

Orangeville Police Services Board Regular (Public Session) Meeting

Location - Electronic Participation Conducted Online via Microsoft Teams

Conference ID: 389 088 946#

Telephone No: 1-289-801-5774

Date/Time - Tuesday, September 20, 2022, at 5:00 p.m.

Agenda

1. Call to Order

1.1 Welcome and Introduction

2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters

Recommendation:

Motion that the Board discuss any preliminary matters.

3. Approval of Agenda

Recommendation:

Motion that the Board discuss and approve the Agenda for the September 20, 2022, Orangeville Police Services Board Regular (Public Session) Meeting.

4. In-Camera Meeting (Board plus invited guests only)

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.

5. Public Session

Recommendation: Convene into Public Session.

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

6. Autism Spectrum Disorder (ASD) Liaison Program (David Vahey and Vivian Petho to Present – see attached Power Point Presentation Bridging the Gap and Presentation Material)

Board review and Discussion

- 2 citizens, David Vahey and Vivian Petho will present

Recommendation:

Motion that the Board receive the presentation from David Vahey and Vivian Petho

7. The Ward Report (Inspector Terry Ward to present, see attached OPP Orangeville PSB Q2 Report)

Board Review and Discussion

- OPP Inspector Terry Ward will provide the Board with an update from Orangeville OPP services.

Recommendation:

Motion that the Board receive the update from Inspector Ward

8. Zone 5 Report - June 7, 2022 and Sept. 13, 2022 – (Vice-Chair McSweeney to present – see attached meeting materials from June 7th meeting and Sept. 13th)

Board Review and Discussion

Vice-Chair McSweeney attended both of the June 7, 2022 and September 13, 2022 Zone 5 Meetings.

Recommendation:

Motion that the Board receive the attached Zone 5 meeting materials and presentation.

9. OPP Survey Consolidation (Inspector Ward to offer any updates on the process (OPP Survey Consolidation & acknowledgment email that survey was received by the OPP))

Board Review and Discussion

Inspector Ward to offer any updates on the process.

Recommendation:

Motion that the Board receive the attached OPP Survey Consolidation, Survey Completion Acknowledgement and the update provided by Inspector Ward.

10. April 22, 2022, Joint Meeting of the Dufferin County Police Services Boards – Final Minutes – (see attached) – Vice-Chair McSweeney to Update

Board Review and Discussion

Recommendation:

Motion that the Board receive the attached minutes.

11. Next Steps with Community Watch Program (Inspector Ward to provide perspective. see attachments – Community Watch PP & Final minutes of the Joint meeting for Dufferin)

Board review and Discussion

Recommendation:

Motion that the Board receive the above presentation & discussion on the Community Watch program and determine what if any next steps.

12. OPP Noise Results/Next Steps – Inspector Ward to Update (see email OPP Noise Focus)

Board Review and Discussion

Recommendation:

Motion that the Board receive the attached email and update from Inspector Ward Presentation.

13. POA Update (see POA Board Package – June 2022 – Chair Taylor to speak to)

Board Review and Discussion

Recommendation:

Motion that the Board receive the attached POA Board Package and update.

14. Towing Bylaw Changes – Chair Taylor to speak to this matter (see 5 PDF attachments labelled Towing)

Board Review and Discussion

Recommendation:

Motion that the Board receive the update from Chair Taylor and the corresponding attachments.

15. Community Safety and Policing Grant Review (Board Secretary Archer to present, see attached media release from the OPP)

Board Review and Discussion of the following grant:

- Community Safety and Policing Grant (Local Priorities) - Dufferin Mobile Crisis Support (2022 – 2025)

Board Secretary Archer to provide an overview of the above grant that the Orangeville Police Services Board, in collaboration with the OPP, and Headwaters Hospital currently have in effect.

Recommendation:

Motion that the Board receive the report.

16. Board Member Claims for Special Remuneration (claims attached) per the Board's Special Meeting and Assigned Work Remuneration/Expense Reimbursement Policy

Board Review and Discussion

Special Remuneration Claims (\$1,000.00)

- May 25-27, 2022, Vice-Chair McSweeney attended OAPSB Conference (\$200)
- June 7/22 Vice-Chair McSweeney attended Zone 5 Meeting (\$100)
- June. 21/22 Special In-Camera Meeting (\$600 – Chair Taylor, Vice- Chair McSweeney, Members MacIntosh, Rose & Krakar & Secretary Archer)
- Sept. 13/22 Vice-Chair McSweeney attended Zone 5 Meeting (\$100)

Recommendation:

Motion that the Board approve the above special remuneration claims and direct the Board Secretary to submit same to the Town for payment.

17. Orangeville PSB Semi Annual Remuneration Report (see attached report)

Board Review and Discussion

Recommendation:

Motion that the Board receive the attached report.

18. 2022 OAPSB Spring Conference and AGM

18.1 Invoice

18.2 OAPSB Spring Conference and AGM Update – Vice-Chair McSweeney

Board Review and Discussion

Invoice - The expense of \$450.87 for Vice-Chair McSweeney to attend the May 25-27 OAPSB Spring Conference and AGM had been previously approved – see attached email with invoice.

Update – Vice-Chair McSweeney will report on the Conference and AGM

Recommendation:

Motion that the Board receive the attached invoice.

**19. PSB Website Review and Next Steps - Vice-Chair McSweeney to provide Update – see link to PSB website:
<https://www.orangeville.ca/en/town-hall/orangeville-police-services-board.aspx>**

Board Review and Discussion

Recommendation:

Motion that the Board decide next steps.

20. September Service Standards (Chair Taylor and Vice-Chair McSweeney to lead – see attached September 2022 Service Standards)

Board Review and Discussion

Report on September 2022 Service Standards

Recommendation:

Motion that the Board receive the above attachment and report.

21. Action Register Review (Vice-Chair McSweeney to provide update)

Board Review and Discussion

Recommendation:

Motion that the Board receive the above update.

22. Ongoing Board Policy Project – update by Vice-Chair McSweeney

Board Review and Discussion

Recommendation:

Motion that the Board receive the above update.

23. Return to In-Person Meetings (Chair Taylor to lead)

Board Review and Discussion

Recommendation:

Motion that the Board accept the discussion on this matter and approve next steps

24. Amended Board Secretary Contract as approved at the May 17, 2022, In-Camera meeting.

Board Review and Discussion:

Recommendation:

Motion that the Board receive the amended contract.

25. Political Activity- Update by Vice-Chair McSweeney

Board Review and Discussion:

Recommendation:

Motion that the Board receive the update provided by Vice-Chair McSweeney.

26. Public meeting minutes (see attached May 17, 2022, Regular (Public Session) Meeting Minutes)

Board Review and Discussion:

Recommendation:

Motion that the minutes from the Orangeville Police Services Board Regular (Public Session) Meeting held on Tuesday May 17, 2022, be received and prior approval confirmed. (Please note these minutes were approved at the Board's June 21, 2022 Special In-Camera Meeting subject to subsequent confirmation in public session)

27. Volunteer Appreciation Night October 3, 2022 (see attached invitation)

Board Review and Discussion:

Recommendation:

Motion that the Board receive the attached invitation.

28. Provincial Appointee Renewals – Chair Taylor to address

Board Review and Discussion:

- Member Krakar Renewal – June 21/22 for 6 months
- Member Rose Renewal – Aug 15/22 for 6 months

Recommendation:

Motion that the Board receive the attached renewals.

29. Question Period

30. Presentations

31. Delegations

None.

32. Correspondence

33. Reports

34. New Business

35. Adjournment

Recommendation:

Motion that the meeting be adjourned at [enter time]

Confirmation of Date and Time of Next Regular (Public Session) Meeting – TBD.

Bridging the Gap - Solomon's Pilot Project

Our Story

Our names are David Vahey and Vivian Petho, and we are the parents of Solomon, an autistic nine-year old boy. Following the recent tragic drowning of Draven Graham, we reached out to the Orangeville Banner https://www.orangeville.com/news-story/10666874-orangeville-parents-want-changes-to-amber-alert-after-tragedy-in-lindsay-accounting-for-autism-needs-could-save-more-lives/?fbclid=IwAR3BFYx18KqX-yZePNZ1U0e5X4ryRd_Hx4yP6MjKay0Z82OdkkZ7x5s94VM

Subsequently, we also reached out to Orangeville Town Council and watched as a letter was motioned through to update the Amber Alert to account for children with Autism.

Then, Councillor Taylor invited us to share any further ideas here at this police board meeting.

To find out a little more about our story: Please see "Invisible in the Hills" <https://youtu.be/QCZ2qfjKQM> a mini documentary made by the Art of Story Telling.

Our Idea

To Create a "Community Helper" or Police Liaison trained about Autism

With the goal to establish a positive relationship between police and autistic individuals in the community

We feel that this would well align with the values of the OPP
"Interacting with RESPECT, COMPASSION and FAIRNESS"

Key Terms

Augmentative and Alternative Communication (AAC) device: is a tablet or laptop that helps someone with a speech or language impairment to communicate.

Autism Spectrum Disorder (ASD): is a lifelong neurodevelopmental disorder that falls under the category of a Developmental Disability. People living with ASD will experience challenges with communication and social interactions and will display restrictive and repetitive behavior. There are many degrees or levels of ASD, making each individual with ASD very unique.

Autistic person/individual vs. Person with Autism:

Autistic person/individual - we understand autism as an inherent part of an individual's identity – the same way one refers to "Muslims," "African-Americans," "Lesbians/Gay/Bisexual/Transgender/Queer," "Chinese," "gifted," "athletic," or "Jewish."

Person with Autism – it *does* have an attitudinal nuance. It suggests that the person can be *separated* from autism, which simply isn't true. It is impossible to separate a person from autism, just as it is impossible to separate a person from the color of their skin.

Cognitive Rigidity: is the consequence of a lack of mental flexibility. It could be defined as the inability to change behavior or beliefs when they are ineffective in order to reach your objective.

Elopement/wandering: refers to an individual with cognitive challenges or special needs who wanders, runs away from or otherwise leaves a caregiving facility or environment.

Masking: Pretending to have neurotypical habits.

Meltdown: sensory system overload that leads to temporary loss of control/regulation or violent outbursts.

Nonverbal/Nonspeaking: The term nonverbal has been around for a long time as a clinical way to describe a person who didn't or doesn't speak. Nonspeaking is a newer term that slowly gained some traction in the last ten years. [Used] to describe modalities other than speech to communicate.

Neurodivergent (ND) vs. Neurotypical (NT): Neurodivergent refers to an individual who has a less typical cognitive variation such as Autism, ADHD, dyslexia, dyspraxia etc. Neurotypical refers to individuals of typical development, and intellectual/cognitive functioning.

Selective Mutism: is a severe anxiety disorder where a person is unable to speak in certain social situations, such as with classmates at school or to relatives they do not see very often. It usually starts during childhood and, if left untreated, can persist into adulthood.

Sensory Processing Disorder (SPD): Children with sensory processing disorder have problems processing information from their senses. This makes it hard for them to respond to that information in the right way. The senses include touch, movement, smell, taste, vision, and hearing.

Stimming: behaviour consisting of repetitive actions or movements of a type that may be displayed by people with developmental disorders, most typically autistic spectrum disorders; self-stimulation.

Our Disclaimer

We know that in the last few years there has been much criticism of police forces everywhere when dealing with difficult situations. The case studies that we have selected are not to cast blame/aspiration on law enforcement individuals, but instead to highlight the difficulties that autistic individuals face when dealing with police. This is why we are looking to "bridge the gap."

Case Study #1

<https://www.thestar.com/local-kawartha-lakes/news/2022/06/13/everyone-involved-has-a-heavy-heart-body-of-missing-lindsay-boy-draven-graham-11-found-in-scugog-river.html>

Case Study #2

<https://ifpress.com/news/local-news/no-charges-to-be-laid-against-stratford-officers-involved-in-2015-arrest-of-autistic-indigenous-man>

Case Study #3

<https://ottawa.ctvnews.ca/i-thought-they-were-going-to-kill-me-teen-recounts-arrest-by-opp-1.5037705>

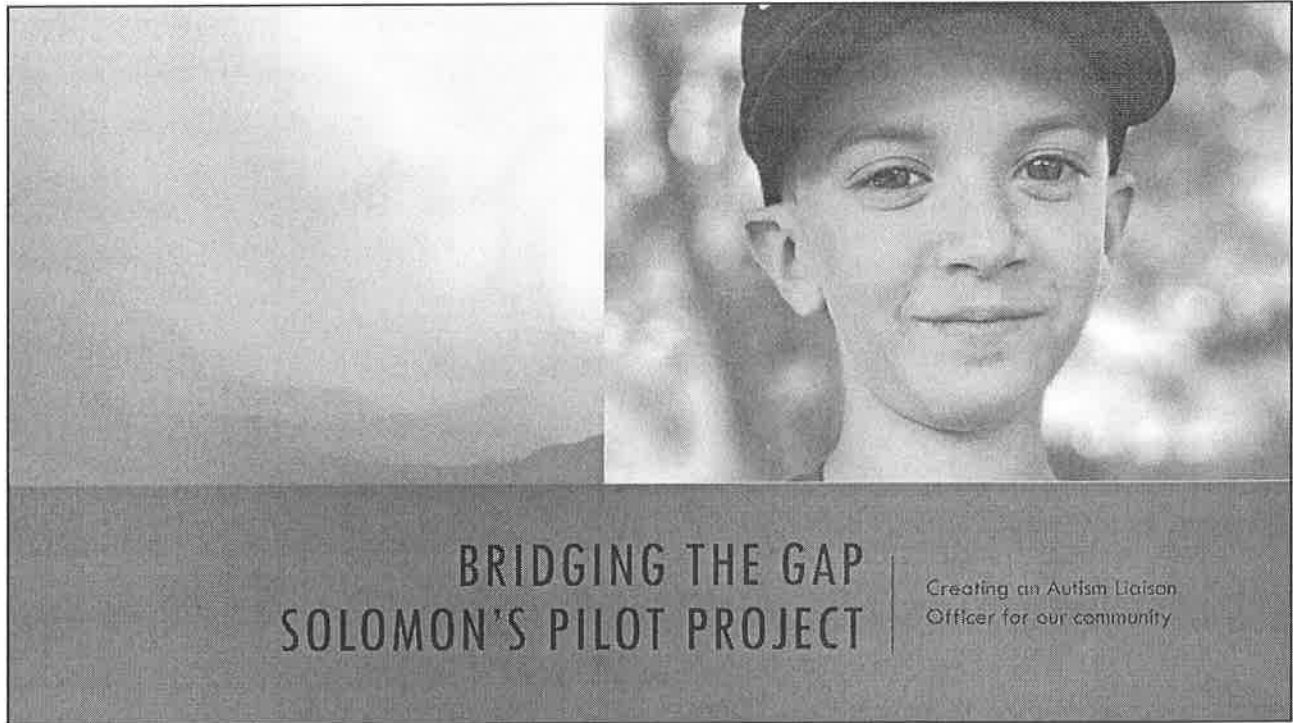
Moving Forward and Learning Resources

Project Lifesaver through Victim Services (Guelph Police)


Kerry's Place – Training on ASD for Professionals

Conclusion

We gave a lot of statistics, facts, and terminology, but at the end of the day, these are people first – who deserve a fair interaction with law enforcement. This is why we need to “bridge the gap” and have a liaison officer in our community.



1



INTRODUCTION

Who are we?
David Vahey and Vivian Petho

What is our goal?
To educate our family, friends, and community
about what being autistic means

Our video done with Art of Storytelling
<https://youtu.be/QCZ2qfjjKQM>

2

HOW DID WE GET HERE?

Following the recent tragic drowning of Draven Graham, we reached out to the Orangeville Banner

<https://www.orangeville.com/news-story/10666874-orangeville-parents-want-changes-to-amber-alert-after-tragedy-in-lindsay-accounting-for-autism-needs-could-save-more-lives/?fbclid=IwAR3BFYx18KqX-yZePNZ1U0e5X4ryRd-Hx4yP6MjKay0Z82OdkkZ7x5s94VM>

Subsequently, we also reached out to Orangeville Town Council and watched as a letter was motioned through to update the Amber Alert to account for children with Autism.

Then, Councillor Taylor invited us to share any further ideas here at this police board meeting.

3

WHO IS SOLOMON?

Solomon is our nine-year old autistic son who is an active member of his school and community.



4

CHALLENGES AND CONCERNS

Solomon is a wonderful, smart, compassionate boy, but being autistic is not easy in this world. Over time, we have had ongoing concerns related to stimming/elopement/wandering and more recently, meltdowns.

Solomon is also now on the path to receiving a service dog from Autism Dog Services for the above named reasons.



5

OUR IDEA

To Create a "Community Helper" or Liaison Officer trained about Autism

With the goal to establish a positive relationship between police and autistic individuals in the community

We feel that this would well align with the values of the OPP
"Interacting with RESPECT, COMPASSION and FAIRNESS"

6

TERMS

Augmentative and Alternative Communication (AAC) device

Autism Spectrum Disorder (ASD)

Autistic person/individual vs. person with Autism

Cognitive Rigidity

Elopement/wandering

Masking

9

TERMS

Meltdown

Nonverbal/Nonspeaking

Neurodivergent (ND) and Neurotypical (NT)

Selective Mutism

Sensory Processing Disorder (SPD)

Stimming

10

FACTS AND FIGURES

According to the CDC (2019) 1 in 67 are born with ASD

Autism Ontario (2019-2020) reports that there are approximately 135,000 autistic people in Ontario (1-2%) that are diagnosed

*note that does not account for undiagnosed, misdiagnosed, self-diagnosed, waiting to be diagnosed

As noted in JAMA Psychiatry (2019) – “80% of autism risk can be traced to inherited genes”

About 25-30% of autistic individuals are nonspeaking or minimally speaking (Medical News Today, 2021)

11

Our Disclaimer: We know that in the last few years there has been much criticism of police forces everywhere when dealing with difficult situations. The case studies that we have selected are not to cast blame/aspersion on law enforcement individuals, but instead to highlight the difficulties that autistic individuals face when dealing with police. This is why we are looking to “bridge the gap.”

12

AUTISM AND LAW ENFORCEMENT

Case Study #1 – Drowning death of autistic youth (Draven Graham) in Lindsay ON (June 2022)

<https://www.thestar.com/local-kawartha-lakes/news/2022/06/13/everyone-involved-has-a-heavy-heart-body-of-missing-lindsay-boy-draven-graham-11-found-in-scugog-river.html>

Fact: From 2009-2011 accidental drownings accounted for 91% of total U.S. deaths reported in children with ASD ages 14 and younger subsequent to wandering/elopement (National Autism Association)

Fact: More than 1/3 of ASD children who wander/elope are never or rarely able to communicate their name, address, or phone number (National Autism Association)

13

AUTISM AND LAW ENFORCEMENT

Case Study #1 – Drowning death of autistic youth (Draven Graham) in Lindsay ON (June 2022)

<https://www.thestar.com/local-kawartha-lakes/news/2022/06/13/everyone-involved-has-a-heavy-heart-body-of-missing-lindsay-boy-draven-graham-11-found-in-scugog-river.html>

Key points related to Autism:

- Draven was nonspeaking and used a tablet (AAC device) for communication
- He escaped (eloped) from the safety of his own house

Law Enforcement Involved:

Search involved Kawartha Lakes OPP, Underwater Search and Recovery, Helicopter, Canine Unit, Peterborough Canine Unit, Local Volunteer Firefighters

Conclusion:

Sadly, Draven Graham was found drowned

14

AUTISM AND LAW ENFORCEMENT

Case Study #2 – Autistic Indigenous Man and Stratford Police (June 2015)

<https://lfpres.com/news/local-news/no-charges-to-be-laid-against-stratford-officers-involved-in-2015-arrest-of-autistic-indigenous-man>

From an autistic perspective:

“uncomfortable talking to people”

“taught not to talk to the police”

“watched ‘cop’ shows and believed that talking with the police got you in trouble”

Key points related to Autism:

Selective mutism

Cognitive rigidity

15

AUTISM AND LAW ENFORCEMENT

Case Study #2 – Autistic Indigenous Man and Stratford Police (June 2015)

<https://lfpres.com/news/local-news/no-charges-to-be-laid-against-stratford-officers-involved-in-2015-arrest-of-autistic-indigenous-man>

•Law Enforcement Involved:

•Stratford Police, Special Investigations Unit

•Conclusion:

•SIU investigated, charged dropped, officers not charged

16

AUTISM AND LAW ENFORCEMENT

Case Study #3 – Autistic Female Youth and OPP (July 2020)

<https://ottawa.ctvnews.ca/i-thought-they-were-going-to-kill-me-teen-recounts-arrest-by-opp-1.5037705>

Fact: Autism in females misdiagnosed 80% of the time (Children's Journal 2022)

*There is a 4:1 ratio of male to female diagnoses

17

AUTISM AND LAW ENFORCEMENT

Case Study #3 – Autistic Female Youth and OPP (July 2020)

<https://ottawa.ctvnews.ca/i-thought-they-were-going-to-kill-me-teen-recounts-arrest-by-opp-1.5037705>

From an autistic perspective:

“identified herself as autistic”

“warned of sensitivity to touch”

“touch escalated violently”

“accused of being dramatic”

18

AUTISM AND LAW ENFORCEMENT

Case Study #3 – Autistic Female Youth and OPP (July 2020)

<https://ottawa.ctvnews.ca/i-thought-they-were-going-to-kill-me-teen-recounts-arrest-by-opp-1.5037705>

Key points related to Autism:

Masking

Meltdown

Possible Sensory Processing Disorder (SPD)

•**Law Enforcement Involved:** OPP

•**Conclusion:** Individual was charged under trespass to property act/failing to leave premises when directed to and under Criminal Code, causing a disturbance, assaulting a police officer

19

LOOKING FORWARD: TRAINING AND RESOURCES

Kerry’s Place – Professional Training on ASD

Workshops for Professionals include:

What is ASD?

Stress and Anxiety

Communication

The Sensory World

Everyone Learns Differently

Project Lifesaver through Victim Services (Guelph Police)

“keeps loved ones safe when they wander due to Alzheimer’s, Autism or other forms of cognitive impairment.”

Time it takes to find missing people with Project Lifesaver average 30 minutes – 95% less time than without.

Project Lifesaver has a 100% find rate.

20

CONCLUSION

We gave a lot of statistics, facts and terminology, but at the end of the day, these are people first – who deserve a fair interaction with law enforcement. This is why we need to “bridge the gap” and have a liaison officer in our community.

21

ANY QUESTIONS?

22



Dufferin Ontario Provincial Police

Town of Orangeville Police Services Board Report Quarter 2

Detachment Commander's Report

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.

THE PROMISE OF THE OPP

OPP Vision Safe Communities . . . A Secure Ontario.

OPP Mission

To serve our province by protecting its citizens, upholding the law and preserving public safety.

OPP Values

Serving with **PRIDE, PROFESSIONALISM, & HONOUR**

Interacting with **RESPECT, COMPASSION & FAIRNESS**

Leading with **INTEGRITY, HONESTY, & COURAGE**

Always doing the right things for the right reasons.

Police Services Board Report for Town of Orangeville
2022/Apr to 2022/Jun

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2022-07-14

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)

Secondary Employment

Detachment: 1N - DUFFERIN

Location code(s): 1N10 - ORANGEVILLE

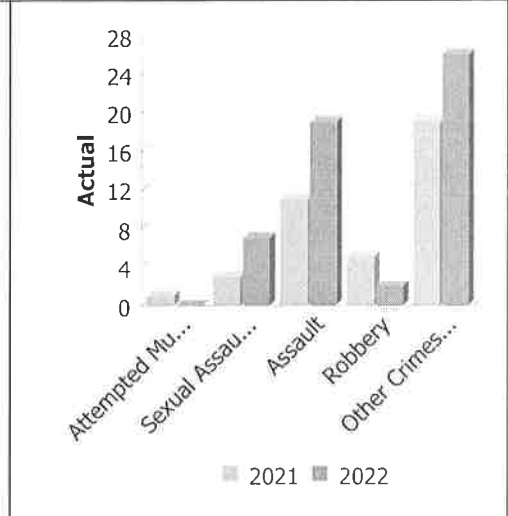
Report Generated by:
Girdler, Brad

Report Generated on:
14-Jul-22 8:43:38 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for Town of Orangeville
Records Management System
April to June - 2022

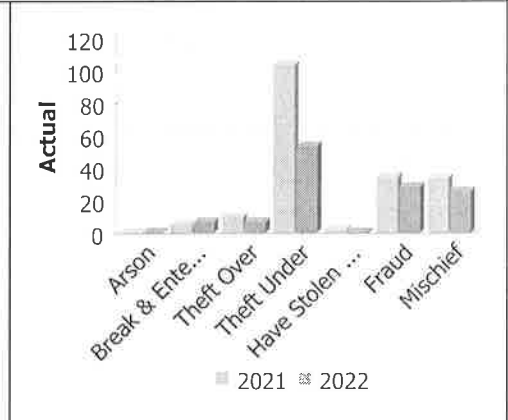
Violent Crime

Actual	April to June			Year to Date - June		
	2021	2022	% Change	2021	2022	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	1	0	-100.0%	1	0	-100.0%
Sexual Assault	3	7	133.3%	6	13	116.7%
Assault	11	19	72.7%	25	50	100.0%
Abduction	0	0	--	0	0	--
Robbery	5	2	-60.0%	5	6	20.0%
Other Crimes Against a Person	19	26	36.8%	27	50	85.2%
Total	39	54	38.5%	64	119	85.9%



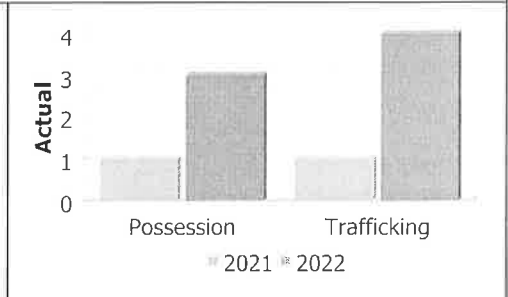
Property Crime

Actual	April to June			Year to Date - June		
	2021	2022	% Change	2021	2022	% Change
Arson	0	1	--	0	1	--
Break & Enter	5	7	40.0%	9	11	22.2%
Theft Over	10	7	-30.0%	18	12	-33.3%
Theft Under	104	54	-48.1%	173	146	-15.6%
Have Stolen Goods	2	1	-50.0%	3	2	-33.3%
Fraud	35	29	-17.1%	75	63	-16.0%
Mischief	34	26	-23.5%	52	62	19.2%
Total	190	125	-34.2%	330	297	-10.0%



Drug Crime

Actual	April to June			Year to Date - June		
	2021	2022	% Change	2021	2022	% Change
Possession	1	3	200.0%	8	5	-37.5%
Trafficking	1	4	300.0%	4	8	100.0%
Importation and Production	0	0	--	0	0	--
Total	2	7	250.0%	12	13	8.3%



Updated : Monday, June 13, 2022 - Current Period : 1999/12/31

1N00 - DUFFERIN 2022 Q 1 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)	Other	CC_Provincial Statutes
2022/Jan	January	720	16	158	107	1,001
	All Offence Months	720	16	158	107	1,001
2022/Feb	February	753	25	46	99	923
	All Offence Months	753	25	46	99	923
2022/Mar	March	734	8	66	67	875
	All Offence Months	734	8	66	67	875
2022 Q 1		2,207	49	270	273	2,799

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

Updated : Monday, July 18, 2022 - Current Period : 1999/12/31

1N - DUFFERIN 2022 Q 2 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-Non-Traffic (Revised)	Other	CC_Provincial Statutes
2022/Apr	April	1,005	33	120	1,158
	All Offence Months	1,005	33	120	1,158
2022/May	May	846	5	85	936
	All Offence Months	846	5	85	936
2022/Jun	June	566	5	58	629
	All Offence Months	566	5	58	629
2022 Q 2		2,417	43	263	2,723

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

Wednesday, July 13, 2022

Traffic File Control Register

Report Period: 01-APR-2022 thru 30-JUN-2022

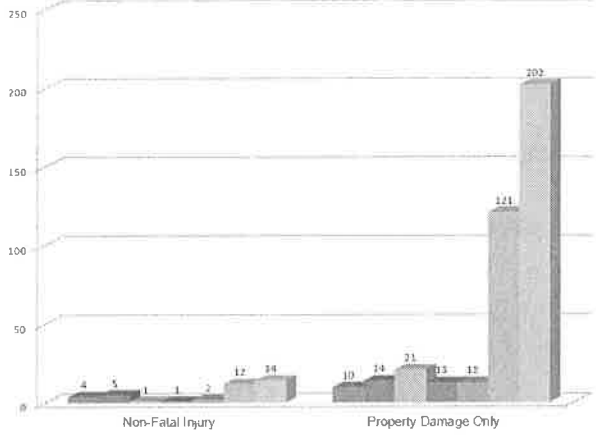
Report Criteria --> Detachment Code starting with {1N} Report Type equals {*} Incident Type equals {*}

