



NOVEMBER 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, NOVEMBER 25, 2021

9:00 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 October 21, 2021.

Recommendation:

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

Page No.
A-1

Public
BOC

PRESENTATION:

2. Profile of Prince Albert HUB

PowerPoint Presentation by Constable Lorelee Polowski regarding the Prince Albert HUB.

Recommendation:

Be received as information and filed.

Page No.
A-4

Public
BOC



NOVEMBER 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, NOVEMBER 25, 2021

9:00 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

STATISTICS:

3. October 2021 Monthly Statistics Report

Page No.
A-11

Public
BOC

Recommendation:

Be received as information and filed.

4. October 2021 Community Safety Officer (CSO) Report

Page No.
A-27

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.*

REPORTS:

5. Prince Albert Police Service Member Diversity and Demographics

Page No.
A-30

Public
BOC

Recommendation:

Be received as information and filed.



NOVEMBER 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, NOVEMBER 25, 2021

9:00 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

6. File Retention Policy Amendments

Page No.
A-34

Public
BOC

Recommendation:

That the Board approves the changes to current file retention policy to coincide with new legislation as follows:

- *Part 9 – Court and Legal Processes, Chapter F: Criminal Records, Part 12: File Retention.*
- *Part 9 – Court and Legal Processes, Chapter F: Criminal Records, Part 15: Prince Albert Police Services File Retention Schedule.*

7. 2022 Board of Police Commissioners Meeting Schedule

Page No.
A-43

Public
BOC

Recommendation:

That the 2022 Meeting Schedule for the Prince Albert Board of Police Commissioners be approved as per attached to the Report from the Board Secretary dated November 22, 2021 regarding 2022 Board of Police Commissioners Meeting Schedule.

8. 2021 New Year's Eve Bus Service Program – Wing in the New Year

Page No.
A-46

Public
BOC

Recommendation:

That the Board endorses and promotes the Prince Albert Police Service to continue its partnership and support of the 2022 New Year's Eve Bus Service Program – Wing in the New Year Program.



NOVEMBER 22, 2021

PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC AGENDA

THURSDAY, NOVEMBER 25, 2021

9:00 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

CORRESPONDENCES: N/A

DISCUSSION ITEMS: N/A

NEXT MEETING:

Tuesday, January 18, 2022

9:00 a.m.

Main Boardroom, 2nd Floor, City Hall

MOTION TO AJDURN:

Recommendation:

That this Board do now adjourn the Public meeting.



PRINCE ALBERT BOARD OF POLICE COMMISSIONERS
PUBLIC MINUTES OF MEETING

THURSDAY, OCTOBER 21, 2021

9:00 A.M.

MAIN BOARDROOM, 2ND FLOOR, CITY HALL

Present in Boardroom:

Sheryl Kimbley, Chairperson
Mayor G. Dionne, Vice-Chairperson
Councillor B. Edwards
Councillor C. Miller
Janet Carriere
Darcy Sander
Blain Broker

J. Bergen, Chief of Police
F. Prince, Deputy Chief of Police

M. Boulet, Board Secretary

Nigel Maxwell, PA Now

Meeting convened at 9:01 a.m.

APPROVAL OF AGENDA:

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

That the October 21, 2021 Board of Police Commissioners Public Meeting Agenda be approved as presented.

READING MINUTES:

1. Minutes of the Board of Police Commissioners Meeting held September 23, 2021

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

That the Minutes of the Board of Police Commissioners Meeting held September 23, 2021, 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.

STATISTICS:

2. September 2021 Monthly Statistics Report

073. Moved Mayor G. Dionne, AND RESOLVED:

That the Report from Deputy Chief of Police dated October 14, 2021, regarding September 2021 Monthly Statistics Report be received as information and filed.

3. September 2021 Community Safety Officer (CSO) Report

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

That the Report from Sergeant Glynn dated October 1, 2021, regarding September 2021 Community Safety Officer (CSO) Report be received; and that the following be approved:

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.

NEXT MEETING:

Thursday, November 25, 2021

9:00 a.m.

Main Boardroom, 2nd Floor, City Hall

MOTION TO ADJOURN:

4. Adjournment – 9:29 a.m.

075. Moved by J. Carriere, AND RESOLVED:

That this Board do now adjourn.

CHAIRPERSON

BOARD SECRETARY



PRINCE ALBERT POLICE SERVICE

TITLE: Profile of HUB

DATE: November 15, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION(S):

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

TOPIC & PURPOSE:

This report provides an overview of the duties, structure and work being done by the "HUB" section.

REPORT:

The Prince Albert HUB was founded in 2011 and has since grown into fourteen other HUB tables across the province of Saskatchewan. The HUB is a collaborative approach designed to assist people facing elevated risk. Situations are brought to the HUB table to discuss and mobilize existing resources with the intention of early intervention to essentially be proactive in crime reduction and mitigate the likelihood of someone experiencing harm or victimization. The agencies currently participating with the Prince Albert HUB are as follows:

- Prince Albert Police Service
- Social Services
- RCMP
- Mental Health/Addictions
- Probation Services

- Catholic School Division
- Public School Division
- Mobile Crisis
- John Hoard Society

The HUB utilizes a Four – Filter Process to discuss situations at the table. Home agency screening, de-identified discussions, identifiable discussions, and intervention planning all occur with representatives from all agencies in determining the most suitable course of action to provide resources to those in need.

STRATEGIC PLAN:

Priority #1; Visible Police Service
 Priority #2; Healthy Community
 Priority #3; Professional Service

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

ATTACHMENTS:

1. PowerPoint presentation to be presented to the Board of Police Commissioners by Constable Lorelee Polowski

Written By: Insp. Mushka

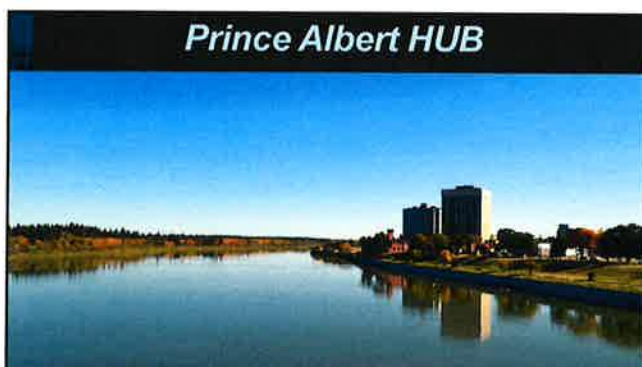
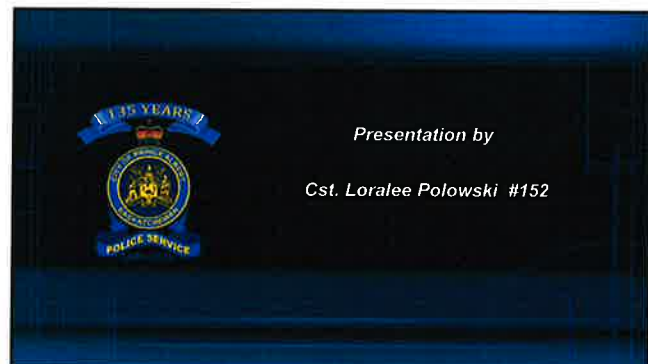
Signature:



Approved by: **Chief of Police** ☒

Signature:





Prince Albert HUB

- The HUB is a Multi-Agency Team focused on assisting people who are at elevated risk. Situations are brought forward in order to deliberate and mobilize existing resources for early intervention. This multi-sectoral collaboration is a preventative force and has an impact within our community and crime prevention.

The HUB Steering Committee

The steering committee has an individual from every agency involved to meet quarterly throughout the year.

They discuss the operations of the HUB and any issues that may arise between the multiple agencies involved.

The committee can also discuss ideas and solutions to pass down through their own agencies.

Prince Albert HUB Meetings

- The HUB meets every Tuesday and Thursday morning where new cases are presented. We also provide updates and follow up for ongoing cases.
- The HUB reaches out and attends the residence of the approved cases in order to provide referrals and assist to make connections within our community.

Prince Albert HUB Initiative

- COVID 19 has negatively affected the flow of many programs within our community since it started in the spring of 2019.
- Prince Albert Police Service wants to be an intricate force to push The HUB forward and hope it can pick up momentum. The HUB is able to assist those in need and connect them to services they may not be aware of.
- The more individuals and families the HUB can assist the more proactive and positive feedback is received.

Multi-Agency Approach

- | | |
|-------------------------------|---------------------------|
| *Prince Albert Police Service | *Catholic School Division |
| *Social Services | *Public School Division |
| *RCMP | *Mobile Crisis |
| *Mental Health/Addictions | *John Howard Society |
| *Probation Services | |



THE FOUR - FILTER PROCESS

1. Home Agency Screening

- Agencies identify people who may benefit from the HUB
- The risk factors are beyond their scope/mandate
- The situation crosses multiple human service disciplines
- Traditional approaches have been exhausted
- The situation meets the requirements for discussion

2. De – Identified Discussion

- The initial discussion at the HUB Table is limited
- The Agency describes the risk factors in generic terms
- If the situation is deemed to meet threshold it moves forward
- If the threshold is not met, it is not opened at the HUB table.

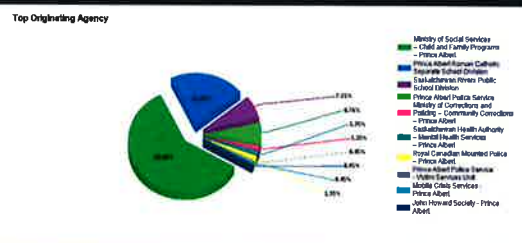
3. Identifiable Discussion

- Limited personal information is shared to determine if other agencies are involved with the individual / family.
- If an agency has information they disclose in order to help determine the role to play
- The lead agency and supporting agencies can then move to Filter 4.

4. Intervention Planning

- Only 3-4 agencies will typically remain at this level
- The agencies identified will share the relevant information and details about the individual / family with HUB table
- They will then meet with the client and offer to connect them with services that will reduce the acutely elevated risk.

2019 Total Discussions: 222

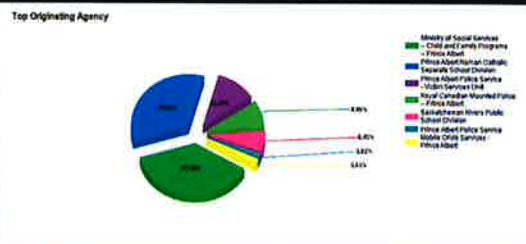


Ministry of Social Services - Child and Family Programs - Prince Albert	122	55.0%
Prince Albert Roman Catholic Separate School Division	47	21.1%
Saskatchewan Rivers Public School Division	16	7.2%
Prince Albert Police Service	15	6.7%
Ministry of Corrections and Probation - Community Corrections - Prince Albert	3	1.3%
Saskatchewan Health Authority - Mental Health Services - Prince Albert	3	1.3%
Royal Canadian Mounted Police - Prince Albert	3	1.3%
Prince Albert Police Service - Victim Services Unit	1	0.4%
Prince Albert Police Service - Prince Albert	1	0.4%
John Howard Society - Prince Albert	1	0.4%
Total Discussions with an Originating Agency	222	100.0%

High Level Risk
 Family Circumstances
 Substance Abuse Issues
 Mental Health / Cognitive functioning

Risk Category
 Parenting
 Drugs
 Alcohol

2020 Total Discussions: 62



Ministry of Social Services - Child and Family Programs - Prince Albert	23	27.10%
Prince Albert Roman Catholic Separate School Division	23	53.91%
Prince Albert Police Service - Victim Services Unit	3	11.20%
Royal Canadian Mounted Police - Prince Albert	3	8.06%
Saskatchewan Rivers Public School Division	4	6.45%
Prince Albert Police Service	5	1.61%
Mobile Crisis Services - Prince Albert	5	1.61%
Total Discussions with an Originating Agency	82	100.00%

High Level Risk

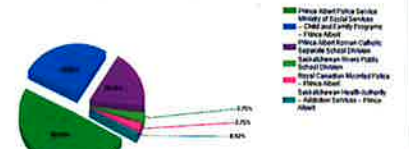
*Family Circumstances
*Substance Abuse
*Mental Health

Risk Category

*Parenting
*Mental Health
*Supervision

2021 Total Discussions: 109

Tap Originating Agency



Prince Albert Police Service	34	49.54%
Ministry of Social Services - Child and Family Programs - Prince Albert	29	25.69%
Prince Albert Roman Catholic Separate School Division	28	18.33%
Saskatchewan Rivers Public School Division	3	2.71%
Royal Canadian Mounted Police - Prince Albert	3	2.73%
Saskatchewan Health Authority - Addiction Services - Prince Albert	1	0.92%
Total Discussions with an Originating Agency	130	100.00%

High Level Risk

Substance Abuse Issues
Emotional Violence
Mental Health/Cognitive

Risk Category

Emotional Violence
Alcohol
Physical Violence

Statistics

2019 the top risk factors were Family Circumstance and Parenting.

2021 the top risk factors are Substance Abuse and Emotional Violence.

Since 2019 the Prince Albert HUB has brought forward nearly 400 files involving youth, families, and individuals at risk. The majority of risk factors include poverty, addictions, domestic violence, and mental health.

We hope to assist and prevent further struggles and connect individuals with the resources they need.

