

TOWN OF AYLMEER
POLICE SERVICES BOARD
Tuesday, May 10, 2016
Town Hall, Council Chambers
5:30 p.m.

AGENDA

1. Roll Call Sheri Andrews, Chair
Greg Currie, Mayor
Bill Ungar, Member
Andre Reymer, Chief
Bobbi Irwin, Secretary

Absent Andy Anderson, Member

2. Disclosure of Interest

3. Adoption of Minutes

a) Minutes of April 12, 2016

Moved by Greg Currie and seconded by Bill Ungar Resolution 24-2016
That the Aylmer Police Services Board approves the minutes of April 12, 2016 as written.
All in favour, Carried.

4. Confirmation of Agenda

Moved by Bill Ungar and seconded by Greg Currie Resolution 25-2016
That the Aylmer Police Services approves the agenda for May 10, 2016 as presented.
All in favour, Carried.

5. Delegation

a) Bill Caixeiro, Chair, Town of Essex PSB and Zone 6 – Discussion on Zone Meetings 5:36

B. Caixeiro, notes that it is not a normal practice for the Chair of the zone to attempt to meet all 17 Boards, however we are facing some important issues and it is beneficial for the Boards to have some networking in place through the zone meetings and conferences.

Remember that Board training is available on-line although the OAPSB site has not been updated for a while.

We had sent out a survey last fall about the zone meetings and the challenges of attendance.

There are concerns that we do not always get representation from each Board at our zone meetings and therefore not all information is being relayed back to the Boards. We would like to see the numbers increase for the purpose of keeping everyone up-to-date on issues and the sharing of information.

We also are working on producing a database of contacts for all 17 Boards. St. Thomas is not a member but we think it would be helpful to include them. London hesitates to provide this information but we will work with them and will hopefully get this document completed.

We are trying to come up with a meeting venue that would suit peoples schedule and workloads.

It may be too challenging to try to video conference the meetings. Some thoughts are to have a full day session with the more serious issues in the afternoon. Some feel that the breakfast meetings may not be worth it as some Boards have a lengthy drive to attend 3 hour meeting.

B. Caixeiro mentions the struggles that some Boards including Essex are having with customizing their business plans to meet the goals of their own community, some would like more foot patrol in order to have a presence in the Town that people with notice Council's not supporting an open house forum for Boards etc. We all continue to face challenges when it comes to bargaining.

Everyone is encouraged to continue to attend the conferences and zone meetings as it is the best way to network and understand the issues that are taking place.

B. Caixerio departs at 5:52 p.m.

b) Christene Scrimgeour, Scrimgeour & Company Chartered Accountant - Police Financial Statements for 2015.

C. Scrimgeour states that they conduct a financial review independent of the Town although funding goes through the Town's bank account because the Service does not have their own account. The following are some of the items reviewed;

- we make sure that entries are for the police service

- we review the payroll, we make sure the last payment in December is entered into that year and not carried into January of the following year
- we check for liabilities, such as the present day value should all of the officer retire today what would have to be paid out.
- The accrued time which is a unfunded liability has gone down, originally prepared by an actuarial
- No capital items were purchased for 2015
- OMERS shows under Town costs
- The last page shows the breakdown of capital assets and disposal of a vehicle.

A. Reymer states that we had received an external inquiry regarding the payroll. When time is booked or removed from the Officers individual record of hours, it is always recorded and applied properly.

There are no inquiries on the report and C. Scrimgeour departs at 6:35 p.m.

Moved by Greg Currie and seconded by Bill Ungar Resolution 26-2016
That the Aylmer Police Services Board approves the financial statement for the year ending December 31, 2015 for the Police Service as presented by Christine Scrimgeour of Scrimgeour & Company Chartered Accountants.
All in favour, Carried.

6. Unfinished Business

a) Business Plan – update

A. Reymer states that they have had some good meetings which were focusing around S.W.O.T., strengths, weaknesses, opportunity and threat.

Thank you to all of the stake holders who participated in preparing this living document. We will have the final report for review at our next regular meeting in June.

b) Board's Procedural By-Law – 1st and 2nd reading

Moved by Bill Ungar and seconded by Greg Currie Resolution 27-2016

That the Aylmer Police Services Board gives 1st and 2nd reading to By-Law 1-2016, being the procedural By-Law for the Police Services Board.

