

# Orangeville Police Services Board Regular (Public Session) Meeting

**Location:** - Electronic Participation Conducted Online via Microsoft Teams & in person at Town Council Chambers

**Conference ID:** 215 041 797#

**Telephone No:** 1-289-801-5774

**Date/Time:** - Tuesday, Sept. 19, 2023, at 4:00 p.m.

**Invited Guests:** Insp. Mike Di Pasquale (New Dufferin Detachment Commander)  
Acting Inspector Korn (Current Dufferin Detachment Commander)  
**Staff Sgt. John Buligan**  
**Staff Sergeant Corrie Trewartha**  
**Liana Marcon from the Ministry of Attorney General's Office**  
**Guest from Ministry of Solicitor General's Office?**

## Agenda

### 1. Call to Order

- 1.1 Welcome to new Inspector Mike Di Pasquale. Inspector Di Pasquale began his career with the Ontario Provincial Police in 2002 and has worked frontline law enforcement roles at Nottawasaga Detachment, Port Credit Detachment, Aurora Detachment, Toronto Detachment, as well as on the HSD Highway Enforcement Team. Following promotion to the rank of Inspector in May of 2021, he was assigned as the Commander to Queen's Park Detachment.
- 1.2 Kings Counsel designation awarded to Ian McSweeney – In celebration of the coronation of His Majesty King Charles III, the Ontario government recently returned to the tradition of recognizing Ontario lawyers with the honorary title of King's Counsel (KC). The King's Counsel designation is given to lawyers who have demonstrated a commitment to the pursuit of legal excellence in service to the Crown, the public and their communities. Ontario rejoined many of its provincial counterparts and other Commonwealth jurisdictions in observing this practice.

## **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 Sept. 19, 2023, 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. The OPP Report – Acting Insp D. Korn will provide an update on the following topics.**

- 6.1** Status update on OPP Strategic Plan – see item 7.1 of the June 21/23 Regular (Public Session) Board meeting minutes.
- 6.2** Status update on Dufferin Action Plan – see item 7.2 of the June 21/23 Regular (Public Session) Board meeting minutes (OPSB Business Plan to be considered by the Board per Adequacy Standards Regulation s.30).
- 6.3** Community Awareness Initiative – as discussed in item 7.3 of the June 21/23 Regular (Public Session) Board meeting minutes, the draft letter to community partners prepared by the Board (to promote community awareness) was to be discussed with the OPP,

revised as required, circulated to community partners and to the public and posted on the Board's website.

- 6.4 Association of Municipalities of Ontario (AMO) – traffic services options (see PDF Global Traffic Group Products and Services)
- 6.5 MCRT – Mental health – expansion/continuation of services. (See email correspondence with Insp. Korn titled, Mental health in Dufferin County)
- 6.6 OPP Noise update (see item 7.5 of June 21/23 Regular (Public Session) Board meeting minutes) – Inspector Korn to advise on OPP plan to combat this community concern.
- 6.7 OPP Officers in Schools – see email titled “Officers in Schools” brought forward from item 12.2 of the June 21/23 Regular (In-Camera Session) Board meeting minutes.
- 6.8 Digital Process for Vulnerable Sector Checks – (See email correspondence from Acting Insp. Korn)

Board Review and Discussion:

- Inspector Korn and Chair Taylor will provide the Board with an update on the above outlined topics.

Recommendation:

Motion that the Board receive the above update.

## **7. Grant Update – Executive Assistant Archer to provide update on current grants.**

- 7.1 **Ride Grant (2022-2024)** – email notification of payment from the TPON for the amount of \$12,257.60 (see attached email payment notification).
- 7.2 **Mobile Crisis Response Team (MCRT) Enhancement Grant (2023- 2024).** Mary Lou Archer facilitated application of this grant on behalf of the OPP. Application was made on June 30, 2023, to receive funds to support the salaries of both a full-time and part-time crisis nurses on the MCRT team. The outcome of this application has not yet been received.

**7.3 Bail Compliance and Warrant Apprehension grant (BCWA) and Auto Theft Grant.** (See email from Staff Sergeant Buligan advising the BCWA grant was completed elsewhere, and the Auto Theft grant was submitted through the Caledon TPON)

**7.4 Grant Application Guide** – To ensure institutional memory Exec. Assistant Archer will prepare a guide that can become a governance document in the future. Vice Chair McSweeney will speak to this.

Board review and Discussion:

Recommendation:

Motion that the Board receive the update.

**8. Review Post-June 21, 2023, Meeting and Pre-September 19, 2023, Meeting Service Standards (Vice-Chair McSweeney to lead – see attached June 2023 and September 2023 Service Standards)**

Board Review and Discussion:

Report on post-June 21, 2023, meeting and pre-September 19, 2023, meeting Service Standards

Recommendation:

Motion that the Board receive the above attachments and reports.

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

Board Review and Discussion:

Total Special Remuneration Claims Submitted (\$2,250.44)

- **June 16/23 Joint Meeting of the Dufferin County Section 10 Police Services Boards – Vice-Chair McSweeney, Member Post, Member Krakar (\$300)**
- **June 29, 2023, Special Meeting to Review Batch 3 of revised Governance Policies – Chair Taylor, Vice-Chair McSweeney, Member Post, Member Krakar, Exec. Asst. Archer (\$500)**

- **August 15, 2023, Special Meeting to Review Batch 4 of revised Governance Policies – Chair Taylor, Vice-Chair McSweeney, Member Post, Member Krakar (\$400)**
- **August 28 and 29/23 Detachment Commander Interview in Primrose – Vice-Chair McSweeney (\$200)**
- **September 11, 2023 Board Governance Framework Presentation to Council – Vice-Chair McSweeney (\$100)**
- **September 12, 2023 Zone 5 Meeting – Vice-Chair McSweeney (190.44 including mileage expense)**
- **September 13, 2023 Community of Practice PSB Training – Introductory Session (\$100)**
- **Timesheet from Executive Assistant Archer - Jun. 30, 2023 –for focused work on the MCRT Enhancement Grant. (\$560.00)**

Recommendation:

Motion that the Board approve the above special remuneration claims/timesheet and direct the Executive Assistant to submit same to the Town for payment.

- 10. Zone 5 Sept 12/23 meeting review (see word docs – June 6, 2023, Minutes, Zone 5 directory, - revised Sept. 11, 2023, Agenda Sept 12, Sept. 12 financial statement) – Vice Chair McSweeney to provide update.**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney and the above documents.

- 11. Action Register Update (see attachment - PSB Action Register as of 12 Sep. 23)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the attachment and update.

## 12. Section 10 Board Governance Framework Reform Project –

12.1 Vice-Chair McSweeney will provide an update on his presentation to Town Council on September 11, 2023 (see attached presentation)

12.2 Vice-Chair McSweeney will lead discussion on the review and approval of all Board policies and bylaws and Cover memo. (Revised and new)

Board Review and Discussion:

- Next Steps Include:
  1. Final review by Vice-Chair and EA to catch format errors and typos etc. plus add attachments and to revise based on input as per 3 below.
  2. Town Council to review at least Board policies:
    - Business Planning (D3(p));
    - Framework for Annual Reporting to the Board by the Detachment Commander (D3(q)); and
    - Protocol for Information Sharing (D3(r)).
  3. Council designate (David Smith) to meet with Board representative(s) to discuss questions/input.
  4. Board to continue work on service standards (D3(t)) implementation/work plan.
  5. Once adopted Board to roll out to OAPSB/Ministry as Orangeville's best practices police service oversight governance model.
  6. Also share with Zone 5 and any interested s.10 or s.31 police services board.
  7. Per D3(f) Board to decide at next meeting what gets posted on Board website for increased public transparency.
  8. Begin the work to revise the Governance Framework to reflect the new CSPA and regulations expected to come into force in April 2024 – note the ORR website contains the CSPA legislation and all regulations released to date for public information/consultation.
  9. Any other steps the Board determines necessary.

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney and approve the new Board Governance Framework, including all attached policies and bylaws, and the next steps described above.

**13 PSB Website Review - Vice-Chair McSweeney to provide update.**

Board Review and Discussion:

Recommendation:

Motion that the Board receive update from Vice-Chair McSweeney.

**14 Delegation to Attorney General (August 21/23 Creelman delegation to AG) - update to be provided by Vice-Chair McSweeney and Chair Taylor - report on from today's In-Camera Session)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the report from Chair Taylor.

**15 False Alarm Reporting – (see attached 3 - false alarm word docs. Alarms June 2023, Alarms July 1 – 15, 2023, Alarms July 16-30, 2023, and Alarms August 2023**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the above reports.

**16. Liana Marcon, Dufferin Crown Attorney will be presenting on Bail Reform on behalf of the Ministry of the Attorney General ref. item 8 of the June 21/23 Regular (Public Session) Board meeting minutes. (See included email correspondence from the Minister of Justice and Attorney General of Ontario)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the presentation from the Attorney General's Office.

**17 Approval of Public Session Meeting Minutes (see attached June 21, 2023, 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 June 21, 2023, be approved.

**18 School Bus Safety (see item 17 of June 21/23 Regular (Public Session) Board meeting minutes) – Vice-Chair McSweeney to provide an update.**

Board Review and Discussion:

Recommendation:

Motion that the above update be received.

**19. Board Vacancy – Chair Taylor to provide update on Provincial Appointments process (see item 19 of the June 21/23 Regular (Public Session) Board meeting minutes).**

Board Review and Discussion:

Recommendation:

Motion that the Board receive update provided by Chair Taylor.

**20 School Resource Officer discussed under item 12.2 of the June 21/23 Regular (In-Camera Session) Board meeting minutes). Chair Taylor to provide update.**

Board Review and Discussion:

Recommendation:

Motion that the Board receive update provided by Chair Taylor.



**21 Question Period**

**22 Presentations – As noted above in Agenda item 6.**

**23 Delegations**

**24 Correspondence**

**25 Reports**

**25.1 Orangeville Police Service Records & FOI Update from the Town Clerk's Office (see attached Report - OPSB September 2023)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the report from the Clerk's Office.

**26 New Business –**

**27 Adjournment**

Recommendation:

Motion that the meeting be adjourned at [enter time]

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



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Company Profile

**Global Traffic Group Ltd. (Global)** is a Canadian owned and operated company passionate about innovation, technology, and road safety. We achieve our mission by developing cutting-edge systems and software that help reduce traffic violations, collisions, and provide extensive traffic data. Integrity is central to Global's culture.

Global has provided a variety of traffic safety programs, including contracted Automated Speed Enforcement Technology services, to communities for nearly two decades. We are adaptable and innovate to design and build the most effective road safety systems and programs.

We offer enforcement technology and programs for: speed, fixed loopless red light/speed on green, portable red light, stop sign, distracted driving, failing to yield to a pedestrian, school bus crossing, and parking. Global also helps police services with amber alerts and tracking blacklisted vehicles.

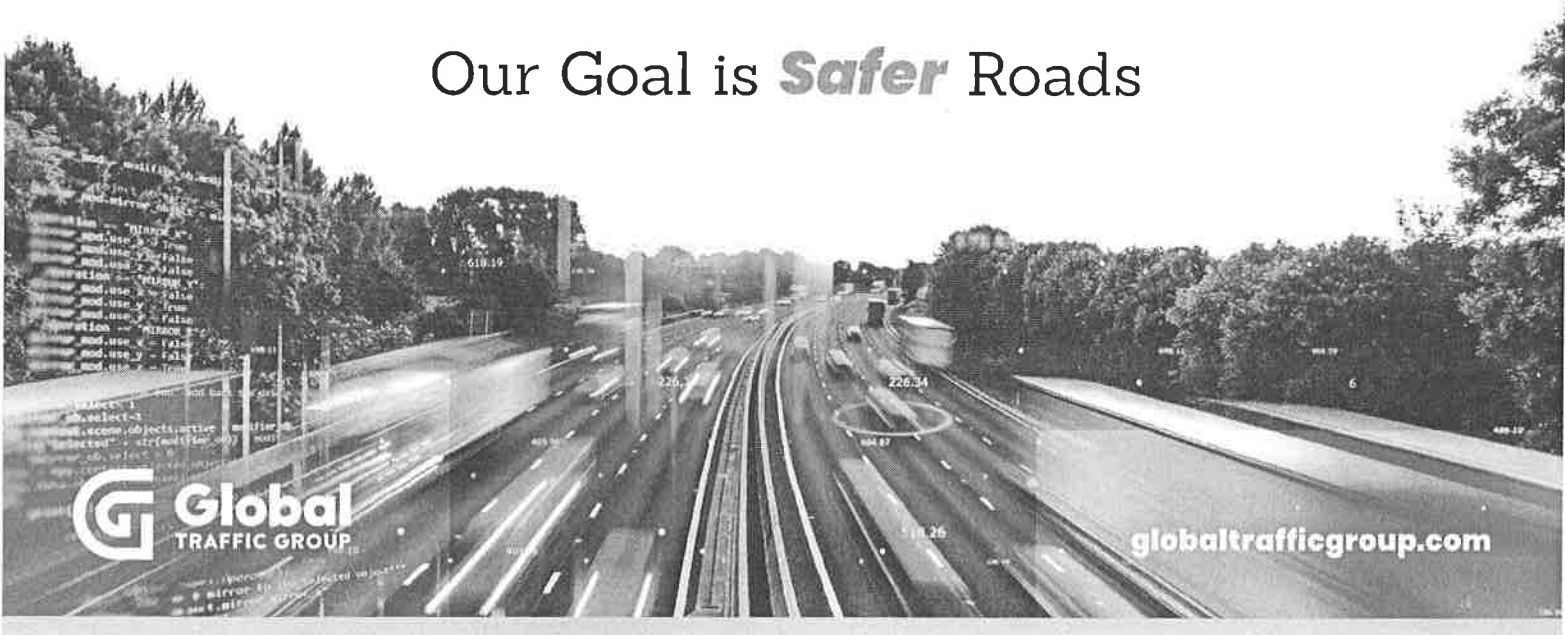
Global innovates. We have designed the most advanced and efficient traffic analyzer that takes strategic traffic planning to the next level, combining traffic flow and safety data. We have developed a mobile and fixed automated licence plate reader (ALPR), which can be installed inside enforcement vehicles. Responding to our communities' needs we develop customized software for Administrative Monetary Penalty Systems (AMPS).

We offer traffic safety enforcement programs with **no upfront costs**. If there are zero tickets issued, then Global does not issue an invoice for that month. We design our programs so they are not budget items, therefore the ratepayers are not paying for the community's photo enforcement program.

## Our Goal is *Safer* Roads



[globaltrafficgroup.com](http://globaltrafficgroup.com)



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Speed

Global offers four types of speed enforcement equipment to meet the needs of your community. We pride ourselves on always offering the best of the best. Global's research and development team is constantly updating our equipment and software with the latest tools and technology.

**G2h:** The G2h is a small handheld speed system that weighs about ten (10) pounds allowing provincial offences officers to use smaller vehicles. This system uses current, proven technology to provide a quality service.

**G2lr:** The G2lr is the newest addition to our speed systems. Its versatility allows operation with a 200 mm lens for shorter zones such as schools and playgrounds or with a 400 mm lens for highway coverage.

**G2r:** Global's G2r system is remote, battery-operated, about one cubic (1) foot in size, and weighs fifteen (15) pounds. This ultra-portable system can be operated out of various types of roadside boxes or temporarily mounted on an existing post or pole. The G2r systems can have multiple acquisition units beaming violation images.

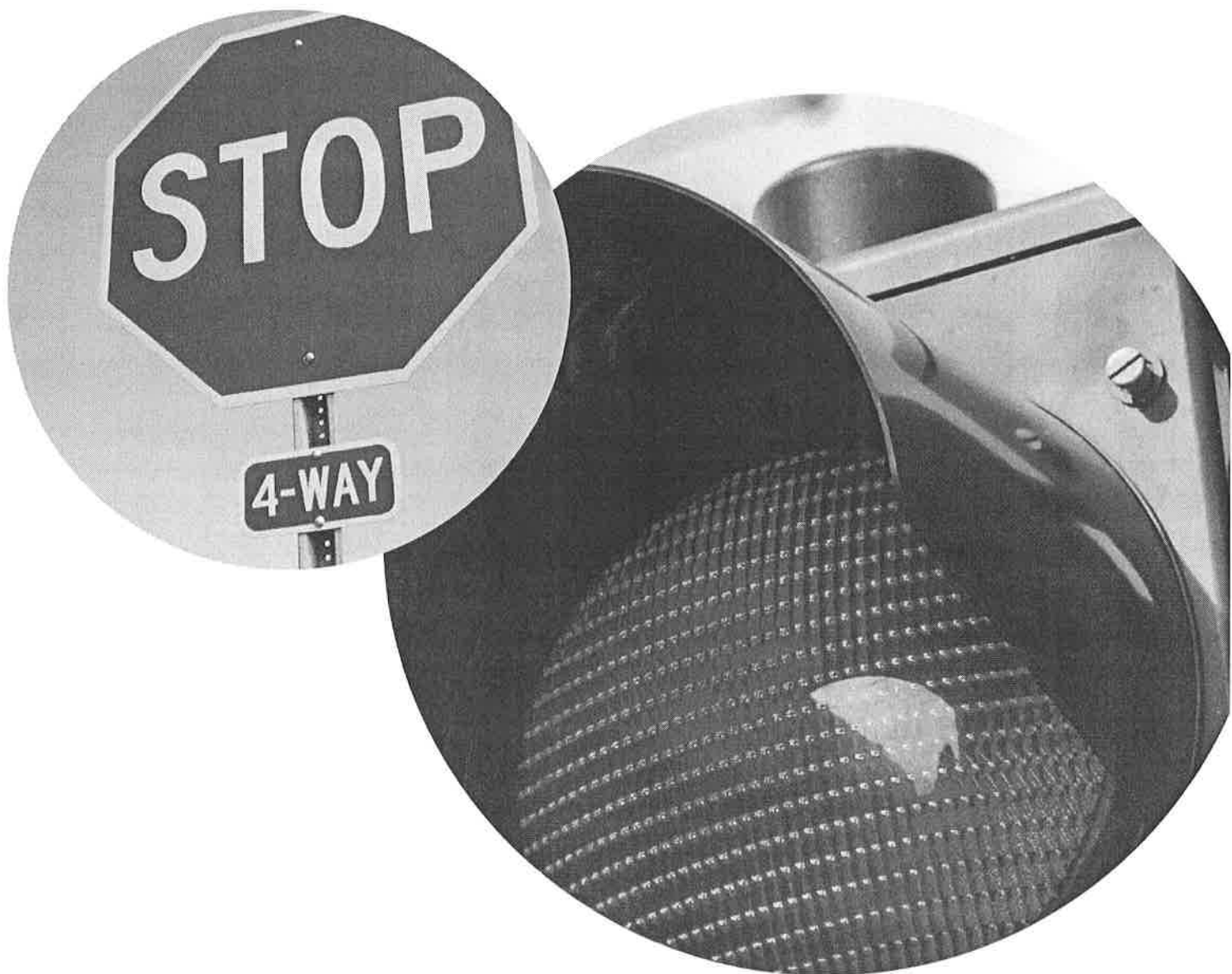
**Kria:** Kria offers a different look and feel to the speed program. These multi-purpose systems enforce red light and speeding violation enforcement and send Amber Alert and Blacklist notifications. These loopless red light/speed on green enforcement units are 3D vision-based fixed systems.



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Portable Red Light/Stop Sign

Our portable red light and stop sign systems include a high-definition video camera. When registered owners receive a violation ticket, they can go onto a secure website, which meets/exceeds local privacy requirements and view the infraction video. This program helps the court houses by significantly reducing not guilty pleas. It allows registered owners to see that their vehicles were actually in violation of the rules of the road.



AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

G3alpr

# Automated Licence Plate Reader

- Developed in Canada by Global Traffic Group, the G3alpr mobile automated licence plate reader can be installed inside police vehicles, used for parking enforcement, and provincial and federal park pass compliance, which makes capturing licence plates simple and effective.
- The G3alpr can be repositioned within the vehicle, allowing multiple view options to capture images of front-end or back-end plates of both moving and stationary vehicles. The solution offers a range of view up to 20 metres and a field of view of up to 160 degrees.
- Installation is quick and simple: the camera is mounted on a console attached to the enforcement vehicle's window. This gives the system placement flexibility.
- Officers on foot or on bicycle can also use this solution by moving around parked vehicles, including those front-parked, parked off-road, or haphazardly parked in lots.
- The pole-mounted version can be permanently stationed strategically, capturing vehicles' plates 24/7.
- Global innovates. We bring know-how, experience, and customized technology to the communities we serve, finding new ways to solve old problems and emerging problems.



[globaltrafficgroup.com](http://globaltrafficgroup.com)



# Distracted Driving

Global is utilizing our proprietary portable G2 technology to initiate this traffic safety program. Each ticket that is mailed out includes a video link where registered owners can view their violations. We worked with a provincial government to develop this innovative pilot project, which is complete and awaits final government approval.

