

Agenda
Orangeville OPP Detachment Board Regular Meeting

Tuesday, May 21, 2024, 5:00 p.m.

Electronic and In-Person Participation - Orangeville OPP Detachment Board

Town Hall Council Chambers

87 Broadway

Orangeville, Ontario

NOTICE

Members of the public wishing to attend Orangeville OPP Detachment Board meetings will have the option to attend in-person, or by calling +1-289-801-5774 and entering Conference ID:

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Executive Assistant via email at marcher@orangeville.ca.

Pages

- 1. Call to Order**
- 2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters**

Recommendations:

Motion that the Board discuss any preliminary matters

- 3. Approval of Agenda**

Recommendations:

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

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

Recommendations:

Convene into In-Camera Session.

Motion that at [insert time] the Board convene into the In-Camera Session of this meeting under section 44 of the Community Safety and Policing Act, 2019.

4.1 New Board Members and Updates on Provincial Appointees

4.2 Insurance Update

4.3 MCRT Grant and Invoices from Headwaters Hospital

4.4 Community Safety and Policing Grant (CSP) Year 2 Final Report

4.5 Orangeville Police Contract

4.6 Facilities Update

4.7 Complaint Resolution

4.8 Presentation to Shelburne PSB

4.9 Board Ratification Vote in Public Session

4.10 Adoption of Previous In-Camera and Special Meeting Minutes

5. Public Session

Recommendations:

Convene into Public Session.

Motion that at [insert time] the Board reconvene into the Public Session of this meeting.

6. Land Acknowledgment

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

7. Welcome and Introductions

7.1 Swearing In and Oath for New Members

Swearing In of New Members:

- Warren Maycock
- Grant Armstrong
- Jacquelin (Corrado) Weatherbee
- Oath to be administered per O. Reg. 416/23:

8. Presentations

None

9. Report from In-Camera Session

10. Items for Discussion and Reports

10.1 Orangeville OPP 2024 First Quarter Report

Board Review and Discussion:

Inspector Di Pasquale to provide an overview of the First Quarter Report.

Recommendations:

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

- 10.2 2023-2025 Dufferin Detachment Action Plan** 41
 Board Review and Discussion:
- Board to discuss and ask any outstanding questions of Inspector Di Pasquale
- Recommendations:
 Motion that the Board receive the Dufferin Detachment Action Plan and the discussion with Inspector Di Pasquale.
- 10.3 CSPA Governance Compliance: April 22 Consultation with Detachment Commander Re. Board Local Policies per CSPA s. 69 Governance Cover Memo** 57
 Board Review and Discussion:
- Vice-Chair McSweeney to report..
- Recommendations:
 Motion that Vice-Chair McSweeney's report be received.
- 10.4 CSPA Governance Compliance: Review of Work Plan - Appendix A of Policy D3(t) Board General Service Standards Guideline** 81
 Board Review and Discussion:
- Board to review Workplan
- Recommendations:
 Motion that the Board receive and approve any changes made to the template as a result of the discussion.
- 10.5 CSPA Governance Compliance: 2024 Annual Board Report to Council per CSPA s. 68(1)(f) by June 30th.** 87
 Board Review and Discussion:
- Vice Chair McSweeney will present a draft Annual Report for Board review and discussion and determination of next steps.
- Recommendations:
 Motion that the Board receive the attached draft Annual Report and presentation from Vice-Chair McSweeney and approve next steps..

Board Review and Discussion:

Vice-Chair McSweeney to provide background and reasons for Board ratification and approval of Board CSPA Governance Framework Package which includes ratification and approval of:

- the final CSPA compliant Board governance framework package documents discussed and approved by Board members at a special meeting held April 30, 2024 as reflected in the attached minutes of such meeting; see attached documents as follows:
 - Governance Framework Memo
 - Schedule A -
 - 2021-24 Dufferin Community Safety and Wellbeing Plan,
 - Schedule B -
 - Dufferin OPP Progress Reports 2021 and 2022,
 - 2023-2025 Dufferin Detachment Action Plan
 - OPP 2021 Annual Report
 - Schedule C -
 - Bylaw 001-2024,
 - Bylaw 002-2024,
 - Schedule D -
 - Board Policies D3(a) to D3(w)
- all discussions and actions of Board members between March 31, 2024 and May 21, 2024 in connection with Board business, including Board business authorized in the attached minutes of the March 22, 2024 Board Special Meeting.

Recommendations:

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

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

Board Review and Discussion:

The MCRT Enhancement Grant that funds 1 FT and 1 PT Crisis Nurse on the Mobile Crisis Response Team (MCRT). This was a 1 year grant (April 2023 - March 2024). Final report was due April 30 and was submitted April 26. \$172,924.00 was spent of the \$207,850.64 that was awarded. Headwaters under spent as result of being unable to staff budgeted hours. Highlights: In only 6.4% of calls where MCRT attended did it result in an apprehension under the MHA. Approximately 80% of persons interacted with received referrals to community partners and in many occasions more than 2 referral.

The Community Safety & Policing (CSP) grant funds a dedicated OPP officer for the MCRT Team as well as training for all Dufferin Detachment officers on making referrals to the MCRT Team and other appropriate community agencies. This is a 3 year grant and the Final Report for Year 2 was due on April 30 and as well was submitted on April 26. \$149,744,12 was awarded for the above initiatives through the CSP Grant. Highlights: The OPP partnered with Dufferin Child & Family Services (DCAFS), Family Transition Place Shelter (FTP), and CMHA to provided officer training. In the 2nd year of the grant, 82% were diverted from hospital. We have also seen a decline in mental health calls for service for the same persons as result of them getting connected with appropriate community supports.

Recommendations:

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

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

377

Board Review and Discussion:

Recommendations:

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

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

379

Board Review and Discussion:

Vice-Chair McSweeney to lead discussion

Recommendations:

Motion that the Board receive the above report.

