



# Sarnia Police Services Board

Open Meeting  
Thursday, July 27, 2023  
9:00 a.m.

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- |   |              |                              |
|---|--------------|------------------------------|
| 1. Welcome  |              | Chair                        |
| 2. Traditional Territory Acknowledgement  |              | Chair                        |
| 3. Declarations of Conflict of Interest   |              | Chair                        |
| 4. Approval of Agenda   | Approval     | Chair                        |
| 5. Minutes<br>5.1 June 22, 2023   | Approval     | Chair                        |
| 6. Delegation – Traffic Noise in Sarnia   | Information  | Dr. Robert Dickieson         |
| 7. 2023 Q2 Financial Update   | Information  | Director, Financial Services |
| 8. Monthly Operation Update   | Information  | Deputy Chief                 |
| 9. Special Constable Appointment  | Approval     | Deputy Chief                 |
| 10. Special Constable - Board Signing Authority                                   | Approval     | Deputy Chief                 |
| 11. Renewal of Police Training Centre Lease                                       | Approval     | Chief                        |
| 12. Renewal of Telecommunications Lease   | Approval     | Chief                        |
| 13. Correspondence<br>13.1 Point Edward OPP Board Chair Carolyn Leaver Luciani    | Discussion   | Deputy Chair                 |
| 14. Aamjiwnaang Community Officer Update  | Presentation | Deputy Chief                 |
| 15. Open Forum  |              | All                          |
| 16. Adjournment<br>16.1 Next Regular Public Meeting: Thursday, September 21, 2023 | Approval     | Chair                        |



## SARNIA POLICE SERVICES BOARD

OPEN MINUTES

9:00 a.m. - THURSDAY, JUNE 22, 2023

COMMUNITY ROOM, SARNIA POLICE SERVICES

**Board Members Present:** Paul Wiersma, Kelly Ash, Councillor George Vandenberg, Charlene Sebastian and Councillor Chrissy McRoberts

**Administration Present:** Chief of Police D. Davis, Deputy Chief J. Craddock, Inspector M. Van Sickle, J. Dale, Fleet & Facilities Manager, C. Dam, Director of Financial Services and Joan Knight as Board Secretary.

### 1. Welcome

Chair Paul Wiersma opened the meeting and welcomed Board Member Chrissy McRoberts to her first meeting of the Board.

### 2. Traditional Territory Acknowledgement

We, the Sarnia Police Services Board acknowledge the traditional territory of the council of the three fires; Potawatomi, Chippewa, and Odawa people, that being Aamjiwnaang (Sarnia 1st Nation), Bkejwanong (Walpole Island 1st Nation), Kikonaang (Kettle Point 1st Nation), Aashoodenaa (Stoney Point 1st Nation).

### 3. Declarations of Conflict of Interest

There were no disclosures of pecuniary interest.

### 4. Approval of Agenda

Moved by Board Member C. Sebastian, seconded by Vice-Chair K. Ash, and **carried:**

***That the Agenda as presented, be adopted.***

### 5. Minutes

Moved by Vice-Chair K. Ash, seconded by Board Member C. Sebastian, and **carried:**

***That the Minutes of May 25, 2023, be adopted.***

Matter arising from Minutes - Item 9 - SPS Facilities Recommendation Report

Chair Wiersma advised that a letter had been sent to Sarnia City Council regarding the Board's resolution and the matter was to be brought forward at their July Open Meeting.

## **6. Introduction of Promoted Members**

**6.1 Inspector Michael Van Sickle**

**6.2 Staff Sergeant Johann Lewis**

**6.3 Staff Sergeant James McCabe**

**6.4 Sergeant Reginald Musclow**

Chief Davis introduced the newly promoted members giving their background and service experience, advising that all the promotions were effective June 1, 2023.

Congratulations were given by the Board.

## **7. Financial Update – Overtime**

Chief Davis gave an overview and explained the use of overtime as a tool to meet minimum staff requirements, shift extensions to meet professional obligations, Special Events, Court Attendance, Searches and Investigations that require a surplus of Officers.

Chief Davis advised of the new overtime policy and explained the framework and analytics used in determining warranted overtime.

Chief Davis responded to questions of the Board.

## **8. Monthly Operation Update**

Deputy Chief Craddock gave an overview of the report and referred to the six month statistics with regard to vulnerable populations.

Board Member G. Vandenburg asked about the new bright blue shirts seen on some officers, Deputy Chief Craddock advised that the shirts are worn by the Impact Team making them more recognizable and approachable.

## **9. Open Forum**

No items were brought forward.

## 10. Adjournment

Moved by Board Member G. Vandenberg, seconded by Vice-Chair K. Ash, and **carried:**

**That the Sarnia Police Services Board adjourn to their Next Regular Public Meeting to be held Thursday, July 27, 2023.**

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Secretary

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Chair

Dr. Robert Dickieson  
326 Vidal Street North  
Sarnia, ON N7T 5Y6  
Phone: 519-312-4888  
[robert@dickieson.xyz](mailto:robert@dickieson.xyz)

2023/07/19

**Subject: Excessive Traffic Noise and the Need for Noise Pollution Control**

Dear Members of the Sarnia Police Board,

I am writing to express my concerns regarding the issue of excessive traffic noise in the City of Sarnia. I understand that noise by-law enforcement can be subjective and controversial, as determining what constitutes noise or enjoyment can be a challenging task. However, it is my firm belief that the prevalence of unnecessary noise pollution in our City has reached an intolerable level, which requires attention.

Noise pollution has a cumulative effect on individuals, gradually pushing them to their limits where they ultimately exclaim, "enough is enough." Chief Hansen's letter (see below) highlighting the issue of mufflers and excessive noise serve as a prime example of the growing concern. As responsible citizens, we must strive to reduce unnecessary background noise to the greatest extent possible, especially concerning traffic noise.

Living in a downtown house, I have personally experienced the detrimental impact of excessively loud vehicles passing by. Some of these vehicles are so noisy that they literally shake my solid double-brick house. Please understand that this is not an exaggeration; it is an alarming reality that many residents of Sarnia are facing on a daily basis.

To address this issue objectively, I propose the use of decibel meters as a means of quantifying the subjective nature of noise. Decibel meters can provide an objective unit of measurement to gauge the intensity of sound. As per general guidelines, sounds exceeding 85 decibels can be harmful, depending on the duration and frequency of exposure, even with the use of hearing protection. Acceptable noise levels typically range between 40 and 60 decibels, or they should match the ambient background noise, whichever is higher. Any noise exceeding these levels is generally considered noise pollution.