Distracted driving takes many forms, from texting and eating and drinking to GPS programming.

The Canadian Automobile Association (CAA) says, "The problem is getting bigger – distracted driving contributes to 21% of fatal collisions every year, up from 16% a decade ago."

According to CAA Statistics on Distracted Driving (<http://distracteddriving.caa.ca/education>)

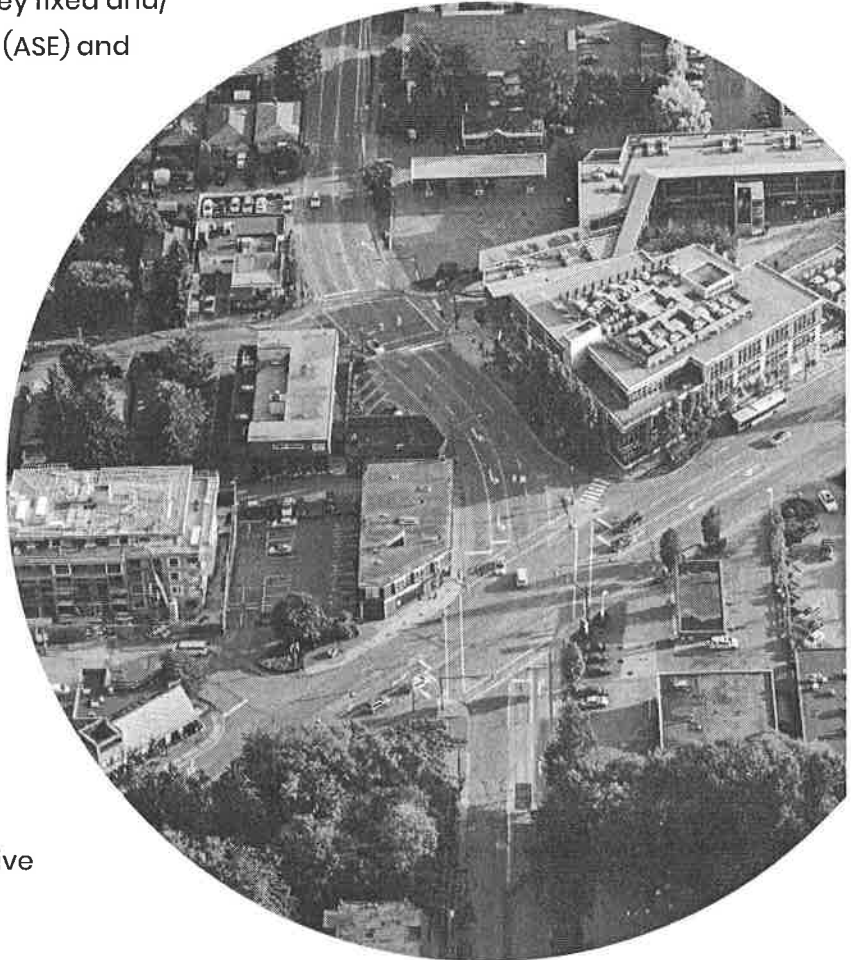
- Drivers who drive distracted are eight times more likely to be in a crash or near crash event compared with non-distracted drivers.
- Drivers are up to four times more likely to get in an accident when talking on a phone while driving.
- A quarter of Canadians say they saw an increase in drivers using their phones while driving in 2020.
- Canadians say that texting while driving is one of the biggest threats to their personal safety on the road.
- 47% of Canadians admit to typing out or using the voice-memo feature to send a message while driving. We serve: finding new ways to solve old problems and emerging problems.



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Summary of Key Features

- Global provides communities with full turnkey fixed and/or portable Automated Speed Enforcement (ASE) and traffic monitoring solutions.
- Global has all the approvals needed to operate these programs and assists communities to get approvals.
- Global provides and supervises operational staff.
- Global advertises in local newspapers to advise the public of speed enforcement units' locations.
- Data is recorded at the time of capture, including time, zone, operator, speed, speed limit, distance, location, image number, and ticket ID number.
- We provide monthly stats to show the positive effects of our traffic safety programs.
- We work with communities preparing monthly and semi-annual Ministries of Transportation and Attorney General reports.
- Global has developed a proprietary Electronic Back Office that processes and tracks violations every step of the way. This system currently meets or exceeds all requirements of the communities we serve in Canada.
- Global has a proven track record of working with the police of jurisdiction and the community administration in meeting the ASE requirements.





# Summary of Key Features

- Global supports enforcement programs with education, including weekly newspaper advertisements highlighting locations and safety tips, speed boards on request, traffic data on all enforcement locations, letting offenders view their infraction video, call centre questions/inquiries (includes directing inquiries to the Province's ASE guidelines, traffic service requests, court payments, etc.).
- Global upgrades and/or replaces system components as necessary to maintain the quality and integrity of the operation.
- Should the vehicles, equipment, or systems be unserviceable for any reason, we provide a backup unit (of the same standard) within the same day.
- Global is responsible for the acquisition, installation, testing, and maintenance of all units' components.
- Global's units are suitable for all typical weather and light conditions: temperature extremes (-40 to +40), rain, snow, darkness, shadows, and bright sunlight: A Canadian solution for Canadian weather.
- The fixed Kria intersection safety devices and G2 units are certified by a professional engineer. In addition, the engineer has certified that these units produce an accurate forensic record when used, subject to all the manufacturer's recommendations and Global's protocols.

## **G2 Portable Systems:**

- Laser is target specific, which takes out any argument of which vehicle was speeding. This improves program integrity and resolves many issues prior to court and lets systems operate very efficiently in multilane environments.
- Captures Speed, Stop Sign, Red Light, Pedestrian Crosswalk and Distracted Driving violations.
- High speed F2.8 lenses allow day and night operations without a flash.

## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Summary of Key Features

- Operational within minutes of parking the vehicle, or can be mounted on a pole.
- Captures licence plates, meets the province's requirements and provides clarity of the issuing province to prove jurisdiction to the courts.
- Provides multiple speed calculations per vehicle, tracking and differentiating between individual vehicles in specific road lanes.
- Performs onsite self-testing as necessary to comply with all manufacturers'/judicial requirements.
- Has multiple acquisition units beaming violation images to an onsite operator eliminating the need for a photo radar vehicle on the side of the road.
- Location sites for ASE is data-driven and supported by Global's Three-in-One G3ta Traffic Analyzer that offers traffic counts, vehicle speeds and stop data, simultaneously and in real time. It gives detailed insight into driver behaviour – when, where, how many and how fast, and shows stopping behaviour at schools, playgrounds, and intersections.



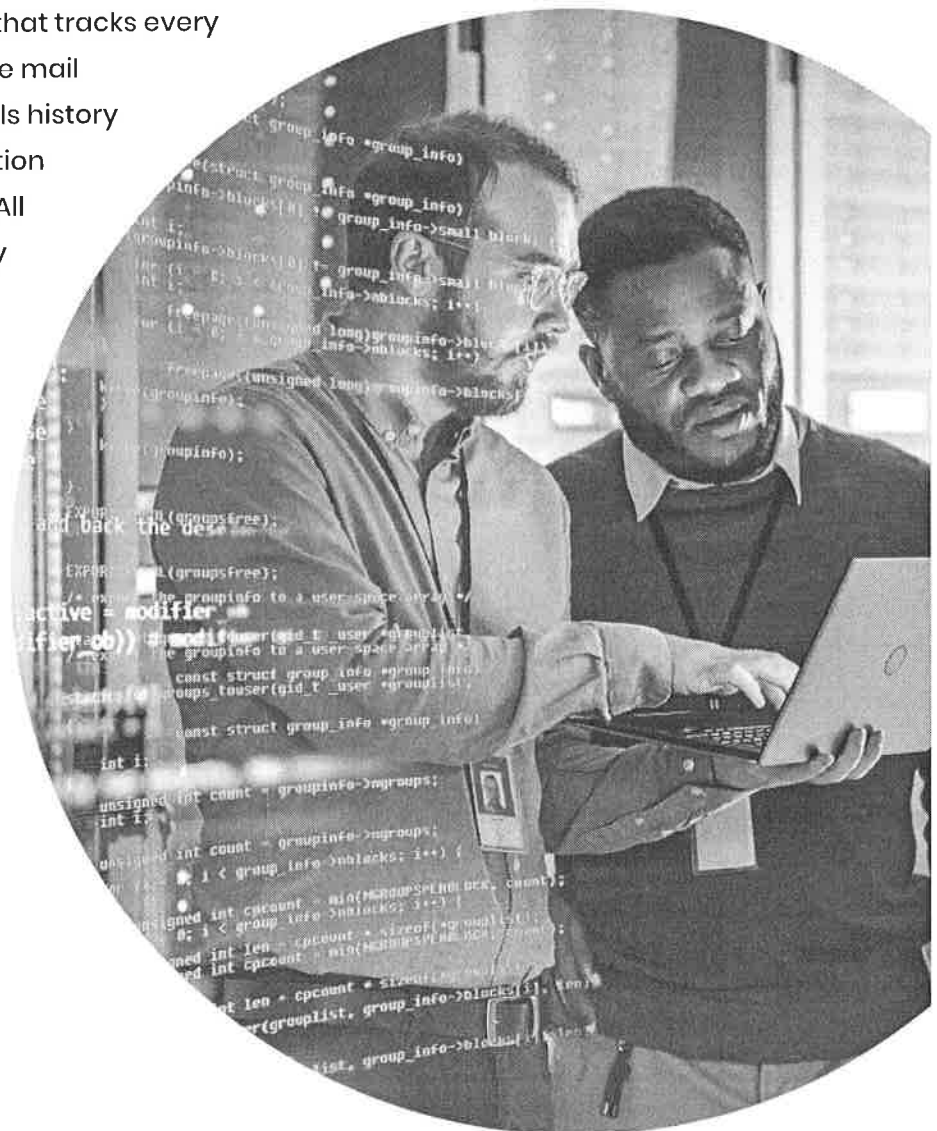
# Administrative Monetary Penalty System (AMPS) Software

An alternative to the Provincial Offences Court System is the Administrative Monetary Penalty System (AMPS), which provides support to move bylaw violations out of the court system, such as parking ticket disputes. An AMPS gives municipalities the discretion to resolve tickets at a screening review, which provides an efficient and faster process. Since July 1, 2022, regulations now permit municipalities to resolve automated speed enforcement disputes via an AMPS.

- Global offers a software solution customized to meet the needs for an AMPS.
- Developed to meet Government of Ontario reporting requirements.
- Supports any bylaws in a municipality program, including ASE, parking, and red-light camera enforcement.
- Facilitates digital and automated batch processing of large numbers of plates and e-tickets.

# Electronic Back Office – Processing Centre

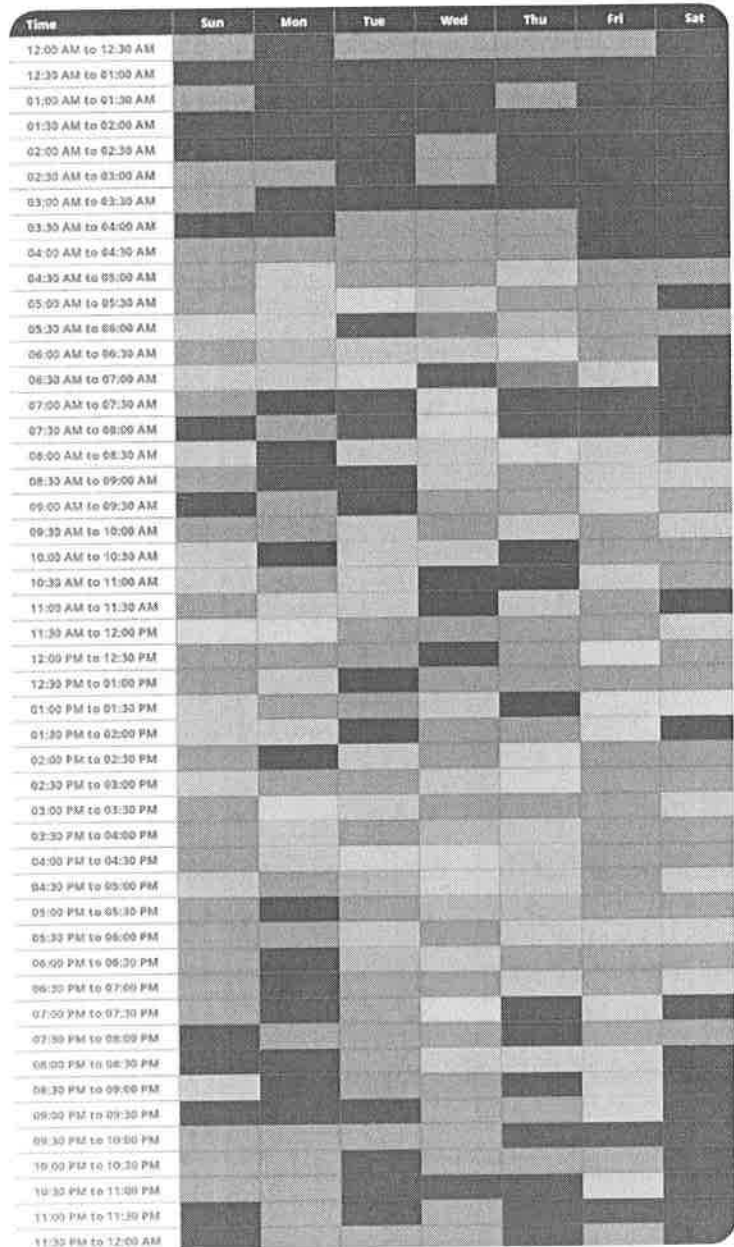
Global has developed a proprietary Electronic Back Office (EBO) processing centre. This system meets and exceeds all requirements of the government ministries for Canadian communities and all data is stored in Canada. EBO monitors all aspects of the Automated Speed Enforcement programs and is key to violation processing. Its unique software includes a call centre tracking system that tracks every violation from the moment it goes in the mail including ticket inquiries payments, calls history and how many times a video of a violation has been watched, and returned mail. All operational details can be immediately retrieved for audits. Its court tracking system includes a calendar that provides information regarding court briefs, trial dates and payment history. EBO generates statistical and financial reports for the community and other government authorities. Its database is updated daily.



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Global Traffic Counters

Global Traffic Counters are discrete, battery powered units, which can be mounted on existing poles throughout a community. These units are deployed for one (1) full week, 24-hours a day, and collect speed data on every vehicle that drives past the counter. Their data generates Risk Analysis Reports in easy-to-read formats, which can be customized for internal and public display. The reports showcase the number of vehicles driving at speeds that would result in a traffic violation ticket. They support data-driven enforcement by ASE and local jurisdiction police. Global Traffic Counters may also be deployed as a response to community concerns or to gather benchmark data before initiating a new community safety zone. These reports are compared year over year to measure program success.



