



Police Services Board Meeting

Constable Colin McGregor Building

May 15, 2024 – 8:00 a.m.

AGENDA

CALL MEETING TO ORDER

DECLARATION OF CONFLICT

ADDITIONS TO AGENDA

NEW HIRES

Name	Position	Start Date
Colin Spence	Police Cadet	April 29, 2024
Justin McCarthy	Police Cadet	April 29, 2024
Todd Reeve-DeSilva	Digital Forensic Examiner (DFE)	April 29, 2024
Ryan McGlynn	PT Special Constable	May 6, 2024

SPECIAL CONSTABLE APPOINTMENTS

Name	Position	Start/Renewal/Rescind Date
Jeff Chandelier	Special Constable	May 9, 2024 (re-appointment)
Sarah Mooney	Special Constable	May 1, 2024 (rescind of appointment)

MINUTES

Confirmation of the minutes of the meeting held April 17, 2024

DEPUTATIONS

REPORTS

Revenues and Expenditures

Financial Statements (YTD Performance) for 2024 as of May 3, 2024.

STPS Diversity Action Plan

A Diversity Action Plan for Board approval presented by Alison Lyle | HR Coordinator.

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS

MOVE TO THE COMMITTEE OF THE WHOLE

ACTIONS OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT



Police Services Board Meeting

Constable Colin McGregor Building

April 17, 2024

MINUTES

ATTENDANCE:

D. Reith	Chair
J. Preston	Vice Chair
T. McCaulley	Member
J. Jackson	Member
L. Coates	Member

OFFICIALS:

M. Roskamp	Chief of Police
S. Barnes	Deputy Chief of Police
T. Terpstra	Executive Administrator

REGRETS:

GUESTS:

S. James	Police Constable, St. Thomas Police Service
C. Nevill	Police Constable, St. Thomas Police Service

MEDIA:

None.

DECLARATION OF CONFLICT

ADDITIONS TO AGENDA

EXEMPLARY SERVICE AWARDS

Name	Position	Years of Service
Sean James	Police Constable	20 years
Chad Nevill	Police Constable	20 years
Heather White	Police Constable	30 years

Chief Roskamp presented Constable S. James and Constable C. Nevill with their 20 year Exemplary Service Medal. Constable H. White was also recognized and will be presented her award at a later date. Congratulations to these members!

NEW HIRES

Name	Position	Start Date
Sarah Mooney	Cadet (from Special Constable)	May 1, 2024
Junior Phillips	Special Constable FTE (from PTE)	May 1, 2024

Name	Position	Start Date
Michael Hesketh	CMHA Worker	April 2, 2024
Kaitlyn Johnson	CMHA Worker	April 2, 2024

Moved By: J. Preston

Seconded By: L. Coates

THAT: Police Services Board approve the hire of the following members:

- Sarah Mooney | Cadet (May 1, 2024)
- Junior Phillips | FT Special Constable (May 1, 2024)

Carried.

Moved By: L. Coates

Seconded By: J. Preston

THAT: Police Services Board approve the Special Constable Appointment for the following members and ratify the Board Chair's signature on the STPS Special Constable Appointment Form:

- Chris Gallant – effective April 11, 2024

Carried.

MINUTES

Moved By: J. Preston

Seconded By: J. Jackson

THAT: The minutes of the meeting held March 22, 2024 be confirmed.

Carried.

DEPUTATIONS

REPORTS

Revenues and Expenditures

Moved By: L. Coates

Seconded By: J. Preston

THAT: The Police Services Board approve the financial statements (YTD) for 2024 as of April 4, 2024.

Carried.

CSPA – Authorized Special Constable Employer

Moved By: J. Preston

Seconded By: L. Coates

THAT: The Police Services Board accept the CSPA – Authorized Special Constable Employer verbal report as presented by Chief Roskamp.

Carried.

Diversity Plan

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: The Police Services Board accept the Diversity Plan verbal report as presented by Chief Roskamp.

Carried.

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS

PSB Donation

Moved By: L. Coates

Seconded By: T. McCaulley

THAT: The Police Services Board donate \$1000.00 to the Andy Bennett Scholarship Fund effective 2024. This donation will be discussed each year in April at the Police Services Board meeting to confirm funding for annual donation.

Carried.

CSPA – Section 14

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: The Police Services Board accept the letter from Superintendent Commander, Municipal Policing Bureau | Phil Witton re: CSPA – Section 14 dated April 5, 2024.

Carried.

MOVE TO THE COMMITTEE OF THE WHOLE

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: We move to the Committee of the Whole.

Carried.

ACTIONS OF THE COMMITTEE OF THE WHOLE

Moved By: J. Preston

Seconded By: J. Jackson

THAT: We adopt the actions of the Committee of the Whole.

Carried.

ADJOURNMENT

Moved By: J. Preston

Seconded By: J. Jackson

THAT: We do now adjourn at 9:58 a.m.

Carried.

