



FEBRUARY 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, FEBRUARY 25, 2021

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

APPROVAL OF AGENDA:

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

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held January 25, 2021.

Page No.
A-1

Public
BOC

Recommendation:

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

STATISTICS:

2. January 2021 Statistics Report

Page No.
A-6

Public
BOC

Recommendation:

Be received as information and filed.

3. January 2021 Community Safety Officer (CSO) Report

Page No.
A-16

Public
BOC

Recommendations:

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



FEBRUARY 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

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8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

FINANCIAL REPORTS:

4. 2020 Year End Report

Page No.

A-20

Public
BOC

Recommendations:

1. *That this report be received and filed; and,*
2. *That the Board forwards a recommendation to City Council for funding from the Provincial Funding of the Safe Restart Program in the amount of \$73,371 relating to unbudgeted costs due to the impact of COVID-19 to the Prince Albert Police Service respecting additional cleaning and janitorial services, cleaning supplies and personal protective equipment expenses in Year 2020 to the Prince Albert Police Service Operating Budget.*

5. IT Capital Projects

Page No.

A-27

Public
BOC

Recommendation:

That the amount of \$16,000 be reallocated from the 2021 approved Capital Project of In Car Camera Replacement to the MDT Replacement Capital Project for 2021.

REPORTS:

6. COVID-19 Staffing Impact

Page No.

A-31

Public
BOC

Recommendation:

Be received as information and filed.



FEBRUARY 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, FEBRUARY 25, 2021

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

7. PAPS Social Media & Analytics

Recommendation:

Be received as information and filed.

Page No.

A-33

Public
BOC

CORRESPONDENCES:

8. Correspondence to Saskatchewan Police Commission on Personnel Establishment Statistics.

Recommendation:

Be received as information and filed.

Page No.

A-38

Public
BOC

PRESENTATIONS: N/A

DISCUSSION ITEMS: N/A

NEXT MEETING:

Thursday, March 18, 2021

9:00 a.m.

Main Boardroom, 2nd Floor, City Hall

MOTION TO AJDOURN:

Recommendation:

That this Board do now adjourn the Public meeting.



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC MINUTES OF MEETING

MONDAY, JANUARY 25, 2021

8:30 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

Present in Boardroom:

Mayor G. Dionne, Chairperson for meeting
Councillor B. Edwards (*Attended at 8:56 a.m.*)
Councillor C. Miller
Janet Carriere

J. Bergen, Chief of Police
M. Pshebnicki, Finance and Human Resources Manager

M. Boulet, Board Secretary

Darcy Sander – by Conference Call

Nigel Maxwell, PA Now
Michael Joel-Hansen, MBC Radio
Kelly Skjerven, Prince Albert Daily Herald

Meeting convened at 8:47 a.m.

APPROVAL OF AGENDA:

001. Moved by Councillor C. Miller, AND RESOLVED:

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

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held December 7, 2020.

002. Moved by J. Carriere, AND RESOLVED:

That the Minutes of the Board of Police Commissioners Meeting held December 7, 2020, 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.

APPOINTMENTS:

2. Appointment of Board Chairperson and Board Vice-Chairperson

003. Moved by J. Carriere, AND RESOLVED:

That the Report from Board Secretary dated January 19, 2021, regarding Appointment of Board Chairperson and Board Vice-Chairperson be received; and that the following be approved:

1. That Sheryl Kimbley be appointed as the Board Chairperson of the Prince Albert Board of Police Commissioners effective January 1, 2021 to December 31, 2021.
2. That Mayor Greg Dionne be appointed as the Board Vice-Chairperson of the Prince Albert Board of Police Commissioners effective January 1, 2021 to December 31, 2021.
3. That Mayor Greg Dionne be appointed as the Representative for Collective Negotiations for a Collective Bargaining Agreement with the Prince Albert Police Association.

3. 2021 Board of Police Commissioners Meeting Schedule

004. Moved by Councillor C. Miller, AND RESOLVED:

That the Report from Board Secretary dated January 12, 2021, regarding 2021 Board of Police Commissioners Meeting Schedule be received; and, that the Amended 2021 Meeting Schedule for the Prince Albert Board of Police Commissioners be approved.

STATISTICS:

4. 2020 Year End Statistics

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

That the Report from Chief of Police dated January 16, 2020, regarding 2020 Year End Statistics be received as information and filed.

5. November 2020 and December 2020 – Community Safety Officer (CSO) Reports

006. Moved by Councillor C. Miller, AND RESOLVED:

That the Reports from Inspector Kellett dated January 19, 2020, regarding November 2020 and December 2020 Community Safety Officer (CSO) Reports be received; and that the following be approved:

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

FINANCIAL REPORTS

6. Request for Support – Prince Albert and Area Community Alcohol Strategy Steering Committee

007. Moved by Councillor C. Miller, AND RESOLVED:

That the Request for Support – Prince Albert and Area Community Alcohol Strategy Steering Committee Disposition dated January 12, 2021, be received; and, that the following be approved:

1. That Mayor G. Dionne be appointed to the Prince Albert & Area Community Alcohol Strategy Steering Committee for the term of January 1, 2021 to October 1, 2021;
2. That Councillor C. Miller be appointed to the Prince Albert & Area Community Alcohol Strategy Steering Committee effective October 1, 2021; and,
3. That Mayor G. Dionne will attend in the absence of Councillor C. Miller for meetings.

REPORTS

7. Strategic Plan – Prince Albert Police Service

008. Moved by J. Carriere, AND RESOLVED:

That the Report from Chief of Police dated January 15, 2021, regarding Strategic Plan – Prince Albert Police Service be received; and that the following be approved:

That the Prince Albert Police Service Strategic Plan Strategic Plan 2017-2020 be extended for one (1) year to December 31, 2021.

8. On-Line Criminal Record Checks

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

That the Report from Office and IT Project Manager dated January 15, 2021, regarding On-Line Criminal Record Checks be received as information and filed.

9. On-Line Reporting (COPLOGIC)

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

That the Report from Office and IT Project Manager dated January 15, 2021, regarding On-Line Reporting (COPLOGIC) be received as information and filed.

10. Social Media Policy Amendment

011. Moved by J. Carriere, AND RESOLVED:

That the Report from Inspector Mushka dated January 20, 2021, regarding Social Media Policy Amendment be received; and that the following be approved:

1. That the Board approves the revised Policy “Part 1, Chapter H: Media Policy, Part 10 “Social Media Policy”; and,
2. That the Board adds the Policy to the Prince Albert Police Service Policy Manual.

CORRESPONDENCES:

11. City Request for Additional Funding for Social and Mental Health Services in the City of Prince Albert

012. Moved by Councillor C. Miller, AND RESOLVED:

That the Correspondence from Prime Minister Justin Trudeau dated November 13, 2020, regarding the City Request for Additional Funding for Social and Mental Health Services in the City of Prince Albert be received as information and filed.

DISCUSSION TOPICS: N/A

NEXT MEETING:

Thursday, February 18, 2021
9:00 a.m.
Main Boardroom, 2nd Floor, City Hall

MOTION TO ADJOURN:

12. Adjournment – 9:42 a.m.
013. Moved by Councillor B. Edwards, AND RESOLVED:

That this Board do now adjourn.

VICE-CHAIRPERSON

BOARD SECRETARY



PRINCE ALBERT POLICE SERVICE

TITLE: January 2021 Statistics Report

DATE: Feb 16th, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

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

TOPIC & PURPOSE:

The report reviews the total statistics related to calls for service responded to by the police service members. This public report is to keep informed our community and the Prince Albert Board of Police Commissioners on statistics and service requirements related to the month of January including same month comparisons to earlier years.

BACKGROUND:

Monthly statistics related to police calls for service are captured, reviewed and released to the Board and public. The Statistics captured in this report are measured and compared to the previous year, and in some cases, a five-year comparative review is provided to identify anomalies or trends to monitor and determine effective and efficient deployment of all police resources.

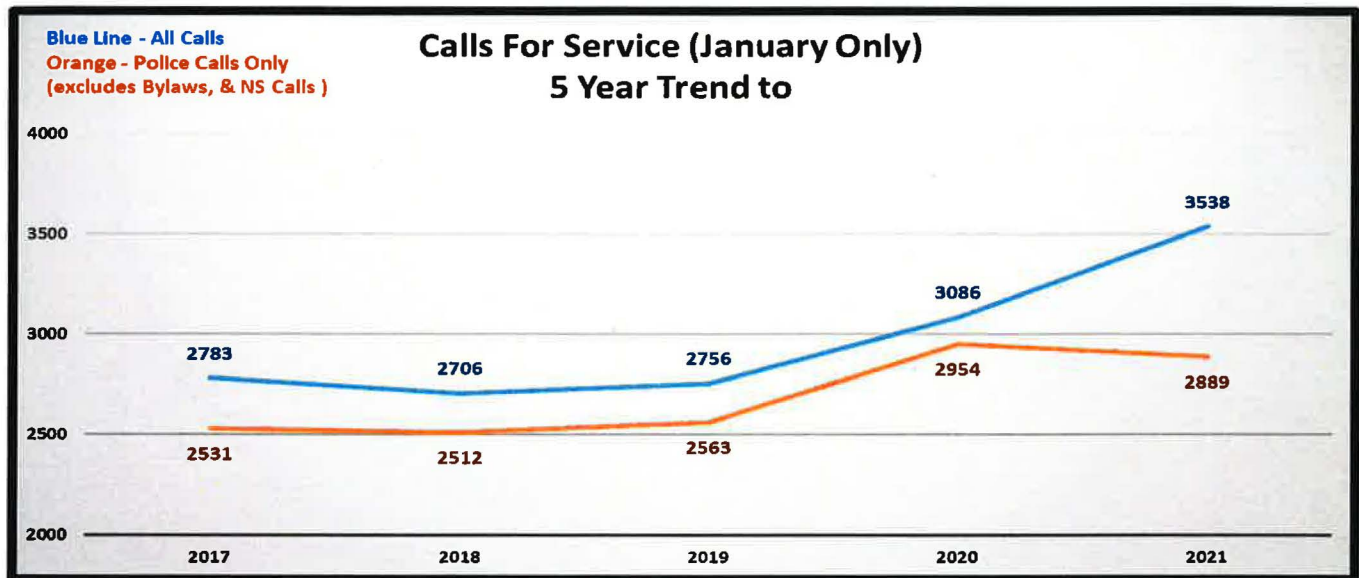
PROPOSED APPROACH AND RATIONALE:

