



## Ottawa Police Services Board

### Minutes 2

Monday, 28 January 2019, 4:00 PM

**Champlain Room, 110 Laurier Ave. West**  
**Krista Ferraro, Executive Director**  
**(613) 560-1270**  
**Krista.Ferraro@ottawa.ca**

---

**Present:** Councillor D. Deans (Chair), L.A. Smallwood, (Vice Chair), A. Blaustein, Councillor K. Egli, Councillor C. Meehan, S. Valiquet

#### ELECTION OF CHAIR AND VICE CHAIR

---

Ms. K. Ferraro, Executive Director, explained that in accordance with Section 28 of the *Police Services Act* and the Ottawa Police Services Board Procedural By-law, the Board must elect a Chair and a Vice Chair at its first meeting each year. Accordingly, she requested nominations for the position of Chair.

Member Smallwood moved that Member Deans be nominated to the position of Chair of the Ottawa Police Services Board. Member Blaustein seconded the nomination.

The Executive Director called for any additional nominations. There being none, the following motion was considered:

Moved by L. A. Smallwood

Seconded by A. Blaustein

**That nominations for the position of Chair of the Ottawa Police Services Board be closed.**

CARRIED

Moved by L. A. Smallwood

Seconded by A. Blaustein

**That the Ottawa Police Services Board appoint D. Deans as Chair of the Board for 2019.**

CARRIED

Chair Deans then called for nominations for the position of Vice Chair.

Member Valiquet moved that Member Smallwood be nominated to the position of Vice Chair, and Member Egli seconded the nomination. There being no other nominations, the following motion was considered:

Moved by S. Valiquet

Seconded by K. Egli

**That nominations for the position of Vice Chair of the Ottawa Police Services Board be closed.**

CARRIED

Moved by S. Valiquet

Seconded by K. Egli

**That the Ottawa Police Services Board appoint L. A. Smallwood as Vice Chair of the Board for 2019.**

CARRIED

#### CEREMONIAL ACTIVITIES / ANNOUNCEMENTS

1. OTTAWA POLICE GALA CHEQUE PRESENTATION TO THE OTTAWA SPORTS AND ENTERTAINMENT GROUP (OSEG) FOUNDATION, THE GREAT CANADIAN THEATRE COMPANY AND BEECHWOOD CEMETERY

---

The 9<sup>th</sup> annual Ottawa Police Gala was held on 27 October 2018 at the Shaw Centre. The Gala raised \$83,000 to support two youth programs in the community. The Ottawa Sports and Entertainment Group (\$71,195) was selected as the tier-one beneficiary for their creation of a new program giving at-risk youth opportunities to gain valuable work experience and expose them to new career avenues. The funds raised will provide financing for three years of this program. The Great Canadian Theatre Company (\$11,800) was selected

as a beneficiary for their work with kids. Through referrals from the Ottawa Boys and Girls Club, their program teaches language, empowerment and self-confidence to help students thrive in to adulthood. As well, Gala proceeds were donated to the Beechwood Cemetery (\$15,900) for the Ottawa Police Service Memorial Cemetery as a way of honouring those who have dedicated their lives to serving our community. To date, \$995,000 has been raised for charities in our community.

---

#### CONFIRMATION OF AGENDA

**That the Ottawa Police Services Board confirm the Agenda of the 28 January 2019 meeting.**

CARRIED

#### CONFIRMATION OF MINUTES

Minutes #1 of 17 December 2018

---

**That the Ottawa Police Services Board confirm the Minutes #1 of the 17 December 2018 meeting.**

CARRIED

#### DECLARATIONS OF INTEREST

#### COMMITTEE MEETINGS: REPORTS FROM COMMITTEE CHAIRS & MINUTES

Policy & Governance Committee - Draft Minutes #1 12 December 2018

Complaints Committee - Draft Minutes #1 7 January 2019

---

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

RECEIVED

#### INQUIRIES

1) Ottawa Police Charge Sheet Form

Member Valiquet referred to a form that is currently being used by the OPS at the courthouse, which appears to include a designation that is discriminatory. She had previously alerted DC Jaswal to the form and now wished to make the inquiry official. She asked that the OPS look into the form and report back at the next Board meeting.

ITEMS OF BUSINESS

1. CHIEF'S VERBAL REPORT

---

Chief Bordeleau reported on the following items: Westboro Collision, Black History Month, Crime Stoppers Month, Homicide, Community Policing Problem Address and Retirement. *(A copy of the Chief's verbal report is available [online](#).)*

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

RECEIVED

2. COMMUNITY POLICING

Presentation

---

D/C S. Bell, Supt J. McKenna and Insp K. Bryden updated the Board on the current and future strategies for Community Policing in Ottawa. *(A copy of the presentation is kept on file with the Board's Executive Director.)*

Following the presentation, the subsequent points of clarification were made:

- The OPS never abandoned community policing. They continued to have the infrastructure to deliver community policing, however, the community did not see the same level of service in terms of low level crime and social disorder. The new model took away the contact point that the community had previously with their individual community officers. The OPS is looking to enhance that capacity again so they can be more responsive.
- The new Community Response Team (twenty officers over two years) dedicated to community policing will be able to address identified problems. This model will not be geographically based; they will be directed into neighbourhoods where issues have been identified and work to resolve them. As the capacity of this team is being built they will be doing a host of different

things which will largely depend on what problem is being addressed.

