

**THUNDER BAY POLICE SERVICE BOARD  
MEETING 06-2025 (REGULAR)**

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**DATE:** FEBRUARY 18, 2025

**TIME:** 10:41 A.M.

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

**CHAIR:** MS. K. MACHADO

**PRESENT:**

Mr. W. Bahlleda  
Mayor K. Boshcoff  
Councillor K. Etrene  
Ms. K. Machado

**ATTENDING VIA ZOOM:**

Ms. D. Baxter

**OFFICIALS:**

Mr. D. Fleury, Chief of Police  
Mr. R. Hughes, Deputy Chief of Police  
Mr. J. Pearson, Deputy Chief of Police  
Mr. J. Hannam, Secretary to the Board  
Ms. L. Douglas, Assistant to the Secretary -  
Thunder Bay Police Service Board  
Inspector T. Gervais, Police Services Advisor –  
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

An additional information package for this meeting was distributed by email on February 14, 2025.

MOVED BY: Councillor K. Etrene

SECONDED BY: Mayor K. Boshcoff

With respect to Meeting No. 06-2025 (Regular) of the Thunder Bay Police Service Board held on February 18, 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. 02-2025 (Regular) of the Thunder Bay Police Service Board held on January 28, 2025.

3.2 Reports of Committees

a) Governance Committee

Memorandum to the Thunder Bay Police Service Board from Denise Baxter, Chair –

Governance Committee, relative to an update on the activities of the Governance Committee, was provided for the Board's information.

Terms of Reference

Board Approval of the updates to the Terms of Reference for the Governance Committee.

Policies for Adoption

- i. Proposed Policy GOV-006 – Policy/Procedure Development, Implementation, and Review Process.
- ii. Proposed Policy HR-003 – Occupational Health and Safety.
- iii. Proposed Policy HR-004 – Annual Monitoring of Performance of the Deputy Chiefs of the TBPS.
- iv. Proposed Policy LEG-004 – Assistance to Victims of Crime.
- v. Proposed Health and Safety Policy Statement.

b) Labour Relations Committee

Memorandum to the Thunder Bay Police Service Board from Wayne Bahlieda, Chair – Labour Relations Committee, dated February 11, 2025, relative to an overview of activities of the Labour Relations Committee was provided for the Board's information.

3.3 Meeting Evaluation Summary

Policy ADMIN-002 Thunder Bay Police Service Board Meeting Evaluation was approved at the January 28, 2025 Regular Meeting of the Board. Evaluations will be conducted monthly following each regular Board meeting.

Summary of evaluations for the January 28, 2025 meetings of the Board (Closed and Regular) was provided for the Board's information.

4. DEPUTATION

Crime Stoppers

Thunder Bay & District Crime Stoppers appeared before the Board. Board Chair, Mr. Solade Nicol, provided an overview of the volunteer organization, as well as their mandate.

On behalf of Crime Stoppers, he expressed his profound gratitude for the opportunity to share the Board's office space and boardroom, and for the Board's ongoing support.

Crime Stoppers is a not-for-profit organization, and is always seeking financial support, and welcomes new ideas in that regard. Mr. Nicol also noted that they are looking for volunteers and for members of the public interested in sitting on their Board of Directors.

Chair K. Machado thanked Mr. Nicol for his presentation.

5. UNFINISHED BUSINESS

Annual Training Report

At the January 28, 2025 Regular Meeting of the Board, Report No. 06/25 (Police), relative to a summary of training for the Thunder Bay Police Service for the period January 2024 to December 2024, was provided for the Board's information.

The Board requested compliance rates for each section, and asked that the report include the number of staff members off on various types of leaves of absence. They also requested that the Service ensures that this report aligns with CSPA requirements.

Memorandum to the Thunder Bay Police Service Board from Chief D. Fleury, dated February 14, 2025, relative to an update on the training requirements in 2024, was distributed separately in the additional information package for the Board.

Sergeant C. Girvin provided overview of the memorandum and provided the compliance rates for members for 2024.

