



# Sarnia Police Services Board

Open Meeting  
Thursday, December 14, 2023  
9:00 a.m.

---

- |                                                              |             |                              |
|--------------------------------------------------------------|-------------|------------------------------|
| 1. Welcome                                                   |             | Chair                        |
| 2. Traditional Territory Acknowledgement                     |             | Chair                        |
| 3. Declarations of Conflict of Interest                      |             | Chair                        |
| 4. Approval of Agenda                                        | Approval    | Chair                        |
| 5. Minutes                                                   | Approval    | Chair                        |
| 5.1 October 12, 2023                                         |             |                              |
| 6. 2024 Revised Budget                                       | Approval    | Director, Corporate Services |
| 7. 2022 Annual Report                                        | Information | Chief                        |
| 8. Traffic Inquiry                                           | Information | Chief                        |
| 9. Monthly Operation Update                                  | Information | Chief                        |
| 10. Ride-Alongs                                              | Information | Vice-Chair                   |
| 11. Promoted Officer, New Staff                              | Information | Chief                        |
| 01. Sergeant Alex Cunningham                                 |             |                              |
| 02. H.R. Coordinator Leah Soetemans                          |             |                              |
| 12. 2024 Meeting Dates                                       | Approval    | Secretary                    |
| 13. OAPSB Membership                                         | Approval    | Secretary                    |
| 14. Open Forum                                               |             | All                          |
| 15. Adjournment                                              | Approval    | Chair                        |
| 15.1 Next Regular Public Meeting: Thursday, January 18, 2024 |             |                              |
| Election of Chair and Vice-Chair                             |             |                              |



## SARNIA POLICE SERVICES BOARD

OPEN MINUTES

9:00 a.m. - THURSDAY, OCTOBER 12, 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, D. Cyr, IT Manager and Joan Knight as Board Secretary.

**Additional Present:** Ronald LeClair, Zone 6 Advisor (Virtual)

### 1. Welcome

Chair Paul Wiersma opened the meeting.

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

***That the Minutes of September 14, 2023, be adopted.***

## **6. 2022 Use of Force Annual Report**

A report from Deputy Chief J. Craddock, dated October 12, 2023, regarding the 2022 Annual Use of Force report, was provided.

Deputy Chief Craddock advised that this is an annual report required under the Police Services Act giving an overview of the report and explaining the statistics.

Chair Wiersma thanked Deputy Chief Craddock for the thorough and informative report.

## **7. NG9-1-1 Solution**

A report from Chief Davis, dated October 12, 2023, regarding the NG9-1-1 Managed Service, was considered.

Cathy Dam, Director of Financial Services spoke to financial requirements to update their networks in order to be ready to provide Next-Generation 9-1-1 (NG9-1-1) services.

Dan Cyr, IT Manager, spoke to implementation of critical upgrades to infrastructure and security to prepare for the imminent transition to the NG 9-1-1 environment.

Moved by Board Member G. Vandenberg, seconded by Board Member C. McRoberts, and **carried:**

***That the Sarnia Police Services Board approve a five-year purchase agreement with Netagen for the sole-source provision of Commander 9-1-1, a comprehensive Information and Communications Technology solution for the Next Generation 9-1-1 environment at a total cost of \$1,805,280.***

## **8. Offline Back Up Server**

A report from Chief Davis, dated October 12, 2023, regarding an Offline Back Up Server, was considered.

Chief Davis explained the need for an Offline Back Up Server to mitigate the financial and operational risks of cyber-attacks.

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

**That the Sarnia Police Service Board approve the sole-source purchase of an Offline Back-up Server solution from Dell Canada Inc. at a cost of \$172,565.**

## 9. Police Action at Labour Disputes Policy

A report from Chair P. Wiersma, dated October 12, 2023, regarding Adequacy Standards Board Policy with respect to Police Action at Labour Disputes, was considered.

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

***That the Sarnia Police Service Board approve the Police Action at Labour Disputes Board policy and rescind the previous policy SPS-BP-PO-001 "Police Action at Labour Disputes" (June 26, 2003).***

## 10. Monthly Operation Update

A report from Deputy Chief Craddock, dated October 12, 2023, regarding the monthly operation update, was provided.

Deputy Chief Craddock gave an update on a home invasion arrest, an update on the Community Safety and Wellbeing Plan, she advised that Victim Services had received grant funding and that Sexual Assault training was being provided to front line workers.

## 11. 2024 Proposed Operating Budget

A report from Chief Davis, dated October 12, 2023 with respect to the 2024 Proposed Operating Budget, was considered.

Chief Davis gave an overview of the proposed budget explaining the strategic approach, legislative requirements, reserves, expectations and requirements to be met with the incoming Police Services Act.

Chief Davis gave a summary of the Budget giving the top priorities and needs of the Sarnia Police Service to provide adequate and effective police services.

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

***That the Sarnia Police Services Board approve the 2024 Sarnia Police Service Annual Budget of \$33,433,295. This approved budget amount shall be submitted to Sarnia City Council pursuant to the provisions of the Police Services Act, and further;***

***That the Sarnia Police Services Board also approves a one-time reserve replenishment amount of \$450,000. This reserve replenishment shall be in addition to the approved 2024 budget amount of \$33,433,295 submitted to Sarnia City Council pursuant to the provisions of the Police Services Act.***

## 12. Open Forum

### Lambton College Partnership

Chief Davis advised that the partnership program was announced on September 27, 2023, and the partnership program provides Law and Security students with an opportunity to help with low level investigations and administrative tasks giving the students hands on experience.