S t a t u s	Incident Date	Incident Time	Self-Reported	Location	Jurisdiction	RdHwy Intersection	Incident Type	Primary Cause	Report Type
C	02-Apr-22	18:08	No	RIDDELL	ORANGEVILLE	CENTENNIAL	Property Damage Only	Disobeyed traffic control	Motor Vehicle
C	03-Apr-22	12:58	No	10 10	ORANGEVILLE	FIRST	Property Damage Only	Inattentive driver	Motor Vehicle
C	04-Apr-22	20:35	No	BROADWAY	ORANGEVILLE	DIANE	Property Damage Only	Improper lane change	Motor Vehicle
C	05-Apr-22	12:28	No	CENTENNIAL	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
C	05-Apr-22	12:59	No	FIRST	ORANGEVILLE	SECOND	Non-Fatal Injury	Failed to yield right of way	Motor Vehicle
C	06-Apr-22	12:07	No	CENTENNIAL	ORANGEVILLE	RIDDELL	Property Damage Only	Failed to yield right of way	Motor Vehicle
C	08-Apr-22	15:30	No	FIRST AV	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
C	09-Apr-22	11:55	Yes	CENTENNIAL RD	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
C	10-Apr-22	21:04	No	FIRST ST	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
C	15-Apr-22	12:45	No	BROADWAY	ORANGEVILLE	MILL	Property Damage Only	Fail to Share	Motor Vehicle
C	14-Apr-22	16:40	No	CENTRE	ORANGEVILLE	BROADWAY	Property Damage Only	Improper lane change	Motor Vehicle
C	16-Apr-22	15:00	No	FIRST	ORANGEVILLE	FIFTH	Property Damage Only	Unknown	Motor Vehicle
C	18-Apr-22	8:51	No	10 10	ORANGEVILLE	BUENA VISTA	Property Damage Only	Inattentive driver	Motor Vehicle
C	16-Apr-22	11:30	No	9 FIRST ST	ORANGEVILLE		Property Damage Only	Other	Motor Vehicle
C	13-Apr-22	19:48	No	RIDDELL	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
C	21-Apr-22	11:40	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Following too closely	Motor Vehicle
C	19-Apr-22	16:15	No	RIDDELL	ORANGEVILLE	MONTGOMERY	Property Damage Only	Disobeyed traffic control	Motor Vehicle
C	20-Apr-22	15:40	No	BROADWAY	ORANGEVILLE	TOWNLINE	Property Damage Only	Disobeyed traffic control	Motor Vehicle
C	20-Apr-22	13:00	No	C LINE	ORANGEVILLE	90 C-Line	Property Damage Only	Unknown	Motor Vehicle
C	22-Apr-22	12:00	No	BROADWAY	ORANGEVILLE	MILL	Property Damage Only	Unknown	Motor Vehicle
C	16-Apr-22	13:30	No	FIRST	ORANGEVILLE	FIFTH AVE	Property Damage Only	Unknown	Motor Vehicle
C	22-Apr-22	12:00	No	Townline	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
C	29-Apr-22	18:35	No	BROADWAY	ORANGEVILLE	DRIANE DR	Property Damage Only	Improper lane change	Motor Vehicle
C	29-Apr-22	18:11	No	HANSEN	ORANGEVILLE	BLIND	Property Damage Only	Improper turn	Motor Vehicle
C	02-May-22	11:21	No	COUNTY ROAD 16	ORANGEVILLE	BROADWAY	Property Damage Only	Following too closely	Motor Vehicle
C	03-May-22	17:15	No	78 CENTENNIAL RD	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
C	04-May-22	15:40	No	RIDDELL	ORANGEVILLE	TOWNLINE	Non-Fatal Injury	Failed to yield right of way	Motor Vehicle
C	03-May-22	14:52	No	FIRST	ORANGEVILLE	BROADWAY	Property Damage Only	Following too closely	Motor Vehicle

C	08-May-22	11:20	No	FIRST	ORANGEVILLE		99	Property Damage Only	Inattentive driver	Motor Vehicle
C	21-Apr-22	12:20	No	FIRST	ORANGEVILLE	BREDIN		Property Damage Only	Improper turn	Motor Vehicle
I	09-May-22	15:03	No	BROADWAY	ORANGEVILLE			Property Damage Only	Inattentive driver	Motor Vehicle
C	21-Apr-22	11:00	No	10 FOURTH	ORANGEVILLE		10	Property Damage Only	Following too closely	Motor Vehicle
C	08-May-22	11:17	No	BROADWAY	ORANGEVILLE	FOURTH		Property Damage Only	Following too closely	Motor Vehicle
C	09-May-22	10:30	No	LISA MARIE	ORANGEVILLE	MICHAEL		Property Damage Only	Other	Motor Vehicle
C	06-May-22	16:30	No	BROADWAY	ORANGEVILLE	MILL		Property Damage Only	Following too closely	Motor Vehicle
C	11-May-22	13:48	No	RIDDELL	ORANGEVILLE	ALDER		Property Damage Only	Lost control	Motor Vehicle
C	03-May-22	22:30	No	MCCANNELL	ORANGEVILLE	ROLLING HILLS		Property Damage Only	Unknown	Motor Vehicle
C	11-May-22	17:00	No	CENTENNIAL	ORANGEVILLE	DAWSON		Property Damage Only	Other	Motor Vehicle
C	06-May-22	20:19	No	RIDDELL RD	ORANGEVILLE			Property Damage Only	Failed to yield right of way	Motor Vehicle
C	11-May-22	14:38	No	RIDDELL	ORANGEVILLE	ALDER		Property Damage Only	Following too closely	Motor Vehicle
C	14-May-22	16:52	No	BROADWAY	ORANGEVILLE	SHERBOURNE		Property Damage Only	Failed to yield right of way	Motor Vehicle
C	16-May-22	20:32	No	FIRST ST	ORANGEVILLE			Property Damage Only	Improper turn	Motor Vehicle
C	08-May-22	22:32	No	BYTHIA	ORANGEVILLE	CHURCH		Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
C	13-May-22	14:16	No	HANSEN	ORANGEVILLE	FIRST		Property Damage Only	Inattentive driver	Motor Vehicle
C	11-May-22	5:18	No	HANSEN	ORANGEVILLE	FIRST		Non-Fatal Injury	Improper turn	Motor Vehicle
C	20-May-22	19:20	No	RIDDELL	ORANGEVILLE	CENTENNIAL		Property Damage Only	Inattentive driver	Motor Vehicle
C	20-May-22	13:20	No	RIDDELL	ORANGEVILLE	CENTENNIAL		Property Damage Only	Inattentive driver	Motor Vehicle
C	21-May-22	17:30	No	FIFTH	ORANGEVILLE		10	Non-Fatal Injury	Driver fatigue	Motor Vehicle
C	24-May-22	17:38	No	BROADWAY	ORANGEVILLE	ADA		Property Damage Only	Following too closely	Motor Vehicle
C	25-May-22	12:55	No	HANSEN BV	ORANGEVILLE			Property Damage Only	Improper turn	Motor Vehicle
C	24-May-22	9:50	No	ELIZABETH	ORANGEVILLE	FIRST		Property Damage Only	Failed to yield right of way	Motor Vehicle
C	29-Apr-22	16:00	No	ALDER	ORANGEVILLE			Property Damage Only	Inattentive driver	Motor Vehicle
C	18-May-22	21:06	No	FOURTH AV	ORANGEVILLE			Property Damage Only	Unknown	Motor Vehicle
C	22-May-22	14:40	No	10 10	ORANGEVILLE	FIFTH		Non-Fatal Injury	Following too closely	Motor Vehicle
C	31-May-22	9:42	No	BROADWAY	ORANGEVILLE	BROADWAY		Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
C	30-May-22	15:16	No	BROADWAY	ORANGEVILLE	BLIND		Non-Fatal Injury	Inattentive driver	Motor Vehicle
C	30-May-22	20:00	No	NORTHMEN	ORANGEVILLE			Property Damage Only	Unknown	Motor Vehicle
C	28-May-22	8:00	No	DIANE	ORANGEVILLE	C LINE		Property Damage Only	Other	Motor Vehicle
C	01-Jun-22	18:00	No	10 FIFTH AV	ORANGEVILLE			Property Damage Only	Lost control	Motor Vehicle
C	01-Jun-22	19:05	No	CHISHOLM ST	ORANGEVILLE			Property Damage Only	Inattentive driver	Motor Vehicle
C	01-Jun-22	16:00	No	BROADWAY	ORANGEVILLE	BROADWAY		Property Damage Only	Improper turn	Motor Vehicle
C	01-May-22	21:50	No	10 10	ORANGEVILLE	BROADWAY		Property Damage Only	Following too closely	Motor Vehicle
C	04-Jun-22	19:25	No	BROADWAY	ORANGEVILLE	C LINE		Non-Fatal Injury	Improper turn	Motor Vehicle
C	27-May-22	22:13	No	ADA	ORANGEVILLE	ZINA		Property Damage Only	Disobeyed traffic control	Motor Vehicle
C	19-May-22	14:00	No	BROADWAY	ORANGEVILLE			Property Damage Only	Inattentive driver	Motor Vehicle
C	07-Jun-22	19:30	Yes	10 10	ORANGEVILLE	BROADWAY		Property Damage Only	Following too closely	Motor Vehicle
C	09-Jun-22	10:35	No	BROADWAY	ORANGEVILLE	FOURTH		Property Damage Only	Failed to yield right of way	Motor Vehicle
C	05-Jun-22	16:30	No	FOURTH	ORANGEVILLE			Property Damage Only	Inattentive driver	Motor Vehicle
C	09-Jun-22	15:20	No	RIDDELL	ORANGEVILLE	TOWNLINE		Property Damage Only	Inattentive driver	Motor Vehicle

C	08-Jun-22	15:49	No	RIDDELL	ORANGEVILLE	TOWNLINE	Property Damage Only	Failed to yield right of way	Motor Vehicle
C	09-Jun-22	11:39	No	9 9	ORANGEVILLE	ROLLING HILLS	Property Damage Only	Inattentive driver	Motor Vehicle
C	05-Jun-22	8:04	No	BANTING	ORANGEVILLE	BANTING	Property Damage Only	Improper turn	Motor Vehicle
C	12-Jun-22	16:53	No	BROADWAY	ORANGEVILLE	SHERBOURNE	Property Damage Only	Improper turn	Motor Vehicle
C	12-Jun-22	16:35	No	FIFTH	ORANGEVILLE	10	Non-Fatal Injury	Lost control	Motor Vehicle
C	15-Jun-22	17:20	No	BROADWAY	ORANGEVILLE	C LINE	Property Damage Only	Other	Motor Vehicle
C	15-Jun-22	12:04	No	FOURTH	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
I	16-Jun-22	12:09	No	10 10	ORANGEVILLE	FOURTH	Property Damage Only	Inattentive driver	Motor Vehicle
C	17-Jun-22	13:13	No	CENTRE	ORANGEVILLE	BROADWAY	Property Damage Only	Following too closely	Motor Vehicle
C	20-Jun-22	11:54	No	WILLIAM	ORANGEVILLE	TOWNLINE	Property Damage Only	Improper turn	Motor Vehicle
C	19-Jun-22	11:00	No	HURONTARIO ST	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
C	29-May-22	10:00	No	FIRST ST	ORANGEVILLE	95 First Street	Property Damage Only	Unknown	Motor Vehicle
C	24-Jun-22	16:00	No	RIDDELL	ORANGEVILLE	CENTENNIAL	Property Damage Only	Unknown	Motor Vehicle
C	22-Jun-22	13:56	No	CENTURY	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
C	14-May-22	19:00	No	FOURTH	ORANGEVILLE	10	Property Damage Only	Inattentive driver	Motor Vehicle
C	24-Jun-22	14:20	No	FIRST ST	ORANGEVILLE		Property Damage Only	Fail to Share	Motor Vehicle
C	26-Jun-22	17:30	No	BURBANK	ORANGEVILLE		Property Damage Only	Improper turn	Motor Vehicle
C	24-Jun-22	15:40	No	COURTNEY	ORANGEVILLE	COLLEGE	Property Damage Only	Failed to yield right of way	Motor Vehicle
C	20-Jun-22	17:54	No	SECOND	ORANGEVILLE	BROADWAY	Property Damage Only	Unknown	Motor Vehicle
C	28-Jun-22	8:11	No	BURBANK	ORANGEVILLE	CENTURY	Property Damage Only	Inattentive driver	Motor Vehicle
C	28-Jun-22	10:33	No	RIDDELL	ORANGEVILLE	CENTENNIAL	Property Damage Only	Failed to yield right of way	Motor Vehicle
C	28-Jun-22	13:00	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Unknown	Motor Vehicle
C	30-Jun-22	19:52	No	FIRST	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
I	25-Jun-22	16:00	No	ALDER	ORANGEVILLE	C LINE	Property Damage Only	Improper turn	Motor Vehicle
C	10-Jun-22	13:30	No	BROADWAY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
C	21-May-22	11:30	No	10 10 HY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle

Number of Motor Vehicle Collisions by Type



- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022

Date

2015
2017
2018

Jurisdiction

GREY HIGHLANDS
MELANCTHON TWP
MONO
MULMUR TWP
NEW RECUMSETH
ORANGÉVILLE
SHELBURNE

Quarter

Q1
Q2
Q3
Q4

Incident Type

Non-Fatal Injury
Other
Property Damage Only
Fatal Injury
(None)

Jurisdiction (Multiple Items) →
Quarter (Multiple Items) →

Count of Incident Type	Column Labels	2017	2018	2019	2020	2021	2022	Grand Total
Row Labels	2016							
Non-Fatal Injury		4	5	1	1	2	12	35
Property Damage Only		10	14	10	13	13	121	361
Grand Total		14	19	22	14	15	133	411

Part 1 Summary for Town of Orangeville

ORANGEVILLE	2021	2022
Jan	106	96
Feb	127	114
Mar	145	63
Apr	115	124
May	94	119
June	101	115
July	122	
Aug	128	
Sept	62	
Oct	99	
Nov	118	
Dec	64	
Total	1281	631

Part 3 Summary for Town of Orangeville

ORANGEVILLE	2021	2022
Jan	9	4
Feb	2	15
Mar	11	5
Apr	21	10
May	14	22
June	12	13
July	10	
Aug	9	
Sept	4	
Oct	12	
Nov	3	
Dec	2	
Total	109	69

False Alarms in Orangeville April - June 2022- Total: 76

Call	Date	Location
Alarm	2022/04/08 04:41	9 Robb Boulevard
Alarm	2022/04/09 02:03	95 First Street
Alarm	2022/04/11 08:56	47 Broadway Unit 107
Alarm	2022/04/12 07:34	53 Fourth Avenue
Alarm	2022/04/12 19:24	129 Biscayne Crescent
Alarm	2022/04/13 07:52	211 Broadway
Alarm	2022/04/13 12:15	13 Winterton Court
Alarm	2022/04/13 14:18	13 Winterton Court
Alarm	2022/04/13 14:27	24 Biscayne Crescent
Alarm	2022/04/14 05:56	1 Elizabeth Street
Alarm	2022/04/14 12:56	1 Little York Street
Alarm	2022/04/15 07:53	83 Broadway
Alarm	2022/04/15 17:26	33A Broadway
Alarm	2022/04/17 02:27	50 Fourth Avenue
Alarm	2022/04/17 11:27	268 Broadway
Alarm	2022/04/17 12:06	12 Princess Street
Alarm	2022/04/18 04:33	22 Faulkner Street
Alarm	2022/04/21 19:48	95 First Street
Alarm	2022/04/25 20:18	210 Broadway
Alarm	2022/04/27 01:12	515 Riddell Road
Alarm	2022/04/28 00:10	97 First Street
Alarm	2022/04/28 00:19	400 C Line
Alarm	2022/04/28 01:35	276 Broadway
Alarm	2022/04/28 04:43	276 Broadway
Alarm	2022/04/29 18:38	210 Broadway
Alarm	2022/04/29 21:13	29 Benjamin Crescent
Alarm	2022/05/02 07:28	18 Green Street
Alarm	2022/05/05 13:04	210 Broadway
Alarm	2022/05/11 13:45	275 Alder Street
Alarm	2022/05/13 00:09	655 Riddell Road
Alarm	2022/05/15 01:59	245 Centennial Road Unit C
Alarm	2022/05/15 12:48	247 Broadway
Alarm	2022/05/16 02:57	655 Riddell Road
Alarm	2022/05/16 11:02	26 Preston Drive
Alarm	2022/05/20 01:22	245 Centennial Road Unit C
Alarm	2022/05/21 03:11	245 Centennial Road

False Alarms in Orangeville April - June 2022- Total: 76

Alarm	2022/05/22 04:16	245 Centennial Road Unit C
Alarm	2022/05/23 21:23	274 Broadway
Alarm	2022/05/24 19:45	287 County Road 16
Alarm	2022/05/24 22:08	55 Fourth Avenue
Alarm	2022/05/25 01:58	55 Fourth Avenue
Alarm	2022/05/25 02:49	245 Centennial Road Unit C
Alarm	2022/05/25 13:30	51 Zina Street
Alarm	2022/05/25 20:56	55 Fourth Avenue
Alarm	2022/05/27 00:51	245 Centennial Road Unit C
Alarm	2022/05/27 02:47	245 Centennial Road Unit C
Alarm	2022/05/27 07:23	20 C Line
Alarm	2022/05/28 23:32	19C Stewart Court
Alarm	2022/05/29 07:43	Orange Street
Alarm	2022/05/29 16:09	400 Townline Road Unit 4
Alarm	2022/05/30 23:16	38 Broadway
Alarm	2022/05/31 09:01	368 Marshall Crescent
Alarm	2022/06/02 20:15	55 Fourth Avenue
Alarm	2022/06/03 01:11	55 Fourth Avenue
Alarm	2022/06/03 05:13	31 Broadway
Alarm	2022/06/03 08:55	274 Broadway
Alarm	2022/06/04 22:00	123 Broadway
Alarm	2022/06/05 00:32	121 Broadway
Alarm	2022/06/06 02:13	245 Centennial Road Unit C
Alarm	2022/06/07 20:46	55 Fourth Avenue
Alarm	2022/06/08 02:11	55 Fourth Avenue
Alarm	2022/06/08 03:48	55 Fourth Avenue
Alarm	2022/06/17 18:11	170 Lakeview Court Unit 2
Alarm	2022/06/17 23:34	171 Broadway
Alarm	2022/06/19 09:53	204 Kensington Place
Alarm	2022/06/21 19:08	210 Broadway Unit 202
Alarm	2022/06/22 13:14	10 Louisa Street
Alarm	2022/06/22 20:16	55 Fourth Avenue
Alarm	2022/06/23 01:13	55 Fourth Avenue
Alarm	2022/06/27 17:43	77 Broadway
Alarm	2022/06/29 18:44	40 Centennial Road
Alarm	2022/06/29 22:25	655 Riddell Road
Alarm	2022/06/29 22:34	150 First Street

False Alarms in Orangeville April - June 2022- Total: 76

Alarm	2022/06/29 22:42	55 Fourth Avenue
Alarm	2022/06/30 06:49	55 Fourth Avenue

ACTION PLAN: Town of Orangeville

Foot Patrol Hours

2022 – YTD:	309.50
April:	45.25
May:	74.25
June:	65.00

R.I.D.E. Hours

2022 – YTD:	238.75
April:	48.00
May:	40.00
June:	21.00

Trouble with Youth Occurrences

2022 – YTD:	70
April:	16
May:	11
June:	19

Mental Health Occurrences

2022 – YTD:	168
April:	37
May:	32
June:	33

Arrests – Impaired by Alcohol

2022 – YTD:	8
April:	3
May:	2
June:	1

Arrests – Impaired by Drug

2022 – YTD:	2
April:	0
May:	1
June:	0

Distracted Driving Charges

2022 – YTD: **118**
April: 33
May: 11
June: 5

AUXILIARY UNIT:

<u>Unit Hours</u>	<u>April</u>	<u>May</u>	<u>June</u>
Administration	46.25	58.25	49.50
Training	59.25	50.00	21.25
Special Detail	1.00	16.75	1.00
Cruiser Patrol	11.00	21.00	17.50
ATV Patrol	0.00	0.00	7.00
Foot Patrol	39.75	51.50	68.00
Community Policing	0.00	21.00	66.00
TOTAL	157.25	218.50	230.25



2022-06-17

DUFFERIN OPP CHARGE PERSON WITH IMPAIRED OPERATION IN ORANGEVILLE

FROM/DE: Dufferin Detachment

DATE: June 17, 2022

DUFFERIN OPP CHARGE PERSON WITH IMPAIRED OPERATION IN ORANGEVILLE

(DUFFERIN COUNTY, ON) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) charged a person with impaired operation following an unrelated complaint in the Town of Orangeville.

On June 14, 2022, at approximately 9:55 p.m., Dufferin OPP received a call for service in Orangeville. The responding officer commenced an investigation with the complainant. During the course of the original investigation the officer was led into an impaired operation investigation.

As a result of the investigation, Tara SHAND, 39-year-old, from Orangeville has been charged with:

- Operation while impaired - blood alcohol concentration (80 plus)

The accused is scheduled to appear before the Ontario Court of Justice in Orangeville, in August of 2022, to answer to the charge. The accused's driver's licence was suspended for 90 days and their vehicle impounded for seven days.

The Dufferin OPP reminds motorists to plan ahead when consuming alcohol or drugs. Use a designated driver, cab, rideshare, public transit or stay overnight. Any amount of alcohol or drugs can impair your ability to make sound judgements. One bad decision could destroy or end your life, destroy or end the life of another person and leave countless people heartbroken.

The Dufferin OPP is committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.ontariocrimestoppers.ca

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2022-07-08

DUFFERIN OPP CHARGE PERSON WITH ASSAULT AND TRESPASSING FOLLOWING A DISTURBANCE IN ORANGEVILLE

FROM/DE: Dufferin Detachment

DATE: July 8, 2022

DUFFERIN OPP CHARGE PERSON WITH ASSAULT AND TRESPASSING FOLLOWING A DISTURBANCE IN ORANGEVILLE

(DUFFERIN COUNTY, ON) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) charged a person with assault and trespassing following a disturbance at a business in the Town of Orangeville.

On July 7, 2022, at approximately 1:30 p.m., Dufferin OPP received a complaint of a disturbance and unwanted persons at a business near Fifth Avenue and Highway 10 in Orangeville. Upon arrival, the responding officer commenced an investigation into the complaint.

As a result of the investigation, Akashdeep MATTU, 23-year-old, from Etobicoke has been charged with:

- Assault - 2 counts
- Fail to leave premises when directed

The accused is scheduled to appear before the Ontario Court of Justice in Orangeville, in September of 2022, to answer to the charges.

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Media Contact:

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2022-07-04

DUFFERIN OPP CANADA DAY WEEK TRAFFIC CAMPAIGN RESULTS

FROM/DE: Dufferin Detachment

DATE: July 4, 2022

DUFFERIN OPP CANADA DAY WEEK TRAFFIC CAMPAIGN RESULTS

(DUFFERIN, ON) - June 26 to July 3, 2022, marked the Canada Day Week traffic safety campaign. Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) participated in this campaign that is designed to save lives and reduce injuries on Ontario's roads, trails and waterways.

Dufferin OPP officers laid 528 driving related criminal charges and Provincial Offences Notices during the campaign, with the following breakdown:

- Speeding - 343
- Impaired Driving - 4
- Distracted Driving - 15
- Stunt Driving - 5
- Seatbelts - 19
- Other Provincial Offences - 141

Dufferin OPP officers also issued 169 warnings to drivers. Warnings are an important component of road safety, as they allow officers the opportunity engage with drivers and educate about road safety.

In this one-week period, Dufferin OPP responded to 36 motor vehicle collisions, with zero fatalities, which is the statistic that Dufferin OPP is most grateful for.

The Dufferin OPP is committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.ontariocrimestoppers.ca

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2022-07-08

DUFFERIN OPP CONDUCTING ENFORCEMENT ON LOUD AND MODIFIED VEHICLES

FROM/DE: Dufferin Detachment

DATE: July 8, 2022

DUFFERIN OPP CONDUCTING ENFORCEMENT ON LOUD AND MODIFIED VEHICLES

(DUFFERIN, ON) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) have been listening to our Dufferin County community. Loud and modified vehicles have become a concern and residents have made it clear that noise pollution from vehicles is making it difficult to enjoy our beautiful communities.

A focus of Dufferin OPP will be to reduce the number of motor vehicles with modified or excessively loud exhaust systems on our roads. Drivers could be subject to charges under the Highway Traffic Act.

The Highway Traffic Act of Ontario indicates that a person having control of a vehicle shall not "make unreasonable noise, and a driver of any motor vehicle shall not permit any unreasonable amount of smoke to escape from their motor vehicle, nor shall such driver at any time cause the vehicle to make any unnecessary noise".

Vehicles found by officers to be unlawfully modified will be reported to the Insurance Bureau of Canada with the potential of a policy suspension. Dufferin OPP encourages vehicle owners to repair modified exhaust systems and avoid using mechanisms to alter or increase their vehicle's sound.

Our Dufferin County roadways are meant to be shared and enjoyed by everyone, please keep this in mind when operating a motor vehicle.

The Dufferin OPP is committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.ontariocrimestoppers.ca

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2022-07-13

DUFFERIN OPP HOSTING CAR SEAT CLINIC

FROM/DE: Dufferin Detachment

DATE: July 13, 2022

DUFFERIN OPP HOSTING CAR SEAT CLINIC

(DUFFERIN, ON) - The Dufferin Detachment of the Ontario Provincial Police (OPP) is pleased to announce that we will be hosting a Car Seat Clinic.

On August 20, 2022, at 12:00 p.m., Dufferin OPP Uniform members and Auxiliary members will be hosting a Car Seat Clinic at the Orangeville Detachment at 390 C-Line in the Town of Orangeville.

The clinic will be by appointment only and will be a half hour long. If you are interested in booking an appointment, please call the Detachment at 519-942-1711 between 8:00 a.m. and 4:00 p.m., Monday to Friday.

Dufferin OPP is committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.ontariocrimestoppers.ca

Media Contact

Provincial Constable Jennifer Roach

Dufferin OPP Detachment

519-278-6510

Jennifer.Roach@opp.ca

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

Tuesday, June 7, 2022
Remote Electronic Meeting
9:30 am

Business Meeting – Called to order at 9:30 am

Chair – Jim Dietrich

Secretary/Treasurer – Jo-Anne Fields

Guest Speakers – Waterloo Regional Police Service Jason Bonikowsky and Nicole Davey – Victim Services of Waterloo Region – Human Trafficking

Attendance - Police Services Board

As roll call was not taken, below are the members that requested the meeting link –

- Central Huron Marg Anderson
- Chatsworth Graham Taylor, Terry McKay
- Georgian Bluffs Peter Hughes, Barry Hatt
- Grey Highlands Daryl Minifie, Lynn Silverton, Paul McQueen, Dane Nielsen, Stewart Halliday
- Hanover Sue Patterson
- North Perth Judy Givens
- Orangeville Ian McSweeney
- Owen Sound John Thomson
- Saugeen Shores Dave Myette, John Woodley
- Southgate Jim Frew
- South Huron Jim Dietrich, Dave Frayne, Jo-Anne Fields
- Stratford Rosemary Tanner
- Waterloo Jill Eggleton
- Wellington Lisa MacDonald, Joanne Ross-Zuj
- West Perth Steve Herold, June Demerling

- Duane Sprague, Ministry Advisor
- Lisa Darling, Executive Director OAPSB

Shared Business Meeting – Chiefs and Boards

- Deputy Chief, Neighbourhood Policing and Investigations, Waterloo Regional Police Service, Shirley Hilton provided a brief introduction and welcomed everyone to the meeting
- Human Trafficking presentation by Waterloo Police Service
- Human Trafficking and Sexual Assault in Wellington County was a one year, Community

Safety and Policing Grant developed by Wellington County OPP, Victims Services Wellington, and Crime Stoppers Guelph Wellington. The purpose of the grant was to raise awareness and reduce the stigma surrounding Human Trafficking and Sexual Assault, as well as providing training to Officers on Trauma Informed approaches

- Grant partners had to find creative ways to reach the community through social media, radio, virtual and in-person presentations, and a video campaign to raise awareness, address myths and create an environment where people feel comfortable talking about uncomfortable subjects
- Special thanks to Jason Bonikowsky and Nicole Davey for sharing this powerful presentation
- Power point presentation will be shared with Board members

OACP and Board Joint Business

- Joint session discussion focused on the format of meetings moving forward – in person vs virtual and/or combination of both – seeking feedback from the membership
- If technology is available, hybrid works well as witnessed through the OAPSB Spring Conference
- Important that meetings are relevant and interactive, meaningful, valuable and inclusive
- Commented that cost of travel can be prohibitive
- Presentations enhance Zone 5 meetings
- After a lengthy discussion, it was suggested that meetings could be a blend of in person and virtual meetings, depending on weather conditions

Motion - Shirley Hilton/Lynn Silverton

“That OAPSB Zone 5 meetings be held virtually in the winter months of December and March and in person June and September.”

Disposition - Carried

Ministry Report

- Duane Sprague, Ministry Advisor noted that there was nothing new to report at this time

1. Welcome and Introduction

- Chair Jim Dietrich welcomed everyone to the electronic meeting today
- As Roll call was not taken, names above are individuals who registered to attend the meeting
- We encourage all Boards to submit a report which can be included in the minutes. This practice enables effective communication within Zone 5
- Warm welcome to Executive Director, Lisa Darling – Thank you for joining us today
- Just a quick reminder to complete the OPP Survey which was circulated for completion by June 30, 2022 – results will assist with Strategic Planning
- Lisa expressed her interest in working with the OAPSB Zone 5 Boards

2. Disclosure of Pecuniary Interest or the General Nature Thereof

- None identified

3. Approval of Agenda

Motion - Dave Frayne/Lynn Silverton

“That the agenda be approved as circulated.”

Disposition - Carried

4. Approval of Minutes

Motion - John Thomson/Daryl Minifie

“That the minutes of the March 08, 2022 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 18, 2022 was \$11,259.31
- Receipts – \$5,750.00 was received for membership fees as of May 18, 2022
- Disbursements – \$1,611.22
- Scotiabank Investment as of March 31, 2022 was \$4,277.28
- All Board memberships have been received
- 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 - Sue Patterson/Lisa MacDonald

“That the Treasurers report be accepted as presented.”

