

**THE BELLEVILLE POLICE SERVICES BOARD  
GENERAL MEETING AGENDA  
Thursday, May 16, 2024  
City Hall, Council Chamber  
4<sup>th</sup> Floor, 10:00 a.m.**

It is noted that there will be a Police Services Board In Camera (closed session) Meeting at 8:30 a.m. At 8:30 a.m., the Board will be requested to consider approval of the following resolution. This will take place in a very brief Open session, immediately prior to entering into In Camera session.

"THAT the Belleville Police Services Board enter into In Camera session to consider the following items, pursuant to Subsection 35(4) of the Police Services Act.

- Discussion regarding personal information about identifiable individuals (Pursuant to Subsection 35(4)(b) of the Police Services Act)
- Discussion regarding labour relations or employee negotiations (Pursuant to Subsection 35(4)(b) of the Police Services Act)
- Discussion regarding litigation or potential litigation (Pursuant to Subsection 35(4)(b) of the Police Services Act)
- Review of Minutes for the In Camera Meeting dated March 28, 2024"

- |    |  |      |
|----|--|------|
| 1. | <u>CALL TO ORDER</u>   | PAGE |
| 2. | <u>DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF</u> |      |
| 3. | <u>CONFIRMATION OF AGENDA</u>  |      |

**RESOLUTION**

"THAT the Agenda for the Belleville Police Services Board Meeting of Thursday, May 16, 2024 be confirmed."

- |     |   |   |
|-----|---|---|
| 4.  | <u>RECOGNITIONS</u>   |   |
| (a) | Mr. Jonathan St. Jean will appear before the Board in recognition of his life saving efforts when, on February 2, 2024, after being involved in a motor vehicle collision where the second vehicle caught fire; Mr. St. Jean pulled an individual to safety from the burning vehicle.           | 1 |
| (b) | Auxiliary Sergeant Paul Robichaud will appear before the Board in recognition of over 17 years as a member of the Belleville Police Service Auxiliary. Aux. Sgt. Robichaud contributed in excess of 2500 hours to the Belleville Police Service prior to his resignation effective May 1, 2024. | 2 |

5. DEPUTATIONS, PRESENTATIONS OR APPOINTMENTS

6. MINUTES

Minutes of the General Meeting dated March 28, 2024 to be approved and signed. 4

7. BUSINESS ARISING FROM THE MINUTES

8. REPORTS FOR DECISION

(a) Use of Cellular Phones Marked for Destruction (Acting Chief Barry) 12

**RESOLUTION**

“THAT the Belleville Police Service Property & Tech Crimes Units be permitted to utilize cell phones marked for destruction as “test devices” with the authorization of the Inspector of Support Services.”

(b) OMERS Participation (Acting Chief Barry) 13

**RESOLUTION**

“THAT, the Belleville Police Services Board authorizes continued participation in the OMERS Primary Pension Plan (“Primary Plan”) and the Retirement Compensation Arrangement for the OMERS Primary Pension Plan (“RCA”), each as amended from time to time; and that Chair Allsopp be authorized to execute the resolution as appears on pages 15 and 16 of agenda.”

(c) Appointment of Acting Deputy Chief of Police (Chair Councillor Allsopp) Verbal

**RESOLUTION**

“THAT, effective May 1, 2024, the Belleville Police Services Board appoint Inspector Rene Aubertin and Inspector Sherri Meeks as Acting Deputy Chiefs on a rotating 6 week basis starting with the member that has the greatest seniority.”

(d) Chief of Police Recruitment (Chair Councillor Allsopp)

**RESOLUTIONS**

(i) “THAT the Belleville Police Services Board accept the proposal from Rubicon Recruiting for the recruitment of a Chief of Police.” 18

**or**

- (ii) "THAT the Belleville Police Services Board accept the proposal from Governedge Inc. for the recruitment of a Chief of Police."

28

9. CORRESPONDENCE

10. NEW BUSINESS

11. BOARD INFORMATION MATTERS

- (i) The Board may adopt Information items by one resolution, but prior to consideration of such resolution, Board Members may request that specific items be removed from consideration under such resolution, and the Board shall consider such items individually.

**RESOLUTION**

"THAT the following May 16, 2024 Information items be received"

(a) 2023 Year End Financial Report	33
(b) 2024 1 <sup>st</sup> Quarter Financial Report	39
(c) 2025 Capital & Operations Budget Timelines	45
(d) Body Worn Camera – Good News Story	51
(e) Downtown Community Policing Office	53
(f) Belleville Police Service 1 <sup>st</sup> Quarter Downtown Foot Patrol Report	55
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(j) 1 <sup>st</sup> Quarter Report – Drug/Intelligence/Street Crime Unit	72
(k) 1 <sup>st</sup> Quarter Report – Emergency Response Unit	75
(l) 1 <sup>st</sup> Quarter Report – Court Statistics	79
(m) 1 <sup>st</sup> Quarter Report – Community Reponse Unit	88
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(p) 2024 1 <sup>st</sup> Quarter In Trust Report	102

12. NEXT MEETING DATE

Date: July 18, 2024  
Time: 10:00 a.m.  
Place: City Hall Council Chamber

13. ADJOURNMENT

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
F. 613 966 2701

**IN CAMERA:** No

**DATE:** Thursday, March 28, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT: Jonathan St. Jean – Citizen Commendation**

**CHIEF'S RECOMMENDATION:**

For the Board to review

**INFORMATION FACTORS:**

On February 2<sup>nd</sup>, Cst. Cleary-Porritt was dispatched to a collision at the intersection of Moira St. and Palmer Rd. The collision was of a serious nature, with injuries and involved a fire of one the vehicles.

One of the parties involved in the collision was Mr. Jonathan St. Jean. Once Mr. St. Jean realized that the other vehicle was on fire, Mr. St. Jean without hesitation sprang into action.

Without any fear for his own safety, Mr. St. Jean ran over to the other involved vehicle and pulled the male from the burning vehicle. The potential for very serious injuries or the loss of life was a real possibility in this collision had Mr. St. Jean not acted so quickly.

Mr. St. Jean is to be commended for his selfless act in saving the life of the other person involved in this collision.

On behalf of the Belleville Police Service and our community, I would like to congratulate you on your heroic actions Mr. St. Jean.

A handwritten signature in black ink that reads 'Michael T. Callaghan'. The signature is written in a cursive, flowing style.

Michael T. Callaghan  
Chief of Police

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** Resignation of Auxiliary Sergeant Paul Robichaud

**CHIEF'S RECOMMENDATION:**

For the Board to review and acknowledge the contribution of Auxiliary Sergeant Paul Robichaud following his decision to resign from the Service.

Auxiliary Sergeant Paul Robichaud tendered his resignation from the Belleville Police Services Auxiliary Unit effective May 1, 2024. Sgt. Robichaud was appointed as an Auxiliary Constable on July 24, 2009 and was promoted to Sergeant in April of 2021.

Over his 17 years with the Belleville Police Service he has contributed in excess of 2500 hours to our community performing various functions including ride-a-longs with patrol officers, traffic control for many parades and city events, and enhancing our security and visibility at community events.

Our police service and our city would not be in a position to police community events such as The Waterfront Festival, The Santa Claus Parade, and the Caribbean Festival without the contributions of volunteers such as Paul who work side by side with and train with our officers without any financial compensation. They do so in the spirit of volunteerism to ensure the safety and security of our citizens and the many visitors to our community during these special events.

I would ask the Board to join me in thanking Aux. Sgt. Robichaud for his outstanding contribution to the Belleville Police Service and the city as a whole. You will be missed !

May 16, 2024

A handwritten signature in black ink, appearing to read 'Chris Barry', written in a cursive style.

Chris Barry  
Acting Chief of Police

**THE BELLEVILLE POLICE SERVICES BOARD  
GENERAL MEETING MINUTES  
Thursday March 28, 2024  
Belleville Police Service Joint Forces Room  
10:00 a.m.**

The General Meeting of the Belleville Police Services Board was held on the above date at the hour of 10:00 a.m.

It is noted that there was a Belleville Police Services Board In Camera (closed session) Meeting from 8:45 a.m. to 10:00 a.m. In view of this the Board met very briefly in open session at 8:45 a.m. to consider the following.

Moved by Mayor Ellis  
Seconded by Ms. Harnden

THAT the Belleville Police Services Board enter into In Camera session to consider the following items, pursuant to Subsection 35(4) of the Police Services Act.

- Discussion regarding personal information about identifiable individuals (Pursuant to Subsection 35(4)(b) of the Police Services Act)
- Discussion regarding labour relations or employee negotiations (Pursuant to Subsection 35(4)(b) of the Police Services Act)
- Review of Minutes for the In Camera Meeting dated January 18, 2024 and Special Meeting dated March 4, 2024

- CARRIED -

1. **CALL TO ORDER**

**ATTENDANCE**

Councillor Tyler Allsopp, Chair  
Ms. Heather Smith, Vice Chair  
His Worship Mayor Neil Ellis

Mr. James O'Brien  
Ms. Janet Harnden

Michael Callaghan, Chief of Police  
Chris Barry, Deputy Chief of Police  
Ms. Susan Boyle, Secretary  
Ms. Mary Ann Ker, Executive Assistant

The Meeting was called to order by Chair Councillor Allsopp at 10:00 a.m.

2. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

There were no Declarations of Pecuniary Interest.

3. **CONFIRMATION OF AGENDA**

Chief Callaghan announced that Mr. Jonathan St. Jean is unable to attend today's meeting due to a workplace injury and therefore item 4a will be deferred to the May BPS board meeting.

Moved by Mayor Ellis  
Seconded by Vice Chair Smith

THAT the Agenda for the Belleville Police Services Board Meeting of Thursday, March 28, 2024 be confirmed.

- CARRIED -

4. **RECOGNITIONS** (10:04 a.m.)

- (a) Chief Callaghan announced that Mr. Jonathan St. Jean was unable to attend today's meeting due to a workplace injury and therefore this matter will be deferred to the May Board meeting.
- (b) Constable Khoby Langdon and Constable Brenden Frazer appeared before the Board in recognition of their life saving efforts when, on March 3, 2024, they witnessed an individual sitting on the railing of the CN Rail overpass. When it was determined the individual was in mental distress the Officers successfully removed him from the railing and ensured the individual received proper medical assistance.

Chief Callaghan commended the constables for their outstanding communication and deescalation skills which not only saved a life, but, as shared by the individual saved, had a future impact on their life through profound words and actions.

Chair Councillor Allsopp thanked the Constables for their quick thinking and quick action, leading to a lasting impact on a member of the Belleville community.

- (c) Constable Conner O'Hara appeared before the Board in recognition of his life saving efforts when, on February 28, 2024, when on a wellness check, found an individual hanging in a garage. Constable O'Hara proceeded to cut the individual down and provided medical assistance until paramedics arrived.

Chief Callaghan praised Constable O'Hara for this exceptional example of going above and beyond, great leadership and effective communication when faced with a challenging situation.

Chair Councillor Allsopp thanked Constable O'Hara for his dedication to the safety of the Belleville community, noting how critical this is during challenging times.

5. **DEPUTATIONS, PRESENTATIONS OR APPOINTMENTS**

There were no Deputations, Presentations or Appointments.



6. **MINUTES** (10:07 a.m.)

Moved by Mayor Ellis  
Seconded by Mr. O'Brien

THAT the Minutes of the General Meeting dated January 18, 2024 and Special Meeting dated March 4, 2024 be approved and signed.

- CARRIED -

7. **BUSINESS ARISING FROM THE MINUTES**

There was no Business Arising from the Minutes.

8. **REPORTS FOR DECISION**

(a) Uniform and Civilian Collective Agreements (10:08 a.m.)

Moved by Vice Chair Smith  
Seconded by Mayor Ellis

THAT the Belleville Police Services Board officially ratify the 2023 – 2025 Civilian and Uniform Collective Agreements with a 4.0% increase in 2023, 3.0% increase in 2024 and 2.75% increase in 2025.

- CARRIED -

(b) Reappointment of Special Constable Ryan Fox (10:09 a.m.)

Moved by Mayor Ellis  
Seconded by Ms. Harnden

THAT, in accordance with Section 31(1) of the Police Services Act, the Belleville Police Services Board reappoint Special Constable Ryan Fox within the Belleville Police Service, and;

THAT the reappointment application be forwarded to the Ministry of the Solicitor General for approval.

- CARRIED -

9. **CORRESPONDENCE**

There was no Correspondence.

10. **NEW BUSINESS**

There was no New Business.

11. **BOARD INFORMATION MATTERS** (10:09 a.m.)

The Board may adopt Information items by one resolution, but prior to consideration of such resolution, Board Members may request that specific items be removed from consideration under such resolution, and the Board shall consider such items individually.

- (i) Moved by Mayor Ellis  
Seconded by Vice Chair Smith

THAT the following March 28, 2024 Information items be received.

- (a) 2023 4<sup>th</sup> Quarter Court Statistics Report
- (c) 2023 4<sup>th</sup> Quarter Community Resources Officer – Secondary School Report
- (e) 2023 4<sup>th</sup> Quarter Project Renewal Statistics Report
- (g) 2023 4<sup>th</sup> Quarter In Trust Account
- (h) 2023 4<sup>th</sup> Quarter Calls for Service Report

- CARRIED -

- (b) 2023 4<sup>th</sup> Quarter Crime Statistics Report

Moved by Mr. O'Brien  
Seconded by Ms. Harnden

THAT the following March 28 Information item be received.

- (b) 2023 4<sup>th</sup> Quarter Crime Statistics Report

Mr. O'Brien noted that there appears to be a significant increase in crimes, and more serious crimes, and asked Deputy Barry if this is something that the Board needs to be concerned about.

Deputy Barry noted that this increase is partially due to changes in bail provisions and recent changes to bail laws and will be monitored by the Chief. Upcoming training and an increase in complement has recently been approved to address this. Deputy also noted, however, that this report only compares 4<sup>th</sup> quarter 2023 to 4<sup>th</sup> quarter 2022 and that a more meaningful comparison would be comparing multiple time periods, over several years.

The above resolution was - CARRIED -

(d) 2023 4<sup>th</sup> Quarter Emergency Response Unit Report

Moved by Mr. O'Brien  
Seconded by Mayor Ellis

THAT the following March 28 Information item be received.

(d) 2023 4<sup>th</sup> Quarter Emergency Response Unit Report

Mr. O'Brien asked whether the upcoming training days for the BPS Emergency Response Unit include other police services.

Deputy Barry stated that he would have to look that up to confirm but that it is common for training to include other services from outside of Belleville.

The above resolution was - CARRIED -

(f) 2023 4<sup>th</sup> Quarter Downtown Foot Patrol Report

Moved by Mr. O'Brien  
Seconded by Mayor Ellis

THAT the following March 28 Information item be received.

(f) 2023 4<sup>th</sup> Quarter Downtown Foot Patrol Report

Mr. O'Brien noted that based on this report, the downtown foot patrol in the fourth quarter of 2023 was substantial and he wanted to commend the team for this accomplishment.

Chief Callahan thanked Inspector Sheri Meeks and Staff Sergeant Jeremy Ashley for focusing their energy on this and ensuring it was accomplished. Chief Callaghan also shared that those members who patrol downtown are aware of the challenges in the core and are working to ensure there is a strong police presence when possible.

Chair Allsopp noted that during recent conversations with downtown business owners downtown that they have been very happy with the amount of police foot patrol in their area.

The above resolution was - CARRIED -

(i) Annual Statistics Overview

Moved by Mr. O'Brien  
Seconded by Vice Chair Smith

THAT the following March 28 Information item be received.

(i) Annual Statistics Overview

Mr. O'Brien noted that increases in some categories appear significant and asked Chief Callaghan to comment on report.

Chief Callaghan confirmed that increases are partly due to the judicial system not holding individuals for serious crimes, resulting in a high number of releases and re-offences. There is also limited space in correctional facilities for these individuals. This issue is often referred to as "catch and release" and it is a challenge across the province.

The above resolution was - CARRIED -

- (j) OAPSB Checklist for Implementation of New Community Policing and Safety Act (10:19 a.m.)

Moved by Mr. O'Brien  
Seconded by Mayor Ellis

THAT the following March 28 Information item be received.

- (j) OAPSB Checklist for Implementation of New Community Policing and Safety Act

Mr. O'Brien noted that the recent changes to the Policing and Safety Act seem to be coming in quickly, without substantial background information, and asked for comment from Vice Chair Smith and Chief Callaghan.

Vice Chair Smith confirmed that April 1 is the drop date for the new Community Policing and Safety Act. Training has been delayed but is now scheduled for April 2 and April 23, focused on Special Constables and responsibilities of Board surrounding complaints. Training takes approximately two hours and must be completed to vote at the May board meeting.

Chief Callaghan confirmed the upcoming changes will have an impact on both officers and board members. There will be significant oversight over all police services in Ontario and the focus is on ensuring the police service is reflective of the community it's serving.

Vice Chair also noted that new policies will be created by the board as part of the new Act.

Chair Allsopp encouraged all board members to complete the training.

The above resolution was - CARRIED -

- (k) Room Dedication (10:24 a.m.)

Moved by Mr. O'Brien  
Seconded by Vice Chair Smith

THAT the following March 28 Information item be received.

- (k) Room Dedication

Chief Callaghan introduced Padre Brad Beale and announced that the patrol meeting room will be officially renamed the Padre Brad Beale Wellness Room, in honour of his impact on the Belleville Police Service. Chief Callaghan read his report outlining Padre Beale's significant impact on the members of the service since becoming the Belleville Police Service Chaplin in January of 2019.

Chair Allsopp thanked Padre Beale for supporting members of the police service for the past several years and for continuing to do so.

Padre Beale thanked Chief Callaghan and the board for this honour. Padre Beale noted that part of his role is working as a liaison and continually reminding officers that there is an entire community of people who completely stand behind the BPS members and support their work.

The above resolution was - CARRIED -

(ii) Support Request for the Following Letters/Resolutions

The Corporation of the City of Cambridge Resolution – “Catch and Release” Laws

Moved by Mayor Ellis  
Seconded by Ms. Harnden

THAT the February 15, 2024 correspondence from The Corporation of the City of Cambridge, in regards to requesting additional funding for the Ontario legal system to support a meaningful resistance to the current 'catch and release' practice, be received.

- CARRIED -

Chair Allsopp announced that after a tremendous career, this will be the final board meeting for Chief Mike Callaghan and thanked him for his service to this organization and the community at large.

Chief Callaghan thanked Chair Allsopp and shared how grateful he is to be able to finish his career in his hometown and of how the community has embraced him since he joined the service in 2016. Chief Callaghan also noted that his Executive Assistant, Jodi Gerow, is also retiring this year after 36 years and that he could not have done his job without her support.

Chair Allsopp announced that Deputy Chris Barry will also be retiring this year, on December 31, and thanked him for his service to the community and commended Deputy Barry for being a true professional, gentleman and community builder. Chair Allsopp congratulated him on a successful 32 year career and thanked Deputy Barry for stepping up as Acting Chief, as of May 1.

Deputy Chris Barry thanked Chair Allsopp and thanked the fantastic group of members and civilians that he has worked with as part of the Belleville Police Service. Deputy Barry noted that the organization is well positioned to move forward and that he is looks forward to assisting in the transition.

Chair Allsopp announced that Susan Boyle will also be retiring and that this is her final meeting with the board. As Board Secretary, Susan has played a huge role in ensuring effective communication inside and outside of the organization. Chair Allsopp congratulated Susan on a tremendous career and thanked her for all the work she's done for the service.

12. **NEXT MEETING DATE**

Date: May 16, 2024  
Time: 10:00 a.m.  
Location: City Hall, Council Chamber

13. **ADJOURNMENT**

Moved by Mayor Ellis  
Seconded by Vice Chair Smith

THAT the General Meeting be adjourned at 10:36 a.m.

- CARRIED -

.....  
Councillor Tyler Allsopp, Chair

.....  
Mary Ann Ker, Executive Assistant

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** Request For Board Resolution Re: Use of Cellular Phones Marked For Destruction

**CHIEF'S RECOMMENDATION:**

For the Board to review and pass the recommended resolution.

The Belleville Police Service Property and Tech Crimes Units are seeking permission to utilize cell phones in our custody that would normally be marked for destruction as per our procedures. Tech Crimes uses these phones as "test devices" to simulate and/or replicate various digital environments, hardware configurations, software setups, etc. The members can then test their tools and validate forensic procedures and results. These test devices can also help them recover and analyze digital evidence in a controlled setting without risking damage to or loss of original evidence. The test devices would be destroyed following the conclusion of the testing process.

The Belleville Police Service is requesting that the Board pass a resolution allowing for the devices to be used in this manner when required, and ONLY with the authorization of the Inspector of Support Services.

A handwritten signature in black ink, appearing to be "CB" or similar initials.

Chris Barry  
Acting Chief of Police

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** OMERS Participation – Board Resolution

**CHIEF'S RECOMMENDATION:**

For the Board to review and pass the required resolution.

Historically, OMERS allowed municipalities the option to elect to participate on behalf of its local boards under the same OMERS group number and currently, the Belleville Police Services Board participates in OMERS along with the City of Belleville. The City approached OMERS about updating its by-law terms and this came to light and now needs to be addressed as soon as possible. OMERS now requires the employers to be split administratively in their system so that it is clear which participation parameters apply to which employees and separate accounts are created. This also provides clarity as to which employees are eligible for OMERS participation so that OMERS can ensure all OMERS eligible employees are being enrolled or being offered enrollment as required by the OMERS Plan terms.