January Month End Calls for Service:

The all calls created and attended to by the Prince Albert Police Service members in January 2021 were 3538. This was a 14.65% increase over the previous year. The calls captured in the total amount include a 358% increase in proactive "neighbourhood strengthening" efforts, which

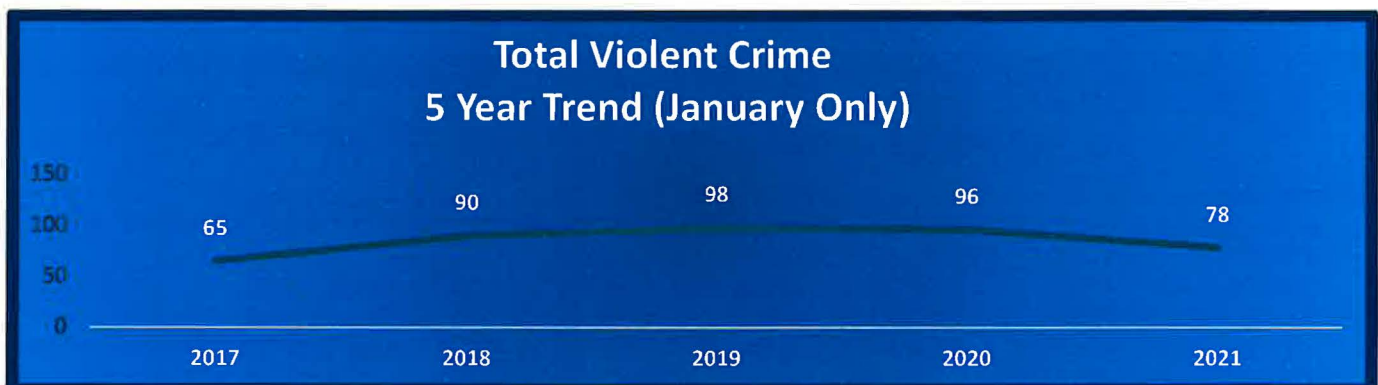
is a proactive patrol and attendance that has been recorded by a member to capture a general patrol effort or specific response to an area of focus.

The total calls responded to by the members of the police service after backing out the neighbourhood strengthening in January 2021 was 2889 and that is a decrease of 2.2% from January 2020. The following graphical representation provides the 5-year total call trends for all calls and dispatched calls.



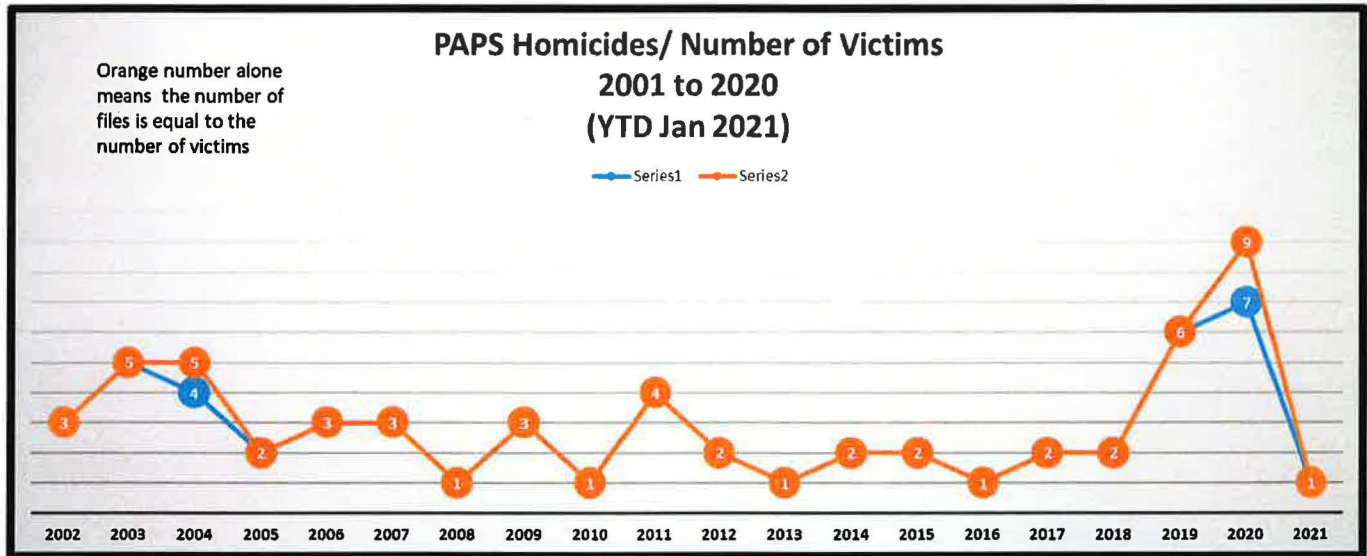
Appendix 1: a visual representation that shows the calls for service over the previous 5-years.

The Prince Albert Police Service responded to 78 crimes against persons in January 2021, which represents an 18.75% decrease from the previous year of 96 events. The 5-year average of reported violent crimes was 85.4 incidents.



Appendix 2: a visual that shows the total violent crime reports over the previous 5-years.

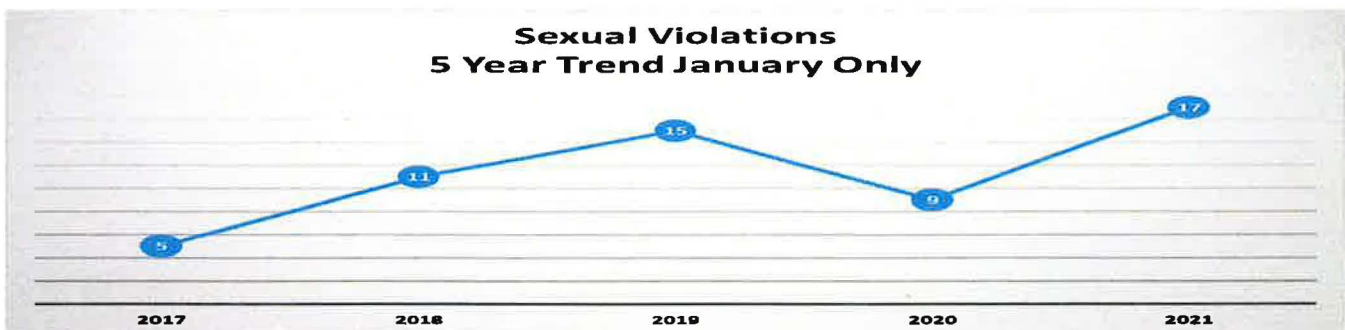
The violent crime reports include a homicide incident that occurred leading to the unfortunate loss of a person in January 2021. This tragic event is being thoroughly investigated and has resulted in a charge of 2nd degree murder on one person.



Appendix 3: a visual representation of the 20-year homicidal incidents and total victims.

Sexual Violations

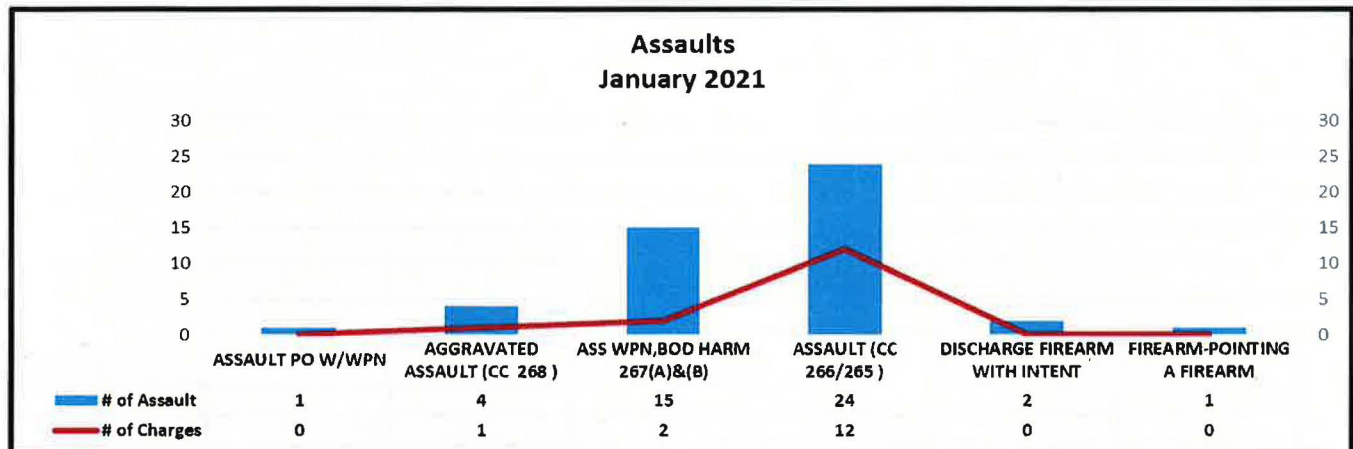
Total sexual violations reported and investigated in January 2021 was 17, an increase of 88% over the previous year when 9 incidents were reported. The 5-year average incidents reported of sexual violations is 11.



Appendix 4: a visual representation that shows the month of January and 5-year average of sexual violations reported.