Dan Reith
Police Services Board Chair

YTD Budget vs. Actual

Years

2024

Months

0123456789101112

Department

20 Police Services

Validated Up To: Jan 31, 2024

Refreshed: May 02, 2024

Sub-Department	Program	Rev/Exp	Account	Description	YTD Actual	YTD Budget	YTD Variance	Yearly Budget
20 Police Services Board	100 General	Expense	1-20-20-100-3011	Reg Part-time Salaries & Wages	2,479	3,052	573	9,152
			1-20-20-100-3120	Statutory Benefits	172	196	24	590
			1-20-20-100-4005	Receptions & Public Relations	1,402	1,000	(402)	3,000
			1-20-20-100-4040	Legal Fees & Expenses	0	668	668	2,000
		Expense Total				4,053	4,916	863
20 Police Services Board Total					4,053	4,916	863	14,742
21 Police Services	100 General	Revenue	1-20-21-100-2240	OPC Recoveries	(290,141)	(342,184)	(52,043)	(1,026,552)
			1-20-21-100-2252	RCMP Prints Recovery	65	(1,332)	(1,397)	(4,000)
			1-20-21-100-2255	Paid Duty Recovery	0	(6,668)	(6,668)	(20,000)
			1-20-21-100-2510	Police Recoveries	(8,429)	(25,000)	(16,571)	(75,000)
		Revenue Total				(298,505)	(375,184)	(76,679)
	100 General	Expense	1-20-21-100-3010	Reg Full-time Salaries & Wages	4,076,325	4,224,434	148,109	12,673,302
			1-20-21-100-3011	Reg Part-time Salaries & Wages	13,476	15,528	2,052	46,587
			1-20-21-100-3012	Paid Duty Wages	29,737	3,332	(26,405)	10,000
			1-20-21-100-3039	Premium overtime/Standby	150	11,784	11,634	35,350
			1-20-21-100-3090	Overtime	92,994	83,332	(9,662)	250,000
			1-20-21-100-3091	Statutory Holiday Pay	718	32,668	31,950	98,000
			1-20-21-100-3120	Statutory Benefits	408,822	300,949	(107,873)	902,848
			1-20-21-100-3130	All Employer Benefits	572,873	516,491	(56,382)	1,549,472
			1-20-21-100-3135	OMERS	452,390	485,526	33,136	1,456,577
			1-20-21-100-3210	Car Allowance	0	4,000	4,000	12,000
			1-20-21-100-3211	Clothing Allowance	0	5,532	5,532	16,600
			1-20-21-100-3214	Dry Cleaning Allowance	0	400	400	1,200
			1-20-21-100-4005	Public Relations	4,965	4,332	(633)	13,000
			1-20-21-100-4020	Tuition Reimbursement	0	1,668	1,668	5,000
			1-20-21-100-4023	Association Membership Fees	1,646	1,668	22	5,000
			1-20-21-100-4024	Employee Assistance Program	1,260	1,932	672	5,800

	1-20-21-100-4027	Training	6,350	43,332	36,982	130,000
	1-20-21-100-4036	Member Wellness	1,018	5,000	3,982	15,000
	1-20-21-100-4040	Legal Fees & Expenses	75,174	1,668	(73,506)	5,000
	1-20-21-100-4051	Advertising, Marketing & Prom.	0	1,668	1,668	5,000
	1-20-21-100-4057	Forensic Analyst	2,491	3,500	1,009	10,500
	1-20-21-100-4089	RCMP Prints Expense	625	1,668	1,043	5,000
	1-20-21-100-4147	Operating Equip. Maint/Repair	0	1,000	1,000	3,000
	1-20-21-100-4168	OPTIC	45,741	37,332	(8,409)	112,000
	1-20-21-100-4170	Downtown Satellite Office	5,495	6,668	1,173	20,000
	1-20-21-100-4176	Operating Equipment Rent/Lease	1,794	3,332	1,538	10,000
	1-20-21-100-4240	Communications	13,427	20,000	6,573	60,000
	1-20-21-100-4257	Regular Postage	0	500	500	1,500
	1-20-21-100-4259	Courier	258	1,668	1,410	5,000
	1-20-21-100-4272	Printing	560	2,000	1,440	6,000
	1-20-21-100-4503	Pipes & Drum Band	0	1,668	1,668	5,000
	1-20-21-100-4504	CCTV Surveillance Systems	1,213	1,668	455	5,000
	1-20-21-100-4700	Service Charges	227	0	(227)	0
	1-20-21-100-5010	General Supplies	16,964	10,000	(6,964)	30,000
	1-20-21-100-5011	Office Supplies	2,767	3,332	565	10,000
	1-20-21-100-5040	Safety Supplies	3,023	1,668	(1,355)	5,000
	1-20-21-100-5041	Body Armour	3,759	3,332	(427)	10,000
	1-20-21-100-5045	Uniforms/Supplies	10,961	21,668	10,707	65,000
	1-20-21-100-5060	Major Crime Expenses	5,394	4,332	(1,062)	13,000
	1-20-21-100-5061	Forensic Identification Supplies	3,059	3,332	273	10,000
	1-20-21-100-5062	Canine Unit Supplies	1,991	1,668	(323)	5,000
	1-20-21-100-5063	Critical Incident Response Team	196,198	66,668	(129,530)	200,000
	1-20-21-100-5071	Office Furniture Purchases	1,432	1,668	236	5,000
	1-20-21-100-5073	Equipment Purchases - Axon	109,318	33,332	(75,986)	100,000
	1-20-21-100-5075	Equipment Maint/Repair Supply	14,962	8,332	(6,630)	25,000
	1-20-21-100-5510	Books & Subscriptions	620	332	(288)	1,000
	1-20-21-100-5580	IT Systems	198,076	58,332	(139,744)	175,000
	1-20-21-100-5700	Vehicle Purchases	68,307	53,332	(14,975)	160,000
	1-20-21-100-7011	Transfer to/from Police Reserve	(200,000)	(100,000)	100,000	(300,000)
Expense Total			6,246,563	5,997,576	(248,987)	17,992,736
Revenue	1-20-21-210-2035	RIDE Grant	(2,500)	(5,000)	(2,500)	(15,000)
Revenue Total			(2,500)	(5,000)	(2,500)	(15,000)