During a recent visit to my home country, Germany, I was struck by the stark contrast in noise levels compared to my previous visit. I couldn't help but notice the significant reduction in traffic noise, creating a much quieter and more pleasant environment. This experience served as a reminder that noise pollution is not an inevitable consequence of urban living; it is a challenge that can be effectively addressed through proactive measures.

I kindly request the Sarnia Police Board to prioritize the issue of excessive traffic noise and work towards implementing practical solutions. I understand that enforcing noise by-laws can be challenging, but it is imperative that we take steps to protect the well-being and quality of life of Sarnia residents. This could involve increased monitoring and enforcement measures, awareness campaigns to educate motorists

about the impact of noise pollution, and exploring innovative technologies or infrastructure modifications to mitigate noise levels.

By addressing this issue, we have an opportunity to create a more harmonious and livable city for all. I firmly believe that the citizens of Sarnia deserve a peaceful and quiet environment, where the detrimental effects of unnecessary noise pollution are minimized.

Thank you for your attention to this matter. I trust that you will carefully consider my concerns and take appropriate action to address the issue of excessive traffic noise. I am confident that with your commitment and dedication, we can make a positive difference in the lives of the residents of Sarnia.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R. Dickieson', with a stylized, flowing script.

Dr. Robert Dickieson

# **Sarnia Police Service**

## **Department Correspondence**

*People Serving People*

October 15, 2021

**To:** Amy Burkhart  
City Clerk – City of Sarnia

**From:** Chief Norm Hansen

**Re:** Noise By-law Enforcement

When first questioned about enforcement of the Noise By-law, I consulted our local provincial prosecutor. We discussed this enforcement in the same light as enforcement of the Highway Traffic Act -- when it comes to noisy mufflers on cars and motorcycles. I had been asked to explore the possible use of a device such as a decibel meter and define what an “acceptable” level of noise was. This would no doubt be some effort to remove the subjective nature of this type of enforcement. I asked the prosecutor, Mr. Benham, if he had any opinions on the use or, more specifically, the admissibility of this type of evidence. His thoughts are captured here:

“What is to stop someone from requesting the service manual of the device and demanding to know what training officers received similar to Speeding or Over 80 offences? Whenever new technology is brought in, these are the types of issues that we may see.

The Act states that the muffler must prevent unusual and excessive noise. When compared to other vehicles on the road, is the muffler excessively louder than other vehicles? That is all of the evidence I would suggest is required but obtaining a conviction will always depend on a number of factors.”

He indicated that a decibel meter might help somewhat but foresaw a lot of issues with trying to admit that evidence. Similar to the opinion evidence regarding muffler noise, the by-law states “noise likely to disturb the inhabitants.” What happens is a citizen is disturbed and calls the police. The Police attend and normally advise the person(s) causing the noise to turn down the noise. If repeat complaints are received and the officer either agrees that the noise is likely to disturb or has willing witnesses a charge is laid. It is no different than any other police call as police are expected to make judgement calls routinely. That is why we have a court system which is independent from the police. Anyone being charged has the right to dispute the charge in Court.

As far as the use of decibel meters, the biggest concern is that unlike radar or Intoxilyzer devices, there is no set training or measurable standard as to what is deemed "Excessive". It is completely at the discretion of the officer and/or witnesses. I know that in the eyes of the general public, enforcement and prosecution should be simple but it is not. My opinion is that I would not recommend spending thousands of dollars on a possibly useless device. I also see no way of removing the subjective nature of these calls completely.

Respectfully,



Norm Hansen  
Chief of Police

NH/gd





## **SARNIA POLICE SERVICE**

### **Public Agenda Information Report**

**To:** Chair and Police Services Board Members

**From:** Chief Derek W. Davis

**Subject:** Financial Update – Operating Budget

**Date:** July 27, 2023

**Report Number 23-07-007-O**

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#### **SUMMARY:**

Financial updates of the Police Operating Budget are reported out quarterly to the Police Services Board. 2023 Q2 results, to June 30, show that overall year to date net expenditures are tracking to be overspent by \$113,500 or 0.4% of the approved budget of \$30.4 million.

A brief commentary is provided on the variances in each category and 2023 variance analysis will be referenced during 2024 budget preparations.

According to City of Sarnia Reserves Policy, any yearend savings or shortfall will flow through the Police Operating Contingency Reserve which has a current balance of \$337,000.

A handwritten signature in cursive script that reads "Derek Davis".

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Derek W. Davis  
Chief of Police

:DD/CD

## **BACKGROUND:**

The current administration provides quarterly financial updates of the Police Operating Budget to the Police Services Board. The Police operating budget funds day-to-day operating expenses including salaries and benefits, fleet and facility maintenance, supplies, technology licensing and maintenance costs, and legal and insurance costs. Revenues from fees, cost recoveries and grants are also shown in the operating accounts.

A summary of Reserves activities is provided elsewhere.

## **DISCUSSION / ANALYSIS**

June 30th represents 50% of the fiscal year. At the end of the 2<sup>nd</sup> quarter, the overall operating budget is 57% expended. Year-end results are currently projecting to be \$113,500 or 0.4% over the approved budget of \$30.4 million.

A chart summarizing Budgeted, Actual and Projected operating results included at the end of this report provides projected year-end variances for each operating category. Notations are included to explain variances in each operating category.

To ensure that we remain within current budget allocations, steps have already been taken to reduce or defer any discretionary expenditures. Overtime will continue to be monitored to ensure it is necessary and no viable alternatives exist. In addition, ongoing monitoring and reviewing of variances within each budget category will guide us through the remainder of the year with the goal of fiscal prudence and constant operational improvements. Considerations from the current budget status analysis will be referenced during the 2024 budget preparation process.