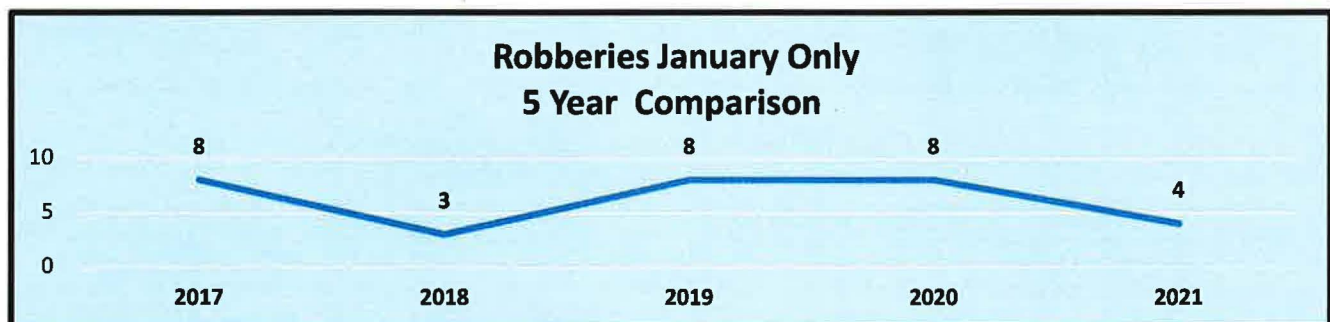
The Prince Albert Police Service responded to 47 assault complaints In January 2021 and that represents 31.88% decrease in calls over the previous year when there was 69 assault complaints.

The following graph shows the different types of assault complaints and related charge clearance data.



Appendix 5: a visual representation that shows the assault types for the year and clearances.

The total robbery complaints in January 2021 included four (4) incidents and that represents 33% less than the five-year average of 6.2 incidents.



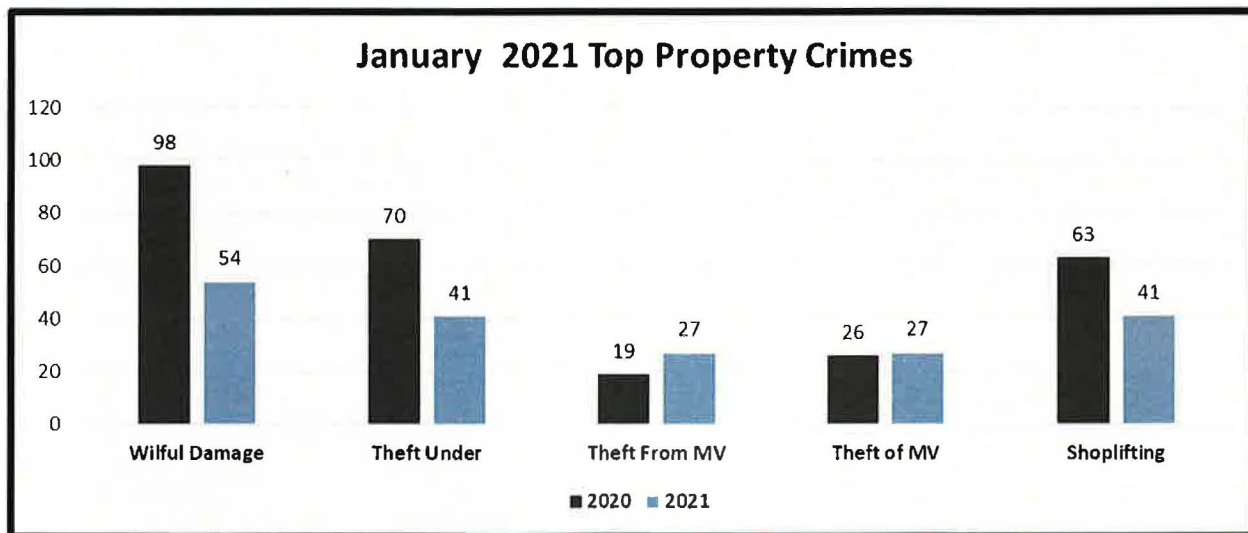
Appendix 6: a visual representation that illustrates the 5-year total robbery complaints.

The four Robberies in January 2021, all involved vehicles, with charges laid in one (1) event.

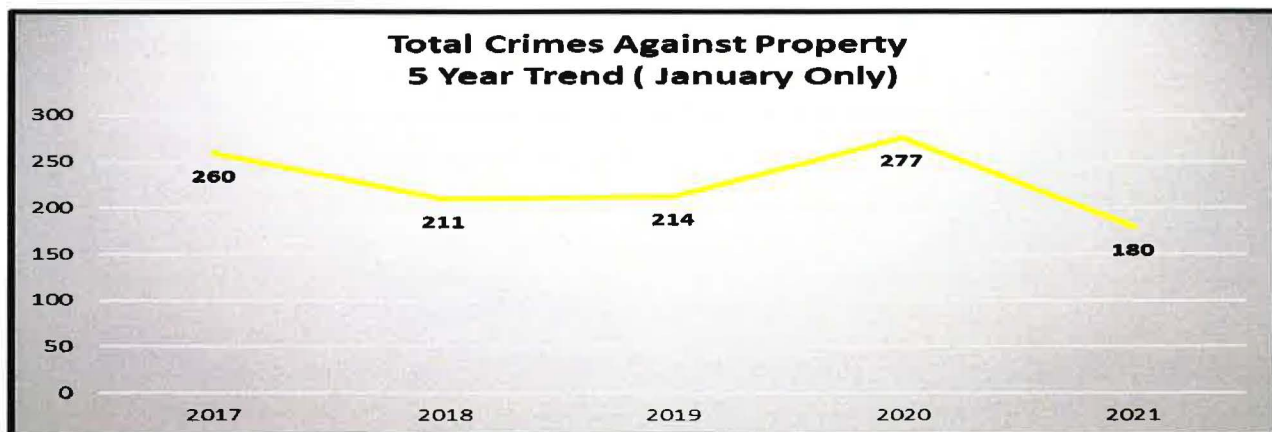
Property Crime:

During the month of January 2021, the Prince Albert Police Service responded to a significantly lower amount of reported crimes against property. The total calls for service was 171 incidents and that represents 38% less incidents than 2020 when 277 complaints were received.

The 5-year average property crime incidents equate to 228 events. The top five property crimes were; willful damage, theft under, shoplifting, theft from vehicle and theft of motor vehicle.

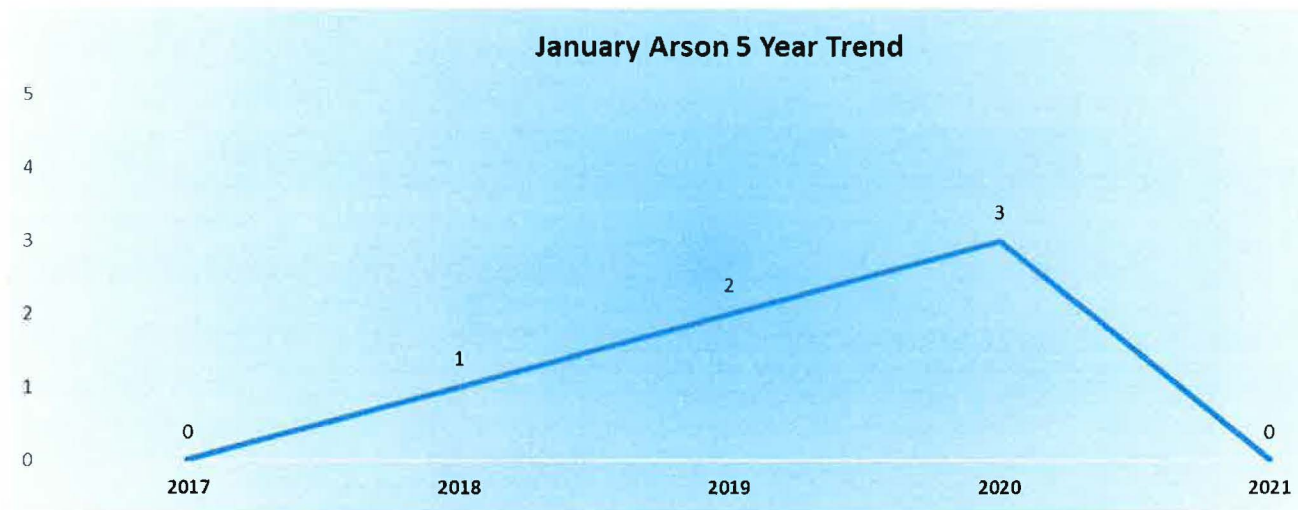


Appendix 7: represents the top five 2021 January property crime incidents compared to 2020.



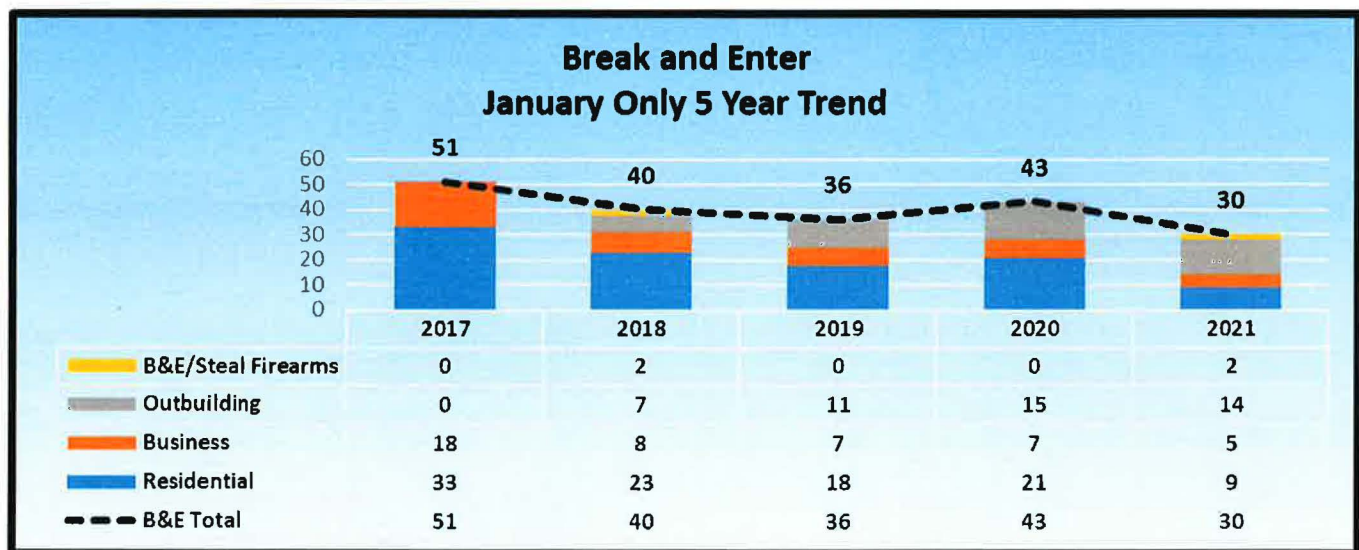
Appendix 8: a visual representation that illustrates the 5-year total property complaints for the month of January.

