

## **Orangeville Police Services Board Regular (Public Session) Meeting**

**Location:** Electronic Participation conducted Online via Microsoft Teams

Conference ID: 212520570#

Telephone No: 1-289-801-5774

**Date / Time:** Tuesday, September, 21 2021 at 5:00 p.m.

### **Agenda**

#### **1. Call to Order**

1.1 Welcome and Introduction

#### **2. Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

#### **3. Preliminary Matters**

None.

Recommendation:

Motion that the Board discuss any preliminary matters.

#### **4. Approval of Agenda**

Recommendation:

Motion that the Board discuss and approve the Agenda for the September 21, 2021 Orangeville Police Services Board Regular (Public Session) Meeting.

#### **5. In-Camera Meeting**

Recommendation: Convene into In-Camera Session.

Motion that at [insert time] the Board convene into the In-Camera Session of this meeting under Part III, Section 35(4) of the Police Services Act.

#### **6. Public Session**

Recommendation: Convene into Public Session.

Motion that at [insert time] the Board reconvene into the Public Session of this meeting.

#### **7. Update from Inspector – Detachment Commander Terry Ward.**

A verbal update on policing matters within the Town of Orangeville from OPP Inspector – Detachment Commander Terry Ward

Recommendation:

Motion that the Board receive the report.

#### **8. Action Plan for OPP (Inspector Ward and the Orangeville Police Services Board to discuss – see PDF 2020 CR Dufferin)**

Inspector Ward provided the Orangeville Police Services Board with the 2020 – 2022 OPP Dufferin Detachment Action Plan. The Plan outlines the OPP goals and objectives for providing services in Dufferin County, which encompasses the Town of Orangeville.

Recommendation:

Motion that the Board receive the report.

**9. Human Trafficking Grant Application (see email Community Safety and Policing Grant)**

Mary Lou Archer, Special Projects Officer, Town of Orangeville is leading the Community Safety & Policing Grants – Human Trafficking Initiatives. Ms. Archer to report.

Recommendation:

Motion that the Board receive the report

**10. OPS Logo (see PDF Logo)**

The Board will receive the new Logo as approved by the Orangeville Police Services Board in August 2021.

Recommendation:

Motion that the Board receive the new OPS logo as approved.

**11. Zone 5 September 14/21 Meeting, Vice Chair McSweeney to provide a Report (see Zone 5 September 14/21 meeting package attached).**

The Ontario Association of Police Services Boards – Zone 5 Business meeting was held on Tuesday, September 14, 2021. Vice-Chair McSweeney attended the meeting and will provide a report to the Board.

Recommendation:

Motion that the Board receive the report and attachments..

**12. Organization of Board Meeting Minutes**

The Chair will provide the public with an update on the re-publication of past meeting minutes.

Recommendation:

Motion that the Board receive the update.

### **13. Internal Service Standards**

The Chair will provide the public with an update on the development of internal service standards for the Board.

Recommendation:

Motion that the Board receive the update.

### **14. Victim Support Grant Application (See attachment “Final Victim Support Grant Application”, Excel “Final Budget PM, FTP Letter of Support, CDVS Letter of support mobile technology initiative”.**

The Board will receive and discuss the grant application.

Recommendation:

Motion that the Board receive the grant application documents.

### **15. Council Calendar for Submitting Meeting Minutes (see attached Council Calendar).**

The Board will review and discuss the Town of Orangeville Council Calendar.

Recommendation:

Motion that the Board receive the Calendar.

### **16. POA Report June (see attachment POA Board Package June 24)**

The Board will review and discuss the POA report as received.



Recommendation:

Motion that the Board receive the information.

## **17. Adoption of Minutes of Previous Board Meetings**

Minutes from the Orangeville Police Services Board Regular (Public Session) Meeting held on Tuesday, June 15, 2021.

Recommendation:

Motion that the Minutes from the Orangeville Police Services Board Regular (Public Session) meeting held on Tuesday, June 15, 2021 be approved.

## **18. Board Member Claims for Special Remuneration and Semi-annual report**

18.1 The Vice Chair attended the OAPSB Zone 5 meeting on behalf of the Board on September 14, 2021.

18.2 The Secretary will provide a semi-annual report on the approved special remuneration and expense claims for the 2021 period to date.

Recommendation:

Motion that the Board review and approve the above special remuneration and expense claims for reimbursement.

Motion that the Board receive and discuss the semi-annual report.

## **20 Police Services Board Financials (see Police Services Board Financials as of September 15, 2021)**

The most recent financial information providing a record of actuals versus the budget have been provided to the Board for their review and comment.

Recommendation:

Motion that the Board receive the report.

**21 Question Period**

**22 Presentations**

**23 Delegations**

None.

**24 Correspondence**

None.

**25 Reports**

**26 New Business**

**27 Adjournment**

Recommendation:

That the meeting be adjourned at [enter time]

Confirmation of Date and Time of Next Regular (Public Session) Meeting – Tuesday  
October 19, 2021 at 5:00 p.m.



## Dufferin Ontario Provincial Police

### Town of Orangeville Police Services Board Report 21 Sep 2021

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#### **Detachment Commander's Report**

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It is my pleasure to provide this report to the Town of Orangeville Police Services Board. The Detachment Personnel are committed to providing a professional policing service that addresses identified community needs and concerns.

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### THE PROMISE OF THE OPP

**OPP Vision** Safe Communities . . . A Secure Ontario.

#### **OPP Mission**

Policing excellence through our people, our work and our relationships.

#### **OPP Strategic Objectives**

**Our People** Attract, develop, support and retain a professional work force and leadership that reflects OPP Values and Ethics.

**Our Work** Provide for safe communities and a secure Ontario through high performance policing.

**Our Relationships** Engage in and strengthen our relationships and trust with the people we serve, our Justice sector partners and our stakeholders.

**Our Infrastructure** Support service delivery through technology, equipment, facilities, business processes, and communications.

**Police Services Board Report for Orangeville**  
**2021/Apr to 2021/Jun**

<b>Public Complaints</b>	
Policy	0
Service	0
Conduct	0

**Date information collected from Professional Standards Bureau Commander Reports:** 2021-08-11

**Data Source**

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

<b>Secondary Employment</b>
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**Detachment:** 1N - DUFFERIN

**Location code(s):** 1N00 - DUFFERIN

**Area code(s):** 1008 - Orangeville PS

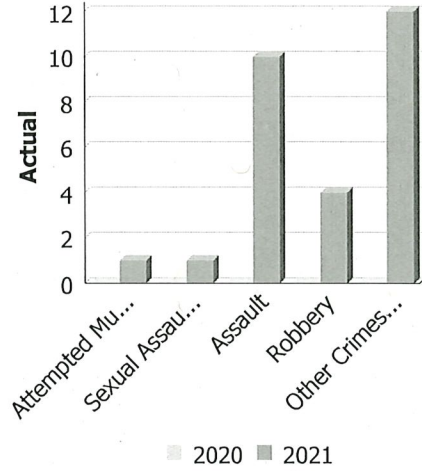
**Report Generated by:**  
Todhunter, Laura

**Report Generated on:**  
Aug 11, 2021 11:49:48 AM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for Orangeville  
Records Management System  
April to June - 2021**

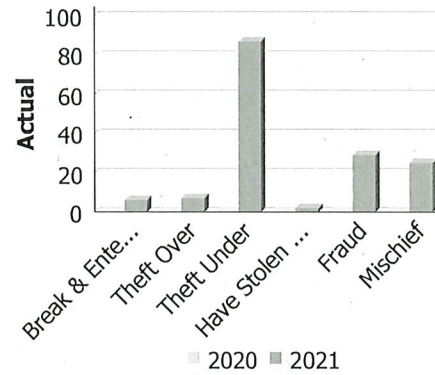
**Violent Crime**

Actual	April to June			Year to Date - June		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	1	--	0	1	--
Sexual Assault	0	1	--	0	4	--
Assault	0	10	--	0	23	--
Abduction	0	0	--	0	0	--
Robbery	0	4	--	0	4	--
Other Crimes Against a Person	0	12	--	0	20	--
<b>Total</b>	<b>0</b>	<b>28</b>	<b>--</b>	<b>0</b>	<b>52</b>	<b>--</b>



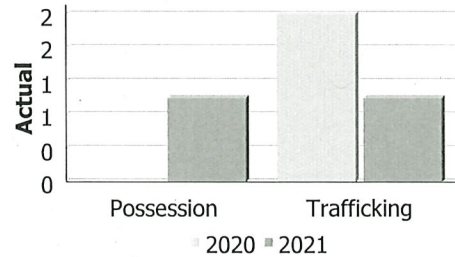
**Property Crime**

Actual	April to June			Year to Date - June		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	6	--	0	10	--
Theft Over	0	7	--	0	15	--
Theft Under	0	87	--	1	151	15,000.0%
Have Stolen Goods	0	2	--	0	2	--
Fraud	0	29	--	2	64	3,100.0%
Mischief	0	25	--	1	41	4,000.0%
<b>Total</b>	<b>0</b>	<b>156</b>	<b>--</b>	<b>4</b>	<b>283</b>	<b>6,975.0%</b>



**Drug Crime**

Actual	April to June			Year to Date - June		
	2020	2021	% Change	2020	2021	% Change
Possession	0	1	--	1	8	700.0%
Trafficking	2	1	-50.0%	4	5	25.0%
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>2</b>	<b>2</b>	<b>0.0%</b>	<b>5</b>	<b>13</b>	<b>160.0%</b>

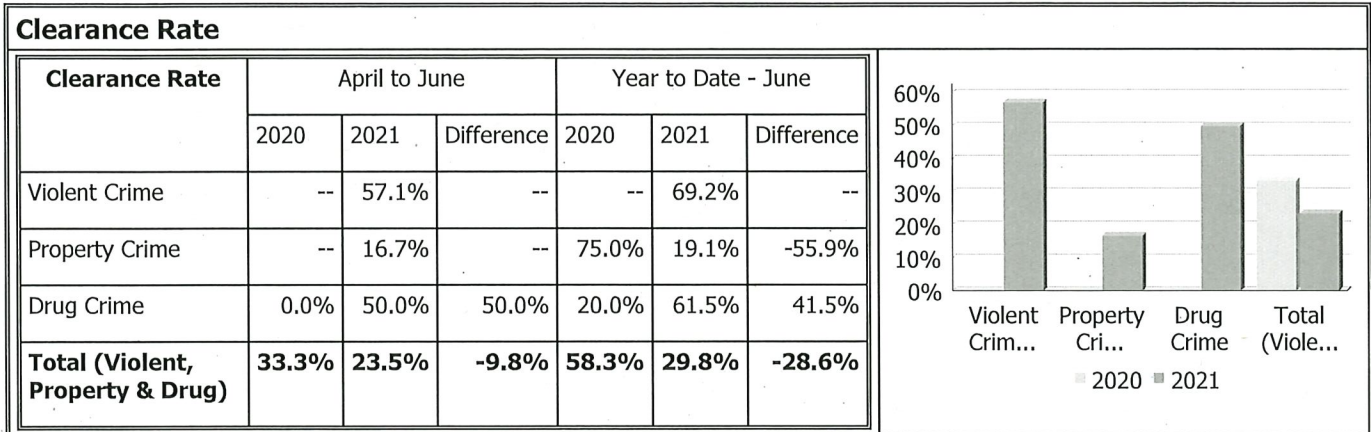


Detachment: 1N - DUFFERIN  
 Location code(s): 1N10 - ORANGEVILLE  
 Area code(s): 1008 - Orangeville  
 Data source date:  
 2021/08/07

Report Generated by:  
 Todhunter, Laura

Report Generated on:  
 Aug 11, 2021 2:24:26 PM  
 PP-CSC-Operational Planning-4300

**Police Services Board Report for Orangeville  
Records Management System  
April to June - 2021**



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 1N - DUFFERIN  
**Location code(s):** 1N10 - ORANGEVILLE  
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Part 3 Yearly Summary by Municipality

ORANGEVILLE	2020	2021
Jan	22	9
Feb	22	2
Mar	21	11
Apr	3	21
May	11	14
June	13	12
July	20	
Aug	4	
Sept	0	
Oct	8	
Nov	3	
Dec	2	
<b>Total</b>	<b>129</b>	<b>69</b>

Part 1 Yearly Summary by Municipality

ORANGEVILLE	2020	2021
Jan	164	106
Feb	125	127
Mar	96	145
Apr	37	115
May	44	94
June	65	101
July	29	
Aug	70	
Sept	28	
Oct	53	
Nov	176	
Dec	96	
<b>Total</b>	<b>983</b>	<b>688</b>

1 Apr 2021 – 30 Jun 2021

Cruiser patrol hours	2064	Mental Health Calls	102
RIDE hours	92		
Foot patrol hours	192.5	Noise Complaint Calls	76
Traffic complaints hours	113.25		

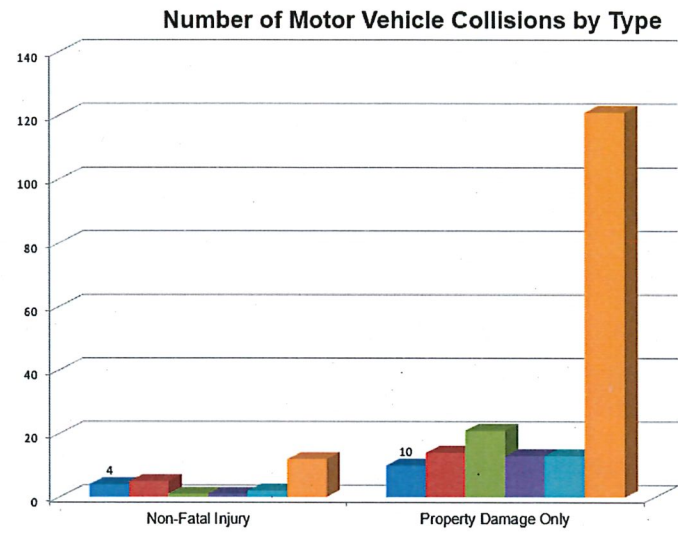
Total Charges – Dufferin Detachment

Updated : Wednesday, August 11, 2021 - Current Period : 1999/12/31  
 1N - DUFFERIN 2021 Q2 All Offence Hours of Day All Offence Days of Week All Offence Months All Coverage Types CC\_Provincial Statutes All Offence Act Part Types All Courts All Badges All License Plate Location All Offender Gender All Offender Age Group All Date Added All Prior Offence Date MEASURES

Offence Count as values	HTA	CC-Traffic (Revised)	CC-Non-Traffic (Revised)	LLA	Other	CC_Provincial Statutes
2021/Apr April	967	15	113	16	105	1,216
All Offence Months	967	15	113	16	105	1,216
2021/May May	878	16	60	12	93	1,059
All Offence Months	878	16	60	12	93	1,059
2021/Jun June	666	13	59	7	59	804
All Offence Months	666	13	59	7	59	804
2021 Q2	2,511	44	232	35	257	3,079

Zero suppression rows and columns. Suppression options applied: zero values, division by zero, missing values, overflow values.





**Date**

2016

2017

2018

**Quarter**

Q1

Q2

Q3

Q4

**Jurisdiction**

ORANGEVILLE

SHELBURNE

SOUTHGATE TWP

WELLINGTON NOR...

(blank)

CLEARVIEW TWP

ERIN

**Incident Type**

Non-Fatal Injury

Other

Property Damage Only

Fatal Injury

(blank)

Jurisdiction: ORANGEVILLE

Quarter: (Multiple Items)

Count of Incident Type	Column Labels	2017	2018	2019	2020	2021	Grand Total
Non-Fatal Injury	2016	4	5	1	1	2	12
Property Damage Only		10	14	21	13	13	121
<b>Grand Total</b>		<b>14</b>	<b>19</b>	<b>22</b>	<b>14</b>	<b>15</b>	<b>133</b>

Wednesday, August 11, 2021

Traffic File Control Register

Report Period: 01-APR-2021 thru 30-JUN-2021

Report Criteria --> Detachment Code starting with {1n00} Report Type equals {\*} Incident Type equals {\*}

Incident	Incident Time	Self-Reported	Location	Jurisdiction	RdHwy Intersection	Incident Type	Primary Cause	Report Type
C 04-Apr-21	17:40	No	10 10	ORANGEVILLE	MCCANNELL RD	Damage Only	Inattentive driver	Motor Vehicle
C 09-Apr-21	14:55	No	BROADWAY	ORANGEVILLE	CENTRE STREET	Non-Fatal Injury	Inattentive driver	Motor Vehicle
C 14-Apr-21	13:30	No	92 First st	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C 19-Apr-21	9:40	No	9 9	ORANGEVILLE	ROLLING HILLS	Damage Only	Following too closely	Motor Vehicle
C 18-Apr-21	14:00	No	50 FOURTH AV	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C 10-Apr-21	12:00	No	PARKVIEW	ORANGEVILLE	LAWRENCE	Damage Only	Improper turn	Motor Vehicle
C 26-Apr-21	13:22	No	CENTRE	ORANGEVILLE	BROADWAY	Damage Only	Inattentive driver	Motor Vehicle
C 28-Apr-21	10:30	No	10 10	ORANGEVILLE	FIFTH	Damage Only	Improper lane change	Motor Vehicle
C 26-Apr-21	12:10	No		ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
I 02-Apr-21	12:00	No	Unknown	ORANGEVILLE	UNKNOWN	Damage Only	Unknown	Motor Vehicle
I 25-Apr-21	13:45	No	SARAH	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C 09-May-21	8:05	No	95 FIRST ST	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C 11-May-21	18:30	No	CHURCH	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C 14-May-21	16:30	No	BROADWAY	ORANGEVILLE	TOWNLINE	Damage Only	Improper turn	Motor Vehicle
C 14-May-21	19:27	No	9 9	ORANGEVILLE	OAK RIDGE DR	Damage Only	Inattentive driver	Motor Vehicle
C 16-May-21	17:08	No	109	ORANGEVILLE		Non-Fatal Injury	Fail to Share	Off-Road Vehicle
C 22-May-21	14:07	No	BROADWAY	ORANGEVILLE	FIRST ST	Damage Only	Inattentive driver	Motor Vehicle
C 18-May-21	17:20	No	RIDDELL	ORANGEVILLE	County Road 109	Damage Only	Following too closely	Motor Vehicle
C 21-May-21	15:00	No	BROADWAY	ORANGEVILLE	STREET	Damage Only	Following too closely	Motor Vehicle
C 29-May-21	16:09	No	BROADWAY	ORANGEVILLE	WELLINGTON	Damage Only	Pedestrian	Motor Vehicle
C 29-May-21	17:20	No	BROADWAY	ORANGEVILLE		Damage Only	Other	Motor Vehicle
C 24-May-21	14:01	No	TOWNLINE	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C 20-May-21	12:30	No	FIRST ST	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C 02-Jun-21	16:03	No	CLARA	ORANGEVILLE	ZINA ST	Non-Fatal Injury	for Driver	Motor Vehicle
C 04-Jun-21	18:00	No	TOWNLINE	ORANGEVILLE	BROADWAY	Damage Only	Following too closely	Motor Vehicle
C 05-Jun-21	12:00	No	PRINCESS	ORANGEVILLE	Cardwell	Damage Only	Unknown	Motor Vehicle

C	03-Jun-21	17:30	No	BROADWAY	ORANGEVILLE	FIRST	Damage Only	Inattentive driver	Motor Vehicle
C	09-Jun-21	17:06	No	BROADWAY	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C	09-Jun-21	15:38	No	FIRST	ORANGEVILLE	ZINA ST	Damage Only	Failed to yield right of way	Motor Vehicle
C	10-Jun-21	18:34	No	ELDERBERRY	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C	13-Jun-21	12:27	No	CHISHOLM ST	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C	18-Jun-21	12:44	No	BROADWAY	ORANGEVILLE	veterans way	Damage Only	Disobeyed traffic control	Motor Vehicle
C	21-May-21	12:19	No	BROADWAY	ORANGEVILLE	BLIND	Non-Fatal Injury	Pedestrian	Motor Vehicle
C	19-Jun-21	14:34	No	10 FOURTH	ORANGEVILLE	HIGHWAY 10	Damage Only	Inattentive driver	Motor Vehicle
C	19-Jun-21	16:51	No	FIRST	ORANGEVILLE	HANSEN	Damage Only	Lost control	Motor Vehicle
C	14-Jun-21	17:00	No	ELIZABETH	ORANGEVILLE	ADA STREET	Damage Only	Inattentive driver	Motor Vehicle
C	20-Jun-21	16:20	No	10 10	ORANGEVILLE	FIFTH	Damage Only	Improper lane change	Motor Vehicle
C	22-Jun-21	9:06	No	10 10	ORANGEVILLE	FOURTH	Damage Only	Following too closely	Motor Vehicle
I	23-Jun-21	13:40	No	TOWNLINE	ORANGEVILLE	CENTURY RD	Damage Only	Unknown	Motor Vehicle
C	25-Jun-21	14:05	No	ELIZABETH	ORANGEVILLE	FAULKNER	Damage Only	Failed to yield right of way	Motor Vehicle
C	09-Jun-21	21:00	No	DIANE	ORANGEVILLE	CAMBRIDGE	Damage Only	Inattentive driver	Motor Vehicle
I	16-Jun-21	22:00	No	BUENA VISTA DR	ORANGEVILLE		Damage Only	Inattentive driver	Motor Vehicle
C	05-Jun-21	12:20	No	RIDDELL	ORANGEVILLE	MONTGOMERY	Damage Only	Fail to Share	Motor Vehicle
C	28-Jun-21	11:50	No	95 FIRST ST	ORANGEVILLE		Damage Only	Unknown	Motor Vehicle
C	29-Jun-21	13:56	No	23	ORANGEVILLE	Main Street	Damage Only	Animal - Wild or Domestic	Motor Vehicle
I	15-Jun-21	14:30	No	FIRST	ORANGEVILLE		Damage Only	Improper turn	Motor Vehicle
C	22-Jun-21	4:55	No	CENTENNIAL	ORANGEVILLE	RIDDELL	Non-Fatal Injury	Pedestrian	Motor Vehicle



Orangeville False Alarms 01 Apr 21 – 30 Jun 21

Type	Time	Notes
1)	Alarm 2021-04-02 7:43	95 FIRST ST, ORANGEVILLE, DUFFERIN ON Canada L9W 2E8
2)	Alarm 2021-04-02 20:28	ARMSTRONG ST between MILL ST and WELLINGTON ST, ORANGEVILLE ON Canada
3)	Alarm 2021-04-04 17:18	224 CENTENNIAL RD, ORANGEVILLE, ON Canada
4)	Alarm 2021-04-04 23:03	22 FIRST ST, ORANGEVILLE, ON Canada
5)	Alarm 2021-04-05 3:17	150 FIRST ST, ORANGEVILLE, ON Canada
6)	Alarm 2021-04-05 13:55	75 FOURTH AV, ORANGEVILLE, ON Canada
7)	Alarm 2021-04-06 18:44	60 CHISHOLM ST, Unit 67, ORANGEVILLE, ON Canada L9W 4P9
8)	Alarm 2021-04-07 8:05	215 CENTENNIAL RD, # 9, ORANGEVILLE, ON Canada
9)	Alarm 2021-04-07 18:35	33A BROADWAY, # 3, ORANGEVILLE, ON Canada
10)	Alarm 2021-04-10 2:48	46 DAWSON RD, ORANGEVILLE, ON Canada
11)	Alarm 2021-04-10 17:32	PARKINSON CR between DREW BROWN BV and HANSEN BV, ORANGEVILLE ON Canada
12)	Alarm 2021-04-11 6:43	95 FIRST ST, ORANGEVILLE, DUFFERIN ON Canada L9W 2E8
13)	Alarm 2021-04-15 7:52	275 ALDER ST, ORANGEVILLE, ON Canada (ARENA)
14)	Alarm 2021-04-16 20:05	75 ALDER ST, # 7, ORANGEVILLE, ON Canada
15)	Alarm 2021-04-17 2:01	95 FIRST ST, ORANGEVILLE, DUFFERIN ON Canada L9W 2E8
16)	Alarm 2021-04-22 15:00	95 FIRST ST, ORANGEVILLE, DUFFERIN ON Canada L9W 2E8
17)	Alarm 2021-04-23 6:44	220 CENTENNIAL RD, ORANGEVILLE, ON Canada
18)	Alarm 2021-04-25 14:51	40 CENTENNIAL RD between COMMERCE RD and TIDEMAN DR, ORANGEVILLE ON Canada
19)	Alarm 2021-04-26 7:56	38 BROADWAY, ORANGEVILLE, ON (KFC TACO BELL)
20)	Alarm 2021-04-26 14:50	210 BROADWAY, # 202, ORANGEVILLE, ON Canada (PIZZA PIZZA)
21)	Alarm 2021-04-29 8:01	1 ELIZABETH ST, ORANGEVILLE, ON Canada
22)	Alarm 2021-05-04 6:29	88 FIRST ST, # 4 ORA, ORANGEVILLE, ON Canada (TOPPERS)
23)	Alarm 2021-05-07 8:48	3 BENJAMIN CR, ORANGEVILLE, ON Canada
24)	Alarm 2021-05-08 3:48	99 FIRST ST, ORANGEVILLE, ON Canada
25)	Alarm 2021-05-08 10:31	75 FOURTH AV, ORANGEVILLE, ON Canada (FIONN MACCOOLS)
26)	Alarm 2021-05-08 10:48	75 FOURTH AV, ORANGEVILLE, ON Canada (FIONN MACCOOLS)
27)	Alarm 2021-05-15 5:14	300 ALDER ST, ORANGEVILLE, ON Canada (WESTSIDE SECONDARY SCHOOL)
28)	Alarm 2021-05-15 23:15	300 ALDER ST, ORANGEVILLE, ON Canada (WESTSIDE SECONDARY SCHOOL)
29)	Alarm 2021-05-16 10:57	14 DREW BROWN BV, ORANGEVILLE, ON Canada
30)	Alarm 2021-05-25 3:58	40 CENTENNIAL RD between COMMERCE RD and TIDEMAN DR, ORANGEVILLE ON Canada
31)	Alarm 2021-05-30 18:38	10 MASON ST, ORANGEVILLE, ON Canada

- 32) Alarm 2021-06-02 0:45 520 RIDDELL RD, ORANGEVILLE, ON Canada L9W 5G1
- 33) Alarm 2021-06-02 20:25 210 BROADWAY, Suite 201, ORANGEVILLE, ON Canada (PROBATION OFFICE)
- 34) Alarm 2021-06-03 4:47 77 BROADWAY, ORANGEVILLE, ON Canada
- 35) Alarm 2021-06-04 0:08 235 CENTENNIAL RD, ORANGEVILLE, DUFFERIN ON Canada L9W 5K9 (STARBUCKS)
- 36) Alarm 2021-06-05 14:43 210 BROADWAY, Suite 201, ORANGEVILLE, ON Canada (PROBATION OFFICE)
- 37) Alarm 2021-06-11 3:43 48 CENTENNIAL RD, Unit 1, ORANGEVILLE, ON Canada
- 38) Alarm 2021-06-13 21:52 150 FIRST ST, ORANGEVILLE, ON Canada
- 39) Alarm 2021-06-15 5:26 655 RIDDELL RD, ORANGEVILLE, ON Canada (DUFFERIN CHILD AND FAMILY SERVICES)
- 40) Alarm 2021-06-15 8:50 520 RIDDELL RD, # J, ORANGEVILLE, ON Canada (PHARMA PLUS)
- 41) Alarm 2021-06-17 0:37 50 BROADWAY, ORANGEVILLE, ON Canada L9W 1J4 (TOP TECH.)
- 42) Alarm 2021-06-18 7:01 9 CENTRE ST, ORANGEVILLE, ON Canada L9W 2W9 (ORANGEVILLE POLICE SERVICE)
- 43) Alarm 2021-06-18 20:42 210 BROADWAY, ORANGEVILLE, ON Canada (PIZZA PIZZA)
- 44) Alarm 2021-06-19 15:28 170 LAKEVIEW CT, # 2, ORANGEVILLE, ON Canada
- 45) Alarm 2021-06-20 7:31 276 BROADWAY, ORANGEVILLE, ON Canada
- 46) Alarm 2021-06-21 23:45 22 FAULKNER ST, ORANGEVILLE, ON Canada (ORANGEVILLE DSS)
- 47) Alarm 2021-06-24 9:47 78 CENTENNIAL RD, # 8, ORANGEVILLE, ON Canada
- 48) Alarm 2021-06-24 20:34 210 BROADWAY, # 101, ORANGEVILLE, ON Canada (PIZZA PIZZA)
- 49) Alarm 2021-06-25 23:40 5 BUENA VISTA DR, ORANGEVILLE, ON Canada (BOSTON PIZZA)
- 50) Alarm 2021-06-26 2:16 215 CENTENNIAL RD, # 9, ORANGEVILLE, ON Canada
- 51) Alarm 2021-06-26 21:59 114 BROADWAY, # 1, ORANGEVILLE, ON Canada (UP YER KILT)
- 52) Alarm 2021-06-28 19:57 75 ALDER ST, # 7, ORANGEVILLE, ON Canada (DAISY MART)
- 53) Alarm 2021-06-28 22:42 211 BROADWAY, ORANGEVILLE, ON Canada
- 54) Alarm 2021-06-29 17:30 60 CHISHOLM ST, Unit 67, ORANGEVILLE, ON Canada L9W 4P9
- 55) Alarm 2021-05-31 11:50 10 LOUISA ST, ORANGEVILLE, DUFFERIN ON Canada L9W 3P9 (ONTARIO COURT OF JUSTICE)

Hello Supt. Ward

This is a short email to let you know that I really appreciate the job OPP is doing here in Orangeville. I have lived in Orangeville for 56 plus years and without a doubt, switching from the OPS to OPP was the smartest move Orangeville has made in a long, long time. I live at 43 Bythia St and we had a real problem in the neighborhood with a drug house at #50 Bythia. OPS always had better things to do than to come when called about issues with that drug house. When OPP came the problem was solved.