Disposition - Carried

Motion - Marg Anderson/John Woodley

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

Disposition - Carried

6. Ministry Report – Ministry Advisor

- Ministry Advisor, Duane Sprague shared his report in the Joint meeting as noted above

7. Educational Session

- No education session at this meeting

8. Correspondence

- No outstanding correspondence
- All correspondence is shared with Zone 5 membership as received

9. Zone Director's Report

- OAPSB Zone 5 Director Lisa MacDonald provided a brief verbal report at the meeting
- Warm welcome to Executive Director, Lisa Darling
- Conference went very well – 150 individuals joined on line and 100 attended in person
- Conference information is available on the OAPSB website
- Positive feedback received pertaining to the Conference content and facilitators
- Chair Dietrich thanked Lisa for her involvement with the OAPSB Spring Conference and for providing her report to the membership today

10. New Business

- Noted that there was only one candidate for the Detachment Commander selection for Grey Bruce
- Discussion centred around the Provincial Appointee reappointment/renewal process
- Commented that the Ministry should consider reaching out to the Chair of the Police Services Board prior to reappointment or extension of appointment to inquire as to the quality of the member and for member assessment – suggested that there should be a greater level of due diligence prior to the renewal
- Executive Director, Lisa Darling – matter will be addressed through Strategic Planning process – opportunity for the OAPSB to address this issue
- For further discussion, it was suggested to contact Derek Armstrong – Ministry of the Solicitor General responsible for Provincial appointments

11. Key Zone Updates 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
- Boards were reminded to send in Directory updates

Individual Board Updates

North Perth

- Chair Ken Lawrence reported that the newly selected Perth OPP Detachment Commander is Wendy Burrows

Waterloo Police Service

- The Board expressed an interest in engaging in more formal advocacy efforts, with particular interest in providing feedback to the Provincial and Federal governments as it relates to key legislative changes that are expected in the near future, including the new Community Safety and Policing Act. In response, the Board approved terms of reference for an ad hoc working group with a mandate to: act as a committee of the Board to advise and recommend advocacy efforts to the Board as it relates to advancing matters of police service delivery and police governance; and act as a forum for collaboration with the Waterloo Regional Police Service on matters where joint advocacy efforts between the Board and Service is appropriate
- The Ontario government recently announced an investment of over \$12.3 million for the Service over the next three years. A significant portion of that funding has been earmarked for the Community Engagement and Wellbeing Branch (CEWB) with the Crisis Call Diversion Program. Another portion of the funding has been earmarked for the Gang and Hate Crime Intelligence and Enforcement Initiative
- The Board has extended the current Body-Worn Video (BWV) pilot project to October 2022 and has expanded the scope, now including BWV systems to specialized policing units. Providing BWV systems to these specialized units will present the opportunity to evaluate the effectiveness of BWV in unique risk management conditions. These units are often involved in high-risk incidents. As such, this type of environment will allow the project team to better assess the return on investment in relation to procedural adherence, public complaints, and training reviews
- Chief Bryan Larkin will retire from the Waterloo Regional Police Service after 31 years of dedicated service. Chief B. Larkin's last day as Chief will be July 3, 2022. The Board has appointed Staff Superintendent J. Goodman to serve as Acting Chief until the search for a permanent Chief is complete. Staff Superintendent J. Goodman has been with the Police Service for 27 dedicated years, serving the community in various roles and units within the Service and is well known in the community for developing positive relationships and partnerships
- With respect to the search for our next Chief of Police, the Board has hired Boyden Canada, a global talent and leadership advisory firm, to conduct a nation-wide search

South Huron Police Service

- Several truck convoys were organized across Huron County – some issues were identified, however not significant
- Trucker convoy was scheduled for March 19, 2022 from Huron East to Exeter to Victoria Park – worked with London Police and other OPP Detachments to ensure safety
- Increase in Etickets over the past three month – both in tickets and warnings

- In an attempt to create more engagement and awareness of Victim Services, OPP have invited staff to attend Front-Line Platoon meetings to engage with Officers, along with ride-a-longs – visual reminder of the shared partnership for both Officers and the public
- Violent crime remains a concern within Huron County
- As gas prices continue to rise, there is a concern regarding incidents of gas drive offs – fill up and drive off
- On line frauds continue to impact victim lives
- Clearance rates – Due to great policing, clearance rates to date are 25%, which was the target goal for 2022

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 meeting of the OAPSB Zone 5 will be held on Tuesday, September 13, 2022 at 9:30 am. Location and venue will be determined by the OACP.

14. Adjournment

Motion - Marg Anderson/Lisa MacDonald

“That the meeting adjourns at 11:55 am.”

Disposition - **Carried**

Chair – Jim Dietrich

Date

Sec./Treasurer – Jo-Anne Fields

Date

AGENDA

Ontario Association of Police Services Board – Zone 5 Business Meeting

Hosted by the Central Huron Police Services Board

Tuesday, September 13, 2022

Libro Hall

239 Bill Fleming Drive, Clinton, ON

Snacks – 9:00 am and Business Meeting – 9:30 am

Following lunch, tour of the new OPP Huron Detachment Building

OAPSB - ZONE 5

9:30 am Welcome/Shared Business/Ministry Report – Chiefs and Boards

9:35 am Guest Speaker – Has not been confirmed

10:05 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 13, 2022 as circulated/amended (Motion)
4. Approval of the Minutes dated June 07, 2022 – 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 – December 13, 2022 – Virtually (Information)
13. Adjournment (Motion)

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!

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

Revised June 10, 2022

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

Zone Chair: Jim Dietrich
519.280.0682 (Mobile)
jdietrich@hay.net

Vice Chair: Daryl Minifie
Grey Highlands Police Services Board (OPP)
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Box 409
Markdale, Ontario N0C 1H0
226.668.7919
darylminifie@gmail.com

Zone Secretary/Treasurer: Jo-Anne Fields
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Hensall, Ontario N0M 1X0
519.494.9466 (Mobile)
j.fields7575@gmail.com

Zone Director: Lisa MacDonald
Wellington County Police Services Board (OPP)
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Guelph, Ontario N1H 3T9
519.664.2345
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>

Alternative Ministry Rep: David Tilley, Police Services Advisor
David.Tilley@ontario.ca

Jetti Sahota, Police Services Advisor
Jeeti.Sahota@ontario.ca

Police Services Board	Board Secretary Contact Information	Board Chair/Members Contact Information
Brockton Police Services Board 100 Scott St. Box 68 Walkerton, Ontario N0G 2V0	Sarah Johnson sjohnson@brockton.ca	5 Membership Board Brian Read – Municipal Rep/Chair - brian_read@wsib.on.ca or brianread63@yahoo.com Steve Adams – Councillor- sadams@brockton.ca Tim Elphick - telphick@brockton.ca Heather Frook – Provincial Rep - frooky@live.ca Carl Kuhnke – Provincial Rep - ckuhnke@wightman.ca
Central Huron Police Services Bd 23 Albert Street, Box 400 CLINTON, Ontario N0M 1L0	cao@centralhuron.com	3 Membership Board Marg Anderson – manderson@centralhuron.com Tim Collyer – Community Rep - tdcollyer@eastlink.com Trudy Kernighan - kernigtj@gmail.com
Chatsworth Police Services Board (O.P.P.) 316837 Highway 6 R. R. # 1, Chatsworth, Ontario N0H 1G0	Carolyn Marx cmarx@chatsworth.ca 519-794-3232 519-794-4499 (fax)	3 Membership Board Scott MacKey – Mayor – scott.mackey@grey.ca Terry McKay – Provincial Appointee – ben7@bmts.com Graham Taylor – Community Rep – grahamtaylor620@gmail.com

<p>Grand Valley Police Services Board (O.P.P.) 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 mtownsend@townofgrandvalley.ca Phone # (519) 928-5652 Fax # (519) 928-2275</p>	<p>3 Membership Board Steve Soloman, Chair ssoloman@townofgrandvalley.ca Josh Hoskin – municipal rep josh@hoskinfamily.com Myrna Roberts – Provincial Rep</p>
<p>Georgian Bluffs Police Services Board R. R. # 3 177964 Grey Rd. 18 Owen Sound, Ontario N4K 5N5</p>	<p>Brittney Drury Deputy Clerk bdrury@georgianbluffs.on.ca 519.376.2729 x 226 519.372.1620 (fax)</p>	<p>3 Membership Board Dwight Burley – Mayor – dburley@georgianbluffs.on.ca Peter Hughes – pjameshughes@gmail.com Barry Hatt - grandmahatt@hotmail.com</p>
<p>Goderich Police Services Board (O.P.P.) 57 West Street Goderich, Ontario N7A 2K5</p>	<p>Larry McCabe lmccabe@goderich.ca 519-524-8344 519-524-7209 (fax)</p>	<p>3 Membership Board Tony Denomme – Chair - a.denomme@hurontel.on.ca Valerie Petrie – Member - valerie@cabletv.on.ca John Grace – Council – jgrace@goderich.ca Tom Jasper – Provincial Rep</p>
<p>Grey Highlands Police Services Board (O.P.P.) 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 519-986-2811 Toll-Free 1-888-342-4059 Fax 519-986-3643 vanalstinea@greyhighlands.ca</p>	<p>5 Membership Board Daryl Minifie – Vice Chair – Community - darylminifie@gmail.com Dane Nielsen – Vice Chair – Council Appointee - councillornielson@greyhighlands.ca Paul McQueen – Head of Council - mcqueenp@greyhighlands.ca Lynn Silvertown – Provincial Appointee – Chair - lynn@bmts.com - Stewart Halliday – Provincial Appointee - stewarthalliday@bmts.com</p>
<p>Guelph Police Services Board P. O. Box 31038 Willow West Postal Outlet Guelph, Ontario N1H 8K1</p>	<p>Leslie LaCelle Executive Assistant, Guelph Police Services Board P.O. Box 31038, Willow West Postal Outlet Guelph, ON N1H 8K1 Tel.: 519-824-1212 ext. 7213 board@guelphpolice.ca</p>	<p>5 Membership Board Robert Carter – Chair - robertcarter@rogers.com - Chair Cam Guthrie – Council - cam.guthrie@guelph.ca Christine Billings - christineward6@hotmail.com Peter McSherry – Provincial – peter@petermcsberry.ca – Vice Chair</p>

<p>Hanover Police Services Board 203 10th Street Hanover, Ontario N4N 1N8</p>	<p>Catherine McKay 519-367-2017 cmckay@wightman.ca</p>	<p>5 Membership Board Don Smith - hpsbdsmith@gmail.com – Chair/Community Rep Sue Paterson – spaterson@hanover.ca – Vice Chair Selwyn Hicks - shicks@hanover.ca Peter McEwen - pmcewen2323@gmail.com Charlie Pickard - chuckpick@icloud.com</p>
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<p>Kincardine Police Services Board Municipal Administration Centre 1475 Conc. 5 R.R. #5 Kincardine, ON N2Z 2X6</p>	<p>Jenna Leifso jleifso@kincardine.ca 519-396-3468 519-396-8288 (fax)</p>	<p>3 Membership Board Randy Roppel – Chair – rropel@kincardine.ca Laura Haight – Council Rep (Municipal Councillor) Ron Roppel – Citizen Rep (Community) John Keown</p>
<p>North Huron Police Services Board Township of North Huron 519.357.3550 ex. 140 apiskorski@northhuron.ca www.northhuron.ca</p>	<p>clamb@northhuron.ca</p>	
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<p>Owen Sound Police Services Board 922 2nd Ave. West Owen Sound, Ontario N4K 4M7</p>	<p>Owen Sound Police Services Board Kayla Wardell, Executive Assistant 922 2nd Avenue West Owen Sound, Ontario N4K 4M7 owensoundpsb@gmail.com Cell:519-379-5524</p>	<p>5 Membership Board John Thomson - Community Rep – Chair - jthoms1639@rogers.com Ian Boddy (Mayor) - Member Garth Pierce - Provincial - garthpierce@me.com Jill Sampson – Provincial Appointee - Member John Tamming - Council - Member</p>
<p>Saugeen Shores Police Services Board 435 Bruce Street Port Elgin, Ontario N0H 2C1</p>	<p>Tracey Edwards tracey.edwards@saugeenshores.ca 519.832.9853 519-832-2140 (fax)</p>	<p>5 Membership Board Dave Myette – dave.myette@saugeenhores.ca – Chair Don Matheson – don.matheson@saugeenshores.ca – Vice Chair Greg Thede - (Provincial) – gregthede@hotmail.com John Woodley - (Community) rep - woodley@bell.net Pat O’Connor (Provincial) - patoconn@gmail.com</p>
<p>Shelburne Police Services Board 203 Main Street East Shelburne, Ontario L9V 3K7</p>	<p>Nicole Hill nhillsecretary@gmail.com Cell 519-938-7347</p>	<p>5 Membership Board Wade Mills - Mayor wmills@shelburne.ca Steve Anderson – Deputy Mayor sanderson@shelburne.ca Mike Fazackerley – Chair mike.fazackerley@matthewscott.com Cell 905-301-3791 Althea Casamento – Provincial Repaltheacasamento@gmail.com Daniel Sample – Provincial Rep dan.sample.ds@gmail.com</p>
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<p>Town of South Bruce Peninsula Police Services Board (O.P.P.) 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 tracey.collins@southbrucepeninsula.com www.southbrucepeninsula.com</p>	<p>3 Membership Board Janice Jackson – Mayor – Chair Dave Madill – Community Rep Gary Wood – Provincial Rep</p>
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<p>Wellington Police Services Board (OPP) 74 Woolwich Street GUELPH, Ontario N1H 3T9</p>	<p>Donna Bryce County Clerk donnab@wellington.ca 519.837.2600 x 2520</p>	<p>Kelly Linton – Warden - kellyl@wellington.ca; David Anderson - davida@wellington.ca; Gary Williamson – Community - garywil@xplornet.com; Joanne Ross-Zuj – Chair - jrosszuj@gmail.com; Lisa MacDonad – Provincial lisamacdonald@outlook.com</p>
<p>West Grey Police Services Board 402813 Grey Rd. 4 R. R. # 2 Durham, Ontario NOG 1R0</p>	<p>Heather Webb hwebb@westgrey.com 519.369.2200 ext 226 519.369.5962 (fax)</p>	<p>5 Membership Board Betty Moric - Prov - eandbmoric@gmail.com Christine Robinson, mayor@westgrey.com Geoffrey Shea - g Shea@westgrey.com, Doug Townsend - ihobble@everus.ca - Chair Helen-Claire Tingling – Provincial rep - hctingling@gmail.com</p>
<p>West Perth Police Services Board 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: lblazevic@westperth.com www.westperth.com</p>	<p>5 Membership Board June Demerling – jed8171@quadro.net Walter McKenzie – Mayor Steve Herold – Councillor – sherold@westperth.com Paul Wettlaufer – Provincial Appointee John Mogks – Provincial Appointee themogks@gmail.com Steve Herold – Councillor - sherold@westperth.com – Chair</p>

1JM + atty
Added.

Police Services Board (PSB) Survey

Who will complete this survey?

PSBs are being asked to submit one electronic response to the survey only that represents collective input.

Survey Purpose

To gather stakeholder input on what metrics/information may be of value to support the development of goals and objectives and decision making.

Survey Goal

Standardize metrics/information reported and, where necessary, expand the scope of information provided to PSBs.

Survey Objective

Enhance reporting for a more outcomes-focused approach to support PSBs in setting goals and objectives by:

- Identifying opportunities to enhance existing metrics;
- Identifying additional reporting metrics of value.

Participation in this survey is voluntary and all responses are anonymous.

Any identifiers mentioned in responses will be removed by a researcher from the Research, Planning, and Analysis Section. All data will be reported in aggregate.

You may choose to end the survey at any time by closing the page, however responses that have been entered will be added to the dataset for analysis.

This survey takes approximately 15 minutes to complete.

If you have any questions, please contact:

- Linda Davis (Linda.Davis@opp.ca) 705-330-6195
- Rychelle Morrison (Rychelle.Morrison@opp.ca) 705-826-0948

Kindly complete the survey by **June 30, 2022**

Click the button below to begin the survey.

Police Services Board (PSB) Survey

* 1. Please identify your OPP Detachment:

OPSB

Police Services Board (PSB) Survey

Topic: Crime Prevention/Community Engagement

* 2. Motor vehicle collision (MVC) outcomes are categorized as fatal, personal injury, or property damage. Which types of MVCs related to roadway, waterway and trail safety outcomes would be of value in supporting goal setting/decision making (select all that apply):

	<u>Mary</u>	<u>Ken</u>	<u>Todd</u>	<u>Andy</u>
<input checked="" type="checkbox"/> Motorcycle	✓	✓	✓	✓
<input checked="" type="checkbox"/> Off-road Vehicle (ORV)			✓	✓
<input checked="" type="checkbox"/> Motorized Snow Vehicle (MSV)		✓	✓	✓
<input checked="" type="checkbox"/> (MSV) Roadway Vehicle	✓	✓	✓	✓
<input checked="" type="checkbox"/> Commercial Motorized Vehicle (CMV) Marine Vehicle		✓	✓	✓
None of the above				

Police Services Board (PSB) Survey

3. Please select the metrics/information related to patrol hours that would be of value in supporting goal setting/decision making as applicable to your region (select all that apply):

	Mary	Ken	Paul	Andy
Cruiser patrol hours	✓	✓	✓	✓
Motorcycle patrol hours			✓	✓
Marine patrol hours				
ORV patrol hours				
MSV patrol hours			✓	✓
Bicycle patrol hours	✓	✓	✓	✓
Foot patrol hours	✓	✓	✓	✓
School patrol hours		✓	✓	✓
Focused patrol hours			✓	✓
None of the above				

ALL OF THE ABOVE EXCEPT MARINE

Police Services Board (PSB) Survey

* 4. Please select metrics/information related to prevention initiatives (e.g. RIDE, Lock it or lose it, etc.) that would be of value in supporting goal setting/decision making (select all that apply):

Number of initiatives conducted

Type of initiatives conducted

Location where initiatives were conducted

None of the above

Mary	Ken	Todd	Andy
all	✓	all	all
all	✓		
all			

ALL OF THE ABOVE

Police Services Board (PSB) Survey

* 5. Please select metrics/information that would be of value in supporting goal setting and development of Community Safety and Well-Being Plans (select all that apply):

	Mary	Ken	Todd	Dahy
Mental health-related occurrences	✓	all	✓	✓
Mobile Crisis Response Team (MCRT) involvements	✓		✓	✓
Opioid-related occurrences	✓			
School Resource Officer (SRO) activities				
Community mobilization initiatives	✓		✓	✓
None of the above				

ALL OF THE ABOVE SUBJECT TO SRO APPLICABILITY

Police Services Board (PSB) Survey
Topic: Law Enforcement

Definitions for reference

Crime rate: based on the number of incidents reported to police per 100,000 population. Rates are used to make comparisons over time and among geographic areas with different populations. The "crime rate" represents total Criminal Code incidents, excluding traffic incidents. It does not include other federal statutes such as drug offences.

Crime Severity Index (CSI): takes into account both the volume and seriousness of crime. The index is calculated with weight assigned to each offence that are derived from average sentences handed down by criminal courts. The more serious the average sentence, the higher the weight of that offence. As a result, more serious offences have greater impact on changes in the index. All criminal code offences are included in this index.

* 6. Crime can be described in different ways: crime rate, crime severity index, number of crime-related occurrences. Please select the metrics/information that would be of value in supporting goal setting/decision making (select all that apply):

Crime rate

Mary Ken David Andy
all all all all

Crime severity index

Number of crime-related occurrences

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey

Definition for reference

Clearance rate: represents the proportion of criminal incidents solved by the police. Police can clear an incident by charge or by means other than the laying of a charge. For an incident to be cleared by charge, at least one accused must have been identified and either a charge has been laid, or recommended to be laid. For an incident to be cleared otherwise, an accused must be identified and there must be sufficient evidence to lay a charge in connection with the incident, but the accused is processed by other means for one of many reasons.

* 7. Are crime clearance rates of value in supporting goal setting/decision making?

Yes

No

I don't know

Musa
Y

Ken
Y

Todd
N?

Andy
N?

YES

Police Services Board (PSB) Survey

* 8. Currently, PSBs receive information on the number of crime-related occurrences for: property crime, violent crime, and drug-related crime. Is this information sufficient?

Yes it is sufficient; my PSB is not interested in additional crime data.

Mary

Ken

Todd

Andy

Not it is not sufficient; my PSB is interested in additional crime data.

✓

✓

✓

I THINK WE WOULD BE INTERESTED IN EXPLORING WHAT ADDITIONAL INFORMATION IS AVAILABLE

Police Services Board (PSB) Survey

Topic: Law Enforcement

* 9. If you selected "No, it is not sufficient", please select what additional crime-related occurrence information would be of value in supporting goal setting/decision making (select all that apply):

	<u>Mary</u>	<u>Ken</u>	<u>Toad</u>	<u>Andy</u>
Other Criminal Code offences	✓	all	✓	✓
Provincial Statutes			✓	✓
Federal Statutes				
None of the above				

TBD -- ALL OF THE ABOVE

Police Services Board (PSB) Survey
Topic: Law Enforcement

* 10. Please select all non-crime-related occurrence metrics/information that would be of value in supporting goal setting/decision making:

- | | | | |
|---------------------------|---------|-----------------------------------|---------|
| Alarms/false alarms | M K T A | Mental health-related occurrences | M K T A |
| Domestic disturbances | M K T A | Traffic complaints | K T A |
| Marine/waterway incidents | | Opioid-related occurrences | M K |
| Missing persons | T A | | |
| Noise complaints | T A | | |
| Other (please specify) | | | |

TBD

None of the above

ALL OF THE ABOVE EXCEPT MARINE

Police Services Board (PSB) Survey

* 11. Are you interested in receiving information related to youth crime to support goal setting/decision making?

Yes M K T A

No

I don't know

YES

Police Services Board (PSB) Survey
Topic: Law Enforcement

* 12. If you selected "yes", what information about youth crime would be of value in supporting goal setting/decision making? (select all that apply)

Type of crime	K	<u>Mary</u> all	<u>Todd</u> all	<u>Andy</u> all
Crime rate				
Number of crime-related occurrences	K			
None of the above				

ALL OF THE ABOVE

Police Services Board (PSB) Survey

Topic: Law Enforcement

* 13. Are you interested in receiving metrics/information related to Criminal Record Checks to support goal setting/decision making?

Yes

M K T A

No

I don't know

SURE...WHY NOT

Police Services Board (PSB) Survey

* 14. Are you interested in receiving charge-related metrics/information to support goal setting/decision making (e.g. number of charges laid and/or recommended)?
(Please note: this does not indicate a court outcome, only the result of a police investigation)

Yes

M K T A

No

I don't know

YES

Police Services Board (PSB) Survey

* 15. Are you interested in receiving metrics/information related to the "Big 4" causal factors (speeding, lack of seatbelt use, distracted and impaired driving) of death and serious injury traffic occurrences to support goal setting/decision making?

Yes

M K T A

No

I don't know

YES

Police Services Board (PSB) Survey

* 16. Crime occurrences can be counted based on different criteria (reported, unfounded, actual). This can lead to conflicting results depending on the criteria used. Please select which criteria related to crime occurrences would be of value for goal setting/decision making (select all that apply):

Reported: Number of occurrences reported to police M T A

Unfounded: Number of occurrences reported to police where it has been determined through police investigation that the offence reported did not occur, nor was it attempted. T A

Actual: "reported occurrences" - "unfounded occurrences" = "actual occurrences" K

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey
Topic: Assistance to Victims of Crime

* 17. Are you interested in receiving the number of OPP referrals made to Victim Services agencies in your detachment area to support goal setting/decision making?

Yes

M K T A

No

I don't know

YES

Police Services Board (PSB) Survey
Topic: Police Resources

* 18. Please select the metrics/information that would be of value as it relates to police resources in supporting goal setting/decision making (select all that apply):

Number of officers at detachment

Many
all

Number of officers available for frontline

K T A

Number of hours of policing your municipality is receiving

K T A

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey

* 19. What metrics/information related to frontline efficiency strategies would be of value in supporting goal setting/decision making? (select all that apply)

TA 911 Call Diversion (changes in the response to certain non-emergency 9-7-1 calls)

K Redirection of non-urgent calls to Frontline Support Unit which offers a call handling alternative for select calls for service allowing for the deployment of resources to critical incidents

TKA Crisis Call Diversion Program in Provincial Communication Centres (PCCs) (calls diverted to mental health professionals who are physically embedded in the PCC, sometimes removing the need for frontline police response)

Reduction of non-emergency calls through online reporting

None of the above

ALL OF THE ABOVE

Mary - None

Police Services Board (PSB) Survey

* 20. What metrics/information related to detachment updates would be of value in supporting goal setting/decision making? (select all that apply)

Good news stories

~~Many~~
all

~~Ken~~
all

~~Too~~
None

~~Andis~~
None

Announcements of new recruits/retirements

Commendations

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey
Topic: Trust and Confidence in Police

* 21. Please select the metrics/information relating to complaints that would be of value in supporting goal setting/decision making (select all that apply):

- Number of internal complaints M K
- Number of public complaints M K T A
- Number of uniform complaints per uniform officer M
- Number of substantiated vs unsubstantiated complaints T A
- None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey

22. Do you currently use the Calls for Service Billing Summary Report for decision-making related to your PSB's goals and objectives?

Yes T A

No M

I don't know

NOT YET

Ken - in transition contract at the moment

Police Services Board (PSB) Survey

* 23. Is information related to the OPP's social media engagement in your OPP region of value in supporting goal setting/decision making (e.g. Facebook, Twitter, Instagram)?

Yes

M K T A

No

I don't know

YES

Police Services Board (PSB) Survey

* 24. If "yes", what metrics are of value? (select all that apply)

Number of posts M

Number of views K

Number of followers K

Other (please specify) K - level of engagement/# + type of responses

None of the above

ALL OF THE ABOVE

Other - Todd - Consistent value added in formation is appreciated by the community. The accounts administered by the OAP should be updated daily - the more citizens who read these and are informed - the better!

↑ Andy agrees

Police Services Board (PSB) Survey
Topic: Trust and Confidence in Police

* 25. Are you interested in receiving metrics about media releases to support goal setting/decision-making?

Yes

M K T A

No

I don't know

YES

Police Services Board (PSB) Survey

Topic: Other

Definitions for reference

Year-to-date (YTD): From start of calendar year to current date of reporting. It does not adjust for seasonality but enables seasonal analysis.

Year-over-year (YoY): Comparison of time period in the current year with the same time period in previous years. Adjusts for seasonality.

* 26. What type of YTD time comparison would be of value in identifying trends to support goal setting/decision making?

YTD for current year

YTD for current year+ previous year *M*

YTD for current year+ 2 previous years *K T A*

YTD for current year+ 4 previous years *I up to 4 yrs.*

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey

* 27. What type of YoY time comparison would be of value in identifying trends to support goal setting/decision making?

YoY for 1 year (current+ previous 1 year)

M

YoY for 3 years (current+ previous 2 years)

K T A

YoY for 5 years (current+ previous 4 years)

I - up to 4 yrs.

None of the above

ALL OF THE ABOVE

Police Services Board (PSB) Survey

* 28. What time span would be of value in analyzing YoY comparisons to support goal setting/decision making?

YoY by quarter M

YoY by month K T A

Other (please specify)

None of the above

YOY BY QUARTER

Police Services Board (PSB) Survey

* 29. Would information reported at the detachment level meet your needs to support goal setting/decision making?

Yes M K T A

No

I don't know

YES BUT REGIONAL COMPARISONS AND TRENDS WOULD ALSO BE OF INTEREST

Police Services Board (PSB) Survey

30. Please briefly identify any other metrics/information that the OPP should consider that would be of value in supporting the development of PSB goals and objectives.

TBD

M -

K -

T -

The more information the public has about police activities the better. The public has a desire to understand what police are doing. Are they proactively working ~~on~~ to ensure public safety? The state should be grounded with at least 2 years' data to understand the gravity (are we doing well or not?).



Andy agrees

Mary Lou Archer

From: Mary Lou Archer <marcher@orangeville.ca>
Sent: June 29, 2022 2:49 PM
To: Todd Taylor; Ian McSweeney
Subject: OPP Survey

Todd and Ian, Please be advised I completed the OPP Survey as indicated below:

Police Services Board (PSB) Survey

Thank you for completing our survey!
If you have any questions, please contact Linda.Davis@opp.ca or Rychelle

DONE

MINUTES OF THE JOINT MEETING OF THE DUFFERIN COUNTY SECTION 10 POLICE SERVICES BOARDS (“Joint Meeting”)¹

(Hosted by Shelburne Police Services Board)

Location: Electronic Participation conducted Online via Zoom

Meeting ID: 816 4908 3054

Date / Time: Friday, April 22, 2022, at 9:00 a.m.

Present:

Mike Fazackerley – Shelburne
Althea Alli – Shelburne
Darren White – Melancthon
Sarah Culshaw - Melancthon
John Creelman – Mono
Wayne Evans – Mono
Mike Walker – Mono
Bob Currie – Amaranth
Nicole Martin – Amaranth
Walter Kolodziechuk– Amaranth
Ian McSweeney – Orangeville
Todd Taylor –Orangeville
Roseann Knechtel – Mulmur
Jeff Sedgwick – Mulmur
Ken Cufaro -Mulmur
Meghan Townsend – Grand Valley
Steve Soloman – Grand Valley
Jennifer Roach – Dufferin OPP
Terry Ward – Dufferin OPP
Derek Banks – Dufferin OPP
S Sharma – Dufferin OPP
Duane Sprague – Ontario OPP
Josh MacEwen – member of the public
Cheryl –

Minutes

1. Call to Order by Chair Fazackerley of the Shelburne Police Services Board

1.1 Welcome and Introduction - The meeting was called to order at 9:03 a.m. by
Chair Fazackerley

¹ Note participation at this joint meeting, including discussions and motion voting, by representatives of the various Dufferin County Section 10 Police Services Boards does not, without express approval from such Boards, necessarily represent the Board’s views or policy and should not be considered to be binding in the absence of such approval.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None

3. Approval of the Agenda

Recommendation:

Motion that the Agenda for the April 22, 2022 Joint Meeting be approved with the following amendment:

- add Neighbourhood Watch - J.Creelman.
- add Detachment Commander's Report- M.Fazackerley

Moved by B. Currie
Seconded by Cheryl

All in favour

Carried.

