



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, MAY 14, 2024

8:00 A.M.

MAIN BOARDROOM, 2ND FLOOR CITY HALL

1. **LAND ACKNOWLEDGMENT:**

“As we gather here today, we acknowledge we are on Treaty 6 Territory and Homeland of the Dakota and the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.”

2. **APPROVAL OF AGENDA:**

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

3. **ADOPTION OF MINUTES:**

- 3.1 Minutes of the Board of Police Commissioners Meeting held April 30, 2024 **Page 1**

Recommendation:

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

4. **PRESENTATIONS:**

5. **REPORTS:**

- 5.1 2023 Prince Albert Police Service Year End Financial Report **Page 4**

Recommendation:

That the Report be received as information and filed.

- 5.2 Evade Police – 2023 Overview **Page 23**

Recommendation:

That the Report be received as information and filed.



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, MAY 14, 2024

8:00 A.M.

MAIN BOARDROOM, 2ND FLOOR CITY HALL

- 5.3 2024 Canadian Association of Police Governance Annual Conference **Page 32**

Recommendation:

1. ***That the Board approve up to two (2) Board members to attend the 2024 Canadian Association of Police Governance Annual Conference taking place August 8 - 11, 2024 in Halifax, Nova Scotia; and,***
2. ***That any associated eligible costs be paid by the Prince Albert Board of Police Commissioners 2024 Budget.***

- 5.4 Assignment – Chief’s Executive Assistant – Board Secretary Responsibilities **Page 35**

Note: This Report was referred from the April 30, 2024, Board of Police Commissioners Meeting

Recommendation:

That the Police Chief’s Executive Assistant of the City of Prince Albert be appointed to fulfill the responsibilities of the Board Secretary unless circumstances exist, such as:

- a. ***Disciplinary action with respect to the Police Chief and Deputy Police Chief activities in accordance with The Police Act.***

6. **CORRESPONDENCE:**

7. **DISCUSSION ITEMS:**

8. **NEXT MEETING:**

Tuesday, June 18, 2024
8:00 a.m.
Main Boardroom, City Hall



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

TUESDAY, MAY 14, 2024

8:00 A.M.

MAIN BOARDROOM, 2ND FLOOR CITY HALL

9. **ADJOURNMENT - A.M.:**

That this Board do now adjourn the Public meeting.



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC MINUTES OF MEETING

TUESDAY, APRIL 30, 2024

8:05 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

PRESENT:

Janet Carriere, Chairperson
Mayor G. Dionne
Councillor T. Head
Councillor B. Edwards
Dr. Blaine Broker
Marlo Pritchard (Attended via video conferencing)
Linda Greyeyes-Highway

P. Nogier, Chief of Police
F. Prince, Deputy Chief of Police
A. Dumont, Human Resources Manager
K. Toews, Finance Manager
K. Stumpf, Executive Assistant

Terri Mercier, Interim Board Secretary

Meeting convened at 8:05 a.m.

2. APPROVAL OF AGENDA:

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

That the April 16, 2024 Board of Police Commissioners Public Meeting Agenda be approved as presented.

3. ADOPTION OF MINUTES:

3.1 Minutes of the Board of Police Commissioners Meeting held March 26, 2024

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

That the Minutes of the Board of Police Commissioners Public Meeting March 26, 2024, be taken as read and adopted; and, that the Board Chairperson and Board Secretary be authorized to execute the minutes on behalf of the Board of Police Commissioners.

4. PRESENTATIONS:

5. REPORTS:

5.1 First Quarter of 2024 Crime Statistics Report

038. Moved by B. Broker, AND RESOLVED:

That the Report be received as information and filed.

5.2 Proactive Policing Report (PPU) Quarterly Report (Q1)

039. Moved by L. Greyeyes-Highway, AND RESOLVED:

That the Report be received as information and filed.

5.3 Strategic and Operational Plan Update

040. Moved by Councillor T. Head, AND RESOLVED:

That the Report be received as information and filed.

5.4 Assignment – Chief’s Executive Assistant – Board Secretary Responsibilities

041. Moved by Councillor T. Head, AND RESOLVED:

That the Report be referred to the next Board of Police Commissioners meeting for consideration.

6. CORRESPONDENCE:

7. DISCUSSION ITEMS:

8. **NEXT MEETING:**

Tuesday, May 14, 2024
8:00 a.m.
Main Boardroom, City Hall

9. **ADJOURNMENT – 9:02 A.M.:**

042. **Moved by Councillor B. Edwards, AND RESOLVED:**

That this Board do now adjourn.

CHAIRPERSON

BOARD SECRETARY



PRINCE ALBERT POLICE SERVICE Board Report

TITLE: 2023 Prince Albert Police Service Yearend Financial Report

DATE: May 1, 2024

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

IN CAMERA:

RECOMMENDATION:

That the report be received as information and filed.

STRATEGIC PLAN:

2024 Operational Plan – Goal 9 – Accountable Financial Practices

TOPIC & PURPOSE:

To provide a breakdown of the 2023 Police Service spending for the operations of Prince Albert Police Service.

BACKGROUND:

City Council, at its meeting on December 12, 2022, approved the following recommendations for the 2023 Prince Albert Police Service Budget:

“That the 2023 Prince Albert Police Service be funded in the amount of \$18,336,700 inclusive of Capital expenditures of \$263,040 and the Police Base Tax in the amount of \$621,100;

That the City accept a \$200,000 transfer from the Police Services Operating Reserve to The City’s General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with budget shortfalls.”

The 2023 Prince Albert Police Service Budget was approved for \$18,336,700.

PROPOSED APPROACH & RATIONALE:

This report will provide a detailed summary of the 2023 operations compared to budget for the Prince Albert Police Service. This summary report reflects the budget as approved compared to actual operations for the year.

SUMMARY OF 2023 POLICE SERVICE YEAR-END

The summary of the 2023 Police Service Yearend shows a **shortfall** of **\$243,875**, broken down as follows:

	2023 Budget	2023 Actuals	(favorable) Unfavorable Change
REVENUES			
User Charges and Fees	(1,055,610)	(1,333,777)	(278,167)
Operating Grants and Donations	(3,828,080)	(4,017,951)	(189,871)
Total Revenues	(4,883,690)	(5,351,728)	(468,038)
EXPENSES			
Salaries Wages and Benefits	19,788,280	19,938,698	150,418
Contracted and General Services	1,630,110	1,988,767	358,657
Financial Charges	750	1,263	513
Utilities	139,210	129,203	(10,007)
Interest on Long Term Debt	-	-	-
Fleet Expenses	829,580	829,919	339
Maintenance Materials and Supplies	1,170,710	1,296,545	125,835
Insurance	19,810	19,046	(764)
Total Expenses	23,578,450	24,203,441	624,991
Operating (Surplus) Deficit	18,694,760	18,851,713	156,953
Approved Capital Reserve	263,040	263,040	-
Transfer from Proactive Policing Reserve	(621,100)	(534,178)	86,922
Total Transfer from the City	\$ 18,336,700	\$ 18,580,575	\$ 243,875

The 2023 Police Service shortfall includes the transfer from the Proactive Police Reserve in the amount of \$534,178, to fund the costs of the Proactive Policing Unit in 2023.