## 13. Adjournment

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

**That the Sarnia Police Service Board adjourn to their next Public Meeting to be held on Thursday, November 16, 2023.**

---

Secretary

---

Chair



## **SARNIA POLICE SERVICE**

### **Public Agenda Information Report**

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

**From:** Chief Derek W. Davis

**Subject:** **2024 Revised Operating & Reserves Budgets**

**Date:** December 12, 2024

**Report Number:** **23-12-006-O**

---

#### **RECOMMENDATION:**

*"That the Sarnia Police Services Board approve the revised 2024 Sarnia Police Service Operating Budget of \$33,408,295", this includes a decrease of \$25,000 from previous Board approved net operating expenditures of \$33,433,295, and*

*"That the Sarnia Police Services Board approve the amendment to the 2024 Reserves Budget to reflect the removal of a \$450,000 transfusion.", and*

*"That the Sarnia Police Services Board acknowledge that these amendments are the result of the Sarnia City Council imposed budget reduction to the original amount approved and submitted by the Sarnia Police Services Board"*

Respectfully Submitted,

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

---

Derek W. Davis  
Chief of Police

/CD:DD

## **SUMMARY**

On December 5<sup>th</sup> 2023, the Sarnia City Council amended the proposed police budget to reduce the overall budget request. Subject to the Board accepting the decision of Council, a proposed 2024 Budget has been revised. Key highlights of this revised budget include:

- A net operating request of \$33,408,295 representing an increase of \$3,008,022 or 9.89 percent increase over the 2023 Approved Operating Budget. This is \$25,000 less than the October 12 Police Board Approved Operating Budget.
- Planned reserves allocations have been reduced to reflect the removal of a \$450,000 one-time infusion to bring police reserves to a sustainable level.

## **BACKGROUND:**

The Board conducted extensive public consultation in the development of the 2024 Budget. This included two public town halls where the Board and senior police administration heard directly from the public. The Board also hosted two budget information nights to which all members of council were invited to attend. Further, the Board was also guided by its 2023-2025 Strategic Business Plan, developed after extensive public consultation including multiple town halls and a community survey.

A draft budget was presented to the Board on September 14, 2023 (Board Report #23-09-010-O) with a draft increase of 12.1%. At that time, the Board directed the Service to review the submission and seek additional reductions. The budget increase was further reduced to 9.98%. However, given the historically inadequate reserve contributions, economic pressures (e.g. inflation) and unfunded liabilities (e.g. building, fleet and equipment deficiencies), a one-time reserve infusion option was added to responsibly mitigate significant anticipated financial risk.

The final budget submission on (Board Report #23-10-011-O) was comprehensive and outlined in detail the needs of the service in order to provide adequate and effective policing, pursuant to the Police Services Act. This budget submission of 9.98%, along with a one-time exigent capital and operating reserve infusion of \$450,000, was reviewed and approved during the public Board meeting on October 12, 2023.

Following the October 12, 2023 approval of the 2024 Operating Budget by the Police Services Board, the budget estimate was forwarded for the Treasurer's presentation of the City of Sarnia 2024 Budget to City Council. On December 5, 2023, City Council amended the Mayor's Budget to include a \$475,000 cut to the total budget request (\$33,883,295) submitted by the Sarnia Police Service's Board.

The Operating Budget has been amended for \$25,000 additional cost recoveries for dispatch services that are deemed to be achievable.

## **COMMUNITY SAFETY AND FINANCIAL:**

### **Community Safety Risks**

Community Safety will always be a top priority for the police service; however, financial restraints affecting the ability of the service to procure vehicles and police equipment may impact front line police response.

The Service will continue to seek financial efficiencies where possible, however officer and community safety are and will remain top priorities.

### **Insufficient Reserves**

The potential ramifications and risks of low police reserves are that the police service is unable to respond to the needs of the community in the most effective manner. The Crime Severity Index (CSI) for the City of Sarnia, at 80, is significantly higher than the overall Ontario index of 58.47. The violent crime index at 88.1 is higher yet.

Policing can be unpredictable in terms of operational needs. Major investigations (e.g. homicides and missing people) can arise without warning and require considerable human and financial resources. Significant costs such as building repairs or equipment replacement (e.g. vehicle damage or loss) may also occur, and are address through reserve funding. The current reserves of the Sarnia Police Service are insufficient to meet any significant capital or operational costs that may unexpectedly arise, representing a significant financial risk.

Should the Service encounter significant financial costs that exceed the capacity of existing reserves, the Board may submit to the City to provide additional funding to address any shortfall.

Areas of financial risk include:

- Unfunded liabilities in the current facility have been defined with an estimated cost of \$4 million total required to address these over the next few years. These are only currently known building deficiencies (e.g. structural and building codes) and do not include the unique requirements of police operations (e.g. prisoner custody, security, etc). An operational needs study is underway to determine any operational gaps of the current SPS facility.
- Building Replacement – With a \$39,000 yearend projected balance, there is no capacity in the Police Building Replacement Reserve to fund facility replacement nor is there provision for a city-owned police training centre to replace a leased facility.
- Cruisers – A need for eight new cruisers was determined in the original budget submission. The updated reserves projection includes sufficient provision for



five vehicles. The equipment reserve does not have sufficient funding to cover the potential loss of any cruisers to collision.

- Major crimes – The Operating Contingency is set up to cover the cost of major crime investigations. Overtime and other costs related to one major crime alone will deplete the balance of \$292,000.
- New Community Safety and Policing Act, 2019 is set to come into force around April 1, 2024 with multiple new regulations, the full cost of which remain to be determined. There are requirements for more equipment, special units, specific training, etc., all which will result in cost impacts to the police service. No provision has been made as there are many unknowns but this is a risk area for the police budget.
- These budget estimates are provided prior to settlement of 2024 Collective Agreements, with negotiated salary/benefits currently representing 91% of the 2024 Budget.