4. Adoption of Minutes of the Previous Joint Meeting

Recommendation:

Motion that the minutes of the October 22, 2022 Joint Meeting be received and approved.

Moved by: B Currie
Seconded by: A. Alli

All in favour

Carried.

5. Children Traffic Dampening Signs (Chair Fazackerley to lead discussion)

Recommendation: No report from Melancthon was available at this time due to traffic dampening sign removal for winter months. Re-visit next joint meeting.

Recommendation: Future Business

6. Towing – OPP internal plans for arrival at the scene (Chair Fazackerley and PC Roach to lead discussion and report)

PC Roach provided brief background on Provincial wide tow program/process and advised that locally, the tow operator application process was complete and there are currently 11 approved Tow Operators for Dufferin County. Bob Currie questioned whether or not any “list” couldn’t be assembled in successive order “top down” and be followed per each call/occurrence to keep it fair to all. PC Roach advised that *might* be possible if tow operators agreed to a central dispatch – which wasn’t deemed financially viable.

Chair Fazackerley advised that Orangeville has a draft By-Law and it is currently going through internal review. Orangeville expected to reach out to key stakeholders with this draft copy sometime in early May. It seemed clear to all that adoption of a common/consistent by-law across all municipalities would be of collective benefit in keeping unscrupulous tow practices in check. The group awaits review of the Orangeville draft.

Recommendation: Future Business follow-up.

Motion that the report be received.

Moved by J. Creelman

Seconded by J. Sedgwick

All in favour

Carried.

7. POA Matters – Update – Letter to A.G. Doug Downey – Mono/Caledon (Chair Fazackerley and Mayor John Creelman to lead discussion and report)

Pursuant to the letter delivered to the Attorney Generals Offices January 7th by Mayors Creelman (Mono) and Thompson (Caledon) regarding POA court back-logs/inefficiencies/costs etc.:

Mayor Creelman provided an update to the group and advised that any return reply following delivery has been unsatisfactory to date in addressing any of the concerns raised or solutions provided. This matter will continue to receive attention/follow-up and Mayor Creelman will provide an update to the group as/if any process is made. Police Services Advisor Duane Sprague reported that this isn’t any “new” matter however; no changed practices have yet been put in place to address these issues. Support for the recommendations presented in that letter were unanimous and many municipal councils report having passed motions of support to the original Jan. 7 letter. The group thanked the work and initiative taken by Mayor’s Creelman and Thompson.

Recommendation: Future Business follow-up

Motion that the report be received.

Moved by B. Currie

Seconded by M. Walker

All in favour

Carried.

8. Police Services Board Composition – Update (Chair Fazackerley and Duane Sprague, Police Services Advisor to lead discussion)

Duane Sprague stated that there have been no further advances to the completion or adoption of a new CPSA and that not much was expected in advance of next provincial elections however; “that there was still much work left yet to get to an actual adopted new Act”. Duane also reported that there has been no further discussion or reply from the SOLGEN office on the earlier inquiry made to all boards regarding joint board composition suggestions for Dufferin County but that “in earlier conversation, there seemed no rejection or concerns expressed to the earlier suggestions made by most local police service boards”.

Recommendation: Future Business follow-up

Motion that the information be received.

Moved by: J. Creelman

Seconded by M. Walker

All in favour

Carried.

9. Community Watch Program (Chair Fazackerley and PC Roach to lead discussion).

P.C. Jennifer Roach provided an overview of the OPP Community Watch Program (“CW”). Similar to earlier versions of the Neighbourhood Watch program, the CW is a community participation based program that relies on community volunteers and local funding to operate. With available training that can be provided by the OPP, designated volunteer community members can be engaged and trained on being cognizant of and where/how to report suspicious activities within their respective neighbourhood’s. Designated volunteers would then be charged with sharing knowledge, communicating and engaging with other neighbours/businesses to participate in a “you keep an eye for me, I’ll keep an eye for you” as a means to deter criminal and unacceptable activity on local streets. Jennifer Roach remains available to provide this same overview direct to local police service boards/local councils. Jennifer can be contacted by email at jennifer.roach@opp.ca

Recommendation: Future Business follow-up

Motion that the report be received.

Moved by J. Creelman
Seconded by W. Evans

10. Detachment Commander's Report

Inspector Ward stated that the Traffic Management Unit have been focusing on the big 4: impaired, distracted driving, speeding and seatbelts. Over 200 distracted driving charges were issued in April alone and the attendee's acknowledged the good work and communication especially behind pulling drinking drivers off the road. The Dufferin detachment expects the addition of a motorcycle Officer in the near future and to add ATV units at some point. Insp. Ward advised that the OPP has hired an external agency to do Criminal Records checks significantly reducing administration requirements internally.

Recommendation:

Motion that the report be received.

Moved by T. Taylor
Seconded by W. Evans

11. Other Business and Items for Future Joint Meetings

As suggested within these meeting minutes from April 22, 2022

12. Confirm Proceedings

Motion that, subject the scope of the authority of Joint Meeting participants, all actions taken at the Joint Meeting with respect to every matter addressed and/or approved on the above date, are hereby adopted, ratified, and confirmed, and that each motion, resolution, and other action taken at the Joint Meeting held on the above date are hereby adopted, ratified and confirmed.

Moved by: J. Sedgwick
Seconded by: T. Taylor

All in favour

Carried.

13. In-Camera Session

None

14. Adjournment

Recommendation:

That the meeting be adjourned at 10:49 a.m. Mono graciously agreed to host the next meeting that, in consideration of fall elections, will be pushed back to January 20, 2023.

Moved by: W. Evans

Seconded by: B. Currie

All in favour

Carried.



1

Community Watch Program

The Community Watch Program is comprised of a number of programs that are community-led and police-supported

**Rural
Watch**

A Crime
Prevention
Program

PREMISES
PROTECTED



NEIGHBOURHOOD
WATCH

PREMISES
PROTECTED



NEIGHBOURHOOD
WATCH

COMMUNITY



ROAD WATCH



Crime Watch

The Community Watch Programs can be implemented:

- Where there is a need to reduce crime and the opportunity for crime;
- Where there are an adequate number of community volunteers that agree to form a Community Watch Committee.

2

What is Community Watch?

What it is:

- Grassroots crime prevention program
- Partnership between community and police
- Being the eyes and ears of the police service

What it is not:

- Citizens on patrol
- Neighbourhood gossip channel

Why do we need it?

- Counteract modern urban mindset “you mind your own business and I will mind mine”

Does it work?

- Creates an environment in which it is hard for criminals to operate

3

Community Watch = Community Engagement

By recognizing their role in the community safety partnership, residents can take ownership of their role in contributing to a safer and healthier community

- Reduce calls for service for repeat property crimes
- Educate community members in basic crime prevention
- Mobilize residents to take ownership of their community
- Increase reporting of suspicious activity and crime
- Build bridges between residents, police, municipal government and local community agencies

4

The core and essential component of all programs is “community commitment.” Community volunteers run their own Community Watch program with the support of the local police service.



5

Benefits

Enhanced Awareness:

Getting to know what's normal in your area so you'll easily be able to identify what isn't normal. Citizens receive training in basic crime prevention and target hardening techniques

Strong Communication Network:

Between the community and the police and within the Community Watch community

Sense of Empowerment:

People don't feel victimized and helpless – they can work together with their neighbours to create a safer community

6

Why Report Crime?

Not all crime is reported to police some is undetected, much is unreported (perhaps as much as 65%)

Common reasons given for not reporting

- Embarrassment, fear of retribution, don't want to bother police, don't want to be thought of as nosy, etc.

Benefits of reporting crime or suspicious activity

- Intelligence network, crime analysts can map data, police get better picture of what is going on in the community, translates into more enforcement & visibility

What types of crime to report

- Property crime, violent crime, crimes occurring right now, crimes which have already occurred, ongoing suspicious activity

What number do I call?

- When do I call 9-1-1 and when do I call the non-emergency number **1-888-310-1122**

7

Reduce the Opportunity for Crime to Occur

- Identify suspicious activity in the neighbourhood
- Be aware of local crime trends
- Share techniques for making personal property less desirable to burglars

8

Take your Community back from Crime Together!

Break and enters are one of the most prevalent and difficult crimes facing police services today.

When citizens take positive steps to secure their own property and their neighbour's, break and enters and related offences decrease dramatically.

9

Resources – SafeGuard Ontario (SGO)

SAFEGUARDING YOUR HOME

TIPS FOR CLOSING UP PROPERTIES

- ✔ Secure windows and doors with sensors.
- ✔ Don't leave valuables in cars.
- ✔ Remove valuable items (jewelry, electronics, personal items).
- ✔ Arrange for a permanent resident or keyholder to check your property, have your contact information on hand.
- ✔ Consider using motion sensor lighting.
- ✔ Consider an alarm system.
- ✔ Avoid posting information on social media stating it when you will be away or vacation plans.

- ✔ Know your neighbours.
- ✔ Don't leave objects from around your property that could be used to break in.
- ✔ Don't leave flames or heaters at the end of an outage.
- ✔ If you are taking vehicles, make sure they are locked, set on and disabled for some months, removed track and indicator. Ensure lockers are secured and locked.
- ✔ If you are taking vehicles, make sure they are locked, set on and disabled for some months, removed track and indicator. Ensure lockers are secured and locked.
- ✔ If you are taking vehicles, make sure they are locked, set on and disabled for some months, removed track and indicator. Ensure lockers are secured and locked.
- ✔ Take photos and record serial numbers of anything of value left behind.

Break-ins have a negative impact on everyone involved. The Ontario Provincial Police wants to help you protect your property, your home and yourself against crime.

This brochure provides advice on how to help keep your home and property secure.

Criminals and unwanted visitors are most vulnerable to properties whose lighting, alarms and locking when they are not being used by property owners.

10

SafeGuard
ONTARIO

YOU WORK HARD
Protect
Your Investments

HELP KEEP OUR COMMUNITIES SAFE. PROTECT YOUR PROPERTY.

Be sure to have a complete insurance on everyone involved. The Ontario Homeowner's Plan will help you protect your property, your home and your family. Register for the Homeowner's Plan to receive a rebate on your property taxes.

24 Hour Non-Emergency Calls
1-888-310-1122

CRIME STOPPERS
1-800-222-8477 (TIPS)

Online Citizen Self Reporting at www.opp.ca/reporting

11

**WORKING TOGETHER FOR A SAFER
COMMUNITY**

**COMMUNITY
WATCH**

12

Mary Lou Archer

From: Jelich, Anton (OPP) <Anton.Jelich@opp.ca>
Sent: August 26, 2022 10:12 AM
To: Todd Taylor
Cc: Ward, Terry R. (OPP); Roach, Jennifer (OPP)
Subject: FW: OPP Noise focus

Good morning Chair,

In response to your request –

At this point, we have one warning issued on August 18 in Orangeville. We are continuing to monitor and address the noise from vehicles in the County as they come up.

I hope all is well with you. Let me know if you have any questions.

Respectfully,

Tony

From: Ward, Terry R. (OPP) <Terry.R.Ward@opp.ca>
Sent: August 25, 2022 11:48 PM
To: Jelich, Anton (OPP) <Anton.Jelich@opp.ca>
Subject: Fwd: OPP Noise focus

Terry Ward
Inspector
Detachment Commander
Dufferin OPP
Cell 519-477-2902

----- Forwarded message -----

From: Todd Taylor <ttaylor@orangeville.ca>
Date: Aug. 25, 2022 18:30
Subject: OPP Noise focus
To: "Ward, Terry R. (OPP)" <Terry.R.Ward@opp.ca>, "Roach, Jennifer (OPP)" <Jennifer.Roach@opp.ca>
Cc: Ian McSweeney <imcsweeney@orangeville.ca>, Andy Macintosh <amacintosh@orangeville.ca>, Ken Krakar <kkkrakar@orangeville.ca>, Mary Rose <mrose@orangeville.ca>

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments in unexpected emails.

Hi Terry and Jennifer

I continue to receive comments about noisy cars within town. Individuals are referencing that OPP indicated on July 15 that a "push" was started to fine cars. Would the OPP be sharing with the public the results of the latest focus on noise? It would be helpful if you had any data that can be shared out.

Dufferin POA Board Meeting Agenda

Thursday June 2, 2022

9:30 a.m.

Remote via Teams

1. **CALL TO ORDER**
2. **CONFIRMATION OF MINUTES**
3. **REGULAR BUSINESS**
 - 3.1 **Review of 2021 Financial Audit**
 - 3.2 **POA Administration Update**
 - 3.3 **Review of Statistics**
4. **ADJOURNMENT**

Dufferin POA Board Meeting Minutes
November 18, 2021
9:30 AM
Remote via Teams

Town Solicitor/Manager of Legal and Court Services, A. Alyea, Town of Caledon
Councillor J. Andrews, Town of Orangeville
Treasurer H. Boston, Township of Mulmur
Deputy Mayor J. Creelman, Town of Mono
Councillor K. Cufaro, Township of Mulmur
Treasurer, H. Haire, Town of Caledon
Deputy Clerk, R. Knechtel, Township of Mulmur
CAO/Town Clerk, N. Martin, Township of Amaranth
Treasurer A. Selby, Township of East Garafraxa
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 9:35 a.m.

2. Confirmation of Minutes

Minutes were revised and confirmed

3. Regular Business

Treasurer, H. Haire reviewed the 2021 year end forecast.
Questions asked and answered.

Treasurer, H. Haire reviewed the 2022 draft budget.
Questions asked and answered.

Town Solicitor, A. Alyea provided an update on POA administration.
Questions asked and answered.

Supervisor of Court Services, N. Shearman reviewed the Q1-Q3 2021 statistics.

4. Adjournment

Meeting adjourned at 10:30 a.m.

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

**Combined Statement of
Revenue and Expenditures**

For the year ended December 31, 2021

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

For the year ended December 31, 2021

INDEX

	Page
INDEPENDENT AUDITORS' REPORT	1-2
PROVINCIAL OFFENCES ACT OPERATIONS	
Combined Statement of Revenue and Expenditures	3
Schedule of Revenue and Expenditures - Caledon East	4
Schedule of Revenue and Expenditures - Dufferin County	5
Notes to the Combined Financial Statement	6-8

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, 2021, 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, 2021 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, 2021. Our audit opinion on the financial statement for the year ended December 31, 2020 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.

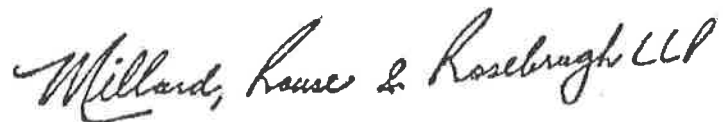
Those charged with governance are responsible for overseeing the financial reporting process.

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.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



April 29, 2022
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	2021 Budget (Unaudited)	2021 Actual	2020 Actual
Revenue (Note 3)			
Caledon East	3,819,576	2,546,791	2,119,607
Dufferin County	907,826	831,535	577,808
	<u>4,727,402</u>	<u>3,378,326</u>	<u>2,697,415</u>
Expenditures			
Caledon East	1,634,161	1,335,214	1,304,415
Dufferin County	857,725	731,589	459,586
	<u>2,491,886</u>	<u>2,066,803</u>	<u>1,764,001</u>
Net Revenue Before Payments to Serviced Municipalities	2,235,516	1,311,523	933,414
Less: Payments to Serviced Municipalities (Note 4)	(50,101)	(99,946)	(118,222)
Net Revenue Before Capital Financing Charges	2,185,415	1,211,577	815,192
Less: Capital Financing Charges	(366,526)	(366,526)	(366,526)
Net Revenue	<u>1,818,889</u>	<u>845,051</u>	<u>448,666</u>

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

SCHEDULE OF REVENUE AND EXPENDITURES - CALEDON EAST

For the year ended December 31	2021 Budget <i>(Unaudited)</i>	2021 Actual	2020 Actual
Revenue			
Fine revenues collected	3,699,844	2,421,330	1,997,695
Provincial grant	119,732	124,242	119,630
Interest earned	-	1,219	2,282
	<u>3,819,576</u>	<u>2,546,791</u>	<u>2,119,607</u>
Expenditures			
Bank charges and interest	33,000	37,520	27,873
Computer services	69,925	52,468	45,926
Contracted services	778,800	584,716	491,041
Court, transcript, and witness fees	34,000	6,142	12,467
Legal forms	8,550	5,490	15,738
Memberships	650	-	392
Mileage	1,100	-	144
Office supplies	5,000	3,418	2,672
Printing and advertising	500	772	492
Training and development	6,915	3,515	456
Telephone	300	479	390
Wages and benefits	695,421	640,694	706,824
	<u>1,634,161</u>	<u>1,335,214</u>	<u>1,304,415</u>
Net Revenue Before Capital Financing Charges	2,185,415	1,211,577	815,192
Less: Capital Financing Charges	(366,526)	(366,526)	(366,526)
Net Revenue	<u>1,818,889</u>	<u>845,051</u>	<u>448,666</u>

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

SCHEDULE OF REVENUE AND EXPENDITURES - DUFFERIN COUNTY

For the year ended December 31	2021 Budget <i>(Unaudited)</i>	2021 Actual	2020 Actual
Revenue			
Fine revenues collected	821,819	788,197	572,668
Provincial grant	86,007	43,189	4,678
Interest earned	-	149	462
	907,826	831,535	577,808
Expenditures			
Bank charges and interest	17,000	20,211	12,167
Computer services	31,500	29,793	19,887
Contracted services	284,619	215,639	159,039
Court, transcript, and witness fees	14,000	2,374	7,282
Facility rental	12,212	12,211	12,211
Legal forms	6,500	2,376	8,392
Memberships	425	-	208
Mileage	500	-	-
Office supplies	7,300	3,551	3,373
Legal publications	800	2,787	492
Telephone	7,150	6,606	6,624
Training and development	2,000	235	254
Wages and benefits	473,719	435,806	229,657
	857,725	731,589	459,586
Net Revenue Before Payments to Serviced Municipalities	50,101	99,946	118,222
Less: Payments to Serviced Municipalities	(50,101)	(99,946)	(118,222)
Net Revenue	-	-	-

CORPORATION OF THE TOWN OF CALEDON PROVINCIAL OFFENCES OFFICE

NOTES TO THE FINANCIAL STATEMENT For the year ended December 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(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

This financial statement presents only the operations of the Provincial Offences Office of the Corporation of the Town of Caledon. This financial statement has 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, 2021

2. DESCRIPTION OF BUSINESS

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

Fine revenues collected consist of the fines collected by the Provincial Offences Office for the year of January 1, 2021 to December 31, 2021. 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, 2021**

4. PAYMENTS TO SERVICED MUNICIPALITIES

During the year, payments to serviced municipalities totaled \$99,946 (2020 - \$118,222).

	2021	2020
Township of Amaranth	7,590	3,293
Township of East Garafraxa	2,705	2,469
Town of Grand Valley	2,310	1,843
Township of Melancthon	7,339	7,805
Town of Mono	41,795	44,166
Township of Mulmur	6,362	6,146
Town of Orangeville	20,915	25,637
Town of Shelburne	10,930	26,863
	99,946	118,222

5. BUDGET AMOUNTS

The 2021 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.

Security Update

- Pre-Covid vs Post-Covid
- Implementation of security for staff and judiciary
- Ongoing discussion with County, MAG, OPP

Courtroom Sharing

- SCJ requires use of courtroom 103
- POA to be relocated to courtroom 201
- County to retrofit courtroom 201 with redundancies to be used by MAG or POA
- Quote \$41,250 for retrofit of courtroom 201 for hybrid hearings
- County space needs assessment – what does it mean to POA

Courtroom Sharing

- Request from County to review and formalize MOU
- 10 year capital plan consultant
 - Review of POA space needs and growth
- Municipal contacts for consultation

Court Closures

- Beginning March 2022 – full allotment of judicial resources resumed (2 days per week)
- Since April 4 RSJP directive for Justice of the Peace to appear at court location in person
- Since April 4 there is an uptick in closures:
 - 9 closure days (4 predetermined, 5 last minute)
 - 528 matters affected

Court Closures

- All of 2022 court time has been assigned
- Time to trial and ER dates:
 - Approx. 21 months to trial vs 6 months in 2019
 - Approx. 6 months to early resolution vs 3 months in 2019
- As of May 2022, ex-parte trials have resumed (all court events have now resumed)
- As of April 2022, doors have been open 5 days a week to walk-in service

Resourcing

- POA Admin still undertaking many roles previously conducted by Judiciary:
 - Additional legislated roles as of Nov 2021: review/ sign Fail to Responds, extensions and ER no-shows
 - Additional roles not resumed by Judiciary: endorsing court documents, facilitating intake from police
- Difficulty in filling staffing roles:
 - currently at Supervisor and 2 POA Coordinators
 - Caledon Collections Coordinator assisting us in interim
 - POA Coordinator and part-time Court Clerk vacancies

Part 1 Tickets

Year End

Month	2019	2020	2021	Monthly Difference (2020/2021)	Cumulative Total (2021)
January	649	648	542	-106	-106
February	650	597	690	93	-13
March	1337	510	1092	582	569
Q1 Total	2636	1755	2324		
April	1322	136	1095	959	1528
May	892	402	738	336	1864
June	623	649	689	40	1904
Q2 Total	2837	1187	2522		
July	973	666	613	-53	1851
August	885	605	874	269	2120
September	850	443	598	155	2275
Q3 Total	2708	1714	2085		
October	726	520	710	190	2465
November	582	643	934	291	2756
December	585	380	540	160	2916
Q4 Total	1893	1543	2184		
Total	10074	6199	9115		

2022 Q1

Month	2020	2021	2022	Monthly Difference (2021/2022)	Cumulative Total (2022)
January	648	542	756	214	214
February	597	690	735	45	259
March	510	1092	766	-326	-67
Q1 Total	1755	2324	2257		
April	136	1095			
May	402	738			
June	649	689			
Q2 Total	1187	2522			
July	666	613			
August	605	874			
September	443	598			
Q3 Total	1714	2085			
October	520	710			
November	643	934			
December	380	540			
Q4 Total	1543	2184			
Total	6199	9115			

Part 3 Summons

Year End

Month	2019	2020	2021	Monthly Difference (2020/2021)	Cumulative Total (2021)
January	94	74	71	-3	-3
February	24	92	66	-26	-29
March	65	77	58	-19	-48
Q1 Total	183	243	195		
April	80	18	69	51	3
May	73	34	80	46	49
June	87	45	73	28	77
Q2 Total	240	97	222		
July	82	100	67	-33	44
August	85	40	98	58	102
September	157	39	53	14	116
Q3 Total	324	179	218		
October	159	105	83	-22	94
November	93	40	50	10	104
December	73	45	35	-10	94
Q4 Total	325	190	168		
Total	1819	1228	1438		

2022 Q1

Month	2020	2021	2022	Monthly Difference (2021/2022)	Cumulative Total (2022)
January	74	71	66	-5	-5
February	92	66	95	29	24
March	77	58	54	-4	20
Q1 Total	243	195	215		
April	18	69			
May	34	80			
June	45	73			
Q2 Total	97	222			
July	100	67			
August	40	98			
September	39	53			
Q3 Total	179	218			
October	105	83			
November	40	50			
December	45	35			
Q4 Total	190	168			
Total	1228	1438			

Part 1 Municipal Comparison

Municipality	2019 Total	2020 Total	2021 Total	Percentage Change
Amaranth	396	294	927	215%
East Garafraxa	174	165	238	44%
Grand Valley	157	62	244	294%
Melancthon	538	254	927	265%
Mono	2955	2144	3487	63%
Mulmur	551	391	929	138%
Orangeville	3251	983	1281	30%
Shelburne	2937	1890	1033	-45%

Pre-Authorized Payment Plans

	2020	2021	2022
Q1	\$ 460.00	\$ 7,996.00	\$ 16,940.00
Q2	\$ 250.00	\$ 10,872.00	
Q3	\$ 750.00	\$ 13,810.00	
Q4	\$ 2,191.00	\$ 17,075.00	
Total	\$ 3,651.00	\$ 49,753.00	

Defaulted Fines

(since 1999)

	Total Defaulted Fines (\$)	Total Defaulted Fines Paid (\$)
2020		
Q1	\$ 3,707,400.35	\$ 69,027.20
Q2	\$ 3,797,690.38	\$ 33,154.59
Q3	\$ 3,871,095.88	\$ 29,763.74
Q4	\$ 3,900,378.88	\$ 17,763.49
2021		
Q1	\$ 3,998,679.15	\$ 23,604.65
Q2	\$ 4,008,983.36	\$ 26,717.63
Q3	\$ 4,033,357.58	\$ 22,039.38
Q4	\$ 4,146,549.85	\$ 34,217.71
2022		
Q1	\$ 4,344,261.41	\$ 60,756.38

THE CORPORATION OF THE
TOWN OF ORANGEVILLE

By-law Number 2022 -

BEING A BY-LAW TO REGULATE AND LICENSE TOWING SERVICES OPERATORS,
TOW TRUCK DRIVERS AND VEHICLE STORAGE YARD FACILITIES

WHEREAS Section 8 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended hereinafter referred to as the "*Municipal Act*" provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority under the Act; and

WHEREAS Section 8 (3) of the *Municipal Act* authorizes a municipality to provide for a system of licences; and

WHEREAS Section 11 of the *Municipal Act* authorizes a municipality to pass a by-law respecting the health, safety and well-being of persons and respecting the protection of persons and property including consumer protection; and

WHEREAS sections 9, 11 and 391 of the *Municipal Act* authorizes a municipality to impose fees and charges on persons; and

WHEREAS section 23.1, 23.2 and 23.3 of the *Municipal Act* authorizes a municipality to delegate its powers and duties under the Act to a person; and

WHEREAS Section 151 of the *Municipal Act*, provides that a municipality may provide for a system of licences with respect to a business and may:

- (a) prohibit the carrying on or engaging in the business without a licence;
- (b) refuse to grant a licence or to revoke or suspend a licence;
- (c) impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
- (d) impose special conditions on a business in a class that have not been imposed on all the businesses in that class in order to obtain, continue to hold or renew a licence;
- (e) impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and
- (f) licence, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it; and

WHEREAS Section 155 of the *Municipal Act*, authorizes a local municipality with respect to owners and drivers of tow trucks and other vehicles used for hire to establish rates or fares to be charged for the conveyance of property or passengers either wholly within the municipality or from any point in the municipality to any point outside the municipality and provide for the collection of the rates or fares charged for the conveyance; and

WHEREAS Section 425 (1) of the *Municipal Act* authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the *Municipal Act* is guilty of an offence; and

WHEREAS Section 431 of the *Municipal Act* authorizes that where any by-law of a municipality under the *Municipal Act* is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted and requiring the person convicted to correct the contravention; and

WHEREAS section 436 of the *Municipal Act* authorizes a municipality to pass a by-law providing that the municipality may enter on land to conduct inspections; and

WHEREAS sections 444 and 445 of the *Municipal Act* authorizes a municipality to make orders to discontinue, or to correct, the contravention of a by-law; and

WHEREAS section 446 of the *Municipal Act* authorizes a municipality to do a matter or thing in default of it being done by the person directed or required to do it; and

WHEREAS the Council for the Town of Orangeville deems it desirable and in the public interest to enact a by-law to regulate and license tow truck drivers, towing services operators and vehicle storage yard facilities;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ORANGEVILLE HEREBY ENACTS AS FOLLOWS:

1. DEFINITIONS

1.1 In this By-law:

“Applicant” means a **person** who files an application for a **licence**;

“Appeal Tribunal” means a Committee or an individual appointed by Council to conduct hearings under this By-law;

“Clerk” means the Clerk for the **Town** or any **person** designated by the Clerk;

“Collision” means where a **motor vehicle** has been in a collision with another **motor vehicle(s)** or struck an object or was struck by an object, or turned over, and in all cases did receive damage or was damaged, was disabled by fire or any other similar situation or accident;

“Commercial Motor Vehicle”, unless otherwise defined by provincial regulation, means a **motor vehicle** having attached to it a truck or delivery body and includes an ambulance, a hearse, a casket wagon, a fire apparatus, a bus and a tractor used for hauling purposes on a **highway**;

“**CVOR**” means a commercial vehicle operator’s registration issued by the Province of Ontario;

“**County**” means the Corporation of the County of Dufferin and its land within the geographic limit of the County as the context requires;

“**Criminal Record Check**” means a criminal record check issued by an Ontario Police Service;

“**Customer**” means the registered owner of a **motor vehicle**, his or her agent or any person lawfully in possession of the **motor vehicle**;

“**Drive**” in relation to a **tow truck**, means to drive, use or otherwise operate a **tow truck**;

“**Driver’s Abstract**” means a driver’s abstract issued by the Province of Ontario;

“**GVWR**” means the maximum total **motor vehicle** rated capacity, as rated by the chassis manufacturer specification stamp on the **motor vehicle**;

“**Highway**” includes a common and public highway, street, avenue, parkway, driveway, square, place, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

“**Highway Traffic Act**” means *Highway Traffic Act, R.S.O. 1990, c. H. 8*, as amended;

“**Licence**” means a licence issued pursuant to this By-law;

“**Licence Issuer**” means a **Town** employee responsible for issuing a **licence**;

“**Licensee**” means a **person** issued a current valid **licence**;

“**Motor vehicle**” includes an automobile, motorcycle, a motor assisted bicycle unless otherwise indicated in the **Highway Traffic Act**, and any other vehicle propelled or driven otherwise than by muscular power including a truck and trailer, but does not include a street car or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine;

“**Officer**” means a police officer, municipal law enforcement officer, or any other person appointed by by-law to enforce the provisions of this By-law;

“**OPP**” means the Ontario Provincial Police;

“**Owner**” means a **person** who, alone or with others, fits into any one or more of the following categories:

- (a) is the owner of the **tow truck** or business;
- (b) has control over the **tow truck** or business;
- (c) directs the operation of the **tow truck** or business;

“**Ownership**” means the **person** endorsed under the vehicle portion of a provincial permit according to the records maintained by the Registrar of Motor Vehicles for the Province of Ontario;

“**Person**” includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her capacity as a trustee, executor, administrator, or other legal representative;

“**Plate**” means a numbered plate or decal issued by the **Licence Issuer**;

“**Premise**” means a lot, yard, building, structure, facility or land or portion thereof and includes a **motor vehicle**;

“**Rates**” mean:

- (a) the amount to be charged in accordance with this by-law; or
- (b) the amount charged for **towing services** and **motor vehicle** storage in accordance with rates submitted to the **Licence Issuer**;

“**Rate Sheet**” means a document that contains the maximum **rates** that may be charged in accordance with this by-law;

“**Solicit**” or “**Solicitation**” means to appeal for a hire by sound, words, signs, or gestures;

“**Tow Truck**” means:

- (a) a **motor vehicle** commonly known as a tow truck;
- (b) a **commercial motor vehicle**, with a flatbed that can tilt to load and this is used exclusively to tow or transport other **motor vehicles**; and
- (c) a **motor vehicle** that is designed, modified, configured or equipped so that it is capable of **towing** other **motor vehicles**;

but does not include:

- (a) an off-road vehicle, as defined in section 1 of the *Off-Road Vehicles Act*;
- (b) a **motor vehicle** that is used for personal purposes only and that is used infrequently to tow, for no compensation, another **motor vehicle** that is also used for personal purposes only;

- (c) a motor home that is used for personal purposes only and that is towing another **motor vehicle** that is for the use of the driver of the motor home for personal purposes only;
- (d) a commercial motor vehicle, as defined in subsection 1 (1) of the **Highway Traffic Act**, towing one or more **motor vehicles** using the saddlemount configuration;

“**Tow Truck Driver**” means a **person** who **drives a tow truck** for the purpose of providing **towing services**:

“**Towing**” includes:

- (a) the transportation of a **motor vehicle** using a **tow truck**;
- (b) any ancillary activity such as lifting a **motor vehicle** for the purposes of loading, towing and transporting it or placing it onto a truck or trailer for the purpose of towing or transporting;

“**Towing Services**” includes:

- (a) **towing**, recovery or transportation in respect of a **motor vehicle** that is disabled, abandoned, impounded, seized, damaged, incomplete or inoperable or that requires removal from a location for any other reason;
- (b) clearing debris from a **collision** on a **highway**;

“**Towing Services Operator**” means the **owner** of a **towing services** business;

“**Town**” means the Corporation of the Town of Orangeville and its land within the geographic limit of the Town as the context requires;

“**Vehicle Storage Yard Operator**” means an **owner** of a **vehicle storage yard facility**;

“**Vehicle Storage Yard Facility**” means a **premise** used to provide vehicle storage services but does not include accessory vehicle storage at a public garage or a parking lot or a parking area that is accessory to a permitted use in a municipal zoning by-law;

“**Zoning By-law**” means any by-law passed by a municipality pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended.

