

**Subject: OPP Transition Update**

**Department: CAO's Office**

**Report #: CAO-2020-005**

**Meeting Date: April 20, 2020**

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**Orangeville Forward – Strategic Plan**

**Priority Area: Strong Governance and Community Stewardship**

**Objective: Enhanced Communication, Safe and protected services**

**Sustainable Neighbourhood Action Plan**

**Theme: Corporate and Fiscal**

**Strategy: Create and integrate sustainable principles into Town policies, processes and practices.**

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## **Recommendations**

**That report CAO-2020-005, titled OPP Transition Update be received.**

## **Background**

On December 10, 2019 Council voted to transition to Ontario Provincial Police (OPP) and disband the Orangeville Police Services (OPS).

On January 13, 2020 Information Report CAO-2020-001, Ontario Provincial Police Transition Plan was presented to Council with an outline of next steps and estimated timelines to complete the transition to the OPP. The Town has continued to work with the OPP to prepare the necessary documentation to move forward with the transition. The tentative transition date proposed by the OPP is October 1, 2020.

The Town's OPP transition is based on a project delivery governance model that ensures there is a clear workplan with specific deliverables and ensures milestones are tracked and achieved. Weekly meetings continue with the OPP and OPS as required.

The Town's project model consists of two levels; the Executive team and the Transition team.

The Town's Executive team is lead by CAO and consists of the General Manager, Corporate Service, General Manager Community Services, plus others as necessary for specific topics. The role of this leadership team is project oversight, to receive updates on status and identify issues and offer resolutions. Their function overarches the transition team, which is accountable for the delivery and execution of the workstreams, identifies issues and barriers and reports on status to the Executive transition team.

Standing weekly update meetings continue with the OPP and both levels of the Town's project team and with OPS as required to ensure deliverables are met for a smooth transition.

## **Analysis**

### **Ontario Civilian Police Commission (OCPC) Brief Submission**

The OCPC brief and Section 40 application for OPS disbandment is a compressive document of over 500 pages that included extensive input and co-ordination from the OPP, OPS and the Town's transition project teams. The submission is comprised of segments including: a summary of history and background chronology, Orangeville's costing process, basis for the proposal, factors considered in the development of an OPP costing proposal, municipal transition to the OPP steps and officer development, the Town's demographics and geographical information, current and proposed amalgamated staffing complement, detachment responsibilities, assets and equipment, financial responsibilities, communication and public engagement processes.

On March 5, 2020 the Town submitted the OCPC Brief and the application for OPS disbandment. After submission to the OCPC there is an initial 30-day review period in which the decision of a public hearing is made. On April 7, 2020 the Town received correspondence from OCPC that due to the current COVID-19 concerns Tribunals Ontario has implemented a new policy to postpone in-person public hearings and that the OCPC is experiencing a delay in the processing of hearings, investigations and section 40 disbandment applications. OCPC anticipates that a decision regarding our application will likely be released in mid to late May of 2020.

### **Staff Transition**

The Town has implemented a dedicated website for the OPS staff to directly share information, updates, meeting information and documents from the OPP and Town.

Throughout the process information sessions have been held for OPS staff. This included meetings hosted by Town staff in December of 2019, as well as OPP information sessions and presentations from both OMERS and the Ontario Pension Board in the first quarter of 2020. In early March, the OPP Career Development Bureau held pre-qualification sessions allowing applicants a tour of the OPP General Headquarters in Orillia.

The OPP application process for Uniform members closed on March 31, 2020 with a higher than anticipated number of transitional applicants. The OPP Career Development Bureau is now reviewing the applications and arranging pre-background questionnaire sessions with all the applicants.

Next steps consist of the Civilian position postings. OPP is anticipating the Civilian position postings to be completed in July 2020. OPS Auxiliary members have also received initial correspondence from the OPP with information on the OPP Auxiliary program.

