

TOWN OF AYLMER  
POLICE SERVICES BOARD  
Monday, March 11, 2013  
Town Hall, Council Chambers  
6:30 p.m.

Minutes

1. Roll Call  
Present are: Andre Reymer, Chief of Police  
David LaPointe, Chair  
John Vandermeersch, Councillor  
John Forsdike, Member  
Andy Anderson, Member  
Bobbi Irwin, Secretary
2. Disclosure of Interest  
None
3. Adoption of Minutes (Feb. 11/13)  
Moved by Andy Anderson and John Vandermeersch Resolution 5-2013  
"That the Aylmer Police Services Board approves the minutes of the February 11, 2013 as printed."  
All in Favour, Carried
4. Confirmation of Agenda  
Moved by Andy Anderson and John Forsdike Resolution 6-2013  
"That the Aylmer Police Services Board approves the agenda with the following inclusions; Letter from Port Hope Police Services, Auxiliary Recommendation, R.I.D.E Grant Program and presentation to Penny Tolmie."  
All in Favour, Carried
5. Delegation  
Chair D. LaPointe thanks Penny Tolmie for her contributions to the Board over the past eight years.  
P. Tolmie notes that she enjoyed her time on the Board.  
A. Reymer presents P. Tolmie with a plaque noting she has been on the Board from 2005 to 2013.  
Chair D. LaPointe states that he has been in touch with the Province regarding the appointments but has not heard back from them yet.
6. Unfinished Business
  - a) 2013 Budget  
Chair D. LaPointe thanks the Budget Committee for their efforts in preparing and revising the 2013 budget.  
A. Reymer states that they have revised the budget to reflect a 1.67% which is approximately \$18,000.00 less, the Finance Committee had indicated a 1% which would represent approximately \$26,000.00.  
We managed to stay within the budget during 2012 and did not use any reserves. We had added more to the fuel account for this year due to price fluctuation.  
The consensus of the Board is to forward the revised budget to the Finance Committee as per their request to decrease the budget amount.
  - b) Coordinated Collective Bargaining  
Chair D. LaPointe notes that this will stay on the agenda to keep the Board informed of updates as they become available.  
A. Reymer states that he was at a Labour Conference and this was one of the topics discussed, further information will be made available to the Board.
  - c) Records Retention  
Moved by Andy Anderson and John Forsdike Resolution 7-2013  
"That the Aylmer Police Services Board adopts the policy as presented as a guideline for records retention/destruction for the Police Services Board."  
All in favour, Carried.

6. New Business
  - a) Review of By-Law 1-2013, Board Governance  
 Moved by John Forsdike and Andy Anderson Resolution 8-2013  
 "That the Aylmer Police Services Board gives first and second reading to by-law 1-2013, being the Board's Governance By-Law."  
 All in favour, Carried.
  - b) Business Plan - 2013  
 A. Reymer notes that the committee has had two meetings thus far and are currently reviewing other plans to get some ideas of things that we may want to utilize in our plan.
8. Reports
  - a) Detailed Trial Balance  
 Clarification is provided on a couple of the line items.
  - b) Detailed Budget Report (Police, PSB, Capital)  
 It is noted that the generator is undergoing some maintenance including painting. It is suggested that some type of shelter be provided to protect the unit from the outdoor elements.
  - c) Quarterly Police Report  
 It is anticipated that the reports in conjunction with the Business Plan will stay mainly the same. It is noted that additional lighting has been placed on the sides of the cage on the new cruiser.
  - d) Chief's Report  
 A. Reymer notes that there was an energy presentation at the 1<sup>st</sup> Senior staff meeting in February. Energy saving items that were reviewed on site with Town staff were lowering the ceiling and changing the lighting. An engineer's report would be needed before moving forward on any upgrades.  
  
 We have had an opportunity to view the playbooks that Chatham use in their cruisers, there is a lot of technology out there.  
  