## 2023 CAPITAL BUDGET OVERVIEW:

Contributions to reserves are used to fund 2023 and future capital purchases including major facility repairs and upgrades, NG9-1-1 and radio communications technology, IT technology, police technology, police protective equipment and fleet replacement.

The impact of the city council reduction to the overall budget request is seen primarily in the reserves. The original reserves submission had not included the requested \$450,000 but actual needs had been submitted and the report showed the reserves overdrawn by \$329,000 by yearend. Planned reserves expenditures have now been cut to ensure reserves are not overspent by yearend:

- Facility repairs/upgrades projected expenditures have been reduced from \$500,000 to \$300,000.
- New vehicles purchases have been tentatively reduced from a planned eight to five, a deferral of \$300,000.

	Opening	Revenues	Expenditures	Year End
<b>6515 Building Replacement Police</b>				
Opening Balance	\$149,315			\$149,315
Operating Budget Contribution		\$240,000		\$240,000
Furnishings			-\$50,000	-\$50,000
Facility Repairs/Upgrades			-\$300,000	-\$250,000
<b>Total</b>	<b>\$149,315</b>	<b>\$240,000</b>	<b>-\$300,000</b>	<b>\$39,315</b>
<b>6520 Equipment Replacement 911</b>				
Opening Balance	\$16,813			\$16,813
Operating Budget Contribution		\$50,000		\$400,000
Other Revenues		\$2,700		\$2,700
911 & Radio Communications			-\$50,000	-\$300,000
<b>Total</b>	<b>\$16,813</b>	<b>\$52,700</b>	<b>-\$50,000</b>	<b>\$19,513</b>
<b>6565 Operating Contingency</b>				
Opening Balance	\$292,994			\$292,994
<b>Total</b>	<b>\$292,994</b>			<b>\$292,994</b>
<b>6595 Police Equipment</b>				
Opening Balance	-\$279,714			-\$279,714
Operating Budget Contribution		\$1,800,000		\$1,850,000
Other Revenues		\$40,000		\$40,000
Systems & Software			-\$670,000	-\$670,000
Vehicles			-\$500,000	-\$500,000
Defensive Equipment			-\$112,000	-\$112,000
Police Technology			-\$209,200	-\$209,200
<b>Total</b>	<b>-\$279,714</b>	<b>\$1,840,000</b>	<b>-\$1,491,200</b>	<b>\$69,086</b>
<b>Year End Projection</b>	<b>\$179,408</b>	<b>\$2,132,700</b>	<b>-\$1,891,200</b>	<b>\$420,908</b>

## 2024 OPERATING BUDGET OVERVIEW:

- **Revised net expenditures are proposed at \$33,408,295, which is \$3,008,022 or 9.89% more than the 2023 Approved Budget of \$30,400,273.**
- Salaries and benefits represent 91% of the net 2024 budget and 84% of the incremental budget increase. This includes contractual obligations for existing staff plus additional staff in 2024. The additional staff includes five officers and four civilians to support front line operations and community safety/awareness.

Area	2023	Increase	2024	% Change
Salary & Benefits	\$27,740,637	\$2,515,394	\$30,256,031	9.0%
Operating Expenditures	\$3,768,520	\$335,650	\$4,104,170	8.9%
Reserves Transfers	\$1,690,000	\$400,000	\$2,090,000	23.7%
<b>Expenditures Total</b>	<b>\$33,199,157</b>	<b>\$3,251,055</b>	<b>\$36,450,201</b>	<b>9.79%</b>
Revenues	\$2,798,884	\$243,022	\$3,016,906	8.68%
<b>Total</b>	<b>\$30,400,273</b>	<b>\$3,033,022</b>	<b>\$33,433,295</b>	<b>9.89%</b>

The following table provides a breakdown of the various operating budget categories.

Category	2023	Increase	2024	% Change
<b>REVENUES</b>				
Fees Revenues	\$284,000	\$3,000	\$287,000	1.06%
Cost Recoveries <sup>1</sup>	\$748,046	\$154,022	\$877,068	20.59%
Revenues Other <sup>2</sup>	\$15,000	-\$10,000	\$5,000	-66.67%
Grant - Ontario	\$321,185		\$321,185	
Grant - County <sup>3</sup>	\$1,430,653	\$96,000	\$1,526,653	6.71%
<b>Total Revenues</b>	<b>\$2,798,884</b>	<b>\$218,022</b>	<b>\$3,041,906</b>	<b>8.68%</b>
<b>EXPENDITURES</b>				
Employee Compensation	\$20,945,128	\$1,811,578	\$22,756,706	8.65%
Employee Benefits	\$6,795,509	\$703,816	\$7,499,325	10.36%
Recruitment, Training, Development, Wellness <sup>4</sup>	\$264,693	\$46,900	\$311,593	17.72%
Clothing/Personal Equipment	\$140,000		\$140,000	
Operational Supply <sup>5</sup>	\$389,165	\$72,200	\$463,065	18.55%

<sup>1</sup> Cost Recoveries – Increase due primarily to providing dispatch services to neighbouring fire services;

<sup>2</sup> Revenues – Other – Proceeds from the disposal of property will be directed to a Discretionary Board Reserve;

<sup>3</sup> Grant – County – Increase in projected court security costs will impact County grant revenues;

<sup>4</sup> Recruitment, Training, Development, Wellness – Younger front line officer demographics and increased rotational opportunities result in the need for more training;

