

AGENDA

Ontario Association of Police Services Board – Zone 5 Business Meeting

Tuesday, December 12, 2023

OAPSB - ZONE 5

Remote Electronic Meeting – Hosted by Guelph Police Service

Shared Meeting – 9:30 am

Board Business Meeting – 10:30 am

- 9:30 am Welcome/Shared Business/Ministry Report – Chiefs and Boards
- 9:35 am Guest Speaker/Presentation – Chief Gord Cobey – Guelph Police Service – Evidence Based Budgeting
- 10:30 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 December 12, 2023 as circulated/amended (Motion)
4. Approval of the Minutes dated September 12, 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)
 - 5.3 Spring Conference – Does Zone 5 membership wish to financially support? (Motion)
 - 5.4 Membership Fees for 2023 – Do we want to remain at \$250.00/Board (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 – March 12, 2024 – Electronic Meeting (Information)
13. Adjournment (Motion)

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



West Grey Police Services Board

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R.R.#2 Durham, ON N0G 1R0
Tel: (519) 369-2200

Fax: (519) 369-5962
Email: hwebb@westgrey.com

Kevin Eccles, Chair

Heather Webb, Secretary

November 10, 2023

Hon. Michael S. Kerzner
Solicitor General of Ontario
George Drew Building
18th Floor
25 Grosvenor St.
Toronto, ON
M7A 1Y6

Dear Minister Kerzner,

The delegation from the Municipality of West Grey would like to thank you for this opportunity to speak with you regarding the anticipated implementation of the *Community Safety and Policing Act, 2019 (CSPA)* and possible changes with respect to Section 14 Agreements.

By way of introduction West Grey is an urban/rural mix community and boasts a growing population of over 13,000 people. West Grey is the largest municipality in Grey County with over 87,000 hectares of land and 785 kilometers of road patrolled by the West Grey Police Service.

The West Grey Police Service is a proactive community focused Service committed to ensuring a safe environment for all its residents by providing adequate and effective policing as regulated under the current Ontario Police Services Act.

On November 6, 2023, the West Grey Police Services Board received correspondence from the Municipal Policing Bureau of the Ontario Provincial Police advising that as a partner in the delivery of essential policing services that ensure safety and security in the Province of Ontario they, in conjunction with the Ministry of the Solicitor General, will soon commence the development of the CSPA section 14 agreements.

It is with this in mind that we are present today to request that Municipal Police Services are part of this conversation as well and more importantly that the spirit

of the Section 7 agreements continue in its co-operative approach that ensured additional policing costs were neither downloaded to Municipalities or uploaded to the Province.

These agreements established a framework for the parties to work within and provide mutual aid to each other in emergent situations on a no cost recovery basis. If this collaborative approach to policing is going to be modified and charges are now going to be implemented under the new agreements it is imperative that reciprocal language be included to allow Municipalities to bill back for services rendered to the O.P.P.

The West Grey Police Service has worked co-operatively with the O.P.P. over the years and will continue to do so to ensure the safety of the public.

Once again we would like to thank you for meeting with us today and should any additional questions arise we are only too happy to continue a positive dialogue with your Ministry regarding this matter as we move forward under this new legislation.

Yours Truly,

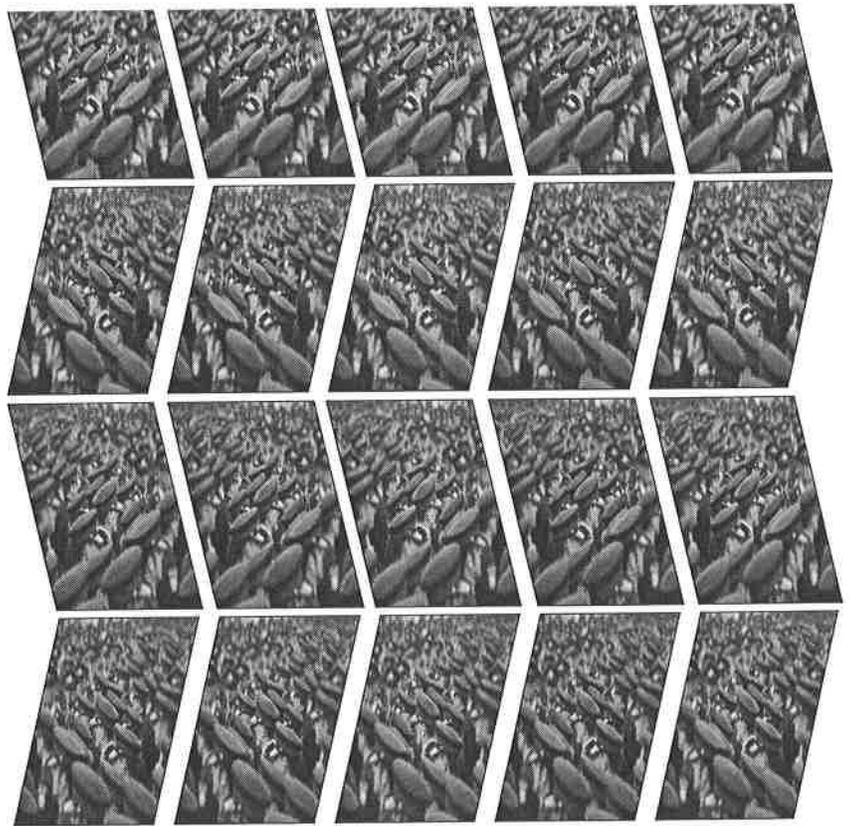
A handwritten signature in black ink, appearing to read "Kevin Eccles". The signature is fluid and cursive, with the first name "Kevin" and last name "Eccles" clearly distinguishable.

Kevin Eccles, Chair
West Grey Police Services Board

KE/hw

Requirement of new Fee Structure for Membership for 2025

Lisa Darling
Executive Director



OAPSB Future Direction

Recognition of the need for change:

- The past several years –Recognition of inconsistencies in knowledge due to a lack of coordination, cooperation and supports for police governance across the province.
- Not effectively supporting our membership
- The fee structure did not permit the implementation of a consistent and collaborative approach to police governance.
 - Difficult to commit without the long-term funding to support.

Daily business of the OAPSB should be covered by membership fees.

- Current Fee structure will leave the OAPSB at a deficit as the organization remodels to a “working association” for its members.

Strategic Plan

2023-2025

Our Vision:

Be the Centre of Excellence for Police Governance in the Province of Ontario

Our Mission:

Equip every police services board, First Nation board and detachment board with the tools required to govern effectively. We will achieve this through advocacy, expertise and education.

We Value:

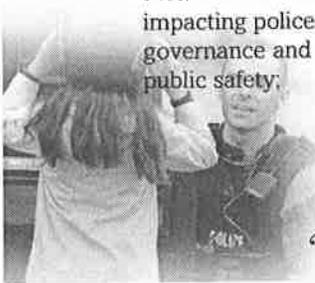
Leading with *integrity*, acting with *passion*, and collaborating with our *community* in the pursuit of *excellence* through *diversity and inclusion*.

We are committed to:

Being the voice of our members on issues impacting police governance and officer & public safety;

Developing a repository of best practices and providing expert advice in board responsibilities under the CSPA;

Providing ongoing training and development for our members in collaboration with our stakeholders and partners.



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Boards

"The Face and Voice of Police Governance in Ontario"



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"The Face and Voice of Police Governance in Ontario"



Lisa Darling
Executive Director

Advocacy Consultant
"Local Consultants"



Holly Doty
Administrator



Pamela Dhaliwal
Curriculum &
Training



Jeanine Lassaline-
Berglund (JLB)
Engagement &
Training



Jennifer
Williams
Membership
Coordinator

Operational requirements of the OAPSB

Daily business of the OAPSB should be covered by membership fees.

Advocacy

- Sector and member board issues/concerns that can impact a larger demographic. ie. Bail Reform, Bill 102, technology, regulations
- preparation for committee presentations – including script development
- Research, collaboration, consultation (timely access to experts in specific fields)
- White paper/position paper development,
- Internal and external communication on issues to sector partners, government, the public
- Effective social media strategy/communication proactive engagement
- Hosting advocacy events
- Attending and supporting sector partner events

Expertise & ongoing Education and support for Boards

- Ability to provide guidance and support Boards with emerging trends and issues related to:
- Legal/legislation and policy interpretation
- Budgeting
- Provide access to training and education for board members and information of training for police leadership
- Hiring process and evaluation of police leader
- Labour Relations – negotiations, human resources, board conflicts and EDI&B
- Technology, infrastructure

Additional operational challenges based on current funding model - CSPA

- OPP Detachment Boards - Amalgamation of several boards into one board – Urgency to restructuring membership fees.
- Some municipalities being policed by the OPP have never had a police services board – all new to them – will required additional communications and supports.
- These changes to board structures/requirements will be happening part way through a calendar year
- Some will have no budget or current mechanism to request funding to assist them in preparing for the change to the CSPA.

OAPSB Funding History

- The OAPSB used to receive base funding from the Ontario government. This was stopped approximately 15 years ago.
- Records retention schedule has resulted in very few records explaining the rationale for the current fee structure.
- Fee structure base has been set up to support events, with minimal ongoing support from the OAPSB.
- Resource limitations have impacted the ability of the OAPSB to sustain a strong voice at the table with our sector partner associations.
 - Police Association of Ontario
 - Ontario Association of Chiefs of Police



Three Pillar Associations in Policing Sector

Employer OAPSB

Founded in 1990?