2. GENERAL ADMINISTRATION AND EXEMPTIONS

2.1 The Short Title of this By-law is the “Towing Services and Vehicle Storage Yard Facility By-law”.

2.2 This By-law applies throughout the whole of the **Town**.

2.3 The provisions of this By-law do not apply to activities or matters undertaken by the **Town** or the **County** or a local board of the **Town** or the **County**.

3. GENERAL PROHIBITIONS AND REGULATIONS

3.1 No **person** shall own, **drive**, operate or permit the operation of a **tow truck** without a valid **licence**.

3.2 No **person** shall own, operate or permit the operation of a **vehicle storage yard facility** without a valid **licence**.

3.3 No **person** shall own, operate, provide or permit the operation or offer to provide **towing services** without a valid **licence**.

3.4 No **person** shall carry on business other than in the name that appears on a **licence**.

3.5 No **person** shall alter, erase or modify or permit such alteration, erasure or modification of a **licence**.

3.6 No **person** shall represent to the public that the **person** is licensed under this By-law if the **person** is not so licensed.

3.7 No **person** shall employ or engage the services of a **tow truck driver** that does not have a valid **licence**.

3.8 No **person** shall own, operate, **drive** or permit the operation of a **tow truck** other than in accordance with the terms and conditions of a **licence** and this By-law.

3.9 No **person** shall own, operate, provide or permit the operation or offer to provide **towing services** other than in accordance with the terms and conditions of a **licence** and this By-law.

3.10 No **person** shall own, operate or permit the operation of a **vehicle storage yard facility** other than in accordance with the terms and conditions of a **licence** and this By-law.

3.11 No **person** shall alter a consent form after it has been signed by the parties, unless both parties agree to the alteration and the alteration is initialled by both parties.

3.12 No **person** shall own, **drive**, operate, or permit the operation of a **tow truck** without a valid **plate** affixed to the **tow truck** in accordance with the provisions and requirements of this By-law.

3.13 No **person** shall recover or receive any payment for **towing services** or **vehicle storage yard facility** services greater than the **rates** prescribed by this By-law except for a tip, gratuity or credit card service charge.

3.14 No **person** shall **solicit** to provide **towing services**, or park or stop a **tow truck**, on a **highway** within two hundred (200) metres of:

- (i) the scene of a **collision** or apparent **collision**;
- (ii) a **motor vehicle** involved in a **collision**

unless requested to do so by a police officer or a **person** involved in the **collision**.

4. APPLICATION FOR A LICENCE

4.1 A **person** making an application for a **licence** or renewal of a **licence** shall submit to the satisfaction of the **Licence Issuer**:

- (a) a complete application in the form provided by the **Town**;
- (b) where the **applicant** is a corporation, a copy of the articles of incorporation or other incorporating documents issued by the Province of Ontario or the Government of Canada, and the business name registration, when applicable;
- (c) where the **applicant**, is a sole proprietor, a copy of the business name registration, when applicable;
- (d) where the **applicant**, is a registered partnership, a copy of the registered declaration of partnership, the names and addresses of each member of the partnership as well as name under which the partnership intends to carry on business and a copy of the business name registration;
- (e) the applicable **licence** fee;
- (f) any documents, and obtain all required approvals and inspections from the appropriate approval authority having jurisdiction as outlined on the applicable Schedule to this By-law;
- (g) where an **applicant** or **licensee** has an interest, either directly or indirectly, in any **premise** used for the storage or impounding of a **motor vehicle** or in any business or operation involving the storage or repair and servicing of a **motor vehicle**, full information as to the location and type of **premise** in which such **applicant** or **licensee** has an interest, and the nature and extent of the interest shall be disclosed to the **licence issuer**;
- (h) any other documents as may be required by the **License Issuer**.

4.2 Notwithstanding section 4.1, a **licensee** is not required to submit on renewal of a **licence** the items listed in sections 4.1 (b), 4.1 (c) or 4.1 (d) provided no changes have occurred in the information contained in those documents.

4.3 A **person** making application for the renewal of a **licence** shall submit a complete application and all required documents fourteen (14) days prior to the expiry of the current **licence**.

5. FEES

5.1. A fee for a **licence**, inspection, approval required, or replacement of a **licence** or **plate** shall be as prescribed in Schedule I of this By-law.

6. DELEGATED AUTHORITY

6.1 The **Licence Issuer** is hereby delegated authority to administer this By-law and to issue a **licence** in accordance with the provisions of this By-law and the applicable Schedules to this By-law.

6.2 The **Licence Issuer** is hereby delegated authority to impose additional terms and conditions on a **licence** that in the opinion of the **Licence Issuer** are reasonable and taking into consideration:

- (a) the health, safety and well-being of **persons**;
- (b) the past conduct of an **applicant** or **licensee**.

6.3 The **Licence Issuer** is hereby delegated authority to revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the **applicant** or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.

6.4 The **Licence Issuer** may cancel a **licence** at any time upon the written request of the **licensee** or upon the ceasing of the use of a **commercial motor vehicle** as a **tow truck**.

6.5 The **Licence Issuer** may transfer a **licence** upon being satisfied that all requirements of this By-law have been met.

6.6 The **Licence Issuer** shall not issue or renew a **licence** to a **person** that does not meet the threshold criteria established by **Town** policies or written procedures.

6.7 The **Licence Issuer** shall not issue or renew a **licence** to a **person** that has:

- (a) two or more related convictions within the last year concerning the licensed business or **person**;
- (b) overdue by-law fines, penalties or other monies owing to the **Town**;

(c) outstanding property taxes and late payment charges owing to the **Town** for the **premise** subject to the **licence** application, where applicable.

6.8 The **Appeal Tribunal** shall have the same powers as the **Licence Issuer** pursuant to this By-law for the purpose of authorizing the issuing of a **licence**.

7. LICENCE

7.1 A **licence** shall be issued by the **Licence Issuer** upon being satisfied that the requirements of this By-law have been met.

7.2 A **licence** shall expire on the 31st day of January of each year unless otherwise suspended or revoked in accordance with the provisions of this By-law.

7.4 Every **licence** shall remain at all times the property of the **Town** and no **person** shall enjoy a vested right in a **licence** or the continuance of a **licence**.

7.5 The issuing of a **licence** does not relieve a **person** from any responsibility to obtain all other approvals that may be required from any level of government or authority or agencies thereof having jurisdiction.

7.6 No corporation may be licensed as a **Tow Truck Driver**.

7.7 A **licence** is not transferable.

8. LICENCE – TERMS AND CONDITIONS - GENERAL

8.1 A **Licensee** shall notify the **Licence Issuer** within seven (7) days:

- (a) of any change of name, address or any other change to the information related to the **Licence**;
- (b) where the **Licensee** is a corporation, of any change in the names and addresses of officers and directors, the location of the corporate head office and change of ownership of shares;
- (c) where the **Licensee** is a registered partnership, of any change in the names and addresses of each member of the partnership;

and if necessary, the **Licence** shall be returned immediately to the **Licence Issuer** for amendment.

8.2 A **Licensee** shall operate in compliance with this By-law, the terms and conditions of a **licence** including the terms and conditions outlined in the applicable Schedule(s) to this By-law and all federal and provincial legislation.

- 8.3 A **Licensee** in carrying out a business licensed under this By-law shall provide services that are free from discrimination and respect all grounds protected by the Ontario Human Rights Code.
- 8.4 A **Licensee** in carrying out a business licensed under this By-law shall not, with respect to any **person** being guided or assisted by a **service animal**:
- (a) refuse to provide service to a **person**;
 - (b) refuse to permit a **person** to enter with the **service animal** into or upon any place or **premise** to which the **Licence** relates; or
 - (c) refuse to permit the **person** and such **service animal** to remain in or upon such place or **premise** by reason only of the presence of such **service animal**.
- 8.5 A **person** who has been issued a **licence** under this By-law shall immediately return:
- (a) a damaged or replaced **plate**;
 - (b) upon ceasing the use of the **commercial motor vehicle** as a **tow truck** the **plate**;
- to the **Licence Issuer**.
- 8.6 A **Licensee** upon the request of the **Licence Issuer** or an **Officer** shall submit:
- (a) a **tow truck** for an inspection;
 - (b) documents and records required to be kept in accordance with this By-law.
- 8.7 A **Licensee** shall take all reasonable precautions to prevent loss of or from, or damage to, any **motor vehicle** that is being **towed**, is being held in a **vehicle storage yard facility** or is otherwise under the control of the **licensee**.
- 8.8 A **Licensee** who, directly or indirectly, has an interest in any of the following shall, in accordance with section 8.9, disclose to a **person** to whom the **licensee** is providing **towing services** or **vehicle storage yard facility** services, the nature and extent of the interest:
- (a) a **vehicle storage yard facility** to which the **motor vehicle** may be towed;
 - (b) any other location to which a **motor vehicle** may be towed for repair, storage, appraisal or other similar purpose;
 - (c) any **person** to whom the **licensee** refers the **person** to whom the **licensee** is providing the services.

- 8.9 The disclosure required to be made under section 8.8 must be made before the **licensee** charges for or demands any payment for any of the **towing services** or **vehicle storage yard facility** services.
- 8.10 A **Licensee** shall accept multiple forms of payment including cash, debit card, credit card and certified cheque.
- 8.11 A **Licensee** shall keep and maintain all records required to be kept under this By-law for a period of two (2) years unless otherwise provided by this By-law.
- 8.12 Records required to be kept and maintained in accordance with this by-law for a **tow truck** may be destroyed after six (6) months where the **tow truck** ceases to be operated as a **tow truck**.

9. LICENCE – ADMINISTRATIVE SUSPENSIONS

- 9.1 Where required in accordance with this By-law a **Licensee's**:
- (a) policy of liability insurance expires, is cancelled, or is otherwise terminated;
 - (b) provincial driver's licence expires, is cancelled, suspended or revoked; or
 - (c) **CVOR** certificate has been suspended or cancelled;
 - (d) removal from the Dufferin **OPP** Towing Services and Storage Operators approved towing service and impound list

then the applicable **licence** shall be automatically suspended effective on the date of such expiration, cancellation, revocation or termination and shall remain so until such insurance, provincial driver's licence or **CVOR** certificate has been reinstated or confirmation of reinstatement on the Dufferin **OPP** Towing Services and Storage Operators approved towing service and impound list.

- 9.2 An administrative suspension of a **licence** without a hearing shall be imposed for fourteen (14) days if the **Licence Issuer** is satisfied that the continuation of the business poses an immediate danger to health and safety of any **person** or to any **premise** or in accordance with Section 10. Before any suspension is imposed, the **Licence Issuer** shall provide the **licensee** with the reasons for the suspension, either orally or in writing, and an opportunity to respond to them.
- 9.3 An administrative suspension imposed under Section 9.2 may be imposed on such conditions as the **Licence Issuer** considers appropriate.

10. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION

- 10.1 An **applicant** or **licensee** is entitled to a **licence** upon meeting the requirements of this By-law except where:

- (a) the past or present conduct of any **person**, including any partner, the officers, directors, employees or agents of a corporation affords reasonable cause to believe that the **person** will not carry on or engage in the business in respect of which the application is made in accordance with the law or with honesty or integrity; or
- (b) the **applicant** or **licensee** has past breaches or contraventions of any law or any provision of this By-law or any other municipal by-law or Provincial or Federal Statute associated with the carrying on of such business; or
- (c) the financial position of the **applicant** or **licensee** affords reasonable grounds to believe that the activity for which he is licensed or to continue to be licensed in accordance with law will not be carried on in a financially responsible manner; or
- (d) the **applicant** or **licensee** has failed to pay a fine or fines imposed by a Court for convictions for breach of this or any other municipal by-law; or
- (e) the **applicant** or **licensee** has failed to comply with any term, condition or direction of the **Licence Issuer** or **Officer** or has failed to permit any investigation or inspection by the **Licence Issuer** or **Officer**; or
- (f) the **applicant** or **licensee** has failed to comply with the requirements set out in this By-law or any of the applicable Schedules to this By-law; or
- (g) the issuing of a **licence** would be contrary to the public interest with respect to health and safety or consumer protection; or
- (h) the **applicant** or **licensee** has submitted an application or other documents to the **Town** containing false statements, incorrect, incomplete, or misleading information; or
- (i) the **applicant** or **licensee** is carrying on or engaging in activities on or off the **premise** that are, or will be, if the **applicant** or **licensee** is licensed, in contravention of this By-law, any other applicable law or is dangerous or unsafe; or
- (j) the **applicant** or **licensee** has exhibited discriminatory behaviour against a **person** on any grounds protected by the Ontario Human Rights Code; or
- (k) the **applicant** or **licensee** has not paid the required **licence** fees; or
- (l) in the case of the **applicant** or **licensee** fails to meet the requirements set out in Section 6.6 of this By-law.

- 10.2 The **Licence Issuer** may revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the **applicant** or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.
- 10.3 Where the application for a **licence** has been revoked, suspended or cancelled, the fees paid by the **applicant** or **licensee**, in respect of the **licence**, shall not be refunded.
- 10.4 Where a **licence** has been revoked, suspended, or cancelled the **licensee** shall return the **licence** and **plate** to the **Licence Issuer** within two (2) days of service of the notice of the decision.
- 10.5 When a revoked, suspended or cancelled **licence** and **plate** has not been returned, an **Officer** may enter upon the **premise** for the purpose of receiving, taking or removing the said **licence** and **plate** and no **person** shall refuse to return the **licence** and **plate** or in any way obstruct or prevent the **Licence Issuer** or **Officer** from obtaining the **licence** and **plate**.
- 10.6 No **person** shall re-apply to obtain or renew a **licence** for a minimum of one (1) year from the later of:
- (a) the date of the **Licence Issuer's** decision to refuse to issue, renew or revoke a **licence**;
 - (b) where the decision of the **Licence Issuer** is appealed, the date of the **Appeal Tribunal's** decision if the **Appeal Tribunal** upholds the decision to refuse to issue, renew or revoke the **licence**.

11. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION – TERMS AND CONDITIONS – RIGHT TO A HEARING

- 11.1 With the exception of Section 9, before a **licence** is refused, revoked, suspended, cancelled or issued with terms or conditions, written notice shall be given by the **Licence Issuer** to the **applicant** or **licensee**.
- 11.2 Notice shall be served to the **applicant's** or **licensee's** last known address or email address filed with the **Town** and shall:
- (a) contain sufficient information to specify the nature of, or reason for, any recommendation;
 - (b) inform the **applicant** or **licensee** of entitlement to a hearing before the **Appeal Tribunal**, if a request in writing for a hearing is returned to the **Clerk** within fourteen (14) days after the date of service of the notice; and

- (c) inform the **applicant** or **licensee** that if no written request is received, the **Appeal Tribunal** may proceed and make any decision with respect to the **licence**.

11.3 On receipt of a written request for a hearing from an **applicant** or **licensee**, the **Clerk** shall:

- (a) schedule a hearing; and
- (b) give the **applicant** or **licensee** notice of the hearing at least twenty (20) days prior to the hearing date; and
- (c) post notice of the hearing on the **Town's** website at least twenty (20) days prior to the hearing date.

11.4 Service of any notice on the **applicant** or **licensee** under this by-law shall be made by personal delivery, ordinary mail or email transmission. The notice shall be deemed to have been served on the fourth (4th) day after the day of mailing or on the date of personal service or on the date of the email transmission.

12. ESTABLISHMENT OF APPEAL TRIBUNAL

12.1 The **Appeal Tribunal** shall hear and render decisions regarding the refusal, revocation or suspension of a **licence**, and the imposing of terms and conditions on a **licence**.

12.2 The decision of the **Appeal Tribunal** shall be final and binding.

13. HEARING PROCESS

13.1 The provisions of the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, shall apply to all hearings conducted under this By-law.

13.2 A hearing shall be held in public, unless determined otherwise in accordance with the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, and the **Appeal Tribunal** shall hear the **applicant** or **licensee** and every other **person** who desires to be heard, and the **Appeal Tribunal** may give its decision orally or adjourn the hearing and reserve its decision but in any case the decision shall be provided in writing.

13.3 The decision of the **Appeal Tribunal**, shall be in writing and shall set out the reasons for the decision, and shall be signed.

13.4 Any authority or permission granted by the **Appeal Tribunal** may be for such time and subject to such terms and conditions as the **Appeal Tribunal** considers advisable and as are set out in the decision.

13.5 When a **person** who has been given written notice of a hearing does not attend at the appointed time and place, the **Appeal Tribunal** may proceed with the hearing in his absence, and the **person** shall not be entitled to any further notice of the proceedings.

13.6 The **Clerk** shall no later than ten (10) days from the making of the decision send one (1) copy of the decision to:

- (a) the **applicant** or **licensee**;
- (b) each **person** who appeared in **person** or by Counsel or by Agent at the hearing and who filed with the **Clerk** a written request for notice of the decision.

14. ORDERS

14.1 If an **Officer** has reasonable grounds to believe that a contravention of this By-law or the terms and conditions of a **licence** has occurred, the **Officer** may make an Order requiring the **person** who contravened this By-law or the terms and conditions of a **licence** or who caused or permitted the contravention to occur to:

- (a) discontinue the contravening activity; and/or
- (b) do work or take action to correct the contravention.

14.2 An Order under section 14.1 shall set out:

- (a) reasonable particulars of the contravention adequate to identify the contravention;
- (b) the location of the **premise** on which the contravention occurred; and
- (c) either:
 - (i) in the case of an Order under section 14.1 (a), the date by which there must be compliance with the Order; or
 - (ii) in the case of an Order under section 14.1 (b), the action to be done and the date by which the action must be done.

14.3 An Order made under this By-law may be served personally, ordinary mail to the last known address or by email transmission to:

- (a) the **person** the **Officer** believes contravened this By-law; and
- (b) such other **persons** affected by the Order as the **Officer** making the Order determines.

14.4 The Order shall be deemed to have been served on the fourth (4th) day after the date of mailing or on the date of personal service or on the date of email transmission.

14.5 An **Officer** who is unable to effect service of an Order pursuant to this By-law shall place a placard containing the Order in a conspicuous place on the **premise** and the placing of the placard shall be deemed to be sufficient service. The placing of the placard of the Order shall be deemed to be served on the date of placing the placard.

15. ENFORCEMENT AND PENALTY PROVISIONS

15.1 The enforcement of this By-law shall be conducted by an **Officer**.

15.2 An **Officer** may enter on land or a **premise** at any reasonable time for the purpose of carrying out an inspection to determine whether or not:

- (a) the By-law is complied with;
- (b) the **licence**, or the term or condition of a **licence**, or this By-law is complied with;
- (c) a direction or Order made under the *Municipal Act, S.O. 2001, c.25*, as amended, or this By-law is complied with.

15.3 For the purposes of an inspection under this By-law, an **Officer** may:

- (a) require the production for inspection of documents or things relevant to the inspection;
- (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- (c) require information from any **person** concerning a matter related to the inspection; and
- (d) alone or in conjunction with a **person** possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

15.4 All documents and records shall be kept in a good and business-like manner for review by the **Officer** at their request.

15.5 A receipt shall be provided for any document or thing removed under this By-law and the document or thing shall be promptly returned after the copies or extracts are made.

- 15.6 A sample taken under this By-law shall be divided into two parts, and one part shall be delivered to the **person** from whom the sample is taken, if the **person** so requests at the time the sample is taken and provides the necessary facilities.
- 15.7 If a sample is taken under this By-law and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the **person** from whom the sample was taken.
- 15.8 Every **person** who contravenes any provision of this By-law, including failing to comply with an Order issued pursuant to this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended, and the Municipal Act, 2001, as amended.
- 15.9 Every **person** who is charged with an offence under this By-law or an Order issued pursuant to this By-law or every director or officer of a corporation, who knowingly concurs in the contravention, by the laying of an information under Part III of the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended and is found guilty of the offence is liable pursuant to the Municipal Act, 2001, as amended to the following:
- (a) on a first offence, to a fine not more than \$50,000.00; and
 - (b) on a second offence and each subsequent offence, to a fine of not more than \$100,000.00
- 15.10 Every **person** who is issued a Part 1 offence notice or summons and is convicted is guilty of an offence under this By-law shall be subject to a fine, to a maximum as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 15.11 No **person** shall hinder or obstruct, or attempt to hinder or obstruct, any **Officer** exercising a power or performing a duty under this By-law.
- 15.12 Every **person** who is alleged to have contravened any of the provisions of this By-law, shall identify themselves to an **Officer** upon request, failure to do so shall be deemed to have hindered or obstructed an **Officer** in the execution of his or her duties.
- 15.13 Upon conviction any penalty imposed under this By-law may be collected under the authority of the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 15.14 If a **person** is convicted of an offence under this By-law, the court in which the conviction has been entered and any court of competent jurisdiction may, in addition to any other remedy and to any penalty imposed, make an order prohibiting the continuation or repetition of the offence by the **person** convicted.

16. SEVERABILITY

16.1 If a court of competent jurisdiction declares any section or part of this By-law invalid, it is the intention of Council that the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

17. INTERPRETATION

17.1 References in this By-law to any statute or statutory provision include references to that statute or statutory provision as it may from time to time be amended, extended or re-enacted.

17.2 In this By-law; unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

17.3 The Schedules appended to this By-law are incorporated into and form part of this By-law.

18. EFFECTIVE DATE

18.1 This By-law shall come into effect on January 1, 2023.

READ three times and finally passed
this XX day of August, 2022.

Sandy Brown, Mayor

Carolina Khan, Clerk

SCHEDULE 'A' to BY-LAW 2022-XX

TOW TRUCK DRIVER LICENCE REQUIREMENTS

1. APPLICATION REQUIREMENTS

- 1.1 In addition to the requirements set out in Section 4 of this By-law, an **Applicant** or **Licensee** for a **Tow Truck Driver's Licence** or renewal of a **Tow Truck Driver's Licence** shall submit the following to the satisfaction of the **Licence Issuer**:
- (a) proof of being at least 18 years of age;
 - (b) proof of either:
 - i) Canadian Citizenship;
 - ii) Landed immigrant status; or
 - iii) a valid work permit to work as a driver issued by the Government of Canada; or
 - iv) other documentation substantiating permission to legally work in Canada;
 - (c) a current valid Class A, B, C, D, E, F or G driver's licence issued by the Province of Ontario;
 - (d) a **Driver's Abstract** dated within the previous sixty (60) days;
 - (e) a **Criminal Record Check** dated within the previous sixty (60) days;
 - (f) a current photograph of passport quality of himself in a format as prescribed by the **Licence Issuer**;
 - (g) where an **applicant** or **licensee** is not the owner of the **motor vehicle** used as a **tow truck**, correspondence from a **towing services operator** of his employment as a **tow truck driver**.
- 1.2 Notwithstanding section 1.1, a **licensee** is not required to submit on renewal of a **licence** the items listed in section 1.1 (b) and 1.1 (g) provided no changes have occurred in the information contained in those documents.
- 1.3 An **applicant** or **licensee** for a **tow truck driver's licence** shall be able to communicate to the extent necessary to perform his duties under this By-law.

SCHEDULE 'B' to BY-LAW 2022-XX

TOW TRUCK DRIVER LICENCE TERMS AND CONDITIONS

1. DUTIES AND RESPONSIBILITIES

1.1 A tow truck driver shall:

- (a) complete a daily inspection report as required by Regulation 199/07 of the **Highway Traffic Act**;
- (b) carry and have in his possession at all times when **driving a tow truck**:
 - i) his Ontario Driver's Licence;
 - ii) his **licence**;
 - iii) **motor vehicle ownership**;
 - iv) valid insurance;
 - v) **CVOR** certificate;
 - vi) **rate sheet**;
- (c) immediately report to the **Licence Issuer** and the **towing services operator**:
 - i) a **collision** or other incident involving a **tow truck** that:
 - a) resulted in injury to or the death of any **person**;
 - b) is required to be reported under section 199 of the **Highway Traffic Act**;
- (d) comply with any direction given by a police officer, paramedic or firefighter who is present at the scene of a **collision**;
- (e) clear debris from a **collision** on a **highway**;
- (f) immediately wear apparel that meets the requirements for Class 2 or 3 in Standard Z96-15 (R2020), entitled "High Visibility safety apparel" published by the Canadian Standards Association, as amended from time to time;
- (g) immediately activate safety lighting at the scene when exiting a **tow truck**;
- (h) ensure the lamp that produces intermittent flashes of amber light is used during the time that the **tow truck** is stopped on a **highway** for the purpose of providing **towing services**;
- (i) ensure the safe operation of the **tow truck** and proper use of equipment and lighting;

- (j) be knowledgeable and skilled in the use of equipment to prevent unnecessary delays, hazards or damage to property;
- (k) take due care not to damage a **motor vehicle**;
- (l) tow the **motor vehicle** by taking the shortest route to a licensed **vehicle storage yard facility** in the **County** or other **motor vehicle** drop off location as directed by the **customer**;
- (m) when the tow is initiated without the express consent of the **motor vehicle** owner, deliver the **motor vehicle** to the nearest open licensed **vehicle storage yard facility** and notify the **customer** who authorized the tow (if applicable), and record their contact information;
- (n) contact the **customer**, if the **motor vehicle** is delivered to a location other than what was identified on an estimate provided to the **customer** who initiated the tow;
- (o) provide a **vehicle storage yard facility operator** with the contact information the **customer** provided on the tow estimate;
- (p) be civil, behave courteously and refrain from using profanity.

1.2 A **Tow Truck Driver** may tow a **motor vehicle** to an interim location for safety, but that secondary location must be reasonably close, and additional fees cannot be charged related to the interim location.

1.3. A **Tow Truck Driver** shall not:

- (a) take, consume or have in his possession any alcohol, drugs or intoxicants while he is the **driver** of the **tow truck**;
- (b) operate a **tow truck** when his ability to perform his duties is impaired by fatigue, illness or otherwise;
- (c) attempt to obtain consent for **towing services** in respect of a **motor vehicle** if another licensed **tow truck driver** has already obtained consent to provide **towing services** for that **motor vehicle**;
- (d) tow a **motor vehicle** that can be driven unless directed by the police or the **person** in lawful possession of the **motor vehicle**;
- (e) charge for time lost through his own incompetence or defects or inefficiency of the **tow truck**;

- (f) remove a **motor vehicle** from a **collision** which a report is required by law to be made by police, until a report has been made and the police have stated the **motor vehicle** is no longer required to remain at the scene;
- (g) operate a **tow truck** that is unsafe, defective, or does not meet the requirements of Regulation 199/07 and 420/22 of the **Highway Traffic Act**;
- (h) chase a call or **towing service**;
- (i) permit a passenger in the **tow truck** unless:
 - i) the passenger's **motor vehicle** is being towed;
 - ii) the passenger is participating in on-the-job training;
 - iii) the **person** is travelling as a passenger for the purpose of assisting the **tow truck driver** in carrying out **towing services**;
 - iv) the **tow truck** is being driven for a purpose other than towing a **customer's motor vehicle** or seeking to provide **towing services**.