10.10	Board Member/Executive Assistant Claims for Special Remuneration Board Review and Discussion: Total Special Remuneration Claims Submitted \$3,670.00. Recommendations: Motion that the Board approve the above special remuneration claims/timesheet and direct Exec. Asst. Archer to submit same to the Town for payment.	381
10.11	Action Register Update Board Review and Discussion Recommendations: Motion that the Board receive the attachment and update.	405
10.12	CSPA Governance Compliance: CSPA Mandatory Training Modules See attached Detachment Board Training Registration, All Chiefs Memo regarding Training and OAPSB update on Training. Board Review and Discussion: Has everyone completed the training? Please provide questions, comments regarding the training experience. Recommendations: Motion that the Board receive the above attachments and discussion.	412
10.13	New OPP Detachment Board Regulation - O. Reg. 135/24 Board Review and Discussion: Vice-Chair McSweeney will speak to the new regulation that details the particulars on the composition of OPP Detachment Boards, term of office, and remuneration for members. See link https://www.ontario.ca/laws/regulation/r24135 Recommendations: Motion that the Board receive the above discussion.	
10.14	Vice Chair McSweeney's Recent Presentations Board Review and Discussion: Vice Chair McSweeney to provide update:	424
	<ul style="list-style-type: none"> • Presentation to Town Council March 18th, • Zone 3 Presentation - March 21, 2024 	

- Recommendations:
Motion that the above updates by Vice Chair McSweeney be received.
- 10.15 False Alarm Reports** 456
Board Review and Discussion:
See attached reports:
- Alarms March 1 - 15,
 - March 16 - 31,
 - April 1 - 15, 2024
 - April 16 - 30, 2024
- Recommendations:
Motion that the Board receive the False Alarm Reports.
- 10.16 Website Update**
Board Review and Discussion:
Board Members are to review revised Orangeville OPP Detachment Board website prior to the meeting. Use this link:
<https://www.orangeville.ca/en/town-hall/orangeville-police-services-board.aspx>
Vice-Chair McSweeney to lead discussion regarding current status.
- Recommendations:
Motion that the Board receive the update on the website and align on next steps.
- 10.17 Amended and Restated Archive Services Agreement** 460
Board Review and Discussion:
Vice-Chair McSweeney to lead discussion on recommended revisions to be compliant with the CSPA and discuss next steps.
- Recommendations:
Motion that the Board receive the draft amended and restated Archival Services Agreement and update from Vice-Chair McSweeney and approve next steps
- 10.18 Zone 5 Update by Vice-Chair McSweeney**
Board Review and Discussion:
Recommendations:
Motion that the Board receive the update from Vice-Chair McSweeney

- 10.19 Joint Meetings of the Dufferin County OPP Detachment Boards** 464
 Board Review and Discussion:
- Update to be provided by Vice-Chair McSweeney
- Recommendations:
 Motion that the Board receive the above minutes and update provided by Vice-Chair McSweeney.
- 10.20 Community Awareness Initiative**
 Board Review and Discussion:
- Member Post to provide update on discussions with Town Communications Dept. reference enhancing communications in this regard.
- Recommendations:
 Motion that the Board receive the above update and discussion.
- 11. Adoption of Minutes of Previous Meeting** 468
 Board Review and Discussion:
- Recommendations:
 That the minutes of the following meeting are approved: March 19, 2024 Regular (Public Session) Meeting
- 12. Correspondence**
- 12.1 Letters of Support for Intimate Partner Violence (IPV) and Gender Based Violence (GBV) Resolution** 483
 Board to review the following letters of support for Orangeville's Resolution on Intimate Partner Violence:
- Amaranth Police Services Board,
 Joint Dufferin County Section 10 Police Services Board,
 Council for the Village of Burk's Falls
- Recommendations:
 Motion that the Board receive the attached letters of support.
- 13. Question Period**
- 14. New Business**
- 15. Date of Next Meeting**
 The next meeting is scheduled for June 18, 2024 at 5:00 p.m.
- 16. Adjournment**



Dufferin Ontario Provincial Police

Town of Orangeville Police Services Board Report 1ST Quarter 21 May 2024

Detachment Commander's Report

It is my pleasure to provide this report to the Town of Orangeville Police Services Board. The Detachment Personnel are committed to providing a professional policing service that addresses identified community needs and concerns.

THE PROMISE OF THE OPP

OPP Vision Safe Communities . . . A Secure Ontario.

OPP Mission

To serve our province by protecting its citizens, upholding the law, and preserving public safety.

OPP Values

Serving with **PRIDE, PROFESSIONALISM, & HONOUR**

Interacting with **RESPECT, COMPASSION, & FAIRNESS**

Leading with **INTEGRITY, HONESTY, & COURAGE**

Always doing the right things for the right reasons.

Police Services Board Report for Town of Orangeville
2024/Jan to 2024/Mar

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2024-05-03

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Detachment: 1N - DUFFERIN

Location code(s): 1N10 - ORANGEVILLE

Area code(s): 1008 - Orangeville

Report Generated by:

Moore, Vicki

Report Generated on:

3-May-24 11:51:14 AM

PP-CSC-Operational Planning-4300



Calls For Service (CFS) Billing Summary Report

Orangeville January to March - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to March	Year to Date	Time Standard	Year To Date Weighted Hours	January to March	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual offence occurring prior to January 4, 1983	0	0		0.0	1	1	15.4	15.4
	Sexual Assault	4	4	15.4	61.6	5	5	15.4	77.0
	Sexual Interference	0	0		0.0	2	2	15.4	30.8
	Sexual Exploitation	0	0		0.0	1	1	15.4	15.4
	Aggravated Assault-Level 3	1	1	15.4	15.4	2	2	15.4	30.8
	Assault With Weapon or Causing Bodily Harm-Level 2	6	6	15.4	92.4	7	7	15.4	107.8
	Assault-Level 1	26	26	15.4	400.4	21	21	15.4	323.4
	Assault Peace Officer	1	1	15.4	15.4	1	1	15.4	15.4
	Forcible confinement	2	2	15.4	30.8	0	0		0.0
	Robbery, With Threat of Violence	1	1	15.4	15.4	0	0		0.0
	Criminal Harassment	10	10	15.4	154.0	3	3	15.4	46.2
	Indecent/Harassing Communications	5	5	15.4	77.0	2	2	15.4	30.8
	Utter Threats -Master code	2	2	15.4	30.8	2	2	15.4	30.8
	Utter Threats to Person	14	14	15.4	215.6	12	12	15.4	184.8
	Utter Threats to Person - Government Employee (non-police)	0	0		0.0	1	1	15.4	15.4
	Total	72	72	15.4	1,108.8	60	60	15.4	924.0
Property Crime Violations	Arson - Building	1	1	6.3	6.3	0	0		0.0
	Break & Enter	8	8	6.3	50.4	15	15	6.3	94.5
	Theft Over -master code	2	2	6.3	12.6	1	1	6.3	6.3
	Theft Over - Other Theft	1	1	6.3	6.3	1	1	6.3	6.3
	Theft of - Mail	2	2	6.3	12.6	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	0	0		0.0	1	1	6.3	6.3
	Theft of Motor Vehicle	4	4	6.3	25.2	9	9	6.3	56.7
	Theft of - Automobile	0	0		0.0	2	2	6.3	12.6
	Theft Under -master code	8	8	6.3	50.4	10	10	6.3	63.0
	Theft under - Building	1	1	6.3	6.3	1	1	6.3	6.3
	Theft under - Persons	2	2	6.3	12.6	0	0		0.0
	Theft under - Other Theft	8	8	6.3	50.4	15	15	6.3	94.5
	Theft Under - Gasoline Drive-off	1	1	6.3	6.3	5	5	6.3	31.5
	Theft Under - Truck Load	0	0		0.0	1	1	6.3	6.3



