

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

**May 20, 2025, 4:00 p.m.**

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

Members Present: Chair T. Taylor  
Vice-Chair I. McSweeney  
Member L. Post  
Member W. Maycock  
Member G. Armstrong  
Member J. Weatherbee

Staff Present: Executive Assistant M. Archer

Staff Absent: Lindsay Raftis

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## **1. Call to Order**

The meeting was called to order at 4:00 p.m.

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

None

## **3. Approval of Agenda**

Moved by Member Post

Seconded by Member Maycock

Motion that the Board discuss and approve the Agenda for the May 20, 2025, Orangeville Police Services Board Regular (Public Session) Meeting.

**Carried**

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

Moved by Member Maycock  
Seconded by Vice-Chair McSweeney

Convene into In-Camera Session.

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

**Carried**

**4.1 Approval of the Agenda**

**4.2 Speed Camera Discussion**

**4.3 Detachment Commander's Performance Evaluation**

**4.4 Orangeville Police Service Records Management and Archival Services Update**

**4.5 Adoption of Previous In-Camera Meeting Minutes**

**5. Public Session**

Moved by Vice-Chair McSweeney  
Seconded by Member Maycock

Convene into Public Session.

Motion that at 5:00 p.m. the Board reconvene into the Public Session of this meeting. (Meeting was paused for 4 min.'s to address a technical issue and recommenced at 5:04 p.m.)

**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. Presentations**

**7.1 New Town Procedure - Communications Support for Boards Committees and Task Forces**

Deputy Clerk, Jordyn Lavecchia-Smith and Communications Manager, Jenn Austin presented a power point presentation on the new Procedure to request Communications Support. (see attached)

Chair Taylor commented on the request for support should be made 8 weeks in advance. Ms. Austin explained that they are managing approximately 106 different town projects and in order to prioritize and give each project effective planning they need sufficient notice thus the 8 week timeline.

Moved by Member Armstrong  
Seconded by Member Maycock

Motion that the Board receive the above discussion.

## **7.2 Orangeville Police Service Records Management and Archival Services Update**

Jordyn Lavecchia-Smith advised that on November 19, 2024, the Board received a report highlighting a phased approach for the management of existing OPP Detachment Board records. The phases included authority to remove duplicates and corrupt files, update and complete physical and electronic records index, review board retention by-law, and ongoing management of records.

A review of electronic records that were on the OPS laptop and file servers was conducted and cross referenced against what was transferred to SharePoint. Attachment 1 is a listing of approximately 6,400 records that have been identified as either copies, corrupt files, or records that have met their retention and are ready for disposition.

Town staff will continue to work with the Board Executive Assistant to update and complete a physical and electronic records index of the records that are being archived.

Moved by Vice-Chair McSweeney  
Seconded by Member Armstrong

Motion that the report Orangeville Police Service Records Management and Archival Services Update, be received; and that the records, laptop and servers identified in Attachment 1 be approved for destruction.

**Carried**

## **7.3 OPP 1st Quarter Report for 2025**

Inspector Di Pasquale presented the highlights of the OPP 1st Quarter Report for Orangeville. Some of the highlights outlined were as follows: (for more details please review attached report)

- Assaults are up this year in comparison to the same period last year,
- Theft under \$5,000 (shoplifting) is also up this year so far,
- Mental Health Occurrences are significantly down and this may be attributed to the great work of all the community partners and the MCRT Team.
- Personal Injury collisions are up this year. Traffic Safety is always a priority for the Detachment. They continue to focus on public educations on traffic safety and maintaining high visibility of officers on the roadways. The Collision Reporting Centre at the Dufferin Detachment is well utilized.
- The Detachment had one Traffic initiative during the 1st quarter and that was the Motorized Snowmobile Week, Feb 10-17, 2025. This event was well received by the public.
- During the Festive Ride Season this year, 22 persons were charged with Impaired Driving in Dufferin Detachment Area.
- Dufferin OPP recovered over \$400,000 worth of stolen vehicles in Orangeville.

Member Maycock advised the Inspector that he appreciated the Orangeville specific data provided as well as the Inspector outlining the highlights of the report.

Member Weatherbee asked if the shoplifting increase is concentrated in a specific sector and is there things that local small businesses should be aware of to mitigate these types of losses. Inspector Di Pasquale advised he wasn't aware of a specific sector being targeted and advised that the Community Response Unit engages with local small businesses to improve awareness.

Member Weatherbee also asked if it is a concern that patrol hours have dropped approximately 50% from 2023 to 2024 and 2025. Inspector Di Pasquale advised it is not a concern. It indicates that officers are busy attending Calls for Service and other enforcement initiatives. The Town still receives it's contracted number of policing hours.

Moved by Member Maycock  
Seconded by Member Armstrong

Motion that the Orangeville OPP Detachment 1st Quarter Report of 2025 and overview provided by Inspector DiPasquale be received.

**Carried**

**8. Report from In-Camera Session**

See Item 4 above.

**9. Items for Consent (Members advise of any items that need to be pulled for discussion)**

Vice-Chair McSweeney requested Items 9.1 and 9.7 be pulled for discussion.

Member Post requested 9.2, 9.3 and 9.4 be pulled for discussion.

Reports for Items 9.6 and 9.8 were not submitted in time for members to review prior to the meeting and thus those Items will be brought forward to the June Regular Board Meeting.

Item 9.5 is the remaining item on the Consent Agenda.

Moved by Member Maycock

Seconded by Member Armstrong

Motion for approval of the consent agenda as presented specifically Item 9.5, Claims for Special Remuneration and Expense Reimbursement.