- For 2023, Revenues exceeded budget by \$468,038.
- For 2023, Expenses exceeded budget by \$624,991.
- For 2023, Proactive Policing Unit reserve transfer was reduced by \$86,922.

This report going forward will illustrate a surplus as being (favourable).

2023 POLICE SERVICE OPERATING REVENUES

User Charges and Fees

User charges and fees include Provincial Magistrate Fines, Alarm charges, Criminal Record checks and other items. A breakdown of the revenue generated for Year 2023 for User Charges and Fees is as follows. There was a surplus of (\$278,167) for User Charges and Fees.

User Charges and Fees	2023 Budgeted Revenue	2023 Actual Revenue	(Surplus)/ Shortfall
Total User Charges and Fees	\$1,055,610	\$1,333,777	(\$278,167)

Notes:

User Charges and Fees Revenue exceeded budgeted revenue by the amount of (\$278,167) mainly due to the following increased/decreased revenue:

- (\$17,946) increased revenue generated from Administration Revenue. Increases included Detention Services Contract: (\$1,681); CRT Facilities Rent/LAFOIP Revenue: (\$17,932); ICE Operating Costs Reimbursement: (\$4,753); and a shortfall in Sask. Policing Training Reimbursement \$6,420.
- (\$4,632) unbudgeted revenue generated from reimbursements for members traveling for certain training and/or instructing.
- \$5,000 shortfall in recruiting revenue. PA Police Service no longer charges potential recruits for POPAT Testing.
- \$4,620 shortfall for alarm charges.
- (\$301,307) increased revenue generated from Workers Compensation Board. (WCB Claims)
- \$19,687 shortfall in Special Events Overtime Revenue.

- \$85,645 shortfall for Provincial Magistrate Fines.
- (\$68,485) increased revenue generated from Criminal Records Checks.
- (\$750) unbudgeted revenue generated from rent of building.

Operating Grants and Donations

Operating grants and donations include funding from SGI, the Provincial Government and the Federal Government, for officer positions and victim services positions.

The 2023-budgeted revenue for Operating Grants and Donations in the total amount of \$3,828,080 consisted of:

- \$2,530,000 ~23 funded officers X \$110,000 per officer.
- \$540,000 ~ funding from SGI for CTSS Program (three officers X \$120,000 and \$180,000 for operations.
- \$75,000 ~ one funded out of scope civilian intelligence analyst.
- \$308,000 ~ CRT operating dollars.
- \$34,000 ~ STRT operating dollars.
- \$295,180 ~ Victim Services, Indigenous Resource Officer and Missing Persons Liaison funding.
- \$45,900 ~ SGI funding for Traffic Enforcement Initiatives.

The revenue funds the various programs such as Combined Traffic Services Saskatchewan (CTSS), Crime Reduction Team (CRT), Integrated Child Exploitation (ICE), Criminal Investigations (CID), Police and Crisis Team (PACT) and Saskatchewan Trafficking Response Team (STRT).

April 1, 2023, the Prince Albert Police Service received an increase in provincial funding as follows:

- 23 Officers at the rate of \$114,400 per officer.

Operating Grants and Donations Revenue exceeded budgeted revenue by the amount of (\$189,871).

Operating Grants and Donations	2023 Budgeted Revenue	2023 Actual Revenue	(Surplus)/ Shortfall
Total Operating Grants and Donations	\$3,828,080	\$4,017,951	(\$189,871)

Notes:

- (\$8,005) deferred revenue from 2022 for Victim Services, Missing Persons;
- (\$270,500) deferred revenue from 2022 for STRT;
- (\$29,009) deferred revenue from 2022 for CRT;
- (\$4,200) revenue from the Ministry of Health for CPKN Training courses;
- (\$986) revenue from the Province for HUB operating expenses;
- (\$1,551) revenue from SGI for traffic enforcement equipment;
- (\$88,549) increase in revenue from the Province for funded positions;
- (\$21,367) unbudgeted revenue for Civil Forfeiture Grant 2023-2024;
- (\$3,860) unbudgeted revenue donated for Shop with a Cop;
- (\$36,798) City Finance error in clearing deferred revenue of unspent funds for Civil Forfeiture in 2022;
- \$8,776 repayment to the Province for Missing Persons unspent funds for 2022-2023;
- \$15,896 deferred revenue moved to 2024, for unspent Civil Forfeiture Grant 2021-2022;
- \$19,333 deferred revenue moved to 2024, for unspent Missing Persons Contract 2023-2024;
- \$29,370 deferred revenue moved to 2024, for unspent Victim Services Contract 2023-2024;
- \$50,328 reduction in SGI CTSS Contract due to a vacancy in 2023 (invoiced quarterly on actual expenses);
- \$73,885 deferred revenue moved to 2024, for unspent STRT Contract 2023-2024;
- \$76,631 deferred revenue moved to 2024, for unspent CRT Contract 2023-2024;
- \$344 reduction for High Visibility Contract (invoiced quarterly on actual expenses);
- \$400 reduction in Operating Dollars from Province for STRT Contract 2023-2024.

POLICE SERVICE OPERATING EXPENDITURES

A breakdown of the budgeted versus actual spending for the Police Service Expenditures is summarized as follows: The total actual 2023 expenditures were over budget by \$624,991:

Expenditures	2023 Budgeted Expenses	2023 Actual Expenses	(Surplus)/ Shortfall
Contracted and General Services	\$1,630,110	\$1,988,767	\$358,657
Financial Services	\$750	\$1,263	\$513
Fleet Expenses	\$829,580	\$829,919	\$339
Insurance	\$19,810	\$19,046	\$(764)
Maintenance Materials and Supplies	\$1,170,710	\$1,296,545	\$125,835
Salaries, Wages, and Benefits	\$19,788,280	\$19,938,698	\$150,418
Utilities	\$139,210	\$129,203	\$(10,007)
Total Expenditures	\$23,578,450	24,203,441	\$624,991

This report will provide a more detailed analysis of the following Police Service Expenditures:

Salaries, Wages and Benefits

Salaries, Wages and Benefits were over budget for 2023 in the total amount of \$150,418.