High Risk



Medium Risk

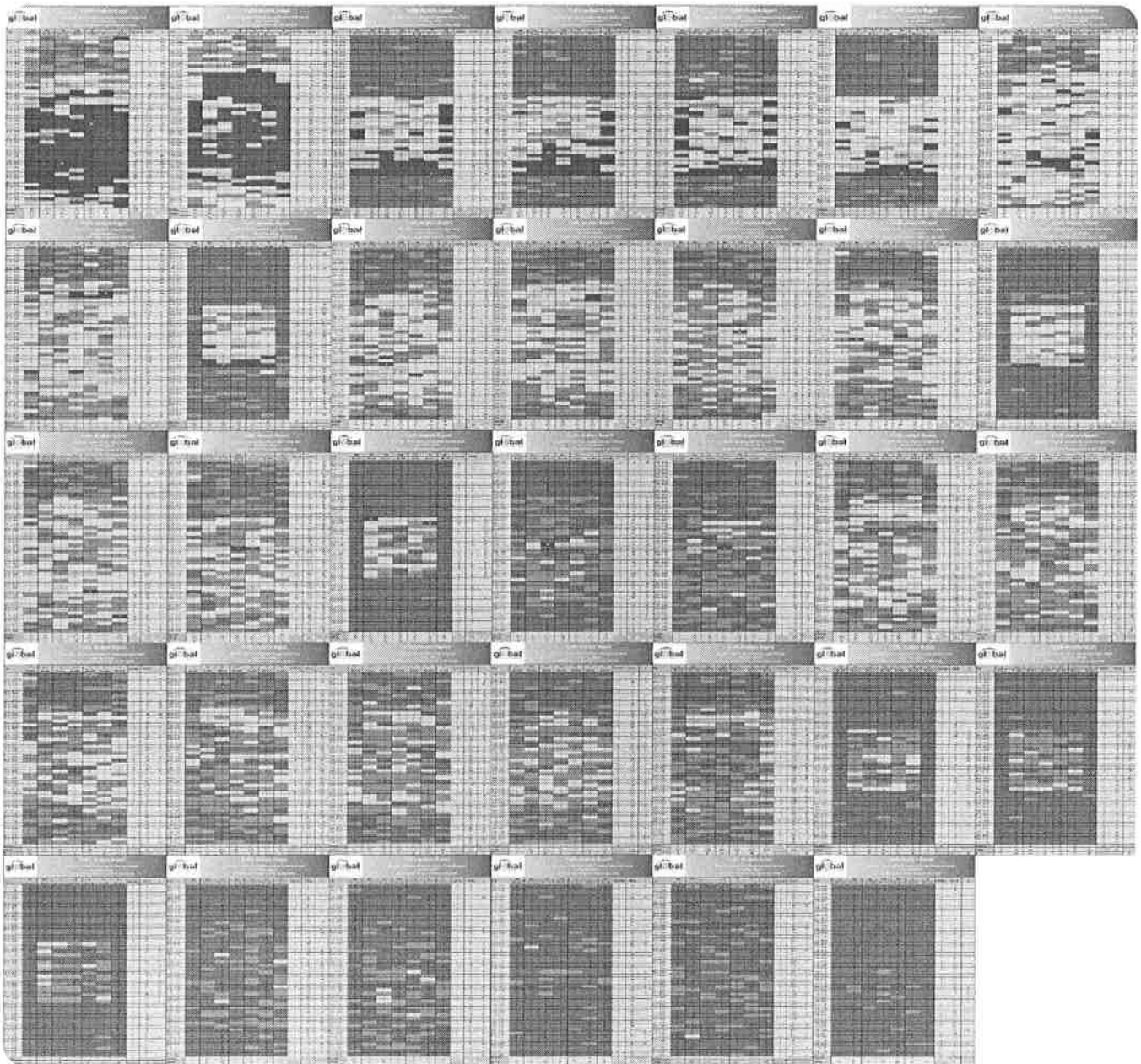


Low Risk



**AUTOMATED SPEED ENFORCEMENT TECHNOLOGY**

# Sample Community Speed Mosaic



**High Risk**



**Medium Risk**



**Low Risk**



## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

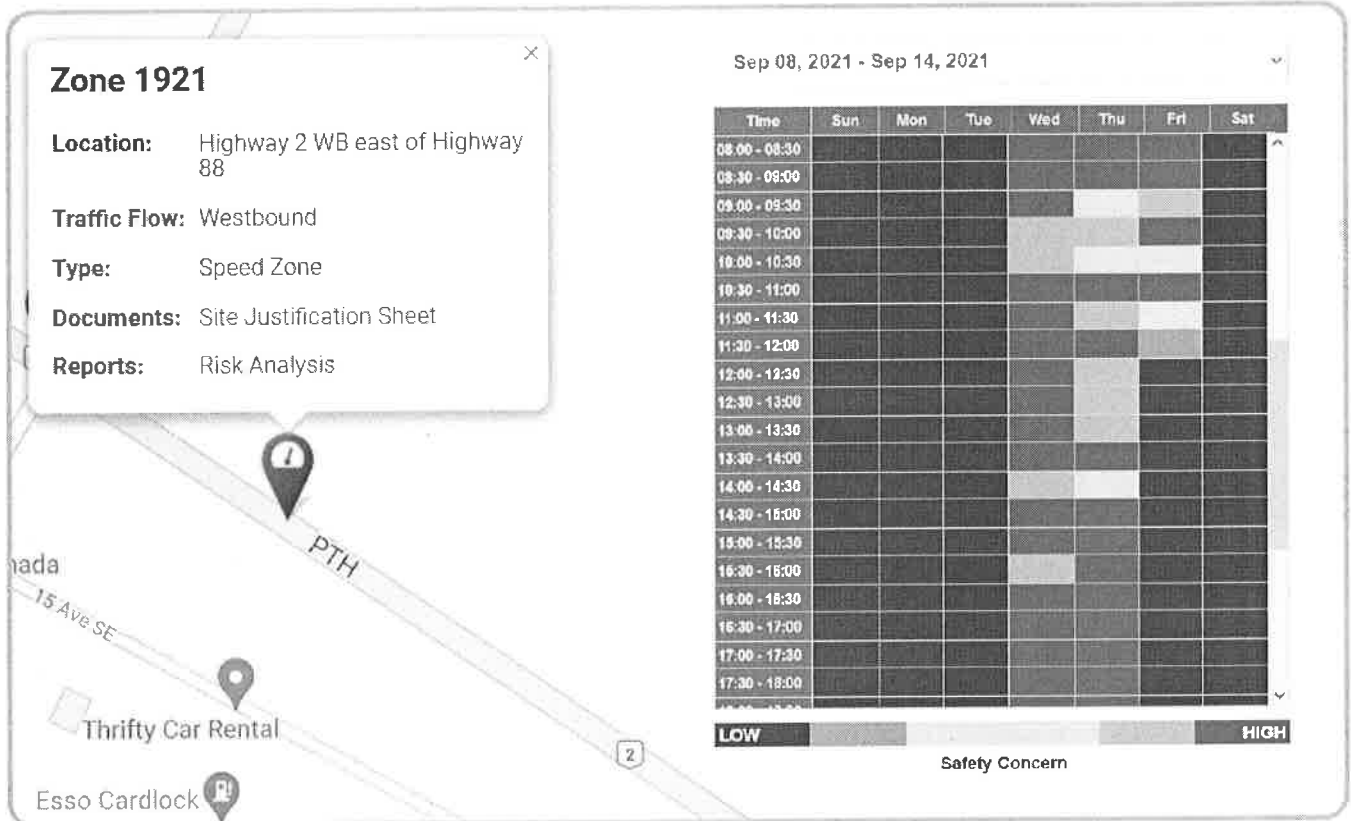
# “Sample Community” ASE Zone Map





# AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

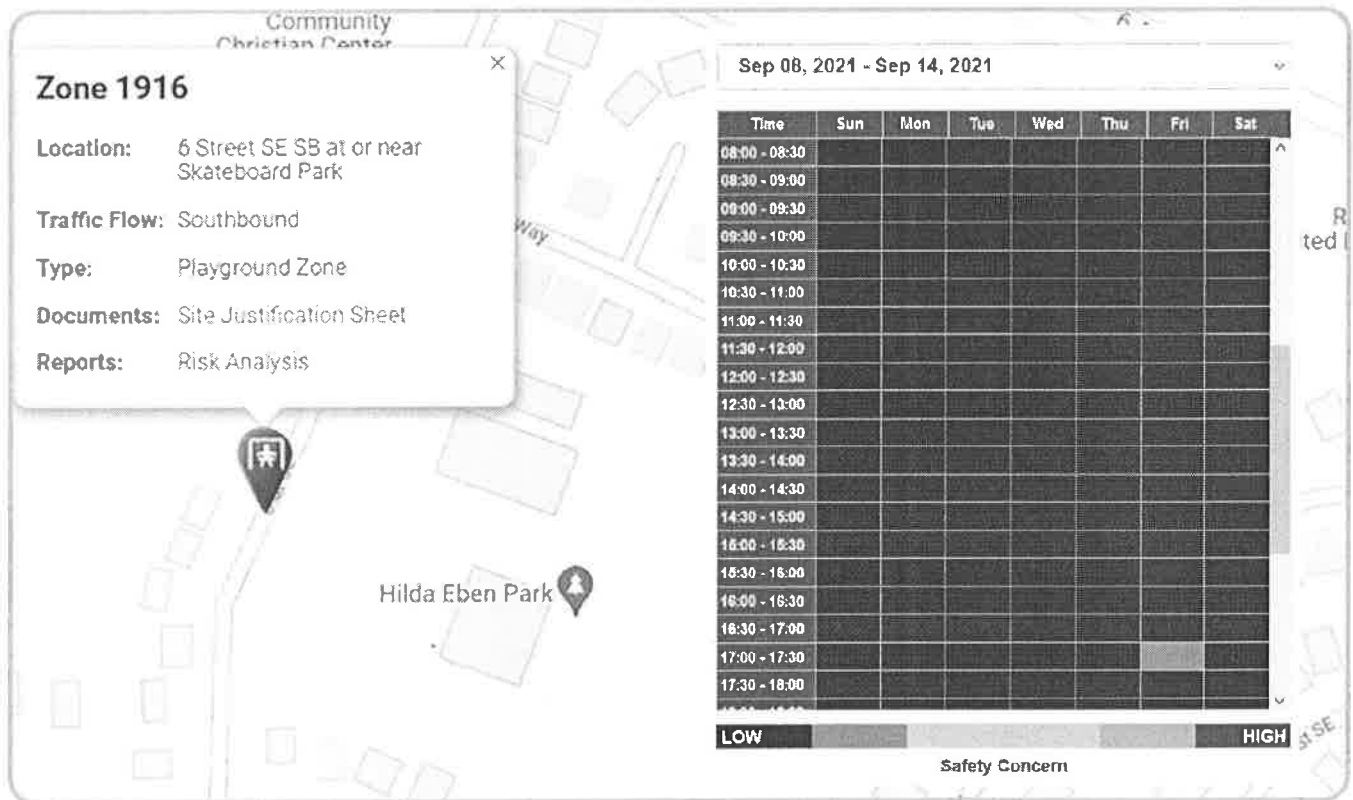
## “Sample Community” Zone Map with Traffic Analysis Report – *Speed Issues*





## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# “Sample Community” Zone Map with Traffic Analysis Report – **No-Speed Issues**



# G3ta Global Traffic Analyzer – *Coming Soon*

Our third generation of traffic monitoring innovation, the G3ta, takes strategic traffic planning to the next level.

## **Most Efficient**

- Allows permanent positioning at many locations to stream year-round data.

## **Eight Lanes**

- Monitors and analyzes traffic in up to eight lanes in different directions lane-by-lane.

## **Video Option**

- Offers a video option, giving traffic patterns insight and capturing pre- and post-collision evidence.

## **Three-in-One**

- Includes the options of traffic counts, vehicle speeds and stop data, simultaneously and in real time.

## **Traffic Counts**

- Provides accurate data on road use in each lane with dates and times.

## **Vehicle Speeds**

- Gives detailed insight into driver behaviour – when, where, how many and how fast.

## **Stop Analytics**

- Shows stopping behaviour at schools, playgrounds, and intersections.

## **Remote Operation**

- This connected device allows for remote calibration, programming, and system notifications via Wi-Fi or cellular.

## **Machine Learning**

- Drives speed estimation and traffic counting – applying today's technology for tomorrow's safety.

## **Data Analysis**

- Gives clients the reports and data they need and the visual formats they want.

## **Quick Installation**

- Takes between 15 minutes to one hour to install, depending on the location.

## **Power Solution**

- Offers solar or grid-power options, cutting or eliminating battery maintenance.

## **All-Weather**

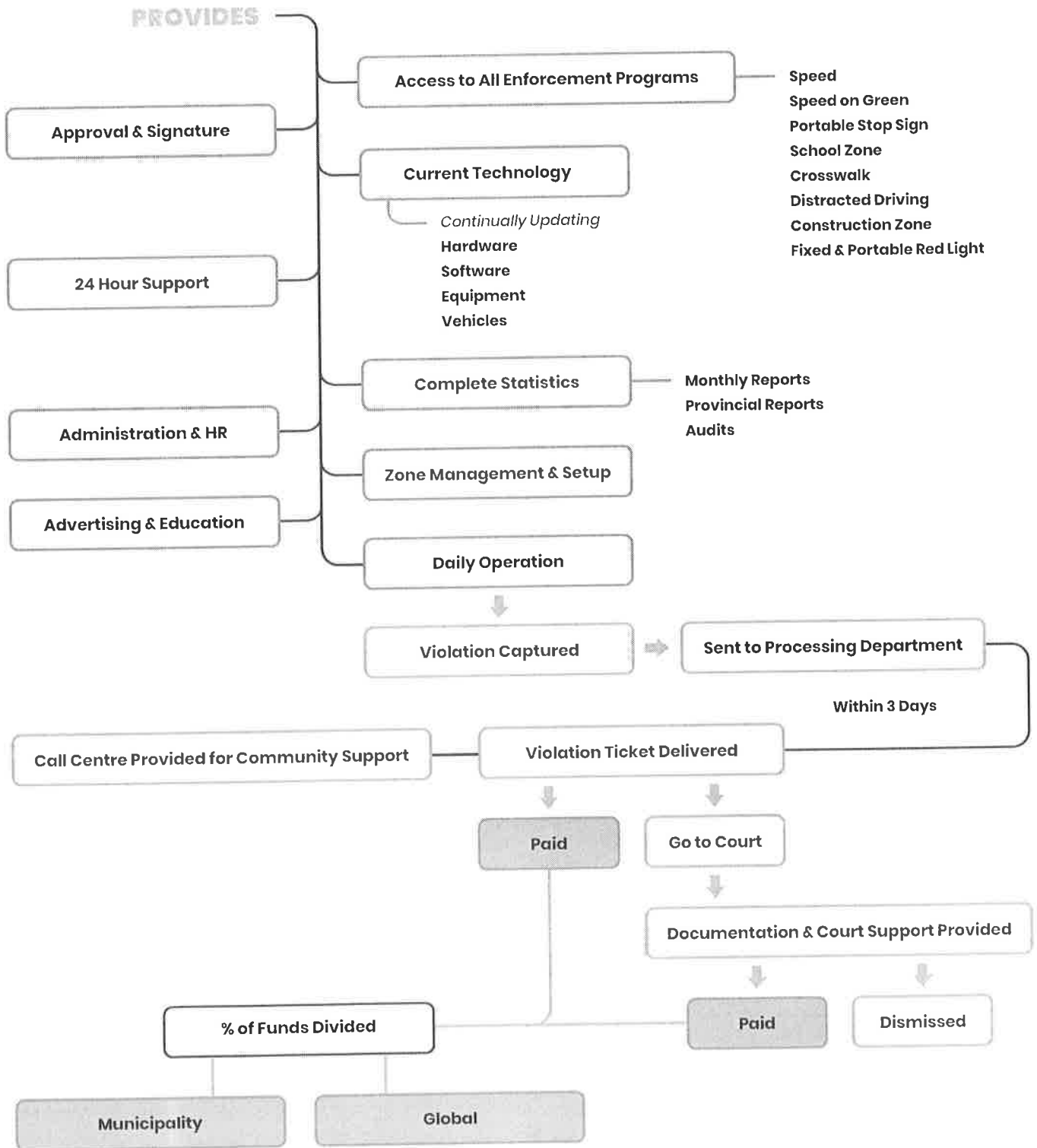
- Operates at -40 C to +40 C in extreme conditions – a made in Canada solution for Canadian weather.

## **Long Lifetime**

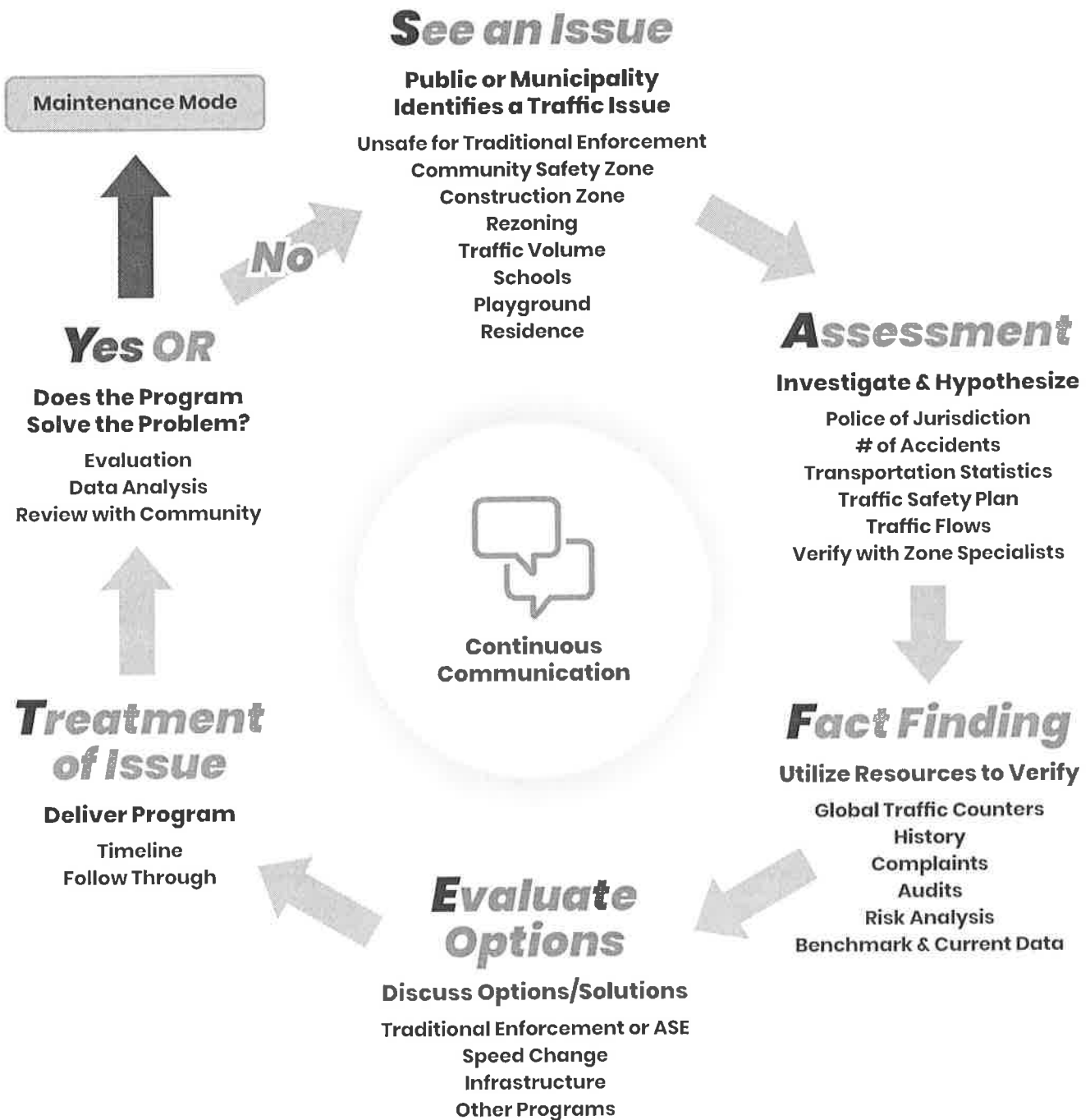
- Engineered to last for up to ten years and requires minimal maintenance.

# AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

## Full Turn-Key Solution



# Global **S.A.F.E.T.Y.** System



Our Goal is **Safer** Roads

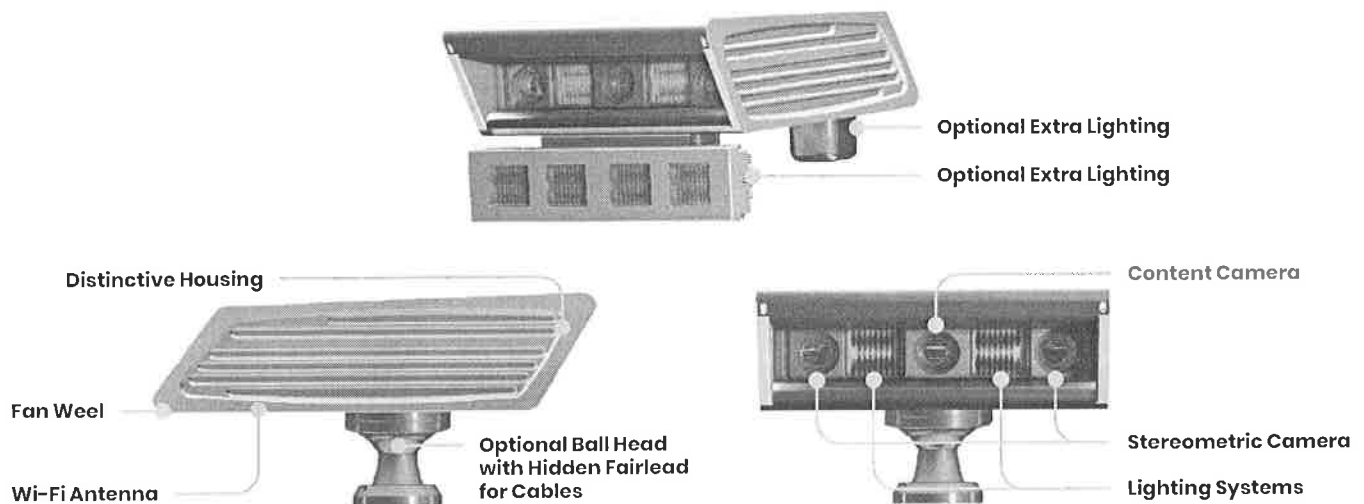
## AUTOMATED SPEED ENFORCEMENT TECHNOLOGY

# Kria **T-EXSPEED**: The Power of 3D Computer Vision Technology

### Highlights

- Instant, Section Speed and Red Light violations
- Fully based on 3D Computer Vision and Machine Learning Technology
- Unparalleled precision and accuracy
- 0% false positive events
- Able to detect and track every vehicle in the field of view
- Left and right turn detection
- Tailgating detection
- Queue-skipping detection
- Wrong way detection
- Detection of further trajectory based violations
- Not affected by surrounding object interferences
- Operational under any weather conditions
- Up to 8 lanes (in the twin version)
- Ready to future customization
- Continuous improvement and release of new functions
- Hi-Res image and video documentation
- Wide range of installation options, height, orientation, distance
- Ultra-compact housing for Cameras and Processing Unit
- No further road shelter nor signal cabling needed
- Average 30-Watt power consumption
- Wi-Fi and wired connections

**T-EXSPEED at 4th generation: after 12 years of extensive research and development**  
***What You See Is What You Get and... What You Get is What You See!***



## Mary Lou Archer

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**From:** Korn, Michael (OPP) <Michael.Korn@opp.ca>  
**Sent:** August 2, 2023 4:52 PM  
**To:** Lisa Post  
**Cc:** Andrea Shaw; Jessie McGibbon; Heather Savage; David Smith; Todd Taylor  
**Subject:** RE: Mental Health in Dufferin County

Good afternoon Mayor Post

Thanks for your email. I appreciate inclusion in this topic as it is something that I am passionate about.

Regarding our MCRT stats, you are correct in that Headwaters Hospital is the best resource for hard data. From an anecdotal perspective, I cannot emphasize enough the effectiveness of MCRT embedded at our detachment. The benefit of having psych trained registered nurses that attend (with our officers) calls involving mental health incidents is excellent. It enhances efficiency through on-site patient triage and frees up our officers to attend other calls for service. Most importantly, it provides timely aid to those experiencing a mental health crisis that might otherwise be forced to wait hours for evaluation at hospital. And finally, I am currently awaiting the decision on a grant application recently submitted to continue government funding for our MCRT nurses.

Please let me know what additional assistance that I can provide. My goal at Dufferin OPP is to expand MCRT so that we can increase coverage with through additional availability during the week and weekends

Regards,

Dean

**M.D. (Dean) Korn | A/Inspector – Detachment Commander | Dufferin County OPP | Office (519) 942-1711 | Cell (416) 557-4078**

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**From:** Lisa Post <lpost@orangeville.ca>  
**Sent:** Wednesday, August 2, 2023 3:40 PM  
**To:** Korn, Michael (OPP) <Michael.Korn@opp.ca>  
**Cc:** Andrea Shaw <ashaw@orangeville.ca>; Jessie McGibbon <jmcgibbon@orangeville.ca>; Heather Savage <hsavage@orangeville.ca>; David Smith <dsmith@orangeville.ca>; Todd Taylor <ttaylor@orangeville.ca>  
**Subject:** Mental Health in Dufferin County

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

Hi Inspector Korn,

I hope you are keeping well and enjoying your summer. I am reaching out today because at the Town of Orangeville, we are working on some advocacy with provincial ministries to address some of the issues facing our community. As part of that work, we are putting together some communications materials that speak to the needs in our community and connect them with some potential solutions to use in discussions with Ministers and their staff.

One of the priorities identified by our Council is Mental Health, specifically the need for mental health resources to serve our community. I recently attended a meeting with Minister Tibollo, Minister of Mental Health and Addictions and began voicing the needs for services in our community and he had mentioned that mobile mental health clinics are something their government is working towards - I believe that our community might be a great fit for this type of solution.

As such, we want to start the conversation with the Ministry and are looking for support from our community partners, such as yourselves, to help to tell the story. As an agency that is on the frontlines of the mental health crisis, we would love to hear from you and hope that you might be able to share some data with our team. I do already have some of the data from the hospital with regards to the MCRT Team, but I wasn't sure if the detachment collects any additional data or anecdotal information that might be helpful in this ask.

I have cc'd members of our team who will be working on this communication, particularly Jessie McGibbon, the manager of communications, in the hopes that you can connect and help us on this advocacy project.