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Property Crime Violations	Theft FROM Motor Vehicle Under \$5,000	18	18	6.3	113.4	17	17	6.3	107.1
	Theft Under \$5,000 [SHOPLIFTING]	26	26	6.3	163.8	37	37	6.3	233.1
	Possession of Stolen Goods over \$5,000	2	2	6.3	12.6	0	0		0.0
	Fraud -Master code	5	5	6.3	31.5	12	12	6.3	75.6
	Fraud - Steal/Forge/Poss./Use Credit Card	7	7	6.3	44.1	4	4	6.3	25.2
	Fraud - False Pretence < = \$5,000	4	4	6.3	25.2	3	3	6.3	18.9
	Fraud - Forgery & Uttering	0	0		0.0	3	3	6.3	18.9
	Fraud - Fraud through mails	0	0		0.0	2	2	6.3	12.6
	Fraud -Money/property/ security > \$5,000	6	6	6.3	37.8	4	4	6.3	25.2
	Fraud -Money/property/ security <= \$5,000	15	15	6.3	94.5	11	11	6.3	69.3
	Fraud - Transportation	0	0		0.0	1	1	6.3	6.3
	Fraud - Other	5	5	6.3	31.5	6	6	6.3	37.8
	Personation with Intent (fraud)	3	3	6.3	18.9	1	1	6.3	6.3
	Fraud - False Pretence > \$5,000	1	1	6.3	6.3	0	0		0.0
	Identity Theft	0	0		0.0	1	1	6.3	6.3
	Mischief - master code	29	29	6.3	182.7	21	21	6.3	132.3
	Mischief [Graffiti - Non Gang Related]	1	1	6.3	6.3	1	1	6.3	6.3
	Interfere with lawful use, enjoyment of property	3	3	6.3	18.9	5	5	6.3	31.5
	Property Damage	14	14	6.3	88.2	6	6	6.3	37.8
	Total	177	177	6.3	1,115.1	196	196	6.3	1,234.8
Other Criminal Code Violations (Excluding traffic)	Possess Firearm while prohibited	0	0		0.0	1	1	7.3	7.3
	Offensive Weapons-Possession of Weapons	1	1	7.3	7.3	0	0		0.0
	Offensive Weapons-Prohibited	0	0		0.0	1	1	7.3	7.3
	Offensive Weapons-Other Offensive Weapons	1	1	7.3	7.3	1	1	7.3	7.3
	Offensive Weapons-False Statements	0	0		0.0	1	1	7.3	7.3



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Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Other Weapons Offences	0	0		0.0	1	1	7.3	7.3
	Bail Violations -Master code	1	1	7.3	7.3	0	0		0.0
	Bail Violations - Fail To Comply	11	11	7.3	80.3	4	4	7.3	29.2
	Bail Violations - Others	0	0		0.0	1	1	7.3	7.3
	Bail Violations - Recognizance	2	2	7.3	14.6	1	1	7.3	7.3
	Counterfeit Money - Master code	1	1	7.3	7.3	0	0		0.0
	Counterfeit Money - Others	4	4	7.3	29.2	0	0		0.0
	Disturb the Peace	8	8	7.3	58.4	10	10	7.3	73.0
	Indecent acts -Master code	0	0		0.0	1	1	7.3	7.3
	Indecent acts -Other	1	1	7.3	7.3	0	0		0.0
	Child Pornography - Other	1	1	7.3	7.3	0	0		0.0
	Obstruct Public Peace Officer	2	2	7.3	14.6	0	0		0.0
	Breach of Probation	8	8	7.3	58.4	8	8	7.3	58.4
	Disobey court order/Misconduct executing process	0	0		0.0	1	1	7.3	7.3
	Public mischief - mislead peace officer	1	1	7.3	7.3	3	3	7.3	21.9
	Possession of Burglary Tools	0	0		0.0	1	1	7.3	7.3
	Total	42	42	7.3	306.6	35	35	7.3	255.5
Drug Possession	Possession Cocaine	3	3	6.9	20.7	2	2	6.9	13.8
	Possession Other Controlled Drugs and Substance Act	0	0		0.0	2	2	6.9	13.8
	Possession illicit or >30g dried cannabis (or equiv) - adult	1	1	6.9	6.9	0	0		0.0
	Drug related occurrence	5	5	6.9	34.5	2	2	6.9	13.8
	Total	9	9	6.9	62.1	6	6	6.9	41.4
Drugs	Trafficking Heroin	1	1	80.6	80.6	0	0		0.0
	Trafficking Cocaine	1	1	80.6	80.6	1	1	80.6	80.6
	Trafficking Other Controlled Drugs and Substance Act	2	2	80.6	161.2	0	0		0.0
	Total	4	4	80.6	322.4	1	1	80.6	80.6



Calls For Service (CFS) Billing Summary Report

Orangeville January to March - 2024

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		January to March	Year to Date	Time Standard	Year To Date Weighted Hours	January to March	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Landlord/Tenant	45	45	3.5	157.5	15	15	3.5	52.5
	Mental Health Act	98	98	3.5	343.0	61	61	3.5	213.5
	Mental Health Act - No contact with Police	11	11	3.5	38.5	6	6	3.5	21.0
	Mental Health Act - Attempt Suicide	7	7	3.5	24.5	6	6	3.5	21.0
	Mental Health Act - Threat of Suicide	14	14	3.5	49.0	16	16	3.5	56.0
	Mental Health Act - Voluntary Transport	0	0		0.0	8	8	3.5	28.0
	Mental Health Act - Placed on Form	4	4	3.5	14.0	11	11	3.5	38.5
	Mental Health Act - Apprehension	12	12	3.5	42.0	7	7	3.5	24.5
	Trespass To Property Act	32	32	3.5	112.0	36	36	3.5	126.0
	Total	223	223	3.5	780.5	166	166	3.5	581.0
	Operational	Animal -Master code	0	0		0.0	1	1	3.8
Animal - Left in Vehicle		2	2	3.8	7.6	3	3	3.8	11.4
Animal Bite		4	4	3.8	15.2	3	3	3.8	11.4
Animal Stray		4	4	3.8	15.2	1	1	3.8	3.8
Animal Injured		2	2	3.8	7.6	4	4	3.8	15.2
Animal - Other		6	6	3.8	22.8	2	2	3.8	7.6
Animal - Dog Owners Liability Act		1	1	3.8	3.8	1	1	3.8	3.8
Domestic Disturbance		91	91	3.8	345.8	81	81	3.8	307.8
Suspicious Person		133	133	3.8	505.4	93	93	3.8	353.4
Phone -Master code		2	2	3.8	7.6	0	0		0.0
Phone -Nuisance - No Charges Laid		15	15	3.8	57.0	10	10	3.8	38.0
Phone -Threatening - No Charges Laid		1	1	3.8	3.8	2	2	3.8	7.6
Fire - Building		1	1	3.8	3.8	0	0		0.0
Fire - Other		4	4	3.8	15.2	2	2	3.8	7.6
Insecure Condition - Master code		4	4	3.8	15.2	1	1	3.8	3.8
Missing Person -Master code		0	0		0.0	1	1	3.8	3.8
Missing Person under 12		0	0		0.0	1	1	3.8	3.8
Missing Person 12 & older		4	4	3.8	15.2	0	0		0.0
Missing Person Located 12 & older		8	8	3.8	30.4	4	4	3.8	15.2



