

NOTICE AND AGENDA

BROCKVILLE POLICE SERVICES BOARD

**2018 10 25
9:00 a.m.**

**BROCKVILLE POLICE
BOARD ROOM**

REGULAR AGENDA

1. Call Meeting to Order
2. Adoption of Minutes – September 27, 2018 pg. 1, 2
3. Communication
 - Medic Alert
4. New Business
 - Cannabis Legislation
5. Unfinished Business
6. Reports
 - Chief's Written Report pg. 3
 - Statistical Reports pg. 4 - 7
7. Outstanding Items
8. Adjournment

1

MINUTES OF THE OPEN MEETING OF THE BROCKVILLE POLICE SERVICES BOARD HELD IN THE MORNING OF SEPTEMBER 27, 2018

PRESENT: Members K. Yee (Chair), S. Jodoin (Vice-Chair), W. Cuthbert, T. Blanchard, D. Henderson

Chief Scott Fraser

Secretary C. Hopkins

CALL TO ORDER:

The Chair called the Open Meeting to order at 9:00 a.m.

ADOPTION OF MINUTES:

Moved by: Member Blanchard

Seconded by: Member Cuthbert

THAT the minutes of the Open meeting of the Brockville Police Services Board held June 28, 2018 be approved.

CARRIED

COMMUNICATION

Chief Fraser received a petition yesterday regarding speeding on Reynolds Drive. This has been brought up before in the past and they have patrolled.

MOTION

That the Police Service Board donate \$350.00 to the Police Association Christmas Party to help with purchasing of gifts for each child.

Moved by: Member Henderson

Seconded by: Member Cuthbert

CARRIED

NEW BUSINESS:

OSPSB Labour Conference

Chair Yee and Member Henderson attended the Labour Conference. Good discussion on trends and bargaining units.

BUDGET

Chair Yee talked about Budget for 2019. It was requested that more details be given before the Board approves the Budget. Chief Fraser will give the Budget to the Finance Department saying that it is not approved at this time.

REPORTS:

Moved by: Member Cuthbert
Seconded by: Member Jodoin

THAT the following administration reports be received:

- Chief's Written Report
- Deputy Chief's Written Report
- Statistical Report

CARRIED

Chair Yee would like to recognize and thank Wendy Cuthbert for her contributions to the Board. This will be her last meeting. She has brought valuable insight to the Board and her experience and presence at the table will be missed. Chair Yee presented Wendy with a bouquet of flowers.

ADJOURNMENT:

Moved by: Member Henderson

THAT the Open Meeting of the Brockville Police Services Board be adjourned.

CARRIED

The Chair terminated the Open Meeting at 9:45 a.m.

K. Yee (Chair)

C. Hopkins (Secretary)



3

INTERNAL CORRESPONDENCE

To: Chair -King Yee Jr.

From: Chief Scott Fraser

Date: October 18th, 2018

RE: Chiefs Report to Board

The following represents the events attended by Chief Fraser:

September 18 th	Negotiations
	100 Women Who Care
September 19 th	LLGMHA – Board Meeting
September 20 th	BobFm
September 21 st	RNJ Youth Services –Dunk Tank
September 25 th	FBI Meeting
September 26 th	Neighbourhood Watch Meeting
September 27 th	Board Meeting
September 28 th	Host OACP – Zone Meeting
	NPOMR
September 30	Peace Officer Memorial
October 2 nd	Tour Canopy Growth
October 3 – 4	Small - Mid Size Service Meeting
October 5	Food Bank Volunteer
October 9	SMT – City
	Unload Food Truck at Food Bank
October 10	Rotary
October 11	CISO- Governing Body Meeting
October 12	SMT – Police
October 15	Facebook Live – Cannabis –UCDSB
October 16	BobFm
	Connections Video
	Crown Presentation – Cannabis
October 17	Rotary
	CFJR
	Meeting Ottawa
	LLGMHA – Board Meeting