Our membership includes police services boards and their members, police and law enforcement officials, and other persons involved in policing and public safety.

1 full-time staff member

Leadership OACP

Founded in 1951

membership is 1200+ members open to senior ranking police officers or civilian equivalent, Staff Sergeants or equivalent civilian positions, as well as Corporate members working in law enforcement.

5, soon to be 6 full-time staff members

Membership PAO

Founded in 1933

is the official provincial representative body for over 28,000 sworn and civilian police personnel from 45 police associations across Ontario.

Full-time president and 5 full-time staff members



OAPSB Finance Committee

2023 - Finance Committee created to review information from past committees' work and make recommendations to the BOD.

- Records maintenance process has resulted in a lack of documentation identifying how force size and corresponding fees for all boards was originally determined.
- 2015, OPP changed their billing to a fee for service based on property count and calls for service.
- Made it difficult for boards and the OAPSB to identify what they should be paying based on force size.
- No consideration of differences between OPP Boards funding and support needs vs municipal and FN boards needs

Recommended - Two separate fee structures to commence in 2025

Fee structure for Municipal Police Services Boards and First Nations Police Services Boards will continue to be based on force size

OPP Boards to remain status quo and start new membership fee process based on per-property cost (alignment with OPP billing)

- Gives time to develop board structures and budgets
- provides easy way for boards to determine fees year to year
- Gives us enough time to have proper engagement and communication with all Detachment Boards prior to submitting budget for 2025.

Municipal and First Nations Boards

Force Size	2025 Membership Dues
1- 50 uniform members	\$2,000*
51-100	\$4,000*
100-200	\$6,000*
200-300	\$7,000*
Over 300	\$10,000*
Toronto	\$12,000*

* plus 2024 cost of living increase

OPP Detachment Boards

Property Count based on OPP billing property count

2025 Membership Dues (.16 per property)

Majority of Detachment Board municipalities will see lower costs

There are a handful of boards whose costs will increase (county wide boards and group contracts) –

Phasing in for boards who require it will be considered on a case-by-case basis.

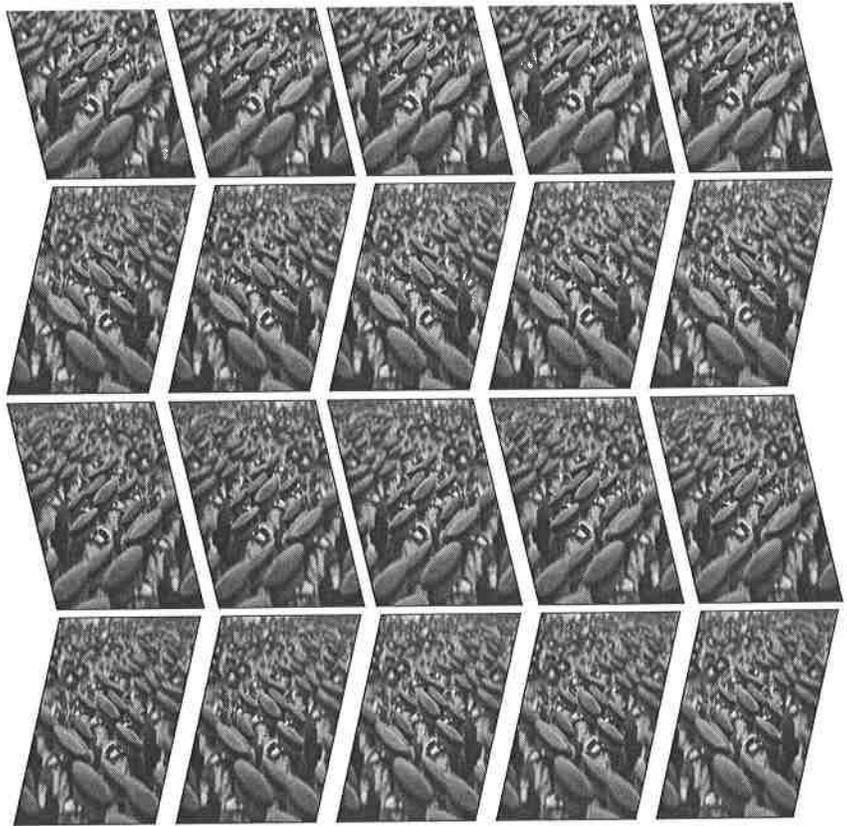


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Zone 5
OAPSB Update

Lisa Darling
Executive Director



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General
Updates:



Advocacy



Expertise



Education



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Updates

- In-Force Date of CSPA Spring of 2024
- Remuneration guidelines expected shortly
 - Will not be too prescriptive (per diem- minimum)
 - Takes into account the differences between Detachment Boards & Municipal and First Nations Police Services Boards.
- Thematic Training Evaluation Committee
- CoP Police Services Board Members Training



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Advocacy:

- Working with the Ministry of the Solicitor General to ensure that the needs of our boards are reflected in the Community Safety and Policing Act, supporting regulations and programing.
- **All regulations have been posted on the Regulation Registry.**
 - Surveys went out to all boards for comment.
 - OAPSB has provided comments and recommendations on behalf of our membership to the Sol Gen's office and as a submission on the Regulation Registry. Last submission to the registry was on October 10th
 - Any additional regulations will not require public consultation.

Advocacy Committee

- Contract with our advocacy consultants ended in October.
- Our committee reviews letters and requests submitted to the committee.



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Advocacy:

- Working Group on Recruitment and Retention includes the OAPSB along with:
 - Ontario Association of Chiefs of Police (OACP)
 - Police Association of Ontario (PAO)
 - Toronto Police Association (TPA)
 - Toronto Police Services (TPS)
 - Ontario Provincial Police Association (OPPA)
 - Ontario Provincial Police (OPP)
 - Indigenous Police Chiefs of Ontario (IPCO)
- Final stages of approval for the media relations and communications strategy:
 - For the successful and sustainable branding for the OAPSB
 - To support communications for all Police Services Boards
 - Support for sector priorities



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Expertise:

WSIB Working Group- improve the WSIB process to better support member wellness and reduce financial burden for police services and boards wherever possible.

Survey to Municipal (sec 31) Boards – important topic

Brought recognition that all services and boards are not capturing the same information

Will be working with the new working group to determine what information should be collected as a best practice and sharing with boards

- Still waiting for information from some boards and will post in the new year .
- Member of working groups:
 - NG 911
 - AMO Police Task Force
 - Mental Health Round Tables
 - Leadership Development Program (new)
 - Policing Pathways Engagement Tables
 - AMO-O.P.P. Municipal Administration Advisory Group
 - Emergency Services Steering Committee

“The Face and Voice of Police Governance in Ontario”

- Strategic Plan
- Our Priorities
- Committees
- Activities and Projects
- General Information



Expertise:

- **App is now available**
- All Members and staff should sign into the app.
- More timely and relevant communications
- Sharing resources with all member boards
- Developing a video library of virtual training and virtual conference presentations
- MOU with the CAPG on joint training initiatives and plans for an in-person event for next year

Updating Website with tools for Boards

January 2024- on boarding of all members





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Education:

- Participating with the Ministry of the Solicitor General on the development of on-line training required for board members to fulfill their legislated requirements under the CSPA.
- Aggressive timeline – group meets every Wednesday- on schedule to have modules ready for review in January of 2024.
 - **Mandatory Training – Roles and Responsibilities** -3 hour of modules must be completed prior to being an active member on board
 - additional requirements including:
 - **Additional Mandatory training** on topics including: Human Rights, Anti Racism, the rights and cultures of First Nation, Inuit and Métis Peoples.
 - 6 months to complete after in-force date.



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Education:

- OAPSB Ancillary Training topics started in November
- November:
- Transitioning to the CSPA - practical supports – Detachment Boards (240 participants)
 - Budgeting (120 participants)
- December/January:
- Complaints process and strategic planning
 - Partnering with Canadian Association of Police Governance (CAPG) to provide access to webinars through our members only access of the OAPSB website.
 - Event planning for 2024

2024 CSPA Summit

| Feb 26-28, 2024

Joint Venture – PAO, OACP, OSPOA & OAPSB

Anticipated Topics to be Covered at the CSPA Summit

- Adequate and Effective Policing and Provision of Police Services
- Responsibilities of the Board and Chief
- First Nations Policing
- Special Constables and Their Employers
- The Inspector General of Policing
- Complaints and Misconduct Investigations
- Discipline, Suspension, and Independent Adjudication
- Labour Relations
- The Role of the Minister

Full agenda being created by joint committee

Cost for in-person attendance \$325- limit 500
\$175 virtual attendance – No limit



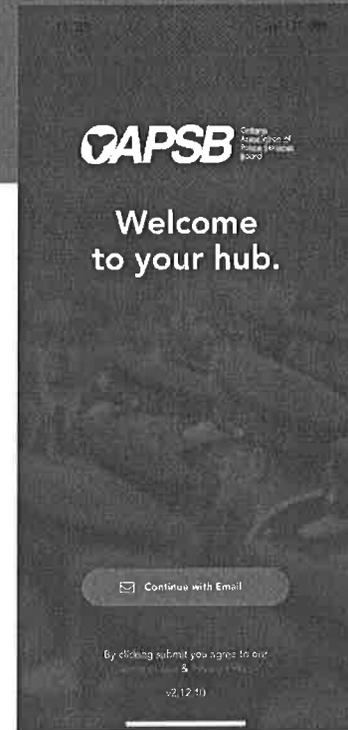
The Official OAPSB App

- Uses your member login from the website
- Available on Apple and Android
- Easy mobile access to some website items with the addition of Discussion Boards