211 CSP - Local	Revenue	1-20-21-211-2035	CSP Grant - Local Priorities	0	(87,436)	(87,436)	(262,308)
	Revenue Total			0	(87,436)	(87,436)	(262,308)
	Expense	1-20-21-211-5012	CSP Expenditures - Local Priorities	21,660	0	(21,660)	0
	Expense Total			21,660	0	(21,660)	0
212 CSP - Provincial	Revenue	1-20-21-212-2035	CSP Grant - Prov Priorities	(76,077)	(145,340)	(69,263)	(436,021)
	Revenue Total			(76,077)	(145,340)	(69,263)	(436,021)
	Expense	1-20-21-212-5012	CSP Expenditures -Prov. Priorities	5,065	0	(5,065)	0
	Expense Total			5,065	0	(5,065)	0
213 Dispatching	Revenue	1-20-21-213-2075	Aylmer Police Dispatching Revenue	(22,021)	(30,000)	(7,979)	(90,000)
	Revenue Total			(22,021)	(30,000)	(7,979)	(90,000)
215 Victim Support	Revenue	1-20-21-215-2035	Victim Support Grant	(52,832)	(17,612)	35,220	(52,832)
	Revenue Total			(52,832)	(17,612)	35,220	(52,832)
	Expense	1-20-21-215-5012	VSG Expenditures	35,301	0	(35,301)	0
	Expense Total			35,301	0	(35,301)	0
218 CISO	Revenue	1-20-21-218-2035	CISO Membership Grant	(7,669)	(2,668)	5,001	(8,000)
	Revenue Total			(7,669)	(2,668)	5,001	(8,000)
	Expense	1-20-21-218-5010	CISO IFG Expenditures	32,824	0	(32,824)	0
		1-20-21-218-5012	CISO Membership Grant Expenditures	6,733	0	(6,733)	0
	Expense Total			39,557	0	(39,557)	0
220 NG911	Revenue	1-20-21-220-2035	NG911 Special Project Grant	(1,072,803)	(386,456)	686,347	(1,159,370)
	Revenue Total			(1,072,803)	(386,456)	686,347	(1,159,370)
	Expense	1-20-21-220-5012	NG911 Special Project Expenditures	638,458	300,000	(338,458)	900,000
	Expense Total			638,458	300,000	(338,458)	900,000
221 MCRT	Revenue	1-20-21-221-2035	MCRT Grant	(74,000)	(30,832)	43,168	(92,500)
	Revenue Total			(74,000)	(30,832)	43,168	(92,500)
	Expense	1-20-21-221-5012	MCRT Expenditures	79,617	0	(79,617)	0

221 MCRT		Expense Total	79,617	0	(79,617)	0
222 PAT		Revenue 1-20-21-222-2035 PAT Grant	(77,017)	(82,504)	(5,487)	(247,511)
		Revenue Total	(77,017)	(82,504)	(5,487)	(247,511)
		Expense 1-20-21-222-5012 PAT Expenditures	61,451	0	(61,451)	0
		Expense Total	61,451	0	(61,451)	0
223 BCWA		Revenue 1-20-21-223-2035 BCWA Grant	(89,420)	(167,652)	(78,232)	(502,952)
		Revenue Total	(89,420)	(167,652)	(78,232)	(502,952)
		Expense 1-20-21-223-5012 BCWA Expenditures	78,592	0	(78,592)	0
		Expense Total	78,592	0	(78,592)	0
800 Building		Expense 1-20-21-800-4063 Garbage Collection	505	1,168	663	3,500
		1-20-21-800-4075 Service Contracts	3,757	11,668	7,911	35,000
		1-20-21-800-4120 Janitorial Services	33,589	28,332	(5,257)	85,000
		1-20-21-800-4141 Contracted Building Maintenance	25,371	15,000	(10,371)	45,000
		1-20-21-800-4147 Operating Equip. Maint/Repair	1,173	2,168	995	6,500
		1-20-21-800-5020 Building Maintenance Supplies	31	332	301	1,000
		1-20-21-800-5410 Electricity (Hydro)	548	26,668	26,120	80,000
		1-20-21-800-5415 Water	(30)	13,332	13,362	40,000
		1-20-21-800-5421 Natural gas	2,891	3,332	441	10,000
		Expense Total	67,834	102,000	34,166	306,000
21 Police Services Total			5,501,253	5,068,892	(432,361)	15,206,690
22 PS Fleet	900 Vehicles	Expense 1-20-22-900-4145 Vehicle Repairs & Maintenance	7,359	76,668	69,309	230,000
		Expense Total	7,359	76,668	69,309	230,000
	901 Vehicle 1	Expense 1-20-22-901-4145 Vehicle Repairs & Maintenance	1,058	0	(1,058)	0
		1-20-22-901-5435 Gasoline - Operating	3,398	0	(3,398)	0
		Expense Total	4,457	0	(4,457)	0
	902 Vehicle 2	Expense 1-20-22-902-4145 Vehicle Repairs & Maintenance	2,662	0	(2,662)	0
		1-20-22-902-5435 Gasoline - Operating	4,067	0	(4,067)	0
		Expense Total	6,730	0	(6,730)	0