## **CONSULTATION:**

Derek Davis – Chief of Police

Cathy Dam – Director of Financial Services

## **ATTACHMENTS/REFERENCES:**

- None

## Budget Projection Summary as at June 30, 2023<sup>1</sup>

Category	2023 Budget	June 30 Actuals	Dec 31 Projection	Variance	Projection as % of Budget
<b>Revenues<sup>2</sup></b>					
Fees <sup>3</sup>	-\$284,000	-\$83,427	-\$251,427	-\$24,573	88.5%
Grant - County <sup>4</sup>	-\$1,430,653	-\$640,030	-\$1,430,653	\$0	100.0%
Grant - Ontario <sup>5</sup>	-\$321,185	-\$73,270	-\$332,770	\$11,585	103.6%
Cost Recoveries <sup>6</sup>	-\$748,046	-\$595,697	-\$813,164	\$65,118	108.7%
Revenues Other	-\$15,000	-\$4,754	-\$11,754	-\$3,246	78.4%
<b>Total Revenues</b>	<b>-\$2,798,884</b>	<b>-\$1,397,178</b>	<b>-\$2,839,768</b>	<b>\$48,884</b>	<b>101.5%</b>
<b>Expenditures</b>					
Compensation <sup>7</sup>	\$20,945,128	\$10,216,586	\$20,461,056	\$484,072	97.7%
Compensation - Benefits <sup>8</sup>	\$6,749,009	\$3,470,880	\$6,360,648	\$388,361	94.2%
Recruitment, Development, Wellness <sup>9</sup>	\$244,130	\$244,190	\$388,090	-\$143,960	159.0%
Clothing & Equipment <sup>10</sup>	\$175,400	\$150,392	\$202,392	-\$26,992	115.4%
Police Operational Expense <sup>11</sup>	\$369,345	\$314,810	\$422,510	-\$53,165	114.4%

<sup>1</sup> Summary Chart continues on next page

<sup>2</sup> Revenues accounts are displayed as negative (-) in this report

<sup>3</sup> Fees relate primarily to Police Escort and Paid Duty Officer functions; Police background check fees are included in this category; post-pandemic paid duty activity has not recovered to peak activity levels seen in 2018 and 2019;

<sup>4</sup> County Grants offset the costs of providing security to the two courts within our jurisdiction;

<sup>5</sup> Ontario Grants offset the salaries and benefits for one MHEART officer, police resources dedicated to combatting human trafficking and child internet exploitation, court security costs, and RIDE overtime hours;

<sup>6</sup> Cost Recoveries – the projection includes cost recovery revenues related to new agreements for the outsourcing of dispatch services to Lambton County Fire departments; this area includes dispatch cost sharing with Sarnia Fire; it also includes outsourcing of policing services to Aamjiwnaang;

<sup>7</sup> Compensation & Benefits – Actuals relate to the first 13 of 26 biweekly pay periods (50%); bargained contract increases were implemented July 1<sup>st</sup>;

<sup>8</sup> Group Benefits are budgeted at Family rate; more than one quarter of Sarnia Police officers are age 35 or under and statistically one could expect that many are currently enrolled at the single level representing a lower per employee cost; Total 2023 retiree benefits costs are budgeted in this line and are projected to \$389,600 by year end;

- Budget costs for retiree benefits will be segregated in the 2024 budget;

<sup>9</sup> Recruitment, Development, Wellness – Training cost overruns are the primary cause of the overage in this category;

<sup>10</sup> Clothing and Equipment – these budgets have remained unchanged for several years but have been subject to inflationary pressures;

- Clothing & Equipment budgets must be right sized in 2024 to account for current pricing and the need to outfit more officers and special constables than ever before;

<sup>11</sup> Police Operational Expense – Recent upgrades to weaponry have necessitated the purchase of compatible training and street ammunition; following ripple effects caused by the pandemic, ammunition is still in short supply with resulting rising prices;

- 2024 and future budgets will be adjusted to show the new realities;

Category	2023 Budget	June 30 Actuals	Dec 31 Projection	Variance	Projection as % of Budget
Police Technology – Licensing/Maintenance <sup>12</sup>	\$370,111	\$274,263	\$592,763	-\$222,652	160.2%
Systems	\$387,850	\$187,000	\$351,000	\$36,850	90.5%
Communications and Connectivity <sup>13</sup>	\$382,106	\$292,503	\$463,103	-\$80,997	121.2%
Facility <sup>14</sup>	\$515,600	\$418,716	\$669,716	-\$154,116	129.9%
Vehicle <sup>15</sup>	\$433,820	\$342,098	\$616,098	-\$182,278	142.0%
Professional Fees/Purchased Services <sup>16</sup>	\$35,000	\$100,926	\$156,926	-\$121,926	448.4%
Other Expense	\$141,533	\$145,537	\$208,637	-\$67,104	147.4%
Reserves & Allocations <sup>17</sup>	\$2,450,125	\$2,460,574	\$2,460,574	-\$10,449	100.4%
<b>Total Expenditures</b>	<b>\$33,199,157</b>	<b>\$18,618,476</b>	<b>\$33,353,514</b>	<b>-\$154,357</b>	<b>100.5%</b>
<b>Net Operating Budget</b>	<b>\$30,400,273</b>	<b>\$17,221,297</b>	<b>\$30,513,746</b>	<b>-\$113,473</b>	<b>100.4%</b>

<sup>12</sup> Police Technology – Licensing/Maintenance – Annual fees related to new police technology and new models of licensing billings are contributing to the overruns in this category; This area includes the membership cost for the Ontario Police Technology Information Cooperative (OPTIC);

- Budgets for 2024 and future will be adjusted to account for these realities;

<sup>13</sup> Communications/Connectivity – Costs for connectivity have increased significantly recently as new fiber services have been procured to accommodate current data upload and download volumes due to new technology and to prepare for NG9-1-1 implementation;

- 2024 budget will be adjusted to account for current connectivity needs;

<sup>14</sup> Facility – Pressures in this area come from increased natural gas costs, anticipated higher than budgeted costs due to frequent snow and ice events, and generally high facilities maintenance costs;

<sup>15</sup> Vehicle – Expenditures are higher due to unbudgeted vehicle rentals for specialty units to alleviate constant vehicle shortages; Fuel costs are tracking to budget;

<sup>16</sup> Professional Fees/Purchased Services – An over-expenditure in legal and other professional costs has contributed to the overage in this area; After years of zero or very low costs, professional costs related to legacy issues are now averaging over \$100,000 per year;

- This area should be right-sized for 2024 and future budgets;

<sup>17</sup> Reserves and Allocations – The overage in this area relates to a new unbudgeted allocation to City Hall for Human Resource Services for the annual amount of \$50,000 a (prorated to \$25,000 for 2023);



## **SARNIA POLICE SERVICE**

### **Open Agenda Information Report**

**To:** Chair and Police Services Board Members

**From:** Deputy Chief Julie Craddock

**Subject:** Monthly Operational Update

**Date:** July 27, 2023

**Report Number: 23-07-008-O**

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#### **SUMMARY:**

The Sarnia Police Service is committed to continuously improving the level of service and safety we provide to our communities. While the police are traditionally responsible for incident response, by working with community partners in each of the prevention, risk intervention and social development pillars, a coordinated response can be implemented.