Officer Bruce Lemke gave me your email address. He is a fine man.

Again, thank you and to your officers for the improvements in policing here in town. I look forward to many more years of knowing how much safer and confident I feel (and I am sure many more citizens, too) with OPP here and OPS disbanded and gone.

Keep up the good work and stay safe.

Patrick Neely

43 Bythia St, Apt 602

Orangeville.

**From:** [Mary Lou Archer](#)  
**To:** [Lee, James Y. \(SOLGEN\)](#)  
**Cc:** [Todd Taylor](#); [Ward, Terry R. \(OPP\)](#); [McLagan, David \(OPP\)](#); [Moore, Jay \(OPP\)](#); [Nandini Syed](#); [Andrea McKinney](#)  
**Subject:** Community Safety & Policing Grant – Provincial Stream (Human Trafficking Initiatives) Year 1 - Final Report  
**Date:** Friday, August 20, 2021 11:45:49 AM  
**Attachments:** [CSP Grant Provincial Stream - Schedule H - Final Report - August, 2021.xlsx](#)  
[Signed CSP Grant Provincial Stream Final Report August 20, 2021.pdf](#)  
[Supporting Doc."s - CSP Prov. Streams Grant - Yr. 1 Final Report.pdf](#)

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Good Morning,

Please find attached the following submissions for the Community Safety & Policing Grant – Provincial Stream (Human Trafficking Initiatives) Year 1 - Final Report:

- An electronic version of the CSP Grant Provincial Stream – Final Report;
- A PDF version of the above signed by our Police Services Board Chair; and
- A PDF of all documents supporting the Final Financial Report.

If you require anything else please don't hesitate to be in touch.  
Thanks for all your support on this matter.

Sincerely,

Mary Lou

**Mary Lou Archer | Special Projects Officer | Corporate Services**  
**Town of Orangeville** | 87 Broadway | Orangeville, ON L9W 1K1  
519-941-0440 Ext. 2214 | Toll Free 1-866-941-0440 Ext 2214  
marcher@orangeville.ca | [www.orangeville.ca](http://www.orangeville.ca)

**CSP GRANT - PROVINCIAL PRIORITIES FUNDING STREAM  
SCHEDULE H - FINAL REPORT (YEAR 1 - 2020-21)  
COVER SHEET**

Police Services Board Name:	Orangeville Police Services Board
Initiative Name:	Ensuring the Orangeville OPP in collaboration with Dufferin OPP has the resources and trained officers able to assist in the goal of combating Human Trafficking
Start Date:	October 1, 2020
End Date:	July 31, 2021

**CONTACT INFORMATION (POLICE SERVICE):**

First Name:	David
Last Name:	McLagan
Title:	Staff Sergeant
Tel. #:	519-942-1711
Email Address:	<a href="mailto:David.McLagan@opp.ca">David.McLagan@opp.ca</a>
Address:	390 C Line
Town/City:	Orangeville
Province:	Ontario
Postal Code:	L9W 3Z8

**CONTACT INFORMATION (POLICE SERVICES BOARD):**

First Name:	Todd
Last Name:	Taylor
Title:	Police Services Board Chair
Tel. #:	519-941-0440
Email Address:	<a href="mailto:ttaylor@orangeville.ca">ttaylor@orangeville.ca</a>
Address:	87 Broadway
Town/City:	Orangeville
Province:	Ontario
Postal Code:	L9W 1K1



**FINAL FINANCIAL REPORT (YEAR 1 - 2020-21)**

**Instructions**

Please complete the Final Financial Report and submit all itemized receipts and/or invoices that correspond to funding spent from April 1, 2021 to July 31, 2021. Transaction slips for debit/credit cards on their own will not be accepted. Please note that any deviation to the line items in the approved budget must be approved by the ministry.

Instructions for completing this report:

1. Please complete Part A: Financial Summary (sections highlighted in grey).
  2. For Part B, please fill in the budget line items (Column C) and associated Ministry Allocation (Column D).
  3. Please copy and paste the amount spent between April 1, 2020 to March 31, 2021 (Column E) from your original year 1 Final Report.
  4. Please fill in funding spent from April 1, 2021 to July 31, 2021 from year 1 allocation (Column F) for each line item.
  5. Please clearly indicate how the receipts and/or invoices correspond to each line item by numbering each receipt/invoice and indicating the receipt/invoice number(s) (Column F) for each line item. Please provide proof of expense (e.g., payroll report) if you have requested funding for personnel.
  6. Please put any comments regarding the budget items in Column J. If underspent in any budget item, please provide an explanation.
- Note: Total Expenditures (Column G) is auto-calculated based on Funding Spent from April 1, 2020 to March 31, 2021 (Column E) from your original year 1 Final Report, plus Funding Spent from April 1, 2021 to July 31, 2021 from year 1 allocation (Column F). Balance (Column I) is auto-calculated based on the difference between Ministry Allocation (Column D) and Total Expenditures (Column G).

**PART A: Financial Summary**

Name of Police Services Board:	Orangeville Police Services Board
Initiative Name:	Ensuring the Orangeville OPP in collaboration with Dufferin OPP has the resources and trained officers able to assist in the goal of combating Human Trafficking
Total Approved Amount (Year 1):	\$62,380.84
Funding Spent from April 1, 2020 to March 31, 2021:	\$40,546.60
Funding Spent from April 1, 2021 to July 31, 2021 (from year 1 allocation):	\$21,851.88
Balance:	0

**PART B: Financial Details**

#	Budget Item	Ministry Allocation (Year 2)	Funding Spent from April 1, 2020 to March 31, 2021 (copy from original year 1 Final Financial Report)	Funding Spent from April 1, 2021 to July 31, 2021 (from year 1 allocation)	Total Expenditures	Proof of Expense (e.g. Itemized receipts, invoices)	Balance	Comments (i.e. explain if underspent, explain if a change request has been made, etc.)
PERSONNEL (e.g., salaries and secondments)								
1	Salaries and benefits covered for officers while attending training	\$10,130.64	\$0.00		\$0.00		\$10,130.64	CPC offered the HTIC course January 25th until February 2nd & by the time we received notification of grant award registration was full. Due to the pandemic they have not offered an additional course in 2021 & at this time the OPP has been unable to source a comparable course.
2	Salaries of one officer (investigative) (1/3) annual salary	\$34,552.00	\$34,552.00		\$34,552.00		\$0.00	see attached OPP salary schedule
3					\$0.00		\$0.00	
4					\$0.00		\$0.00	
5					\$0.00		\$0.00	
6					\$0.00		\$0.00	
7					\$0.00		\$0.00	
8					\$0.00		\$0.00	
9					\$0.00		\$0.00	
10					\$0.00		\$0.00	

Revised - September 21, 2021 Orangeville Police Services Board Package

<i>Personnel Sub-Total</i>		\$44,682.64	\$34,552.00	\$0.00	\$34,552.00	N/A	\$10,130.64	
EXTERNAL CONSULTANT (e.g., third party services)								
1					\$0.00		\$0.00	
2					\$0.00		\$0.00	
3					\$0.00		\$0.00	
4					\$0.00		\$0.00	
5					\$0.00		\$0.00	
6					\$0.00		\$0.00	
7					\$0.00		\$0.00	
<i>External Consultant Sub-Total</i>		\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00	
ENGAGEMENT AND EDUCATION (e.g., community engagement, awareness and education)								
1					\$0.00		\$0.00	
2					\$0.00		\$0.00	
3					\$0.00		\$0.00	
4					\$0.00		\$0.00	
5					\$0.00		\$0.00	
6					\$0.00		\$0.00	
7					\$0.00		\$0.00	
8					\$0.00		\$0.00	
9					\$0.00		\$0.00	
10					\$0.00		\$0.00	
<i>Engagement and Education Sub-Total</i>		\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00	
TRAINING (e.g., training for officers and community partners)								
1	Human Trafficking Investigator's Course at CPC x three (3) officers (\$3,901.20 per course)	\$11,703.60	\$0.00	\$0.00	\$0.00		\$11,703.60	CPC offered the HTIC course January 25th until February 2nd & by the time we received notification of grant award registration was full. Due to the pandemic they have not offered an additional course in 2021 & at this time the OPP has been unable to source a comparable course.
2	CPKN Introduction to Human Trafficking (\$25.00) per officer	\$1,000.00	\$1,000.00		\$1,000.00		\$0.00	registered, with a completion target of March 19, 2021
3	Train approximately 75 frontline officers (from Dufferin OPP & adjacent detachments; Caledon, Wellington & Nottawasaga based on availability) - on Introduction to Human Trafficking Interdiction			\$17,055.03	\$17,055.03		\$17,055.03	As result of the CPC training being unavailable a change request and extension was made for a local Education Event. The training took place on July 30th, 2021 in collaboration with the following community partners: Caledon/Dufferin Victim Services, Child & Youth Advocacy Centre of Simcoe/Muskoka Simcoe, Family Transition Place & Choices Youth Shelter. We were able to accommodate 31 officers, along with community partners & speakers & meet current Public Health COVID-19 protocols. See attached invoices.
4					\$0.00		\$0.00	
5					\$0.00		\$0.00	
6					\$0.00		\$0.00	
7					\$0.00		\$0.00	
8					\$0.00		\$0.00	

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9						\$0.00		\$0.00	
10						\$0.00		\$0.00	
	<i>Training Sub-Total</i>	\$12,703.60	\$1,000.00	\$17,055.03	\$18,055.03		N/A	\$5,351.43	
<b>RESEARCH AND ANALYSIS (e.g., demonstrating outcomes, research into new policing techniques, evaluations, tools and resources)</b>									
1						\$0.00		\$0.00	
2						\$0.00		\$0.00	
3						\$0.00		\$0.00	
4						\$0.00		\$0.00	
5						\$0.00		\$0.00	
6						\$0.00		\$0.00	
7						\$0.00		\$0.00	
8						\$0.00		\$0.00	
9						\$0.00		\$0.00	
10						\$0.00		\$0.00	
	<i>Research and Analysis Sub-Total</i>	\$0.00	\$0.00	\$0.00	\$0.00		N/A	\$0.00	
<b>EQUIPMENT (e.g., to support community safety service delivery)</b>									
1	purchase an In-Vehicle Rapid Deployment Observation Kit. (RDOK)	\$4,994.60	4994.6	\$0.00	\$4,994.60			\$0.00	RDOK was purchased 21JAN21
2	Purchase mobile technology units to facilitate on-site interviews as part of a victim centred approach which would include: 2 camcorders capable of video and audio recording and 1 camera and accessories such as tripod, extra batteries and a hard sided case to transport the equipment from detachment to the location of the interviews.			\$4,796.85	\$4,796.85			\$4,796.85	See attached invoice from Bock Optronics Inc. Invoice # 76853The \$17.64 balance will be covered by an in-kind donation by the OPP. These mobile units will allow victims to be interviewed on site in collaboration with the Crisis Integration Team as part of a Victim Centered Approach.
3						\$0.00		\$0.00	
4						\$0.00		\$0.00	
5						\$0.00		\$0.00	
6						\$0.00		\$0.00	
7						\$0.00		\$0.00	
8						\$0.00		\$0.00	
9						\$0.00		\$0.00	
10						\$0.00		\$0.00	
	<i>Equipment Sub-Total</i>	\$4,994.60	\$4,994.60	\$4,796.85	\$9,791.45		N/A	\$4,796.85	
<b>OTHER (e.g., costs associated with implementing the initiative(s) and development of new/improved services/programs)</b>									
1						\$0.00		\$0.00	
2						\$0.00		\$0.00	
3						\$0.00		\$0.00	
4						\$0.00		\$0.00	
5						\$0.00		\$0.00	
6						\$0.00		\$0.00	
7						\$0.00		\$0.00	
8						\$0.00		\$0.00	
9						\$0.00		\$0.00	
10						\$0.00		\$0.00	
	<i>Other Sub-Total</i>	\$0.00	\$0.00	\$0.00	\$0.00		N/A	\$0.00	
	<b>TOTAL</b>	<b>\$62,380.84</b>	<b>\$40,546.80</b>	<b>\$21,851.88</b>	<b>\$62,398.48</b>		<b>N/A</b>	<b>\$17.64</b>	

FINAL ACTIVITIES REPORT (YEAR 1 - 2020-21)			
Please provide a brief summary of all of the activities that were completed throughout Year 1 of your initiative(s).			
<p>The objective of this grant initiative was to prevent Human Trafficking in our community by protecting our most vulnerable residents and bringing any perpetrators to justice as well build partnerships to combat Human Trafficking in a multi-sectoral approach. To accomplish the goal, the Dufferin OPP will engage the 69 sworn officers in education initiatives to assist them in identifying potential victims or perpetrators of Human Trafficking. It was identified that the officers must have the knowledge, skills and abilities to assess situations and develop strategies to protect the victims and obtain the assistance they need, as well provide the officers with the tools they require to successfully prosecute and bring perpetrators to justice. The police must also work to bring the multi-sector community partners together to combat and eliminate Human Trafficking in our community. As result of the notification of the grant award in mid-January 2021 and the end of the grant cycle being March 31, 2021 it has been a brief period to work on the grant initiatives. The OPP were successful in enrolling all of its officers in an Introduction to Human Trafficking Course as well, they have completed the purchase of an In-vehicle rapid deployment observation kit (RDOK). The Surveillance equipment will provide prosecutors with not only accurate accounts from officers but will provide prosecutors with digital documentation which will assist in successful prosecutions. On July 30, 2021 a local Human Trafficking Education Day was held with officers from adjacent detachments as well as local community partners. The intent of this training event was very to improve officer awareness, as well, assist them in developing strategies to protect victims &amp; connect them to all appropriate community supports.</p>			
Please describe in writing the results of your performance measures and outcomes. Specifically, please explain how your initiative(s) is addressing/has addressed your chosen CSP Grant objective(s).			
<p>The OPP has been successful in providing baseline training to it's front line officers on Human Trafficking. This training will provide a better understanding of the offence of human trafficking, pertinent legislation and general victim service guidelines. It will also enable officers in the field to better detect and investigate potential human trafficking cases, identify potential victims, and provide greater assistance to victims of human trafficking. The OPP was also successful through their partnership with Caledon/Dufferin Victim Services to identify and work with some new community partners as outlined below. As result of the pandemic the opportunity for training at the Canadian Police College (CPC) was not available. To replace the training that was unavailable at CPC the OPP hosted a Human Trafficking Education Training Event. The training was able to accommodate 31 officers from the OPP Central West Region including Dufferin, Caledon, Nottawasaga and Huronia West Detachments. As well we had participation from the following community partners: Caledon/Dufferin Victim Services, Family Transition Place, Choices Youth Shelter and the Town of Orangeville. The training took place on July 30, 2021. We had to limit the number of participants to ensure we were in compliance with the local Public Health Protocols. This change in training objective in no way negatively impacted the focus and initiatives of this grant but in fact enhanced our goals.</p>			
Please describe the role of partners in the delivery of your initiative. Were any new partnerships established? How were existing partnerships leveraged?			
<p>The role of Caledon Dufferin Victim Service is critical to this grant initiative. Police collaboration with victim service providers is key to ensuring that victims of human trafficking are promptly connected to appropriate services. Collaboration helps to get victims on a path to recovery sooner, and also supports investigations, because victims may feel better supported to endure a judicial process. Victim Services also provides a gateway or conduit to other Dufferin community agencies such as Family Transition Place (FTP), CRY NDT and White Owl Native Ancestry Association and Choices Youth Shelter. Protocols between Victim Services and other community agencies ensure that roles are clarified in advance of client contact and victims of violence and abuse receive wrap around support that is both responsive and coordinated. Victim Services has provided training to OPP and community partners on the intersection of technology and sexual exploitation of children and youth, prevention programs and actions to advance the dialogue about HT in Canada and understanding the support needs of victims through hearing survivor's voices and the experiences of those who help them on their healing journey. Also working with Family Transition Place (FTP) women's shelter and the newly formed Mobile Integrated Crisis Team, mobile counseling &amp; support will be available to victims of sexual assault, trafficking and intimate partner violence when police are called to a scene. As part of this mobile response the purchase of the two camcorders and a camera will assist officers in obtaining a statement on scene where appropriate and this will be a real asset to our victim centered approach in Dufferin County.</p>			
Please complete the following SWOT analysis for your initiative(s).			
STRENGTHS <i>(i.e., key highlights/successes of your initiative(s), resources/assets dedicated to the initiative(s), etc.)</i>	WEAKNESSES <i>(i.e., areas requiring improvement, obstacles/challenges faced, resource limitations, etc.)</i>	OPPORTUNITIES <i>(i.e., factors that can improve the initiative(s), areas to build strength, etc.)</i>	THREATS <i>(i.e., potential negative impacts to initiative(s), external factors that can endanger performance/outcomes, etc.)</i>
<ul style="list-style-type: none"> <li>As a provincial organization the OPP has many specialty units and resources available for access should incidents take place in the Dufferin Community</li> <li>The OPP have well established relationships with the Leaders in Human Trafficking prevention such as the Canadian Centre for Child Protection with access to innovation tools such as Project Arachnid used to combat the growing proliferation of child sexual abuse material (CSAM) on the internet, helping to accelerate the detection and facilitating the removal of this harmful material.</li> <li>The OPP are actively working with law enforcement agencies in neighbouring jurisdictions and sharing information. Even though there has not been much activity reported in Dufferin in this period, it is as result of information exchange that known perpetrators living in Dufferin County are being closely monitored.</li> <li>The OPP have invited Caledon/Dufferin Victim Services to conduct platoon meetings with all frontline officers to ensure they are fully aware of how to make appropriate referrals to their service and other community agencies.</li> <li>The OPP has a strong working relationship of over 30 years with the local victim services agency Caledon/Dufferin Victim Services. The Ontario Provincial Police have developed an Anti-Human Trafficking Investigations Coordination Team, which enhances investigative capacity and police coordination, and supports a team-based, victim-centred approach throughout Ontario. The team monitors and maintains the Human Trafficking Strategy email which includes 35 partnering municipal police services, First Nations police services in Ontario and the RCMP. The team distributes information pertaining to Human Trafficking investigations through their strategy email including attempts to identify victims or suspected traffickers, along with bulletins of persons wanted for Human Trafficking offences and the distribution of trends and educational materials. The Anti-Human Trafficking Investigations Coordination Team attended the Training Day in Dufferin on July 30th, 2021 and provided all participants with valuable resources and information on how to engage their team when needed.</li> </ul>	<ul style="list-style-type: none"> <li>Locally in the towns of Orangeville and Shelburne, the OPP detachment is new to providing police services for these communities. Many new officers are establishing relationships with local social services organizations and personnel. There has been an added layer of complexity due to COVID and the virtual nature of many multidisciplinary/interagency meetings.</li> <li>COVID has limited in-person contact with the general public due to multiple stay at home orders which has limited general public interaction with police.</li> <li>Many victims of human trafficking do not identify as victims. It is common for victims to believe that their traffickers are helping or caring for them, and therefore they may show their loyalty to their traffickers. This does not mean that they are not victims.</li> </ul>	<ul style="list-style-type: none"> <li>Ministry funding of the Victim Quick Response Program+ has provided increased avenues for victims of human trafficking &amp; their families to get quick assistance and safety measures locally and Caledon/Dufferin Victim Services has a network of local service providers ready to support victims attempting to exit the controls of their traffickers.</li> <li>New HT restraining order process which provides a powerful tool for victims – allowing police to empower victims in actively participating in keeping safe.</li> <li>Human trafficking joint trainings facilitated by partner agencies furthering the provincial anti-human trafficking initiatives.</li> <li>Newly established collaborative in our Dufferin (Crynot.ca) is seeking to reduce and eliminate Human Trafficking by: <ul style="list-style-type: none"> <li>raising awareness,</li> <li>fostering collaboration among like groups and organizations,</li> <li>education/outreach campaigns,</li> <li>equipping responsible adults with connections and resources available to defeat the Human Trafficking threat. Partnership with the newly established Mobile Crisis Integrated Team to provide victims with on-scene support and counselling &amp; make immediate connections to community partners</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The pandemic will continue to have an impact on trafficking. People who have lost jobs and don't qualify for government benefits have become more vulnerable, as have youth who have been spending more time online. Traffickers are known to troll social media sites to find a youth who is feeling down and then they'll start chatting with them developing a relationship that affords an opportunity to groom them for Human Trafficking</li> <li>Traffickers continually changing tactics and where they are luring new victims</li> <li>Increase of HT traffickers utilizing Airbnb and private residences rather than motels/hotels for exchange of sex</li> <li>Huge profits to be made through human trafficking – ongoing demand for sex and cheap labour</li> <li>Inherent vulnerability of youth and members of society willing to exploit this</li> </ul>



FINAL ACTIVITIES REPORT (YEAR 1 - 2020-21)			
Please provide a brief summary of all of the activities that were completed throughout Year 1 of your initiative(s).			
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Please describe in writing the results of your performance measures and outcomes. Specifically, please explain how your initiative(s) is addressing/has addressed your chosen CSP Grant objective(s).			
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STRENGTHS (i.e., key highlights/successes of your initiative(s), resources/assets dedicated to the initiative(s), etc.)	WEAKNESSES (i.e., areas requiring improvement, obstacles/challenges faced, resource limitations, etc.)	OPPORTUNITIES (i.e., factors that can improve the initiative(s), areas to build strength, etc.)	THREATS (i.e., potential negative impacts to initiative(s), external factors that can endanger performance/outcomes, etc.)
<ul style="list-style-type: none"> <li>As a provincial organization the OPP has many specialty units and resources available for access should incidents take place in the Dufferin Community</li> <li>The OPP have well established relationships with the Leaders in Human Trafficking prevention such as the Canadian Centre for Child Protection with access to innovation tools such as Project Arachnid used to combat the growing proliferation of child sexual abuse material (CSAM) on the internet, helping to accelerate the detection and facilitating the removal of this harmful material.</li> <li>The OPP are actively working with law enforcement agencies in neighbouring jurisdictions and sharing information. Even though there has not been much activity reported in Dufferin in this period, it is as result of information exchange that known perpetrators living in Dufferin County are being closely monitored.</li> <li>The OPP have invited Caledon/Dufferin Victim Services to conduct platoon meetings with all frontline officers to ensure they are fully aware of how to make appropriate referrals to their service and other community agencies.</li> <li>The OPP has a strong working relationship of over 30 years with the local victim services agency Caledon/Dufferin Victim Services. The Ontario Provincial Police have developed an Anti-Human Trafficking Investigations Coordination Team, which enhances investigative capacity and police coordination, and supports a team-based, victim-centred approach throughout Ontario. The team monitors and maintains the Human Trafficking Strategy email which includes 35 partnering municipal police services, First Nations police services in Ontario and the RCMP. The team distributes information pertaining to Human Trafficking investigations through their strategy email including attempts to identify victims or suspected traffickers, along with bulletins of persons wanted for Human Trafficking offences and the distribution of froids and educational materials. The Anti-Human Trafficking Investigations Coordination Team attended the Training Day in Dufferin on July 30th, 2021 and provided all participants with valuable resources and information on how to engage their team when needed.</li> </ul>	<ul style="list-style-type: none"> <li>Locally in the towns of Orangeville and Shelburne, the OPP detachment is new to providing police services for these communities. Many new officers are establishing relationships with local social services organizations and personnel. There has been an added layer of complexity due to COVID and the virtual nature of many multidisciplinary/interagency meetings.</li> <li>COVID has limited in-person contact with the general public due to multiple stay at home orders which has limited general public interaction with police.</li> <li>Many victims of human trafficking do not identify as victims. It is common for victims to believe that their traffickers are helping or caring for them, and therefore they may show their loyalty to their traffickers. This does not mean that they are not victims.</li> </ul>	<ul style="list-style-type: none"> <li>Ministry funding of the Victim Quick Response Program+ has provided increased avenues for victims of human trafficking &amp; their families to get quick assistance and safety measures locally and Caledon/Dufferin Victim Services has a network of local service providers ready to support victims attempting to exit the controls of their traffickers.</li> <li>New HT restraining order process which provides a powerful tool for victims – allowing police to empower victims in actively participating in keeping safe.</li> <li>Human trafficking joint trainings facilitated by partner agencies furthering the provincial anti-human trafficking initiatives.</li> <li>Newly established collaborative in our Dufferin (Crynot.ca) is seeking to reduce and eliminate Human Trafficking by: <ul style="list-style-type: none"> <li>raising awareness,</li> <li>fostering collaboration among like groups and organizations,</li> <li>education/outreach campaigns,</li> <li>equipping responsible adults with connections and resources available to defeat the Human Trafficking threat. Partnership with the newly established Mobile Crisis Integrated Team to provide victims with on-scene support and counselling &amp; make immediate connections to community partners.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The pandemic will continue to have an impact on trafficking. People who have lost jobs and don't qualify for government benefits have become more vulnerable, as have youth who have been spending more time online. Traffickers are known to troll social media sites to find a youth who is feeling down and then they'll start chatting with them developing a relationship that affords an opportunity to groom them for Human Trafficking.</li> <li>Traffickers continually changing tactics and where they are luring new victims</li> <li>Increase of HT traffickers utilizing Airbnb and private residences rather than motels/hotels for exchange of sex</li> <li>Huge profits to be made through human trafficking – ongoing demand for sex and cheap labour</li> <li>Inherent vulnerability of youth and members of society willing to exploit this</li> </ul>

**FINAL PERFORMANCE MEASURES REPORT (YEAR 1 - 2020-21)**

**Instructions for completing this report:**

**For Part A: Provincially-Identified Outcomes**

1. List out the same Outcomes (Column B) and Performance Indicators (Column C) selected on your original application.
2. Provide your Baseline data (Column D) and Target (Column E) as indicated in your original application. If your Baseline and/or Target have been adjusted, please reflect these changes and explain in the Additional Comments section (Column H).
3. Provide current data on your performance indicators (Column F) to demonstrate progress towards reaching your Target from the start of the initiative to July 31, 2021. Note: Please insert actual data on your performance indicators.
4. Indicate whether the outcomes were achieved with a brief explanation (Column G).

**For Part B: Locally-Identified Outcomes**

1. List out the same Expected Outcomes (Column B) and Performance Indicators (Column C) from your original application.
2. Provide the Baseline data (Column D) and Target (Column E) as indicated in your original application. If your Baseline and/or Target have been adjusted, please reflect these changes and explain in the Additional Comments section (Column H).
3. Provide current data on your performance indicators (Column F) to demonstrate progress towards reaching your Target from the start of the initiative to July 31, 2021 (Column F). Note: Please insert actual data on your performance indicators.
4. Indicate whether the outcomes were achieved with a brief explanation (Column G).

