

Minutes of Orangeville OPP Detachment Board Regular (Public Session) Meeting

May 21, 2024, 4:00 p.m.

**Electronic and In-Person Participation - Orangeville OPP Detachment Board
Town Hall Council Chambers
87 Broadway
Orangeville, Ontario**

Members Present: Chair Taylor
Vice-Chair McSweeney
Member Post
Member Maycock
Member Armstrong
Member Corrado-Weatherbee (non-voting at this meeting)

Staff Present: Executive Assistant M. Archer

1. Call to Order

The meeting was called to order at 4:01 p.m.

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

None

3. Approval of Agenda

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the Board discuss and approve the Agenda for the May 21, Orangeville OPP Detachment Board Regular (Public Session) Meeting.

Carried

4. In-Camera Session - 4:00 p.m. (Board plus invited guests only)

Moved by Member Post
Seconded by Vice-Chair McSweeney

Convene into In-Camera Session.

Motion that at 4:09 p.m. the Board convene into the In-Camera Session of this meeting under section 44 of the Community Safety and Policing Act, 2019.

Carried

- 4.1 New Board Members and Updates on Provincial Appointees**
- 4.2 Insurance Update**
- 4.3 MCRT Grant and Invoices from Headwaters Hospital**
- 4.4 Community Safety and Policing Grant (CSP) Year 2 Final Report**
- 4.5 Orangeville Police Contract**
- 4.6 Facilities Update**
- 4.7 Complaint Resolution**
- 4.8 Presentation to Shelburne PSB**
- 4.9 Board Ratification Vote in Public Session**
- 4.10 Adoption of Previous In-Camera and Special Meeting Minutes**

5. Public Session

Moved by Member Post
Seconded by Vice-Chair McSweeney

Convene into Public Session.

Motion that at 5:02 p.m. the Board reconvene into the Public Session of this meeting.

6. Land Acknowledgment

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

7. Welcome and Introductions

7.1 Swearing In and Oath for New Members

Chair Taylor administered the oath to Warren Maycock, Grant Armstrong and Jackie Weatherbee per O. Reg. 416/23. Member Post thanked former provincial appointee, Ken Krakar, for his service to the Board.

8. Presentations

9. Report from In-Camera Session

As per item 4 above.

10. Items for Discussion and Reports

10.1 Orangeville OPP 2024 First Quarter Report

Inspector Di Pasquale provided an overview and highlights of the 1st quarter report covering the time period Jan. 1, 2024, to March 31, 2024. For more details see the 1st quarter report in the agenda package.

Moved by Member Maycock
Seconded by Member Armstrong

That the Orangeville OPP Detachment 2024 First Quarter Report and Review provided by Inspector Di Pasquale be received.

Carried

10.2 2023-2025 Dufferin Detachment Action Plan

Inspector Di Pasquale advised the 2023-2025 Dufferin Detachment Action Plan is very consistent with the last action plan 2020-2022. Traffic safety will continue to be a priority as evidenced in the Dufferin Detachment being in the top 3 detachments for enforcement in the OPP Central West Region over the Easter long weekend. They will continue to focus on preventing multijurisdictional violent crimes and crimes of opportunity including auto thefts and frauds, enhance the Mobile Crisis Response Team (MCRT), continue engaging youth and building relationships with youth in the community, maximize OPP attendance at community events and festivals through the Auxiliary unit, and focus on protecting vulnerable members of the community while utilizing programs such as Project Lifesaver.

Member Post advised she was very pleased to see a focus on prevention of Intimate Partner Violence in the action plan. Inspector Di Pasquale thanked Member Post for her advocacy in this area.

Vice-Chair McSweeney advised under the CSPA the Action Plans will now be required every 4 years rather than 3 years. Inspector Di Pasquale advised that they plan to use the current Action Plan till the end of it's term.

Member Armstrong inquired if the Auxiliary Program is fully staffed and Inspector Di Pasquale advised they are still looking for more persons and anyone interested can apply through the OPP website.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Board receive the Dufferin Detachment Action Plan and the discussion with Inspector Di Pasquale.