Through the Operations Centre, officers will be directed to the highest priority problems in to resolve the issues.

- Community Police Officers will remain in the community exactly as they are now. They will feed information to the Operations Centre and members of the Community Response Team will be dispatched.
- There were some challenges with the online reporting and updates have been made. Taking into account the concerns expressed by the community regarding the time it takes to report an incident, each time it happens, staff will review what else can be done to improve the system and make it simpler.
- The OPS targets school zones as they are recognized as a community safety concern. Maps have been distributed to Councillors indicating where the OPS have received complaints, where accidents have occurred and where officers have done enforcement.
- A Community Policing Forum will be held on 13 May 2019, where the community will come forward and with the OPS mutually define what community policing is.
- The OPS is aware how important it is to be visible within high density communities. A process has begun where officers are speaking with business to work together towards safety solutions.
- Traffic is a key concern in many areas. The Community Response Team will not deal with traffic concerns, the Traffic Unit will continue to do so.
- The Frontline Mobility Project is part of the Modernization Roadmap. Officers on Beats and Bikes are being used as a pilot with hand held devices similar to front line officers. Phones will be rolled out by the end of Q2 of this year to all of the frontline. The actual software is being tested for 90 days before the roll out. The handheld devices will have features such as phone, texting, email, scheduling, and various other additions. Wiki based solutions will be accessible to solve a specific problem as well as Intranet information. Once security issues have been resolved, the handhelds will do the same work as the mobile computers.
- PIVOT stands for Prevention and Intervention of Violence in Ottawa.
- This Board is very interested in seeing geographical based community police officers with boots on the ground in the community.

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

RECEIVED

### 3. OUTREACH RECRUITMENT

#### Presentation

---

Director General D. Frazer was joined by members of the Outreach Recruitment team: Supt S Hartley, Insp M. Patterson, A/Insp D. Millar and S/S J. Mbakulo to update the Board on the Sworn Officer Recruitment Strategy. *(A copy of the presentation is kept on file with the Board's Executive Director.)*

The following points of clarification were made during a discussion that ensued after the presentation:

- The hiring portion of female candidates in 2018 was lower than the current proportion within the police service. This was due to activities that were cancelled prior to having the team in place and struggling to process candidates with an inefficient process. Unfortunately some of the activities eliminated had to do with the outreach to women. As the team has become established they are very visible in the women's' community and will ensure there are more women in the pool for 2019.
- Data will be collected to show at which stage in the process candidates are failing, and it be broken down further into gender and race. This information will be brought to the Human Resources Committee in Q2 of 2019. Data will also be brought forward concerning the provincial Constable Selection System to help the Board understand some of the challenges. More work needs to be done on the Provincial level with respect to the Constable Selection System to remove systemic barriers that exist not only for women but racialized members of the community as well, so that a broader pool of candidates is available.
- The Constable Selection System is a partnership between the Ministry of Community Safety & Correctional Services and the Ontario Association of Chiefs of Police. Individuals seeking a career as a police officer in the Province of Ontario must successfully meet the requirements of the CSS. It is a problem for the Services due to it being a very long convoluted process and the cost is prohibitive for some applicants. The RCMP and the OPP have

removed the costs for candidates to take these tests putting the OPS at a competitive disadvantage. Also, applicants must choose to travel to Toronto or Sudbury or wait for the testing here which happens every three or four months.

- The OPS is looking at ways to be more competitive and looking at alternative recruitment processes.

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

RECEIVED

4. APPOINTMENTS TO BOARD COMMITTEES

Executive Director's report

---

**That the Ottawa Police Services Board approve the following appointments to committees:**

BOARD COMMITTEE	MEMBERSHIP
Complaints Committee	K. Egli, A. Blaustein, C. Meehan
Finance & Audit Committee	D. Deans; L.A. Smallwood; C. Meehan
Human Resources Committee	D. Deans; L.A. Smallwood; S. Valiquet
Policy & Governance Committee	D. Deans; A. Blaustein; S. Valiquet
OPS COMMITTEES	MEMBERSHIP
Community Awards Selection Committee	A. Blaustein
Police Scholarship & Charitable Fund	K. Ferraro
Thomas G. Flanagan Scholarship Award Selection Committee	S. Valiquet

CARRIED

5. OTTAWA POLICE SERVICES BOARD WORK PLAN: 2019

Policy and Governance Committee's report

---

**That the Ottawa Police Services Board approve the 2019 Board Work Plan.**

---

CARRIED

6. 2019 BUDGET DIRECTIONS AND TIMETABLE

Chief's report

---

City Council made a request that overall budget increases be limited to 3%. The Chief was instructed to prepare the 2019 budget to reflect the pressures and solutions identified during the draft budget review. This budget will meet the needs of the service and the community with an overall increase of 5.1% or an \$18 million increase over last year, not including assessment growth. OPS staff have been working closely with city staff to mitigate the increase.