The Prince Albert Police Service responded no arsons in January 2021. January 2020 the police service responded to three (3) arson calls.



Appendix 9: a visual representation that illustrates the 5-year trend of Arsons in January

Break and Enters, the 5-year average is broken separately into type of property to include a residential property, outbuilding and commercial or non-residential. The offences of break and enter reported in January 2021 are significantly lower than the five previous years.

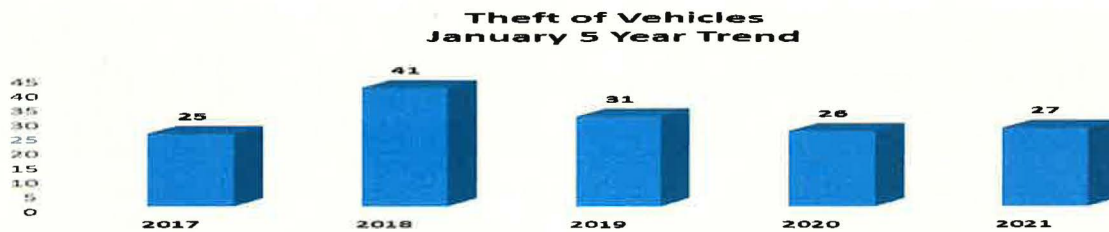


Appendix 10: a visual representation that illustrates the 5-year total property complaints for the month of January

Theft of Motor Vehicles:

The Prince Albert Police Service received 27 stolen vehicles compared to 26 the year prior. Clearance Rate for Stolen Vehicles is low with two charges related to all 27.

- 10 of the 27 reported stolen vehicles had keys left inside.

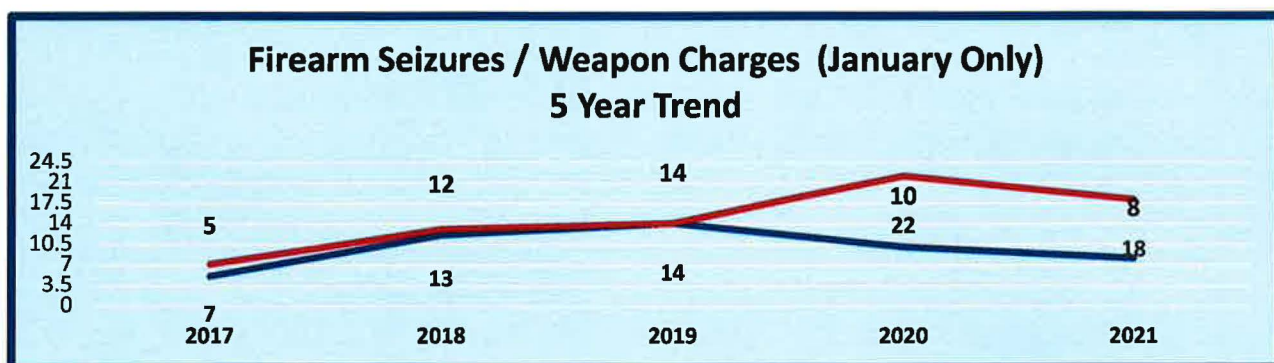


Appendix 11: a visual representation that illustrates the 5-year trend of Theft of Vehicles for January

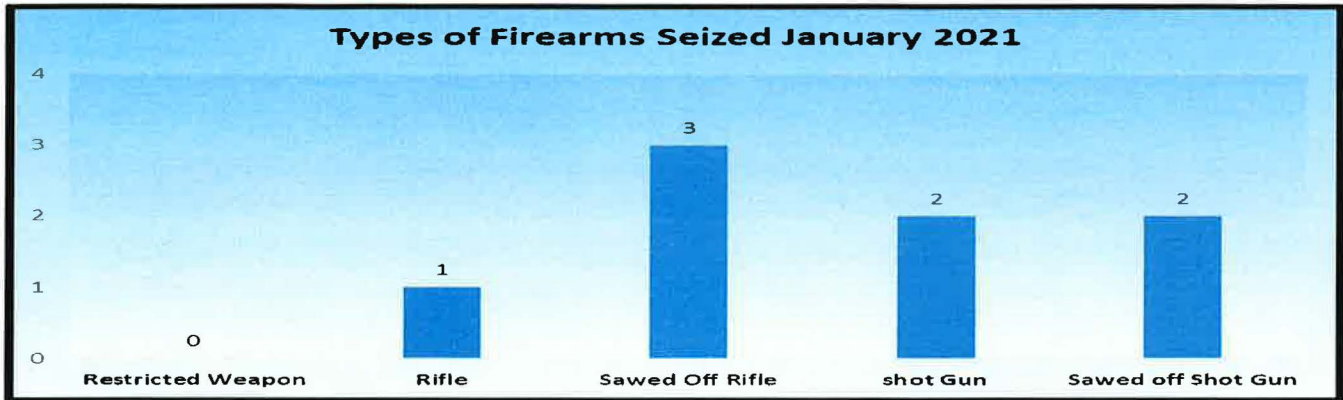
Firearms Seizures:

The total number of seized firearms in January 2021 was eight (8) which is lower than the 5-year average of 9.8.

The 5-year average for weapon charges total 14.8 and January 2021 represents an increase of 21.6% over the average of weapon charges.



Appendix 12: a visual representation of total seized firearms and correlating weapon charges over past five years for January 2021.

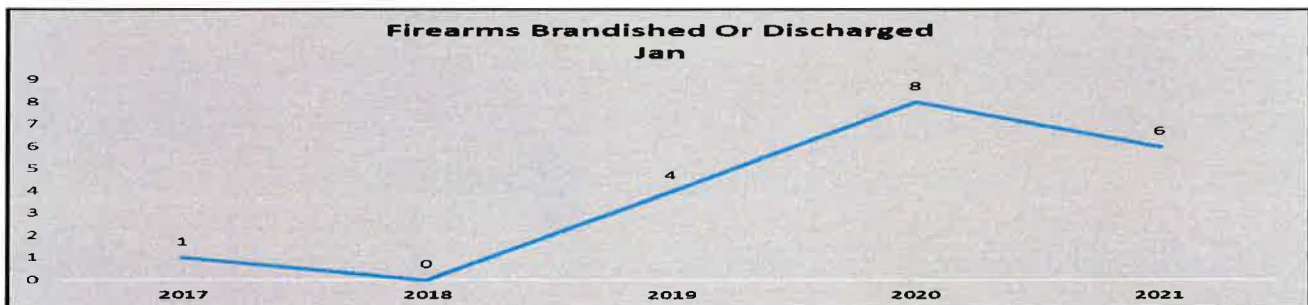


Appendix 13: a visual representation of the different types of firearms seized in January 2021.

# of Firearms and how Obtained January 2021	
Vehicle Search	2
Residence Search	3
Person Search	2
On Street	0
Relinquished	1
Found	0
TOTAL	8

Appendix 14: represents where and how the firearms were seized in January 2021.

The number of incidents in that a firearm was brandished or discharged also raised from the 5-year average of 3.8 incidents to six (6) incidents in January 2021. This represents a 50% increase.

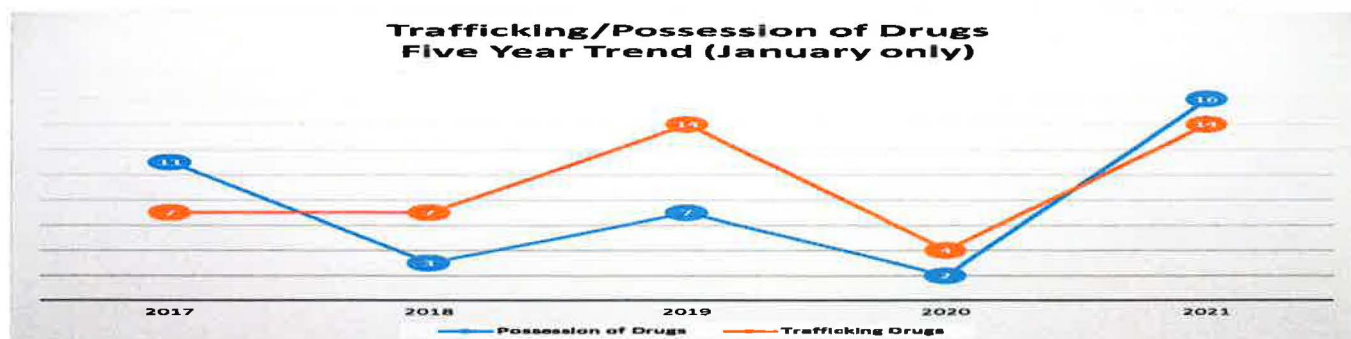


Appendix 15: a visual representation of the total events over the previous five years when a firearm was brandished or discharged.

