



JANUARY 28, 2022

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, FEBRUARY 1, 2022
9:00 A.M.

PRINCE ALBERT POLICE SERVICE DOWNTOWN SUBSTATION BOARDROOM

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 November 25, 2021.

Recommendation:

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

Page No.
A-1

Public
BOC

PRESENTATIONS:

2. Presentation by Brian Howell, Riverbank Development Corporation, regarding PA Community Alcohol Strategy Request

Recommendation:

Be received as information and filed.

Page No.
A-5

Public
BOC



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, FEBRUARY 1, 2022
9:00 A.M.

PRINCE ALBERT POLICE SERVICE DOWNTOWN SUBSTATION BOARDROOM

APPOINTMENTS:

3. Appointment of Board Chairperson and Board Vice-Chairperson

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A-6

Public
BOC

Recommendations:

1. *That Darcy Sander be appointed as the Board Chairperson of the Prince Albert Board of Police Commissioners effective February 1, 2022 to December 31, 2023.*
2. *That Mayor Greg Dionne be appointed as the Board Vice-Chairperson of the Prince Albert Board of Police Commissioners effective January 1, 2022 to December 31, 2023.*
3. *That Mayor Greg Dionne be appointed as the Representative for Collective Negotiations for a Collective Bargaining Agreement with the Prince Albert Police Association.*

FINANCIAL REPORTS – PRESENTED AT MEETING:

4. 2022 Police Service Budget Reduction due to City Fiscal Challenges

Presented
at
Meeting

Recommendation:

That the Board forwards the following recommendations to City Council for approval:

1. *That an additional \$200,000 for a total of \$400,000 be transferred from the Police Service Operating Reserve to the City's General Fund to assist with the City's significant budgeting shortfalls; and,*
2. *That the 2022 Prince Albert Police Service be funded in the amount of \$17,805,140, inclusive of Capital expenditures and a transfer from the Police Service Proactive Policing Reserve up to \$515,000.*



JANUARY 28, 2022

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PUBLIC AGENDA

TUESDAY, FEBRUARY 1, 2022

9:00 A.M.

PRINCE ALBERT POLICE SERVICE DOWNTOWN SUBSTATION BOARDROOM

FINANCIAL REPORTS – PRESENTED AT MEETING:

5. Re-allocation of Capital Carry Forward Funding for Back-up Server

**Presented
at
Meeting**

Recommendations:

- 1. That the firewall and security software replacement Police Service capital project funding in the amount of \$44,781.93 be re-allocated to fund the unexpected priority back-up server maintenance project at the Prince Albert Police Service.***
- 2. That any remaining unspent funds of the re-allocation be used to offset the increased cost for the Virtual Server spending in 2021.***

STATISTICS:

6. 2021 Year End Statistical Report

**Page No.
A-9**

Public
BOC

Recommendation:

Be received as information and filed.

7. Community Safety Officer (CSO) Reports – Annual Report for 2021, December 2021 and November 2021 Reports

**Page No.
A-29**

Public
BOC

Recommendations:

- 1. That the Board receives the reports as information and filed; and,***
- 2. That the Board forwards the reports to the Community Safety Officer (CSO) Program Manager as per the Saskatchewan CSO Policy Manual.***



JANUARY 28, 2022

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, FEBRUARY 1, 2022
9:00 A.M.

PRINCE ALBERT POLICE SERVICE DOWNTOWN SUBSTATION BOARDROOM

REPORTS:

8. On-Line Criminal Record Checks

Page No.
A-39

Recommendation:

Public
BOC

Be received as information and filed.

9. On-Line Reporting (COPLOGIC)

Page No.
A-42

Recommendation:

Public
BOC

Be received as information and filed.

10. COVID-19 Vaccination Declaration Requirement

Page No.
A-45

Recommendation:

Public
BOC

Be received as information and filed.

PRESENTATION: N/A

DISCUSSION ITEMS: N/A

NEXT MEETING:

Tuesday, February 15, 2022

9:00 a.m.

Prince Albert Police Service Downtown Substation Main Boardroom



JANUARY 28, 2022

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, FEBRUARY 1, 2022
9:00 A.M.

PRINCE ALBERT POLICE SERVICE DOWNTOWN SUBSTATION BOARDROOM

MOTION TO AJDOURN:

Recommendation:

That this Board do now adjourn the Public meeting.



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC MINUTES OF MEETING

THURSDAY, NOVEMBER 25, 2021
9:00 A.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL

Present in Boardroom:

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

J. Bergen, Chief of Police
F. Prince, Deputy Chief of Police
C. Mushka, Inspector

M. Boulet, Board Secretary

Nigel Maxwell, PA Now

Constable Lorelee Polowski (*Excused at 9:27 a.m.*)

Meeting convened at 9:06 a.m.

APPROVAL OF AGENDA:

076. **Moved by Councillor C. Miller, AND RESOLVED:**

That the November 25, 2021 Board of Police Commissioners Public Meeting Agenda be approved as presented.

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held October 21, 2021

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

That the Minutes of the Board of Police Commissioners Meeting held October 21, 2021, be taken as read and adopted; and, that the Board Chairperson and Board Secretary be authorized to execute the minutes on behalf of the Board of Police Commissioners.

PRESENTATION:

2. Profile of Prince Albert HUB

PowerPoint Presentation by Constable Lorelee Polowski regarding the Prince Albert HUB.

078. Moved D. Sander, AND RESOLVED:

That the Report from Inspector Mushka dated November 15, 2021 regarding Profile of Prince Albert HUB along with PowerPoint Presentation by Constable Lorelee Polowski regarding the Prince Albert HUB be received as information and filed.

STATISTICS:

3. October 2021 Monthly Statistics Report

079. Moved Dr. B. Broker, AND RESOLVED:

That the Report from Deputy Chief of Police dated November 18, 2021, regarding October 2021 Monthly Statistics Report be received as information and filed.

4. October 2021 Community Safety Officer (CSO) Report

080. Moved by J. Carriere, AND RESOLVED:

That the Report from Sergeant Glynn dated November 8, 2021, regarding October Community Safety Officer (CSO) 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 the Community Safety Officer (CSO) Program Manager as per the Saskatchewan CSO Policy Manual.

REPORTS:

5. Prince Albert Police Service Member Diversity and Demographics

081. Moved D. Sander, AND RESOLVED:

That the Report from Finance and Human Resources Manager dated October 29, 2021, regarding Prince Albert Police Service Member Diversity and Demographics be received as information and filed.

6. File Retention Policy Amendments

082. Moved Mayor G. Dionne, AND RESOLVED:

That the Report from Inspector Mushka dated November 15, 2021 regarding File Retention Policy Amendments be received as information and filed.

7. 2022 Board of Police Commissioners Meeting Schedule

083. Moved D. Sander, AND RESOLVED:

That the Report from Board Secretary dated November 22, 2021 regarding 2022 Board of Police Commissioners Meeting Schedule be received; and, that the following be approved:

That the 2022 Meeting Schedule for the Prince Albert Board of Police Commissioners be approved, as per attached to the Report from the Board Secretary dated November 22, 2021, regarding 2022 Board of Police Commissioners Meeting Schedule.

8. 2021 New Year's Eve Bus Service Program – Wing in the New Year

084. Moved Councillor C. Miller, AND RESOLVED:

That the Report from Chief of Police dated November 22, 2021 regarding 2021 New Year's Eve Bus Service Program – Wing in the New Year be received; and, that the following be approved:

That the Board endorses and promotes the Prince Albert Police Service to continue its partnership and support of the 2021 New Year's Eve Bus Service Program – Wing in the New Year Program.

NEXT MEETING:

Tuesday, January 18, 2022

9:00 a.m.

Main Boardroom, 2nd Floor, City Hall

MOTION TO ADJOURN:

9. Adjournment – 9:53 a.m.

085. Moved by D. Sander, AND RESOLVED:

That this Board do now adjourn.

CHAIRPERSON

BOARD SECRETARY

Sherry Person

From: brian <rbii@sasktel.net>
Sent: Friday, November 19, 2021 4:07 PM
To: City Clerk
Cc: 'PA Community Alcohol Strategy'
Subject: PA Community Alcohol Strategy request

Mayor and Council

I am writing on behalf of the Community Alcohol Strategy to request to speak with Council at the November 29th meeting. We would like to present Mayor Dionne, City Council and the Board of Police Commissioners with a copy of Harold Johnson's book **Firewater**. A passionate call to action, *Firewater* examines alcohol-its history, the myths surrounding it, and its devastating impact on Indigenous people.

We would also like to briefly discuss, within the 5 minute limit, the implications of changes to Liquor Legislation that are making alcohol more available within our community.

We look forward to hearing from you.

Brian Howell
River Bank Development Corporation
B 1350 15th Avenue West
Prince Albert SK S6V 5P2
Phone 306 763 7457
Cell 306 961 1257
Fax 306 763 4245

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PRINCE ALBERT POLICE SERVICE

TITLE: Appointment of Board Chairperson and Board Vice-Chairperson

DATE: January 13, 2022

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATIONS:

1. That Darcy Sander be appointed as the Board Chairperson of the Prince Albert Board of Police Commissioners for the term of January 1, 2022 to December 31, 2023.
2. That Mayor Greg Dionne be appointed as the Board Vice-Chairperson of the Prince Albert Board of Police Commissioners for the term of January 1, 2022 to December 31, 2023.
3. That Mayor Greg Dionne be appointed as the Representative for Collective Negotiations for a Collective Bargaining Agreement with the Prince Albert Police Association.

TOPIC & PURPOSE:

To seek the Board's approval for the appointment of the Board Chairperson and Board Vice-Chairperson of the Prince Albert Board of Police Commissioners.

As you may be aware, most appointments to the City's Boards & Committees expired as of the end of 2021.

City Council has reappointed the Board members to the Board for the term to December 31, 2023.

The members appointed to the Prince Albert Board of Police Commissioners to the term of **December 31, 2023** include:

- Mayor Greg Dionne
- Councillor Blake Edwards
- Councillor Charlene Miller
- Darcy Sander
- Janet Carrier
- Sheryl Kimbley
- Blaine Broker

BACKGROUND:

As per the Prince Albert Board of Police Commissioners' Bylaw No. 21 of 2014:

MEMBERSHIP OF BOARD

6. The Board shall consist of seven (7) members as follows:

- (a) the Mayor;
- (b) two members of Council; and,
- (c) four other persons, other than members of Council, as members at large, whom shall be other citizens of The City of Prince Albert.

CHAIRPERSON AND VICE-CHAIRPERSON

9. The Board shall appoint one of its Board members to be Chairperson and another Board member to be Vice-Chairperson.

REPORT:

As such, the Board is required to appoint a Board member to be the Chairperson and one other Board member to be Vice-Chairperson.

The Board has been restructured to consist of seven (7) members instead of the past practice to have five (5) members. The two additional Board members are to be citizens of the City of Prince Albert.

The intent to have a citizen be appointed to the role of Chairperson is intended to make the Board more Community and citizen based.

This report is recommending that Darcy Sander be appointed as the Board Chairperson (citizen at large) and that Mayor Dionne be appointed as the Vice-Chairperson of the Prince Albert Board of Police Commissioners.

Mayor Dionne will also be responsible for Collective Negotiations.

COMMUNICATION PLAN:

Once approved, the Board Secretary will communicate to various stakeholders of the appointments.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no strategic plan, official community plan, policy, privacy or financial implications.

PUBLIC NOTICE:

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

PRESENTATION: VERBAL

Written By: Melodie Boulet, Board Secretary



PRINCE ALBERT POLICE SERVICE

TITLE: 2022 Police Service Budget Reduction due to City Fiscal Challenges

DATE: January 28, 2022

TO: City Council's Budget Committee

PUBLIC:

INCAMERA:

RECOMMENDATION:

That the Board forwards the following recommendations to City Council for approval:

1. That an additional \$200,000 for a total of \$400,000 be transferred from the Police Service Operating Reserve to the City's General Fund to assist with the City's significant budgeting shortfalls; and,
2. That the 2022 Prince Albert Police Service be funded in the amount of \$17,805,140, inclusive of Capital expenditures and a transfer from the Police Service Proactive Policing Reserve up to \$515,000.

TOPIC & PURPOSE:

To forward Board approval to City Council that the additional amount of \$200,000 be transferred from the Police Service Operating Reserve to the City's General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with the City's significant budgeting shortfalls for Year 2022.

Section 33 of The Police Act, 1990 and Section 12 of the Bylaw No. 21 of 2014 states the following:

Pursuant to Section 33 of The Police Act, 1990 and Section 12 of the Bylaw No. 21 of 2014, on or before December 31st in each year, the Board shall submit to City Council's Budget Committee, for consideration within the City's Budget Approval Process, the Board's estimates of all money required for the next fiscal year for the Board and the Prince Albert Police Service.

When Council does not approve the estimates submitted by the Board, Council is to cause the estimates to be returned to the Board together with Council's reasons for not approving the estimates. The Board is then required to submit revised estimates for Council's approval.

If Council does not approve the revised estimates, Council shall determine the gross amount of the estimates. Council's determination in this case is final.

Where Council has approved the estimates or determined the gross amount of the estimates, the Board is then required by The Act to submit a copy of the estimates to the Saskatchewan Police Commission.

City's Budgeting Shortfalls

Senior Administration have been requested to review the 2022 Budget to explore options for reductions to the budget. The City is facing significant budgeting shortfalls due to increased costs relating to the pandemic and loss of revenue.

The Chief of Police has been included in discussions relating to budgetary reductions. The Budget for the Prince Albert Police Service Budget is majority staffing.

Staffing the Prince Albert Police Service entails salaries, benefits for the members, involves legal expenses, wellness, and the cost of the dispatching contract. Cost drivers for this category include the number of staff we employ, the rate of pay they receive and any other negotiated or legislated benefits of being an employee.

Below is a summary of the staffing cost for policing the Prince Albert Police Service:

<u>Staffing - Prince Albert Police Service</u>		
Salaries Wages Benefits	\$19,210,490	82.83%
Dispatching Agreement - CanOps	\$1,033,600	
Mental Health Strategists	\$100,330	
Legal Expenses	\$91,350	
Total 2022 Staffing Costs	\$20,435,770	88.12%
<hr/>		
Other Expenditures	\$2,755,610	11.88%

As such, the Chief is recommending that a budgetary reduction to the overall approved Transfer from the City will impact staffing and service levels to the community.

This report is recommending that an additional \$200,000 for a total of \$400,000 be transferred from the Police Service Operating Reserve to the City's General Fund to assist with the City's significant budgeting shortfalls; and, that the 2022 Prince Albert Police Service be funded in the amount of \$17,805,140, inclusive of Capital expenditures and a transfer from the Police Service Proactive Policing Reserve up to \$515,000.

Police Service Operating Reserve

The Board approved the Police Service Operating Reserve in 2016. The Police Service Operating Reserve was approved with a cap of \$500,000. The intent of the Operating Reserve is mitigate financial issues should something unexpected or atypical happen in a year such as major investigations, urgent building repairs or an unplanned major expense.

Best practice is to fund operations using funds incurred in the budget year rather than utilizing reserve funds. An operating reserve of this type is useful to mitigate financial issues should something unexpected or atypical happen in a year such as major investigations or an unplanned major expense such as COVID-19 expenditures.

Commencing Year 2021, the Police Service has the amount of \$496,037 in the Reserve as a result of City Council approving a funding transfer from the Safe Restart Program for the unbudgeted COVID-19 expenditures for the Prince Albert Police Service in 2020.

As part of the approved 2021 Budget, the amount of \$200,000 was approved to offset the 2021 operations and keep the increase to a minimum. As well, City Council approved the final 2021 Funding Transfer for the Police Service from the City with a reduction of \$60,000. The one-time reduction adjustment of \$60,000 for Year 2021 will be funded from the Police Service Operating Reserve and vacancy management savings throughout the year.

The presented 2022 Police Service Budget to City Council's Budget Committee included a transfer of \$200,000 from the Police Service Operating Reserve. A positive reason to use the reserve in 2022 is to effectively budget for savings from unplanned vacancies. When a vacancy occurs, there can be salary savings between the incumbent's last day of work and when the new recruit begins. Further savings can occur when the incumbent's salary is greater than the new recruit. This savings is often reduced by the need for overtime or casual staff to cover the incumbent's work and advertising and other recruitment costs.

As per recommended within this report, the total amount of \$400,000 will be transferred from the Prince Albert Police Service Operating Reserve to assist with the City's significant budgeting shortfalls.

PROPOSED APPROACH AND RATIONALE

A report was forwarded to City Council's 2022 Budget Deliberations regarding the 2022 Police Service Budget.

The recommendation to the Budget Committee included:

That the Budget Committee approves the proposed 2022 Board of Police Commissioners and Prince Albert Police Service Budget with a Transfer from the City in the amount of \$17,605,140.

The funding transfer request of \$17,605,140 consists of the following:

\$17,342,100 operating budget request and a capital budget request of \$263,040. The Prince Albert Board of Police Commissioners approved the transfer of \$200,000 from the Police Service Operating Reserve to reduce the impact for the 2022 Year.