**That the Ottawa Police Services Board:**

- 1. Receive the budget direction from Council of a 3% tax rate increase, based on an estimated 1.5% growth in assessment base growth.**
- 2. Direct staff to prepare the 2019 Draft Operating and Capital Budgets so as to reflect the pressures and solutions identified during the Executive Command review of the draft budget;**
- 3. Direct staff to work with the City Treasurer to develop other funding approaches to the draft budget;**
- 4. Approve the 2019 budget review and approval timetable.**

CARRIED

7. ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS: 2019  
MEMBERSHIP RENEWAL

Executive Director's report

---

**That the Ottawa Police Services Board approve payment of \$6,339.17 (including HST) to the Ontario Association of Police Services Boards for its 2019 membership fee.**

CARRIED

8. APPOINTMENT OF SPECIAL CONSTABLES: OC TRANSPO



Chief's report

---

**That the Ottawa Police Services Board approve the appointments of the individuals listed in Document 1 as Special Constables pursuant to Section 53 of the *Police Services Act*, in accordance with the terms and conditions set forth in the attached Approval of Appointment form.**

CARRIED

9. BOARD ACTIVITY, TRAINING AND PERFORMANCE: 2018 ANNUAL REPORT

Executive Director's report

---

Eight tasks were incomplete in 2018 and moved to the 2019 work plan. Among those tasks was the Board's Crisis Communication Plan which has been assigned to the Policy & Governance Committee. It is anticipated that it will be completed by end of 2019.

**That the Ottawa Police Services Board:**

- 1. Receive this report for information.**
- 2. Direct the Executive Director to forward it to City Council for information.**

CARRIED

10. BOARD CALENDAR OF MONITORING REQUIREMENTS 2019

Executive Director's report

---

**That the Ottawa Police Services Board receive the 2019 Calendar of Monitoring Requirements for information.**

RECEIVED

11. SCHEDULE OF CONFERENCES AND CAPG WEBINARS IN 2019

Executive Director's report

---

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

RECEIVED

12. 2016-2018 BUSINESS PLAN CLOSE-OUT REPORT

Chief's report

---

It was noted that the report failed to acknowledge the failings around community policing and what was learned from the mistakes. The Chief agreed to prepare an addendum to the report for the next meeting to reflect some of the challenges and shortcomings in achieving the plan.

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

RECEIVED

13. OTTAWA POLICE SERVICE ACCESSIBILITY FOR ONTARIANS WITH  
DISABILITIES ACT STATUS REPORT

Chief's report

---

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

RECEIVED

14. COLLECTION OF IDENTIFYING INFORMATION - DUTIES & PROHIBITIONS  
POLICY: ANNUAL REPORT

Chief's report

---

Moved by S. Smallwood

**That the Ottawa Police Services Board refer Justice Tulloch's report and recommendations to the Ottawa Police Services Board's Policy & Governance Committee for review and discussion on any actions the Board should take.**

CARRIED

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

RECEIVED

---

15. SECONDARY ACTIVITIES: 2018 ANNUAL REPORT

Chief's report

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

RECEIVED

16. PUBLIC REWARDS: 2018 ANNUAL REPORT

Chief's report

---

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

RECEIVED

17. APPOINTMENTS MADE UNDER THE INTERPROVINCIAL POLICING ACT:  
2018 ANNUAL REPORT

Chief's report

---

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

RECEIVED

18. REPORT ON SIU INVESTIGATION

Chief's report

---

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

RECEIVED

19. LEGAL SERVICES STATUS REPORT: 2018 4TH QUARTER

Chief's report

---

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

RECEIVED

20. OUTSTANDING BOARD INQUIRIES & MOTIONS: JANUARY 2019

Executive Director's report

---

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

RECEIVED

21. LETTERS OF COMMENDATION

Chief's report

---

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

RECEIVED

OTHER BUSINESS

CONSIDERATION OF MOTION TO MOVE IN CAMERA

---

Moved by S. Valiquet

**That the Ottawa Police Services Board adjourn the public portion of its meeting to move In Camera to discuss confidential items pertaining to legal and personnel matters in accordance with Section 35(4)(b) of the *Police Services Act*.**

CARRIED

ADJOURNMENT

The meeting adjourned at 6:10 p.m.

---

Krista Ferraro  
Executive Director

---

Diane Deans  
Chair