903 Vehicle 3	Expense	1-20-22-903-5435	Gasoline - Operating	254	0	(254)	0
	Expense Total			254	0	(254)	0
904 Vehicle 4	Expense	1-20-22-904-4145	Vehicle Repairs & Maintenance	177	0	(177)	0
		1-20-22-904-5435	Gasoline - Operating	461	0	(461)	0
	Expense Total			638	0	(638)	0
906 Vehicle 6	Expense	1-20-22-906-4145	Vehicle Repairs & Maintenance	2,528	0	(2,528)	0
		1-20-22-906-5435	Gasoline - Operating	4,350	0	(4,350)	0
	Expense Total			6,877	0	(6,877)	0
907 Vehicle 7	Expense	1-20-22-907-4145	Vehicle Repairs & Maintenance	3,281	0	(3,281)	0
		1-20-22-907-5435	Gasoline - Operating	4,226	0	(4,226)	0
	Expense Total			7,507	0	(7,507)	0
908 Vehicle 8	Expense	1-20-22-908-4145	Vehicle Repairs & Maintenance	2,030	0	(2,030)	0
		1-20-22-908-5435	Gasoline - Operating	4,568	0	(4,568)	0
	Expense Total			6,598	0	(6,598)	0
910 Vehicle 10	Expense	1-20-22-910-4145	Vehicle Repairs & Maintenance	96	0	(96)	0
		1-20-22-910-5435	Gasoline - Operating	987	0	(987)	0
	Expense Total			1,083	0	(1,083)	0
911 Vehicle 11	Expense	1-20-22-911-4145	Vehicle Repairs & Maintenance	1,314	0	(1,314)	0
		1-20-22-911-5435	Gasoline - Operating	118	0	(118)	0
	Expense Total			1,432	0	(1,432)	0
912 Vehicle 12	Expense	1-20-22-912-4145	Vehicle Repairs & Maintenance	2,877	0	(2,877)	0
		1-20-22-912-5435	Gasoline - Operating	1,555	0	(1,555)	0
	Expense Total			4,432	0	(4,432)	0
914 Vehicle 14	Expense	1-20-22-914-4145	Vehicle Repairs & Maintenance	2,372	0	(2,372)	0
		1-20-22-914-5435	Gasoline - Operating	1,402	0	(1,402)	0
	Expense Total			3,774	0	(3,774)	0
915 Vehicle 15	Expense	1-20-22-915-4145	Vehicle Repairs & Maintenance	1,326	0	(1,326)	0
		1-20-22-915-5435	Gasoline - Operating	449	0	(449)	0
	Expense Total			1,774	0	(1,774)	0

915 Vehicle 15

916 Vehicle 16

Expense	1-20-22-916-4145	Vehicle Repairs & Maintenance	69	0	(69)	0
	1-20-22-916-5435	Gasoline - Operating	111	0	(111)	0
Expense Total			180	0	(180)	0

917 Vehicle 17

Expense	1-20-22-917-4145	Vehicle Repairs & Maintenance	133	0	(133)	0
	1-20-22-917-5435	Gasoline - Operating	63	0	(63)	0
Expense Total			196	0	(196)	0

918 Vehicle 18

Expense	1-20-22-918-5435	Gasoline - Operating	391	0	(391)	0
Expense Total			391	0	(391)	0

919 Vehicle 19

Expense	1-20-22-919-4145	Vehicle Repairs & Maintenance	91	0	(91)	0
	1-20-22-919-5435	Gasoline - Operating	429	0	(429)	0
Expense Total			520	0	(520)	0

920 Vehicle 20

Expense	1-20-22-920-5435	Gasoline - Operating	221	0	(221)	0
Expense Total			221	0	(221)	0

936 Vehicle 36

Expense	1-20-22-936-5435	Gasoline - Operating	49	0	(49)	0
Expense Total			49	0	(49)	0

942 Vehicle 42

Expense	1-20-22-942-4145	Vehicle Repairs & Maintenance	4,394	0	(4,394)	0
	1-20-22-942-5435	Gasoline - Operating	99	0	(99)	0
Expense Total			4,493	0	(4,493)	0

946 Vehicle 46

Expense	1-20-22-946-5435	Gasoline - Operating	438	0	(438)	0
Expense Total			438	0	(438)	0

947 Vehicle 47

Expense	1-20-22-947-5435	Gasoline - Operating	327	0	(327)	0
Expense Total			327	0	(327)	0

951 Vehicle 51

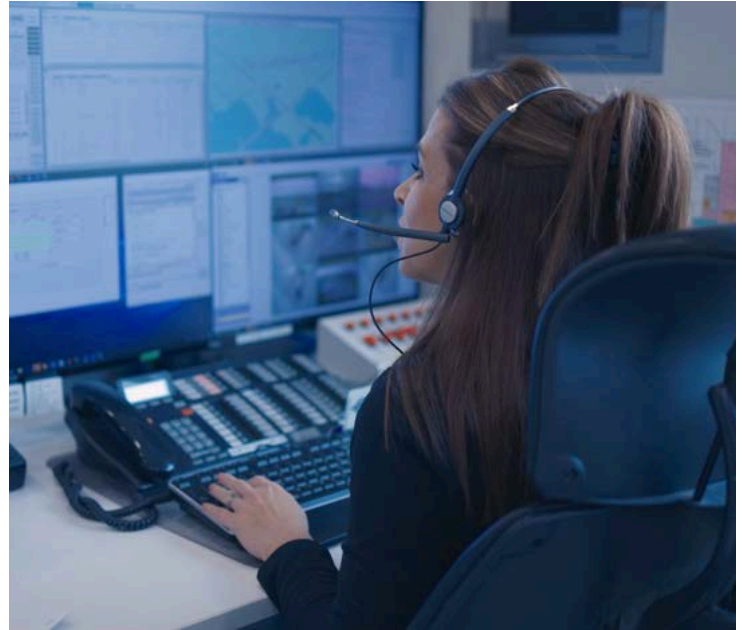
Expense	1-20-22-951-5435	Gasoline - Operating	1,048	0	(1,048)	0
Expense Total			1,048	0	(1,048)	0

952 Vehicle 52

Expense	1-20-22-952-4145	Vehicle Repairs & Maintenance	54	0	(54)	0
	1-20-22-952-5435	Gasoline - Operating	84	0	(84)	0
Expense Total			138	0	(138)	0

