschel at the Canadian Police Association and Canadian Association of Police Governance Shared Governance Summit: "Pressures on Policing - A Shared Perspective", being held in Vancouver, British Columbia, on November 21, 2023.**

Carried

8.9 RCMP Special Constable Appointments and Delegated Authority: 1 Million March 4 Children Events

Chief's report

*This item is before the Board for ratification following pre-approval on October 13, 2023, by electronic polling.*

**That the Ottawa Police Services Board:**

- 1. approve the appointment of up to 100 RCMP employees as special constables as the need arises through the 1 Million March 4 Children Events, pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the Approval of Appointment Forms that will follow.**
- 2. delegate authority to the Chair and/or Vice-Chair to approve any additionally required special constable status appointments in relation to the 1 Million March 4 Children Events occurring in October 2023.**

**These appointments will be valid until October 23, 2023.**

- 3. delegate authority to the Chair and/or Vice-Chair to approve any memorandums of understanding that are required by the Ottawa Police Service to secure resources from other police services to assist with the operational response required for this event.**

Carried

8.10 Lease Agreement for Unit 107, 50 Rideau Street

Chief's report

*\*An earlier version of this report indicated the incorrect address of 55 Rideau Street. This has since been corrected.*

The Service was directed to provide additional information at the next meeting regarding the plan for public access and any costs in addition to the lease, as well as a high-level timeline and consultation plan. The Board wants to better understand how the Service will be measuring the success of the Centre.



The Service noted that they would be pulling from existing funds within the facilities budget for 2023 & 2024. For now, the lease and upfit costs are going to be absorbed in the current budget base.

**That the Ottawa Police Services Board approve a new lease agreement with CF Rideau for a new Neighbourhood Operations Centre for approximately 2,629 square feet of space located at 50 Rideau Street, Unit 107, for a period of five years commencing Feb 15, 2024. The cost of consideration for the first year of the lease including operating costs is \$245,944.95 exclusive of HST.**

**Carried**

#### 8.11 AXON – Replacement of VideOversight

Chief's report

A request was made by the Board to receive a breakdown of the costing matrix for the five-year implementation plan, as well as a high-level project plan and charter for the DEIMS system, as well as a risk register for the project.

A question was raised regarding the period of time the two systems would coexist for VideoOversight and Axon and how information sharing from one system to another would take place. With respect to preferred pricing, the Board requested information on whether it included software, hardware, and/or services, and how it compared to other services who have implemented the system.

The Service noted the system would be a cloud implementation and a security assessment had been completed. Information would be hosted by Axon through Canada.

The Service has a project charter that includes all project management principles and while implementation won't take five years, licensing and costing will occur over a five-year period.

Commencing in the 4<sup>th</sup> quarter and early quarter of 2024, OPS will transition 18 video rooms to Axon. Implementation was designed to have a seamless transition. Further, other police services are already using this system and OPS is able to leverage their lessons learned.

**That the Ottawa Police Services Board delegate authority to the Chief of Police for the purchase of equipment, Digital Evidence Information Management System licences and professional services required to replace the end-of-life VideOversight interview recording and management system, for the amount of \$2,726,190.17 before applicable taxes.**

**Carried**

8.12 Renewal of Memorandum of Understanding between the Ottawa Police Services Board and the City of Ottawa (Transportation Services)

Chief's report

**That the Ottawa Police Services Board approve the continuation of the OC Transpo Special Constable Program under the same terms as the current Memorandum of Understanding until May 31, 2024.**

**Carried**

8.13 Safe Workplace Program – Annual Update 2023

Presentation & Chief's report

**That the Ottawa Police Services Board receive this report for information.**

**Received**

8.14 2023 Workplace Investigations Office – Annual Report

Chief's report

**That the Ottawa Police Services Board receive this report for information.**

**Received**

8.15 Complaints Report – Part V, Police Services Act – Third Quarter 2023

Chief's report

**That the Ottawa Police Services Board receive this report for information.**

Received

8.16 Performance Report - Second Quarter 2023

Chief's report

**That the Ottawa Police Services Board receive this report for information.**

Received

8.17 Legal Services Report: Third Quarter 2023

Board Solicitor's report

**That the Ottawa Police Services Board receive this report for information.**

Received

8.18 Board Monitoring Requirements Status Report: Third Quarter 2023

Executive Director's report

**That the Ottawa Police Services Board receive this report for information.**

Received

8.19 Outstanding Board Inquiries & Motions: October 2023

Executive Director's report

**That the Ottawa Police Services Board receive this report for information.**

Received

8.20 Letters of Commendation

Chief's report

**That the Ottawa Police Services Board receive this report for information.**

9. Other Business

10. In Camera Items

Please note that the in camera meeting was held prior to the public meeting and the following items were discussed:

1. Briefing on Major Events and Demonstrations
2. Labour Relations Unit Report - Third Quarter 2023
3. Legal Services Report: 3rd Quarter 2023
4. Complaints Committee Report
5. Labour Relations Matter
6. Labour Relations Matter
7. Labour Relations Matter

11. Adjournment

The meeting adjourned at 06:04 pm.

12. Next Meeting

Special Meeting – Budget Tabling – Wednesday, November 8, 2023 - 8:30 AM

Regular Meeting – Monday, November 27, 2023 - 4:00 PM