1.4 A **Tow Truck Driver** shall not:

- (a) provide a referral to a **customer** for a salvage yard, repairer, storage yard, garage, legal service, healthcare service, rental car service or vehicle sales operation unless requested by the **customer**;
- (b) receive or pay a fee in exchange for referring a **customer** to a service.

1.5 If a **customer** requests a recommendation, a **licensee** must inform the **customer** of any business relationships they have with the service for which they are referring.

2. RATES, CONSENT, ESTIMATE AND INVOICE

2.1 A **tow truck driver** shall:

- (a) obtain from a **customer** a signed consent form to tow the **motor vehicle**;
- (b) provide to a **customer** a completed estimate form prior to providing a **towing service**;
- (c) not modify an estimate unless the **customer** requests a change;
- (d) provide an invoice upon completion of a **towing service**.

2.2 A consent form shall contain the following:

- (a) **tow truck driver's** name
- (b) **towing services operator** name and contact information

- (c) tow destination
- (d) standard list of **rates**
- (e) signature line

2.3 An estimate form shall contain the following:

- (a) **tow truck driver's** name
- (b) **towing services operator** name and contact information
- (c) tow destination
- (d) **rates**
- (e) signature line

2.4 An estimate is not required if a **towing service** is lawfully initiated without a **customer's** consent under provincial legislation.

2.5 An invoice shall contain the following:

- (a) **tow truck driver's** name
- (b) **towing services operator** name and contact information
- (c) location of where the **motor vehicle** was picked up and dropped off including the name and contact number of the **vehicle storage yard facility**
- (d) the make, model, vehicle identification number and licence number of the **motor vehicle** towed
- (e) the date and time when **towing services** commenced or are to commence;
- (f) a unique invoice number
- (g) a statement that payment may be made by cash, debit card, credit card and certified cheque;
- (h) applicable **rates** for **towing services** provided
- (i) the total amount owed including taxes;

2.6 A consent form and an estimate form may be combined provided a separate signature line is provided for the **customer** to give consent and acknowledge the estimate.

2.7 An estimate form may also be used as an invoice provided a separate signature line is provided for the **customer** to acknowledge the work was completed, and the amount charged is the same as the estimate.

2.8 A **tow truck driver** shall not:

- (a) charge additional fees when the tow destination is changed and contract amended, other than those related to the distance the **motor vehicle** is towed;
- (b) charge for preparing an estimate or an invoice.

SCHEDULE 'C' to BY-LAW 2022-XX

TOWING SERVICES OPERATOR LICENCE REQUIREMENTS

1. APPLICATION REQUIREMENTS

- 1.1 In addition to the requirements set out in Section 4 of this By-law an **Applicant** or **Licensee** for a **Towing Services Operator's Licence** or renewal of a **Towing Services Operator's Licence** shall submit the following to the satisfaction of the **Licence Issuer**:
- (a) proof of being at least 18 years of age;
 - (b) proof of either:
 - i) Canadian Citizenship;
 - ii) Landed immigrant status; or
 - iii) a valid work permit to work as a driver issued by the Government of Canada; or
 - iv) other documentation substantiating permission to legally work in Canada;
 - (c) a current valid Class A, B, C, D, E, F or G driver's licence issued by the Province of Ontario;
 - (d) a **Criminal Record Check** dated within the previous sixty (60) days;
 - (e) a copy of a valid **CVOR** Certificate;
 - (f) a copy of the **motor vehicle ownership**;
 - (g) provide proof of third party **motor vehicle** liability insurance for the **tow truck** which shall:
 - i) be endorsed to provide the **Licence Issuer** with at least fifteen (15) days notice in writing of a proposed cancellation or expiration of the insurance policy, or of a variation in the amount of the policy;
 - ii) insure against loss or damage resulting from bodily injury to or the death of one or more **persons**, or from loss or damage to property resulting from any one accident and include provision for passenger hazard, with limits of not less than two million dollars (\$2,000,000) per occurrence;
 - iii) be endorsed to include all **persons** who have any interest in the **tow truck**;

- (h) provide proof of insurance coverage for the following kinds of liability in the following amounts in respect of any one claim:
 - i) coverage against liability resulting from bodily injury to or the death of one or more **persons** and loss or damage to property, in the amount of at least \$2,000,000 exclusive of interest and costs;
 - ii) coverage against liability for damage to a **motor vehicle** of the **customer** while in the provider's care, custody or control, in the amount of at least \$100,000;
 - iii) cargo liability insurance in the amount of at least \$50,000;

and shall be endorsed to provide the **Licence Issuer** with at least fifteen (15) days notice in writing of a proposed cancellation or expiration of the insurance policy, or of a variation in the amount of the policy;

- (i) a copy of the **rates** to be charged for all **towing services** not identified in Schedule H;
- (j) a list of all **Tow Truck Drivers** affiliated with the **Towing Services Operator**, which list shall include the following information:
 - i) the name of the **Tow Truck Driver**;
 - ii) the year, make, model and Ontario licence plate number of the **tow truck** operated by the **tow truck driver**;
- (k) a list that outlines all affiliations and all businesses or **premise** owned or used inclusive of **towing services**, storage or repair companies;
- (l) a copy of correspondence issued to the **Applicant** or **Licensee** by Dufferin **OPP** confirming placement on its Towing Services and Storage Operators approved towing service and impound list;
- (m) an inspection conducted by an **Officer** confirming compliance with the **tow truck** identification requirements of this By-law.

1.2 Notwithstanding section 1.1, a **licensee** is not required to submit on renewal of a **licence** the items listed in section 1.1 (b) provided no changes have occurred in the information contained in those documents.

SCHEDULE 'D' to BY-LAW 2022-XX

TOWING SERVICES OPERATOR LICENCE TERMS AND CONDITIONS

1. DUTIES AND RESPONSIBILITIES

1.1 A towing services operator shall:

- (a) keep in full force and effect insurance in accordance with the requirements of this By-law for the **tow truck**;
- (b) keep at all times in the **tow truck**:
 - i) **motor vehicle ownership**;
 - ii) valid insurance;
 - iii) **CVOR** certificate;
 - vi) **rate sheet**;
- (c) complete or ensure the completion of a daily inspection report as required by Regulation 199/07 of the **Highway Traffic Act**;
- (d) repair any mechanical defect or exterior body repair of a **tow truck** that is reported to him or known;
- (e) not permit the operation of a **tow truck** that has been in a **collision** until such time as the necessary repairs have been completed;
- (f) keep and maintain all records of repair to the **tow truck** including all invoices for the duration of its operation as a **tow truck**;
- (g) keep for each **tow truck driver** employed or engaged by the **towing services operator**:
 - i) a copy of the **tow truck driver's licence**;
 - ii) a copy of the **tow truck driver's** current valid Class A, B, C, D, E, F or G driver's licence issued by the Province of Ontario;
- (h) when a **driver** ceases to be affiliated with a **towing services operator** notify the **Licence Issuer** within three (3) days of the said termination;
- (i) immediately remove from a **tow truck** being disposed of:
 - i) all identifying decals and markings;
 - ii) all other items which make the **tow truck** appear to the public to be a **tow truck**;

- (j) keep and maintain documents related to:
 - i) **customer** complaints;
 - ii) damage to a **customer's motor vehicle**;
 - iii) lease agreements

- (k) include on its website the following:
 - i) business name;
 - ii) civic address;
 - iii) contact information;
 - iv) schedule of **rates**;
 - v) hours of operation

- (l) keep daily a record in written or electronic form details of each **towing service** which includes the following:
 - i) consent form;
 - ii) estimate;
 - iii) invoice;
 - iv) any receipt issued to the **customer**;
 - v) photographs; and
 - vi) description of **towing services** including origin, destination, time and vehicle plate number;

- (m) ensure that an appropriate **tow truck** and **tow truck** equipment are used and not attempt to provide a **towing service** using inadequate or unsafe equipment;

- (n) provide copy of all documents signed by the **customer** to the **customer**;

- (o) shall advise a **customer** when a **motor vehicle** was taken to an interim location for safety reasons;

- (p) be responsible for the operation of a **tow truck** and the conduct of the **tow truck driver**;

- (q) ensure the lamp that produces intermittent flashes of amber light is used during the time that the **tow truck** is stopped on a **highway** for the purpose of providing **towing services**;

- (r) ensure the **tow truck driver** during the time that the **tow truck** is stopped on a **highway** for the purpose of providing **towing services** and the **tow truck driver** is outside the **tow truck** that the **tow truck driver** wears the safety apparel required by this By-law;

(s) ensure employees adhere to this By-law.

1.2 A **towing services operator** shall not:

- (a) **dispatch a tow truck driver** or a **tow truck** that does not meet the requirements of this By-law;
- (b) **dispatch a tow truck driver** when their ability to perform their duties is impaired by fatigue, illness or otherwise.

1.3 A **Towing Services Operator** shall not:

- (a) provide a referral to a **customer** for a salvage yard, repairer, storage yard, garage, legal service, healthcare service, rental car service or vehicle sales operation unless requested by the **customer**;
- (b) receive or pay a fee in exchange for referring a **customer** to a service.

1.4 If a **customer** requests a recommendation, a **licensee** must inform the **customer** of any business relationships they have with the service for which they are referring.

2. RATES, CONSENT, ESTIMATE AND INVOICE

2.1 A **towing services operator** shall:

- (a) obtain from a **customer** a signed consent form to tow the **motor vehicle**;
- (b) provide to a **customer** a completed estimate form prior to providing a **towing service**;
- (c) not modify an estimate unless the **customer** requests a change;
- (d) provide an invoice upon completion of a **towing service**.

2.2 A consent form shall contain the following:

- (a) **tow truck driver's** name
- (b) **towing services operator** name and contact information
- (c) tow destination
- (d) **rates**
- (e) signature line

2.3 An estimate form shall contain the following:

- (a) **tow truck driver's** name
 - (b) **towing services operator** name and contact information
 - (c) tow destination
 - (d) **rates**
 - (e) signature line
- 2.4 An estimate is not required if a **towing service** is lawfully initiated without a **customer's** consent under provincial legislation.
- 2.5 An invoice shall contain the following:
- (a) **tow truck driver's** name;
 - (b) **towing services operator** name and contact information;
 - (c) location of where the **motor vehicle** was picked up and dropped off including the name and contact number of the **vehicle storage yard facility**;
 - (d) the make, model, vehicle identification number and licence number of the **motor vehicle** towed
 - (e) the date and time when **towing services** commenced or are to commence;
 - (f) a unique invoice number
 - (g) a statement that payment may be made by cash, debit card, credit card and certified cheque;
 - (h) applicable **rates** for **towing services** provided;
 - (i) the total amount owed including taxes;
- 2.6 A consent form and an estimate form may be combined provided a separate signature line is provided for the **customer** to give consent and acknowledge the estimate.
- 2.7 An estimate form may also be used as an invoice provided a separate signature line is provided for the **customer** to acknowledge the work was completed, and the amount charged is the same as the estimate.
- 2.8 A **towing services operator** shall not:
- (a) charge additional fees when a **motor vehicle** is towed to an interim location, the tow destination is changed and contract amended, other than those related to the distance the **motor vehicle** is towed;
 - (b) vary the **rates** charged for similar jobs based on how payment is made;
 - (c) charge for preparing an estimate or an invoice.

SCHEDULE 'E' to BY-LAW 2022-XX

TOWING SERVICES OPERATOR'S LICENCE TERMS AND CONDITIONS – TOW TRUCK REQUIREMENTS AND EQUIPMENT

1. DUTIES AND RESPONSIBILITIES

1.1 A **towing services operator** shall ensure a **tow truck**:

- (a) is clean and maintained in a good repair and free from interior damage and exterior body damage;
- (b) has firmly affixed to the rear exterior passenger side area of the **tow truck**, the **plate** together with the renewal sticker issued by the **Licence Issuer**;
- (c) displays vehicle markings not less than 8 cm in a contrasting colour that includes the:
 - i) company name or registered business name contained on the **licence**, phone number, and a **plate** number for each **tow truck**.
- (d) bears the compliance label required by Motor Vehicle Safety Regulation C.R.C., c. 1038 of the *Motor Vehicle Safety Act*; S.C. 1993, c. 16, as amended.

2.1 A **towing services operator** shall equip a **tow truck** with the following:

- (a) first aid kit;
- (b) apparel that meets the requirements for Class 2 or 3 in Standard Z96-15 (R2020), entitled "High Visibility safety apparel" published by the Canadian Standards Association, as amended from time to time;
- (c) equipment, components and devices as required by Ontario Regulation 420/22 which includes:
 - i) a lamp that is capable of producing intermittent flashes of amber light;
 - ii) flares, lamps or lanterns capable of continuously producing two warning lights or portable reflectors, the light from each of which are visible from a distance of at least one hundred and fifty (150) metres;
- (d) equipment, components and devices required by Dufferin **OPP**.

SCHEDULE 'F' to BY-LAW 2022-XX

VEHICLE STORAGE YARD FACILITY LICENCE REQUIREMENTS

1. APPLICATION REQUIREMENTS

1.1 In addition to the requirements set out in Section 4 of this By-law an **Applicant** or **Licensee** for a **Vehicle Storage Yard Facility Licence** or renewal of a **Vehicle Storage Yard Facility Licence** shall submit the following to the satisfaction of the **Licence Issuer**:

(a) provide proof of insurance coverage for the following kinds of liability in the following amounts in respect of any one claim:

i) coverage against liability resulting from bodily injury to or the death of one or more **persons** and loss or damage to property, in the amount of at least \$2,000,000 exclusive of interest and costs;

ii) coverage against liability for damage to a **motor vehicle** of the **customer** while in the provider's care, custody or control, in the amount of at least \$100,000;

iii) cargo liability insurance in the amount of at least \$50,000;

and shall be endorsed to provide the **Licence Issuer** with at least fifteen (15) days notice in writing of a proposed cancellation or expiration of the insurance policy, or of a variation in the amount of the policy;

(b) a **Criminal Record Check** dated within the previous sixty (60) days;

(c) a copy of correspondence issued to the **Applicant** or **Licensee** by Dufferin **OPP** confirming placement on its Towing Services and Storage Operators approved towing service and impound list;

(d) provide a list of any other businesses operating on the **premise**;

(e) a copy of the **rates** to be charged for all services not identified in Schedule H;

1.2 In addition to the requirements set out in Section 4 of this By-law the issuing of a **Vehicle Storage Yard Facility Licence** or renewal of a **Vehicle Storage Yard Facility Licence** is subject to the following:

(a) confirmation that the **premise** where the **vehicle storage yard facility** operates from is in compliance with any applicable **Zoning By-law** and Site Plan Agreement.

SCHEDULE 'G' to BY-LAW 2022-XX

VEHICLE STORAGE YARD FACILITY LICENCE TERMS AND CONDITIONS

1. DUTIES AND RESPONSIBILITIES

1.1 A **vehicle storage yard facility operator** shall:

- (a) keep in full force and effect insurance in accordance with the requirements of this By-law;
- (b) operate, maintain and keep the **vehicle storage yard facility** in a state of good repair;
- (c) ensure areas accessible to the public are kept clean and free of hazards;
- (d) maintain in clean and orderly condition pursuant to legislative requirements regarding retention periods for damaged materials and vehicles in accidents;
- (e) protect the **motor vehicles** that are stored on the **premise**;
- (f) have clearly visible signage posted at the **vehicle storage yard facility** that contains:
 - i) business name;
 - ii) civic address;
 - iii) contact information;
 - iv) **rates**;
 - v) hours of operation
- (g) communicate the hours of operation of the **vehicle storage yard facility** via voicemail and email replies;
- (h) include on its website the following:
 - i) business name;
 - ii) civic address;
 - iii) contact information;
 - iv) **rates**;
 - v) hours of operation
- (i) be reachable by **customers** for at least 8 hours per day and operate for at least five (5) business days per week;
- (j) facilitate the return of the **motor vehicle** within the same business day the **customer** requests it;

- (k) provide a copy of all documents signed by the **customer** to the **customer**;
- (l) take photos upon arrival of each **motor vehicle** that clearly depict the condition of its front, sides, and rear;
- (m) document information received from a **tow truck driver** or **customer** who drops off a **motor vehicle**;
- (n) post **licence** on the **premise**.

1.2 A **vehicle storage yard facility operator** shall create and maintain in written or electronic form a register which shall include:

- (a) the date, time of receipt of a **motor vehicle**;
- (b) a description of the **motor vehicle**;
- (c) the contact information of the **customer**;
- (d) the name of the **Tow Truck Driver** and the **plate** number of the **tow truck** dispatched;
- (e) when the **motor vehicle** left the **vehicle storage yard facility**.

1.3 A **vehicle storage yard facility operator** shall keep the following records:

- (a) for each **motor vehicle** stored:
 - i) consent form;
 - ii) invoice;
 - iii) any receipt issued to the **customer**;
 - iv) any notice sent to the **customer**;
 - v) photographs
- (b) documents related to **customer** complaints;
- (c) records of damage to a **customer's motor vehicle**;
- (d) **rates**.

1.4 A **vehicle storage yard facility operator** shall not:

- (a) use a **vehicle storage yard facility** for the purpose of servicing or repairing a **motor vehicle**;
- (b) store a **customer's motor vehicle** at or require a **customer** to attend a location other than a licensed **premise**;

- (c) charge fees for the movement of a **motor vehicle** around or within the **vehicle storage yard facility**, once delivered;
- (d) charge fees for storing a **motor vehicle** for one (1) or more consecutive business days on which the **vehicle storage yard facility** is available for service for less than eight (8) hours if the **customer** pays for and collects the **motor vehicle** on or before the **vehicle storage yard facility operator's** next business day;
- (e) vary the fees charged for similar jobs based on how costs will be paid.

2. RATES, CONSENT AND INVOICE

- 2.1 A **vehicle storage yard facility operator** shall immediately upon receipt of a **motor vehicle** contact the **customer** to obtain a signed consent form to store the **motor vehicle**.
- 2.2 A consent form shall contain the following:
 - (a) name of the **vehicle storage yard facility** and contact information
 - (b) **rates**
 - (c) signature line
- 2.3 A **vehicle storage yard facility operator** shall provide a **customer** an invoice at the completion of the storage period.
- 2.4 An invoice shall contain the following:
 - (a) **vehicle storage yard facility operator's** name and contact information
 - (b) location of where the **motor vehicle** was stored;
 - (c) the make, model, vehicle identification number and licence number of the **motor vehicle** stored
 - (d) the date and time when vehicle storage services commenced or are to commence;
 - (e) a unique invoice number
 - (f) a statement that payment may be made by cash, debit card, credit card and certified cheque;
 - (g) applicable vehicle storage services rates;
 - (h) the total amount owed including taxes.

SCHEDULE 'H' to BY-LAW 2022-XX

1. The following are the maximum **rates** for **towing services** for a **motor vehicle** not exceeding a **GVWR** of 2,725 kg/6,000 lbs and **vehicle storage yard facility** services:

Service	Rate
Collision Flat Rate	\$275.00
Non-collision Flat Rate	\$150.00
Mileage	\$1.55 per kilometer
Winching	\$103.00
Motor Vehicle Storage	\$60.00 per day

2. Mileage at the rate noted above may be charged in addition to the **rates** noted above when a **customer** requests the **motor vehicle** to be towed to a location outside the **County** limits.
3. A service which is not identified above shall be in accordance with the **rates** submitted by the **applicant** or **licensee** to the **Licence Issuer**.

SCHEDULE 'I' to BY-LAW 2022-XX

FEES

1. The table below outlines the fees payable under this By-law:

Licence or Other	Annual Fee
Tow Truck Driver	\$70.00
Towing Services Operator	\$560.00
Vehicle Storage Yard Facility	\$180.00
Replacement Plate	\$20.00
Replacement Licence	\$20.00
Replacement Tow Truck	\$150.00

Attachment #2 - Proposed Rates

Towing Services and Vehicle Storage Yard Facility By-law - Report CPS-2022-046

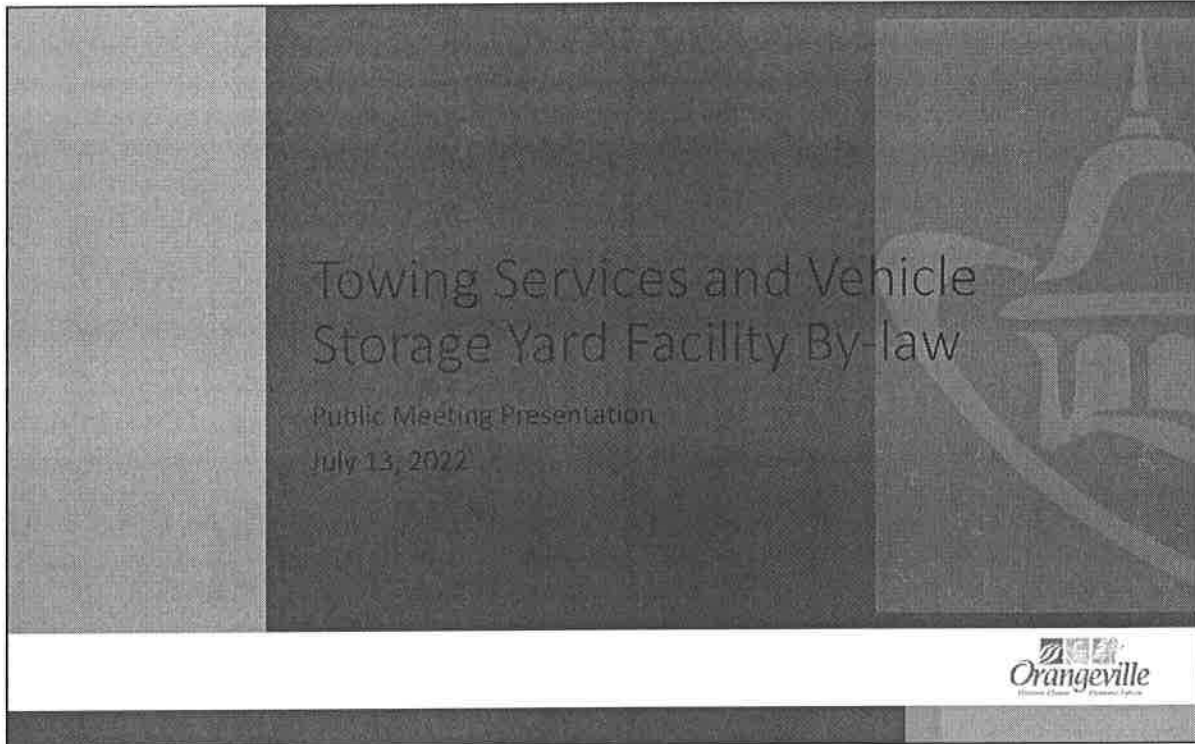
Rates - Maximum (vehicles not exceeding 2,725kg or 6,000 lbs)	Orangeville Proposed	Caledon	Halton Hills	Newmarket	Barrie	Brampton
Collision Flat Rate	\$275.00	\$300.00	Not applicable	\$250.00	\$200.00	\$400.00
Non-Collision Flat Rate	\$150.00	\$150.00	Not applicable	\$125.00	\$90.00	Not applicable
Mileage per km	\$1.55 (when customer requests tow location outside Dufferin County)	Not applicable	Not applicable	\$1.55 (after first 30 km)	Not applicable	\$3.25
Winching	\$103.00	Not applicable	Not applicable	\$103.00	Not applicable	Not applicable
Storage Fees (per day)	\$60.00	Not applicable	Not applicable	Not applicable	\$60.00	\$60.00

Tow Company would be required to complete Town's Tow Truck Service Rate Sheet specifying all other services and rates charged

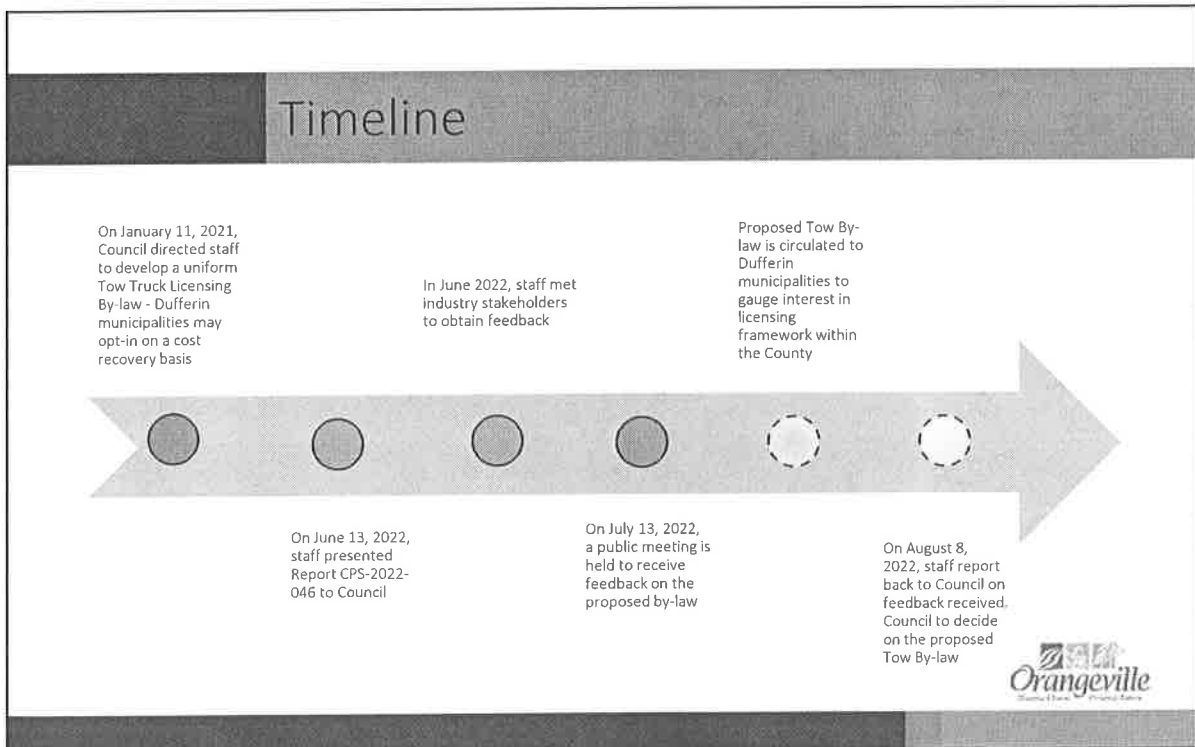
Attachment #3 - Proposed Fees

Towing Services and Vehicle Storage Yard Facility By-law - Report CPS-2022-046

Type of Licence	Orangeville Proposed	Caledon	Halton Hills	Newmarket	Barrie	Brampton
Tow Truck Driver	\$70.00	\$150.00 \$100.00 (renewal before May 1)	\$72.00	Not applicable	\$317.59	\$103.00
Tow Services Operator	\$560.00	\$425.00 - first vehicle \$400.00 – add'l vehicle \$350.00 – renewal before May 1 \$400.00 – renewal after May 1	\$289.00 (with storage compound)	1-3 Vehicles: \$1,015 - Initial \$761.25 - Annual Renewal 4-6 Vehicles: \$2,030 - Initial \$1,522.50 - Annual Renewal 7-9 Vehicles: \$3,045 - Initial \$2,283.75 - Annual Renewal 10+ Vehicles: \$4,060 - Initial \$3,045 - Annual Renewal	\$378.19 (each vehicle) \$438.27 (tow company)	\$379.00 (each plate)
Vehicle Storage Yard Facility	\$180.00	Not applicable	\$217.00	Not applicable	Not applicable	\$243.00
Replacement (vehicle plate)	\$20.00	\$65.00	Not applicable	Not applicable	Not applicable	Not applicable
Replacement (driver's licence)	\$20.00	\$65.00	Not applicable	Not applicable	Not applicable	Not applicable
Replacement vehicle	\$150.00	\$560.00	Not applicable	Not applicable	\$74.91	Not applicable



1



2

Background

Local police service boards and Dufferin OPP initiated discussions with the municipalities in the County regarding a uniform towing service by-law, as a result of an increase in complaints in relation to:

- chasing
- harassment between tow operators
- excessive fees being charged
- inability for customers to access vehicles
- consumer protection



3

Background (con't)

In June 2020, the province established a task force in response to concerns of corruption and criminal activity within the towing industry. As a result of this review:

- the *Towing and Storage Safety and Enforcement Act, 2021* (TSSEA) was introduced
- the TSSEA received Royal Assent on June 3, 2021 and is anticipated to come into effect July 1, 2023
- this regulatory regime will set out requirements for tow truck drivers, tow operators and vehicle storage yard operators, which will:
 - identify certificate and renewal requirements
 - set out customer protection standards
 - set out industry standards
 - remove most tow operator exemptions from existing Commercial Vehicle Operator Registration (CVOR) requirements
 - introduce minimum vehicle requirements for tow trucks
 - specify how the Ministry of Transportation will oversee the TSSEA




4

Background (con't)

The proposed by-law is designed to:

- create an administrative framework that aligns with the TSSEA, as well as complement the existing provincial regulations in the areas of consumer protection, highway and vehicle safety
- provide consumers with consistency in towing service by:
 - prescribing rates for key towing services
 - filing with the Town a list of towing service rates not prescribed by the proposed by-law
- include general licensing provisions that are consistent with the Town's licensing by-laws




5

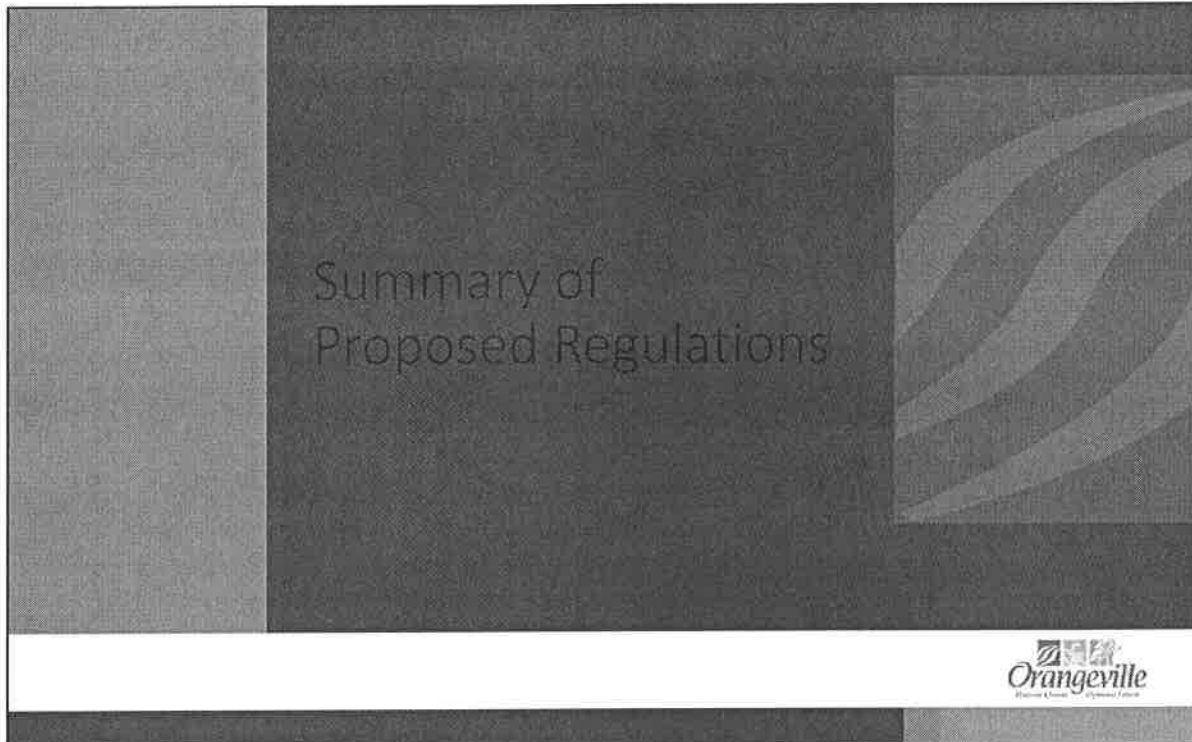
Background (con't)

Significant differences between the proposed TSSEA regulations released by the Province and the proposed by-law are:

TSSEA	Proposed By-law
<ul style="list-style-type: none"> • tow truck drivers are required to complete a training course through the Ministry 	<ul style="list-style-type: none"> • a vehicle storage yard facility must be located within Dufferin County • a towing service operator and a vehicle storage yard facility must be on the Dufferin OPP Towing Services and Storage Operators approved Towing Service and Impound List • maximum rates are established for standard towing services



6



7

Proposed Regulations

Licence Type: Tow Truck Driver

- Proof of either Canadian Citizenship, landed immigrant status, valid work permit or other documentation substantiating permission to legally work in Canada
- Drivers abstract dated within 60 days
- Criminal Record Check dated within 60 days
- Proof of employment from towing services operator
- Complete a daily vehicle inspection report
 - ✓ Recommended change as a result of stakeholder input: Remove until such time as all provincial requirements are known – can be considered at that time
- Clear debris from a collision on a highway
- Be civil, behave courteously and refrain from using profanity
- Obtain a signed consent form to tow from customer
- Provide an estimate prior to providing towing service and invoice upon completion


Orangeville
Historic Charm. Original Future.

