PRINCE ALBERT BOARD OF POLICE COMMISSIONERS

PUBLIC AGENDA

MONDAY, MAY 13, 2019

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

APPROVAL OF AGENDA:

"That the Agenda for this meeting be approved, as presented."

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held April 15, 2019.

Page No. A-1
Public BOC

Recommendation:

Minutes be taken as read and adopted; and, that the Board Vice-Chairperson and the Board Secretary be authorized to execute the Minutes.

STATISTICS:

2. April Statistics, 2019

Page No. A-5
Public BOC

Recommendation:

Be received as information and filed.

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS

PUBLIC AGENDA

MONDAY, MAY 13, 2019

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

3. April Bylaw Unit Activity Report

Page No. A-15
Public
BOC

Recommendations:

1. ***That the Board receives the report as information and filed; and,***

2. ***That the Board forwards the reports to Executive Committee for their information.***

REPORTS:

4. Changing Bylaw Vehicle Decals

Page No. A-22
Public
BOC

Recommendations:

Be received as information and filed.

5. 2019 Versaterm Users Workshop – October 7 - 9, 2019

Page No. A-28
Public
BOC

Recommendations:

Be received as information and filed.

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS

PUBLIC AGENDA

MONDAY, MAY 13, 2019

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

FINANCIAL POSITION & BUDGET:

6. First Quarter Financial Report — **Page No. A-30** Public BOC

Recommendation:

Be received as information and filed.

CORRESPONDENCE:

7. Correspondence from Executive Director, CAPG, regarding Support for the 30th Annual Conference of the Canadian Association of Police Governance — **Page No. A-33** Public BOC

Recommendation:

Be received as information and filed.

EXECUTIVE COMMITTEE REPORTS:

8. Report from Executive Committee – Vacant/Boarded Homes Disposition — **Page No. A-39** Public BOC

Recommendation:

That the Board provide direction regarding the disposition of the Executive Committee relating to monthly reports on Vacant/Boarded Homes.

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS

PUBLIC AGENDA

MONDAY, MAY 13, 2019

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

PRESENTATION: N/A
DISCUSSION ITEMS: N/A

NEXT MEETING:

Monday, June 24, 2019
8:30 a.m.
Main Boardroom, City Hall

MOTION TO AJDOURN:

Recommendation:

That this Board do now adjourn the Public meeting.

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS

PUBLIC MINUTES OF MEETING

MONDAY, APRIL 15, 2019
8:30 A.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL

Present:

Mayor G. Dionne, Vice-Chairperson
Sheryl Kimbley, Chairperson
Councillor B. Edwards
Councillor C. Miller
Brent MacDonald
Darcy Sander
Janet Carriere

J. Bergen, Chief of Police
M. Pshebnicki, Finance and Human Resources Manager
M. Boulet, Board Secretary
J. Toye, City Manager

Charlene Tebbutt, PaNow Reporter

Meeting convened at 8:36 a.m.

APPROVAL OF AGENDA:

027. Moved by Councillor C. Miller, AND RESOLVED:

That the April 15, 2019 Board of Police Commissioners Public Meeting Agenda be approved as presented.

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held March 25, 2019.

028. Moved by D. Sander, AND RESOLVED:

That the Minutes of the Board of Police Commissioners Meeting held March 25, 2019 be taken as read and adopted; and, that the Board Vice-Chairperson and Board Secretary be authorized to execute the minutes on behalf of the Board of Police Commissioners.

STATISTICS:

2. March Bylaw Unit Activity Report

029. Moved by Councillor C. Miller, AND RESOLVED:

That the Report from Bylaw Manager dated April 5, 2019, regarding March Bylaw Unit Activity Report be received; and, that the following be approved:

1. That the Board receives the report as information and filed; and,

2. That the Board forwards the report to Executive Committee for their information.

3. March Statistics, 2019

030. Moved by Mayor G. Dionne, AND RESOLVED:

That the Report from Deputy Chief of Police dated April 9, 2019, regarding March Statistics, 2019 be received as information and filed.

FINANCIAL POSITION & BUDGET:

4. Prince Albert Police Service – Capital Spending

031. Moved by B. MacDonald, AND RESOLVED:

That the Report from Chief of Police dated March 29, 2019, regarding Prince Albert Police Service – Capital Spending be received as information and filed.

5. 2018 Year End Report – Prince Albert Police Service

032. Moved by Mayor G. Dionne, AND RESOLVED:

That the Report from Finance and Human Resources Manager dated March 15, 2019, regarding 2018 Year End Report – Prince Albert Police Service be received as information and filed.

REPORTS:

6. Vacant/Boarded Homes

033. Moved by B. MacDonald, AND RESOLVED:

That the Report from Bylaw Manager dated April 8, 2019, regarding Vacant/Boarded Homes be received; and, that the following be approved:

1. That the Board receives the report as information and filed; and,

2. That the Board forwards the report to Executive Committee for their information.

7. Saskatchewan Association of Chiefs of Police Annual Awards of Excellence

034. Moved by J. Carriere, AND RESOLVED:

That the Report from Deputy Chief of Police dated March 15, 2019, regarding Saskatchewan Association of Chiefs of Police Annual Awards of Excellence be received as information and filed.

CORRESPONDENCE: N/A
PRESENTATIONS: N/A
DISCUSSION ITEMS: N/A

NEXT MEETING:

Monday, May 13, 2019
8:30 a.m.
Main Boardroom, City Hall

MOTION TO ADJOURN:

8. Adjournment – 9:00 a.m.

035. Moved by Councillor B. Edwards, AND RESOLVED:

That this Board do now adjourn.

BOARD VICE-CHAIRPERSON **BOARD SECRETARY**

PRINCE ALBERT POLICE SERVICE

TITLE: April Statistics, 2019

DATE: May 2nd 2019

TO: Chief of Police ☐ Board of Police Commissioners ☒

PUBLIC: ☒ INCAMERA: ☐

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

This report intends to make the Board aware of police statistical information for April of 2019. Statistics will be provided and compared to the previous year, in some cases a five-year comparative review will be provided to identify any anomalies that the Board and the Service should be aware of.

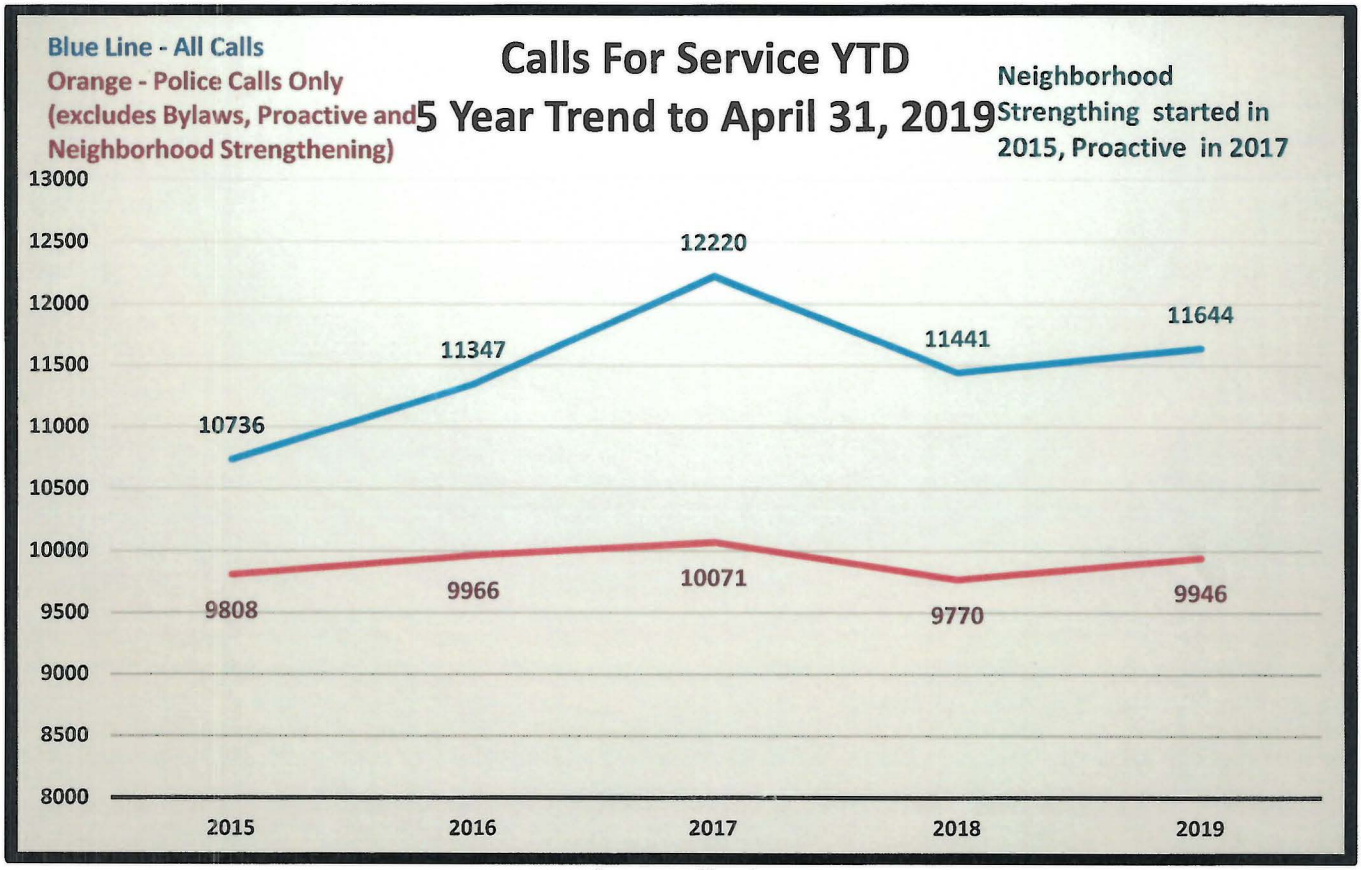
April Review:

All Calls for Service:

The year to date (YTD) statistics at the end of April 2019 saw our entire service respond to **1.77% more calls for service** then 2018. The increase in calls for service equates to **203 more** calls than experienced last year.