Thanks so much in advance for any help you can provide,

**Lisa Post | Mayor (she/her)**

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

519-941-0440 Ext. 2240 | Toll Free 1-866-941-0440 Ext. 2240 | Cell: 519-216-8368

[lpost@orangeville.ca](mailto:lpost@orangeville.ca) | [www.orangeville.ca](http://www.orangeville.ca)

## Mary Lou Archer

---

**From:** Lisa Post  
**Sent:** June 29, 2023 10:14 PM  
**To:** Ian McSweeney; Todd Taylor; Buligan, John (OPP)  
**Subject:** Fwd: Officers in Schools

Thank you John,

Hi Ian - please see email below!

### **Lisa Post | Mayor (she/her)**

**Town of Orangeville** | 87 Broadway | Orangeville, ON L9W 1K1  
519-941-0440 Ext. 2240 | Toll Free 1-866-941-0440 Ext. 2240 | Cell: 519-216-8368  
[lpost@orangeville.ca](mailto:lpost@orangeville.ca) | [www.orangeville.ca](http://www.orangeville.ca)

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**From:** Buligan, John (OPP) <John.Buligan@opp.ca>  
**Sent:** Thursday, June 22, 2023 11:10:34 AM  
**To:** Lisa Post <lpost@orangeville.ca>  
**Subject:** Officers in Schools

Mayor Post,

Ian had asked for some information on our roadmap with the schools and where we currently stand. I don't have his e mail, could you forward the below to him and feel free to send my e mail address to him.

We have been working closely with Brent McDonald who is the Executive Superintendent for UGDSB, regarding officers in the school. Currently School Resource Officers are not permitted in the schools. Both agencies recognize the importance of a collaboration and are working towards the common goal of improving the disconnect that has happened as a result of this decision. Improving our communication, and relationships with school admin staff as well as strengthening police/youth relationships is the primary focus in the Community Response Office. A new member was just appointed to the Community office and schools will be part of their portfolio. This officer will start in September and will act as the school liaison to address any needs from the schools, and to develop a curriculum for safety presentations. These presentations will need to be approved by both OPP and UGDSB which will takes some time. In the meantime we have tried to bridge the gap by bringing students to us. We have experienced success by hosting events such as, "bring you kid to work day" (grade 9 students), Open House at our Detachment for students to attend and liaise with the many specialty units in the OPP, Detachment tour for grade 11 law classes where the students participated in mock traffic stops to learn their rights, as well as discussions with our Crime office on topics like consent/sex assault/sexting.

**John Buligan | Staff Sergeant – Operations Manager | Dufferin Detachment**  
Ontario Provincial Police | C: 705-434-8176 | Email [john.buligan@opp.ca](mailto:john.buligan@opp.ca)



## Mary Lou Archer

---

**From:** Lisa Post  
**Sent:** July 31, 2023 3:44 PM  
**To:** Korn, Michael (OPP)  
**Cc:** Todd Taylor  
**Subject:** Re: Vulnerable Sector Checks

Thank you so much for the information. I assured her as well that the digital process was safe but she was feeling very uneasy about it.

Thank you for sharing the changes with me - I will update her and hope that she will try it and see how easy and safe it is!

### **Lisa Post | Mayor (she/her)**

**Town of Orangeville** | 87 Broadway | Orangeville, ON L9W 1K1  
519-941-0440 Ext. 2240 | Toll Free 1-866-941-0440 Ext. 2240 | Cell: 519-216-8368  
[lpast@orangeville.ca](mailto:lpast@orangeville.ca) | [www.orangeville.ca](http://www.orangeville.ca)

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**From:** Korn, Michael (OPP) <Michael.Korn@opp.ca>  
**Sent:** Monday, July 31, 2023 2:52:43 PM  
**To:** Lisa Post <lpast@orangeville.ca>  
**Cc:** Todd Taylor <ttaylor@orangeville.ca>  
**Subject:** RE: Vulnerable Sector Checks

Good afternoon Mayor...Things are very well here and thank you for asking. I also hope your summer is enjoyable so far.

Unfortunately almost all records checks are now online. The only exception is for applicants under the age of 16. I've attached the link from [www.opp.ca](http://www.opp.ca) that outlines the process: <https://opp.ca/index.php?id=147> I can sympathize with your constituent's concerns however the digital safeguards in place are very stringent and to date, there have been zero security issues. I should also add that with the transition to the online system, OPP detachments no longer even have the ability to complete the checks with the exception of the Under 16 caveat.

For applicants that do not have home access to a computer or the internet, its suggested to contact a volunteer organization, a public library or the employer requesting the check. If none of those methods are available, applicants can request that the 3<sup>rd</sup> party vendor that is doing the checks (Triton Canada) send them a paper copy application by calling toll free (833)909-0057 or emailing [opp.virtualdesk@tritoncanada.ca](mailto:opp.virtualdesk@tritoncanada.ca)  
I hope this helps

Regards,

Dean

**M.D. (Dean) Korn | A/Inspector – Detachment Commander | Dufferin County OPP | Office (519) 942-1711 | Cell (416) 557-4078**

**From:** Lisa Post <lpost@orangeville.ca>  
**Sent:** Monday, July 31, 2023 2:20 PM  
**To:** Korn, Michael (OPP) <Michael.Korn@opp.ca>  
**Cc:** Todd Taylor <ttaylor@orangeville.ca>  
**Subject:** Vulnerable Sector Checks

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

Good Afternoon Inspector Korn,

I hope you are keeping well! I have had a question/concern raised by a resident and I am hoping that you can provide me with some insights and information. A resident contacted me quite concerned that she was told there is no process in place to do vulnerable sector checks in person anymore – that instead, her only option is to submit her information online. She is quite concerned about submitted such personal information online as she has been victimized in the past online and is now very cautious.

Is there no option to visit in-person to submit the required information? How does this work for people without internet or without access to the required technology? In the past, I visited the Primrose detachment to have mine completed (very early in the transition before online was an option) – is Primrose still offering this service?

Thank you in advance for any information and assistance you can provide,

**Lisa Post | Mayor (she/her)**

**Town of Orangeville** | 87 Broadway | Orangeville, ON L9W 1K1  
519-941-0440 Ext. 2240 | Toll Free 1-866-941-0440 Ext. 2240 | Cell: 519-216-8368  
[lpost@orangeville.ca](mailto:lpost@orangeville.ca) | [www.orangeville.ca](http://www.orangeville.ca)

**Mary Lou Archer**

---

**From:** TPONsystem@ontario.ca  
**Sent:** August 4, 2023 12:55 AM  
**To:** nsyed@orangeville.ca; Todd Taylor  
**Subject:** a. PAYMENT NOTIFICATION: From the Government of Ontario / AVIS DE PAIEMENT: du gouvernement de l'Ontario



This is a notification to inform you that the Ministry of the Solicitor General has initiated a payment to your organization. It is your responsibility to verify the payment information detailed below and confirm deposit with your financial institution.

**Payment Organization :** TOWN OF ORANGEVILLE  
**Organization Address :** POLICE SERVICES BOARD;87 BROADWAY AVE

Invoice #	Case #	Program
14072023_1-2293422727	2022-09-1-1894965384	Reduce Impaired Driving Everywhere (RIDE) 20

If you do not receive funds within 10 working days from the date of this e-mail or to change the contact information for payment notices, please contact your ministry representative/program lead.

For instructions on how to change your banking information, please visit <https://www.ontario.ca/page/doing-business-government-ontario>. For more information on your organization's payments, please follow this link to [Log into TPON](#) and access the "**See My Payments**" menu card in the "**I am looking to**" section of your account.

*This e-mail is system generated. Please do not reply to sender.*

*For technical support with TPON or if you need this email in a different format, you can contact Transfer Payment Ontario Client Care at 1-855-216-3090 or 416-325-6691 Monday to Friday from 8:30 a.m. to 5:00 p.m. Eastern Standard Time (excluding government and statutory holidays) or by e-mail at [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca). Chat with [GObot](#) for immediate 24/7 assistance.*

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Par le présent avis, nous vous informons que le ministère du Solliciteur général a ordonné le versement d'une somme à votre organisme. Il est de votre responsabilité de vérifier les données de paiement ci-dessous et de confirmer que les fonds ont été déposés dans votre compte.

**Organisme de paiement :** TOWN OF ORANGEVILLE  
**Adresse de l'organisme :** POLICE SERVICES BOARD;87 BROADWAY AVE

N° de facture	N° de dossier	Programme
14072023_1-2293422727	2022-09-1-1894965384	Reduce Impaired Driving Everywhere (RIDE) 2022

Si vous ne recevez pas les fonds dans les dix jours ouvrables qui suivent la date du présent courriel ou si vous changez vos coordonnées aux fins des avis de paiement, veuillez contacter votre représentant du ministère ou le responsable du programme.

Pour savoir comment changer vos données bancaires, consultez <https://www.ontario.ca/fr/page/responsabilisation-du-secteur-parapublic-responsabilisation-du-secteur-parapublic>. Pour de plus amples renseignements sur les paiements de votre organisme, suivez ce lien pour ouvrir une session dans le système PTO et allez au menu « **Voir Mes Paiements** » dans la section « **Je cherche à** » de votre compte.

*Ce message est généré automatiquement. Veuillez ne pas répondre à l'expéditeur.*

*Pour obtenir de l'assistance technique avec le système PTO ou pour recevoir le courriel dans un autre format, vous pouvez appeler le Service à la clientèle de Paiements de transfert Ontario, au 1 855 216-3090 ou 416 325-6691, du lundi au vendredi, de 8 h 30 à 17 h 00, heure normale de l'Est (sauf les jours fériés et les jours de congé du gouvernement) ou envoyer un courriel à [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca). Vous pouvez aussi clavarder avec [robotGO](#), 24 h sur 24, sept jours sur sept.*

## Mary Lou Archer

---

**From:** Buligan, John (OPP) <John.Buligan@opp.ca>  
**Sent:** August 17, 2023 4:46 PM  
**To:** Mary Lou Archer  
**Subject:** auto theft grant

Hi, back to this question again. I was originally completing the bail grant proposal but someone else is doing that on our behalf. I am now however doing the auto theft grant application. This was being put through Caledon's TPON but it is due Monday and there may be issues in the timings. If possible could I put it through Orangeville.

**John Buligan | Staff Sergeant | Operations Manager**

Dufferin Detachment Ontario Provincial Police | office 519-925-3838 | cell 705-434-8176 | [john.buligan@opp.ca](mailto:john.buligan@opp.ca)



## APPENDIX "A"

### June 21, 2023 Service Standard Deadlines

#### Pre-Meeting (s.7)

- **Tues. June 6** - Chair circulates to the Executive Assistant and Vice-Chair and Board Members proposed in-camera and public session agenda topics and related materials and asks if there are any other agenda topics. (7.1)
- **Fri. June 9** - Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Mon. June 12**, - Executive Assistant 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 Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number. (7.3)
- **Wed. Jun 14**, - Chair/Vice-Chair shall provide the Executive Assistant 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. (7.4)
- **Thurs. June 15**, - the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4). *As well, post agenda package for public meeting on Board website.* (7.5)

#### Post-Meeting (s.8)

- **Fri June 23**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Thurs. June 22**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri June 23**, - Executive Assistant shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and post on the Board's website. (8.3)
- **Fri June 23**, - Executive Assistant 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. (8.4)
- **Wed June 28**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon July 3rd**, - the Executive Assistant 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. (8.6)



## APPENDIX "A"

### September 19, 2023 Service Standard Deadlines

#### Pre-Meeting (s.7)

- **Tues. Sept. 5** - Chair circulates to the Executive Assistant and Vice-Chair and Board Members proposed in-camera and public session agenda topics and related materials and asks if there are any other agenda topics. (7.1)
- **Fri. Sept. 8** - Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Mon. Sept. 11**, - Executive Assistant 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 Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number. (7.3)
- **Wed. Sept. 13**, - Chair/Vice-Chair shall provide the Executive Assistant 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. (7.4)
- **Thurs. Sept.14**, - the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4). *As well, post agenda package for public meeting on Board website.* (7.5)

#### Post-Meeting (s.8)

- **Wed. Sept. 20**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Thurs. Sept. 21**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri. Sept. 22**, - Executive Assistant shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and post on the Board's website. (8.3)
- **Fri Sept. 22**, - Executive Assistant 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. (8.4)
- **Wed Sept. 27**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon Oct. 2nd**, - the Executive Assistant 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. (8.6)

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **June 16/23 Joint Meeting of the Dufferin County Section 10 Police Services Boards – 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 16, 2023**

Claimant Signature



Ian McSweeney



APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
June 29/23 Special Meeting to review revised Governance Policies - Batch 3 – IM, KK, TT, LP,  
MLA**

**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 29, 2023**

Claimant Signature



Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **September 11, 2023 Presentation to Council on Board Governance – 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 11, 2023**

Claimant Signature



Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **September 12, 2023 Attendance at Zone 5 Meeting in Guelph (in-person) – 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) -

Date/Description: **September 12, 2023 kilometer expense - \$90.44 - Mileage - drive to Guelph from Hockley Valley and return - 133 km x \$.68/k**

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

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

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

Total Expenses claim: **\$90.44**

**Total Claim - \$190.44**

Date Claim Submitted: **September 12, 2023**

Claimant Signature



Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **September 13, 2023 Community of Practice PSB Training – Introductory Session – IM and various SOLGEN reps and OAPSB Zone reps**

**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, 2023**

Claimant Signature



Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ian McSweeney**

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
Aug 15/23 Special Meeting to review revised Governance Policies - Batch 4 – IM, KK, TT, LP**

**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: **Aug 15, 2023**

Claimant Signature



Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Executive Assistant: **Ken Krakar**

Description of Approved Special Meeting/Assigned Work: **June 16/23 Joint Meeting of the Dufferin County Section 10 Police Services Boards – KK, IM, LP**

**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: \_\_\_\_\_

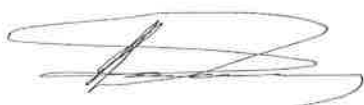
Date/Description: \_\_\_\_\_

Total Expenses claim: **\$0**

Date Claim Submitted: **June 16, 2023**

Claimant Signature

Ken Krakar per Ian McSweeney



**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

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

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
June 29/23 Special Meeting to review revised Governance Policies - Batch 3 – IM, KK, TT, LP,  
MLA**

**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 29, 2023**

Claimant Signature

Ken Krakar per Ian McSweeney



**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

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

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
Aug 15/23 Special Meeting to review revised Governance Policies - Batch 4 – IM, KK, TT, LP**

**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: **Aug 15, 2023**

Claimant Signature

Ken Krakar per Ian McSweeney





APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Executive Assistant: **Lisa Post**

Description of Approved Special Meeting/Assigned Work: **June 16/23 Joint Meeting of the Dufferin County Section 10 Police Services Boards – IM, LP, KK**

**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 16, 2023**

Claimant Signature

Lisa Post per Ian McSweeney



APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Secretary: **Lisa Post**

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
June 29/23 Special Meeting to review revised Governance Policies - Batch 3 – IM, KK, TT, LP,  
MLA**

**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 29, 2023**

Claimant Signature

Lisa Post per Ian McSweeney



**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/ Secretary: **Lisa Post**

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
Aug 15/23 Special Meeting to review revised Governance Policies - Batch 4 – IM, KK, TT, LP**

**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: **Aug 15, 2023**

Claimant Signature

Lisa Post per Ian McSweeney





## ORANGEVILLE POLICE SERVICES BOARD

### SPECIAL PROJECT REMUNERATION/EXPENSE TIMESHEET

Claimant Name: Mary Lou Archer

Special Project Name: Board Governance Policies & Board Grants

Special Project Budget:

Special Project Hourly Rate: \$70/hr.

#### Remuneration

Date of Work Performed	Description of Work Performed	Total Hours	Remuneration Amount
Jun. 11, 2023	Review Mobile Crisis Response (MCRT) Enhancement Grant Guidelines and application process with Sgt. Moore and Rebecca Mederios	1	\$70.00
Jun. 13, 2023	Meet with OPP, Sgt Jay Moore at Orangeville OPP Detachment to review MCRT Grant Application.	1.5	\$105.00
June 13, 2023	Review Draft 1 of MCRT grant application	.5	\$35.00
June 21, 2023	Finalize MCRT grant application	1	\$70.00
June 22, 2023	Facilitate submission of MCRT grant on TPON & discussion with Ministry on grant	1	\$70.00
June 23, 2023	Meeting with Sgt. Moore & Cst Giovannetti re MCRT grant revision	1	\$70.00
June 28, 2023	Meeting with Cst. Giovannetti and Crisis Nurse to develop Workplan for MCRT grant revision	1	\$70.00
June 30. 2023	Coordinate and resubmit of MCRT grant to SOLGEN	1	\$70.00
<b>Total</b>		<b>8</b>	<b>\$560.00</b>

Total Hours Submitted: 8

Total Remuneration Submitted: **\$560.00**

#### Expenses Claim (receipts must be attached)

Date and Description of Expense

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

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

Total Expenses Submitted \_\_\_\_\_

Claimant Signature Mary L Archer Date: 06SEP23

Board Chair Signature \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

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

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
June 29/23 Special Meeting to review revised Governance Policies - Batch 3 – IM, KK, TT, LP,  
MLA**

**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 29, 2023**

Claimant Signature



Mary Lou Archer per Ian McSweeney

**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

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

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
June 29/23 Special Meeting to review revised Governance Policies - Batch 3 – IM, KK, TT, LP,  
MLA**

**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 29, 2023**

Claimant Signature

Todd Taylor per Ian McSweeney



**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

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

Description of Approved Special Meeting/Assigned Work: **Orangeville Police Services Board  
Aug 15/23 Special Meeting to review revised Governance Policies - Batch 4 – IM, KK, TT, LP**

**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: **Aug 15, 2023**

Claimant Signature

Todd Taylor per Ian McSweeney





# AGENDA

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

Tuesday, September 12, 2023

Hosted by Guelph Police Services Board

Guelph Police Service HQ, 15 Wyndham Street South, Guelph, ON

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

**OAPSB - ZONE 5**

- 
- 9:30 am      Welcome/Shared Business/Ministry Report – Chiefs and Boards
- 9:35 am      Guest Speaker/Presentation –  
Lynne Haves, Acting Inspector General – Inspectorate of Policing – Ministry of the Solicitor  
General
- 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 12, 2023 as circulated/amended (Motion)
4. Approval of the Minutes dated June 6, 2023 – 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 – John Thomson (Information)
10. New Business (Discussion)
11. Key Zone Updates and Question and Answer Period (Discussion)
12. Future agenda items
  - 12.1 Next Meeting – December 12, 2023 – Electronic Meeting (Information)
13. Adjournment (Motion)

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

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

**Tuesday, June 06, 2023  
Remote Electronic Meeting  
9:30 am**

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

**9:35 am Guest Speaker/Presentation – Inspectorate of Policing – Various pillars of the IOP**

- Morgan Terry – Acting Deputy Inspector General, Police Services Liaison Unit – [Morgan.Terry@ontario.ca](mailto:Morgan.Terry@ontario.ca)
- Lynne Haves – Manager, Inspections Unit – [Lynne.Haves@ontario.ca](mailto:Lynne.Haves@ontario.ca)
- Nancy Lantz – Manager, Investigations Unit – [Nancy.Lantz@ontario.ca](mailto:Nancy.Lantz@ontario.ca)
- David Tilley – Acting Manager – [David.Tilley@ontario.ca](mailto:David.Tilley@ontario.ca)

**Shared Business Meeting – Chiefs and Boards**

- Chief of Police, Guelph Police Service, Gord Cobey provided greetings, acknowledgement of land and thanked members of Zone 5 for attending the meeting through zoom technology today
- The membership took a moment to recognize Officers recently killed in the line of duty – sadly it has been a challenging 9 months in the policing community – shared sincere sympathies to families of the fallen Officers
- Chief Cobey noted that for future meetings, he wants to ensure that we are maximizing all members time at these meetings and receive great return on our investment when attending
- Please share any thoughts you may have on securing guest speakers, meaningful discussions and interested topics to either Director John Thomson or Secretary/Treasurer Jo-Anne Fields
- Ministry Representative Duane Sprague introduced guest presenters
- Power Point Presentation will be shared with the membership
- Special thanks to Morgan, Lynne, Nancy, and Dave for presenting today and for providing a very comprehensive, knowledgeable, and informative overview surrounding the various pillars of the IOP

**Ministry Report**

- Duane Sprague, Ministry Advisor presented the Ministry Report and provided further explanation, as required, at Joint and Board Business Meeting

**11:00 am OAPSB Zone 5 Board Business Meeting**

**Business Meeting – Called to order at 11:00 am**

**Chair – Jim Dietrich**

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

**Attendance - Police Services Board**

- Chatsworth
  - Georgian Bluffs
  - Grey Highlands
  - Hanover
  - North Huron
  - Orangeville
  - Owen Sound
  - Saugeen Shores
  - South Huron
  - Waterloo
  - Wellington
  - West Grey
  - West Perth
- Scott MacKay  
Peter Hughes, Barry Hatt  
Lynn Silverton, Stewart Halliday, Joel Loughead  
Sue Paterson, Selwyn Hicks  
Judy Givens  
Ian McSweeney  
John Thomson, Brian O’leary  
John Divinski, John Woodley  
Jim Dietrich, Dave Frayne, Jo-Anne Fields  
Karen Quigley-Hobbs  
Earl Campbell  
Heather Webb  
Steve Herold
- Duane Sprague, Ministry Advisor
  - Lisa Darling, OAPSB Executive Director
  - Jim Maudsley, Director Section 10, Zone 4, 5 & 6 Representative

**1. Welcome and Introduction**

- Chair Jim Dietrich welcomed everyone to the electronic meeting today
- Roll call was taken
- We encourage all Boards to submit a report which can be included in the minutes. This practice enables effective communication within Zone 5

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

- None identified

**3. Approval of Agenda**

**Motion** - Dave Frayne/Lynn Silverton

“That the agenda be approved as circulated.”