We received written notification on March 27, 2024 that OMERS requires municipalities and local boards to participate in the OMERS Plans as separate employers. The OMERS Plan terms are based on each independent employer participating on behalf of its own employees (this also aligns with applicable legislation, including the *OMERS Act, 2006*, the *Pension Benefits Act*, and the *Income Tax Act*). The current OMERS Plan text specifically requires an employer to elect to participate in the OMERS Plans via by-law or board resolution. In other words, each participating employer should have its own OMERS participation by-law or board resolution in place to formally document its OMERS participation on behalf of its own employees.

Please see attached the Board Resolution for approval.



May 16, 2024

A handwritten signature in black ink, appearing to read 'Chris Barry', written in a cursive style.

Chris Barry  
Acting Chief of Police

**RESOLUTION No. <insert Resolution number if applicable> OF THE  
DIRECTORS OF THE BELLEVILLE POLICE SERVICES BOARD  
("Board")**

A Resolution to confirm and authorize continued participation in the OMERS Primary Pension Plan ("Primary Plan") and the Retirement Compensation Arrangement for the OMERS Primary Pension Plan ("RCA"), each as amended from time to time, of the employees of the **Belleville Police Services Board** ("Employer") identified herein.

**WHEREAS** the Employer is eligible to participate in the Primary Plan and the RCA in accordance with subsection 5(1) of the *Ontario Municipal Employees Retirement System Act, 2006*, as amended from time to time ("OMERS Act, 2006") in respect of its eligible employees and wishes to do so in accordance with the applicable Primary Plan and RCA documents and applicable legislation;

**AND WHEREAS** pursuant to subsection 6(1) of the Primary Plan, an employer who is eligible under the OMERS Act, 2006 to participate in the Primary Plan and the RCA may, by by-law or resolution, participate in the Primary Plan and the RCA and pay to the funds for the Primary Plan and the RCA the total of the employer and member contributions required by the Primary Plan, and has all of the powers necessary and incidental thereto;

**AND WHEREAS** the Belleville Board of Police Commissioners (as the Employer was then known) was included in the election of the Corporation of the City of Belleville to participate in the Primary Plan under the Corporation of the City of Belleville's By-law No. 7619 effective January 1, 1963;

**AND WHEREAS** under the Corporation of the City of Belleville By-Law No. 7619 the Employer's eligible police officer employees have a normal retirement age of 60 under the Primary Plan;

**AND WHEREAS** the Employer is adopting its own resolution to confirm its continued participation in the Primary Plan and the RCA in respect of its employees;

**THEREFORE, BE IT RESOLVED THAT**, effective **May 16, 2024**, or as otherwise indicated, the Board enacts as follows:

- |                    |    |   |
|--------------------|----|---|
| (Participation)    | 1. | The Employer shall continue to participate in the Primary Plan and the RCA in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.                                      |
| (Existing Members) | 2. | For greater certainty, the Employer continues to participate in the Primary Plan and the RCA in respect of all of its employees who were members of the Primary Plan and the RCA on the day immediately preceding the Effective Date. |

- |  |  |
|--|--|
| (Election re:<br>Employees)            | 3. The Employer shall participate in the Primary Plan and the RCA in respect of each person who is employed by the Employer and who is eligible to be a member of the Primary Plan and the RCA under subsection 5(3) of the OMERS Act, 2006 (“Employee”), in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.  |
| (Future CFT<br>Employees)              | 4. An Employee who is employed on a continuous full-time basis, as defined in subsection 9(1) of the Primary Plan, as amended from time to time (“CFT Employee”), on or after the Effective Date shall, as a condition of employment, become a member of the Primary Plan and the RCA, or if such person is already a member, resume contributions to the Primary Plan and the RCA on the date so employed.  |
| (Membership<br>for OTCFT<br>Employees) | 5. An Employee who is employed on other than a continuous full-time basis (“OTCFT Employee”) and meets the eligibility criteria in subsection 9(6) of the Primary Plan, as amended from time to time, is entitled to become a member of the Primary Plan and the RCA in accordance with the terms of the Primary Plan, as amended from time to time.   |
| (NRA 60<br>Option for<br>Police)       | 6. Employees who, in respect of their employment with the Employer, are employed in a police force as a police officer and meet the definitions of those terms found in section 2 of the <i>Police Services Act</i> , as amended from time to time, or employed as a police cadet, shall continue to have a normal retirement age of 60 years under the Primary Plan and the RCA, as applicable, in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.   |
| (Senior<br>Management<br>Official)     | 7. Any person who holds a senior management position with the Employer, as the Employer may designate from time to time (“Senior Management Official”), is hereby authorized on behalf of the Employer to take all such action and execute all such documents, certificates and agreements, as they may consider necessary to give effect to the provisions of this Resolution and to fulfill the Employer’s duties and obligations with respect to the Primary Plan and the RCA. The Employer further authorizes the <b>Belleville Police Services Board Chair</b> to submit forthwith a certified copy of this Resolution to the OMERS Administration Corporation. |

DATED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**<Insert Employer's standard resolution closing language and appropriate signature lines>**



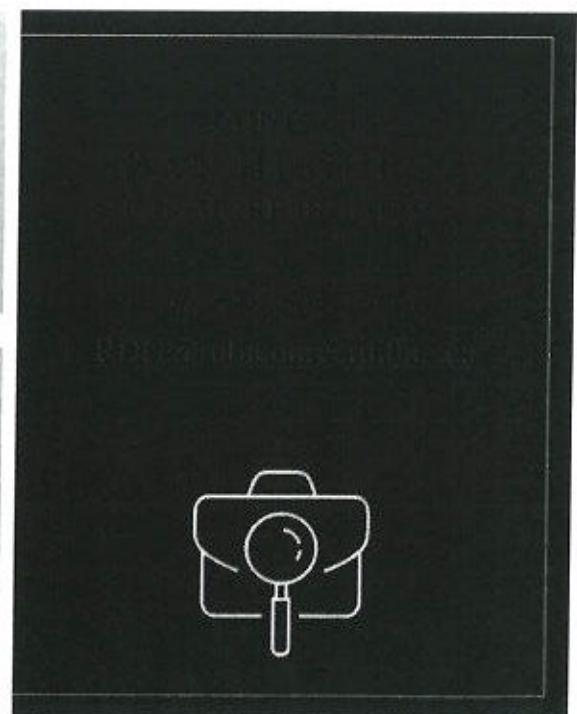
# MUNICIPAL *EXECUTIVE RECRUITMENT* SERVICES

PROPOSAL FOR:

□

*Municipality of Belleville*

□



# A BRIEF HISTORY



Rubicon Recruiting was founded in 2010 by Dan Hughes. Dan's background includes 30+ years of human resource management experience, covering all aspects of HR administration, with a clear specialty in team building and recruiting. He created and developed the concept of "Ethical Head-Hunting™" as well as the *A.S.K. Selection™ Assessment Process*. It is a proprietary, comprehensive selection tool that help clients better ensure "FIT" when hiring. The process seeks to eliminate the dangers of 'gut-level' decision-making when choosing the right candidate. For most of his working life, Dan has been involved with the development of 'human capital'.

**Municipal Exclusivity** | Since 2010, Rubicon Recruiting has specialized exclusively in municipal recruiting. Our focus is recruiting 'Top Talent' City Managers, Directors and Front Line Emergency Service Professionals. During that time we have successfully introduced hundreds of municipal leaders to our clients across the country.

Clients appreciate our single-mindedness and focus. It is that same focus that has yielded dozens of successful municipal searches across Canada over the past 12 years ranging from City Manager, Director of Public Works, Manager of Planning, Police and Fire Chiefs.

**Our Philosophy** | If anything truly defines Rubicon Recruiting, it is the value we attach to meeting the growing demand to 'Top Talent' municipal leaders through personal relationships. We meet and surpass client needs and expectations through genuine one-to-one recruiting bringing the very best 'passive' candidates (those not necessarily looking for work) face-to-face with opportunities they weren't aware of... because they simply weren't thinking of a job change.

We are *Ethical Head-Hunters*; actively searching for the best people, always keeping in mind that we are representing our client. We do our best to answer every inquiry politely and honestly. Rubicon Recruiting has many connections in every province with skilled associates, consultants, researchers and staff.



## FOUR QUICK FACTS THAT MAKE THIS SEARCH CHALLENGING

- Many municipalities all over Ontario and across Canada are searching for 'Top Talent'
  - A Canadian turns 60 every 75 seconds and will for the next 12 years, age 57 is the average retirement age for municipal employees
  - 89% of Hiring Failures are the result of poor corporate-culture 'FIT'
  - Without an extraordinary recruiting and selection plan you could easily attract people "who made the last municipality miserable"



# TESTIMONIALS

## ***WHY TOP TALENT CANDIDATES DON'T COME FROM ADS***

Top Talent people generally do not respond to ads or postings because, simply put, they are not looking for a job. You know yourself that advertising works best for people who are LOOKING. Think about that. If you are looking for something, advertising really works doesn't it? For instance if your car needs tires you are watching the ads for tire sales. If you need a new couch you are looking online for a good deal. In the same way people looking for jobs ... the unhappy and unemployed people, those people who are failing in their work or who already know that the "WRITING IS ON THE WALL" ... these are generally the ones desperately scouring the ads and postings.

Join a growing list of municipalities across Canada who have benefited from real recruiting. Give your municipality the benefit of Top Talent Recruiting, and avoid the tricksters who want to sell you ONLY those things you could easily do for yourself.



And remember, the best candidates won't ever see your ad or posting because they just aren't looking for a job.

“

**GREG SKINNER**  
*Chief of Police, Stratford ON*

*With 31 years of police experience, I have participated in many different styles of promotional processes each professing to be better than the last and all managed internally. I found the process for the Chief of Police for Stratford that was coordinated by Dan Hughes provided me with the opportunity to fully articulate my knowledge, skills, and abilities for the position to the selection panel. Dan was accessible, communicative, personable, and professional. He executed a process that made me feel at ease, which mitigated my stress and allowed me to put my best foot forward.*

”

“

**DAVID SMITH**  
*CAO of Port Hope, ON*

*Over the years Dan has consistently presented top-quality candidates that thoughtfully fit both our skill set needs and our culture. Even when we are not actively recruiting, he stays in touch and feels like one of our team.*

”

# BEWARE OF PHONY RECRUITERS

## *WARNING TO ALL MUNICIPALITIES - DON'T BE TRICKED!*

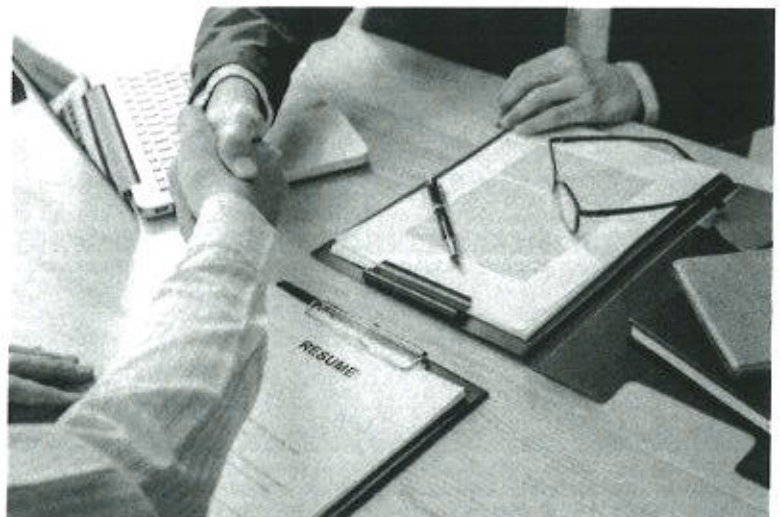
It has come to our attention that there are certain businesses holding themselves out as full service recruiters who are essentially scamming unsuspecting municipalities. They explain that they are charging you a lot less for the same service that you are getting from some of Canada's best recruiters, yet *nothing could be further from the truth!*

IT'S NATURAL FOR MUNICIPAL COUNCILS TO WANT TO SAVE MONEY. If you are like most municipal mayors and councillors your goal is to do a great job of serving your municipality. One way you can do this is by saving your constituents money. Would it really be a bargain to buy a big yellow road grader that looked really great but had no engine? So it is when it comes to your recruiting needs. It is no bargain to buy what looks like real recruiting, sounds like real recruiting, but is completely empty of the ability to deliver the goods!

WHAT IS PHONY RECRUITING? You have no doubt heard the phrase "smoke and mirrors". Anyone suggesting that you pay them to place an ad or a posting, who will then collect the resumes that result, sort them, then pass the 'good ones' on to you is a phony recruiter. This service is worth NOTHING (or next to nothing) to you. Just think of this: the lowest paid staff member in your office could perform these duties for a fraction of the cost. I bet there is someone in your municipality who could write a great ad for you for nothing or next to nothing.

WHAT IS REAL RECRUITING? So what should you expect when you hire an authentic recruiter? We do all the things that you would expect from a recruiter. We'll help you update the job description. We will meet with you and your staff to make sure we really know what you need. We have developed a unique way to identify your corporate culture ... after all every municipality is unique - this will almost certainly help to guarantee 'FIT' and we'll even write you're posting (although in our case it is only intended to let our followers know we are working for you).

Real recruiters have a skill at finding and identifying TOP TALENT. They have a proven track record of finding passive candidates for you. A passive candidate is one who is NOT looking for a job. They are 'happy' and working hard and really not in the market for a new job. There is a statistic that says 10% of all working people would consider a job change but they are not looking ... this 10% is where real recruiters work.





# HIRING MISTAKES

Although getting the ‘right people’ is the key to running a successful municipality, every municipal manager knows that when it comes to hiring, finding those people can be a difficult and protracted process.

Finding the right person, with the right skills, who is right for your municipality, as well as a good match to your corporate ‘DNA’, is crucial to keeping the organization moving in the right direction. Hiring the wrong person can be a disaster – and a costly one at that!

The true cost of hiring the wrong person is a much-debated subject. Who could even begin to count the cost of the lasting damage caused to a team, department or even an entire municipality. Aside from the immediate and real cost of the hiring mistake and resulting dismissal, there’s the expense of having to do it all over again. A hiring mistake can affect morale, service attitude, service delivery, and, of course, elections. These basic costs are often multiplied, depending on the seniority of the person concerned. Further, there are nearly always unintended effects when disillusioned team members also leave.

Estimates of the true cost of a hiring mistake vary. A quick Google search of recent thoughts on the subject suggests that two times the annual salary of the individual is a good place to start. The Chartered Institute of Personnel and Development (CIPD) estimates two-and-a-half times the salary. The Harvard Business School says it can be between three and five times the salary, and up to ten times for very senior or specialist positions.

***You do the math*** Take a moment to think of a “hiring mistake” your municipality has made. I have provided a brief list of both tangible and intangible factors that affect the cost of making a bad hiring decision. As you go through the list, try to guess the cost of each factor, and then add it all up.

.....  
***The factors used are as follows:***

***Tangible factors:*** recruiting costs such as fees and advertising, salary, benefits, management time, training costs, overhead, lost production and lawsuits.

***Intangible factors:*** damaged reputation, loss of goodwill, staff morale, turnover, loss of other qualified candidates, unfinished municipal projects, and reduced productivity.



“Well, now we know what not to do.”

# PASSIVE VS ACTIVE CANDIDATES

Given all the money municipalities spend on recruiting, it would be good to know: Are 'Passive' and 'Active' candidates really all that different from each other? After all, both are usually open to new opportunities, so why would anyone actually care about the differences?

There are basically two types of candidates for positions in Canadian municipalities' today ... 'Passive' candidates and 'Active' candidates. And, while many novice recruiters will focus solely on people actively seeking employment, experience tells us that the two types of candidate are equally important, particularly if your municipality hopes to recruit both experience and expertise from the talent pool!

Before we jump into the deep-end of an investigation of the differences between 'Passive' and 'Active' candidates, and why targeting both is essential for any basic recruitment plan, let's take a look at what defines "Passive" and "Active". We'll start with the easiest one!

## ***What is an active candidate?***

An 'Active' candidate is an individual who wants a (new) job, and has already begun the process of looking.

It could be a new grad, or someone who was previously employed, but has lost their job for any number of reasons, or even an individual who is currently employed but seeking a change.

There are a number of reasons someone would consider a job change:

- Uncertainty about the permanency of their present job
- A need to find a more rewarding job
- Trapped in a middle-of-the-road job and going nowhere
- Doesn't like the food in the company cafeteria.

These are all valid reasons to be thinking seriously about a change of scenery (although we suggest you avoid considering those who put an unusually high value on cafeteria food!).

These 'Active' candidates will check job boards like [municipalworld.ca](http://municipalworld.ca) on a regular basis, sign up for their municipal job alerts, contact executive search firms like Rubicon Recruiting and in general, have their 'eyes open' for new opportunities 24/7.

## ***What is a passive candidate?***

'Passive' candidates are most often gainfully and happily employed, and may even consider their job to be their career. They have their heads down; they are working hard, and are simply not currently thinking of a job change. Statistics indicate that these men and women represent about 75% of all those who are currently employed (although, in rare cases, you might find one who is unemployed) and not actively looking for new opportunities.

Further, about 10% of them would consider an opportunity if one was presented. They may have an interest in improving their lot in life, or may even be susceptible to more money, but may not visit job boards, read the want ads or indicate a desire for a new challenge" on LinkedIn. Essentially, you'd have to say, "They are not looking!"

If this all sounds pretty basic to you, you're not alone. A lot of people have believed this for a very long time. However, I have to tell you now: EVERYTHING YOU JUST READ about 'Passive' candidates is from old stats and out-dated theories!

It is not quite as easy to define a 'Passive' candidate in 2023 as it was a decade ago. Today's municipal up-and-comers don't give a second thought to having worked in several municipalities before they reach the age of 30; even those in their 40s and 50s share an ambition to get ahead!

A recent survey by one of Canada's major online job boards shows that approximately 72% of working adults believe keeping up on what's happening in the job market is important, while close to 60% freely admit to browsing job sites like [municipalworld.ca](http://municipalworld.ca), and they will tell you they do so on a regular basis (and, you're right - sometimes while they're at work!).

Statistics like these make one thing clear: the differences between 'Passive' and 'Active' candidates that seemed to be clear in days gone by, are now "as clear as mud!"

### ***So, what are the actual differences between 'passive' and 'active' candidates?***

Is it the fact that the one group is working and the other isn't? Well ... that can't be it, since both 'Active' and 'Passive' candidates may be working full-time.

Maybe, it's their willingness to look at new opportunities? Again, that's a big "NO ! We know for a fact that even men and women who aren't looking are quite often open to a new challenge.

Then is it their appetite and passion for the job search? Bingo! You hit the nail on the head! The only significant difference between 'Active' and 'Passive' candidates today is how much time and energy they actually put into their job searches.

'Active' candidates who are affected by their circumstances will be more unambiguous about finding a new job. They have a high need to get going" and they will "get going", come hell or high water. They are going to climb the career ladder or, at the very least, get on it!

'Passive' candidates, on the other hand, who we already know are much more active than we were initially led to believe, are simply more laissez-faire when it comes to scoping out new opportunities. You could say, like the window shopper, "They're just looking." And if they spot something they like, then why not - they may just go for it. Of course, on the other hand, they may also be just as happy to stay put.

### ***So, which one is better ... the 'passive' or 'active' candidate?***

Naturally, there can be advantages and disadvantages to leveling your sights on either type of candidate. Truth be told, no expert or researcher can say with any amount of certainty which is better.

There are some who swear that an 'Active' candidate will be better because they bring a fresh level of energy and enthusiasm to the job. Then there are others who would offer the opposing point of view -that an 'Active' candidate may be a job hopper and be ready to jump ship at the first opportunity or first sign of difficulty. You simply cannot be certain whether they may even take a job as a temporary stepping-stone.

Many recruiters will tell you that 'Passive' candidates are much better choices in terms of their attitudes, skills and knowledge. Just remember, though, whether you approached them on your own or through a recruiter - you approached them! So, it follows that their expectations for "everything" - from money to holidays to perks may be much higher. I can tell you for a FACT - nobody who has been head hunted will jump ship to make the same or less money - it's always more! Again, that Indeed survey I mentioned earlier tells us that 32% of 'Passive' candidates expected a salary increase when changing jobs, and this number soars to 51% if relocation is in the cards.

### ***A final bit of advice ...***

A great recruiter like Rubicon will have a good balance of active and passive candidates in their talent pool. If your recruiter has too many 'Active' candidates, you may get the idea that they aren't very capable recruiters, while too many 'Passive' candidates may mean they are struggling to find candidates who will fit.

# A.S.K.™ RECRUITING TOOLS

## *A Five Step Approach*

**Tool #1 Recruiting:** We are a Canada-wide search firm. We are recruiters and do not rely on advertising. Because we specialize, we know literally thousands of municipal employees, at every level of municipal work - many of them on a first name basis. You can rely on our unparalleled knowledge of the 'key' players in Canada's municipalities - the men and women you want to hire.

**Tool #2 Selection/Screening:** We begin each search with our proprietary Corporate Culture Questionnaire CCQ™ to help gain a better understanding of your work environment. It is a customized survey of key council and staff- armed with this information we look for candidates who will be a good working match. Additionally, perhaps even more importantly, we put candidates through our A.S.K.™ selection process. It is a professionally produced questionnaire that will give everyone involved a clearer understanding of each candidate's Attitudes, Skills and Knowledge. When combined - these tools will help to identify 'FIT.'

**Tool #3 Interviewing:** Through our non-traditional approach to interview questions we custom create a variety of questions to keep the interview moving, with subjects that get to the heart of the job requirements. Called the *A.S.K.™ Interviewer Advantage*, we include a formula for easier evaluation to help the panel score each candidate's answers. We most often facilitate.