**PART A: Provincially-Identified Outcomes (Populate from the "OUTCOMES" section of your application)**

#	Expected Outcome	Performance Indicators	Baseline	Target	Year 1 Results Achieved (insert actual data)	Achieved Outcomes Yes/No (Explain)	Additional Comments
1	Decrease in human trafficking	Increase in the number of officers trained in addressing human trafficking. All 68 officers making up the Orangeville and Dufferin Detachments will complete the Introduction to Human Trafficking Course through CPKN	Basic Knowledge Training - 0 Officers	Basic Knowledge - All sixty-nine (68) officers (100%) will be trained with a basic knowledge of Human Trafficking enforcement and victim management.	All Officers have been enrolled in the Introduction to Human Trafficking Course - Please see attached registration document	Registered but not complete yet	The officers were enrolled in the CPKN course on January 26, 2021.
		Increase in the number of trained Human Trafficking Investigators	Human Trafficking Investigators - 0 Officers are trained Human Trafficking Investigators at the Orangeville Detachment	Human Trafficking Investigators - Three (3) officers per year, over the two (2) year grant cycle, for a total of six (6) officers will be trained as qualified Human Trafficking Investigators.	Not at this time	No	CPC offered the HTIC course January 25th until February 2nd & by the time we received notification of grant award registration was full. CPC has indicated that they generally schedule another class in the fall but currently can't confirm due to COVID restrictions. <b>OPP tried to source the training through another resource but there were no comparable courses being offered.</b>
	Decrease in human trafficking	Increase the number officers trained in Introduction to Human Trafficking Interdiction	Currently there are no officers trained in Introduction to Human Trafficking Interdiction.	The target would be to train 65 to 75 frontline officers at the Dufferin Detachment and neighbouring detachments	The training was completed on July 30, 2021. 31 officers were trained from the Dufferin OPP detachment and the following adjacent detachments: Caledon, Huronia West and Nottawasaga	Yes. It was an excellent training day kicked off by our Solicitor General, Sylvia Jones. There were very informative presentations from a H.T. Survivor, Prov. Coordinator for HT Prosecution Team, OPP Joint Forces HT Unit & Client Relations Manager from Simcoe/Muskoka Child Youth Advocacy Centre. We also had participation from the following community partners: Caledon Dufferin Victim Services, Family Transition Place, Dufferin Mobile Crisis Integrated Team and Choices Youth Shelter.	This training took place in lieu of the training that was not available at CPC due to the pandemic. This was an excellent training event that provided the foundation for officers to assess situations, develop strategies on how to best protect the victims and connect them to all appropriate community supports. As well provide the officers with the tools they require to successfully prosecute and bring perpetrators to justice. We were limited by the number of participants as result of the local Public Health Covid-19 Protocols

Increase Community Safety & well-being	Increase in the number of individuals who are referred to the appropriate service provider(s) as a result of the initiative	In 2018-19, OPS/OPP made 14 referrals for victims of Human trafficking to Caledon Dufferin Victim Services. In 2019-2020 HT occurrences referred to CDVS: 25 ( 14 police, 7 self, 4 other agency) New victims referred: 27 – (12 adult females direct victims & 3 youth, immediate family - 3 adult males, 9 adult females Witnesses – 1 adult female 85 follow-up phone contacts and 19 in person contacts Addressed safety concerns 153 times	Increase the referral rate to Caledon Dufferin Victim Services by 5%	<b>2020-2021</b> HT occurrences referred to CDVS: 28 (7 police, 15 self, 6 other agency) New Victims referred: 30 (13 female direct victims 4 youth, 2 male immediate family members, 11 female immediate family members) Follow-up provided 52 times with 52 needs assessments completed, 24 new safety plans completed and 15 safety plans revised. Safety concerns addressed 121 times.	Yes, there has been a 11% increase in the referral rate to the Caledon Dufferin Victim Services.	The OPP's strong relationship with Caledon/Dufferin Victim Services who collaborate with a number of other community support agencies has ensured victims are connected in a timely fashion despite the threats listed in the Final Activities report.

**PART B: Locally-Identified Outcomes (Populate from the "OUTCOMES" section of your application)**

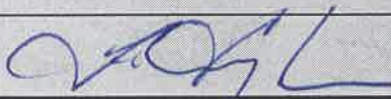
#	Expected Outcome	Performance Indicators	Baseline	Target	Year 2 Results Achieved (insert actual data)	Achieved Outcomes Yes/No (Explain)	Additional Comments
	Train officers to have the knowledge, skills and abilities to prevent Human Trafficking in our community by; learning how to support our most vulnerable residents; effectively bring any perpetrators to justice and build partnerships to combat Human Trafficking	Number of officers trained reference human trafficking	Basic Knowledge Training - 0 officers	Basic Knowledge - All sixty-nine (68) officers (100%) will be trained with a basic knowledge of Human Trafficking enforcement and victim management.	68 officers have been enrolled in the Introduction to Human Trafficking Course through CPKN	The officers enrolled in the course are currently in the process of completing the course.	As result of receiving notification of the grant award on January 11, 2021 the officers were enrolled as promptly as possible.
			Human Trafficking Investigators - 0 Officers	Human Trafficking Investigators - Three (3) officers per year, over the two (2) year grant cycle, for a total of six (6) officers, will be trained as qualified Human Trafficking Investigators.	0 officers have been enrolled in the HTIC course (see additional comments)	No	3 CIB officers will be enrolled at the next offering of this course by the Canadian Police College (CPC). CPC has been unable to confirm dates at this time due to COVID restrictions but expect to be able to offer the HTIC course in Fall of 2021. OPP are also trying source a comparable course in the event CPC does not offer the course this year.





**Authorized Signatory for the Grantee:**

I hereby certify that the information included in this document is true and correct and internal controls were exercised to ensure that all funds allocated to the activities were used in accordance with the Grant agreement, and were not used for any other purpose without the agreement of the Ministry.

First Name	Todd	Last Name	Taylor
Title	Orangeville Police Services Board Chair		
Signature	 Aug 20 / 2021		

Appendix A - OPPA (Uniform) Salary Schedules  
2021

S(M) 846

<u>Rank</u>	<u>Class Code</u>	<u>Class Title</u>	<u>January 1, 2021 to June 30, 2021</u>				<u>July 1, 2021 to December 31, 2021</u>			
			<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>
Cadet	U0134	Cadet	\$21.22	\$848.66	\$1,697.32	\$44,282	\$21.42	\$856.89	\$1,713.78	\$44,711
CS05	05600	Constable, 5th Class	\$27.27	\$1,090.62	\$2,181.24	\$56,907	\$27.53	\$1,101.20	\$2,202.40	\$57,459
CS04	05602	Constable, 4th Class	\$34.76	\$1,390.57	\$2,781.14	\$72,558	\$35.10	\$1,404.06	\$2,808.12	\$73,262
CS03		Constable, 3rd Class	\$39.73	\$1,589.34	\$3,178.68	\$82,929	\$40.12	\$1,604.76	\$3,209.52	\$83,734
CS02		Constable, 2nd Class	\$44.20	\$1,768.15	\$3,536.30	\$92,260	\$44.63	\$1,785.30	\$3,570.60	\$93,154
CS01		Constable, 1st Class	\$49.66	\$1,986.56	\$3,973.12	\$103,656	\$50.15	\$2,005.83	\$4,011.66	\$104,661
SG02	05604	Sergeant	\$52.15	\$2,085.87	\$4,171.74	\$108,838	\$52.65	\$2,106.10	\$4,212.20	\$109,893
SG01			\$56.12	\$2,244.78	\$4,489.56	\$117,129	\$56.66	\$2,266.55	\$4,533.10	\$118,265
SS03	05614	Staff Sergeant	\$58.61	\$2,344.20	\$4,688.40	\$122,317	\$59.17	\$2,366.94	\$4,733.88	\$123,504
SS02			\$61.58	\$2,463.25	\$4,926.50	\$128,529	\$62.18	\$2,487.14	\$4,974.28	\$129,775
SS01			\$63.57	\$2,542.78	\$5,085.56	\$132,679	\$64.19	\$2,567.44	\$5,134.88	\$133,965
SM01	05609	Sergeant Major	\$65.06	\$2,602.38	\$5,204.76	\$135,788	\$65.69	\$2,627.62	\$5,255.24	\$137,105
SSDC02-3	05623	Staff Sergeant-Detachment Commander 2	\$62.24	\$2,489.55	\$4,979.10	\$129,901	\$62.84	\$2,513.70	\$5,027.40	\$131,161
SSDC02-2			\$65.40	\$2,616.01	\$5,232.02	\$136,500	\$66.03	\$2,641.39	\$5,282.78	\$137,824
SSDC02-1			\$67.51	\$2,700.45	\$5,400.90	\$140,906	\$68.17	\$2,726.64	\$5,453.28	\$142,272
SSDC01-3	05621	Staff Sergeant-Detachment Commander 1	\$63.18	\$2,527.00	\$5,054.00	\$131,855	\$63.79	\$2,551.51	\$5,103.02	\$133,134
SSDC01-2			\$66.39	\$2,655.43	\$5,310.86	\$138,557	\$67.03	\$2,681.19	\$5,362.38	\$139,901
SSDC01-1			\$68.53	\$2,741.13	\$5,482.26	\$143,028	\$69.19	\$2,767.72	\$5,535.44	\$144,416
<b>PROVINCIAL RESPONSIBILITY INCENTIVE</b>										
<u>Rank</u>	<u>January 1, 2021 to June 30, 2021</u>				<u>July 1, 2021 to December 31, 2021</u>					
	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>		
Rank below CS01	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0		
With less than 8 years' service	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0		
With 8 to 16 years' service	\$1.49	\$59.60	\$119.20	\$3,110	\$1.50	\$60.17	\$120.34	\$3,140		
With 17 to 22 years' service	\$2.98	\$119.19	\$238.38	\$6,219	\$3.01	\$120.35	\$240.70	\$6,280		
With 23 or more years' service	\$4.47	\$178.79	\$357.58	\$9,329	\$4.51	\$180.52	\$361.04	\$9,419		



Portal
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**D. Participant Information**

Rank	Name			Badge No.	Course Title
	First	Initial	Last		
SSgt	David		McLagan	15559	Intro to Human Trafficking
SSgt	Anton		Jelich	9229	Intro to Human Trafficking
Sgt	Steve		Phillips	15566	Intro to Human Trafficking
Sgt	Jay		Moore	15562	Intro to Human Trafficking
Sgt	Matt		Kachik	15553	Intro to Human Trafficking
Sgt	Kevin		Convey	9269	Intro to Human Trafficking
Sgt	Stan		Wesley	12886	Intro to Human Trafficking
Sgt	James		Shay	11810	Intro to Human Trafficking
Sgt	Mark		Quinton	13238	Intro to Human Trafficking
Sgt	Melanie		Morris	13311	Intro to Human Trafficking
PC	Jonathan		Miceli	14888	Intro to Human Trafficking
PC	Kayla		Graham	15144	Intro to Human Trafficking
PC	Jason		Fischer-Jensen	13208	Intro to Human Trafficking
PC	Glenn		Holmes	15552	Intro to Human Trafficking
PC	Steve		Roy	15568	Intro to Human Trafficking
PC	Simon		Chartrand	15546	Intro to Human Trafficking
PC	Dan		Migueis	15561	Intro to Human Trafficking
PC	Ken		Evans	11041	Intro to Human Trafficking
PC	Robert		Mosher	10710	Intro to Human Trafficking
PC	Chad		Wilson	14238	Intro to Human Trafficking
PC	Ryan		Jannaway	14445	Intro to Human Trafficking
PC	Amanda		Farrell	15261	Intro to Human Trafficking
PC	Chris		Barlas	15544	Intro to Human Trafficking
PC	Terri-Ann		Pencarihna	15564	Intro to Human Trafficking
PC	Patrick		Mulligan	15563	Intro to Human Trafficking
PC	Nicholas		Croll	12638	Intro to Human Trafficking
PC	Jon		Kennedy	15554	Intro to Human Trafficking
PC	Jason		Mask	12485	Intro to Human Trafficking
PC	Scott		McGowan	14262	Intro to Human Trafficking

PC	Kyle	Crisp	14676 Intro to Human Trafficking
PC	Yaseen	Khan	15159 Intro to Human Trafficking
PC	Jason	Christensen	15255 Intro to Human Trafficking
PC	Ryan	Kett	15555 Intro to Human Trafficking
PC	Luke	Dent	15548 Intro to Human Trafficking
PC	Nikolas	Michlouski	15560 Intro to Human Trafficking
PC	Shawn	Latimer	15556 Intro to Human Trafficking
PC	James	Giovannetti	15550 Intro to Human Trafficking
PC	Jennifer	Spencer	13803 Intro to Human Trafficking
PC	Kody	Lyons	15121 Intro to Human Trafficking
PC	Sarah	Hartt	15266 Intro to Human Trafficking
PC	Alex	Poirier	15597 Intro to Human Trafficking
PC	Hugh	Brennan	15545 Intro to Human Trafficking
PC	Tom	Dellelce	15547 Intro to Human Trafficking
PC	Michael	Ledat	15557 Intro to Human Trafficking
PC	Peter	Talbot	15569 Intro to Human Trafficking
DSgt	Terry	Paddon	8670 Intro to Human Trafficking
DC	Jill	Manser	8041 Intro to Human Trafficking
DC	Jodee	Hobor	15551 Intro to Human Trafficking
DC	Jeff	Ridgway	15567 Intro to Human Trafficking
DC	Matthew	Wrigley	15571 Intro to Human Trafficking
DC	Clancey	McGuire	12118 Intro to Human Trafficking
DC	Blair	Wile	15570 Intro to Human Trafficking
PC	Shannon	Gordanier	12460 Intro to Human Trafficking
PC	John	Phelps	15565 Intro to Human Trafficking
PC	Bruce	Lemcke	15558 Intro to Human Trafficking
PC	Larry	Matkowski	851305 Intro to Human Trafficking
PC	Amy	Pitton	15266 Intro to Human Trafficking
PC	Joel	McGuire	11247 Intro to Human Trafficking
Sgt	Trent	Pickering	10329 Intro to Human Trafficking
DC	Carl	Zaborski	14599 Intro to Human Trafficking
PC	Adam	CheRose	15630 Intro to Human Trafficking
PC	Julia	Coulson	15635 Intro to Human Trafficking
PC	Denisa	Detkova	15639 Intro to Human Trafficking
PC	Grant	Garland	15646 Intro to Human Trafficking
PC	Dylan	Morash	15688 Intro to Human Trafficking
PC	Michael	Murray	15690 Intro to Human Trafficking

PC	Jeffrey	Snow	15715 Intro to Human Trafficking
PC	Jordan	Vernelli	15727 Intro to Human Trafficking
PC	Ryan	Vogt	15730 Intro to Human Trafficking

# BOCK OPTRONICS INC.

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INVOICE  
 76427

HST #R102683141

<p><b>Invoice To:</b>                  Dufferin OPP-Community Street Crime Unit                  390 C-Line                  Orangeville, Ontario L9W 3Z8                  Attn: D/C Blair Wile                  Tel: (519) 942-1711 x5014840</p>	<p><b>Ship To:</b>                  Dufferin OPP-Community Street Crime Unit                  390 C-Line                  Orangeville, Ontario L9W 3Z8                  Attn: D/C Blair Wile                  Tel: (519) 942-1711 x5014840</p>
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<b>Order Date (mm/dd/yy):</b> 2021/01/21	<b>P.O. Number:</b> BMD-0210	<b>Number of Pieces:</b> 1	<b>Ship Date (mm/dd/yy):</b>
<b>Invoice Date (mm/dd/yy):</b> 2021/01/22	<b>Sales Rep.:</b> Mark Doubrough	<b>Currency:</b> Canadian Dollars	<b>Ship Via:</b> Pick Up
<b>Due Date (mm/dd/yy):</b> 2021/02/21	<b>Tax Number(s):</b>	<b>Tax Region:</b> ON 13 %	<b>F.O.B.:</b> Origin

Quantity Ordered/BO/Shipped			Product Code/Number	Description	Unit Price	Total Price
1	0	1	RDOK-03-OPP1-36x	<b>In-Vehicle Rapid Deployment Observation Kit</b>  HD autofocus IP camera cellular streaming kit, consisting of: <ul style="list-style-type: none"> <li>• MB-HS368 IP zoom (36x) camera w/ protective I/O back frame, #20011602</li> <li>• PoE camera power, module #192012040248</li> <li>• Dual LTE modem with omnidirectional antenna, #012-1286059</li> <li>• 5" battery powered field monitor</li> <li>• 12VDC vehicle power input</li> <li>• 120VAC/12VDC power adapter, 3.5A</li> <li>• 3m CAT-6 camera interface cable</li> <li>• Ruggedised storage / operations case</li> </ul>	4,420.00	4,420.00
<i>Handling/Shipping/Insurance Charge</i>						0.00

Bock Optronics thanks you for your business.

<i>Sub Total</i>	4,420.00
<i>Applicable Tax</i>	574.60
<b>TOTAL</b>	<b>4,994.60</b>

**TERMS: Net 30 Days**  
 • Overdue accounts will be subject to credit suspensions and shipment detentions.  
 • No items may be returned without prior authorisation.  
 • A minimum 20% restocking charge may be applicable for returned items.

HST #R102683141



**Dufferin OPP**

# Human Trafficking

## Day of Education

**July 30, 2021**

### AGENDA

**0845**

Opening Remarks

**Honourable Sylvia Jones – Solicitor General for Ontario  
Member of Provincial Parliament for Dufferin-Caledon**

**0900**

**Karly Church**

Crisis Support Worker- DRPS/Victim Services  
Survivor

**1015**

Coffee and refreshments

**1030**

**Susan Orlando**

Provincial Coordinator Human Trafficking Prosecution Team

**1200**

Lunch

**1245**

**Samantha Ward**

Communications & Client Relations Manager  
Child Youth Advocacy Centre for Simcoe/Muskoka

**1400**

Coffee and refreshments

**1415**

**D/C Ashley Horton**

Intelligence-Led Joint Forces Strategy Anti-Human Trafficking

**1530**

Closing Remarks

**July 30, 2021 Human Trafficking Education RSVP list**

1. Sylvia Jones, **Solicitor General – Presenter – Opening Remarks**
2. Karly Church **Presenter – Survivor & Crisis Support Worker – Durham Regional Police Service/Victim Services**
3. Susan Orlando **Presenter – Provincial Coordinator Human Trafficking Prosecution Team**
4. Samantha Ward **Presenter – Communications & Client Relations Manager – Child Youth Advocacy Centre for Simcoe/Muskoka**
5. DC Ashley Horton **Presenter – Intelligence -Led Joint Forces Strategy Anti-Human Trafficking**
6. DC Lisa Lalonde Nottawasaga
7. A/SSgt Kathe Kiamos Caledon
8. Insp Steve Ridout Nottawasaga
9. Sgt Steve Phillips Dufferin
10. DC Donna Winter Nottawasaga
11. DC Mike Jackson Nottawasaga
12. DC Pat Lusk Nottawasaga
13. DC Amanda Lafferty Nottawasaga
14. DC Chelsea Poirier Nottawasaga
15. DC Gurpreet Singh Caledon
16. DC Jon Ayson Caledon
17. DC Gillian Sinclair Caledon
18. DC Patrick Waddick Nottawasaga
19. DC Matt Wrigley Dufferin
20. PC Jennifer Roach Dufferin
21. Staff Sgt Dave McLagan Dufferin
22. A/Sgt Terri Ann Pencarinha Dufferin
23. Staff Sgt Tony Jelich Dufferin
24. Sgt Jay Moore Dufferin
25. DC Jason Tardif Caledon
26. A/Detective Staff Sergeant Alec Stuart Central Region FSU
27. DC Tim Garland Collingwood/Huronian West
28. DC Jeremy Shiffman Collingwood/Huronian West
29. Sgt Jason Lloyd Collingwood/ Huronian West
30. PC Sam Prestage Huronian West
31. PC Mike Murray
32. PC Ryan Vogt
33. DC Sean Tucker Nottawasaga
34. DC Melissa Kolodziechuk Nottawasaga
35. PC Nielse FRANS
36. Sgt Seth Adair Caledon
37. **Donna Buchan - Family Transition Place & Integrated Crisis Team**
38. **Althea Ali - Choices Youth Shelter**
39. **Dorothy Davis – Caledon Dufferin Victim Services**
40. **Mary Lou Archer - Town of Orangeville**



Expenses for Human Trafficking Education Event at Hockley Resort – July 30<sup>th</sup>, 2021

EXPENSE DESCRIPTION	COST
Hockley Resort Venue & Catering (as well as room & dinner for out-of-town speaker, Carly Church – Invoice #694302	3,136.57
Honorariums for Speakers – More Than Just Baskets Invoice #0232	300.00
Training Materials	34.76
Audio Visual Equipment – Stagevision Inc. Invoice # 130644	1,146.50
Officer wages (31 officers x 8 hrs. x \$50.15 - hourly rate of pay for 1 <sup>st</sup> class Constable)	12,437.20
<b>Total:</b>	<b>\$17,055.03</b>



**INVOICE**

793522 3rd Line EHS Telephone Nos.  
 Mono, ON 416-363-5490 (Toronto)  
 L9W 5X7 519-942-0754  
 519-942-8033 (Fax)

Town of Orangeville  
 87 Broadway  
 Orangeville, ON  
 L9W 1K1

Contact: Mary Lou Archer  
 Telephone: 519-941-0440 Ext 2214

INVOICE NUMBER: 654302  
 INVOICE DATE: July 29 - 30, 2021  
 ACCOUNT CODE

TERMS: ON RECEIPT  
 SALES REP: A. Robinson  
 H.S.T. NO.: 711250712 RT0001

	HST	Inclusive Unit Price	AMOUNT
<u>ACCOMMODATIONS</u>			
1	25.27	\$219.61	\$219.61
29-Jul Single Corporate Package - \$ 155'			
<u>CATERING CHARGES</u>			
		\$2,886.29	
30-Jul Catering Charges # 619532			
			\$2,886.29
<u>RESTAURANT CHARGES</u>			
		\$30.67	
29-Jul Cabin/Babbo # 943901			
			\$30.67
<u>MISCELLANEOUS</u>			
			\$0.00
Total HST	\$25.27	25.27	Subtotal
			Deposit
			\$2,136.57
			-\$1,000.00
			<b>\$2,136.57</b>

Questions concerning this invoice?  
 Call: Sarah Courtemarche  
 Ext 5115

Make all cheques payable to:  
 Hockley Valley Resort

**\$2,136.57**  
 PLEASE PAY  
 THIS AMOUNT

THANK YOU FOR YOUR BUSINESS!

		Date
Room No.	Name	29-Jul
454	Carley Church	S
<b>Total Room Nights</b>		<b>\$1.00</b>



**HOCKLEY**  
VALLEY RESORT  
Receipt

**Hockley Valley Resort**

**Hockley Valley Resort**

**Cabin / Babbo**

RR #1 Orangeville, ON L9W 2Y8  
Tel: 416-363-5490

Server: Gabriela Kim

Table #: 001

Guests: 2

Receipt Thu, Jul 29, 2021, 8:42 pm

Church, Carley Folio: 943901

Item	Price	Disc	Qty	Ext. Price
Double Burger	19.00		1	19.00
Side Truffle	4.00		1	4.00
<b>Subtotal</b>				<b>\$ 23.00</b>
Auto-Grat				4.14
HST Tax				3.53
<b>Total</b>				<b>\$ 30.67</b>

Payment	Notes	Date	Amount
DOM	Posted to Room/Account: 454 (Folio: 696170)	07/29/21	30.67
<b>Payments</b>			<b>\$ 30.67</b>
<b>Balance</b>			<b>\$ 0.00</b>

HST# 711250712RT0001



**Hockley Valley Resort**  
 793522 3rd Line EHS  
 Mono, ON L9W 5X7  
 Tel. 519-942-0754, Fax. 519-942-8033

**INVOICE**  
 694302

**Tuesday, August 03, 2021**

**Town of Orangeville**  
 87 Broadway  
 Orangeville, ON L9W 1K1

Arrival Date **July 30, 2021**  
 Departure Date **July 31, 2021**  
 # of Nights **1**

Room No. **10011**  
 Adults **1**  
 Sub Folio **A,B**

**Group: Town of Orangeville**

Folio Items	Item Description	Price	Qty	Ext. Price
<b>Thursday, July 29, 2021</b>				
	<b>Charges - Cabin / Babbo:</b> (Folio #: 943901)			30.67
	<b>Room No. 454</b> (Folio #: 696170)			
	<b>Room Charge</b>			169.00
<b>Friday, July 30, 2021</b>				
	<b>Catering Charges - Hockley Valley Resort:</b> (Folio #: 619532)			2,886.29
<b>Subtotal</b>				<b>3,085.96</b>
Resort Fee				25.35
HST Tax				25.26

**Payment Details**

Payment	Notes	Date	Amount
VISA 1227	Nandini Syed	07-Jul-2021	1,000.00

<b>Total</b>	<b>\$ 3,136.57</b>
<b>Payments</b>	<b>\$ 1,000.00</b>
<b>Balance</b>	<b>\$ 2,136.57</b>

# More Than Just Baskets

INVOICE #0232 07/30/2021

48 Centennial Road, Unit 2  
 Orangeville, Ontario, L9W 3T4  
 519-307-GIFT (4438)

Town of Orangeville Orangeville, Ontario L9W 5J7 Attention – Mary Lou Archer	<b>BALANCE DUE</b> Net 30 Days. 2.5% Charged Monthly If Past Due Date  <b>\$300.00</b>
---	---

Notes

Item Description	Quantity	Price Per	Total
Basket	4	75.00	300.00
Taxes Included in Basket Price			
Cheque Payable to More Than Just Baskets Inc.			
		Subtotal	\$300.00
HST # - 719963274RT0001		Tax - 13%	\$0.00
<b>TOTAL</b>			<b>\$300.00</b>

STAPLES Canada  
Store # 205  
Orangeville, ON L9W3J6  
(519) 942-1360

Sale 00091 1 001 46176  
0205 07/28/21 03:20

2005144

1	REPORT COVER	*	
	718103059442		7.69H
1	REPORT COVER	*	
	718103059442		7.69H
1	REPORT COVER	*	
	718103059442		7.69H
1	REPORT COVER	*	
	718103059442		7.69H

Subtotal	30.76
HST 13.00%	4.00
Total	\$34.76
MasterCard	34.76

TRANSACTION RECORD

*****7848	\$34.76
Mastercard	C Purchase
Authorization Number	042595
0010016550	46176 66417650
07/28/21	15:20:31
01/027	APPROVED - THANK YOU
Mastercard	A0000000041010
0000008000	E800

Thank you for shopping at STAPLES!

\*\*\*\*\*

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win a \$1,000 Staples Gift Card!

Text STAPLES205 to 20200

OR

Visit staples.ca/survey/205

Std msg & data rates may apply.

For contest rules or contact info  
go to help.staples.ca.

\*\*\*\*\*

HST No. 126152586

\*\*\* CARDHOLDER COPY \*\*\*

\*\*\*\*\*

Any opened headphones, earphones, and  
earbuds cannot be returned at any time.