Salaries, Wages and Benefits	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Salaries, Wages and Benefits	\$19,788,280	\$19,938,698	\$150,418

The over expenditures are as follows:

\$311,111 over budget in Administration:Savings

- Vacancy Savings Chief of Police: (\$71,376)
Explanation -Secondment coded to Contracted Services.
- Payroll Benefits Chief of Police: (\$50,349)
Explanation -Secondment coded to Contracted Services.
- Clothing Allowance: (\$782)
- Main Station: (\$9,869)

Explanation – Casual Custodian was not available as much as projected and vacancy savings for Building and Fleet Coordinator of 1.5 months.

- Mechanical Maintenance: (\$5,030)
Explanation -Prince Albert City wages were less than budgeted.
- Information Management: (\$64,178)
Explanation - Vacancy savings in IT, Systems Programmer for six months.

Unbudgeted Expenses

- Chief of Police: \$272,010
Explanation – New Chief of Police
- Media Relations: \$8,423
Explanation – Salaries coded to Administration instead of Community Relations.
- Executive Team: \$14,403
Explanation- Increment dates and staff turnover.
- Overtime for Finance Manager: \$16,760
Explanation –Vacancy of executive assistant and Special Inquiry reports.
- Payroll coding error: \$93
- Sub Station \$1,007
Explanation -Prince Albert City wages were more than budgeted.
- Vacancy savings of 1%: \$200,000

\$62,997 over budget in Board of Police Commission:

Savings

- Board Indemnities: (\$1,000)
- Board Benefits: (\$95)

Unbudgeted Expenses

- Board Secretary Secondment: \$64,092

(\$405,946) savings in Criminal Investigations:

Savings

- Criminal Investigation Major Crimes: (\$348,205)
Explanation: Two vacancies were maintained throughout 2023 to bolster frontline support.
- Court Exhibits: (\$4,223)
- PACT: (\$37,498)
Explanation – Savings attributed to a WCB claim.
- Missing Persons, Victim Services Unit: (\$28,216)
Explanation- Vacancy resulted in savings, to be returned to the Province as deferred revenue by March 2024.

- ISET: (\$100)
Explanation- Coding error.

Unbudgeted Expenses

- IDENT: \$11,966
Explanation- Overtime costs exceeded budget allocation.
- ICE: \$332

\$714,148 over budget in Patrol Division:

Savings

- Statutory Pay: (\$121,451)
Explanation - Savings attributed to leaves of absence.
- Shift Differential: (\$3,646)
- Clothing Allowance : (\$3,605)
- Court Overtime Salaries: (\$12,243)
Explanation- Intime assists with scheduling members for court on days of work.
- Detention Unit: (\$140,714)
Explanation - Savings due to hiring Commissionaires with their salaries coded to contracted services.

Unbudgeted Expenses

- Salaries: \$445,682
Explanation –Increased expenses due to duty to accommodate, coverage of various leaves and the pilot project -Alternative Call Response, resulting in more members assigned to Patrol in 2023 than budgeted.
- Overtime: \$367,476
Explanation- Staffing shortages necessitated overtime coverage due to various leaves of absence.
- Benefits: \$176,092
Explanation - Increased expenses due to duty to accommodate, coverage of various leaves and the pilot project -Alternative Call Response, resulting in more members assigned to Patrol in 2023 than budgeted.
- Wellness Program -\$6,556

Despite efforts to manage expenses, significant overspending occurred in salaries and benefits, mainly due to staffing shortages and increased duties.

(\$531,891) savings in Support Services:Savings

- Victim Services Unit: (\$61,168)
Explanation - Vacancy resulted in savings, to be returned to the Province as deferred revenue by March 2024.
- Proactive Policing: (\$81,074)
Explanation – One vacancy was maintained throughout 2023 to bolster frontline support.
- Canine: (\$310,379)
Explanation - Originally planned for four members, but due to staffing shortages, only two members were assigned to Canine.
- Community Policing Unit –(\$43,774)
Explanation - Savings attributed to a WCB claim.
- CTSS: (\$103,890)
Explanation - One vacancy was maintained throughout 2023 to bolster frontline support.
- High Visibility: (\$17,415)
Explanation –Focus on overtime directed towards frontline staffing due to shortages.
- CRT: (\$99,455)
Explanation -Changes in rank from original budget.
- STRT: (\$252,110)
Explanation – Originally planned for four members, but due to staffing shortages, only two members were assigned to STRT.

Unbudgeted Expenses

- Community Relations: \$246,925
Explanation - Vacancy in Media Relations, Staff Sergeant of Support Services coded to this account, and change in rank for officers since the original budget allocation.
- Support Services: \$167,492
Explanation - Additional Administration Support required for Intime Launch and Inspector in Charge of Operations, and hiring of Document Server to support frontline officers and reduce workload
- Enforcement: \$3,998
Explanation –Overage offset by Special Events revenue.
- ERT: \$10,159
- Mentorship: \$4,775
- Intersection Safety: \$4,025
Explanation: Offset by revenue increase from SGI.

Contracted and General Services

Contracted and General Services	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Contracted and General Services	\$1,630,110	\$1,988,767	\$358,657

The over expenditures are as follows:

\$193,256 over budget in Administration:**Savings**

- Health Services: (\$698)
- Wellness Strategy: (\$5,104)
- Mets Building: (\$240)
- Consulting Fees Information Technology: (\$13,270)

Unbudgeted Expenses

- Legal Services: \$31,985
- Consulting Services: \$122,317
Explanation -Unbudgeted expense for Chief Secondment.
- Substation: \$23
- Information technology: \$58,243
Explanation - Increase in licensing contributed to this short fall.

(\$6,009) savings in Criminal Investigations:**Savings**

- Provincial Analyst: (\$11,220)
Explanation – Province no longer is requesting PA Police to contribute to a Provincial Analyst.
- FIS: (\$375)
Explanation -Members assigned to FIS, who have completed the Forensics Identification Training, are compensated \$750.00 each year. One member was pro-rated for 2023.

Unbudgeted Expenses

- Towing Services: \$360
- ICE: \$5,226
Explanation- This expense was invoiced to Saskatoon City Police and has been recorded as revenue.

\$183,410 over budget in Patrol Division:

Unbudgeted Expenses

- Alterations: \$1,962
- Towing Services: \$2,019
- Detention Unit: \$176,656
Explanation –Commissionaires contracted work in the Detention Unit, resulting in a shortfall despite savings in Detention Unit Salaries. The shortfall is \$34,942.
- Laundry Services Detention Unit: \$2,773

(\$12,001) savings in Support Services:

Savings

- Support Services: (\$20,300)
Explanation – Unexpected savings despite anticipating an increase in the Dispatching Contract with CanOps.
- Emergency Response Team: (\$1,005)
Explanation –Funds allocated for Parkland Ambulance attending ERT Calls.