**Tool #4 Psychometric Testing:** An aptitude test designed for municipal administration. It will provide an overview of an individual's management style and assesses strengths and weaknesses. The *A.S.K.™ psychometric* evaluation will answer questions such as "what is this person's natural approach to following instructions, cost cutting, dealing with staff, customer service attitude, communication style and problem-solving ability".

**Tool #5 Reference and Background Checking:** Since past performance is often the best indicator of future performance, only checking references will establish what a candidate has done.

We always follow the *A.S.K.™ 360* reference format ... someone a candidate has worked for, someone a candidate has worked with and someone who has worked for the candidate. Additionally, we also facilitate any required Criminal Background Check.



# THE PROCESS

The recruitment process starts with finding out exactly what type of person you are looking for. We know that fit is so important in making sure you get the right candidate - someone who will be a part of your team for many years to come. Our team will work extensively with your hiring committee to make sure we understand your unique situation at the start of the process. From there, we'll work tirelessly to promote your position and find the right individuals who meet not only the right skills, but also the right personality.

*The following is a summary of the estimate timeline for the process once our services have been engaged.*



Week 1: Needs assessment conference call and questionnaire, plus review of job description



Week 2-7: Development of job posting and posting on Rubicon Recruiting job board, sharing in the Rubicon Recruiting, and active marketing of the opportunity



Week 8-9: Presentation of long list of candidates to the hiring committee and determination of short list for interviews

Week 10-12: Interviews, review, candidate selection, negotiation of final contract and completion of any final details and publication/promotion of career announcement



**WE KNOW OUR ABC'S** | *Rubicon Recruiting aims to meet the growing demand for good, qualified administrative municipal leaders through authentic one-to-one recruiting.*

**Ads Don't Work** We don't operate from a database, nor do we run costly ads waiting for candidates to contact us. All too often, the people reading the want ads or job postings are the unemployed or unhappy.

**Bold Questions** Questions are critical to our success in finding the person you want. Asking you the right questions is the most important phase of any search; they are foundational. When we ask enough of the hard questions up front, it always shows up in the results.

**Finding and Keeping Good Talent** The market is stretched for talented people, and it will only grow tighter as the "Baby Boomers" reach retirement age over the next few years.

**Search Works** We believe that finding the right candidate is all about knowing people . . . plus hard SEARCH WORK. At Rubicon Recruiting, we simplify recruiting for our clients and offer the Rubicon GUARANTEE



# THE DETAILS

## ***Flat-Fee Pricing***

To ensure the highest integrity in the process, Rubicon Recruiting is retained on a flat fee-for-service. Basis for recruitment services, rather than a percentage of the salary.

***Client:*** Police Services Belleville

***Position:*** Police Chief

***Flat Fee:*** \$24,500 plus applicable taxes

Fees are payable on the following schedule:

- 1/3 upon the commencement of the search
- 1/3 at 30 days
- Final balance when a workable job offer is extended and accepted by the successful candidate.

## ***Additional Expenses***

All out-of-pocket expenses associated with the search, including any required travel, courier services, and local meeting expenses, will be billed throughout the search and are payable on receipt of invoice. Any major expenses will be submitted for prior approval.

## ***Guarantee***

Rubicon Recruiting is confident in our team's ability to help you find the best candidate. As such, we offer a replacement guarantee for Two years from the acceptance of the date of employment of the successful candidate. If the successful candidate leaves the position of their own volition during that two-year period, we will find a suitable replacement and waive the fee (additional expenses incurred are still to be covered by your organization).

\_\_\_\_\_

**R.D. Hughes Managing Partner**

**Retention of Services**

\_\_\_\_\_  
**Signature – Police Services Board Belleville**

\_\_\_\_\_  
**Name & Position**

\_\_\_\_\_ **April 30, 2024** \_\_\_\_\_

**Date**

\_\_\_\_\_  
**Date**

## Proposal

### Police Chief & Deputy Chief Selection Processes

#### Belleville Police Service Board (Belleville PSB)

**Attention: Tyler Allsopp, Chair**

#### Introduction

Selecting a Police Chief or Deputy Police Chief is one of the most important decisions that a police service board will ever make. The selection process is one of the greatest opportunities to influence the future of public safety in the community. It is the ideal time to solidify progress to date while influencing the way the community will be policed in the future. For these reasons, it is critical that police services boards approach the matter of Police Chief and Deputy Police Chief selection with the care and attention their community deserves. Such care and attention are described in the *Police Governance Learning Ladder – Executive Selection*<sup>®</sup> attached to this proposal.

With these factors in mind, we propose to assist Belleville PSB recruit, screen, interview and ultimately select its next Police Chief and subsequently its next Deputy Police Chief.

#### About our Company

*Governedge Inc.* (formerly FJK Consulting Inc.) has been providing advisory services to police boards and commissions across Canada since 2000. We offer a range of strategic planning, policy, evaluation, training, communications and human resources services to help police boards and commissions fulfill their police governance mandate. Our assistance mitigates risks, saves time, and avoids unnecessary costs for our clients.

Our **Competitive Advantages** include:

- Nobody knows the Canadian police governance sector like we do. Our network is second-to-none.
- Nobody understands and appreciates police services boards like we do. We've been working directly with police boards every day for over two decades.
- We are a small tight team that is both highly effective and nimble. We adapt quickly to clients' changing circumstances regarding project parameters and timelines.
- We are unencumbered by large-scale overhead. That means our customers pay less for top-level service.

For more, please visit us at [www.governedge.com](http://www.governedge.com) .

## Project Team

**Fred Kaustinen** MBA ICD.D is Principal at *Governedge* and has been assisting police boards across Canada for close to 25 years. He is widely considered to be one of the most experienced police-governance advisors and thought leaders in Canada. His network is extensive.

Fred is intimately familiar with police board challenges and opportunities, and what it takes to select the best available police executive to lead a police service in today’s complex operating environment. He has consulted in over 25 Police Chief and Deputy Police Chief selections.

## Proposed Methodology

We propose running two separate, sequential selection processes: firstly selecting the Police Chief as soon as practical, and then selecting the Deputy Police Chief, involving the new Police Chief in the process, ideally in September.

### Police Chief Selection Process

Step	Activity
1	Discuss intended strategic direction with the Belleville PSB Chair
2	Review Police Chief Job Description (if available)
3	Prepare the Police Chief job advertisement, for posting on the websites of: <ul style="list-style-type: none"> <li>• Belleville Police Service</li> <li>• Ontario Association of Chiefs of Police (OACP)</li> <li>• Canadian Association of Chiefs of Police (CACP) @ \$300 + hst</li> <li>• Any other site designated by the Board</li> </ul>
4	Screen job applications, based on the Board’s intended strategic direction and the job description (if available)
5	Prepare interview questions, scoring matrix, and score-sheets
6	Receive and screen applicants, and propose candidates for interviews
7	Schedule and conduct interviews (either in-person for all candidates, or zoom for all candidates – external and internal); Determine standings from interviews based on the score-sheets completed by the interview panel
8	Schedule and conduct second interviews if required
9	Determine standings from interviews based on the score-sheets completed by the interview panel, for the Board’s confirmatory decision regarding the successful candidate.



### Deputy Police Chief Selection Process

Step	Activity
1	Discuss intended strategic direction with the Belleville PSB Chair and the new Police Chief
2	Review Deputy Police Chief Job Description (if available)
3	Prepare the Deputy Chief job advertisement, for posting on the websites of: <ul style="list-style-type: none"> <li>• Belleville Police Service</li> <li>• Ontario Association of Chiefs of Police (OACP)</li> <li>• Canadian Association of Chiefs of Police (CACP) @ \$300 + hst</li> <li>• Any other site designated by the Board</li> </ul>
4	Screen job applications, based on the Board's intended strategic direction and the job description (if available)
5	Prepare interview questions, scoring matrix, and score-sheets
6	Receive and screen applicants, and propose candidates for interviews
7	Schedule and conduct interviews (either in-person for all candidates, or zoom for all candidates – external and internal); Determine standings from interviews based on the score-sheets completed by the interview panel
8	Schedule and conduct second interviews if required
9	Determine standings from interviews based on the score-sheets completed by the interview panel, for the Board's confirmatory decision regarding the successful candidate.

## Proposed Fees

Regarding selection of the **Chief**, a flat fee-for-services of **\$25,000** plus HST and applicable expenses for any pre-approved advertising or travel is proposed, with 50% payable upon project start, and the balance payable upon selection of the successful candidate/Chief Designate.

Regarding selection of the **Deputy Chief**, a flat fee-for-services of **\$25,000** plus HST and applicable expenses for any pre-approved advertising or travel is proposed, with 50% payable upon project start, and the balance payable upon selection of the successful candidate/Deputy Chief Designate.

Employment negotiation with the successful candidate is outside the scope of this proposal, as is creation of the Police Chief employment contract.

These proposals remain valid until 31 October 2024.

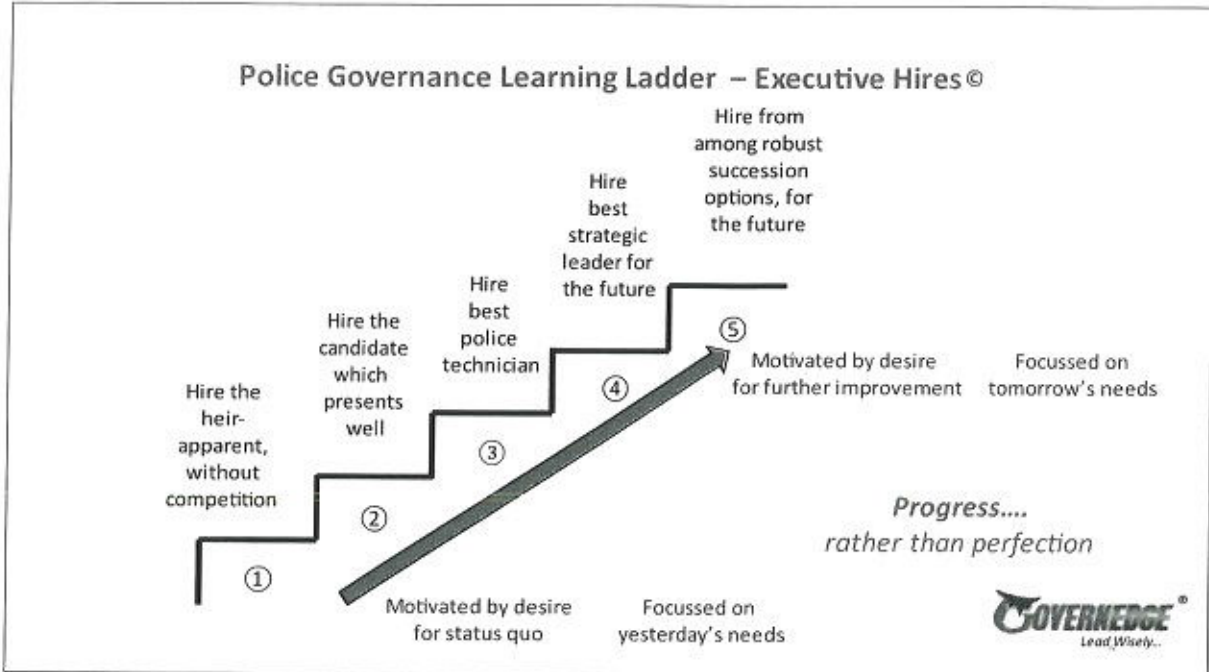
Thank you for your continued interest in *Governedge* and our services. We look forward to hearing from you.



Fred Kaustinen  
Principal, Governedge Inc.

Attachment: Police Governance Learning Ladder – Executive Hires





The Police Governance Learning Ladders illustrate how police service boards improve their performance and increase their value to their communities, by learning and evolving. Each step in the Learning Ladder represents improved performance and increased value to the community. This particular Learning Ladder illustrates the various board performance levels in the course of hiring a police chief or deputy police chief.

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
F. 613 966 2701

**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 2023 year end Financial Report

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

Please see the attached financial reports prepared by our Finance Director Daniel Ringham. Our 2023 Operations budget totaled \$23,568,600 and we spent \$23,538,611.17 leaving us with a surplus of \$29,988.83. This equates to 99.87% of our budget spent.

A handwritten signature in black ink, appearing to be "CB", written over a faint circular stamp.

Chris Barry  
Acting Chief of Police

**CITY OF BELLEVILLE**

**Net Departmental Expenditures Monthly**

For Period Ending December 31, 2023 as of April 16, 2024

	Budget	Current YTD	Variance	% Spent	Last Year YTD	Last Year Total
<b>FEDERAL FUNDING - POLICE</b>						
1770001020347 Internet Child Exploitation - Police	\$0.00	\$0.00	\$0.00	0.00%	-\$17,712.50	-\$17,712.50
<b>Total FEDERAL FUNDING - POLICE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>-\$17,712.50</b>	<b>-\$17,712.50</b>
<b>PROVINCIAL FUNDING - POLICE</b>						
1770001030156 Police Transportation	-\$29,000.00	-\$23,708.00	-\$5,292.00	81.75%	-\$26,681.25	-\$26,681.25
1770001030301 RIDE Grant - Police	-\$14,900.00	-\$14,816.17	-\$83.83	99.44%	-\$15,417.61	-\$15,417.61
1770001030312 Court Security Prisoner Transport - Pol	-\$1,460,000.00	-\$1,595,853.76	\$135,853.76	109.31%	-\$1,461,635.39	-\$1,461,635.39
1770001030344 Community Safety & Policing Grant	-\$57,900.00	\$0.00	-\$57,900.00	0.00%	-\$45,046.95	-\$45,046.95
1770001030348 Membership Support Grant - Police	-\$8,000.00	-\$8,000.00	\$0.00	100.0%	\$0.00	\$0.00
1770001030349 Strategy to Protect Children - Police	-\$12,800.00	-\$12,402.55	-\$397.45	96.89%	-\$12,750.00	-\$12,750.00
1770001030351 Strategy to End Human Trafficking - Pol	\$0.00	-\$17,400.00	\$17,400.00	0.0%	-\$17,400.00	-\$17,400.00
1770001030352 Victim Services Grant - Police	-\$100,000.00	-\$100,000.00	\$0.00	100.00%	-\$100,000.00	-\$100,000.00
<b>Total PROVINCIAL FUNDING - POLICE</b>	<b>-\$1,682,600.00</b>	<b>-\$1,772,180.48</b>	<b>\$89,580.48</b>	<b>105.32%</b>	<b>-\$1,678,931.20</b>	<b>-\$1,678,931.20</b>
<b>FEES &amp; SERVICES - POLICE</b>						
1770001040173 Record Checks & Requests - Police	-\$148,000.00	-\$148,064.83	\$64.83	100.04%	-\$148,552.12	-\$148,552.12
1770001040269 Paid Duties - Police	-\$118,000.00	-\$82,404.72	-\$35,595.28	69.83%	-\$115,914.85	-\$115,914.85
1770001040306 Adult Entertainment Licencing - Police	-\$5,000.00	-\$3,800.00	-\$1,200.00	76.00%	-\$4,750.00	-\$4,750.00
1770001040313 Deep River Services - Police	-\$90,100.00	-\$90,083.12	-\$16.88	99.98%	-\$86,661.00	-\$86,661.00
1770001040330 Alarm Program - Police	-\$5,500.00	-\$11,193.50	\$5,693.50	203.52%	-\$5,245.00	-\$5,245.00
<b>Total FEES &amp; SERVICES</b>	<b>-\$366,600.00</b>	<b>-\$335,546.17</b>	<b>-\$31,053.83</b>	<b>91.53%</b>	<b>-\$361,122.97</b>	<b>-\$361,122.97</b>
<b>FINES - POLICE</b>						
1770001050350 Prov. Offences Revenue Share - Police	-\$125,000.00	-\$71,930.00	-\$53,070.00	57.54%	-\$122,180.00	-\$122,180.00
<b>Total FINES - POLICE</b>	<b>-\$125,000.00</b>	<b>-\$71,930.00</b>	<b>-\$53,070.00</b>	<b>57.54%</b>	<b>-\$122,180.00</b>	<b>-\$122,180.00</b>



**POLICE - ADMINISTRATION DIVISION**

1870003610010 Salaries- Police Admin	\$3,074,500.00	\$3,022,576.96	\$51,923.04	98.31%	\$2,729,263.94
1870003610012 Sick Leave/ PRB Annual Adjustment	\$0.00	-\$230,620.10	\$230,620.10	0.00%	\$486,875.84
1870003610020 Benefits - Police Admin	\$584,100.00	\$612,415.30	-\$28,315.30	104.85%	\$513,268.98
1870003610030 Pensions - Police Admin	\$422,100.00	\$436,593.93	-\$14,493.93	103.43%	\$351,828.25
1870003610071 Vehicle Maintenance - Police Admin	\$240,000.00	\$296,908.40	-\$56,908.40	123.71%	\$224,717.07
1870003610076 Vehicle Fuel - Police Admin	\$180,000.00	\$261,098.66	-\$81,098.66	145.05%	\$260,579.19
1870003610079 Vehicle Insurance- Police Admin	\$92,900.00	\$93,896.92	-\$996.92	101.07%	\$83,105.05
1870003610080 Building R&M - Police Admin	\$120,000.00	\$182,007.30	-\$62,007.30	151.67%	\$169,409.99
1870003610110 Travel & Membership- Police Admin	\$2,500.00	\$1,612.10	\$887.90	64.48%	\$2,452.83
1870003610230 Radio- Police Admin	\$117,500.00	\$102,216.35	\$15,283.65	86.99%	\$135,274.80
1870003610498 Contribution to surplus - Police	\$0.00	\$230,620.10	-\$230,620.10	0.00%	-\$486,875.84
1870003610511 Records Mgmt IT Operating - Admin	\$300,000.00	\$291,961.66	\$8,038.34	97.32%	\$310,663.10
1870003619999 Transferred to Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	-\$11,346.25
<b>Total POLICE - ADMINISTRATION DIVISION</b>	<b>\$5,133,600.00</b>	<b>\$5,301,287.58</b>	<b>-\$167,687.58</b>	<b>103.27%</b>	<b>\$4,769,216.95</b>

**POLICE - SUPPORT DIVISION**

1870003620010 Salaries - Support Division	\$2,926,700.00	\$3,014,655.00	-\$87,955.00	103.01%	\$2,853,634.13
1870003620020 Benefits - Support Division	\$447,900.00	\$485,976.12	-\$38,076.12	108.50%	\$403,679.89
1870003620030 Pensions - Support Division	\$398,700.00	\$424,170.93	-\$25,470.93	106.39%	\$374,547.28
1870003620100 Equipment & supplies - Support Division	\$30,000.00	\$25,743.11	\$4,256.89	85.81%	\$27,644.50
1870003620110 Travel & Membership- Support Division	\$5,500.00	\$5,440.42	\$59.58	98.92%	\$4,432.80
1870003620130 Investigative Expense- Support Division	\$140,000.00	\$209,712.69	-\$69,712.69	149.79%	\$95,272.84
<b>Total POLICE - SUPPORT DIVISION</b>	<b>\$3,948,800.00</b>	<b>\$4,165,698.27</b>	<b>-\$216,898.27</b>	<b>105.49%</b>	<b>\$3,759,211.44</b>

**POLICE - OPERATIONS DIVISION**

1870003630010 Salaries - Operations Division	\$9,719,700.00	\$9,696,149.99	\$23,550.01	99.76%	\$8,985,817.65
1870003630020 Benefits - Operations Division	\$1,573,700.00	\$1,468,953.22	\$104,746.78	93.34%	\$1,237,816.55
1870003630030 Pensions - Operations Division	\$1,415,600.00	\$1,304,460.07	\$111,139.93	92.15%	\$1,172,653.98
1870003630110 Travel & Membership- Operations Division	\$11,400.00	\$12,671.20	-\$1,271.20	111.15%	\$7,039.51
1870003630130 Prisoners' Meals - Operations Division	\$6,500.00	\$9,480.35	-\$2,980.35	145.85%	\$6,373.12
<b>Total - POLICE - OPERATIONS DIVISION</b>	<b>\$12,726,900.00</b>	<b>\$12,491,714.83</b>	<b>\$235,185.17</b>	<b>98.15%</b>	<b>\$11,409,700.81</b>

**POLICE - EXECUTIVE SERVICES**

1870003640010	Salaries - Executive Services	\$988,100.00	\$1,136,888.67	-	\$148,788.67	115.06%	\$972,526.30	\$972,526.30
1870003640020	Benefits - Executive Services	\$150,000.00	\$162,417.29	-	\$12,417.29	108.28%	\$133,866.94	\$133,866.94
1870003640030	Pensions - Executive Services	\$116,500.00	\$139,359.84	-	\$22,859.84	119.62%	\$114,782.27	\$114,782.27
1870003640110	Travel & Membership- Executive Services	\$14,000.00	\$19,275.98	-	\$5,275.98	137.69%	\$15,370.80	\$15,370.80
1870003640130	Special Presentations-Executive Services	\$20,000.00	\$21,830.41	-	\$1,830.41	109.15%	\$27,955.97	\$27,955.97
1870003640150	Contingency - Executive Services	\$221,200.00	\$221,101.71		\$98.29	99.96%	\$271,939.16	\$271,939.16
1870003640520	Psychological Supp. - Executive Services	\$40,000.00	\$46,950.02	-	\$6,950.02	117.38%	\$40,931.14	\$40,931.14
<b>Total POLICE - EXECUTIVE SERVICES</b>		<b>\$1,549,800.00</b>	<b>\$1,747,823.92</b>	<b>-\$198,023.92</b>		<b>112.78%</b>	<b>\$1,577,372.58</b>	<b>\$1,577,372.58</b>