City Council in Year 2021 approved the Prince Albert Police Service Multi-Year Proactive Policing Strategy. Council approved that the City transfers to the Prince Albert Board of Police Commissioners the funding amount of \$554,000 annually to be directed to the Proactive Policing Strategy for the Prince Albert Police Service; and, that the unspent funds from the City transfer of \$554,000 annually be forwarded to the Police Service Proactive Policing Reserve created specifically to fund the proposed six (6) year Multi-Year Proactive Policing Strategy for the Prince Albert Police Service. For Year 2022, the amount of \$515,000 is budgeted to be transfer from the Proactive Policing Reserve to fund the Proactive Policing Strategy for 2022.

This results in a **net budget request for 2022 of \$17,605,140** compared to \$17,337,850 in 2021 as follows:

	Year 2022
Operating (Surplus) Deficit	\$18,057,100
2022 Police Service Capital Projects	\$263,040
Transfer from Proactive Policing Reserve	(\$515,000)
Transfer from Police Service Operating Reserve	(\$200,000)
Year 2022 Requested Transfer from the City	\$17,605,140
Approved 2021 Transfer from the City	\$17,337,850
Increase in 2022 Budget from 2021 Budget	\$267,290
Percentage Increase	1.54%
Mill Rate Increase	0.84

The request to Budget Committee included a mill rate increase of 0.84%.

The 2022 Police Service Budget also includes a Transfer from the Police Service Proactive Policing Reserve in the amount of \$515,000. The revenue of \$39,600 (*\$554,600 approved - \$515,000 in 2022 Budget*) will be credited to the Police Service Proactive Policing Reserve for the future Proactive Policing Strategy.

The budgeted amount of \$515,000 represents the following costs:

Forecasted Costs for 4 New Sworn Members - 2022	
Salaries & Benefits (full year)	\$427,000
Ongoing expenditures - fleet, clothing, etc.	\$80,000
Inflationary Estimate at 1.5%	\$8,000
Total Forecasted Costs for Year 2022	\$515,000

The increase in the amount of \$267,290 is shown below:

1.6% raise on salaries, wages, benefits	\$282,600
Salary increase – CPP/EI/WCB increases	\$68,000
2021 Transfer reduction	\$60,000
Salary step increases and staff turnover savings	\$30,470
Canine Program Increase – fleet & materials	\$23,970
Outdoor Range Repairs	\$10,000
National Day for Truth and Reconciliation	\$75,000
Misc small items adjusted by line review	(\$12,780)
Dispatch Contract Adjustment	(\$35,500)
Reduction of COVID-19 Protocols	(\$50,920)
Crime Reduction Team – Funding Model Change	(\$113,550)
Fleet Reduction	(\$70,000)
TOTAL INCREASE	\$267,290
Mill Rate Increase	0.84%

The 2022 Police Service Operating Expenses are broken down as follows:

Salaries Wages and Benefits	\$19,210,490	82.83%
Maintenance Materials and Supplies	\$1,743,200	7.52%
Contracted and General Services	\$1,300,810	5.61%
Fleet Expenses	\$781,490	3.37%
Utilities	\$129,900	0.56%
Insurance	\$17,980	0.08%
Interest on Long Term Debt	\$6,760	0.03%
Financial Charges	\$750	0.00%
Total Expenses	\$23,191,380	100%

FINANCIAL IMPLICATIONS:

This report is requesting that the Board forwards the following recommendations to City Council for approval:

- That an additional \$200,000 for a total of \$400,000 be transferred from the Police Service Operating Reserve to the City's General Fund to assist with the City's significant budgeting shortfalls; and,
- That the 2022 Prince Albert Police Service be funded in the amount of \$17,805,140, inclusive of Capital expenditures and a transfer from the Police Service Proactive Policing Reserve up to \$515,000.

Due to the City's significant budgeting shortfall for Year 2022, the Board as supported by the Chief of Police, supports the additional amount of \$200,000 to be transferred from the Police Service Operating Reserve to the City's General Fund for Year. The total transfer from the Prince Albert Police Service Operating Reserve for 2022 will be \$400,000.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Pursuant to the provisions of Section 35, Subsection 5 of The Police Act, 1990, a copy of the Prince Albert Board of Police Commissioners 2022 Budget, once approved by City Council, is to be forwarded to the Saskatchewan Police Commission.

STRATEGIC PLAN:

Police Service Strategic Plan #2 – Professional Service ~ Financial Accountability.

PRESENTATION: **VERBAL**

Written By: Chief of Police Jonathan Bergen

Approved by: Chief of Police

Signature:  _____



PRINCE ALBERT POLICE SERVICE

TITLE: Re-allocation of Capital Carry Forward Funding for Back-up Server

DATE: January 28, 2022

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATIONS:

1. That the firewall and security software replacement Police Service capital project funding in the amount of \$44,781.93 be re-allocated to fund the unexpected priority back-up server maintenance project at the Prince Albert Police Service.
2. That any remaining unspent funds of the re-allocation be used to offset the increased cost for the Virtual Server spending in 2021.

TOPIC & PURPOSE:

To obtain Board approval to re-allocate Police Service capital project funding to fund the unexpected priority cost of the back-up server maintenance project at the Prince Albert Police Service.

BACKGROUND:

In late 2021, the back-up server at the Prince Albert Police Service unexpectedly crashed. As a result of that crash, the IT Department needed to restore the back-up server to protect the integrity of the documents stored on that server. As well, there are very rigid regulations from CPIC relating to the information that is stored. It became a priority of the IT Department to restore that back-up site.

PROPOSED APPROACH AND RATIONALE:

The current Prince Albert Police Service headquarter main building was built in 1980 and is 40 years. The Prince Albert Police Service must replace our security hardware and software to protect the integrity of our systems and to ensure compliance with legislation and policies of external partners.

PAPS utilizes three physical computer servers and one physical storage device to maintain and process 95% of all data and applications. The servers and storage provide a sufficient environment to maintain 24 virtual servers providing a whole host of services and storage capacity required for each department to access their information to perform their daily tasks.

Each server is a different age and generation and must be replaced every 5 years. The storage is required to be replaced every 5 years as well due to the 24/7 utilization of the storage drives. Should any of these four items fail, it could prevent any or all services and applications from working.

The Board approved funding for a capital project of firewall and security software replacement. PAPS utilizes several multi-tiered security 'firewalls' in order to secure the infrastructure and data from intrusion attempts. These devices allow the creation of secure site-to-site network connections from the main building; this is essential for secure remote access to files, email, and any other police information that is required by members while away from headquarters.

These technologies fall within the acceptable solutions under the RCMP's NCACR and CPIC requirements, allowing PAPS members to access their databases. The project has funding of \$44,781.93 allocated in the Police Service Capital Reserve.

This report is requesting Board approval to re-allocate the funding of \$44,781.93 from the firewall and security software replacement to fund the unexpected and unbudgeted capital project of the back-up server maintenance project.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Once approved by the Board, the funding of the identified capital project will be re-allocated to fund the capital costs in Year 2021 relating to the unbudgeted capital project of the back-up server maintenance project and increased costs for the Virtual Server.

FINANCIAL IMPLICATIONS:

The Police Service Capital Reserve was a reserve that was established in 2009 to fund Police Capital projects and purchases. The funding level of the reserve was established with the intent of mitigating fluctuations in year to year budgeting of capital projects. The funding is an allocation within the Police budget each year.

There is a budget of \$44,781.93 remaining allocated to fund the remaining cost of the firewall and security software replacement project.

This report is requesting re-allocation of the funds of \$44,781.93 to fund the 2021 capital spending expensed year to date in the approximate amount of \$39,370.75 for the back-up server maintenance project.

As well, this report is requesting that any remaining unspent funds from the re-allocation be used to offset the increased cost in Year 2021 relating to Virtual Server. Each year, the Board approves annual funding for the Virtual Server. For 2021, there is an increased cost of \$4,336.09 over the budgeted amount.

The re-allocation of the firewall security and replacement project will fund two very priority and critical IT infrastructure systems for the Prince Albert Police Service.

The re-budgeting of the firewall security and replacement project will be reviewed by Administration and a proposal submitted to the Board for future funding of that capital project.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no official community plan, policy implications or privacy implications.

STRATEGIC PLAN:

Prince Albert Strategic Plan Priorities:

Professional Service

- Ethical and effective operations
- Employee Development and Planning and Innovation
- Connectivity to other Professions

OPTIONS TO RECOMMENDATION:

That the Board may not approve re-allocation of the capital carry forward funding. This is not being recommended as this matter relates critical and priority infrastructure systems of the Prince Albert Police Service.

PRESENTATION: Verbal Presentation by Chief of Police

Written By: Chief of Police Jonathan Bergen

Approved by: Chief of Police Jonathan Bergen

Signature: 



PRINCE ALBERT POLICE SERVICE

2021 Year-End Statistical Report

TITLE: 2021 Year-End Statistical Report

DATE: January 10, 2022

TO: Chief of Police

Board of Police Commissioners

PUBLIC

IN CAMERA

RECOMMENDATION:

That the Board of Police Commissioners receive this report as information and file.

TOPIC & PURPOSE:

The report reviews the total statistics related to crime and calls. This public report is to keep our community and the Prince Albert Board of Police Commissioners informed on statistics for 2021.

BACKGROUND:

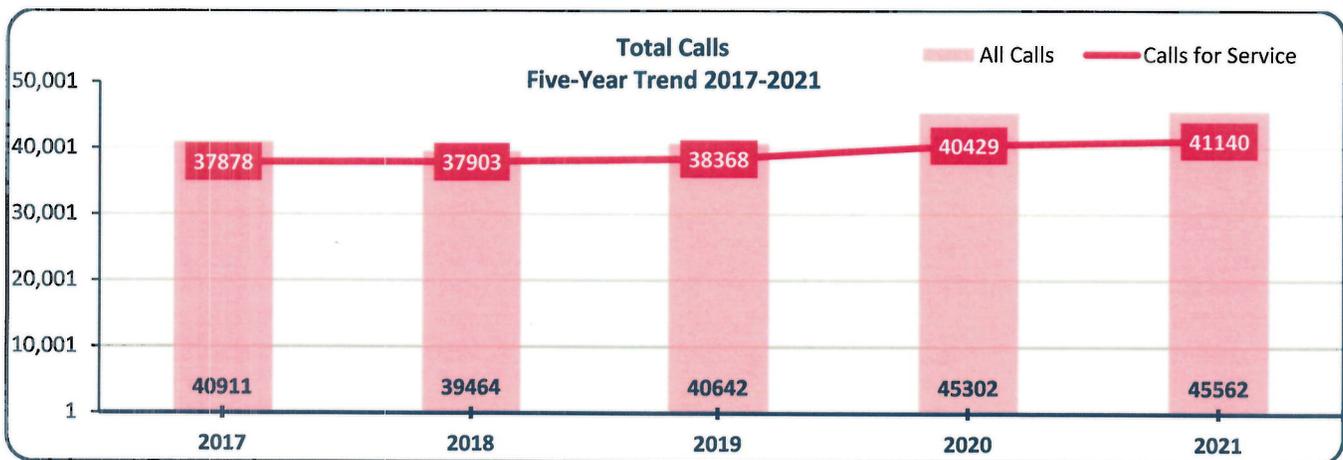
Monthly statistics related to crime and calls are captured, reviewed, and released to the Board and public. The information in this report is measured and compared to previous years and is provided to identify anomalies or trends. This information can be used to determine community and organizational needs, and support decisions on resource deployment.

Total Calls

The **total** calls in 2021 was 45,562. This is a .57% increase from the previous year.

The **proactive calls** or “neighbourhood strengthening” efforts in 2021 was 4,179. This is an 11.35% decrease over the previous year.

The **calls for service** received in 2021 was 41,140. That is an increase of 1.76% over the previous year.

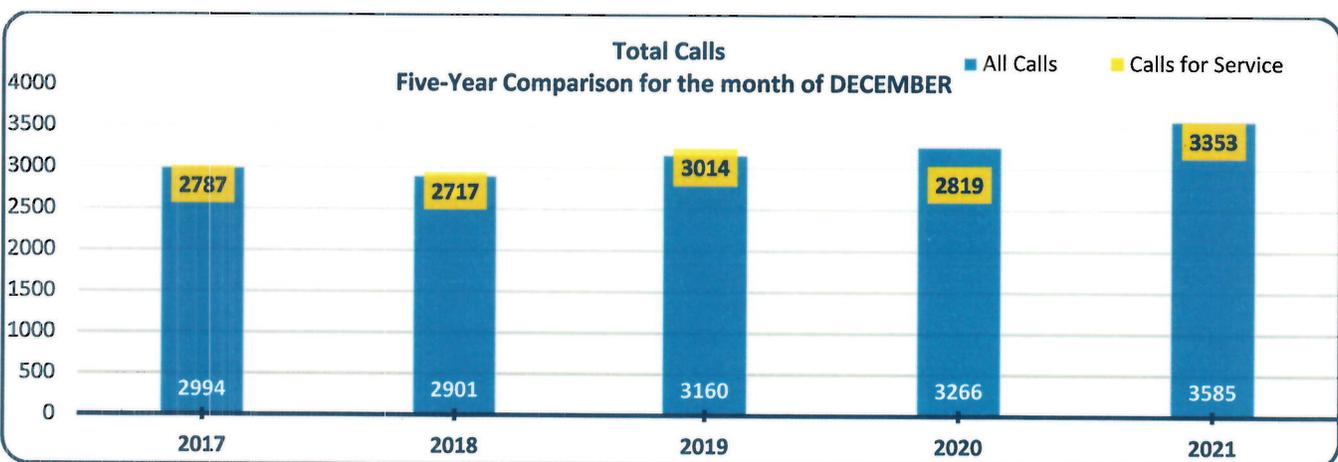


Appendix 1: calls over the previous five years.

For the month of December 2021, there were 3,585 **total calls**, which represents 319 more than December of the previous year. The five-year average for all calls in the month of December is 3,181.

For the month of December 2021, there were 214 **proactive calls** “neighbourhood strengthening” efforts, this is a 46.9% decrease from December 2020.

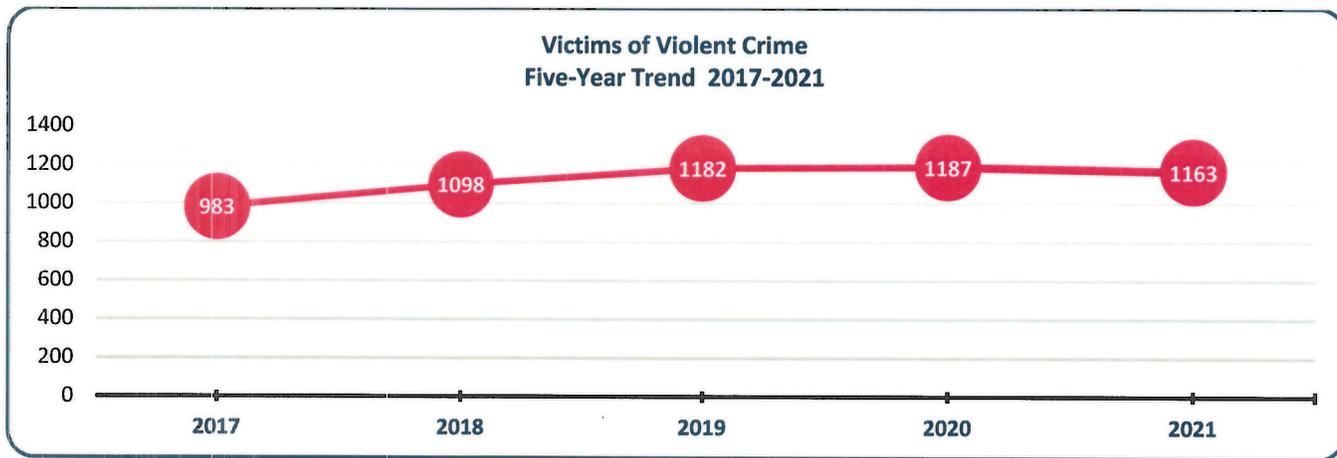
For the month of December 2021 there were with 3,353 **calls for service**, this is a 18.94% increase compared to December 2020.



Appendix 2: five-year total calls for the month of December.

Victims of Violent Crime

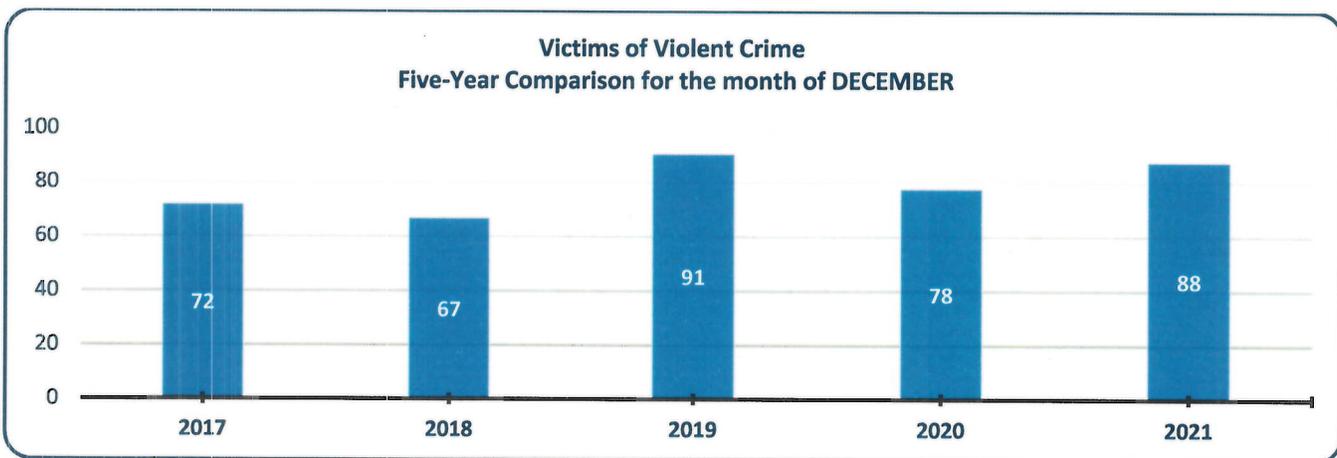
In 2021, there were 1,163 victims of violent crime. This is a 2.02% decrease from the previous year.