Unbudgeted Expenses

- Community Relations: \$3,365
Explanation - Expenses related to purchasing signature coins and contracting media relations for new Dispatch Model communication.
- Mentoring: \$275
- Canine: \$2,505
Explanation- Emergency surgery required for one canine.
- Health Service: \$3,159
Explanation- POPAT Costs. Vacancies are to offset costs of Recruiting.

Financial Charges

Finance Charges	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Finance Charges	\$750	\$1,263	\$513

The over expenditures are as follows:

- There was a small increased cost for Finance Charges.

Utilities

Utilities	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Utilities	\$139,210	\$129,203	(\$10,007)

Notes:

(\$10,007) savings in Utilities:

Savings

- Water and Sewer: (\$3,749)
- Heating: (\$9,109)

Unbudgeted Expense

- Power: \$2,851

Fleet Expenses

Fleet	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Fleet	829,580	829,919	\$339

The over expenditures are as follows:

\$339 over budget in fleet

Savings

- Admin Vehicle: (\$381)

Unbudgeted Expenses:

- Substation: \$120
Explanation - City of Prince Albert coded an expense to this account.
- Mechanical Maintenance: \$600
Explanation - City of Prince Albert coded an expense to this account.

Maintenance Materials and Supplies

Maintenance Materials and Supplies	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Maintenance Materials and Supplies	\$1,170,710	\$1,296,545	\$125,835

The over expenditures are as follows:

\$76,947 over budget in Administration:

Savings

- Travel: (\$2,525)
- Advertising: (\$1,101)
- Subscriptions and Renewals: (\$1,964)
- Memberships and Renewals: (\$1,041)
- Training: (\$4,570)
- Operating Expenses: (\$17,864)
- Building Maintenance (Main Station): (\$7,181)
- Rental/Leasing: (\$3,809)

Unbudgeted Expenses

- Service Awards: \$1,783
- Meeting Incidental: \$3,978
Explanation -including Women's Commission and Elders/Chaplain Honorariums.
- Operating Supplies : \$7,812
Explanation -Included \$3,720 for desk risers for members who needed desk modifications.
- Office Supplies: \$579
- Furniture : \$21,652
Explanation - Extra costs for new offices.
- Special Projects: \$6,040
Explanation - Completion of Strategic Plan.
- Miscellaneous: \$37
- Gym Equipment: \$7,067
- Telephone: \$2,096
- Media Storage: \$9,255
Explanation - Unbudgeted expense, tracking costs, assigned a new account code. Subsequent savings in operating expenses.
- Provincial Public Safety Telecommunications: \$14,214
Explanation – Invoiced quarterly and have increased.

- Building Maintenance (Main Station, Sub Station, and Mechanical Maintenance): \$42,490
Explanation -Below is an itemized list of unbudgeted priority items relating to OHS and Emergent repairs. Savings offset some of the expenses below.

\$ 5,170.00	Pest Control
\$ 7,317.00	Furnace/Air conditioning repair at Sub Station
\$ 4,683.00	For Johnson Controls
\$ 2,479.00	Alarm Work - Sub Station
\$ 41,610.00	Furnace/Air conditioning repair at Main Station
\$ 845.00	Overhead Door Repairs
\$ 1,288.00	Elevator Repairs
\$ 1,776.00	Water Damage Clean up Main Station

The savings offset some of the overages in various categories resulting in a net overage of \$76,947 for the Administration Budget.

(\$2,383) savings in Board of Police Commission:

Savings

- Travel: (\$3,224)
- Conventions: (\$2,275)
- Memberships and Dues: (\$539)
- Printing: (\$255)

Unbudgeted Expenses

- Telephone: \$208
- Meeting Supplies: \$1,688
Explanation -Includes the Chief of Police Swearing in Ceremony.
- Operating Supplies: \$530
- Office Supplies: \$1,485

\$13,907 over budget in Criminal Investigations:

Savings

- Telephone: (\$180)
- Operating Supplies: (\$9,854)
Explanation -Destruction of weapons and waste savings.
- Missing Persons: (\$5,572)
Explanation -Revenue was transferred to deferred revenue and will be spent by provincial fiscal year end of March 31, 2024.

Unbudgeted Expenses

- Travel and Expenses: \$839
- Meeting Supplies: \$1,139
- Digital Forensics: \$15,777
- Office Supplies: \$344
- Special Projects: \$3,458
Explanation- Historic Crime expense.
- IDENT Operating: \$5,488
- ICE: \$2,467
Explanation -Coding errors by the City of Prince Albert. All expenses were related to fleet and should be coded to Contracted Services for ICE.

(\$1,239) savings in Patrol Division:Savings

- Operating Supplies : (\$21,735)
Explanation – PA Police trimmed costs for 2023 and did not purchase any extra items for quarter master stores.
- Alarm Refunds: (\$1,730)

Unbudgeted Expenses

- Damaged Clothing: \$66
- Clothing: \$6,559
- Other Supplies: \$805
- Special Projects: \$5,889
Explanation -Includes Commissionaires contracted services at criminal investigations.
- Detention Unit Telephone: \$697
- Detention Unit Meals: \$6,281
- Detention Unit Supplies: \$1,929

\$38,603over budget in Support Services:Savings

- Community Relations Operating Supplies: (\$3,430)
- Victim Services: (\$5,750)
Explanation –Revenue was transferred to deferred revenue and will be spent by provincial fiscal year end of March 31, 2024.
- Training: (\$22,927)
Explanation - Funds for gun range transferred to capital from operating reserve.
- Support Services: (\$821)
- Proactive Policing: (\$5,848)

- Canine : (\$13,864)
Explanation - Originally planned for four members but due to staffing shortages, only two members were assigned to Canine.
- CTSS: (\$34,708)
Explanation –Revenue was transferred to deferred revenue and will be spent by provincial fiscal year end of March 31, 2024.
- CRT-(\$18,147)
Explanation – Revenue was transferred to deferred revenue and will be spent by provincial fiscal year end of March 31, 2024.

Unbudgeted Expenses

- Shop with a Cop: \$3,860
Explanation -All expenses were funded with donations and recorded in revenue.
- Emergency Response Team: \$5,028
Explanation – Operating expenses exceeded original budget.
- Recruiting: \$95,654
Explanation – We do not budget the costs for training recruits. We are mindful of vacancies each year, which offset recruit training costs.
- Mentorship: \$169
- STRT: \$4,387
Explanation – Deferred revenue from 2022-2023 was spent in this year.
- Equipment: \$35,000
Explanation – Civil Forfeiture expenses in the amount of \$43,232 were charged to this account. Actual savings of \$8,232, as all expenses for civil forfeiture are funded through grants.