\*\*\*\*\*

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event / workshop today!

staples.ca/spotlight  
-virtualevents/InStoreR

\*\*\*\*\*

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studio.staples.ca

\*\*\*\*\*



0 2 0 5 0 7 2 8 2 1 4 6 1 7 6 0 1





Stagevision Inc.  
5915 Coopers Ave  
Mississauga, Ontario L4Z  
1R9

Voice: (905) 890-8200  
Fax: (905) 890-8316  
Tax ID: 104983523

# Invoice 130644

Date 8/18/2021

Our Job #:	203664
Quote By:	Bryan Verge
Quotation Status:	Invoiced
Setup::	7/30/2021 7:00 AM
Strike::	7/30/2021 5:00 PM

Job Site:	Hockley Valley Resort
Room:	Montclair CD
Address:	R.R. #1, Orangeville, Ontario L9W 2Y8
Contact:	
Phone:	519-942-0754
Cell:	
Terms:	50% Deposit/COD upon Delivery
PO:	
Customer #:	49754
Ref #:	Hockley Valley Venue

Invoice To: OPP - Dufferin Detachment  
/Dave McLagen  
\*,  
\*, Ontario \*

## Description: HVR - Meeting - July. 30 - OPP - Dufferin Detachment

Quantity	Description
----------	-------------

### Video

1 Basic LCD and Tripod Package  
Note: Includes:  
1 x Video Projector  
1 x Tripod Screen  
1 x Safelock Stand  
All Necessary Cables

Total Video: \$300.00

### Audio

1 Single Channel Wireless Microphone Package  
Note: Includes:  
1 Single Wireless Receiver  
1 Wireless Lavalier  
1 Wireless Handheld

1 Small Sound System Package  
Note: Includes:  
8 Channel Mixer  
2 Speakers with stands  
1 Microphone with stand  
Computer Audio Interface

Total Audio: \$405.00

Total : \$705.00

### Labour

Date	Start	End	QTY	Personnel/Task	Unit Price	Subtotal
Jul 30 21	7:00 AM	8:30 AM	1	AV Technician/Setup		

**Labour**

Date	Start	End	QTY	Personnel/Task	Unit Price	Subtotal
	5:00 PM	6:30 PM	1	AV Technician/Strike		

**Total Labour:** \$225.00

Product Total: \$705.00

Labour: \$225.00

Service Charge: \$84.60

**Subtotal: \$1,014.60**

HST ONT #104983523 \$131.90

**Total Tax: \$131.90**

**Amount Due: \$1,146.50**

Payment Applied: \$0.00

**Total Due: \$1,146.50**

**Notes:**

Credit card number provided by Mary Lou - 519-943-6148  
 Client does not want CC# passed on via email or attachments

Appendix A - OPPA (Uniform) Salary Schedules  
2021

S(M) 846

<u>Rank</u>	<u>Class Code</u>	<u>Class Title</u>	January 1, 2021 to June 30, 2021				July 1, 2021 to December 31, 2021			
			<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>
Cadet	U0134	Cadet	\$21.22	\$848.66	\$1,697.32	\$44,282	\$21.42	\$856.89	\$1,713.78	\$44,711
CS05	05600	Constable, 5th Class	\$27.27	\$1,090.62	\$2,181.24	\$56,907	\$27.53	\$1,101.20	\$2,202.40	\$57,459
CS04	05602	Constable, 4th Class	\$34.76	\$1,390.57	\$2,781.14	\$72,558	\$35.10	\$1,404.06	\$2,808.12	\$73,262
CS03		Constable, 3rd Class	\$39.73	\$1,589.34	\$3,178.68	\$82,929	\$40.12	\$1,604.76	\$3,209.52	\$83,734
CS02		Constable, 2nd Class	\$44.20	\$1,768.15	\$3,536.30	\$92,260	\$44.63	\$1,785.30	\$3,570.60	\$93,154
CS01		Constable, 1st Class	\$49.66	\$1,986.56	\$3,973.12	\$103,656	\$50.15	\$2,005.83	\$4,011.66	\$104,661
SG02	05604	Sergeant	\$52.15	\$2,085.87	\$4,171.74	\$108,838	\$52.65	\$2,106.10	\$4,212.20	\$109,893
SG01			\$56.12	\$2,244.78	\$4,489.56	\$117,129	\$56.66	\$2,266.55	\$4,533.10	\$118,265
SS03	05614	Staff Sergeant	\$58.61	\$2,344.20	\$4,688.40	\$122,317	\$59.17	\$2,366.94	\$4,733.88	\$123,504
SS02			\$61.58	\$2,463.25	\$4,926.50	\$128,529	\$62.18	\$2,487.14	\$4,974.28	\$129,775
SS01			\$63.57	\$2,542.78	\$5,085.56	\$132,679	\$64.19	\$2,567.44	\$5,134.88	\$133,965
SM01	05609	Sergeant Major	\$65.06	\$2,602.38	\$5,204.76	\$135,788	\$65.69	\$2,627.62	\$5,255.24	\$137,105
SSDC02-3	05623	Staff Sergeant-Detachment Commander 2	\$62.24	\$2,489.55	\$4,979.10	\$129,901	\$62.84	\$2,513.70	\$5,027.40	\$131,161
SSDC02-2			\$65.40	\$2,616.01	\$5,232.02	\$136,500	\$66.03	\$2,641.39	\$5,282.78	\$137,824
SSDC02-1			\$67.51	\$2,700.45	\$5,400.90	\$140,906	\$68.17	\$2,726.64	\$5,453.28	\$142,272
SSDC01-3	05621	Staff Sergeant-Detachment Commander 1	\$63.18	\$2,527.00	\$5,054.00	\$131,855	\$63.79	\$2,551.51	\$5,103.02	\$133,134
SSDC01-2			\$66.39	\$2,655.43	\$5,310.86	\$138,557	\$67.03	\$2,681.19	\$5,362.38	\$139,901
SSDC01-1			\$68.53	\$2,741.13	\$5,482.26	\$143,028	\$69.19	\$2,767.72	\$5,535.44	\$144,416
<b>PROVINCIAL RESPONSIBILITY INCENTIVE</b>										
<u>Rank</u>	January 1, 2021 to June 30, 2021				July 1, 2021 to December 31, 2021					
	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Weekly</u>	<u>Bi-Weekly</u>	<u>Annual</u>		
Rank below CS01	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0		
With less than 8 years' service	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0		
With 8 to 16 years' service	\$1.49	\$59.60	\$119.20	\$3,110	\$1.50	\$60.17	\$120.34	\$3,140		
With 17 to 22 years' service	\$2.98	\$119.19	\$238.38	\$6,219	\$3.01	\$120.35	\$240.70	\$6,280		
With 23 or more years' service	\$4.47	\$178.79	\$357.58	\$9,329	\$4.51	\$180.52	\$361.04	\$9,419		

# BOCK OPTRONICS INC.

14 STEINWAY BLVD. UNIT 7  
TORONTO, ONTARIO, M9W 6M6 CANADA

T: 416-674-2804 E: info@bockoptronics.ca  
F: 416-674-1827 W: www.bockoptronics.ca

HST #R102683141

## INVOICE 76853

Invoice To:	D/Sgt. Greg Lemcke c/o Town of Orangeville 390 C Line Orangeville, Ontario L9W 3Z8  Tel: 519-940-6736	<b>P.O. No.:</b> email - Lemcke	<b>Sales Rep.:</b> Mark Doubrough
	Ship To:	D/Sgt. Greg Lemcke c/o Town of Orangeville 390 C Line Orangeville, Ontario L9W 3Z8  Tel: 519-940-6736	<b>Order Date:</b> 30/JUL/2021
			<b>Invoice No.:</b> 76853
		<b>Invoice Date:</b> 30/JUL/2021	<b>F.O.B.:</b> Ex-Works
		<b>Terms:</b> Net 30 Days	<b>Ship Date:</b>
		<b>Due Date:</b> 31/AUG/2021	<b>Ship Via:</b> Best Method
		<b>Currency:</b> CDN	<b>Tracking No.:</b>
		<b>Tax Region:</b> ON <b>Rate:</b> 13%	

Quantity Ordered / BO / Shipped			Product Code / Number	Description	Unit Price	Total Price
2	0	2	HF-R800 Kit	Canon Vixia HF-R800 camcorder, 30x optical zoom, 57x advanced zoom. Kit includes: <ul style="list-style-type: none"> <li>• Canon Vixia HF-R800 camcorder</li> <li>• BP-727 Spare rechargeable battery</li> <li>• 128GB SDXC card (x2)</li> <li>• Joby GorillaPod 325</li> <li>• Camcorder bag</li> <li>• 2.2x telephoto lens attachment (ø43mm)</li> <li>• USB auto adapter</li> </ul>	850.00	1,700.00
1	0	1	DSC-RX10M3 Kit	Sony RX10 MIII digital compact camera, Exmor RS sensor, 24mm ~ 600mm lens, 20MP Kit includes: <ul style="list-style-type: none"> <li>• Spare battery kit (2x battery and 1x charger)</li> <li>• 256GB SDXC card (x2)</li> <li>• Photo storage soft case</li> </ul>	2,545.00	2,545.00
<i>Handling/Shipping/Insurance Charge</i>						

Bock Optronics thanks you for your business.

**TERMS: Net 30 Days**

- Overdue accounts will be subject to credit suspensions and shipment detentions.
- No items may be returned without prior authorisation.
- A minimum 20% restocking charge may be applicable for returned items.

<b>Sub Total</b>	4,245.00
<b>Applicable Tax</b>	551.85
<b>TOTAL</b>	<b>4,796.85</b>

HST #R102683141

## Mary Lou Archer

---

**From:** Lee, James Y. (SOLGEN) <James.Y.Lee@ontario.ca>  
**Sent:** Wednesday, August 18, 2021 10:38 AM  
**To:** Mary Lou Archer  
**Cc:** Moore, Jay (OPP)  
**Subject:** RE: Community Safety & Policing Grant - Provincial Stream (Human Trafficking Initiative)

Good morning Mary Lou,

Please consider this budget change request approved. As we discussed, please just ensure to reflect this change when completing reporting.

If you have any other questions, please don't hesitate to reach out.

Thanks,  
James

---

**From:** Mary Lou Archer <marcher@orangeville.ca>  
**Sent:** August 18, 2021 9:20 AM  
**To:** Lee, James Y. (SOLGEN) <James.Y.Lee@ontario.ca>  
**Cc:** Moore, Jay (OPP) <Jay.Moore@opp.ca>  
**Subject:** Community Safety & Policing Grant - Provincial Stream (Human Trafficking Initiative)

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Good Afternoon James, In follow-up to our conversation yesterday please review the below submission.

In Year 1 of the above grant the Orangeville Police Services Board was awarded \$62,380.84 for Human Trafficking Initiatives. We were unable to spend all the funds by the deadline March 31, 2021 as result of the pandemic and the Canadian Police College not offering specific training courses on Human Trafficking. We requested, and were granted a Change Agreement that provided an extension until July 31, 2021 to spend the balance of Year 1 funds (\$21,851.88). The funds were allotted to be spent on a local Human Trafficking Education Day involving officers from the Dufferin OPP as well as adjacent detachments and community partners. This training took place on July 30, 2021 and the expenses amounted to \$17,055.03. We were required to be compliant with all local Public Health COVID protocols and thus had to limit the number of participants.

Following the conference we still had an outstanding balance of \$4,779.21. With this balance the OPP purchased 2 camcorders and 1 camera. These camcorders will provide mobile units to allow victims of Human Trafficking to be interviewed on site in collaboration with the Crisis Integration Team as part of a Victim Centered Approach.

It has been evident that in our community, due to a variety of reasons, the victims and survivors that we encounter are lacking an alternative to the traditional police interview. They are often left with options that require them to either attend a local detachment or if available a local support agencies facilities. Neither of these options give the victim/survivors the autonomy to choose if/where they would feel comfortable speaking with police. By providing an option that allows victims/survivors to remain where they are comfortable or attend an alternative location that again is comfortable to them we as investigating and assisting agencies are ensuring that we are conducting victim focused investigations.

It has become evident, due to our rural geography that many of the services needed to best support victims need to have a mobile capacity. Working with FTP through the newly formed Mobile Integrated Crisis Team, to provide mobile counseling & support to victims of sexual assault, trafficking and intimate partner violence when police are called to a scene will be a real asset to our victim centered approach in Dufferin County.

It is for the above reasons that the purchase of the mobile units aligns and enhances our original objectives.

I will be forwarding the final report and supporting documents soon once I receive the required signature from our Police Service Board Chair.

Please advise if there are any concerns with the above purchase.

Thanks,

Mary Lou

**Mary Lou Archer | Special Projects Officer | Corporate Services**  
**Town of Orangeville** | 87 Broadway | Orangeville, ON L9W 1K1  
519-941-0440 Ext. 2214 | Toll Free 1-866-941-0440 Ext 2214  
[marcher@orangeville.ca](mailto:marcher@orangeville.ca) | [www.orangeville.ca](http://www.orangeville.ca)



July 7, 2021

Re: Victim Support Grant – Dufferin OPP - Mobile Technology Initiative

Dear Sir/Madam:

Please accept this letter of support for the Dufferin OPP request for funding through the Victim Support Grant to implement a mobile Technology Initiative in the County of Dufferin. This grant will enhance their capacity to support victims and survivors of intimate partner violence and human trafficking. Family Transition Place (FTP) has been providing safe shelter and counselling to victims and survivors of gender based, intimate partner and sexual violence in Dufferin County for over 35 years. We have a long history of partnership with the Dufferin OPP, working collaboratively to ensure the safety of survivors and victims of violence in our community.

The technology made possible through this grant would benefit victims by providing the ability to be interviewed at the scene, eliminating the need to travel to the police station to provide a statement. For many survivors, travel in Dufferin is challenging because of the rural nature of the area, and lack of public transit. Because most victims of sexual or intimate partner violence are women, presenting at the police station poses other barriers. Women are still most often the care-taker in the family and will have to make child care arrangements, and in rural farming areas, are also most often in charge of the animals, making finding time between feedings or care more difficult. Women who have experienced abuse over a long period of time have also likely been isolated and intimidated, and going into the police station can be overwhelming.

FTP has realized in the past few years, that due to the nature of our work and our rural geography that many of our services need to be available in a mobile capacity. We are currently working with the OPP and a newly formed Integrated Crisis Team, to provide mobile counselling and support to victims of sexual assault, trafficking and intimate partner violence when police are called to a scene. This project would be a natural enhancement of the work that is already being done within the community.

FTP strongly supports working from a client centred lens, putting the victim/survivor's needs at the centre of the work. We have realized over the years that requiring survivors to come to a central location either for service, or in this case, to make a statement to police, is convenient for the service provider. Going to where the survivor is safe, comfortable and in control of her environment is one way of ensuring that the focus remains where it belongs - on the well-being and safety of the survivor. FTP fully supports the request for this grant and looks forward to further working with the OPP around the opportunities it presents.

Sincerely,

A handwritten signature in black ink that reads "Norah Kennedy".

Norah Kennedy  
Executive Director

Safety. Support. Hope. Building healthier communities – one relationship at a time.

follow us on:



20 Bredin Parkway, Orangeville, Ontario L9W 4Z9 tel 519-942-4122 fax 519-942-8243  
www.familytransitionplace.ca Charity BN: 107376378RR0001







**July 6, 2021**

**Re: Victim Support Grant – Dufferin OPP - Mobile Technology Initiative**

**Dear Sir/Madam:**

**Please accept this letter of support for the Dufferin OPP who is requesting funding through the Victim Support Grant to implement a mobile Technology Initiative in the County of Dufferin to enhance their capacity to support victims and survivors of intimate partner violence and human trafficking.**

**Victim-centred approaches to forensic interviews and victim support are becoming a standard practice across the OPP. The use of mobile technology will enhance the ability of police to provide investigative excellence while utilizing community partnerships like Caledon\Dufferin Victim Services to focus on victim support, with the goal of achieving the best possible outcomes for victim.**

**Caledon\Dufferin Victim Services values our strong working relationship with the Ontario Provincial Police and supports victim interviews being conducted in locations and environments comfortable for, and local to, victims of interpersonal violence/human trafficking.**

**Victims and survivors of human trafficking experience severe trauma and require intensive and specialized supports and services to help them recover and rebuild their lives. Caledon\Dufferin Victim Services will gladly provide wrap around support and individualized referrals for any clients referred by Dufferin OPP.**

**Should you have any questions, please do not hesitate to contact me at [dd@cdvs.ca](mailto:dd@cdvs.ca) or 905-951-3838**

**Sincerely,**

**Dorothy Davis,  
Executive Director, Caledon\Dufferin Victim Services**



## ***DUFFERIN SITUATION TABLE***

July 9, 2021

Re: Victim Support Grant – Dufferin OPP - Mobile Technology Initiative

Dear Sir/Madam:

Please accept this letter of support for the Dufferin OPP who is requesting funding through the Victim Support Grant to implement a Mobile Technology Initiative & an Officer Training Initiative in the County of Dufferin to enhance their capacity to support victims and survivors of intimate partner violence and human trafficking.

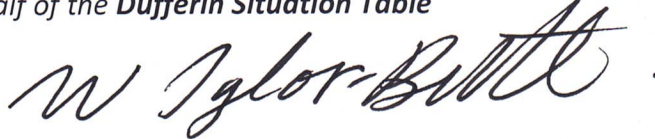
The **Dufferin Situation Table** (DST) is a resource to individuals, families and the human services sector. It provides a timely, holistic response to a situation of acutely elevated risk that if left unattended may result in harm to an individual, family and/or the community. The DST facilitates harm reduction by connecting those identified in a situation of acutely elevated risk to the most appropriate services in order to avert a crisis. For those who are already connected to resources, the DST offers a safety net but, it can also be an entry point for those not previously known to and/or involved with services in our community. The ultimate goal is to ensure public and personal safety by recognizing and intervening before a crisis. In addition to clinical intervention, the Table identifies community needs/concerns/gaps to the Human Service Sector.

The Dufferin Situation Table is a collaboration of 15 different community agencies representing a variety of service sectors in the Dufferin region. Primarily, the cases brought forward are from the Dufferin OPP. The Dufferin Situation Table works collaboratively with the Dufferin OPP to identify community needs/concerns/gaps to the Human Service Sector. The Dufferin Situation Table also provides a weekly opportunity for all partners to come together to discuss agency updates and support each other with system navigation.

The Dufferin Situation Table has identified human trafficking and intimate partner violence as an area of concern in the Dufferin Region. The implementation of a Mobile Technology Initiative in Dufferin County would provide wrap around support for victims and their families who have been impacted by intimate partner violence and human trafficking.

Yours sincerely,

*On behalf of the **Dufferin Situation Table***

A handwritten signature in black ink, appearing to read "W Taylor-Brett". The signature is fluid and cursive, with a period at the end.

Wendy Taylor-Brett, MSW, RSW  
Chair  
Dufferin Situation Table

Dufferin Situation Table Membership

Family Transition Place  
Canadian Mental Health Association Peel Dufferin  
Dufferin Child and Family Services  
Services and Housing in the Province (SHIP)  
Caledon Dufferin Victim Services  
Alzheimer Society of Dufferin County  
Choices Youth Shelter  
Dufferin Area Family Health Team  
Dufferin County  
Dufferin OPP  
Home & Community Support Services, Central West  
Headwaters Health Care Centre  
Dufferin County Paramedics  
Upper Grand District School Board  
Community Living Dufferin



**VERSION 1**

The dots are heads which shows Police and Board interaction. Upper 'S' = Police reaching out to the Board. Lower 'S' Board reaching ou to the Police.



**VERSION 2**

The red colours in the 'S' represents both sides of the service

**REVISED AGENDA**

Revised - September 21, 2021 Orangeville Police Services Board Package

**Ontario Association of Police Services Board – Zone 5 Business Meeting**

**Tuesday, September 14, 2021**

**Remote Electronic Meeting**

**9:30 am**

**OAPSB - ZONE 5**

---

**9:30 am OAPSB Zone 5 Business Meeting**

**Agenda**

1. Welcome and Introduction
2. Disclosure of Pecuniary Interest or the General Nature Thereof
3. Approval of Agenda dated September 14, 2021 as circulated/amended (Motion)
4. Approval of the Minutes dated June 8, 2021 – Discussion/Omissions arising (Motion)
5. Secretary/Treasurer’s Report – Prepared by Jo-Anne Fields
  - 5.1 Motion – To approve the Treasurers report (Motion)
  - 5.2 Motion – That the Treasurer pay invoices between this and the next meeting (Motion)
6. Ministry Report: Q & A (Information)
  - 6.1 Training
  - 6.2 Provincial Appointments
7. Educational Session – No special session this meeting (Information)
8. Correspondence (Information)
9. Zone Director’s Report – Lisa MacDonald (Information)
10. New Business (Discussion)
11. Key Zone Updates and Question and Answer Period (Discussion)
12. Future agenda items
  - 12.1 Next Meeting – Tentative date – December 14, 2021 – Host Undetermined (Information)
13. Adjournment (Motion)

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***For effective communication and networking, please plan to attend the meeting and prepare a report on behalf of your Board for insertion into the minutes. Thanks!***



## ***West Grey Police Services Board***

#402813 Grey Road 4  
R.R.#2 Durham, ON N0G 1R0  
Tel: (519) 369-2200

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Email: [hwebb@westgrey.com](mailto:hwebb@westgrey.com)

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***Doug Townsend, Chair***

***Heather Webb, Secretary***

August 30, 2021

Hon. David Lamenti  
Minister of Justice & Attorney General  
of Canada  
House of Commons  
Ottawa, ON  
K1A 0A6

Dear Sir:

The West Grey Police Services Board takes very seriously their responsibility to ensure adequate and effective policing services which contribute to their community's safety and the well-being of their local citizens and organizations.

It is with this in mind that we approach you with concerns that have arisen with the enactment of Bill C-75: An Act to Amend the Criminal Code, Youth Criminal Justice Act and other Acts and to make consequential amendments to other Acts.

This Bill received Royal Assent on June 21, 2019 and provides broad changes while guaranteeing an individual's rights and freedoms under the Charter and in particular to reduce delays in the criminal justice system and to make it more modern and efficient.

One of these amendments now promotes the timely release of accused persons with the least onerous conditions that are appropriate in the circumstances. This change was authored to reflect the Charter values of presumption of innocence, the right to liberty and the right not to be denied reasonable bail without just cause.



It is felt that sufficient time has now passed for Police Services, working under the new bail provisions implemented with the passing of Bill C-75, to provide comment on the shortcomings they have identified through their exposure to offender arrest and release and how these unintended consequences adversely affect public safety.

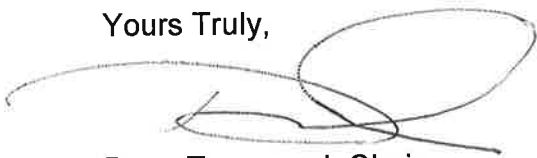
The crafting of this Bill does address the accelerated timeline for release of offenders however in the short time this Bill has been in affect the criminal element has become fully aware that they will be released with minimal consequences. As a result of the foregoing we are seeing residents of our community being victimized by the same offenders. As an example we currently have a number of offender's on bail release at the same time for the same offences.

To further illustrate this point two accused parties in serious and violent intimate partner violence cases have been released with minimal consideration for the safety of the victims. This "catch & release" program diminishes confidence in the administration of justice and does not provide consideration for victims of all crimes.

We would like to thank those who have contributed to the modernization and increased efficiencies to the criminal justice system contained within Bill C-75 and overall we are pleased with the improvements recommended.

The Board is hopeful that the concerns we have raised will be given consideration to minimize the adverse effect that Bill C- 75 will have on policing and public safety and look forward to your response.

Yours Truly,



Doug Townsend, Chair  
West Grey Police Services Board

DT/hw

c.c.: Bill Walker, MP, Bruce-Grey-Owen Sound  
Alex Ruff, MPP, Bruce-Grey-Owen Sound  
Ontario Association of Police Service Boards



**Minutes of the Ontario Association of Police Services Board, Zone 5**  
**Business Meeting**

**Tuesday, June 8, 2021**  
**Remote Electronic Meeting**  
**9:30 am**

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**Business Meeting – Called to order at 9:30 am**

**Chair – Jim Dietrich**

**Secretary/Treasurer – Jo-Anne Fields**

**Guest Speakers –**

**Attendance - Police Services Board**

- Brockton Carl Kuhnke
- Central Huron Marg Anderson
- Chatsworth Graham Taylor, Terry McKay
- Georgian Bluffs Peter Hughes, Barry Hatt, Dwight Burley
- Grey Highlands Daryl Minifie, Lynn Silverton, Stewart Halliday, Dane Nielsen
  
- Guelph Cheryl Polonenko, Rod Curran
- Hanover Don Smith
- Huron-Kinloss Kelly Lush
- North Perth Judy Givens
- Orangeville Ian McSweeney
- Owen Sound Garth Pierce, John Thomson, John Tamming
- Saugeen Shores Dave Myette
- Shelburne Althea Alli
- Southgate Jim Frew
- South Huron Jim Dietrich, Dave Frayne, Mark Hartman, Jo-Anne Fields
  
- Stratford Rosemary Tanner
- Waterloo Jill Eggleton, Rosita Tse, Karen Redman
- Wellington Lisa MacDonald, Joanne Ross-Zuj
- West Perth Steve Herold, June Demerling
  
- Duane Sprague, Ministry Advisor

**OAPSB Zone 5 Business Meeting**

**1. Welcome and Introduction**

- Chair Jim Dietrich welcomed everyone to the electronic meeting today

- Roll call was taken
- We encourage all Boards to submit a report which can be included in the minutes. This practice enables effective communication within Zone 5

## **2. Disclosure of Pecuniary Interest or the General Nature Thereof**

- None identified

## **3. Approval of Agenda**

**Motion** - Dave Frayne/Daryl Minifie

“That the agenda be approved as circulated.”

**Disposition** - Carried

## **4. Approval of Minutes**

**Motion** - Terry McKay/Garth Pierce

“That the minutes of the March 9, 2021 meeting be approved as circulated.”

**Disposition** - Carried

### **4.1 Errors or Omissions**

- No errors or omissions noted

### **4.2 Discussion pertaining to the minutes**

- No discussion in reference to the minutes of the previous meeting

## **5. Secretary/Treasurer’s Report**

- Treasurer, Jo-Anne Fields prepared financial report for presentation
- Bank balance as at May 20, 2021 was \$10,725.53
- Receipts – \$5,750.00 was received for membership fees
- Disbursements – \$26.01 with an outstanding cheque for petty cash in the amount of \$84.93
- Scotiabank Investment as of March 31, 2021 was \$4,262.15
- RBC Investment was re-invested in the amount of \$4,343.91 on February 5, 2021 at 0.150% interest. Anticipated interest generated at maturity on February 5, 2022 will be \$6.52
- 2021 Board Memberships are all in good standing
- 25 Boards remain in the Zone 5 membership
- Please remember to notify Secretary/Treasurer of any changes to your membership
- Appreciate Boards forwarding their respective report for inclusion in the minutes

**Motion** - Dave Myatt/Lisa MacDonald

“That the Treasurers report be accepted as presented.”

**Disposition** - Carried

**Motion** - Carl Kuhnke/Lisa MacDonald

“That the Treasurer pay the necessary invoices between this and the next meeting.”

**Disposition** - Carried

**6. Ministry Report – Ministry Advisor**

- Ministry Advisor, Duane Sprague prepared and presented the Ministry report as inserted below

**1. THE COMMUNITY SAFETY AND POLICING ACT, 2019 (CSPA)**

- The *Community Safety and Policing Act, 2019 (CSPA)* received Royal Assent on March 26, 2019 as part of the *Comprehensive Ontario Police Services Act, 2019*, however its proclamation date has not been determined yet. The ministry is currently working towards an in-force timeframe of 2022.
- When the CSPA comes into force it will replace the current *Police Services Act (1990)*. Until then, the *Police Services Act* remains in force.
- There are approximately 50-70 matters for regulation that need to be developed in order to bring the CSPA into force. The ministry hosts regular engagement tables with policing, community and First Nation partners to develop regulations to bring the CSPA into force.
- The engagement tables include representation from:
  - The policing sector that represent frontline officers, chiefs of polices, the Ontario Provincial Police (OPP), police service boards, municipalities and Indigenous policing partners;
  - The community and social services sector that represent Indigenous, addictions and mental health, municipalities, legal clinics, civil liberties and anti-racism partners; and
  - First Nation police services and police service boards. The ministry also continues to engage with First Nation communities to discuss gaps/challenges and the choices for policing models under the CSPA.
  - In addition to the regular engagement tables, the ministry convenes technical tables of regulation-specific issues on an as needed basis to seek technical input into the regulation development from subject matter experts.
  - The ministry also engages the Association of Municipalities of Ontario (AMO) Memorandum of Understanding (MOU) Table, as appropriate, to provide updates on key regulatory matters. Updates are also provided to Toronto-Ontario

- On April 23, 2021, the Ministry of the Solicitor General posted the following regulations, requesting public and stakeholder input:
  - Oaths and affirmations for police officers, First Nation Officers, special constables, auxiliaries and police service board members,
  - Composition of the Ontario Provincial Police (OPP) Governance Advisory,
  - A review and revision period for community safety and well-being (CSWB) plans,
  - Suspension without pay, and
  - Chief's referral to the Law Enforcement Complaints Agency.
  
- The posting closes on June 7. Additional regulations will be posted in the future.

## **2. OPP DETACHMENT BOARDS**

- Section 67 of the CSPA requires each OPP detachment to have one, or more than one detachment board, which will provide a venue for the municipalities and First Nations in the detachment area who receive OPP policing services to coordinate and collaborate to address common issues. Existing boards under s.10 of the PSA will no longer have a statutory role when the CSPA comes into force.
  
- On March 18, the Ministry sent an information package by email to councils of municipalities and First Nations who receive OPP policing services. These communities are asked to submit a proposal to the Ministry, using an online form, for the composition of their detachment board(s). The form asks for basic information on the composition including the number of boards, size, communities involved. Names of board members are not required at this time. The proposals will inform the drafting of regulations for detachment boards.
  
- The Ministry requests one proposal per detachment wherever possible. If more than one board is being proposed for a detachment, a rationale must be provided (e.g., distance, different types or levels of service demand, linguistic differences, etc.)
  
- Proposals are due to the Ministry by June 7, 2021. If there are challenges in meeting this deadline, the ministry is asking communities to let us know as there may be some flexibility, however all proposals should be submitted by July.
  
- The Ministry will review proposals and follow up as needed if it has any questions or if a proposal does not meet the minimum requirements. This will happen through summer 2021.
  
- The detachment boards are not required to be in place until the CSPA comes into force in early 2022.
  
- In April and early May the ministry also hosted 2 general virtual information sessions and one session specific to First Nations. Ministry staff will continue to meet with municipalities and First Nations to provide more information and answer questions.

### 3. COVID SUPPORTS

#### a. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- As part of government's commitment to support police services during the COVID-19 outbreak, the Ministry of the Solicitor General works with police services to support the provision of Personal Protective Equipment (PPE) to supplement existing procurement efforts and assist in addressing urgent shortages.
- The PPE program is led by the Ministry of Government and Consumer Services, which implemented a survey to identify the current status of inventory and anticipated weekly demand for PPE.
- Data collected through the survey allows the ministry to monitor inventory and consumption and anticipate demand of supplies for police services across the province.
- Police Services are encouraged to continue to participate in weekly survey and identify PPE needs.
- Police services can also reach out to their respective Police Services Advisor and identify their urgent PPE requirements.

#### b. ENFORCEMENT SUPPORT LINE

- The Ministry's 1-800 Enforcement Support Line (1-866-389-7638) and dedicated enforcement email address ([EssentialWorkplacesSupport.SolGen@ontario.ca](mailto:EssentialWorkplacesSupport.SolGen@ontario.ca)) was established to provide guidance to policing and other enforcement personnel in relation to the enforcement of provincial and emergency orders.
  - **Note: the 1-800 number and ministry email address are not public information and should not be distributed beyond enforcement personnel.**
- It is intended to assist enforcement personnel and is available Monday to Friday from 8:30 a.m. – 5:30 p.m.