**BELLEVILLE POLICE SERVICES BOARD**

1870003650010	Honorarium - Police Serv Board	\$28,000.00	\$28,291.21	-	\$291.21	101.04%	\$28,274.21	\$28,274.21
1870003650110	Travel & Memberships - Police Serv Board	\$13,900.00	\$7,400.57		\$6,499.43	53.24%	\$6,802.95	\$6,802.95
1870003650141	Interest on LTD - Police Serv Board	\$358,200.00	\$0.00		\$358,200.00	0.00%	\$0.00	\$0.00
1870003650142	Principal on LTD - Police Serv Board	\$267,900.00	\$0.00		\$267,900.00	0.00%	\$0.00	\$0.00
1870003650530	Legal Fees - Police Serv Board	\$20,000.00	\$292,258.37	-	\$272,258.37	1461.29%	\$200,219.56	\$200,219.56
1870003650980	Contribution to Reserve - Police	\$620,500.00	\$658,803.87	-	\$38,303.87	106.17%	\$1,199,946.59	\$1,199,946.59
<b>Total BELLEVILLE POLICE SERVICES BOARD</b>		<b>\$1,308,500.00</b>	<b>\$986,754.02</b>	<b>\$321,745.98</b>		<b>75.41%</b>	<b>\$1,435,243.31</b>	<b>\$1,435,243.31</b>

**POLICE CAPITAL**

187000366-1098	Capital Projects						<b>\$620,500.00</b>	<b>\$620,500.00</b>
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1870003670130	Miscellaneous - In Trust						\$1,000.00	\$1,000.00
1870003670190	Training/Conferences - In Trust						\$16,773.75	\$16,773.75
1870003670720	Bank Charges - In Trust						\$163.66	\$163.66
1870003671302	Awards/Events - In Trust						\$3,801.97	\$3,801.97

**Total BELLEVILLE POLICE SERVICES BOARD-IN TRUST**

		\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$30,015.23
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**Total Operations**

		\$23,568,600.00	\$23,538,611.17	\$29,988.83		99.87%	\$21,858,884.77	\$21,888,900.00
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**CITY OF BELLEVILLE**

**Net Departmental Expenditures Monthly**

For Period Ending December 31, 2023 as of April 16, 2024

		Previous Years						
Description	Cost Centre	Budget Year	Budget	Revenue	PO commitment	Spent	Remaining Funds	% Spent and Committed
Vehicle Software Solutions	180087	2018	\$85,000.00		\$3,556.00	\$76,183.58	\$5,160.42	93.93%
2020 Fleet purchases	200078	2020	\$416,000.00			\$416,988.29	\$0.00	100.23%
Canine Unit	200084	2020		\$25,000.00		\$1,089.52	\$23,900.48	
Information Technology	210083	2021	\$156,900.00		\$11,907.00	\$150,492.25	-\$5,499.25	103.50%
Fleet Purchases	220103	2022	\$284,200.00	\$39,202.80	\$46,096.50	\$255,103.53	\$22,202.77	93.13%
<b>Total Previous Years</b>			<b>\$942,100.00</b>	<b>\$64,202.80</b>	<b>\$61,659.50</b>	<b>\$899,847.17</b>	<b>\$45,764.42</b>	<b>102.06%</b>

		2023						
Description	Cost Centre	Budget Year	Budget	Revenue	PO commitment	Spent	Remaining Funds	% Spent and committed
Fleet Purchases	230097	2023	\$453,700.00	\$33,866.10	\$187,595.00	\$187,240.19	\$112,730.91	82.62%
Facility, Furniture & Fixtures	230098	2023	\$89,700.00			\$88,807.84	\$892.16	99.01%
Information Technology	230099	2023	\$303,100.00		\$27,975.84	\$138,724.39	\$136,399.77	55.00%
Specialized Equipment	230100	2023	\$453,700.00			\$458,895.04	-\$5,195.04	101.15%
NG911	230101	2023	\$600,000.00			\$360,154.09	\$240,059.22	60.03%
CCTV Project	230105	2023	\$51,469.21			\$67,689.79	-\$16,220.58	131.52%
ALPR Technology	220111	2023	\$206,428.00			\$199,762.40	\$6,665.60	96.77%
<b>2023 Total</b>			<b>\$2,158,097.21</b>	<b>\$33,866.10</b>	<b>\$215,570.84</b>	<b>\$1,501,273.74</b>	<b>\$475,332.04</b>	<b>79.55%</b>

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
F. 613 966 2701

**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 2024 1<sup>st</sup> Quarter Financial Report

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

The Belleville Police Services has spent \$6,006,367 out of our total 2024 Operations budget of \$28,623,000. This represents approximately 23% of the total budget spent as of the end of the first quarter.

A handwritten signature in black ink, appearing to be "C. Barry".

Chris Barry  
Acting Chief of Police

2024 Q1 - BELLEVILLE POLICE SERVICES OPERATIONAL BUDGET REPORT

	2024 BUDGET	2024 Q1 Actual	VARIANCE	% SPENT	2023 Q1 Actual	2023 TOTAL
<b>PROVINCIAL FUNDING</b>						
1770001030156 Police Transportation	-\$29,000	-\$8,229	-\$20,771	28%	-\$3,056	-\$23,708
1770001030301 RIDE Grant	-\$14,900	\$0	-\$14,900	0%	\$0	-\$14,816
1770001030312 Court Security Prisoner Transport	-\$1,595,800	\$0	-\$1,595,800	0%	\$0	-\$1,595,854
1770001030344 Community Safety & Policing	\$0	-\$147,138	\$147,138	N/A	\$0	\$0
1770001030348 Membership Support Grant	-\$8,000	-\$8,000	\$0	100%	\$0	-\$8,000
1770001030349 Strategy to Protect Children	-\$12,800	\$0	-\$12,800	0%	\$0	-\$12,403
1770001030351 Strategy to End Human Trafficking	-\$17,400	\$0	-\$17,400	0%	\$0	-\$17,400
1770001030352 Victim Services Grant	-\$100,000	-\$100,000	\$0	100%	-\$50,000	-\$100,000
<b>TOTAL PROVINCIAL FUNDING</b>	<b>-\$1,777,900</b>	<b>-\$263,367</b>	<b>-\$1,514,533</b>	<b>15%</b>	<b>-\$53,056</b>	<b>-\$1,772,180</b>
<b>FEES &amp; SERVICES</b>						
1770001040173 Record Checks & Requests	-\$148,000	-\$26,429	-\$121,571	18%	-\$32,073	-\$148,065
1770001040269 Paid Duties	-\$118,000	-\$46,931	-\$71,069	40%	-\$16,942	-\$82,405
1770001040306 Adult Entertainment Licensing	-\$5,000	-\$900	-\$4,100	18%	-\$1,100	-\$3,800
1770001040313 Deep River Services	-\$96,900	-\$24,224	-\$96,900	25%	-\$22,521	-\$114,307
1770001040330 Alarm Program	-\$7,500	-\$2,250	-\$5,250	30%	-\$150	-\$11,194
<b>TOTAL FEES &amp; SERVICES</b>	<b>-\$375,400</b>	<b>-\$100,734</b>	<b>-\$298,890</b>	<b>27%</b>	<b>-\$72,786</b>	<b>-\$359,770</b>
<b>FINES</b>						
1770001050350 Provincial Offences Revenue Share	-\$125,000	\$0	-\$125,000	0%	\$0	-\$71,930
<b>TOTAL FINES</b>	<b>-\$125,000</b>	<b>\$0</b>	<b>-\$125,000</b>	<b>0%</b>	<b>\$0</b>	<b>-\$71,930</b>
<b>OTHER</b>						
1770001060164 Miscellaneous Revenue	-\$11,500	-\$6,061	-\$5,439	53%	-\$36,220	-\$38,318
1770001060331 Collision Reporting Center	-\$2,100	-\$2,127	\$27	101%	-\$2,047	-\$2,047
1770001064996 Utilization of Refund Deposit Account	-\$200,000	-\$200,000	\$0	100%	\$0	\$0
1770001064997 Contribution from Trust	\$0	\$0	\$0	N/A	\$0	-\$29,989

<b>TOTAL OTHER</b>	<b>-\$213,600</b>	<b>-\$208,188</b>	<b>-\$5,412</b>	<b>97%</b>	<b>-\$38,267</b>	<b>-\$70,354</b>
<b>TOTAL REVENUE</b>	<b>-\$2,491,900</b>	<b>-\$572,289</b>	<b>-\$1,943,834</b>	<b>23%</b>	<b>-\$164,109</b>	<b>-\$2,274,234</b>
<b>GENERAL</b>						
1870003600040 Heat	\$85,000	\$5,280	\$79,720	6%	\$36,016	\$62,851
1870003600041 Hydro	\$185,000	\$12,234	\$172,766	7%	\$18,821	\$169,132
1870003600042 Water	\$6,900	\$870	\$6,030	13%	\$1,237	\$5,489
1870003600043 Sewer	\$7,400	\$657	\$6,743	9%	\$923	\$3,921
1870003600050 Telephone/Fax & Internet Services	\$132,500	\$27,339	\$105,161	21%	\$25,106	\$125,401
1870003600055 Photocopy Service	\$27,700	\$3,403	\$24,297	12%	\$9,783	\$29,235
1870003600060 Office Supplies	\$20,000	\$8,024	\$11,976	40%	\$6,047	\$18,804
1870003600061 Postage & Courier	\$5,500	\$434	\$5,066	8%	\$1,291	\$6,849
1870003600090 Building Insurance	\$82,500	\$5,556	\$76,944	7%	\$0	\$73,922
1870003600091 Insurance Claims	\$10,000	\$10,004	-\$4	100%	\$1,958	\$23,112
1870003600100 Clothing	\$170,000	\$28,402	\$141,598	17%	\$19,746	\$148,031
1870003600115 Training	\$209,000	\$12,889	\$196,111	6%	\$41,746	\$197,983
1870003600180 Equipment	\$150,000	\$4,561	\$145,439	3%	\$9,466	\$109,989
1870003600370 Contract Services	\$153,500	\$213,018	-\$59,518	139%	\$50,712	\$120,625
<b>TOTAL GENERAL</b>	<b>\$1,245,000</b>	<b>\$332,670</b>	<b>\$912,330</b>	<b>27%</b>	<b>\$222,852</b>	<b>\$1,095,343</b>
<b>ADMINISTRATION DIVISION</b>						
1870003610010 Salaries	\$3,327,400	\$766,385	\$2,561,015	23%	\$700,370	\$3,022,577
1870003610012 Sick Leave / PRB Annual	\$0	\$0	\$0	N/A	\$0	-\$230,620
1870003610020 Benefits	\$651,200	\$169,503	\$481,697	26%	\$141,322	\$612,415
1870003610030 Pensions	\$458,300	\$109,275	\$349,025	24%	\$97,633	\$436,594
1870003610071 Vehicle Maintenance	\$250,000	\$50,275	\$199,725	20%	\$57,858	\$296,908
1870003610076 Vehicle Fuel	\$180,000	\$30,526	\$149,474	17%	\$62,112	\$261,099
1870003610079 Vehicle Insurance	\$107,800	\$0	\$107,800	0%	\$0	\$93,897
1870003610080 Building R&M	\$175,000	\$36,117	\$138,883	21%	\$69,605	\$182,007
1870003610110 Travel & Membership	\$2,500	\$248	\$2,252	10%	\$111	\$1,612
1870003610230 Radio	\$118,500	\$17,181	\$101,319	14%	\$20,399	\$102,216
1870003610498 Contribution to surplus	\$0	\$0	\$0	N/A	\$0	\$230,620
1870003610511 Records Mgmt IT Operating	\$681,000	\$59,195	\$621,805	9%	\$37,284	\$291,962

<b>TOTAL ADMINISTRATION DIVISION</b>		<b>\$5,951,700</b>	<b>\$1,238,704</b>	<b>\$4,712,996</b>	<b>21%</b>	<b>\$1,186,694</b>	<b>\$5,301,288</b>
<b>SUPPORT DIVISION</b>							
1870003620010	Salaries	\$3,121,300	\$715,881	\$2,405,419	23%	\$652,391	\$3,014,655
1870003620020	Benefits	\$519,100	\$144,171	\$374,929	28%	\$118,675	\$485,976
1870003620030	Pensions	\$439,500	\$119,707	\$319,793	27%	\$100,945	\$424,171
1870003620100	Equipment & Supplies	\$41,000	\$1,947	\$39,053	5%	\$6,627	\$25,743
1870003620110	Travel & Membership	\$5,500	\$200	\$5,300	4%	\$1,711	\$5,440
1870003620130	Investigative Expense	\$180,000	\$105,634	\$74,366	59%	\$116,595	\$209,713
<b>SUPPORT DIVISION</b>		<b>\$4,306,400</b>	<b>\$1,087,540</b>	<b>\$3,218,860</b>	<b>25%</b>	<b>\$996,944</b>	<b>\$4,165,698</b>
<b>OPERATIONS DIVISION</b>							
1870003630010	Salaries	\$10,205,900	\$2,238,940	\$7,966,960	22%	\$2,274,521	\$9,696,150
1870003630020	Benefits	\$1,764,200	\$406,280	\$1,357,921	23%	\$380,374	\$1,468,953
1870003630030	Pensions	\$1,484,700	\$338,690	\$1,146,010	23%	\$341,987	\$1,304,460
1870003630110	Travel & Membership	\$11,400	-\$167	\$11,567	-1%	\$4,251	\$12,671
1870003630130	Prisoner Meals	\$6,500	\$87	\$6,413	1%	\$1,161	\$9,480
1870003630150	Contingency	\$0	\$1,051	-\$1,051	N/A	\$0	\$0
<b>TOTAL OPERATIONS DIVISION</b>		<b>\$13,472,700</b>	<b>\$2,984,882</b>	<b>\$10,487,818</b>	<b>22%</b>	<b>\$3,002,294</b>	<b>\$12,491,715</b>
<b>EXECUTIVE SERVICES</b>							
1870003640010	Salaries	\$1,134,300	\$302,280	\$832,020	27%	\$242,473	\$1,136,889
1870003640020	Benefits	\$181,800	\$43,954	\$137,846	24%	\$40,243	\$162,417
1870003640030	Pensions	\$139,800	\$37,789	\$102,011	27%	\$32,568	\$139,360
1870003640110	Travel & Membership	\$18,500	\$5	\$18,495	0%	\$8,920	\$19,276
1870003640130	Special Presentations	\$25,000	\$225	\$24,775	1%	\$618	\$21,830
1870003640150	Contingency	\$240,600	\$196,754	\$44,897	82%	\$41,805	\$221,102
1870003640520	Psychological Support Services	\$45,000	\$7,748	\$37,252	17%	\$7,291	\$46,950
<b>TOTAL EXECUTIVE SERVICES</b>		<b>\$1,785,000</b>	<b>\$588,755</b>	<b>\$1,197,296</b>	<b>33%</b>	<b>\$373,917</b>	<b>\$1,747,824</b>
<b>BELLEVILLE POLICE SERVICES BOARD</b>							
1870003650010	Honorarium	\$28,000	\$7,264	\$20,736	26%	\$6,499	\$28,291
1870003650110	Travel & Memberships	\$13,900	\$6,001	\$7,899	43%	\$6,516	\$7,401

1870003650141 Interest on LTD	\$831,000	\$210,067	\$620,933	25%	\$0	\$0
1870003650142 Principal on LTD	\$348,800	\$84,860	\$263,940	24%	\$0	\$0
1870003650530 Legal Fees	\$20,000	\$38,964	-\$18,964	195%	\$1,228	\$292,258
1870003650980 Contribution to Reserve	\$620,500	\$0	\$620,500	0%	\$0	\$620,500
<b>TOTAL BELLEVILLE POLICE SERVICES BOARD</b>	<b>\$1,862,200</b>	<b>\$347,157</b>	<b>\$1,515,043</b>	<b>19%</b>	<b>\$14,243</b>	<b>\$948,450</b>
<b>TOTAL EXPENDITURES</b>	<b>\$28,623,000</b>	<b>\$6,578,657</b>	<b>\$22,044,343</b>	<b>23%</b>	<b>\$5,796,944</b>	<b>\$25,750,318</b>
<b>TOTAL OPERATIONS</b>	<b>\$26,131,100</b>	<b>\$6,006,367</b>	<b>\$20,100,509</b>	<b>23%</b>	<b>\$5,632,835</b>	<b>\$23,476,084</b>

PRIOR YEARS - CAPITAL BUDGETS							
Cost Center	Description	Budget Year	Budget	Balance - March 31, 2024	PO Commitments	Remaining Budget	% Spent/Committed
180087	Vehicle Software Solutions	2018	\$ 85,000	\$ 8,816	\$ 3,656	\$ 5,160	94%
200084	Canine Unit	2020	\$ 25,000	\$ 20,964	\$ 2,392	\$ 18,572	26%
210083	Information Technology	2021	\$ 156,900	\$ 6,408	\$ 11,907	\$ 5,499	104%
220103	Fleet Purchases	2022	\$ 284,200	\$ 68,299	\$ 46,096	\$ 22,204	92%
220111	Automated License Plate Readers	2022	\$ -	\$ 6,666	\$ -	\$ 6,666	
230097	Fleet Purchases	2023	\$ 453,800	\$ 294,050	\$ 187,595	\$ 106,455	77%
230099	Information Technology	2023	\$ 303,100	\$ 92,526	\$ 27,618	\$ 64,908	79%
230101	NG-911	2023	\$ -	\$ 404,348	\$ 216,172	\$ 188,176	
230105	CCTV Revitalization	2023	\$ -	\$ 52,902	\$ 6,000	\$ 46,902	

2024 - CAPITAL BUDGETS							
Cost Center	Description	Budget Year	Budget	Balance - March 31, 2024	PO Commitments	Remaining Budget	% Spent/Committed
240035	Fleet Purchases	2024	\$ 425,000	\$ 194,492	\$ 236,894	\$ 42,401	110%
240036	Facility, Furniture & Fixtures	2024	\$ 64,900	\$ 50,439	\$ 20,942	\$ 29,497	55%
240037	Information Technology	2024	\$ 387,800	\$ 387,800	\$ -	\$ 387,800	0%
240038	Specialized Equipment	2024	\$ 90,900	\$ 62,789	\$ 42,710	\$ 20,079	78%

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 2025 Capital and Operations Budget Timelines

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

Attached are the schedules for the Belleville Police Service's Capital and Operations budget process. The timelines were developed in consultation with the City of Belleville to mirror their budgetary process.

A handwritten signature in black ink, appearing to be "CB".

Chris Barry  
Acting Chief of Police



**BPS 2025 CAPITAL BUDGET TIMELINE**

<b>Due Date</b>	<b>Activity</b>	<b>Detail</b>
June 3/2024	Chief's Order - 2025 Budget Commencing	Write Chief's Order that we are commencing the 2025 Operating and Capital Budget process - to be distributed by Chief's Exec Assistant
June 4/2024	Memorandum	Send out Memorandum and Templates to all Budget Submitters to be send their proposals to the Chief's Office
TBD	Scheduling - Executive Services	Schedule Budget Meeting #1 and #2 from the Chief's Office in Executive Service Calendars - Chief, Deputy, Inspectors, Joe (IT), Chief's Exec Assistant
TBD	Scheduling - PSB	Schedule a Review Date from the Chief's Calendar with PSB Secretary (Mary-Ann Ker) for PSB Finance Committee Meeting #1 and #2
July 15/2024	Reminder	Remind all Budget Submitters of deadline for submissions
August 2/2024	Submission Deadline	All BPS Capital submissions are due
August 9/2024	Distribution	Distribute to Executive Services the Capital Submissions for advanced review
August 15/2024	Budget Meeting #1	Review Capital Budget with Executive Services
August 22/2024	Budget Meeting #2	Review Capital Budget with Executive Services if necessary
August 28/2024	Master File Creation	Create 2025 Capital Budget Master File for BPS
August 29/2024	Chief Deputy Inspectors Meeting	Review 2025 Capital Budget Master File for approval ahead of submission to PSB Finance Committee
August 30/2024	PSB Finance Committee Submission	Distribute 2025 Capital Budget Master File document for PSB Finance Committee for advanced review
September 5/2024	PSB Finance Committee Meeting #1	Review with the Chief, Deputy, Inspectors, PSB Board Chair, PSB Finance Committee members the 2025 Capital Budget proposals
September 5/2024	PSB Finance Committee Meeting #2	Review with the Chief, Deputy, Inspectors, PSB Board Chair, PSB Finance Committee members the 2025 Capital Budget proposals - If Necessary
TBD	Create Confidential Master File - Version 1	Create 2025 Confidential Version of the Capital Budget for distribution
September 12/2024	BPS Submission to PSB	Distribute 2025 Capital Budget Master File document for PSB for advanced review
September 19/2024	PSB Regular Scheduled Meeting	Meet to discuss 2025 Capital Budget Master File document with PSB
September 20/2024	Confidential Master File - Version 2	Create 2025 Confidential Version of the Capital Budget for distribution
September 20/2024	PSB Submission to City of Belleville	Submit 2025 Confidential Version of the Capital Budget to PSB secretary for submission to the City of Belleville (Brandon needs by Sept 23 for committee meeting prior mailing to Council Oct 7)
November 18/2024	Deputation to City Council	Chief to present at City Council the 2025 Capital Budget for approval by City Council
TBD	Chief's Order - 2025 Budget Approved	Write Chief's Order that the 2025 Capital Budget has been approved by City Council - to be distributed by Chief's Exec Assistant
TBD	Email Budget Submitters	Email the 2025 Budget submitters that purchases can begin on January 1/2025 - provide updated quotes, etc to finance dept