Insurance	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Total Insurance	\$19,810	\$ 19,046	(\$764)

Insurance savings of (\$764) relating to Police Administration:

Insurance	2023 Budget	2023 Actual	(Surplus)/ Shortfall
Administration	10,960	10,793	(167)
Main Station Repairs and Maintenance	6,380	6,054	(326)
Substation Repairs and Maintenance	2,210	2,070	(140)
Mets Building Costs	130	-	(130)
Police Equipment Maintenance	130	129	(1)

Proactive Policing Unit

The total expenditures for the Proactive Policing Unit for 2023 is as follows:

2023 Costs:

Salaries and Benefits	\$478,696
Fleet Expenses	\$52,860
Operating Supplies	\$2,622
Total Costs	\$534,178

The total transfer from the Proactive Policing Reserve for 2023 will be \$534,178. That amount is included in the 2023 Police Service Yearend.

FINANCIAL IMPLICATIONS:Police Service Operating Reserve

The Board of Police Commission approved the Recorded Police Service Operating Reserve at a cap of \$500,000.

The intent of the Police Service Operating Reserve is as follows:

- That any surplus funds from Audited Year-ends for the Prince Albert Police Service be forwarded to that Reserve.
- That any deficit in Audited Year-ends for the Prince Albert Police Service be funded from the Police Operating Reserve.
- That the Reserve fund any special projects or unanticipated expenses and/or emergency costs.
- That the Board approved any spending of funds from the Recorded Operating Reserve.

2023 Police Service Budget Reduction due to City Fiscal Challenges

City Council, at its meeting on December 12, 2022, approved the bellow motion regarding a transfer from the Police Service Operating Reserve:

That the City accept a \$200,000 transfer from the Police Services Operating Reserve to The City's General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with budget shortfalls."

For year 2023, the amount of \$200,000 was transferred to the City to assist with City's significant budgeting shortfalls.

2023 Police Service Shortfall

The PA Police Service remains steadfastly committed to ensuring community safety and reducing crime in Prince Albert. Reporting to the Prince Albert Board of Police Commissioners, and subsequently to City Council, our Service continues to prioritize financial accountability and transparency in this 2023 financial report.

The 2023 Prince Albert Police Service shortfall is mainly attributed to Salaries, Benefits, and Contracted Services.

The Projected Reserve balance ending in 2023 is as follows:

Police Service Operating Reserve

Balance -Year 2021	\$ (496,037)
Approved Transfer to the City -significant challenges	\$ 400,000
Approved Board Temporary Increase to Reserve- 2021 Police Service Surplus	\$ (114,144)
Gun Range Maintenance and infrastructure to Capital Reserve	\$ 10,000
Board of Police Commissioners Motion 123 dated November 21,2022	
2021 Interest Expense owing for Downtown Substation	\$ 6,763
Transfer 2022 Police Service Surplus to Reserve for Year Ending 2022	\$ (254,421)
Balance -Year 2022	\$ (447,839)
Approved Transfer to the City -significant challenges	\$ 200,000
Gun Range Maintenance and infrastructure to Capital Reserve	\$ 10,000
Ballistic Vests to Capital Reserve	\$ 9,040
Projected Reserve Balance Ending Year 2023	\$ (228,799)

Prince Albert Police Service	2023 Approved Budget	2023 Actual Spending	(Surplus)/ Shortfall
Prince Albert Police Service 2023	\$18,336,700	\$18,580,575	\$243,875
Prince Albert Police Service Operating Reserve Transfer	-		(\$228,799)
Prince Albert Police Service 2023 - Total			\$15,076

The above is conditional upon the final audited yearend numbers by the City's Auditor.

PRESENTATION: VERBAL AUDIO/VISUAL NONE


Written by: Angela Dumont, Finance/HR Manager

Signature:



Approved by: Patrick Nogier, Chief of Police

Signature:





PRINCE ALBERT POLICE SERVICE

Board Report

TITLE: Evade Police – 2023 Overview

DATE: May 6, 2024

TO: Board of Police Commissioners

PUBLIC

IN-CAMERA

RECOMMENDATION

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

STRATEGIC PLAN

Pillar – Public Safety

- Goal 1 - Enhance core policing functions in the prevention, intervention, and suppression of illegal activity in Prince Albert
 - Tactic 1.1 – Deploy patrols based on analysis of calls for service, crime trends, criminal intelligence and community concerns
 - Tactic 1.3 - Partner with other law enforcement organizations in Saskatchewan to strategically address multi-jurisdictional criminal activity
 - Tactic 1.4 - Enhance enforcement tactics to improve road safety, with a focus on distracted, impaired, and aggressive driving, and seatbelt use
 - Tactic 1.12 - Tactical Analyst

TOPIC & PURPOSE

To provide the Board a report with an overview of evade police incidents in 2023 (year-end).

BACKGROUND

In August 2023, Criminal Intelligence Analyst, R. Melnyk, conducted a review of all Fail to Stop/Evade Police incidents to serve as a preliminary analysis of the organization response. Throughout the preceding years, specifically within the Patrol Division, members have voiced their concerns of the increasing trend of vehicles failing to stop for police. The crime trend along with the police response served as the impetus for a comprehensive analysis.

The results were alarming and resulted in discussion not only within the organization but also with external stakeholders. Representatives from SGI, the Ministry and neighboring police jurisdictions all shared in their concerns of this challenging trend and the threat to public safety.

Contained within the analysis, in an attempt to ascertain trends, included vehicle types, prolific offenders and reasons for initiating a vehicle stop. Call volume (month, day, time) also provided insight to peak time for potential focused enforcement initiatives. As the police service explored potential enforcement options/initiatives, data collection continued to ensure an optimal response.

In March 2024, a two-day Operational Plan materialized following consultation and collaboration with several external stakeholders. The Operational Plan included assistance from the Saskatoon Police Service Air Support Unit and the local detachment of the RCMP. The designed mandate of the multi-agency/multi-unit suppression operation was implemented with a focus to decrease criminal activity; specifically evade police incidents.

The Operational Plan resulted in success with intentions to pursue similar initiatives in the future. The Criminal Intelligence Analyst will continue to gather data regarding FTS incidents throughout 2024 to assess the efficacy of suppression strategies going forward. The analyst will also continue to monitor any remarkable shifts in the data that might warrant further study.

REPORT

The Saskatchewan Police Commission Policy requires municipal police services to provide a year-end report of use of force incidents to the Commission, which includes any vehicle pursuit. In 2023, the Use of Force Committee reviewed eighteen (18) vehicle pursuits. Of the eighteen, eight (8) were deemed Level I (Appropriate and fully compliant with policy) and the remaining ten (10) were classified as Level II (appropriate but less than fully compliant with policy that resulted in additional coaching/training). The predominant theme in the Level II classifications centered on the adherence to policy.