The April of 2019 YTD **"Total Calls for Service"** are 1.4% higher than the past **5-year average** of **11477.2 calls for service**.

Appendix 1 provides a visual representation that provides a breakdown of calls for the service. The blue line shows all calls attended to by the service including bylaw, proactive-self generated calls for service and responsive calls. The orange line displays "Police Calls Only", representing responsive calls responded to or generated by front line officers.



Appendix 1

Police Calls Only: (less Bylaw and Proactive Self Generated)

With respect to "**Police Only Calls"**, the April statistics for 2019 observed a **1.8%** increase when compared to April of 2018.

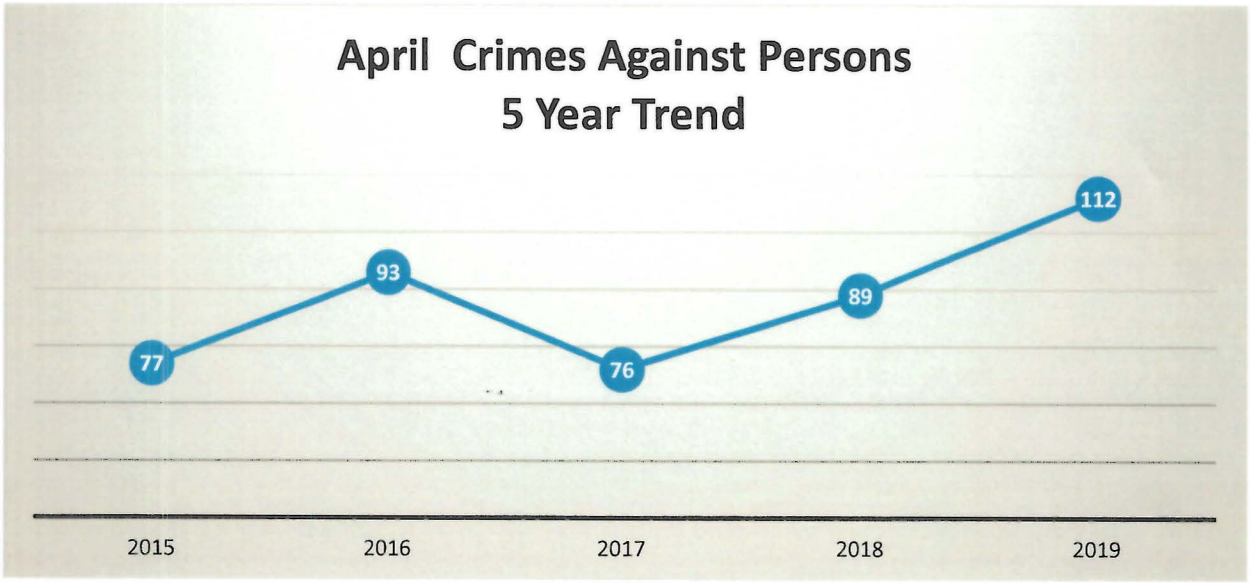
The YTD "**Police Only Calls"** observed at the end of April 2019 saw a **0.3%** increase from the 5-year average (**9912.2/ 5-yr Average**).

Crimes against Person Offences;

April observed a 25.8% increase in **"Crimes Against Person Offences"**. This is a small statistic and represents 23 more calls for service than experienced in 2018.

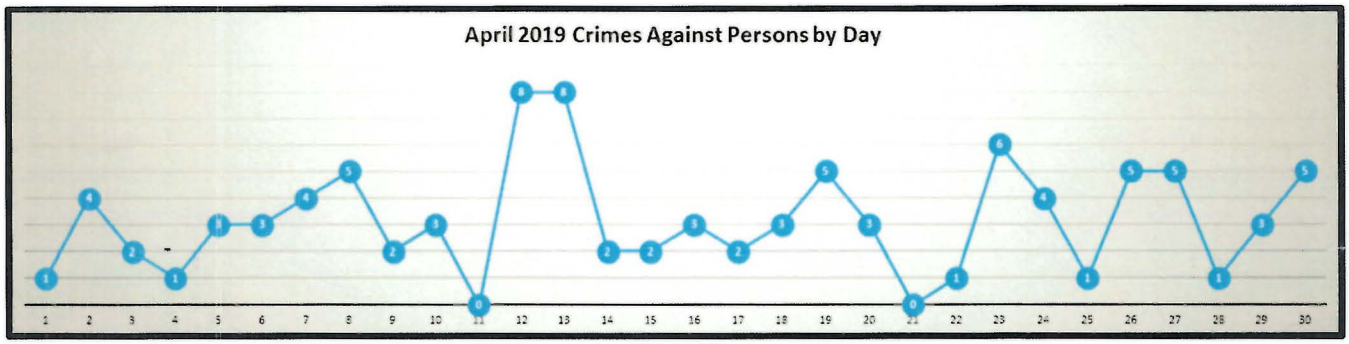
Appendix 2 represents the April statistics for the "**Total Crimes against Person**" complaints from 2015 to 2019.

The April "**Crimes Against Person"** calls for service are 26.1% higher than the 5-year average (**88.8/ 5-year average**); again this is a small statistic and represents 23.2 more calls for service than the 5-year average.



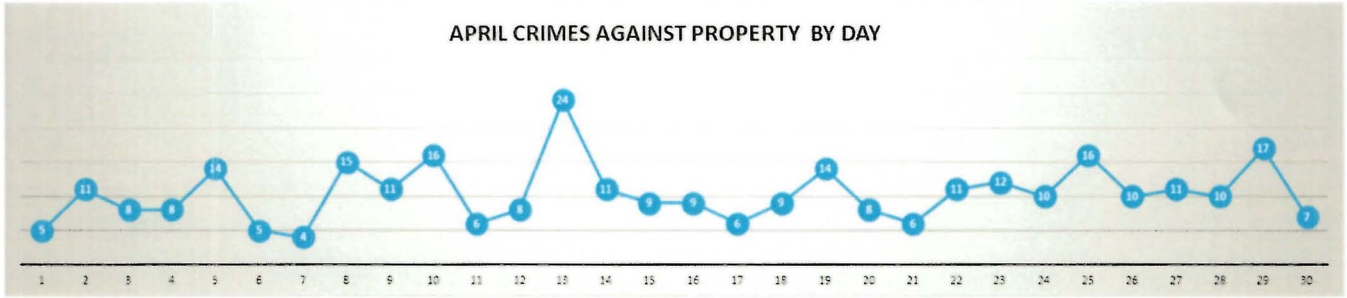
Appendix 2

When one takes a deeper look into person offences for the Month of April, it is observed that the 12th (Fri) and 13th (Sat) significantly affected the month's numbers with eight reported incidents each day.



Appendix 3

One can also observed that April 12th displayed significant numbers with respect to property offences as displayed below in **Appendix 4**.



Appendix 4

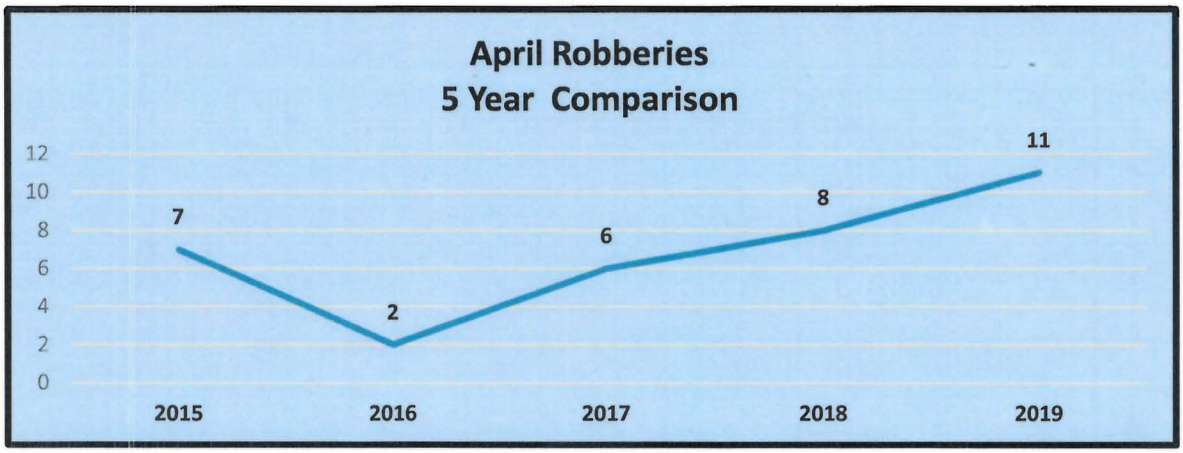
There were no public events during the observed spike in violent crime that could be correlated with such; it should be noted that the 12th and 13th was a Friday/ Saturday night and the weather was warmer than what our community has experienced for a long period.