952 Vehicle 52								
956 Vehicle 56	Expense	1-20-22-956-5435	Gasoline - Operating	168	0	(168)	0	
	Expense Total			168	0	(168)	0	
960 Vehicle 60	Expense	1-20-22-960-4145	Vehicle Repairs & Maintenance	1,181	0	(1,181)	0	
		1-20-22-960-5435	Gasoline - Operating	507	0	(507)	0	
	Expense Total			1,688	0	(1,688)	0	
961 Vehicle 61	Expense	1-20-22-961-4145	Vehicle Repairs & Maintenance	54	0	(54)	0	
		1-20-22-961-5435	Gasoline - Operating	1,599	0	(1,599)	0	
	Expense Total			1,653	0	(1,653)	0	
962 Vehicle 62	Expense	1-20-22-962-4145	Vehicle Repairs & Maintenance	2,730	0	(2,730)	0	
		1-20-22-962-5435	Gasoline - Operating	2,963	0	(2,963)	0	
	Expense Total			5,692	0	(5,692)	0	
963 Vehicle 63	Expense	1-20-22-963-5435	Gasoline - Operating	237	0	(237)	0	
	Expense Total			237	0	(237)	0	
964 Vehicle 64	Expense	1-20-22-964-4145	Vehicle Repairs & Maintenance	1,343	0	(1,343)	0	
		1-20-22-964-5435	Gasoline - Operating	1,428	0	(1,428)	0	
	Expense Total			2,772	0	(2,772)	0	
966 Vehicle 66	Expense	1-20-22-966-5435	Gasoline - Operating	235	0	(235)	0	
	Expense Total			235	0	(235)	0	
967 Vehicle 67	Expense	1-20-22-967-4145	Vehicle Repairs & Maintenance	92	0	(92)	0	
		1-20-22-967-5435	Gasoline - Operating	205	0	(205)	0	
	Expense Total			297	0	(297)	0	
22 PS Fleet Total				73,656	76,668	3,012	230,000	
23 PS Courthouse	100 General	Revenue	1-20-23-100-2035	(CSPT) Court Security Prisoner Transpo Grar	0	(212,728)	(212,728)	(638,187)
			1-20-23-100-2510	Courthouse Recoveries	(3,105)	(15,000)	(11,895)	(45,000)
		Revenue Total			(3,105)	(227,728)	(224,623)	(683,187)
		Expense	1-20-23-100-3010	Reg Full-time Salaries & Wages	189,890	142,888	(47,002)	428,662
			1-20-23-100-3011	Reg Part-time Salaries & Wages	98,038	123,916	25,878	371,753

23 PS Courthouse	100 General	Expense	1-20-23-100-3090	Overtime	4,874	3,332	(1,542)	10,000		
			1-20-23-100-3120	Statutory Benefits	28,906	10,088	(18,818)	30,261		
			1-20-23-100-3130	Employer Benefits	31,081	17,088	(13,993)	51,263		
			1-20-23-100-3135	OMERS	23,501	21,696	(1,805)	65,093		
			1-20-23-100-4024	Employee Assistance Program	420	168	(252)	500		
			1-20-23-100-4027	Police College Training	627	168	(459)	500		
			1-20-23-100-4168	OPTIC	0	3,332	3,332	10,000		
			1-20-23-100-4176	Operating Equipment Rent/Lease	31	668	637	2,000		
			1-20-23-100-4240	Communications	4,070	6,832	2,762	20,500		
			1-20-23-100-4272	Printing	0	332	332	1,000		
			1-20-23-100-5010	General Supplies	4,199	1,668	(2,531)	5,000		
			1-20-23-100-5011	Office Supplies	450	832	382	2,500		
			1-20-23-100-5040	Safety Supplies	403	500	97	1,500		
			1-20-23-100-5045	Uniforms/Supplies	10,328	1,668	(8,660)	5,000		
			1-20-23-100-5071	Office Furniture Purchases	428	332	(96)	1,000		
			1-20-23-100-5075	Equipment	76	668	592	2,000		
			1-20-23-100-5580	IT Systems	887	1,668	781	5,000		
			Expense Total			398,211	337,844	(60,367)	1,013,532	
		23 PS Courthouse Total					395,106	110,116	(284,990)	330,345
		24 PS Courthouse Fleet	100 General	Expense	1-20-24-100-4145	Vehicle Repairs & Maintenance	0	2,668	2,668	8,000
Expense Total				0	2,668	2,668	8,000			
24 PS Courthouse Fleet Total					0	2,668	2,668	8,000		
Grand Total					5,974,069	5,263,260	(710,809)	15,789,777		



ST. THOMAS POLICE SERVICE

DIVERSITY ACTION PLAN

2024

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DEFINITIONS



VISION, MISSION & VALUES

Vision

To enhance community well-being through engagement, trust, and partnership.

Mission

Act with integrity to reduce crime and enhance public safety and well-being while treating all residents with respect, compassion, and fairness.

Values

Fairness

We are fair. We are committed to consistently treating people in a courteous and impartial manner.

Respect

We are respectful. Mutual respect is the foundation for every interaction. We value diversity and encourage open communication by treating everyone with dignity and fairness.

Compassion

We are compassionate. Compassion guides our actions as we care for one another. We treat people with kindness and respect while working for the benefit of all.

Integrity

We have Integrity. We hold ourselves accountable and demand the highest level of ethical and moral standards from all. We are role models, acting with courage and building trust within the organization.

Message from the Executive Leadership Team



Front Left to Right: Chief Marc Roskamp, Deputy Chief Scott Barnes
Back Left to Right: Alison Lyle - Human Resources Coordinator, Staff Inspector Steve Bogart, Inspector Kim Manuel, Tiffany Terpstra - Executive Administrator

As the St. Thomas Police Service's Executive Leadership Team, we are proud to launch this plan as the first step of our commitment to creating a more diverse and inclusive police service for our members and our community. We will use this plan in coordination with our Strategic Plan to move forward on important issues that our community and our members have identified for action. The St. Thomas Police Service strives to be reflective of the diverse community it serves. With this Diversity Action Plan, we will enhance relationships with the diverse communities of St. Thomas, and attract and retain qualified candidates from all communities.