**Disposition** - Carried

**4. Approval of Minutes**

**Motion** - John Divinski/John Thomson

“That the minutes of the March 07, 2023 meeting be approved as circulated.”

**Disposition** - Carried

#### **4.1 Errors or Omissions**

- No errors or omissions noted

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

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

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

- Treasurer, Jo-Anne Fields prepared financial report for presentation
- Bank balance as at May 20, 2023 was \$10,634.41
- Receipts – \$5,500.00 was received for membership fees
- Disbursements – \$1,575.15
- Scotiabank Investment as of March 31, 2022 was \$4,332.70 – re-invested August 2022 at 2% interest rate
- RBC Investment was re-invested in the amount of \$4,376.53 on February 5, 2023 at 3.000% interest. Anticipated interest generated at maturity on February 5, 2024 will be \$131.30
- All membership fees have been received for 2023
- 24 Boards remain in 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** - Judy Givens/John Woodley

“That the Treasurers report be accepted as presented.”

**Disposition** - Carried

**Motion** - Sue Paterson/Scott Mackey

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

**Disposition** - Carried

#### **6. Ministry Report – Ministry Advisor**

- Ministry Advisor, Duane Sprague presented the Ministry report during the Joint Meeting

#### **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**

- Jim Maudsley, Director Section 10 Zone Representative for Zone 4, 5 & 6 attended the meeting
- CPSA update – Tentative proclamation date is estimated for the Fall of 2023 – enforcement date approximately June 2024
- He thanked the Zone 5 membership for their support in re-election as OAPSB Director
- OAPSB Zone 5 Director John Thompson provided a comprehensive overview of the OAPSB news
- Continuing work with the CAP-G to develop an MOU to share resources and develop joint online and in-person learning opportunities.
- Joined the collaborative Working Group on Rebranding and Marketing the Policing Profession
- Also Continue to work with the Ministry on training and reviewing the draft regulations to support the CSPA.
- Launching the new OAPSB app and building the training plan and content.
- Working on a province wide Section 10 and 31 board salary review
- Developing a board evaluation and monitoring performance program
- Work a media training kit for board spoke persons – what to say and what not to say
- Patrick Weaver, Chair of the OAPSB, was nominated to sit on CAPG's board

### **Media Relations**

- We received a report on Government Relations which included an update on the recent media attention surrounding police officer fatalities, parole and bail violations and the increasing crime throughout the province. It was noted that the government of Ontario continues to prioritize policing and public safety as one of its main goals.
- OAPSB conducted a poll of its zones and had overwhelming support for bail reform.
- A Bail Reform committee meeting was held following the letter from the Premiers to the Federal Justice Minister. The OAPSB has liaised with the Justice Minister and communicated our support. Lisa Darling was asked to appear before the Committee and highlighted the need for additional admin supports, better surety checks, house arrest checks and technology

### **HR Committee**

- The Curriculum Developer/Training Officer have been hired and are responsible to develop ancillary training in partnership with stakeholders and partners. This training will complement and not duplicate the mandatory government training of the CSPA.
- Our Trainers are also doing a needs assessment or differences between the PSA and the CSPA for training purposes.
- The ministry acknowledges the need for additional board training beyond the initial three-hour mandatory training modules. Our trainers will be working with the Curriculum Developers assigned to develop these mandatory training modules and to ensure a synergy exists between the mandatory requirements required through legislation and the OAPSB's ongoing training program

### **The OAPSB Annual Meeting**

- Directors for 2023 were confirmed at that meeting held May 30, 2023

- An Election of Officers was held and:
- Patrick Weaver – was Elected Chair for another term
- Bill Hagborg, Director – Zone 1A, North Bay PSB - elected 1<sup>st</sup> Vice Chair
- Jim Maudsley, Director – Section 10 South West, Thames Centre PSB 2nd Vice Chair and Secretary
- Karen Fisher Director – Big 12, Durham Region re-elected Treasurer
- All directors and their BIOs can be found on the OAPSB website under About Us and Board of Directors
- This might be good segue into reminding members who have not already done so to activate their access to the member portal on the OAPSB website. Presentations from this year's AGM will be loaded their shortly and more information on training will be there as it becomes available as well as a number of other items Lisa has planned.
- Our Treasurer reported that we received a clean audit report from our Auditors.
- Baker Tilly Trillium LLP were appointed auditors for our 2023 financial statements

### AGM Update

- AGM and Conference was a fantastic two and half days. This was by far the best conference I have attended in quite a while. It was very informative and had a wide spectrum of topics. Lisa and her team did an amazing job of putting it all together and has set the bar very high for next year.
- So as a reminder to everyone come budget time this fall, I would highly recommend a line item be added to your budgets to attend next years AGM. Suggested venues are London or Windsor. More details to come.
- Lisa Darling – thank you for kind comments surrounding the Annual Spring Conference – team effort to achieve success
- Big 12 meeting scheduled to discuss challenges surrounding WSIB – survey to Section 31 and OPP Boards to gather data on WSIB claims – thoughts on questions that could be included in the survey, please share prior to the end of June – survey to be completed by the end of September
- Update on expanding and encouraging participants to enroll in the Policing field
- Conference – networking – discussing break out of Section 10 and Section 31 – informative for both and provide their own perspective
- Chair Dietrich thanked John Thompson, Director and Lisa Darling, Executive Director for their reports and for providing behind the scenes information to the Board membership

### 10. New Business

- Ian McSweeney – Orangeville Police Services Board – provided an overview of the School Resource Officer Program
- Various School Boards have eliminated the School Resource Officers
- Best interest of the community for the program to continue
- Chair Dietrich mentioned that the Mayor of South Huron is a retired OPP Officer and attends schools every few weeks
- Focused Patrol continues in High Schools in Huron County until the end of the school year
- These Patrols focus on traffic safety and enhanced police visibility – has been very effective, creating awareness and education and healthy relationships between OPP and youth

**Motion** - Lynn Silverton/Ian McSweeney

“That the OAPSB Zone 5 send a recommendation to the OAPSB to represent Zone 5 and other interested Zones, in supporting our Premier in what is happening with Paul Bernardo to release to minimum security.”

**Disposition** - Defeated

**Motion** - Dave Frayne/Ian McSweeney

“That the OAPSB Zone 5 membership provide a friendly amendment to the previous motion to bring this matter back for discussion at the September regular meeting.”

**Disposition** - Defeated

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

- We encourage Boards to share a written report for inclusion in the minutes
- Any items of significance can be shared at the meeting
- Grey Highlands – Officer of the Year Award – Popular event with the Officers
- Saugeen Shores – Don Woodley In negotiations – Presently in negotiations and ask if any other Board were in the same positions – suggested that they reach out to the Stratford Police Services Board Chair
- Collective Agreements that have been submitted are listed on the OAPSB website
- Boards were reminded to send Directory updates to the Secretary/Treasurer
- North Perth – It is with great sadness that I inform all Ontario Provincial Police (OPP) members that  
Detective Constable Steven Tourangeau of the Huron-Perth Community Street Crime Unit, Perth County Detachment, West Region, died in a motor vehicle collision May 29th, 2023
- On a lighter note, the OPP just held the 2nd Annual Police Week BBQ with over 300 individuals attending.

**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 in person on Tuesday, September 12, 2023 at 9:30 am. Currently, the location and venue are undetermined
- 2023 Zone 5 Meeting Dates:
  - Tuesday, December 12, 2023 Hosted: Virtually

**13. Adjournment**

**Motion** - Judy Givens/Barry Hatt

“That the meeting adjourns at 1:10 pm.”

**Disposition - Carried**

\_\_\_\_\_  
Chair – Jim Dietrich

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# OAPSB Zone 5 Financial Report - September 12, 2023

Prepared by: Jo-Anne Fields, Secretary/Treasurer

<b>Bank Balance as at May 20, 2023</b>	<b>\$10,634.41</b>
<b>Receipts</b>	
Nil	0.00
<b>Total Receipts</b>	<b>\$0.00</b>
<b>Disbursements</b>	
<b>#129</b> J. Fields - Petty Cash	12.75 Mar - May
RBC	26.25 Bank Fees - Mar/Apr/May
	<u>39.00</u>
<b>Total Disbursements</b>	<b>\$39.00</b>
<b>Outstanding Cheque #129</b>	<b>\$12.75</b>
<b>Bank Balance as at August 18, 2023</b>	<b>\$10,608.16</b>
<b>Petty Cash</b>	
Photocopies/Paper	<u>47.50</u> June - August
<b>Total Petty Cash</b>	<b>\$47.50</b>
<b>Scotiabank Investment Balance as at Aug. 22, 2023</b>	<b>\$4,366.24</b>
<b>RBC Investment - No portfolio statement - initial</b>	<b>\$4,376.53</b>

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

Revised September 11, 2023

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

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

**Vice Chair:** Ian McSweeney  
416.459.7025  
[imcsweeney@orangeville.ca](mailto:imcsweeney@orangeville.ca)

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

**Zone Director:** John Thomson  
Owen Sound Police Services Board  
600 6th Avenue West,  
Owen Sound ON  
N4K 5E7  
H- 519-376-8442  
C - 226-668-0379  
[Jthoms1639@rogers.com](mailto:Jthoms1639@rogers.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](mailto:David.Tilley@ontario.ca)

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

<b>Police Services Board</b>	<b>Board Secretary Contact Information</b>	<b>Board Chair/Members Contact Information</b>
------------------------------	--	--

<p><b>Brockton Police Services Board</b> 100 Scott St. Box 68 Walkerton, Ontario N0G 2V0</p>	<p>Sarah Johnson <a href="mailto:sjohnson@brockton.ca">sjohnson@brockton.ca</a></p>	<p>5 Membership Board Brian Read – Municipal Rep/Chair - <a href="mailto:brianread63@yahoo.com">brianread63@yahoo.com</a> Tim Elphick - <a href="mailto:telphick@brockton.ca">telphick@brockton.ca</a> Carl Kuhnke – Provincial Rep - <a href="mailto:ckuhnke@brockton.ca">ckuhnke@brockton.ca</a></p>
<p><b>Central Huron Police Services Bd</b> 23 Albert Street, Box 400 CLINTON, Ontario NOM 1L0</p>	<p><a href="mailto:cao@centralhuron.com">cao@centralhuron.com</a></p>	<p>3 Membership Board Tim Collyer – Community Rep - <a href="mailto:tdcollyer@eastlink.com">tdcollyer@eastlink.com</a> Trudy Kernighan - <a href="mailto:kernigtj@gmail.com">kernigtj@gmail.com</a> Adam Robinson – <a href="mailto:arobinson@centralhuron.com">arobinson@centralhuron.com</a></p>
<p><b>Chatsworth Police Services Board (O.P.P.)</b> 316837 Highway 6 R. R. # 1, Chatsworth, Ontario N0H 1G0</p>	<p>Carolyn Marx <a href="mailto:cmarx@chatsworth.ca">cmarx@chatsworth.ca</a> 519-794-3232 519-794-4499 (fax)</p>	<p>3 Membership Board Scott MacKey – Mayor – <a href="mailto:scott.mackey@grey.ca">scott.mackey@grey.ca</a> Graham Taylor – Community Rep – <a href="mailto:grahamtaylor620@gmail.com">grahamtaylor620@gmail.com</a></p>
<p><b>Grand Valley Police Services Board (O.P.P.)</b> 5 Main Street North Grand Valley, Ontario L9W 5S6</p>	<p>Meghan Townsend, Deputy Clerk Town of Grand Valley 5 Main Street N. Grand Valley, ON L9W 5S6 <a href="mailto:mtownsend@townofgrandvalley.ca">mtownsend@townofgrandvalley.ca</a> Phone # (519) 928-5652 Fax # (519) 928-2275</p>	<p>3 Membership Board Josh Hoskin – municipal rep <a href="mailto:josh@hoskinfamily.com">josh@hoskinfamily.com</a> Myrna Roberts – Provincial Rep</p>
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<p><b>Goderich Police Services Board (O.P.P.)</b> 57 West Street Goderich, Ontario N7A 2K5</p>	<p>Larry McCabe <a href="mailto:lmccabe@goderich.ca">lmccabe@goderich.ca</a> Andrea Fisher – <a href="mailto:afisher@goderich.ca">afisher@goderich.ca</a> 519-524-8344 519-524-7209 (fax)</p>	<p>3 Membership Board Trevor Bazinet, Mayor <a href="mailto:trevorbazinetgoderich@gmail.com">trevorbazinetgoderich@gmail.com</a> Tony Denomme, Chair <a href="mailto:a.denomme@hurontel.on.ca">a.denomme@hurontel.on.ca</a> Tom Jasper <a href="mailto:tjasper@hurontel.on.ca">tjasper@hurontel.on.ca</a></p>
<p><b>Grey Highlands Police Services Board (O.P.P.)</b> 206 Toronto St. S Unit 1 Box 409 Markdale, Ontario N0C 1H0</p>	<p>Amanda Van Alstine Deputy Clerk/Manager of Corporate Services <a href="mailto:clerks@greyhighlands.ca">clerks@greyhighlands.ca</a> 519-986-2811  Danielle Thompson <a href="mailto:committee@greyhighlands.ca">committee@greyhighlands.ca</a></p>	<p>5 Membership Board Paul McQueen – Head of Council - <a href="mailto:mcqueenp@greyhighlands.ca">mcqueenp@greyhighlands.ca</a> Lynn Silverton – Provincial Appointee – Chair - <a href="mailto:lynn@bmts.com">lynn@bmts.com</a> - Stewart Halliday – Provincial Appointee - <a href="mailto:stewarthalliday@bmts.com">stewarthalliday@bmts.com</a></p>

		Joel Loughead – <a href="mailto:councillorloughead@greyhighlands.ca">councillorloughead@greyhighlands.ca</a> Tracy Coulter - <a href="mailto:tracy.coulter@peelpolice.ca">tracy.coulter@peelpolice.ca</a>
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## 2023 OPSB Action Register (As at Sep. 19, 2023)<sup>1</sup>

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
1. Section 10 Objectives, Priorities and Governance Documents - At the 30MAR22 meeting the following Steps were determined: <ol style="list-style-type: none"> <li>a. Confer with Det Commander (DC)</li> <li>b. Complete a comprehensive review of PSA sec. 10</li> <li>c. Develop a list of required policies</li> <li>d. Confer with DC and Town</li> <li>e. Commence draft of policies or amend existing policies</li> <li>f. Finalize drafts</li> <li>g. Confer with DC</li> <li>h. Review of existing bylaws</li> <li>i. Send to Board for review &amp; approval Complete a comprehensive review of PSA sec. 10</li> </ol>	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	
2. 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	
3. Update Police Service Board Website <ol style="list-style-type: none"> <li>a. Phase 1 – clean up existing webpage</li> </ol>	Archer	Phase 1 - May 17	Set up a series of 5 meetings with Jill Priest	June15, 2022

<sup>1</sup> 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
			<p>of the Communications Dept of the Town to update website:  1<sup>st</sup> meeting – 06 APR 22 – added all current min.'s &amp; agendas  2<sup>nd</sup> meeting – 14APR 22 discussion on building new framework  3<sup>rd</sup> 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.</p>	

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			04MAY22 – Updated responsibilities of the Board under Sec. 10 PSA	
4. 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	
5. Work on Board Policy Review and Drafting of new policies as follows: Oct. 3 – Police Service Board Secretary Policy, Oct. 11 – Information Sharing Policy, Oct. 20 – Business Planning Policy, Oct. 27 – Complaints Policy	McSweeney		In-Progress	
6. Prep Agenda for Jan. 17 <sup>th</sup> Meeting	Archer	04JAN, 06JAN, 12JAN, 23	Complete	12JAN23
7. F.O. on CSP grant – revised COI	Archer	03FEB23	Complete	03FEB23
8. Transparency and Public Disclosure Project	McSweeney		In Progress	TBD
9. Bail Reform Project	McSweeney		In Progress	TBD
10. F.O on RIDE grant COI	Archer	05MAR23	Complete	05MAR23
11. RIDE Grant Final Report Completion for submission 15APR23	Archer		In progress	15APR23
12. Work on Board Policy Revisions as outlined on Timesheet	McSweeney/ Archer		In progress	
13. Prep Agenda for Mar. 21, 2023 Meeting	Archer	08MAR, 09 MAR 10MAR, 16MAR, 3	Complete	16MAR23
14. Presentation to Town Council re PSB Governance Project	McSweeney	03APR23	Complete	03APR23
15. Provide Input on Dufferin Action Plan (Board met to discuss review on April 5, 2023 & provided input to Insp. Ward on April 18, 2023	Chair Taylor	May 23	In-progress	
16. Submission of Year 1 – Final Report on RIDE Grant	Archer	April 15, 2023	Complete	Mar. 22, 2023

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
17. Submission of Year 1 – Final Report on Community Safety & Policing Grant	Archer	April 28, 2023	Complete	April 27, 2023
18. Submission of Year 2 – Final Report on the Victim Support Grant	Archer	April 28, 2023	Complete	April 27, 2023
19. Update website to include bio for Member Post & add in all 2023 meeting dates	Archer	April 28, & May 1, 23	Complete	May 1, 2023
20. Prep. Agenda for May 16, 2023 Meeting	Archer	May 5, 2023	Complete	May 10, 2023
21. Board Review of Batch 1 of Revised Board Policies & Governance Cover Memo	McSweeney	May 30, 2023	Complete	May 30. 2023
22. Attend OAPSB Conference	McSweeney	May 30 - 31, 2023	Pending – McSweeney will provide overview at June 21, 2023 OPSB Meeting	
23. Board Review of Batch 2 of Revised Board Policies	McSweeney	June 19, 2023	Complete	June 19, 2023
24. Review Victim Support Grant (VSG) for 2023-2024 with OPP. Collaborate with FTP, CDVS and OPP re the objectives and writing of the VSG grant.	Archer	June 1, 2023	Complete	June 1, 2023
25. Collaborating with OPP on MCRT Enhancement Grant	Archer	July 4, 2023	Complete – submitted June 30, 2023	June 30, 2023
26. Collaborating with OPP on Bail Compliance and Warrant Apprehension Grant and Auto Theft Grant	Archer	August 20, 2023	Complete – OPP decided to submit elsewhere.	August 20, 2023
27. Document process, history, etc. for PSB grant applications.	Archer	Dec. 31, 2023	Pending	
28. Board Review of Batch 3 of Revised Board Policies	McSweeney	June 29, 2023	Complete	June 29, 2023

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
29. Board Review of Batch 4 of Revised Board Policies	McSweeney	August 15, 2023	Complete	August 15, 2023
30. 2 <sup>nd</sup> Presentation to Town Council on Board Governance	McSweeney	Sept. 11, 2023	Complete	Sept. 11, 2023



# ORANGEVILLE POLICE SERVICES BOARD

Presentation to Orangeville Town Council on Board  
Governance

September 11, 2023

Presented by Vice-Chair McSweeney on behalf of the Board

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## Introduction

- **Presentation purpose** - provide Council with an overview of the Board's new governance framework
- **Context** - Board's oversight role primarily governed by:
  - s.10(9) PSA
  - Oct 2020 OPP Agreement with Town
  - O. Reg. 3/99 Adequacy and Effectiveness of Police Services (the "Adequacy Standards Regulation" or "ASR")
  - New CSPA legislation will require further reviews and changes over the next few years
  - Board has consulted with Ministry and OPP DC – no objections to date
- **Goal** - adopt a governance framework which represents industry best practices

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# Governance Framework

- **Section 10 Board Governance Memorandum**
  - Umbrella document describing framework/oversight mandate and attaching all policies, by-laws, resources and legislative references
- **Board By-Laws (2)**
  - General By-Law 001-2023
  - Records By-Law 002-2022
- **Board Policies/Protocols (20 active)** – full list in Appendix A (attached) including policies on:
  - Meeting and general service standards (D3(j) and D3(t))
  - Media relations and public transparency (D3(f))
  - Freedom of information and protection of privacy (D3(g))
  - Detachment Commander selection and evaluation (D3(l))
  - Sharing crime, call and public disorder analysis (D3(n))
  - Business Planning (D3(p))
  - Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))
  - Protocol for Information Sharing (D3(r))
  - Police Services Quality Assurance Process (D3(s))
  - Board Evaluation of the Adequacy and Effectiveness of Police Services (D3(u))



# Policies Most Directly Impacting Town Council

- **Media relations and public transparency (D3(f))**
  - policy regarding the release of information to the public with respect to OPP operations and disclosable Board activities, goals, and objectives.
- **Freedom of information and protection of privacy (D3(g))**
  - Operates through By-Law 002-2022 and Sept 15/20 Archival Services Agreement btw Board and Town
- **Detachment Commander selection and evaluation (D3(l))**
  - PSA requires Board to participate in selection and monitor DC performance
- **Sharing crime, call and public disorder analysis (D3(n))**
  - ASR ss.13(2) requires the Board to establish a policy on the sharing of crime, call and public disorder analysis data and information on crime trends with its municipal council and with school boards, community organizations and groups, businesses and members of the public.