CRIME STATISTICAL REPORT *
2017 vs 2018

4

Comparisons	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Year-to-Date		+ / - Variance
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	
Calls for Service -- Total	2,903	3,373	3,578	3,798	3,822	4,498			10,303	11,669	1,366
Crimes of Violence*											
Homicide/Attempt	0	0	0	1	0	0			0	1	1
Robbery	1	3	0	0	2	2			3	5	2
Sexual Offences	13	14	20	12	16	9			49	35	-14
Assaults	38	66	49	60	54	48			141	174	33
Criminal Harassment	22	29	18	22	27	19			67	70	3
Utter Threats	26	21	32	27	18	17			76	65	-11
Crimes of Property*											
Break and Enter	14	26	16	31	35	28			65	85	20
Mischief	60	47	89	49	54	67			203	163	-40
Frauds	33	46	30	31	40	25			103	102	-1
Thefts	83	102	153	141	145	180			381	423	42
Other Crimes*											
Bail Violations	45	48	43	33	61	57			149	138	-11
Breach of Probation	17	14	20	38	28	39			65	91	26
Counterfeit Money	3	14	1	3	4	5			8	22	14
Drug Offences	32	34	20	37	19	31			71	102	31
Disturb the Peace	37	27	27	46	61	67			125	140	15
Impaired Driving	7	6	5	3	9	5			21	14	-7
Liquor Licence Act	15	21	23	29	54	30			92	80	-12
Non-Criminal Incidents*											
Alarms	95	81	86	80	73	102			254	263	9
Domestic Disputes	35	45	42	49	54	43			131	137	6
Motor Vehicle Collisions	148	187	152	154	163	178			463	519	56
Noise Complaints	49	40	54	46	64	60			167	146	-21
Prisoner Escorts - In Town	217	286	269	310	287	425			773	1,021	248
Prisoner Escorts - Out of Town	1	6	4	14	1	22			6	42	36
Mental Health Act	76	80	72	76	76	60			224	216	-8

Approved By: _____

5



BUDGET SUMMARY
2017 vs 2018
For the Period January - September

Brockville Police Service	2017			2018		
	BUDGET	ACTUAL	% of Budget	BUDGET	ACTUAL	% of Budget
Revenue						
Total Revenue	(1,441,247)	(1,581,932)	109.76%	(1,726,234)	(1,631,550)	94.51%
Expenses						
Human Resources	7,780,304	6,010,638		8,041,794	6,225,809	
Materials and Supplies	621,616	555,668		788,009	504,087	
Contracted Services	151,123	187,314		145,862	127,553	
Total Expenses	8,553,043	6,753,620	78.96%	8,975,665	6,857,449	76.40%
Total (Net)	7,111,796	5,171,688	72.72%	7,249,431	5,225,899	72.09%

Prepared By: Tracy Caskenette
 Date: October 17, 2018
 Source: City Financial System

Approved By: _____

6



**OVERTIME ANALYSIS
2017 vs 2018
January - September**

Division	2017			2018			Variance
	Total Overtime Hours Worked	Overtime Hours Paid Out	Banked Overtime Hours	Total Overtime Hours Worked	Overtime Hours Paid Out	Banked Overtime Hours	Total Hours Worked
Service Duties							
Administration	34	0	34	48	16	32	14
Support Services	285.75	187.75	98	314.5	245.5	69	29
Patrol Services	1927.5	1325	602.5	2407.25	1672	735.25	480
Investigations	230	183	47	432	247.5	184.5	202
Community Service	0	0	0	0	0	0	0
Court Duties							
Patrol Services	440	366	74	334	243	91	-106
Court Services	104	45	59	68	17	51	-36
Total	3021.25	2106.75	914.5	3603.75	2441	1162.75	583

Overtime Budget

Budget Analysis	2017			2018			Variance
	Budget	Actual	% Expended	Budget	Actual	% Expended	
Service Duties	\$264,000	\$124,151	47.0%	\$244,000	\$153,686	63.0%	\$29,535
Court Duties	40,000	26,010	65.0%	30,000	16,632	55.4%	-9,378
Court Services	25,000	3,106	12.4%	10,000	1,108	11.1%	-1,998
Recovery of Expense	-15,000	-5,050	33.7%	-15,000	-4,750	31.7%	300
Total	\$314,000	\$148,217	47.2%	\$269,000	\$166,676	62.0%	\$18,459

Prepared by: Tracy Caskenette
Date: October 17, 2018
Source: OSL Timekeeping System

Approved by: _____

7



HUMAN RESOURCES - TRAINING AND LOSS TIME

September, 2018

Scheduled Hours			
	Training	Stats and 'Red' Time	Vacation
September	372	764.25	690
2018 Y-T-D	3713	6086.75	8027.5
2017 Y-T-D	3148	5871.5	8040.25

Unscheduled Hours - Illness / Injury							
	Uniform Sick	Civilian Sick	Uniform STD	Civilian STD	Long Term Disability	Modified Duties	WSIB
September	102	42	146	206	0	152	160
2018 Y-T-D	519.5	291.5	1592.5	1009	0	1305.5	874
2017 Y-T-D	667	376.25	1012	111.5	0	2036.5	12

Unscheduled Hours - Miscellaneous			
	Maternity / Parental	Compassionate	Other
September	160	14	322
2018 Y-T-D	2848	146	2902.5
2017 Y-T-D	2762	114	3245.5

Total Hours	
September	3,130
2018 Y-T-D	29,316
2017 Y-T-D	27,397

Prepared By: Tracy Caskenette
 Date: October 17, 2018
 Source: 2018 OSL Timekeeping & 2017 BPS Loss Time Report

Approved By: _____