<sup>5</sup> Operational Supply – Companies like Axon (Tasers) are transitioning toward subscription service; Annual costs are higher but replacement costs will be more reasonable;

Category	2023	Increase	2024	% Change
Licensing/Maintenance – Police Technology	\$336,791		\$336,791	
Small Equipment & Supplies	\$68,645		\$68,645	
IT & Systems <sup>6</sup>	\$777,508	\$124,350	\$901,858	15.99%
Maintenance - Facility	\$451,850		\$451,850	
Maintenance - Fleet	\$433,820		\$433,820	
Lease – Facility & Telecommunications	\$89,518	\$13,200	\$102,718	14.75%
Other Expense	\$345,625		\$345,625	
Transfers & Allocations <sup>7</sup>	\$2,111,000	\$454,000	\$2,565,000	2.56%
Board Expense <sup>8</sup>	\$49,905	\$25,000	\$74,905	50.10%
<b>Total Expenditures</b>	<b>\$33,199,157</b>	<b>\$3,251,044</b>	<b>\$36,450,201</b>	<b>9.79%</b>
<b>Net Budget</b>	<b>\$30,400,273</b>	<b>\$3,033,022</b>	<b>\$33,408,295</b>	<b>9.89%</b>

## RECOMMENDATIONS:

### Option #1 – Accept the budget reduction of \$475,000.

The Board has provided detailed information to City Council as part of this budget process, and Council has made an informed decision to reduce the amount.

This does create considerable financial risk for the SPS and the City of Sarnia should significant unplanned costs arise. While risks remain elevated, it is possible that they will not materialize within the 2024 fiscal year. However if they do occur and are in excess of allocated police financial capacity, the Board would need to request additional funding from the City.

### Option #2 – Request Provincial Intervention

The Board is bound to adhere to the need to provide adequate and effective policing within the community. If the Board determines that the municipal resources allocated are insufficient to achieve that requirement, then the Province can be asked to intervene. [Police Services Act section 39\(5\)](#).

<sup>6</sup> IT & Systems - MS Enterprise subscription costs plus consulting

<sup>7</sup> Transfers & Allocations – includes new \$50K purchase of HR service from City of Sarnia, incremental increase for Crime Stoppers, and increase in funds transfer to Reserves.

<sup>8</sup> Board Expense – Legal budget is increased to reflect recent actuals;



## **SARNIA POLICE SERVICE**

### **Public Agenda Information Report**

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

**From:** Chief Derek W. Davis

**Subject:** 2022 Annual Report

**Date:** December 14, 2023

**Report Number 23-12-007-O**

---

#### **SUMMARY:**

*The Police Services Act requires that an Annual Report be provided to the Board.*

*This report outlines the 2022 Annual Report. 2022 saw the transition between administration as of June 1<sup>st</sup> 2022, as well as the development and implementation of a new Strategic Plan that commenced in 2023.*

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

---

Derek W. Davis  
Chief of Police

/JD

## BACKGROUND:

The Police Services Act requires every Chief of Police to prepare an annual report to the board relating to the activities of the previous fiscal year.

O. Reg. 3/99 section 39 - <https://www.ontario.ca/laws/regulation/990003>

Every chief of police shall prepare an annual report for the board relating to the activities of the police force during the previous fiscal year, including information on,

- (a) its performance objectives, indicators and results;
- (b) public complaints; and
- (c) the actual cost of police services. O. Reg. 3/99, s. 31.

2022 was a year of significant change, with the simultaneous departure of the previous Chief and Deputy on May 31, 2022. During the fall of 2022, the Board undertook to develop a new Strategic Plan for 2023-2025. That, coupled with the hiring of a new Chief and Deputy Chief, made the 2022-year one of significant change and transition. The strategic changes will be outlined in detail within the 2023 Annual Report, the first year they were implemented. This report provides fundamental legislative compliance with the annual reporting requirements of the PSA.

## Key Workload Indicators

The following indicates the total calls for service made to the Sarnia Police in 2022 as well as the total number of arrests and traffic stops. These categories are key indicators of overview of the total SPS workload changes in 2022.

	2022
Total CAD Events (calls for service)	31659 (+10%)
Arrests	724 (-1%)
Traffic Stops	4242 (+28%)

## Calls for Service

A “call for service” in an interaction with the police, initiated by a member of the public or a by a police officer. Calls for service do not necessarily result in an arrest and/or charge, and many do not involve criminal allegations. However, police must respond in some manner to all calls for service.

The following metrics are a useful indicator of call volume across a variety of events that police are called to respond to. This chart is not inclusive of all call types, but is intended to show a summary of the most common call types made to the police. The trend is clearly on the rise in most areas.

911 Hang-up	579 (-8%)	Harassment	178 (+19%)
Mental Health Act	416 (+42%)	Noise Complaint	554 (-30%)
Domestic Dispute	1307 (-1%)	Neighbor Dispute	277 (-14%)
Impaired Driving	18 (+29%)	Person Check	1570 (+18%)
Landlord Tenant Dispute	130 (+10%)	Person Welfare Check	1958 (+9%)
Alarm	1228 (+7%)	Suicidal Person	262 (-21%)
Animal Complaint	250 (+41%)	Trespassing	487 (+1%)

Drugs	136 (+40%)	Theft	732 (+28%)
Unwanted Person	2155 (+21%)	Shoplifting	329 (+22%)
Disturb the Peace	1250 (-5%)	Trouble with Youth	353 (+46%)
Family Dispute	696 (+8%)	Motor Vehicle Collision	555 (+13%)
Fraud	217 (+75%)	Missing Person	272 (+68%)

### Statistics Canada Data

The following numbers are obtained directly from Statistics Canada using raw crime data all police services report to the organization. The Crime Severity Index is intended as a measure of the level of crime in a given community and allows the community to be compared with its peers. More serious violent crimes weigh more heavily on the index while non-violent and property crimes weigh less, producing the numbers below.