This report is a snapshot of operational and member accomplishments and is not an exhaustive account of the achievements of the Sarnia Police Service.

A handwritten signature in black ink, reading "J Craddock".

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Julie M. Craddock  
Deputy Chief of Police

:JC

### **Community Response:**

On July 14<sup>th</sup> a male party who had consumed fentanyl while operating a motor vehicle struck a hydro pole and given naloxone on scene by EMS. The driver was subsequently charged with impaired operation of a motor vehicle and was released by police with a future court date.

Approximately 6 hours later, SPS officer were dispatched to a residence for a male party who had overdosed. The officers arrived on scene and located the same male from the collision who was suffering obvious signs of a drug overdose. He was administered two doses of naloxone and officers began CPR until EMS arrived and transported the male to the hospital.

Naloxone is a first aid tool for opioid poisoning emergencies and was administered successfully in this occurrence. Driving under the influence of alcohol or drugs is a serious criminal offence and puts every other road user at risk.

The SPS has recently begun tracking how often naloxone is being administered by SPS officers on each shift.

### **Criminal Investigations Division:**

On June 14<sup>th</sup>, 4 male parties attended a residence and after gaining entry into an apartment, they attacked the occupants with a hammer. One occupant sustained serious injuries. The accused left the residence taking items that belonged to the occupants.

The Criminal Investigations Division took carriage of the occurrence and identified three out of the four persons responsible for this home invasion.

Three males have been arrested and charged while a 4<sup>th</sup> remains outstanding.

### **Auxiliary Policing Unit:**

The SPS hosted two Auxiliary Recruitment session in the spring and interested applicants were invited to apply.

Candidates have completed initial interviews, physical tests and psychological testing and those that have been successful at each phase are now moving into the background portion of the process.

The goal is to begin the training portion for the new Auxiliary officers in August.

### **Canada Day Celebration:**

The SPS is responsible for ensuring the safety of visitors, residents and vendors taking part in Canada Day celebrations.

In the weeks leading up to the event, the SPS devotes a considerable amount of time in the planning phase: mitigating potential risks, developing a traffic management plan and securing adequate policing resources.

New this year was the introduction of an analytics component to track secondary incidents that were also connected to Canada Day 2023. This may involve events both at and away from the main event locations, and before and after the event occurs. This includes incidents at neighbouring beaches or downtown that are indirectly related to the larger event and require police to attend. This provides a true impact of the larger event and a more accurate reporting of the service demands addressed by the SPS.

In total, 26 occurrences were connected to Canada Day 2023:

Heading	Count
Police assistance	5
Missing person located	3
Person check-in	3
Disturb the peace	3
Community services	3
Trespass to property act	2
Warrants	2
Trouble with youth	1
Sexual assault	1
Towed vehicle	1
Threats	1
Property related	1
<b>Total</b>	<b>26</b>

Of note, officers dealt with:

- Outlaw motorcycle gang members and associates (removed from the park)
- A large gathering of youth (post Canada day activities) that had subsequently congregated in Bright's Grove. Multiple officers were deployed to disperse this group.
- One elderly male fell during the fireworks and required ambulance access through the crowd.

The SPS collaborated with Bluewater Power to provide more efficient traffic control to facilitate orderly exit from the park (traffic lights control).

For Canada Day 2023, the Sarnia Police provided 17 officers, 2 Special Constables and 1 Dispatcher to the event. As a Statutory Holiday, costs are contractually increase for any members working on regular duty or overtime.

Rank	Count
Deputy Chief	1
Inspector	1
Sergeant	2
Police Constable	13
Special Constable	2
Communicator	1
<b>Total</b>	<b>20</b>

The financial cost of police resources for this single day event, beyond normal on-duty resources, was approximately: \$31,000.

#### **CONSULTATION:**

Leo Murphy – Inspector Criminal Investigations Division

Mike Van Sickle – Inspector Support Services

Dwayne Whelpley – Inspector Community Response

Cathy Dam – Director of Finance

Dr. Joseph Glover – Manager of Police Analytics





## **SARNIA POLICE SERVICE**

### **Open Agenda Recommendation Report**

**To:** Chair and Police Services Board Members

**From:** D/Chief Julie Craddock

**Subject:** Appointment of Special Constables

**Date:** July 27<sup>th</sup>, 2023

**Report Number 23-07-009-0**

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#### **RECOMMENDATION:**

*"The Sarnia Police Services Board approve the appointments of Sarnia Police Service employees, Shasta DOIRE and Marley JACKSON, as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Form."*

A handwritten signature in cursive script that reads "J Craddock".

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Julie Craddock  
D/Chief of Police

:JC

**BACKGROUND:**

These Sarnia Police Service employees have been hired as Special Constables and are assigned to the Court Security functions or prisoner care and control. The appointment ensures that these employees can carry out their assigned duty as Special Constables.

An application is made to the Ministry of the Solicitor General to have them appointed as Special Constables pursuant to Section 53 of the *Police Services Act*. The Sarnia Police Services Board appoints the employees as Special Constables upon approval by the Ministry for a five-year period or until the appointee is no longer in the employ of the Sarnia Police Service (SPS). Upon the termination of employment, the SPS advises the Ministry to terminate the appointment.

**DISCUSSION / ANALYSIS:**

Approval has been obtained from the Ministry of the Solicitor General for the appointment of these Sarnia Police Service employees as Special Constable. Pursuant to Section 53 of the Police Services Act, upon receipt of the Sarnia Police Services Board appointment of their status, the Special Constable will be required to undertake the Oath of Office and the Oath of Secrecy by the Chief of Police.

**FUNDING SOURCES:**

N/A Authorized Positions

**SUPPORTING DOCUMENTATION:**

Approval of Appointment as Special Constable Form

**CONCLUSION:**

The appointment of Special Constable status is required in order for SPS employees working in our Court Security functions to undertake the full duties and responsibilities assigned to them as Special Constables with the SPS.

**CONSULTATION:**

Derek Davis – Chief of Police  
Cathy Dam – Director of Financial Services

July 4, 2023

A/Inspector Michael Van Sickle  
Sarnia Police Service  
555 N. Christina Street  
Sarnia ON N7T 7X6

Dear A/Inspector Van Sickle:

Enclosed are the approvals for the following Special Constable appointments:

**Sarnia Police Service**

1. Shasta Marie Claire DOIRE
2. Marley Adriana JACKSON

Please have the Oaths of Office and Oaths of Secrecy signed by the appointees in order to complete the appointment process. Copies of these signed documents, along with the Special Constable Appointment Forms, must be returned to the Ministry within 60 days of the date of this letter. If these documents are not received by the Ministry within this time period, the Minister may consider revoking the appointment and/or may not consider future appointment until these documents are provided to the Ministry.