#### c. EMPLOYER RAPID TESTING PILOT

- As per All Chiefs Memo 21-0055 sent on May 17<sup>th</sup>, as of May 7, 2021 emergency services, including police and fire services, looking to provide COVID-19 screening at their workplace can now apply to receive free rapid antigen tests through the Ontario Together website. <https://covid-19.ontario.ca/provincial-antigen-screening-program>
- Through the Provincial Antigen Screening Program, the Government of Ontario provides free rapid antigen tests to high-risk communities, in-scope organizations and essential workplaces.
- The *COVID-19 Testing for Organizations* page provides a 'one-stop shop' for organizations to apply for rapid antigen test kits through the Provincial Antigen Screening Program. The website helps organizations determine their eligibility for free tests, then intakes them into the program, providing all the necessary guidance and information about how to order tests and set up a screening clinic on-site.

- While the Ontario Together site centralizes the process to access rapid antigen tests for new participants, police services that have already been onboarded into the provincial rapid testing program through past Advisor outreach do not need to do anything differently.

#### **4. COMMUNITY SAFETY AND WELL-BEING (CSWB)**

##### **A. CSWB PLANNING**

- Legislative requirements related to CSWB planning came into force on January 1, 2019, as an amendment to the current *Police Services Act* (PSA), which mandates all municipalities in Ontario to prepare and adopt a CSWB plan, working in partnership with police services/boards and various other sectors, including health/mental health, education, community/social services and children/youth services through the establishment of an advisory committee.
  - Municipalities have the discretion and flexibility to develop CSWB plans either individually or jointly with other municipalities or First Nation band councils.
- The deadline for municipalities to prepare and adopt their first CSWB plan is July 1, 2021. This is a new deadline that was prescribed under the PSA in response to the COVID-19 emergency and provides municipalities with six months extension from the original deadline of January 1, 2021.
- This change will ensure municipalities, police services and local service providers can continue to dedicate the necessary capacity and resources to respond to COVID-19, while also providing adequate time to effectively undertake consultations, work collaboratively with multi-sectoral partners, and meet the legislative requirements to develop meaningful and effective CSWB plans.
- A communication package was sent out to the AMO, the City of Toronto and all municipal CAOs, Heads of Council and Clerks on December 24, 2020 to announce this extension.
- The Ministry is currently exploring the development of a regulation related to a review and revision period for CSWB plans. If approved, the proposed regulation would come into effect under the new CSPA. Public and stakeholder input on the proposed regulation is currently being requested through Ontario's Regulatory Registry which can be found at <https://www.ontariocanada.com/registry/view.do?postingId=36950&language=en>.
- Ministry staff continue to be available to provide direct support to communities in navigating the legislation related to CSWB planning through interactive presentations and webinars. For questions and requests related to CSWB, please contact Tiana Biordi, Community Safety Analyst, at [Tiana.Biordi@ontario.ca](mailto:Tiana.Biordi@ontario.ca).

#### **5. PROVINCIAL TOWING TASK FORCE**

- On June 29, 2020, the province announced the establishment of the Towing Task Force (Task Force), in response to growing violence in the towing industry.
- The mandate of the Task Force is to develop a comprehensive provincial regulatory regime for Ontario's towing industry with a focus on increasing safety and enforcement, clarifying protections for consumers and businesses, improving industry standards, and considering tougher penalties for violators.
- The Task Force is co-led by the Ministry of Transportation (MTO) and the Ministry of the Solicitor General (SOLGEN), and consists of representatives from the following ministries and police organizations:
  - Ministry of Government and Consumer Services (MGCS);

- Ministry of Municipal Affairs and Housing (MMAH);
- Ministry of Labour, Training and Skills Development (MLTSD);
- Ministry of Finance (MOF);
- Ontario Provincial Police (OPP); and
- Municipal police organizations.
- In 2020, the Task Force conducted consultations with stakeholders in the towing, consumer protection, automobile insurance, municipal and law enforcement sectors, resulting in a strong recommendation from all stakeholder groups that a new provincial oversight regime is required for the towing industry.
- In addition, stakeholder and public surveys about towing were also conducted.
- Starting in May 2021, MTO has been undertaking consultations with 1-2 municipalities per week to learn which bylaws, requirements, and systems are most effective and will explore the potential role municipalities could play in a provincial towing and storage oversight and enforcement regime.
  - Consultations will also support MTO in gaining insights from municipalities on their experiences with customer complaints (volume and resolution), appeals, enforcement strategies, storage facilities and licences to better inform regulation development and future processes.
  - Thus far, consultations have been completed with Brampton, Orangeville, Ottawa and Toronto.
- MTO also recently established the Technical Advisory Group (TAG), with representation from municipalities, policing, towing, consumer and insurance sectors to provide further advice regarding the towing sector.
  - Policing representatives include the Ontario Association of Chiefs of Police, OPP, Indigenous Police Chiefs of Ontario, and York Regional Police Service.
  - The TAG includes municipal representation from Ottawa, Toronto and Mississauga and approvals are being sought to invite Dryden to the table for a northern municipal perspective.
  - The TAG met for the first time on March 12. The second meeting is scheduled for May 21, 2021.
- On April 26, 2021, the Minister of MTO introduced Bill 282 - the *Moving Ontarians More Safely Act, 2021* (MOMS). The Bill is currently in the third reading.
- If passed by the legislature, the MOMS Act would improve truck safety and strengthen the province's oversight of the towing sector by creating the *Towing and Storage Safety and Enforcement Act, 2021* (schedule 3). This Act:
  - would require tow operators, tow truck drivers and vehicle storage operators to be certified, and set new standards for customer protection and roadside behaviours, including penalties for non-compliance;
  - provide for the designation of highways or parts of highways as restricted towing zones, in which only authorized certificate holders may provide towing services. The Act also provides that one or more dispatch services may be designated by the regulations for the purpose of governing the dispatching of tow trucks, and that specified persons would be required to use any such dispatch service; and
  - provides for a Director of Towing and Vehicle Storage Standards, with specified powers and duties, to be appointed for the purposes of the Act. The Director may in turn appoint inspectors for enforcement purposes.



## 6. GRANTS

### ***Community Safety and Policing (CSP) Grant***

- The CSP Grant supports eligible police services/boards in combatting crime and provides flexibility to implement initiatives that address policing and community needs related to safety and well-being.
- The CSP Grant offers two funding streams – one focused on addressing local priorities and the other focused on addressing provincial priorities.
  - Projects funded under the local priorities funding stream must address local risks that are most prevalent in communities.
  - Projects funded under the provincial priorities funding stream must focus on addressing priorities of provincial interest which include gun and gang related violence, sexual violence and harassment and/or human trafficking (priorities may differ for each grant cycle).
- For your reference, all successful applicants and a summary of their associated projects are available on the Ministry's website at:  
<https://www.mcscs.jus.gov.on.ca/english/Policing/ProgramDevelopmentandGrants/GrantsandInitiatives/PSDPolicingGrantsRecipients.html>
- The next call-for-applications for CSP Grant Local and Provincial Priorities Funding Streams is anticipated for Fall 2021.
- For more information about the CSP Grant, please contact James Lee, Community Safety Analyst at [James.Y.Lee@ontario.ca](mailto:James.Y.Lee@ontario.ca) or Tiana Biordi, Community Safety Analyst, at [Tiana.Biordi@ontario.ca](mailto:Tiana.Biordi@ontario.ca).

### ***Court Security and Prisoner Transportation (CSPT) Program***

- The ministry has proceeded with the 2021 CSPT Program and will be providing a maximum total of \$125M to assist municipalities in offsetting their CSPT costs.
- 2021 agreements covering the period of January 1 to December 31, 2021 were distributed to municipalities on March 31, 2021.
- Ministry staff is currently tracking incoming signed agreements. Once the agreements have been signed by all parties, the ministry will issue the 2021 first instalment.
- On May 4, 2021, the ministry informed participants under the CSPT Program that in addition to the list of CSPT services and activities eligible as per the contractual agreement, costs associated with the guarding, monitoring and transportation of prisoners when court proceedings are held remotely outside of court locations are eligible for consideration for funding for 2020 and 2021. Participants have been requested to submit a revised 2020 Annual Financial Report, if applicable, or confirm that there will be no changes to their previous submission.
- In September 2020, the ministry hired an independent consultant, Goss Gilroy Inc., to conduct a review of court security and prisoner transportation in Ontario, including the design of the CSPT Program. This review is part of the ministry's ongoing work to reduce court delays, leverage technology and improve public safety to build a more responsive and efficient justice system. Municipalities, police services and other justice sector partners were engaged during the review process. The ministry is currently reviewing findings and recommendations in the final report. More information will be shared with stakeholders soon. **Note: this review is led by the Modernization Division.**
- No changes were made to the 2021 CSPT Program as a result of the review



### ***Guns and Gangs Funding***

- The province introduced Ontario's Guns, Gangs and Violence Reduction Strategy (GGVRS) to address the increase in gun violence and gang-related activity in Ontario. The GGVRS is being implemented in a phased approach that balances the government's policy objective to deliver a comprehensive and effective solution to the gun and gang crisis, with the government's fiscal priorities and commitments.
- Most recently, on August 10, 2020, the Ministry launched the new Ontario CCTV Grant Program. The new Grant will expand CCTV systems in more municipalities as part of the Ontario GGVRS and will further support police services and the communities they serve to increase public safety.
  - The new Ontario CCTV Grant currently involves a three-year investment of \$6 million. Every grant cycle will be for the duration of one year (i.e., \$2 million per fiscal year).
  - A total of 18 projects were funded over one fiscal year from April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2021.
  - The 2021-2022 call for applications is anticipated to take place in spring/summer 2021.
- For any inquiries relating to Ontario CCTV, police services may contact [Ramanan.Thanabalasingam@Ontario.ca](mailto:Ramanan.Thanabalasingam@Ontario.ca) or [Silvana.Burke@Ontario.ca](mailto:Silvana.Burke@Ontario.ca).

### ***Reduce Impaired Driving Everywhere (R.I.D.E.) Grant***

- The R.I.D.E. Grant provides funding to police services to enhance local enforcement capabilities and ensure a year-round provincial program to conduct spot checks aimed at deterring and detecting impaired drivers. The R.I.D.E. Grant has an annualized budget of \$2.4M and is intended to cover only sworn officers' overtime and paid duty R.I.D.E. activities. All municipal and First Nations police services and OPP municipal contract locations are eligible to apply for funding.
- Final reports for FY 2020-21 were due on April 15, 2021. Pending receipt/approval, the ministry will issue final payments by June 2021.
- It is anticipated the next call for applications will be issued in Spring 2022.

### ***Safer and Vital Communities (SVC) Grant***

- The SVC Grant Review Committee met in the Fall to review and score the applications, and 26 applicants were approved by the SG. The public announcement was made in February 2021, a full list of successful applicants can be found on the Ministry's website: <http://www.mcscs.jus.gov.on.ca/english/Policing/ProgramDevelopmentandGrants/GrantsandInitiatives/PSDPolicingGrantsRecipients.html>
- The next Call for Applications is anticipated around end of 2021/early 2022.

## **7. PROVINCIAL BOARD MEMBER APPOINTMENTS**

- Appointments and potential candidates are being reviewed and processed by the Office of the Solicitor General. Please be aware that reappointments are not automatic or guaranteed, regardless of the number of years served.
- If you have questions about your appointment, or a vacancy on your board, please let your Advisor know and we would be happy to follow up.
  - Chair Dietrich thanked Duane Sprague, Ministry Advisor for sharing his knowledge and report

## **7. Educational Session**

- No education session at this meeting

## **8. Correspondence**

- All correspondence is shared with Zone 5 membership as received

## **9. Zone Director's Report**

- OAPSB Zone 5 Director Lisa MacDonald provided the report to the membership
- Anyone who attended the OAPSB Spring conference, please see the event mobi (when registered) to find the materials presented. Members can also access information shared by Dr. Robyn Hanley-Dafoe regarding research surrounding mental health
- Sarah Caldwell provided an excellent speech about Police Board roles and responsibilities
- Zone 5 may wish to reach out to Sarah to attend the September or December meeting
- Lisa indicated that she would reach out to Fred Kaustien to attend the next meeting to provide updated information pertaining to training
- The current Directors were appointed at the AGM in May 2021. Jim Maudsley retained the current position as Director for Zones 4, 5 and 6
- Efficiently through zoom technology, Lisa conducted the Elections as OAPSB Vice-Chair Chair Dietrich expressed his appreciation to Lisa for sharing the Zone Director's report

## **10. New Business**

- No new business

## **11. Key Zone Updates and Q & A Period**

- We encourage Boards to share a written report for inclusion in the minutes
- Any items of significance can be shared at the meeting
- Member Rosemary Tanner questioned what materials/programs are available to address mental health concerns – the Ministry Advisor noted that there are programs available through a number of services and recommended that Boards reach out to their Chiefs and/or Ministry Representative for assistance
- Member Tanner also questioned if grants were available to support programs – it was suggested to reach out to Hamilton and/or Brampton Police Service for guidance
- Member Daryl Minifie from Grey Highlands wanted to recognize and congratulate PC Nick Wilson for receiving the Officer of the Year 2020 award for Grey Highlands
- Any Board struggling to complete their CS&WB Plan prior to the deadline of July 1, 2021, please reach out to Duane Sprague, Ministry Advisor for guidance
- Boards were reminded to send in Directory updates

## **Individual Board Updates**

### **South Huron**

- Report submitted for inclusion
- Warm welcome to Dave Frayne who was appointed as the Provincial Representative for the South Huron Police Services Board
- Congratulations to Jim Dietrich on re-election to the position of Chair of the South Huron Police Services Board
- Heartbreaking fatal collision Christmas Eve evening - Tough investigation – Officers did an excellent, impressive job especially surrounding weather conditions
- 30 Festive RIDE programs were conducted in South Huron during the month of December
- Block training continues with enhanced safety measures in place
- There were 800 mental health calls last year compared to 100 in a neighbouring county
- Keys left in vehicles continues to be an ongoing issue – with colder weather, vehicles are being left unlocked and running
- The sale of cannabis edibles has started in Ontario and the Inspector believes there will be some impact/increase towards health-related calls
- Significant drug bust in Exeter – drug trafficking investigation – seized various drugs and paraphernalia – numerous charges were laid
- Investigation of this magnitude takes significant time and resources for successful sentencing – solid charges and happy with results
- Foot patrols have been conducted by officers during the early morning hours
- School resource officer was fully engaged when youngsters attended school
- Special Investigations Unit (SIU) completed their investigation of an occurrence that took place in South Huron

### **12. Future Agenda Items**

- Please contact the Secretary-Treasurer if you have items that you would like to include on upcoming Agenda

#### **12.1 Next Meeting Date**

- The next regular meeting of the OAPSB Zone 5 will be held on September 14, 2021. Host has not been determined
- Zone 5 Meeting Dates, Host, Location and Venue are determined by the OACP

### **13. Adjournment**

**Motion** - **Dave Frayne/Daryl Minifie**

“That the meeting adjourn at 10:50 am.”

**Disposition** - **Carried**

\_\_\_\_\_  
Chair – Jim Dietrich

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sec./Treasurer – Jo-Anne Fields

\_\_\_\_\_  
Date

**O.A.P.S.B. Zone 5 Board Membership Directory**

**Revised September 1, 2021**

**O.A.P.S.B. Contact:** Holly Doty  
Ontario Association of Police Services Board  
180 Simcoe Street  
London, ON N6B 1H9  
Telephone: 1-800-831-7727  
Mobile: 519.636.7707  
[admin@oapsb.ca](mailto:admin@oapsb.ca)

**Zone Chair:** Jim Dietrich  
519.280.0682 (Mobile)  
[jdietrich@hay.net](mailto:jdietrich@hay.net)

**Vice Chair:** Daryl Minifie  
Grey Highlands Police Services Board (OPP)  
206 Toronto St. S, Unit 1  
Box 409  
Markdale, Ontario NOC 1H0  
226.668.7919  
[darylminifie@gmail.com](mailto:darylminifie@gmail.com)

**Zone Secretary/Treasurer:** Jo-Anne Fields  
Box 375, 75 Queen St.  
Hensall, Ontario NOM 1X0  
519.494.9466 (Mobile)  
[j.fields7575@gmail.com](mailto:j.fields7575@gmail.com)

**Zone Director:** Lisa MacDonald  
Wellington County Police Services Board (OPP)  
74 Woolwich Street  
Guelph, Ontario N1H 3T9  
519.664.2345  
[lisamacdonald@outlook.com](mailto:lisamacdonald@outlook.com)

**Ministry Representative:** Duane Sprague | Police Services Advisor  
 Police Services Liaison Unit  
 Policing Inspections, Investigation, Audit and Compliance Management Branch  
 Inspectorate of Policing  
 Ministry of the Solicitor General  
 25 Grosvenor Street | 15th floor | Toronto, ON | M7A 2H3  
 Cell: (416) 573-8309  
 Duane.Sprague@Ontario.ca<mailto:[Duane.Sprague@Ontario.ca](mailto:Duane.Sprague@Ontario.ca)>

**Alternative Ministry Rep:** David Tilley, Police Services Advisor  
[David.Tilley@ontario.ca](mailto:David.Tilley@ontario.ca)

Jeti Sahota, Police Services Advisor  
[Jeeti.Sahota@ontario.ca](mailto:Jeeti.Sahota@ontario.ca)

Police Services Board	Board Secretary Contact Information	Board Chair/Members Contact Information
<p><b>Brockton Police Services Board</b>                      100 Scott St. Box 68                      Walkerton, Ontario N0G 2V0</p>	<p>Sarah Johnson  <a href="mailto:sjohnson@brockton.ca">sjohnson@brockton.ca</a></p>	<p>5 Membership Board                      Brian Read – Municipal Rep/Chair -  <a href="mailto:brian_read@wsib.on.ca">brian_read@wsib.on.ca</a> or <a href="mailto:brianread63@yahoo.com">brianread63@yahoo.com</a>                      Steve Adams – Councillor- <a href="mailto:sadams@brockton.ca">sadams@brockton.ca</a>                      Tim Elphick - <a href="mailto:telphick@brockton.ca">telphick@brockton.ca</a>                      Heather Frook – Provincial Rep - <a href="mailto:frooky@live.ca">frooky@live.ca</a>                      Carl Kuhnke – Provincial Rep - <a href="mailto:ckuhnke@wcwc.ca">ckuhnke@wcwc.ca</a></p>
<p><b>Central Huron Police Services Bd</b>                      23 Albert Street, Box 400                      CLINTON, Ontario NOM 1L0</p>	<p><a href="mailto:cao@centralhuron.com">cao@centralhuron.com</a></p>	<p>3 Membership Board                      Marg Anderson – <a href="mailto:manderson@centralhuron.com">manderson@centralhuron.com</a>                      Tim Collyer – Community Rep - <a href="mailto:tdcollyer@eastlink.com">tdcollyer@eastlink.com</a>                      Trudy Kernighan - <a href="mailto:kernigtj@gmail.com">kernigtj@gmail.com</a></p>
<p><b>Chatsworth Police Services Board (O.P.P.)</b>                      316837 Highway 6                      R. R. # 1,                      Chatsworth, Ontario N0H 1G0</p>	<p>Carolyn Marx  <a href="mailto:cmarx@chatsworth.ca">cmarx@chatsworth.ca</a>                      519-794-3232                      519-794-4499 (fax)</p>	<p>3 Membership Board                      Scott MacKey – Mayor – <a href="mailto:scott.mackey@grey.ca">scott.mackey@grey.ca</a>                      Terry McKay – Provincial Appointee – <a href="mailto:ben7@bmts.com">ben7@bmts.com</a>                      Graham Taylor – Community Rep –  <a href="mailto:grahamtaylor620@gmail.com">grahamtaylor620@gmail.com</a></p>

<p><b>Grand Valley Police Services Board (O.P.P.)</b> 5 Main Street North Grand Valley, Ontario L9W 5S6</p>	<p>Meghan Townsend, Deputy Clerk Town of Grand Valley 5 Main Street N. Grand Valley, ON L9W 5S6 <a href="mailto:mtownsend@townofgrandvalley.ca">mtownsend@townofgrandvalley.ca</a> Phone # (519) 928-5652 Fax # (519) 928-2275</p>	<p>3 Membership Board Steve Soloman, Chair <a href="mailto:ssoloman@townofgrandvalley.ca">ssoloman@townofgrandvalley.ca</a> Josh Hoskin – municipal rep <a href="mailto:josh@hoskinfamily.com">josh@hoskinfamily.com</a> Myrna Roberts – Provincial Rep</p>
<p><b>Georgian Bluffs Police Services Board</b> R. R. # 3 177964 Grey Rd. 18 Owen Sound, Ontario N4K 5N5</p>	<p>Brittney Drury Deputy Clerk <a href="mailto:bdrury@georgianbluffs.on.ca">bdrury@georgianbluffs.on.ca</a> 519.376.2729 x 226 519.372.1620 (fax)</p>	<p>3 Membership Board Dwight Burley – Mayor – <a href="mailto:dburley@georgianbluffs.on.ca">dburley@georgianbluffs.on.ca</a> Peter Hughes – <a href="mailto:pjameshughes@gmail.com">pjameshughes@gmail.com</a> Barry Hatt - <a href="mailto:grandmahatt@hotmail.com">grandmahatt@hotmail.com</a></p>
<p><b>Goderich Police Services Board (O.P.P.)</b> 57 West Street Goderich, Ontario N7A 2K5</p>	<p>Larry McCabe <a href="mailto:lmccabe@goderich.ca">lmccabe@goderich.ca</a> 519-524-8344 519-524-7209 (fax)</p>	<p>3 Membership Board Tony Denomme – Chair - <a href="mailto:a.denomme@hurontel.on.ca">a.denomme@hurontel.on.ca</a> Valerie Petrie – Member - <a href="mailto:valerie@cabletv.on.ca">valerie@cabletv.on.ca</a> John Grace – Council – <a href="mailto:jgrace@goderich.ca">jgrace@goderich.ca</a> Tom Jasper – Provincial Rep</p>
<p><b>Grey Highlands Police Services Board (O.P.P.)</b> 206 Toronto St. S Unit 1 Box 409 Markdale, Ontario N0C 1H0</p>	<p>Amanda Van Alstine Municipal Services Assistant/PSB Secretary Municipality of Grey Highlands 206 Toronto Street South, Unit 1, P.O. Box 409 Markdale, Ontario N0C 1H0 <a href="tel:519-986-2811">519-986-2811</a> Toll-Free <a href="tel:1-888-342-4059">1-888-342-4059</a> Fax <a href="tel:519-986-3643">519-986-3643</a> <a href="mailto:vanalstinea@greyhighlands.ca">vanalstinea@greyhighlands.ca</a></p>	<p>5 Membership Board Daryl Minifie – Vice Chair – Community - <a href="mailto:darylminifie@gmail.com">darylminifie@gmail.com</a> Dane Nielsen – Vice Chair – Council Appointee - <a href="mailto:councillornielson@greyhighlands.ca">councillornielson@greyhighlands.ca</a> Paul McQueen – Head of Council - <a href="mailto:mcqueenp@greyhighlands.ca">mcqueenp@greyhighlands.ca</a> Lynn Silverton – Provincial Appointee – Chair - <a href="mailto:lynn@bmts.com">lynn@bmts.com</a> - <a href="mailto:stewarthalliday@bmts.com">Stewart Halliday – Provincial Appointee -</a> <a href="mailto:stewarthalliday@bmts.com">stewarthalliday@bmts.com</a></p>
<p><b>Guelph Police Services Board</b> P. O. Box 31038 Willow West Postal Outlet Guelph, Ontario N1H 8K1</p>	<p>Cheryl Polonenko Executive Assistant Guelph Police Services Board P.O. Box 31038, Willow West Postal Outlet Guelph, ON N1H 8K1 Tel.: <a href="tel:519-824-1212">519-824-1212</a> ext. 7213</p>	<p>5 Membership Board Robert Carter – <a href="mailto:robertcarter@rogers.com">Chair - robertcarter@rogers.com</a> - Chair Cam Guthrie – Council - <a href="mailto:cam.guthrie@guelph.ca">cam.guthrie@guelph.ca</a> Christine Billings - <a href="mailto:christineward6@hotmail.com">christineward6@hotmail.com</a> Rod Curran – Member - <a href="mailto:Curranrod@icloud.com">Curranrod@icloud.com</a></p>

	<p>Fax: 519-824-8360 E-Mail: <a href="mailto:board@guelphpolice.ca">board@guelphpolice.ca</a></p>	<p>Peter McSherry – Provincial – <a href="mailto:peter@petermcsherry.ca">peter@petermcsherry.ca</a> – Vice Chair</p>
<p><b>Hanover Police Services Board</b> 203 10<sup>th</sup> Street Hanover, Ontario N4N 1N8</p>	<p>Catherine McKay 519-367-2017 <a href="mailto:cmckay@wightman.ca">cmckay@wightman.ca</a></p>	<p>5 Membership Board Don Smith - <a href="mailto:hpsbdsmith@gmail.com">hpsbdsmith@gmail.com</a> – Chair/Community Rep Sue Paterson – <a href="mailto:spaterson@hanover.ca">spaterson@hanover.ca</a> – Vice Chair Selwyn Hicks - <a href="mailto:shicks@hanover.ca">shicks@hanover.ca</a></p>
<p><b>Huron-Kinloss Police Services Board</b> 21 Queen Street, Box 130 Ripley, Ontario N0G 2R0</p>	<p>Kelly Lush Deputy Clerk Township of Huron-Kinloss 519.395.3735 <a href="mailto:klush@huronkinloss.com">klush@huronkinloss.com</a></p>	<p>3 Membership Board Mitch Twolan - <a href="mailto:mitch@lakerangerealty.ca">mitch@lakerangerealty.ca</a> - Mayor Sarah Martyn - <a href="mailto:penetangorewellness@gmail.com">penetangorewellness@gmail.com</a> – Community Rep Provincial Rep – Ian Montgomery - <a href="mailto:im@hurontel.on.ca">im@hurontel.on.ca</a></p>
<p><b>Kincardine Police Services Board</b> Municipal Administration Centre 1475 Conc. 5 R.R. #5 Kincardine, ON N2Z 2X6</p>	<p>Jenna Leifso <a href="mailto:jleifso@kincardine.ca">jleifso@kincardine.ca</a> 519-396-3468 519-396-8288 (fax)</p>	<p>3 Membership Board Randy Roppel – Chair – <a href="mailto:rroppel@kincardine.ca">rroppel@kincardine.ca</a> Laura Haight – Council Rep (Municipal Councillor) Ron Roppel – Citizen Rep (Community) John Keown</p>
<p><b>North Huron Police Services Board</b> Township of North Huron 519.357.3550 ex. 140 <a href="mailto:apiskorski@northhuron.ca">apiskorski@northhuron.ca</a> <a href="http://www.northhuron.ca">www.northhuron.ca</a></p>	<p><a href="mailto:clamb@northhuron.ca">clamb@northhuron.ca</a></p>	
<p><b>North Perth Police Services Board (O.P.P.)</b> 330 Wallace Ave. N Listowel, Ontario N4W 1L3</p>	<p>Kate Docker <a href="mailto:kdocker@northperth.ca">kdocker@northperth.ca</a> 519-292-2041 519-291-1804 (fax) 519-292-1228 (cell)</p>	<p>5 Membership Board Ken Lawrence – Chair – <a href="mailto:kenjudy@eastlink.ca">kenjudy@eastlink.ca</a> Judy Givens – Provincial rep – <a href="mailto:bgivens@wightman.ca">bgivens@wightman.ca</a> Derek Mendez – Provincial Rep Julie Behrns - Councillor Dave Johnston – Councillor</p>