8

Proposed Regulations

Licence Type: Towing Services Operator

- Proof of either Canadian Citizenship, landed immigrant status, valid work permit or other documentation substantiating permission to legally work in Canada
- Valid CVOR Certificate
- Motor vehicle ownership
- Criminal Record Check dated within 60 days
- Proof of third-party motor vehicle liability insurance for tow truck:
 - \$2,000,000 per occurrence
 - endorsed to provide Licence Issuer 15 days notice of any variation to the policy
 - endorsed to include all persons who have any interest in the tow truck
- Proof of liability insurance coverage in the amounts:
 - \$2,000,000 – liability resulting in bodily injury or death
 - \$100,000 – liability for damage
 - \$50,000 – cargo liability
- List of rates for all towing services not identified in Schedule H of the by-law
- List of all Tow Truck Drivers affiliated with the Towing Services Operator




9

Proposed Regulations

Licence Type: Towing Services Operator (cont'd)

- List outlining all affiliations, businesses or premise owned or used inclusive of towing services, storage or repair companies
- Correspondence issued by Dufferin OPP confirming placement on its Towing Service and Storage Operators approved Towing Service and Impound List
- Complete a daily vehicle inspection report
- Keep a daily record of each towing service
- Responsible for operation of tow truck and conduct of tow truck driver
- Obtain a signed consent form to tow from customer
- Provide an estimate prior to providing towing service and invoice upon completion
- Provide copies of all documents signed by customer to the customer
- Maintain tow trucks in good repair, free from interior damage and exterior damage
- Vehicle markings of not less than 8 cm in a contrasting colour that include:
 - company name, phone number, plate number for each tow truck
- Vehicle equipped with the equipment listed in Schedule E of the by-law




10

Proposed Regulations

Licence Type: Towing Services Operator - Equipment

A towing services operator is required to equip a tow truck with the following:

- first aid kit
- high visibility safety apparel, as per the Canadian Standards Association
- equipment, components and devices as required by Ontario Regulation 420/22, including:
 - a lamp that is capable of producing intermittent flashes of amber light;
 - flares, lamps or lanterns capable of continuously producing two warning lights or portable reflectors, the light from each of which are visible from a distance of at least 150 m
- equipment, components and devices as required by Dufferin OPP




11

Proposed Regulations

Licence Type: Vehicle Storage Yard Facility

- Proof of liability insurance coverage in the amounts:
 - \$2,000,000 – liability resulting in bodily injury or death
 - \$100,000 – liability for damage
 - \$50,000 – cargo liability
- endorsed to provide Licence Issuer 15 days notice of any variation to the policy
- Criminal Record Check dated within 60 days
- List of any other businesses operating on the premise
- List of rates for all vehicle storage services not identified in Schedule H of the by-law
- Confirmation of compliance with Zoning By-law and Site Plan Agreement
- Correspondence issued by Dufferin OPP confirming placement on its Towing Services and Storage Operators approved Towing Service and Impound List
- Display signage indicating:
 - business name, civic address, contact information, rates, hours of operation
- Maintain records for each vehicle stored
- Take photos upon arrival of each vehicle depicting its condition
- Obtain consent from the customer to store the vehicle



12

Additional Feedback / Comments

General comments provided by stakeholders:

- Clarification of 200 metre prohibition for tow trucks within collision scene
 - ✓ Recommended change as a result of stakeholder input:
 - No person shall solicit to provide towing services, or park or stop a tow truck, on a highway within two hundred (200) metres of:
 - (i) the scene of a collision or apparent collision;
 - (ii) a motor vehicle involved in a collision
 - if there is a sufficient number of tow truck(s) already at the scene to deal with all motor vehicles that apparently require towing services or unless requested to do so by a police officer or a person involved in the collision
- Why adopt by-law now when the Provincial Legislation is coming into effect in 2023
 - At the discretion of Council



13

Additional Feedback / Comments

General comments provided by stakeholders:


- Implementation of the by-law will create a duplication of document submission (Town By-law requirements / OPP TSSO List requirements)
 - Should the by-law be adopted, both organizations will require submission of documentation under their own framework
- Outside tows allowed?
 - Not currently permitted under proposed by-law
- OPP administration of tow rotation
 - As this is not a Town function, queries of this nature should be forwarded directly to the OPP
- Interest of other Dufferin municipalities
 - To be submitted to the Town by July 15, 2022



14

Proposed Fees and Comparators

Type of Licence	Orangeville Proposed	Caledon	Halton Hills	Newmarket	Barrie	Brampton
Tow Truck Driver	\$70	\$150 \$100 -renewal before May 1	\$72	-	\$317.59	\$103
Tow Services Operator	\$560	\$425 -first vehicle \$400 -add'l vehicle \$350 -renewal before May 1 \$400 -renewal after May 1	\$289 -with storage compound	1-3 Vehicles: \$1,015 - Initial \$761.25 - Annual Renewal 4-6 Vehicles: \$2,030 - Initial \$1,522.50 - Annual Renewal 7-9 Vehicles: \$3,045 - Initial \$2,283.75 - Annual Renewal 10+ Vehicles: \$4,060 - Initial \$3,045 - Annual Renewal	\$378.19 -each vehicle \$438.27 -low company	\$379 -each plate
Vehicle Storage Yard Facility	\$180	-	\$217	-	-	\$243
Replacement (vehicle plate)	\$20	\$65	-	-	-	-
Replacement (driver's licence)	\$20	\$65	-	-	-	-
Replacement vehicle	\$150	\$560	-	-	\$74.91	-




15

Proposed Rates and Comparators

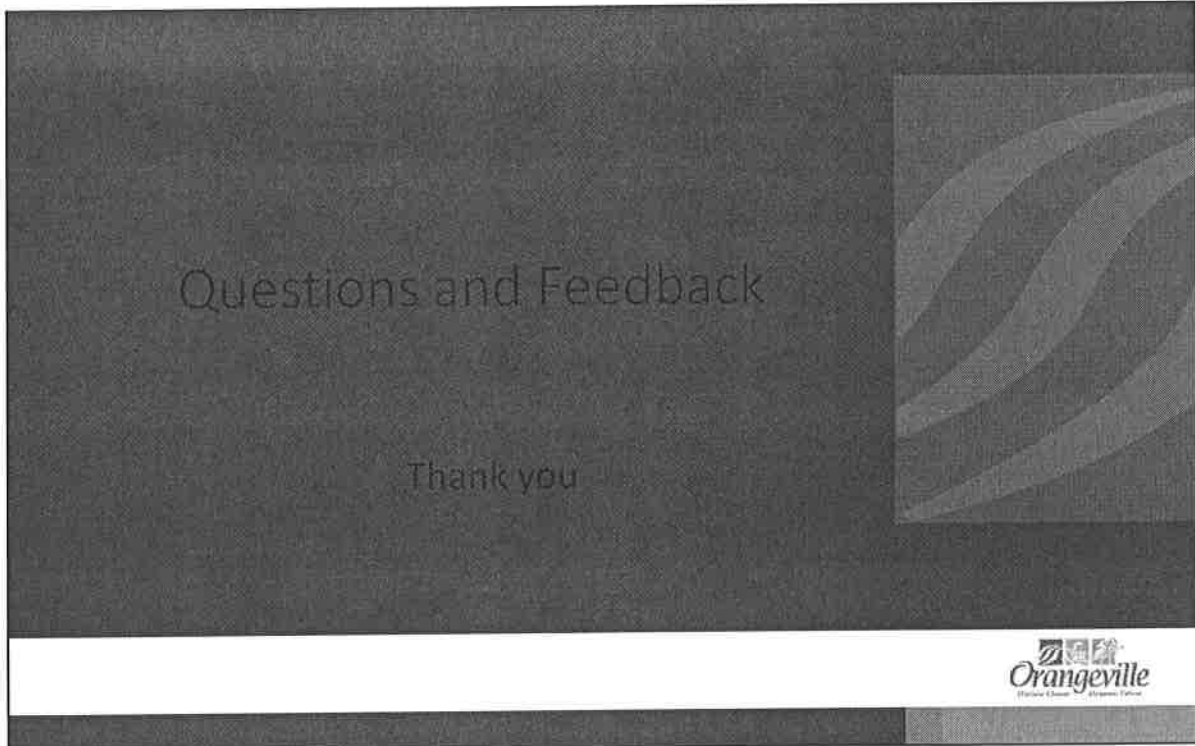
Rates - Maximum (vehicles not exceeding 2,725kg or 6,000 lbs)	Orangeville Proposed	Caledon (updated 06/22)	Halton Hills	Newmarket	Barrie	Brampton (updated 01/22)
Collision Flat Rate	\$275	\$400 (new) \$300 (previous)	Rate Sheet (no set maximum rates)	\$250	\$200	\$400 (new) \$286 (previous)
Non-Collision Flat Rate	\$150	\$150 (unchanged)	-	\$125	\$90	-
Mileage per km	\$1.55 (when customer requests tow location outside Dufferin County)	\$3.25 (new - hirer requests tow location outside Town or to pound other than owner's)	-	\$1.55 (after the first 30 km)	-	\$3.25 (from point of pick up to point outside municipality and n/a when tow company's pound is located outside City)
Winching	\$103	\$120 (new)	-	\$103	-	-
Storage Fees (per day)	\$60	\$60 / 24 hrs (new)	-	-	\$60	\$60 / 24 hrs

Tow Company would be required to complete Town's Tow Truck Service Rate Sheet specifying all other services and rates charged

✓ Recommended proposed rates be reviewed as a result of stakeholder input



16



Subject: Towing Services and Vehicle Storage Yard Facility By-law
Department: Corporate Services
Division: Clerks
Report #: CPS-2022-046
Meeting Date: 2022-06-13

Recommendations

Option 1

That report CPS-2022-046, Towing Services and Vehicle Storage Yard Facility By-law, be received.

Option 2

That report CPS-2022-046, Towing Services and Vehicle Storage Yard Facility By-law, be received;

And that a public meeting be held on July 13, 2022, to receive feedback and comments on the proposed Towing Services and Vehicle Storage Yard Facility By-law;

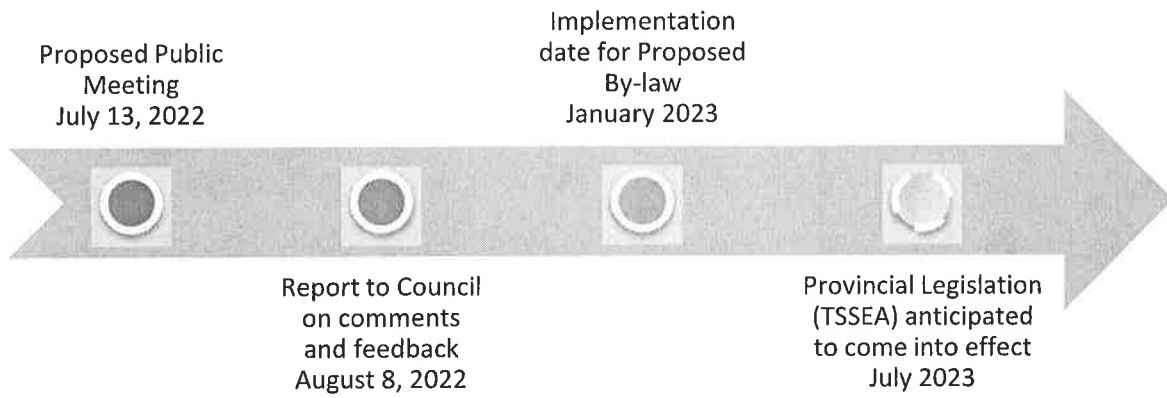
And that staff report back to Council on August 8, 2022, on the comments and feedback received.

Background and Analysis

Pursuant to Report CPS-2021-004, Proposed Tow Truck Licensing By-law Dufferin County – Local Municipalities, Town staff were tasked with developing a uniform Tow Truck Licensing By-law, which would administer a licensing program within the Town for tow truck drivers, towing service operators and vehicle storage yard facilities.

Dufferin County municipalities have been notified and advised of the proposed by-law and will have the option to opt-in to the program developed by the Town, on a cost recovery basis.

Towing Services and Vehicle Storage Yard Facility By-law



In June 2020, the province established a task force in response to growing reports of corruption and criminal activity within the towing industry. As part of this review, the *Towing and Storage Safety and Enforcement Act, 2021* (TSSEA) was introduced as Schedule 3 of the *Moving Ontarians More Safely Act, 2021*. This Act received Royal Assent on June 3, 2021. The TSSEA is anticipated to come into effect in July of 2023, and its regulatory regime is intended to set out certificate and renewal requirements for tow operators, tow truck drivers, and vehicle storage operators, which will:

- identify certificate requirements
- set out customer protection standards
- set out industry standards
- remove most tow operator exemptions from existing Commercial Vehicle Operator Registration requirements
- introduce minimum vehicle requirements for tow trucks
- specify how the Ministry of Transportation will oversee the TSSEA

Prior to the TSSEA receiving Royal Assent, the local police service boards and Dufferin OPP initiated discussions with the municipalities in the County regarding the implementation of a uniform towing service by-law due to the increase in complaints regarding:

- chasing
- harassment between tow operators
- excessive fees being charged
- inability for customers to access vehicles

During the drafting process, the Clerk's Division conducted a review of surrounding and comparable municipalities' towing by-laws and compiled a

summary of the licensing requirements for tow truck drivers and operators, storage compounds, licensing fees and towing rates.

Further, an extensive review of the TSSEA was conducted to ensure that the requirements being proposed by the Province aligned with the proposed by-law. The Provincial laws applicable to the towing industry (*Highway Traffic Act, Consumer Protection Act and Repair and Storage Liens Act*), were also reviewed during this process.

Significant differences between the information released by the Province through the TSSEA and its regulations to date, and the proposed by-law are:

TSSEA	Proposed By-law
<ul style="list-style-type: none"> • tow truck drivers are required to complete a training course through the Ministry 	<ul style="list-style-type: none"> • a vehicle storage yard facility must be located within the County of Dufferin • a towing service operator and a vehicle storage yard facility must be on the Dufferin OPP Towing Services and Storage Operators approved Towing Service and Impound List • maximum rates are established for standard towing services

In an effort to ensure the proposed by-law addresses the towing concerns expressed by the local police service boards and Dufferin OPP, a meeting was held with Dufferin OPP and comments provided have been incorporated into the proposed by-law.

The proposed by-law (set out in Attachment #1), is designed to:

- create an administrative framework that aligns with the TSSEA, as well as complements the existing provincial regulations in the areas of consumer protection, highway and vehicle safety
- provide consumers with consistency in towing service by:
 - prescribing rates for key towing services (set out in Attachment #2)
 - all other towing service rates not prescribed must be listed in a schedule of rates and filed with the Town
- include general licensing provisions that are consistent with the Town's licensing by-laws

The table below outlines key regulatory requirements set out in the proposed By-law:

Summary of Proposed By-law Requirements

Licence Type: Tow Truck Driver

Schedules A & B

- Proof of either Canadian Citizenship, landed immigrant status, valid work permit or other documentation substantiating permission to legally work in Canada
- Drivers abstract dated within 60 days
- Criminal Record Check dated within 60 days
- Proof of employment from towing services operator
- Complete a daily vehicle inspection report
- Clear debris from a collision on a highway
- Be civil, behave courteously and refrain from using profanity
- Obtain a signed consent form to tow from customer
- Provide an estimate prior to providing towing service and invoice upon completion

Licence Type: Towing Services Operator

Schedule C, D & E

- Proof of either Canadian Citizenship, landed immigrant status, valid work permit or other documentation substantiating permission to legally work in Canada
- Valid CVOR Certificate
- Motor vehicle ownership
- Criminal Record Check dated within 60 days
- Proof of third-party motor vehicle liability insurance for tow truck:
 - \$2,000,000 per occurrence
 - endorsed to provide Licence Issuer 15 days notice of any variation to the policy
 - endorsed to include all persons who have any interest in the tow truck
- Proof of liability insurance coverage in the amounts:
 - \$2,000,000 – liability resulting in bodily injury or death
 - \$100,000 – liability for damage
 - \$50,000 – cargo liability
- List of rates for all towing services not identified in Schedule H of the by-law
- List of all Tow Truck Drivers affiliated with the Towing Services Operator
- List outlining all affiliations, businesses or premise owned or used inclusive of towing services, storage or repair companies
- Provide correspondence issued by Dufferin OPP confirming placement on its Towing Services and Storage Operators approved Towing Service and Impound List
- Complete a daily vehicle inspection report
- Keep a daily record of each towing service
- Provide copies of all documents signed by customer to customer
- Responsible for operation of tow truck and conduct of tow truck driver
- Obtain a signed consent form to tow from customer

- Provide an estimate prior to providing towing service and invoice upon completion
- Maintain tow trucks in good repair, free from interior damage and exterior damage
- Vehicle markings of not less than 8cm in a contrasting colour that include:
 - company name
 - phone number
 - plate number for each tow truck
- Contain the equipment listed in Schedule E of the by-law

Licence Type: Vehicle Storage Yard Facility
Schedule F & G

- Proof of liability insurance coverage in the amounts:
 - \$2,000,000 – liability resulting in bodily injury or death
 - \$100,000 – liability for damage
 - \$50,000 – cargo liability
 - endorsed to provide Licence Issuer 15 days notice of any variation to the policy
- Criminal Record Check dated within 60 days
- List of any other businesses operating on the premise
- List of rates for all vehicle storage services not identified in Schedule H of the by-law
- Confirmation of compliance with Zoning By-law and Site Plan Agreement
- Provide correspondence issued by Dufferin OPP confirming placement on its Towing Services and Storage Operators approved Towing Service and Impound List
- Display signage indicating:
 - business name
 - civic address
 - contact information
 - rates
 - hours of operation
- Maintain records for each vehicle stored
- Take photos upon arrival of each vehicle depicting its condition
- Obtain consent from the customer to store the vehicle

Next Steps
Option 1: No further action

Council receives report and no further action is taken at this time.

Option 2: Town to proceed with the drafting of the by-law

As part of the notification process, staff will solicit feedback from applicable stakeholders.

Advise Dufferin municipalities of the proposed by-law and fees associated with the delivery of licensing and enforcement, including \$1,000 retainer for staff time and travel costs associated with travel outside of Orangeville limits.

Furthermore, a public meeting will be held on July 13, 2022, to obtain feedback regarding the proposed by-law, and staff will report back to Council on August 8, 2022, with recommendations regarding adoption of the by-law.

Should Council adopt the proposed by-law, implementation date would be January 2023.

Once the Provincial Towing and Storage Safety and Enforcement Act, 2021 comes into effect in July of 2023, it is recommended that staff reassess the by-law to determine whether any amendments should be considered.

Strategic Alignment

Orangeville Forward – Strategic Plan

Priority Area: Strong Governance

Objective: Transparent and fair decision-making processes

Sustainable Neighbourhood Action Plan

Theme: Transportation System

Strategy: Promote a shift to more sustainable and efficient transportation options to move people and goods

Notice Provisions

The Town's Notice Policy requires that notice be placed on the Town's website and published in a newspaper once per week for two consecutive weeks prior to the meeting at which the matter is to be considered, or prior to the holding of a public meeting.

Financial Impact

The proposed fees are representative of the cost to administer the licensing program and associated enforcement. Attachment #3 – Proposed Fees, outlines the recommended fee for each licence type under the Towing Services and Vehicle Storage Yard Facility By-law.

Respectfully submitted

Andrea McKinney
General Manager, Corporate Services

Reviewed by

Karen Landry
Town Clerk, Corporate Services

Prepared by

Carrie Cunningham
By-law and Property Standards Officer, Corporate Services

- Attachment(s):**
1. Proposed Towing Services and Vehicle Storage Yard Facility By-law
 2. Proposed Rates
 3. Proposed Fees



Ontario Provincial Police
Police provinciale de l'Ontario

Media Release/ Communiqué

FROM/DE: Dufferin Detachment

DATE: July 8, 2022

DUFFERIN OPP RECIEVES GRANT THAT WILL EXPAND THE MOBILE CRISIS RESPONSE TEAM

(DUFFERIN, ON) – The Dufferin Detachment of the Ontario Provincial Police (OPP) and the Orangeville Police Service Board are excited to announce that they were the successful recipient of a Community Safety and Policing grant that will augment the Dufferin OPP Mobile Crisis Response Team.

The funding received will expand the care for mental health and addiction clients. The expansion will include a co-response team that is comprised of a police officer and a skilled crisis worker. This enhanced partnership will operationalize a model where the knowledge, skills and abilities of the police officer and crisis worker will be able to address a broader range of crisis response needs. This enhancement will also assist in addressing the policing and hospital costs associated with mental health and addictions.

The Dufferin OPP is committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.ontariocrimestoppers.ca

Media Contact

Provincial Constable Jennifer Roach
Dufferin OPP Detachment
519-278-6510
Jennifer.Roach@opp.ca

Follow Us

#DufferinOPP
Twitter @OPP_CR
Facebook @OPPCentralRegion

APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **May 25-27, 2022 OAPSB Spring Conference – IM**

Remuneration Claim

Number of per diem days claimed: **two (2) days**

Total amount of per diems claimed: **\$200** (\$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: **June 9, 2022**

Claimant Signature



APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **June 7, 2022 Zone 5 Meeting – IM**

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: **June 7, 2022**

Claimant Signature



APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Andy MacIntosh**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature



Per: Andy MacIntosh

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Andy MacIntosh**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: _____

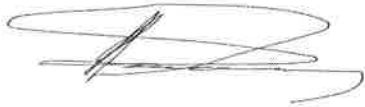
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **June 21, 2022**

Claimant Signature



Per: Andy MacIntosh

APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature



APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Ken Krakar**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature



Per: Ken Krakar

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature


Todd Taylor

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Mary Rose**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature



Per: Mary Rose

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Mary Lou Archer**

Description of Approved Special Meeting/Assigned Work: **June 21, 2022 Special In-Camera Meeting – MLA, TT, IM, KK, MR and AM**

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: **June 21, 2022**

Claimant Signature



APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **September 13, 2022 Zone 5 Meeting – IM**

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 13, 2022**

Claimant Signature



ORANGEVILLE POLICE SERVICES BOARD

SEMI ANNUAL REPORT - SPECIAL MEETING AND ASSIGNED WORK REMUNERATION/EXPENSE REIMBURSEMENT POLICY (s.9)

For the six months ending [June 30, 2022]

Payment Date (dd/mm/year)	Activity (sp. mtg/as. work)	Remuneration/ Expense	Amount	Claimant	Board Approval Date (dd/mm/year)
25/02/22	Sp. Meeting Nov. 30, 2021	Remuneration	\$100.00	Todd Taylor	18/01/22
25/02/22	Sp. Meeting Nov. 30, 2021	Remuneration	\$100.00	Ian McSweeney	18/01/22
25/02/22	Sp. Meeting Nov. 30, 2021	Remuneration	\$100.00	Mary Rose	18/01/22
25/02/22	Sp. Meeting Nov. 30, 2021	Remuneration	\$100.00	Heather Asling	18/01/22
25/02/22	Sp. Meeting Dec. 7, 2021	Remuneration	\$100.00	Todd Taylor	18/01/22
25/02/22	Sp. Meeting Dec. 7, 2021	Remuneration	\$100.00	Ian McSweeney	18/01/22
25/02/22	Sp. Meeting Dec. 7, 2021	Remuneration	\$100.00	Mary Rose	18/01/22
25/02/22	Sp. Meeting Dec. 7, 2021	Remuneration	\$100.00	Heather Asling	18/01/22
25/02/22	Zone 5 Meeting Dec. 14, 2021	Remuneration	\$100.00	Ian McSweeney	18/01/22
25/02/22	Settlement Conference Dec. 20, 2021	Remuneration	\$100.00	Ian McSweeney	18/01/22
25/02/22	Settlement Conference Dec. 20, 2021	Remuneration	\$100.00	Todd Taylor	18/01/22
25/03/22	Sp. Meeting Feb. 4, 2022	Remuneration	\$100.00	Andy MacIntosh	15/03/22
25/03/22	Sp. Meeting Feb. 4, 2022	Remuneration	\$100.00	Ian McSweeney	15/03/22
25/03/22	March 8, 2022 Zone 5 Meeting	Remuneration	\$100.00	Ian McSweeney	15/03/22
25/03/22	Sp. Meeting Feb. 4, 2022	Remuneration	\$100.00	Ken Krakar	15/03/22
25/03/22	Sp. Meeting Feb. 4, 2022	Remuneration	\$100.00	Mary Rose	15/03/22

Mary Lou Archer

From: Ian McSweeney <imcsweeney@orangeville.ca>
Sent: June 16, 2022 8:41 AM
To: Mary Lou Archer
Cc: Todd Taylor; 'Holly Doty'
Subject: Fw: Invoice - OAPSB 2022 Spring Conference & AGM

Mary Lou, please arrange payment ...Board approval was previously given for the attendance so the invoice and payment should be an item to be received at the next public session meeting.

Thanks

ian

From: ePly Registrations <Registrations@eply.com> on behalf of Holly Doty, OAPSB <oapsb@oapsb.ca>
Sent: June 16, 2022 8:30 AM
To: Ian McSweeney <imcsweeney@orangeville.ca>
Subject: Invoice - OAPSB 2022 Spring Conference & AGM

Dear Ian,

Thank you for registering for 2022 OAPSB Spring Conference & AGM.

Please print this invoice for your records.

INVOICE

Primary Registrant: Ian McSweeney

Subtotal: \$399.00
HST 13% \$51.87

Balance: \$450.87

Cheque payment information:

Please make your cheque payable to the **OAPSB** and mail to:

Holly Doty

Ontario Association of Police Service Boards
180 Simcoe St., Suite 2
London, Ontario N6B 1H9

Thank you and we look forward to seeing you online on May 26th - 27th!