Appendix 3: victims of violent crime over the previous five years.

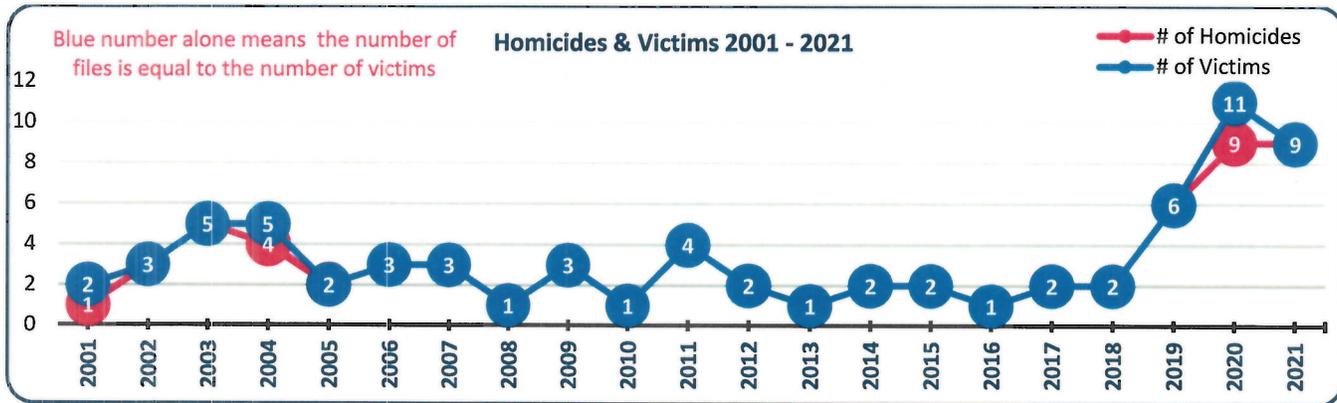
For the month of December 2021, there were 88 victims, which represents 10 more victims than December of the previous year. The five-year December average of victims of violent crime is 79.

For the month of December 2021, there was a 11.39% increase of victims of violent crime, than the five-year average.

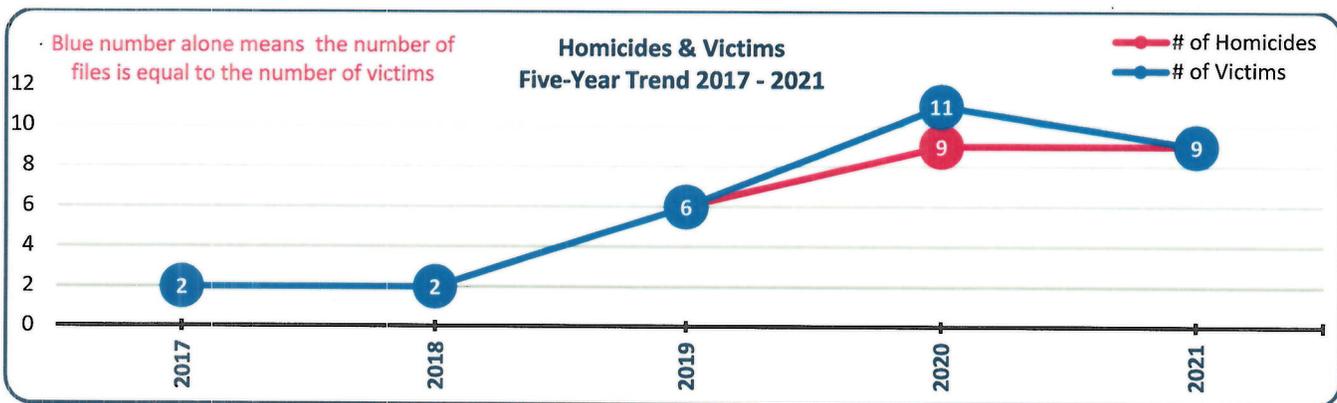


Appendix 4: five-year total victims of violent crime for the month of December.

Homicides

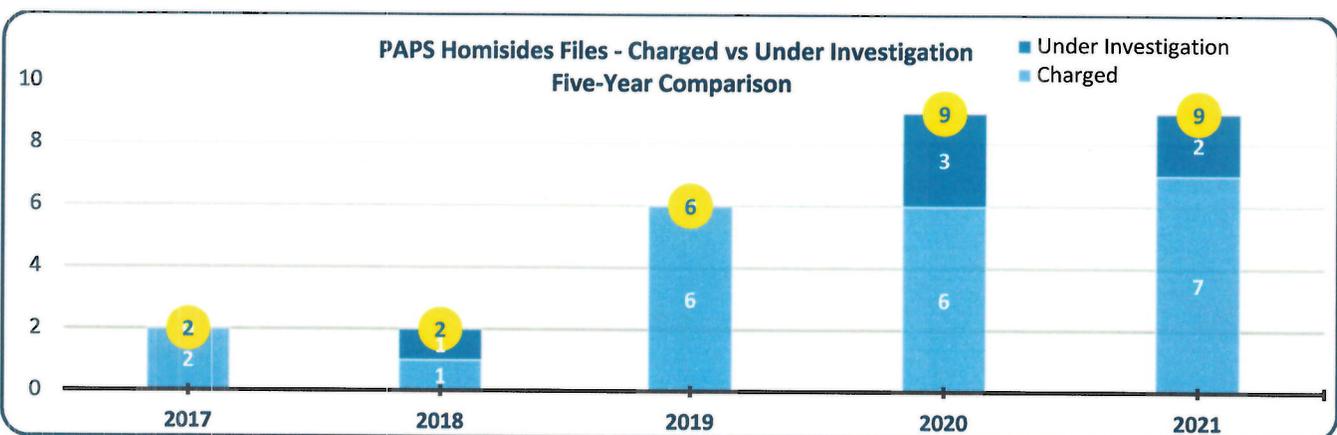


Appendix 5: 21 year trend 2001-2021.



Appendix 6: Five-year trend 2017-2021.

In 2021, there were 9 homicide victims, which is an 18% decrease from 2020, when there are 11 victims.



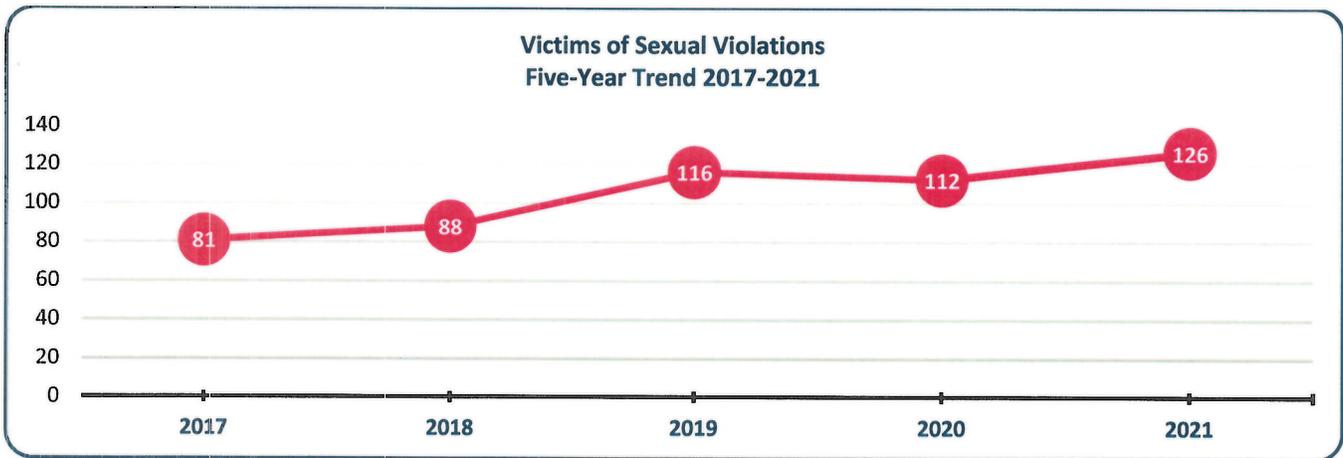
Appendix 7: 2017-2021.

In 2021, 77% of our homicide investigations have resulted in charges.

Victims of Sexual Violations

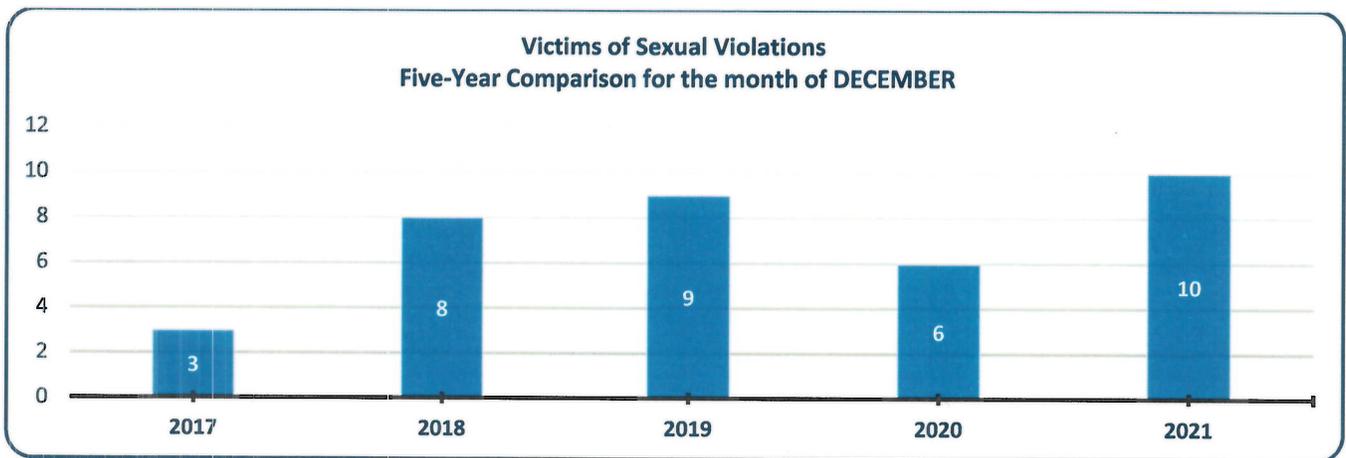
In 2021, there were 126 victims of sexual violations. This is a 12.5% increase over the previous year when there were 112 victims. The five-year average for victims of sexual violations is 105.

In 2021 there were 24 victims of sexual interference, this is a 26% increase over 2020 when there were 19. There were 11 victims of voyeurism, this is a 450% increase over 2020 when there were 2. The majority related to the sharing of intimate photos without permission, which is fairly new legislation (2015) in which awareness is steadily increasing.



Appendix 8: sexual violation victims 2017-2021.

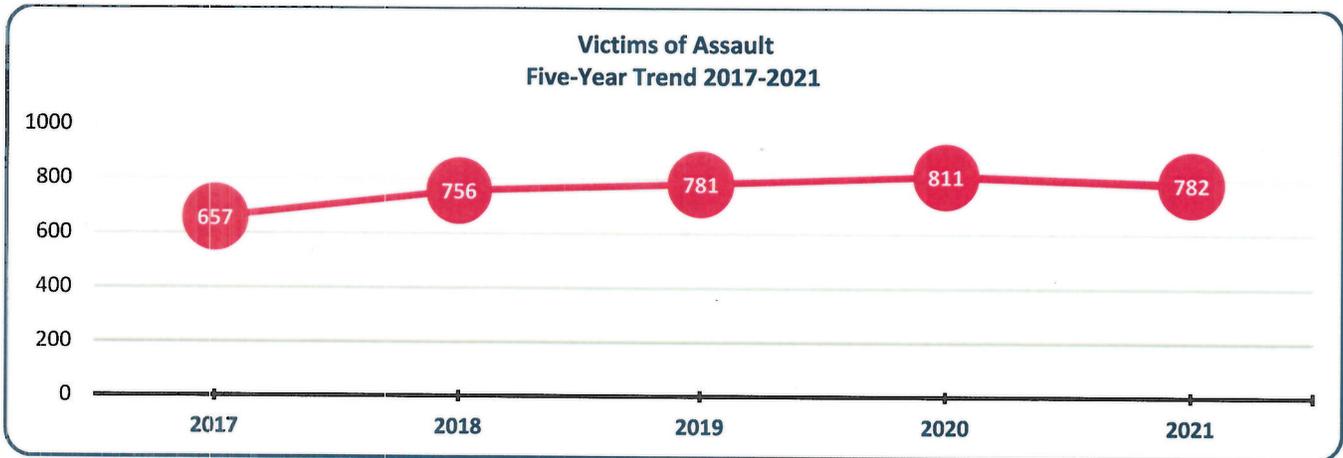
For the month of December 2021, there were 10 victims of sexual violations, which is four (4) more than the previous year, and higher than the five-year average of seven (7).



Appendix 9: five-year total victims of sexual violations for the month of December.

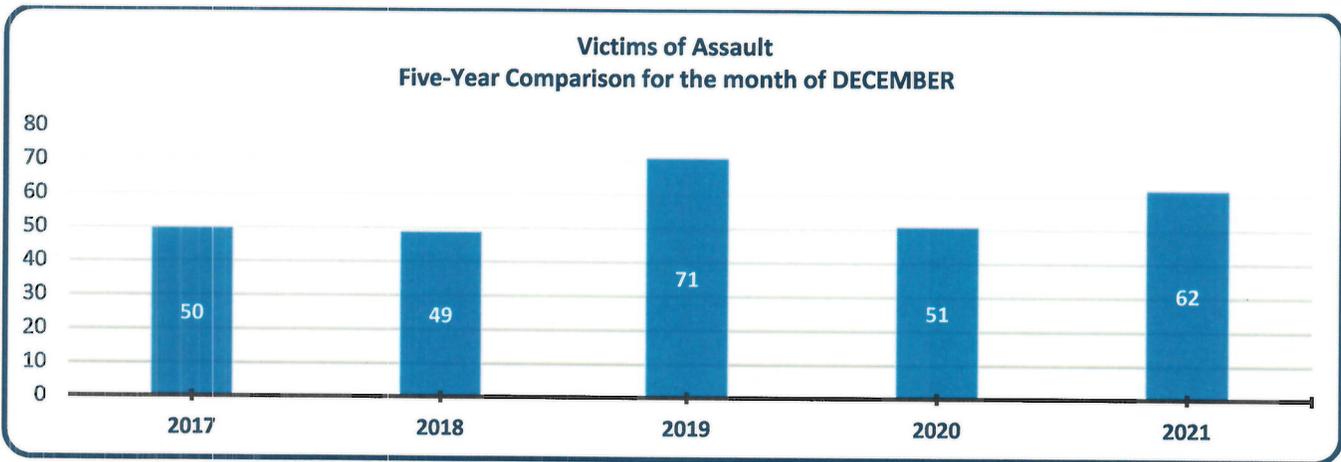
Victims of Assault

In 2021, there were 782 victims of assault, which is a 3.58% decrease from 2020. In 2021, we see a 3.30% increase over the five-year average of 757.