By prioritizing and committing to diversification initiatives, our police service will increase its productivity, creativity, and problem solving. When we recognize diverse perspectives and opinions, we can find alternative solutions that in turn help to better address issues specific to our community. All members of the St. Thomas Police Service deserve to have the opportunity to achieve their full potential. By committing to building a diverse police service, we can create a more inclusive environment for all. In this inclusive environment, we can celebrate values of diversity and social inclusion.

The St. Thomas Police Service partnered with Consilium Public Sector Services (CP2S) to create the foundation on which the 2024-2027 Strategic Plan was created. CP2S met with the Police Services Board, Internal Police Services Staff, City of St. Thomas Staff and Politicians, Community Partners and Community Residents. In addition to the interviews, research was conducted on similar sized jurisdictions to create benchmarks and a realistic scope of the Strategic Plan. After research was conducted, the Strategic Plan was drafted that identified key issues. Strategic priorities were created with specific objectives for implementation to address these key issues. The Diversity Action Plan was derived from these strategic priorities.

This plan details the identified issues and will serve as a guide for implementation throughout the life of the 2024-2027 Strategic Plan. The St. Thomas Police Service commits to reviewing the Diversity Action Plan regularly to ensure it remains relevant in the times of our ever growing and changing community.

DIVERSITY ACTION PLAN

TO ENHANCE COMMUNITY WELL-BEING THROUGH FAIRNESS, REFLECTION
AND REPRESENTATION.

The St. Thomas Police Service is committed to ensuring that the members of our organization, our leadership, and our governance are representative of the diversity of the population of the municipality that we serve. In order to provide adequate and effective police services to the community of St. Thomas, we are dedicated to creating and implementing this Diversity Action Plan that identifies and prioritizes issues in our community and outlines an actionable plan for addressing those concerns while building and enhancing relationships with the diverse communities of St. Thomas.

Policing in Ontario and across Canada is undergoing many changes. Demographic changes within our communities bring together a richness of diverse discussions, which reflect changes in opinion, needs, transparency, and services. These changes need to be studied and evaluated, and then solutions must be selected for implementation. Once selected, changes and solutions must be communicated to community partners to ensure that there is a clear understanding of the role police officers will undertake and the services the community partners can bring to the equation.

The goal is to enhance public safety and ensure that our community continues to be safe and vibrant, one in which citizens trust the police and obey laws as intended.

This issue also underscores the need to respond to systemic racism, a historical and ongoing challenge for police services in Ontario. The effective, accountable and transparent response to the needs of all communities enhances public trust in police services and alleviates questions of police legitimacy.

An aging population within St. Thomas will also require new approaches to service by the STPS. This demographic group will impact STPS resources over time; therefore, the Service intends to pursue an enhancement of relationships with its community partners and, as necessary, develop new partnerships with groups or organizations that serve the senior citizen population in the community.





ST. THOMAS POLICE SERVICE DIVERSITY SURVEY

Objective To administer and collect information from members on an annual basis to identify trends and to meet goals set by this plan.

The purpose of the St. Thomas Police Service Diversity Survey is to gather information for the Diversity Action Plan to ensure that we are meeting the needs of our diverse community and internal membership. The survey was administered and collected data on a voluntary basis. The survey collected information regarding Indigenous identity, ethnicity, gender identity, sexual orientation, multilingualism, and religious affiliation.

The 2024 survey received a 68.4% response rate.

130

Total members in 2024

5%

6 Members - sworn and civilian - Executive Leadership Team

37%

48 Civilian personnel.

63%

82 Sworn personnel

29%

24 Sworn Females

50%

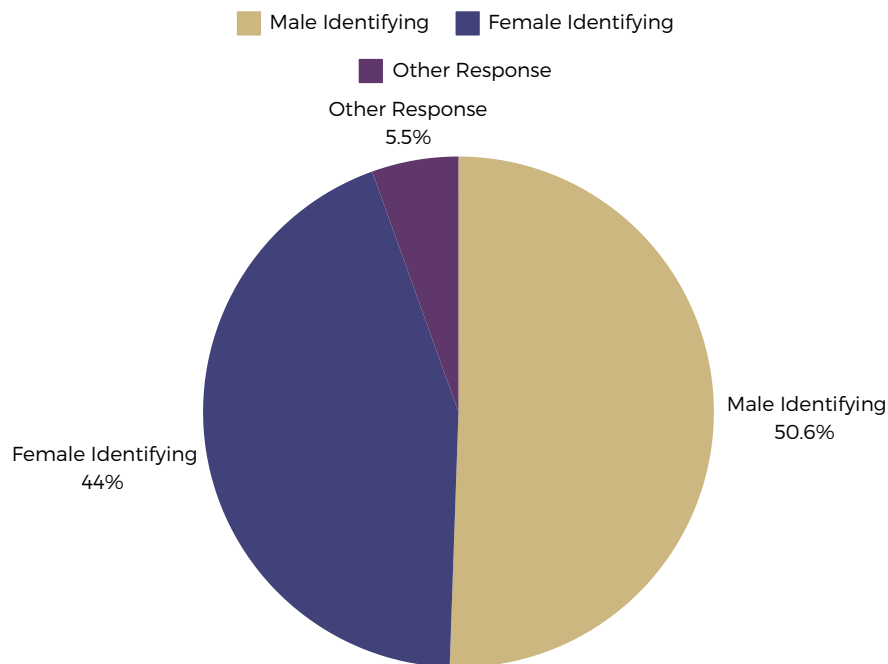
50% of the Executive Leadership Team is comprised of female identifying personnel.