Robberies:

Last month it was reported that March observed a 33% increase in Robberies.

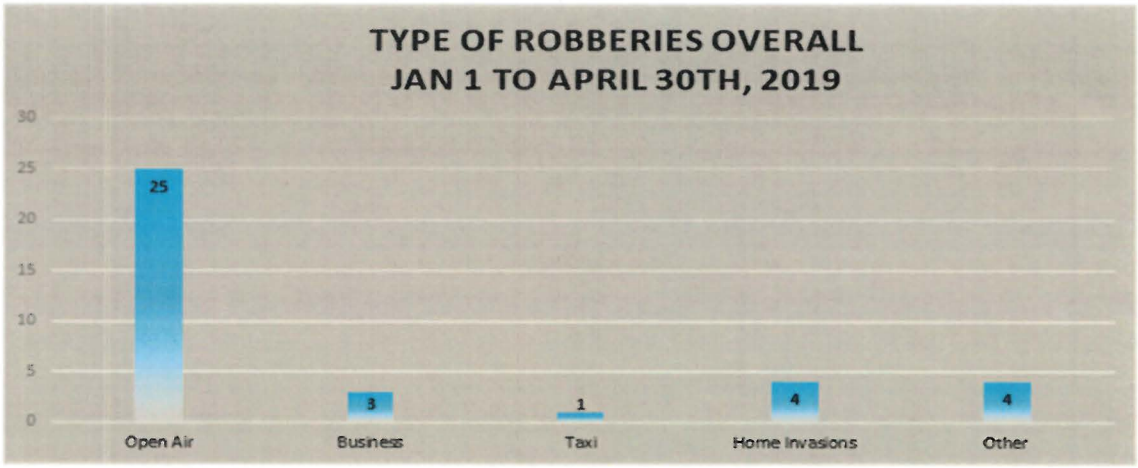
This trend continues as April observed 11 robbery calls, this represents a **37.5% increase** when compared to April of 2018.

Appendix 5 provides a visual of the robberies for the past 5 years (Month of April only).



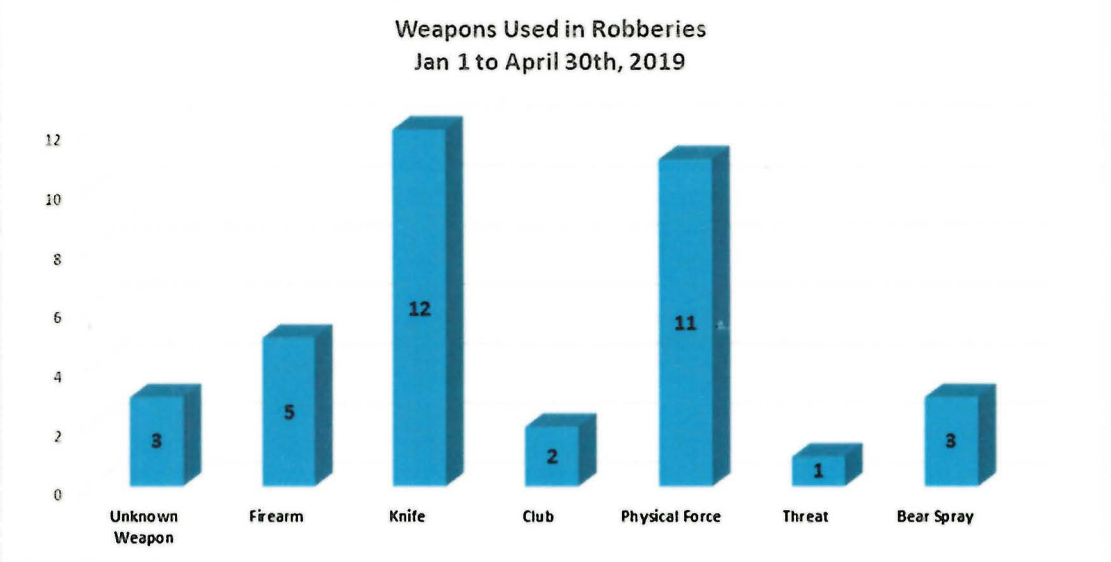
Appendix 5

The YTD robberies observed at the end of April 2019 are 40.7% higher than what we experienced in 2018 (**27 observed in 2018 / 38 observed in 2019**). The majority of the robberies have been Open Air events; this refers to crime of opportunity and randomness with no specific target. **Appendix 6** provides a visual.



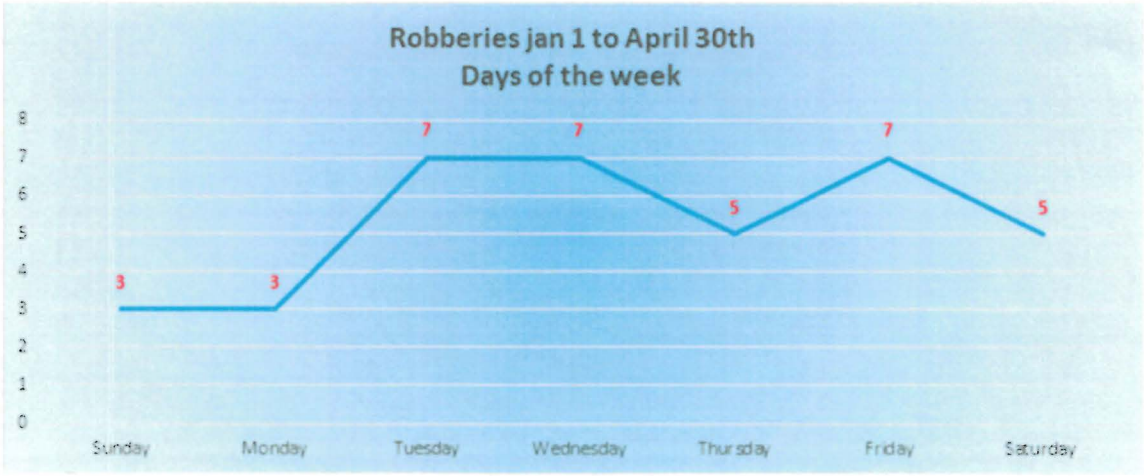
Appendix 6

Further analysis supports randomness with respect to the typical robbery our service is responding to; **Appendix 7** provides an illustration that shows the majority of robberies are with weapons that are easily accessible and easily carried/concealed. It can be assumed that the majority of robberies are connected to street gangs.



Appendix 7

When one looks into the frequency, it also appears random and balanced throughout the week. The PAPS is currently developing a strategy to address the unfavorable variance with respect to robberies and will attempt to proactively impact this trend prior to summer. **Appendix 8** provides a visual that represents the occurrence day of the week on which the robbery occurred.

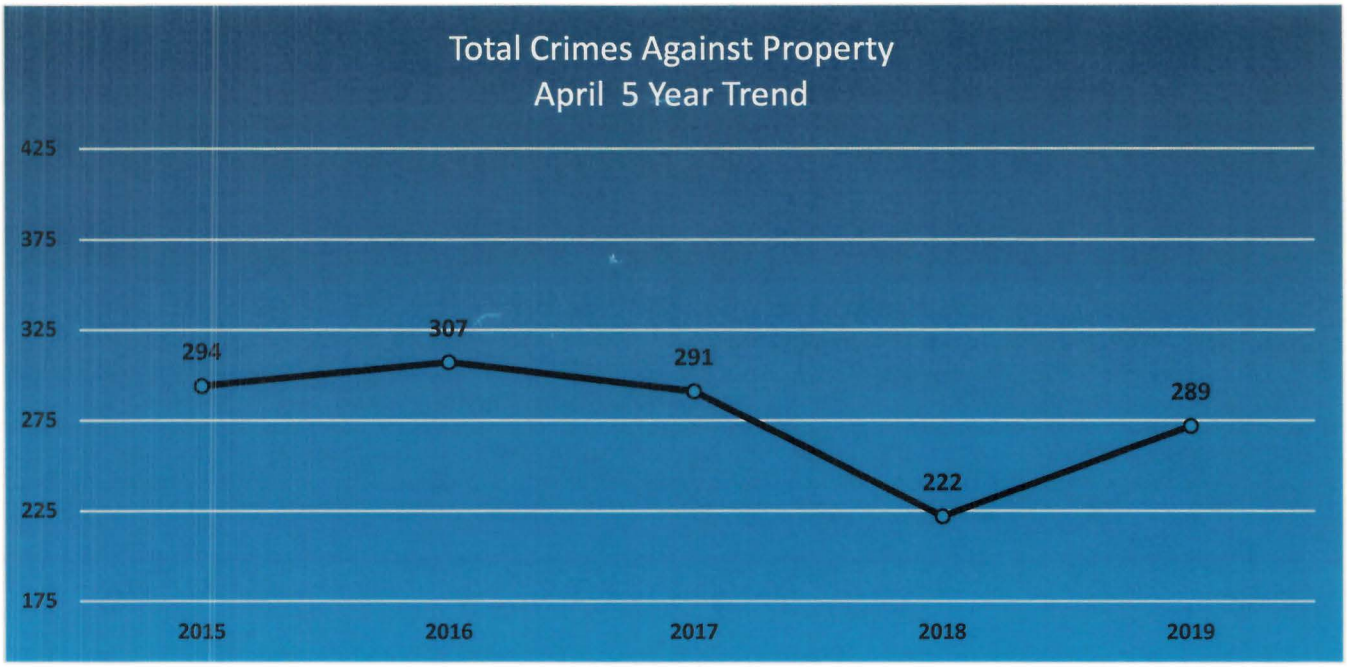


Appendix 8

Crimes Against Property;

April observed a 30.1% increase in "**Total Crimes Against Property**", this represents 67 more complaints received than the year previous.