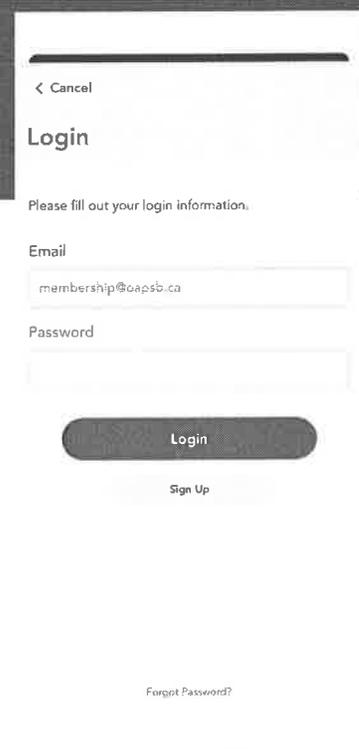
Logging into the App

- When you first open the app you will see the screen on the right
- Click on Continue with Email



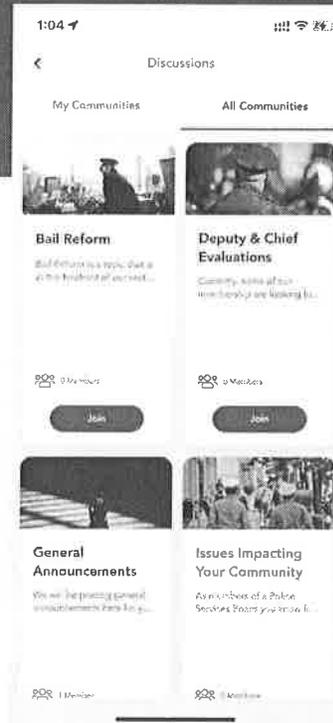
Logging into the App

- Use the email and password associated with your login to the member side of the website
- If you have not set up an account on the website click Sign Up
- The information to create accounts on the website was provided to your board when you renewed your membership



Discussion Boards

- Can both chat and share files – PDF works best
- Designed for various objectives: discussion, collaboration, general information
- More boards will be added as we continue to build the app



The Face and Voice of Police Governance in Ontario

Questions or Concerns

If you have any questions or concerns please reach out to Jennifer Williams:

membership@oapsb.ca

519-659-0434



"The Face and Voice of Police Governance in Ontario"

2024 OPSB Action Register (As at Jan 3, 2024)¹

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"> a. Confer with Det Commander (DC) b. Complete a comprehensive review of PSA sec. 10 c. Develop a list of required policies d. Confer with DC and Town e. Commence draft of policies or amend existing policies f. Finalize drafts g. Confer with DC h. Review of existing bylaws i. Send to Board for review & approval Complete a comprehensive review of PSA sec. 10 	McSweeney, Mary Rose & M. Archer	TBD	Ongoing Ilan 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"> a. Phase 1 – clean up existing webpage 	Archer	Phase 1 - May 17	Set up a series of 5 meetings with Jill Priest	June15, 2022

¹ Note:

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

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			of the Communications Dept of the Town to update website: 1 st meeting – 06 APR 22 – added all current min.'s & agendas 2 nd meeting – 14APR 22 discussion on building new framework 3 rd 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.	

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 th 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 nd Presentation to Town Council on Board Governance	McSweeney	Sept. 11, 2023	Complete	Sept. 11, 2023
31. Work on service standards (D3(t)) implementation/work plan.	McSweeney	Sept. 2023	Complete	Sept. 19, 2023
32. Draft Policy D3(v) Grant Writing	Archer	Oct. 2023	Complete	Oct. 31, 2023
33. Meeting Consultation with OPP on ref. Board Policies (see Minutes form Consultation with OPP re Board Policies 10OCT23)	McSweeney	Oct. 2023	Complete	Oct. 10, 2023
34. Meeting with Town CAO, David Smith on (see Minutes of Review of Board Policies with David Smith 17OCT23)	McSweeney	Oct. 2023	Complete	Oct. 17, 2023
35. Complete CSP Year 2 – Interim Report	Archer	Oct. 31, 2023	Complete	Oct. 26, 2023
36. Work on TPA for MCRT Enhancement Grant (acquire Certificate of Insurance)	Archer	Dec. 11, 2023	Complete	Dec. 15, 2023
37. Meet with Town Treasurer, Patrick Kelly and Financial Analyst, Rebecca Medieros to review PSB Grants and obtain signature on TPA for MCRT Enhancement Grant and submit to SOLGEN	Archer	Dec. 15, 2023	Complete	Dec. 15, 2023
38. Meet with Town Communications staff to update website with a focus on making information more accessible to the public and to set the foundation for posting PSB governance policies/bylaws	Archer/McSweeney	Dec. 8, 2023	In Progress	
39. Meet with Town Communications staff to again as a follow-up to above website meeting to review next steps	Archer/McSweeney	Jan. 8, 2024	In Progress	
40.				



Ministry of the Solicitor General

Ministère du Solliciteur général



Public Safety Division

Division de la sécurité publique

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12th Floor
Toronto ON M7A 2H3

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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **In-force date of the *Community Safety and Policing Act, 2019***

DATE OF ISSUE:	December 18, 2023
CLASSIFICATION:	General Information
RETENTION:	April 1, 2024
INDEX NO.:	23-0085
PRIORITY:	Normal

On behalf of the Ministry of the Solicitor General, I would like to thank all our policing partners for your support throughout the regulatory development process. We are greatly appreciative of the in-depth feedback that was provided on the regulations.

As a result of this collective effort, the regulations that are required to bring the *Community Safety and Policing Act* (CSPA) into force have been approved by Cabinet and filed. They can now be accessed publicly online through e-Laws page – linked [here](#).

I am writing to you today to inform you that **April 1, 2024**, has been proclaimed as the official date on which the *Community Safety and Policing Act, 2019* will come **into force**.

All police services are expected to be ready to comply with the Act and its regulations starting on the in-force date. To prepare for these changes, policing partners are strongly encouraged to familiarize themselves with the requirements under the CSPA and its regulations and make any necessary operational and process changes.

The upcoming 2024 [CSPA Training Summit](#), organized by the Ontario Association of Chiefs of Police, Police Association of Ontario, the Ontario Association of Police Services Boards and the Ontario Senior Officers Police Association, will serve as a forum to provide a shared understanding of the Act and its regulations. It will also

provide an opportunity for the ministry to support the policing sector toward operational readiness and help clarify any outstanding questions.

The Inspectorate of Policing will also act as an important resource to support the policing sector leading up to CSPA in-force. To this end, the Inspectorate's Police Services Advisors will continue to work directly with police services, chiefs of police, and police services boards to provide liaison and advisory services toward readiness to transition to the new CSPA framework. This includes current efforts to pilot an updated inspection process, establishing a robust data collection approach, and assisting policing partners to navigate any issues that surface during implementation. The Inspectorate of Policing will continue to engage with other stakeholders including police associations.

As we work together towards CSPA in-force, the ministry will seek to provide you with timely information to inform local operational planning and implementation.

Please do not hesitate to reach out to your respective Police Service Advisor with questions pertaining to the CSPA or to learn more about the Inspectorate's work.

Thank you, as always, for your continued support on efforts to advance the modernization and continuous improvement of police services in Ontario.

Sincerely,

K. Weatherill

Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

Creed Atkinson, Chief of Staff
Ministry of the Solicitor General

Ryan Teschner
Inspector General of Policing
Inspectorate of Policing



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:¹

- (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.

¹ 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.

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.

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 Act²;
- (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."

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

ASR Sections 1 to 28

ASR s.1 to s.28 set out standards applicable to the Board and the DC 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 the DC 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 DC on problem-oriented policing and crime prevention initiatives, whether the police force provides 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 DC 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 DC (ASR ss.6(3));
 - d. procedures on traffic management, traffic law enforcement and road safety established by the DC (ASR s.8);
 - e. the DC’s designation of properly accredited police officers as criminal investigators (ASR ss.9(4));
 - f. the DC’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 DC (ASR s.19);
- i. procedures on police action in respect of labour disputes established by the DC (ASR s.20);
- j. procedures on preliminary perimeter control and containment established by the DC (ASR s.22);
- k. the DC'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 DC (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 DC (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 DC (ASR s.27); and
- o. procedures established by the DC 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.

DC’s Annual Report (Board Policy D3(q))

4. **(ASR s.31)** – Preparation by the DC 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.³ **[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.

³ 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 Policies D3(r) and D3(o) would have to be revised to reflect same.

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 DC 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 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 DC's administration of the complaints system established by the OPP under Part V of the PSA and receive regular reports from the DC 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 DC to be dealt with under PSA s.64. The DC may dispose of the complaint directly under Part V, but the complainant may, under PSA ss.64(5), request that the DC'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 DC 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.