Controlled Drugs and Substances:

The Prince Albert Police Service has multi-level response to drug trafficking including the general enforcement by frontline uniformed members who compliment the focused enforcement and mandate of the Street Enforcement Unit and Integrated Crime Reduction Team. Early education delivered by members and specifically the Community Policing Unit is a critical component to addressing the harms that drug addiction has on our community.

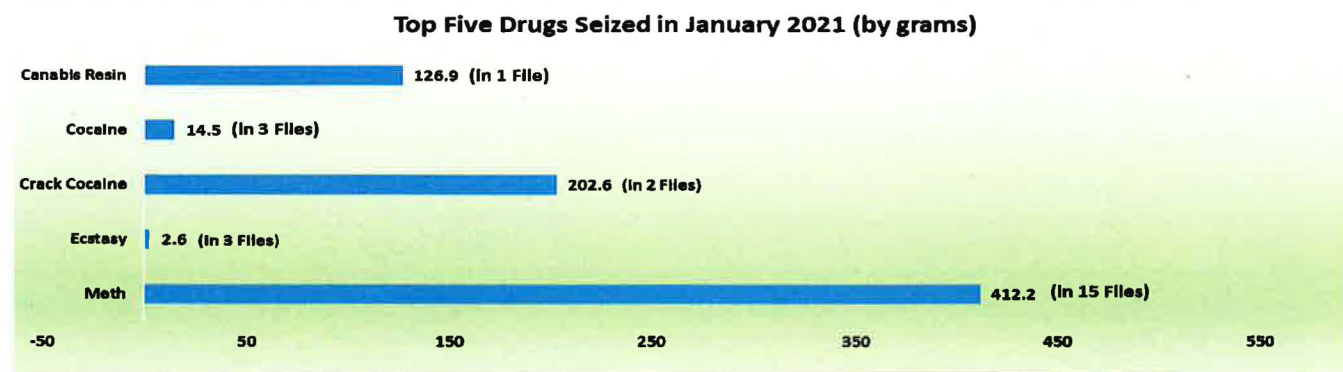
In January 2021, the enforcement of drug trafficking contributed to many of the seized firearms and led to 14 drug trafficking offences with 16 possession offences. The trafficking charge events in January 2021 is 52% higher than the 5-year average of nine (9) charges.



Appendix 16: represents the total drug trafficking and illegal possession charges in January 2021.

The top drug types that were seized in January 2021 included; methamphetamine, cocaine, crack cocaine, ecstasy and cannabis resin.

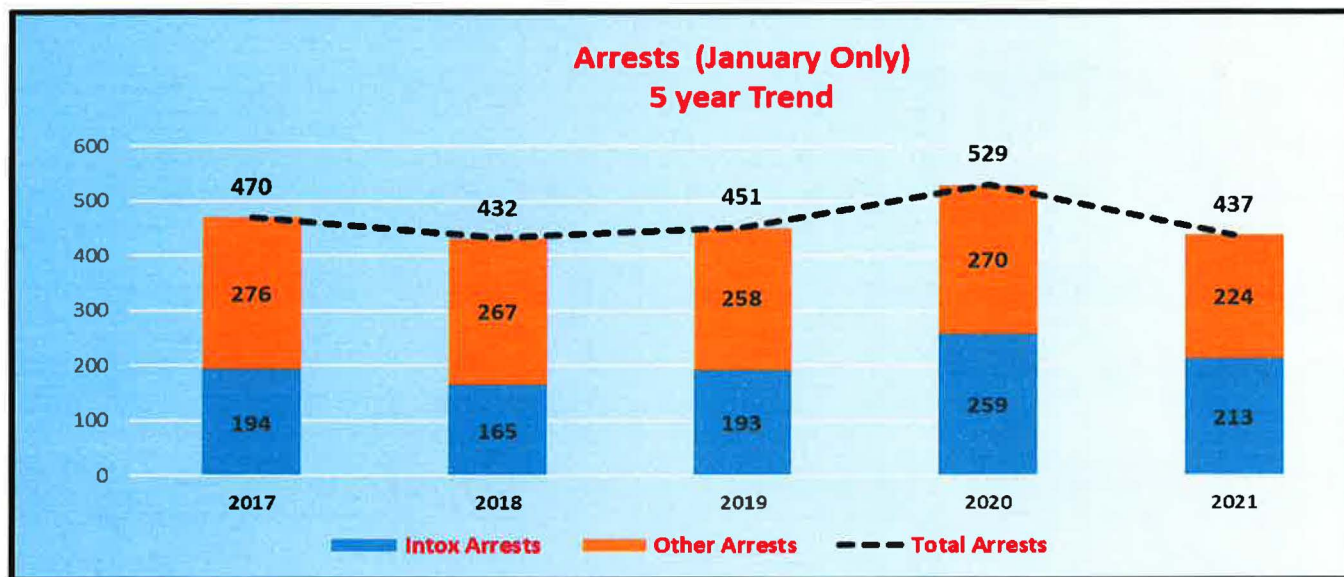
During the month, the greatest seizures by both weight and occurrence included the 412 grams of meth and the 202 grams of crack cocaine.



Appendix 17: illustrates the five different drug types, number of seizures and weight by gram.

Arrests:

The total arrests that occurred in January 2021 was 437 for both charge related offences and general intoxication. This is a decrease from the previous year of 17.39%



ATTACHMENTS: Prince Albert Police Service Crime Statistics

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

Approved by: Chief of Police ☒

Signature:  _____



PRINCE ALBERT POLICE SERVICE

TITLE: January 2021 – CSO Report

DATE: 12 February 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

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

BACKGROUND:

Two Community Safety Officers who follow and support our patrol operations compliment the Prince Albert Police Service.

The Ministry of Justice, Corrections and Policing, requires updated reporting of our CSO duties designed to strengthen the integrity of the program.

As our CSO's continue to build on their roles and job expectations, they also continue to support Bylaw calls and backfill the Court Liaison duties.

TOPIC & PURPOSE:

The following is a breakdown of the calls attended by our Community Safety Officers in January of 2021.

Total Calls Attended- 222
General Occurrence's Created- 37
General Occurrence Follow Ups- 22
Bylaw Complaints- 5

REPORT:

CSO REPORT, MONTH OF January, 2021	
Description	Number of Calls/Reports/Tickets
Theft Under \$5,000.00/ Attempted Theft	10
Willful Damage Under \$5,000/ Mischief	18
Trespass to Property Act	6
Motor Vehicle Accidents/ Hit and Run/ Provincial Statute/ Traffic Complaints	12
Found Property/ bikes	11
Documents for Service	Unknown total, not tracked.
Crime Prevention & Neighborhood Strengthening	159
Traffic and Parking Tickets	8
Vehicle Seizures	1
Animal Welfare/ Barking Dog/ Dog Bite/ Dog at Large	3
Bylaw Other	2
CSO Trials/Court	0
Court Liaison Cover Off Days	0 days

Traffic and Parking Tickets Issued:

During the month of January 2021, there were eight (8) Provincial Statute, Provincial Liquor, Bylaw and Parking violations noticed while on regular patrols.

- 4 Provincial Statute
- 4 Bylaw

Court / Court Liaison Duties:

The CSOs covered off the Court Liaison duties for zero (0) days within the month of January as there were no absences for the Court Liaison.

Animal Control:

In January, there were three (3) animal control cases.

- 3 Animal Welfare

Service of Documents (Subpoenas, Summons, SOTI's):

There were numerous requests for document of service of Subpoenas, Summons and SOTI's. These requests include PAPS and RCMP files. Document service requests are time consuming and take a considerable amount of work in locating persons to be served and making arrangements for service of these documents for court purposes.

Crime Prevention:

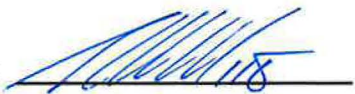
Regular Neighborhood Strengthening patrols to reduce crime have been a top priority. High visibility patrols were completed 159 times by our CSOs in attempt to reduce crime through proactive police presence. Some of the neighborhood strengthen efforts were directed at schools and shopping / high foot traffic areas at peak times.

Bylaw:

CSOs support and compliment the Municipal Bylaw Unit should there be an emergent call or gap in services.

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

Written By: **Inspector Tadd Kellett**

Signature: 

Approved by: **Chief Jon Bergen** **Chief of Police**

Signature: 



PRINCE ALBERT POLICE SERVICE

TITLE: 2020 Year End Report

DATE: February 19, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATIONS:

1. That this report be received and filed; and,
2. That the Board forwards a recommendation to City Council for funding from the Provincial Funding of the Safe Restart Program in the amount of \$73,371 relating to unbudgeted costs due to the impact of COVID-19 to the Prince Albert Police Service respecting additional cleaning and janitorial services, cleaning supplies and personal protective equipment expenses in Year 2020 to the Prince Albert Police Service Operating Budget.

TOPIC & PURPOSE:

To present the 2020 financial results of operations for the Prince Albert Police Service.

BACKGROUND:

The 2020 budget was approved by the Board of Police Commissioners on September 23, 2019. Total operating expenditures were budgeted at \$21,375,570 and capital expenditures at \$242,800. These expenditures were to be funded from User Charges and Fees of \$1,017,760, Operating Grants and Donations of \$3,217,250, Police Operating Reserve of \$200,000 and \$17,183,360 transfer from The City of Prince Albert. The City of Prince Albert's budget subsequently approved the transfer amount.

The Police Operating Reserve is capped at \$500,000 by the Board and the use of the reserve would have reduced the balance to \$300,000 as at December 31, 2020.

REPORT:

For 2020, the Service was under budget by \$126,629.

Attached is a summary of the 2020 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. For 2020, the Service was under budget by \$126,629. The result of this favorable variance is that the operating reserve will be reduced by \$73,371 rather than the \$200,000 budgeted. The Operating Reserve balance is now at \$426,629 at the end of 2020.

Descriptions of the more significant variances are explained below on a line-by-line basis.