Calls For Service (CFS) Billing Summary Report

Orangeville January to March - 2024

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		January to March	Year to Date	Time Standard	Year To Date Weighted Hours	January to March	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Noise Complaint -Master code	25	25	3.8	95.0	18	18	3.8	68.4
	Noise Complaint - Vehicle	0	0		0.0	2	2	3.8	7.6
	Noise Complaint - Residence	0	0		0.0	3	3	3.8	11.4
	Noise Complaint - Animal	2	2	3.8	7.6	4	4	3.8	15.2
	Found Property -Master code	25	25	3.8	95.0	23	23	3.8	87.4
	Found - Vehicle Accessories	2	2	3.8	7.6	0	0		0.0
	Found-Personal Accessories	5	5	3.8	19.0	0	0		0.0
	Found-Sporting Goods, Hobby Equip.	1	1	3.8	3.8	0	0		0.0
	Found-Others	10	10	3.8	38.0	0	0		0.0
	Lost Property -Master code	13	13	3.8	49.4	11	11	3.8	41.8
	Lost License Plate	1	1	3.8	3.8	0	0		0.0
	Lost - Computer, parts & accessories	1	1	3.8	3.8	0	0		0.0
	Lost - Vehicle Accessories	1	1	3.8	3.8	0	0		0.0
	Lost-Personal Accessories	8	8	3.8	30.4	1	1	3.8	3.8
	Lost-Household Property	1	1	3.8	3.8	0	0		0.0
	Lost-Radio,TV,Sound-Reprod. Equip.	1	1	3.8	3.8	0	0		0.0
	Lost-Machinery & Tools	2	2	3.8	7.6	0	0		0.0
	Lost-Others	3	3	3.8	11.4	1	1	3.8	3.8
	Sudden Death - Suicide	1	1	3.8	3.8	0	0		0.0
	Sudden Death - Natural Causes	2	2	3.8	7.6	5	5	3.8	19.0
	Sudden Death - Others	1	1	3.8	3.8	0	0		0.0
	Sudden Death - Apparent Overdose-Overdose	0	0		0.0	1	1	3.8	3.8
	Suspicious Vehicle	33	33	3.8	125.4	30	30	3.8	114.0
	Trouble with Youth	22	22	3.8	83.6	14	14	3.8	53.2
	Medical Assistance - Master code	0	0		0.0	1	1	3.8	3.8
	Medical Assistance - Other	5	5	3.8	19.0	0	0		0.0
Vehicle Recovered - Automobile	2	2	3.8	7.6	1	1	3.8	3.8	



Calls For Service (CFS) Billing Summary Report

Orangeville January to March - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to March	Year to Date	Time Standard	Year To Date Weighted Hours	January to March	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Vehicle Recovered - Trucks	1	1	3.8	3.8	1	1	3.8	3.8
	Unwanted Persons	57	57	3.8	216.6	55	55	3.8	209.0
	Neighbour Dispute	30	30	3.8	114.0	24	24	3.8	91.2
	By-Law -Master code	2	2	3.8	7.6	0	0		0.0
	Dogs By-Law	1	1	3.8	3.8	0	0		0.0
	Other Municipal By-Laws	6	6	3.8	22.8	9	9	3.8	34.2
	Traffic By-Law	6	6	3.8	22.8	0	0		0.0
	Overdose/Suspected Overdose - Opioid Related	1	1	3.8	3.8	0	0		0.0
	Assist Fire Department	3	3	3.8	11.4	3	3	3.8	11.4
	Assist Public	10	10	3.8	38.0	179	179	3.8	680.2
	Distressed/Overdue Motorist	3	3	3.8	11.4	2	2	3.8	7.6
	Family Dispute	53	53	3.8	201.4	37	37	3.8	140.6
	Suspicious Package	1	1	3.8	3.8	0	0		0.0
	Total	623	623	3.8	2,367.4	635	635	3.8	2,413.0
Operational2	False Holdup Alarm-Accidental Trip	5	5	1.5	7.5	6	6	1.5	9.0
	False Alarm -Others	33	33	1.5	49.5	63	63	1.5	94.5
	Keep the Peace	72	72	1.5	108.0	35	35	1.5	52.5
	911 call / 911 hang up	24	24	1.5	36.0	20	20	1.5	30.0
	911 call - Dropped Cell	16	16	1.5	24.0	28	28	1.5	42.0
	Total	150	150	1.5	225.0	152	152	1.5	228.0
Traffic	MVC (MOTOR VEHICLE COLLISION) - Master code	1	1	3.8	3.8	1	1	3.8	3.8
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	6	6	3.8	22.8	4	4	3.8	15.2
	MVC - Prop. Dam. Non Reportable	28	28	3.8	106.4	33	33	3.8	125.4
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	65	65	3.8	247.0	68	68	3.8	258.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	24	24	3.8	91.2	16	16	3.8	60.8
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	2	2	3.8	7.6	0	0		0.0
	Total	126	126	3.8	478.8	122	122	3.8	463.6



Calls For Service (CFS) Billing Summary Report

Orangeville January to March - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>	2024				2023			
	January to March	Year to Date	Time Standard	Year To Date Weighted Hours	January to March	Year to Date	Time Standard	Year To Date Weighted Hours
Total	1,426	1,426		6,766.7	1,373	1,373		6,221.9

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2024 billing period.