**BPS 2025 OPERATING BUDGET TIMELINE**

<b>Due Date</b>	<b>Activity</b>	<b>Detail</b>
June 3/2024	Chief's Order - 2025 Budget Commencing	Write Chief's Order that we are commencing the 2025 Operating and Capital Budget process - to be distributed by Chief's Exec Assistant
June 4/2024	Schedule in Person Meeting	Schedule in person meeting for all Budget Submitters to be sent from the Chief's Office
June 5/2024	Memorandum and Schedule in Person Meeting	Send out Memorandum and Templates to all Budget Submitters to be send their proposals to the Chief's Office
June 5/2024	Salary, Pension and Benefits Schedule	Request City of Belleville to provide Salary Schedule worksheet and begin completion of Salary, Benefits and Pension calculations
TBD	Scheduling - Executive Services	Schedule Budget Meeting #1 and #2 from the Chief's Office in Executive Service Calendars - Chief, Deputy, Inspectors, Joe (IT), Executive Assistants
TBD	Scheduling - PSB	Schedule a Review Date from the Chief's Calendar with PSB Secretary (Mary-Ann Ker) for PSB Finance Committee Meeting #1 and #2
September 2/2024	Reminder	Remind all Budget Submitters of deadline for submissions
September 12/2024	Submission Deadline	All BPS Operating submissions are due
September 25/2024	Distribution	Distribute to Executive Services the Operating Submissions for advanced review
October 2/2024	Budget Meeting #1	Review - Training - Operating Budget with Executive Services
October 3/2024	Budget Meeting #2	Review - All Other - Operating Budget with Executive Services if necessary
October 23/2024	Operating Budget File Completion	Finalize 2025 Operating Budget Master File for BPS
October 24/2024	Chief, Deputy, Inspectors Meeting	Review 2025 Operating Budget Master File for approval ahead of submission to PSB Finance Committee - Ongoing following Budget Meetings
October 25/2024	PSB Finance Committee Submission	Distribute 2025 Operating Budget Master File document for PSB Finance Committee for advanced review
November 1/2024	PSB Finance Committee Meeting #1	Review with the Chief, Deputy, Inspectors, PSB Board Chair, PSB Finance Committee members the 2025 Operating Budget proposals
November 8/2024	PSB Finance Committee Meeting #2	Review with the Chief, Deputy, Inspectors, PSB Board Chair, PSB Finance Committee members the 2025 Operating Budget proposals - if Necessary
TBD	Create Confidential Master File - Version 1	Create 2025 Confidential Version of the Operating Budget for distribution
TBD	BPS Submission to PSB	Distribute 2025 Operating Budget Master File document for PSB for advanced review
November 21/2024	PSB Regular Scheduled Meeting	Meet to discuss 2025 Operating Budget Master File document with PSB
November 22/2024	Confidential Master File - Version 2	Create 2025 Confidential Version of the Operating Budget for distribution
December 2/2024	PSB Submission to City of Belleville	Submit 2025 Confidential Version of the Operating Budget to PSB secretary for submission to the City of Belleville (Brandon to mail to Council December 9)
February 25/2025	Deputation to City Council	Chief to present at City Council the 2025 Operating Budget for approval by City Council
TBD	Chief's Order - 2025 Budget Approved	Write Chief's Order that the 2025 Operating Budget has been approved by City Council - to be distributed by Chief's Exec Assistant
TBD	Email Budget Submitters	Email the 2025 Budget submitters that purchases can begin on January 1/2025 - provide updated quotes, etc to finance dept

Month	Week of	Capital / Operating	Description
Apr-24	April 30th	Capital & Operating	Finance Committee approval and recommendation to Council of Budget Timeline and Public Engagement / Communications Plan Plan to incorporate prior engagement feedback into monthly educational budget postings throughout the year
May-24	May 13th	Capital & Operating	Council approval of Budget Timeline and Public Engagement / Communications Plan Survey #1 - distributed to the Public for 2025 Capital and Operating Budget input (survey to close June 5th)
Jun-24	June 12th	Capital & Operating	Present survey results to Finance Committee
			Committee to recommend guidelines for budget preparation, ensuring Capital budget alignment with AMP 10 Year Capital plan guidelines and feedback
Jul-24	June 24th	Capital	Preliminary Draft 10 Year Capital Plan and 2025 Capital budget documents provided to departments for completion
			Council approval of Capital Budget and 10 Year Capital Plan guidelines
Aug-24	July 29th	Capital	Capital Budget documents and 10 Year Capital plan prepared and updated by departments and submitted to Finance
			Finance Committee - Operating budget guidelines, approval and recommendation to Council
Aug-24	12-Aug	Operating	Preliminary Draft Operating budget and Departmental plan documents provided to departments for completion
			Departmental meetings; review of Capital budget and 10 year Capital plan
			Council Approval of Budget guidelines
Aug-24	13-Aug	Operating	Departmental meetings; review of Capital budget and 10 year Capital plan
			Council Approval of Budget guidelines
02-Sep	02-Sep	Capital	Distribution of Capital Budget and 10 Year Capital Plan to EMT - meeting #1

Sep-24	09-Sep	Capital	EMT working group meeting #1 to review Draft Capital budget submissions (EMT)
	13-Sep	Capital	Distribution of Capital Budget and 10 Year Capital Plan to EMT and Finance Committee - meeting #2
	23-Sep	Capital	EMT workgroup meeting #2 (EMT & Finance Committee)
	30-Sep	Operating	Operating budget and Departmental plan documents Completed and submitted to Finance
Oct-24	07-Oct	Capital	Draft Capital Budget and 10 Year Capital Plan posted and mailed to Council
	Oct 7 - 21	Operating	Survey #2 - distributed to public to obtain feedback on draft Capital budget (closure on November 4, 2024) Conduct departmental budget meetings
Nov-24	01-Nov	Operating	Distribution of Operating Budget and Departmental Plan to EMT - meeting #1
	11-Nov	Operating	EMT working group meeting #1 to review draft submissions (EMT & Mayor)
	18-Nov	Capital	Capital Budget Meeting
	24-Nov	Operating	Distribution of Operating Budget and Departmental Plan to EMT and Finance Committee - meeting #2
Dec-24	09-Dec	Operating	EMT working group meeting #2 (EMT & Finance Committee)
Jan-25	13-Jan	Operating	
	27-Jan	Operating	Strong Mayors' operating budget posted publicly and provided to Council Survey #2 distributed to public to obtain feedback on draft budget (closure February 23)
Feb-25	February 24 -25 (Special Council Meeting)		Presentation of survey results to Council
		Operating	Operating budget meeting deliberations Expiry of Council budget amendment period (Feb 25th)

				<i>(amendment to be made by resolution)</i>
	07-Mar	Operating		Expiry of Mayor's veto of Council's budget amendments (if applicable) (Veto of amendments must be provided in writing to each member of Council and the Clerk)
Mar-25	22-Mar (Tentative Special Council Meeting)	Operating		Expiry of Council's override period of Mayor's veto of Council's budget amendments (if applicable) (requires a 2/3rd vote of Council)

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** Body Worn Camera – Good News Story

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

On April 13, 2024 at approximately 3:29 pm, the Belleville Police Service Communications Centre received a report of an erratic driver on College Street at North Front Street speeding and swerving all over the roadway. At approximately 3:34 pm the same vehicle was reportedly involved in a two car Motor Vehicle Collision at the roundabout at Maitland and Farnham Road.

When officers arrived they discovered that the male driver of the suspect vehicle had fled the area on foot and the female driver of the second vehicle had been injured. She was taken to hospital by ambulance for precautionary reasons and later released with minor injuries reported. The male suspect who had fled the scene ran through a playground in the Caniff Mills subdivision and subsequently assaulted a 14 year old boy who fortunately did not suffer any physical injuries.

Two officers arrived on scene and were able to locate and arrest the suspect before handcuffing him and placing him in a cruiser. He then began smashing his forehead multiple times into the plexiglass divider within the vehicle. He suffered several cuts to his face and was taken to hospital where he received 7 stiches to close his wounds.

As per Belleville Police Service policy the on call Duty Officer was contacted and he in turn contacted the Special Investigations Unit as required by law. Before doing so the Duty Officer was able to collect and view the Body Worn Camera footage taken by the officers on scene which clearly demonstrated that the accused's injuries were self-inflicted. As a result, the SIU made a decision NOT to invoke their mandate and further investigate this occurrence.

May 16, 2024

The ability of our Duty Officer and the SIU investigators to rely on body worn camera footage benefitted our organization in two ways. Financially, we did not require a lengthy and costly investigation which would have necessitated interviewing several police officers and witnesses along with the accused by both SIU and BPS officers. More importantly, the BPS officers on scene did not have to participate in a lengthy and exceptionally stressful investigative process that often can take months to resolve.

The Board is to be commended for investing in this technology that benefits our police service in so many ways.

A handwritten signature in black ink, appearing to read "Chris Barry". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Chris Barry  
Acting Chief of Police

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** Downtown Community Policing Office

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry  
Acting Chief of Police



## **Downtown Community Policing Office**

### **Background:**

As outlined in our strategic plan, fostering stronger community relations and enhancing accessibility to law enforcement are key objectives for our police service. The downtown community office, which will be located at 211 Front St., serves as a clear demonstration of our commitment to these goals and signifies a proactive approach to addressing community needs.

### **Purpose and Functionality:**

The downtown community office will serve as a vital point of contact for the public, enhancing accessibility to law enforcement resources. While not designed for the reporting of offenses, it will provide a welcoming space for community members to engage with officers, seek guidance, and receive information on crime prevention initiatives and community programs.

Furthermore, the office will function as a workspace for our officers in completing administrative tasks and paperwork.

### **Operational Model:**

One of the innovative aspects of this initiative is the utilization of a hybrid staffing model to mitigate costs while ensuring community engagement. The office will be staffed by a combination of Community Policing volunteers, members of our Belleville Police Service Auxiliary Unit, and Community Response Unit officers.

### **Community approach:**

Downtown businesses have generously provided the space for this initiative, including signage and ongoing support. This collaboration between the police service and downtown stakeholders demonstrates the spirit of collaboration and underscores the importance of public-private partnerships in addressing community needs. The Belleville DBIA has agreed to cover the rent for this location for 1 year and most of the costs of upgrading the office area were covered by the landlord Paul Dinkle. The costs to the Service for outfitting the location came in at approximately \$6000 and were absorbed by our 2024 capital budget.

### **Conclusion:**

This project has been made possible through the collaborative efforts of our police service, downtown businesses, and community stakeholders.

The establishment of the downtown community office represents a significant step forward in realizing our strategic objectives. By fostering stronger community relations, enhancing accessibility to law enforcement, and leveraging innovative staffing solutions, we are better positioned to serve the residents and businesses of our downtown area. Construction is underway with an anticipated opening date of June 1, 2024.

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** Belleville Police Service 1<sup>st</sup> Quarter Downtown Foot Patrol Report

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to be "Chris Barry".

Chris Barry  
Acting Chief of Police

January 2024 Downtown Foot Patrol Stats

Date	Time	Location	Officer(s)
01-Jan-24	? - 10:43	Front St	181 PC Laycoe and 226 PC Cleary
02-Jan-24	10:00 - 12:36	Front St	228 PC Crawford
03-Jan-24	10:52 - 13:50	Front St	179 PC Woodcock and 228 PC Crawford
04-Jan-24	10:19 - 10:38	Front St	173 PC Cooke and 243 PC Gauthier
05-Jan-24	? - 10:31	Front St	179 PC Woodcock and 192 PC Joy
06-Jan-24	? - 12:42	Front St	132 PC Kanyo and 227 PC Code
07-Jan-24	Unable to Complete due to Priority Calls	Front St	
08-Jan-24	10:01 - ?	Front St	179 PC Woodcock
09-Jan-24	10:01 - 10:24	Front St	179 PC Woodcock and 228 PC Crawford
10-Jan-24	11:14 - 11:31	Front St	238 PC Boka
11-Jan-24	10:14 - 12:06	Front St	179 PC Woodcock and 228 PC Crawford
12-Jan-24	10:18 - 12:01	Front St	228 PC Crawford
13-Jan-24	11:11 - 12:07	Front St	229 PC Baker
14-Jan-24	10:04 - 10:11	Front St	198 PC Sly
15-Jan-24	? - 14:05	Front St	228 PC Crawford
16-Jan-24	Unable to Complete due to Call Volume	Front St	
17-Jan-24	10:00 - 12:47	Front St	179 PC Woodcock and 228 PC Crawford
18-Jan-24	11:08 - 13:57	Front St	179 PC Woodcock and 228 PC Crawford
19-Jan-24	? - 11:11	Front St	179 PC Woodcock
20-Jan-24	10:34 - 10:54	Front St	193 PC Dodds
21-Jan-24	11:32 - 11:46	Front St	239 PC Fernandes
22-Jan-24	10:08 - 10:40	Front St	132 PC Kanyo and 187 PC Philip and 241 PC Miller
22-Jan-24	10:14 - 17:26	Front St	179 PC Woodcock
23-Jan-24	10:41 - 12:01	Front St	179 PC Woodcock and 228 PC Crawford
24-Jan-24	?	Front St	228 PC Crawford
25-Jan-24	10:04 - 10:15	Front St	194 PC Genore
26-Jan-24	10:37 - 12:16	Front St	228 PC Crawford
27-Jan-24	10:17 - 10:39	Front St	244 PC O'Hara
28-Jan-24	13:05 - 13:21	Front St	238 PC Boka
29-Jan-24	12:32 - 14:03	Front St	228 PC Crawford
30-Jan-24	? - 11:23	Front St	218 PC White and 245 PC Christopher
31-Jan-24	? - 12:14	Front St	179 PC Woodcock and 228 PC Crawford

February 2024 Downtown Foot Patrol Stats

Date	Time	Location	Officer(s)
01-Feb-24	10:10 - 11:15	Front St	179 PC Woodcock and 228 PC Crawford
02-Feb-24	10:27 - 10:31	Front St	194 PC Genore
03-Feb-24	? - 10:41	Front St	240 PC Verbeek
04-Feb-24	10:12 - 10:29	Front St	238 PC Boka
05-Feb-24	10:39 - 11:12	Front St	239 PC Fernandes
06-Feb-24	10:04 - 11:17	Front St	179 PC Woodcock and 228 PC Crawford
07-Feb-24	10:00 - 11:53 14:19 - 17:31	Front St	179 PC Woodcock and 228 PC Crawford
08-Feb-24	? - 11:24	Front St	179 PC Woodcock and 228 PC Crawford
09-Feb-24	10:46 - 12:30	Front St	228 PC Crawford
10-Feb-24	No Event Created	Front St	
11-Feb-24	11:12 - 11:41	Front St	196 PC Aris and 230 PC Walden
12-Feb-24	? - 10:37 11:20 - 13:57	Front St	228 PC Crawford
13-Feb-24	Unable to Complete Due to Call Volume	Front St	
14-Feb-24	13:44 - 14:00	Front St	221 PC Frazer and 231 PC Langdon
15-Feb-24	12:01 - 17:41	Front St	179 PC Woodcock and 228 PC Crawford
16-Feb-24	10:02 - 16:17	Front St	179 PC Woodcock and 228 PC Crawford
17-Feb-24	10:38 - 10:43	Front St	226 PC Cleary
18-Feb-24	10:03 - 10:14	Front St	181 PC Laycoe and 226 PC Cleary
19-Feb-24	10:40 - 10:52	Front St	189 PC Wells and 242 PC Burkitt
20-Feb-24	11:55 - 12:59	Front St	179 PC Woodcock and 228 PC Crawford
21-Feb-24	08:57 - 09:58 13:55 - 15:39	Front St	179 PC Woodcock and 228 PC Crawford
22-Feb-24	12:41 - 13:13	Front St	193 PC Dodds
23-Feb-24	10:41 - 11:50	Front St	228 PC Crawford
24-Feb-24	10:19 - 10:38	Front St	218 PC White
25-Feb-24	10:36 - 11:28	Front St	224 PC Durnan and 226 PC Cleary
26-Feb-24	10:21 - 10:28	Front St	236 PC Rogers
27-Feb-24	10:28 - 11:37	Front St	228 PC Crawford
28-Feb-24	? - 12:15	Front St	179 PC Woodcock and 228 PC Crawford
29-Feb-24	10:04 - 11:48	Front St	179 PC Woodcock and 228 PC Crawford and 243 PC Gauthier

March 2024 Downtown Core Foot Patrol Stats

Date	Time	Location	Officer(s)
01-Mar-24	11:12 - 11:40	Front St	239 PC Fernandes
02-Mar-24	10:11 - 10:30	Front St	187 PC Philip and 241 PC Miller
03-Mar-24	10:12 - 11:01	Front St	188 PC Tijssen and 218 PC White
04-Mar-24	12:56 - 13:29	Front St	223 PC Rhodes and 224 PC Durman
04-Mar-24	10:32 - 12:56	Front St	179 PC Woodcock
05-Mar-24	09:08 - 09:23	Front St	199 PC Blanchard
05-Mar-24	? - 10:50	Front St	194 PC Genore
06-Mar-24	? - 12:01	Front St	234 PC Clayton
06-Mar-24	18:37 - 18:54	Front St	223 PC Rhodes and 224 PC Durman and 226 PC Cleary
07-Mar-24	10:05 - 11:03	Front St	189 PC Wells and 242 PC Burkitt
07-Mar-24	19:16 - 20:29	Front St	181 PC Laycoe and 226 PC Cleary
08-Mar-24	Unable to Complete due to Priority Call	Front St	
09-Mar-24	10:51 - 11:48	Front St	229 PC Baker
10-Mar-24	? - 10:27	Front St	227 PC Code
11-Mar-24	? - 11:05	Front St	132 PC Kanyo and 179 PC Woodcock
12-Mar-24	10:31 - 10:45	Front St	225 PC Crawford
13-Mar-24	10:12 - 10:47	Front St	236 PC Rogers
14-Mar-24	10:47 - 11:22	Front St	234 PC Clayton and 238 PC Boka
15-Mar-24	? - 11:42	Front St	234 PC Clayton
16-Mar-24	Unable to Complete due to Priority Call	Front St	
17-Mar-24	? - 11:43	Front St	229 PC Baker
18-Mar-24	10:33 - 11:06	Front St	179 PC Woodcock
19-Mar-24	11:11 - 14:51	Front St	179 PC Woodcock
20-Mar-24	10:30 - 15:56	Front St	179 PC Woodcock and 228 PC Crawford
21-Mar-24	? - 10:37	Front St	181 PC Laycoe and 226 PC Cleary
22-Mar-24	? - 11:57	Front St	234 PC Clayton
23-Mar-24	? - 10:36	Front St	234 PC Clayton
24-Mar-24	13:49 - 14:04	Front St	193 PC Dodds
25-Mar-24	14:07 - 15:49	Front St	228 PC Crawford
26-Mar-24	Unable to Complete due to Priority Call	Front St	
27-Mar-24	10:19 - 11:30	Front St	179 PC Woodcock and 228 PC Crawford
28-Mar-24	10:14 - 10:38	Front St	194 PC Genore

Date	Time	Location	Officer(s)
29-Mar-24	10:06 - 10:29	Front St	181 PC Laycoe and 226 PC Cleary
30-Mar-24	? - 12:08	Front St	240 PC Verbeek
30-Mar-24	? - 18:01	Front St	199 PC Blanchard and 236 PC Rogers
31-Mar-24	10:02 - 10:20	Front St	234 PC Clayton
31-Mar-24	19:43 - 20:08	Front St	236 PC Rogers

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Complaints Against Police

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to be "Chris Barry".

Chris Barry  
Acting Chief of Police

## 2024 Complaints Against Police

The following table represents the complaints received in 2024.

### First Quarter – OIPRD Statistics

#### January to March 2024

COMPLAINT NUMBER	NATURE OF COMPLAINT	DATE RECEIVED	STATUS	SYNOPSIS
PC 24-01	Act in disorderly manner, Neglect of duty	31 Jan 2024	On-going	The Comp and her husband separated. The Comp remained in the family home. Following the separation, the ex-husband was charged with uttering threats towards the comp. he was rlsd on an Undertaking with conditions. The ex still had a vehicle at the family home which needed to be moved. In August 2022, the ex attended the family home to move the car. He ran into the comp in the parking lot. They did not communicate. Comp called police and wanted him charged for breaching his conditions. Officers attended, conducted an investigation into the circumstances of the alleged breach and using their discretion, did not charge the ex. The comp remains angry at this fact. The comp complained to the Chief's office. The matter was investigated by an A/S/Sgt who looked



LC 24-01	Neglect of Duty	06 Feb 2024	NFA / Closed	<p>into the matter and consulted with a Crown Attorney who agreed with no charges. The comp remains unhappy and filed a formal complaint with the OIPRD.</p> <p>Comp upset that an officer did not let him pick-up his child after his girlfriend overdosed. Reports reviewed and police made appropriate arrangements for the child's safety.</p>
PC 24-02	N/A	13 Feb 2024	SCREENED OUT	<p>Comp works at 60 Bridge St. E. at the Drop-in-center. Comp felt unsafe leaving one evening so called police for assistance – comp thought police were too nice to the guests and didn't protect her enough when leaving.</p>
PC 24-03	N/A	21 Feb 2024	SCREENED OUT	<p>Comp upset that a female damaged his property, then replaced it but wasn't charged. Felt police didn't take matter seriously because it was a female who was the suspect.</p>
PC 24-04	N/A	01 Mar 2024	SCREENED OUT	<p>Comp claims he was assaulted by a group of people. Called police. He wanted charges – matter investigated by police – no charges. Complained to the OIPRD.</p>
PC 24-05	N/A	01 Mar 2024	SCREENED OUT	<p>Complainant feels she was "labelled" as an alcoholic by the police and unhappy with the service by a few BPS members.</p>

PC 24-06	N/A	20 Mar 2024	SCREENED OUT	<p>Comp was charged with several domestic related offences against his wife. Then he tried to have her charged with ABH for a very questionable incident. The matter was originally investigated by an officer with no charges. Then the entire incident was reviewed by the BPS DV Coordinator and the Crown was consulted. Recommendation was no charges. Comp remains unhappy and filed a complaint with the OIPRD.</p>
PC 24-07	N/A	26 Mar 2024	SCREENED OUT	<p>Same Comp as in PC 24-05 (above). Filed a complaint against the Chief saying he disregarded the comp's safety and lack of accountability. Reviewed by OIPRD – deemed not to be in the public's interest to investigate and no reasonable grounds to believe that an investigation would lead to a finding of misconduct.</p>

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – School Response Officer

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry  
Acting Chief of Police



**POLICE**  
CITY OF BELLEVILLE

# Community Resources Officer

Secondary Schools

Q1 Report – 2024

Prepared By:

Sergeant Brad STITT # 121

**Synopsis of Unit – 01 January 2024 to 31 March 2024**

The Community Resources – Schools position consisted of two constables with one assigned to primary schools and one to secondary schools.