Carried

10.3 CSPA Governance Compliance: April 22 Consultation with Detachment Commander Re. Board Local Policies per CSPA s. 69 Governance Cover Memo

Vice-Chair McSweeney advised that the CSPA outlines that Board policies must be adopted in consultation with the Detachment Commander. On April 22nd a delegation of the Board met with Inspector Di Pasquale to review the Board policy drafts and obtain his input. The Board took his input and made revisions to the policies accordingly.

Member Armstrong advised that the Board policies are very comprehensive.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that Vice-Chair McSweeney's report be received.

Carried

10.4 CSPA Governance Compliance: Review of Work Plan - Appendix A of Policy D3(t) Board General Service Standards Guideline

Vice-Chair McSweeney advised that Policy D3(t) and the workplan is intended to operationalize our governance package. The workplan outlines steps and tasks needed to be taken to ensure we meet all our commitments under the CSPA. Vice-Chair McSweeney invited Board

members to review the workplan and provide input on any suggested improvements to the document.

Member Post reminded the Board that this document is a working/living document and will constantly need updating.

Moved by Member Armstrong
Seconded by Member Post

Motion that the Board receive and approve any changes made to the template as a result of the discussion.

Carried

10.5 CSPA Governance Compliance: 2024 Annual Board Report to Council per CSPA s. 68(1)(f) by June 30th.

Vice-Chair McSweeney advised that in accordance to s.68(1)(f) of the CSPA the Board must report annually to Town Council. Vice-Chair McSweeney has prepared a draft annual report as a 2-part report. Part 1 outlines the OPP Strategic Plan, Action Plan and Progress Reports and Part 2 is somewhat discretionary. Vice-Chair McSweeney will circulate a revised draft version for Board members to review and provide input on prior to our next regular Board meeting. The target will be to have the Annual Report ready for presentation to Council at the June 24th meeting.

Member Armstrong asked what does Council want to see from the Board in the Annual Report.

Chair Taylor advised that he believes Council would want to see a high-level overview highlight 4 or 5 key projects the Board is working on.

Member Armstrong advised he would be happy to help with the Annual Report and suggested that Part 1 be like an executive summary and Part 2 contain supplemental information.

Vice-Chair McSweeney undertook to prepare a revised draft report to circulate to Board members for comment prior to the June meeting when the report will be considered for adoption and submission to Council. Vice-Chair McSweeney suggested that the Board be scheduled to attend a Council meeting in early June to obtain Council's input on the draft report and introduce Council to the new Board members.

Moved by Member Armstrong
Seconded by Member Maycock

Motion that the Board receive the attached draft Annual Report and presentation from Vice-Chair McSweeney and approve next steps as above.

Carried

10.6 Governance Ratification

Vice-Chair McSweeney advised that the Board wanted to be compliant with the CSPA effective April 1, 2024, but since there would be no quorum until after April 1st when (1) new members would be appointed and (2) all members would complete mandatory training (not available until after April 1st), an alternative plan was put in place to ensure the Board could continue working to finish compliance matters including the new governance framework beyond March 31, 2024.

Under this alternative plan it was decided at the March 22, 2024, and April 30, 2024 Special Meeting to:

- approve working drafts of the revised Governance Cover Memo and draft Boards policies and bylaws conditional on the documents being revised to reflect approved Board member input and then returned to the Board prior to April 30, 2024, for final Board approval;
- confirm that until such final approval such conditional working drafts shall be used by the Board as required to effect compliance with the CSPA and its regulations; and
- place the April 30th approved governance framework on the Board's May 21, 2024 public session agenda for final ratification, including ratification of all Board actions taken from April 1, 2024-May 21, 2024.

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the above ratifications and approvals be adopted by the Board.

Carried

10.7 Update on MCRT Enhancement Grant and CSP Grant due April 30, 2024

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the update provided on the MCRT Enhancement Grant and the CSP grant be received.