Appendix 9 provides a visual of the 5-year trend for **"Total Crimes Against Property"**, April of 2019 is 3% higher than the 5-year average of **280.6** calls for service.



Appendix 9

Controlled Drugs and Substances;

April observed a 28% decrease in **Controlled Drugs and Substances** instances, however this is a small statistic and equates to **four less** charges than expriecned in April of 2018. Dispite this negative varance, the YTD statistics are equil to 2018's numbers.

It should be noted that ISET was on special assignment in Meadow Lake from April 3rd to the 8th. Additionally, the PA CFSEU team seized 2 kilograms of methanfetamine in Northbattleford on April 9th, this seizure lead to five search warrants that were executed in Prince Albert, however there were no further charges or seizures that resulted from each.

Traffic Enforcement;

April has again observed an increase in Traffic Ticket Enforcement. This month the PAPS combined with the CTSS members produced 1159 traffic tickets, this was a 106% increase from April of 2018 where we observed a total of 561 traffic tickets issued.

The CTSS unity produced 795 traffic infractions in April 2019, this represents a 161% from last year's numbers (304). The success with highly visible police and their presence in and around Prince Albert has contributed to a reduction of impaired driving offences. April observed 12 impaired driving offences compared to 16 last year.

Arrests;

The April "**All Arrests Totals**" reflect an overall 6% decrease when compared to April of 2018; additionally, 2019 YTD total arrests are 7.94% lower than 2018 YTD totals. Contained within arrest statistics are arrests for criminal investigations, charges and public intoxication.

PRESENTATION: **VERBAL** ☐ **AUDIO/VISUAL** ☐ **NONE** ☐

Written by: D/C Stonechild **Signature:** _____

Approved by: Jon Bergen Chief of Police ☒ **Signature:** _____

PRINCE ALBERT POLICE SERVICE
CRIME STATISTICS

Incident Offence Report

Crime Against Person	Apr 18	Apr 19	YTD 2018	YTD 2019	YTD%Chg
Homicides	0	0	0	4	N/A
Attempted Murder	0	0	1	1	0%
Sexual Violations	7	6	30	37	23.33%
Assaults	59	76	256	253	-1.17%
Kidnapping/Hostage Taking/Abduction	1	1	3	4	33.33%
Robbery	8	11	27	38	40.74%
Criminal Harassment	0	1	1	2	100%
Utter Threats	12	15	38	49	28.95%
Other Crime Against Person	2	2	7	4	-42.86%
Total Crime Against Person	**89**	**112**	**363**	**392**	**7.99%**
Crime Against Property	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Arson	2	4	5	12	140%
Break and Enter - Residential	22	24	76	75	-1.32%
Break and Enter - Residential(Outbuilding)	13	19	31	54	74.19%
Break and Enter - Non Residential	7	7	31	24	-22.58%
Break and Enter - Steal Firearm	0	0	2	0	-100%
Theft Over $5000	2	7	3	10	233.33%
Other Theft Under $5000	39	79	164	219	33.54%
Theft Of Motor Vehicle	34	29	135	101	-25.19%
Possession Of Stolen Property	6	7	29	24	-17.24%
Fraud	23	18	83	79	-4.82%
Mischief/Willful Damage	74	95	215	246	14.42%
Total Crime Against Property	**222**	**289**	**774**	**844**	**9.04%**
Other Criminal Code	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Prostitution	0	0	0	0	N/A
Weapon Charges	12	14	50	70	40%
Other Criminal Code	205	180	947	752	-20.59%
Total Other Criminal Code	**217**	**194**	**997**	**822**	**-17.55%**
Controlled Drugs and Substances	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Possess Drugs	8	5	30	32	6.67%
Traffic Drugs	10	8	27	24	-11.11%
Other Drug Related Charges	0	0	1	0	-100%
Cannabis Act	0	1	0	2	N/A
Total Controlled Drugs And Substances	**18**	**14**	**58**	**58**	**0%**
Other Federal Statute Violations	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Total Other Federal Statute Violations	**12**	**16**	**57**	**49**	**-14.04%**
Provincial Statute Violations	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Total Provincial Statute Violations	**1**	**1**	**2**	**4**	**100%**
Traffic Violations	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Impaired Driving/Refusal	16	12	65	33	-49.23%
Other Traffic Violations	66	41	326	249	-23.62%
Total Traffic Violations	**82**	**53**	**391**	**282**	**-27.88%**
Information Offences	**Apr 18**	**Apr 19**	**YTD 2018**	**YTD 2019**	**YTD%Chg**
Information Offences	270	267	1091	987	-9.53%
Information Offences(Internal)	48	40	198	152	-23.23%
Total Information Offences	**318**	**307**	**1289**	**1139**	**-11.64%**
All Incident Offence Total	**959**	**986**	**3931**	**3590**	**-8.67%**

NOTE: Statistics on record as of 2019-05-07 taken from Prince Albert Records Management System. Crime statistics are constantly being updated due to new information being received, changes in reporting procedures, and ongoing investigations.

PRINCE ALBERT POLICE SERVICE
CRIME STATISTICS

Tickets Report

N/A

Ticket Violations	Apr 18	Apr 19	YTD 2018	YTD 2019	YTD%Chg
Alcohol Violations	57	52	186	164	-11.83%
Traffic Violations	146	293	674	622	-7.72%
Bylaw Violations	21	14	65	53	-18.46%
Vehicle Inspection	12	7	62	17	-72.58%
CTSS City Violations	N/A	795	N/A	2190	N/A
All Tickets Total	**269**	**1177**	**1166**	**3162**	**171.18%**

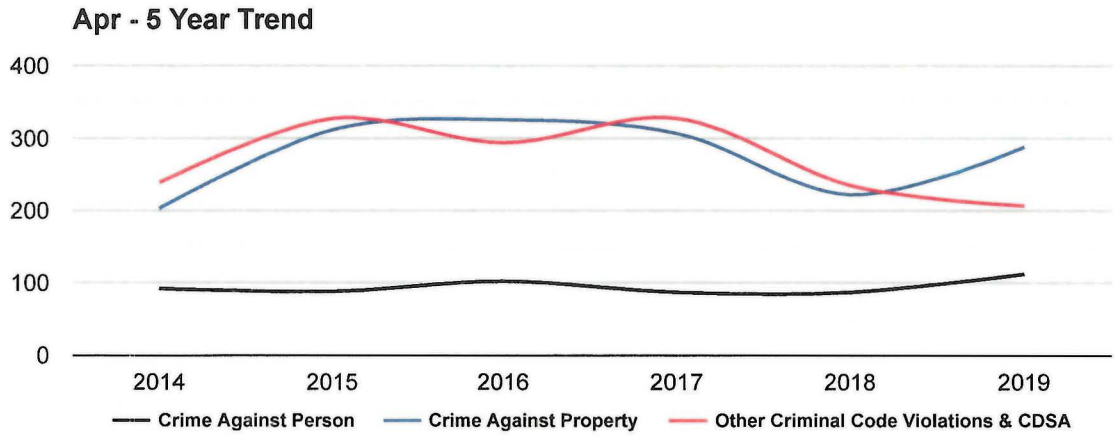
Arrest Report

Arrest Information	Apr 18	Apr 19	YTD 2018	YTD 2019	YTD%Chg
All Intox Arrest Total	269	253	917	868	-5.34%
All Other Arrest Total	258	244	1036	930	-10.23%
All Arrest Total	**527**	**497**	**1953**	**1798**	**-7.94%**

Calls For Service Report

Calls For Service	Apr 18	Apr 19	YTD 2018	YTD 2019	YTD%Chg
Domestic Calls	175	224	716	820	14.53%
By-law Calls	311	261	1124	923	-17.88%
Neighbourhood Strengthening	93	244	547	775	41.68%
Complaints	3109	3186	10894	10869	-0.23%
All Calls For Service Total	**3202**	**3430**	**11441**	**11644**	**1.77%**

5 Year Trend



YEAR	2014	2015	2016	2017	2018	2019
Crime Against Person	92	88	102	87	87	112
Crime Against Property	203	312	326	307	222	288
Other Crime Code Violations & CDSA	239	328	294	328	235	207

NOTE: Statistics on record as of 2019-05-07 taken from Prince Albert Records Management System. Crime statistics are constantly being updated due to new information being received, changes in reporting procedures, and ongoing investigations.