Grant Writing for Community Safety Programs (Board Policy D3(v))

16. The Board has adopted a policy on grant writing to provide guidance to Board staff and members to ensure the efficient application process for appropriate grants and required follow-up reports and to establish, record and maintain the Board's institutional experience and process in relation to grant writing.

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 DC⁴

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

⁴ Based on OAPSB Handbook Version 2013-1

- 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 DC 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 DC 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)

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 Section 10 Police Services Boards

The section 10 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, collaboration and 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, DETACHMENT ACTION 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 DCs develop an “Action Plan” establishing local police services objectives and priorities for Dufferin County as a whole. 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. Following the release of the three year Action Plan the OPP prepare and issue annual Action Plan Progress Reports. These reports are different from, and in addition to, the DC Annual Report prepared under ASR s.31 and Policy D3(q) and the OPP Annual Report prepared under PSA ss.17(4).

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

As described under ASR s.30 and 32, police services board policies must, in addition to requiring consultations with their DCs, 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 2023-2025 OPP Strategic Plan is not yet available (as at Dec/23). The current OPP Strategic Plan (2020-2022) and Dufferin County Action Plan (2020-2022), along with the Board's 2023 input into the 2023 Dufferin County Action Plan, and the OPP Dufferin 2021 and 2022 Action Plan Progress Reports are attached as **Schedule B**. In addition, **Schedule B** includes the latest Annual Report (2021) prepared by the DC pursuant to ASR s.31 (Board Policy D3(q)). Finally, for completeness, **Schedule B** includes the latest (2021) PSA s.17(4) OPP Annual Report.

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 DC, 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 DC, 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-laws⁵ are attached as **Schedule C**:

- (a) By-law 001-2023 – General Procedures

⁵ revised to reflect the Board's transition from PSA s.31 to s.10

(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
- (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)
- (v) Policy on Grant Writing for Community Safety Programs

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 (to Board members and, other than confidential/in-camera materials, to the public) 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)
 - (w) 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


Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville Police Services Board Policy

Business Planning

Policy No: D3(p)

Effective Date: September 19, 2023

Rescinds all other Policies and Procedures relating to this subject.

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 as otherwise may be required under the *Police Services Act* and regulations (collectively the “PSA”).

1. Policy Statement

- 1.1. 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.
- 1.2. Following the consultations and disclosures described below, the Action Plan, once adopted by a board, becomes that board’s Business Plan as contemplated under PSA O. Reg. 3/99 Adequacy and Effectiveness of Police Services (the “Adequacy Standards Regulation” or “ASR”) s.30 and s.32 and the October 1, 2020 Agreement for the Provision of Police Services under Section 10 of the Police Services Act (the “PSA”) between SOLGEN and the Town of Orangeville (the “OPP Agreement”).
- 1.3. Pursuant to paragraph 10(9)(b) of the PSA and the OPP Agreement, the Board, in advising the DC with respect to police services in the Town, is required to “generally determine objectives and priorities for police services, after consultation with the DC.
- 1.4. As described under ASR s.30 and 32, police services board policies must, in addition to requiring consultations with their DC, 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.
- 1.5. This Policy and Policy D3(r) outline the protocol for preparation and disclosure of the Board’s Business Plan in accordance with paragraph 10(9)(b) of the PSA, ASR s.30 and s.32 and the OPP Agreement.

2. Statutory Authority or References

- 2.1. PSA paragraph 10(9)(b); ASR s.30 and s.32; OPP Agreement

3. Purpose

- 3.1. To comply with the PSA and ASR the Board is required to prepare a Business Plan at least once every three years.

4. Scope

- 4.1. This Policy will apply to the DC, Board Members and the Executive Assistant in the conduct of their duties.

5. Definitions

- 5.1. As defined herein.

6. Policy Guidelines

- 6.1. ASR s.30 requires the Board to "prepare a Business Plan for its police force at least once every three years" which, under ASR s.30(2), includes:
 - (a) the objectives, core business and functions of the police force, including how it will provide adequate and effective police services;
 - (b) quantitative and qualitative performance objectives and indicators relating to:
 - (i) the police force'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.
- 6.2. In addition to including the required content in the Business Plan prescribed under ASR s.30, ASR s.32 requires the Board to:
 - (a) (ASR ss. 32(1)) - enter into a protocol with Town Council that addresses:
 - (i) the dates by which the Business Plan shall be provided to Town Council; and
 - (ii) the responsibility for making the Business Plan public, and the dates by which the Business Plan must be made public; and
 - (iii) if Town Council chooses, the joint determination, and participation in, the consultation processes for the development of the Business Plan (see paragraph 7.3 below); and
 - (b) (ASR ss.32(2)) - 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.
- 6.3. With respect to ASR s.32, see also the Board's Protocol for Information Sharing Policy D3(r).

7. Business Plan Development

- 7.1. The Board, in partnership with the DC, will prepare a strategy for the development of the Business Plan, consistent with the requirements of the ASR which includes:

Business Plan Content

- 7.2. The content of the Business Plan shall comply with the provisions of ASR s.30.

Business Plan Consultations

- 7.3. ASR paragraph 32(1)(d) requires the Board to enter into a protocol with Town Council that provides, if Town Council chooses, the joint determination and participation in the consultation processes for the development of the Business Plan. Town Council has decided to participate in the consultation process, but not to require joint determination under ASR 32(1)(d). At the beginning of each Business Plan cycle, the Board will share with Council for input, their plan for developing the Business Plan, including community and stakeholder consultation and their plan as it relates specifically for consultation with members of Council especially those not serving on the Board, all in accordance with paragraph 7.4 below.
- 7.4. ASR s.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. In compliance with ASR s.32(2), the Board shall:
- (a) invite Town Council by website notifications to review the current Business Plan in effect as part of the agenda for every public Board meeting throughout the year, and provide input to the Board on suggested revisions and comments, either in writing, through the public delegation process, or otherwise, for the Board to consider in developing the next Business Plan;
 - (b) invite school boards, community organizations and groups, businesses and members of the public by website notifications to review the current Business Plan in effect as part of the agenda for every public Board meeting throughout the year, and provide input to the Board on suggested revisions and comments, either in writing or through the public delegation process, for the Board to consider in developing the next Business Plan;
 - (c) participate in such Town Hall meetings as may be scheduled by Town Council to discuss community policing issues throughout the year;
 - (d) in consultation with the DC, develop a draft Business Plan to take effect on the expiry of the current Business Plan;
 - (e) meet with Town Council at least 60 days prior to the Board meeting at which the next Business Plan is to be considered for approval by the Board to obtain Council's input on the draft Business Plan;
 - (f) post the draft Business Plan, as revised to include Council's input, on the Board's website;
 - (g) place the posted draft Business Plan on the agenda for the next public meeting of the Board and invite school boards, community organizations and groups, businesses and members of the public by website notifications to review the posted draft Business Plan and provide input to the Board either in writing or through the public delegation process at such meeting; and
 - (h) at the first public meeting of the Board thereafter, the Board shall consider the Business Plan for adoption having regard to all input received.

Communication of the Approved Business Plan to Town Council and the Public

7.5. The protocol entered into between the Board and Town Council pursuant to ASR s.32 (see Board Information Sharing Protocol), requires the Board to:

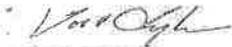
- (a) provide to Town Council, through the office of the Town Clerk:
 - (i) notice of any public meetings or other consultation processes regarding the preparation of the Business Plan; and
 - (ii) a copy of the Business Plan no later than 30 days following its completion and approval by the Board; and
- (b) provide a copy of the Business Plan to the public, in either a hard-copy or digital format, no later than 30 days following its release to Town Council.

7.6. This Policy requires compliance with the communication requirements described in paragraph 7.5 above.

8. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project

Approved by the Board on September 19, 2023

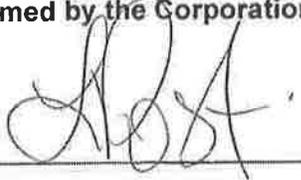

Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

Confirmed by the Corporation of the Town of Orangeville

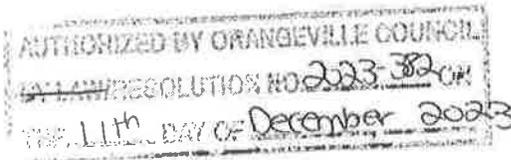


Mayor Lisa Post



Acting
Town Clerk

Date signed: December 21, 2023





Orangeville Police Services Board Policy

Protocol for Information Sharing

Policy No: D3(r)

Effective Date: September 19, 2023

Rescinds all other Policies and Procedures relating to this subject.

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 as otherwise may be required under the *Police Services Act* and regulations (collectively the “PSA”).