The Weighted Clearance Rate is meant to measure the rate at which the local police are solving crimes and can be a useful comparison of the efficiency and effectiveness of a local police service.

2022 Crime Severity Index	
80.03	Overall Crime Severity Index
88.12	Violent Crime Severity Index
77.47	Non-Violent Crime Severity Index
2022 Weighted Clearance Rate	
49.14	Overall Weighted Clearance Rate
74.72	Violent Weighted Clearance Rate
37.51	Non-Violent Weighted Clearance Rate

### Charges Laid By Act

The following chart shows the breakdown of charges laid by the Sarnia Police Service by the most common laws (Acts) enforced by the police.

Act	2022
Criminal Code	3575 (+6%)
Controlled Drug and Substance Act	256 (-16%)
Cannabis Act	1024 (+19%)
Liquor Licence Act	93 (-9%)
Highway Traffic Act	3364 (+59%)

### By Offence Type

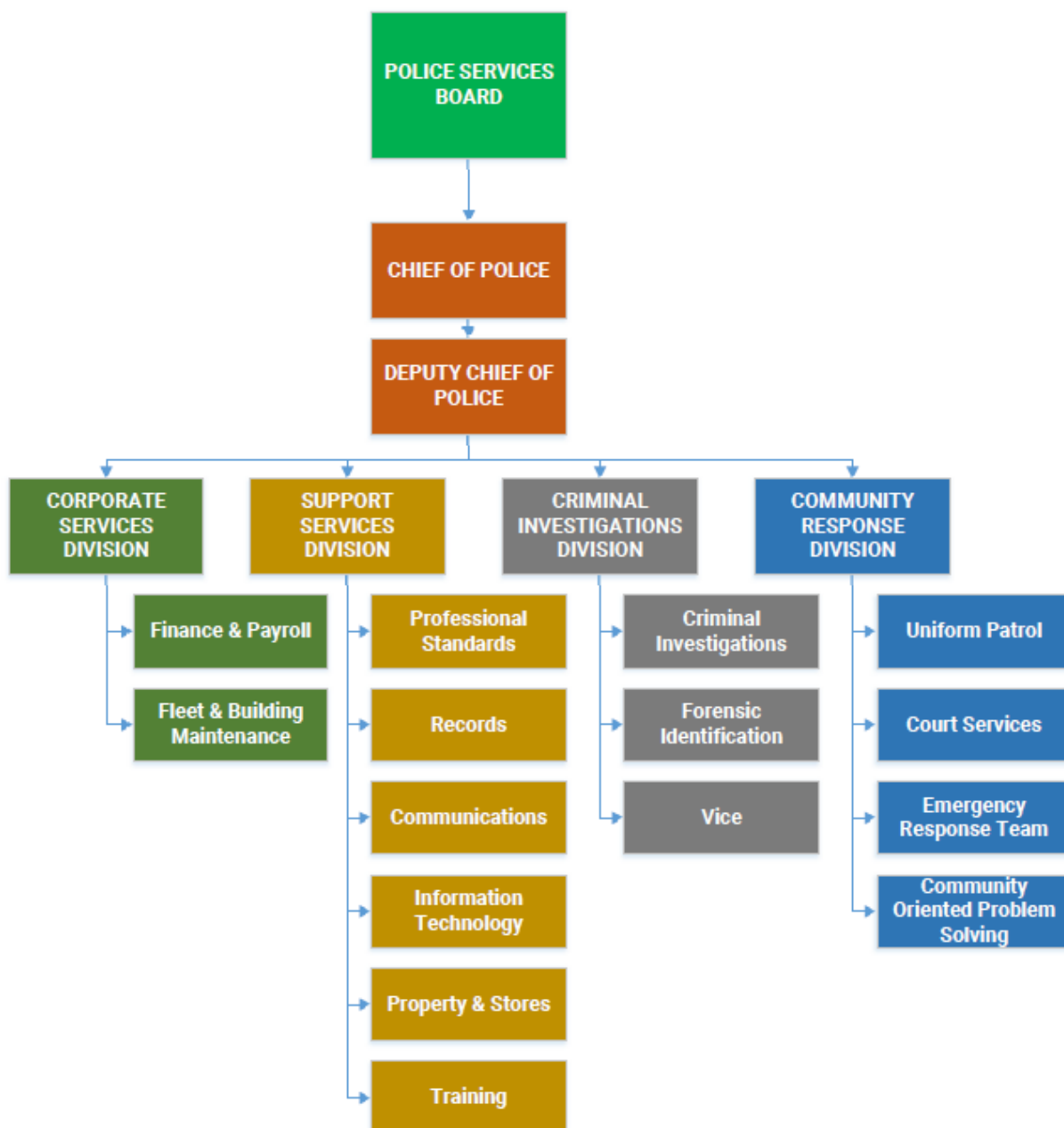
The following chart indicates the number of offences the Sarnia Police responded to in 2022, broken down by offence type. It is important to note that not all calls for service translate to an offence as much of what the police deal with are non-criminal matters.