Board members were pleased with the rates of compliance in the various categories.

6. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Use of Force – Annual Report

Report No. 12/25 (Police) relative to the annual Use of Force Report, was distributed separately in the additional information package for the Board.

Sergeant C. Girvin, Thunder Bay Police Service, provided a brief overview, responded to questions and provided some clarification on the three (3) occurrences where firearms were discharged. The reasons for discharges will be provided in future reports.

b) Secondary Activities Report

Report No. 09/25 (Police) relative to the secondary activities/employment of members of the Thunder Bay Police Service, including Paid Duty Assignments was provided for the Board's information.

Deputy Chief of Police J. Pearson and Chief of Police D. Fleury responded to questions about requests. Chair K. Machado advised that, under the CSPA, reasons for why requests are denied must be included in the report for secondary activities and will be required for future reporting.

c) Member Leave - Annual Report

Report No. 11/25 (Police) relative to the annual Member Leave Report for the Thunder Bay Police Service, was provided for the Board's information.

d) Street Checks Report

No report was provided for this meeting. Chair K. Machado advised that the Board's request for this report still stands, as per the Information Sharing Policy, and the provision of same is required.

e) Procedures for Family Communications

At the January 28, 2025 Regular Meeting of the Board, the following resolution was carried:

With respect to the procedures and practices of the Thunder Bay Police Service on communications with victims, their families and the public in general, we recommend that the Thunder Bay Police Service Board request of the Chief of Police a report on such procedures, including copies of them, for the review and understanding of the Board;

AND THAT the report include such suggestions for improvements to the procedures that the Chief may wish to make;

AND THAT the report be presented no later than the Board's scheduled meeting of March 18, 2025.

Report No. 10/25 (Police), relative to procedures for the Thunder Bay Police Service when communicating with victims, their families and the public in general, was provided for the Board's information.

Detective Sergeant R. Popowich and Chief of Police D. Fleury provided an overview of the report, the procedures for sudden death investigations, and responded to questions. The next of kin/point of contact for the families involved in sudden death investigations are determined on a case-by-case basis.

It was noted that every sudden death is initially deemed suspicious, and it was estimated that there are approximately 300 sudden death investigations launched each year.

Deputy Chief of Police J. Pearson advised that PLT, as referenced in the report, is an acronym for Police Liaison Team, and he provided an overview of their mandate.

f) Public Complaints Against Police

Report No. 13/25 (Police) relative to the 2024 Annual Report for public complaints against

police, was distributed separately in the additional information package for the Board.

Sgt. Duffy provided an overview of the report and responded to questions. The Police Service is currently dealing with complaints under the PSA and the CSPA, depending on date they occurred.

Chair K. Machado had questions about the totals in various sections of the report, including the section on “Summary of 2024 Complaints Disposed of by Quarter in 2024”. Sgt. Duffy will follow up for responses.

7. GENERAL MATTERS

a) Mandatory Training under the CSPA

Mr. J. Hannam, Secretary, reported that all board members have completed their mandatory training. He does have to follow up with Committee Chairs to determine if all community representatives have completed their training. Newly appointed members to committees will be advised of the training requirements under the *Community Safety and Policing Act, 2019*.

Councillor K. Etrene would like to see refresher courses and continuous training. Inspector T. Gervais will pass along her comments to the Police College (coordinating the training).

8. NEW BUSINESS

There was no New Business presented.

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 February 18, 2025:

1. Update from Legal Counsel
2. Update on Labour Relations
3. Update on provision of Legal Services
4. Update on Human Resources for Thunder Bay Police Service

10. CONFIRMING BY-LAW

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

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:

**THUNDER BAY POLICE SERVICE BOARD (TBPSB)**

**REGULAR MEETING**

**February 18, 2025**

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1. A By-law to confirm the proceedings of a Regular Meeting of The Thunder Bay Police Service Board, this 18<sup>th</sup> day of February, 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: PC6-2025

CARRIED

11. ADJOURNMENT

The meeting adjourned at 11:46 a.m.