Although we do not carry a long term case load, we believe the short term referrals provide the necessary connection for individuals and families to utilize quickly and effectively.

What can you do ?

Have you witnessed an incident, know of a family in need, or work within an agency that you may come across individuals at elevated risk?

If you have come across an individual or family that you feel may warrant a multi-agency approach please reach out.

Obtain the information that you feel is critical to assess the situation and contact any agency involved within The HUB.

We will further investigate and present it at The HUB table if it meets the threshold. We will reach out and coordinate what referrals will be most beneficial for the situation at hand. Follow up is important for many individuals so we can also answer any questions or provide further referrals prior to concluding the file.





PRINCE ALBERT POLICE SERVICE

TITLE: October 2021 - Monthly Statistical Report

DATE: November 18, 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 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 for October 2021 and the year to date for 2021.

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. The report will also capture the specific monthly data of October, 2021.

PROPOSED APPROACH AND RATIONALE:

Total Calls for Service Five-Year Trend:

The total calls for service generated and attended to by the Prince Albert Police Service members to the end of October, 2021 was 38,305, this was a 1.86% decrease from the previous year. The calls captured in the total amount include an 8.43% decrease 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 calls for service responded to by members of the police service the end of October 2021, after taking out proactive calls for service – including neighbourhood strengthening, COVID compliance, and court conditions – was 34,393. That is a decrease of 1.35% over the previous year.

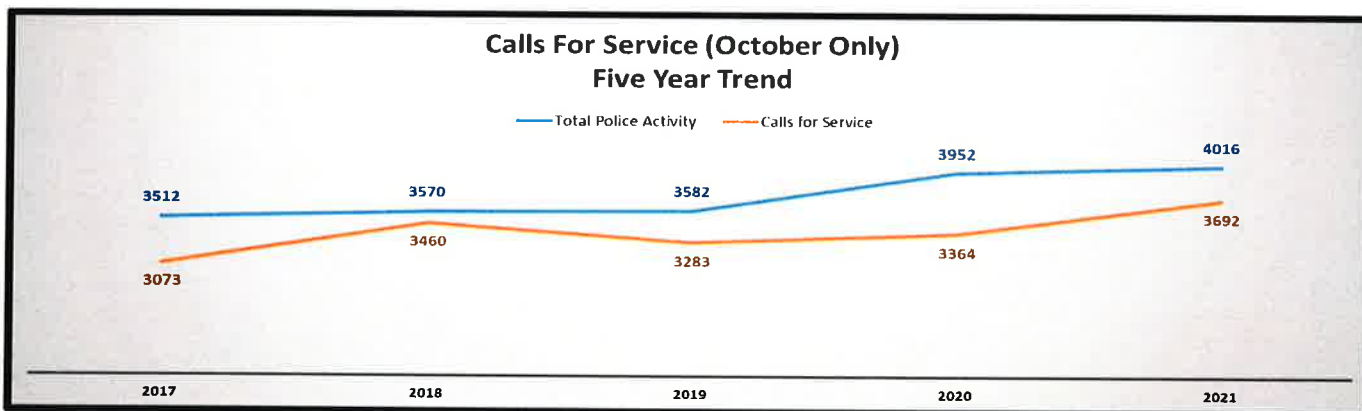
The following graphical representation provides the five-year total call trends for all calls and dispatched calls.



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

The total police activity, including proactive high-visibility patrols in the month of October 2021 was 4,016 and that represents 64 more than the previous year. The five-year average for all calls in the month of October is 3,726.

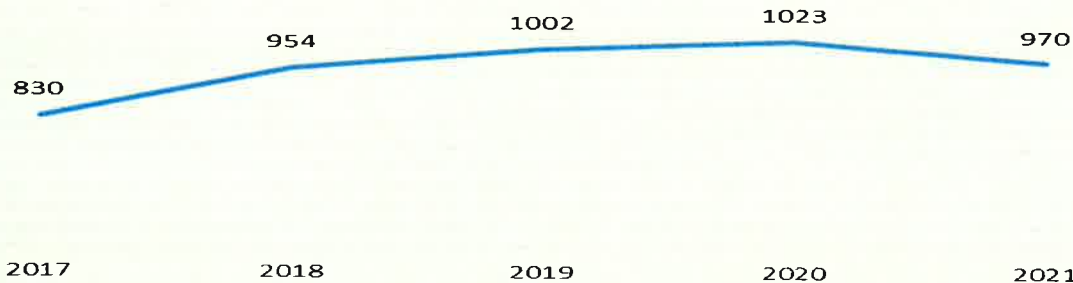
Calls for service for were higher than the previous year by 9.75% with 3,692 calls in October 2021, compared to 3,364 in October 2020.



Appendix 2: a visual representation that shows the October five-year calls for service.

Violent Crime:

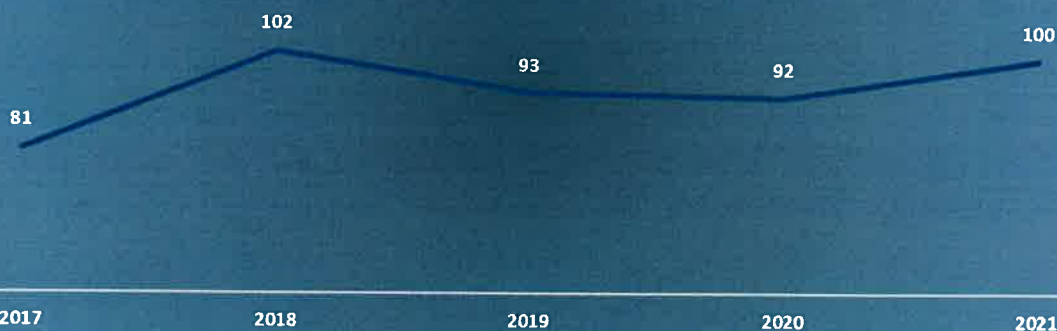
The Prince Albert Police Service responded to 970 victims of violent crime (YTD) in 2021,

**Total Crimes Against Persons (Victims)
YTD to end of October**

Appendix 3: a visual that shows the total number of victims of violent crime over the previous five years YTD.

The victims of violent crimes in October 2021 involved 100 victims, which represents eight (8) more victims than the previous year. The October average victims of violent crime is 94.

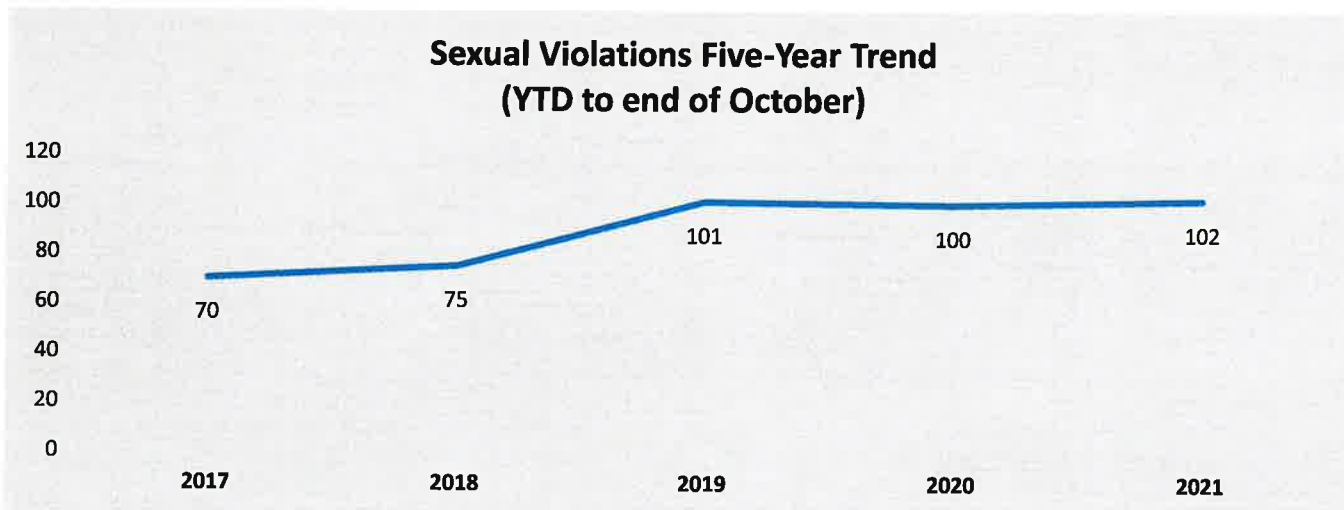
This year shows a six (6)% higher victim rate than the five year average.

**Total Violent Crime
Five Year Trend (October Only)**

Appendix 4: a visual representation that shows October only total number of victims of violent crime reports and the five-year comparison.

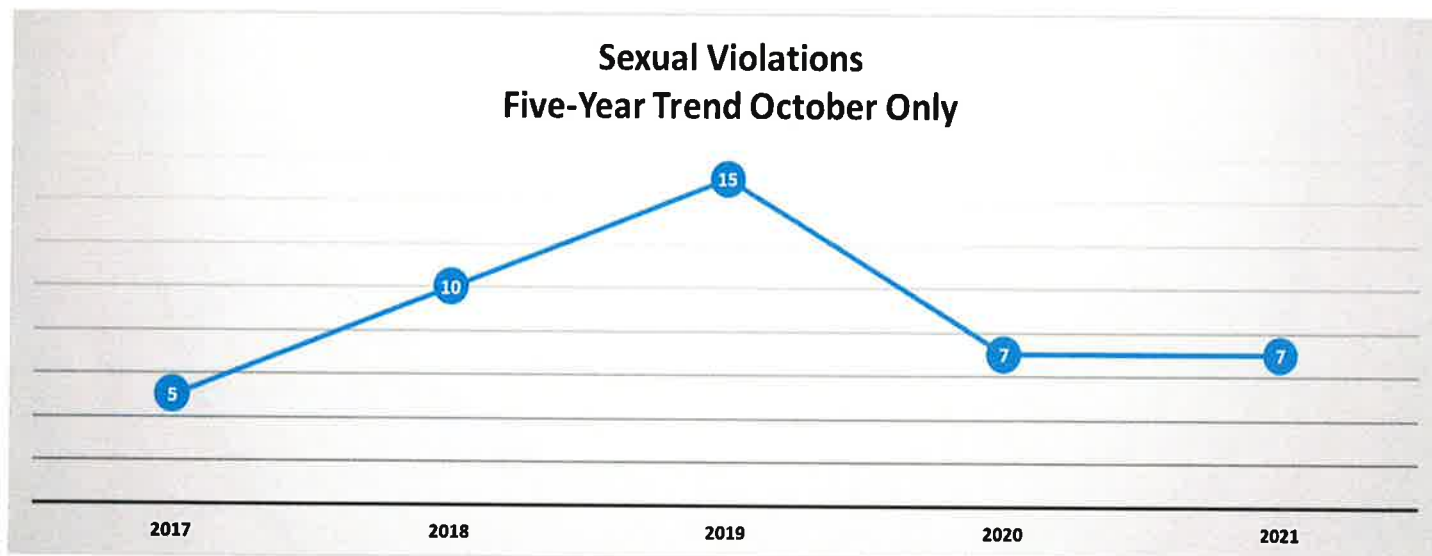
Sexual Violations:

Total victims of sexual violations reported and investigated in 2021 was 102 an increase of 2% over the previous year when 100 victims reported. The five-year average of victims of sexual violations reported is 90.



Appendix 5: a visual representation that shows the total year totals of sexual violations reported.

The October 2021 total victims of sexual violations reported was seven (7) and that represents the same number as the previous year and a lower number than five-year average of nine (9).



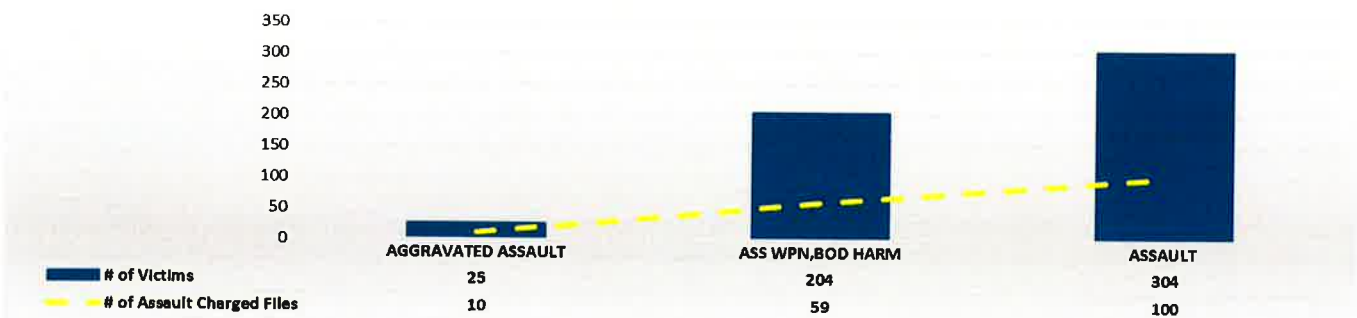
Appendix 6: a visual representation that shows the month of October and five-year average of sexual violations reported.

Reported Assaults:

The Prince Albert Police Service responded to 68 victims of assault complaints in October 2021 and that represents 13.33% more victims than the previous year when there were 60 victims of assault.