Offence	2022	Offence	2022
Homicide	2 (0%)	Theft Under \$5000 (Shoplifting)	351 (+25%)
Manslaughter	1 (0%)	Fraud	349 (+22%)
Attempt Murder	0 (0%)	Breach of Probation	103 (+54%)
Robbery	24 (+55%)	Possession of Offensive Weapon	95 (+28%)

Offence	2022	Offence	2022
Assault (Bodily harm or weapon)	172 (+24%)	Bail Violation	606 (+15%)
Assault	444 (+12%)	Utter Threats	10 (+150%)
Sexual Assault	85 (+10%)	Theft from Motor Vehicle	308 (-3%)
Kidnapping	2 (+100%)	Mischief	411 (-20%)
Forcible Confinement	9 (+50%)	Break & Enter Business	394 (-4%)
Theft of Motor Vehicle	153 (+1%)	Disturbing the Peace	214 (-2%)
Theft under \$5000	573 (+5%)	Child Pornography	3 (-50%)

## 2022 ORGANIZATIONAL STRUCTURE

The following chart is a graphical representation of the organizational breakdown of the Sarnia Police Service in 2022. The organization is divided within 4 divisions, each headed by a Director or Inspector, which report to the Chief and Deputy Chief of Police.





## PERSONNEL

The following is the number of staff employed by the Sarnia Police, both in a sworn police officer and a civilian (non-police officer) capacity.

	2022 Full Time	2022 Part Time
<b>Total Staff Members</b>	<b>197</b>	
<b>Sworn Police Officers (all ranks)</b>	<b>117</b>	
Chief & Deputy Chief	2	
Inspectors	3	
Staff Sergeants	5	
Sergeants	11	
Constables	96	
<b>Civilians (all ranks)</b>	<b>50</b>	<b>24</b>
Administrative <sup>1</sup>	5	
Criminal Investigations Support	2	
9-1-1/Communications	13	10
Special Constables (Court Security & Prisoner Monitoring) <sup>2</sup>	9	5
Court Coordinators	2	
Records, Judicial Services & CPIC	13	5
IT & Systems	3	
Property	1	
Facility & Fleet Maintenance	2	4

## POLICE COMPLAINTS

The following is a breakdown of the number of complaints against police received in 2022 and their disposition.

	2022
Total Complaints	21
Screened out (did not meet threshold)	12
Withdrawn by Complainant	3
Investigated but Unsubstantiated	3
Early Resolution	2
Substantiated	1
<b>Total complaint rate per call for service: 0.0007%</b>	
<b>Rate of <u>substantiated complaints</u> per call for service: 0.00003%</b>	

<sup>1</sup> Board approved additions during year – 1 Manager of Planning, Policy, Fleet & Facilities

<sup>2</sup> Board approved additions during year – 4 Special Constables – Prisoner Monitoring

## 2022 FINANCIAL RESULTS

The following is a summary of the 2022 Fiscal Year results of the Sarnia Police Service.

	2022 Budget	2022 Actual
<b>Revenues</b>		
Cost Recoveries	(\$715,853)	(\$723,641)
Fees Revenues	(\$281,000)	(\$254,891)
Revenues Other	(\$15,000)	(\$22,263)
Grant - County	(\$1,420,153)	(\$1,246,274)
Grant - Ontario	(\$270,715)	(\$315,528)
<b>Revenues Total</b>	<b>(\$2,702,721)</b>	<b>(\$2,562,597)</b>
<b>Expenditures</b>		
Compensation	\$19,277,977	\$19,107,390
Benefits	\$6,229,630	\$5,727,123
Recruitment, Training & Wellness	\$208,842	\$277,165
Clothing/Personal Equipment	\$100,000	\$107,881
Other Expense	\$349,120	\$315,071
Police Technology – Licensing/Maintenance	\$294,491	\$295,582
Police Operational Supplies	\$310,015	\$320,527
IT & Systems	\$606,708	\$774,414
Small Equipment & Supplies	\$65,150	\$82,562
Maintenance - Facility	\$448,850	\$501,534
Maintenance - Fleet	\$363,820	\$534,237
Lease - Facility/Telecommunications	\$89,518	\$89,916
Transfers & Allocations <sup>3</sup>	\$1,567,000	\$1,590,910
Board Expense	\$49,905	\$96,590
<b>Expenditures Total</b>	<b>\$29,961,026</b>	<b>\$29,820,902</b>
<b>Total</b>	<b>\$27,258,305</b>	<b>\$27,258,305</b>

---

<sup>3</sup> Reserves Transfer includes year end surplus amount of \$23,910

## **COMMUNITY BASED CRIME INITIATIVES & KEY ACHIEVEMENTS**

The Sarnia Police Service is committed to implementing community based crime prevention initiatives in an effort to target concerns in the community. The following represents a summary of key initiatives and achievements of the Sarnia Police during 2022.

### **MHEART**

The Sarnia Police Services continues to support the Mental Health Engagement and Response Team where a mental health crisis nurse is paired with a police officer. This MHEART team provides specialized mental health services to those in crisis with the goal of successful de-escalation and community support to those in need.

### **Bait Bike Program**

Commencing in the fall of 2022, the Sarnia Police Street Crime team began a bait bike project where a police owned bicycle was placed unattended at various locations around the city. This program proved to be highly successful in combating bicycle theft.

### **Next Generation 911**

The Sarnia Police Service continues to work toward the full implementation of the Next Generation 911 system as well as taking on dispatch services for several Lambton County Fire Departments. As a 911 Public Safety Answering Point (PSAP), upgrading to a NG911 capable system is a requirement as mandated by the federal government.

### **2023-2026 Strategic Plan**

In the fall of 2022, the Sarnia Police Service undertook a series of extensive public consultations to develop the 2023-2026 Strategic Business Plan as mandated by the Police Services Act. The final document can be found on [www.sarniapolice.ca](http://www.sarniapolice.ca) and details the strategic priorities for the police service for the next three years.