Aside from legislative reporting mechanisms that capture police pursuits, the attached report as prepared by R. Melnyk, provides a detailed synopsis of events in 2023 (any sensitive and/or private information has been vetted). Statistical analysis and evidence based policing ensure effective through focused enforcement that produce optimal outcomes.

ATTACHMENTS

- Evade Police Overview – 2023

PRESENTATION: VERBAL AUDIO/VISUAL NONE

Written by: Inspector Craig Mushka

Signature:



**Approved by: Patrick Nogier
Chief of Police**

Signature:



Fail to Stop Incidents Overview and Data Trends 2023

Completed on Jan 26, 2024 by:
R. Melnyk
Criminal Intelligence Analyst
Prince Albert Police Service

Public Document



Prince Albert Police Service

"Respect for Community and Professionalism in Policing"

Prince Albert is located on Treaty #6 Territory and is homeland of the Métis and Dakota

Fail to Stop Incidents: An Overview and Update for 2023

OVERVIEW

Criminal Intelligence Analyst, R. Melnyk, was tasked with completing an analysis of the Fail to Stop (FTS) incidents as an update to the original analysis dated, **Aug 10, 2023**. Data was originally collected between **Jan 1st, 2023** and **Jul 31st, 2023**.

The current analysis will reflect analysis from the previous data, as well as data from FTS incidents from **Aug 1, 2023** to **Dec 31, 2023**.

- The data reveals a **marked increase** in FTS incidents from **June (29 FTS)** to **July of 2023 (72 FTS)**. The increase in numbers continued through until the end of **August (77 FTS)**, and then settled back into the average numbers in **September (28 FTS)**.
- The data reveals that **eighty percent (80%)** of traffic stops are attempted by officers because the vehicle is believed to be stolen (matches description of stolen vehicle, or plate does not match vehicle) (**stolen**), the officer knows the vehicle to have been involved in a previous FTS incident (**previous FTS**), the officer sees a person in the vehicle known to have warrants, or is otherwise wanted by police (**wanted**), or the officer observes reckless/dangerous driving by the target vehicle (**dangerous driving**). Typically, more than one of the four reasons are listed.
- Other category includes routine stops, minor traffic violations, checking registration/sobriety, and mechanical issues.
- The data reveals the majority of the FTS incidents in each month are with the same small number of vehicles. This data was not collected for the entire year; however, in October for example, **17 out of 25 FTS incidents (64%)** were involving the same four vehicles. Ten (**10 out of 19 FTS incidents (52%)**) were with the same two vehicles in November, and likely involving the same two people. At least **9 out of 18 FTS incidents (50%)** in December were involving the same three vehicles.

OVERALL TREND:

Nearly one FTS incident per day per month **27.5 FTS** appears to be the new normal for the Prince Albert Police Service when reviewing the 2023 data. This is a significant change in offender behavior, when compared with 2022.

In **2022 10 FTS** incidents per month was the average, with **140 FTS** incidents for the entire year. In **2023**, there was a total of **429 FTS** incidents, which is an increase of **101.5%**

The average number of FTS incidents has **more than doubled** from 2022 to 2023.

Eighty percent (80%) of the attempts at traffic stops have been as a result of stolen vehicles, previous FTS incidents, person(s) in vehicle is wanted, and dangerous/reckless driving.

Table – Reasons Traffic Stops Were Initiated – Month-by-Month Comparison

MONTH	Stolen/ TWOC	Previous FTS	Wanted	Dangerous Driving	Other	Unk
JANUARY	8	3	5	4	6	2
FEBRUARY	8	5	3	10	3	1
MARCH	16	14	3	7	2	2
APRIL	12	7	2	9	5	3
MAY	8	4	5	6	2	1
JUNE	7	6	2	2	11	5
JULY	43	27	18	6	21	13
AUGUST	36	14	3	20	9	6
SEPTEMBER	10	5	3	10	0	3
OCTOBER	10	2	3	8	2	2
NOVEMBER	12	4	5	4	1	1
DECEMBER	5	4	2	4	1	4
TOTAL:	175	95	53	90	63	43

ANALYSIS:

DATA ANALYSIS: 2023 DATA: The **average** number of FTS incidents since **Jan 1, 2023** is approximately **27.5 per month**, with **July** and **August** showing numbers significantly outside the normal distribution (outliers) (72 and 77, FTS incidents respectively), and **November** and **December** showing numbers outside the low end of the normal distribution of data (19 and 18 incidents respectively).

IMPORTANT NOTE ON TRENDS: Although it has been suggested that FTS numbers are declining, the reality is that the number of FTS incidents for 2023 have remained **relatively stable**, with an average of **27.5 per month**.

January of 2024 is on target to remain on the lower end of the normal distribution of data. As of January 26, 2024, there are **fifteen (15) FTS incidents** on record for the month of January.

It is unclear as to the reasons for the declining numbers, and whether it is indicative of a continued declining trend in FTS incidents overall, into 2024. An analysis and review of successful traffic stops may reveal identification of successful strategies utilized by officers, or a shift in officer response which would result in occurrences being differently coded, that may account for the change. Other reasons may include, a shift in offender behavior (i.e., fewer attempts at flight from police), or other still unknown variables.

*The analyst notes the **two highest outliers were removed** in the data when calculating an average number of FTS in 2023. In adding the outliers, the average would be approximately **35 FTS**.

Table - Comparison Between 2022 and 2023 - FTS Reports Month-by-Month

MONTH	# OF FTS INCIDENTS AND REPORTS 2022	# OF FTS INCIDENTS AND REPORTS 2023	DIFFERENCE BETWEEN 2022 AND 2023	% INCREASE FROM 2022 TO 2023
JANUARY	10	27	17	170%
FEBRUARY	8	31	23	287.5%
MARCH	7	46	39	557%
APRIL	14	33	19	135.7%
MAY	9	24	15	166.7%
JUNE	10	29	19	190%
JULY	10	72	62	620%
AUGUST	14	77	63	450%
SEPTEMBER	19	28	9	47.4%
OCTOBER	14	25	11	78.6%
NOVEMBER	19	19	0	0%
DECEMBER	12	18	6	40%
TOTAL	140	429	289 more FTS than in 2022	101.5% increase

Table - FTS Incidents by Days of the Week (DOTW)

DOTW	MON	TUE	WED	THU	FRI	SAT	SUN
MONTH							
AUG	8	14	16	11	7	8	13
SEP	3	4	8	2	3	5	2
OCT	7	4	1	1	2	6	3
NOV	3	2	2	4	2	4	3
DEC	3	4	2	4	0	2	1
Totals	21	28	28	22	14	25	22