## Policies Most Directly Impacting Town Council (cont'd)

### • Business Planning (D3(p))

- Every three years the OPP develops its Strategic Plan establishing the OPP's commitments and outlining the OPP's primary areas of strategic focus for the coming years. From the Strategic Plan DCs develop an "Action Plan" establishing local police services objectives and priorities.
- Following Board consultations and disclosures involving Town Council, school boards, community organizations and groups, businesses and members of the public the Action Plan is adopted adopted by the Board as its Business Plan which complies with the content requirements of ASR s.30 and 32, the PSA and the OPP Agreement.
- The Policy sets out the process and timing for such consultations and disclosures which are also included in several other policies (e.g., D3(q), D3(r) and others listed below).

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## Policies Most Directly Impacting Town Council (cont'd)

### • Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))

- Per ASR s.31 Board policy requires the DC to prepare, for the Board, an Annual Report on the activities of the police service during the previous fiscal year, which includes information on (1) performance objectives, indicators and results, (2) public complaints and (3) the actual cost of police services. This Report also includes crime information under Policy D3(n) above.
- The date by which the Board must provide the DC's Annual Report to town council and the timing of the Board's responsibility to make the Report available to the public is set out in the Board's Protocol for Information Sharing with the Town below.

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## Policies Most Directly Impacting Town Council (cont'd)

### • Protocol for Information Sharing (D3(r))

- ASR ss.32(1) requires the Board and the Town to enter into a protocol that addresses:
  - the sharing of information with the Town, including the type of information and the frequency for sharing this information;
  - the dates by which the Board's Business Plan and DC's Annual Report shall be provided to the Town and subsequently reported to the public;
- Protocol sets out a detailed process for information sharing co-ordinated by the Board's EA and the Town Clerk
- **NOTE: ASR S.32(1)(d) REQUIRES THE PROTOCOL TO PROVIDE FOR THE TOWN'S PARTICIPATION IN THE CONSULTATION PROCESS TO DEVELOP THE BUSINESS PLAN AND, IF THE TOWN CHOOSES, THE JOINT DETERMINATION OF THE BUSINESS PLAN WITH THE BOARD. ITS COUNCIL'S DECISION BUT THE BOARD RECOMMENDATION IS THAT COUNCIL PARTICIPATE ONLY IN THE CONSULTATION PROCESS AND LEAVE THE FINAL DECISION ON THE ADOPTION OF THE BUSINESS PLAN TO THE BOARD.**

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## Policies Most Directly Impacting Town Council (cont'd)

### • Police Services Quality Assurance Process (D3(s))

- ASR s.35 requires the Board and the DC to implement a quality assurance process relating to the delivery of adequate and effective police services, and PSA compliance.
- **Board Evaluation of the Adequacy and Effectiveness of Police Services (D3(u))**
  - ASR s.37 requires the Board to evaluate the adequacy and effectiveness of the services provided by its police force by comparing those services with the requirements of the ASR.

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## Next Steps

### Next Steps:

- Town Council to review at least Board policies:
  - Business Planning (D3(p))
  - Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))
  - Protocol for Information Sharing (D3(r))
- Meet with Board representative(s) to discuss questions/input
- Board to review entire Governance Framework package at its Sept 19<sup>th</sup> meeting
- Board to continue work on service standards (D3(t)) implementation/work plan
- Once adopted Board to roll out to OAPSB/Ministry as Orangeville's best practices police service oversight governance model
- Also share with Zone 5 and any interested s.10 or s.31 police services board
- Per D3(f) Board to decide what gets posted on Board website for increased public transparency

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## Appendix A

- (a) Policy on Equal Opportunity, Discrimination And Workplace Harassment (Including Performance Appraisal Standard)
- (b) Policy on Election Campaign Work and Political Activity
- (c) Policy on Code of Conduct
- (d) Policy on Conflict of Interest
- (e) Policy on Board Member Training and Education
- (f) Policy on Media Relations and Public Transparency
- (g) Policy on Freedom of Information and Protection of Privacy
- (h) Policy on Covid Vaccination (Suspended)
- (i) Policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement
- (j) Policy on Meetings Service Standards Guidelines
- (k) Policy on Board Executive Assistant – Hiring, Job Description and Performance Review Guidance

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## Appendix A (cont'd)

- (l) Policy on Detachment Commander Selection, Performance Review and Report
- (m) Policy on Complaints Procedures (PSA s.10(9). S.58, s.61 and s.64)/ASR s.31)
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis (ASR s.13(2))
- (o) Policy on Board's Compliance with ASR s.29
- (p) Policy on Business Planning (ASR s.30 and s.32 and OPP Agreement)
- (q) Policy on Framework for Annual Reporting to the Board by the Detachment Commander (ASR s.31)
- (r) Policy on Protocol for Information Sharing (ASR s.s.32)
- (s) Policy on Police Services Quality Assurance Process (ASR s.35)
- (t) Policy on General Service Standards Guidelines
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services (ASR s.37)

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## QUESTIONS?



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Final

# Orangeville Police Services Board (the “Board”)

## Section 10 Board Governance Memorandum

Effective September 19, 2023

Whenever reference is made to “Detachment Commander” (“DC”), the term is intended to include the Ontario Provincial Police (“OPP”) more generally to the extent the actual responsibility/authority relating to the establishment of policies, procedures and processes lies at more senior levels within OPP management or is delegated by the DC to an authorized designate.

### 1. APPLICATION AND APPOINTMENT

The Board has police services oversight responsibilities as a “section 10 board” under the *Police Services Act* and regulations (collectively the “PSA”) which relate to the provision of police services to the Town of Orangeville by the Dufferin County Detachment of the OPP.

This Memorandum is intended to provide an overview of Board governance requirements and resources to facilitate Board compliance with its roles and obligations as a section 10 police services board.

To the extent anything contained in this Memorandum (including attachments) conflicts with the provisions of the PSA, the PSA shall govern.

Under Part III of the PSA, ss.27(5) requires the Town, as a municipality whose population according to the last enumeration taken under section 15 of the *Assessment Act* exceeds 25,000, to have a police services board which consists of:<sup>1</sup>

- (a) the head of Town Council or, if the head chooses not to be a member of the Board, another member of Council appointed by resolution of Town Council;
- (b) one member of Town Council appointed by resolution of Council;
- (c) one person appointed by resolution of Town Council, who is neither a member of Council nor an employee of the municipality; and
- (d) two persons appointed by the Lieutenant Governor in Council.

If the position of a Board member appointed by the Lieutenant Governor in Council becomes vacant, the Solicitor General may appoint a replacement to act until the Lieutenant Governor in Council makes a new appointment.

The term of office for a Board member appointed by Council shall be as set out by Council in the appointment resolution, but shall not exceed the term of office of Council.

A Board member appointed by Council may continue to sit after the expiry of his or her term of office until the appointment of a successor, and is eligible for reappointment.

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<sup>1</sup> A judge, a justice of the peace, a police officer and a person who practises criminal law as a defence counsel may not be a member of the Board.

If the position of a Board member who is appointed by Council or holds office by virtue of being the head of Council becomes vacant, the Board shall notify Council and Council shall forthwith appoint a replacement.

Council shall pay Board members who are appointed by the Lieutenant Governor in Council or Solicitor General remuneration that is at least equal to the prescribed amount.

Board appointments by Town Council under PSA Part III (s.27) are governed by the Town's Committee Policy ([attach/hyperlink](#)).

## 2. GOVERNANCE

### A. INTRODUCTION/BACKGROUND

Effective October 1, 2020, the Board transitioned from a police services board operating under PSA s.31 to a police services board operating under PSA s.10. This transition occurred in conjunction with a decision by the Town of Orangeville Council to disband the local Orangeville Police Service and replace it with the OPP pursuant to the October 1, 2020 Agreement for the Provision of Police Services under PSA s.10 between SOLGEN and the Town (the "OPP Agreement").

### ROLE OF THE BOARD

PSA ss.10(9) sets out the role of a section 10 police services board as follows:

#### *"Role of board*

*(9) If one or more municipalities enters into an agreement under this section, the board or joint board shall advise the Ontario Provincial Police detachment commander assigned to the municipality or municipalities, or his or her designate, with respect to police services in the municipality or municipalities and shall,*

- (a) participate in the selection of the detachment commander of the detachment assigned to the municipality or municipalities;*
- (b) generally determine objectives and priorities for police services, after consultation with the detachment commander or his or her designate;*
- (c) establish, after consultation with the detachment commander or his or her designate, any local policies with respect to police services (but the board or joint board shall not establish provincial policies of the Ontario Provincial Police with respect to police services);*
- (d) monitor the performance of the detachment commander;*
- (e) receive regular reports from the detachment commander or his or her designate on disclosures and decisions made under section 49 (secondary activities);*
- (f) review the detachment commander's administration of the complaints system under Part V and receive regular reports from the detachment commander or his or her designate on his or her administration of the complaints system."*

### OPP AGREEMENT

The OPP Agreement provides as follows with respect to the Board's compliance with PSA O. Reg. 3/99 Adequacy and Effectiveness of Police Services (the "Adequacy Standards Regulation" or "ASR"):

#### *"Adequacy Standards Regulation*

*12. The O.P.P. shall undertake and be responsible for ensuring that all mandatory standards of adequate and effective police services as required by Ontario Regulation 3/99 under the Police Services Act are met and maintained.*

13. The Detachment Commander shall provide the Board with reasonable documentation, as agreed upon between the Board and the O.P.P., to allow the Board to evaluate the services and satisfy itself that adequate and effective standards and policies are in place.

14. It shall be the responsibility of the Board to monitor the delivery of police services to ensure that the provisions of the Ontario Regulation 3/99 under the Police Services Act are satisfied on an ongoing basis.”

## **ADEQUACY STANDARDS REGULATION**

### **PSA ss.2(1) and ASR ss.36(2) and (3)**

PSA ss.2(1) defines chief of police to mean “a municipal chief of police or the Commissioner of the Ontario Provincial Police and includes an acting chief of police”.

ASR ss.36(2) provides that the ASR applies to the OPP with necessary modifications as follows:

- “(2) This Regulation applies to the Ontario Provincial Police, with necessary modifications,
- (a) with respect to its undertaking of provincial responsibilities and policing under section 5.1 of the Act<sup>2</sup>;
  - (b) with respect to agreements under section 10 of the Act; and
  - (c) with respect to its responsibilities under section 19 of the Act.
- (3) For the purpose of subsection (2), any reference in this Regulation to a member of a police force shall be read as a reference to an employee of the Ontario Provincial Police and, for the purpose of clause (2)(a), any reference to a board shall be read as a reference to the Commissioner.”

### **ASR Sections 1 to 28**

ASR s.1 to s.28 set out standards applicable to the Board and the Detachment Commander relating to community-based crime prevention (s.1-3), law enforcement (s.4-16), victims assistance (s.17), public order maintenance (s.18-20) and emergency response services (s.21-28). These standards include:

#### **Sharing Crime Information (Board Policy D3(n))**

- ASR ss.13(2) - the requirement that the Board establish a policy on “the sharing of crime, call and public disorder analysis data and information on crime trends” with Town Council and with school boards, community organizations and groups, businesses and members of the public in the municipality it serves.

### **ASR Sections 29 to 35 and 37**

ASR s.29 to s.35 set out administration and infrastructure standards applicable to the Board and Detachment Commander which include the following Board policies/protocols and plans required by the ASR:

#### **General (Board Policy D3(o))**

1. (ASR s.29) – The Board shall establish policies with respect to the matters referred to in ASR s.3, ss.4(3) and 6(3), s.8, ss.9(4), s.10 to 17, s.19, 20, 22, ss. 24(2) and s.25 to 28:
  - a. procedures and processes established by the Detachment Commander on problem-oriented policing and crime prevention initiatives, whether the police force provides

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<sup>2</sup> N/A where municipality fails to provide a police service (s.5.1 PSA)

- community-based crime prevention initiatives or whether crime prevention initiatives are provided by another police force or on a combined or regional or co-operative basis or by another organization (ASR s. 3);
- b. procedures and processes established by the Detachment Commander on community patrol which address when and where directed patrol is considered necessary or appropriate, based on such factors as crime, call and public disorder analysis, criminal intelligence and road safety (ASR ss.4(3));
  - c. procedures on communications and dispatch services and related accredited training and supervision established by the Detachment Commander (ASR ss.6(3));
  - d. procedures on traffic management, traffic law enforcement and road safety established by the Detachment Commander (ASR s.8);
  - e. the Detachment Commander's designation of properly accredited police officers as criminal investigators (ASR ss.9(4));
  - f. the Detachment Commander's responsibilities (ASR s.10-17) to:
    - i. ensure that there is adequate supervision available to members of the police force (s.10);
    - ii. prepare a criminal investigation management plan (s.11);
    - iii. develop and maintain procedures on and processes for undertaking and managing general criminal investigations and investigations into listed and other designated criminal activities and for when more than one officer must respond to an occurrence or call for service (s.12);
    - iv. establish procedures and processes in respect of internal task forces, joint forces operations and other listed police activities (ss.13(1));
    - v. procedures and processes in respect of the investigative supports referred to in paragraph 5(1)(d) and the collection, handling, preservation, documentation and analysis of physical evidence etc. (s.14);
    - vi. preparation of a court security plan, including supervision and training (s.16); and
    - vii. establish procedures on providing assistance to victims that reflect the principles of the *Victims' Bill of Rights, 1995*; and set out the roles and responsibilities of members of the police force in providing assistance to victims (s.17);
  - g. on the sharing of crime, call and public disorder analysis data and information on crime trends with its municipal council and with school boards, community organizations and groups, businesses and members of the public in the municipality it serves (ss.13(2));
  - h. a manual of procedures on deployment of public order unit services established by the Detachment Commander (ASR s.19);
  - i. procedures on police action in respect of labour disputes established by the Detachment Commander (ASR s.20);
  - j. procedures on preliminary perimeter control and containment established by the Detachment Commander (ASR s.22);
  - k. the Detachment Commander's responsibilities to ensure that:
    - i. every member of a containment team, tactical unit and hostage rescue team, and every major incident commander and crisis negotiator is a properly trained police officer (ASR ss.24(2));
    - ii. police explosive forced entry technicians and explosive disposal technicians have and maintain the appropriate knowledge, skills and abilities for their work (ASR ss.25(1));
  - l. a manual of procedures on each of the emergency response services referred to in ASR s.21 and s.22 established by the Detachment Commander (ASR ss.25(2) and (3));
  - m. an emergency plan for the police service (which may adopt the municipal emergency plan) setting out the procedures to be followed during an emergency prepared by the Detachment Commander (ASR s.26);

- n. procedures on ground searches and related co-ordination of such services through partnerships with other emergency service providers and volunteer groups developed by the Detachment Commander (ASR s.27); and
- o. procedures established by the Detachment Commander that are consistent with any designated federal or provincial counter-terrorism plan (ASR s.28).

*[NOTE – Included in ASR s.29 is the Board's responsibility to establish a policy on the sharing of crime, call and public disorder analysis data and information on crime trends with Town Council and with school boards, community organizations and groups, businesses and members of the public in the municipality it serves (ASR ss.13(2)) – see above under ASR s. 1-28.]*

**Board's Business Plan (Board Policy D3(p))**

- 2. (ASR s.30) – Preparation by the Board of a business plan for the police service at least once every three years addressing:
  - a. the objectives, core business and functions of the police service, including how it will provide adequate and effective police services;
  - b. quantitative and qualitative performance objectives and indicators relating to,
    - i. the police service's provision of community-based crime prevention initiatives, community patrol and criminal investigation services,
    - ii. community satisfaction with police services,
    - iii. emergency calls for service,
    - iv. violent crime and clearance rates for violent crime,
    - v. property crime and clearance rates for property crime,
    - vi. youth crime and clearance rates for youth crime,
    - vii. police assistance to victims of crime and re-victimization rates, and
    - viii. road safety;
  - c. information technology;
  - d. resource planning; and
  - e. police facilities.
- 3. For disclosure and consultation requirements see ASR s.32 below.

**Detachment Commander's Annual Report (Board Policy D3(q))**

- 4. (ASR s.31) – Preparation by the Detachment Commander for the Board of an Annual Report relating to the activities of the police service during the previous fiscal year, including information on,
  - a. its performance objectives, indicators and results;
  - b. public complaints (see paragraph 8 below); and
  - c. the actual cost of police services.
- 5. For disclosure requirements see ASR s.32 below.

**Board's Information Sharing Protocol (Board Policy D3(r))**

- 6. (ASR ss.32(1)) – The Board must enter into a protocol with Town Council that addresses the sharing of information with Town Council, including the type of information to be shared and the frequency for sharing such information as follows:
  - a. Business Plan Disclosure Dates and Consultation
    - i. ss. 32(1) requires the Board to enter into a protocol with Town Council that addresses:

1. the dates by which the Business Plan shall be provided to Town Council;
  2. the responsibility for making the Business Plan public, and the dates by which the Business Plan must be made public; and
  3. paragraph (32(1)(d)) if Town Council chooses, the joint determination, and participation in, the consultation processes for the development of the Business Plan.<sup>3</sup> *[NOTE – Town Council has decided to participate in the consultation process, but not to require joint determination under ASR 32(1)(d).]*
- ii. ASR ss.32(2) provides that the Board must consult with Town Council, and the school boards, community organizations and groups, businesses and members of the public in the municipality it serves during the development of its Business Plan.

b. DC Annual Report Disclosure Dates

- i. ss. 32(1) requires the Board to enter into a protocol with Town Council that addresses:
  1. the dates by which the Annual Report shall be provided to Town Council; and
  2. the responsibility for making the Annual Report public, and the dates by which the Annual Report must be made public.

**Police Service Skills Development and Learning Plan**

7. (ASR s.33) - The police service must have a skills development and learning plan that addresses:
- a. the plan's objectives;
  - b. the implementation of a program to coach or mentor new officers; and
  - c. the development and maintenance of the knowledge, skills and abilities of members of the police force, including,
    - i. the police force's criminal investigators,
    - ii. members of the police force who provide investigative support functions, if any,
    - iii. members of a public order unit, if any, and
    - iv. members of the police force who provide any emergency response service referred to in sections 21 and 22.

*[NOTE: ASR s.33 is a police service (OPP) requirement, not the direct subject of a Board policy, but is referred to in Board Policy D3(q) .]*

**Complaints Procedure (Board Policy D3(m))**

8. (ASR s.34) – The Detachment Commander must establish procedures for the investigation of complaints and report annually to the Board as part of the DC Annual Report under ASR ss.31(b) and pursuant to PSA paragraph 10(9)(f).
9. Complaints under the PSA are governed under PSA Part II (handled by the Ontario Civilian Police Commission (the “OCPC”)) and PSA Part V (Public and Internal Complaints and Disciplinary Proceedings handled primarily by the Office of the Independent Police Review Director or “OIPRD” and, on referral, the DC). As a s.10 board, the Board is not the main adjudicator of these complaints, although it may become involved in the investigations by the OCPC/OIPRD and may be asked by a complainant under PSA ss.64(5) to review a complaint disposition under

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<sup>3</sup> Query the exact meaning of paragraph ASR paragraph 32(1)(d)? Is it joint determination of the Business Plan of joint determination of the consultation process developing the Business Plan? If Town Council chooses joint determination under ASR paragraph 32(1)(d) vs. “simple” consultation under ASR ss.32(2), Board Policy D3(m) would have to be revised to reflect same.



PSA ss.61(3) (see 12. below). While the Board can make complaints to the OCPC under Part II, it cannot make complaints to the OIPRD relating to its own police service (PSA ss.58(2)).