### **Facility Upgrades**

In 2022, a number of deficiencies were identified in the building, some of which required immediate attention including the cellblock and range. Along with the addition of four Special Constables to monitor prisoners, significant changes were made to the cell block area to gain compliance with current prisoner custody legal requirements. This included retrofits to cell doors, as well as additional cameras and lighting. As the Sarnia Police continues to grow and as policing requirements change, more space is needed for operations. Several parts of the building were repurposed and turned into office space to accommodate the anticipated 2023 hiring

### **CONSULTATION:**

Derek Davis – Chief of Police

Cathy Dam – Director of Financial Services

Mike Van Sickle – Inspector, Operations

Jason Dale – Manager of Planning, Policy, Fleet & Facilities



## **SARNIA POLICE SERVICE**

### **Public Agenda Information Report**

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

**From:** Chief Derek W. Davis

**Subject:** Traffic Inquiry (EDR)

**Date:** December 14, 2023

**Report Number 23-12-008-O**

---

#### **SUMMARY:**

At the October 2023 Board meeting, a request was made to provide an update with respect to emergency detour routes (EDR) and traffic control when the 402 is closed.

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

---

Derek W. Davis  
Chief of Police

:JC/DD

## UPDATE SUMMARY:

Policing on the 402 is the responsibility of the Ontario Provincial Police. However, as traffic is diverted off the 402, it will flow onto municipal streets that are not able to handle the volume of a 400 series highway. Emergency Detour Routes are intended to provide alternate routes around a highway emergency, and minimize the traffic congestion that often result.

<https://www.lambtononline.ca/en/emergencies/winter.aspx#Emergency-Detour-Routes>

### Emergency Detour Routes

London Line (County Road 22) is the designated Emergency Detour Route (EDR) for Highway 402 in Lambton County. Traffic is often diverted there following collisions on Highway 402. It should be noted that EDRs are not necessarily intended to address poor weather conditions. In Lambton County, the London Line EDR parallels the 402 within a couple of kilometres, so winter weather conditions affecting Highway 402 are likely affecting London Line. If warnings are issued about poor travelling conditions on Highway 402, London Line and other east-west routes will likely be just as bad or worse. Stay where you are and don't travel if you don't have to.

On November 20<sup>th</sup> 2023, Deputy Chief Craddock attended the 402 Stakeholder's meeting hosted by the County of Lambton.

During that meeting, several key points were discussed:

- An acknowledgement that the OPP, MTO and SPS need better communication when there is a major incident on the 402 that will result in increased traffic in the City of Sarnia. This is an ongoing deliberation.
- SPS will be placed on an automatic distribution list that the MTO uses to communicate key messaging to stakeholders.
- MTO is looking at changes to signage to keep motorists better informed regarding EDR routes. Signage however needs to be consistent with what is in use across the province.
- Use of the EDR is recommended but not required. Motorists would need to choose to follow any EDR during an activation.
- There are Reception Centre Protocols in place to shelter motorists who are stranded as a result of a major weather incident.

**In addition to other ongoing policy updates and implementations, the Sarnia Police Service will be looking at creating a directive to address these issues (e.g. "Strategic Response to Gridlock"). This will be done in collaboration with our County and policing partners.**



## **SARNIA POLICE SERVICE**

### **Open Agenda Information Report**

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

**From:** Deputy Chief Julie Craddock

**Subject:** Monthly Operational Update

**Date:** December 14<sup>th</sup>, 2023

**Report Number: 23-12-008-O**

---

#### **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".

---

Julie M. Craddock  
Deputy Chief of Police

:jc

## **OPERATIONS DIVISION**

- On November 8 2023, officers responded to a report of a suspicious vehicle in the area of Indian Road and Highway 402. Upon arrival, the officers located the vehicle and two male occupants. An investigation was initiated which resulted in the discovery of a loaded handgun and the arrest of both suspects. A search of the vehicle resulted in locating a second loaded handgun.

The two men were arrested and charged with numerous weapons related offences. The driver of the vehicle was also charged with impaired driving.

- Shortly after 4:30 am, on October 22, 2023 the suspect broke into a residence on Afton Drive in the City of Sarnia. While inside the residence, the suspect encountered the occupants (2 adult victims) and threatened them with a hammer, while demanding their valuables.

The suspect fled the area and as a result of a quick and coordinated effort by responding officers, he was arrested a short time later.

The victims were not physically injured during this interaction.

- A 33 male from Sarnia was charged for numerous offences including: Break and Enter, Robbery with a weapon x2, Assault with a weapon and more.

At the time of his arrest, the suspect was bound by two separate probation orders for similar offences.

## **COMMUNITY SUPPORT DIVISION**

### **Organizational Wellness**

A First Responder Wellness Seminar was held on November 16, 2023 and was sponsored by the SPS and the SPS Peer Support Team. Facilitated by Frontline Counselling and Holistic Services, this event was focused on promoting mental wellness and resilience for First Responders and their support systems. Over 60 people attended from SPS, OPP, CBSA, Sarnia Fire and EMS.

### **Annual Cops for Cans event**

On Saturday November 18 2023, the Sarnia Police Service held their annual Cops for Cans event at 4 locations throughout the community. In total 11,588 pounds of food was collected and donated to the Inn of the Good Shepherd to help those in need.

### **Aamjiwnaang First Nation**

On October 25 2023, at approximately 12:00 am, an SUV drove past a Maness Court residence firing multiple gunshot rounds at a residence.