PRINCE ALBERT POLICE SERVICE

TITLE: April Bylaw Unit Activity Report

DATE: May 2, 2019

TO: Chief of Police ☒ **Board of Police Commissioners** ☐

PUBLIC: ☒ **INCAMERA:** ☐

RECOMMENDATION(S):

That the Board receives this report as information, and further;

That the Board forwards this information to City Council for their information

TOPIC & PURPOSE:

Section 14 of the Board Policy requires monthly statistical reporting. City council has also requested a monthly summary for their review. The information provided to the Board in this report is intended to be shared with Council.

REPORT:

Animal Control

Animal control calls made up 14.16% of all Bylaw activity for the month of April. There were forty-four (44) animal related calls for service. Breakdown for some of these calls were as follows: thirty-two (32) dogs being at large, of that six (6) were impound at the SPCA. There were four (4) cat at large calls, of that three (3) cats were impounded. Eight (8) fines issued for various infractions.

Property

There were 110 property related complaints. The following is a breakdown of these complaints:

1 – *Minimum Maintenance, Housing Inspections*
75 – *Unsightly Property*
31 – *Garbage*
3 – *Property Found*

Traffic

Our trained CSO officers issued two (2) traffic tickets while still maintaining their regular duties. The following is a breakdown of the tickets issued:

1 – *Speeding*
1 – *Disobey yield sign*

Eleven (11) Summary Offence Tickets issued for various offences under the Trespass to Property Act, Waste Collection & Disposal Bylaw, The Alcohol and Gaming Regulations Act, Public Urination Bylaw, The Noise Bylaw and The Environmental Protection Act.

MVA's and Theft/Mischief

As of January 2019, Community Safety Officers have commenced taking MVA's, theft and mischief calls that are not in progress. The following are the calls attended in the month of April:

3 – *MVA's*
16 – *Theft & Mischief*

Other

Little Red River Park, Nordale and Hazeldale Area were patrolled proactively as part of weekly assignments. The downtown core is covered daily with Bylaw foot patrols.

In the month of April, there were 311 calls. Forty-five (45) calls self-generated by bylaw staff. Unsightly properties and Neighborhood Strengthening were the majority of the self-generated calls.

There were thirteen (13) parking violations issued. These violations would include fire lane, handicap parking, unregistered vehicle parked on street and parked over 48 hrs.

In January 2016, the City of Prince Albert commenced the process of seizing vehicles for outstanding parking violations. In April 2019, Bylaw/Traffic/CTSS seized twenty-three (23) vehicles for unpaid parking violations. Four people attended city hall and paid off their unpaid parking violations rather then having their vehicle seized. Since January 2019, forty-eight (48) have been seized for unpaid parking violations.

In the month of April, the Automated License Plate Reader (ALPR) located thirteen (13) infractions: unpaid parking violations and unregistered vehicles.

Document service, which commenced in March, has now become another focus for the Bylaw Enforcement Unit. There were twenty-eight (28) documents served in April. This number is not included in the calls for service that bylaw attended.

In January 2016, city council approved an amendment to the Property Amenities Bylaw adding language in regards to boarded buildings. April 2019, there are thirteen (13) outstanding compliance orders for boarded homes. This list is of buildings that are completely boarded.

Staff

Staffing level in April was at authorized strength (1 Manager, 4 Special Constables).

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: **VERBAL** ☐ **AUDIO/VISUAL** ☐ **NONE** ☒

ATTACHMENTS:

April Bylaw Statistics

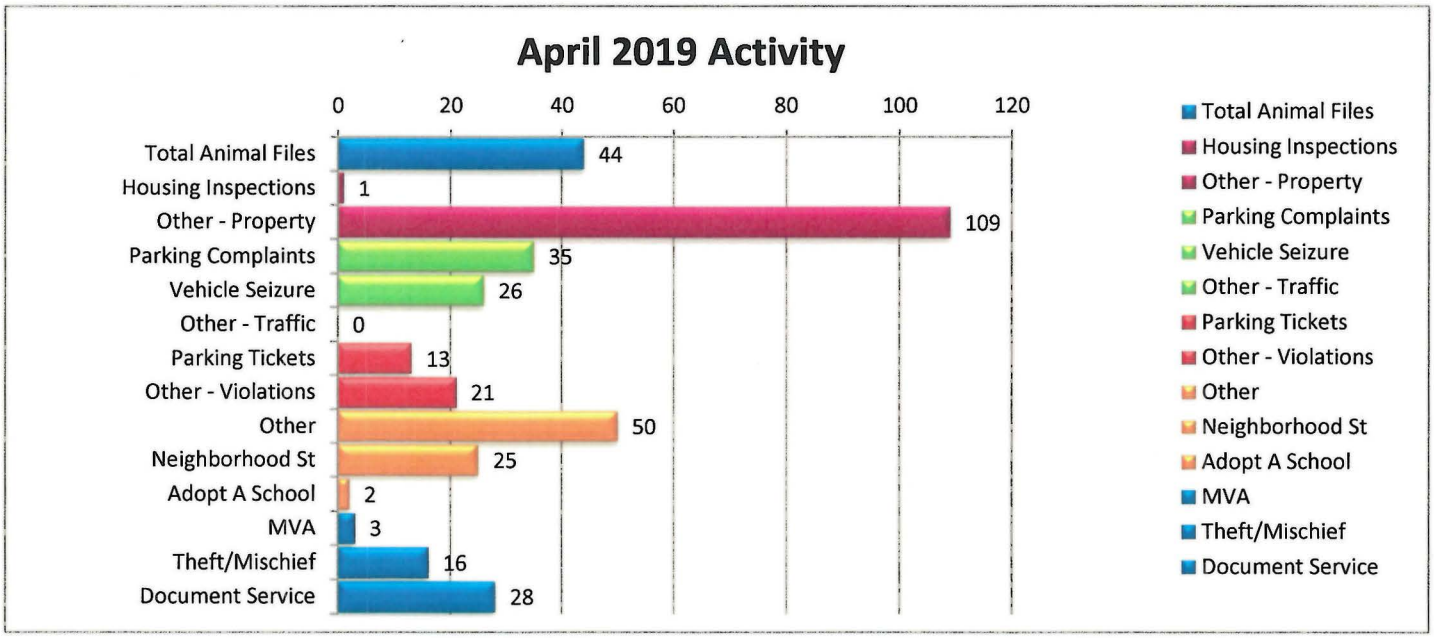
Written by: Suzanne Stubbs, Bylaw Manager **Signature:** _____