**Carried**

**9.1 Ratification of Member Armstrong's Participation at the April 22, 2025 Regular Board Meeting**

Vice-Chair McSweeney advised that Member Armstrong has completed all required Board training and thus he recommends the Board ratify Member Armstrong's participation at the April 22, 2025 Regular Board Meeting.

Moved by Member Armstrong

Seconded by Member Maycock

Motion to ratify Member Armstrong's Participation at the April 22, 2025 Regular Board Meeting.

**Carried**

**9.2 Letter from Mayor Post ref. Concern with 911 Response**

Member Post advised that herself and Chair Taylor had the privilege to attend the Orillia OPP Communications Centre with Inspector Di Pasquale to address a specific concern of a community member in the way that a 911 call was handled. They had the opportunity to see the Communications Centre and meet staff as well learn about the Next Generation 911 System. The upgraded system will allow for improved communications between callers and 911 dispatchers. Member Post expressed care and empathy for the community members impacted by this incident and as well she expressed gratitude to Inspector Di Pasquale for the opportunity to learn more about the Communications Centre. They will be holding follow-up meetings and Member Post will update the Board.

Chair Taylor also expressed gratitude to Inspector Di Pasquale for taking the time to facilitate this opportunity.

Moved by Member Armstrong  
Seconded by Member Post

Motion to receive the update provided by Member Post.

**Carried**

### **9.3 Community Awareness Initiative**

Member Weatherbee advised she has commenced drafting the next community outreach letter. She will circulate it to the Board for input once completed.

Moved by Member Armstrong  
Seconded by Member Post

Motion to receive the update provided by Member Weatherbee.

### **9.4 Update on Action Register and Workplan**

Member Armstrong thanked Board members for providing him with updates for the Action Register. He will populate the Action Register and Workplan and post on SharePoint. The Board will review the posted Action Register and Workplan at its next meeting.

Moved by Member Maycock  
Seconded by Vice-Chair McSweeney

Motion to receive the update provided by Member Armstrong.

### **9.5 Claims for Special Remuneration and Expense Reimbursement**

Motion that the Board approve the above and direct Exec. Asst. Archer to submit the attached claims to payroll for payment.

### **9.6 Board Efficiencies Guideline**

This Item was not discussed and will be moved to the June Regular Board Meeting Agenda. Members Maycock and Weatherbee will lead discussion on drafting policy in reference to the guideline.

### **9.7 Board Complaints**

Vice-Chair McSweeney advised that prior to the meeting he circulated via email to the Board members the following documents:

- revised track changes draft of our Policy D3(m) with clarifying amendments;
- attached CSPA s.108 Inspector General Advisory Bulletin 1.5 (August 1, 2024); and
- attached FAQ from the Law Enforcement Complaints Agency on forwarding complaints pursuant to CSPA s.155

Vice-Chair McSweeney provided the Board Members the following summary explanation in relation to addressing complaints received:

- Public complaints relating to general policing (adequacy and effectiveness) and Board/Board member misconduct and CSPA compliance matters are dealt with under Part VII CSPA s.106/s.107 by the Inspector General of Policing.
- Public complaints against police service members (misconduct complaints) are dealt with separately from general policing and Board/Board member complaints by the Complaints Director under CSPA Parts VIII – X

Vice-Chair McSweeney proposed that the Board adopt the recommended revisions to Policy D3(m).

Board members asked that this item be brought forward at the next Board meeting once they have an opportunity to review the documents provided.

Moved by Member Maycock  
Seconded by Member Armstrong

**Carried**

**9.8 Review of Board Mandate**

This Item was not discussed and will be brought forward to the June Regular Public Board meeting. Member Weatherbee to lead discussion following her review of the Board governance documents.

**10. Information Items**

Moved by Vice-Chair McSweeney  
Seconded by Member J. Weatherbee

Motion to receive Item 10 - Information Items: 10.1, 10.2, 10.3 and 10.4.

**Carried**

**10.1 Detachment Tour**

**10.2 Website and SharePoint site for sharing documents**

**10.3 Budget Timelines**

**10.4 Review Post Apr. 22, 2025, and Pre-May 20, 2025 Meeting Service Standards Per Board Policy D3(j)**

**11. Adoption of Minutes of Previous Meeting**

Moved by Member Armstrong  
Seconded by Member Maycock

That the minutes of the following meeting are approved: April 22, 2025.

**Carried**

**12. Correspondence**

None.

**13. Question Period**

No Questions

**14. New Business**



## **Board Self-Evaluation Questionnaire**

Vice Chair McSweeney advised he would be developing a Board Self-Evaluation Questionnaire. He would also check with Lisa Darling to see if the OAPSB has something appropriate for use. He will prepare a draft for Board input.

Member Armstrong advised he would add this task to the Action Register.

## **Zone 5 OAPSB Meeting**

Vice-Chair McSweeney advised he would be attending the next Zone 5 Committee Meeting on May 27th and report back to the Board.

## **OAPSB Zone Committee Meeting - May 13, 2025**

Vice-Chair McSweeney advised the meeting agenda related to the OAPSB standardizing things for Boards regionally such as bylaws, etc.

### **15. Date of Next Meeting**

The next meeting is scheduled for June 17th, 2025.

### **16. Adjournment**

The meeting was adjourned at 6:04 p.m.

Moved by Member Maycock

Seconded by Member Armstrong

Motion to adjourn the meeting at 6:04 pm.

**Carried**

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Todd Taylor, Chair

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Mary Lou Archer, Executive Assistant