

**THUNDER BAY POLICE SERVICE BOARD  
MEETING NO. 21-2025 (REGULAR)  
TUESDAY, SEPTEMBER 16, 2025**

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**DATE:** SEPTEMBER 16, 2025

**TIME:** 10:44 A.M.

**PLACE:** TBPSB BOARDROOM  
1111 VICTORIA AVENUE – UNIT #102, THUNDER BAY

**CHAIR:** MS. K. MACHADO

**PRESENT:**

Ms. D. Baxter  
Mayor K. Boshcoff  
Councillor K. Etrene  
Ms. K. Machado

**OFFICIALS:**

Mr. R. Hughes, Acting Chief of Police  
Inspector J. Dampier, Thunder Bay Police Service  
Ms. L. Douglas, Administrative Assistant -  
Thunder Bay Police Service Board

**GUESTS:**

Inspector R. LeClair, Inspectorate of  
Policing

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1. DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2. CONFIRMATION OF AGENDA AND CONSENT AGENDA

MOVED BY: Councillor K. Etrene

SECONDED BY: Member D. Baxter

With respect to Meeting No. 21-2025 (Regular) of the Thunder Bay Police Service Board held on September 16, 2025, we recommend that the agenda and the consent agenda, as printed, including any additional information and new business, be confirmed.

CARRIED

3. CONSENT AGENDA

The following items were received, confirmed and/or adopted as part of the consent agenda:

3.1 Minutes of Meeting No. 17-2025 (Regular) of the Thunder Bay Police Service Board held on June 17, 2025.

3.2 Reports of Committees

a) Governance Committee

Policies for Adoption

i. Proposed Policy HR-006 – Police Cadets;

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- ii. Proposed Policy LEG-007 – Diversity, Equity and Inclusion;
- iii. Proposed Policy LEG-008 – Chief’s Decisions on Secondary Activities; and
- iv. Proposed Policy LEG-009 - Disclosure of Personal Information.

#### **3.3 Meeting Evaluation Summary**

Summary of evaluations for the June 17, 2025 meetings of the Board (Closed and Regular) was provided for the Board’s information.

#### **4. PRESENTATIONS**

##### **a) Community Safety and Well-Being (CSWB) Advisory Committee**

Representative’s Report to the Thunder Bay Police Service Board from Jason Veltri, dated September 3, 2025, relative to the Advisory Committee’s activity update, key contributions and next steps was provided for the Board’s information.

Mr. J. Veltri, TBPSB appointee to the Community Safety and Well-Being Advisory Committee, as well as Chair of the CSWB Advisory Committee, provided an overview of his report and responded to questions. He noted that Mayor Boshcoff and Councillor Etreni also sit on the committee. It was also noted that Chief Fleury and Deputy Chief Hughes sit on the committee.

He reported that the Advisory Committee has made a deputation in front of City Council on the tiny village matter.

It was noted that a survey requesting community input on the CSWB Plan for 2026 – 2030 is on the City of Thunder Bay website; Mr. Veltri encouraged members of the public to take the survey and encouraged people to distribute it widely on their own networks.

Mr. Veltri advised that two (2) more committee meetings have been added to the schedule, due to the current workload.

Mr. Veltri thanked the Board for entrusting him with this important work.

The Board requested that the next report include more information on what the committee as a whole are doing.

Chair Machado thanked Mr. Veltri for his presentation.

##### **b) 2025 – 2028 Strategic Plan**

With the use of a PowerPoint slideshow, Ms. S. Ash, Firedog Communications, presented the 2025 – 2028 Strategic Plan for the Thunder Bay Police Service Board and the Thunder Bay Police Service. Hard copies of the new Strategic Plan were distributed to board members.

Ms. Ash noted that a strategic plan is a requirement of the Board and Police Service under the new *Community Safety and Policing Act, 2019*.

An overview of the process to develop the plan was provided; the process included significant consultation with focus groups as well as surveys.

Chair Machado thanked Ms. Ash and Member D. Baxter on their work to develop this plan.

Ms. Ash thanked the public for all of their participation on the development of this plan.

The Strategic Plan will be made available to the public on the Board's website following the meeting; the community was encouraged to visit the website and review the new plan.

MOVED BY:           Councillor K. Etreni  
SECONDED BY:       Mayor K. Boshcoff

With respect to the 2025 – 2028 Strategic Plan for the Thunder Bay Police Service Board and the Thunder Bay Police Service, as presented at the September 16, 2025 Regular Meeting of the Board, we recommend that the Strategic Plan, as presented, be adopted.

CARRIED

5.    REPORTS OF COMMITTEES

Finance Committee

      The monthly update on the TB Police Service Board Budget for 2025 was provided for the Board's information.

      Chair K. Machado noted that there is currently a negative variance due to indemnification requests, of which the Board has no control.

6.    REPORTS OF THE THUNDER BAY POLICE SERVICE

      a) Q2 Variance Report – Thunder Bay Police Service

      Report No. 49/25 (Police) relative to the status of the Operational Budget for the Thunder Bay Police Service for the period ended June 30, 2025 was provided for the Board's information.

      Acting Chief of Police R. Hughes provided an overview relative to the above noted and responded to questions. A positive variance to the budget is anticipated at year-end.

      A brief discussion was held relative to community groups that request police protection for public events but are in arrears to pay for that service.

b) Quarterly Complaints Report

Report No. 50/25 (Police) relative to the summary of complaints for Q2 of 2025 (April, May, June, 2025) was provided for the Board's information.

Inspector J. Dampier, Thunder Bay Police Service, provided an overview relative to the above noted and responded to questions.

c) Secondary Activities Report

Report No. 51/25 (Police) relative to the monthly secondary activities/employment of members of the Thunder Bay Police Service, including Paid Duty Assignments, was provided for the Board's information.