Revenue

Budget line item	2020 Actual	2020 Budget	Variance
User Charges and fees	\$1,392,812	\$1,017,760	Favorable \$375,052

This favorable variance is mostly the result of the following variances from budget:

- \$182,000 favorable – WCB reimbursement
- \$110,000 favorable – iCRT program funding not budgeted for
- \$ 75,000 favorable – CFSEU program funding offset in increased expenditures
- \$ 60,000 favorable – Provincial Magistrate Fines
- \$ 55,000 unfavorable – recoveries for travel, training, overtime and front office revenue reduced due the results of the COVID restrictions

Budget line item	2020 Actual	2020 Budget	Variance
Operating Grants and donations	\$3,143,794	\$3,217,250	Unfavorable \$73,456

This unfavorable variance is mostly the result of the following variances from budget:

- \$111,000 unfavorable – the iCRT program funding model was still being designed at the time of budget preparation and the grant is currently less than originally planned. For 2020, expenses have been covered in User Charges and Fees as noted above.
- \$ 13,000 unfavorable – Intersection safety grant was less than planned. Corresponding overtime was also decreased to fund this reduction.
- \$ 9,000 favorable – the Victims Services and Aboriginal Resource Officer program had a small increase to the grant.
- \$ 42,000 favorable – costs greater than the budget for the 2020 CTSS program were covered by the SGI grant.

Expenses

Budget line item	2020 Actual	2020 Budget	Variance
Salaries, Wages and Benefits	\$17,837,143	\$17,951,310	Favorable \$114,167

This favorable variance is mostly the result of the following variances from budget:

- \$303,000 favorable – Due to vacant positions along with savings in new hiring on the salary grid
 - Throughout the year the following vacancies existed (thirty-eight months)
 - Executive Secretary – one month
 - Police Officers – twenty-four months
 - Special Constable – Bylaw – three months
 - IT support – four months
 - Victims Services support – six months
- \$ 85,000 favorable – Salaries unspent in the Police Service when Bylaw was transferred to City operations.
- \$ 69,000 favorable – Statutory pay - \$30,000 savings unbudgeted due to the new Statutory pay option in the Collective Bargaining Agreement and the remainder due to vacancies and illness.
- \$ 23,000 unfavorable – janitorial increase due to COVID protocols
- \$ 37,000 unfavorable – multiple small miscellaneous items under budgeted
- \$ 37,000 unfavorable – excess overtime incurred. Some funded through programming revenue and some due to COVID illness.
- \$ 99,000 unfavorable – unbudgeted cost due to the implementation of changes in the Collective Bargaining Agreement in 2019 that were paid in 2020
- \$147,000 unfavorable – vested sick leave cost over the annual allocation

Budget line item	2020 Actual	2020 Budget	Variance
Contracted and General Services	\$1,268,717	\$1,280,560	Favorable \$11,843

This favorable variance is the result of small fluctuations over multiple accounts.

Budget line item	2020 Actual	2020 Budget	Variance
Interest on Long Term Debt	\$21,763	\$13,830	Unfavorable \$7,933

This unfavorable variance is the result of a reduction from what was anticipated for the selling price of the CID building.

Budget line item	2020 Actual	2020 Budget	Variance
Fleet Expenses	\$780,308	\$786,570	Favorable \$6,262

This favorable variance is the result of the transfer of the Bylaw vehicle to City operations.

Budget line item	2020 Actual	2020 Budget	Variance
Maintenance Materials Supplies	\$1,451,933	\$1,195,050	Unfavorable \$256,883

This unfavorable variance is mostly the result of the following variances from budget:

- \$130,000 unfavorable – repairs and maintenance of the main station building, \$56,000 of this cost is funded through the Capital budget
- \$ 50,000 unfavorable – CFSEU program spending covered by the grant revenue above
- \$ 46,000 unfavorable – Covid 19 cleaning supplies and personal protective equipment
- \$ 40,000 unfavorable – IT maintenance completed during building maintenance
- \$ 40,000 unfavorable – IT operating supplies for equipment repairs
- \$ 40,000 unfavorable – Substation repairs including roof issues
- \$ 10,000 unfavorable – Cost increase of hazardous material disposal
- \$ 11,000 favorable – miscellaneous Police Board savings
- \$ 15,000 favorable – miscellaneous savings in IT and Administration
- \$ 22,000 favorable – miscellaneous savings in various accounts
- \$ 51,000 favorable – reduction in training due to COVID 19 restrictions

Capital and Interfund Transactions

Budget line item	2020 Actual	2020 Budget	Variance
Transfer to City for Bylaw	\$94,040	\$0	Unfavorable \$94,040

The Police Service has spent \$94,040 less in its operations for Bylaw in order for City Operations to use the funds for its Bylaw program. This reduction in spending is reflected mostly in salaries and fleet. It is then shown here just to reflect that it is funds the Police Service no longer has access to.

Budget line item	2020 Actual	2020 Budget	Variance
Transfer to Capital Reserve	\$242,800	\$242,800	\$0

The funding for capital remains with the capital budget. A subsequent report will cover the spending of capital dollars budgeted.

Budget line item	2020 Actual	2020 Budget	Variance
Transfer from Capital Reserve	\$56,000	\$0	Favorable \$56,000

\$56,000 was budgeted in the capital fund for the police buildings. Because the work done on the main station was repair in nature, the expenses were recorded in operations (maintenance, materials, and supplies) but was funded by the capital budget.

Budget line item	2020 Actual	2020 Budget	Variance
Civil forfeiture capital grant proceeds	\$88,800	\$0	Unfavorable \$88,000
Capital purchase through civil forfeiture	\$88,611	\$0	Favorable \$88,611

Through a grant program the Police Service was funded to purchase a piece of equipment to assist in scene analysis. The transaction is reflected here to show the funds being received and then spent in capital.

Prince Albert Police Service
Unaudited Statement of Operations
For the year ended December 31, 2020

	YTD Actual	Annual Budget	YTD (Fav) Unfav Variance
REVENUES			
User Charges and Fees	(\$1,392,812)	(\$1,017,760)	(\$375,052)
Operating Grants and Donations	(3,143,794)	(3,217,250)	73,456
Total Revenues	(4,536,606)	(4,235,010)	(301,596)
EXPENSES			
Salaries Wages and Benefits	17,837,143	17,951,310	(114,167)
Contracted and General Services	1,268,717	1,280,560	(11,843)
Financial Charges	1,148	500	648
Utilities	133,900	130,960	2,940
Interest on Long Term Debt	21,763	13,830	7,933
Fleet Expenses	780,308	786,570	(6,262)
Maintenance Materials and Supplies	1,451,933	1,195,050	256,883
Insurance	17,774	16,790	984
Total Expenses	21,512,686	21,375,570	137,116
Operating (Surplus) Deficit	16,976,080	17,140,560	(164,480)
CAPITAL AND INTERFUND TRANSACTIONS			
Transfer to City for Bylaw	94,040	0	94,040
Transfer to Capital Reserve	242,800	242,800	0
Transfer from Capital Reserve to Operating (building repairs)	(56,000)	0	(56,000)
Civil forfeiture capital grant proceeds	(88,800)	0	(88,800)
Capital purchase through Civil Forfeiture	88,611	0	88,611
Total Capital and Interfund Transactions	280,651	242,800	37,851
TOTAL (SURPLUS) DEFICIT	17,256,731	17,383,360	(126,629)
Funding from City	17,183,360	17,183,360	0
Transfer from Operating Reserve	\$73,371	\$200,000	(\$126,629)

CONSULTATIONS:

This financial statement has been shared with City financial services for their review.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

N/A

OTHER CONSIDERATIONS/IMPLICATIONS:

The City has not finalized their 2020 year-end and the audit has yet to take place. Should any significant differences arise due to the above a further report will be prepared for the board.

COVID-19 cost summary

The above revenue and expenditures include the adjustments made due to COVID-19. Direct costs of \$69,000 include:

- \$23,000 Janitorial salaries and benefits
- \$46,000 Cleaning supplies and personal protective equipment

Other costs due to COVID-19 mentioned above include lost revenue at the front counter, lost recoveries of training revenue and overtime revenue. Overtime costs due to the 300+ days staff were away due to COVID-19 isolation are also a factor.

The \$73,371 is directly related to the above costs of COVID-19.

This report is recommending approval for the Board to forward a recommendation to City Council for funding from the Provincial Funding of the Safe Restart Program in the amount of \$73,371 relating to unbudgeted costs due to the impact of COVID-19 to the Prince Albert Police Service respecting additional cleaning and janitorial services, cleaning supplies and personal protective equipment expenses in Year 2020 to the Prince Albert Police Service Operating Budget.

PUBLIC NOTICE:

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

PRESENTATION: Verbal Presentation by Chief of Police

Written By: Mona Pshebnicki, Finance and Human Resources Manager

Approved By: Chief of Police 



PRINCE ALBERT POLICE SERVICE

TITLE: IT CAPITAL PROJECTS

DATE: 2021-February-12

TO: Chief of Police ☒

Board of Police Commissioners ☐

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That \$16,000 funds from In Car Camera Replacement be reallocated to MDT Replacement.
IT Capital account number 8-2-20011

BACKGROUND MDT:

The PAPS currently has 20 MDTs in police vehicles; these devices are typically used 24/7. Saskatchewan weather and the impact MDTs receive in police vehicles are hard on them, this decreases the lifespan of the hardware faster than "regular" laptops.

Many efficiencies are realized by utilizing MDTs; they allow police staff to remain highly visible, often working in the community as opposed to within the station when typing reports. That also provide tactical advantage for members, they can query person and vehicle information without having to contact Dispatch and await a reply or return to work to perform the task.

The PAPS renewal and replacement strategy for MDTs is based on a five-year cycle (or as needed); this cycle is a common IT practice. It is recommend that MDT replacement occur at a minimum of five years due to aging components and newer/updated applications. For policing, it is essential to ensure staff have access to modern technology in order to provide a professional service to our community.