The unit is led by Sergeant Brad STITT

**Constable Hans VERBEEK # 134**

Occurrences:	43
Dispatches:	43
Reports:	96
Provincial Offences:	11
Criminal Charges	14
<b><u>Total:</u></b>	<b><u>25</u></b>

The primary school position remains vacant, at this time. Investigations related to those schools are divided between various units within the service.

### **Investigations**

Constable Verbeek undertook several criminal investigations, including:

- The report of a sexual assault involving an adult and a youth, resulting in criminal charges.
- A person entered an elementary school with students present and engaged in violent and disruptive actions. Charges were laid.
- A student assaulted school staff members, resulted in numerous charges.

### **Other Assignments**

3 Community Threat Assessments were done, in support of school safety.

10 formal presentations were conducted in a classroom setting with various topics covered.

### **Proactive Presence in Thurlow Ward during March Break**

Constable Verbeek was assigned to address several community complaints about poor driving habits during the school March Break. He was a visible presence in the area and charges were laid. Several positive messages were received, thanking the BPS for the enforcement.

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CHRIS BARRY  
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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Traffic Safety Unit

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry  
Acting Chief of Police



**POLICE**  
CITY OF BELLEVILLE

# Traffic Safety Unit

Q1 Report – 2024

Prepared By:  
Sergeant Brad Stitt



**Synopsis of Unit – January 01 to March 31 2024**

The Traffic Safety Unit (TSU) had two constables and one sergeant assigned, being supervised by the Staff Sergeant of Operations.

Sergeant Brad Stitt # 121 started with the TSU in February.

Occurrences:	159
Dispatches:	97
Reports:	159
Provincial Offence Charges:	383
Criminal Charges:	2
<u>Total:</u>	<u><b>385</b></u>

Constable Paul Fyke # 160 was assigned to the unit for the entire period.

Occurrences:	40
Dispatches:	34
Reports:	18
Provincial Offence Charges:	63
Criminal Charges:	0
<u>Total:</u>	<u><b>63</b></u>

Constable Scott Tinsley # 171 was assigned to the unit for the entire period.

Occurrences:	59
Dispatches:	35
Reports:	48
Provincial Offence Charges:	109
Criminal Charges:	1
<u>Total:</u>	<u><b>110</b></u>

### **Major Collision Investigations**

- 1 Fatal collision in Q1
  - 02 February 2024 on Moira Street West. A three-vehicle head-on collision that resulted in the death of a 59 yr old male. Speed and failure to seatbelt were contributing factors. No charges were laid.

### **Other Activities**

Members of the TSU re-focused on traffic enforcement in Q1, bringing 40 cases to the Provincial Offences Court, including:

- Stunt driving
- Suspended operation
- Unsafe vehicle

Q1 saw planning steps for the service wide implementation of several AXON products, including the Fleet 3 vehicle camera system and E-Notes.

Planning was also underway for several joint forces projects with policing partners, focusing on commercial motor vehicle safety and modified vehicles.

### **DRONE (RPAS) Program**

TSU deployed the RPAS on several occasions in Q1, including:

- Mapping in preparation for the solar eclipse
- Assisting Belleville Fire with a large structure and grass fire
- Searching for a missing person near the Moira River.

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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Drug/Intelligence/Street Crime Unit

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry  
Acting Chief of Police

Drug/Intelligence/Street Crime Unit

Project RENEWAL

1<sup>st</sup> Quarter - 2024

In the 1st quarter of 2024 members of Project RENEWAL report the following:

TOTAL:

- Investigations conducted:	=	10	
- Persons arrested:	=	30	
- Charges laid:	=	108 and 1 HTA	
- Poss. for the Purpose of Trafficking CDSA, Sec.5(2) CDSA	=	58	
- Poss. of a Controlled Substance Sec 4(1) CDSA	=	1	
- Proceeds of Crime, Under \$5000 Sec. 354(1)(a) CC	=	22	
- Unauthorized Possession of Weapon, Sec. 91(1) CC	=	1	
- Unauthorized Possession of a Weapon Sec 91(2)	=	3	
- Possession of a Loaded Prohibited or Restricted Firearm Sec 95(1)	=	1	
- Knowledge of Unauthorized Possession Firearm Sec 92(1)	=	1	
- Breach of Probation Sec 733.1(1)CC	=	9	
- Fail to Comply with Release Order 145(5)(a)	=	4	
- Conspiracy to Commit Indicatable Offence Sec 465(1)(c) CC	=	5	
- Poss.of Firearm or Ammunition contrary to Prohib. order Sec117.01(1)=		1	
- Carry a Concealed Weapon Sec 90(1) CC	=	1	
- Fail to Comply with Undertaking Sec. 145(4)(a) CC	=	1	

- Items Seized:

Drugs:

104.7 grams Fentanyl	\$21,520.00
68.9 grams Methamphetamine	\$ 6,890.00
511.7 grams cocaine	\$51,170.00
6 percocet's	\$ 60.00
6.0 grams psilocybin	\$ 60.00
5 Oxycodone pills	<u>\$ 50.00</u>
TOTAL:	\$79,750.00

Cash Seized: \$10,553.35 Canadian and \$95.00 American

Property Seized: scales, cellphones, paraphernalia

Weapons Seized: 45 caliber Ruger, 2 tasers and pepper spray

Project Renewal also assisted CID with 2 Homicide investigations which concluded in January with the following stats:

- 2 Persons arrested
- 5 charges being laid
- Drugs being seized

In addition, Project Renewal was involved in a JFO – with OPP Project Optical, which concluded in February with the following stats:

- 5 persons arrested
- 34 charges being laid
- 1495 grams of cocaine
- 608.1 grams of crystal methamphetamine
- \$6235.00 Canadian Currency
- 2 guns – loaded 9mm glock 19 and loaded 9mm gig sauer
- 5 cell phones

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**IN CAMERA:** NO

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Emergency Response Unit

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

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Chris Barry  
Acting Chief of Police



BELLEVILLE POLICE SERVICE  
EMERGENCY RESPONSE UNIT  
QUARTERLY REPORT

1st Quarter 1 January 2024- 31 March 2024

## **Team Training Days**

The ERU had 4 training days in this quarter.

- 10 January, 2024
  - Table top training
  - Method of entry training.
- 7 February, 2024
  - Range training in am
  - Method of entry training OPP facility.
- 21 February, 2024
  - Recent call debriefs (video)
  - Range training am
  - Methods of entry/ K9 included scenarios
- 20 March, 2024
  - Recent call debriefs (video)
  - Methods of entry training

## **Specialty Training**

There was no specialty training to report this quarter.

## **Operational Calls**

- Full team operations (14)
  - 3 January, 2024- Search warrant execution. Seven persons arrested. Quantity of drugs seized.
  - 6 January, 2024- Ground search for homicide evidence. Valuable evidence secured for investigators.
  - 9 January, 2024- Arrest warrant execution in Peterborough for homicide suspect. One person taken into custody.
  - 23 January, 2024- High risk vehicle takedown. Three persons arrested, and a large quantity of drugs seized.
  - 30 January, 2024- Arrest warrant execution for OPP for homicide suspects. Two persons arrested.



- 2 February, 2024- Search warrant execution. Five persons arrested, and a quantity of fentanyl was seized.
- 13 February, 2024- High risk vehicle takedown followed by search warrant execution in Trenton. Two persons arrested. Quantity of drugs seized.
- 14 February, 2024- Search warrant execution in Scarborough. Two persons arrested, and a quantity of drugs seized.
- 15 February, 2024- Search warrant execution. Seven persons arrested, and a quantity of drugs was seized.
- 29 February, 2024- Search warrant execution to assist OPP with a local project. Loaded handgun and large amount of cocaine seized.
- 3 March, 2024- Assist OPP with execution of arrest warrant. One person arrested, and evidence was seized.
- 16 March, 2024- Containment of area due to explosive observed. Area contained until Bomb Disposal Unit arrived to dispose of item.
- 18 March, 2024- Search warrant execution. Five persons arrested. Loaded handgun seized along with a quantity of drugs.
- 18 March, 2024- Assist OPP with arrest warrant execution. One person arrested.
- ERU assisted incidents. (4)
  - 8 January, 2024- Two members assist Drug/Intel Unit with arrest of homicide suspect.
  - 24 January, 2024- Five members assist in arrest warrant execution for OPP.
  - 1 March, 2024- 5 members assist with Premier Ford's visit to city.
  - 16 March, 2024- Three members assist with bank robbery call.
- K9 Operations (involving ERU members- 1)
  - 7 March, 2024- ERU members assist with K9 track for males who were in possession of a firearm. Males located.

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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Court Statistics

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to be 'Chris Barry'.

Chris Barry  
Acting Chief of Police

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE



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**IN CAMERA: NO**

**DATE:**

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT: COURT STATISTICS – 1<sup>ST</sup> QUARTER REPORT 2024**

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

**INFORMATION FACTORS:**

None to report.

### **Belleville Police Service Courts Services**

The unit consists of police officers, special constables, and three civilian support staff, two full time and one part time, who maintain an office at the court facilities.

#### **Court Office**

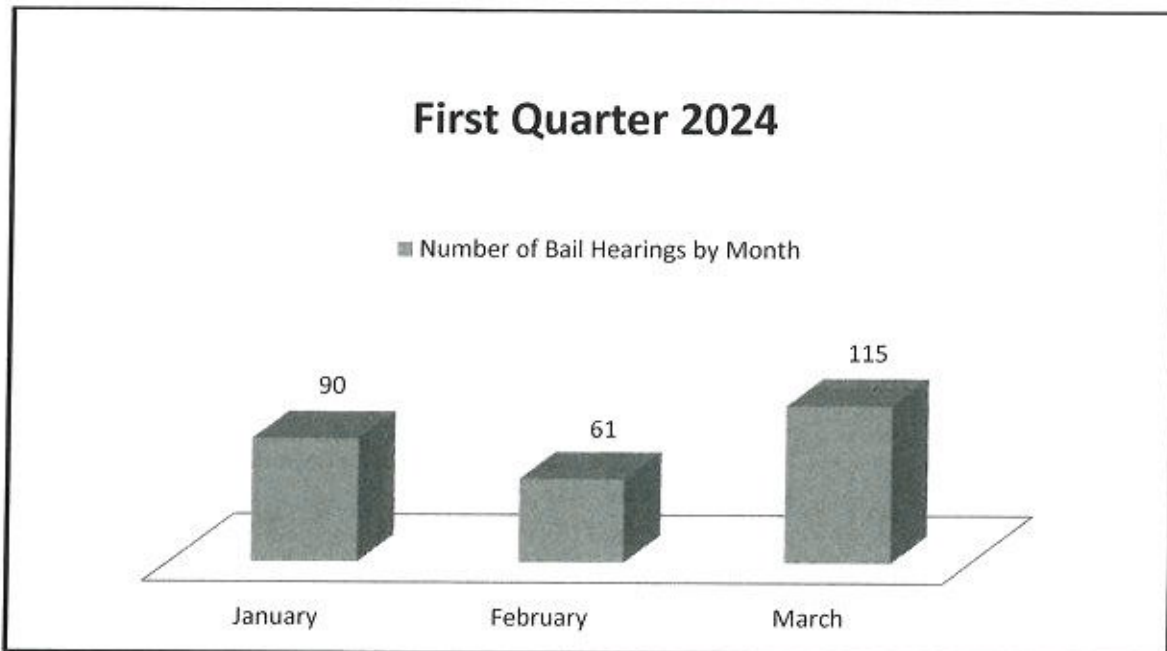
The Court unit liaises with the Crown Attorney, Court Administrator, Provincial Prosecutors, Probation Office and Victim/Witness Services as well as other police and civilian agencies with the view of ensuring police charges are properly prepared and processed through the courts. They are also responsible for providing service in relation to serving court-related documents, court appearances, bail hearings, trials, transfer of charges as well as maintaining accurate and timely records on Niche and CPIC. Members of the unit are in frequent contact with a host of other police services and agencies such as the Judiciary, Defence Counsel, Court Administrative Staff, public and private agencies regarding victims and offenders as well as the general public. The Unit prepares Criminal Code information for charges stemming from court matters (i.e. failure to appear in court), prepares charges on behalf of the probation officer, and notifies and cancels witnesses as required. Additionally, the unit ensures that Crown instructions for pending court proceedings are relayed to officers.

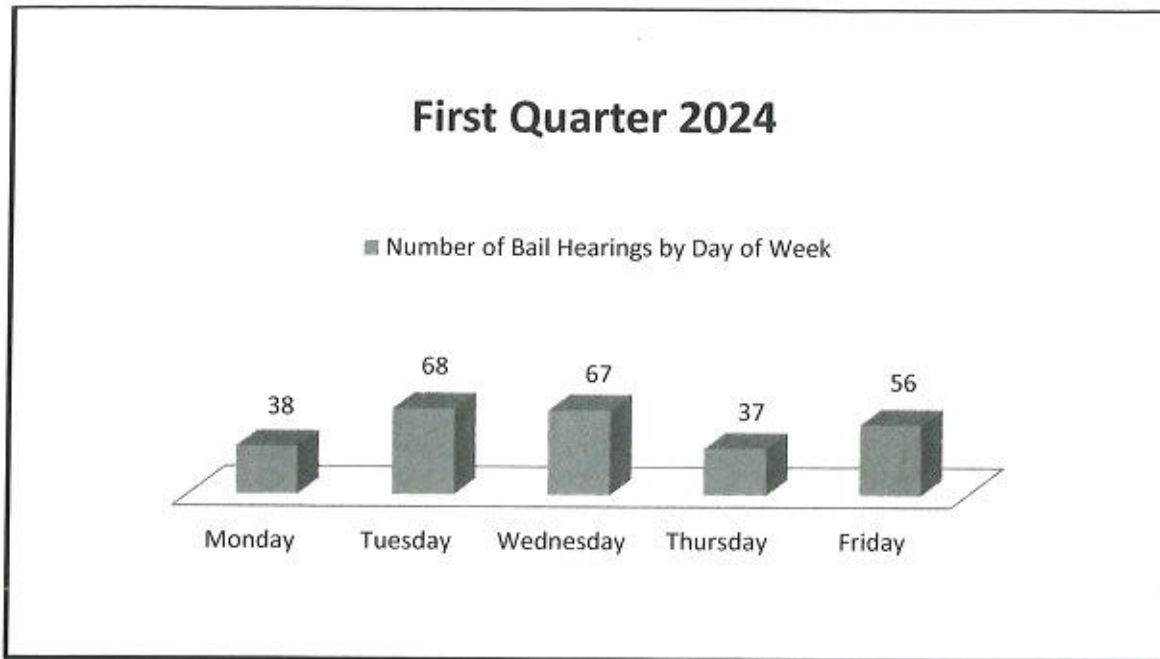
During the first quarter of 2024, 90 Criminal Code charges were processed and laid by the Court office staff. This is the same number of charges laid during the first quarter of 2023.

### What is a bail hearing?

If police do not release the person who has been arrested, they must bring the person before a justice for a bail hearing within 24 hours or as soon as possible. A bail hearing is a procedure where a judge or a justice of the peace determines whether a person charged with an offence should be released or held in custody pending trial. On the appearance date, the accused may enter into a consent release situation whereby certain conditions are agreed upon and must be followed, elect to run a hearing to be released if there is no consent by the Crown for release, or ask that the hearing be adjourned in order to find a suitable surety to attend court to assist with the release conditions and supervising the accused.

During the first quarter of 2024, there were a total of 266 instances where an officer was required in court with regard to a bail hearing being scheduled, whether it was a first appearance or an additional appearance due to an adjournment. This is a 19% decrease compared to 329 bail hearing appearances in 2023.





### Court Security – Special Constables

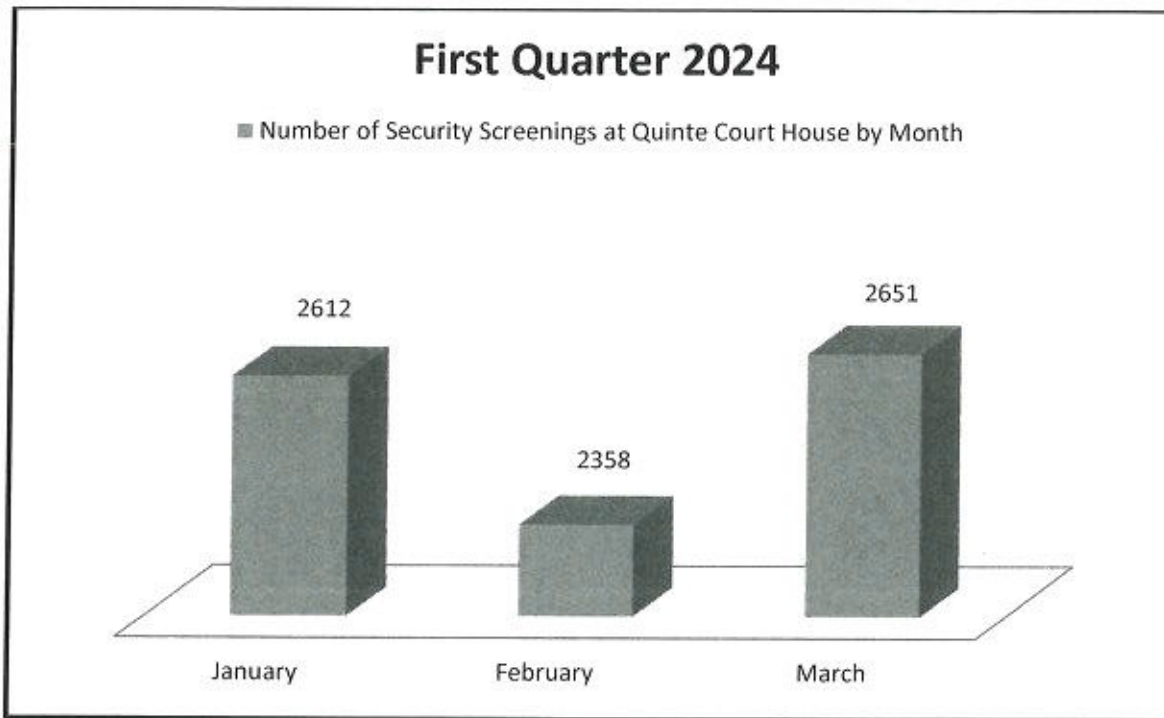
Special Constables are civilian members who play an important role within the Belleville Police Service. Once hired, the Chief of Police swears in members as Peace Officers. Special Constable is a designation issued by the province of Ontario providing members with a limited Law Enforcement role in the City of Belleville.

The Special Constables ensure the security of Justices, Judges, Justices of the Peace, Court staff, all occupants of the courthouse, all persons taking part in or attending court proceedings, and the security of court buildings during the hours when the courts are operating. They provide professional care, custody, and transportation of people who are in custody from various detention facilities as well as anyone taken into custody during court proceedings. The unit escorts prisoners within the courthouse to ensure timely, safe and secure appearances in the required courtrooms.

Special Constables are responsible for fingerprinting and gathering DNA samples for the DNA Data Bank. Under the Canadian Criminal Code, judges can order those convicted of designated offences to provide samples for DNA analysis. Young offenders can be included in the DNA Data Bank. The DNA Data Bank helps investigators identify suspects, link crime scenes where there are no suspects, eliminate suspects, and determine if a serial offender may be involved in a crime. DNA kits are prepared by the RCMP National DNA Data Bank and supplied to the Service. The Special Constable has to take the offender's fingerprints and blood droplets for submission. The Special Constables are also used for special events, subpoena service, ground searches, and any other duties assigned by the supervisor to assist other units. The Unit completed 13 DNA court-ordered samples in the first quarter of 2024 compared to 15 DNA samples taken in the first quarter of 2023 representing a 13% decrease.

As part of the Court Security Plan, Special Constables staff the entrance of the courthouse to operate the magnetometer and x-ray machine in order to screen individuals entering the courthouse. They are looking for any items that may pose a security risk such as guns, knives, scissors, etc. If an item is found, the individual is given the option of removing it from the courthouse to allow entry or forfeiting it for destruction. There were no items seized during the first quarter of 2024 or 2023.