<p><b>Orangeville Police Services Board</b>  c/o Town of Orangeville  87 Broadway  Orangeville, Ontario L9W 1K1</p>	<p>Todd Taylor – Chair  <a href="mailto:ttaylor@orangeville.ca">ttaylor@orangeville.ca</a></p>	<p>5 Membership Board  Ken Krakar –Prov. Appointee – <a href="mailto:kkrakar@orangeville.ca">kkrakar@orangeville.ca</a>  Todd Taylor – Councillor – <a href="mailto:ttaylor@orangeville.ca">ttaylor@orangeville.ca</a>  Sandy Brown – Mayor – <a href="mailto:sbrown@orangeville.ca">sbrown@orangeville.ca</a>  Mary T. Rose – Prov. Appointee – <a href="mailto:marytrose@marytrose.com">marytrose@marytrose.com</a>  Ian McSweeney – Council Rep – <a href="mailto:imcsweeney@orangeville.ca">imcsweeney@orangeville.ca</a></p>
<p><b>Owen Sound Police Services Board</b>  922 2<sup>nd</sup> Ave. West  Owen Sound, Ontario N4K 4M7</p>	<p>John Thomson  <a href="mailto:jthoms1639@rogers.com">jthoms1639@rogers.com</a>  226-668-0379</p>	<p>5 Membership Board  John Thomson - Community Rep – Chair - <a href="mailto:jthoms1639@rogers.com">jthoms1639@rogers.com</a>  Ian Boddy (Mayor) - Member  Garth Pierce - Provincial - <a href="mailto:garthpierce@me.com">garthpierce@me.com</a>  Jill Sampson – Provincial Appointee - Member  John Tamming - Council - Member</p>
<p><b>Saugeen Shores Police Services Board</b>  c/o Georgina Elliott  435 Bruce Street  Port Elgin, Ontario N0H 2C1</p>	<p>Georgina Elliott  <a href="mailto:elliottjd@bmts.com">elliottjd@bmts.com</a>  519.832.9853  519-832-2140 (fax)</p>	<p>5 Membership Board  Dave Myette – <a href="mailto:dave.myette@saugeenhores.ca">dave.myette@saugeenhores.ca</a> – Chair  Don Matheson – <a href="mailto:don.matheson@saugeenshores.ca">don.matheson@saugeenshores.ca</a> – Vice Chair  Greg Thede - (Provincial) – <a href="mailto:gregthede@hotmail.com">gregthede@hotmail.com</a>  John Woodley - (Community) rep - <a href="mailto:woodley@bell.net">woodley@bell.net</a>  Pat O’Connor (Provincial) - <a href="mailto:patoconn@gmail.com">patoconn@gmail.com</a></p>
<p><b>Shelburne Police Services Board</b>  203 Main Street East  Shelburne, Ontario L9V 3K7</p>	<p>Nicole Hill  <a href="mailto:nhillsecretary@gmail.com">nhillsecretary@gmail.com</a>  Cell 519-938-7347</p>	<p>5 Membership Board  Wade Mills - Mayor <a href="mailto:wmills@shelburne.ca">wmills@shelburne.ca</a>  Steve Anderson – Deputy Mayor <a href="mailto:sanderson@shelburne.ca">sanderson@shelburne.ca</a>  Mike Fazackerley – Chair <a href="mailto:mike.fazackerley@matthewscott.com">mike.fazackerley@matthewscott.com</a>  Cell 905-301-3791  Althea Casamento – Provincial <a href="mailto:Repaltheacasamento@gmail.com">Repaltheacasamento@gmail.com</a>  Daniel Sample – Provincial Rep <a href="mailto:dan.sample.ds@gmail.com">dan.sample.ds@gmail.com</a></p>
<p><b>Southgate Police Services Board (O.P.P.)</b>  185667 Grey Road 9, R. R. # 1  Dundalk, Ontario N0C 1B0</p>	<p>1.888.560.6607  519 923-2110 x222  519 923-9262 (fax)</p>	<p>5 Membership Board  Jim Frew, Chair (Southgate Councillor)  John Woodbury, Member (Southgate Mayor)  Don Lewis, Member  Allen Dobreen, Provincial Appointee  Dale Pallister, Provincial Appointee</p>

<p><b>Town of South Bruce Peninsula Police Services Board (O.P.P.)</b>                  PO Box 310 315 George St                  Warton, ON N0H 2T0</p>	<p>Tracey Collins                  Deputy Clerk                  Town of South Bruce Peninsula                  Phone 519 534 1400, ext 120                  Toll Free 877-534-1400                  Fax 519 534 4976  <a href="mailto:tracey.collins@southbrucepeninsula.com">tracey.collins@southbrucepeninsula.com</a>  <a href="http://www.southbrucepeninsula.com">www.southbrucepeninsula.com</a></p>	<p>3 Membership Board                  Janice Jackson – Mayor – Chair                  Dave Madill – Community Rep                  Gary Wood – Provincial Rep</p>
<p><b>South Huron Police Services Board (O.P.P.)</b>                  322 Main Street S                  Exeter, Ontario NOM 1S6</p>	<p>Jo-Anne Fields  <a href="mailto:j.fields7575@gmail.com">j.fields7575@gmail.com</a>                  519.494.9466 cell</p>	<p>3 Membership Board                  Jim Dietrich – Council Rep/Chair - <a href="mailto:jdietrich@hay.net">jdietrich@hay.net</a>                  Mark Hartman – Community/Vice Chair – <a href="mailto:Mark.Hartman@edwardjones.com">Mark.Hartman@edwardjones.com</a>                  Dave Frayne – Provincial rep – <a href="mailto:frayne@hay.net">frayne@hay.net</a></p>
<p><b>Stratford Police Services Board</b>                  P. O. Box 818                  1 Wellington Street                  Stratford, Ontario N5A 6W1</p>	<p>Patricia Shantz  <a href="mailto:pshantz@stratford.ca">pshantz@stratford.ca</a>                  519-271-0250 ext. 236</p>	<p>5 Membership Board                  Dan Mathieson - Chair - <a href="mailto:dmathieson@stratford.ca">dmathieson@stratford.ca</a>                  Tim Doherty – <a href="mailto:tim.doherty14@gmail.com">tim.doherty14@gmail.com</a>                  Graham Bunting - <a href="mailto:gbunting@stratford.ca">gbunting@stratford.ca</a>                  Rosemary Tanner – <a href="mailto:fireflypro@rogers.com">fireflypro@rogers.com</a>                  Steve Cousins – <a href="mailto:steve_cousins@norampac.com">steve_cousins@norampac.com</a></p>
<p><b>Waterloo Regional Police Services Board</b>                  200 Maple Grove Rd.                  Cambridge, Ontario N3H 5M1</p>	<p>Jill Eggleton                  Exécutive Assistant                  Waterloo Regional Police Service                  200 Maple Grove Road                  Cambridge, Ontario N3H 5M1                  519.570.9777 ext. 8853                  519.650.8551 Fax  <a href="mailto:jill.eggleton@wrps.on.ca">jill.eggleton@wrps.on.ca</a></p>	<p>7 Membership Board                  Karen Redman – Chair – <a href="mailto:kredman@regionofwaterloo.ca">kredman@regionofwaterloo.ca</a>                  Karl Kiefer – Vice Chair – <a href="mailto:kkiefer@regionofwaterloo.ca">kkiefer@regionofwaterloo.ca</a>                  Tony Giovinazzo – Member - <a href="mailto:tony.giovinazzo@wrps.on.ca">tony.giovinazzo@wrps.on.ca</a>                  Ian McLean – Member - <a href="mailto:Ian.McLean@wrps.on.ca">Ian.McLean@wrps.on.ca</a>                  Karin Schnarr – Member - <a href="mailto:Karin.Schnarr@wrps.on.ca">Karin.Schnarr@wrps.on.ca</a>                  Sandy Shantz – Member – <a href="mailto:sshantz@regionofwaterloo.ca">sshantz@regionofwaterloo.ca</a>                  Rosita Tse – Member – <a href="mailto:rosita.tse@wrps.on.ca">rosita.tse@wrps.on.ca</a></p>
<p><b>Wellington Police Services Board (OPP)</b>                  74 Woolwich Street                  GUELPH, Ontario                  N1H 3T9</p>	<p>Donna Bryce                  County Clerk  <a href="mailto:donnab@wellington.ca">donnab@wellington.ca</a>                  519.837.2600 x 2520</p>	<p>Kelly Linton – Warden - <a href="mailto:kellyl@wellington.ca">kellyl@wellington.ca</a>;                  David Anderson - <a href="mailto:davida@wellington.ca">davida@wellington.ca</a>;                  Gary Williamson – Community - <a href="mailto:garywil@xplornet.com">garywil@xplornet.com</a>;                  Joanne Ross-Zuj – Chair - <a href="mailto:jrosszuj@gmail.com">jrosszuj@gmail.com</a>;                  Lisa MacDonad – Provincial <a href="mailto:lisamacdonald@outlook.com">lisamacdonald@outlook.com</a></p>

<p><b>West Grey Police Services Board</b>                  402813 Grey Rd. 4                  R. R. # 2                  Durham, Ontario                  NOG 1R0</p>	<p>Heather Webb  <a href="mailto:hwebb@westgrey.com">hwebb@westgrey.com</a>                  519.369.2200 ext 226                  519.369.5962 (fax)</p>	<p>5 Membership Board                  Betty Moric - Prov - <a href="mailto:eandbmoric@gmail.com">eandbmoric@gmail.com</a>                  Christine Robinson, <a href="mailto:mayor@westgrey.com">mayor@westgrey.com</a>                  Geoffrey Shea - <a href="mailto:g Shea@westgrey.com">gshea@westgrey.com</a>,                  Doug Townsend - <a href="mailto:ihobble@everus.ca">ihobble@everus.ca</a> - Chair                  Helen-Claire Tingling – Provincial rep - <a href="mailto:hctingling@gmail.com">hctingling@gmail.com</a></p>
<p><b>West Perth Police Services Board</b>                  Municipality of West Perth                  169 St. David St., PO Box #609                  Mitchell, Ontario                  NOK 1N0</p>	<p>Ljubica Blazevic                  Clerk                  Phone: (519) 348-8429 ext. 224                  Email: <a href="mailto:lblazevic@westperth.com">lblazevic@westperth.com</a>  <a href="http://www.westperth.com">www.westperth.com</a></p>	<p>5 Membership Board                  June Demerling – <a href="mailto:jed8171@quadro.net">jed8171@quadro.net</a>                  Walter McKenzie – Mayor                  Steve Herold – Councillor – <a href="mailto:sherold@westperth.com">sherold@westperth.com</a>                  Paul Wettlaufer – Provincial Appointee                  John Mogks – Provincial Appointee <a href="mailto:themogks@gmail.com">themogks@gmail.com</a>                  Steve Herold – Councillor - <a href="mailto:sherold@westperth.com">sherold@westperth.com</a> – Chair</p>

**Organization of Board Minutes December 2018 to Date**

**Project Outline**

STEP	TARGET DATE	STATUS
1. Heather to collect all <u>regular</u> meeting minutes (both in-camera and public sessions) and <u>special</u> in-camera meeting minutes for meetings December 2018 to June 15, 2021 inclusive.		
2. Heather to report above list of regular and special meeting minutes to Ian, as well as identifying which regular <u>public</u> session minutes have been received by Town Council and previously posted on the website.		
3. Ian to check for gaps and provide Heather with any missing regular/special meeting minutes.		
4. Once 1-3 are complete, Heather to identify <ul style="list-style-type: none"> <li>a. any minutes that have not been signed by the Chair and Secretary; and</li> <li>b. any regular public session meeting minutes that have not been received by Town Council,</li> </ul> and communicate this (a and b) to Ian.		
5. On Ian's instructions, Heather shall arrange with Todd to fully sign any minutes not previously signed and Ian shall provide instructions with respect to any regular public session meeting minutes not previously received by Town Council.		
6. On Ian's instructions, Heather shall post/repost fully signed regular public session minutes on the website.		

## [Board Letterhead]

### Orangeville Police Services Board Board Meetings Service Standards

The following service standards will apply to Board Members and the Board Secretary in the conduct of their duties. All draft documents to be prepared in Word format and all final documents to be prepared in PDF format. All revisions to drafts are to be in track changes format. All agendas and minutes shall be prepared in standard template format and watermarked “In-Camera” or “Public”, as the case may be, and the in-camera agendas and minutes shall be highlighted in yellow. All references to days and years are to calendar days and years.

As part of each meeting agenda, the Secretary shall report quarterly to the Board on cumulative compliance with all service standards for the year in a form substantially similar to the attached Appendix “A”.

#### A. Meeting Agenda Preparation

1. No less than 12 days prior to a regular meeting, the Chair shall (by separate emails – one for in-camera and one for public) circulate to the Secretary and Vice-Chair proposed in-camera and public session agenda topics and related materials. Any Board Member may request a meeting topic be added to an agenda by contacting the Chair or the Secretary at or before this time. Except as otherwise provided under the By-law or approved by the Board, all correspondence, notices of motion, and other communication addressed to the Board which are received by the Secretary at least 10 days prior to a regular meeting shall be placed on the meeting agenda and shall be dealt with at the next regular monthly meeting, unless placed on the agenda for an earlier meeting (By-law s.P1).
2. No less than 10 days prior to a regular meeting, the Chair and Secretary shall meet to discuss and finalize agenda topics and materials, as well as invited guests. Public agenda and materials shall include all invoices and special remuneration claims to be considered by the Board for approval. The Chair and Secretary shall co-ordinate who is to invite guests, following which guests shall be invited ASAP, BUT in the case of in-camera guests, with limited disclosure of confidential agenda items and materials the guests are not directly participating in. This disclosure is to be discussed and settled by the Chair and Secretary to avoid inadvertent disclosure of confidential information.
3. No less than 8 days prior to a regular meeting, the Secretary shall circulate to the Chair and Vice-Chair draft session agendas in standard format as close to final as possible, including draft notes with any questions. At that time the Secretary shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number.
4. No less than 6 days prior to a regular meeting, the Chair/Vice-Chair shall provide the Secretary with their revisions/comments on the draft agendas in Word track changes format and shall include a revised indexed package of materials for each agenda incorporating any document additions/deletions or re-numbered indexing as appropriate based on agenda revisions.
5. No less than 3 days prior to a meeting, the Secretary shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4).
6. If agenda revisions are required or additions/deletions required to the agenda package materials prior to the meeting, the changes shall be circulated to members as soon as possible, but such changes may also be made at the meeting through the Chair.

7. The above requirements apply to special meetings of the Board to the extent circumstances permit and otherwise with reasonable modifications having regard to the amount of time available prior to the special meeting date.

#### **B. Post-Meeting Requirements**

1. No more than 4 days following a regular meeting, the Secretary shall provide the Chair and Vice-Chair with draft in-camera and public minutes of the meeting which are as close to final as possible, including draft notes with any questions.
2. No more than 8 days following a regular meeting the Chair and Vice-Chair shall provide the Secretary with their revisions to the draft minutes.
3. No more than 12 days following a regular meeting, the Secretary shall provide the Chair and Vice-Chair with final drafts of the minutes to be included on the next appropriate meeting agenda for consideration/approval of the Board.
4. Once the Board has approved the minutes, the Secretary and the Chair shall sign and date the minutes to attest to the Board's approval.
5. The above requirements apply equally to special meetings of the Board.
6. Within 4 days of the Board's approval of public Board meeting minutes, the Secretary shall forward the signed minutes to the Town Clerk for distribution to Council and posting on the Board's website.
7. Within 4 days of the Board's approval of all invoices and special remuneration claims, the Secretary shall forward such invoices and claims to the Town Clerk for payment.

#### **C. Special Meetings/Assigned Work Remuneration/Expense Reimbursement**

1. Special Meetings - In addition to the requirements of A.7 and B.5 above, the Secretary shall, in accordance with the Board's policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement, prepare special remuneration claims for Members participating in special meetings for submission to the Board for approval in public session. In the absence of Member signatures, the Secretary is authorized to sign such claims on the Member's behalf.
2. Assigned Work Remuneration/Expense Reimbursement - other claims for assigned work remuneration/expense reimbursement are to be prepared by Members and submitted to the Secretary within 2 days of the work/expense and can either be signed by the Member or the Secretary on the Member's behalf.

[NTD: Anything else?]

**APPENDIX "A"**  
**QUARTERLY STATISTICS REPORT ON BOARD REGULAR MEETING**  
**SERVICE STANDARDS (INSERT YEAR)**

<b>STANDARD</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Cumulative %</b>
A.1 (no less than 12 days/within 10 days)					
A.2 (no less than 10 days)					
A.3 (no less than 8 days)					
A.4 (no less than 6 days)					
A.5 (no less than 3 days)					
B.1 (no more than 4 days)					
B.2 (no more than 8 days)					
B.3 (no more than 12 days)					
B.6 (within 4 days)					
B.7 (within 4 days)					
C.2 (within 2 days)					



# 2021 Council Calendar

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
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31						

February						
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28						

March						
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28	29	30	31			

April						
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May						
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30	31					

June						
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July						
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August						
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22	23	24	25	26	27	28
29	30	31				

September						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
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14	15	16	17	18	19	20
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28	29	30				

December						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OGRA ( Feb 21-24)

Council Meeting

Public Meeting

Staff Recognition

Budget

AMO (August 15 – 18)

FCM (June 3-6 or June 10-13)

March Break (March 15-19)

Holiday



**Dufferin POA Board Meeting Agenda**

Thursday June 24, 2021  
9:30 a.m.  
Remote via Teams

1. **CALL TO ORDER**
2. **CONFIRMATION OF MINUTES**
3. **REGULAR BUSINESS**
  - 2.1 Review of 2020 Audit Report
  - 2.2 Review of 2021 Approved Budget
  - 2.3 Administration Update
  - 2.4 Review of Statistics
  - 2.5 POA Memo and Report to Council
  - 2.6 POA Advocacy Support
4. **ADJOURNMENT**

**Dufferin POA Board Meeting Minutes**  
**December 10, 2020**  
**9:30 AM**  
**Remote via Webex**

Town Solicitor/Manager of Legal and Court Services, Alexis Alyea, Town of Caledon  
Councillor J. Andrews, Town of Orangeville  
Councillor W. Benotto, Town of Shelburne  
Deputy Mayor J. Creelman, Town of Mono  
Councillor K. Cufaro, Mulmur Township  
Treasurer, H. Haire, Town of Caledon  
Councillor H. Foster, Township of Amaranth  
Deputy Treasurer, S. Culshaw, Township of East Garafraxa  
CAO/Clerk Treasurer, M. Townsend, Town of Grand Valley

A. Graham, Town of Orangeville  
Director of Corporate Services/Town Clerk, L. Hall, Town of Caledon  
Records Assistant, A. Schlueter, Town of Orangeville  
Supervisor of Court Services, N. Shearman, Town of Caledon  
Clerk, J. Willoughby, Town of Shelburne

**1. Call to Order**

Town Solicitor, A. Alyea called the meeting to order at 10:03 a.m.

**2. Introductions**

Director of Corporate Services, L. Hall advised the Board that there was a reorganization at the Town of Caledon. The position of Town Solicitor has been combined with the Manager of Legal and Court Services.

**3. Regular Business**

Treasurer, H. Haire presented the 2020 year end budget forecast and the 2021 proposed budget.

Town Solicitor, A. Alyea provided an update of POA Administration and Court.

Town Solicitor, A. Alyea presented the Q3 2020 statistics.

**4. Adjournment**

Updates will continue to be circulated, new meeting to be scheduled in Q1 of 2021.

**CORPORATION OF THE TOWN OF CALEDON  
PROVINCIAL OFFENCES OFFICE**

**Combined Statement of  
Revenue and Expenditures**

**For the year ended December 31, 2020**

**CORPORATION OF THE TOWN OF CALEDON  
PROVINCIAL OFFENCES OFFICE**

**For the year ended December 31, 2020**

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## INDEPENDENT AUDITORS' REPORT

**To the Ministry of  
the Attorney General of Ontario and all Parties of the Intermunicipal Service Agreement**

### **Qualified Opinion**

At the request of the Attorney General of Ontario and the Parties of the Intermunicipal Service Agreement, we have audited the accompanying combined statement of revenue and expenditures (as defined by the Memorandum of Understanding) for the Corporation of the Town of Caledon Provincial Offences Office, for the year ended December 31, 2020, and the notes to the combined statement of revenue and expenditures, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matters described in the Basis of Qualified Opinion section of our report, the combined statement of revenue and expenditures (financial statement) is prepared in all material respects in accordance with accounting principles as required by Section 8.1 of the Memorandum of Understanding.

### **Basis for Qualified Opinion**

The financial records of the Corporation of the Town of Caledon Provincial Offences Office are maintained and generated by the Integrated Court Offence Network (ICON) system, maintained by the Province of Ontario. The scope of our audit did not include a review over the controls of this system nor was a service auditor's report made available to us.

Included in revenue for the year ended December 31, 2020 are cash receipts collected on behalf of the Corporation of the Town of Caledon Provincial Offences Office by other courts located throughout the Province of Ontario. Excluded are revenues collected for other courts in the province not serviced by the Corporation of the Town of Caledon Provincial Offences Office. The scope of our audit did not include a review of the systems or controls over cash collections and deposits at these other court locations. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Corporation of the Town of Caledon Provincial Offences Office. Therefore, we were not able to determine whether any adjustments might be necessary to revenues and net revenues for the year ended December 31, 2020. Our audit opinion on the financial statement for the year ended December 31, 2019 was also modified accordingly for the possible effects of the limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statement* section of our report. We are independent of the Corporation of the Town of Caledon Provincial Offences Office in accordance with the ethical requirements that are relevant to our audit of the financial statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### **Basis of Accounting and Restriction on Use**

We draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement. As a result, the statement may not be suitable for another purpose. Our report is intended solely for the Corporation of the Town of Caledon Provincial Offences Office, the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement and should not be used by parties other than the Corporation of the Town of Caledon Provincial Offences Office, the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement. Our opinion is not modified in respect of this matter.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statement**

Management is responsible for the preparation of the financial statement in accordance with accounting principles as required by Section 8.1 of the Memorandum of Understanding, and for such internal controls as management determines is necessary to enable the preparation of the financial statement that is free from material misstatement whether due to fraud or error.

Those charged with governance are responsible for overseeing the financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statement**

Our objectives are to obtain reasonable assurance about whether the financial statement is free of material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial statement. As part of an audit in accordance with the Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



May 2, 2021  
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS  
Licensed Public Accountants

**CORPORATION OF THE TOWN OF CALEDON  
PROVINCIAL OFFENCES OFFICE**

**COMBINED STATEMENT OF REVENUE AND EXPENDITURES**

For the year ended December 31	2020 Budget <i>(Unaudited)</i>	2020 Actual	2019 Actual
<b>Revenue (Note 3)</b>			
Caledon East	3,391,572	2,119,607	3,019,014
Dufferin County	1,209,774	577,808	1,274,836
	<u>4,601,346</u>	<u>2,697,415</u>	<u>4,293,850</u>
<b>Expenditures</b>			
Caledon East	1,543,678	1,304,415	1,487,626
Dufferin County	817,896	459,586	653,270
	<u>2,361,574</u>	<u>1,764,001</u>	<u>2,140,896</u>
<b>Net Revenue Before Payments to Serviced Municipalities</b>	2,239,772	933,414	2,152,954
<b>Less: Payments to Serviced Municipalities (Note 4)</b>	(391,878)	(118,222)	(621,566)
<b>Net Revenue Before Capital Financing Charges</b>	1,847,894	815,192	1,531,388
<b>Less: Capital Financing Charges</b>	(366,526)	(366,526)	(366,526)
<b>Net Revenue</b>	<u>1,481,368</u>	<u>448,666</u>	<u>1,164,862</u>

**CORPORATION OF THE TOWN OF CALEDON**  
**PROVINCIAL OFFENCES OFFICE**

**SCHEDULE OF REVENUE AND EXPENDITURES - CALEDON EAST**

<b>For the year ended December 31</b>	<b>2020 Budget (Unaudited)</b>	<b>2020 Actual</b>	<b>2019 Actual</b>
<b>Revenue</b>			
Fine revenues collected	3,279,144	1,997,695	2,897,402
Provincial grant	112,428	119,630	116,874
Interest earned	-	2,282	4,738
	<b>3,391,572</b>	<b>2,119,607</b>	<b>3,019,014</b>
<b>Expenditures</b>			
Bank charges and interest	33,000	27,873	33,324
Computer services	55,300	45,926	48,193
Contracted services	605,781	491,041	600,154
Court, transcript, and witness fees	34,000	12,467	32,863
Legal forms	8,550	15,738	8,033
Memberships	650	392	763
Mileage	1,100	144	1,139
Office supplies	5,000	2,672	2,255
Printing and advertising	500	492	373
Training and development	6,915	456	6,385
Telephone	300	390	414
Wages and benefits	792,582	706,824	753,730
	<b>1,543,678</b>	<b>1,304,415</b>	<b>1,487,626</b>
<b>Net Revenue Before Capital Financing Charges</b>	<b>1,847,894</b>	<b>815,192</b>	<b>1,531,388</b>
<b>Less: Capital Financing Charges</b>	<b>(366,526)</b>	<b>(366,526)</b>	<b>(366,526)</b>
<b>Net Revenue</b>	<b>1,481,368</b>	<b>448,666</b>	<b>1,164,862</b>

See accompanying notes



**CORPORATION OF THE TOWN OF CALEDON**  
**PROVINCIAL OFFENCES OFFICE**

**SCHEDULE OF REVENUE AND EXPENDITURES - DUFFERIN COUNTY**

<b>For the year ended December 31</b>	<b>2020 Budget (Unaudited)</b>	<b>2020 Actual</b>	<b>2019 Actual</b>
<b>Revenue</b>			
Fine revenues collected	1,130,000	572,668	1,241,940
Provincial grant	79,774	4,678	31,295
Interest earned	-	462	1,601
	<b>1,209,774</b>	<b>577,808</b>	<b>1,274,836</b>
<b>Expenditures</b>			
Bank charges and interest	17,000	12,167	15,929
Computer services	30,500	19,887	27,388
Contracted services	265,906	159,039	231,048
Court, transcript, and witness fees	14,000	7,282	15,436
Facility rental	12,212	12,211	12,211
Legal forms	6,500	8,392	3,670
Memberships	425	208	424
Mileage	500	-	317
Office supplies	5,300	3,373	4,595
Legal publications	800	492	373
Telephone	7,150	6,624	7,133
Training and development	2,000	254	2,769
Wages and benefits	455,603	229,657	331,977
	<b>817,896</b>	<b>459,586</b>	<b>653,270</b>
<b>Net Revenue Before Payments to Serviced Municipalities</b>	<b>391,878</b>	<b>118,222</b>	<b>621,566</b>
<b>Less: Payments to Serviced Municipalities</b>	<b>(391,878)</b>	<b>(118,222)</b>	<b>(621,566)</b>
<b>Net Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>

See accompanying notes

**CORPORATION OF THE TOWN OF CALEDON  
PROVINCIAL OFFENCES OFFICE**

**NOTES TO THE FINANCIAL STATEMENT  
For the year ended December 31, 2020**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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**(a) Management Responsibility**

The financial information is the responsibility of the municipality's management prepared in accordance with the basis of accounting described below. The preparation of periodic financial information involves the use of estimates and approximations. Actual results could differ from management's best estimates as additional information becomes available.

**(b) Basis of Accounting**

These financial statements present only the operations of the Provincial Offences Office of the Corporation of the Town of Caledon. These financial statements have been prepared in accordance with the significant policies set out below to comply with the reporting requirements of the Ministry of the Attorney General of Ontario and all parties of the Intermunicipal Service Agreement.

(i) In accordance with the Ministry of the Attorney General of Ontario reporting requirements, capital financing charges, which represents the repayment of internal reserve fund borrowing related to the Caledon court house expansion, are recorded as a reduction to net revenue. This differs from generally accepted accounting policies as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants Canada.

(ii) Revenue is recognized when fines are collected. Revenue does not include victim fine surcharges, dedicated fines remitted to the province, or payments received for courts in the province not serviced by the Corporation of the Town of Caledon Provincial Offences Office.

Since revenue has been recognized on a cash basis, accounts receivable balances for fines levied, but not paid, are not included as revenue.

(iii) Expenditures are reported on the accrual basis of accounting. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

# CORPORATION OF THE TOWN OF CALEDON PROVINCIAL OFFENCES OFFICE

## NOTES TO THE FINANCIAL STATEMENT For the year ended December 31, 2020

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### 2. DESCRIPTION OF BUSINESS

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The Corporation of the Town of Caledon has entered into a Memorandum of Understanding, being a transfer agreement with the Attorney General in 1999, wherein the Corporation of the Town of Caledon is appointed a "Municipal Partner" for a certain court services area subject to its terms and conditions.

All court administration and court support functions under the Provincial Offences Act, 1997 and prosecutions of matters commenced under Parts I and III of the Act for the said court services area have been transferred to the Corporation of the Town of Caledon as a Municipal Partner.

Municipalities within the Dufferin court services area are defined as "serviced municipalities". The serviced municipalities include:

- Township of Amaranth
- Township of East Garafraxa
- Town of Grand Valley
- Township of Melancthon
- Town of Mono
- Township of Mulmur
- Town of Orangeville
- Town of Shelburne
- County of Dufferin

The Dufferin County POA board, a board comprised of representatives from the serviced municipalities, approve the recovery of the Municipal Partners costs related to the operations of the Dufferin County POA. A serviced municipality will pay the Municipal Partner an apportioned cost recovery based on the serviced municipality's fine revenues collected, which will be deducted from the fine monies transferred to the serviced municipality.

### 3. GROSS FINE REVENUE

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Fine revenues collected consist of the fines collected by the Provincial Offences Office for the year of January 1, 2020 to December 31, 2020. Under the service agreement, fines are to be distributed to municipalities based on the location of the offence. This excludes victim fine surcharges and all fines collected on behalf of the Province and other court areas.

**CORPORATION OF THE TOWN OF CALEDON  
PROVINCIAL OFFENCES OFFICE**

**NOTES TO THE FINANCIAL STATEMENT  
For the year ended December 31, 2020**

**4. PAYMENTS TO SERVICED MUNICIPALITIES**

During the year, payments to serviced municipalities totaled \$118,222 (2019 - \$621,566).