Over the past year, our IT Team has been researching to find the best solution for MDT replacement. Panasonic continues to be the leading company with MDT options for Municipalities and RCMP. The previous Toughbook laptop is now being replaced with a Toughbook tablet and optional keyboard. Our agency has since replaced three (3) of our MDTs and tested the new tablets and optional keyboard with great reviews from the front line officer.

As part of the PAPS Capital Resource and Replacement Strategy, it was recommended and approved to allocate \$34,000.00 in 2021 to ensure continued operational status of MDTs. This dedicated allocation supports regular replacement plan for the 20 MDTs.

BACKGROUND IN CAR CAMERA:

In 2008, the PAPS initially started with six in-car cameras; since then, the fleet has expanded and each vehicle that transports people have been outfitted with this technology. Currently, fourteen PAPS vehicles have in-car cameras.

In-car video is vital for providing evidence that support officer's observations. Such technology is an expectation from the public and the members; it supports public confidence within the service through transparency.

The Panasonic Arbitrator 360 cameras are the product used for the PAPS; the cameras have proven reliability and durability and meet the needs of frontline officers. Additionally, the Panasonic equipment is compatible with our existing server and software.

The PAPS capital renewal and replacement strategy is based on a 5-year life cycle for the equipment. Panasonic costs include a five year warranty.

PROPOSED APPROACH AND RATIONALE:

To meet the immediate need for funding and completing the current MDT project, we recommend reallocating from the In-Car Camera replacement budget the amount of \$16,000. Our current cameras are still meeting the industry standards and therefore the life expectancy will be extended to offset the other demand to better fund the MDT project.

With our existing MDT funds and the additional funds allocated, this would allow our agency to purchase and install six (6) additional MDTs. MDT and installation costs before taxes are \$9000.00 dollars.

FINANCIAL IMPLICATIONS

No Financial impact – Allocation of existing budgeted funds

In car camera has \$39,644.98 remaining from 2020 plus \$26,000 for 2021 =	\$65,644.98
MDT has \$12,306.01 remaining from 2020 plus \$30,000 for 2021 =	\$42,306.01

The \$16,000 transfer will result in

In Car Camera	\$49,644.98
MDT	\$58,306.01

ATTACHMENTS: Pictures of the MDT Panasonic CF-33 mounted in patrol unit

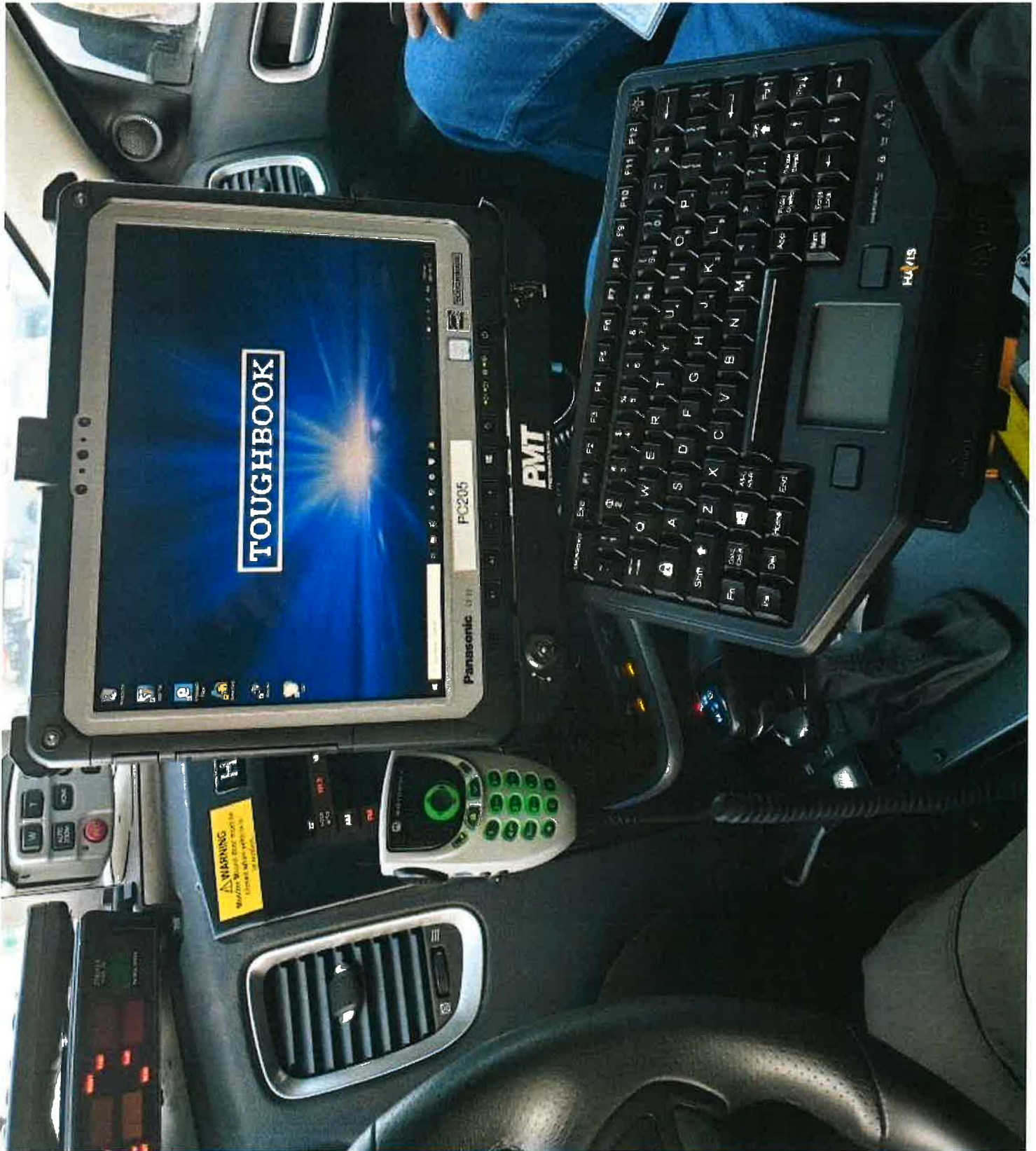
PRESENTATION: **VERBAL** ☒ **AUDIO/VISUAL** ☐ **NONE** ☐

Written By: Josie Hemsworth

Signature: 

Approved by: **Chief of Police** ☒

Signature: 





PRINCE ALBERT POLICE SERVICE

TITLE: COVID-19 Staffing Impact

DATE: February 19, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To provide an update to the Board regarding the impact to all staff of the Prince Albert Police Service related to the global public health crisis caused by the Coronavirus COVID-19.

BACKGROUND:

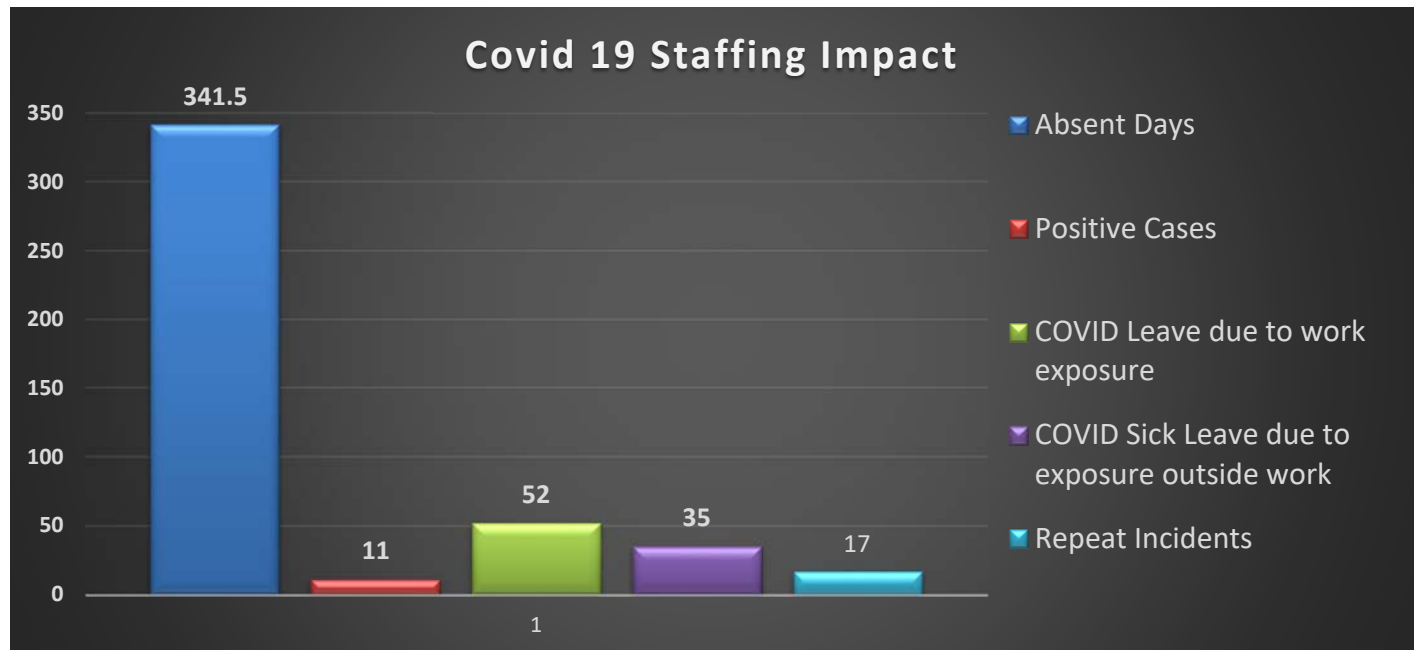
On March 18, 2020, a State of Emergency was declared in Saskatchewan related to the COVID-19 Coronavirus and World Pandemic. The Prince Albert Police Service implemented changes in operations due the COVID-19 pandemic with the aim to reduce the spread of virus to members and the general public, and to maintain continued public safety services to the community.