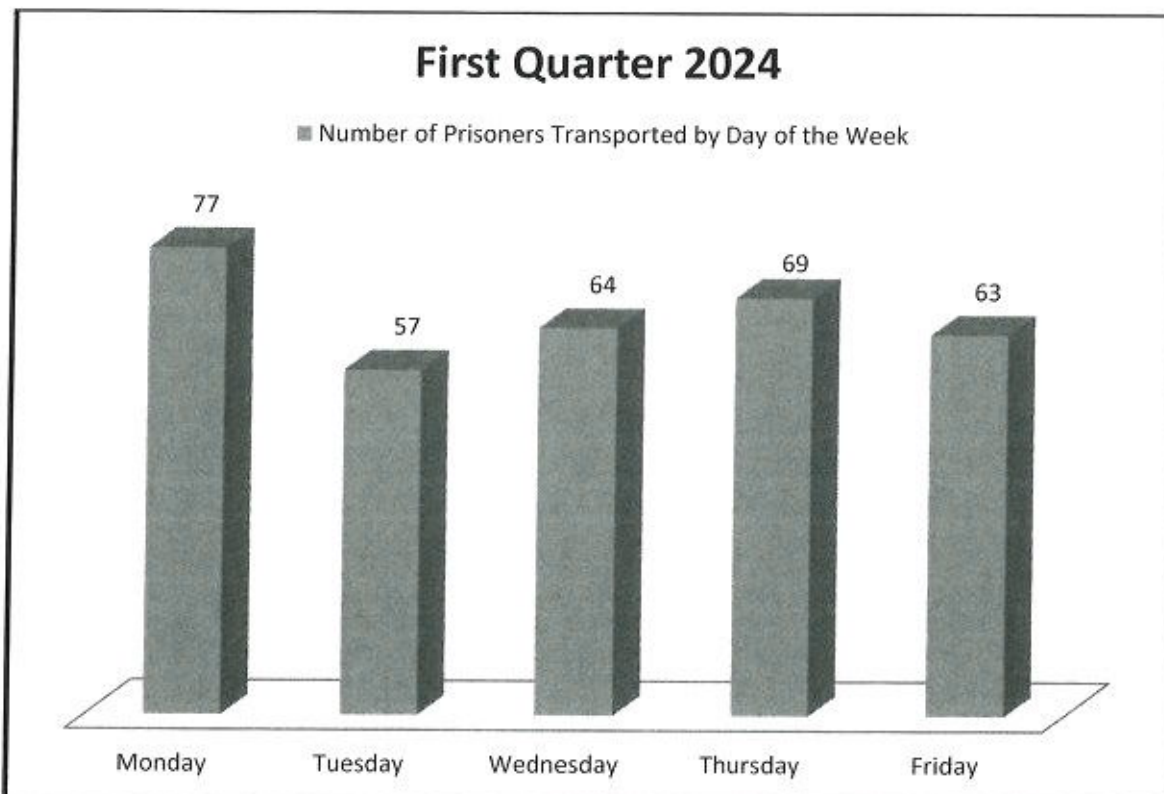
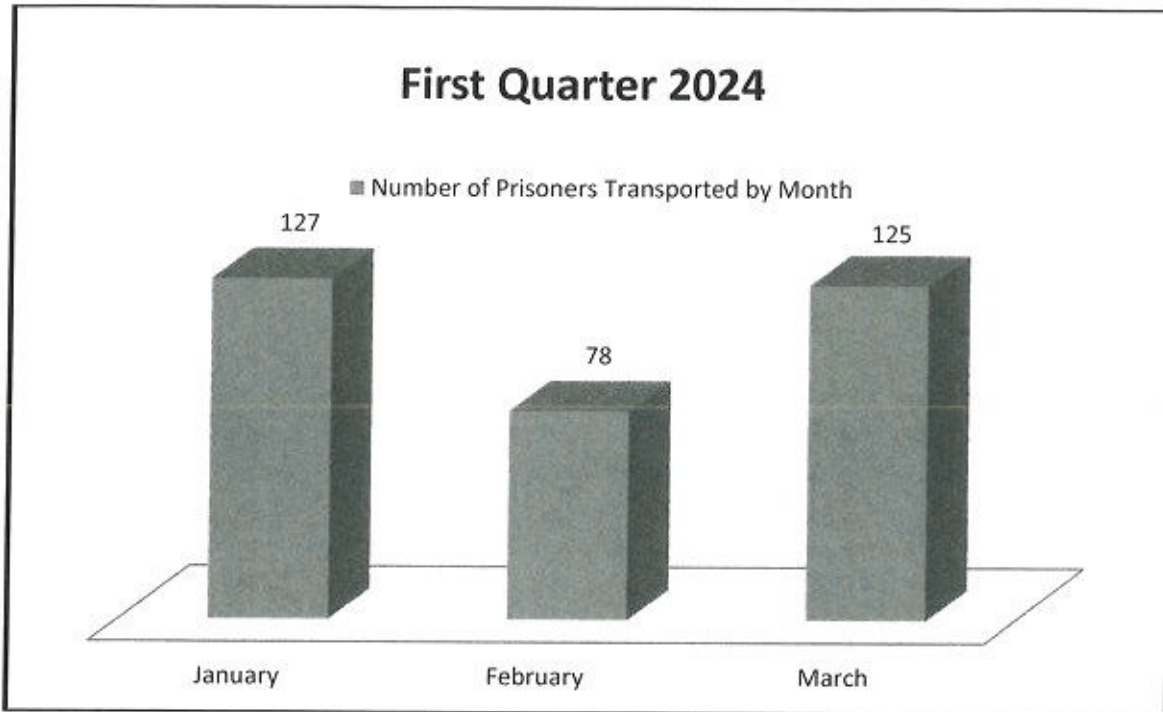
The following graphs indicate the number of persons screened during the first quarter of 2024 for a total 7,621 compared to 8,556 in 2023. This is a 11% decrease from last year.

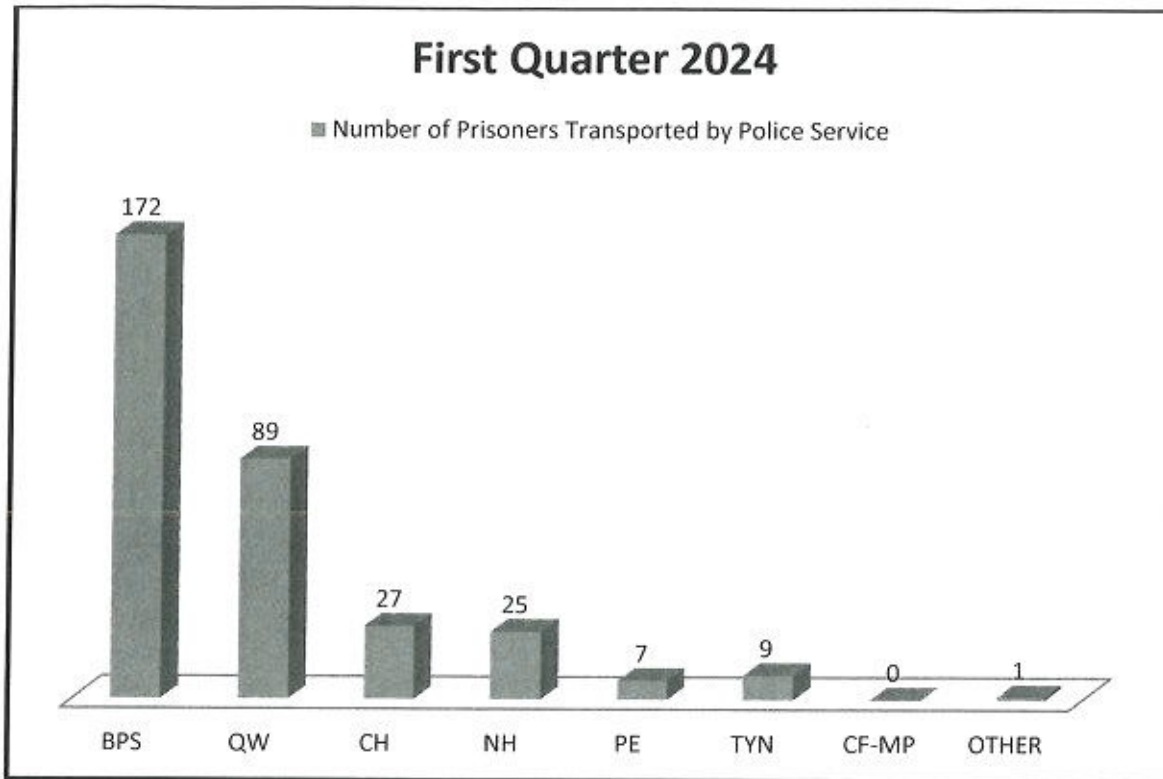


The Quinte Courthouse serves two Police Services, four OPP detachments and the Military Police within the County of Hastings: Belleville Police Service, Tyendinaga Police Service, Quinte West OPP, Centre Hastings OPP, North Hastings OPP and Prince Edward County OPP (for bail hearings only) and the Canadian Forces Base (CFB) Trenton Military Police.

Prisoner transportation is shared between the Belleville Police Service and Quinte West OPP who supply two Special Constables to operate their prisoner transport vehicle. There is the requirement to attend at the Quinte Detention Centre (Napanee) in the morning to pick up prisoners and then to return the prisoners at the conclusion of court. On a weekly rotation basis, Belleville Police Service is responsible for either the morning transport or the afternoon.

The following graphs indicate the number of prisoners transported during the first quarter of 2024 for a total of 330 (42% increase from 232 in 2023) prisoners; 172 (15% increase from 150 in 2023) Belleville Police Service prisoners, and 158 (93% increase from 82 in 2023) prisoners for the other services and OPP detachments.





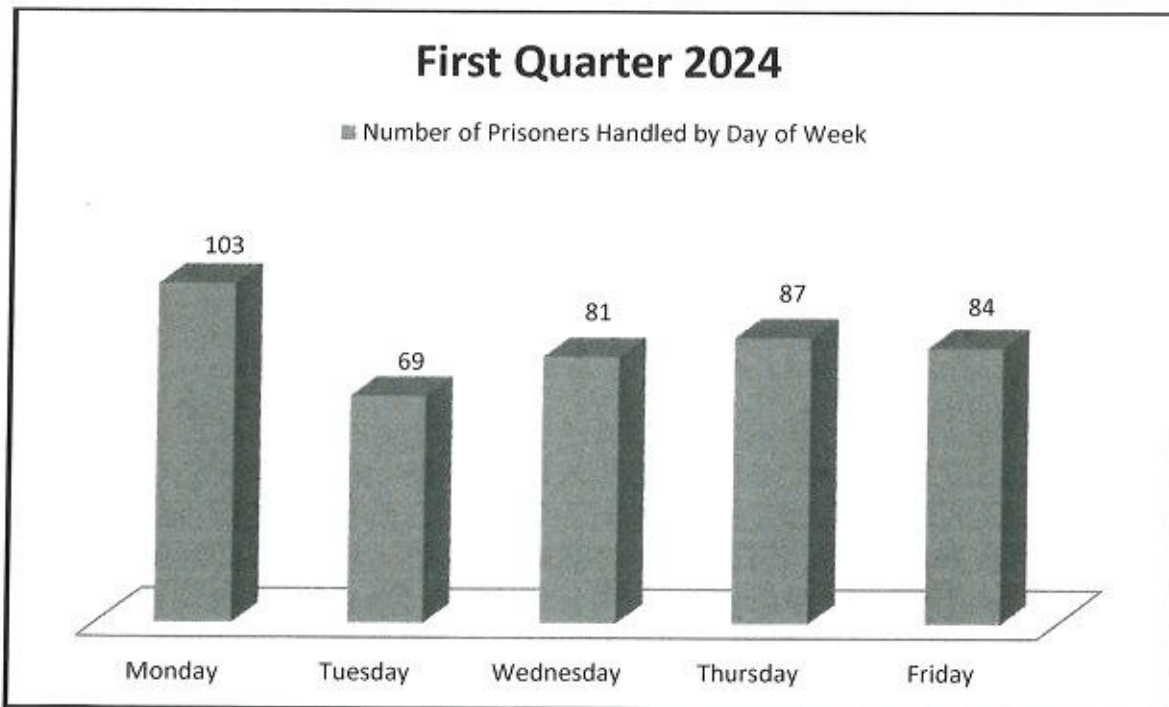
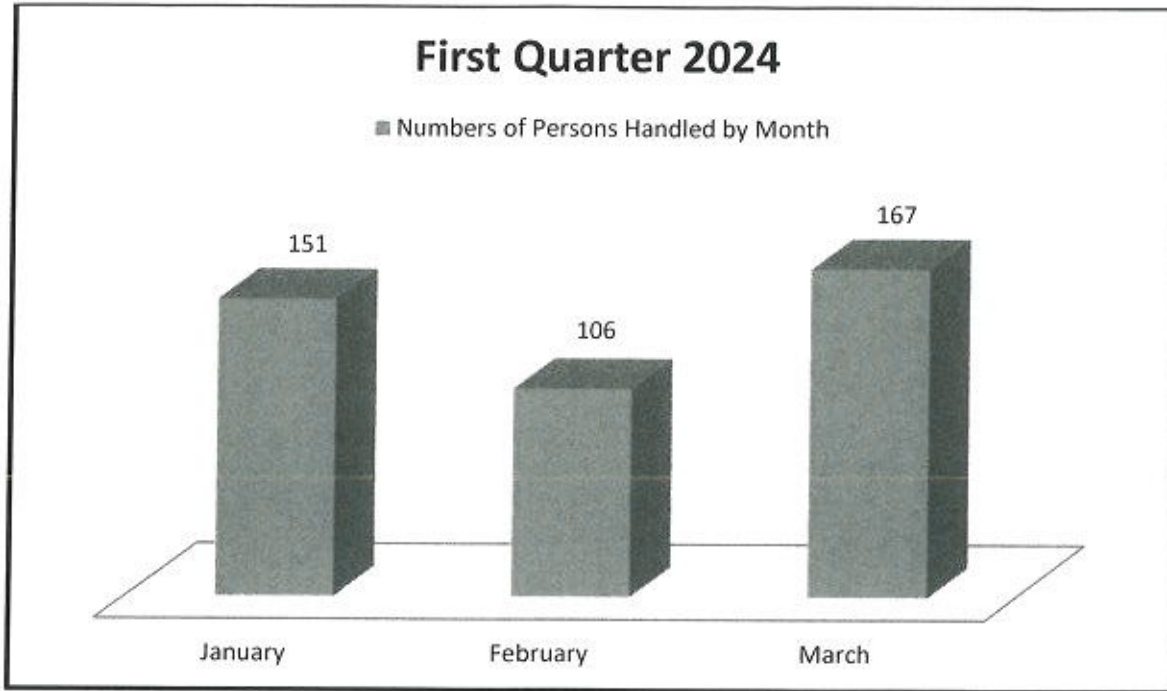
Note: Quinte West, Centre Hastings, North Hastings and Prince Edward are OPP detachments.

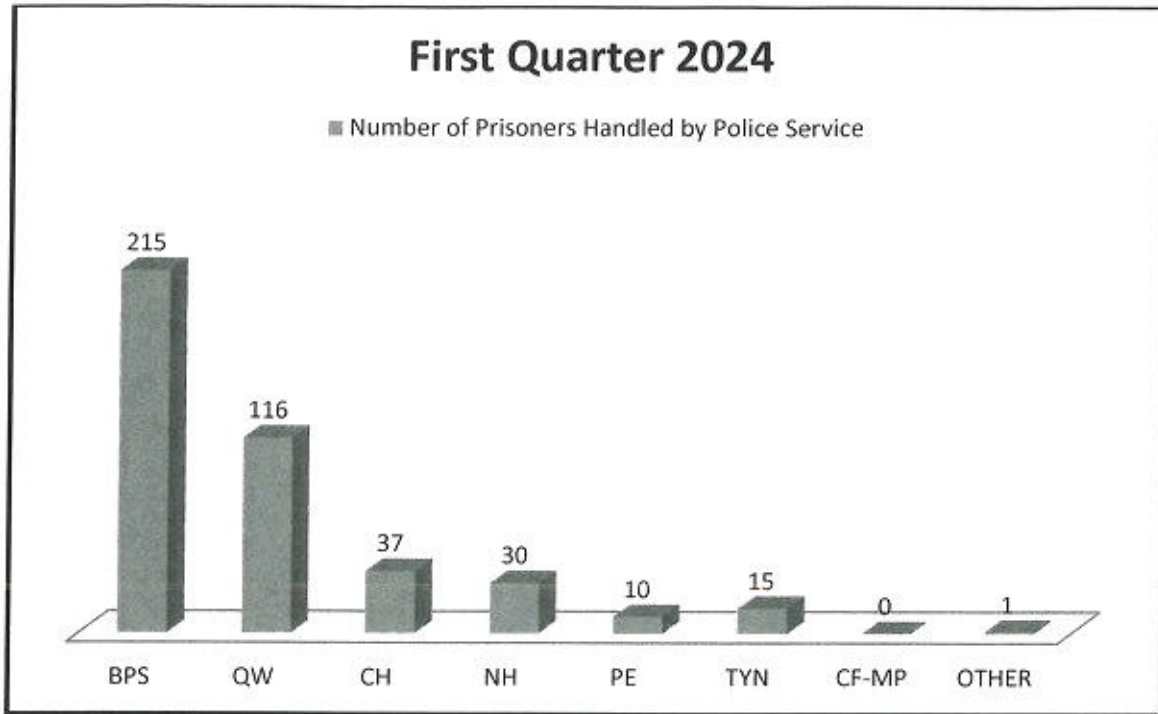
The following graphs indicate the number of prisoners handled at the Quinte Courthouse. This is where a prisoner is arrested the day before or day of the court appearance. The prisoner is not transported on the escort wagon and would not be captured in the transportation stats. In this case, the prisoner would attend the courthouse to be housed, escorted to the courtroom, and released.

In the first quarter of 2024 the number of prisoners transported was 330 compared to 424 prisoners handled.

The following graphs indicate the number of prisoners handled during the first quarter of 2024 for a total of 424 (47% increase from 289 in 2023) prisoners; 215 (11% increase from 193 in 2023) Belleville Police Service prisoners, and 209 (118% increase from 96 in 2023) for the other services and OPP detachments.







MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Community Resource Unit

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry  
Acting Chief of Police



**POLICE**  
CITY OF BELLEVILLE

# Community Resources Unit

Q1 Report – 2024

Prepared By:  
Sergeant Brad Stitt

**Synopsis of Unit** – 01 January 2024 to 31 March 2024

The Community Recourses Unit (CRU) had two constables assigned, being supervised by the Sergeant Stitt.

Community Support Officers are responsible to “*build bridges*” and grow relationships, helping individuals and “*communities within our community*” in a manner that reflects and furthers the Police Service’s Vision, Mission Statement, and Motto.

Constable Josh Woodcock # 179

Occurrences:	79
Dispatches:	73
Reports:	13
Provincial Offence Charges:	0
Criminal Charges:	3
<u>Total:</u>	<u>3</u>

Constable Aaron Crawford # 228

Occurrences:	124
Dispatches:	117
Reports:	46
Provincial Offence Charges:	1
Criminal Charges:	2
<u>Total:</u>	<u>3</u>

## Summary of Activities

### **Homeless Population**

CRU members were at the forefront of the drug poisoning emergency that attracted national news in February. By leveraging relationships with community stakeholders, Constables' Woodcock and Crawford were able to support the emergency response AND assisted with criminal investigations that resulted in seizures drugs and arrests.

Cst Crawford's candid interview with CBC News about the realities of street-level policing and the challenges faced by officers was widely applauded.

With the closure of the warming center at the end of March, CRU members will be transitioning to support COB Bylaw and Hastings County as they deliver services to the homeless in the numerous encampments throughout Belleville.

### **Community Events**

CRU members attended several large events, including:

- Savour the Chill
- Coldest Night
- Blood Donation
- Loyalist College Career Fair
- Polar Plunge
- Loyalist College Lockdown drill

### **Presentations**

- Bridge Street Retirement
- Quinte Mall
- Welcoming Streets
- Pathways to Independence
- Roslin Women's Institute
- Aldersgate Village

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



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**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 1<sup>st</sup> Quarter Report – Crime Statistics

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to read "C. Barry".

Chris Barry  
Acting Chief of Police

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE



459 SIDNEY STREET  
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**IN CAMERA:** NO

**DATE:**

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT: CRIME STATISTICS – 1<sup>ST</sup> QUARTER REPORT 2024**

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

**INFORMATION FACTORS:**

None to report.

**Total Crimes:**

During the first quarter of 2024, there were 926 crimes reported (67 unfounded) for an actual of 859 "crimes" compared to 1,097 reported during the first quarter of 2023. This represents a 18% decrease in reported crimes.

**Homicides and Attempt Murder:**

A 24-year-old Peterborough man was arrested and charged with 2<sup>nd</sup> Degree Murder and 2 charges of Attempt Murder in relation to the homicide incident which occurred at 320 North Front St. on the 6<sup>th</sup> of January 2024. Two males were injured and a 23-year-old male died from the stabbing incident.

A 44-year-old Belleville man was charged with Conspiracy to Commit Murder on the 9<sup>th</sup> of January 2024. This charge relates to a homicide shooting incident at 75 North Front St. from the 18<sup>th</sup> of September 2023.

There were no homicides reported in the first quarter of 2023.



**Robberies:**

In the first quarter of 2024, there were 5 robberies reported. One of the incidents was an armed robbery at the Alterna Credit Union located at 293 Sidney St. on Saturday the 16<sup>th</sup> of March. Police arrived quickly and fortunately there were no injuries. The investigation remains ongoing into the two-armed suspects. There were 4 robberies reported in 2023, representing a 25% increase.

**Break and Enters:**

During the first quarter of 2024, there were 36 break and enters reported (3 unfounded) for an actual of 33. This represents a 45% decrease in break and enters compared to 65 (7 unfounded) reported in 2023.

**Motor Vehicle Thefts:**

There were 16 reports of motor vehicle thefts (3 unfounded) for an actual of 13 during the first quarter of 2024. In the first quarter of 2023, there were 31 reported motor vehicle thefts (3 unfounded) which represents a 48% decrease from last year.