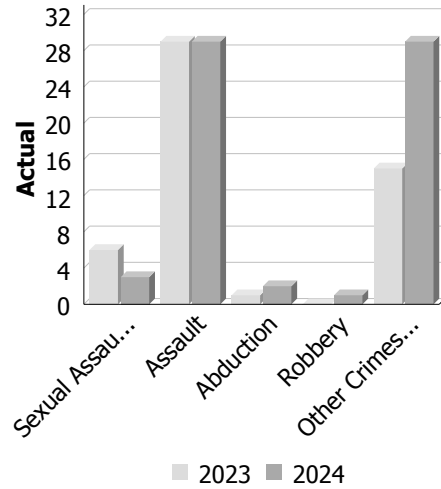
Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.

**Police Services Board Report for Town of Orangeville
Records Management System
January to March - 2024**

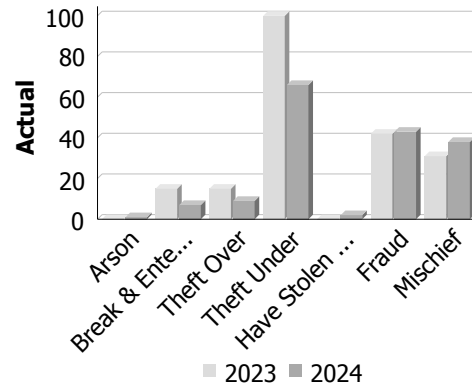
Violent Crime

Actual	January to March			Year to Date - March		
	2023	2024	% Change	2023	2024	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	6	3	-50.0%	6	3	-50.0%
Assault	29	29	0.0%	29	29	0.0%
Abduction	1	2	100.0%	1	2	100.0%
Robbery	0	1	--	0	1	--
Other Crimes Against a Person	15	29	93.3%	15	29	93.3%
Total	51	64	25.5%	51	64	25.5%



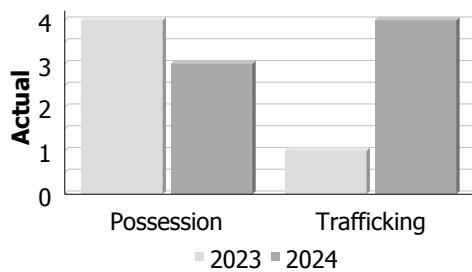
Property Crime

Actual	January to March			Year to Date - March		
	2023	2024	% Change	2023	2024	% Change
Arson	0	1	--	0	1	--
Break & Enter	15	7	-53.3%	15	7	-53.3%
Theft Over	15	9	-40.0%	15	9	-40.0%
Theft Under	100	66	-34.0%	100	66	-34.0%
Have Stolen Goods	0	2	--	0	2	--
Fraud	42	43	2.4%	42	43	2.4%
Mischief	31	38	22.6%	31	38	22.6%
Total	203	166	-18.2%	203	166	-18.2%



Drug Crime

Actual	January to March			Year to Date - March		
	2023	2024	% Change	2023	2024	% Change
Possession	4	3	-25.0%	4	3	-25.0%
Trafficking	1	4	300.0%	1	4	300.0%
Importation and Production	0	0	--	0	0	--
Total	5	7	40.0%	5	7	40.0%



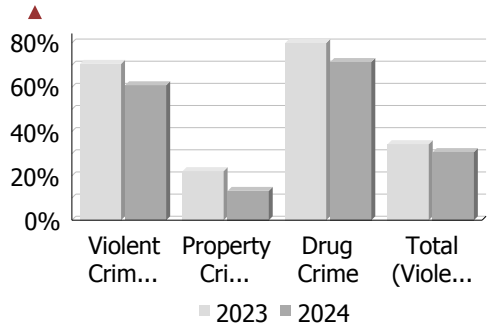
Detachment: 1N - DUFFERIN
Location code(s): 1N10 - ORANGEVILLE
Area code(s): 1008 - Orangeville
Data source date: 2024/04/27

Report Generated by:
 Moore, Vicki

Report Generated on:
 3-May-24 11:53:08 AM
 PP-CSC-Operational Planning-4300

**Police Services Board Report for Town of Orangeville
Records Management System
January to March - 2024**

Clearance Rate						
Clearance Rate	January to March			Year to Date - March		
	2023	2024	Difference	2023	2024	Difference
Violent Crime	70.6%	60.9%	-9.6%	70.6%	60.9%	-9.6%
Property Crime	22.2%	13.2%	-8.9%	22.2%	13.2%	-8.9%
Drug Crime	80.0%	71.4%	-8.6%	80.0%	71.4%	-8.6%
Total (Violent, Property & Drug)	34.3%	30.8%	-3.6%	34.3%	30.8%	-3.6%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 1N - DUFFERIN
Location code(s): 1N10 - ORANGEVILLE
Area code(s): 1008 - Orangeville
Data source date:
 2024/04/27