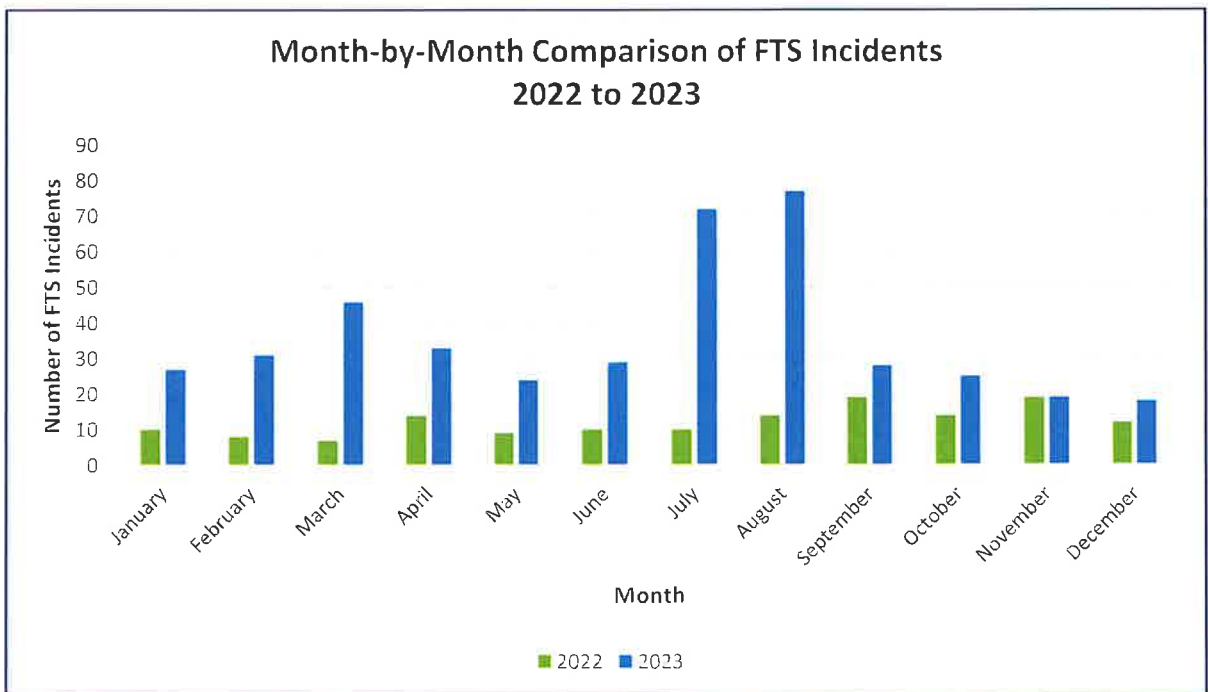
Table - Number of FTS Incidents by Zone - 2023 Data

Zone 10	Zone 9	Zone 8	Zone 7	Zone 12
119	65	33	52	31

Table – Time Periods for FTS Incidents by Month

MONTH	23:00 to 0800 (9hrs) NIGHT	08:00 to 23:00 (15 hrs) DAY	DIFFERENCE
JANUARY	14	11	3
FEBRUARY	19	9	10
MARCH	29	14	15
APRIL	21	12	9
MAY	12	11	1
JUNE	18	11	8
JULY	42	29	13
AUGUST	53	24	24
SEPTEMBER	19	9	10
OCTOBER	13	12	1
NOVEMBER	12	7	5
DECEMBER	10	3	7
TOTAL	252	152	100 (49.5%)

Graph – Comparison of FTS Incidents 2022-2023



CONSIDERATIONS IN ENFORCEMENT OF FTS:

In more than one instance, officers have been hurt, or had to make significant efforts to avoid being injured in attempted traffic stops/arrests. Examples include, offenders refusing to put the vehicle into park when an arrest attempt is being made and continuing to press on the gas in an attempt to flee. Officers have had to jump out of the way to avoid being pinned between the vehicles in some instances. On the other side of the coin, officers see FTS as a significant issue impacting their day-to-day work, due to the rise in numbers. They feel ineffective or helpless to address it, which can lead to frustration and dissatisfaction in their jobs.

However, in pursuing the highly motivated FTS individual, it increases the risk of injury to everyone involved; the driver, the officer(s) and the public. SOC's have been seen driving in the opposite lane of traffic, potentially causing vehicle collisions with the general public. SOCs have also run stop signs, driven at high speeds when there are pedestrians present, and have driven in areas that are not meant to be driven in (i.e. ditches, open fields and sidewalks, parks).

Other risks can include the SOC having weapons or firearms inside the vehicle. In some instances, officers are aware of a high likelihood of firearms being present in the vehicle, which increases the risk of harm to all, including the public. Having firearms/weapons/drugs inside the vehicle also makes FTS individuals **highly motivated to evade arrest** and therefore, increases the likelihood SOCs will engage in a FTS incident if police attempt a traffic stop.



PRINCE ALBERT POLICE SERVICE

TITLE: 2024 Canadian Association of Police Governance Annual Conference

DATE: May 2, 2024

TO: Chief of Police

Board of Police Commissioners

PUBLIC:

INCAMERA:

RECOMMENDATION:

1. That the Board approve up to two (2) Board members to attend the 2024 Canadian Association of Police Governance Annual Conference taking place August 8 - 11, 2024 in Halifax, Nova Scotia; and,
2. That any associated eligible costs be paid by the Prince Albert Board of Police Commissioners 2024 Budget.

TOPIC & PURPOSE:

The purpose of this report is to approve the attendance of up to two (2) Board members at the Annual CAPG Conference in Nova Scotia, Halifax.

BACKGROUND:

As members of the Canadian Association of Police Governance, the Prince Albert Board of Police Commissioners are invited to their annual conference which brings police boards together from across the nation for presentations and sessions relating to policing in Canada. The Conference provides an excellent opportunity to network and learn best practices from other police boards while also gaining valuable information on trends, common challenges and strategies shared through the presentations and breakout sessions. The Board has had representation at the CAPG Conference for several years and support the training and information sharing opportunity provided at the three-day conference.

REPORT:

The Canadian Association of Police Governance holds an annual conference for its members each year. This year the conference is being held in Halifax, Nova Scotia from August 8 - 11, 2024. To ensure arrangements such as early bird registrations, hotel reservations and flights are booked for Board members approved to attend; members are asked to confirm their interest to the Board Secretary by **May 31, 2024**. This will assist with ensuring hotel accommodations are secured at the host location and that the best rate is received for conference registration.

In recent years, the CAPG has also offered a virtual option that allows registrants to participate in select sessions and presentations online throughout the three-day conference. This is a valuable alternative for other Board members, and if interested in participating virtually please advise the Board Secretary by May 31, 2024 to secure the early bird rate.

The theme of this year's conference is *"Where Governance Meets Public Safety – Transforming Policing in Canada"*.