Per Police Services Act section 53(6), if a special constable appointment is suspended or terminated, please ensure the Ministry is promptly notified. Additionally, please notify the Ministry if there is any change to tasks assigned that may impact the specific purpose or powers approved for this appointment.

Sincerely,

A handwritten signature in black ink, appearing to read "Derek Armstrong".

Derek A. Armstrong  
Manager  
Training Strategy and Development Unit  
External Relations Branch

Enclosures

DA/dl

Pursuant to the provisions of Section 53 of the Police Services Act, the appointment of  
as a special constable for the purpose of:

Shasta Marie Claire DOIRE

*searching guarding, and controlling of prisoners; providing security at premises or place occupied or utilized as courts or police facilities; services and execution of legal documents; transportation of prisoners within and outside the jurisdiction of the Sarnia Police Service, the arrest of persons with or without warrant. Swearing of information in criminal courts pursuant to the Criminal Code and the service of summonses and subpoenas.*

is hereby approved in

☒ the Province of Ontario OR ☐ the Municipality of

Specifics of Area

☒ Sponsoring Police Service

Sarnia Police Service

☒ Name of Employer

Sarnia Police Service

and the appointee has, for the purpose of this appointment:

- the status of peace officer; and
- police officer powers as contained in the following legislation:

Sections

Highway Traffic Act

☐ Yes ☒ No

Liquor Licence and Control Act

☒ Yes ☐ No

31(2), 42(2), 43(2), 61(1)(2), 62

Mental Health Act

☒ Yes ☐ No

17

Motorized Snow Vehicles Act

☐ Yes ☒ No

Trespass to Property Act

☒ Yes ☐ No

9(1)(2)(3), 10

Youth Criminal Justice Act

☐ Yes ☒ No

Other (please specify):

☐ Yes ☒ No

subject to the following restrictions/conditions:

- ☒ This appointment does not permit the carriage of a firearm.
- ☐ This appointment does not permit the carriage of a prohibited weapon - (e.g. Oleoresin Capsicum Spray)

This appointment is valid until the earliest of:

- 1) 3-Jul-28 or 2) the date at which the appointee ceases to perform the duties outlined above; or 3) the appointee is no longer in the employ of the Sarnia Police Service

Approval has been granted by the Director of External Relations Branch exercising the powers of the Solicitor General pursuant to delegated authority

on

July 4, 2023



Derek A. Armstrong, Manager  
Training Strategy and Development Unit  
External Relations Branch Public Safety Division

Ministry of the Solicitor General

Appointed on

(date of appointment)

at

(place of appointment)

Commissioner, O.P.P.

OR

Chair (or designee), Police Services Board (Signature)

Name (Please Print )

Date of Signature

Pursuant to the provisions of Section 53 of the Police Services Act, the appointment of  
as a special constable for the purpose of:

Marley Adriana JACKSON

*searching guarding, and controlling of prisoners; providing security at premises or place occupied or utilized as courts or police facilities; services and execution of legal documents; transportation of prisoners within and outside the jurisdiction of the Sarnia Police Service, the arrest of persons with or without warrant. Swearing of information in criminal courts pursuant to the Criminal Code and the service of summonses and subpoenas.*

is hereby approved in

☒ the Province of Ontario OR ☐ the Municipality of

Specifics of Area

☒ Sponsoring Police Service

Sarnia Police Service

☒ Name of Employer

Sarnia Police Service

and the appointee has, for the purpose of this appointment:

- the status of peace officer; and
- police officer powers as contained in the following legislation:

Sections

Highway Traffic Act

☐ Yes ☒ No

Liquor Licence and Control Act

☒ Yes ☐ No

Mental Health Act

☒ Yes ☐ No

Motorized Snow Vehicles Act

☐ Yes ☒ No

Trespass to Property Act

☒ Yes ☐ No

Youth Criminal Justice Act

☐ Yes ☒ No

Other (please specify):

☐ Yes ☒ No

31(2), 42(2), 43(2), 61(1)(2), 62

17

9(1)(2)(3), 10

subject to the following restrictions/conditions:

- ☒ This appointment does not permit the carriage of a firearm.
- ☐ This appointment does not permit the carriage of a prohibited weapon - (e.g. Oleoresin Capsicum Spray)

This appointment is valid until the earliest of:

- 1) 3-Jul-28 or 2) the date at which the appointee ceases to perform the duties outlined above; or 3) the appointee is no longer in the employ of the Sarnia Police Service

Approval has been granted by the Director of External Relations Branch exercising the powers of the Solicitor General pursuant to delegated authority

on

July 4, 2023

Derek A. Armstrong, Manager  
Training Strategy and Development Unit  
External Relations Branch Public Safety Division

Ministry of the Solicitor General

Appointed on

(date of appointment)

at

(place of appointment)

Commissioner, O.P.P.

OR

Chair (or designee), Police Services Board (Signature)

Name (Please Print )

Date of Signature



## **SARNIA POLICE SERVICE**

### **Open Agenda Recommendation Report**

**To:** Chair and Police Services Board Members

**From:** D/Chief Julie Craddock

**Subject:** Special Constable-Board Signing Authority

**Date:** July 27<sup>th</sup>, 2023

**Report Number 23-07-010-O**

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#### **RECOMMENDATION:**

*"The Sarnia Police Services Board authorize the Board Chair to sign the Approval of Appointment and or appointment renewal forms for Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the form."*

A handwritten signature in cursive script that reads "J Craddock".

---

Julie Craddock  
D/Chief of Police

:JC

## BACKGROUND:

The Police Services Act, section 4. (1) states: Every municipality to which this subsection applies shall provide adequate and effective police services in accordance with its needs. 1997, c. 8, s. 3.

Special Constables provide a variety of vital roles within the Sarnia Police Service including the custody and transportation of prisoners, the care and control of those in police custody and court security.

The appointment of Special Constable Status is required in order for Sarnia Police Service (SPS) employees working in our Court Security and Prisoner Care and Control functions to undertake the full duties and responsibilities assigned to them as Special Constables with the SPS.

An application is made to the Ministry of the Solicitor General to have them appointed as Special Constables pursuant to Section 53 of the *Police Services Act*. The Sarnia Police Services Board appoints the employees as Special Constables upon approval by the Ministry for a five-year period or until the appointee is no longer in the employ of the Sarnia Police Service (SPS). Upon the termination of employment, the SPS advises the Ministry to terminate the appointment.