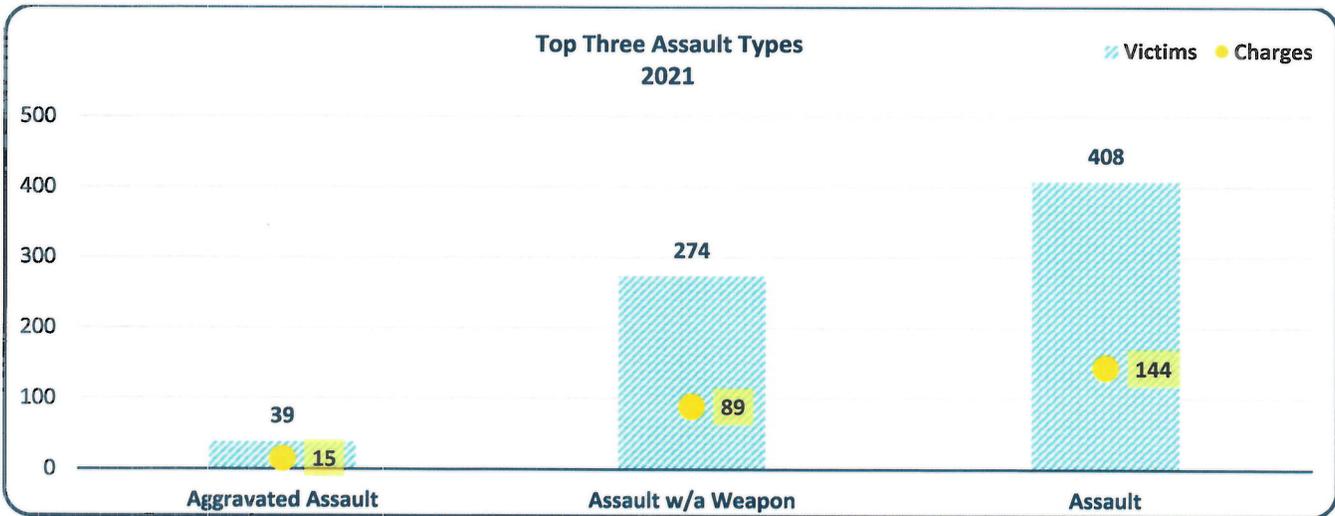


Appendix 10: victims of assault from 2017 to 2021

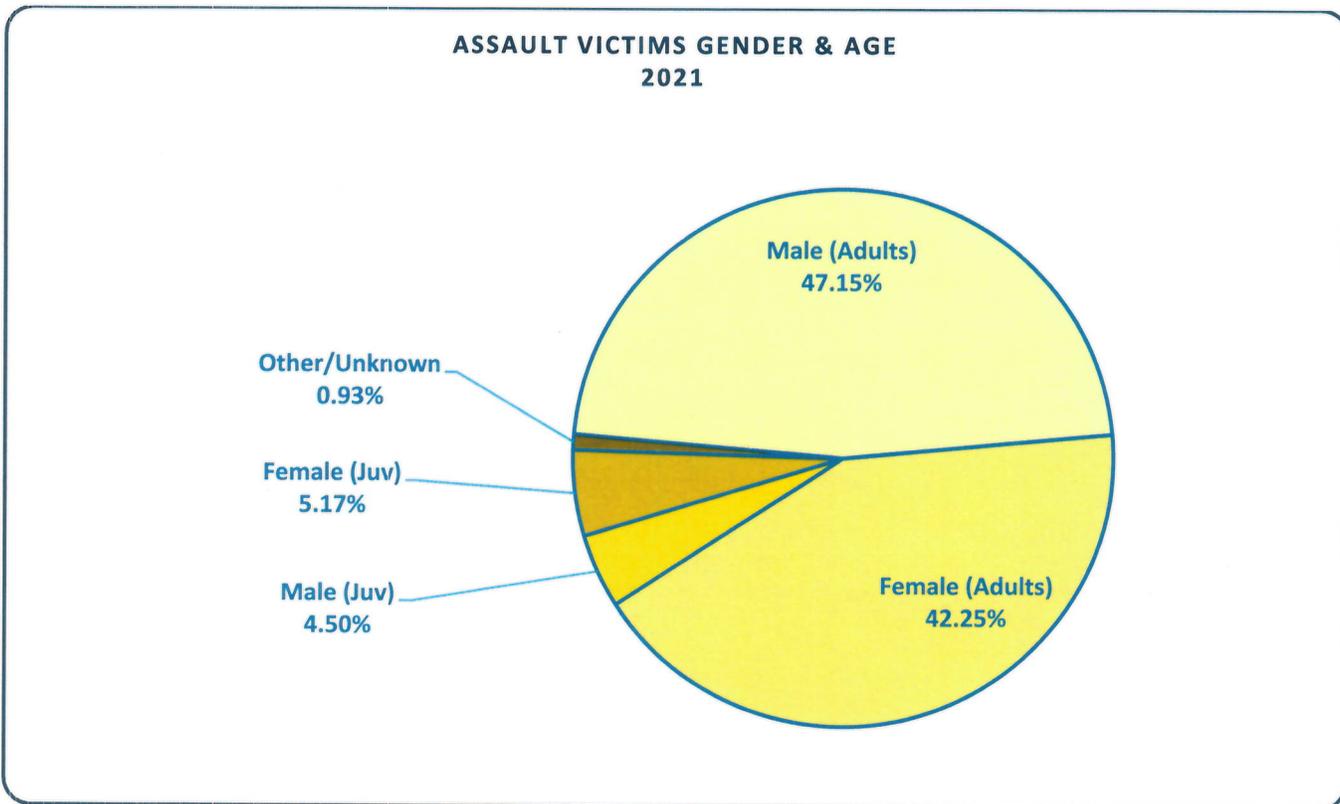
For the month December 2021, there were 62 victims of assault. That represents a 21.56% increase over 2020, when there were 51 victims of assault.



Appendix 11: five-year total victims of assault for the month of December.



Appendix 12: top three (3) assault types and the corresponding number of charges for 2021.

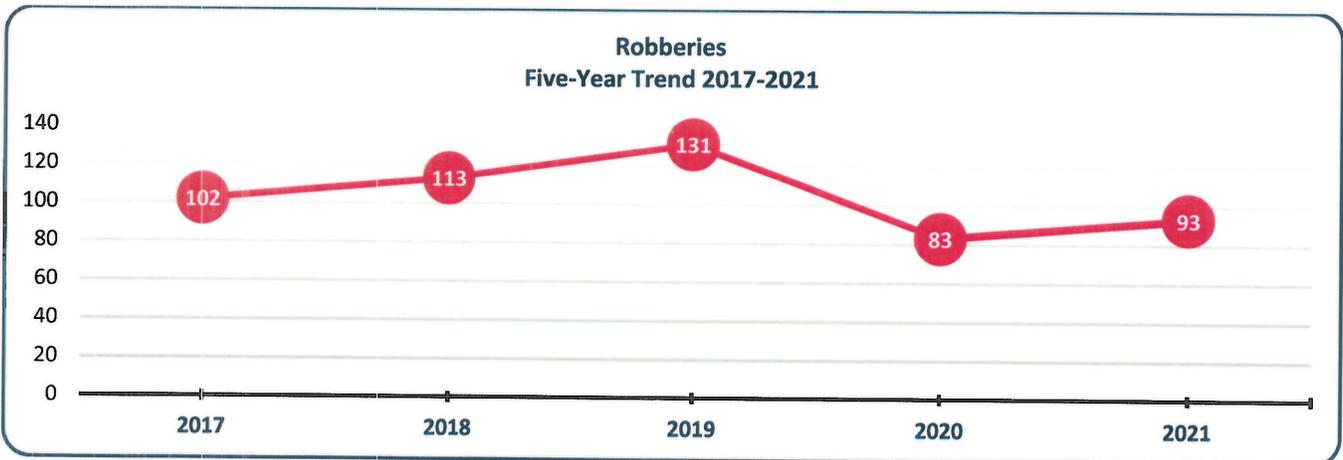


Appendix 13: gender and age of victims of assault for 2021.

Robberies

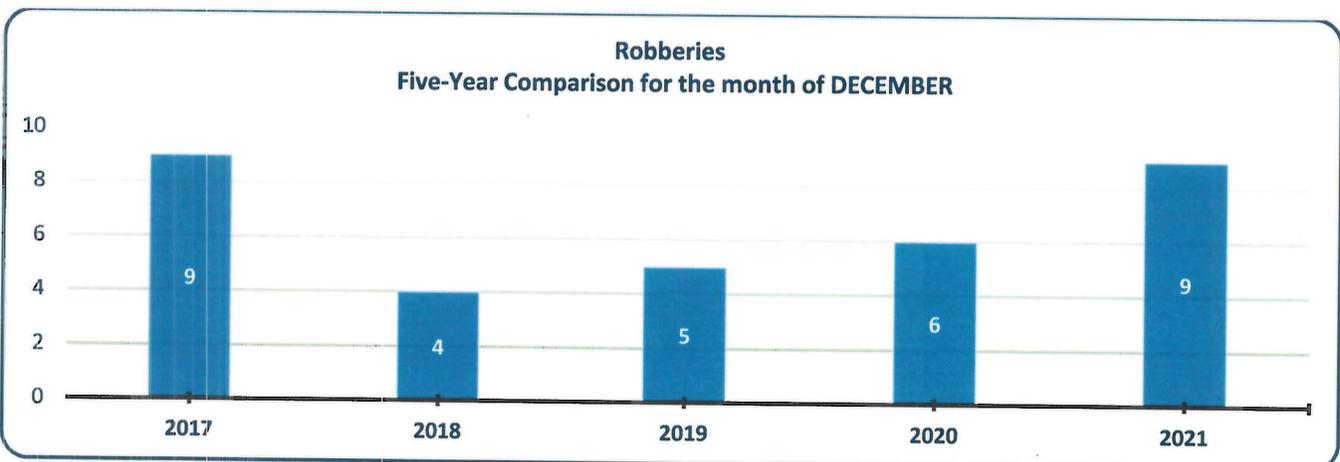
There were 93 victims of robbery in 2021, which is a 10.58% decrease from the five-year average of 104.

In 58 instances, those involved were not known to each other. 42 instances occurred in “open-air/outside”, 10 involved businesses, eight (8) were home invasions, and 21 were targeted robberies. Firearms were brandished in 32 instances, knives were brandished in 20, and bear spray was brandished or used in 12 instances.



Appendix 14: five-year trend of robberies.

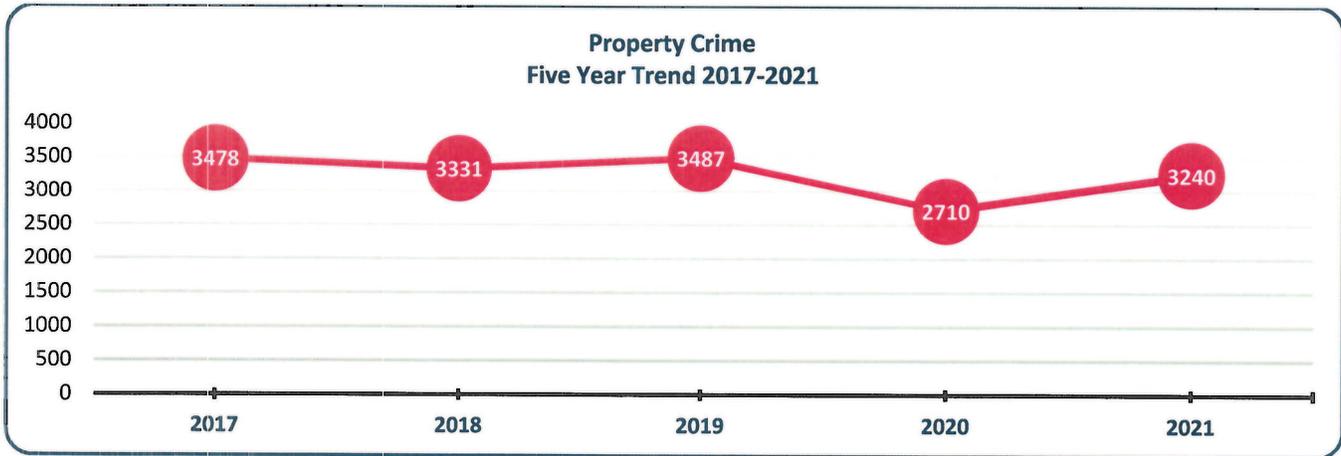
For the month of December 2021, there were nine (9) victims of robbery, and eight (8) instances where a firearm brandished. The average number of robberies in December, over the last five (5) years, has been seven (7).



Appendix 15: five-year total robbery victims for the month of December.

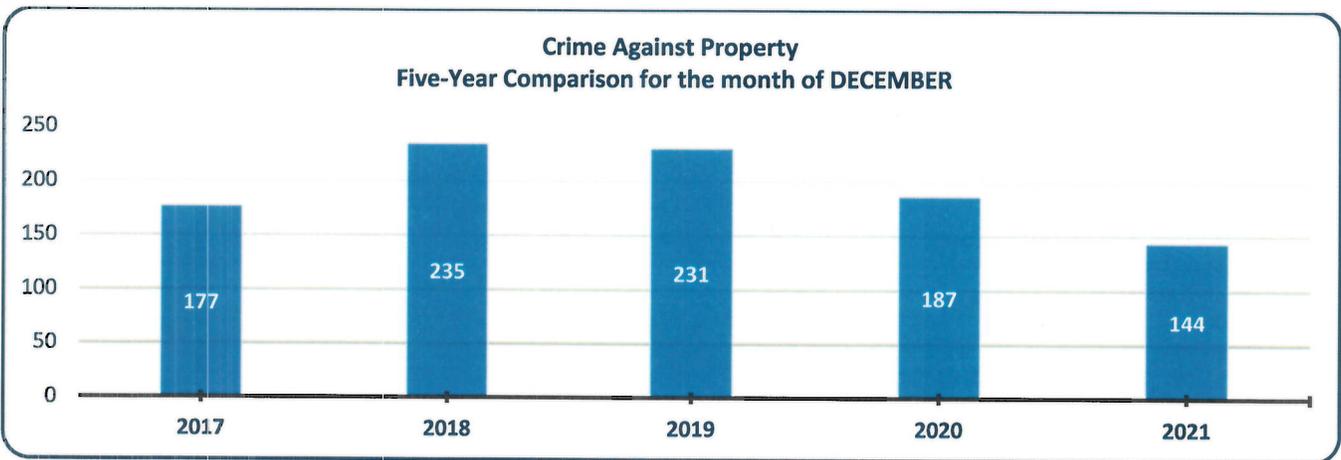
Property Crime

In 2021, there were 3,240 reports of property crime. That represents a 19.56% increase from 2020, when there was 2,710 but consistent when considering the five-year trend.

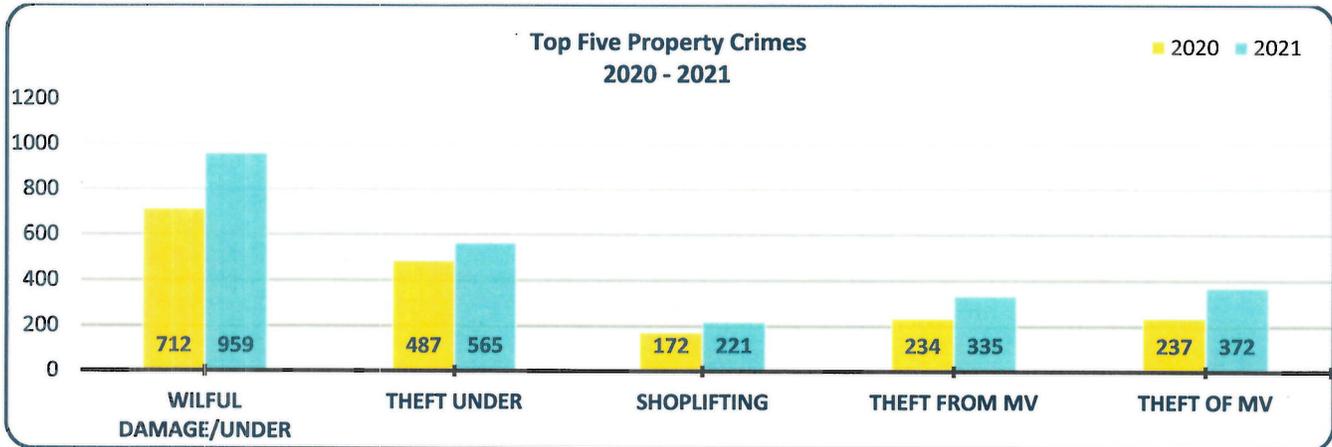


Appendix 16: the five-year trend of property crime.

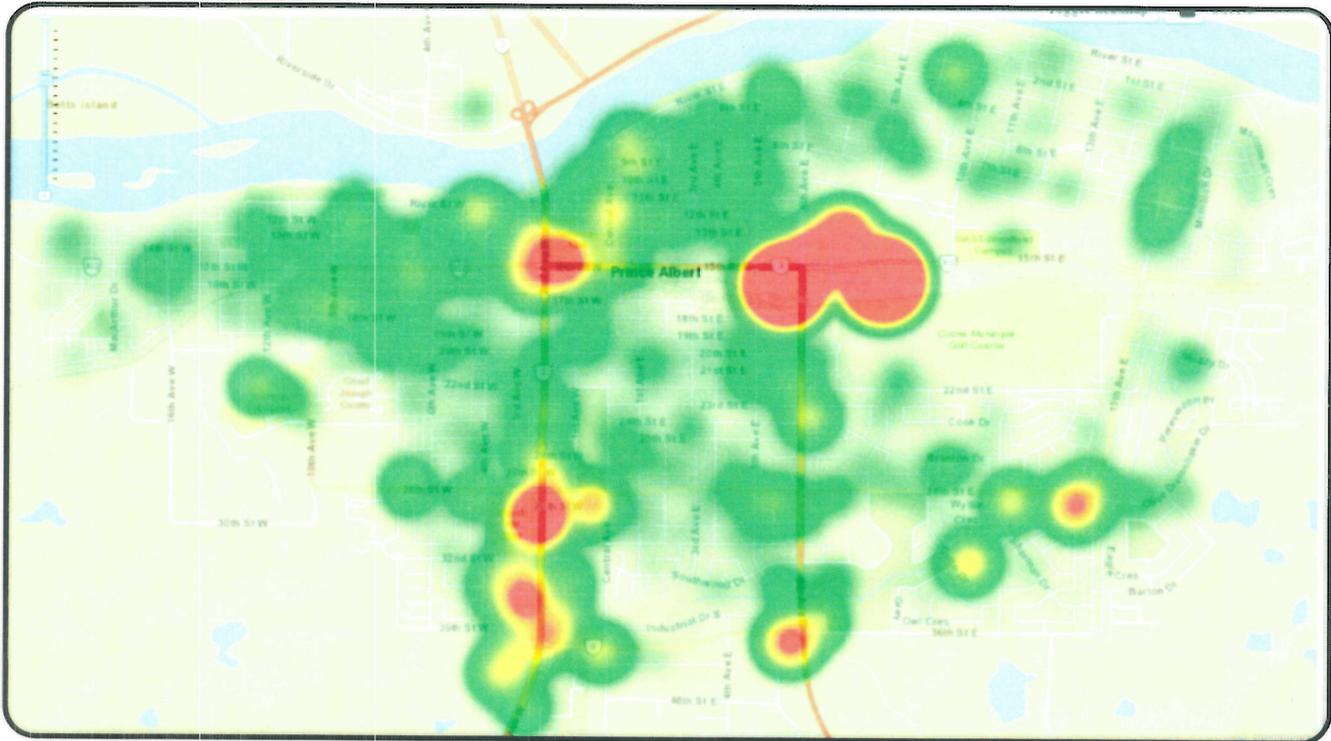
In the month of December 2021, there were 144 reports of property crime, which is lower when compared to the five-year average of 195.