The top three (3) assault types make up 83% of the victims of assaults

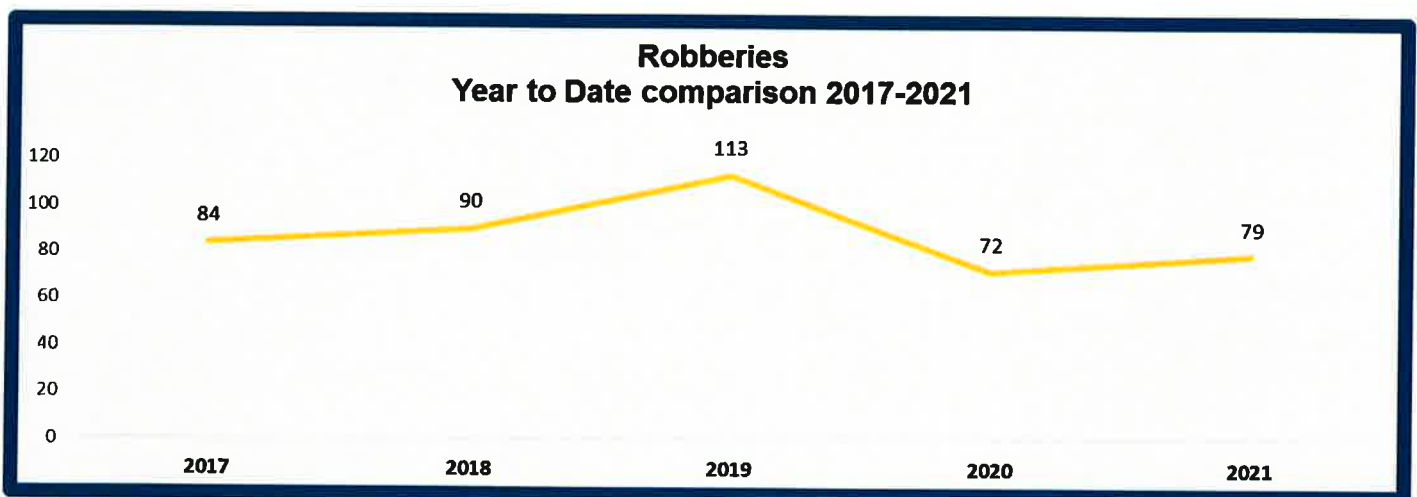
**Top Three Types of Assaults / Corresponding # of Assault Files with Charge
YTD to end of October**



Appendix 7: depicts the number of victims of the top three (3) assault types and the corresponding number of assault files with charges.

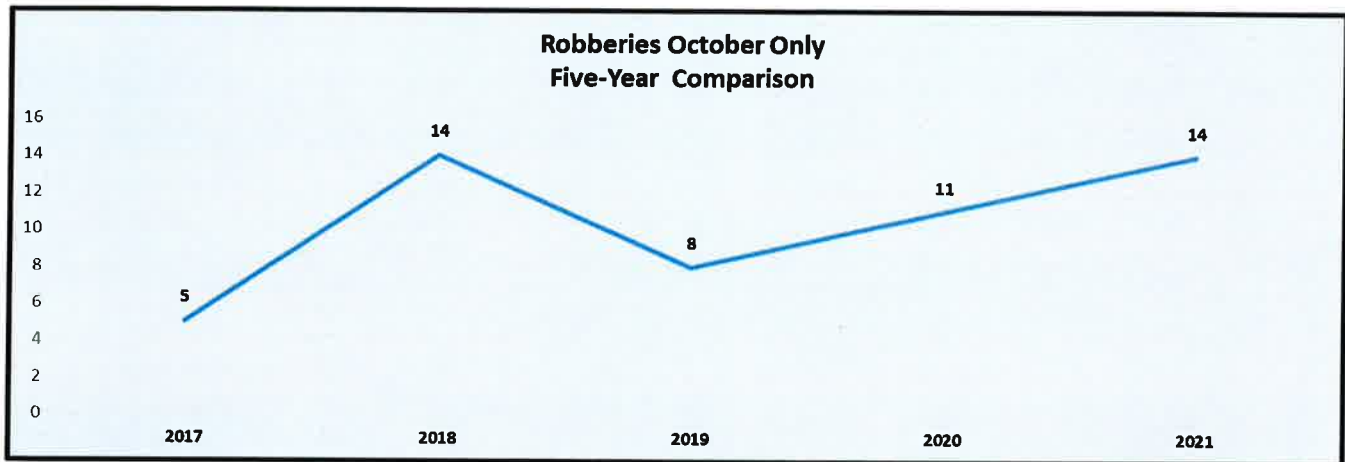
Robberies:

The total robbery victims in 2021 were 79 and that represents 10% fewer robberies than the five-year average of 88 incidents.



Appendix 8: a visual representation that illustrates the five-year number of victims of robbery.

The average number of victims of robberies in the month of October over the last five (5) years has been 10. October, 2021 we observed 14 victims of robbery.

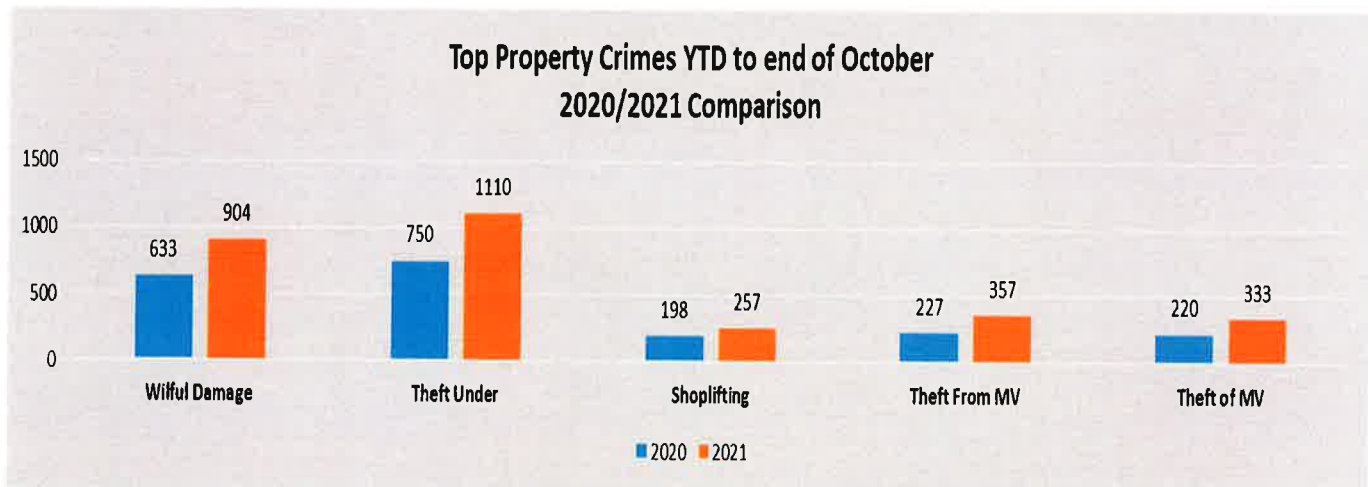


Appendix 9: represents the five-year total robbery victims for the month of October 2021.

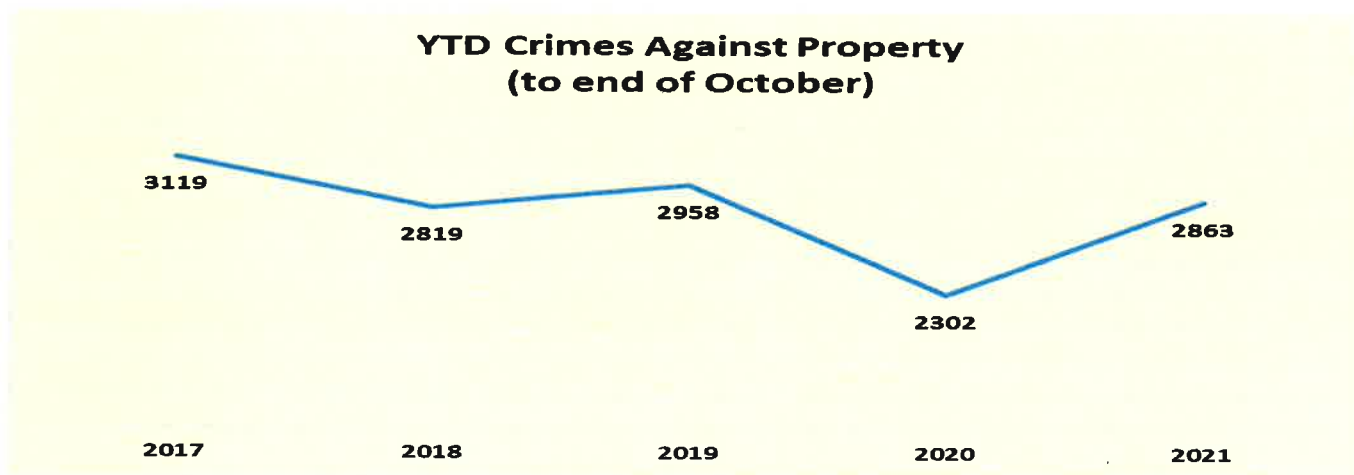
Property Crime:

The Prince Albert Police Service responded to a higher number of reported crimes against property to the end of October 2021 with total reports of property crime being 2,863 incidents. That represents 24.37% more incidents than 2020 when 2,302 complaints had been reported.

The top five YTD property crimes reported have been; willful damage, theft under, shoplifting, theft from vehicle and theft of motor vehicle.

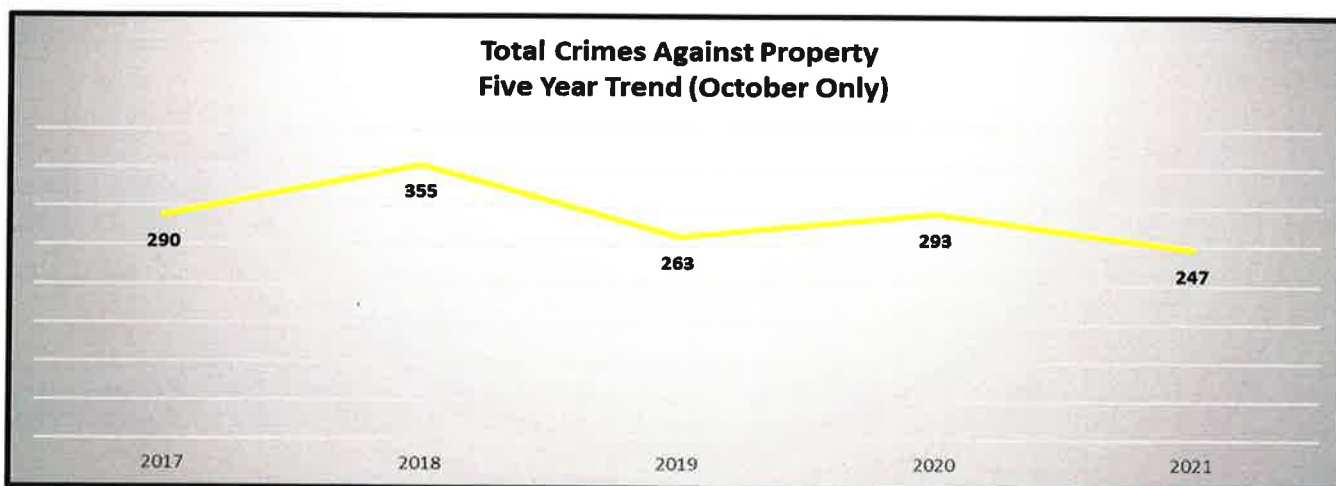


Appendix 10: represents the 2021 top five property crime incidents compared to 2020.



Appendix 11: a visual representation that illustrates the five-year total property complaints.

The lower-than-average property offences were further observed in the month of October 2021 with 247 offences compared to the five-year average of 290.

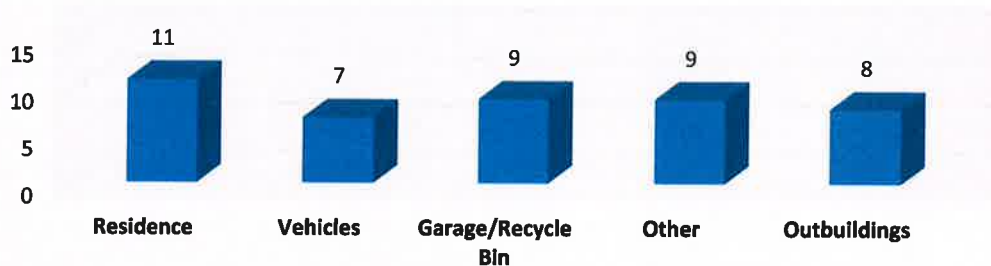


Appendix 12: a visual representation that illustrates the five-year total property complaints for the month of October.

Arsons:

The Prince Albert Police Service in October 2021 responded to an increase in suspicious fire incidents with six (6) incidents. The previous year there were five (5) incidents reported in October.