## DISCUSSION / ANALYSIS:

Once approval has been obtained from the Ministry of the Solicitor General for the appointment of these employees as Special Constables, pursuant to Section 53 of the Police Services Act, the Sarnia Police Services Board must sign off on the Approval of Appointment Form. This is an ongoing administrative process that has historically come before the Board for each appointment. The process is paused until the approval can be obtained at the next subsequent Board meeting.

All new appointments can be brought before the Board to ensure the Board continues to have oversight and transparency into the process. This can be achieved through information reports or additions to existing reports (e.g. HR report), without adding any delays when signatures are required.

## RECOMMENDATIONS:

1. **Status Quo** (not recommended) – Continue to bring each individual appointment before the Board to have the Board approve them.
2. **Delegation of Signing Authority to the Chair** (recommended) – This would permit both new appointments and renewals to proceed administratively without undue delay. As this is a standard process, alternative efficient means are available to ensure the Board is informed of all new appointments or renewals.

**FUNDING SOURCES:**

This signature delegation to the Board Chair permits the SPS to be more efficient in processing Special Constable appointments. There is no financial impact (other than administrative time) to either recommendation.

**CONCLUSION:**

Special Constables are an integral part of the SPS community safety and well-being plan. A Special Constable is appointed with the same powers as a police officer under the Police Services Act depending on their function and role in the community. Although they are provided with the same powers as a Police Constable, the powers and limitations are outlined within each independent role.

As the hiring and renewal process for Special Constable occurs throughout the calendar year, the SPS is seeking administrative efficiency in obtaining the needed signatures on behalf of the Board.

**CONSULTATION:**

Derek Davis – Chief of Police  
Cathy Dam – Director of Financial Services

**ATTACHMENTS/REFERENCES:**

- Special Constable Appointment form (Blank)



Pursuant to the provisions of Section 53 of the Police Services Act, the appointment of \_\_\_\_\_  
as a special constable for the purpose of:

*searching guarding, and controlling of prisoners; providing security at premises or place occupied or utilized as courts or police facilities; services and execution of legal documents; transportation of prisoners within and outside the jurisdiction of the Sarnia Police Service, the arrest of persons with or without warrant. Swearing of information in criminal courts pursuant to the Criminal Code and the service of summonses and subpoenas.*

is hereby approved in

☒ the Province of Ontario OR ☐ the Municipality of

Specifics of Area

☒ Sponsoring Police Service

*Sarnia Police Service*

☒ Name of Employer

*Sarnia Police Service*

and the appointee has, for the purpose of this appointment:

- **the status of peace officer;** and
- **police officer powers** as contained in the following legislation:

**Sections**

Highway Traffic Act

☐ Yes ☒ No

Liquor Licence and Control Act

☒ Yes ☐ No

*31(2), 42(2), 43(2), 61(1)(2), 62*

Mental Health Act

☒ Yes ☐ No

*17*

Motorized Snow Vehicles Act

☐ Yes ☒ No

Trespass to Property Act

☒ Yes ☐ No

*9(1)(2)(3), 10*

Youth Criminal Justice Act

☐ Yes ☒ No

Other (please specify):

☐ Yes ☒ No

subject to the following restrictions/conditions:

- ☒ This appointment does not permit the carriage of a firearm.
- ☐ This appointment does not permit the carriage of a prohibited weapon - (e.g. Oleoresin Capsicum Spray)

This appointment is valid until the earliest of:

- 1) 3-Jul-28 or 2) the date at which the appointee ceases to perform the duties outlined above; or 3) the appointee is no longer in the employ of the Sarnia Police Service

Approval has been granted by the Director of External Relations Branch exercising the powers of the Solicitor General pursuant to delegated authority

on \_\_\_\_\_, 2023



Derek A. Armstrong, Manager  
Training Strategy and Development Unit  
External Relations Branch Public Safety Division

Ministry of the Solicitor General

Appointed on

\_\_\_\_\_  
(date of appointment)

at

\_\_\_\_\_  
(place of appointment)

\_\_\_\_\_  
Commissioner, O.P.P.

OR

\_\_\_\_\_  
Chair (or designee), Police Services Board (Signature)

\_\_\_\_\_  
Name (Please Print )

\_\_\_\_\_  
Date of Signature



**SARNIA POLICE SERVICE**  
**Public Agenda Approval Report**

**To:** Chair and Police Services Board Members

**From:** Chief Derek W. Davis

**Subject:** Renewal of Lease for Police Training Centre

**Date:** July 27, 2023

**Report Number** 23-07-011-O

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**RECOMMENDATION:**

*"That the Sarnia Police Services Board approve the renewal of a five-year lease with Europro (Lambton Mall) GP Inc, in its capacity as general partner for and on behalf of Europro (Lambton Mall) LP allowing for the Sarnia Police Service to operate a training facility as per terms and conditions set out in the agreement at a cost of \$8 per square foot escalating by \$2 per square foot per year to \$16 per square foot over the five year period with an option to renew for three additional years at a cost of \$16 per square foot plus utilities and water recoveries"*

*And "to request City Council to enact a bylaw designating the space a Municipal Capital Facility for property tax exemption purposes."*

A handwritten signature in cursive script, reading "Derek Davis".

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Derek W. Davis  
Chief of Police

/CD

## **SUMMARY:**

A lease agreement between the Corporation of the City of Sarnia and KS Lambton Mall Inc. was entered into effective September 1, 2018 to and including August 31, 2023. On January 8, 2020, the property with its lease agreements was purchased by Europro (Lambton Mall) GP Inc. In order to secure the lease location for another five years, the agreement must be renewed.

## **BACKGROUND:**

In 2019, Police Service staff negotiated a lease agreement with the owner of the property for approximately 8,915 square feet of space at a cost of \$7 per square foot at 1380 London Road for the purposes of operating a Police Training Centre. The annual cost for the past five years was approximately \$62,400.

Since entering into this agreement, the Police Training Centre has proven to be of significant value for the police service allowing us to conduct semi-annual In Service Training on our own premises. The space is also able to accommodate judgement training, defensive tactics training, and academic training all locally and on one campus. Since the end of the pandemic, SPS has been able to host Ontario Police College courses with some course revenues and cost savings compared to out-of-town training.

As soon as the final documentation for the agreement is received, it will be forwarded to City staff to arrange for signing by City authorities.