Appendix 17: five-year total property complaints for the month of December.



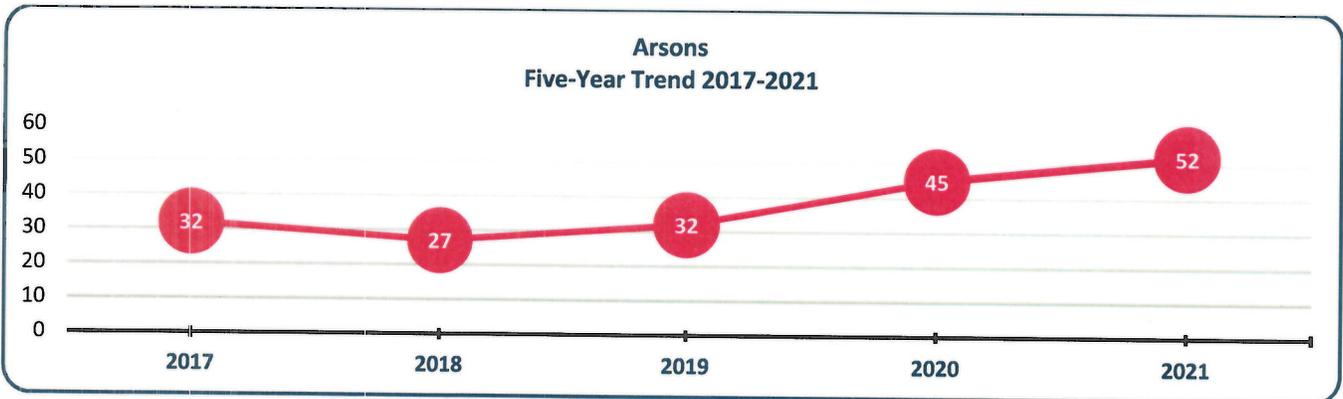
Appendix 18: 2021 top five property crimes, compared to 2020.



Appendix 19: property crimes heat map for 2021.

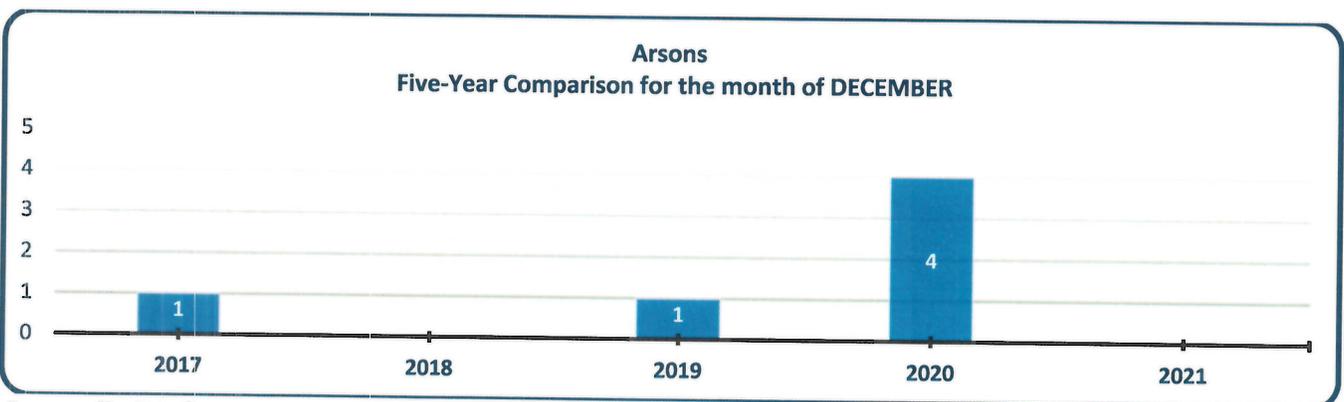
Arsons

In 2021, there were 52 arsons, this is a 36.84% increase over the five-year average which is 38. Of the 52 for 2021, five (5) have criminal charges, while 14 remain under investigation.

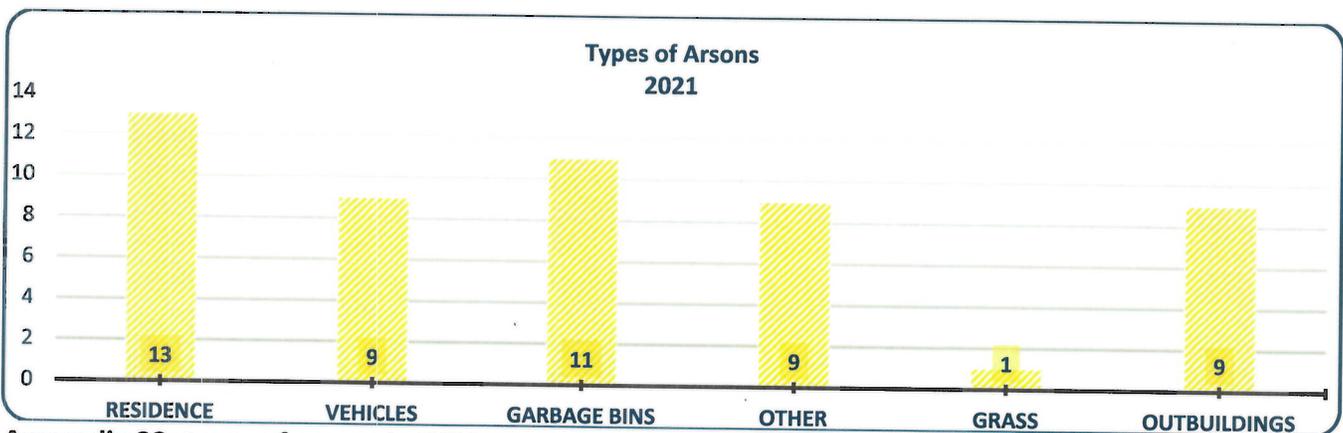


Appendix 20: five-year trend of arsons.

In the month of December 2021, there were zero (0) arsons. The previous year there were four (4) incidents reported in December.



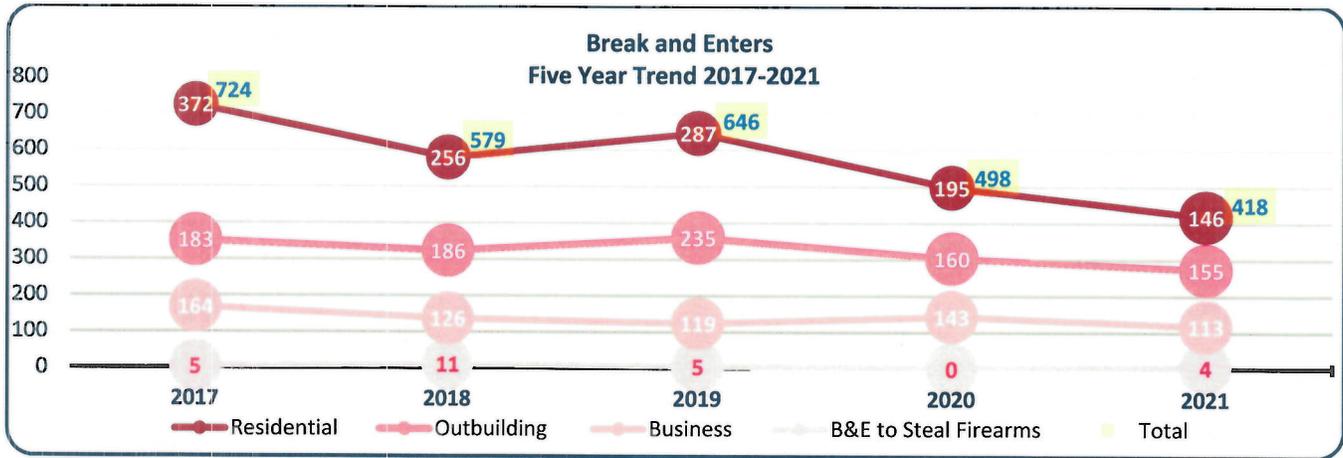
Appendix 21: five-year arsons for the month of December.



Appendix 22: types of arsons in 2021.

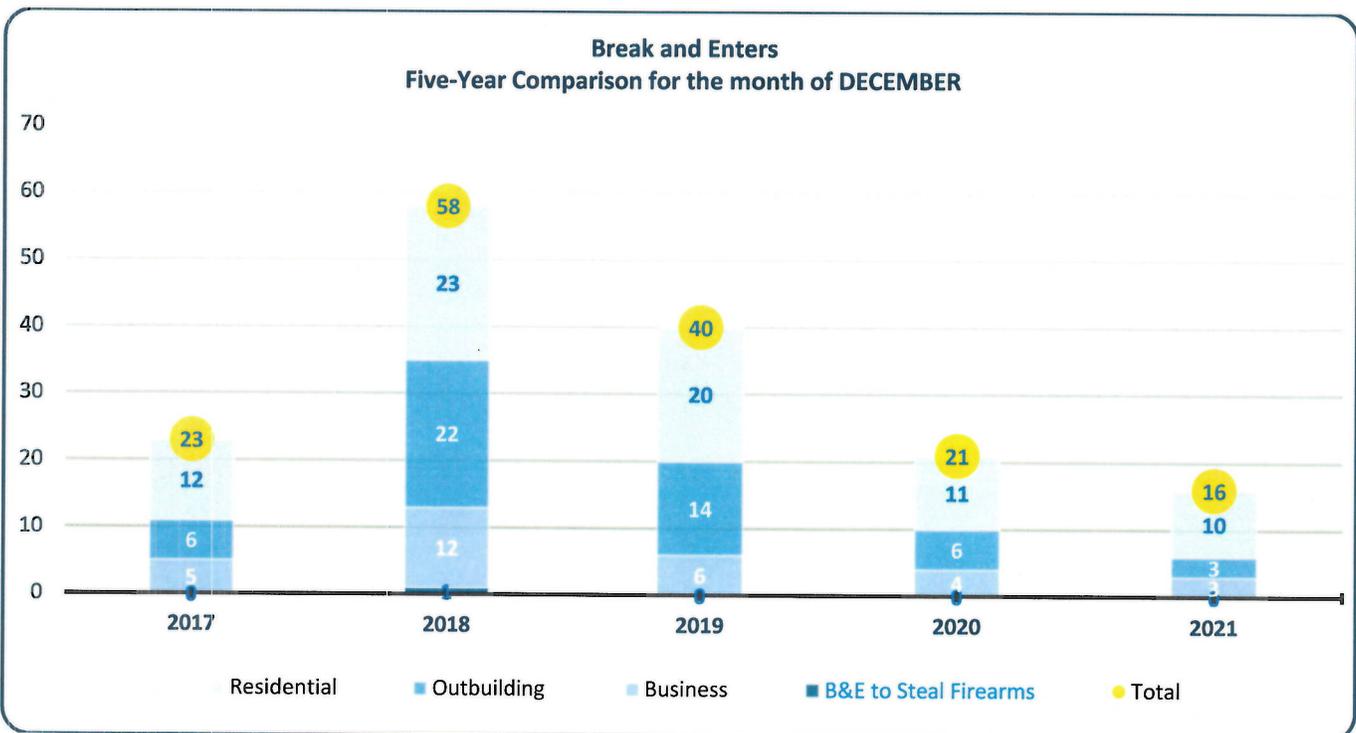
Break and Enters

The five-year average for break and enters is separated into types; residential, outbuilding, business and break and enter to steal firearms. In 2021 there were 418 break and enters. This is the lowest number of break and enters in the last five (5) years.



Appendix 23: the five-year trend of break and enter types.

For the month of December 2021, there were 16 break and enters. This is a decrease of 23.81% from December of last year. 2021 had the lowest number of break and enters when examining the five-year trend.

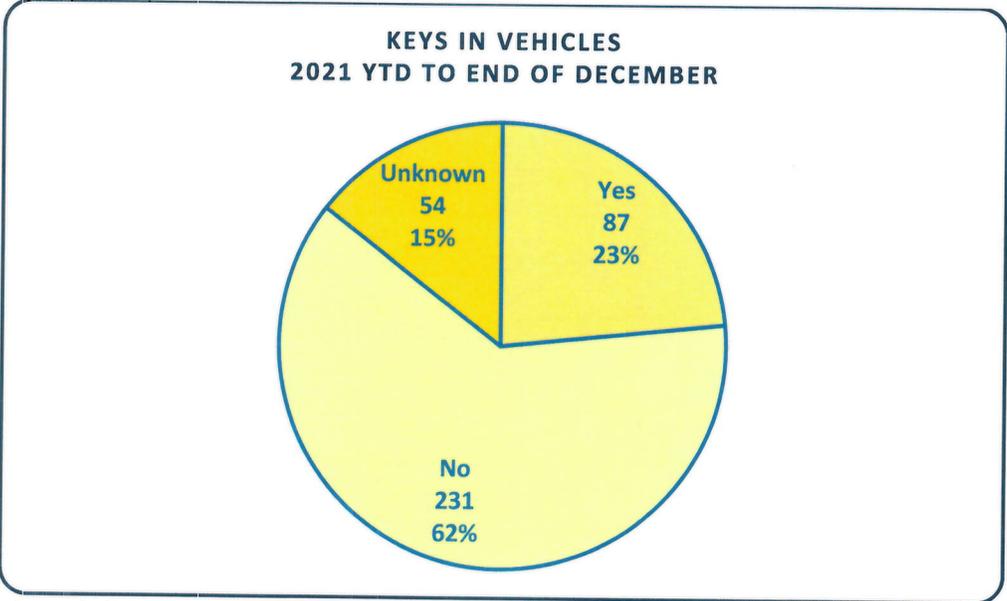


Appendix 24: five-year total break and enter complaints for the month of December.

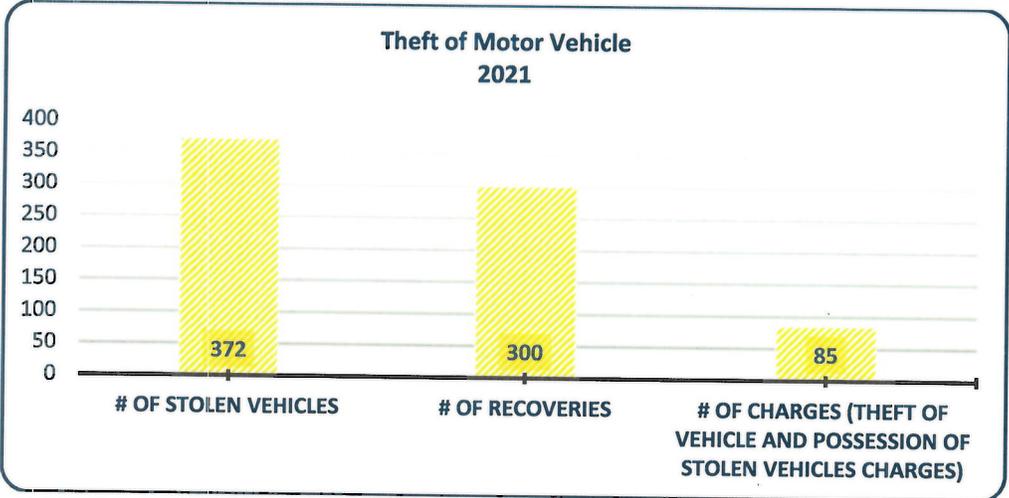
Theft of Motor Vehicle

There were 372 motor vehicle thefts in 2021, which is a 56.96% increase when compared to 237 the year prior. Criminal charges of either theft of vehicle or possession of stolen vehicle, occurred in 85 of the incidents and the others remain under investigation.

The charge clearance rate for stolen vehicles is 22.84%. In 87 instances, keys were left in the vehicle. In 256 calls, the doors were left unlocked.