Carried

10.8 Funding of MCRT - Letter to Mayor Post from Honourable Michael Kerzner

Member Post advised that at the recent Rural Ontario Municipal Association (ROMA) Conference she spoke to the Solicitor General about the importance of aligning the grant funding that supports the crisis nurses and the dedicated OPP officer to the same grant cycles.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the Letter from Honourable Michael Kerzner and corresponding discussion be received.

Carried

10.9 Review Post March 19, 2024, and Pre-May 21, 2024 Meeting Service Standards Per Board Policy D3(j)

Chair Taylor advised the Board met their pre and post meeting service standards.

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the Board receive the above report.

10.10 Board Member/Executive Assistant Claims for Special Remuneration

Vice-Chair McSweeney explained to the new members that when they attend a Board Special Meeting the Exec. Asst. will submit their claim for special remuneration, but if they attend any authorized meetings/training outside a Board meeting then they are responsible for submitting a special remuneration claim.

Executive Assistant was asked to provide the new members with the current claim form.

Moved by Member Post

Seconded by Member Armstrong

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

Carried

10.11 Action Register Update

Chair Taylor requested the presentation to Council described above under item 10.5 be added to the Action Register.

Member Armstrong asked why are some items highlighted and Exec. Asst. Archer advised the items highlighted were new items documented since our last regular meeting.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the Board receive the attachment and update.

Carried

10.12 CSPA Governance Compliance: CSPA Mandatory Training Modules

All members reported they have completed the mandatory training with the exception of Member Weatherbee. She advised she has 70% of the training completed.

10.13 New OPP Detachment Board Regulation - O. Reg. 135/24

Vice-Chair McSweeney advised that O. Reg. 135/24 outlines the composition of the OPP Detachment Boards (detailed in the table) and provides details on such topics as remuneration of board members, detachments that are exempt, terms of office, etc.

Moved by Member Maycock

Seconded by Member Post

Motion that the Board receive the above discussion.

10.14 Vice Chair McSweeney's Recent Presentations

Vice-Chair McSweeney advised he was invited to attend a Zone 3 meeting in March to present on how the Orangeville OPP Detachment Board planned to ready itself for the new CSPA legislation. He advised that the Zone 3 Boards appeared to have varied levels of readiness.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the above updates by Vice Chair McSweeney be received.

10.15 False Alarm Reports

Chair Taylor advised that the Board monitors false alarms as the Town pays the OPP for calls for service and the Town wants to address any repeat calls for service due to false alarms. The OPP provides a report to the Board bi-weekly, and this is in turn circulated to the Bylaw Dept. who follow-up with any locations having repeat calls for service. This proactive approach has resulted in a decline in false alarm reports and particularly repeat calls for service.

Member Armstrong advised that he doesn't want persons to be afraid to call for service when required. Chair Taylor advised the reports are provided by the OPP. Chair Taylor advised he and Ms. Archer will follow-up with the OPP in regard to appropriate content on the reports.

Moved by Member Post

Seconded by Member Armstrong

Motion that the Board receive the False Alarm Reports and Chair Taylor and Exec. Asst. Archer will follow-up with the OPP re appropriate content of the reports.

10.16 Website Update

Vice-Chair McSweeney advised he emailed a document to Exec. Asst. Archer prior to the meeting, outlining recommended revisions to the website and asked Ms. Archer to circulate to the Board members following the meeting. The revisions are primarily removing the content in relation to hiring vacant Board positions and then updating the website with the new member photos and bios. Ms. Archer will request the assistance of the Communications Dept. to update the website.

Member Post advised she will reach out to the Communications Dept in relation to promoting the Board's Community Awareness Initiative on the website and report back to the Board in the fall of 2024.

Moved by Member Armstrong
Seconded by Member Maycock

Motion that the Board receive the update on the website and Ms. Archer will request the assistance of the Communications Dept. to update the website and Member Post will follow-up with Comm. Dept. to promote the Boards Community Awareness initiative and update the Board in the fall of 2024..

Carried

10.17 Amended and Restated Archival Services Agreement

Vice-Chair McSweeney advised he revised the Archival Services Agreement to ensure it is aligned with the CSPA. Chair Taylor will follow-up with the Clerk's Dept. for review and sign-off.