Report Generated by:
 Moore, Vicki

Report Generated on:
 3-May-24 11:53:08 AM
 PP-CSC-Operational Planning-4300

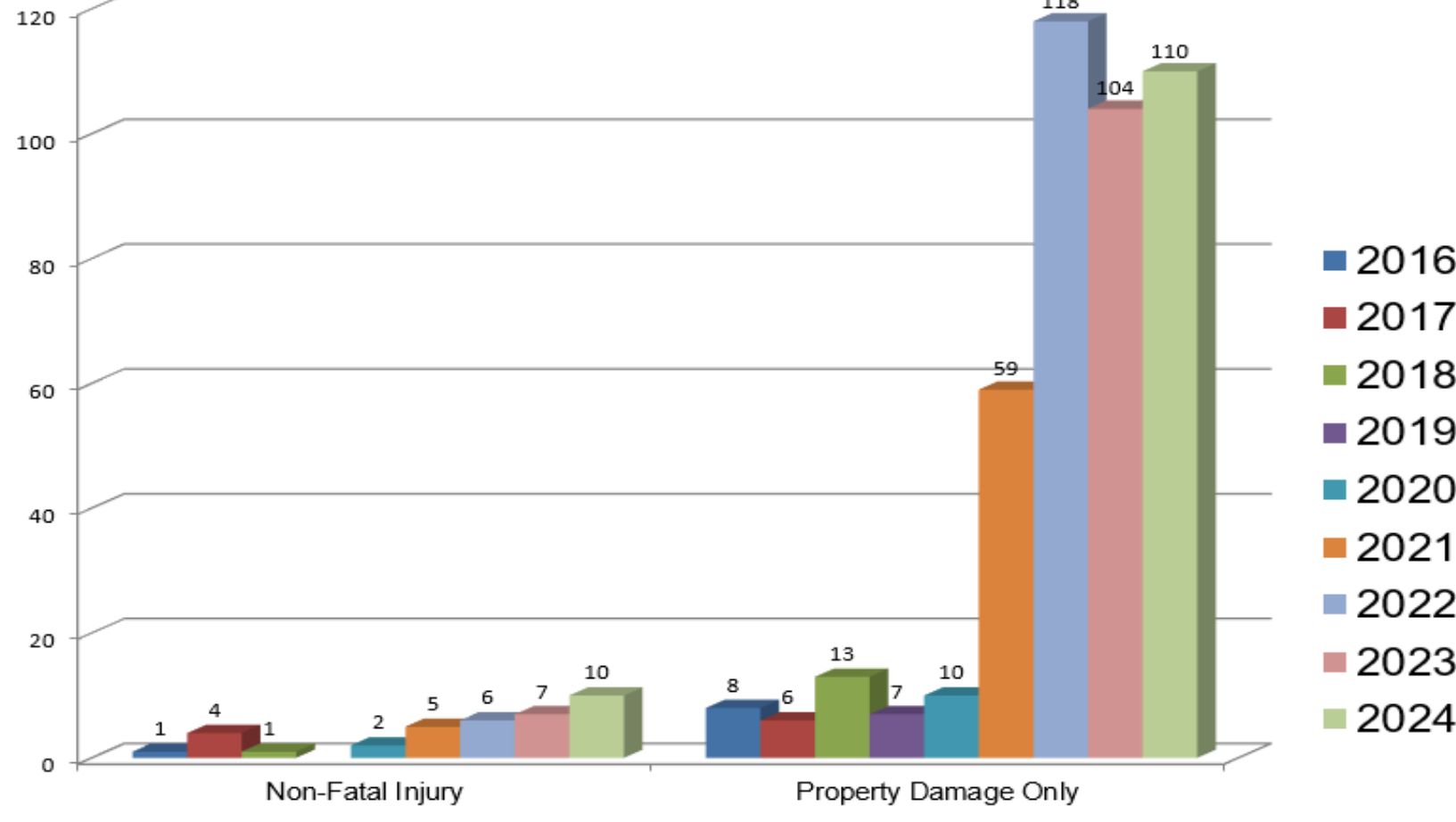
Updated : Monday, April 15, 2024 - Current Period : 1999/12/31

1N00 - DUFFERIN 2024 All Offence Hours of Day All Offence Days of Week All Offence Months All Coverage
 Types CC_Provincial Statutes All Offence Act Part Types All Courts All Badges All License Plate Location All
 Offender Gender All Offender Age Group All Date Added All Prior Offence Date MEASURES

Offence Count as values		HTA	CC-Traffic (Revised)	CC-Non-Traffic (Revised)	Other	CC_Provincial Statutes
2024 Q 1	January	654	0	15	104	773
	February	914	3	18	161	1,096
	March	603	2	37	107	749
	All Offence Months	2,171	5	70	372	2,618
2024		2,171	5	70	372	2,618

Zero suppression rows and columns. Suppression options applied: zero values, division by zero, missing values, overflow values.

Number of Motor Vehicle Collisions by Type



Date

2022
2023
2024

Quarter

Q1
Q2
Q3
Q4

Jurisdiction

MULMUR TWP
SOUTHGATE TWP
(blank)
ADJALA-TOSORON...
CENTRE WELLINGT...
CLEARVIEW TWP
ERIN

Incident Type

Non-Fatal Injury
Property Damage Only
Fatal Injury
Other
(blank)

Jurisdiction: ORANGEVILLE
Quarter: Q1

Count of Incident Type	Column Labels	2017	2018	2019	2020	2021	2022	2023	2024	Grand Total
Non-Fatal Injury	2016	1	4	1	2	5	6	7	10	36
Property Damage Only	2016	8	6	13	7	10	59	118	104	435
Grand Total		9	10	14	7	12	64	124	111	471

Traffic File Control Register

Report Period: 01-JAN-2024 thru 31-MAR-2024

Incident Date	Incident Time	Self-Reported	Location	Jurisdiction	RdHwy Intersection	Incident Type	Primary Cause	Report Type
02-Jan-24	17:08	No	RIDDELL	ORANGEVILLE	ALDER	Property Damage Only	Inattentive driver	Motor Vehicle
02-Jan-24	19:26	No	FIRST	ORANGEVILLE		Property Damage Only	Failed to yield right of way	Motor Vehicle
03-Jan-24	0:01	No	MCMASTER	ORANGEVILLE		Property Damage Only	Lost control	Motor Vehicle
03-Jan-24	21:43	No	SCOTT	ORANGEVILLE	HANSEN	Property Damage Only	Lost control	Motor Vehicle
05-Jan-24	12:08	No	FIRST ST	ORANGEVILLE		Non-Fatal Injury	Inattentive driver	Motor Vehicle
04-Jan-24	18:36	No	500 RIDDELL	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
06-Jan-24	17:10	No	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Failed to yield right of way	Motor Vehicle
08-Jan-24	19:58	No	10 10	ORANGEVILLE	FIRST	Non-Fatal Injury	Improper turn	Motor Vehicle
10-Jan-24	16:45	No	HANSEN	ORANGEVILLE	FIRST	Property Damage Only	Failed to yield right of way	Motor Vehicle
11-Jan-24	10:00	No	RIDDELL	ORANGEVILLE	TOWNLINE	Property Damage Only	Improper turn	Motor Vehicle
05-Jan-24	0:01	No	RIDDELL	ORANGEVILLE		Property Damage Only	Failed to yield right of way	Motor Vehicle
11-Jan-24	12:48	No	AMELIA	ORANGEVILLE	ELIZABETH	Property Damage Only	Improper turn	Motor Vehicle
11-Jan-24	16:00	No	FOURTH	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
10-Jan-24	11:00	No	FIRST	ORANGEVILLE	SECOND	Property Damage Only	Disobeyed traffic control	Motor Vehicle
04-Jan-24	12:31	No	C LINE	ORANGEVILLE	TOWNLINE	Property Damage Only	Improper turn	Motor Vehicle
11-Jan-24	14:00	No	500 RIDDELL	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
15-Jan-24	13:14	No	10 10	ORANGEVILLE	FIRST	Non-Fatal Injury	Failed to yield right of way	Motor Vehicle
11-Jan-24	20:00	No	FOURTH	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
16-Jan-24	12:00	No	ST ANDREW	ORANGEVILLE	BLIND	Property Damage Only	Disobeyed traffic control	Motor Vehicle
16-Jan-24	8:40	No	BUENA VISTA	ORANGEVILLE	LAKEVIEW	Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
17-Jan-24	13:20	No	10 10 HY	ORANGEVILLE	FIFTH	Property Damage Only	Failed to yield right of way	Motor Vehicle
18-Jan-24	15:33	No	BROADWAY	ORANGEVILLE	CENTRE STREET	Property Damage Only	Inattentive driver	Motor Vehicle
19-Jan-24	18:00	Yes	MADISON	ORANGEVILLE	Maple Cresent	Property Damage Only	Following too closely	Motor Vehicle
19-Jan-24	9:00	No	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Following too closely	Motor Vehicle
19-Jan-24	20:00	No	BROADWAY	ORANGEVILLE		Property Damage Only	Failed to yield right of way	Motor Vehicle
20-Jan-24	19:00	No	BROADWAY	ORANGEVILLE	DIANE	Property Damage Only	Improper turn	Motor Vehicle