Approved by: Jonathan Bergen, Chief of Police ☒ **Signature:** _____

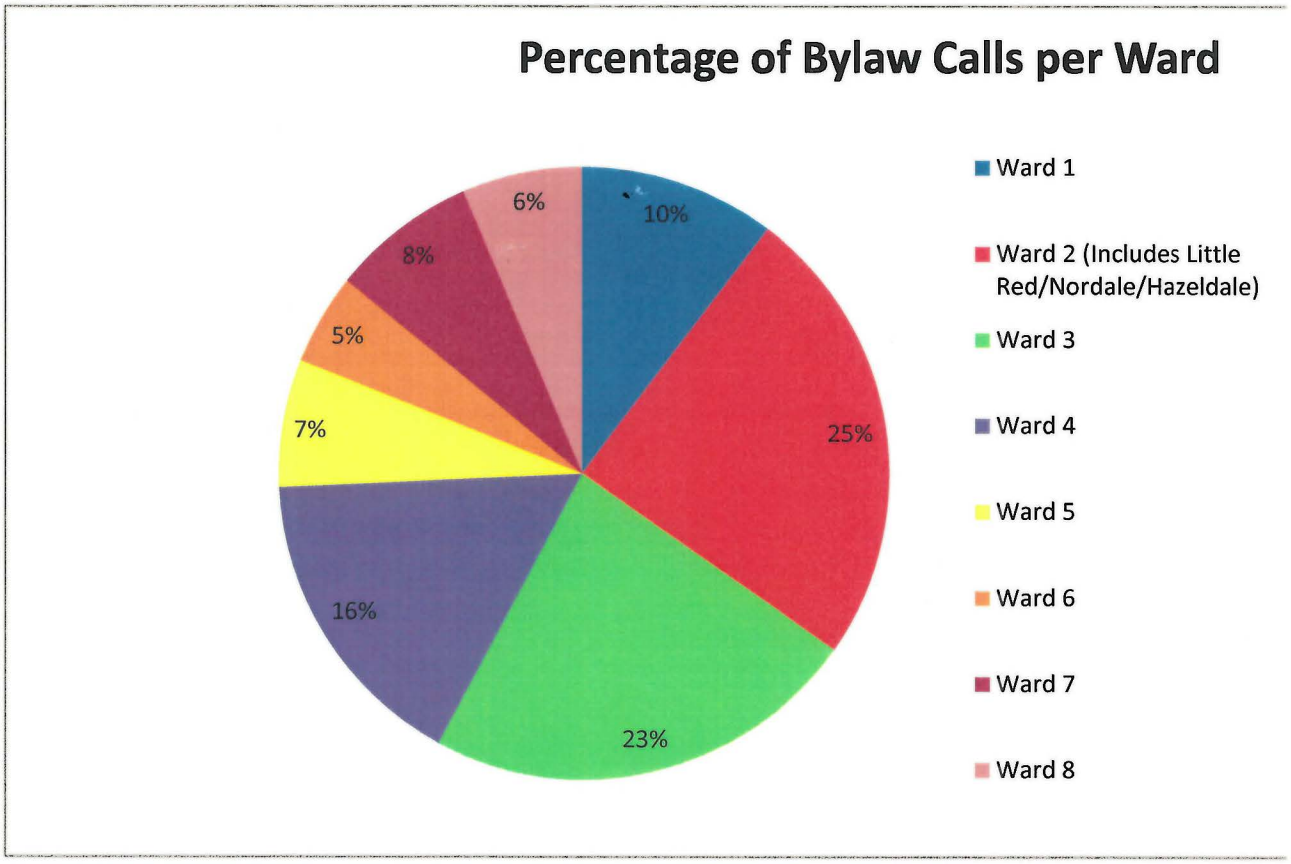
MUNICIPAL BYLAW ENFORCEMENT UNIT

April 2019

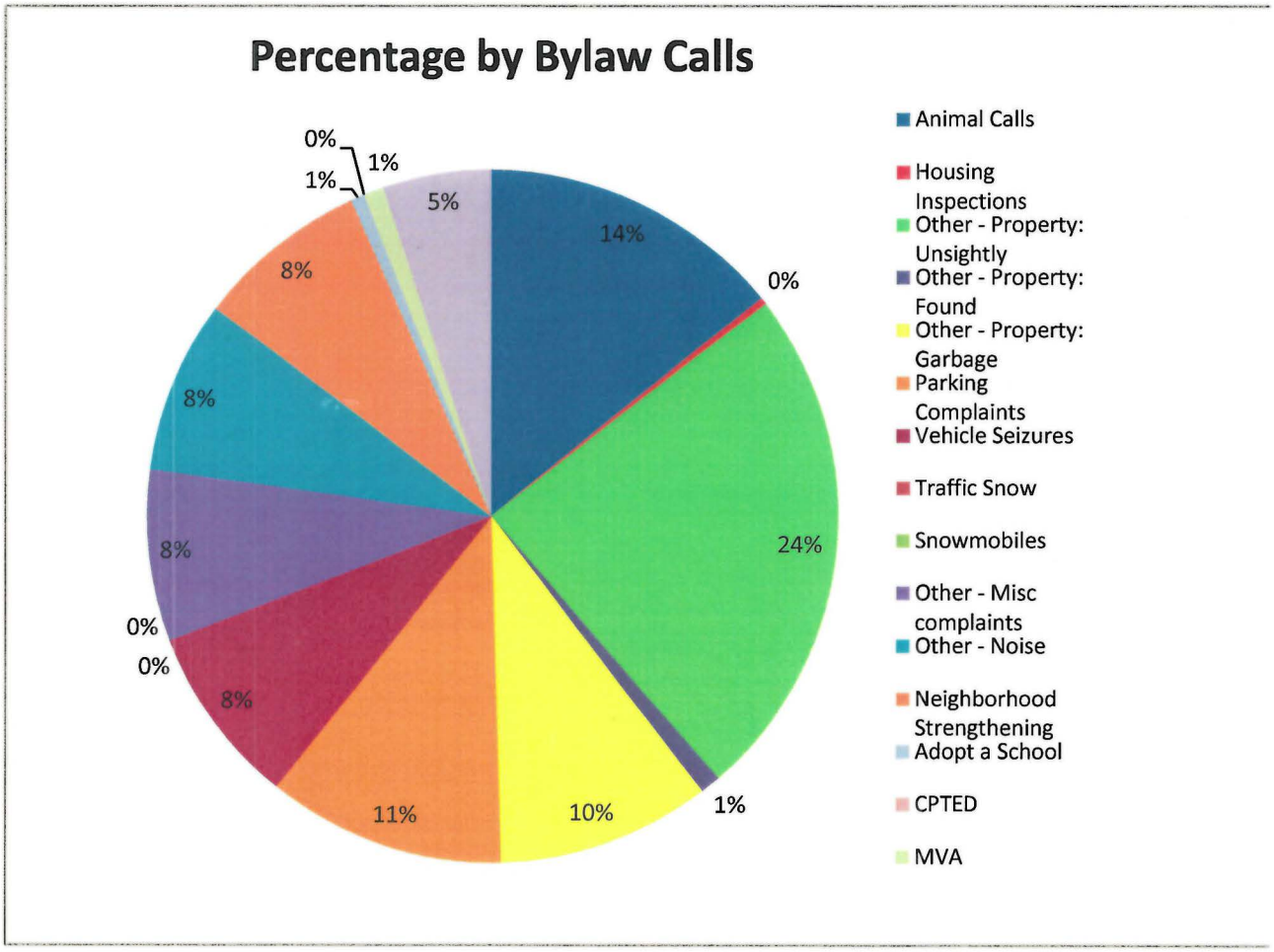
	Apr-18	Apr-19	YTD % Chg	YTD 2018	YTD 2019	YTD % Chg
ANIMAL CONTROL						
Total Animal Files	125	44	-64.80%	405	96	-76.30%
PROPERTY						
Housing Inspections	8	1	-87.50%	13	4	-69.23%
Other - Property	85	109	28.24%	210	349	66.19%
TRAFFIC						
Parking Complaints	48	35	-27.08%	248	299	20.56%
Vehicle Seizure	19	26	36.84%	128	100	-21.88%
Other - Traffic	1	0	-100.00%	36	21	-41.67%
VIOLATIONS						
Parking Tickets	19	13	-31.58%	292	239	-18.15%
Other - Violations	66	21	-68.18%	237	89	-62.45%
OTHER BYLAW						
Other	22	50	127.27%	51	123	141.18%
Neighborhood St.	4	25	525.00%	36	116	222.22%
Adopt A School	0	2	200.00%	0	3	300.00%
MVA	0	3	300.00%	0	49	4900.00%
Theft/Mischief	0	16	1600.00%	0	24	2400.00%
Document Service (# not added to calls for service)						
Document Service	0	28	2800.00%	0	69	4100.00%



Ward 1	10.29%
Ward 2 (Includes Little Red/Nordale/Hazeldale)	24.44%
Ward 3	23.15%
Ward 4	16.40%
Ward 5	6.75%
Ward 6	4.82%
Ward 7	7.72%
Ward 8	6.43%



Animal Calls	14.16%
Housing Inspections	0.32%
Other - Property: Unsightly	24.12%
Other - Property: Found	0.96%
Other - Property: Garbage	9.97%
Parking Complaints	11.25%
Vehicle Seizures	8.36%
Traffic Snow	0.00%
Snowmobiles	0.00%
Other - Misc complaints	8.04%
Other - Noise	8.04%
Neighborhood Strengthening	8.04%
Adopt a School	0.64%
CPTED	0.00%
MVA	0.96%
Theft/Mischief	5.14%



PRINCE ALBERT POLICE SERVICE

TITLE: Changing By-law Vehicle Decals

DATE: May 7, 2019

TO: Board of Police Commissioners

PUBLIC: ☒ **INCAMERA:** ☐

RECOMMENDATION:

- That this report be received as information and filed.

TOPIC & PURPOSE:

This is notification that we are changing the markings on our By-law fleet vehicles to reflect the visual identity requirements as outlined in the Community Safety Officer Program policy. We currently do not meet the requirements. This change will help to identify these vehicles in our community as vehicles operated by Community Safety officers as opposed to by-law officers.

BACKGROUND:

We currently have two vehicles and five Community Safety Officers designated to our By-law unit. Our Community Safety Officers exclusively operate these vehicles.

The Community Safety Officer Program Policy states - It is a mandatory requirement that vehicles utilized by CSOs include "Community Safety Officer" markings on both the side doors and rear panel of the vehicles. All vehicle markings must be approved by the ADM.

REPORT:

The new decal package meets the requirements of both the Community Safety Officer Program policy manual as well as the Municipal Police Regulations. We have received authorization from the ADM to change our current decal package.

PRESENTATION: **VERBAL** ☒ **AUDIO/VISUAL** ☐ **NONE** ☐

ATTACHMENTS: Photos of current Bylaw decal package, mock up of new CSO decal package and letter to Ministry of Corrections and Policing requesting permission to change current decal package.

Written By: **Sgt. Terry Epp** **Signature:** _____

Approved by: **Jonathan Bergen Chief of Police** **Signature:** _____

228
PRINCE ALBERT
BYLAW
911
SPECIAL CONSTABLE

PRINCE ALBERT
BYLAW
228
111 KKI

Please note: *After this proof is approved, client is responsible for all costs associated with any subsequent changes .* ***This includes changes to spelling, colour and layout - please review this proof carefully!***

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Markit
SIGNS WRAPS DESIGN

Prince Albert Police Service
Chief of Police
45 – 15th Street West
Prince Albert, Saskatchewan S6V 3P4

Jonathan Bergen
Chief of Police

"With Integrity and Innovation we Deliver Professional Service to Our Citizens"

May 6, 2019

Gavin Nash CP-JU
Director – Policing Innovation
Policing and Community Safety Services
Ministry of Corrections and Policing.
1850 – 1881 Scarth St.
Regina, SK, S4P 4K9

Mr. Nash

We are interested in upgrading the markings on our Community Safety Officer (CSO) fleet vehicles to reflect the visual identity requirements as outlined in the CSO policy and are seeking Ministry approval to make this change.

We currently display a smaller Prince Albert Police Service logo near the front fender and the word "BYLAW" in very large font across the side doors. We do not have any Community Safety Officer markings on our CSO vehicles.

We have two vehicles and five CSO's designated to our CSO unit. The members in our CSO unit exclusively operate these vehicles.