Acting Chief of Police R. Hughes provided an overview relative to the above noted and responded to questions about unfilled positions at the Regional Hospital. Acting Chief Hughes noted that the Police Service is in discussions with the hospital about the possibility of having special constables stationed there.

Acting Chief Hughes will check on the discrepancy between the number of officers requested and filled at the Pride Event (which was eventually cancelled).

d) Annual Inquest Report

Update on the Inquest into the Deaths of Seven First Nations Youths was distributed separately to Board members.

Acting Chief of Police R. Hughes provided an update on the status of the implementation of the recommendations.

The update will be posted on the Board's website following the meeting.

Chair Machado thanked the Police Service for their continuous work on this matter, and noted that the Service accepted all recommendations and have completed almost all of them. This demonstrates their commitment to this important matter. The Board also fully supports and is committed to these matters. This is an Annual Report.

e) SIU Reports

The following SIU Reports were distributed to Members of the TBPSB for information purposes:

- SIU Case #24-OCI-225, distributed on July 21, 2025.
- SIU Case #23-OCI-107, distributed on August 11, 2025.
- SIU Case #24-OFI-555, distributed on August 18, 2025.

Chair Machado thanked the Service for their hard work on these and the actions they have taken to address identified matters. All three (3) of the above noted reports can be found on the Police Service Board's website, at [www.thunderbaypsb](http://www.thunderbaypsb) > Statutory Reporting.

Inspector J. Dampier provided an overview of the three (3) reports circulated since the last Regular Board meeting. It was noted that these incidences are a very small percentage in consideration of the number of interactions between the public and police officers.

7. GENERAL MATTERS

a) Supply Management Memo

Memorandum to the Thunder Bay Police Service Board from Chief D. Fleury, dated August 18, 2025, relative to By-law 359-2024 Supply Management.

City of Thunder Bay By-law 359-2024 was distributed separately to Board members with the meeting agenda.

Acting Chief of Police R. Hughes provided an overview relative to the above noted. The Police Service is requesting a slight amendment to the purchasing by-law in order to purchase "scale nodes" for their IT server. They would like to avoid going through the RFP process, and alternatively, obtain three quotes and make the purchase from the lowest-priced vendor.

Councillor K. Etreni suggested that this matter go to the Governance Committee and they can review the by-law and the process.

Member D. Baxter, Chair of the Governance Committee, advised that they will add this matter this to the next agenda in October, and then will present a recommendation at the next board meeting.

b) Report on 2025 CAPG Conference

The 2025 Canadian Association of Police Governance (CAPG) Conference and AGM were held in Victoria, B.C. from August 14 – 16, 2025.

Former Member W. Bahlleda and Mayor K. Boshcoff attended on behalf of the Thunder Bay Police Service Board.

Chair Machado advised that Member Wayne Bahlleda's term with the Board had expired. She acknowledged and thanked him for all of his work on the Board over the past two years, including his work as Chair of the Board's Labour Relations Committee, and his work on the Board's bargaining committee.

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Mayor K. Boshcoff provided a verbal overview of his attendance at the Conference and noted that Member Bahlhieda provided a lot of his expertise at the sessions. Going forward, Mayor Boshcoff recommended that the Board be more active in and attend the Ontario Association of Police Service Boards conferences. The Board would be better served with their provincial partners.

c) Update on Recruitment of an Executive Director

Chair K. Machado reported that progress is ongoing and the new posting closes on September 19, 2025. She encouraged interested candidates to apply. The Board is committed to hiring an Executive Director as quickly as possible.

8. NEW BUSINESS

Inspector General of Policing for Ontario

Chair Machado reminded board members about the communication from Inspector General of Policing for Ontario, Ryan Teschner, dated September 10, 2025, relative to recommendation reporting. She noted that reporting for the *Sinclair Report* and the *Broken Trust Report* must be submitted to the Inspector General of Policing by October 31, 2025.

MOVED BY: Councillor K. Etreni

SECONDED BY: Member D. Baxter

With respect to the correspondence dated September 10, 2025 to Chair Karen Machado from the Office of the Inspector General of Policing, relative to recommendation reporting for the *Sinclair Report* and the *Broken Trust Report*;

THAT the Board consults with and collaborates with the Chief of Police in order to provide the most accurate and substantive responses in the reporting instruments being completed by the Board and the Chief of Police;

AND in order for the Board to comply with submitting both reports to the Inspector General of Policing by the reporting deadline of October 31, 2025;

THAT the Board directs the Chief of Police to follow the directions included in the subject correspondence and to submit the reporting instrument for the *Broken Trust Report* to the Board for their review prior to the Board's October 21, 2025 meeting.

CARRIED

9. CLOSED MEETING AGENDA ITEMS

In accordance with and subject to Section 44 of the *Community Safety and Policing Act, 2019*, the following matters will be discussed in a closed meeting of the Board prior to the public meeting scheduled for April 15, 2025:

1. Update from Legal Counsel
2. Update on Labour Relations
3. Security of the Property of the Board
4. Personal Matters about an Identifiable Individual
5. Labour Relations or Employee Negotiations

10. CONFIRMING BY-LAW

MOVED BY: Mayor K. Boshcoff  
SECONDED BY: Member D. Baxter

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Chair and Secretary to the Thunder Bay Police Service Board, sealed and numbered:

1. A By-law to confirm the proceedings of a Regular Meeting of The Thunder Bay Police Service Board, this 16<sup>th</sup> day of September, 2025.

Explanation: Confirmation of the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Service Board at this meeting is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

BY-LAW NUMBER: PC21-2025

CARRIED

11. ADJOURNMENT

The meeting adjourned at 12:04 P.M.