

**Minutes of the Ontario Association of Police Services Board**

**Zone 5 Business Meeting**

**Tuesday, March 12, 2024**

**Remote Electronic Meeting – Hosted by Guelph Police Service**

**Joint Meeting – 9:30 am**

**Board Business Meeting – 10:30 am**

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

**9:35 am Guest Speaker/Presentation – Retired Chief Devon Clunis**

**Shared Business Meeting – Chiefs and Boards**

- Chief of Police, Guelph Police Service, Gord Cobey welcomed Zone 5 members and provided the land acknowledgement
- Warm welcome to guest presenter, Devon Clunis
- Thank you for the wholesome, knowledgeable, and interesting presentation

**Ministry Report**

- Duane Sprague, Ministry Advisor provided a brief report
- CSPA – April 1, 2024
- Have encountered some challenges throughout the process
- Mandatory Board Training – end of March and/or early April
- Access to Training – end of March – Municipal Board
- After April 1, 2024 – Training for OPP Detachment Boards
- Suggested to hold off on first meeting of the OPP Detachment Board until May
- It was suggested that possibly a Q & A template could be created to share with Boards and/or post on the OAPSB website – Duane will give some thought to this idea and report back

**10:30 am OAPSB Zone 5 Board Business Meeting**

**Business Meeting – Called to order at 10:30 am**

**Chair – Jim Dietrich**

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

**Attendance - Police Services Board**

- |                   |                          |
|-------------------|--------------------------|
| • Georgian Bluffs | Sue Carleton, Barry Hatt |
| • Grey Highlands  | Lynn Silverton           |
| • Guelph          | Leslie LaCelle           |
| • Hanover         | Selwyn Hicks             |
| • Orangeville     | Ken Krakar               |

- Owen Sound
  - Saugeen Shores
  - South Bruce Peninsula
  - South Huron
  - Wellington
  - West Grey
- John Thomson
  - John Divinski
  - Tracey Collins
  - Jim Dietrich, Dave Frayne, Jo-Anne Fields
  - Earl Campbell
  - Kevin Eccles, Dave Fawcett, Bev Cutting
- Duane Sprague, Ministry Advisor

**1. Welcome and Introduction**

- Chair Jim Dietrich welcomed everyone to the meeting today
- 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/Earl Campbell

“That the agenda be approved as circulated.”

**Disposition** - Carried

**4. Approval of Minutes**

**Motion** - Lynn Silverton/Kevin Eccles

“That the minutes of the December 12, 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 February 20, 2024 was \$7,232.66
- Receipts – 750.00
- Deposit of 2024 membership fees following statement date in the amount of \$3,500.00

- Disbursements – \$4,039.00  
Brockton – Detachment Board
- Outstanding – Grey Highlands, Kincardine, North Perth, Orangeville
- Shelburne and Stratford were returned – have followed up
- New Detachment Boards will not be required to pay membership fee for 2024
- Cheque in the amount of \$1,500.00 has been sent to the OAPSB for donation towards the Spring Conference
- Scotiabank Investment as of December 31, 2023 was \$4,427.82
- RBC Investment matured on February 5, 2024 in the amount of \$4,507.83, including interest of \$131.30, which was calculated at 3%
- RBC Investment was re-invested in the amount of \$4,507.83 on February 5, 2024 at 4.00% interest. Anticipated interest generated at maturity on February 5, 2025 will be \$180.31
- Please remember to notify Secretary/Treasurer of any changes to your membership
- Appreciate Boards forwarding their respective report for inclusion in the minutes

**Motion** - John Thompson/John Divinski

“That the Treasurers report be accepted as presented.”