Also attached, is a mockup of how we propose our CSO vehicles to look. We would like to incorporate our bylaw crest and clearly identify these vehicles in our community as vehicles operated by Community Safety officers as opposed to bylaw officers.

Regards,

Jonathan Bergen
Chief of Police

Administration (306) 953-4240
General Inquires (306) 953-4222
Administration Fax (306) 953-4239
Police Service Fax (306) 764-0011

Direct all Correspondence to: **THE CHIEF OF POLICE**

PRINCE ALBERT POLICE SERVICE

TITLE: 2019 Versaterm Users Workshop (Oct 7th – 9th, 2019)

DATE: 2019-Apr-23

TO: Chief of Police ☒ **Board of Police Commissioners** ☐

PUBLIC: ☑ **INCAMERA:** ☐

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

Versaterm is trusted across North America since 1977, Versaterm is known for its powerful and flexible CAD, RMS, and Mobile solutions that enable first responders to make better decisions. Prince Albert Police service uses all of the noted Versaterm software.

Every year Versaterm users from various client police agencies gather at the Versaterm User workshop. The workshop is an opportunity for attendees to network and meet the key Versaterm staff. Participants can exchange information and learn about new developments in Versaterm's software and in policing and technology in general.

Canadian and US Versaterm agencies alternate hosting the user workshop. This year Versaterm will be hosting the 3-day workshop in Scottsdale Arizona on October 7th- 9th, 2019.

The following year Saskatoon Police Service will be hosting the 2020 Versaterm Users workshop.

PROPOSED APPROACH AND RATIONALE:

As the Office Manager with the Police Service I am the main Versaterm contact for all the Versaterm software. I have attended the Versaterm user workshop for several years along with a member of our Information Technology section.

We have made numerous staff changes in our IT section so are unable to send an IT member to this year's conference. I will be representing our agency at this year's conference. The training workshop costs are budgeted in the civilian training account.

The Versaterm user workshop allows our agency to re-connect and develop new Versaterm police agency contacts. Since we are all police agencies using the same software this is a great way to learn from each other and look at best practices.

PRESENTATION: **VERBAL** ☑ **AUDIO/VISUAL** ☐ **NONE** ☒

ATTACHMENTS:

Written By: Josie Hemsworth **Signature:**

Approved by: **Chief of Police** ☑ **Signature:**

PRINCE ALBERT POLICE SERVICE

TITLE: **First Quarter Financial Report**

DATE: **May 8, 2019**

TO: **Chief of Police** ☒ **Board of Police Commissioners** ☑

PUBLIC: ☒ **INCAMERA:** ☐

RECOMMENDATIONS:

To be received as information and filed.

JUSTIFICATION FOR INCAMERA: n/a

TOPIC & PURPOSE:

To update the Board on the financial position of the Prince Albert Police Service as of March 31, 2019.

BACKGROUND:

The Board approved the PAPS budget on September 17, 2019 with the plan to reduce the burden to the taxpayer by budgeting a one-time transfer of $200,000 from the Operating Reserve to cover operations. This total request was sent to City Council who approved the funding transfer on November 7, 2019.

DISCUSSION:

The first quarter financial information was completed late April for publishing. The following is a summary of the Service's financial accounts for the period of January 1, 2019 to March 31, 2019. The YTD (year-to-date) budget amount reflects an estimate that was made at the time the budget was completed for each month in the year. The timing of actual spending may differ from the initial estimate. Any noted "timing issue" below reflects that spending did not occur at the budgeted estimated time but the expense is planned to be on budget for the year-end.

City of Prince Albert
POLICE SERVICES DEPARTMENT
YTD to March 31, 2019

	YTD Actual	YTD Budget	YTD (Fav) Unfav Variance	Annual Budget	
REVENUES					
User Charges and Fees	($420,976)	($425,230)	$4,254	($1,150,360)	a)
Operating Grants and Donations	(929,179)	(870,870)	(58,309)	(3,485,450)	b)
Sundry	(12,697)	0	(12,697)	0	c) a)
Total Revenues	(1,362,851)	(1,296,100)	(66,751)	(4,635,810)	
EXPENSES					
Salaries Wages and Benefits	4,474,161	4,726,000	(251,839)	18,853,420	e)
Contracted and General Services	123,164	104,670	18,494	200,850	f)
Financial Charges	180	120	60	500	a)
Grants and Donations	0	750	(750)	3,000	a)
Utilities	31,179	27,770	3,409	109,960	a)
Interest on Long Term Debt	215	200	15	200	a)
Fleet Expenses	191,400	191,400	0	765,430	a)
Maintenance Materials and Supplies	334,057	363,440	(29,383)	1,413,750	a) d)
Insurance	5,893	4,110	1,783	15,840	a) d)
Total Expenses	5,160,250	5,418,460	(258,210)	21,362,950	
TOTAL (SURPLUS) DEFICIT	3,797,399	4,122,360	(324,961)	16,727,140	

a) On budget
b) $26k of revenue unbudgeted and also spent in Salaries (Intersection Safety from SGI) and $26k CTSS carryforward money spent in Materials, Maintenance and Supplies
c) Budgeted in User Charges and Fees
d) Timing issue

e) Salaries Wages and Benefits	
Communications position ended in January and Public Relations started in May	(11,057.58)
4 Constable hires at Year 1 replacing more senior officers	(59,862.62)
Reduction of Bylaw Officer	(18,178.33)
Staff Sergeant acting as Inspector	7,223.70
IT Vacancy	(13,017.46)
Executive Director funded by in-house position	(35,318.40)
Dispatch/ Records savings due to staffing	(48,178.00)
Intersection safety not budgeted in expenses or revenue	(26,000.00)
Miscellaneous, timing or otherwise	(47,450.30)
	(251,839.00)
Cost budgeted in Salaries but recorded in Contacted and General Services	50,000.00
Actual Salaries Wages and Benefits Favorable variance	(201,839.00)

f) Contracted and General Services	
	18,494.00
Salaries cost recorded in Contracted and General Services but budgeted in Salaries	(50,000.00)
Actual Contracted and Geneard Services Favorable variance	(31,506.00)

The Service is on track to be on budget at year-end. Please note that if the Service comes in on budget, the result would be to reduce the Operating Reserve by $200,000 due to the City

Board's reduction of transfer dollars. To keep the Reserve whole, the Service would need to produce a year-end surplus of $200,000.

CONSULTATIONS:

N/A

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

N/A

OTHER CONSIDERATIONS/IMPLICATIONS:

N/A

STRATEGIC PLAN:

N/A

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: **Verbal Presentation by Chief of Police**

ATTACHMENT: N/A

Written By: **Mona Pshebnicki, CPA, Finance and Human Resources Manager**

Approved By: **Chief of Police**

CANADIAN ASSOCIATION OF POLICE GOVERNANCE

COMMUNITY
SAFETY. SERVICE. STRENGTH

CAPG
AUGUST 8-11, 2019
CALGARY

78 George St, Suite 204
Ottawa, Ontario K1N 5W1
Phone: 613.344.2384
Fax: 613.344.2385

www.capg.ca

April 1, 2019

Prince Albert Board of Police
Commissioners
1084 Central Ave.,
Prince Albert, Saskatchewan
S6V 7P3

Dear Mrs. Sheryl Kimbley,

RE: Support for the 30th Annual Conference of the Canadian Association of Police Governance

On behalf of the CAPG Board of Directors, I am writing to request your support for the 30th Annual Conference of the Canadian Association of Police Governance (CAPG). The conference, hosted by the Calgary Police Commission (CPC), will take place in Calgary, Alberta, on August 8 – 11, 2019.

The theme for this year's conference is ***"Community Safety, Community Service, and Community Strength".*** Our theme deals with the responsibility of representation on our boards and commissions. Meaning, how do our members, collectively and as individuals, effectively represent the diverse community members and provide the oversight they have been tasked with? Our priority this year is to strategically target ways we can engage with our membership and use their input to help shape policies and plans for the police service.

The planning committee is asking for your support to help us offset the cost of putting on this first-rate conference. Our members have shown their generosity and commitment by sponsoring coffee breaks, hospitality suites, lunches or simply contributing whatever their budget can manage. There are a variety of exceptional sponsorship opportunities available that can be tailored to give a high level of recognition and visibility for your organization.

We are sincerely grateful for any contributions you are able to make, whether monetary or with promotional products that could be included in the delegate welcome bags. We commit to making the conference experience unique and rewarding for everyone who attends.

On behalf of the CAPG planning committee, I look forward to your positive reply.

Sincerely,

Jennifer Malloy
CAPG Executive Director
78 George Street, Suite 204
Ottawa, ON K1N 5W1
Phone: 613-344-2384 | Fax: 613-344-2385

30th ANNUAL CAPG CONFERENCE

Calgary, Alberta August 8 - 11, 2019

2019 CONFERENCE SPONSORSHIP PROSPECTUS

COMMUNITY
SAFETY. SERVICE. STRENGTH

CAPG
AUGUST 8-11, 2019
CALGARY

Canadian Association of Police Governance

78 George Street, Suite 204
Ottawa, Ontario K1N 5W1
www.capgconference.ca

tel.613.344.2384
fax.613.344.2385
email: conference@capg.ca

Dedicated to Excellence in Police Governance in Canada since 1989

INNOVATION KNOWLEDGE COLLABORATION PROACTIVE

ABOUT THE CAPG

Who We Are

The Canadian Association of Police Governance (CAPG) is the only national organization dedicated to excellence in police governance in Canada. Since 1989, the CAPG has worked diligently to achieve the highest standards as the national voice of civilian oversight of municipal police. Our Association has grown to represent 75% of municipal police services throughout Canada.