1. Policy Statement

1.1. The Board is required by Subsection 32(1) of *Ontario Regulation 3/99, The Adequacy and Effectiveness of Police Services Regulation* (the “Adequacy Regulation” or “ASR”), to enter into a protocol with the Town of Orangeville (the “Town”) that addresses:

- (a) the sharing of information with the Town, including the type of information and the frequency for sharing this information;
- (b) the dates by which the Board’s Business Plan (ASR s.30) and DC’s Annual Report (ASR s.31) shall be provided to the Town;
- (c) the responsibility for making the Board’s Business Plan and DC’s Annual Report public, and the dates by which the Board’s Business Plan and DC’s Annual Report must be made public; and
- (d) if the Town chooses, jointly determining, and participating in, the consultation processes for the development of the Board’s Business Plan.¹

1.2. In addition,

- (a) ASR s.32(2) requires the Board to consult with Town Council, community school boards, community organizations and groups, businesses and members of the public in the municipality it serves during the development of the Board’s Business Plan.
- (b) The Board’s Policy on Sharing Crime, Call and Public Disorder Analysis established pursuant to ASR s.13(2) requires the DC to provide crime, call and public disorder analysis data and information on crime trends (collectively “Crime Information”) to the Board in the DC’s Annual Report, and periodically throughout the year at Board public meetings.
- (c) The Board, in turn, shares the Crime Information with Town Council, school boards, community organizations and groups, businesses, and members of the public in the municipality served by the Dufferin County Detachment by posting the DC’s Annual Report on its website and by

¹ Town Council has decided to participate in the consultation process, but not to require joint determination under ASR 32(1)(d).

including periodic Crime Information in its public meetings agenda materials and minutes posted on the Board's website

2. Statutory Authority or References

2.1. ASR ss.13(2), s.31 and 32.

3. Purpose

3.1. The Board desires to enter into an information sharing protocol with the Town to comply with ASR s.32.

4. Scope

4.1. This Policy will apply to the DC, Board Members and the Executive Assistant in the conduct of their duties.

5. Applicable Definitions

5.1. As defined herein.

6. Information Sharing Protocol

6.1. As agreed by the Board and Town Council:

(a) The Executive Assistant and the Town Clerk shall jointly undertake to:

- (i) create a schedule in December of each year of the dates, times, and locations of each public meeting of the Board for the forthcoming year, and to circulate this schedule to Board members and members of Town Council and to post the schedule on the Board's website prior to January 1st;
- (ii) circulate copies of the Board's public meeting agenda sheet on or before the Friday prior to each such meeting to Board members and to members of Town Council; and
- (iii) provide copies of the Board's public meeting minutes at the first meeting of Council following the Board's approval of such minutes.

(b) The Board and the DC may host such public information sessions on the current policing issues in the community as the Board deems necessary.

(c) The Board shall:

Re Business Plan (Policy D3(p))

- (i) provide to Town Council, through the office of the Town Clerk:
 - notice of any public meetings or other consultation processes regarding the preparation of the Business Plan; and
 - a copy of the Business Plan no later than 30 days following its completion and approval by the Board;
- (ii) provide a copy of the Business Plan to the public, in either a hard-copy or digital format, no later than 30 days following its release to Town Council;

Re the DC's Annual Report (Policy D3(q))

- (iii) provide the DC's Annual Report to Town Council within 30 days of its receipt/approval by the Board at a duly called meeting; and
- (iv) make the DC's Annual Report public by posting the Report on the Board's website within 30 days following transmission of the Report by the Board to Town Council.

Re Crime Information (Policy D3(n))

(v) share Crime Information with Town Council, school boards, community organizations and groups, businesses and members of the public by posting the DC's Annual Report on its website and by including periodic Crime Information in its public meetings agenda materials and minutes posted on the Board's website.

(d) This Protocol is subject to the provisions of PSA ss.41(1.1)², and the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

7. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project

Approved by the Board on September 19, 2023



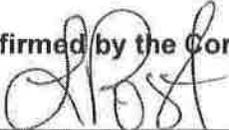
Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

Confirmed by the Corporation of the Town of Orangeville

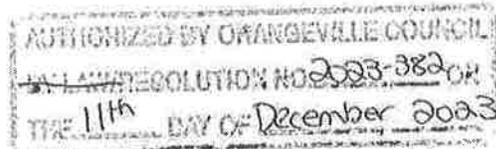


Mayor Lisa Post



Acting
Town Clerk

Date signed: December 21, 2023



² ss.41(1.1) Despite any other Act, a chief of police, or a person designated by him or her for the purpose of this subsection, may disclose personal information about an individual in accordance with the regulations.

Mary Lou Archer

From: Taddeo, Rosa (SOLGEN) <Rosa.Taddeo@ontario.ca>
Sent: December 27, 2023 10:04 AM
To: Ian McSweeney; Sprague, Duane (SOLGEN); Lisa Darling; Teschner, Ryan (SOLGEN); Morris, Ramona (SOLGEN)
Cc: Todd Taylor; Lisa Post; Ken Krakar; Mary Lou Archer; Di Pasquale, Michael (OPP); Sprague, Duane (SOLGEN); Lisa Darling; Teschner, Ryan (SOLGEN); Morris, Ramona (SOLGEN); Sahota, Jeeti (SOLGEN); Haves, Lynne (SOLGEN); Lock, Jennifer (SOLGEN); Buzzell, Theresa (SOLGEN); Pronska, Karina (SOLGEN); Kourtalis, Lisa (SOLGEN); Terry, Morgan (SOLGEN)
Subject: RE: Orangeville Police Services Board Governance Reform Project (Phase 1) - Board Governance Framework Under the PSA

Hello,

Thank you for email regarding the Police Service Board Governance Reform Project and your flag of Ministry next steps or potential extension measures to avoid unintended non-compliance.

The Inspectorate of Policing – Office of the Inspector General has forwarded your email to the appropriate area of SOLGEN – Public Safety Division (PSD):

Assistant Deputy Minister – Ken Weatherhill - Kenneth.Weatherill1@ontario.ca
Executive Assistant - Mahwesh Siddiqi - Mahwesh.Siddiqi@ontario.ca

The Inspectorate encourages PSBs to solicit SOLGEN's PSD. In addition, continue engagement with OAPSB and designated Police Service Advisors to assist in facilitating responses/updates to any questions or concerns.

Regards,

Rosa Taddeo (my pronouns are she/her)
A/Executive Assistant to the Inspector General (IG) of Policing
Inspectorate of Policing (IOP) | Ministry of the Solicitor General (SOLGEN)
Address: 25 Grosvenor St. – 15th Floor – Toronto, ON M7A1N8
Email: Rosa.Taddeo@ontario.ca
Business Telephone: 437-998-1309



Please advise if you have accommodation needs or require communication supports and/or alternate formats.

NOTE: The information contained in this e-mail message and any attachments is confidential and may be privileged, and is intended only for the use of the recipients named above. If you have

received this e-mail in error, please notify me immediately and delete this e-mail and any attachments without copying, distributing or disclosing their contents.

From: Ian McSweeney <imcsweeney@orangeville.ca>

Sent: Friday, December 22, 2023 9:42 AM

To: Sprague, Duane (SOLGEN) <Duane.Sprague@ontario.ca>; Lisa Darling <lisadarling@oapsb.ca>; Teschner, Ryan (SOLGEN) <Ryan.Teschner2@ontario.ca>; Morris, Ramona (SOLGEN) <Ramona.Morris@ontario.ca>

Cc: Todd Taylor <ttaylor@orangeville.ca>; Lisa Post <lpost@orangeville.ca>; Ken Krakar <kkrakar@orangeville.ca>; Mary Lou Archer <marcher@orangeville.ca>; Di Pasquale, Michael (OPP) <Michael.DiPasquale@opp.ca>

Subject: Orangeville Police Services Board Governance Reform Project (Phase 1) - Board Governance Framework Under the PSA

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

We have recently completed Phase 1 of our Board governance reform project to reflect PSA compliance and our take on best practices.

I am attaching FYI the new Orangeville Police Services Board's PSA Governance Framework memo without attachments. The attachments (by-laws, policies etc.) are described in the memo and are available upon request. We plan to post the memo and attachments on the Board's website in January and continue to make adjustments as required to reflect compliance issues that may arise ahead of the recently announced April 1, 2024 CSPA proclamation date.

Phase 2 of this project (currently underway) will adapt our new governance framework to the requirements of the CSPA and regulations promulgated thereunder.

Given the April 1st timing (which currently includes rollout and completion of mandatory board member training, as well as all other CSPA requirements coming into force on that date) we, like other boards, recognize the need to achieve compliance and will do so on a best-efforts basis. Nevertheless, this will be a daunting task, especially for those boards whose governance protocols may not currently be fully PSA compliant or who may lack the resources to provide necessary implementation. Mandatory training, and supplemental training provided by the OAPSB, while essential, may not be sufficient for many boards to become fully compliant in the short window remaining to April 1st.

If boards start to run out of runway in Q1 2024, hopefully the Ministry will give some thought to forbearance or extension measures to avoid unintended non-compliance despite best efforts in the circumstances.

Happy Holidays

Ian McSweeney
Vice-Chair Orangeville Police Services Board
(416) 459-7025

WHEREAS the safety of our community and its members is of extreme importance to every Orangeville resident, as well as to Orangeville Council and;

WHEREAS gender-based violence and intimate partner violence (IPV), often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour; and

WHEREAS on August 16th, 2023, Justice Minister Arif Virani described gender-based violence as “an epidemic” in the federal government’s formal response to a coroner’s inquest, also stating that his government is committed to ending the gender-based violence epidemic “in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response”; and

WHEREAS by declaring gender-based violence and intimate partner violence an epidemic, the Town of Orangeville can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic; and

WHEREAS the incidences of gender-based violence and intimate partner violence have increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors has not kept pace;

BE IT RESOLVED THAT:

1. The Town of Orangeville officially declare intimate-partner violence an epidemic, as per recommendation #1 from the Culleton, Kuzyk, and Warmerdam (CKW) Inquest; and

BE IT FURTHER RESOLVED THAT:

2. The Town of Orangeville recommends that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario; and
3. That the Town of Orangeville requests that the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare gender-based violence and intimate partner violence an epidemic; and
4. That the Town of Orangeville requests that the provincial and federal governments enact the additional 85 recommendations from the CKW Inquest, which provides a roadmap to preventing intimate partner violence from escalating to femicide; and
5. That the Town of Orangeville requests that the federal government starts this enactment by adding the word “femicide” as a term to the Criminal Code of Canada; and
6. That the Town of Orangeville requests that the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic; and
7. That the Acting Clerk be directed to send a copy of this motion to the County of Dufferin, the Honourable Premier of Ontario, Doug Ford, The Right Honourable Prime Minister of Canada, Justin Trudeau, Members of Parliament, Members of Provincial Parliament, the United Nations, and all Ontario Municipalities.