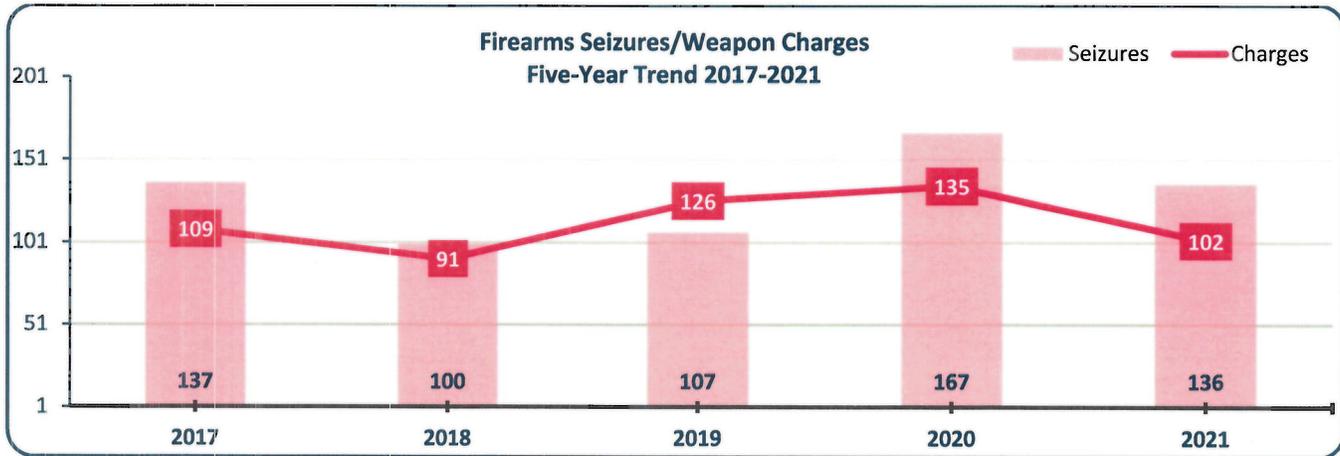
Appendix 25: keys left in vehicle.



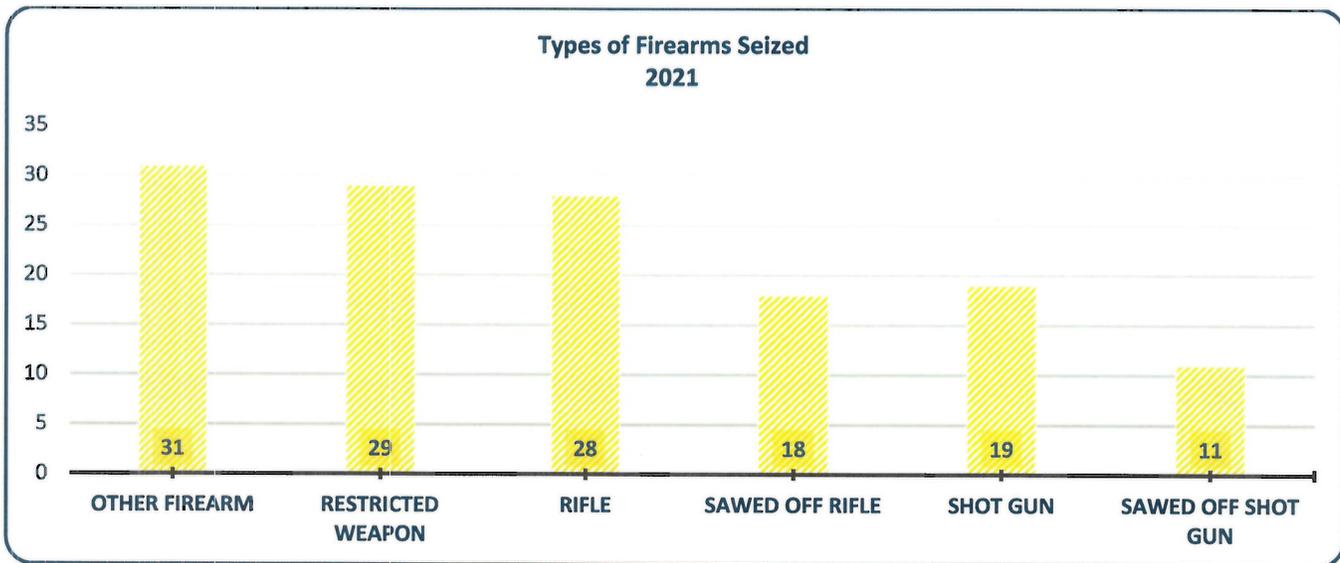
Appendix 26: vehicle recoveries and charges.

Firearms Seizures

There were 136 firearm seizures in 2021, this is an increase over the five-year average of 129. There were 26 firearms relinquished in one (1) instance that related to an estate. In 2020 there were 4 firearms relinquished.

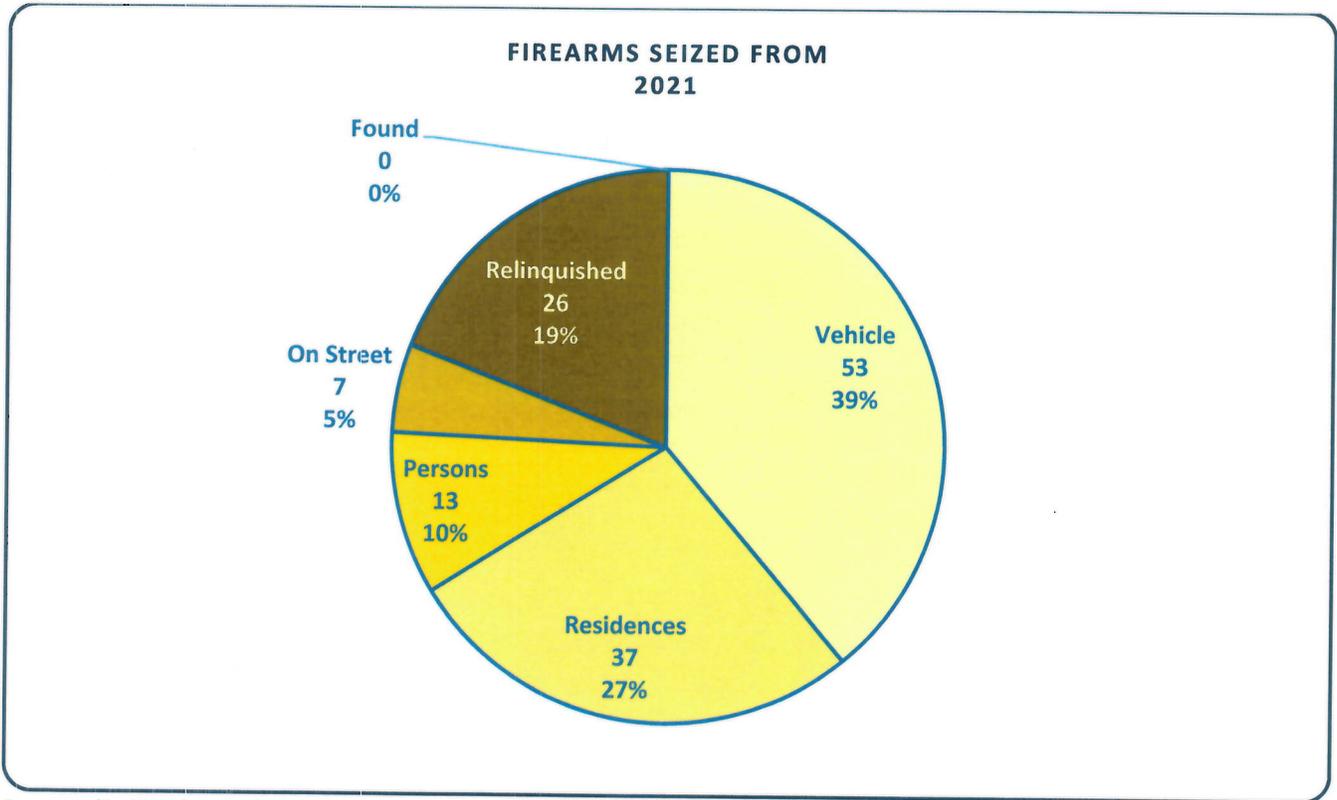


Appendix 27: five-year trend of seized firearms and charges.



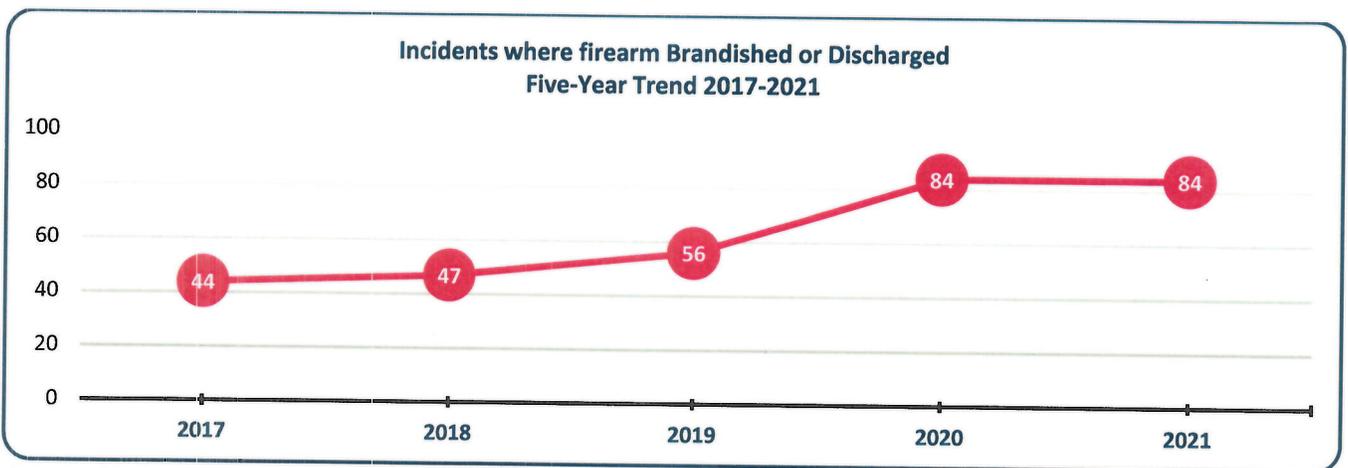
Appendix 28: types of firearms seized in 2021.

Other firearms are pellet guns and air guns.



Appendix 29: how the firearms were seized in 2021.

In 2021, there were 84 incidents where firearms were brandished or discharged. This is the same number of incidents as in 2020. Nine (9) of these incidents were in December, 2021.



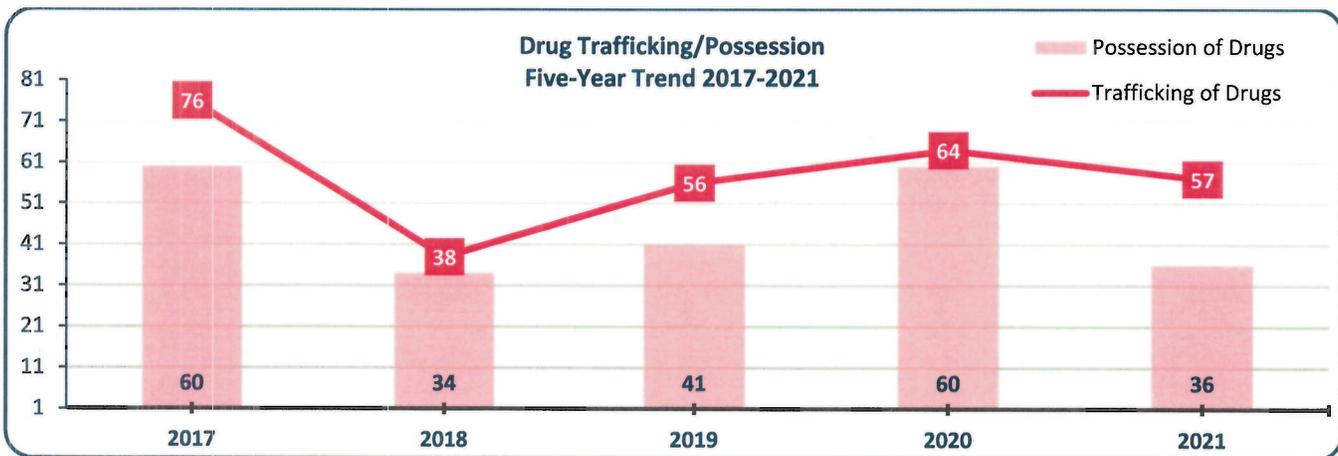
Appendix 30: five-year trend of firearms brandished or discharged.

Controlled Drugs and Substances

In 2021, there were 57 drug trafficking charges with 36 possession charges. Trafficking charges in 2021 is 1.72% lower than the five-year average of 58.

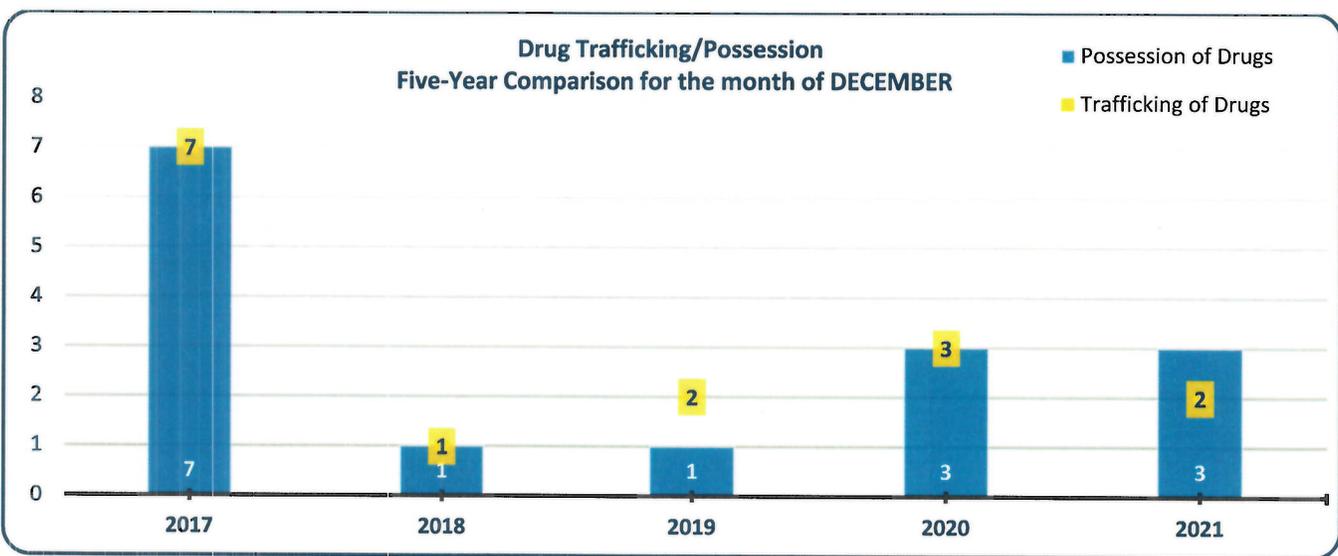
The top drug types seized in 2021 include; methamphetamine, crack cocaine, cocaine, cannabis resin, and cannabis marihuana. During the year, the greatest seizures included the 221 seizures of methamphetamine and the 112 seizures of cocaine.

One investigation led to a seizure of 1722 grams of methamphetamine and 2782 grams of cocaine.

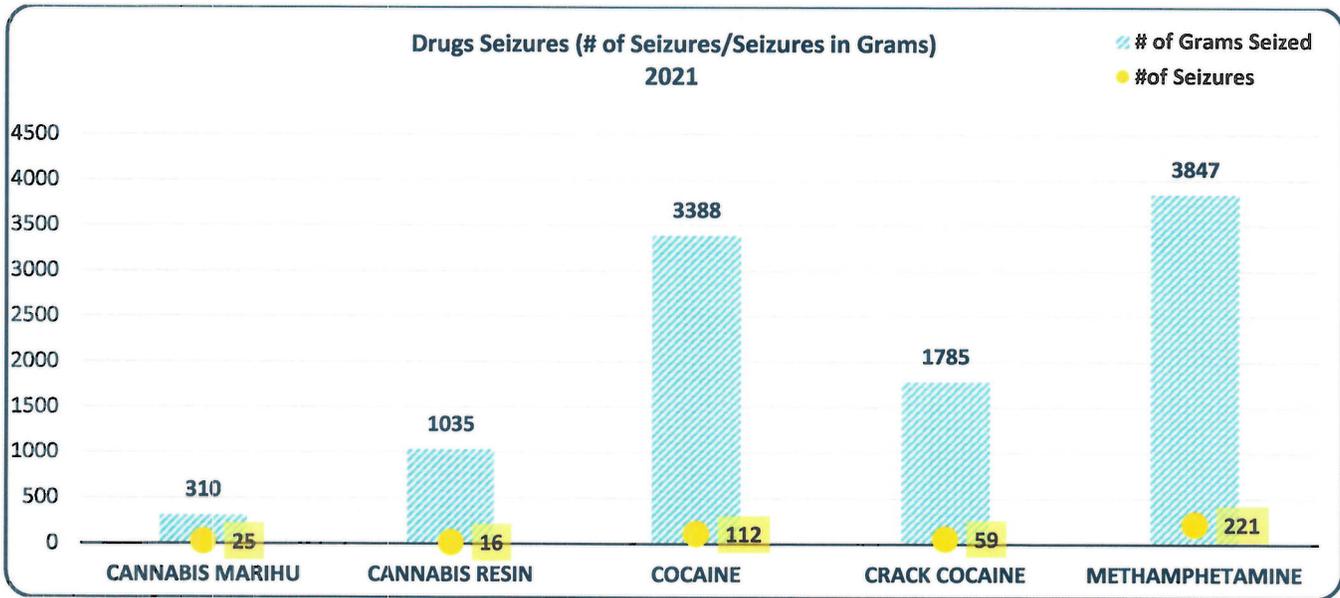


Appendix 31: drug trafficking and drug possession charges for 2017-2021.