44%

44% of Members identify as female.

51%

51% of Members identify as Male.



SURVEY RESULTS

Indigenous Identity

4.65% of the members surveyed identify as either First Nations, Metis or Inuit. 94.19% of the membership identify as non-indigenous.

Cultural or Ethnic Origin

Of the responses received, 87% identify as Canadian, 1% British, 1% East Indian, 2% Italian, 1% Filipino, 9% Scottish, 9% Irish, 1% Ojibway, 1% Haudenosaunee, 3% Portuguese, 4% German, 4% Dutch, 3% French, 1% Lebanese, 1% Cuban and 6% Other.

Racial Categories

Of the respondents, 90% identify as White (European Descent), 1.1% Black (African, Afro-Caribbean, African-Canadian Descent), 1.1% Southeast Asian (Filipino, Vietnamese, Cambodian, Thai, Indonesian or other Southeast Asian Descent), 1.1% Middle Eastern (Arab, Persian, West Asian descent (ex. Afghan, Egyptian, Iranian, Lebanese, Turkish, Kurdish etc.), 1.1% South Asian (South Asian descent (Ex. East Indian, Pakistani, Bangladeshi, Sri Lankan, Indo-Caribbean etc.), 2% Other

Gender Identity

44% of membership are Female identifying, 50% are Male identifying, 1.1% are Two Spirit, 4% identify as Other.

Sexual Orientation

84% identify as Monosexual, 7% Asexual, 1% Pansexual, 1% Queer, 6.6% Other.

Members Living with a Disability

93% identified that they are not living with a disability, and 7% identified that they are living with a disability.

English as a First Language

95% of STPS membership who participated in the survey speak English as their first language. 5% of the membership have listed other languages as their first language.

Other Languages Spoken

100% of the membership speaks English, 11.2% speak French, 1.1% speak Spanish, 1.1% speak German, 1.1% speak Hindi, 1.1% speak Portuguese, 1.1% speak Afrikaans, 1.1% speak Punjabi, 1.1% speak Filipino.

Religious Affiliation

5.5% of the responding membership affiliate with Protestant religion, 23% with Catholic religion, 22% Christian religion, 2% Native American, 48% have no religious affiliation and 5.5% responded Other.

CITY OF ST. THOMAS CENSUS HIGHLIGHTS

St. Thomas ranks 52nd in the province in population size. In reviewing the 2021 statistics available, the following breakdown is revealed regarding the demographic makeup of the community and residents served. This information is important because the burgeoning growth happening in St. Thomas is reflective of society seeking out better cost of living opportunities. Being situated between a terminus of Windsor, London and Toronto makes the region favourable and thus brings a greater influx of racialized residents.

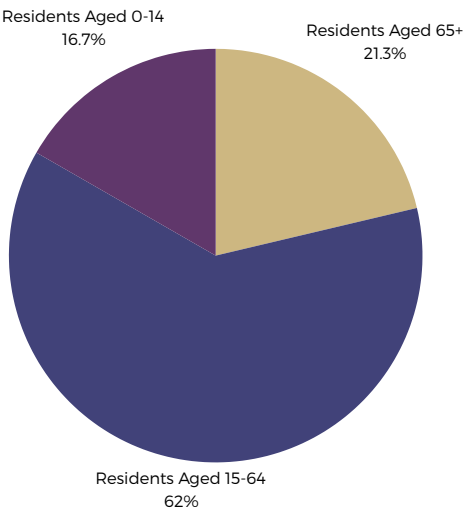


CITY OF ST. THOMAS CENSUS HIGHLIGHTS

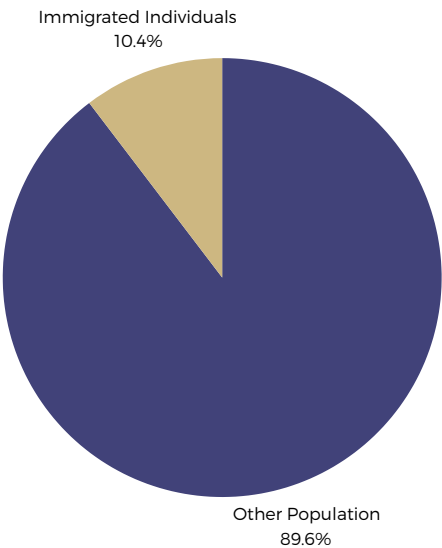
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People aged 65 and over currently account for 21.3% of St. Thomas’ population. In 2021, 7,155 children (aged 0-14) were enumerated in St. Thomas, representing 16.7% of the total population. The working age population (aged 15-64) represented 62% of the total population. Citizens identifying as Indigenous make up 2.8% of the population of St. Thomas as of 2021. Immigrated individuals account for approximately 10.4% of the St. Thomas population and racialized persons account for 4% of St. Thomas’ overall population.¹

ST. THOMAS RESIDENTS’ AGE DEMOGRAPHIC



ST. THOMAS POPULATION DEMOGRAPHICS



¹ “Focus on Geography Series, 2021 Census of Population.” 2021 Census, Statistics Canada, 16 Dec. 2022. <https://www12.statcan.gc.ca/census-recensement/2021/as-sa/fogs-spg/page.cfm?topic=9&dguid=2021A00053534021&lang=E>. 29 Apr. 2024.

17 POINT PLAN

In order to ensure success with our goals and commitments made in this plan, the following points outline our planned objectives to improve relationships with, and better represent the diverse community of St. Thomas.