In response to the COVID-19 pandemic, the Prince Albert Police Service has activated a Pandemic Operational Plan that guides best practices to manage the Police Service during COVID-19. The plan has been updated as new information becomes known that is specific to the virus and related best practices. Many adjustments and priorities have been undertaken that align to the Pandemic Plan and Health Guidelines including regular update to internal Directives and general communications.

Staff of the Prince Albert Police Service are exposed to transmission of the virus during the course of their duties and have experienced positive outcomes and many cases of isolation.

Prince Albert Police Service staff have been in isolation and away from duty for a total of 341.5 days related to isolation and positive cases directly related to COVID-19. This does not include personal days that a member remains in isolation from a duty related exposure.

TOPIC & PURPOSE: COVID-19 Staffing Impact



Total Absent Work Days: **341.5**

Total Positive Cases: **11**

COVID-19 Leave and isolation due to work exposure: **52**

COVID-19 Leave and isolation due to outside work exposure: **35**

Total Members in isolation on more than one occasion: **17**

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

Approved by: **Chief of Police** ☒ **Signature:** _____



PRINCE ALBERT POLICE SERVICE

TITLE: PAPS Social Media & Analytics

DATE: February 18, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

This report provides information relating to the use of social media by the Prince Albert Police Service and engagement with the public over the year between January 2020 and February 2021.

PROPOSED APPROACH AND RATIONALE:

Social media is a useful tool for many police agencies. In addition to a website, social media enhances communication with the public and allows the Police Service to promote its own initiatives and efforts at community engagement. The police service utilizes three social media platforms, including Facebook, Twitter and Instagram. The number of likes and followers on each platform continues to increase on a regular basis, and many members of the public post comments in response to media releases and informational posts from the police service.

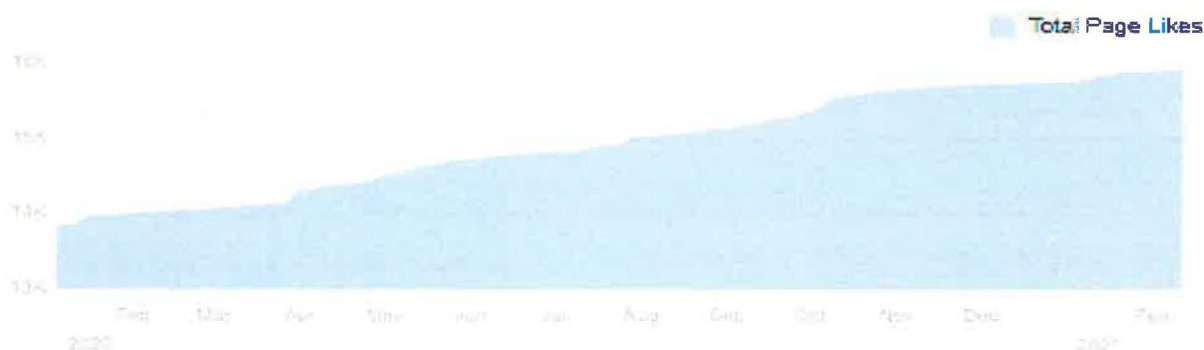
Each of these three platforms serves a different demographic, although there is some overlap as many followers are active on more than one platform.

Facebook: <https://www.facebook.com/papolice>

Facebook is one of the primary ways the police service reaches the public and accounts for the largest number of followers. The police service uses this platform to inform the public about a wide variety of topics, such as media releases, community initiatives, safety tips, recruiting opportunities, and information related to COVID-19.

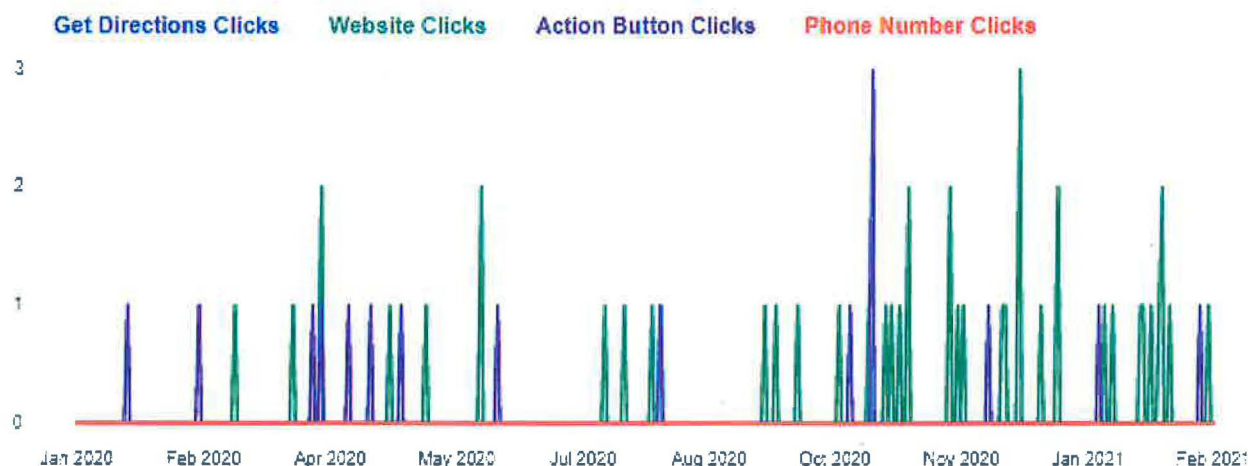
As of this report, the Prince Albert Police Service's Facebook page has 15,957 page likes, an increase of nearly 3,000 since January 2020.

Total Page Likes: 15,957



The graph below shows the number and some of the ways the Facebook page connected with the public throughout 2020 and into 2021.

Total Actions on Page



In January 2021, the police service posted a sponsored ad on Facebook aimed at promoting our application and recruiting process. A sponsored ad allows the service to pay for targeted messaging on Facebook. This particular ad was targeted to individuals over the age of 18 across Canada with specific interests in law enforcement, community and policing.

The daily budget for this advertising is approximately \$3.84, and is enough to ensure the post reaches a large audience over a longer term.

Activity

Post Engagement

385

Link Clicks

169

Post Reactions

115

Post Comments

70

Messaging Conversations Started

29

Post Shares

29

This ad reached 5,921 people in your audience.

People Placements Locations

Saskatchewan

1724

Ontario

810

Manitoba

724

Quebec

692

Alberta

590

British Columbia

390

Nova Scotia

274

Newfoundland and Labrador

226

New Brunswick

190

Nunavut

180

Northwest Territories

72

Prince Edward Island

28

Yukon

20

Twitter: <https://twitter.com/PAPOLICEca>

The police service's Twitter page currently has 3,682 followers as of this report. This represents an increase of 330 over the past year.

Since January 2020, we have seen 17,170 profile visits and continue to get thousands of impressions – the number of times our posts are being seen on Twitter – each month.

Engagements

Showing 28 days with daily frequency

Engagement rate
3.5%

Feb 18
4.1% engagement rate



Link clicks
614

Feb 18
12 link clicks



On average, you earned **22 link clicks** per day

Retweets without comments
23

Feb 18
0 Retweets without comments



On average, you earned **1 Retweets without comments** per day

Likes
166

Feb 18
1 like



On average, you earned **6 likes** per day

While still a valuable social media platform, Twitter is where PAPS is working to build more of a following. The analytics at right show the type of engagements on the PAPS Twitter page since the start of 2021.

The majority of social media users in Prince Albert tend to use Facebook and Instagram more regularly, or do not use Twitter at all.

Instagram: <https://www.instagram.com/princealbertpolice/>

Instagram is the newest platform in use. The police service started an Instagram page in July 2019 and currently has 2,453 followers.

This platform is steadily gaining in followers and is used mainly to promote the police service through photos or video. The police service does not use Instagram to share media releases.

Saskatchewan Crime Watch Advisory Network & SaskAlert

Late in 2020, the police service signed on to both the Saskatchewan Crime Watch Advisory Network and the SaskAlert program. Both systems are capable of sending out mass notifications to the public.

The Crime Watch Advisory program was recently expanded to include municipal police agencies and conservation officers, and allows agencies to publish information about ongoing investigations or to inform the public about crime trends. Members of the public must subscribe to this service, which promotes a higher engagement and interest within the community. To date, the Prince Albert Police Service has published two posts using the Saskatchewan Crime Watch Advisory Network, one pertaining to a Canada-wide warrant issued for a suspect in a homicide, and another related to a break, enter and theft of bitcoin from a local business.

We continue to work to build our list of subscribers for the Saskatchewan Crime Advisory Network. This method of communication is another useful way to keep the public informed.

SaskAlert:

The SaskAlert program is a mass notification system meant to be used only in times of emergency, such as an active weapons investigation, civil emergency, air crash, or school lockdown.

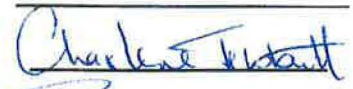
Information published through SaskAlert would go out to everyone via their cell phone, and would be shared on radio, TV and across the Internet. This program does not require a user to sign up.

To date, we have not issued any messages using the SaskAlert program. Training on how to use this program and best practices is provided by the provincial government and our designated users are working toward this certification.

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

Written By: Public Relations & Media Coordinator

Signature:



Approved by:

Chief of Police

☒

Signature:



**SASKATCHEWAN POLICE COMMISSION
PERSONNEL ESTABLISHMENT STATISTICS**

POLICE SERVICE: Prince Albert Police Service

AUTHORIZED REGULAR MEMBER ESTABLISHMENT (Including Chief of Police)

As of February 05, 2021

96

AUTHORIZED CIVILIAN EMPLOYEES (Including Special Constables)

As of February 05, 2021

30

	ACTUAL NUMBER OF PERSONNEL	
RANK	MALE	FEMALE
Chief of Police	1	
Deputy Chief of Police (VACANT)		
Superintendent		
Inspector	3	
Staff Sergeant	5	
Sergeant	17	2
Corporal		
Constable	58	10
Special Constable		4
Civilian	5	22
TOTAL	89	38

Dated: February 05, 2021


 Chief of Police