10. Under PSA ss.58(1) any member of the public may make a complaint under Part V to the OIPRD about the policies of, or services provided by, a police force.
11. Pursuant to PSA paragraph 10(9)(f), the Board is required to review the Detachment Commander's administration of the complaints system established by the OPP under Part V of the PSA and receive regular reports from the Detachment Commander on the administration of the complaints system.
12. While the Board is not normally involved directly in Part V complaints, where the OIPRD receives a complaint pursuant to PSA ss.58(1) regarding "local OPP policies" established by the Board under PSA paragraph 10(9)(c), PSA ss.61(3) requires the OIPRD to refer the complaint to the Detachment Commander to be dealt with under PSA s.64. The Detachment Commander may dispose of the complaint directly under Part V, but the complainant may, under PSA ss.64(5), request that the Detachment Commander's decision be referred to the Board for review. The Board has included the process to be followed upon its receipt of such a review request (described in PSA ss.64(6)-(8)) as part of its overall complaints policy (Board Policy D3(m)).

#### **Quality Assurance Process (Board Policy D3(s))**

13. (ASR s.35) - The Board and the Detachment Commander must implement a quality assurance process relating to the delivery of adequate and effective police services, and compliance with the PSA and its regulations.

#### **Board General Services Standards Guidelines (Board Policy D3(t))**

14. The Board has adopted general services standards applicable to the Board's compliance with its governance framework (see Part E below).

#### **Board Evaluation of the Adequacy and Effectiveness of Police (Board Policy D3(u))**

15. (ASR s.37) – The Board shall evaluate the adequacy and effectiveness of the services provided by its police services by comparing those services with the requirements of the ASR.

### **BOARD RELATIONSHIP WITH TOWN COUNCIL AND THE PUBLIC**

Town Council, the Board, the DC, and the public each have a role to play as community stakeholders. In the best interests of public safety each stakeholder must appreciate their respective responsibilities.

The Board and the DC work together, with appropriate Town Council consultation and public transparency, to ensure the Town's policing needs are met and that public input is properly considered and recognized.

The Town is responsible for funding the provision of adequate police services in accordance with the needs of the community (see OPP Agreement), and the Board is responsible for police services oversight. These roles are linked, but operate independently. It is important for Town Council and the Board to understand and respect each other's roles, and to work collaboratively to ensure they both have the best information possible to discharge their respective duties.

As noted above, Board appointments by Town Council under PSA Part III (s.27) are governed by the Town's Committee Policy (attached/hyperlink).

## **BOARD RELATIONSHIP WITH THE DETACHMENT COMMANDER<sup>4</sup>**

The Board is the link between the community and the Detachment Commander. The relationship between Board members and the Detachment Commander should be *collegial*, characterized by:

- Common purpose; different roles;
- Respect for each other's abilities to work toward the common purpose by fulfilling their respective roles;
- Cooperative interaction, including a free-flowing sharing of relevant, timely information; and
- Collaborative development of strategic policies, protocols and plans

It is **not** appropriate for the relationship between Board members and the Detachment Commander to be characterized by:

- Cheerleading;
- Blind trust, or mistrust;
- Acrimony;
- Subservience; or
- Apathy.

Board members remain Board members outside of formal meetings. Relations and activities outside formal Board processes must be consistent with established expectations, including relationships with the Detachment Commander and Board policies on official spokesperson and code of conduct (see Board Policies D3(f) and D3(c)).

## **ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS**

### **General**

The Ontario Association of Police Services Boards (the "OAPSB") is an organization dedicated to providing Ontario's section 31 and section 10 police services boards with training and guidance in connection with the governance and statutory compliance requirements associated with their police services oversight responsibilities. OAPSB governance and management principles are set out in the OAPSB Policy Manual available on the OAPSB website (<https://oapSB.ca/>). Resources provided by the OAPSB to its membership include:

- OAPSB Section 10 Handbook
- OAPSB Resource Handbook for Police Services Board Secretaries

These documents are essential reading for all Board members.

### **Zones**

Under the OAPSB by-laws, member boards are organized into the following geographical "Zones":

- Zone 1 (north-west)
- Zone 1A (north)
- Zone 2 (east)
- Zone 3 (central-east)
- Zone 4 (south-east)
- Zone 5 (central-west)
- Zone 6 (south-west)

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<sup>4</sup> Based on OAPSB Handbook Version 2013-1

Each Zone is comprised of member boards residing in that geographic area which hold periodic (normally quarterly) Zone meetings. The purpose and mandate of the Zones is to provide a forum for discussion, information sharing and education. The Board is a member of Zone 5.

### **Joint Meetings of Dufferin County Police Service Boards**

The boards in Dufferin County also have periodic meetings hosted by the boards in rotation. Like the Zone meetings, the purpose and mandate of these joint meetings is to provide a forum for discussion, information sharing and education.

### **MINISTRY OF THE SOLICITOR GENERAL OF ONTARIO (“SOLGEN” – FORMERLY COMMUNITY SAFETY AND CORRECTIONAL SERVICES)**

SOLGEN is the Ministry in the Government of Ontario responsible under the PSA and other legislation for public security, law enforcement and policing, emergency management, correctional and detention centres/jails and organizations such as the OPP.

Every police services board is assigned a Police Services Advisor to act as a liaison between the boards and the Ministry on PSA matters.

### **B. COMMUNITY SAFETY AND WELL-BEING PLAN UNDER THE COMMUNITY SAFETY AND POLICING ACT, 2019 (THE “CSPA”)**

In March 2019, the Ontario Government passed the CSPA as part of the Comprehensive Ontario Police Services Act, 2019 to modernize policing and enhance community safety in the province. The CSPA will, once fully proclaimed in force, replace the current PSA.

Pursuant to the CSPA, municipal governments are required to develop and adopt Community Safety and Well-Being Plans (“CSWB Plans”) by working in partnership with a multi-sectoral advisory committee. In June 2021, Dufferin County Council and all 8 lower tier municipalities (including Orangeville) adopted the Dufferin County Community Safety and Well-Being Plan (2021-2024).

A copy of the Dufferin County CSWB Plan is attached as **Schedule A**.

### **C. OPP STRATEGIC PLAN, THE BOARD’S BUSINESS PLAN AND POLICE SERVICES OBJECTIVES AND PRIORITIES (PSA Paragraph (10(9)(b))**

Every three years the OPP develops its Strategic Plan establishing the OPP’s commitments and outlining the OPP’s primary areas of strategic focus for the coming years. From the Strategic Plan Detachment Commanders develop an “Action Plan” establishing local police services objectives and priorities. Following the consultations and disclosures described below, the Action Plan, once adopted by a board, becomes that board’s Business Plan as contemplated under ASR s.30 and s.32 and the OPP Agreement.

Pursuant to PSA paragraph 10(9)(b) and the OPP Agreement, the Board, in advising the Detachment Commander with respect to police services in the Town, is required to “generally determine objectives and priorities for police services, after consultation with the Detachment Commander.

As described under ASR s.30 and 32, police services board policies must, in addition to requiring consultations with their Detachment Commanders, provide for board consultations with, and disclosure to, their municipalities, school boards, community organizations and groups, businesses and the public in connection with the development of the Business Plan.

Board Policies D3(p) and D3(r) outline the protocol for preparation and disclosure of the Board's Business Plan in accordance with PSA paragraph 10(9)(b), ASR s.30 and s.32 and the OPP Agreement.

The current Board Business Plan is attached as **Schedule B**.

#### **D. OBJECTIVES, PRIORITIES AND GOVERNANCE OF THE BOARD (PSA Paragraphs 10(9)(a), (c), (d), (e) and (f) and ASR s.1-28 and 29-35)**

To properly fulfill its role as a section 10 board, and its responsibilities under the PSA and ASR, the Board desires to:

- maintain a general statement of the current objectives and priorities of the Board in its oversight role; and
- establish/consolidate its governance principles, by-laws, protocols and local policies,

with respect to police services in the Town, in **consultation**, as appropriate, with the Detachment Commander, the Town and the public. These principles, by-laws, protocols and policies are to include best practice governance principles and policies which relate to the Board's responsibilities as described above in this document under PSA paragraphs 10(9)(a), (c), (d), (e) and (f) and the Board's responsibilities set out in ASR sections 1-28 and 29-35.

In particular, the Board is aware of its **consultation** and transparency commitments to the Detachment Commander, the Town and the public and recognizes that these commitments are essential to fulfilling its mandate.

##### **1. Statement of Board Objectives and Priorities**

As the Town's independent representative in police services administration and governance, the Board's job is to translate community values, needs and expectations into measurable guidance for the police service.

##### **2. By-Laws**

The following Board by-laws<sup>5</sup> are attached as **Schedule C**:

- (a) By-law 001-2023 – General Procedures
- (b) By-law 002-2023 – Records Retention and Destruction

##### **3. Policies/Protocols**

The following Board policies/protocols are attached as **Schedule D**:

- (a) Policy on Equal Opportunity, Discrimination And Workplace Harassment (Including Performance Appraisal Standard)
- (b) Policy on Election Campaign Work and Political Activity
- (c) Policy on Code of Conduct
- (d) Policy on Conflict of Interest
- (e) Policy on Board Member Training and Education
- (f) Policy on Media Relations and Public Transparency
- (g) Policy on Freedom of Information and Protection of Privacy

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<sup>5</sup> revised to reflect the Board's transition from PSA s.31 to s.10

- (h) Policy on Covid Vaccination (Suspended)
- (i) Policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement
- (j) Policy on Meetings Service Standards Guidelines
- (k) Policy on Board Executive Assistant – Hiring, Job Description and Performance Review Guidance
- (l) Policy on Detachment Commander Selection, Performance Review and Report (includes Schedule 1 and Exhibit “A”)
- (m) Policy on Complaints Procedures (PSA s.10(9). S.58, s.61 and s.64)/ASR s.31)
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis (ASR s.13(2))
- (o) Policy on Board’s Compliance with ASR s.29
- (p) Policy on Business Planning (ASR s.30 and s.32 and OPP Agreement)
- (q) Policy on Framework for Annual Reporting to the Board by the Detachment Commander (ASR s.31)
- (r) Policy on Protocol for Information Sharing (ASR s.s.32)
- (s) Policy on Police Services Quality Assurance Process (ASR s.35)
- (t) Policy on General Service Standards Guidelines
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services (ASR s.37)

## **E. BOARD SERVICE STANDARDS GUIDELINES**

**To ensure that the Board is able to perform all of the tasks required in meeting its oversight obligations and complying with its governance protocols in a timely and consistent manner year or year the Board has developed policies setting out service standards guidelines for its meetings (see D3(j) above) and, more generally, for policy and special project compliance and status reporting (see D3(t) above).**

## **F. OTHER DOCUMENTS/RESOURCES**

The following additional documents/resources are available in relation to Board activities:

- (a) Board Meeting Minutes
  - i. Regular Meetings - in-camera and public sessions (public minutes go to Town Council and are posted on Board website); and
  - ii. Special In-Camera Meetings
- (b) Board Action Register
- (c) Board Workplan
- (d) October 1, 2020 Agreement for the Provision of Police Services under PSA s.10 (SOLGEN and Town)
- (v) Archival Services Agreement dated September 15, 2020 (to be read in conjunction with By-law No. 002-2023 governing the retention and destruction of Board records)
- (e) OAPSB
  - i. Policy Manual – governance of the OAPSB
  - ii. Section 10 Handbook – a guide to help section 10 boards in the execution of their governance responsibilities
  - iii. OAPSB Resource Handbook for Police Services Board Secretaries – a guide to help staff support their board
- (f) Zone 5 Meetings/Minutes
- (g) Minutes of Joint Meetings of Dufferin County Police Service Boards
- (h) Town Committee Policy (Board appointments)

## **G. APPLICABLE LEGISLATION/REGULATIONS**

- (a) PSA
- (b) PSA Regulations, including
  - i. General – O. Reg. 268/10
  - ii. ASR – O. Reg. 3/99
  - iii. Code of Conduct – O. Reg. 421/97

## **H. POLICY ARCHIVE (pre-transition OPS policies – any need? Archive for post transition revised policies?) – UNDER DISCUSSION**

Approved by the Board on September 19, 2023

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**Todd Taylor – Chair**

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**Ian McSweeney – Vice-Chair**



**False Alarms in Orangeville June 1<sup>st</sup> – 30<sup>th</sup>, 2023 - Total: 21**

<b>Call</b>	<b>Date</b>	<b>Location</b>	<b>Business Name /Info</b>
Alarm	2023/06/02 06:18	148 Broadway	
Alarm	2023/06/03 05:12	150 First Street, Unit C	Michaels
Alarm	2023/06/03 22:15	54 Winterton Court	Car Alarm
Alarm	2023/06/07 01:29	55 Fourth Avenue	Party City
Alarm	2023/06/07 17:54	40 Amelia Street	
Alarm	2023/06/12 10:40	95 John Street	Com-Plete
Alarm	2023/06/13 02:07	655 Riddell Road	
Alarm	2023/06/13 02:32	287 Broadway	
Alarm	2023/06/16 08:54	115 Fifth Avenue	Kelsey's
Alarm	2023/06/17 07:08	14 Stewart Court	AllPro Roofing
Alarm	2023/06/20 04:33	35 Armstrong Street	Barley Vine Rail
Alarm	2023/06/21 02:24	95 First Street	Walmart
Alarm	2023/06/21 19:19	75 First Street, Unit 2	Circle K
Alarm	2023/06/22 03:23	22 Faulkner Street	Orangeville District Secondary School
Alarm	2023/06/23 01:22	25 Broadway	Shopper's Drug Mart
Alarm	2023/06/23 02:37	95 First Street	Walmart
Alarm	2023/06/23 02:46	95 First Street	Walmart
Alarm	2023/06/26 00:17	170 Lakeview Court	
Alarm	2023/06/26 00:24	1 Mill Street	Library
Alarm	2023/06/28 01:59	211 Broadway	Lex Management
Alarm	2023/06/29 03:02	22 Faulkner Street	Orangeville District Secondary School



**False Alarms in Orangeville July 1<sup>st</sup> – 15<sup>th</sup>, 2023 - Total: 13**

<b>Call</b>	<b>Date</b>	<b>Location</b>	<b>Business Name /Info</b>
Alarm	2023/07/02 04:03	345 Jay Crescent	
Alarm	2023/07/03 23:36	95 First Street	Dollarama
Alarm	2023/07/06 05:08	210 Broadway, Unit 201	Probation and Parole
Alarm	2023/07/07 09:09	95 John Street	Com-Plete
Alarm	2023/07/08 00:46	9 Centre Street	Youth Unlimited
Alarm	2023/07/08 02:12	695 Riddell Road	Millenium Solutions
Alarm	2023/07/09 08:21	70 Montgomery Boulevard	Montgomery Village Public School
Alarm	2023/07/09 10:21	170 Lakeview Court	Fitness and Clinic
Alarm	2023/07/09 10:26	51 Zina Street	County of Dufferin
Alarm	2023/07/09 11:36	4 Zina Street	
Alarm	2023/07/13 03:50	22 Faulkner Street	Orangeville District Secondary School
Alarm	2023/07/13 17:28	32 Forest Park Road	
Alarm	2023/07/15 07:14	47 Broadway, Unit 3A	Subway

**False Alarms in Orangeville July 16<sup>th</sup> – 31<sup>st</sup>, 2023 - Total: 12**

<b>Call</b>	<b>Date</b>	<b>Location</b>	<b>Business Name /Info</b>
Alarm	2023/07/16 12:34	150 First Street	TD Bank
Alarm	2023/07/17 22:18	70 Montgomery Boulevard	Montgomery Village Public School
Alarm	2023/07/19 21:17	15 Brenda Boulevard	
Alarm	2023/07/20 22:00	224 Centennial Road	Dufferin Child and Family Services
Alarm	2023/07/22 12:08	220 Blind Line	Credit Meadows
Alarm	2023/07/24 03:03	2 First Street	CIBC
Alarm	2023/07/25 01:24	2 First Street	CIBC
Alarm	2023/07/26 02:32	520 Riddell Road	Little Caesars
Alarm	2023/07/26 03:20	21 Tideman Drive	Roehling Industrial
Alarm	2023/07/26 17:46	312 Broadway	Biegel's Pizza
Alarm	2023/07/28 18:22	364 Marshall Crescent	
Alarm	2023/07/30 16:15	75 Alder Street, Unit 7	Daisy Mart

**False Alarms in Orangeville August 1<sup>st</sup> – 31<sup>st</sup>, 2023 - Total: 21**

<b>Call</b>	<b>Date</b>	<b>Location</b>	<b>Business Name /Info</b>
Alarm	2023/08/03 01:52	51 Zina Street	Courthouse
Alarm	2023/08/03 01:57	170 Lakeview Court, Unit 2	Headwaters Walk in Clinic
Alarm	2023/08/03 04:11	70 Montgomery Boulevard	Montgomery Village Public School
Alarm	2023/08/05 06:41	19 Commerce Road	Sandhill Disposal
Alarm	2023/08/06 06:57	8 Clara Street	
Alarm	2023/08/11 22:57	210 Broadway	Pizza Pizza
Alarm	2023/08/12 15:11	695 Riddell Road	Bolts Plus
Alarm	2023/08/14 00:35	210 Broadway	Probation and Parole
Alarm	2023/08/14 03:36	210 Broadway	Probation and Parole
Alarm	2023/08/14 04:11	210 Broadway	Pizza Pizza
Alarm	2023/08/18 05:38	2 First Street	CIBC
Alarm	2023/08/19 02:23	400 C Line	Orangeville Hydro
Alarm	2023/08/23 21:45	1 Elizabeth Street	Orangeville Family Medical Centre
Alarm	2023/08/24 06:30	291 Thompson Road	
Alarm	2023/08/25 00:53	23 Cambridge Avenue	
Alarm	2023/08/25 02:30	2 First Street	CIBC
Alarm	2023/08/25 07:37	48 Centennial Road, Unit 16	Northern Coatings
Alarm	2023/08/26 15:04	215 Centennial Road, Unit 9	Oxford Learning
Alarm	2023/08/29 06:12	225 Centennial Road	Orange Theory Fitness
Alarm	2023/08/29 07:53	695 Riddell Road	Devon Leigh Homes
Alarm	2023/08/31 08:20	51 Zina Street	Courthouse

## Mary Lou Archer

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**From:** Ministerial Correspondence Unit - Mailout <Ministerial.CorrespondenceUnit-Mailout@justice.gc.ca>  
**Sent:** June 29, 2023 8:37 AM  
**To:** Todd Taylor  
**Subject:** Correspondence from the Minister of Justice and Attorney General of Canada

Dear Mr. Taylor:

Thank you for your correspondence, sent on behalf of the Orangeville Police Services Board, concerning Canada's bail system. Please excuse the delay in responding.

As Minister of Justice and Attorney General of Canada, I understand the importance of ensuring that criminal laws keep our communities safe.

I wish to assure you that the federal, provincial, and territorial governments continue to work together to examine ways to improve the criminal justice system, including with respect to the bail regime and its implementation. On March 10, 2023, I convened an urgent meeting with the provincial and territorial ministers responsible for Justice and Public Safety to discuss our shared responsibility for the bail system, as well as proposals to address particular challenges related to repeat violent offenders and to serious offences committed with firearms and other dangerous weapons such as knives and bear spray.

At the meeting, with the support of my provincial and territorial counterparts, I committed to introducing legislation on bail reform during the current legislative session. In fulfillment of this promise, on May 16, 2023, I introduced in the House of Commons Bill C-48, *An Act to amend the Criminal Code (bail reform)*. The Bill would amend the *Criminal Code's* bail regime to address serious repeat violent offending with firearms, knives, bear spray, and other weapons. Bill C-48 would also make changes at the bail stage to address the enhanced risks posed by intimate partner violence. The proposed changes were developed in close collaboration with the provinces and territories, and are informed by engagement with other stakeholders including law enforcement, community organizations, and Indigenous partners.

The Bill would make the following changes to the bail provisions of the *Criminal Code*:

- create a new "reverse onus"—in other words, where the accused must demonstrate that they should be released—to target serious repeat violent offending involving weapons
- expand the list of firearms offences that trigger a reverse onus
- broaden the reverse onus targeting repeat offenders of intimate partner violence
- clarify the meaning of the terms "prohibition order" in an existing reverse onus for offences involving weapons
- require courts to consider an accused person's history of convictions for violence, and community safety and security concerns, when making a bail decision.

The reforms proposed in Bill C-48 are only one part of a broader solution to ensure the objectives of the bail system are being met. Law reform is an important part of maintaining and enhancing public safety, but programs, policies, and investments are also critical to fostering safer communities. This includes investments to enhance bail enforcement, as well as improving access to housing and to mental health and addictions supports. All levels of government agree that improved data collection is necessary to fully understand how the criminal justice system operates.

Canada's bail system is the joint responsibility of federal, provincial, and territorial governments. The federal government establishes the criminal law within the bounds set by the *Canadian Charter of Rights and Freedoms*. Provincial and territorial governments are responsible for the administration of justice, including most bail hearings and enforcement of bail conditions, as well as for most facilities where people awaiting trial are held. I note that a copy of your correspondence has been sent to the Honourable Doug Downey, Attorney General of Ontario, who is responsible for the administration of justice in your province.