ORANGEVILLE POLICE SERVICES BOARD

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

Chair T. Taylor • Vice-Chair I. McSweeney • L. Post • K. Krakar

[Date]

Dear {Community Partner},

We are excited today to contact you regarding our community's police service, the Dufferin Detachment of the Ontario Provincial Police and its oversight body, the Orangeville Police Services Board. We would like to introduce ourselves and encourage you to participate in our community awareness initiative.

Our Board and detachment are committed to working with the community to promote safety and security for all residents of Orangeville and Dufferin County and our visitors. We believe that effective policing requires strong partnerships with community organizations, local businesses, and individual community members, and we are committed to building and maintaining these relationships.

As part of this commitment, we would like to first introduce you to our Community Liaison Officer, Constable Andrew Fines. Andrew is responsible for liaising with community groups and organizations, and for helping to facilitate communication between police services and the public. He is dedicated to building relationships with community members and is always available to answer questions or to address concerns.

We would also like to introduce you to Dufferin's new Detachment Commander, Inspector Mike Di Pasquale. Mike is assisted in his Dufferin County duties by Staff Sergeants John Buligan and Corrie Trewartha. The Command Team at Dufferin Detachment are committed to ensuring that the detachment operates efficiently and effectively, and to building positive relationships that encourage open dialogue with community partners.

Finally, we would like to introduce you to our incredible police services Auxiliary Unit who are available to support community events and initiatives. Our Auxiliary Unit is comprised of dedicated community members who volunteer their time to assist with security and safety for community activities. If you are interested in having the support of our Auxiliary Officers at your event, please contact Constable Fines and he would be happy to coordinate with you.

Our Board is made up of community members who provide oversight and guidance to the detachment in accordance with the *Police Services Act*. We are committed to ensuring that the police service meets the needs of the community while promoting transparency and accountability. For more information about Board members, responsibilities and activities please visit our website at:

<https://www.orangeville.ca/en/town-hall/orangeville-police-services-board.aspx>

We believe that open communication and collaboration with our community partners are key to providing effective police services, oversight, and public transparency. We are committed to working together with you to make Dufferin County a safe and vibrant place to visit, live, work, and raise a family.

In particular, we would like to invite you to attend any of our regular public Board meetings, either in person or electronically, and present to the Board on policing issues that impact your organization or initiatives your organization would like to bring to our attention. If you are interested in making a presentation, please contact the Board Executive Assistant Mary Lou Archer at marcher@orangeville.ca.

If you have any questions, please do not hesitate to contact us. We look forward to working with you.

Sincerely,

The Orangeville Police Services Board

Chair,	Todd Taylor -	ttaylor@orangeville.ca
Vice-Chair,	Ian McSweeney -	imcsweeney@orangeville.ca
Member,	Ken Krakar -	kkrakar@orangeville.ca
Member,	Lisa Post -	lpost@orangeville.ca
Exec. Asst.,	Mary Lou Archer -	marcher@orangeville.ca

Dufferin OPP

Commander, Dufferin Detachment Insp. Mike Di Pasquale-	Michael.dipasquale@opp.ca
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https://www.thespec.com/news/canada/orangeville-noise-bylaw-will-address-modified-mufflers/article_b342134e-1b28-5110-8dcb-b92fee365abc.html

Home / News / Canada

CANADA

Orangeville noise bylaw will address modified mufflers

Deputy Mayor Todd Taylor wants modified mufflers on vehicles to be addressed in the town's new noise bylaw.

By James Matthews, Local Journalism Initiative Reporter Orangeville Citizen

Dec 17, 2023

Deputy Mayor Todd Taylor wants modified mufflers on vehicles to be addressed in the town's new noise bylaw.

Late-night rackets from those souped-up vehicles have been a complaint of residents for some time.

Taylor said it's been an on-going issue. The current bylaw, that was adopted in 1996, doesn't pointedly address noise created by modified mufflers.

Given the bylaw's age, steps were taken to update the current legislation.

Municipal staff were asked in December 2022 to review the town's noise bylaw.

Staff considered a number of issues during the development of the proposed amended noise bylaw.

Staff ensured an administrative framework that creates regulations to control and prevent noise disturbances; a consistent approach with the regulations set out in the town's regulatory by-laws; and a comprehensive review of best practices of surrounding municipalities' noise bylaws and relevant legislation such as the Municipal Act and Highway Traffic Act.

As part of the bylaw review process, staff incorporated a clause to enable bylaw enforcement officers the ability to address vehicle-related noise concerns on private property.

But any noise violations such as squealing of tires, racing, engine and muffler noise from motor vehicles on a highway are police matters and should be addressed under the Highway Traffic Act.

The proposed noise bylaw aims to strike a balance between respecting property owners' rights and ensuring that the town continues to be a safe, inclusive, and enjoyable community for all residents.

“I would've preferred and would hope ... that modified mufflers were specifically called out here in a very loud fashion because they're also loud,” Taylor said. “I just don't see it here in the way that I thought I would see it.”

Chris Moore, the town's acting general manager of corporate services, said there's no intention to be covert.

“We could be specific,” he said, and added that particular mention of modified mufflers could be included to modernize the bylaw.

Taylor said a “loud citizens group” initiated the call for change to the noise bylaw.

“For us to not have some sort of line like that, very specific, would be a failure on our part,” Taylor said. “I appreciate you taking a look at that.”

-30-

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Orangeville Police Services Board Regular (Public Session) Meeting

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

Conference ID: 682 311 813#

Telephone No: 1-289-801-5774

Date/Time: - Tuesday, Nov. 21, 2023, at 5:00 p.m.

Present: **Chair T. Taylor**
 Vice-Chair I. McSweeney
 Member Lisa Post
 Member K. Krakar (through Microsoft Teams)
 Executive Assistant M. Archer
 Inspector Di Pasquale – Dufferin OPP Detachment Commander
 (through Microsoft Teams)
 Detective Sergeant Chafic Harris (through Microsoft Teams)
 Tabitha Wells – Communications Coordinator, Town of Orangeville

Minutes

1. Call to Order

The meeting was called to order at 5:00 p.m.

- 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.

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

None

3. Approval of Agenda

Recommendation:

Motion that the Board discuss and approve the Agenda for the Nov. 21, 2023, Orangeville Police Services Board Regular (Public Session) Meeting.

Moved by: Member Krakar

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 4:01 p.m. 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 5:03 p.m. the Board reconvene into the Public Session of this meeting.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

Note: Item 15 was discussed first.

6. Inspector Di Pasquale to present, (see attached OPP Orangeville PSB Q3 Report). Inspector Di Pasquale will also provide an update on the following topics.

- Inspector Di Pasquale presented the OPP Q3 Report. He advised the members of Dufferin Detachment are working hard to ensure the safety and security of our community and mentioned some of the following units and initiatives:
 - Traffic unit is using the Black Cat Speed Enforcement technology and are striving for 100% compliance to posted speed limits.
 - RIDE – 24/7 – 365 days of the year
 - Mobile Crisis Response Team
 - Foot Patrol
 - Auxiliary Officer Program
- Chair Taylor inquired about the 4 officer conduct complaints listed in the Q3 report. Inspector Di Pasquale advised that they occurred prior to him coming

to the Dufferin Detachment and he would need to review them to provide further information to the Board.

- Chair Taylor also inquired about the increase in the following types of occurrences compared to the same period last year:
 - Assaults
 - Break & Enters
 - Trespassing
 - Mental Health
- Inspector Di Pasquale advised he couldn't comment on the increases without doing further review of the statistics as this is the Q3 report that represents data prior to his arrival at the Dufferin Detachment. He felt that the increase in Mental Support occurrences is as a result of the increase in interaction and support provided by the MCRT Team

6.1 Status update on OPP Strategic Plan and Dufferin Action Plan see item 6.1 of the Sept. 19/23 Regular (Public Session) Board meeting minutes.

- Inspector Di Pasquale advised that there is no date for the expected release of the OPP 2023-2025 Strategic Plan at this time.

6.2 Status update on Dufferin Action Plan – see item 6.2 of the Sept. 19/23 Regular (Public Session) Board meeting minutes (OPSB Business Plan/Action Plan to be considered by the Board per Adequacy Standards Regulation s.30).