Arsons 2021 YTD (to end of October)



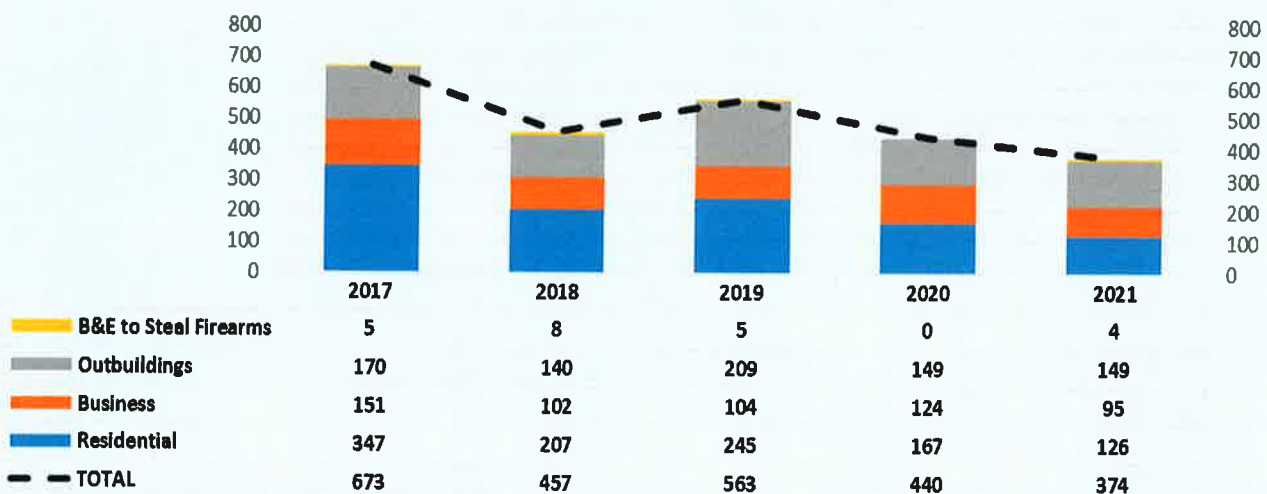
Appendix 13: a visual representation that illustrates arsons and the type of incident YTD.

Investigations have resulted in four (4) criminal charges, while 13 others remain under investigation.

Break and Enters:

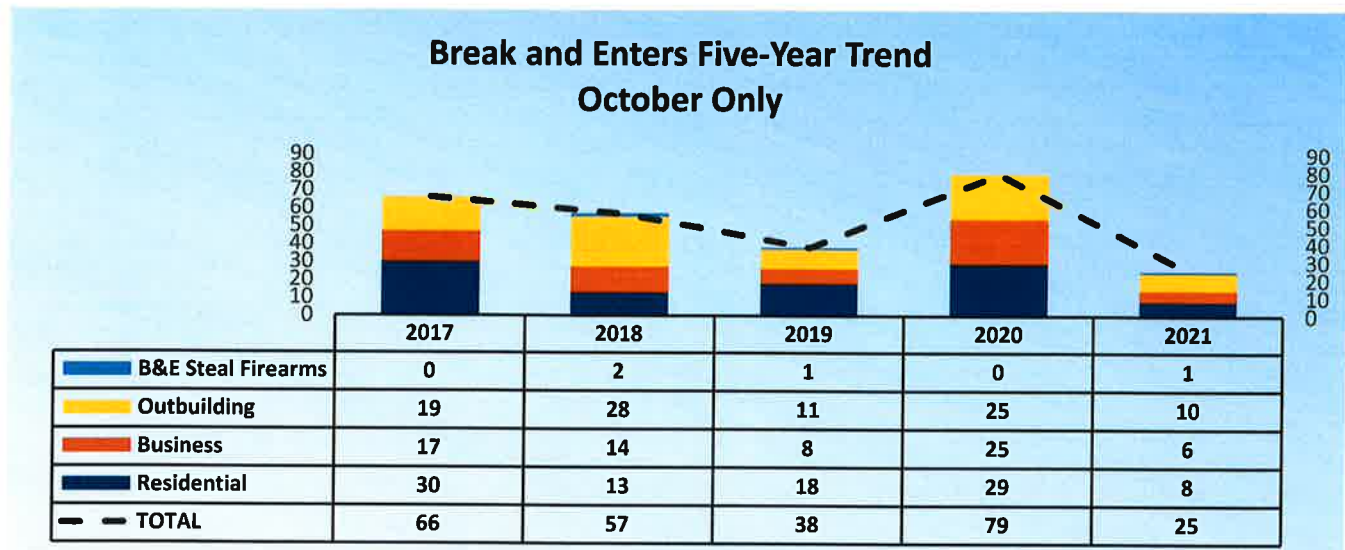
The five-year average for break and enters is separated into types of property to include a residential property, outbuilding, and commercial or non-residential; and break and enter to steal firearms. The offences of break and enter reported in 2021 were significantly lower in related properties with a decrease of 15%.

Break and Enters Five-Year Trend (YTD to end of October)



Appendix 14: a visual representation that illustrates the five-year YTD total Break and Enter complaints to the end of October.

Break and Enters during the month of October alone were less than the previous years. The total incidents were 25, which were lower than the previous year, which were 79 incidents.

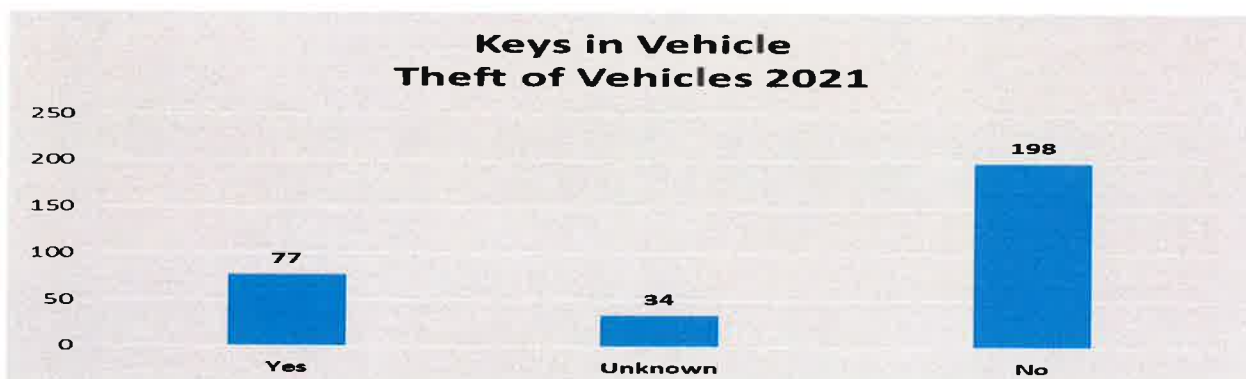


Appendix 15: a visual representation that illustrates the five-year total Break and Enter complaints for the month of October.

Theft of Motor Vehicles:

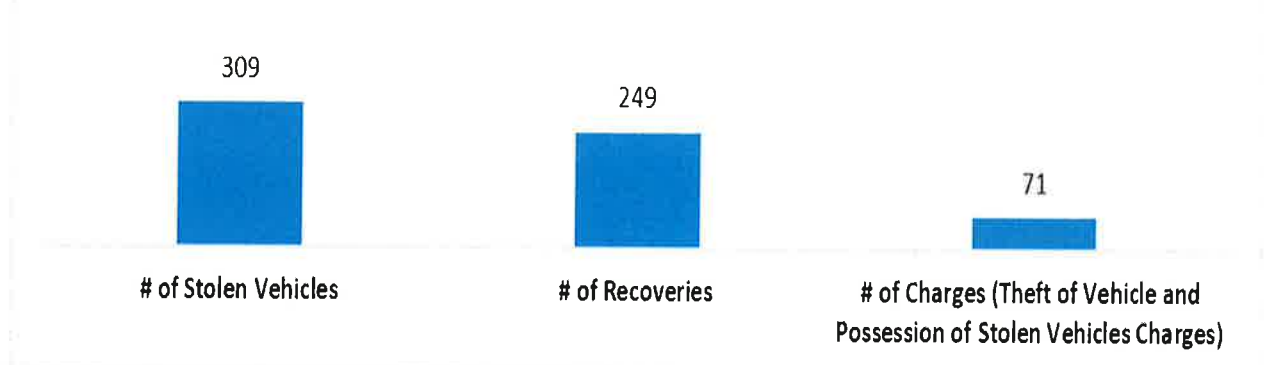
The Prince Albert Police Service has seen a 54.5% increase in reported theft of motor vehicles in 2021. The total number of stolen vehicles was 309 compared to 200 the year prior. Of these, 71 have charges attached, involving either theft of vehicle or possession of stolen vehicle.

The charge clearance rate for stolen vehicles is 22.98%. Many vehicles have been stolen using the key or fob, 77 vehicles had keys reported to be left in the vehicle. In 214 files, the doors were left unlocked.



Appendix 16: a visual representation of Keys left in vehicle and stolen vehicles.

Stolen Vehicles/Recoveries & Charges October YTD



Appendix 17: a visual representation of recoveries and charges.

Firearms Seizures:

The total number of seized firearms this YTD was slightly lower with 119 seizures. The five-year average is 108 seizures.

The five-year average for weapon charges is reflected this YTD with the total of 97.

Firearm Seizures vs Weapon Charges YTD to October 31



Appendix 18: a visual representation of total seized firearms and correlating weapons charges over past five years.

The following are the different types of firearms seized YTD in 2021. **18 Restricted Weapons were relinquished**

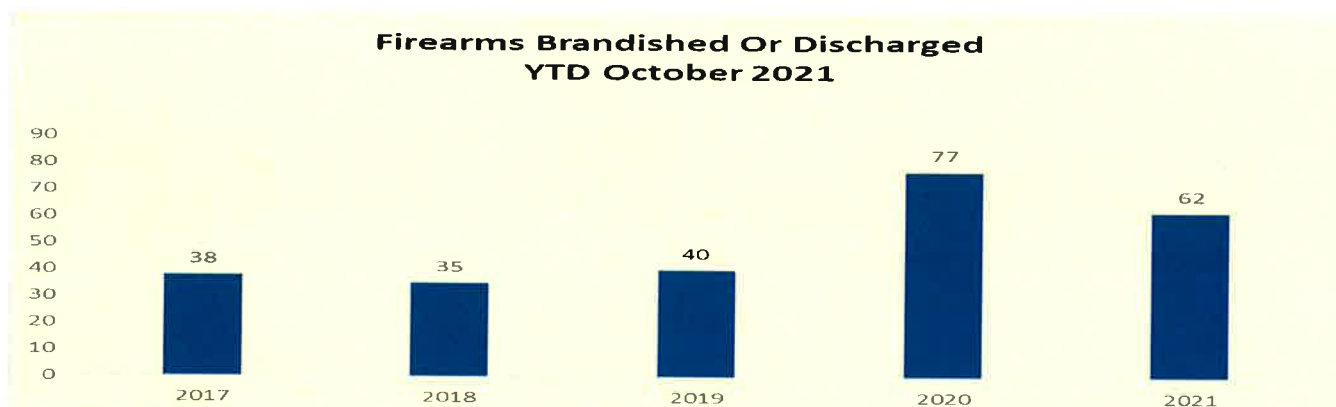


Appendix 19: a visual representation of the different types of firearms seized in 2021.

Firearms Seized from:	
Vehicle	41
Residences	36
Persons	6
On Street	10
Relinquished	26
Found	0
Total	119

Appendix 20: represents where and how the firearms were seized in 2021 YTD.

In 2021, there were 62 incidents where firearms were brandished or discharged. This is a decrease of firearms brandished or discharged from the previous year of 19.5%, when there were 77 to the end of October. Eight (8) of these incidents were in October, 2021.

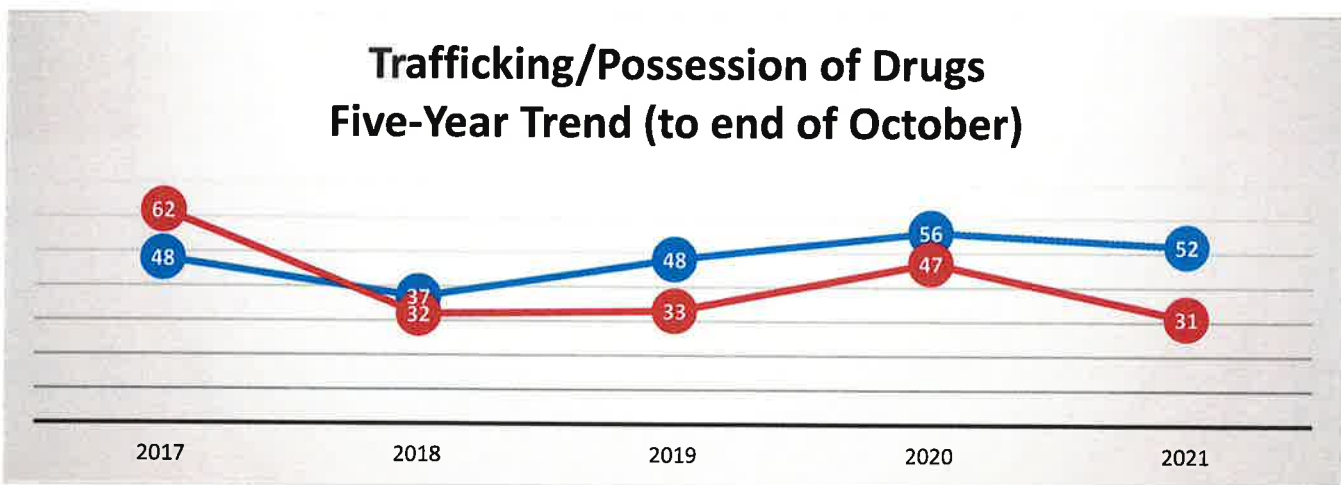


Appendix 21: a visual representation of firearms brandished or discharged year to date to end of October.