## **FINANCIAL IMPACT:**

The annual cost of this agreement will be as follows and will be included in the 2024 and future Police Services Board operating budgets:

September 2023 to August 2024	\$71,320
September 2024 to August 2025	\$89,150
September 2025 to August 2026	\$106,980
September 2026 to August 2027	\$124,810
September 2027 to August 2028	\$142,640

Under the current agreement, the license fee for the year 2023 is \$62,400.

## **CONSULTATION:**

Derek Davis, Chief  
Cathy Dam, Director Financial Services  
Jason Dale, Manager Planning, Police, Fleet & Facilities



**SARNIA POLICE SERVICE**  
**Public Agenda Approval Report**

**To:** Chair and Police Services Board Members

**From:** Chief Derek W. Davis

**Subject:** Renewal of Telecommunications Lease Europro

**Date:** July 27, 2023

**Report Number** 23-07-012-0

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**RECOMMENDATION:**

*“That the Sarnia Police Services Board approve the renewal of a five-year lease with Europro (Lambton Mall) GP Inc, in its capacity as general partner for and on behalf of Europro (Lambton Mall) LP allowing for the Sarnia Police Service to operate, and maintain telecommunications equipment at 1380 London Road as per terms and conditions set out in the agreement at an annual cost of \$10,200 plus taxes for five years with a three year renewal option.”*

A handwritten signature in black ink that reads "Derek Davis".

---

Derek W. Davis  
Chief of Police

/CD

**SUMMARY:**

A telecommunications agreement between the Corporation of the City of Sarnia and KS Lambton Mall Inc. was entered into effective September 18, 2019 up to and including August 31, 2023. On January 8, 2020, the property with its lease agreements was purchased by Europro (Lambton Mall) GP Inc. In order to secure the lease location for another five years, the agreement must be renewed.

**BACKGROUND:**

In 2019, Police Service staff negotiated telecommunications agreements with property owners of sites in various locations where the City itself does not own or control tower assets.

This is the second of four telecommunications agreements that are due for renewal in the a twelve month period. Others will be brought forward for approval in future meetings.

As soon as the final documentation for the agreement is received, it will be forwarded to City staff to arrange for signing by City authorities.

**FINANCIAL IMPACT:**

The annual cost of this and other telecommunications agreements is \$10,200 plus taxes and will be included in the 2024 and future Police Services Board operating budgets.

Under the current agreement, the license fee for the year 2023 is \$6,000 plus \$ taxes.

**CONSULTATION:**

Derek Davis, Chief of Police  
Cathy Dam, Director Financial Services  
Jason Dale, Manager Planning, Police, Fleet & Facilities

**Subject:** Highway 402 Westbound Issues with Trucks blocking entrance and exits for local lanes

Premier Ford, Bob Bailey, Caroline Mulroney and Key Stakeholders for the 402 Corridor

I am writing with great concern to public safety on the 402 Westbound.

With Bluewater Bridge Truck back ups our highway 402 Westbound often becomes a transport parking lot.

There are a few issues that arise because of the transport trucks parked on this section of highway that need to be addressed before a fatality occurs.

1. The trucks block the on ramp at Modeland Road making it very difficult for cars to enter on to the highway
2. The trucks block the entrance to the local lane, that starts right before the Murphy Road Overpass.

A car has to poke their nose out and then try to get onto or off the highway. This can cause major accidents. We need this addressed.

**A simple fix.** Paint Lines on the highway at the Modeland Road Entrance and before and at the local lane entrance that states – NO STOPPING

See attached diagrams

If the trucks have a visual where they should not stop, it makes it easier for everyone to know where to go.

This would be similar to the Chevrons that used to be painted on the 401 showing people what distance to stay back from the vehicles in front.

Make it Obvious – NO STOPPING – then both the cars and the trucks know what is expected and it could save lives.

This could be done in a day and it is not expensive. This is a very easy fix.

### **Option # 2 – not a quick fix option**

Would it not make sense to have a truck marshalling yard? A place where trucks would go to check in before they got to the bridge. Where they take a ticket and have a sign that says trucks 1-25 please proceed to the Bluewater Bridge.

Then the trucks would not park on the highway. The drivers would not be doing their paperwork as they fly up the highway to get their spot in line. They would know they are going to a yard and they could get their paperwork done, stretch their legs and use the washroom etc.

Then now serving trucks 26- 50. Keep it all under control? There could be a building with computers, bathrooms, showers, food, etc. so the truck drivers would have a benefit.

This would alleviate vehicles cutting off the highway, driving through the city and cutting back on.

If they don't have a ticket with a number on it, they cannot cross.

Every truck entering the USA must obtain a ticket as they enter the compound.

This would also create better air quality and cut back on the pollution that 100 + trucks add to the air as they sit idling waiting to move ahead to get on the Bluewater Bridge.

We are trying to cut our carbon emissions, the transport truck parking lot does not help this cause.

### **Next Issue**

There is a local lane at Front Street in Point Edward. This lane is often closed because of truck traffic.

Why not put up some sort of stanchion or bollard, so the trucks cannot enter this lane and then it doesn't affect the car traffic from Point Edward/Sarnia trying to enter the Bridge plaza. Make it local and Nexus. Then the local cars would always have bridge access – no trucks allowed in this lane. You could put up the posts like they have at a Drive Through or a parking garage, so big trucks could not fit underneath. Bollards are inexpensive and they are easily removable if there is need for change to this route. This would give constant bridge access to our local residents.

The highway is supposed to be a highway, not a transport truck parking lot. There are ways to make it safer for all involved.

There have been numerous truck crashes, causing fatalities, over the past numerous years and it all could be prevented.

I know we are cost conscience but painting some lines on a highway to prevent trucks from stopping in that spot, should be relatively inexpensive.