In the month of December 2021, there were two (2) charges for drug trafficking and three (3) charges for possession of drugs.



Appendix 32: five-year drug charges for December only.

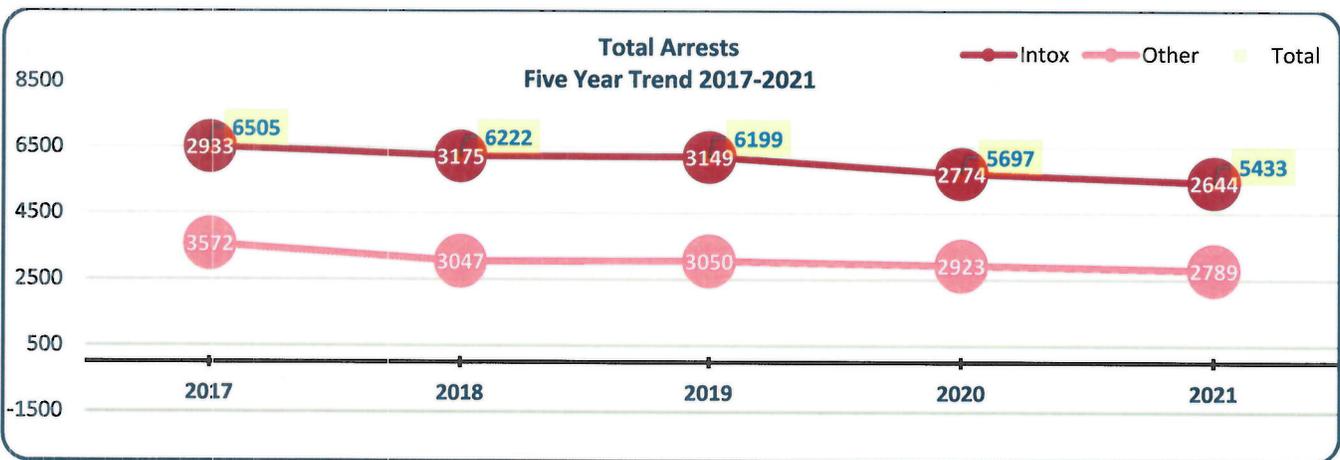


Appendix 33: top five different drug types, number of seizures and weight by gram in 2021.

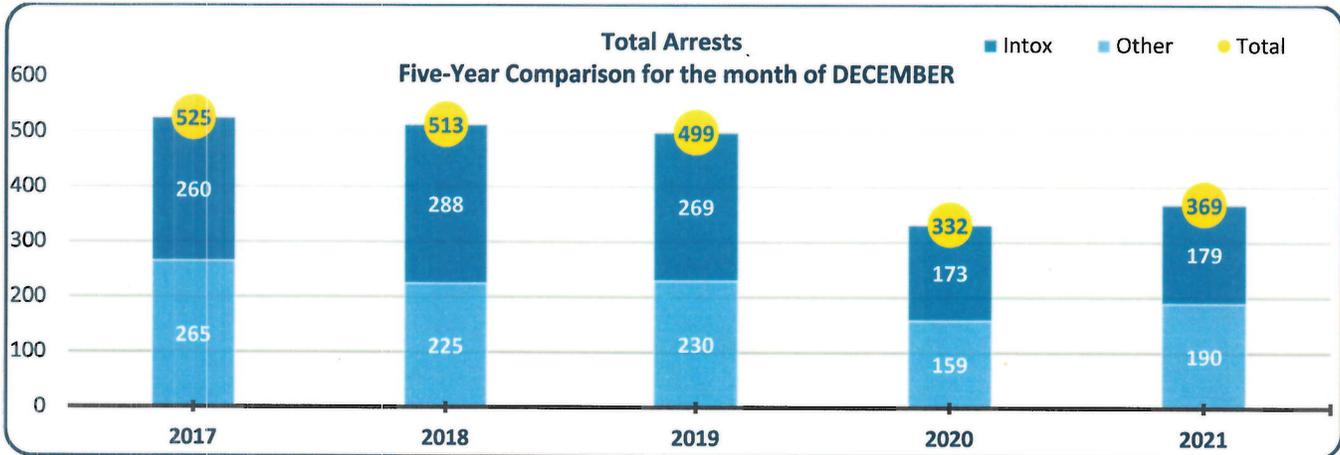
Cannabis seizures have been incidental to arrest and the majority of charges related to cannabis have been trafficking.

Arrests

There were 5,433 total arrests in 2021. This represents 264 fewer arrests than 2020 when 5,697 occurred.



Appendix 34: five-year total arrested for intoxication, and other for 2021.



Appendix 35: total arrested for intoxication, and other December 2017-2021.

Tickets

Ticket violations have seen an overall six (6)% decrease from the previous year with 8,677 total offences compared to the 9,200 observed in 2020. Combined Traffic Services Saskatchewan issued 77.97% of the tickets written.

The top three violations were speeding, driving an unregistered vehicle and intoxication in public.

ATTACHMENTS: Prince Albert Police Service Crime Statistics

PRESENTATION: VERBAL AUDIO/VISUAL NONE

Written by: Deputy Chief Farica Prince

Approved by: Chief of Police

Signature: 



Prince Albert Police Service

Monthly Crime Statistics

December 2021(2021-12-01 to 2021-12-31)



Incident Offence Report (Most Serious Reported)

Violent Crime	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Homicides	0	0	0%	11	9	-18.18%
Attempted Murder	0	0	0%	7	0	-100%
Sexual Violations	6	10	66.67%	112	126	12.5%
Assaults	51	62	21.57%	811	782	-3.58%
Kidnapping/Hostage Taking/Abduction	0	0	0%	17	15	-11.76%
Robbery	6	9	50%	83	93	12.05%
Criminal Harassment	2	1	-50%	15	20	33.33%
Utter Threats	13	3	-76.92%	113	100	-11.5%
Other Crime Against Person	0	3	N/A	18	18	0%
Total Violent Crime	78	88	12.82%	1187	1163	-2.02%
Property Crime	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Arson	4	0	-100%	45	52	15.56%
Break and Enter - Residential	11	10	-9.09%	195	146	-25.13%
Break and Enter - Residential(Outbuilding)	4	3	-25%	160	155	-3.13%
Break and Enter - Non Residential	6	3	-50%	143	113	-20.98%
Break and Enter - Steal Firearm	0	0	0%	0	4	N/A
Theft Over \$5000	2	1	-50%	13	15	15.38%
Other Theft Under \$5000	74	53	-28.38%	893	1122	25.64%
Theft Of Motor Vehicle	13	36	176.92%	237	372	56.96%
Possession Of Stolen Property	1	4	300%	37	53	43.24%
Fraud	12	11	-8.33%	234	192	-17.95%
Mischief/Willful Damage	60	23	-61.67%	753	1016	34.93%
Total Property Crime	187	144	-22.99%	2710	3240	19.56%
Other Criminal Code	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Weapon Charges	9	7	-22.22%	135	102	-24.44%
Other Criminal Code	151	87	-42.38%	2047	1933	-5.57%
Total Other Criminal Code	160	94	-41.25%	2182	2035	-6.74%
Controlled Drugs and Substances	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Possess Drugs	3	3	0%	60	36	-40%
Traffic Drugs	4	2	-50%	64	57	-10.94%
Other Drug Related Charges	0	0	0%	0	0	0%
Cannabis Act	0	1	N/A	2	2	0%
Total Controlled Drugs And Substances	7	6	-14.29%	126	95	-24.6%
Other Federal Statute Violations	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Total Other Federal Statute Violations	4	1	-75%	36	24	-33.33%
Provincial Statute Violations	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Total Provincial Statute Violations	0	0	0%	5	8	60%
Traffic Violations	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Impaired Driving/Refusal	9	9	0%	121	106	-12.4%
Other Traffic Violations	63	88	39.68%	621	752	21.1%
Total Traffic Violations	72	97	34.72%	742	858	15.63%
Information Offences	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Information Offences	163	186	14.11%	2432	2479	1.93%
Information Offences(Internal)	38	32	-15.79%	845	522	-38.22%
Total Information Offences	201	218	8.46%	3277	3001	-8.42%
All Incident Offence Total	709	648	-8.6%	10265	10424	1.55%

NOTE: Statistics on record as of 2022-01-04 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.
Violent crime reports the number of victims rather than the number of occurrences.

Tickets Report

Ticket Violation	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Cannabis Violations	0	0	0%	7	8	14.29%
Alcohol Violations	20	3	-85%	279	344	23.3%
Traffic Violations	113	58	-48.67%	1913	1358	-29.01%
Bylaw Violations	3	6	100%	441	105	-76.19%
Vehicle Inspection	0	1	N/A	26	56	115.38%
Other Violations	5	0	-100%	87	40	-54.02%
CTSS City Violations	286	241	-15.73%	6447	6766	4.95%
All Tickets Total (Exclude Void)	427	309	-27.63%	9200	8677	-5.68%

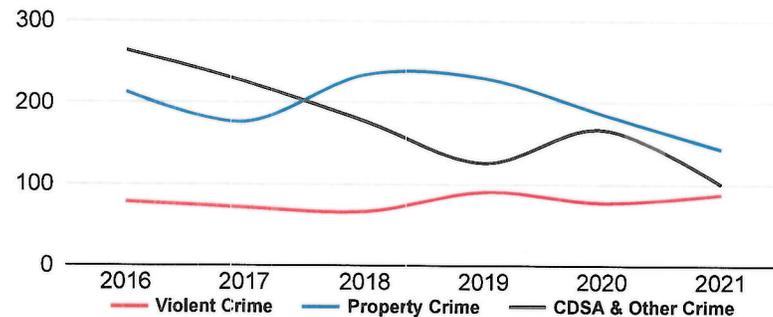
Arrest Report

Arrest Information	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
All Intox Arrest Total	173	179	3.47%	2774	2644	-4.69%
All Other Arrest Total	159	190	19.5%	2923	2789	-4.58%
All Arrest Total	332	369	11.14%	5697	5433	-4.63%
Male Total	241	255	5.81%	3991	3795	-4.91%
Adult	232	238	2.59%	3824	3644	-4.71%
Young Offenders	9	17	88.89%	167	151	-9.58%
Female Total	91	114	25.27%	1697	1632	-3.83%
Adult	90	107	18.89%	1612	1508	-6.45%
Young Offenders	1	7	600%	85	124	45.88%
Gender Diverse Total	0	0	0%	9	6	-33.33%

Calls For Service Report

Calls For Service	Dec 20	Dec 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Family Wellness	257	289	12.45%	3050	3574	17.18%
By-law Calls	10	14	40%	2096	273	-86.98%
Mental Health Incidents	63	65	3.17%	751	708	-5.73%
Motor Vehicle Accident(HIT & RUN)	33	51	54.55%	369	373	1.08%
Motor Vehicle Accident(Property)	37	77	108.11%	420	520	23.81%
Motor Vehicle Accident(Fatal/Injury)	9	0	-100%	51	49	-3.92%
Other Calls	2410	2857	18.55%	33692	35643	5.79%
Total Complaints	2819	3353	18.94%	40429	41140	1.76%
Neighbourhood Strengthening	403	214	-46.9%	4714	4179	-11.35%
COVID	36	0	-100%	147	58	-60.54%
Court Conditions - Compliance Checks	8	18	125%	12	185	1441.67%
All Calls For Service Total	3266	3585	9.77%	45302	45562	0.57%
Dispatched	2795	2992	7.05%	39304	38791	-1.31%
Not Dispatched	471	593	25.9%	5998	6771	12.89%

December with 5-Year Trend



YEAR	2016	2017	2018	2019	2020	2021
Violent Crime	79	72	67	91	78	88
Property Crime	214	177	235	231	187	144
CDSA & Other Crime	264	226	177	126	167	100

NOTE: Statistics on record as of 2022-01-04 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. Violent crime reports the number of victims rather than the number of occurrences.



PRINCE ALBERT POLICE SERVICE

TITLE: CSO Annual Report for 2021

DATE: January 03, 2022

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATION:

- That this report be received as information and filed.
- That the Board forwards this information to the Community Safety Officer (CSO) Program Manager as per the Saskatchewan CSO policy manual.

BACKGROUND:

Two Community Safety Officers follow and support patrol operations at the Prince Albert Police Service.

The Ministry of Justice, Corrections and Policing, require updated reporting of CSO activities in support of the program.

In addition to their primary duties, the CSO's continue to support Bylaw calls and backfill the Court Liaison duties as required.

TOPIC & PURPOSE:

To provide an overview of the operational activities of the Community Safety Officers for the year ending 2021.

CSO REPORT, 2021	
Description	Number of Calls/Reports/Tickets
Number of Less Serious Crimes Investigated	631
Theft Under \$5,000.00/ Attempted Theft	180
Willful Damage Under \$5,000/ Mischief	212
Trespass to Property Act	9
Motor Vehicle Accidents/ Hit and Run/ Provincial Statute/ Traffic Complaints	51
Found/Lost Property	63
Documents for Service	101
Neighborhood Strengthening	7851
Community Meetings	0
School Visits	67
Community Presentations	0
Traffic Tickets	193
Vehicle Seizures	24
CPTED Reports	1
Bylaw Complaints	91
CSO Trials/Court	1
Calls Attended to Support PAPS	1993
Court Liaison Cover Off Days	45 days

Summary of Activities:

The CSO's compliment and support Police operations and priorities by providing high priority/low risk community safety services while increasing uniformed visibility to deter crime within the city of Prince Albert.

The CSO's assisted Patrol in numerous ways throughout 2021. CSO's provided containment during many major files and assisted with containment during the forest fire east of the City, freeing up Patrol to attend calls for service.

Combined the two CSO's issued 193 Summary Offense Tickets in 2021. They attended hundreds of non-emergent calls, collecting information, gathering evidence and submitted 629 general occurrence reports, which were then reviewed to determine whether or not further follow up investigation was required by regular members or otherwise. Many of these investigations required time consuming retrieval and review of surveillance video to disseminate images in an effort to identify suspects.

The CSO's continued to support City Bylaw enforcement outside of Bylaw's regular hours and on weekends. They also covered court duties in the absence of the Court Liaison Officer throughout the year.

The CSO's conducted over 7000 neighbourhood strengthening initiatives many of which were in response to a variety of complaints from the community in relation to problem addresses, loitering, intoxication, traffic concerns etc. As well they conducted 67 school visits.

In November, both CSO's received training on the Alcohol Screening Device (ASD), allowing them to identify impaired drivers and administer roadside suspensions for low blood alcohol (BAC) readings, or contact a Patrol member in the event of an impaired driving offense.

The CSO's supported the Metis Mentorship program. The mentee candidates job shadowed them for several weeks as part of their exposure and development. Both mentees went on to be successful during the recent Constable selection process.

Our experienced CSO's also assisted the RM of Buckland CSO program offering ride-a-long mentoring to assist with their new CSO position created by the RM.

The CSO program has proven valuable over the course of 2021 toward the achievement of all three PAPS priorities – Professional Service, Healthy Community and Visible Service.

Concern:

The CSO's were required to cover the Court Liaison position for 45 days of coverage in 2021. Added to that are 13 days of Annual Leave for each CSO, creating a significant gap in service from the CSO mandate.

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

Written by: **Sergeant Brian Glynn**

Reviewed by: **Inspector Brent McDonald**

Approved by: **Chief of Police**

Signature:





PRINCE ALBERT POLICE SERVICE

TITLE: CSO Report for December 2021

DATE: January 03, 2022

TO: Chief of Police Board of Police Commissioners

PUBLIC: **INCAMERA:**

RECOMMENDATION:

- That this report be received as information and filed.
- That the Board forwards this information to the Community Safety Officer (CSO) Program Manager as per the Saskatchewan CSO policy manual.

BACKGROUND:

Two Community Safety Officers follow and support patrol operations at the Prince Albert Police Service.

The Ministry of Justice, Corrections and Policing, require updated reporting of CSO activities in support of the program.

In addition to their primary duties, the CSO's continue to support Bylaw calls and backfill the Court Liaison duties as required.

TOPIC & PURPOSE:

To provide an overview of the operational activities of the Community Safety Officers for the month of December and highlight any concerns, emerging trends or areas of focus as required.