Controlled Drugs and Substances:

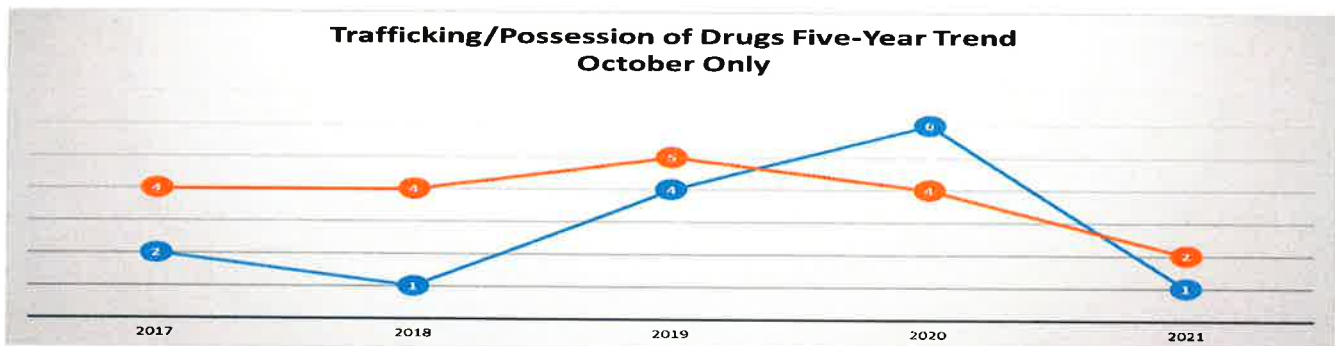
The Prince Albert Police Service has a multi-level response to drug trafficking including the general enforcement by front-line uniformed members complimenting the focused enforcement that is carried out by the Street Enforcement Unit (SET), Crime Reduction Team (CRT), and Prince Albert Integrated Intelligence Unit (PAIIU). Early education delivered by all members and specifically the Community Policing Unit is a critical component to addressing the harms that drug addiction has on our community.

In 2021, the enforcement of drug trafficking contributed to many of the seized firearms and led to 52 drug trafficking offences with 31 possession offences. Trafficking charges in 2021 is 8.3 % higher than the five-year average of 48.



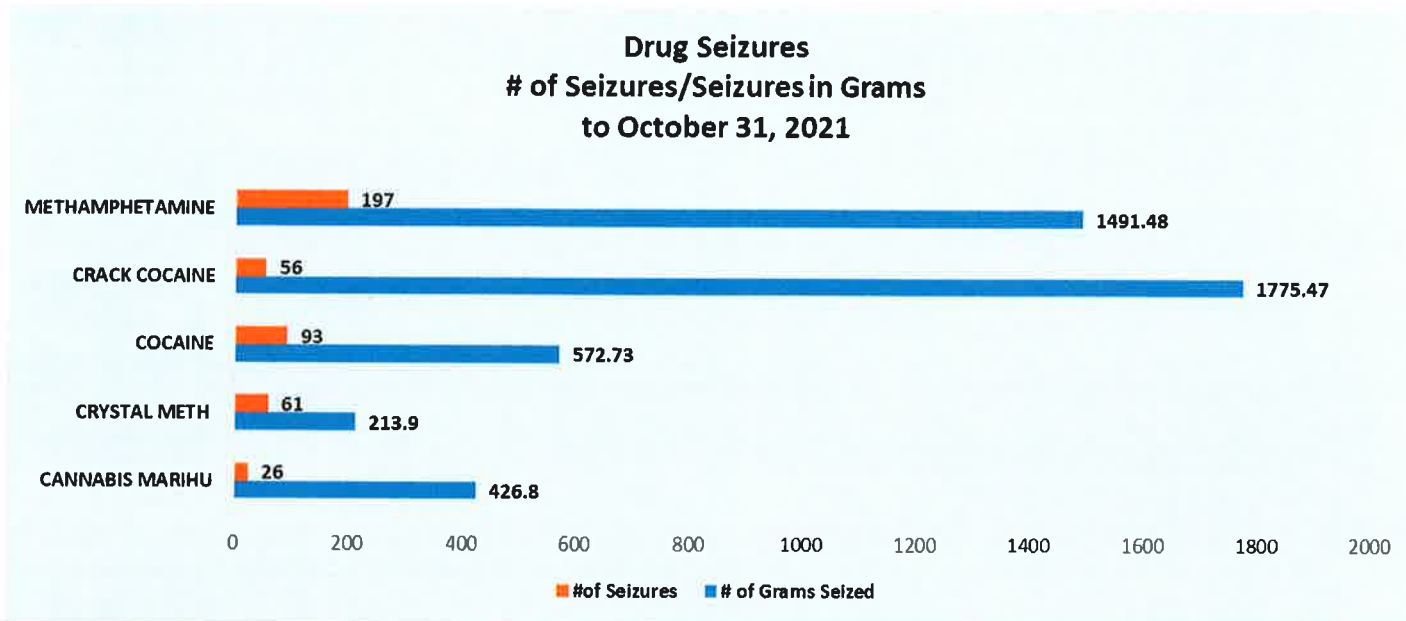
Appendix 22: represents the total drug trafficking and illegal possession charges for 2021.

Drug trafficking and possession in October alone, three (3), is lower than the five-year average of seven (7).



Appendix 23: illustrates the October only drug enforcement for the past five years.

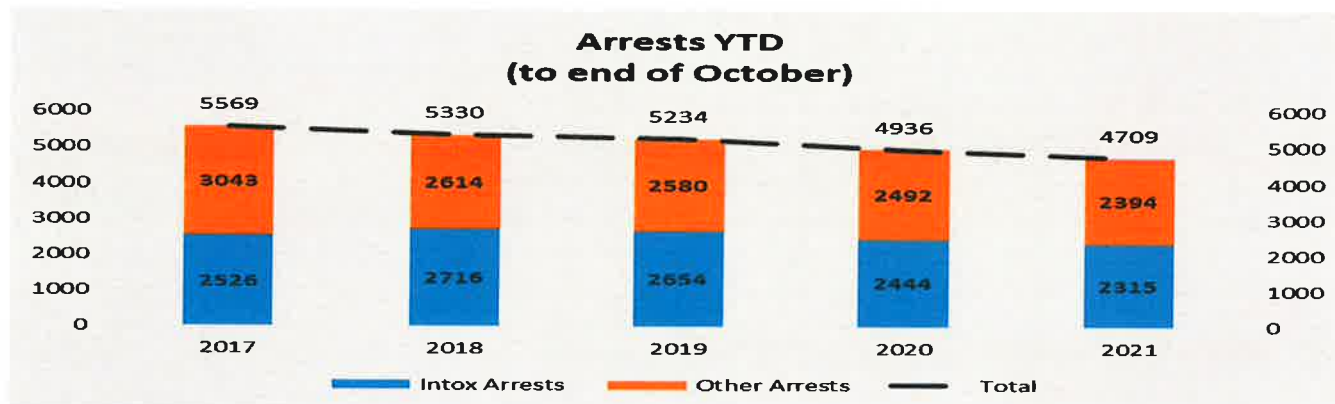
The top drug types that were seized in 2021 include; methamphetamine, crack cocaine, cocaine, crystal meth, and cannabis. During the year, the greatest seizures included the 197 seizures of Methamphetamine and the 93 seizures of cocaine.



Appendix 24: illustrates the five different drug types, number of seizures and weight by gram to October 2021.

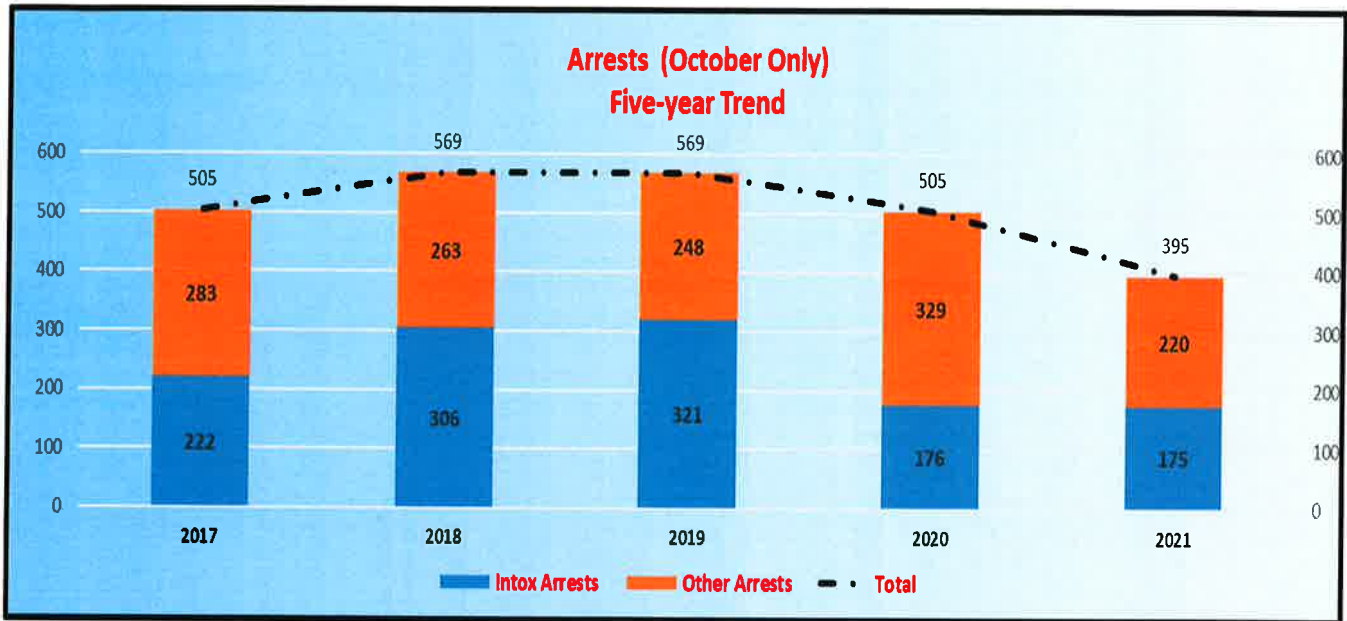
Arrests:

The total arrests that occurred in 2021 has been 4,709 for both charge-related offences and general intoxication. This represents 227 fewer arrests than 2020 when 4,936 total arrests occurred YTD.



Appendix 25: represents the five-year arrested persons for both intoxication and charge YTD.

The arrests that occurred in October further represented the trend seen throughout the year of fewer people arrested with more diversions from custody related to both charge arrest and intoxication.



Appendix 26: represents the October arrested persons for both intoxication and charge.

Ticket violations have seen an overall seven (7)% decrease from the previous year with 7,631 total offences compared to the 8,205 observed in the previous year.

ATTACHMENTS: Prince Albert Police Service Crime Statistics

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

Reviewed By: Deputy Chief Farica Prince

Approved by: Chief of Police ☒

Signature: _____



Prince Albert Police Service

Monthly Crime Statistics

October 2021(2021-10-01 to 2021-10-31)



Incident Offence Report (Most Serious Reported)

	Oct 20	Oct 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Violent Crime						
Homicides	2	1	-50%	11	9	-16.67%
Attempted Murder	3	0	-100%	5	0	-100%
Sexual Violations	7	7	0%	100	102	2%
Assaults	60	68	13.33%	704	640	-9.09%
Kidnapping/Hostage Taking/Abduction	1	2	100%	17	13	-23.53%
Robbery	11	14	27.27%	72	79	9.72%
Criminal Harassment	2	0	-100%	10	18	80%
Utter Threats	6	6	0%	86	93	8.14%
Other Crime Against Person	0	2	N/A	17	15	-11.76%
Total Violent Crime	92	100	8.7%	1023	970	-5.18%
Property Crime						
Arson	5	6	20%	39	44	12.82%
Break and Enter - Residential	29	8	-72.41%	167	126	-24.55%
Break and Enter - Residential(Outbuilding)	25	10	-60%	149	149	0%
Break and Enter - Non Residential	25	6	-76%	124	95	-23.39%
Break and Enter - Steal Firearm	0	1	N/A	0	4	N/A
Theft Over \$5000	0	1	N/A	10	13	30%
Other Theft Under \$5000	93	75	-19.35%	750	1011	34.8%
Theft Of Motor Vehicle	21	31	47.62%	200	309	54.5%
Possession Of Stolen Property	6	3	-50%	28	45	60.71%
Fraud	26	11	-57.69%	202	163	-19.31%
Mischief/Willful Damage	63	95	50.79%	633	904	42.81%
Total Property Crime	293	247	-15.7%	2302	2863	24.37%
Other Criminal Code						
Weapon Charges	19	9	-52.63%	116	89	-23.28%
Other Criminal Code	199	135	-32.16%	1700	1648	-3.06%
Total Other Criminal Code	218	144	-33.94%	1816	1737	-4.35%
Controlled Drugs and Substances						
Possess Drugs	4	2	-50%	47	31	-34.04%
Traffic Drugs	6	1	-83.33%	56	52	-7.14%
Other Drug Related Charges	0	0	0%	0	0	0%
Cannabis Act	1	1	0%	2	1	-50%
Total Controlled Drugs And Substances	11	4	-63.64%	105	84	-20%
Other Federal Statute Violations						
Total Other Federal Statute Violations	1	2	100%	28	20	-28.57%
Provincial Statute Violations						
Total Provincial Statute Violations	0	0	0%	5	7	40%
Traffic Violations						
Impaired Driving/Refusal	13	9	-30.77%	100	86	-14%
Other Traffic Violations	67	73	8.96%	502	592	17.93%
Total Traffic Violations	80	82	2.5%	602	678	12.62%
Information Offences						
Information Offences	205	222	8.29%	2105	2048	-2.71%
Information Offences(Internal)	36	37	2.78%	768	447	-41.8%
Total Information Offences	241	259	7.47%	2873	2495	-13.16%
All Incident Offence Total	936	838	-10.47%	8754	8854	1.14%

NOTE: Statistics on record as of 2021-11-01 taken from Prince Albert Records Management System. Crime statistics are constantly being updated due to new information being received, changes in reporting procedures, and ongoing investigations.
Violent crime reports the number of victims rather than the number of occurrences.