Our Mission

The Canadian Association of Police Governance works collaboratively and pro-actively with members and partners to enhance civilian governance of policing in Canada.

ABOUT THE CONFERENCE

30 Years of Commitment

Celebrating our 30th year, the Annual CAPG conference is held over a four-day period during which delegates are encouraged to network, discuss, engage, and discover the rich community we continue to foster.

The conference offers a variety of learning and networking activities, including:

- Inspiring speakers and networking reception.
- Engaging and interactive plenary and small group discussions with thought leaders and field experts.
- Skill building workshops to help delegates develop concrete skills.

WHAT PEOPLE ARE SAYING...

I can say that your conference was very well organized and presented. I have been to a LOT of conferences, and this struck me as top notch!

Excellent information from across the Country on many aspects of issues facing police today.

I was quite impressed with the variety and scope of the speakers and panelists.

I wasn't sure what to expect. But I thoroughly enjoyed it and brought back with me considerably more insight.

The topics are always interesting and important for the overall policing function in Canada.

CAPG
CANADIAN ASSOCIATION OF POLICE GOVERNANCE

SPONSORSHIP BENEFITS

We strive to make the conference a valuable experience for all of our sponsors. We offer four standard levels of sponsorship to meet a variety of budgets and objectives. We recognize that you may have unique sponsorship needs and we look forward to working with you directly to create a customized package.

Sponsor Recognition

Sponsors receive recognition and thanks on all conference materials, on the CAPG's public website, social media sites, and newsletter.

Brand Exposure

Sponsors will also have the opportunity to include branded giveaways in the delegates' packages, and leave a lasting impression with delegates by being a front-and-centre presence at the Conference.

Connect With a National Audience

Engage with a national audience, with hundreds of delegates attending from across North America. Become part of our community! Invest in three cost-effective days connecting with the national police governance community.

Build Your Network

By sending company delegates, your organization will have the opportunity to connect with leading voices in police governance and will have access to the latest research, discussions and interests within the community.

SPONSORSHIP STREAMS

CHAMPION Sponsor $10,000

Prioritized listing as a Champion Sponsor on all printed and on-line media, including the conference website, program and/or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. Five (5) minute speaking opportunity to introduce one keynote speaker.
2. Two (2) complimentary conference registrations including evening activities.
3. One (1) insert in delegate and companion welcome bags.
4. Company logo featured on splash page of conference app.
5. Logo on banner in plenary room.
6. Logo on poster at registration desk.
7. Logo and recognition at one (1) evening activity.
8. Recognition in the fall edition of Board Connection, the CAPG quarterly newsletter.
9. Prioritized Recognition on social media.

ADVOCATE Sponsor $5,000

Prioritized listing as a Advocate Sponsor on all printed and on-line media, including the conference website, program and/or schedule-at-a- glance, eblasts, and post-conference report. Also includes:

1. Listing on the conference app.
2. One (1) complimentary conference registration, including evening activities.
3. Logo on banner in plenary room.
4. Recognition in the fall edition of Board Connection, the CAPG quarterly newsletter.
5. Recognition on CAPG's social media profiles.

CULTIVATOR Sponsor $2,500

Listing as a Culivator Sponsor on all printed and on-line media, including the conference website, program and/or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. Recognition in the fall edition of Board Connection, the CAPG quarterly newsletter.
2. Recognition on CAPG's social media profiles.

FRIEND Sponsor $1,000

Listing as a Friend Sponsor on all printed and on-line media, including the conference website, program and/or schedule-at-a-glance, e-blasts, and post-conference report.

PEER Sponsor $250 - $500

1. Listing on the CAPG website.
2. Listing in conference program.
3. Listing in post-conference report.

CAPG
CANADIAN ASSOCIATION OF POLICE GOVERNANCE

CREATE YOUR OWN SPONSORSHIP!

Do you want to create your own version of an engaging sponsorship experience?

Contact usto discuss the possibilities, or if you have any questions, or you would like additional information.

CONTACT CAPG

Jennifer Malloy
Executive Director
jmalloy@capg.ca
tel – 613-344-2384
fax – 613-344-2385

Canadian Association of Police Governance
78 George Street, Suite 204
Ottawa, Ontario K1N 5W1

Check Us Out

www.capg.ca

CAPG
CANADIAN ASSOCIATION OF POLICE GOVERNANCE

CAPG
AUGUST 8-11, 2019
CALGARY

2019 CONFERENCE SPONSORSHIP APPLICATION

August 8 to 11, 2019 - Calgary, Alberta

Organization Information

Company/Organization: _____

Contact person: _____

Title: _____

Address: _____

City: _____ Prov./State: _____ Postal/Zip Code: _____

Tel: _____ Ext: _____ Cell: _____

E-mail: _____

SPONSORSHIP STREAMS

☐	CHAMPION Sponsor	$10,000
☐	ADVOCATE Sponsor	$5,000
☐	CULTIVATOR Sponsor	$2,500
☐	FRIEND Sponsor	$1,000
☐	PEER Sponsor	$250-500
☐		
☐	Customized Sponsorship	$_____

METHOD OF PAYMENT

Completed form can be returned by 613-344-2385 or by email at conference@capg.ca

☐ MasterCard ☐ Visa ☐ Cheque ☐ Electronic Funds Transfer

Card Number: _____ Expiry Date: _____ 3-Digit Security Code: _____

Cardholder's Name: _____ Signature: _____

CAPG – 78 George Street, Suite 204, Ottawa, ON K1N 5W1
Telephone: 613-344-2384 • Fax: 613-344-2385

City of
Prince Albert

COMMITTEE DISPOSITION

Report Title: Vacant/Boarded Homes

Date: May 8, 2019

Prepared By: Executive Committee

Prepared For: Board of Police Commissioners

DISPOSITION:

"That a request be forwarded to the Board of Police Commissioners to provide the database information maintained by the Bylaw Manager for vacant/boarded homes on a monthly basis as part of the Bylaw Unit Activity Report."

Respectfully Submitted,

Sherry Person, City Clerk

City of
Prince Albert

RPT 19-224

TITLE: Vacant/Boarded Homes

DATE: **April 30, 2019**

TO: Executive Committee

PUBLIC: X **INCAMERA:**

RECOMMENDATION:

That the Board forwards the report to Executive Committee for their information.

ATTACHMENTS:

1. Report dated April 15, 2019

Written by: Melodie Boulet, Secretary, Board of Police Commissioners

Prince Albert Board of Police Commissioners

DISPOSITION

Report Title:	**Vacant / Boarded Homes**
Date:	**April 15, 2019**
From:	**Board of Police Commissioners**
To:	**Executive Committee**

DISPOSITION:

That the Board forwards the report to Executive Committee for their information.

Respectfully Submitted,

M Boulet

Melodie Boulet
Board Secretary
Board of Police Commissioners

PRINCE ALBERT POLICE SERVICE

TITLE: Vacant/Boarded Homes

DATE: April 8, 2019

TO: Board of Police Commissioners

PUBLIC: ☒ **INCAMERA:** ☐

RECOMMENDATION:

- That this report be received as information and filed.
- Forward to council public.

TOPIC & PURPOSE:

At the December 10, 2018 city council regular meeting, there was a request for an updated report from the database that is maintained by the Bylaw Manager for vacant/boarded homes in Prince Albert. Report requested to be prepared on a quarterly basis.

BACKGROUND:

In November 2015, the Property Amenity Bylaw was amended to include a definition for boarded buildings in the City of Prince Albert as well as a second amendment on the word nuisance, which included boarded homes.

In March 2016, the Bylaw Manager compiled 26 addresses that constituted a boarded home. Each of these addresses received a compliance letter providing options for compliance. The three options provided were:

Option 1 – Remove all boarding and restore any damaged doors and/or windows and occupy the structure;

Option 2 – Remove all boarding, restore any damaged doors and/or windows, and assign a person(s) or entity with the authority to monitor and ensure the property is maintained in an undamaged viable state. The Bylaw Division shall be provided with contact information identifying the individual or entity tasked with the said property oversight;

Option 3 – Attend City Hall and obtain a building permit for demolition of the structure and comply with all conditions and requirements mandated to comply with the requirements of a demolition permit and applicable legislation, Acts and or Bylaw. This order will remain valid until the demolition has been completed to the satisfaction of the City of Prince Albert Building Division.

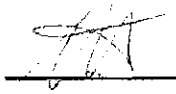
REPORT:

To date, there are 13 homes boarded either due to being vacant or result of a fire. These 13 homes are fully boarded and do not include partial boarding of homes.

There are an additional 53 outstanding files for issues under the Property Amenity or Property Maintenance Bylaw.

PRESENTATION: **VERBAL** ☒ **AUDIO/VISUAL** ☐ **NONE** ☐

ATTACHMENTS: N/A

Written By: Suzanne Stubbs, Bylaw Manager **Signature:** 

Approved by: Jonathan Bergen Chief of Police ☑ **Signature:**