This remains an active and ongoing investigation. On October 30<sup>th</sup>, Chief Davis and D/Chief Craddock attended a community-healing circle to listen to the concerns of Aamjiwnaang members. Increased patrols were requested in the community and 20 SPS officers participated in providing high-visibility patrols over a 3-week period. Their efforts were tracked using custom analytics tools and the #AMJ (hashtag).

**Holiday RIDE**

On November 10 2023, SPS participated in the Reduce Impaired Driving Everywhere (RIDE) campaign launch for the 2023 holiday season.

The RIDE program serves as a deterrent against impaired driving. RIDE spot checks are conducted year round, with increased frequency during the holidays and long weekends.

In 2023 (YTD) the SPS has laid 113 impaired related charges.

The Sarnia Police Service (SPS) remains committed to keeping our roads safe for residents and visitors. Through special projects, awareness campaigns, education, and enforcement, the SPS works to help improve road safety.

**CONSULTATION:**

Leo Murphy – Inspector Criminal Investigations Division

Mike Van Sickle – Inspector Operations Division

Dwayne Whelpley – Inspector Community Support Division





# Sarnia Police Services Board

555 Christina Street North, Sarnia, ON N7T 7X6  
Chair: Paul Wiersma, [Paul.Wiersma@spsboard.ca](mailto:Paul.Wiersma@spsboard.ca)  
Secretary: Joan Knight, [Joan.Knight@spsboard.ca](mailto:Joan.Knight@spsboard.ca)

Date: December 14, 2023  
From: Joan Knight, Secretary to Sarnia Police Services Board  
Subject: 2024 Police Service Board Meeting Dates

---

Suggested 2024 meeting dates for the Sarnia Police Services Board are set forth below for your consideration:

- January 18
- February 22
- March 21
- April 25
- May 23
- June 20
- July – at the call of the Chair
- August – at the call of the Chair
- September 19
- October 10 – Budget
- November – at the call of the Chair
- December 5

Joan Knight



# Sarnia Police Services Board

555 Christina Street North, Sarnia, ON N7T 7X6  
Chair: Paul Wiersma, Paul.Wiersma@spsboard.ca  
Secretary: Joan Knight, Joan.Knight@spsboard.ca

Date: December 14, 2023

To: Sarnia Police Services Board Members

From: Joan Knight, Secretary, Sarnia Police Services Board

Subject: Ontario Association of Police Services Boards (OAPSB)  
Membership Dues for 2024

---

## Recommendation:

It is recommended that the Sarnia Police Services Board approve the renewal of the Ontario Association of Police Services Boards (OAPSB) Membership for 2024.

## Background & Comments:

The fee for the size of the Sarnia Police Services for 2024 is \$4,953.21 plus HST, the price including HST is \$5,597.13.

# 2024 OAPSB Membership

**REGISTER**

Being a member of the OAPSB has never been more important. As your association, the OAPSB advocates for legislation and provincial support to create a consistent and effective structure for boards and effective standards for police governance in Ontario. The Community Safety and Policing Act (CSPA) is expected to come into force in the spring of 2024. The CSPA outlines new responsibilities and requirements for police governance boards and police services. Our work to support you through this transition and beyond is aligned with our three strategic pillars, Advocacy, Expertise and Education. We provide our members with the tools, knowledge and professional development needed to establish your board priorities, and to create objectives, policies, and performance expectations for your police services.

## Benefits of an OAPSB Membership include:

**Education:** *Constantly working to ensure information is relevant and timely!*

- Training sessions on the CSPA and other legislation and relevant issues as changes and updates occur
- Best practice sharing through education sessions, networking, discussion groups, conferences, and special events
- Attendance at events featuring expert speakers on topical public safety and police governance issues, at reduced member rates
- A resource library of tools and supports through the members portal and OAPSB's new application available for Android and Apple operating systems
- News Bulletins, newsletters and blogs regarding public safety, legislation and Police Governance

**Expertise:** *If we don't have it, we can connect you to someone who can help!*

- Connected to a network of Public Service and Community Safety organizations aimed at sharing best practices, stewardship and mentorship.
- Access to ***expert speakers and subject matter experts*** for Police Governance and Community Safety

- Leading information on Board Governance in Ontario for OPP boards, Municipal Police Services Boards, and First Nations Boards serving communities of all sizes

**Advocacy:** *Working for you to further Police Governance through advocacy*

- Speaking on behalf of our members on community safety and related concerns boards face in today's communities
- Regular work with public safety policy makers and program evaluators to further our interests in Community Safety and Board Governance
- Collaborative efforts and leveraged relationships with other Professional Groups in Policing to further our efforts to ensure safe communities and public trust in policing
- Continued advocacy for funding and other support for Police Services and Boards in the Province as we transition to the CSPA
- Provide advocacy opportunities for members to meet public safety policy makers and program evaluators

*OAPSB...the face and voice for Police Governance in Ontario...and here for you!*

## **2024 Membership Dues: Section 10 OPP Boards, Section 31 Municipal Boards, and First Nations Boards**

<b>Force Size (Uniform Members)</b>	<b>2024 Membership Dues</b>	<b>HST</b>	<b>Total</b>
1-10	\$778.61	\$101.22	\$879.83
11-30	\$1,328.22	\$172.67	\$1,500.88
31-50	\$1,618.78	\$210.44	\$1,829.22
51-100	\$3,396.18	\$441.50	\$3,837.69
101-200	\$4,953.21	\$643.92	\$5,597.13
201-300	\$5,724.47	\$744.18	\$6,468.65
Over 300	\$6,496.92	\$844.60	\$7,341.52