Tickets Report

Ticket Violation	Oct 20	Oct 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Cannabis Violations	4	2	-50%	7	7	0%
Alcohol Violations	16	17	6.25%	248	302	21.77%
Traffic Violations	178	35	-80.34%	1678	1146	-31.7%
Bylaw Violations	13	5	-61.54%	433	76	-82.45%
Vehicle Inspection	2	0	-100%	25	48	92%
Other Violations	9	1	-88.89%	77	34	-55.84%
CTSS City Violations	571	658	15.24%	5737	6018	4.9%
All Tickets Total (Exclude Void)	793	718	-9.46%	8205	7631	-7%

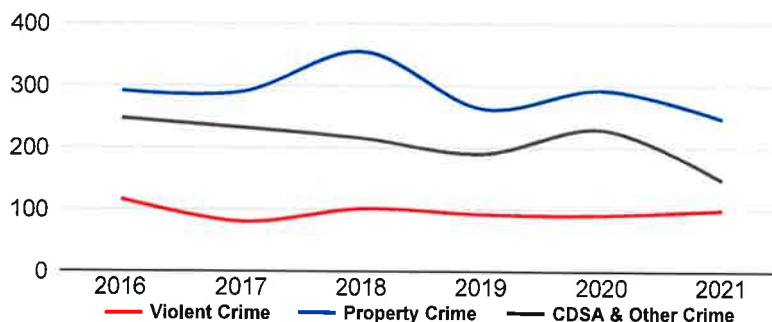
Arrest Report

Arrest Information	Oct 20	Oct 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
All Intox Arrest Total	176	175	-0.57%	2444	2315	-5.28%
All Other Arrest Total	329	220	-33.13%	2492	2394	-3.93%
All Arrest Total	505	395	-21.78%	4936	4709	-4.6%
Male Total	336	272	-19.05%	3452	3299	-4.43%
Adult	319	254	-20.38%	3308	3183	-3.78%
Young Offenders	17	18	5.88%	144	116	-19.44%
Female Total	168	123	-26.79%	1475	1404	-4.81%
Adult	162	118	-27.16%	1396	1301	-6.81%
Young Offenders	6	5	-16.67%	79	103	30.38%
Gender Diverse Total	1	0	-100%	9	6	-33.33%

Calls For Service Report

Calls For Service	Oct 20	Oct 21	Month%Chg	YTD 2020	YTD 2021	YTD%Chg
Family Wellness	253	316	24.9%	2543	2989	17.54%
By-law Calls	42	19	-54.76%	2070	228	-88.99%
Mental Health Incidents	56	52	-7.14%	625	584	-6.56%
Motor Vehicle Accident(HIT & RUN)	32	27	-15.63%	310	298	-3.87%
Motor Vehicle Accident(Property)	39	45	15.38%	339	377	11.21%
Motor Vehicle Accident(Fatal/Injury)	5	2	-60%	36	45	25%
Other Calls	2937	3231	10.01%	28939	29872	3.22%
Total Complaints	3364	3692	9.75%	34862	34393	-1.35%
Neighbourhood Strengthening	582	295	-49.31%	4067	3724	-8.43%
COVID	6	1	-83.33%	103	58	-43.69%
Court Conditions - Compliance Checks	0	28	N/A	0	130	N/A
All Calls For Service Total	3952	4016	1.62%	39032	38305	-1.86%
Dispatched	3415	3286	-3.78%	33933	32683	-3.68%
Not Dispatched	537	730	35.94%	5099	5622	10.26%

October with 5-Year Trend



YEAR	2016	2017	2018	2019	2020	2021
Violent Crime	117	81	102	93	92	100
Property Crime	291	290	355	263	293	247
CDSA & Other Crime	247	232	215	190	229	148

NOTE: Statistics on record as of 2021-11-01 taken from Prince Albert Records Management System. Crime statistics are constantly being updated due to new information being received, changes in reporting procedures, and ongoing investigations.
Violent crime reports the number of victims rather than the number of occurrences.



PRINCE ALBERT POLICE SERVICE

TITLE: CSO Report for October 2021

DATE: November 8th, 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 follow and support patrol operations at the Prince Albert Police Service.

The Ministry of Justice, Corrections and Policing, require updated reporting of CSO activities in support of the program.

In addition to their primary duties, the CSO's continue to support Bylaw calls and backfill the Court Liaison duties as required.

TOPIC & PURPOSE:

To provide an overview of the operational activities of the Community Safety Officers for the month of October and highlight any concerns, emerging trends or areas of focus as required.

CSO REPORT, MONTH OF October, 2021	
Description	Number of Calls/Reports/Tickets
Total Number of calls / investigations	54
<ul style="list-style-type: none"> • Theft Under \$5,000.00/ Attempted Theft • Willful Damage Under \$5,000/ Mischief • Trespass to Property Act • Motor Vehicle Accidents/ Hit and Run/ Provincial Statute/ Traffic Complaints 	21 27 2 4
Found/Lost Property	9
Documents for Service	15
Neighborhood Strengthening	97
Community Meetings	0
School Visits	4
Community Meetings / Presentations	0
Traffic Tickets	10
Parking Tickets	3
Vehicle Seizures	3
CPTED Reports	1
Bylaw Complaints	6
CSO Trials/Court	0
Court Liaison Cover Off Days	3 days

Concerns / Trends / Focused Effort:

Moving forward, this time of year with patrol staffing levels adequate and calls for service decreased, the CSO's have been instructed to focus more efforts to their proactive initiatives (i.e. school zone traffic enforcement, vehicle seizures and enhanced visibility) and take less non-emergent calls for service.

The CSO's have also been assisting the Community Policing Unit with loiterers in and around the Bus Transfer station, the downtown and Cornerstone development enforcing Municipal Bylaws and the Alcohol and Gaming Regulations (AGRA).

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

Written by: **Sergeant Brian Glynn**

Reviewed by: **Inspector Brent McDonald**

Approved by: Chief of Police

Signature:





PRINCE ALBERT POLICE SERVICE

TITLE: Prince Albert Police Service Member Diversity and Demographics

DATE: October 29, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To update and inform the Board of Police Commissioners on the self-identified diversity and demographics that make up the membership of the Prince Albert Police Service.

PROPOSED APPROACH AND RATIONALE:

The Prince Albert Police Service achieves to be:

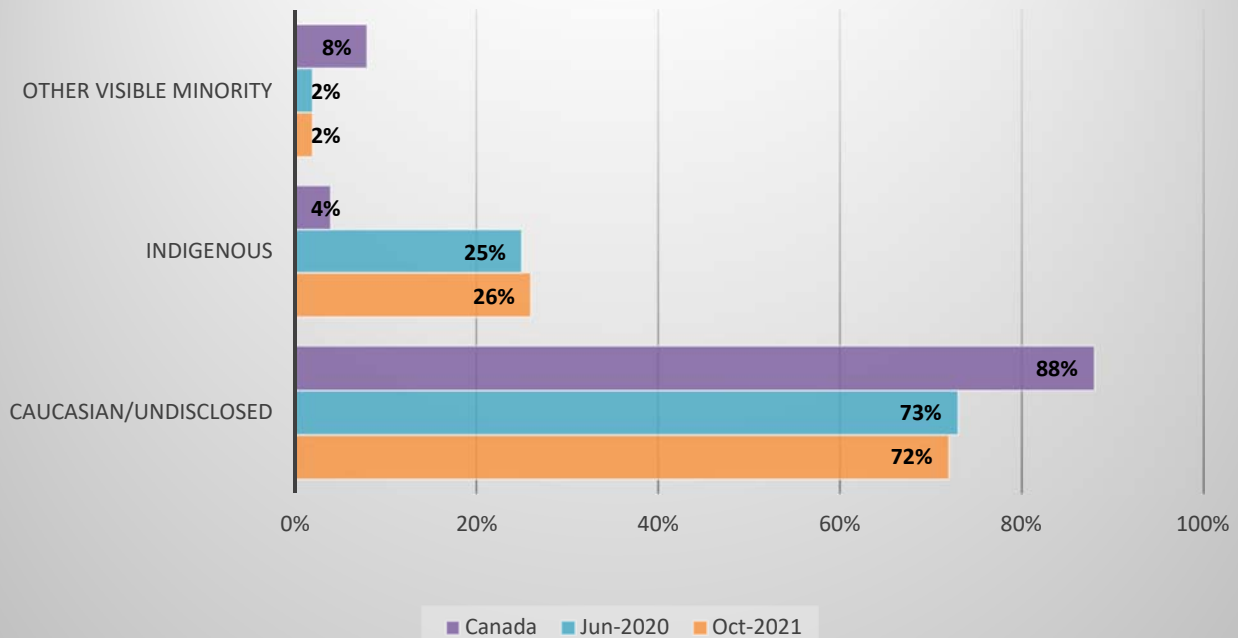
***A Diverse Police Service Dedicated to Community Safety and
Committed to Reducing Crime***

The police service is currently made up of 132 permanent employees broken down into 106 police officer positions and 26 civilian positions. To date, we have 100 officer positions filled and 27 civilian positions filled.

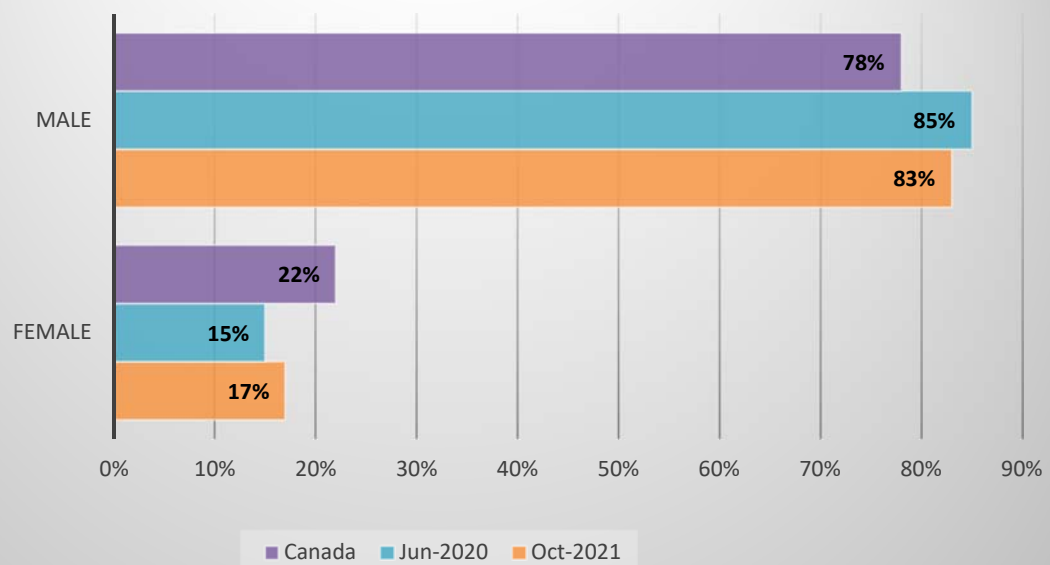
Stats Canada has last published* as of May 2019 there was 68,718 police personnel in Canada with 4% of the total police officers identifying as Indigenous, 22% of police officers being female and 8% of all police officers in Canada identifying as visible minority.

The Prince Albert Police Service self-declared diversity within the organization can be seen in the following graphs.