### **Police Facility Upgrades**

The Police Facility upgrades are guided by standards from Infrastructure Ontario and the OPP Facility Guidelines.

The OPP uses a standardized workspace model for its facilities to allow its employees to be familiar with any detachment they may work in, therefore creating efficiencies. This supports an integrated service delivery model and these renovations are also representative of the OPP's policies, learned experiences to support employees and clients, current legislation, inquiries and inquests.

The Town has contracted Formworks, Inc. Architects for the facility design plans and Baker Engineering and Risk Consultants Inc. as the engineers for the safety and security upgrades of the Police building as per OPP facility guidelines. Formworks has extensive experience in OPP facility design and Baker Engineering and Risk Consultants has extensive safety and security experience in high level government buildings in Canada and the United States.

The request for tender (RFT) process for construction is expected to be released in May 2020 and construction on the facility is tentatively scheduled to commence in mid to late June 2020.

Attached is a summarized list of modifications and upgrades planned for the Police facility to meet the OPP facility guidelines. The renovations are proposed to be substantially completed by October 1, 2020 which is the targeted OPP transition date. The project continues to remain on track with the facility upgrades project model timelines.

### **Financial Impact**

The OPP transition financials were approved in the 2020 budget as well as the police facility upgrades of \$1.1 million. Council approved report CMS-FP-2019-07 Police Building Upgrades Strategy on December 9, 2019 for Architectural, Engineering and Project Management fees in amount of \$233,000, which is inclusive of the \$1.1 million, from the General Capital Reserve. Currently, all OPP transition project financing is on target and within budget.

Respectfully submitted

Prepared by

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Attachment 1 – Police Facility Upgrades Summary

## CAO-2020-005 ATT 1: OPP Facility Upgrades requested for the Police Station

OPP uses a standardized workspace model to allow employees to be familiar with any detachment they may work in, therefore creating efficiencies. This supports an integrated service delivery model and reduces stress for their employees. These renovations are also representative of the OPP policies, learned experiences to support employees and clients, current legislation, inquiries and inquests. They are guided by standards from Infrastructure Ontario and OPP Facility Guidelines.

Issue	Recommendations
Building Structure Upgrade	Exterior security upgrades
External OPP Signage	New OPP signage required
Public Entrance –e-phone	Requires installation of new 24/7 access E-phone on the exterior of the building.
Public reception and waiting area	Requires modifications AODA and OPP facility guidelines for security compliancy.
Male and female washroom /locker/shower	Upgrading showers to meet AODA guidelines. ADOA compliant washroom on 1 <sup>st</sup> floor available.
Use of force equipment storage room	Upgrades in the use of force equipment storage room
Property Vault	Reconfiguration to separate property vault to ensure meets OPP standards.
Bulk Storage	Bulk storage room to be located within the facility, location to be determined.
Prisoner Personal Effects	Additional millwork in secure function area required to secure prisoner personal effects. With locks.
Guard Station	Construct a guard station to meet OPP facility guidelines.
Guard washroom	Add guard washroom to area.
Breath Test Room	Separate breath room required.
Privacy Telephone room	New privacy telephone booth with complete privacy will be required as per law.
Cells	Existing cell doors to be updated to OPP design.
Use of Force Storage	New hand gun lockers and long gun storage is required to meet OPP guidelines.
Security Hardware/Doors and Frames	Upgrades as well as all main entrances require a secure access system.
Duress system	Existing duress system needs to be verified that it could be expanded and to connect to the OPP PCC.
Voice and Data room	Modifications required to change voice and data room.
One-time Set-up Requirements	New voice cables need to be run and certified by OPP.
Cabling	Upgrades to cabling required to work with OPP radio antenna.
Bypass – UPS	A direct connection to the generator is required if UPS is no longer in use.
Camera Positioning	Camera placement is to be evaluated and changed based on OPP guidelines.
Repeater	Repeater or “BEAT system” required to cover special events in the downtown area.