The Charter gives accused persons the right not to be denied reasonable bail without just cause, the right to be presumed innocent until proven guilty, and the right not to be deprived of liberty except in accordance with the principles of fundamental justice.

However, the right to bail is not absolute. Under Canada's bail system, a person charged with a criminal offence can be detained while awaiting trial if necessary to protect the public (including victims), ensure the accused's attendance in court, or maintain confidence in the administration of justice. The onus is on the prosecutor to show cause for detention on one of these three grounds. In cases where an accused person is granted bail, they may be subject to conditions limiting their freedom while on release; judges determine such conditions based on the nature of the alleged offence and other factors.

The law is clear that police officers and judges must not release accused persons if they believe that doing so would endanger members of the public. The *Criminal Code* prohibits a police officer from releasing an accused where the officer believes, on reasonable grounds, that there is a need to ensure the safety and security of any victim of or witness to an offence. Similarly, when accused are brought before a judge or justice of the peace for bail, the decision maker must detain the accused where it is necessary for the protection or safety and security of victims and witnesses.

Please be assured that, as Minister of Justice and Attorney General of Canada, I am committed to making the criminal justice system fairer, more equitable, and safer for all Canadians.

Thank you again for writing.

Sincerely,

The Honourable David Lametti, P.C., K.C., M.P.  
(he/him)  
Minister of Justice and Attorney General of Canada

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

**Location:** - Electronic Participation Conducted Online via Microsoft Teams & in person at Town Council Chambers

**Conference ID:** 890 271 998#

**Telephone No:** 1-289-801-5774

**Date/Time:** - Wednesday, June 21, 2023, at 5:00 p.m.

### Members Present:

**Chair:** T. Taylor  
**Vice-Chair:** I. McSweeney  
**Member:** Lisa Post  
**Member:** K. Krakar (by Teams)  
**Board Exec. Asst:** M. Archer

**Staff Present:** J. Hawkins, I.T. Technician

**Invited Guests:** Acting Inspector Korn will attend on behalf of Inspector Terry Ward Jennifer Moore, Executive Director of Dufferin Child and Family Services (DCAFS)

## Agenda

### 1. Call to Order

1.1 Welcome and Introductions  
The meeting was called to order at 5:00 p.m.

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

None.

### 3. Approval of Agenda

Recommendation:

Motion that the Board revise the Agenda for the June 21, 2023, Orangeville Police Services Board Regular (Public Session) Meeting with the following additions to Item 12 – Claims for Remuneration:

- June 16, 2023, Joint Meeting of the Dufferin County Section 10 Police Services Boards - Chair Taylor, Member Post, Member Krakar and Vice-Chair McSweeney. (\$400)
- June 19, 2023, Special Meeting to Review Batch 2 of revised Governance Policies - Chair Taylor, Member Post, Member Krakar, Vice-Chair McSweeney and Executive Assistant Archer. (\$500)

Moved by: Member Post

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 4:00 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 Post

Seconded by: Member Krakar

All in favour

Carried

### 5. Public Session

Recommendation: Convene into Public Session.

Motion that at 5:00 p.m. the Board reconvene into the Public Session of this meeting.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried

**6. Presentation by Jennifer Moore, Executive Director of Dufferin Child and Family Services (DCAFS)- (Presentation was circulated via email to members prior to the meeting)**

Board Review and Discussion:

- Jennifer Moore gave an excellent overview on the DCAFS Agency discussing the history of the agency, Mission and Vision statement, the extensive services they provide, organizational structure and intersection points with Police Services.
- Jennifer advised that the agency would be happy to attend a police training session to discuss the services they provide and how they can assist and support each other's role. Acting Inspector Korn thought that was a great idea.
- Jennifer advised of the upcoming Open House/Barbecue at DCAFS on June 28, 2023, at 11:00am. The Open House will provide an opportunity to learn more about Behaviour Solutions Services.
- Chair Taylor asked about Equity at DCAFS and Jennifer responded that Equity is a priority as outlined in their Strategic Plan and they have an internal equity plan, and their staff is reflective of the community it supports.
- Chair Taylor also asked how Covid has impacted their agency. Jennifer advised that they have seen an increase in both child protection matters and mental health.
- Vice-Chair McSweeney commented that he feels Orangeville is very fortunate to have all the services DCAFS provide under one roof.

Recommendation:

Motion that the Board receive the presentation by Jennifer Moore.

Moved by: Vice-Chair McSweeney

Seconded by: Member Krakar

All in favour

Carried

**7. Acting Insp D. Korn will provide an update on the following topics.**

**7.1 Status update on OPP Strategic Plan**

- Acting Insp D. Korn advised the OPP has not released the Strategic Plan yet but have indicated it will build on the last plan.

**7.2 Status update on Dufferin Action Plan (OPSB Business Plan to be considered by the Board per ASR s.30).**

- Acting Insp D. Korn advised that we can't move further on the Dufferin Action Plan until we receive the Strategic Plan although the Dufferin



Detachment did submit a draft to OPP Headquarters and incorporated input from the OPSB.

**7.3 Community Partners discussion – draft letter prepared by the Board to Community Partners to promote community awareness to be discussed with Acting Inspector Korn and finalized for transmission.**

- As discussed in the In-Camera session, Chair Taylor will forward the completed draft of the letter to Community Partners to the OPP for review and upon return circulate to the public to facilitate engagement with community partners.

**7.4 School Bus Safety:**

7.4.1 See email (“FW -2 More School Bus Runners”).

7.4.2 Paula Court – concerns with safety (see email Paula Court).

- Acting Inspector Korn advised that motorists passing stopped school buses is unfortunately a chronic problem. They have informed their Traffic Management Team and their frontline about the concerns cited in the above emails.
- Acting Inspector Korn encourages the public to report any concerns or infractions to the OPP while they are occurring. This provides the opportunity for the police to target concerning areas and times. They will also use internal tools like the Black Cat speed detection device as well as collision analytics to target problem areas.
- Member Post reported that Peel Region has reviewed implementation of the Stop Arm Enforcement program but as result of it not being a cost neutral initiative, they have not moved forward with it at this time.

**7.5 OPP Noise update – Inspector Korn to advise on OPP plan to combat this community concern.**

- Chair Taylor advised that last summer the OPP ran a project to target unnecessary noise and advised that a number of community members want to know what is the OPP’s plan this year.
- Acting Inspector Korn advised that last year they initiated “Project Quiet Running”. This was an enforcement initiative that involved the local Traffic Management Unit and the Central West Traffic Management Unit out of Orillia.
- Acting Inspector Korn re-iterated the importance of the public reporting any concerns or infractions to the OPP while they are occurring and providing as much detail as possible such as, vehicle description, make and model, license plate number if available and driver description and location and time of incident. An infraction can result in a charge or a referral to a licensed mechanic for a safety inspection.

- Chair Taylor asked if the OPP will publicly announce “Project Quiet Running”. Acting Inspector Korn advised they would announce it to the public by way of Media Release to have a proactive effect.
- Vice-Chair McSweeney asked how community members can receive these media releases and Acting Inspector Korn advised they can subscribe to the OPP Facebook and Twitter accounts.

Board Review and Discussion:

- There were number of community members who attended to express their concerns to the OPP about the excessive noise from vehicles in their area as follows:
  - Janice from Spencer Ave. advised that there are cars in the parking lot of McDonalds at Spencer and Riddell that rev their cars consistently to the point of making these vehicles back-fire, causing excessive noise as well as cars speeding down Riddell. The loud vehicle noise seems to be worse between 7 and 8 pm in the evening and on the weekends. One of the vehicles responsible was described as a Silver Gremlin with the engine raised up. Acting Inspector Korn re-iterated the importance of the public reporting any concerns or infractions to the OPP while they are occurring and providing as much detail as possible. He advised they can call \*OPP and that will get them right through to dispatch in Orillia.
  - Mark from Spencer Ave. advised as well of vehicles back-firing loudly and asked if an officer on the scene is not sure whether there has been an illegal modification to a car, can they still take action. Acting Inspector Korn advised generally that an officer can make a determination on the excessive noise, but has the option of referring the driver to a licensed mechanic for assessment.
  - Another resident from Spencer asked if the OPP could blitz Spencer area and Acting Inspector Korn re-iterated the importance of the public reporting any concerns or infractions to the OPP while they are occurring and providing as much detail as possible. He suggested they can use \*OPP to call the OPP to report a non-life-threatening occurrence and advised that he will make their Traffic Management Unit aware as well as their Front-line officers.
  - Gary Vipond, a resident on Zina Street, reported that the vehicle noise coming from Broadway is unbearable. He described trying to have a conversation with another person in his backyard and they couldn't hear each other as result of the vehicle noise. He also described abuse from drivers - both physical and verbal - when confronted about the noise by members of the community.
  - Mr. Vipond commented that the newspaper column titled 911 was helpful as it described the enforcement action being taken by the Police. He feels enforcement action needs to be publicized.

- Chair Taylor thanked all members of the community who attended to address their concerns directly to the Board and the OPP.

Recommendation:

Motion that the Board receive the update from Acting Inspector Korn and Chair Taylor as well as the above discussion.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

**8. Bail Reform Letter – Vice-Chair McSweeney to provide update. (See email – Re: Bail Reform response email from Zone 5 Secretary Jo-Anne Fields dated MAY 23/23)**

Board Review and Discussion:

- Vice-Chair McSweeney advised that at a Zone 5 Meeting, Guelph Police asked that Police Services Boards write letters to various government agencies and politicians advocating for Bail Reform. Orangeville PSB and 4 other Zone 5 Boards did so. At this point there has been no response.
- Vice-Chair McSweeney advised that at the Joint Meeting it was raised again and John Creelman from Mono Twp. expressed interest and requested Vice-Chair McSweeney to provide him with a copy of the Orangeville PSB letter.
- Vice-Chair McSweeney advised that at the Spring Conference the Attorney General of Ontario gave an address on Bail Reform

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney and Vice-Chair McSweeney will contact the Attorney General to request someone from his office attend our September meeting to speak to this topic.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

**9. OAPSB Spring Conference May 30 – June 1, 2023. Vice-Chair McSweeney to provide updates on the conference presentations and has provided the attached presentation decks and conference agenda.**

Board Review and Discussion:

- Vice-Chair McSweeney advised that the Conference was very informative and referenced the presentation slide decks that were circulated with the Agenda Package.
- He advised that Lisa Darling introduced 2 new hires to the OAPSB that will introduce the new training modules to all PSB's.
- Vice-Chair McSweeney advised that he asked at the Conference how many PSB's are confident they are compliant with the legislation and regulations that govern PSB's, and no one put up their hand.
- He believes our governance reform framework and policies, once shared, will be adapted for use by other boards.
- In our September meeting we can have further discussion on the roll out of the reform framework and policies.
- Vice-Chair McSweeney advised that the new Inspector General, Ryan Teschner presented at the Conference. On June 20, Duane Sprague, and Vice-Chair McSweeney had a telephone call with the Inspector General to discuss concerns of PSB's. Vice-Chair McSweeney advised that he intends to seek out and comment on a draft of the new adequacy standards regulations once available.
- Vice-Chair McSweeney also suggested the OPSB consider being a sponsor for the next OAPSB conference.

Recommendation:

Motion that the Board receive the presentation package from the OAPSB May 30- June 1<sup>st</sup> Conference and the review provided by Vice-Chair McSweeney.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

**10. Grant Update & Future of Grant Process Leadership– Executive Assistant Archer to provide update on current grants and Vice-Chair McSweeney to update Board on future of grant process leadership.**

**10.1 Victim Support Grant (2023-2024)** – The OPP has advised they will not be applying for this grant.

**10.2 Mobile Crisis Response Team (MCRT) grant (2023- 2024)**  
The OPP will be applying for this grant to receive funds to support the crisis nurses on the MCRT team.

Board review and Discussion:

Executive Assistant Archer advised that the OPP decided to not move forward with the VSG grant. The Mobile Crisis Response Team Enhancement Grant was written by the OPP in collaboration with Headwaters Healthcare Centre. The focus of the grant is to fund 1 full-time and 1 part-time crisis nurses for the MCRT Team. The grant application has been completed and signed and is ready for submission through the Town of Orangeville TPO. The OPP advised that they were advised through the Ministry that these grant applications must be submitted through the Municipal TPO to raise awareness at a Municipal level the need for the MCRT teams and more importantly a long-term funding solution.

Vice-Chair McSweeney and Member Post advised that they would like to see Executive Assistant Archer document the process for completing the grant applications and provide some historical background such as grants the PSB apply for and attach recent grant applications for continuity etc. Vice-Chair McSweeney asked that this task be added to the Action Register.

Recommendation:

Motion that the Board receive the update.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

**11. Review Post-May 16, 2023, Meeting and Pre-June 21, 2023, Meeting Service Standards (Vice-Chair McSweeney to lead – see attached May 2023 and June 2023 Service Standards)**

Board Review and Discussion:

Vice-Chair McSweeney reported that we were 100% compliant with the post-May 16, 2023, meeting and pre-June 21, 2023, meeting Service Standards

Recommendation:

Motion that the Board receive the above attachments and reports.

Moved by: Member Krakar

Seconded by: Member Post

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 - Remuneration Approval**

Board Review and Discussion:

Total Special Remuneration Claims Submitted (\$2,650.94)

- **May 30, 2023, Special Meeting to Review Batch 1 of revised Governance Policies – Chair Taylor, Member Post, Member Krakar and Executive Assistant Archer. (\$400)**
- **OAPSB Spring Conference May 30-31, 2023 - Vice-Chair McSweeney attended. (\$1,110.94) see attached claim & hotel receipt.**
- **June 6, 2023, OAPSB Zone 5 Meeting - Vice-Chair McSweeney attended. (\$100)**
- **June 16, 2023, Joint Meeting of the Dufferin County Section 10 Police Services Boards - Chair Taylor, Member Post, Member Krakar and Vice-Chair McSweeney. (\$400)**
- **June 19, 2023, Special Meeting to Review Batch 2 of revised Governance Policies - Chair Taylor, Member Post, Member Krakar, Vice-Chair McSweeney and Executive Assistant Archer. (\$500)**
- **Timesheet from Executive Assistant Archer - Jun. 21, 2023 –for focused work on the Victim Support Grant. (\$140.00)**
- **OPSB Semi Annual Remuneration Report (approved claims to date) – see attached.**

Recommendation:

Motion that the Board approve the above special remuneration claims/timesheet and direct the Executive Assistant to submit same to the Town for payment. Also, that the Board receive the OPSB Semi Annual Remuneration Report.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

**13. Zone 5 Presentation – Vice Chair McSweeney to provide update (see Inspectorate ILLB and Zone 5 – June 6<sup>th</sup> Meeting Agenda)**

Board Review and Discussion:

- Vice-Chair McSweeney advised that the new CPSA is expected to be proclaimed by the end of 2023 and that legislation, along with the supporting regulations is expected to come into force by mid-2024.
- Chair Taylor commented that Vice-Chair McSweeney gets a lot of value from the Zone 5 meetings and Vice-Chair McSweeney concurred with that comment.

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney and the above documents.

Moved by: Member Krakar  
Seconded by: Member Post

All in favour

Carried

**14. Action Register Update (see attachment - PSB Action Register as of 12 JUN 23)**

Board Review and Discussion:

- As discussed in Item 10, Vice-Chair McSweeney asked Exec. Assistant Archer to add the task of documenting the process for grants to the Action Register

Recommendation:

Motion that the Board receive the attachment and update.

Moved by: Vice-Chair McSweeney  
Seconded by: Member Post

All in favour

Carried

**15. Section 10 Board Governance Reform Project - Vice-Chair McSweeney to provide update on progress.**

Board Review and Discussion:

- Vice-Chair McSweeney advised that we have had two special meetings now and reviewed both Batch 1 and Batch 2 policies. A third meeting has been set up for June 29<sup>th</sup>. Vice-Chair McSweeney reminded the Board that, following adoption of the new governance framework and policies (targeted for September), we will

need to start work on the further revisions necessary to comply with the new CPSA and regulations when they come into force in 2024.

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

## **16. PSB Website Review - Vice-Chair McSweeney to provide update.**

Board Review and Discussion:

Vice-Chair McSweeney advised that Executive Assistant Archer revised the website to remove Member Rose and to indicate there is a Provincial Appointee vacancy. He advised that at the September Board meeting we should address providing a link to archived minutes as well revisit public transparency and decide what information we want to display on our website.

Recommendation:

Motion that the Board receive update from Vice-Chair McSweeney.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried

## **17. Region of Peel ASE update – Chair Taylor to provide update – (see Region of Peel 2023 ASE Pilot Report)**

Board Review and Discussion:

- Member Post reported that Peel Region has reviewed implementation of the Stop Arm Enforcement program but as result of it not being a cost neutral initiative, they have not moved forward with it at this time.

Recommendation:

Motion that the Board receive the update from Member Post and the Region of Peel 2023 ASE Pilot Report.

Moved by: Member Krakar

Seconded by: Chair Taylor

All in favour

Carried



**18. False Alarm Reporting – (see attached 4 - false alarm word docs. May. 1-15 (by date), May. 1-15 (by location), May. 16-30, (by date), May. 16-30 (by location).**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the above reports.

Moved by: Vice-Chair McSweeney

Seconded by: Member Krakar

All in favour

Carried

**19. Board Vacancy – Chair Taylor to review Provincial Appointments process.**

Board Review and Discussion:

Chair Taylor advised the position is still vacant and he is aware of at least one person who may be interested in applying for the position. As discussed and outlined in Item 5 of the In-Camera Minutes, Chair Taylor intends to contact SOLGEN to inquire about the Section 10 Detachment Board consolidation as well as this vacancy.

Recommendation:

Motion that the Board receive update provided by Chair Taylor.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

**20. OAPSB May 17/23 Section 10 Elections – Vice-Chair McSweeney to provide update (see email – Section 10 Board of Directors Elections)**

Board Review and Discussion:

Vice-Chair McSweeney advised that the results of the election were circulated via email to the Board Members.

Recommendation:

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

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

**21. COVID Policy – Board to suspend its COVID-19 Policy in response to the termination of Town of Orangeville COVID-19 Policy.**

Board Review and Discussion:

Recommendation:

Motion that the Board approve the suspension of its COVID-19 Policy.

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried

**22. Approval of Public Session Meeting Minutes (see attached May 16, 2023, 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 16, 2023, be approved.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

**23. June 16/23 Joint Meeting of the Dufferin County Section 10 Police Services Board (agenda and materials attached) – Vice-Chair McSweeney to provide an update on the meeting.**

Board Review and Discussion:

Recommendation:

Motion that the above agenda and materials be received.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

**24. MADD Yearbook Advertisement – Board to discuss Jessie McGibbon email of June 9/23 and attachments – Chair Taylor to report on discussion from In-Camera Session**

Board Review and Discussion:

Recommendation:

Motion that the above materials be received, and the Board will no longer pursue this initiative with the transition to the OPP.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

**25. Question Period**

None

**26. Presentations – As noted above in Agenda items 6.**

**27. Delegations – as noted in Agenda Item 7.**

**28. Correspondence - None**

**29. Reports - None**

**30. New Business – None**

### 31. Adjournment

Recommendation:

Motion that the meeting be adjourned at 6:34 p.m.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried

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

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Todd Taylor

Todd Taylor – Chair

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Mary Lou Archer - Board Secretary



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**To:** Orangeville Police Service Board  
**Subject:** Orangeville Police Service Records & FOI Update  
**Department:** Clerk's Division, Corporate Services, Town of Orangeville  
**Meeting Date:** September 19, 2023

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## Recommendations

That report Orangeville Police Service Records & FOI Update, be received.

## Background & Analysis

As the Town of Orangeville provides archival and Freedom of Information (FOI) administration services to the Orangeville Police Services Board (OPSB) with respect to Orangeville Police Service (OPS) records, this report seeks to provide the OPSB with an update regarding the provision of these services.

### Freedom of Information

With respect to Freedom of Information (FOI) requests, the Clerk's Division has not received any FOI requests pertaining to police records since the last report on May 16, 2023.

### Archival Service Update

With respect to Archival Services, the inventory for the physical records from the Orangeville Police Service has been completed. A Destruction Notice has been prepared according to the OPS and OPSB retention schedule (By-Law No. 002-2018) for those records that are past retention. All items have been evaluated against their respective schedule. Town standards regarding disposition of records will be followed.

- There are approximately 19 boxes ready for destruction.
- There are approximately 2 boxes to be transferred to the OPP, as they contain material related to ongoing matters.
- There are approximately 43 boxes that will be permanently stored in archives.

The next step in the inventory process is to review the electronic OPSB records.

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Respectfully submitted

Carolina Khan, Town Clerk

Prepared by

Lindsay Raftis, Assistant Clerk and  
Devon Sweetnam, Assistant, Records

### **Attachments**

Appendix A - Destruction Notice 2023-08-14 (OPSB)