21-Jan-24	12:00	No	HANSEN	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
19-Jan-24	20:00	No	CENTENNIAL	ORANGEVILLE		Property Damage Only	Other	Motor Vehicle
18-Jan-24	15:45	No	10 10	ORANGEVILLE	FIRST	Property Damage Only	Inattentive driver	Motor Vehicle
15-Jan-24	12:51	No	COUNTY ROAD 16	ORANGEVILLE	BROADWAY	Property Damage Only	Other	Motor Vehicle
17-Jan-24	12:11	No	BROADWAY	ORANGEVILLE	MILL	Property Damage Only	Following too closely	Motor Vehicle
17-Jan-24	18:16	No	MCMASTER	ORANGEVILLE	BUENA VISTA	Property Damage Only	Unknown	Motor Vehicle
18-Jan-24	17:20	No	BYTHIA	ORANGEVILLE	CHURCH	Property Damage Only	Debris on roadway	Motor Vehicle
23-Jan-24	13:00	No	FIFTH	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
24-Jan-24	14:16	No	BROADWAY	ORANGEVILLE	CENTRE	Property Damage Only	Fail to Share	Motor Vehicle
24-Jan-24	15:00	Yes	HANSEN	ORANGEVILLE	First Street	Property Damage Only	Failed to yield right of way	Motor Vehicle
26-Jan-24	16:14	No	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Failed to yield right of way	Motor Vehicle
25-Jan-24	16:06	No	RIDDELL	ORANGEVILLE	SPENCER	Property Damage Only	Inattentive driver	Motor Vehicle
20-Jan-24	20:17	No	MADISON	ORANGEVILLE	MAPLE	Property Damage Only	Unknown	Motor Vehicle
26-Jan-24	17:00	No	BRENDA	ORANGEVILLE	FELTRE	Property Damage Only	Unknown	Motor Vehicle
29-Jan-24	16:48	No	PARKVIEW	ORANGEVILLE	HIGHLAND	Property Damage Only	Lost control	Motor Vehicle
21-Jan-24	14:50	No	47 BROADWAY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
29-Jan-24	15:15	No	50 MEADOW	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
31-Jan-24	20:06	No	BROADWAY	ORANGEVILLE	BANTING	Property Damage Only	Improper lane change	Motor Vehicle
27-Jan-24	18:30	No	90 C LINE	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
03-Feb-24	1:58	No	CAMBRIDGE	ORANGEVILLE	CANNON	Property Damage Only	Lost control	Motor Vehicle
03-Feb-24	18:30	No	FIFTH	ORANGEVILLE	FIRST	Non-Fatal Injury	Failed to yield right of way	Motor Vehicle
31-Jan-24	16:00	No	500 RIDDELL SOBBEYS PARKING LOT	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
30-Jan-24	10:00	No	45 BREDIN	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
26-Jan-24	15:31	No	RIDDELL	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
06-Feb-24	6:56	No	ARMSTRONG	ORANGEVILLE	WELLINGTON	Property Damage Only	Failed to yield right of way	Motor Vehicle
06-Feb-24	12:00	No	HANSEN	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
08-Feb-24	16:06	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Following too closely	Motor Vehicle
10-Feb-24	17:00	No	FIRST	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
10-Feb-24	17:30	No	NORTHMEN	ORANGEVILLE		Property Damage Only	Improper turn	Motor Vehicle

10-Feb-24	16:00	No	CENTENNIAL	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
12-Feb-24	9:01	No	10 10	ORANGEVILLE	MCCANNELL	Non-Fatal Injury	Improper turn	Motor Vehicle
12-Feb-24	10:11	No	FIRST	ORANGEVILLE	FEAD	Property Damage Only	Following too closely	Motor Vehicle
13-Feb-24	11:27	No	46 BROADWAY parking lot	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
13-Feb-24	16:53	No	HANSEN	ORANGEVILLE	FIRST	Property Damage Only	Failed to yield right of way	Motor Vehicle
15-Feb-24	12:40	No	BROADWAY	ORANGEVILLE	DIANE	Non-Fatal Injury	Speed -- too fast for conditions	Motor Vehicle
15-Feb-24	14:37	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
15-Feb-24	18:55	No	THIRD	ORANGEVILLE		Property Damage Only	Lost control	Motor Vehicle
30-Jan-24	14:01	No	FIRST	ORANGEVILLE		Property Damage Only	Failed to yield right of way	Motor Vehicle
15-Feb-24	18:30	Yes	10 10	ORANGEVILLE		Property Damage Only	Lost control	Motor Vehicle
16-Feb-24	15:45	No	FIRST	ORANGEVILLE	HANSEN	Property Damage Only	Failed to yield right of way	Motor Vehicle
16-Feb-24	18:20	No	10 10	ORANGEVILLE	FIFTH	Property Damage Only	Lost control	Motor Vehicle
17-Feb-24	15:00	No	95 first street	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
14-Feb-24	13:30	No	BROADWAY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
17-Feb-24	9:37	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Improper lane change	Motor Vehicle
11-Feb-24	12:00	No	FIRST ST	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
20-Feb-24	17:17	No	FIRST	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
12-Feb-24	17:15	No	500 RIDDELL	ORANGEVILLE		Property Damage Only	Following too closely	Motor Vehicle
08-Feb-24	16:20	No	MILL	ORANGEVILLE	Broadway	Property Damage Only	Improper turn	Motor Vehicle
15-Feb-24	18:07	No	FIRST	ORANGEVILLE	10	Property Damage Only	Lost control	Motor Vehicle
22-Feb-24	13:15	No	CENTENNIAL	ORANGEVILLE	C LINE	Property Damage Only	Inattentive driver	Motor Vehicle
22-Feb-24	13:01	No	10 10	ORANGEVILLE	FIRST	Property Damage Only	Inattentive driver	Motor Vehicle
21-Feb-24	11:30	No	FIRST	ORANGEVILLE	SECOND	Non-Fatal Injury	Pedestrian	Motor Vehicle
26-Feb-24	13:40	No	BROADWAY	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
22-Feb-24	16:46	No	JOHN	ORANGEVILLE	Little York Street	Property Damage Only	Improper turn	Motor Vehicle
26-Feb-24	15:40	No	ALDER	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
27-Feb-24	14:27	No	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
26-Feb-24	12:55	No	FIRST	ORANGEVILLE	THIRD	Property Damage Only	Following too closely	Motor Vehicle
28-Feb-24	15:55	No	BROADWAY	ORANGEVILLE	FAULKNER	Property Damage Only	Improper lane change	Motor Vehicle