	2020	2019
Township of Amaranth	3,293	23,454
Township of East Garafraxa	2,469	10,116
Town of Grand Valley	1,843	30,888
Township of Melancthon	7,805	38,446
Town of Mono	44,166	200,571
Township of Mulmur	6,146	28,329
Town of Orangeville	25,637	184,230
Town of Shelburne	26,863	105,532
	118,222	621,566


**5. BUDGET AMOUNTS**


The 2020 budget amounts for the Provincial Offences Office are reported based on figures approved by Town of Caledon Council for the Provincial Offences Office.

The budget information has not been audited.

**6. COVID-19 PANDEMIC**

During and subsequent to year end, the Provincial Offences Office has been impacted by the effects of the world-wide coronavirus pandemic. The Provincial Offences Office is closely monitoring its operations and is actively working to minimize the current and future impact of this unprecedented situation. Measures in place to combat the health threat of the virus have caused material disruption to the Provincial Offences Office services. The duration and impact of the outbreak is unknown at this time, as are the efficacy of the government and central bank interventions. The Provincial Offences offices have been closed to the public on and off throughout the pandemic and the Provincial Courts were closed from March 16, 2020 re-opening virtually in October 2020 and continued to operate virtually subsequent to year-end. At the time of financial statement preparation, it is not possible to reliably estimate the length and severity of the measures nor their impact on the future financial results of the Provincial Offences Office. Due to the Court closures the collection of fine revenue and associated costs have been significantly impacted.

			
Account Description	2020 Budget	2021 Budget	Details
004 Corporate Services			
<b>05-425 General Governance &amp; Admin-Provincial Offences Court</b>			
<b>47270 POA - Orangeville</b>			
<b>Revenues</b>			
05-05-425-47270-930-50319 Grants/Subsidies	(79,774.00)	(86,007.00)	FLS Grant - per approved agreement with the Province
05-05-425-47270-930-50580 Interest Earned	0.00	0.00	
05-05-425-47270-930-50595 Caledon/Dufferin Mgmt. Fee	(738,122.00)	(771,718.00)	
<b>Total Revenues</b>	<b>(817,896.00)</b>	<b>(857,725.00)</b>	equals expenses
<b>Expenses</b>			
<b>Wages/Benefits/Overtime</b>			
05-05-425-47270-930-61510 Salaries-Permanent	349,801.00	365,624.00	1 PFT FLS funded by the Grant;1 supervisor; 1 collections coordinator; 2 POA coordinators
05-05-425-47270-930-61513 Benefits-Permanent	105,802.00	108,095.00	
05-05-425-47270-930-61520 Wages-Casual Temporary	0.00	0.00	
05-05-425-47270-930-61523 Benefits-Casual Temporary	0.00	0.00	
05-05-425-47270-930-62416 Interdepartmental Charges	43,269.00	43,841.00	Recovery line for support staff (includes benefits) Financial Analyst - increase relates to COLA increase;
<b>Subtotal</b>	<b>498,872.00</b>	<b>517,560.00</b>	
05-05-425-47270-930-62416 Interdepartmental Charges	6,900.00	0.00	Recovery line for support staff - one time cost \$6,900 of computer/furniture for proposed Collections Coordinator
05-05-425-47270-930-62244 Bank Charges	17,000.00	17,000.00	For Moneris
05-05-425-47270-930-62119 Main & Repairs-Computers	27,500.00	27,500.00	The current charge for entering Part I charges into ICON is \$1.95. Fluctuates pending volume of tickets filed.
<b>Court-Transcript, Witness and Interpreter</b>			
05-05-425-47270-930-62392 Witness Reimbursement	1,500.00	1,500.00	Mileage paid to witnesses required to attend at court
05-05-425-47270-930-62308 Court & Transcript Fees	500.00	500.00	Justice of the Peace and appeal Judges requiring transcripts
05-05-425-47270-930-62395 Interpreter Fees	12,000.00	12,000.00	The minimum rate is \$90.00 for interpreters
<b>Subtotal</b>	<b>14,000.00</b>	<b>14,000.00</b>	
05-05-425-47270-930-62321 Rental-Facility	12,212.00	12,212.00	Per MOU with Dufferin County
05-05-425-47270-930-62010 Legal Forms	6,500.00	6,500.00	POA part 1 tickets average fee \$500 per box (40 books) boxes 13 boxes - cooperative MCMA Contract (Data Group)
05-05-425-47270-930-62306 Publications	500.00	500.00	Reference Books- POA, HTA, new editions
05-05-425-47270-930-62375 Meeting Expenses	300.00	300.00	POA Board, internal staff and other meetings
05-05-425-47270-930-62311 Memberships/Dues	425.00	425.00	Association dues MCMA/MFOA
05-05-425-47270-930-62314 Mileage	500.00	500.00	Mileage for staff for travelling to meetings or training centers.
05-05-425-47270-930-62011 Office Supplies	5,000.00	5,000.00	Supplies needed to maintain office (copy paper, postage, general office supplies)
05-05-425-47270-930-62315 Printing & Advertising	300.00	300.00	Advertising- employment/ new procedures
05-05-425-47270-930-62396 Mobile Phones / Pagers	7,150.00	7,150.00	Telephone \$1,450 and Internet \$5,400 agreement with Dufferin County, Cell Phone with Town \$300

 <b>TOWN OF CALEDON</b>			
Account Description	2020 Budget	2021 Budget	Details
05-05-425-47270-930-62310 Training/Development/Seminars	2,000.00	2,000.00	MCMA Conference \$800; Collection Conference \$500; Staff development, coaching and training \$700
05-05-425-47270-930-62911 Masks & PPE Covid	0.00	2,000.00	Budget for Masks/cleaning supplies
<b>Contracted Services/Prosecutor &amp; Adjudicator</b>			
05-05-425-47270-930-62335 Contracted Services	135,385.00	147,985.00	see contract services tab for details. Adjudication budget increase \$9600 relates to anticipated longer judicial time due to remote court; \$3000 increase in Data Entry fees due to impact of minimum wages in 2019 which didn't reflect on 2020 budget
Contracted Services/CSL -Supervisor, Prosecutor Part III prosecution download	0.00	6,334.00	Change in Service Level budget request relates to Part III Prosecution download
05-05-425-47270-930-62305 Computer Services	3,000.00	4,000.00	Software such as CAMS, Liberty, \$1000 increase for video solutions for remote court
05-05-425-47270-930-62416 Interdepartmental Charges	80,352.00	86,459.00	Prosecution recovery line for prosecutors includes benefits - increase mainly relates to longer prosecution time due to virtual court as well as COLA increase.
<b>Subtotal</b>	<b>218,737.00</b>	<b>244,778.00</b>	
<b>Total Expenses</b>	<b>817,896.00</b>	<b>857,725.00</b>	

**2021 Dufferin POA Budget**

**Contracted Services - 2020 Budget details**

-\$7,000.00	The cost is recoverable - in and out through Contracted Services, the \$7000 credit is budgeted for timing difference
\$6,500.00	Postal Machine (\$1,800.00) Postage (\$4,700.00)
\$6,300.00	Payticket Transaction Fee - fee for online payments; \$2 per transaction
\$5,400.00	\$1.30/NFDD @ 42% of P1 and P3 charges received (13000 x 42% = 5,460)
\$7,500.00	Data entry \$.75/ticket (10,000 tickets x .75 = \$7,500)
\$1,400.00	as per actual audit invoice in prior year
\$3,381.00	As per 2020 corporate RFP - Inkas (3-sixty secure corp.)
\$108,000.00	Adjudication \$300/ hour (80 days per year, 2 days per week at 4.5 hours per day)
\$10,246.00	Part 3 prosecution based on 47 days, 2 hours a day \$109/hour
\$6,258.00	MAG Monitoring and Enforcement - fee from Ministry - Share between Caledon & Dufferin @1,043 per month on 50/50 basis.
<b>\$147,985.00</b>	

# 2020 Part 1 Tickets

Month	2019	2020	Monthly Difference	Cumulative Total
January	649	648	-1	-1
February	650	597	-53	-54
March	1337	510	-827	-881
<b>Q1 Total</b>	<b>2636</b>	<b>1755</b>		
April	1322	136	-1186	-2067
May	892	402	-490	-2557
June	623	649	26	-2531
<b>Q2 Total</b>	<b>2837</b>	<b>1187</b>		
July	973	666	-307	-2838
August	885	605	-280	-3118
September	850	443	-407	-3245
<b>Q3 Total</b>	<b>2708</b>	<b>1714</b>		
October	726	520	-206	-3451
November	582	643	61	-3390
December	585	380	-205	-3595
<b>Q4 Total</b>	<b>1893</b>	<b>1543</b>		
<b>Total</b>	<b>10074</b>	<b>6199</b>		



# 2020 Part 3 Summons

Month	2019	2020	Monthly Difference	Cumulative Total
January	94	74	-20	-20
February	24	92	68	48
March	65	77	12	60
April	80	18	-62	-2
May	73	34	-39	-41
June	87	45	-42	-83
July	82	100	18	-65
August	85	40	-45	-110
September	157	39	-118	-228
October	159	105	-54	-282
November	93	40	-53	-335
December	73	45	-28	-363
<b>Total</b>	<b>1072</b>	<b>709</b>		

# 2020 Part 1 Municipal Comparison

Municipality	2019 Total	2020 Total	Percentage Change
Amaranth	396	294	-26%
East Garafraxa	174	165	-5%
Grand Valley	157	62	-61%
Melancthon	538	254	-53%
Mono	2955	2144	-27%
Mulmur	551	391	-29%
Orangeville	3251	983	-70%
Shelburne	2937	1890	-36%

# Yearly Summary

Charge Type	2018	2019	2020
<b>Part 1 (Traffic Tickets)</b>	12153	10074	6199
<b>Part 2 (Parking Tickets)</b>	808	958	420
<b>Part 3 (Summons)</b>	1030	1072	709
<b>Total</b>	<b>13991</b>	<b>12104</b>	<b>7328</b>
<b>Prior year increase/decrease</b>	<b>7%</b>	<b>-13%</b>	<b>-39%</b>

# Total P1 Charges Paid Before Court

	2018	2019	2020
<b>Total Prepays (Paid before court)</b>	5451	4600	2738
<b>Charges Received</b>	11608	10074	6199
<b>Percentage of Charges Paid Before Court</b>	49%	46%	44%

# 2021 Q1 STATISTICS



# Part 1 Tickets

Month	2020	2021	Monthly Difference	Cumulative Total
January	648	542	-106	-106
February	597	690	93	-13
March	510	1092	582	569
<b>Q1 Total</b>	<b>1755</b>	<b>2324</b>		
April	136			
May	402			
June	649			
<b>Q2 Total</b>	<b>1187</b>			
July	666			
August	605			
September	443			
<b>Q3 Total</b>	<b>1714</b>			
October	520			
November	643			
December	380			
<b>Q4 Total</b>	<b>1543</b>			
<b>Total</b>	<b>6199</b>			

# Part 3 Summons

Month	2020	2021	Monthly Difference	Cumulative Total
January	74	71	-3	-3
February	92	66	-26	-29
March	77	58	-19	-48
April	18		-18	-66
May	34		-34	-100
June	45		-45	-145
July	100		-100	-245
August	40		-40	-285
September	39		-39	-324
October	105		-105	-429
November	40		-40	-469
December	45		-45	-514
<b>Total</b>	<b>709</b>			

# Part 1 Municipal Comparison

Municipality	2020 Total Q1	2021 Total Q1	Percentage Change
Amaranth	80	286	72%
East Garafraxa	43	49	12%
Grand Valley	19	53	64%
Melancthon	57	175	67%
Mono	540	994	46%
Mulmur	42	193	78%
Orangeville	385	378	-2%
Shelburne	587	179	-228%





# POA Memo and Report to Council

Early Resolutions moved to Zoom online platform in June 2021

Virtual Zoom trials will begin mid July 2021

Approximate backlog of 3000 charges due to pandemic

Time to trial 5 months to anticipated 21 months

Half a day of Caledon judicial resources being used in Dufferin

Proposed new write-off policy for unpaid fines

Impacts of Bill 177

# Reduced Scheduled Matters

Type of Matter	Pre-Pandemic/In Person: Number of Matters a Day	Post-Pandemic/Electronic: Number of Matters a Day
Early Resolution	160	100
Appearances	100+	30
Trials	80	45 (anticipated)

# Increased Staffing Resources

Function	Performed by Pre-Pandemic/ In Person:	Performed by Post-Pandemic/ Electronic:
Intake Scheduling	Not required	Admin staff
Swearing Informations	Enforcement agency and Justice	Enforcement agency and Justice coordinated through admin staff
Signing Orders/Warrants	Justice	Admin staff
Extensions/Reopenings	Justice	Justice coordinated through admin staff upon proclamation to be downloaded to admin
Fail to Respond matters	Justice	Upon proclamation to be downloaded to admin
Dockets	Not required	Admin scans all tickets and dockets to the Justice prior to court
Scheduling	Admin produced notices through ICON	Admin must manually create letters to be sent providing virtual court information
Bench summons	Justice upon discretion Approx. 20/ year	Admin produces summons for all non-attended P3 matters Approx. 100 to date this year
Endorsing Convictions	Justice	Admin staff
Court Recordings	Not required	Admin staff must monitor and notate each participant as they speak on Zoom platform
Court Technology	Admin staff monitor Liberty Recorder	Admin staff must monitor Liberty and Zoom, many instances require two staff
Receiving Tickets	Mainly filed by OPP (1 entity) one process	Mainly filed by OPP, RLC, ASE (3 entities) two processes

# Council Resolutions

- Urgent request to halt the proclamation of the early resolution reforms in Bill 177
- Support for the remainder of Bill 177 reforms

# Memorandum

Date: June 15, 2021

To: Members of Council

From: Alexis Alyea, Manager, Legal & Court Services / Town Solicitor

Subject: Status of Provincial Offences Courts during the COVID-19 Pandemic

## OVERVIEW

The purpose of this memorandum is to provide an update on the impacts of the pandemic on the Caledon and Dufferin Provincial Offences Act (POA) Courts operated by the Town.

## DISCUSSION

### Impact of COVID-19 Pandemic on Provincial Offences Courts

Caledon operates two provincial offences courts under a Memorandum of Understanding executed in 1999 between the Town and the Province. One administers provincial offences charges laid within Caledon's borders located at Town Hall (Caledon Court), and the second operates out of Orangeville for provincial offences that are laid in Dufferin County (Dufferin Court). Generally speaking, both the Caledon Court as well as the Dufferin Court had fairly quick time to trials; charges laid at either courthouse were usually scheduled for an appearance or a trial within approximately 4 months.

As of mid-March, 2020, the Ontario Court of Justice, Superior Court of Justice and Ontario Court of Appeal all suspended court proceedings due to the COVID-19 pandemic except for very limited, urgent matters or small motions at the court's discretion. This included a complete cessation of all *Provincial Offences Act* (POA) matters, which can involve 150+ people entering a single court room for various matters each day. Over the course of two days, on March 16<sup>th</sup> and 17<sup>th</sup>, 2020, all provincial offences matters that were scheduled for trial or appearance in the two courthouses (generally, the charges that were laid from mid-November 2019 and onwards) were adjourned and all defendants scheduled to appear for all court dates from mid-March onwards were notified.

Since that time, there are a number of factors that have affected the resumption of proceedings in the Caledon and Dufferin Courts. Some of the factors are briefly described as follows.

### ***Provincial Actions***

Limitation periods (time restraint provisions in statutes, regulations, rules or by-laws) under the *Limitations Act* were also suspended by the Provincial Order pursuant to the *Emergency Management and Civil Protection Act* (O. Reg. 73/20) as of March 17, 2020. This suspension was lifted as of September 14, 2020 (after 6

months). The Supreme Court of Canada has found that a delay of 18 months between the charge and the end of trial is considered presumptively reasonable and does not impact section 11 rights to a fair trial under the Canadian Charter.

There are exceptions to this that can justify longer delay, including institutional delay not attributable to the prosecution and unforeseeable discrete events. The 6 months during the *Limitations Act* suspension should not count towards overall delay period with regards to tickets/ charges however, it is important to the administration of justice that charges are dealt with as expeditiously as possible and that has been the Caledon and Dufferin courts objective throughout the pandemic.

### ***Ontario Court of Justice Actions***

Even though limitation periods are no longer suspended by the Province, the Chief Justice of Ontario for the Ontario Court of Justice (OCJ) issued separate emergency orders in response to the pandemic throughout 2020 and 2021 directly impacting Court Services operations. These Orders meant that the typical timeframe to respond to a ticket or other court matters governed by the POA no longer applied. The Orders extended timelines from March 16, 2020 through to and including February 26, 2021. This included suspending powers of the Justices to make decisions where defendants fail to attend or respond as well as all trials. Appeals of POA matters are still suspended until September 2021 (with limited exceptions).

### ***Ministry of the Attorney General Actions***

Additionally, the Ministry of the Attorney General (MAG) determines the safety standards that local provincial offences courts have to adhere to in terms of safety and security. MAG has closed all POA courthouses to in-person proceedings. While Justices can make decisions related to POA matters in accordance with the OCJ Orders, such matters must be heard electronically. Both Courts have been inspected by MAG for safety in resuming in-person matters, however no date has yet been given for when in-person proceedings can resume in POA courts in Ontario generally. It is unlikely to be before the stay at home order is lifted in June 2021, and may not be until much later in 2021.

MAG also provided security guidance in December 2020 requiring all trials to use the ZOOM electronic platform. As some proceedings were permitted to resume throughout 2020-2021, the Caledon and Dufferin Courts had been using a mix of telephone and Webex platforms to conduct those (non-trial) proceedings. In light of MAG's electronic trial requirements issued in December 2020, the Courts started to use ZOOM as a platform in January 2021. The Courts have developed all required procedures to permit electronic proceedings which have been approved by the OCJ. Caledon and Dufferin expect a full migration to ZOOM by July 2021, including the resumption of trials (non-in-person only), so that one consistent electronic platform is used for all matters across both courthouses.

Additionally, in January, MAG issued a series of preliminary requirements for the Courts in order to be approved to host either electronic or in person trials during the pandemic. In accordance with these requirements, both courthouses have been retrofitted to permit "hybrid" hearings (where attendees can attend either in person or via an electronic platform), as well as have had provincial "walk-throughs" where MAG reviewed the COVID-19 protection/ safety measures put in place in the Courts to ensure the Town's retrofits accorded with Ministry requirements. These measures are now in place.

On May 25, 2021, MAG provided the final components for in-person readiness. MAG will be hosting regional information sessions for municipal partners in the following weeks to provide an overview of the requirements

and actions required and to discuss and answer any questions. Staff hope that, once these requirements are met, this will be the final component required to be in place before Courts can resume in person proceedings.

### Some Proceedings have Resumed in Caledon and Dufferin

Only certain types of matters have resumed for the Caledon and Dufferin Courts. As noted above, Orders made by the OCJ suspended a number of proceedings throughout 2020-2021. As successive legislative statutes and Orders have permitted certain functions to resume, the Courts have implemented those functions, as described below. All matters are electronic as MAG has not permitted any in-person POA appearances.

#### ***Early Resolutions***

Previously, telephone resolution meetings were only available if the defendant lived a remote distance away from the courthouse. Bill 197 (*COVID-19 Economic Recovery Act, 2020*) which came into force at the end of July 2020, removed this requirement. The Dufferin and Caledon courts were some of the first in the province to expand pre-existing telephone resolution system to include all early resolution requests in July 2020. These matters continue to be dealt with via telephone but will be moving to the ZOOM online platform in June 2021.

#### ***Appearances***

While trials are not scheduled to resume until July 2021, Caledon and Dufferin began to schedule attendances for certain matters as soon as it was permitted in October 2020 for Part III matters, using the Webex virtual platform. This allows for further opportunities for resolutions/ pleas to take place, even without the availability of trials. Following the identification of ZOOM as the required platform for trials in December 2020, in January 2021 the Courts began migrating proceedings to the ZOOM platform, to develop internal expertise using this platform in advance of electronic trials taking place.

#### ***Trials***

The OCJ order suspending trials expired February 26, 2021. The Courts developed electronic proceedings materials and received permission to begin scheduling electronic trials in April 2021, to take place in July 2021, using the ZOOM platform.

#### ***Intake***

Prior to the pandemic, intake and summons were performed by the Justice of the Peace when they were in attendance at the courts without the intervention of the court staff. Since the pandemic, as the Justices generally no longer attend in person, court administrative staff have been required to organize and schedule time for Justices to review these matters electronically.

### Continuing Challenges of a Pandemic Court

#### ***Backlog of Cases***

As a function of adjourning and being unable to schedule matters for much of 2020, both Caledon and Dufferin have a significant backlog of matters. Caledon has a backlog of approximately 16,000 charges while Dufferin has a backlog of approximately 3,000 charges. Prior to the pandemic, Caledon and Dufferin usually only had approximately 3,600 and under 1,000 charges outstanding at any given time, respectively.

For comparison, whereas Caledon and Dufferin were generally scheduling matters within 4-5 months of charges being laid, it is anticipated it will take 21 months at the current permitted scheduling rates.

**Reduced Judicial Resources**

Remote proceedings are not as efficient as in person proceedings by their nature. As a result, the OCJ has reduced the number of court days available to the Caledon and Dufferin courts as the Justices are in demand to do criminal proceedings. As the criminal proceedings take longer to do remotely, more Justices and days are required to get through the criminal case backlog.

Caledon used to be allocated 5 court days a week and Dufferin 2. Since November 2020, Caledon has only been allocated 4.5 court days and Dufferin 1.5 days. The impact of this deficit compounds over time.

**Reduced Scheduled Matters**

As noted, since electronic proceedings are not as efficient, the number of matters scheduled per court day have been significantly reduced. The chart below illustrates the impact:

Type of Matter	Pre-Pandemic/ In Person: Number of Matters a Day	Post-Pandemic/ Electronic: Number of Matters a Day
Early Resolutions	160	100
Appearances	100 +	30
Trials	80	45 (anticipated)

**No Decline in Enforcement**

Highway Traffic Act tickets, parking tickets, and by-law enforcement proceedings are all POA court matters. While early on in the pandemic in March and April 2020, there was a temporary decrease in much of the enforcement taking place as all aspects of society adjusted to the new pandemic realities, this was only temporary. In the summer months to today, enforcement activity has gone back to its pre-pandemic levels and indeed, in some respects, increased.

Pandemic activities have resulted in new challenges in increased parking violations, new provincial legislation with ticketing powers such as the *Reopening Ontario Act*, and in some cases increased speeding and other *Highway Traffic Act* violations. Additionally, the Town and the Region began operating ticket-issuing cameras under the Red Light Camera and Automatic Speed Enforcement programs, which all result in more matters being scheduled in the POA courts. The chart below illustrates the impact, by comparing pre and post pandemic sample dates:

	Pre-Pandemic (Jan – Mar 2020)	Post-Pandemic (Jan—Mar 2021)
Part I Tickets	Caledon: 4,677 Dufferin: 1,755	Caledon: 5,360 Dufferin: 2,324
Part II (Parking) Tickets	Caledon: 1,636 Dufferin: 420	Caledon: 1,419 Dufferin: 137
Part III Summons (Informations)	Caledon: 506 Dufferin: 243	Caledon: 266 Dufferin: 195



**Increased Staff Resources Required**

Many functions that were previously performed by Justices of the Peace in-person now must be facilitated by court administration staff, requiring additional staff resources to perform the functions electronically. Developing new processes and training on remote new service delivery has also had significant impacts on staff resources.

Additionally, since the pandemic began, new types of offences under the Red Light Camera and Automatic Speed Enforcement programs have been added to the matters to be scheduled. These charges require new processes to administer as they are not managed through the existing OPP relationship. Finally, it is unclear whether, once in-person matters resume, if all these functions will then revert back to the Justices, or whether court administrative staff will still be required to perform functions previously performed by Justices. The chart below illustrates the impact:

Function	Performed by Pre-Pandemic/ In Person:	Performed by Post-Pandemic/ Electronic:
Intake Scheduling	Not required	Admin staff
Swearing Informations	Enforcement agency and Justice	Enforcement agency and Justice coordinated through admin staff
Signing Orders/Warrants	Justice	Admin staff
Extensions/Reopenings	Justice	Justice coordinated through admin staff upon proclamation to be downloaded to admin
Fail to Respond matters	Justice	Upon proclamation to be downloaded to admin
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Court Technology	Admin staff monitor Liberty Recorder	Admin staff must monitor Liberty and Zoom, many instances require two staff
Receiving Tickets	Mainly filed by OPP (1 entity) one process	Mainly filed by OPP, RLC, ASE (3 entities) two processes

**FINANCIAL IMPLICATIONS**

The pandemic has presented unique challenges to the POA Courts. In 2020, the projected budgeted revenue was \$3,279,144, and what was actually recognized (collected) was \$1,997,695, resulting in an unfavourable variance of \$1,281,449. It is difficult to predict the financial impacts of the pandemic on 2021 POA fine revenue, and this will likely continue to be the case until staff can determine how court services will function post-pandemic.

Court staff continue to manage the backlog of cases and the increased pressures on staffing which are required by using virtual platforms and the downloading of functions and responsibilities on to Courts

administration. While the pandemic has advanced courtroom technology considerably—opening up new avenues for electronic proceedings and “virtual courthouses”—such virtual platforms still require in-person administration staff as well as additional judicial resources to be provided by the province in order to operate what are essentially additional, electronic courtrooms. Given that judicial resources have been cut back during the course of the pandemic, being allocated new additional Justices from the province to staff virtual courtrooms may be challenging.

Courts staff will continue to monitor the staff resources necessary to appropriately manage the backlog of cases at the Town’s POA Courts. In the event that additional responsibilities remain downloaded on municipal administration or, hopefully, judicial resources are allocated to support both virtual as well as in person proceedings concurrently, then staffing requests to meet the workload will be assessed through the budget process in the normal course.

In the event insufficient judicial resources are allocated to the Caledon and Dufferin Courts to address the backlog of matters, then provincial advocacy may be required.

Finally, it is hoped that developing an Administrative Monetary Penalties (AMP) program will divert some incoming matters from the Caledon Court’s pandemic backlog. 2021 has seen the successful launch of Caledon’s camera-based ticket pilot programs (red light and automated speed enforcement cameras); however, such additional proceedings strain already scarce judicial resources.

Prior to the pandemic, Caledon had a generally quick time to trial (4-5 months) and provincial legislation restrictions limited AMP programs to parking and some by-law tickets only. This made the staff and resourcing necessary to run an AMP program financially unjustifiable. Currently, however, advocacy work will hopefully result in the province permitting camera tickets to be dealt with through AMP programs in 2022. This, along with reducing the pandemic-induced backlog, means that staff anticipate bringing a business case to resource an AMP program as part of the 2022 budget process for Council’s consideration.

## Staff Report 2021-0238

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Meeting Date: June 15, 2021

Subject: Proposed New Write-off Policy (Collection of Unpaid Fines) and the Impacts of Bill 177 on Court Services

Submitted By: Alexis Alyea, Manager, Legal & Court Services / Town Solicitor

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### RECOMMENDATION

That the proposed new Write-off Policy attached as Schedule A to Staff Report 2021-0238, be approved;

That the Supervisor, Provincial Offences Court positions be authorized to act as Clerk of the Court under the Memorandum of Understanding with the Province in addition to the Manager, Legal and Court Services;

That the Attorney General of Ontario be urgently requested to halt the proclamation of the early resolution reforms included in Bill 177 *Stronger Fairer Ontario Act*;

That the proclamation of the remainder of the Bill 177 *Stronger Fairer Ontario Act* reforms be supported; and

That a copy of this resolution be forwarded to the Honourable Doug Downey, Attorney General of Ontario and the Dufferin POA Board.

### REPORT HIGHLIGHTS

- The Report recommends that the 2010 Write off Policy required to be in place by the Ministry of the Attorney General be updated in accordance with Schedule A and provides a brief description of the updates;
- The Report recommends that the early resolution reforms included in the Bill 177 amendments to the *Provincial Offences Act* be halted while the remainder of the reforms be supported and reviews how the early resolution reforms will negatively impact the Courts operations; and,
- The Report updates Court staff delegated authorities to implement the municipal reorganization that occurred in the fall of 2020.

### DISCUSSION

#### Update to the Write-off Policy

In 2008 the Provincial Auditor required the Town to have a write-off policy in place to facilitate when the Court would consider writing off old fines as uncollectable. The Province also passed a Directive to guide municipalities as to when writing off old fines are appropriate. The Directive includes that all reasonable efforts must be made to collect prior to write-off, fines must be in default for a minimum of two years, and the justification for write-off must be transparent and based on policy. The Town is also responsible for

## **Staff Report 2021-0238**

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annually reporting to the Province the value of the fines deemed uncollectable and written-off.