FINANCIAL IMPLICATIONS:

The budget for the CAPG Conference is **\$10,479**.

See approximate breakdown of costs for two (2) members:

CAPG Conference Costs	
Hotel (Aug 7-11)	\$2,738.56
Flights – Round Trip (Aug 7-11)	\$2,373.54
Convention Early Bird Registration	\$2,012.50
Meals	\$1,000.00
Taxi (to/from Halifax Airport) *	\$400.00
Approx. Total Cost	\$8,524.60

This is an estimate and could change slightly based on the cost of the flights available at the time of booking, and other related conference options for attendees yet to be finalized.

*If a shared rental vehicle is preferred, the cost would be approximately \$800 and hotel parking \$100 for the 4 days, which could see an approximate total cost of \$9,424.60.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no public/stakeholder involvement, or communication plan, or official community plan, or policy implications or privacy implications.

PUBLIC NOTICE:

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

PRESENTATION: **VERBAL**

ATTACHMENT: N/A

Written By: Savannah Price, Interim Board Secretary





PRINCE ALBERT POLICE SERVICE

Board Report

TITLE: Assignment – Chief’s Executive Assistant – Board Secretary Responsibilities

DATE: April 8, 2024

TO: Board of Police Commissioners

PUBLIC

IN-CAMERA

RECOMMENDATION

That the Prince Albert Board of Police Commissioners carefully consider appointing the role and responsibility of Board Secretary to the Chief’s Executive Assistant of the Prince Albert Police Service.

STRATEGIC PLAN

Pillar: Leadership

Goal: Increase internal efficiencies in how we operate

Tactic: 10.2 – Regularly evaluate our service delivery model to mitigate risk & prioritize.

PROPOSED APPROACH & RATIONALE

In light of the unique challenges faced by the City of Prince Albert, including limited capacity, significant financial obligations, and various issues inherent to smaller communities, we find ourselves at a juncture where innovative and pragmatic solutions are essential for maintaining the efficacy and integrity of the Prince Albert Board of Police Commissioners. To this end, we are considering the option of assigning the responsibilities traditionally held by the Board's secretary to the Chief's Executive Assistant. This approach, prompted by our current constraints, is a testament to our commitment to adaptability and resourcefulness in times of need.

However, it is crucial that we approach this potential restructuring with a comprehensive understanding of the complexities it entails. The governance structure and roles as outlined in the Governance Policies from other jurisdictions provides us with a valuable framework for identifying the potential challenges of such an arrangement. Central to these concerns is the preservation of the Board's independence and the avoidance of any conflicts of interest that

might arise from having an individual with operational allegiances also perform governance functions.

The confidentiality of information, a cornerstone of the Board's operations, could be jeopardized, given the Executive Assistant's access to sensitive operational data. Balancing the priorities of the Board with those of the Chief's office may also prove challenging, potentially impacting the Board's ability to fulfill its governance responsibilities effectively.

Moreover, the proposed arrangement could blur the distinct lines between governance and operational management, a separation that is essential for the transparent and accountable functioning of the Police Service. Public perception and trust, heavily reliant on this clear delineation, could be adversely affected, underscoring the importance of maintaining a visible and functional division between the Board's oversight role and the Police Service's day-to-day operations.

Legal and regulatory compliance, another critical aspect of the Board's secretary's duties, poses additional concerns. The intricate legal landscape governing police services necessitates a secretary well-versed in these matters, a role that the Executive Assistant, with their operational focus, may not be fully equipped to navigate.

In conclusion, while the proposal to utilize the Chief's Executive Assistant for the Board's secretarial duties emerges from a place of necessity and innovation, it is imperative that we proceed with caution. Recognizing and addressing the potential challenges associated with this arrangement is crucial. It demonstrates our willingness to explore new solutions while remaining steadfast in our commitment to upholding the principles of governance, accountability, and public trust that define our service to the community. As we move forward, it will be essential to engage in open dialogue and collaboration, ensuring that any implemented changes serve the best interests of the Prince Albert Board of Police Commissioners, the Police Service, and the community at large.

FINANCIAL IMPLICATIONS

In preparing a summary of the financial challenges associated with appointing a secretary to the Board of Police Commissioners in Prince Albert, it's crucial to recognize the broader Canadian context in which such decisions are made, particularly in the realm of municipal policing and governance.

The appointment of a secretary to the Board of Police Commissioners in Prince Albert underscores a significant administrative and operational decision that entails careful financial planning and allocation. This role is pivotal for the efficient functioning of the Board, facilitating communication, scheduling, and documentation, among other responsibilities. The financial considerations for this appointment revolve primarily around the sourcing of the salary, which

straddles the municipal city funds and the police operating budget—a common quandary in Canadian municipal governance.

The financial challenge lies in determining the appropriate source and proportion of funding between the City and Police Operating funds. This decision must take into account several factors:

Budget Allocation and Prioritization: Both the City's budget and the Police Operating budget are subject to strict allocation guidelines and priorities. Adding a salary to either budget impacts other services and allocations.

Fiscal Responsibility: Ensuring that the funding model adopted adheres to principles of fiscal responsibility and transparency, providing value for taxpayers' money while supporting the effective governance of the Police Service.

Comparative Salaries: Understanding where the salary for the secretary position fits within the broader landscape of municipal and police service salaries across Saskatchewan and Canada. This involves considering the role's responsibilities, required qualifications, and comparative positions in similar-sized municipalities or police services.

Stakeholder Expectations: Balancing the expectations of various stakeholders, including city officials, the police service, the Board of Police Commissioners, and the public. The decision-making process must be transparent and justifiable to maintain trust and confidence in the governance of the police service.

Long-term Sustainability: Ensuring that the salary and associated costs are sustainable in the long term, given the dynamic nature of municipal and police service funding and the potential for fiscal pressures.

Addressing these challenges requires a collaborative approach, engaging with city finance officials, the police service leadership, the Board of Police Commissioners, and potentially other stakeholders to develop a funding model that is equitable, sustainable, and supportive of the Board's governance role. A thorough analysis of comparative salaries and funding models in similar Canadian jurisdictions, along with a clear articulation of the role's value to the governance and oversight of the police service, will be critical in navigating these financial challenges.

CONCLUSION:

The Executive Assistant’s position for the Chief of Police is scheduled to be filled on April 14, 2024 with possible acceptance and transition to Board secretary responsibilities in May – June of 2024. The Board needs to carefully evaluate and consider its options given the aforementioned discussion points. This report has been provided for the Board’s consideration prior to final approval and/or authorization to effectively transfer the Board Secretary’s responsibilities to Executive Assistant of the Chief of Police.

PRESENTATION: VERBAL AUDIO/VISUAL NONE

**Written by: Patrick Nogier
Chief of Police**

Signature: 