 A. Reymer notes that Aylmer will have office space in the St. Thomas Court House once complete. We will be required to provide a phone line, and furnishings such as a desk and chair. We may be able to share some of these costs in particular the phone line with St. Thomas or we may just use the blackberry's and eliminate the cost of a phone line.
  - e) Owen Sound has provided some checking and fine tuning on the communications dispatch.  
 Chief's Hours  
 No concerns.
  - f) Auxiliary Report  
 A. Reymer notes that he is recommending two individuals for auxiliary positions which will bring us to 5 persons which is the maximum allowed. Auxiliaries must provide a minimum is 10 hours a month.  
  
 Moved by John Vandermeersch and John Forsdike Resolution 9-2013  
 "That the Aylmer Police Services Board approves the recommendation of the Chief of Police to appoint Andy Lebel and Thom Pollard as Auxiliary members to the Aylmer Police."  
 All in favour, Carried
  - g) R.I.D.E. grant program  
 A. Reymer states that the report has been signed by Chair; we receive 2/3rds of the funding from the Province.
9. Correspondence (Incoming)
  - a) Council Resolution #74-13, re: request to reduce proposed 2013 budget by 1.0 to 1.45%.  
 The Chief will re-submit the revised budget for 2013.
  - b) Ministry of Community Safety and Correctional Services, re: DNA Destruction. Filed.
  - c) Ministry of Community Safety and Correctional Services, re: Domestic Violence Risk Management Report and Mandatory Submission of the Domestic Violence Occurrences Reports.  
 All officers are trained for Domestic with 1 officer being a trained coordinator. The new checklist provided is updated.
  - d) OAPSB, re: Cabinet Bulletin, Ministry Chart, Wynne Cabinet. Filed.

- e) OAPSB E-Blast, re: Deputy Chief of Police job position for Niagara Regional Police Service. Filed.
- f) OAPSB E-Blast, re: OMERS Spring Information Meeting on April 23/13 in Toronto  
We have never attended, they usually distribute information electronically.
- g) Ministry of Community Safety and Correctional Services, re: Request for Municipal Police Agencies to Participate in the ViClas Secondment Process. Filed.
- h) A. Reymer, re: Taxi Survey for 2012  
A survey was conducted to determine the need of accessibility in taxi cabs in our community. With a total of 18 persons responding, it was concluded there is not a large request for this type of service. The taxi's are accommodating in this respect and do not charge any additional fees for it. There are also alternatives for those requiring such services such as Voyageur.  
It is the consensus of the Board to accept the report and forward the results to Town Council.
- i) Owen Sound Police Service, re: Communications Service  
This is a competitive business and they offer more technology than we need. The cost of our current service is based on a person's wages. Owen Sound is based on a cost per capita. Some concerns are noted about the cost although there is a \$5000 cost savings up front. A. Reymer reviews the benefits such as saving on human resources, computer, mapping etc. There may be a cost if we need another phone line, this will be researched.  
A. Anderson asks if the Board is prepared to go this route for service and if there are other vendors out there.  
A. Reymer states that there are currently no other vendors that offer this service. Owen Sound has invited the Board for an on-site visit, as the change would require Board approval.  
Our contract with St. Thomas expires in June and we could have an overlap in service for 2 to 3 weeks to ensure a seamless transfer.
- j) Municipality of Port Hope Police Services Board, re: outsourcing communication services. Filed.

Correspondence (Confirmation)

- a) Hicks Morley, Winter Report. Filed.

10. Closed Session

Personal matters about an identifiable individual, including municipal or local board employees.

Moved by John Vandermeersch and Andy Anderson

Resolution 10-2013

"That the Aylmer Police Services Board adjourns to Closed Session at 7:44 p.m. for personal matters about an identifiable individual including municipal or local board employees."

All in favour, Carried

Moved by John Forsdike and John Vandermeersch

Resolution 11-2013

"That the Aylmer Police Services Board does now rise from Closed Session at 8:02 p.m. with no report."

All in favour, Carried.

11. Next Meeting Date

April 8, 2013

12. Adjournment

The meeting is adjourned at 8:03 p.m.