The Orangeville Police Service was formed in 1864. In 2020 policing for the Town of Orangeville was transitioned to the Ontario Provincial Police. Dufferin OPP is now responsible for providing policing for the Town of Orangeville and they continue to have an Orangeville Detachment located at 390 C Line in Orangeville. Policing is carried out under the direction of the local Detachment Commander, Inspector Terry Ward.

Role of the Board

The Orangeville Police Services Board is a five-member civilian body that oversees the Orangeville detachment of the OPP. The Police Services Board gets its authority from the Police Services Act.

Section 10(9) of the Police Services Act identifies the responsibilities for the Town of Orangeville Police Services Board.

The Orangeville Police Services Board is comprised of five (5) members who serve on a part-time basis. Click on the Board Member's name to read their biography.

Todd Taylor – Chair – Elected Member of Town Council

Ian McSweeney – Vice Chair – Community Member appointed by Town Council

Ken Krakar – Community member appointed by the Ontario Government

Mary Rose – Community member appointed by the Ontario Government

Andy Macintosh – Elected Member of Town Council

Learn more about Police Service Boards in Ontario, including how to become a member, by visiting the Ministry of the Solicitor General's website.

Meeting schedule, agendas & minutes

The Police board holds both in-camera and public meetings in accordance with the requirements of the Police Services Act. Police board public meetings are held monthly (third Tuesday of every month at 5 p.m.) and are open to the public. Meetings may be held in either electronic or in-person format. Members of the public who wish to attend a public meeting of the Board held in electronic format should click on the posted agenda for that meeting and access the MS Teams link. For public meetings held in-person, members of the public can attend the meeting at the meeting location indicated on the agenda.

In addition to regular public meetings, the police board holds in-camera regular and special meetings to deal with sensitive/confidential matters as required under the Police Services Act. Even though a public meeting is not scheduled in a particular month, board work continues on specific projects that will be reported in later public meetings as appropriate.

Public Meeting schedule, agendas and minutes can be viewed online for 2021 and 2022 below. A minute archive for 2020 and 2019 is being prepared and will be added as a hyperlink.

Public Agendas and Minutes are available in alternative formats upon request.

Public Agendas and Minutes		
Date of Meeting	Agenda	Minutes
Sept. 20, 2022	Will be posted Sept. 16, 2022	
August, 2022	No Meeting	No Meeting
July, 2022	No Meeting	No Meeting
June, 2022	No Meeting	No Meeting
May 17, 2022	<u>Agenda - May 17, 2022</u>	<u>Minutes - May 17, 2022</u>
April, 2022	No Meeting	No Meeting
March 15, 2022	<u>Agenda - March 15, 2022</u>	<u>Minutes - March 15, 2022</u>
February, 2022	No Meeting	No Meeting
January 18, 2022	<u>Agenda - January 18, 2022</u>	<u>Minutes - January 18, 2022</u>
December 2021	No Meeting	No Meeting
November 16, 2021	<u>Agenda - November 16, 2021</u>	<u>Minutes - November 16, 2021</u>
October 19, 2021	<u>Agenda - October 19, 2021</u>	<u>Minutes - October 19, 2021</u>
September 21, 2021	<u>Agenda - September 21, 2021</u>	<u>Minutes - September 21, 2021</u>
August, 2021	No Meeting	No Meeting
July, 2021	No Meeting	No Meeting
June 15, 2021	<u>Agenda - June 15, 2021</u>	<u>Minutes - June 15, 2021</u>
May 18, 2021	<u>Agenda - May 18, 2021</u>	<u>Minutes - May 18, 2021</u>
April 20, 2021	<u>Agenda - April 20, 2021</u>	<u>Minutes - April 20, 2021</u>
March 23, 2021	<u>Agenda - March 23, 2021</u>	<u>Minutes - March 23, 2021</u>
February 23, 2021	<u>Agenda - February 23, 2021</u>	<u>Minutes - February 23, 2021</u>
January, 2021	No Meeting	No Meeting

SEPTEMBER 2022 SERVICE STANDARDS DEADLINES
September 20, 2022 Regular Meeting

Pre-Meeting

- **Tues September 5th** - Chair circulates to the Secretary and Vice-Chair proposed in-camera and public session agenda topics and related materials (B1.)
- **Fri September 9th** - Chair and Secretary shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (B2.)
- **Mon September 12th** - 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. (B3.)
- **Wed September 14th** - 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. (B4.)
- **Fri. September 16th** - the Secretary shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4). (B5.)

Commented [MLA1]: in the May meeting it was suggested that the Chair also canvass the Board Members for agenda topics

Post-Meeting

- **Wed September 21st** – Secretary shall arrange for Chair and Secretary to sign all public and in-camera meeting minutes approved at the meeting. (C4. and C5.)
- **Fri September 23rd** - 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. (C1.)
- **Fri September 23rd** - Secretary shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and posting on the Board's website. (C6.)
- **Fri September 23rd** - all invoices and special remuneration claims, the Secretary shall forward such invoices and claims to the Town Clerk for payment. (C7.)
- **Wed September 28th** - Chair and Vice-Chair shall provide the Secretary with their revisions to the draft minutes. (C2.)
- **Mon October 4th** - 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. (C3.)

Commented [MLA2]: I believe this should be completed the Friday before the meeting

2022 OPSB Action Register (As at May 12, 2022)¹

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
1. Update Board Contact List with OAPSB Zone 5	McSweeney		Completed	16MAR22
2. Set up a meeting with Police Advisor, Duane Sprague to obtain direction and mentoring on Section 10 Police Services Board Policies	McSweeney, Mary Rose & M. Archer		Completed	18MAR22
3. Meet with Town I.T. Technician, Dan Benotto to review PSB SharePoint site	Archer	25MAR22	Completed	25MAR22
4. M. Archer participate in PSB orientation with Vice-Chair McSweeney	Archer & McSweeney		Completed	25MAR22
5. M. Archer draft a clean copy of oath, sign-off and have commissioned	Archer & McSweeney		Reviewed 25MAR22, Revised 19APR22,	25APR22
6. M. Archer update PSB Contact List	Archer	25MAR22	Completed	25MAR22
7. Discuss Next Steps in relation to Section 10 Board Policies – see item 17 below	McSweeney, Mary Rose & M. Archer	30MAR22	Completed	30MAR22
8. M. Archer review Service Standard Policy & populate May's Service Standards in calendar	Archer	29MAR22	Completed	31MAR22
9. M. Archer to obtain Criminal Record Check & Judicial Matters Check from OPP	Archer	April 15, 2022	Completed	31 MAR22

¹ Note:

- (a) At each meeting organization discussion, the latest AR should be reviewed by the Chair, Vice-Chair and Secretary and any in-camera only items should be identified and highlighted in yellow - a revised public version of the AR can then be agreed upon for disclosure on the public agenda. If an in-camera item is described in the AR in a sufficiently generic way, it may not be necessary to prepare a second version of the AR for public disclosure (i.e., the AR may be publicly disclosed as is). However, generic wording should not be used in such circumstances if it compromises the level of detail required to properly convey the AR tasks to the Board for the sake of expediency in using generic wording for purposes of having a single AR version.
- (b) At the beginning of each year a new Action Register will be created showing only in progress items and the previous years Action Register will be archived.

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
10. Work On Victim Services Grant – Year 1 Report	Archer	March 31	Finalizing grant report in collaboration with the OPP	Completed & submitted 31MAR22
11. Meet with Chair Taylor to review PSB SharePoint Site	Archer	31MAR21	Completed	01 Apr 22
12. Convert Regular Public Minutes to accessible PDF doc. To ensure they meet accessibility standards before they are uploaded to PSB website	Archer		Completed all 2022 Minutes & Oct.- Nov 21	01APR22
13. Work on Transfer Payment Agreement & obtain certificate of insurance for newly awarded CSP grant to fund the Mobile Crisis Response Team (MCRT) 2022 to 2025.	Archer	April 22	TPA was approved by Town Finance & Board Chair & submitted to Ministry	20APR22
14. Work on CSP grant – Year 3 Final Report on Mental Health Initiatives 2019 - 2022	Archer	April 29	Finalizing grant report in collaboration with the OPP Mental Health Coordinator. 19APR – grant approved by OPP S/Sgt Banks. 20 APR, report reviewed by Rebecca Medeiros, Town Finance. Signed off by Board Chair Apr. 29, 2022 and submitted to the Ministry	29APR22
15. Work on CSP grant – Year 2 Final Report on Human Trafficking Initiatives 2020 - 2022	Archer	April 29	Finalizing grant report in collaboration with the OPP. Approval received from OPP and Town Finance Dept. 29APR22 – grant reviewed and	29APR22

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			signed off by Board Chair and submitted to the Ministry (SOLGEN)	
16. Review Special Remuneration Policy & associated forms	Archer	May 22		05MAY22
<p>17. Section 10 Objectives, Priorities and Governance Documents - At the 30MAR22 meeting the following Steps were determined:</p> <ul style="list-style-type: none"> a. Confer with Det Commander (DC) b. Complete a comprehensive review of PSA sec. 10 c. Develop a list of required policies d. Confer with DC and Town e. Commence draft of policies or amend existing policies f. Finalize drafts g. Confer with DC h. Review of existing bylaws i. Send to Board for review & approval Complete a comprehensive review of PSA sec. 10 	McSweeney, Mary Rose & M. Archer	TBD	Ongoing Ian McSweeney had a discussion with Insp. Ward on Mar. 31 & prepared a draft Section 10 Objectives, Priorities and Governance Documents for discussion with Archer and initial review by Board at May 17/22 in-camera session	
18. M. Archer review OASPB Handbook	Archer	TBD	Completed	
19. M. Archer review Procedural Bylaw	Archer	TBD	In Progress	
20. Conduct a review of all current board policies	Archer	TBD	In Progress	
21. Comprehensive Review of Board Agendas/Minutes from Dec. 2018 to Current & appropriate actions (see – Project Outline)	Archer & McSweeney	TBD	In Progress – all 2021 and 2022 minutes have been checked	
22. Update Police Service Board Website a. Phase 1 – clean up existing webpage	Archer	Phase 1 - May 17	Set up a series of 5 meetings with Jill Priest of the Communications	June15, 2022

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			<p>Dept of the Town to update website: 1st meeting – 06 APR 22 – added all current min.'s & agendas 2nd meeting – 14APR 22 discussion on building new framework 3rd Meeting – 20APR 22 Organized all meeting Agendas/Minutes in a table. Table is updated with all current Minutes/Agendas for 2021-22. Also cleaned up PSB logo – it will remain until we are able to get a professional group shot of the board 27APR22 - Update content on landing page as follows, update content with new landing page opening as outlined below, Role of the Board, Introduction of Members with links to biographies. 04MAY22 – Updated</p>	

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			responsibilities of the Board under Sec. 10 PSA	
23. Prepare Semi-Annual Renumeration Report	Archer	June 30	Completed	25AUG22
24. July 17, Aug. 2, Aug. 4, Aug. 5, Aug. 9, Aug. 11, Aug. 12, Aug. 23, Aug. 25, Aug. 26 work on policy review	McSweeney		In-Progress	
25. Review Dayforce HRIS System with Board Members -- Aug. 31 & Sept. 7	Archer			07SEP22
26.				
27.				

Town of Orangeville

87 Broadway, Orangeville, ON L9W 1K1

Tel: 519-941-0440

Fax: 519-941-9569

Toll Free: 1-866-941-0440

Corporate Services

Amendment to Letter of Offer for Seconded Position

May 31, 2022

Mary Lou Archer
248087 5th Sideroad,
Mono, Ontario
L9W 6K9

Dear Mary Lou:

The purpose of this letter is to amend your written offer of secondment to the Orangeville Police Services Board ("OPSB" or "Board") as Board Secretary on a part-time basis.

Clause 4 of your "Letter of Offer of Employment for Seconded Position" dated March 11, 2022, shall be amended to include the following:

Effective May 1, 2022, you will be eligible to receive special remuneration, in addition to your regular compensation, in accordance with the Board's Policy on Special and Assigned Work Remuneration Expense Remuneration. A copy of this board policy is attached.

All other conditions of employment in your "Letter of Offer of Employment for Seconded Position" dated March 11, 2022, remain the same.

Please acknowledge acceptance of the above amendment by signing and returning a copy of this "Amendment to Letter of Offer for Seconded Position" to Jennifer Gohn, Manager, Human Resources, no later than June 8, 2022. If you have any questions, please contact Jennifer Gohn at 519-941-0440 x. 2241.

Thank you, Mary Lou, for your continued contributions to the Town and to the Orangeville Police Services Board.

Yours truly,


Andrea McKinney
General Manager, Corporate Services


Todd Taylor
Chair, OPSB on behalf of the Board

I, **Mary Lou Archer**, acknowledge the amendment to my written offer of employment for seconded position and agree to the terms and conditions as stated above.

Signed and dated this 6th day of June, 2022.



Mary Lou Archer



ORANGEVILLE POLICE SERVICES BOARD

c/o Town of Orangeville – 87 Broadway, Orangeville L9W 1K1 Telephone: (519) 941-5650
Fax: (519) 940-8275

Orangeville Police Services Board

Subject: Special Meeting and Assigned Work Remuneration/Expense Reimbursement

Effective Date: March 1, 2020

Revision Date: Amended May 1, 2020

Rescinds all other policies and procedures relating to the subject matter

Board Policy

1. This Policy governs remuneration (“Remuneration”) and expense reimbursement (“Expenses”) for:

- a. recorded attendance at “approved special meetings”, and
- b. performance of other “assigned work” outside of such meetings,

provided that, such special meetings and such assigned work is first approved by the Board, all in accordance with this Policy.

2. An “approved special meeting” is a meeting of either the Board or a Board Committee, other than a regular monthly Board Meeting, duly called under the by-law governing the proceedings of the Board from time to time. “Assigned work” is Board-related work approved and assigned by the Board from time to time at the Board’s direction and discretion, other than attendance at approved special meetings. Assigned work may be approved retroactively by the Board after it is performed; provided claims for such work shall not be submitted to, and approved by, the Board unless and until such retroactive approval is first obtained.

3. Subject to approval by the Board,

- a. Remuneration shall be at the per diem rate of \$100, less applicable remittances; and
- b. Expenses shall be reasonable out of pocket expenses, including parking and motor vehicle mileage.

For clarification, the per diem rate of \$100 shall apply as a maximum, no matter how many meetings or assigned work activities occur during a calendar day.

4. All claims for Remuneration and Expenses must be submitted to the Board for Board approval using the attached Form within thirty (30) calendar days of the date the meeting occurred or the assigned work was performed or the expense was incurred, as the case may be. Claims received by the Board beyond this deadline may be considered at the Board’s discretion.

5. Claims for Remuneration and Expenses:
 - a. in relation to approved special meetings, shall be prepared and submitted to the Board on behalf of the claimant by the Board secretary together with any expense receipts provided to the secretary by the claimant; and
 - b. in relation to assigned work activities, shall be prepared and submitted to the Board secretary by the claimant together with any expense receipts.
6. Submitted claims for Remuneration and Expense reimbursement shall be considered for approval by the Board at any duly constituted Board meeting. All Board decisions on such claims are final and binding. Only Board-approved claims will be eligible for payment.
7. Claims for Remuneration and Expenses shall be limited to Board/Committee members and the Board secretary. All Expense claims shall be accompanied by receipts and, in the case of mileage claims, a Google Map distance confirmation.
8. Once approved by the Board, claims for Remuneration and Expense reimbursement shall be submitted to the Board secretary who shall fill out the Town of Orangeville payment requisition form (attaching all the supporting documentation, including the Board's approval decision), and submit such form to the Assistant Treasurer for payment processing.
9. The Board secretary shall prepare and submit to the Board semi-annually a report including a summary chart by payee showing all paid Remuneration and Expenses for the calendar year to date as per described claims. The Board secretary shall use the attached template in preparing this report, which template may be revised from time to time by the Chair and Vice-Chair on written notice to the Board.
10. The Board shall include in its annual budget a reserve for expected Remuneration and Expenses claims.

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/
Secretary: _____

Description of Approved Special Meeting/Assigned
Work: _____

Remuneration Claim

Number of per diem days
claimed: _____ days

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

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Expenses claim: \$ _____

Date Claim Submitted: _____

Claimant Signature: _____

Orangeville Police Services Board Regular (Public Session) Meeting

**Tuesday May 17, 2022
Electronic Meeting via Microsoft Teams
Orangeville, Ontario**

Members Present: Chair T. Taylor
 Vice-Chair I. McSweeney
 Member K. Krakar
 Member M. Rose
 Member A. MacIntosh
 Board Secretary – M. Archer

Staff Present: M. Pourmanouchehri, I.T. Technician

Invited Guests: OPP Inspector – Detachment Commander T. Ward
 OPP Cst. Jennifer Roach
 Sara Clarke, Branching Out Support Services
 Jessica Keats-Marchildon (Regrets)

Minutes

1. Call to Order

The meeting was called to order at 5:05 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters

None

3. Approval of Agenda

Recommendation:

Motion that the Board discuss and approve the Agenda for the May 17, 2022, Orangeville Police Services Board Regular (Public Session) Meeting.

Moved by: Member Rose

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

4. In-Camera Meeting (Board plus invited guests only)

Recommendation: Convene into In-Camera Session.

Motion that at 4:04 p.m. the Board convene into the In-Camera Session of this meeting under Part III, Section 35(4) of the Police Services Act.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried.

5. Public Session

Recommendation: Convene into Public Session.

Motion that at 5:05 p.m. the Board reconvene into the Public Session of this meeting.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

6. Policing Grants Review (Board Secretary Archer to present, see attached Overview of Grants)

Board Review and Discussion of the following grants:

- Victims Support Grant
- Community Safety and Policing Grant (Local Priorities) – Mental Health Initiatives
- Community Safety and Policing Grant (Provincial Priorities) – Human Trafficking Initiatives

PSB Regular (Public Session) Meeting Minutes May 17, 2022

- Community Safety and Policing Grant (Local Priorities) - Dufferin Mobile Crisis Support (2022 – 2025)

Board Secretary Archer provided an overview of the 4 active grants that the Orangeville Police Services Board, in collaboration with the OPP, and other community partners currently have in effect.

Member Rose asked Inspector Ward if the OPP could provide an overview on Human Trafficking at a future date. Inspector Ward advised that he could arrange that for the next meeting.

Member Rose asked for the name of the OPP officer that is dedicated to the Mobile Crisis Response Team (MCRT). Insp. Ward advised that his name is Constable James Giovannetti. Insp. Ward advised that the OPP was also successful on a grant in collaboration with Headwaters Health Care Centre which will fund a full-time crisis worker dedicated to MCRT.

Recommendation:

Motion that the Board receive the update provided by Secretary Archer and the Grant report.

Moved by: Member Rose

Seconded by: Member Krakar

All in favour

Carried.

7. Victim Support Grant – Monies Received “See email attached – payment of \$11,328.50 to your organization dated, March 29, 2022”

Board Review and Discussion

Recommendation:

Motion that the Board receive the attached email outlining the monies received in relation to this grant.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried.

8. The Ward Report (Inspector Terry Ward to present, see attached OPP Orangeville PSB Q1 Report)

Board Review and Discussion

OPP Inspector Terry Ward provided the Board with a First Quarter report (Jan. 1 – Mar. 31, 2022) from Orangeville OPP services.

Highlights (see report for detailed results)

- There have been zero public complaints in the 1st quarter of the year.
- In relation to violent crime there is an increase in assaults compared to the same period last year although this can be attributed to things opening up compared to restrictions in the same period last year due to the pandemic.
- Insp. Ward advised there has been 3 robberies in this period and he cannot provide any specifics in relation to recent robberies as they are active investigations and/or before the courts.
- Theft Unders are up, and this is largely due to persons leaving valuables in their car and leaving their cars unlocked.
- There is a decrease in frauds both online and telephone.
- There have been 2 drug possession charges laid but this does not reflect all the great background work that is being done by the Street Crimes Unit.
- In relation to traffic enforcement as result of enforcement there is greater compliance and thus traffic charges are down somewhat from last year.
- The Black Cat Speed Enforcement Evaluators are being deployed where needed.
- Part 3 charges are at a similar level as last year.
- They launched Project Safe Trade at Orangeville OPP which creates a safe zone (designated parking spot in parking lot at Orangeville OPP) to facilitate property transactions arranged online.
- There were 51 false alarms in the 1st quarter

Member Rose asked if any of these alarms were repeat alarms at the same addresses. Inspector Ward advised they do not do any analysis of the alarms. If they receive an alarm, they will attend. He advised the OPP could provide the Town with bi-weekly alarm reports.

- Bicycle Business Plan needed from the Detachment addressing:
 - Training
 - Required Equipment
 - Staffing & Deployment
- Result of purchase and deployment to be reported on in a future public meeting.”

Recommendation:

Motion that the Board receive the update from Inspector Ward

Moved by: Member MacIntosh

Seconded by: Member Krakar

All in favour

Carried.

9. Neighborhood Watch Program (Cst. Jennifer Roach to Present)

Board review and Discussion

Constable Jennifer Roach, Community Liaison Officer, provided an informative presentation on the Community Watch Program. The program was described as a grass roots Crime Prevention Program that is based on a partnership between the community and police. It creates an environment within which it is difficult for criminals to operate. It is based on community engagement and has been found to be successful in reducing police calls for service.

Member Rose asked if community members need to obtain a criminal record check to participate in the program. Constable Roach advised she did not believe they require a criminal record check.

Citizen Sara Clarke attended the presentation and advised she would like to reach out to the community to see if there is interest in this program. Sara expressed concerns in relation to youth and further advised she would reach out to Constable Roach to discuss next steps.

Recommendation:

Motion that the Board receive the presentation from Cst. Jennifer Roach

Moved by: Member Rose

Seconded by: Member Krakar

All in favour

Carried.

10. Legal bills approved to be paid

Board Review and Discussion

Chair Taylor to report that invoices for legal services in the amount of \$1,357.49 have been approved by the Board.

Recommendation:

Motion that the Board receive the above discussed invoices.

Moved by: Member Rose

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

11. Thank You to the Board and the OPP reference Ride Checks

A positive email was received from the Rob Koekkoek, President, Orangeville Hydro Limited thanking the Board and the OPP for the Ride Checks in Orangeville.

Board Review and Discussion

Recommendation:

Motion that the Board receive the email from Rob Koekkoek.

Moved by: Member Krakar

Seconded by: Member Rose

All in favour

Carried

12. Board Member Claims for Special Remuneration (claims attached) per the Board's Special Meeting and Assigned Work Remuneration/Expense Reimbursement Policy

Board Review and Discussion

Special Remuneration Claims (\$700)

- Apr. 21/22 Special In-Camera Meeting (\$500)
- Apr. 22/22 Chair Taylor and Vice-Chair McSweeney attended the Joint Meeting of the Dufferin County Police Services Boards (\$200)

Member Rose asked if the form could be modified to include multiple meetings.

Vice Chair McSweeney advised the form is part of the Special Remuneration Policy which would require that the policy be revised. It was decided that the existing form will be used for now with consideration for revision in the future.

Recommendation:

Motion that the Board approve the above special remuneration claims and direct the Board Secretary to submit same to the Town for payment.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried.

13. April 22, 2022 Joint Meeting of the Dufferin County Police Services Boards – Agenda and Update – (see attached agenda package)

Board Review and Discussion

Vice-Chair McSweeney provided an overview of the April 22, 2022, Joint Meeting of the Dufferin County Police Services Boards.

Vice-Chair McSweeney advised that Police Advisor, Duane Sprague provided an update on the new Police Service Act (CSPA) as follows; it received Royal Assent in 2019 but still has not been proclaimed. More time is required to work on the Regulations to support the CSPA.

Mono Mayor, John Creelman is addressing the number of provincial offences charges that are being thrown out as result of infringement of the Sec. 11 Charter Right to be tried within a reasonable period.

The Orangeville Tow Bylaw is not in place yet but is expected very soon.

It was suggested that the Board invite Mayor Creelman to one of the next Board meetings to discuss the above noted concerns with the provincial offences charges.

Recommendation:

Motion that the Board receive the above report and attached agenda package.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried

14. PSB Website Review and Next Steps (Board Secretary Archer to provide verbal update – see link to PSB website)

Secretary Archer provided an overview of the updated website. She asked for direction on how far back there should be archived minutes on the website.

Recommendation:

Motion that the Board receive the update and minutes on the website will be displayed for the current 2 years and there will be a hyperlink for archived minutes back to the end of 2018. Secretary Archer will obtain photos from Insp. Ward featuring the Orangeville Detachment to be displayed on the PSB website. Secretary Archer will arrange to get a professional group photo of the Board and individual photos of Board members when appropriate. The website will be amended to include a statement that available public minutes prior to 2019 are available on request.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried

15. Zone 5 June 7, 2022 – (Vice-Chair McSweeney to attend – see attached meeting materials)

Board Review and Discussion

Vice-Chair McSweeney to attend the June 7, 2022, Zone 5 Meeting, and report back to the Board.

Vice-Chair McSweeney briefly reviewed the meeting agenda & materials

Member Rose inquired if Member MacIntosh will be attending the May 25-27, 2022 OAPSB Spring Conference (in-person and electronic participation available).

Member MacIntosh advised he was not.

Member Rose advised she would consider attending. (post script – Vice-Chair McSweeney agreed to attend and will report at the next public meeting)

Recommendation:

Motion that the Board approve the above OAPSB Conference attendance and receive the attached Zone 5 June 7, 2022 meeting materials.

Moved by: Member Rose

Seconded by: Member MacIntosh

All in favour

Carried

16. May Service Standards (Chair Taylor and Vice-Chair McSweeney to lead – see attached May 2022 Service Standards)

Board Review and Discussion

Report on May 2022 Service Standards

Member Rose asked if the Chair could reach out to Board Members prior to the agenda being set to ascertain if the Board Members have any items they want considered for the agenda.

Recommendation:

Motion that the Board receive the above attachment and report and moving forward the Chair will send out the draft agenda to Board members for input on agenda items.

Moved by: Member MacIntosh
Seconded by: Vice-Chair McSweeney

All in favour

Carried

17. Action Register Review (Vice-Chair McSweeney to provide update)

Board Review and Discussion

As discussed in the In-Camera Session, Vice-Chair McSweeney recommended that the Action Register be updated for inclusion in Board regular in-camera session meeting packages and that a new Action Register be started at the beginning of each calendar year which contains only in-progress action items at the time. He further recommended that all prior year Action Registers be archived as of December 31st. The current Action Register will be shared in the Public Meeting as well once it has been vetted to ensure content is appropriate for public viewing.

Recommendation:

Motion that the Board receive the above update from Vice-Chair McSweeney.

Moved by: Member Rose
Seconded by: Member Krakar

All in favour

Carried

18. Traffic Sign Update (Chair Taylor and Member MacIntosh will provide update)

Board Review and Discussion

Member MacIntosh advised that the traffic signs have been ordered and will be placed at the Spencer location and future locations are being considered.

Recommendation:

Motion that the Board receive the above update.

Moved by: Member Rose
Seconded by: Member MacIntosh

All in favour

Carried

19. Return to In-Person Meetings (Chair Taylor to lead)

Board Review and Discussion

As discussed in the In-Camera Session, the Board will move to a hybrid in-person/virtual format to allow for members/guests not comfortable attending in person could attend electronically via phone or MS Teams. Chair Taylor will inquire about the availability of Town Council Chambers for the next meeting to be held with in-person attendance. Other meeting locations that will be reviewed are Orangeville Hydro by Member MacIntosh and the Edelbrock Centre.

Recommendation:

Motion that the Board accept the discussion on this matter and approve next steps as outlined above.

Moved by: Member Rose

Seconded by: Vice-Chair McSweeney

All in favour

Carried

20. Revised Zone 5 Directory – most recent update as of March 8, 2022 (including revised OPSB information) attached under Item 15 above.

Board Review and Discussion

Recommendation:

No motion required.

21. Approval of Public meeting minutes (see attached March 15, 2022 Regular (Public Session) Meeting Minutes)

Board Review and Discussion

Recommendation:

Motion that the minutes from the Orangeville Police Services Board Regular (Public Session) Meeting held on Tuesday March 15, 2022, be approved.

Moved by: Member Rose

Seconded by: Vice-Chair McSweeney

Member Krakar abstained as he was not present for the entire public meeting

All in voting members in favour

Carried

22. Question Period

None.

23. Presentations

None.

24. Delegations

None.

25. Correspondence

None

26. Reports

None.

27. New Business

Member Krakar raised a concern about the Board annual remuneration if the Board moves from 10 to 12 meetings per year to 4-6 meetings per year.

Member MacIntosh advised the Board is not only being compensated for attending meetings but the overall work that is being completed by the Board.

Vice-Chair McSweeney concurred with Member MacIntosh and reminded Board members of the significant effort that goes into Board projects identified on the Action Registrar and preparation for meetings. He also stated that Board compensation is not within the Board's jurisdiction, but if Member Krakar is serious about bringing this issue forward for formal consideration as a recommendation from the Board to the Town/Ministry, he should do the research necessary to support his position and come back to the Board with the results and a formal motion for consideration.

Chair Taylor asked Member Krakar if he wanted to make a motion on this matter and Member Krakar advised he did not at this time.

Chair Taylor invited Member Krakar to do more research on this matter.

Member Krakar advised he would speak to Police Advisor Duane Sprague.

28. Adjournment

Recommendation:

Motion that the meeting be adjourned at 6:46 p.m.

PSB Regular (Public Session) Meeting Minutes May 17, 2022

Confirmation of Date and Time of Next Regular (Public Session) Meeting – TBD.



Todd Taylor

Todd Taylor – Chair



Mary Lou Archer - Board Secretary

You're Invited on behalf of
the Mayor and Council to

The Town of Orangeville

Volunteer Appreciation

Reception

Monday

October

3

2022

At 7 PM

Tony Rose Memorial Sports Centre
Banquet Hall

RSVP by September 26