Moved by Member Armstrong
Seconded by Member Post

Motion that the Board receive the draft amended and restated Archival Services Agreement and update from Vice-Chair McSweeney and approve Chair Taylor circulating it to the Town Clerk for review and sign-off.

10.18 Zone 5 Update by Vice-Chair McSweeney

Vice-Chair McSweeney advised the Orangeville OPP Detachment Board is part of Zone 5. The next Zone 5 meeting is being hosted by the Guelph Board on June 19th and they offer a hybrid option where you can join virtually. All Board members are welcome.

Member Armstrong requested Vice-Chair McSweeney to share the meeting invitation with the Board members.

Moved by Member Maycock
Seconded by Member Post

Motion that the Board receive the update from Vice-Chair McSweeney and Vice-Chair McSweeney will circulate the meeting invitation for the next June 19th meeting with the other Board members.

10.19 Joint Meetings of the Dufferin County OPP Detachment Boards

Chair Taylor advised that the local boards generally try to meet 3x/year and they align on the content of the meetings.

Member Post advised that one of the highlights at the last meeting the Dufferin OPP Community Response Unit, Cst Andrew Fines and Sgt. Terri-Ann Pencarinha presented on their involvement in the community.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Board receive the above minutes and update provided by Chair Taylor and Member Post.

10.20 Community Awareness Initiative

Member Post advised she will reach out to the Communications Dept in relation to promoting the Board's Community Awareness Initiative on the website and report back to the Board in the fall of 2024.

Moved by Member Post
Seconded by Vice-Chair McSweeney

Motion that the Board receive the above update provided by Member Post.

11. Adoption of Minutes of Previous Meeting

Moved by Member Post
Seconded by Vice-Chair McSweeney

That the minutes of the following meeting are approved: March 19, 2024 Regular (Public Session) Meeting

Carried

12. Correspondence

12.1 Letters of Support for Intimate Partner Violence (IPV) and Gender Based Violence (GBV) Resolution

Moved by Member Post
Seconded by Member Maycock

Motion that the Board receive the attached letters of support.

Carried

13. Question Period

Question Period was moved to follow Item 10.2 to enable guests to address Inspector Di Pasquale prior to him having to leave to attend another meeting. Renee and Sherry attended from the Settlers Creek Community Watch Group. They addressed the following concerns with the Board and Insp. Di Pasquale:

- ongoing issues with speeding vehicles along Spencer Dr. during school time and it has extended to Abbey and Glencairn streets and right up to Alder St.,
- Parents parking vehicles inappropriately on Spencer while dropping their children off for school and picking them up, and
- vandalism and vehicle thefts.

They advised they have started a neighbourhood watch program so that community members can be the eyes and ears of their neighbourhood. They care about their community and are trying to unite community members to work together to keep it a safe community. They further advised that Cst. Fines of the OPP has been very supportive.

Inspector Di Pasquale thanked them for their advocacy and leadership for their community. He advised that when officers are available, they will park visibly in the school zones to monitor parking as well as enforce speeding. He asked that the community members use the online reporting tool on the OPP website to report any traffic infractions. This helps the OPP with being able to conduct analysis and then deploy officers when and where most needed. He also encouraged residents to register any property cameras they have with the OPP as it assists in follow-up to incidents of vandalism and thefts.

Chair Taylor advised that bylaw staff will continue to monitor and enforce parking concerns on Spencer. Chair Taylor advised a lot of progress has been made over the last 20 years on Spencer as result of enforcement, installation of stop signs, and traffic lights.

Member Post thanked Sherry and Renee and advised that she would like to see other neighborhood's get involved in the same type of advocacy for their neighbourhood.

14. New Business

None.

15. Date of Next Meeting

As result of a couple members having conflicts with the next meeting for June 18, 2024 at 4:00 p.m. it was changed to June 25, 2024 at 4:00 p.m.

16. Adjournment

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the meeting be adjourned at 6:37 p.m.

Todd Taylor, Chair

Mary Lou Archer, Executive Assistant