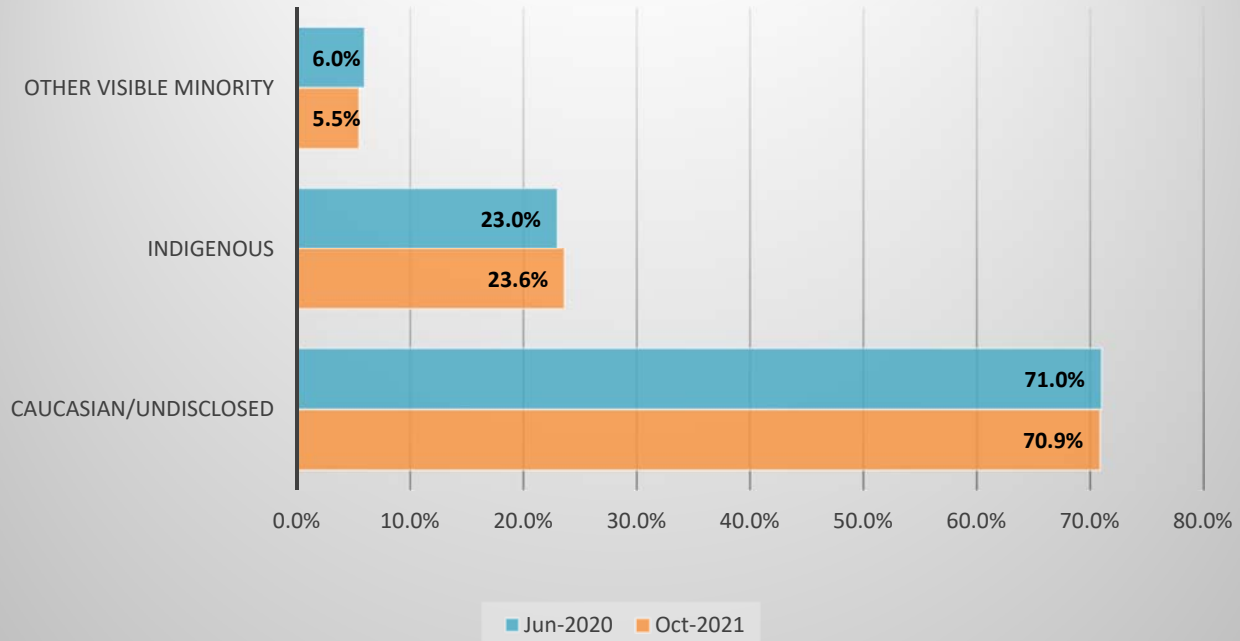
Percentage of Sworn Members by Ethnicity



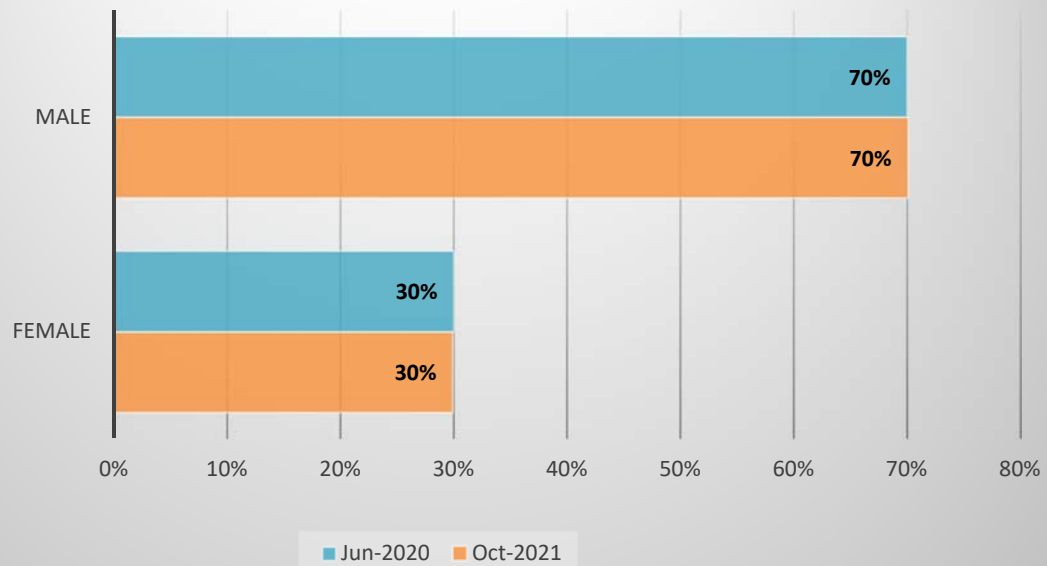
Percentage of Sworn Members by Gender



Percentage of All Permanent Employees by Ethnicity



Percentage of All Permanent Employees by Gender



The reflection of our community and diversity within the organization is a recruiting priority and will continue to be achieved by building and maintaining community relationships, mentorship programs, summer student engagement and recruiting sessions to highlight the many opportunities that are available here with PAPS.

*<https://www150.statcan.gc.ca/n1/pub/85-002-x/2020001/article/00015-eng.htm>

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

Written by: **Finance and HR Manager Mona Pshebnicki**

Approved by:

Chief of Police ☒

Signature:





PRINCE ALBERT POLICE SERVICE

TITLE: File Retention Policy Amendments

DATE: November 15, 2021

TO: Chief of Police ☒

Board of Police Commissioners ☐

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION(S):

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

TOPIC & PURPOSE:

This report provides the changes to current file retention policy to coincide with new legislation. The following sections of policy within the Prince Albert Policy manual have been amended:

- **Part 9 – Court and Legal Processes, Chapter F: Criminal Records, Part 12: File Retention**
- **Part 9 – Court and Legal Process, Chapter F: Criminal Records, Part 15 PAPS File Retention Schedule**

REPORT:

The Municipal Police Report Forms and Filing System Regulations, 1991 is legislation that mandates all police services to retain files for a prescribed period of time. The SACP (Saskatchewan Association of Chiefs of Police) struck a committee in 2019 that included representatives from all municipal police agencies as well as the Crown Prosecutor Office. The committee with a final recommendation of alignment for all police retention periods with the Crown, specifically on major crime files.

All unsolved investigations are kept indefinitely (hardcopy and electronic). However, files that have been concluded as solved, previous legislation had the retention period set at 10 years. The committee agreed that although a file may be solved, previous investigations have been re-opened in the past which the committee felt should extend retention periods past 10 years. As a result, a motion was made and accepted that all major case files described in the legislation should be increased to 75 years to align with the Crown Prosecutor office and public expectation.

As a result, the proposed amendment was passed in October of 2021, thereby requiring an update to policy.

STRATEGIC PLAN:

Priority #3; Professional Service

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

ATTACHMENTS:

1. Correspondence from Corey Zaharuk, Executive Director of the Saskatchewan Police Commission
2. Correspondence of the approved change to legislation ordered by the Lieutenant Governor
3. Proposed changes to policy **Part 9 – Court and Legal Processes, Chapter F: Criminal Records, Part 12: File Retention & Part 15 File Retention Schedule** (highlighted sections)

Written By: Insp. Mushka

Signature: 

Approved by: **Chief of Police** ☒

Signature: 



October 18, 2021

Attention to: Board of Police Commissioners, Police Chiefs, Saskatchewan Association of Chiefs of Police (SACP) and Saskatchewan Federation of Police Officers (SFPO)

Re: The Municipal Police Equipment Amendment Regulations, 2021 & The Municipal Police Report Forms and Filing System Amendment Regulations, 2021

Sections 12 of *The Police Act, 1990*, provides that the Saskatchewan Police Commission may make certain regulations with the approval of the Lieutenant Governor in Council. This includes regulations pertaining to the equipment provided to police officers and records retained by police services. *The Municipal Police Equipment Regulations, 1991* and *The Municipal Police Report Forms and Filing System Regulations, 1991*, (the Regulations) were enacted in accordance with this authority.

The SACP requested the Commission consider amending the Regulations to allow for the use of semi-automatic pistols that are configured to fire 9 mm calibre ammunition in addition to the .40 S&W calibre ammunition previously authorized. Police Services can now continue using .40 S&W calibre pistols and start moving to the 9 mm calibre pistol as older weapons are transitioned out of service.

The Regulations required police services to retain files related to solved cases of serious matters for 10 years. Recent experience in Saskatchewan and other jurisdictions showed the need to retain these types of files for much longer periods of time. The SACP requested an amendment to the Regulations to increase the minimum time period for retaining records of serious solved offences from 10 years to 75 years, aligning the Regulations with current court practices.

On behalf of the Saskatchewan Police Commission, I want to thank the SACP for these proposed changes. I am pleased to share the enclosed Orders in Council filed on October 7, 2021 amending the Regulations as requested.

Sincerely,

Corey Zaharuk
Saskatchewan Police Commission
Executive Director

Enclosures



Province of Saskatchewan

Order in Council 508/2021

Registrar of Regulations	
Filed	OCT 07 2021
SR	108/2021

Approved and Ordered: 06 October 2021

Lieutenant Governor

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, approves *The Municipal Police Report Forms and Filing System Amendment Regulations, 2021* in accordance with the attached Schedule.

President of the Executive Council

(For administrative purposes only.)

Recommended by: Minister of Corrections, Policing and Public Safety

Authority: *The Police Act, 1990, section 12*
JAG DM - 28-09-21




Province of Saskatchewan

Commission Order

The Saskatchewan Police Commission, pursuant to section 12 of *The Police Act, 1990*, makes *The Municipal Police Report Forms and Filing System Amendment Regulations, 2021* in accordance with the attached Schedule.

Dated at the City of Regina, the 23rd day of August, 2021.


Chairperson
Saskatchewan Police Commission

(For administrative purposes only)

Authority: *The Police Act, 1990* - section 12

SCHEDULE to OC 508/2021

Title

1 These regulations may be cited as *The Municipal Police Report Forms and Filing System Amendment Regulations, 2021*.

RRS c P-15.01 Reg 6, section 21 amended

2 Clause 21(4)(b) of *The Municipal Police Report Forms and Filing System Regulations, 1991* is amended by striking out "10 years" and substituting "75 years".

Coming into force

3 These regulations come into force on the day on which they are filed with the Registrar of Regulations.

APPROVED

August 11, 2021 - 10:43 a.m.

12. File Retention

- a. Unless otherwise stated, all operational reports, including paper copies, will be held on file as per the Municipal Police Report Forms and Filing Systems Regulations, 1991.
- b. Section 21 of the Municipal Police Reports Forms and Filing Systems Regulations, 1991 stipulates the following;
 - I. Every police service is to retain files kept by it for the periods set out in this section.
 - II. A police service may, at its discretion, retain any files for a longer period than required by this section.
 - III. Files are required to be retained for offences pursuant to any of the following provisions:
 - Sec 47 CC Treason;
 - Sec 49 CC Alarming Her Majesty;
 - Sec 51 CC Intimidating Parliament or a Legislature;
 - Sec 53 CC Mutiny;
 - Sec 61 CC Seditious Offences;
 - Sec 74 and 75 CC Piracy;
 - Sec 119 and 120 CC Bribery;
 - Sec 271 and 272 CC Sexual Assault;
 - Sec 220 CC Cause Death by Criminal Negligence;
 - Sec 235 CC Murder;
 - Sec 236 CC Manslaughter;

Any offence for conspiracy to commit, attempting to commit or being an accessory to any of the above listed offences, shall also be retained for the specified period.

All Incident Categories highlighted in Red on the Retention Schedule included here in, are legislated for Retention Purposes as per the Police Act.

- c. Section 21 (4) to (7) of the Municipal Police Report Forms and Filing System, 1991 further stipulates;
 - I. A police service that has:
 - Not solved a case of an offence mentioned in subsection (3) is to keep its file in respect of the case indefinitely;

- Solved a case of an offence mentioned in subsection is to keep its file in respect of the case for 40 75 years from the conclusion of the case.

II. With respect to offences against the Criminal Code other than those mentioned in subsection (3), a police service that has:

- Not solved a case involving any of those other offences is to keep its file in respect of the case for 10 years;
- Solved a case involving any of those other offences is to keep its file in respect of the case for five years.

III. Every police service that has a file involving an offence against a statute of

Saskatchewan or a bylaw or resolution of a municipal corporation is to keep its file in respect of the offence for three years.

IV. Every police service is to:

- Destroy/Process all warrants issued in respect of a case on which it has a file at the time the file is destroyed;
- Keep all of its administration and financial records for three years; and
- Keep its personnel records for 10 years.

V. All operational reports stored electronically will be purged in accordance with RMS purge parameters. RMS purge parameters are set in accordance to legislative requirements. The Office Manager shall be responsible for yearly electronic purge process. In addition to this the Office Manager will ensure that hardcopy destruction of appropriate records coincides with the electronic purge process.

VI. When it has been determined that storage space on PAPS Servers becomes a concern. The IT Manager in conjunction with the Office Manager will take steps to rectify the concern. At which time less critical information will be downloaded from the server to appropriate storage means.

VII. Police Service personnel utilizing any form of electronic media to store data in relation to carrying out one's duties and responsibilities as a Peace Officer, will ensure that the media used is processed according to reporting policy. The forms of electronic media such as VHS Tapes, DVD's, CD's and floppy disks are also subject to the file retention guidelines.

VIII. Intelligence reports shall be maintained for a minimum of 10 years from the closure date. The Officer i/c Criminal Investigations will be responsible for the overseeing of intelligence related files and appropriate destruction in accordance to policy.