**Disposition** - Carried

**Motion** - John Divinski/Earl Campbell

“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 and provided clarification
- Mirror report as presented in the Joint Meeting
- Do Boards continue until Detachment Boards take effect – expectation that existing Boards continue to exist during transition with no legal powers as a Board
- Chair Dietrich thanked Duane for his presentation

## 7. **Educational Session**

- No education session at this meeting

## 8. **Correspondence**

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

### 8.1 **OAPSB – Notice – Call for Director Nominations – Zone 4, 5, 6**

- Please contact Jo-Anne, Secretary/Treasurer if interested in this position

## 9. Zone Director's Report

- OAPSB Zone 5 Director John Thompson
- In addition to the regular boiler plate items in most board meetings, Chair Weaver in his report to the board emphasized OAPSB's responsibility to assist member boards to achieve compliance as efficiently and effectively as possible. The board's primary focus is on ensuring mandatory training is completed for all board members, which will be an ongoing initiative with continuous updates and improvements.
- As part of that responsibility the OAPSB collaborated with PAO, OACP, and OSOPA to organize the CSPA Summit held on February 27-28.
- He also went on to speak about the collaborative working group on Recruitment and Retention, and the meeting with the Solicitor General to share progress. Further updates are expected in future meetings.
- Executive Director Lisa Darling reported on key achievements and activities in 2023, which aligned with the OAPSB's Action Plan for 2023-2025. Highlights of those achievement included strengthening relationships with various organizations, developing training for municipal boards, attending conferences, and enhancing the Communications Strategy.
- Lisa also highlighted the WSIB Working Group's inaugural meeting and its focus on addressing concerns and issues related to practices, policies, education, legislation, and ownership. Decisions on prioritizing these issues await input from WSIB.
- For 2024, the OAPSB aim is to enhance communications with both members and the public, with a robust communication plan. Forums are planned to support members and provide guidance during these times of change.
- In summary, the meeting emphasized the importance of compliance, training, collaboration, and effective communication to support the OAPSB's goals, initiatives, and its members.
- Chair Dietrich thanked John and Lisa for presenting the report

## 10. New Business

- Election of Officers
- At the direction of the OAPSB Zone 5 Board Executive, it is recommended that the Election of Officers be postponed until the June OAPSB Zone 5 meeting

### Motion - Kevin Eccles/Dave Frayne

“That the individuals currently holding the positions of Chair, Vice Chair, Director, and Secretary/Treasurer remain in place until after the in-force date of the Community Safety and Policing Act, 2019 (CSPA).

AND That nominations for these positions will be held at the regular meeting of the OAPSB Zone 5 in June.”

### Disposition - Carried

- Proposed the following amendment to the Ontario Association of Police Services Board – Zone 5 – By-Law No 01-15 – Article 6 – Zone Officers – Nominations and Elections Section 2 – (f)
- Section 2 – Nominations and Election

- (f) Appointment of Zone Secretary/Treasurer

**Motion** - John Thomson/Lynn Silverton

“That at the time of Elections, the Zone Secretary/Treasurer shall be appointed by a vote of a simple majority of the Zone membership and shall NOT be required to be a secretary to a Board that is a member of the Zone.”

**Disposition** - Carried

Chair Dietrich noted that the Zone 5 Secretary/Treasurer should be reimbursed for conferences, training, mileage, accommodations, and expenses surrounding Zone 5

**Motion** - Earl Campbell/Ken Krakar

“That the Zone 5 Secretary/Treasurer be reimbursed by Zone 5 for conferences, training, mileage, accommodations, and for expenses surrounding the OAPSB Zone 5.”

**Disposition** - Carried

## **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
- Orangeville is very close to finalizing its revised April 1, 2024 CSPA compliant OPP detachment board governance framework, including overview doc, bylaws and over 20 policies
- Upon approval, Orangeville will be happy to share with other Boards and will be posted on their website and circulated to the OAPSB

## **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 **Wednesday, June 19, 2024 at 9:30 am**
- Meeting will be hosted by the Guelph Police Service – venue to be shared later
- Due to a conflict, the June meeting date needed to be changed
- Additional Meeting Dates for 2024 will be determined by the OACP and shared when available

## **13. Adjournment**

**Motion** - Barry Hatt/Sue Carleton

“That the meeting adjourns at 11:59 am.”

**Disposition - Carried**

\_\_\_\_\_  
Chair – Jim Dietrich

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date