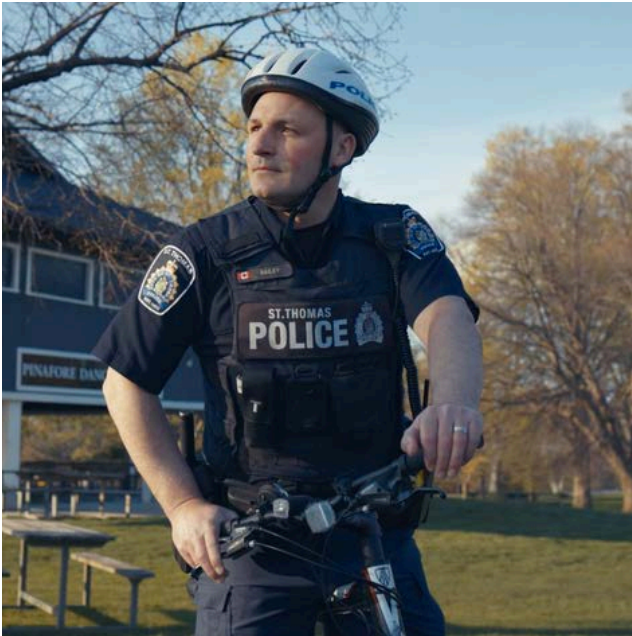
We will

1. Identify and attend events involving diverse communities. Members of the Chief of Police Community Inclusion Council as well as the Executive Leadership Team will continue to bring forward perspectives from these communities for consideration and review. In all external activities, we will use these opportunities to connect and identify potential applicants and encourage them to consider a career in policing with the St. Thomas Police Service.
2. Provide diversity and inclusivity training to all members of the St. Thomas Police Service. In addition to this training, STPS commits to ensuring each member is trained with the knowledge that a diverse workplace benefits all members.
3. Host and participate in community events such as PRIDE in the Park, Truth and Reconciliation Day, Meals on Wheels, Torch Run, Special Olympics Events, New Comer Events, and engagement opportunities with our Muslim Community. We will continue to establish and participate in committees that support and enhance meaningful consultations with community partners to ensure that a collaborative approach to problem-solving is maintained within the STPS.
4. Host open house events to invite diverse community members to meet police personnel, welcome new comers to the area and communicate resources for those who are new to the St. Thomas community.
5. Enhance STPS website and social media presence to more effectively promote civilian employment opportunities by posting civilian positions and providing clear information on the hiring process.
6. Continue to promote STPS as a potential employer by highlighting the St. Thomas housing market, quality of life, and public health and education institutions to attract diverse applicants.
7. Encourage diverse STPS members to speak with their acquaintances, family, and friends about considering a career with STPS.



17 POINT PLAN

Continued



8. Ensure Human Resources and Police Officers are providing recruitment information to Secondary Students expressing interest in a career in law enforcement.
9. Review surveys completed by applicants which provide demographic information about those who apply to STPS. The review will ensure compliance with the Anti-Racism Directorate's Data Standards for the identification and Monitoring of Systemic Racism.
10. Promote the service as an employer of choice and encourage applications from qualified, diverse applicants.
11. Attend local career fairs in the surrounding area for those from diverse backgrounds to educate and inform applicants on career opportunities and the process to apply.
12. Mentor prospective candidates from diverse communities. A member belonging to the the recruitment team will have ongoing contact with potential candidates to assist with applying to the service.
13. Coordinate and assign mentors to new diverse sworn members when they are assigned to a community patrol platoon.
14. When possible, increase presence of diverse officer's in areas identified as having a significant population of citizens similar to the officer's diversity.
15. Develop a Human Resource Strategy to strengthen organizational performance and drive strategic priorities in a collaborative and transparent manner to build a more inclusive, diverse, effective and healthy workplace.
16. Develop a robust training plan that supports and develops staff to their full potential, encourages growth for promotions and succession, and equips staff to effectively meet the needs of the growing and diverse community. A significant training focus will be on Diversity curriculum.
17. Embed all aspects of an Anti-Racism Strategy in organizational procedures, policies, practices and training to ensure compliance, accountability and an enhanced work environment. This objective will be executed with a global approach and a comprehensive service delivery review of all departments and units.

EQUITABLE REPRESENTATION, PARTICIPATION & OPPORTUNITY

All internal selection panels will be comprised of both male and female identifying individuals.

Every promotional panel will be comprised of both male and female identifying individuals.

It will be the responsibility of St. Thomas Police Service Human Resources to ensure the objectives and action plan items are applied, monitored and tracked. Semi-annual reports will be submitted to the Chief of Police and form part of the annual STPS Diversity Report to the St. Thomas Police Services Board.

The STPS employee diversity survey will be conducted once every three years. This collection of data will allow for accurate measures progress, and to identify opportunities for growth and improvement. This information will also lay the foundation for adjusting diversity goals for the future.



DEFINITIONS

Demographic Group

Individuals who are grouped together based on statistics that describe populations and their characteristics.

Diversity

Diversity includes both individual differences and group differences such as those of race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs or other ideologies.

Equity

Fairness, impartiality, even-handedness. A distinct process of recognizing differences within groups of individuals, and using this understanding to achieve substantive equality in all aspects of a person's life.

Executive Leadership Team

The Executive Leadership Team is comprised of the Chief of Police, Deputy Chief of Police, Staff Inspector, Executive Administrator, and the Human Resources Coordinator.

Inclusion

Inclusion is another term used to include all members of a group, regardless of other characteristics.

Senior Leadership

Senior Leadership refers to members who belong to the Executive Leadership Team

Stakeholders

Individuals or groups of individuals who have an interest in an organization and can be affected by the activities and decisions made by that organization.



QUESTIONS & FEEDBACK

519-631-1224

diversity@stps.on.ca

www.stps.on.ca