15. PAPS File Retention Schedule

- a. The Office Manager will be responsible for coordinating at the minimum an annual purge of Operational Files to the appropriate storage area. This purge will be done in accordance to the policy set out herein, and in accordance to file retention parameters, which are set out in the schedule listed hereafter. However every effort shall be made to run the electronic purge reports monthly, to reduce the risk of improper information be released.
- b. This purge will include the transferring of hardcopy files/documents by electronic means to the applicable GO at the point of the identified hard copy purge date.
- c. Column one sets out the category of Incident Report by UCR classification, which has a system purge date assigned to the specific UCR. All operational files will be kept on the PAPS server indefinitely or until storage of data becomes a problem.
- d. The category of Incident Report highlighted in red signifies those that are to be kept indefinitely as per the Police Act. These are unsolved files fitting the specified UCR. There will be no hard copy purge of these files.
- e. The column highlighted in blue is the retention period listed in months. These are operational retention periods determined by sound business practices and Legislation.
- f. All Operational files associated to a CPIC entry will be purged in accordance to CPIC Policy. Once the file is purged from CPIC PAPS File Retention parameters will apply.

UCR	EXT	Category of Incident Report	Case Status	Legislated Retention Period	PAPS Hard Copy Purge	PAPS Electronic Purge
1110	0	MURDER, FIRST DEGREE 231(2,4,5)	Unsolved	Indefinite	Indefinite	Indefinite



PRINCE ALBERT POLICE SERVICE

TITLE: 2022 Board of Police Commissioners Meeting Schedule

DATE: November 22, 2021

TO: Chief of Police ☐

Board of Police Commissioners ☒

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That the 2022 Meeting Schedule for the Prince Albert Board of Police Commissioners be approved as per attached to the Report from the Board Secretary dated November 22, 2021 regarding 2022 Board of Police Commissioners Meeting Schedule.

TOPIC & PURPOSE:

To seek the Board's approval for the 2022 Board of Police Commissioners meeting schedule.

BACKGROUND:

The Board approves a meeting schedule for the upcoming calendar year.

REPORT:

The schedule for the Board of Police Commissioners meetings have been changing over the last few years to suit the needs of the Board members and Police Administration.

In the last couple of years, the meeting dates have been held on the third Thursday of the week. That was a change from the meetings being held Monday mornings. Mondays are conflicting as there may be items from the weekend that require attention Monday morning for Mayor Dionne and the Chief of Police.

This report is attaching a Board Meeting Schedule with the change of meetings from Thursday morning to Tuesday morning at 9:00 a.m.

Please find attached the proposed 2022 Board Meeting Schedule.

The meetings are scheduled on a **Tuesday commencing at 9:00 a.m. going forward.**

The board meeting dates selected are typically the third Tuesday of the month to allow the Police Service to provide Statistical Data Reports.

OPTIONS TO RECOMMENDATION:

That the Board amends the 2022 Board of Police Commissioners Meeting Schedule to a different day of the week or a different time.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT:

The Board Secretary has consulted with the schedules of the Mayor and Chief of Police.

COMMUNICATION PLAN:

Once approved, the 2022 Board of Police Commissioners Meeting Schedule will be updated on the City's Website, along with monthly notices placed in the City Hall Foyer and the City's website for each meeting.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no strategic plan, official community plan, policy, privacy or financial implications.

PUBLIC NOTICE:

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

PRESENTATION: VERBAL

ATTACHMENT:

1. 2022 Board of Police Commissioners Meeting Schedule

Written By: Melodie Boulet, Board Secretary

2022 BOARD MEETING SCHEDULE

Tuesday, January 18

Tuesday, June 21

Tuesday, February 15

Tuesday, September 20

Tuesday, March 15

Tuesday, October 18

Tuesday, April 26

Tuesday, November 15

Tuesday, May 17

Tuesday, December 13

No meetings are currently scheduled for July and August



**Public Board of Police Commissioners meetings
begin at 9:00 a.m. in the Main Boardroom,
2nd Floor of City Hall.**

***Current meeting schedules, agendas and minutes
can be found on the City's website at
www.citypa.ca.***



PRINCE ALBERT POLICE SERVICE

TITLE: 2021 New Year's Eve Bus Service Program – Wing in the New Year

DATE: November 22, 2021

TO: Prince Albert Board of Police Commissioners

PUBLIC: ☒

INCAMERA: ☐

RECOMMENDATION:

That the Board endorses and promotes the Prince Albert Police Service to continue its partnership and support of the 2021 New Year's Eve Bus Service Program – Wing in the New Year Program.

TOPIC & PURPOSE:

To inform the Board of the success of the Program and to endorse the partnership for the 2021 New Year's Eve Bus Service Program – Wing in the New Year Program.

BACKGROUND:

Ding in the New Year is a Program that is funded by S.G.I. This funded project has been practiced in Prince Albert since 1989. Along with the financial sponsors, this program allows local media outlets to join the campaign by providing free advertisements about the program and important messages that are a deterrent for impaired driving in our community.

Thousands of citizens has taken advantage of this program over the number years since its conception in 1989.

For Year 2018, the name was changed from “Ding in the New Year” to “Wing in the New Year”.

PROPOSED APPROACH AND RATIONALE:

This program has been historically funded by S.G.I. It is important to note that once again S.G.I. will cover the financial costs associated with this year's program. There will be a media campaign to ensure the citizens are aware of this free program and the availability of this service as opposed to driving while impaired.

REPORT:

Attached please find the 2021 New Year's Eve Bus Service Agreement with Prince Albert S.G.I.

As per attached Letter of Agreement:

1. S.G.I. will fund the direct cost of the bus service, **which also includes special needs transit.**
2. S.G.I. will provide posters.
3. S.G.I. will cover the cost of City of Prince Albert Security Personnel.
4. S.G.I. will be recognized in all advertising and media relations.
5. The bus service will run from 7:15 p.m. December 31st until 3:15 a.m. on January 1st. The service will operate on regular evening frequency, at half hour intervals.

Also attached is the Ridership Statistics for the Program. This chart summarizes the increased ridership in Prince Albert with the Program:

Route	Ridership 2015	Ridership 2016	Ridership 2017	Ridership 2018	Ridership 2019
East Flat	47	63	71	148	114
East Hill	45	100	40	118	99
West Hill	32	114	51	64	151
West Flat	75	140	81	77	164
Nordale					
All Day			51	35	117
Special Needs Transit		4	8	7	10
Total	199	421	302	449	655
				Increase	206

The ridership increased by 206 citizens in Year 2019 to Year 2018.

In November of 2020, due to the COVID-19 pandemic, and the rising numbers in Saskatchewan, SGI made the difficult decision to suspend the 2020-2021 Wing in the New Year program for the season. SGI advised that its important to their organization that they do what they can to help minimize the spread of the virus throughout our province.

Over the last 32 years, SGI, in partnership with the Cities of Moose Jaw, Saskatoon, Prince Albert and Regina, has helped ensure that more than 280,000 people have made it home safely on New Year's Eve.

CONSULTATIONS:

The proposed Letter of Agreement was forwarded to SGI for their endorsement and approval. SGI has approved and has executed the attached Letter of Agreement.

The Letter of Agreement will also be forwarded to City Council for final approval and execution by the City.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Once the Letter of Agreement is approved by City Council, there will be a media campaign to ensure that all citizens are aware of this free program and the availability of this service as opposed to driving while impaired.

In conjunction with the City of Prince Albert, the Prince Albert Police Service will use social media to advertise such an important program for New Year's Eve.

FINANCIAL IMPLICATIONS:

As per attached Letter of Agreement, this program is funded by SGI.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to recommendation, policy, privacy or official community plan implications.

STRATEGIC PLAN:

Prince Albert Police Service Strategic Plan 2017 – 2020:

Priority #1 – Visible Police Service

Objective #1 – Reduction in crime due to visible proactive operations

Objective #2 – Increase Public Safety through awareness

Priority #2 – Healthy Community

Objective #1 – Healthy Workforce

Objective #2 – Positive Social Impact

Objective #3 – Increased Traffic Safety (enforcement)

Priority #3 – Professional Service

Objective #1 – Ethical and Efficient (effective) operations

PUBLIC NOTICE:

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

PRESENTATION: **Verbal Presentation by Chief of Police**

ATTACHMENTS:

1. Letter of Agreement – 2021 New Year's Eve Bus Service Program
2. Ridership Statistics.

Written By: **Jonathan Bergen, Chief of Police**

Approved By: **Chief of Police**

A handwritten signature in blue ink, appearing to be 'J. Bergen', is written over a horizontal line.

LETTER OF AGREEMENT NEW YEAR'S EVE BUS SERVICE

This Letter of Agreement is made between the City of Prince Albert (the "City") and Saskatchewan Government Insurance ("SGI") for the purpose of providing the 2021 New Year's Eve Bus Service ("NYEBS") program (the "Program").

The City and SGI agree to follow the terms for provision of this service, which Agreement is limited to the 2021 New Year's Eve Bus Service:

1. SGI agrees to fund the cost of the Program, which is limited to the cost for extending its bus service beyond regular operating hours, including special needs transit. The City agrees to submit an itemized projected cost for the total amount of the NYEBS, as attached in Appendix "A" – Projected Program Cost.
2. The City agrees to provide the bus service at no cost to members of the public from 7:15 P.M. on December 31, 2021, until approximately 3:15 A.M. on January 1, 2022. This service will operate on regular evening frequency, at half-hour intervals.
3. The City agrees to coordinate with SGI all aspects of the Program, including all advertising and media relations.
4. The City agrees that it is solely responsible for the actions of its employees with respect to the Program.
5. SGI will have no liability for any claim that arises from the action(s) of the City's employees, its agents, or independent contractors related directly or indirectly to this Program.
6. The City will indemnify and save harmless SGI and its officers, agents, and employees from and against any and all claims, causes of action, and liability made by any third party by the reason of any act or omission of the City, its agents or employees, arising directly or indirectly out of this Agreement.
7. SGI will be recognized in all advertising and media relations. SGI will be made aware of and confirm all advertising and media relations recognizing SGI prior to implementation.
8. SGI will provide posters for the Program to the City, to be posted on all City buses, and to be made available in City facilities and various other facilities throughout the community.

9. The City shall supply a final report on the service, including ridership counts for routes and times, to be provided to SGI within 30 days of Program completion.

10. SGI will cover the cost of one security guard who will accompany any of the drivers on any route deemed necessary throughout the duration of the program at an additional cost of \$206.42, including taxes.

Signed by the City of _____ on the ____ day of November, 2021.

THE CITY OF PRINCE ALBERT

MAYOR GREG DIONNE

CITY CLERK

Signed by SGI on the ____ day of November, 2021.

SGI

**Troy B
Corbett**

Digitally signed by
Troy B Corbett
Date: 2021.11.09
16:59:41 -06'00'

Director, Traffic Safety Community Outreach

APPENDIX “A” – Projected Program Cost
(City to insert projected cost breakdown)

TRANSIT COSTS

First Canada will charge \$6,888.00 plus GST of \$344.40 for a total of \$7,232.40 for the regular Transit Service as per attached quote.

Access Transit will charge \$600 for the special needs service.

For a total of \$7,832.400 (excluding taxes) for Transit Services.

COMMISSIONAIRES COSTS

The quote for this year will be \$19.32 per hour regular rate up to midnight on December 31st, on the stat holiday January 1st the rate is \$28.98 per hour.

We will book as requested and if there are any changes or adjustments required please let me know.

Sincerely,

Les Speers, CPP

Director of Operations
Canadian Corps of Commissionaires
North Saskatchewan Division
110 – 145 1st Avenue North
Saskatoon, SK, S7K 1W6

P: (306) 244-6588 Ex: 229

F: (306) 244-6590

E: lspeers@commissionairesnsask.ca

www.commissionairesnsask.ca





First Canada
Box 1262
Prince Albert, SK
S6V 5S8

QUOTATION FOR CHARTER SERVICE

City of Prince Albert
1084 Central Avenue
Prince Albert, SK
S6V 7P3



EVENT: *Wing in The New Year Quote*

Date of Event:	Dec 31 2021	Start Time: 7:15 PM	Return Time: 12:00 AM
Date of Event:	Jan 1 2022	Start Time: 12:00 AM	Return Time: 3:15 AM
Destination:	East Flat, East Hill, West Hill, West Flat, All Day		#of Buses: 5

Quote includes Drivers, Fuel, Disinfecting all buses

# of Units & Hours	Hourly Rate	Statutory Holiday Rate	Amount
5 buses x 8 hours	40 hours @ \$172.20		\$6,888.00
GST			\$344.40
TOTAL			\$7,232.40

New Year's Eve Bus Service Program - Ridership Statistics

Route	Ridership 2006	Ridership 2007	Ridership 2008	Ridership 2009	Ridership 2010	Ridership 2011	Ridership 2012	Ridership 2013	Ridership 2014	Ridership 2015	Ridership 2016	Ridership 2017	Ridership 2018	Ridership 2019
East Flat	157	92	47	187	249	236	62	39	97	47	63	71	148	114
East Hill	76	65	46	54	66	88	77	46	104	45	100	40	118	99
West Hill	115	35	86	60	80	109	95	35	92	32	114	51	64	151
West Flat	177	101	92	178	178	198	114	61	133	75	140	81	77	164
Nordale		33	30	9										
All Day												51	35	117
Special Needs Transit											4	8	7	10
Total	525	326	301	488	573	631	348	181	426	199	421	302	449	655

Increase 206