CSO REPORT, MONTH OF December, 2021	
Description	Number of Calls/Reports/Tickets
Number of Less Serious Crimes Investigated	25
Theft Under \$5,000.00/ Attempted Theft	11
Willful Damage Under \$5,000/ Mischief	9
Trespass to Property Act	1
Motor Vehicle Accidents/ Hit and Run/ Provincial Statute/ Traffic Complaints	2
Found/Lost Property	1
Documents for Service	12
Neighborhood Strengthening	80
Community Meetings	0
School Visits	12
Community Presentations	0
Traffic Tickets	4
Vehicle Seizures	4
CPTED Reports	0
Bylaw Complaints	1
CSO Trials/Court	0
Calls Attended to Support PAPS	30
Court Liaison Cover Off Days	4 days

Concerns/ Trends/ Focused Effort:

The CSO's continued to support Patrol and were instructed to attend high traffic shopping areas throughout the month of December focusing on anti-social behaviour at Cornerstone, South Hill Mall and the Gateway Mall.

The CSO's continued to focus on School Zone Traffic enforcement in December. Warnings/tickets were written to drivers pertaining to the bylaw.

December saw some extreme weather in the form of both heavy snowfall and bitterly cold weather resulting in less enforcement than normal across PAPS.

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

Written By: **Sergeant Brian Glynn**
Reviewed By: **Inspector Brent McDonald**

Approved by: Chief of Police

Signature: 



PRINCE ALBERT POLICE SERVICE

TITLE: CSO Report for November 2021

DATE: December 01, 2021

TO: Chief of Police Board of Police Commissioners

PUBLIC: **INCAMERA:**

RECOMMENDATION:

- That this report be received as information and filed.
- That the Board forwards this information to the Community Safety Officer (CSO) Program Manager as per the Saskatchewan CSO policy manual.

BACKGROUND:

Two Community Safety Officers follow and support patrol operations at the Prince Albert Police Service.

The Ministry of Justice, Corrections and Policing, require updated reporting of CSO activities in support of the program.

In addition to their primary duties, the CSO's continue to support Bylaw calls and backfill the Court Liaison duties as required.

TOPIC & PURPOSE:

To provide an overview of the operational activities of the Community Safety Officers for the month of November and highlight any concerns, emerging trends or areas of focus as required.

CSO REPORT, MONTH OF November, 2021	
Description	Number of Calls/Reports/Tickets
Number of Less Serious Crimes Investigated	69
Theft Under \$5,000.00/ Attempted Theft	15
Willful Damage Under \$5,000/ Mischief	32
Trespass to Property Act	0
Motor Vehicle Accidents/ Hit and Run/ Provincial Statute/ Traffic Complaints	4
Found/Lost Property	3
Documents for Service	10
Neighborhood Strengthening	49
Community Meetings	0
School Visits	2
Community Presentations	0
Traffic Tickets	29
Vehicle Seizures	2
CPTED Reports	1
Bylaw Complaints	3
CSO Trials/Court	0
Calls Attended to Support PAPS	64
Court Liaison Cover Off Days	3 days

Concerns/ Trends/ Focused Effort:

The CSO's received training on the ASD (Alcohol Screening Device) and are certified to administer Mandatory Breath Tests roadside. This enables the CSO to assist in Traffic based enforcement concerning Impaired Driving. This training enables the CSO to administer Roadside Suspensions to Drivers through SGI.

If during the course of their authorized duties a CSO encounters a driver they suspect may be impaired by alcohol or a drug, they shall immediately contact and advise PAPS Patrol and request their attendance/assistance.

The CSO's have focused on School Zone Traffic enforcement in November and have spoken to various schools about the U-turn bylaw. Schools have provided updates to their respective Parents Newsletters about the U-Turn Bylaw. Warnings/ tickets have been issued to drivers pertaining to the bylaw.

PRESENTATION: VERBAL AUDIO/VISUAL NONE

Written By: Sergeant Brian Glynn
Reviewed By: Inspector Brent McDonald

Approved by: Chief of Police

Signature:  _____



PRINCE ALBERT POLICE SERVICE

TITLE: On-Line Criminal Record Checks

DATE: 2022-January-10

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To update and inform the Board of Police Commissioners on the online option to complete a criminal record check and to report the annual online stats.

BACKGROUND:

Prince Albert Police Service signed a Master Service Agreement on May 15th, 2017 with Forrest Green solutions Ltd, a federally incorporated entity, to provide Royal Canadian Mounted Police (RCMP) Canadian Police Information Centre (CPIC) and Canadian Criminal Real Time Identification Services (CCRTIS) compliant solutions to enable online police background checks.

On January 15th, 2018 the Prince Albert Police Service implemented online Criminal Record option for the public.

PROPOSED APPROACH AND RATIONALE:

On line Criminal Record checks is available 24/7 for the public on www.papolice.ca. The only requirements are to be a city resident and 21+. Forrest Green accepts on line payments accepting major debit and credit cards. Forrest Green charges an additional \$9.95 to the

applicant. There is no costs incurred by the Prince Albert Police Service. Our service will receive monthly payments from Forrest Green for our Criminal Record service fee

PAPS Criminal Record Fees:

\$35.00 for Regular Check

\$70 for a Vulnerable Sector

When applicants apply online, the application is processed by civilian members of the Prince Albert Police Service. Pre-filled application is then downloaded to our secure network and if no fingerprints are required, the criminal record check is mailed directly to the applicant.

In 2021 online Criminal Record Checks allowed our agency to continue to deliver customer service while minimizing public contact in our front office. Below statistics reflects the increase in 2021 for our online Criminal Record Checks.

- PIC = Police check only
- PICVS = Police check with Vulnerable Sector Check
- Walk In Data (attending PAPS Front Office) data only available for 2021

2021 Online Criminal Record Statistics

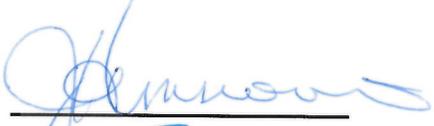
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
PIC	42	35	49	53	47	41	26	26	26	23	23	22	413
Employment	24	29	38	44	42	34	22	24	22	18	18	16	331
Student Practicums and/or Work Placements	4	3	4	5	4	7	1	1	2	4	1	-	36
Volunteer	14	3	7	4	1	-	3	1	2	1	4	6	46
PICVS	88	72	117	113	101	79	48	55	50	61	43	47	874
Employment	61	53	90	93	78	66	33	38	31	37	30	32	642
Student Practicums and/or Work Placements	16	14	19	17	15	9	12	15	13	12	9	9	160
Volunteer	11	5	8	3	8	4	3	2	6	12	4	6	72
TOTAL	130	107	166	166	148	120	74	81	76	84	66	69	1287

2021 Walkins (Attended PAPS Front Office)

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
PIC	7	15	23	23	34	40	35	18	31	39	44	22	331
Employment	6	15	23	23	33	39	34	18	28	36	39	21	315
Student Practicums and/or Work Placements	1	-	-	-	-	1	-	-	1	-	4	-	7
Volunteer	-	-	-	-	1	-	1	-	2	3	1	1	9
PICVS	49	58	80	74	86	78	114	121	132	180	135	167	1274
Employment	44	52	71	65	79	69	102	93	100	144	73	103	995
Student Practicums and/or Work Placements	-	2	2	2	4	2	2	8	8	9	31	11	81
Volunteer	5	4	7	7	3	7	10	20	24	27	31	53	198
TOTAL	56	73	103	97	120	118	149	139	163	219	179	189	1605

PRESENTATION: VERBAL AUDIO/VISUAL NONE

Written By: Josie Hemsworth

Signature: 

Approved by: Chief of Police

Signature: 



PRINCE ALBERT POLICE SERVICE

TITLE: ON LINE REPORTING (COPLOGIC)

DATE: 2022-January-10

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To update and inform the Board of Police Commissioners of the online option to file a police report online and to report the annual online statistics.

BACKGROUND:

February 2016 the Prince Albert Police Service implemented an online police reporting option for the public. This web based reporting system allows the public to file certain incident types over the internet at their convenience. The incident types are:

- Fraudulent Scams
- Lost Property Under \$5000
- Mischief / Wilful Damage / Graffiti to Property or Vehicle
- Theft from vehicle under \$5000
- Theft under \$5,000.

This service allows the public to file a report at a time that is best for them without having to wait for an officer to respond or call them back. Police personnel review the police report and once approved the filing person will receive an email with a copy of the report attached without cost. The report transfers into the Prince Albert Police Service Records Management System and

receives the same investigation and statistical analysis ability as if a police officer had filed the report.

Effective October 2019 the Prince Albert Police Service enhanced our online police reporting to include "Secure report writing". This allows our service to give a secure login to loss prevention officers. Loss prevention officers, who deal with an incident where the suspect is unknown or who is no longer in the store, can report the shoplifting incident online and include any documents for follow up investigation (ie photo of suspect).

PROPOSED APPROACH AND RATIONALE:

COPLOGIC (ONLINE REPORTING STATISTICS)				
Incident	Year 2018	Year 2019	Year 2020	Year 2021
Theft Under \$5000	74	70	114	130
Theft from Vehicle Under \$5000	154	140	140	152
Fraud Scams	56	26	44	38
Mischief/Wilful Damage	51	46	60	79
Mischief/Wilful Damage – Vehicle	209	179	195	226
Lost Property under \$5000	34	44	70	59
Supplement report (Follow-up)	5	1	9	7
Shoplifting (new Oct 13, 2019)	0	42	47	64
TOTAL Online Reports	583	548	679	755

Prince Albert Police Service continues to promote online police reporting through the papolice.ca web site, brochures, and our Communication Operators. On-line reporting allows police officers to be available for other emergencies and other high-priority situations.

FINANCIAL IMPLICATIONS

DeskOfficer Online Reporting System (DORS) Annual License Support Fee
2021/06/01 – 2022/05/31 Costs = \$8,794.38 USD (\$11,043.23 CAD)

Below is an estimated time and cost savings report completed from Coplogic (on line reporting)

Cost saving report from 2021/01/01 to 2021/12/31

ESTIMATED TIME AND COST SAVINGS				
Total Reports	Estimated Hours Per Report if Taken By an Officer	Estimated Cost Per Report if Taken By an Officer (\$)	Total Hours Saved	Total Savings (\$)
755	1.50	55.00	1132.50	41,525

2020 Online Criminal Record Statistics

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
PIC	12	11	18	19	25	26	20	13	26	32	54	43	299
Employment	9	9	17	17	25	25	20	12	19	26	45	38	262
Student Practicums and/or Work Placements	-	-	-	-	-	-	-	1	4	2	5	-	12
Volunteer	3	2	1	2	-	1	-	-	3	4	4	5	25
PICVS	20	24	44	42	64	58	60	47	46	69	116	61	651
Employment	17	20	31	37	53	49	44	34	31	49	77	41	483
Student Practicums and/or Work Placements	3	4	3	2	8	7	13	8	13	13	16	10	100
Volunteer	-	-	10	3	3	2	3	5	2	7	23	10	68
TOTAL	32	35	62	61	89	84	80	60	72	101	170	104	950

2019 Online Criminal Record Statistics

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
PIC	17	11	11	10	17	2	14	10	9	6	13	8	128
Employment	10	7	10	7	12	2	9	8	9	5	10	7	96
Student Practicums and/or Work Placements	1	2	-	2	4	-	2	2	-	1	1	-	15
Volunteer	6	2	1	1	1	-	3	-	-	-	2	1	17
PICVS	22	10	15	15	28	16	16	24	20	17	21	19	223
Employment	11	6	11	10	19	7	10	18	13	11	14	14	144
Student Practicums and/or Work Placements	3	1	-	3	4	4	3	5	6	2	3	-	34
Volunteer	8	3	4	2	5	5	3	1	1	4	4	5	45
TOTAL	39	21	26	25	45	18	30	34	29	23	34	27	351

Online reporting web site has a dashboard feature that allows our agency to capture statistical information. (Charts above from the dashboard shows the different types of Criminal Record Checks completed per month).

Prince Albert Police Service continues to promote online criminal records through the papolice web site and brochures. Online Criminal Records is a convenient way for the public to apply for their Criminal Record Check 24/7. It also reduces traffic in our front office.

PRESENTATION: VERBAL AUDIO/VISUAL NONE

ATTACHMENTS: Online Criminal Record Checks brochure

Written By: Josie Hemsworth

Signature: 

Approved by: Chief of Police

Signature: 



PRINCE ALBERT POLICE SERVICE

TITLE: COVID-19 Vaccination Declaration Requirement

DATE: January 12, 2022

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To update and inform the Board of Police Commissioners on the reported vaccination status of the Prince Albert Police Service.

PROPOSED APPROACH AND RATIONALE:

The Prince Albert Police Service has committed to mandatory testing or proof of full vaccination to ensure a safe delivery of service, as well as a safe workplace.

Effective October 12th, 2021 all members of Prince Albert Police Service (all employees, contractors, students and volunteers) have been be required to submit to a rapid test weekly, *unless able to provide proof of full vaccination.*

The police service is currently made up of 160 employees and volunteers; 102 police officers, 40 civilians, and 18 partners. Partners consists of volunteers and contract workers.

95% of Police Officers have declared and proved that they are fully vaccinated.

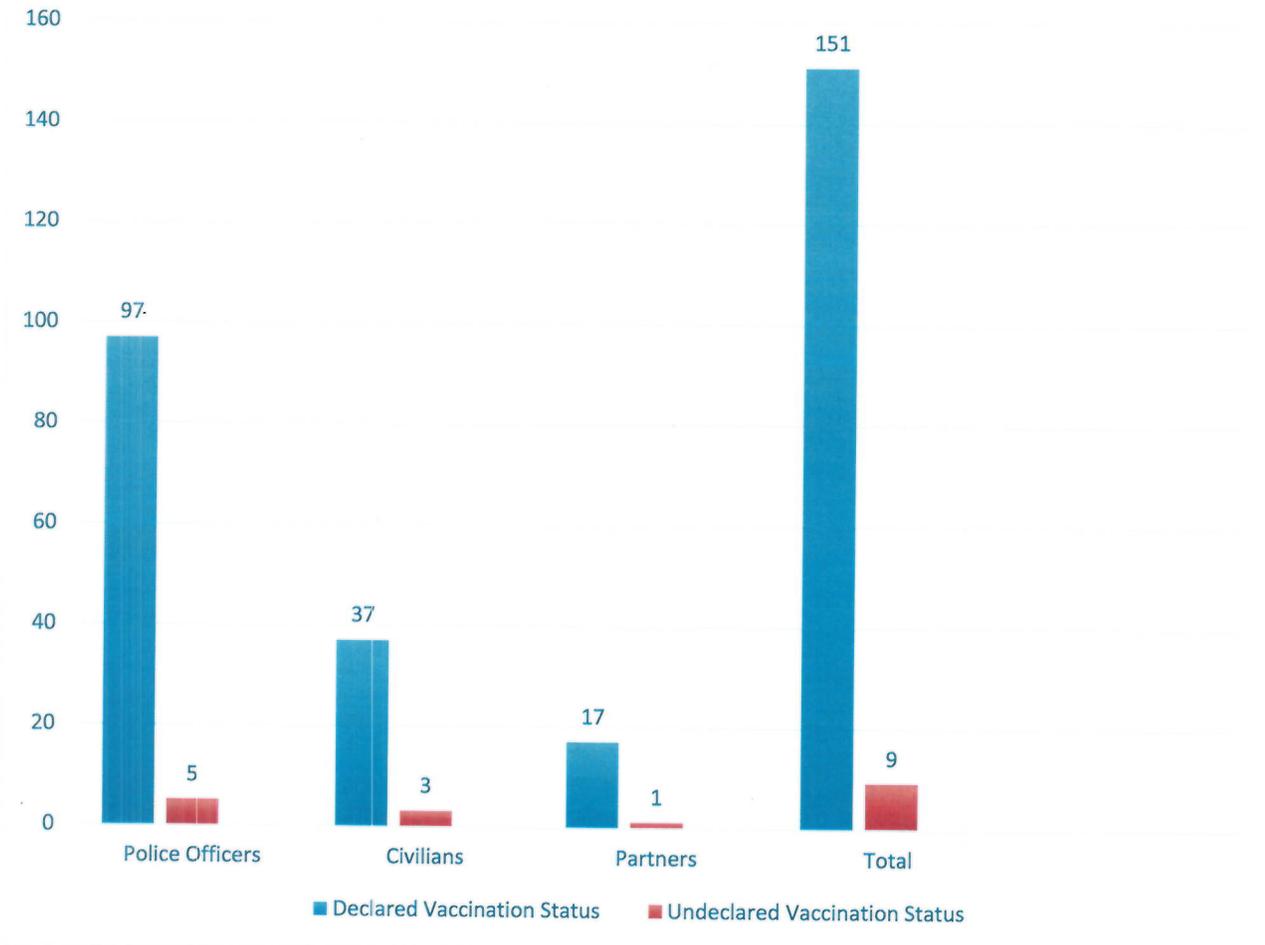
93% of Civilians have declared they are fully vaccinated.

94% of Partners have declared they are fully vaccinated.

94% of Prince Albert Police Service have declared they are fully vaccinated.

The following graphs will show the declaration status of fully vaccinated members of Prince Albert Police Service.

Vaccination Status



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

Written by: **Finance and HR Manager Angela Dumont**

Approved by: **Chief of Police**

Signature: 