All in favour, Carried.

7. New Business

None.

8. Reports

a) Detailed Trial Balance

No inquiries.

b) Police Budget

No concerns everything on target.

c) PSB Budget

No major expenditures we are at 32 percent of the budget.

d) Quarterly Report

As presented by the Chief. Advertise for position – tip for drug dealer

d) Chief's Report

As presented by the Chief.

e) Chief's Hours

Chair S. Andrews thanks the Chief for providing a good snap shot of where we stand.

9. Correspondence (Incoming)

a) Councillor Ted McDonald – Budget Inquiry

The Accountants have reviewed the police finances and the auditors had no concerns on how things are being reported. A letter will be forwarded to T. McDonald to clarify this as well as the proper procedure for making inquiries and/or appearing as a delegation before the Board.

Moved by Bill Ungar and seconded by Greg Currie Resolution 28-2015

That the Aylmer Police Services Board responds in writing to Ted McDonald explaining the how the budget works in respect to the overtime and banked hours; and further, that instructions are provided as to the proper way to approach the Board with questions for concerns.

All in favour, Carried.

b) Town Council – Refer Letter of Request for Costing for Provision of Policing Services from the Township of Malahide

G. Currie notes that Council wishes to have one process going at a time and had already committed to having the O.P.P. provide a costing.

It is noted that Bayham is also looking into coverage from Aylmer, however we could not take on Bayham if they did not cover Malahide.

It is asked if these two processes could run parallel?

A. Reymer notes that he has spoken to our advisory and we don't want one process to derail the other. He suggests that he have a conversation with Malahide to get an idea of what they are looking for.

Moved by Bill Ungar and seconded by Greg Currie

Resolution 29-2016

That the Aylmer Police Services Board empower the Chief make inquiries with Malahide and begin conversations with them on their policing requirements, this information will be brought back to the next Board meeting for discussion.

All in favour, Carried.

c) MCSCS – Police Week May 15-21 2016

A. Reymer notes that they will continue with the safety blitz and will do the Meals on Wheels for police week.

d) MCSCS – Constable Joe MacDonald Public Safety Officers Survivors Scholarship Fund, Guideline and Application 38000.00 – 3000 plates an hour. Three partners, St. Thomas

e) OAPSB – Peel Regional Police Service Board, assistance from Fred Kaustinen, Executive Director. Filed.

f) OAPSB – Strategy for a Safer Ontario – Revised. Filed.

g) OAPSB – Law of Policing – Seminar June 15 & 16 2016. Filed.

h) CAPG – Governance Summit 2016 – June 2, 2016 in Winnipeg MB. Filed.

i) Chief Reymer – Policing Grant – Automatic Licence Plate Recognition

A. Reymer states that we should hear shortly about the status of the grant.

j) Chief Reymer – Advertising on Radio 101

A. Reymer had been approached by Tillsonburg for advertising, this station has a very large coverage area. This will be looked into further.

k) Chief Reymer – Update on Hiring Process

A. Reymer notes that they had interviewed four persons and decided on one candidate who is a 40 year old male from St. Thomas. We will be looking at getting the background checks in place.

l) Hicks Morley – April Newsletter. Filed.

m) Johnstone & Cowling – April Newsletter. Filed.

10. Outgoing Correspondence
None.

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

Moved by Bill Ungar and seconded by Greg Currie

Resolution 30-2016

That the Aylmer Police Services Board adjourn to Closed Session at 7:01 p.m. for matters about an identifiable individual, including municipal or local board employees.

All in favour, Carried.

Moved by Bill Ungar and seconded Greg Currie

Resolution 31-2016

That the Aylmer Police Services Board do now rise from Closed Session at 7:20 p.m. with no report.
All in favour, Carried.

12. Next Meeting Date
June 14, 2016

13. Adjournment

Moved by Greg Currie and seconded by Bill Ungar

Resolution 32-2016

That the Aylmer Police Services Board does now adjourn at 7:25 p.m.

All in favour, Carried.