Council endorsed the current Write-off Policy in 2010, as supported in Staff Report ADM-2010-047. The Write-off Policy has not been amended or updated since that time. In light of the length of time since the Policy has last been updated, the Write-off Policy has been reviewed by Courts staff and an updated Policy, attached at Schedule A, is recommended for adoption. The major changes include expanding the relevant definitions, changing the minimum length of time that a fine must be outstanding from 15 years to 5 years, and providing more guidance as to what is deemed to be reasonable and appropriate efforts to collect that must take place prior to a fine being written off. Additionally, the proposed Policy sets out the roles and responsibilities of the Courts staff responsible for implementing the proposed Policy.

### Administrative Update to the Clerk of the Court Functions

Under the Memorandum of Understanding (MOU) to operate the Dufferin and Caledon Courts, there are certain administrative functions that are assigned to the Clerk of the Court. In the MOU, that role is assigned to the “Municipal Partner”, being the Town of Caledon. When Council authorized the execution of the MOU in 1998, Council appears to have assigned that function to the Manager, Court Services. At that time, courts administration consisted of only four staff. In the Fall of 2020, the Town merged Court Services with the Legal Services Division and introduced two Supervisor positions to oversee and manage each of the Caledon and Dufferin Courts. Bill 177 would expand the role of the Clerk of the Court to include additional administrative functions, including authorizing certain re-openings, extensions and noting failures to respond to certain charges under the *Provincial Offences Act*. These functions are appropriate to be delegated to the Supervisors for each of the Courts.

In addition to the Manager, Legal and Court Services / Town Solicitor, staff are recommending that authorization to approve and execute documents as Clerk of the Court under the MOU be expanded to include the Supervisors of the Dufferin and Caledon Courts and their subdelegates from time to time, in order to ensure the workload is appropriately allocated.

### Bill 177 Impact on the Provincial Offences Courts

Legislative amendments to the *Provincial Offences Act* were passed by the Ontario Legislature in December 2017 under Bill 177. These amendments include reforming the early resolution process, improving the collection of default fines, and expanding the powers of the Clerk of the Court. While many of the proposed reforms would significantly assist the *Provincial Offences Act* (“POA”) Courts in managing the impacts of the pandemic, especially the lack of judicial resources and expansion to the role of Clerk of

## **Staff Report 2021-0238**

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the Court, the early resolution process would substantially increase administrative burdens.

To date the Ministry of the Attorney General (“MAG”) has only proclaimed and implemented sections allowing for use of certified evidence. The rest of Bill 177 amendments are scheduled to be proclaimed later in 2021. Sections related to court re-openings, failure to respond and extensions would be very beneficial. Courts staff supports the Province proclaiming those reforms as soon as possible.

However, the section related to early resolutions creates a very cumbersome process with complex time periods. Caledon and Dufferin Courts have been operating early resolution since July 2020 throughout the pandemic and it is a process that is working well and should continue in its current form. Amendments at this point would only hinder the functioning of the Courts.

On May 6, 2021, the Municipal Court Managers of Ontario forwarded a letter to all association members requesting support to halt the implementation of the Bill 177 early resolution proclamation. The letter is attached as Schedule B to this Report. While the second and third requests in the letter are not applicable to Caledon and Dufferin Courts, the first request is directly applicable as Caledon and Dufferin are among only 15 courts in Ontario offering early resolution, and indeed it has been an essential process to ensure the administration of justice continued throughout the pandemic in the Town.

As such, Court staff are recommending that Council support halting the proclamation of the early resolution sections of Bill 177 urgently and support the Province in proclaiming the remaining reforms as soon as possible.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with the Recommendations in the Report. The proposed changes to the Write-off Policy are not expected to have any impact on POA fine revenue.

### **COUNCIL WORK PLAN**

Subject matter is not relevant to the Council Workplan.

### **ATTACHMENTS**

Schedule A: Proposed Write-off Policy

Schedule B: Letter from the Municipal Court Managers Association of Ontario

# Corporate Policy

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**Subject: Write-off Policy for Provincial Offences Court Fines**

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## Policy Statement:

The Town of Caledon is committed to the responsible and efficient write-off and cessation of active collection efforts of POA fines deemed uncollectable in accordance with the Ministry of Attorney General's guidelines. The Town of Caledon is committed to ensuring responsible financial reporting that accurately reflects collectable POA revenue and acknowledges responsible management of debt where collection is unlikely or impractical.

## Definitions:

**Deceased Person or DP** – an outstanding POA accounts receivable where confirmation of the deceased person has been confirmed.

**Fine** – a provincial offences fine imposed against an offender in respect to a charge administered within the Town's municipal court (the Provincial Offences Division of the Ontario Court of Justice) and includes the fine itself assessed by legislation or the Court and all applicable costs, surcharges and fees associated with such fines.

**Integrated Court Offense Network (ICON)** – the provincially mandated database that POA offices are required to use per the transfer agreement between the Province and Town of Caledon.

**MAG** – Ministry of Attorney General

**MTO** – Ministry of Transportation

**MOU** – Memorandum of Understanding

**POA** – Provincial Offences Act

**Town** – Town of Caledon

**Uncollectible** – a financial obligation, in this case a fine and any associated fees or charges, that have been deemed to have little or no chance of being collected.

**Underpayments or UP** – minor underpayments, being those with less than (\$45.00) outstanding of POA accounts receivable marked for write-off.

**Write-off** – cessation of active collection activity and removal of accounts receivables from the ICON software system and municipal financial statements.



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## Corporate Policy

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### Scope:

This policy applies to Town of Caledon Court Services staff responsible for the process and implementation of writing off Provincial Offence fines deemed uncollectable. The application of this policy will ensure that decisions to write-off POA accounts receivable are justifiable and transparent in order to reflect accurate accounts receivables within the required guidelines.

### Purpose:

This policy has been established to abide by the Provincial Offences Act Write-off Directive and Operating Guide, provided by MAG to promote consistent, transparent and equitable processes and to ensure that uncollectable provincial offences fines are written off or active collection efforts are ceased in a timely and consistent manner to properly represent the receivable accounts of the Town of Caledon and to identify cases for which active fine collection has ceased.

### Requirements:

1. The Town will in its efforts of collection demonstrate that all reasonable effort to collect fines imposed under the POA must be made before any consideration for write-off is made. In accordance with the requirements of the MOU, an equal effort to collect unpaid fines, regardless as to whether they are retained by the municipality or paid to a third party, must be demonstrated. A fine shall be subject to write-off once it is deemed uncollectable.
2. The decision to write off POA accounts receivable that have been deemed uncollectible is a local decision, and is subject to the directives and operating guidelines outlined by MAG.
3. The municipality must ensure all available efforts to collect defaulted fines have been exhausted prior to recommending any outstanding amounts for write-off. A fine is deemed uncollectable when it has not been paid in full and has been outstanding for at least five years from the date of conviction and if;
  - The amount owed is reflective of only additional court costs and administrative fees and where the initial fine amount has been paid; or
  - The amount owed the balance remaining after a minor underpayment; or
  - The individual or corporation convicted and who owes the unpaid amount(s) cannot be located; or



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## Corporate Policy

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- Fines that cannot be linked to a driver's licence for the purpose of licence suspension with no fixed address and no date of birth on record to properly identify the individual for collection purposes.
  - The person convicted and who owes the unpaid amount(s) no longer resides in the Province of Ontario and the fine(s) is for an offence which there is no mechanism for inter-provincial enforcement; or
  - The Town's primary collection methods, including but not limited to, civil enforcement, tax rolling, collection agencies, and licence suspensions and plate denial, have been, or likely to be, unsuccessful.
4. The following circumstances are the exception to the 5-year minimum timeframe for the outstanding fine and are deemed uncollectable when it has not been paid in full, and include:
- The person convicted who owes the unpaid amount is deceased and collection from an estate is impractical or has been unsuccessful; or
  - The entity owing the fine is a business or organization that has claimed bankruptcy and or is a closed corporation and civil efforts to collect the amount owing have been unsuccessful or that civil efforts to collect the amount owing are not recommended given that it would likely not result in the successful recovery of the amount owing; or
  - A court order or a Provincial or Federal directive determines the fine is no longer payable or collectible or requires that collection effort must cease.
5. Examples of reasonable and appropriate measures and efforts to collect unpaid fines prior to the consideration of recommending a write-off include the following collection activities. The following steps provide guidance as to what is reasonable and appropriate:
- Timely creation and distribution of all notices and communications;
  - Progressively severe delinquency notices;
  - Consideration of extended payment plan;
  - Application of available administrative collections tools;
  - Third Party Collections;
  - Adding fines to tax rolls where applicable; and
  - Civil fine enforcement mechanisms.
6. The documentation in support of a write-off recommendation at a minimum shall include the following:



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Caledon, ON L7C 1J6  
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## Corporate Policy

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- Copy of the original Certificate of Offence or Part III information or ICON Screen Print for Missing Information Files;
  - Record of additional costs and fees included in the outstanding amount;
  - Documentation as to all collection activities undertaken;
  - Reason the write-off is recommended.
7. On an annual basis the Town must provide the POA Unit of the Ministry of the Attorney General with information regarding the total value of all fines deemed uncollectible and written off during the previous year as part of the Annual Performance & Progress Report.
  8. POA Accounts receivable may be written off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine. Debts to the Crown are owed in perpetuity and are never forgiven nor subject to the Limitations Act, therefore the Town shall retain adequate records indefinitely after an account is written off in order to provide an audit trail and to support any future reinstatement of collection efforts.
  9. Collection efforts of written off accounts can be resumed when attention is brought to a change of conditions that make it possible to collect on the written off fine as the fines are not subject to the Limitations Act.
  10. Where any POA fine has been written off and any portion is subsequently paid, the requirements to remit certain funds to the Province of Ontario still apply, as set out in the POA Transfer Agreements and the Provincial Offences Act.
  11. The municipality will ensure that equal treatment and efforts regarding the collection of all POA fines will be applied, without any regard to whether the resulting fine will be retained by the municipality or remitted to another third party.
  12. Legislative Authority: The collection of POA fines by municipalities and the remittance of dedicated fines, surcharges and fees that are payable to the Province and/or a municipality is legislated by the Province of Ontario. The regulations and authority related to this function is subject to the POA Transfer Agreement between Town of Caledon and the related MOU with MAG.

### Responsibilities:

#### Municipal Partners

- Setting thresholds and formalization of own write-off policy based on the principals and requirements of this document;



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- Specifying the format and reporting detail for write-offs recommendation submissions; and
- Final approval to cease active collection and write-off a fine.

### **Court or Collections Coordinators**

- Document collection efforts made prior to the recommendation of a write-off;
- Monitor outstanding accounts receivable on an annual basis for potential write-offs; and
- Coding and processing in ICON.

### **Reference and Related Documents:**

Provincial Offences Act – Write-off Directive and Operating Guidelines

Provincial Offences Court - Write-Off Procedure

MCMA – POA Collections Committee Best Practices – POA Write-Offs

### **Policy Review:**

Policy is scheduled for review in 2026.



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## Municipal Court Managers' Association of Ontario

c/o Seat of the President  
Regional Municipality of York  
17150 Yonge St  
Newmarket ON L3Y 8V3

May 6, 2021

Dear Members,

Re: POA Streamlining and Modernization

In response to the increased pressures resulting from COVID 19, MCMA is seeking the support of POA Courts to actively lobby the Province for immediate regulatory and legislative changes. As you know, our ability to respond to Increasing caseload and declining fine revenue is limited. These proposed changes will enable flexibility for municipalities to respond to local pressures.

It is important that we leverage this opportunity to create a modern, efficient, and sustainable justice system that meets the needs of court users. The proposed changes include:

1. Halting the proclamation of the Early Resolution reforms included in Bill 177 Stronger Fairer Ontario Act and take immediate action to streamline and modernize this section of the legislation.
2. Enacting changes to the Provincial Offences Act and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing for proceedings.
3. Requesting the Ministry of Transportation in consultation with Municipalities, consider suspending the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions.
4. Make regulatory changes to allow for camera-based offences to be administered through the administrative monetary penalties.

The MCMA board has prepared some templated documents to assist in your efforts. Attached you will find: Draft Council Resolution, draft council report for ER Courts and some key messages to support discussion. We understand that support for one or all may vary depending on individual priorities and appreciate your consideration.

Should you have any questions or would like to discuss further please feel free to reach out to any member of the MCMA board.

Lisa Brooks  
MCMA President

***“Excellence in Court Administration”***

## **COUNCIL RESOLUTION – SUPPORTING MESSAGES**

### **Operational pressures that existed prior to the pandemic have become more pronounced and need to be met with legislative reforms to enable timely recovery of Provincial Offences Courts**

POA Courts has long advocated for legislative reforms streamlining and modernizing Provincial Offences Courts in support of equitable and timely access to justice. Immediate regulatory and legislative changes are critical to delivering services to the public by putting in place the most modern, efficient, and effective justice system attainable. The attached resolution (Attachment 2) seeks to align and validate the POA courts position on the following legislative barriers:

1. Halting the proclamation of the Early Resolution reforms included in Bill 177 and requesting to take immediate action to streamline and modernize this section of the legislation. Under the proposed amendment, complex time periods and rules will be introduced including a redundant abandonment period, and delay in recoding of court outcomes which will result in multiple defendant appearances.
2. Enact changes to the *Provincial Offences Act* and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing. By so conserving court time and judicial resources.
3. Ministry of Transportation in consultation with municipalities consider suspending (temporarily) the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions.

### **Throughout 2020, three separate orders were issued by the Ontario Court of Justice and the Province adjourning all court matters, suspending all *Provincial Offences Act* timelines and later extending these timelines into 2021**

The Chief Justice of Ontario and the Province of Ontario issued separate emergency orders in response to the pandemic throughout 2020 directly impacting Court Services operations.

A set of orders issued by the Chief Justice of Ontario and the Province built on each other and affected the legislative timelines under the *Provincial Offences Act*, meaning that the typical timeframe to respond to a ticket or other court matters governed by the *Provincial Offences Act* no longer applied. The orders extended timelines from March 16, 2020 through to and including February 26, 2021.

Simultaneously, the Chief Justice of Ontario also issued a set of orders that adjourned all court matters from March 16, 2020 until January 25, 2021. This resulted in postponing of over 00,000 trial matters until 2021, at the earliest. As part of court recovery, the Chief Justice advised Provincial Offence Courts that non-trial matters could go ahead by audio hearings by September 28, 2020 and that the resumption of remote trials could go forward as early as

January 25, 2021, dependent on local judicial approval and court readiness. In-person trials would continue to be adjourned until the court schedule is approved by the Regional Senior Justice of the Peace, and all health and safety measures have been implemented.

The recovery of Provincial Offence courts was impeded by lack of timely direction from the Province concerning the resumption of services. While the provincial objective was to provide a consistent approach to the resumption of Provincial Offences Courts, priority was given to resuming Criminal Court operations. This often resulted in changing timelines and direction. Coupled with the existing issue of limited judicial resources which was intensified throughout the pandemic, Court Services could not effectively respond to the growing volume of pending cases which directly impacted the public's access to justice.

### **Bill 177 aims to modernize and streamline the Provincial Offences Courts**

Legislative amendments to the *Provincial Offences Act* were passed by the Ontario Legislature in December 2017 under Schedule 35 of Bill 177 *Stronger, Fairer Ontario Act*. These amendments include reforming of the Early Resolution process, improving the collection of default fines, and expanding the powers of the clerk of the court. However, the proposed Early Resolution reforms came short as they do not fully support the objectives of the Ministry of the Attorney General pertaining to creating a modernized and efficient justice system.

In December 2019, the Ministry of the Attorney General advised that it intends to implement Bill 177 amendments through a phased approach. To date the Attorney General has only proclaimed and implemented section 48.1 allowing for use of certified evidence for all Part I proceedings. The rest of Bill 177 amendments are scheduled to be proclaimed later in 2021.

### **Bill 177 reforms to the legislated Early Resolution process will prevent reasonable and effective access to court procedures by creating a complex and lengthy process**

Early Resolution is an optional program Provincial Offences Courts can offer allowing defendants who opt to dispute their charges to request a meeting with a prosecutor to resolve the charges prior to a trial.

Under the proposed amendment, when defendant attends a meeting with the prosecutor, the outcome is not recorded by the court immediately and there is a myriad of rules to navigate that result in a court outcome. For example, depending on the agreement, a defendant may have to appear before a Justice of the Peace to register the agreement and there are potential additional appearances required by the defendant and the prosecutor before an outcome is registered by the court. In addition, there are multiple complex time periods and myriad of rules including a redundant abandonment period before an outcome is registered. The inclusion of a proposed abandonment period is redundant as fairness and administrative of justice principles

already exist in other sections of the *Provincial Offences Act* including the right to appeal a conviction or a sentence. The complexity of the numerous additional rules will not be easily understood by the public and will hinder access to justice.

Early Resolution process could aid in municipal Provincial Offences Court recovery if the section amendments were edited to make it easy and more convenient for the public and prosecutors to engage in resolution discussions. York region Court Services would reconsider offering Early Resolution option if the Ministry of the Attorney General were to make it more effective and efficient to administer Early Resolution proceedings.

### **Closure of courts due to the pandemic resulted in a decrease in fine payments and increased pending caseload**

The extension of *Provincial Offences Act* timelines, along with the continued closure of court hearings impacted many of Court Services operational drivers. While court front counters were reopened in 2020 to provide essential administrative services, the ability to process charges and to address pending caseload was greatly impeded.

In turn, court revenue was impacted by operational instabilities such as, extension of the requirement to pay and defaulting of a fine. It is important to note that this is considered a deferred revenue as all outstanding fines are debt to the Crown owed in perpetuity and never forgiven. The ability to collect on debt diminishes the older a fine becomes.

There is an understanding that defendants request trials to seek resolutions that reduce demerit points. If demerit points were suspended for a period of time for those acknowledging their guilt and paying the ticket, it may encourage defendants to pay their traffic ticket, thus reducing trial requests and pressures faced by trial courts. Details such as the time period for offences to which this would apply, what to do if a person receives multiple tickets, as well as determining whether a person without any convictions within 3 or 5 years of payment is to be treated as a first offender could be determined by the ministry.

## Orangeville Police Services Regular (Public Session) Board Meeting Minutes

**Tuesday June 15, 2021**  
**Electronic Meeting via Microsoft Teams**  
**Orangeville, Ontario**

**Members Present:**

Chair T. Taylor  
Vice-Chair I. McSweeney  
Member K. Krakar  
Member A. MacIntosh  
Member M. Rose  
Secretary H. Asling

**Staff Present:**

D. Benotto, Software Operations Supervisor  
M. Pourmanouchehri, IT Technician

**Invited Guests:**

OPP Inspector – Detachment Commander T. Ward

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**1. Call to Order**

The meeting was called to order at 5:08 p.m.

**2. Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

**3. Preliminary Matters**

None.

#### **4. Approval of Agenda**

Recommendation:

Motion that the Board discuss and approve the Agenda for the June 15, 2021 Orangeville Police Services Board Regular (Public Session) Meeting.

Moved by: Member Rose

Seconded by: Member Krakar

All in favour

Carried.

#### **5. In-Camera Meeting**

Recommendation: Convene into In-Camera Session.

Motion that at [insert time] the Board convene into the In-Camera Session of this meeting under Part III, Section 35(4) of the Police Services Act.

Recommendation:

Motion that the Board discuss any preliminary matters.

#### **6. Public Session**

Recommendation: Convene into Public Session.

Motion that at 5:08 p.m. the Board reconvene into the Public Session of this meeting.

Moved by: Member Rose

Seconded by Member Krakar

All in favour

Carried

#### **7. Update from Inspector – Detachment Commander Terry Ward.**

A verbal update on policing matters within the Town of Orangeville from OPP Inspector – Detachment Commander Terry Ward

OPP Inspector – Detachment Commander Terry Ward noted that there were 922 calls for services in Orangeville for the month of May. 35 hours of foot patrol, 3 covid related calls where 2 charges ended up being laid.



He advised that there were some interim staffing changes at the Orangeville Detachment. Namely that, Staff Sergeant McLagan has been seconded into the central region crime unit for four weeks. Sergeant J. Moore will be the acting Staff Sergeant. Sergeant S. Phillips will be filling in to lead the crime unit in Orangeville for 3 months.

The Board was advised that the nine new recruits have arrived and have been assigned to their coach officers. OPP Inspector – Detachment Commander Terry Ward recommended introducing the new recruits to the Board when available.

The “Black Cat” speed monitoring devices will arrive by the end of June. The Board noted their approval.

Chair Taylor inquired about the process of where the devices will be utilized and how it will be determined. OPP Inspector – Detachment Commander Terry Ward advised that a list of complaint streets will be used to determine where to deploy the devices initially. He will reach out to Chair Taylor to prioritize the list of where to obtain the traffic statistics.

Chair Taylor inquired if the public would be informed of the data on particular streets following complaints. OPP Inspector – Detachment Commander Terry Ward advised that the data would be shared with the Board however it would not be provided directly to the public. He noted that calls for service will likely increase with the better weather.

Chair Taylor inquired about the reception of the foot patrols and the public perception. OPP Inspector – Detachment Commander Terry Ward noted that the OPP want the officers to engage with the public and increasing the community policing Presence is increasing.

Chair Taylor noted his support of ride-alongs with officers post-pandemic. OPP Inspector – Detachment Commander Terry Ward noted that presently there are challenges for the officers having others in the car at the present time.

Chair Taylor inquired about the use of drugs and illegal sales of nicotine. OPP Inspector – Detachment Commander Terry Ward noted that the community street crimes unit has been very successful and press releases are forthcoming to the media. He acknowledged that there are drug concerns in the town, there is an opioid crisis in the province and country. Resources are being aimed towards the fight on hard drugs.

Recommendation:

Motion that the Board receive the report.

Moved by: Member Rose

Seconded by: Member Krakar

All in favour

Carried.

**8. Human Trafficking Information (see email Community Safety and Policing Grant)**

Mary Lou Archer, Special Projects Officer, Town of Orangeville provided a report on the Community Safety & Policing Grants – Human Trafficking Initiatives. The report identified the areas the grant funds addressed and the future targets for the program.

Chair Taylor advised the Board that there has been an application made for a human trafficking grant. M. Archer advised through Chair Taylor that there is nothing new to report at this time.

Recommendation:

Motion that the Board receive the report.

Moved by: Member Rose  
Seconded by: Member Krakar  
All in favour

Carried.

**9. Trustee Documentation: Upper Grand District School Board**

Inspector Ward, Orangeville OPP Detachment Commander provided a letter from the Upper Grand District School Board pertaining to the policing in schools, partnership initiative the OPP is developing.

Chair Taylor inquired with OPP Inspector – Detachment Commander Terry Ward for comment. OPP Inspector – Detachment Commander Terry Ward advised that the School Board is vetting the information and education prior to delivery at the schools.

Recommendation:

Motion that the Board receive the correspondence from the Upper Grand District School Board to Inspector Ward, Orangeville OPP.

Moved by: Member Krakar  
Seconded by: Member Rose  
All in favour

Carried.

## **10. Zone 5 June 8, 2021 Meeting: Report from Vice-Chair McSweeney (Attached Agenda and Financials)**

The Ontario Association of Police Services Board – Zone 5 Business meeting was held on Tuesday, June 8, 2021. Vice-Chair McSweeney attended the meeting and provided an update on the meeting. He noted it was a short meeting, one of the topics was the amalgamation framework that the Ministry has put out. There was a good discussion on the views of various Boards and noted that Duane Sprague of the Ministry was in attendance. He informed the Board that the next Zone 5 meeting will be September 14, 2021.

Member Rose noted that the contact information for Zone 5 is not current and up to date.

Vice-Chair McSweeney reviewed the Zone 5 financial report provides a summary of the Zone's finances and is included for the Board's review.

Recommendation:

Motion that the Board receive and discuss the update.

Moved by: Member Rose  
Seconded by: Member MacIntosh  
All in favour

Carried.

## **11. Adoption of Minutes of Previous Board Meetings**

Minutes from the Orangeville Police Services Board Regular (Public Session) Meeting held on Tuesday, May 18, 2021

Recommendation:

Motion that the Minutes from the Orangeville Police Services Board Regular (Public Session) meeting held on Tuesday, May 18, 2021 be approved.

As it relates to Item 13 from the May Agenda, Inspector Ward advised that there is an operation "quiet running" beginning shortly to fine unnecessary and unreasonable noise. He will add Parkview to the list of where education and enforcement will occur.

Moved by: Member MacIntosh  
Seconded by: Member Rose  
All in favour

Carried.

Motion to ratify the revised February 23, 2021 Meeting Public Session Minutes.

Moved by: Chair Taylor  
Seconded by: Member Rose  
All in favour

Carried.

## **12. Board Member Claims for Special Remuneration**

1. The Chair and Vice-Chair attended legal proceedings on June 1, 2021. The remuneration claim forms are attached.
2. The Board held special in-camera meetings on May 26, 2021 and June 9, 2021. The remuneration claim forms for the Chair, Vice-Chair, Board Members and the Secretary are attached.

Recommendation:

Motion that the Board review and approve the above special remuneration and expense claims for reimbursement.

Moved by: Member Rose  
Seconded by: Member Krakar  
All in favour

Carried.

## **13. Question Period**

None.

## **14. Presentations**

None.

## **15. Delegations**

None.

## **16. Correspondence**

None.

## **17. Reports**

None.

## **18. New Business**

The Board will determine whether a July and August meeting is required.

Chair Taylor noted that the Board will meet via special meeting and the public will be notified. There will be no regularly scheduled meetings in July or August.

Vice-Chair McSweeney noted that the Board has been looking at the procedural by-law lead by Members Krakar and Rose. The bylaw review is almost complete and is expected to be finished in the next few days. The final amended and restated bylaw will be brought forward to the next public meeting.

## **19. Adjournment**

Recommendation:

That the meeting be adjourned at 5:43 p.m.

Moved by: Member Rose  
Seconded by: Member Krakar  
All in favour

Carried.

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Secretary: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **September 14, 2021 (IM) Attendance at Zone 5 Meeting**

**Remuneration Claim**

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

**Expenses Claim** (receipts must be attached) - **None**

Date/Description: \_\_\_\_\_

Date/Description: \_\_\_\_\_

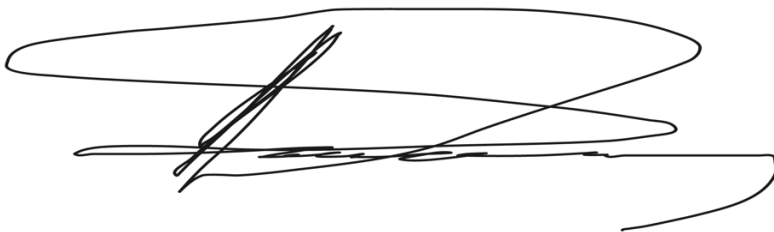
Date/Description: \_\_\_\_\_

Date/Description: \_\_\_\_\_

Total Expenses claim: **\$0**

Date Claim Submitted: **September 14, 2021**

Claimant Signature

A handwritten signature in black ink, appearing to be 'Ian McSweeney', written over a horizontal line. The signature is stylized with a large loop and a diagonal stroke.



**Operating Bud vs Act by Div (prior year included).**

For period ending September 30, 2021

Run Date: 9/15/21 3:34 PM

	September 2020	September 2021	September 2021	YTD Budget	YTD Budget	2021 Approved	2021 Budget
	YTD Actuals	YTD Actuals	YTD Budget	\$ Variance	% Variance	Budget	Remaining
10 Operating Fund							
000							
120 Committees							
0000							
<b>15115 Police Service Board</b>							
00369 Clearing -		\$10,842		(\$10,842)			(\$10,842)
10699 Other Rev		-45		45			45
30000 Salaries - FT		28,758	35,664	6,906	19.4%	48,804	20,046
30010 Salaries - PT							
30091 Retiree Benefits and Salary Con		32,615	29,402	-3,213	(10.9%)	40,233	7,618
30099 Distributed Labour							
30100 Emp Benefits - FT		1,445	1,785	340	19.0%	2,442	997
30110 Emp Benefits - PT							
30199 Distributed Benefits							
31001 Bank Srv Charges							
31006 Memberships/Subscriptions			750	750	100.0%	1,000	1,000
31020 Workshops/Training Courses			5,026	5,026	100.0%	6,701	6,701
31021 Conferences							
31026 Meals			750	750	100.0%	1,000	1,000
31050 Office Supplies/Materials		612	255	-357	(140.0%)	340	-272
31078 Prof Fees - Legal		115,277	112,500	-2,777	(2.5%)	150,000	34,723
31079 Prof Fees - Other		3,630	3,750	120	3.2%	5,000	1,370
31101 Cellular							
31102 Telephone/Communications		97	3,121	3,024	96.9%	4,162	4,065
31250 Srv Agreemt/Equip Repair							
31660 Award Presentations		469	695	226	32.5%	927	458
<b>Total 15115 Police Service Board</b>		193,700	193,698	-2	-	260,609	66,909