**Assaults:**

There were 84 assaults reported in the first quarter (2 unfounded) for an actual of 82 compared to 100 (12 unfounded) with an actual of 88 assaults reported for the same period in 2023. This represents a 16% decrease in assaults reported.

**Sex Offences:**

During the first quarter of 2024 there were 29 sexual offences reported (5 unfounded) for an actual of 24. This is a 31% decrease from the first quarter of 2023 which had 42 (3 unfounded) sexual offences reported.

**Frauds:**

There were 79 frauds (0 unfounded) reported during the first quarter of 2024. This is a 3% increase compared to last year where 77 frauds (9 unfounded) for an actual of 68 were reported.

**Drug Offences:**

There were 20 drug offences (0 unfounded) reported in the first quarter of 2024. This is a 5% decrease from last year where 21 drug offences (1 unfounded) were reported in 2023.

**Criminal Harassment:**

There were 41 criminal harassment incidents (14 unfounded) for an actual of 27 incidents reported in the first quarter of 2024. This represents a 16% decrease in criminal harassment incidents compared to 49 (17 unfounded) reported in 2023.

**Utter Threats:**

There were 40 incidents reported (10 unfounded) for an actual of 30 during the first quarter of 2024. This is a 18% increase compared to 34 (7 unfounded) incidents reported in the first quarter of 2023.

**Arson:**

There was 1 incident of arson reported in the first quarter of 2024. This is a 67% decrease from the 3 incidents of arson reported during the first quarter of 2023.

**ViCLAS (Violent Crime Linkage Analysis System):**

There were 20 ViCLAS submissions for both criteria and non-criteria offences identified in the first quarter of 2024. This is a 13% decrease from the 23 ViCLAS submissions that were captured during the first quarter of 2023.

- Of the 16 criteria offences, 1 ViCLAS submission was for the Homicide, 14 were for Sexual Assault incidents and 1 was for Luring. (Charges were laid for the Homicide and 3 of the Sexual Assaults. Investigations are still ongoing for 5 of the Sexual Assault incidents).
- Of the 4 remaining non-criteria offences, 2 ViCLAS submissions were for Harassments and 2 submissions were for Indecent Acts. (Charges were laid for 1 of Harassment and 1 of the Indecent Act incidents with investigations ongoing for the other Indecent Act reported).

**Presentations/Training:**

On February 26, 2024 Detective Constable Earle-Dempsey conducted a CPTED (Crime Prevention Through Environmental Design) presentation to the Quinte CPAP (Continuous Positive Airway Pressure) group. The Quinte CPAP is a homecare company that specializes in CPAP equipment. Staff from both the Belleville and Trenton locations were in attendance totalling approximately 15-20 staff members. Discussion topics included personal safety as well as safety enhancements that can be done to improve overall safety of staff members. It was a comprehensive 2-hour presentation.

May 16, 2024

On Saturday March 23, 2024, Detective Constable Earle-Dempsey assisted the Victim Services division with a 2-hour volunteer training at the Atrium located at 250 Sidney Street. There were 9 new volunteers present for the domestic violence training provided by police.

MICHAEL T. CALLAGHAN  
CHIEF OF POLICE



459 SIDNEY ST.  
BELLEVILLE, ON  
K8P 3Z9

CHRIS BARRY  
DEPUTY CHIEF OF POLICE

P. 613 966 0882  
F. 613 966 2701

In Camera: No

**Date:** Thursday, May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board;

**Subject:** 1<sup>st</sup> Quarter Calls for Service Stats

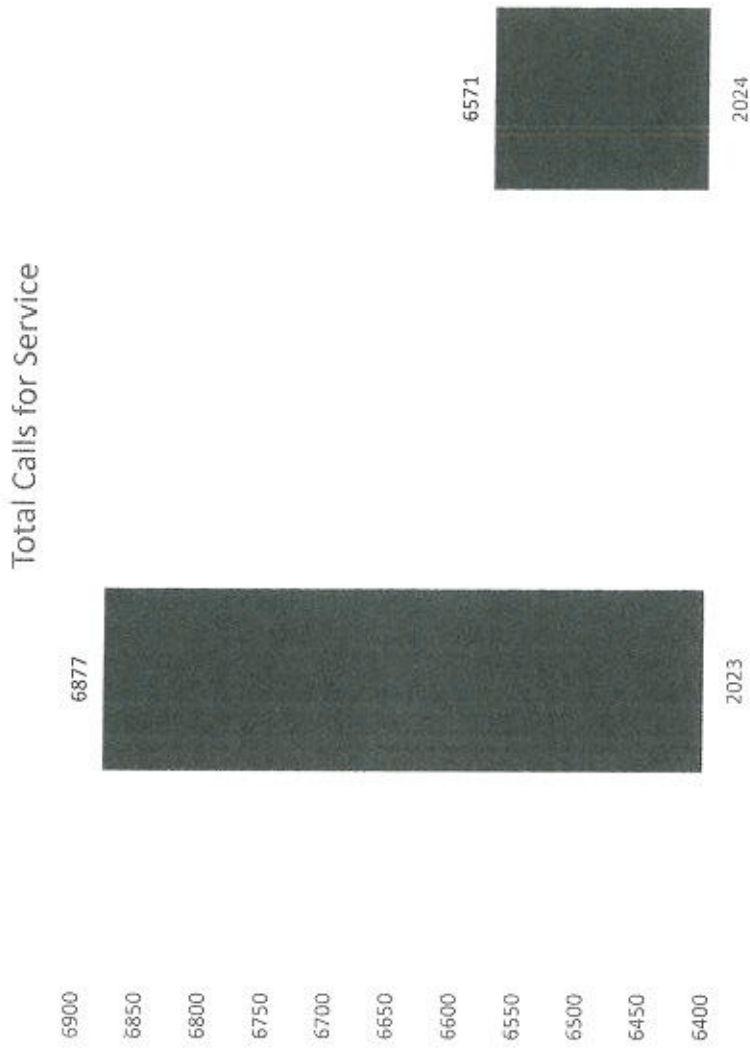
**Chief's Recommendation:** That the board review the attached report and file for information.

A handwritten signature in black ink, appearing to read "Chris Barry".

Chris Barry

Acting Chief of Police

## Total Calls for Service

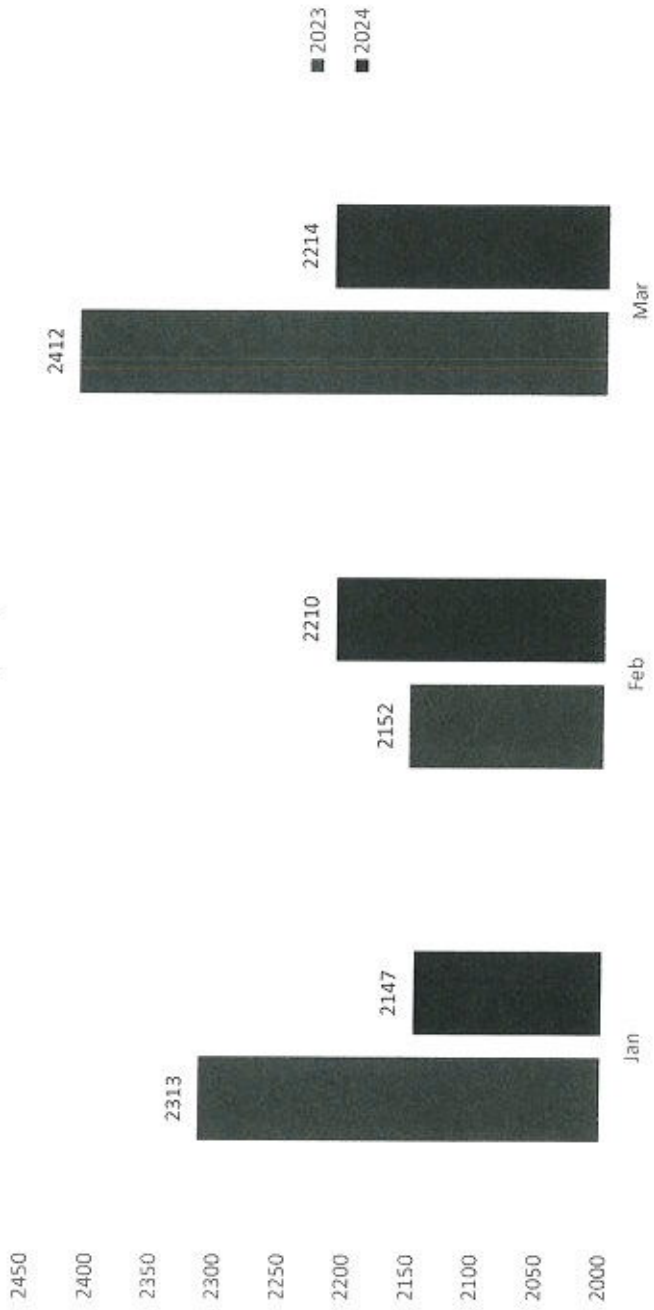


\*There was a 4% decrease in calls for service for this time period\*

\* A decrease of 306 calls from the previous year\*

## Monthly Comparison

Total Calls for Service  
Monthly Comparison



\*January decreased 7%\*

\*February increased 3%\*

\*March decreased 8%\*

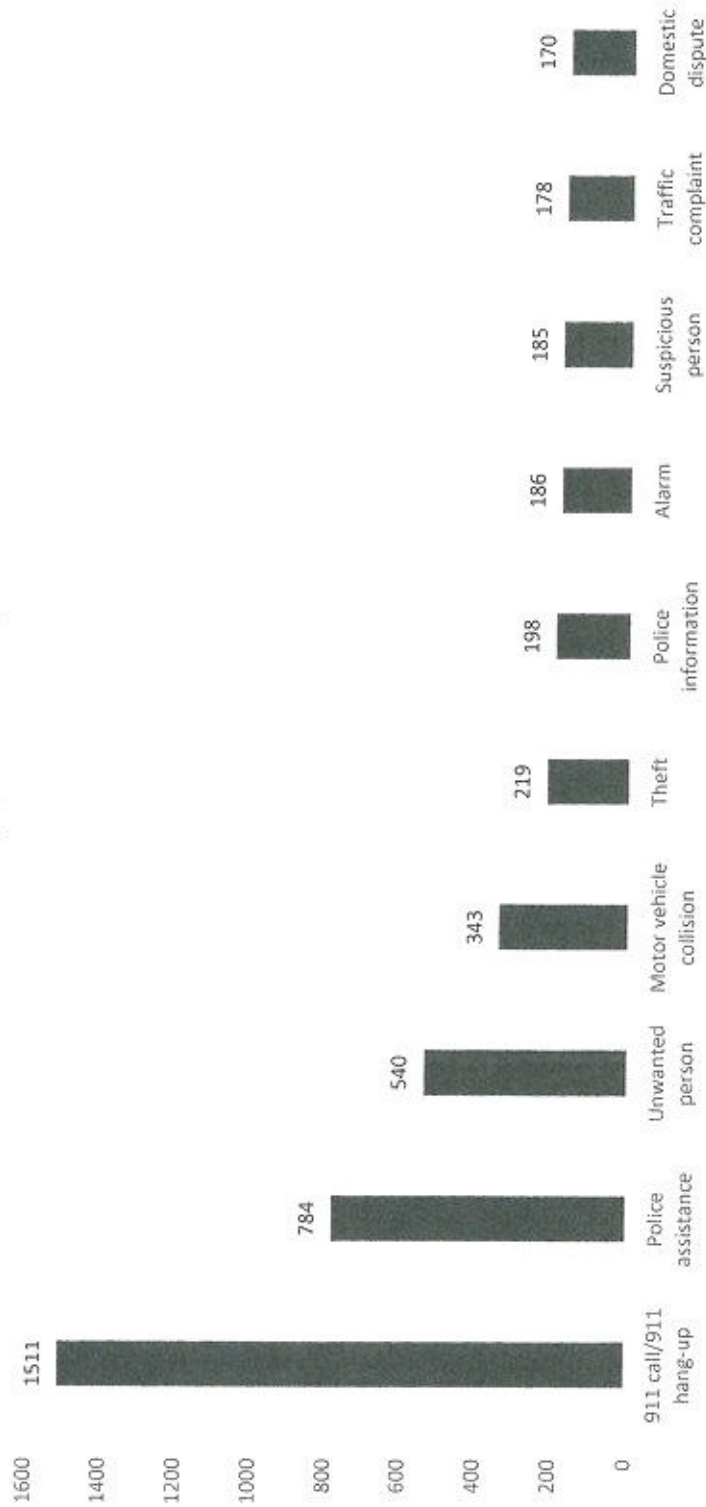
## Top Ten Calls for Service

January 1, 2023 – March 31, 2023

January 1, 2024 – March 31, 2024

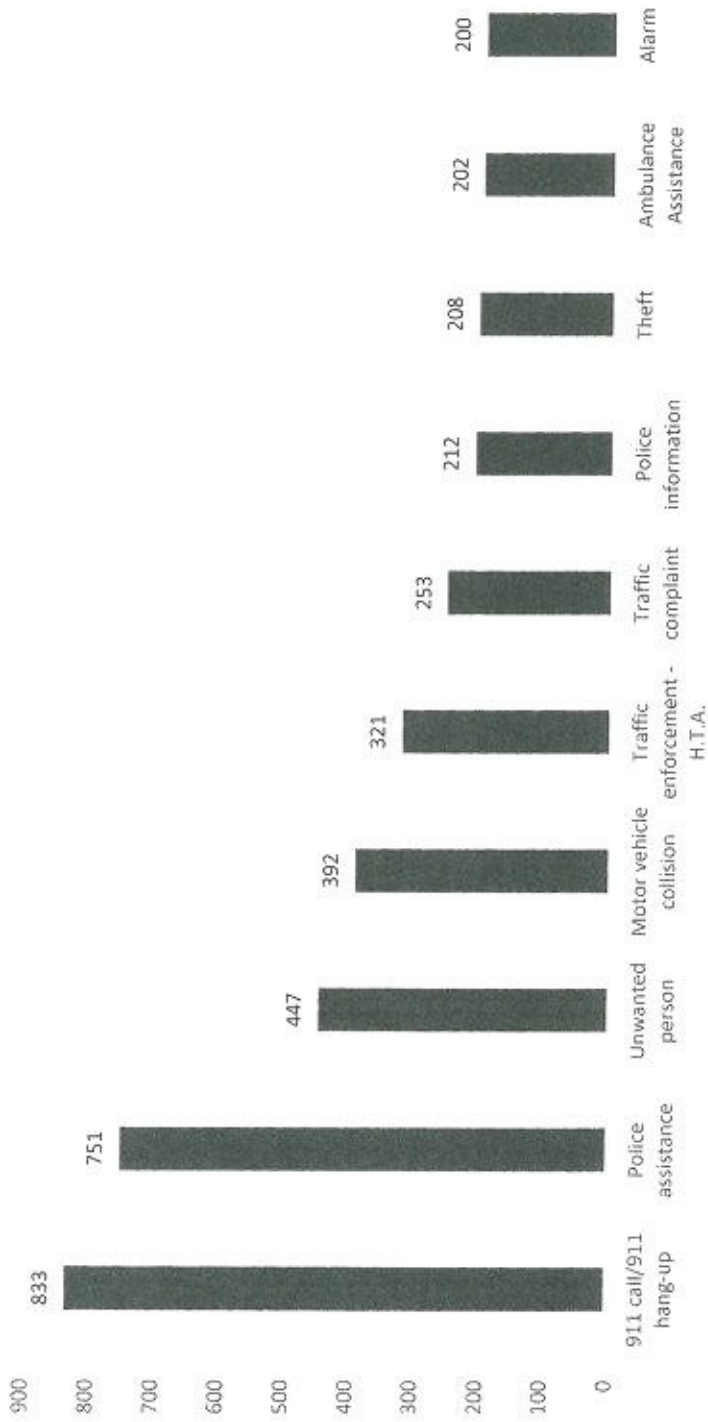
### Top Ten Call Types

January 1, 2023 - March 31, 2023



\*The top ten calls for service make up 63% of the total calls for service for this time period\*

### Top Ten Call Types January 1, 2024 - March 31, 2024



**\*The top ten calls for service make up 58% of the total calls for this time period\***



MICHAEL T. CALLAGHAN  
CHIEF OF POLICE

CHRIS BARRY  
DEPUTY CHIEF OF POLICE



459 SIDNEY STREET  
BELLEVILLE, ON  
K8P 3Z9

P. 613 966 0882  
F. 613 966 2701

**IN CAMERA:** No

**DATE:** Thursday May 16, 2024

Belleville Police Services Board

Chair Allsopp and members of the Board:

**SUBJECT:** 2024 1<sup>st</sup> Quarter In Trust Report

**CHIEF'S RECOMMENDATION:**

For the Board to review and file for information.

A handwritten signature in black ink, appearing to be "CB", written over a light blue horizontal line.

Chris Barry  
Acting Chief of Police



ROYAL BANK OF CANADA  
P.O. BOX 4047 TERMINAL A  
TORONTO ON M5W 1L5

# Business Account Statement

RBBDA11010\_3063093 E D 00402 13777

BELLEVILLE POLICE SERVICES BOARD  
C/O MICHAEL T CALLAGHAN  
459 SIDNEY STREET WEST  
BELLEVILLE ON K8P 3Z9

December 29, 2023 to January 31, 2024

Account number: 00402 102-134-4

**How to reach us:**

Please contact your RBC Banking representative or call  
1-800-Royal®2-0  
(1-800-769-2520)  
[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)



## Account Summary for this Period

**Business Current Account**

Royal Bank of Canada  
246 NORTH FRONT ST, BELLEVILLE, ON K8P 3C2

Opening balance on December 29, 2023	\$23,499.65
Total deposits & credits (2)	+ 2,275.10
Total cheques & debits (2)	- 2,497.01
<b>Closing balance on January 31, 2024</b>	<b>= \$23,277.74</b>

*Have your business needs changed? We can help.*

*Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.*

## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>23,499.65</b>
05 Jan	BR TO BR - 0392		438.10	
	Activity fee	15.53		23,922.22
11 Jan	Account Payable Pmt BELLEVILLE		1,837.00	25,759.22
24 Jan	Cheque - 792	2,481.48		23,277.74
	<b>Closing balance</b>			<b>23,277.74</b>

Account Fees: \$15.53

12 Feb 24 - Reconciled

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ROYAL BANK OF CANADA  
P.O. BOX 4047 TERMINAL A  
TORONTO ON M5W 1L5

RECEIVED MAR 6 2024

# Business Account Statement

RBBDA11010\_3685882 E D 00402 02855  
BELLEVILLE POLICE SERVICES BOARD  
C/O MICHAEL T CALLAGHAN  
459 SIDNEY STREET WEST  
BELLEVILLE ON K8P 3Z9

January 31, 2024 to February 29, 2024

Account number: 00402 102-134-4

**How to reach us:**

Please contact your RBC Banking representative or call  
1-800-Royal<sup>®</sup>2-0  
(1-800-769-2520)  
[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)

## Account Summary for this Period

**Business Current Account**

Royal Bank of Canada  
246 NORTH FRONT ST, BELLEVILLE, ON K8P 3C2

Opening balance on January 31, 2024	\$23,277.74
Total deposits & credits (0)	+ 0.00
Total cheques & debits (1)	-9.43
<b>Closing balance on February 29, 2024</b>	<b>= \$23,268.31</b>

*Have your business needs changed? We can help.*

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## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>23,277.74</b>
07 Feb	Activity fee	9.43		23,268.31
	<b>Closing balance</b>			<b>23,268.31</b>

**Account Fees: \$9.43**

Reconciled 12 March 2024



ROYAL BANK OF CANADA  
P.O. BOX 4047 TERMINAL A  
TORONTO ON M5W 1L5

# Business Account Statement

RBDDA11010\_4294699 E D 00402 02855  
BELLEVILLE POLICE SERVICES BOARD  
C/O MICHAEL T CALLAGHAN  
459 SIDNEY STREET WEST  
BELLEVILLE ON K8P 3Z9

February 29, 2024 to March 28, 2024

**Account number:** 00402 102-134-4

**How to reach us:**

Please contact your RBC Banking representative or call  
1-800-Royal®2-0  
(1-800-769-2520)  
[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)



## Account Summary for this Period

**Business Current Account**

Royal Bank of Canada  
246 NORTH FRONT ST, BELLEVILLE, ON K8P 3C2

Opening balance on February 29, 2024	\$23,268.31
Total deposits & credits (0)	+ 0.00
Total cheques & debits (1)	- 5.00
<b>Closing balance on March 28, 2024</b>	<b>= \$23,263.31</b>

*Have your business needs changed? We can help.*

*Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.*

## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>23,268.31</b>
06 Mar	Activity fee	5.00		23,263.31
	<b>Closing balance</b>			<b>23,263.31</b>

**Account Fees: \$5.00**

*Entered am*

JMC069107A-000570B-02855-0001-0001-00-1

2024	IN TRUST 2024				
January 5, 2024	Deposit	\$	438.10	\$21,018.17	
January 5, 2024	Activity Fee	\$	15.53	\$21,456.27	Tuck Shop Sales for Jan to Dec. 2023
January 11, 2024	Deposit	\$	1,837.00	\$21,440.74	
February 7, 2024	Activity Fee	\$	9.43	\$23,277.74	Reimbursement of 2023 Tuck Shop purchases from BPS
March 6, 2024	Activity Fee	\$	5.00	\$23,268.31	
April 9, 2024	BPS Chq # 0295	\$	523.19	\$23,263.31	
				\$22,740.12	Reimbursement for Retirement Luncheon - Susan Boyle