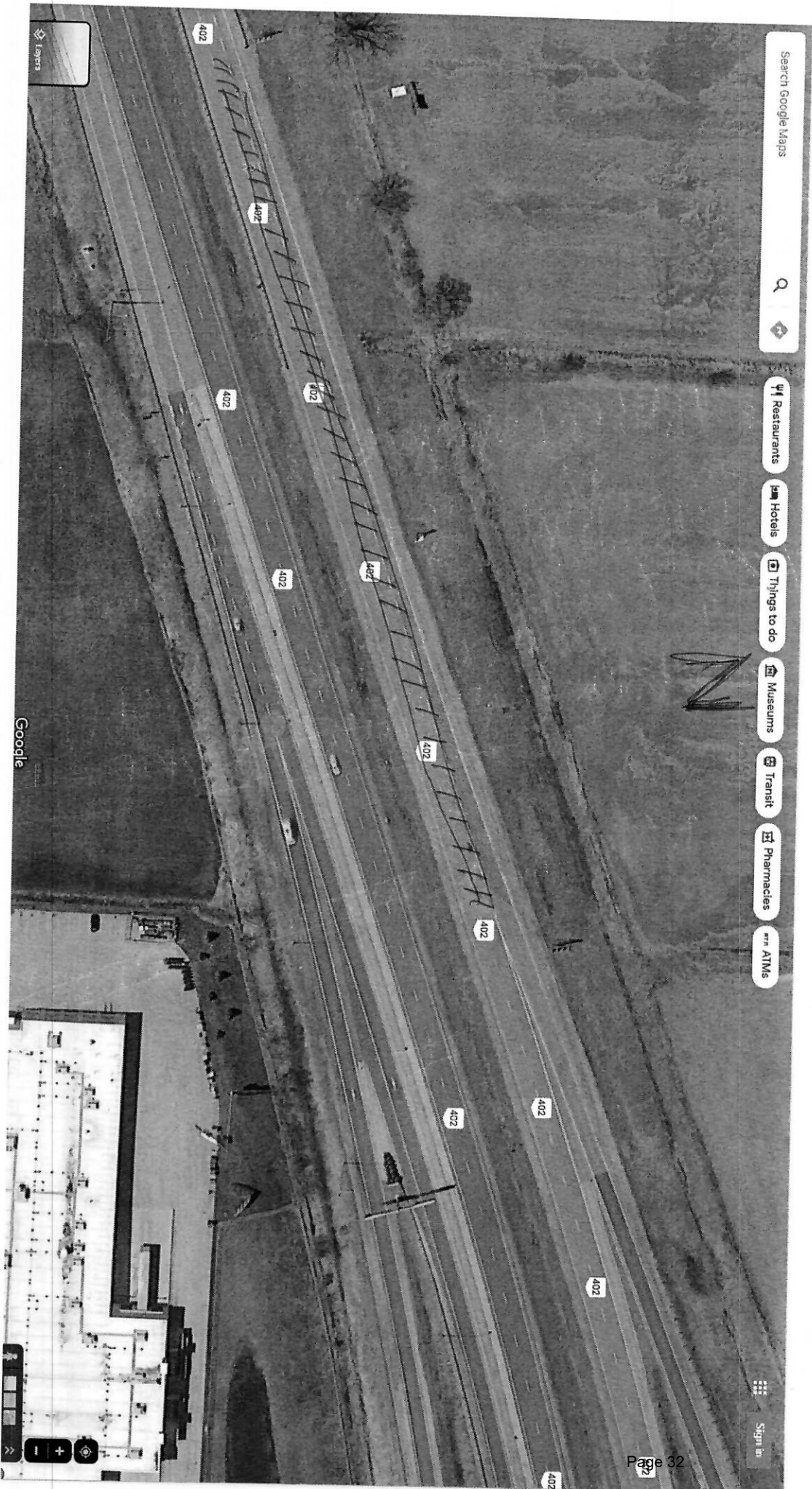
I know that lives are worth the cost of a can of paint and some labour to paint it.

Thanks for considering my request. I hope we save some lives.

Sincerely

***Carolyn Luciani***

Police Service Board Chair – Village of Point Edward  
519-330-1671

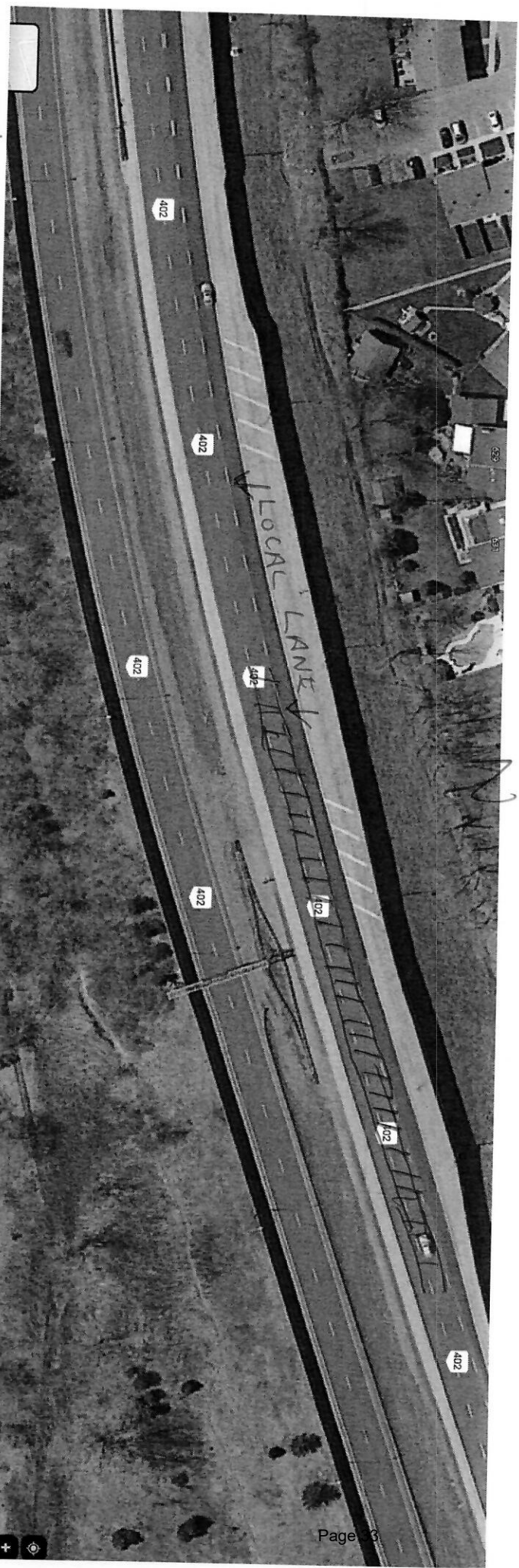


NO STOPPING ZONE

Draw lines + write no stopping

So Cars coming on to the highway at Modland can  
Int. the car lanes easily.  
The trucks block the highway entry + exit lanes





We can't get to the local lane ~~at~~ by Indian Road

Indian Rd



Modeland

NO STOPPING ZONE

IF TRUCKS ARE STOPPED HERE THEY GET

A HUGE FINE

\*PAINT IT ON THE HIGHWAY\*

NO STOPPING WITH LINES

Area Between Modeland + Indian