- Inspector Di Pasquale advised that his team is continuing to work on the initiatives identified in the current Dufferin Action Plan.
- Vice-Chair McSweeney advised that the Board had provided Inspector Ward with 2023 input on the Dufferin Action Plan and that currently the following is included in the Schedule B to the Board's Governance Memo:
 - 2020-2022 OPP Strategic Plan (every three years);
 - 2020-2022 Dufferin Action Plan/Board Business Plan (every three years);
 - 2023 Board input to Action Plan;
 - 2021 Dufferin OPP Action Plan Progress Report (2022 report yet to be released)

6.3 Coffee with a Cop – (see attached ad “Coffee with a Cop” and picture with Vice-Chair McSweeney and Dufferin Detachment Senior Officers).

- Inspector Di Pasquale advised that this was a positive event with great engagement. It was very well received by the public and the OPP will repeat this initiative and will be mindful of engaging more of the public by planning events in the evening or weekends.
- Chair Taylor advised more members of the Board would like to participate and asked if there could be more notice given of future events.

6.4 Operation Impact – (see attached email Operations Impact Oct. 6-9)

- *Operation Impact* is a public awareness campaign that takes place each Thanksgiving weekend. This campaign focuses on education and enforcement of impaired driving due to alcohol, drugs and fatigue, aggressive driving, distracted driving and the use of seat belts and child car seats. Members of the Dufferin Detachment were out there on the Thanksgiving weekend to keep members of the public safe through enforcement and education.
- The *Festive Ride Program* was kicked off November 16.

6.5 Community Street Crime Unit Presentation – Detective Sergeant Chafic Harris will present – see presentation circulated via email prior to meeting.

- Detective Sergeant Harris provided a very informative presentation on the activities of the Dufferin Street Crime Unit.

Board Review and Discussion:

- Inspector Di Pasquale and Chair Taylor provided the Board with an update on the above outlined topics.

Recommendation:

Motion that the Board receive the above materials, presentations and updates.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

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

7.1 Mobile Crisis Response Team (MCRT) Enhancement Grant 2023- 2024. (See attached email MCRT Enhancement Grant) 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. On Oct. 6, 2023, email notification was received advising an allocation of \$207,850.64 in 2023-24, has been approved.

- Ms. Archer advised that the approved funds have not yet been received in relation to this grant and she will follow-up with SOLGEN contact to determine when we may expect to receive the Transfer Payment Agreement and funds related to this grant.

7.2 Community Safety and Policing Grant, payment notification of CSP grant was received for \$112,308.09. (See attached email “payment notification” and “TPON”).

- Ms. Archer advised that the Year 2 Interim Report was completed in October and subsequently the next installment of the grant was received. Ms. Archer highlighted that in the Year 2 Interim Period, 77% of persons in crisis were diverted from the Emergency Dept. and connected to the appropriate community supports as result of the great work being done by the Mobile Crisis Response Team.

7.3 Grant Application Policy – To ensure institutional memory Exec. Assistant Archer prepared a policy that can become a governance document in the future. (See attached policy - Grant Writing for Community Safety Programs – Policy No: D3(v))

Board review and Discussion:

- Vice-Chair McSweeney advised he has made some revisions to the draft and will finalize the draft with Ms. Archer and then re-circulate to Board Members via email for their comments/approval.

Recommendation:

Motion that the Board receive the above updates from 7.1 through to 7.3.

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried.

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

Board Review and Discussion:

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

- Chair Taylor advised that the Service Standards for both September and November had been complied with 100%.

Recommendation:

Motion that the Board receive the above attachments and reports.

Moved by: Vice-Chair McSweeney

Seconded by: Member Krakar

All in favour

Carried.

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 (\$1,765.00)

- **October 10, 2023, Meeting with OPP to review Orangeville PSB Governance Project. – Vice-Chair McSweeney and Executive Asst. Archer (\$200)**
- **October 17, 2023, Meeting with Orangeville CAO, David Smith to review Orangeville PSB Governance Project – Chair Taylor, Vice-Chair McSweeney and Executive Asst. Archer (\$300)**
- **October 18, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**

- **October 25, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **November 1, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **November 8, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **November 15, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **November 17, 2023, Joint Meeting of the Dufferin County s. 10 Police Services Boards – Vice-Chair McSweeney (\$100)**
- **Timesheet from Executive Assistant Archer - Oct. 31, 2023 –for focused work on the CSP Grant – Yr. 2 Interim report and writing policy grant writing (\$665.00)**

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.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

10. Zone 5 Sept 12/23 meeting review (see attached word docs – Sept. 12, 2023, Minutes, Zone 5 directory, - revised Sept. 18, 2023, Agenda Dec. 12, PDF Inspector General Presentation) – Vice Chair McSweeney to provide update.

Board Review and Discussion:

- Vice-Chair McSweeney advised that he would be attending the Dec. 12, Zone 5 meeting. Chair Taylor advised that in relation to item 6.2 on the Dec agenda (Provincial Appointees) he would like to hear more about; the terms of provincial appointments, the time for vacant appointments to be filled and performance reviews of the provincial appointments.

Recommendation:

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

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried.

11. Action Register Update (see attachment - PSB Action Register as of 31OCT23)

Board Review and Discussion:

Recommendation:

Motion that the Board receive the attachment.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried

12. Section 10 Board Governance Framework Reform Project – Vice - Chair McSweeney will provide an update on the following:

Phase 1

12.1 Meeting with Town CAO, David Smith on (see attached Minutes of Review of Board Policies D3(p) (Business Planning) and D3(r) (Information Sharing) with David Smith 17OCT23)

12.1.1 David Smith to provide Council with recommendations relating to the Board's request that Council co-sign Board Policies D3(p) and D3(r).

12.2 Consultation with OPP on Board Policies (see attached Minutes from Consultation with OPP re Board Policies 10OCT23)

12.3 Revised Policy D3(t) Board General Service Standards Guideline and Annual Workplan (see attached Policy D3(t) and Appendix A – Annual Workplan).

12.4 New Policy D3(v) Grant Writing Policy see attached D3(v) policy.

12.5 PSB Logo Revision for consideration in conjunction with the expected April 2024 CSPA Regulations in force date (See attached OPP Detachment Logo Mock-up)

Phase 2 – Update on CSPA compliance revisions due by April 2024

Board Review and Discussion: Vice-Chair McSweeney reported as follows:

Phase 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.
- Town Council to review 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)).
- Council designate (David Smith) prepared a report to Council following his Oct 17, 2023 meeting with Board members per item 12.1 above and Council is scheduled to consider the report at its December 11, 2023 meeting.
- Vice-Chair McSweeney advised that he has had an open dialogue with the OPP in the development of these policies under item 12.2 and understands that the OPP does not want to be an active participant in policies that are exclusive to the Board's jurisdiction. Nevertheless, it is recognized that the Board and the Detachment Commander (OPP) have an ongoing collaborative relationship.
- Board continues work on service standards (D3(t)) implementation/work plan per item 12.3 above. Vice-Chair McSweeney advised that he would work with Executive Assistant Archer to finalize drafts of service standards (D3(t)) implementation/work plan and recirculate to Board Members via email for approval – currently awaiting final member comments.
- New Policy D3(v) Grant Writing Policy in item 12.4 being finalized per item 7.3 above.
- Upon completion of items 12.1, 12.2, 12.3 and 12.4 above, Vice-Chair McSweeney to roll out to OAPSB/Ministry/other interested boards/Zone 5 as Orangeville's best practices police service oversight governance model under the current PSA.
- 12.5 Orangeville Police Service Board Logo – The Board reviewed the mockup of a proposed Orangeville OPP Detachment Board logo circulated by Vice-Chair McSweeney. Member Krakar wondered if the "OPP" logo could be used in the centre of the logo instead of "O.P.P". Vice-Chair McSweeney advised he would determine if there are any proprietary concerns and report back at the January meeting.
- Per Policy D3(f) Board to decide what gets posted on Board website for increased public transparency – see item 13 below.

Phase 2

- 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. Vice-Chair McSweeney advised that work was well underway to make these revisions to be brought back to the Board for consideration prior to April 2024.

Recommendation:

Motion that the Board receive the above documents and update from Vice-Chair McSweeney as well as next steps described above.

Motion that the Board receive the above updates.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

13. Board Website Content

Board Review and Discussion:

The Board to discuss posting the following website content in addition to that currently posted:

- Board Transparency Directive - All Board governance material, including by-laws, memos, policies, and protocols, except to the extent any such material may from time to time be determined by the Board to be confidential/privileged or contain sensitive in-camera information.

Recommendation:

Motion that the Board adopt the above Transparency Directive as Board policy and authorize Vice-Chair McSweeney and Executive Assistant Archer to meet with Tabitha Wells to discuss website content and layout and report back to the Board at the January meeting.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

14. Report from In-Camera Session

Board Review and Discussion: Report on:

- Board of Education Trustee discussion -
 - Chair Taylor advised that the Trustee position is currently vacant for Orangeville and in January the appointment process will commence, and this will be brought back on the January agenda.

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- OPP Transition Contract -
 - Chair Taylor advised the results of the transition contract will be released as part of the Town of Orangeville budget process in the coming weeks.
- Board Appointments –
 - Vice-Chair McSweeney advised that it is unlikely that vacancy will be filled before April 2024 when the Board's provincial appointees under the new Orangeville OPP Detachment Board be reduced from 2 to 1.
 - Under the new Orangeville OPP Detachment Board, the Board's community appointees will be increased from 1 to 3 effective in April 2024 and the Board will need to fill 2 new community appointee positions.
 - Proposed timing early 2024 ad posting for April 2024 implementation by Council.
 - Revised public notice has been prepared.
- Community Issues
 - 3rd Ave –
 - Member Post advised that herself and Inspector Di Pasquale met with the resident and the outcome was very positive. The resident felt that her concerns were heard and understood. Inspector Di Pasquale advised her how to best report any future concerns and what to expect in response.
 - Project Lifesaver –
 - Thanks to input from involved Orangeville residents, the Dufferin OPP in partnership with Caledon Meals on Wheels and Orangeville Lions Club is now offering Project Lifesaver for residents of Dufferin County. Project Lifesaver uses a wrist device and GPS monitor to help locate those who may potentially go missing, including people with autism, dementia, and other health issues.
 - Rotary Park
 - Chair Taylor advised he had received safety concerns from community members about Rotary Park. This information was addressed by the OPP and there are not further concerns at this time.
 - ODSS Concerns of Noel Ramsey –
 - Chair Taylor advised the concerns raised are being addressed by Town Bylaw. Inspector Di Pasquale advised that subject to calls for service and other proactive patrol asks, the Orangeville and Traffic Unit officers will monitor for HTA violations. He requested the time of the ongoing concerns and Chair Taylor advised at student pick-up time between 2:50 p.m. and 3:10 p.m.
 - Townline concerns –
 - Chair Taylor advised the concerns have diminished. Inspector Di Pasquale advised that he hasn't been made aware of any recent issues and the OPP will continue to monitor this situation.
 - Mental Health issues –

- Member Post advised that at the AMO conference this past summer an Orangeville delegation met with Minister Tibollo, and he indicated that he would be willing to attend a round table discussion in our community around mental health resources with our community partners. The Minister had indicated initially that he would meet with the delegation in October, but nothing has been confirmed yet. Member Post will continue to try and get a meeting with the Minister. The delegation will be advocating for more Mental Health Resources for Dufferin such as:
 - Dedicated funding for resources and not having to rely on grant funds,
 - Mobile Mental Health Unit to service rural areas,
 - Dedicated Mental Health beds at Headwaters Healthcare Centre
 - Funding for a second full-time OPP officer dedicated to Mental Health
- Orangeville Bypass speeding –
 - Chair Taylor asked Inspector Di Pasquale if there could be focused enforcement in the area on the bypass between Townline and Hwy. 9.
 - Member Post advised that she spoke to Scott Burns, the Manager of Public Works at Dufferin County about these concerns. Mr. Burns advised the County is going to be undertaking a full review of this road over the next year which will look at traffic patterns and volumes, speed, road width, etc. and will recommend changes that could resolve the concerns. He also advised that any changes to speeds at intersections has to go through MTO.
 - Inspector Di Pasquale advised he would make his traffic unit aware of this concern and encourages the public to use the online reporting system to report any concerns.

Recommendation:

Motion that the Board receive the above updates.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

15. PSB Website Review – Tabitha Wells, Communications Coordinator with the Town of Orangeville provided an update on discussions with M. Archer and next steps with the website.

Board Review and Discussion:

- Ms. Wells spoke to the following:
 - the reorganization of the minutes/agendas on the web page showing current year and providing links for 2 years of archived minutes. She asked how many years of archived minutes the Board wanted to make available and was advised to 2021.
 - the new picture of the Board Members will be highlighted at the top of the page and that the new individual pictures of Members will be posted and when clicked on their biography will be outlined.
 - Demonstrated that policies/bylaws could be set up with similar structure to the way the Town Water Works page is set up making it easy to access the specific policy you are looking for. Member Post indicated that set-up could work well for this purpose.
 - Asked the Board to consider what they might want to consider for the News feed – Board initiatives or community events the OPP are involved in.

Recommendation:

Motion that the Board receive the update from Ms. Wells and authorize Vice-Chair McSweeney and Ms. Archer to meet with Ms. Wells having in mind the Board's Transparency Directive and determine next steps and report back to the Board at the January meeting.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

16. August 21/23 Creelman delegation to AG – as a follow-up to item number 14 on the Sept. 19, 2023, Regular Public minutes. Update to be provided by Vice- Chair McSweeney – (see attached - Letter Supporting Creelman AG Delegation, Delegation to AG, Attorney General, POA Set Fines, MTO, ASE & Road Safety)

Board Review and Discussion:

- Vice-Chair McSweeney advised that since the original letter from Mayor Creelman there has been additional correspondence. The initial letter supporting Creelman has been drafted but may need revision which Vice-Chair McSweeney undertook to do and recirculate.

Recommendation:

Motion that the Board receive the above letter and authorize Vice-Chair McSweeney to review the letter and revise if appropriate in relation to the additional correspondence. Ms. Archer will send out the letter to the Ministry of the Attorney General once completed by Vice-Chair McSweeney.

Moved by: Chair Taylor

Seconded by: Member Post

All in favour

Carried.

17. False Alarm Reporting – (see attached 4 - false alarm word docs. Alarms Sept. 1 - 15 2023, Alarms Sept. 16 – 30, 2023 (sorted by loc.), Alarms Oct. 1 - 15 2023, Alarms Oct. 16-31, 2023.

Board Review and Discussion:

- Chair Taylor expressed concern about the repeat alarms at some locations. Mayor Post advised that we should look at more recent alarm activity to determine if they continue to be a problem.
- Ms. Archer advised that she receives the alarm reports from the OPP twice a month and forwards them to Town Bylaw who follow-up with any repeat offenders.

Recommendation:

Motion that the Board receive the above reports and Chair Taylor will follow-up with Town Bylaw where appropriate on any repeat offenders.

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried.

18. Mandatory Police Services Board Training – Vice Chair McSweeney to provide update (see attached email “fwd. OAPSB Training Community of Practice” and OAPSB response from Vice-Chair McSweeney “re OAPSB Training Community of Practice”)

Board Review and Discussion:

Under the CSPA, training is mandatory for all policing boards. Vice-Chair McSweeney is part of an ad hoc committee assisting SOLGEN in developing the mandatory training modules expected to be rolled out in early 2024. In addition to the mandatory training modules, the OAPSB is expected to develop supplemental training resources.

- Vice-Chair McSweeney advised that the above committee has had 6 meetings developing an outline for the training modules. The goal is to have 8 training modules. The modules are expected to be ready for early 2024. They will take approximately 8 hrs. to complete.

Recommendation:

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

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

19. Joint Dufferin County Section 10 Police Services Boards Meeting - November 17, 2023 – Vice – Chair McSweeney to report on. (See attached Nov. 17_23 Joint PSB Agenda Package)

Board Review and Discussion:

- Vice-Chair McSweeney advised the next meeting will be hosted by Amaranth Township. He expects that there will be discussions on the funding for OPP Detachment Boards.

Recommendation:

Motion that the Board receive the attached agenda and the report from Vice-Chair McSweeney.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried

20. Community Awareness Initiative (see item 6 of June 21, 2023, Regular In-Camera Meeting Minutes) – Chair Taylor to provide update on the following next steps:

Board Review and Discussion:

Proposed Action

- Posting of content of letter on the OPSB website
- Add contact details to our full list of community partners
- Finalize priority list of community partners (add the Headwaters Health Centre to our priority list)

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- Send the letter to all those on our full list and prioritize public meeting presentations by respondents according to our priority list
- Chair Taylor and Member Post will bring forward to a Council meeting to raise public awareness.

Recommendation:

Motion that the above update be received, and that Ms. Archer prepare a shareable excel contact list of community partners and each Board member will assist in populating it with appropriate contact information.

Moved by: Member Post
Seconded by: Member Krakar

All in favour

Carried

21. Approval of Public Session Meeting Minutes (see attached Sept. 19_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 Sept. 19, 2023, be approved.

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

All in favour

Carried.

22. Question Period

None

23. Presentations

Item 6.5 and Item 15 above.

24. Delegations

None

25. Correspondence

None

26. Reports

None

27. New Business

- **OAPSB - CSPA Summit – February 27-28, 2024.**
 - Ms. Archer will circulate the details of the CSPA Summit to Board members. Board members will advise if they are available to attend.
- **Orangeville Police Services Board meeting dates for 2024**
 - Ms. Archer was advised to set the schedule for 2024 based on the 3rd Tuesday of the month and circulate those dates to the OPP and send out meeting invitations to the Board members and Inspector Di Pasquale and appropriate town staff. Unless otherwise announced, the meetings will be in Orangeville Council Chambers and will be hybrid meetings where members, guests and the public can join virtually if they choose. The In-Camera sessions will commence at 4:00 p.m. and public sessions at 5:00 p.m. unless otherwise announced. Based on the above the 2024 meeting schedule will be as follows:

2024

Jan 16

Mar. 19

May 21

Jun 18

Sept. 17

Nov. 19

28. Adjournment

Recommendation:

Motion that the meeting be adjourned at 4:10 p.m.

Moved by: Member Post

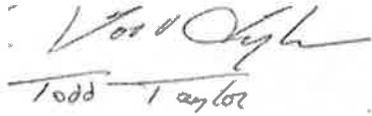
Seconded by: Member Krakar

All in favour

Carried

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Confirmation of Date and Time of Next Regular (Public Session) Meeting – January 16, 2024, at 5:00 p.m.



Todd Taylor

Todd Taylor – Chair



Mary Lou Archer

Mary Lou Archer - Board Executive Assistant