29-Feb-24	9:26	No	RIDDELL	ORANGEVILLE		Property Damage Only	Improper turn	Motor Vehicle
26-Feb-24	14:01	No	Broadway	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
23-Feb-24	12:00	No	10 10	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
21-Feb-24	13:12	No	BROADWAY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
24-Jan-24	12:15	No	CHISHOLM	ORANGEVILLE		Property Damage Only	Improper turn	Motor Vehicle
24-Feb-24	8:30	No	FIRST ST	ORANGEVILLE	FIFTH	Property Damage Only	Unknown	Motor Vehicle
07-Mar-24	6:06	No	BROADWAY	ORANGEVILLE	FOURTH	Property Damage Only	Improper lane change	Motor Vehicle
10-Mar-24	14:45	No	FIRST	ORANGEVILLE	HANSEN	Property Damage Only	Inattentive driver	Motor Vehicle
11-Mar-24	9:45	Yes	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Failed to yield right of way	Motor Vehicle
11-Mar-24	19:00	No	FIRST	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
08-Mar-24	13:23	No	47 BROADWAY	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
10-Mar-24	12:05	No	CALEDONIA	ORANGEVILLE		Non-Fatal Injury	Unknown	Motor Vehicle
13-Mar-24	11:37	No	BROADWAY	ORANGEVILLE	BLIND	Property Damage Only	Inattentive driver	Motor Vehicle
16-Mar-24	12:57	No	FIFTH	ORANGEVILLE	THIRD	Property Damage Only	Failed to yield right of way	Motor Vehicle
16-Mar-24	20:03	No	COUNTY ROAD 16	ORANGEVILLE	COUNTY ROAD 109	Property Damage Only	Failed to yield right of way	Motor Vehicle
19-Mar-24	14:30	No	10 10	ORANGEVILLE	9	Property Damage Only	Following too closely	Motor Vehicle
19-Mar-24	23:00	No	RIDDELL	ORANGEVILLE	SPENCER	Property Damage Only	Inattentive driver	Motor Vehicle
21-Mar-24	14:23	No	ROLLING HILLS	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
22-Mar-24	11:17	No	10 10	ORANGEVILLE	BROADWAY	Property Damage Only	Mechanical failure	Motor Vehicle
22-Mar-24	17:00	No	CENTENNIAL	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
22-Mar-24	17:13	No	BROADWAY	ORANGEVILLE	DAWSON	Property Damage Only	Speed -- too fast for conditions	Motor Vehicle
21-Mar-24	19:15	No	ALDER	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
23-Mar-24	20:03	No	225 CENTENNIAL PARKING LOT EXIT	ORANGEVILLE		Non-Fatal Injury	Inattentive driver	Motor Vehicle
23-Mar-24	8:06	No	TOWNLIN	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
25-Mar-24	17:40	No	ELIZABETH	ORANGEVILLE	CLARA	Property Damage Only	Failed to yield right of way	Motor Vehicle
15-Mar-24	11:00	Yes	HANSEN	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
30-Mar-24	10:55	No	BROADWAY	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle
30-Mar-24	13:30	No	COUNTY ROAD 109	ORANGEVILLE	RIDDELL	Property Damage Only	Inattentive driver	Motor Vehicle
25-Mar-24	0:01	No	FIRST	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle

20-Mar-24	15:39	No	150 FIRST Walmart parking lot.	ORANGEVILLE		Property Damage Only	Unknown	Motor Vehicle
31-Mar-24	12:05	No	RUSTIC	ORANGEVILLE	EDELWILD	Non-Fatal Injury	Pedestrian	Motor Vehicle
14-Mar-24	16:45	No	LITTLE YORK	ORANGEVILLE	MILL	Property Damage Only	Failed to yield right of way	Motor Vehicle
20-Feb-24	17:38	No	BROADWAY	ORANGEVILLE	CLARA	Property Damage Only	Disobeyed traffic control	Motor Vehicle
23-Mar-24	18:43	No	RIDDELL	ORANGEVILLE	TOWNLINE	Property Damage Only	Ability Impaired â€" Alcohol	Motor Vehicle
19-Mar-24	13:03	No	695 RIDDELL RD	ORANGEVILLE		Property Damage Only	Following too closely	Motor Vehicle
28-Mar-24	14:30	No	FIRST	ORANGEVILLE		Property Damage Only	Inattentive driver	Motor Vehicle

False Alarms in Orangeville January-March, 2024 - Total: 36

Alarm	01/01/24 20:26	39 Broadway	Hakim Optical, 1 hit, all good
Alarm	08/01/24 3:32	93 First Street	Harvey's, no signs of distress, all good
Alarm	14/01/24 3:08	191 C Line 11 1N	Iconic Liquidations, hall alarm
Alarm	17/01/24 4:10	23 Broadway	McDonald's, all good
Alarm	19/01/24 21:37	150 First Street G3	Prime Audio Video, front door hit
Alarm	19/01/24 23:04	1 Elizabeth Street	Medical building, motion alarm in basement
Alarm	20/01/24 3:20	9 Centre Street	Youth Unlimited, Motion censor
Alarm	21/01/24 9:22	23 Young Court	Private residence
Alarm	21/01/24 12:50	60 Chisholm Street #50 & 51	Private residence
Alarm	23/01/24 20:22	2 First Street	CIBC, panic alarm on keyboard
Alarm	31/01/24 5:40	2 First Street	CIBC, false alarm
Alarm	01/02/24 5:14	9 Centre Street	Highland Youth for Christ
Alarm	01/02/24 15:48	224 Centennial Road B16	Front door alarm, DCAFS
Alarm	02/02/24 1:08	502 Riddell Road	Rear door, Money Mart
Alarm	03/02/24 1:26	82 First Street	Sweet Chili, back door alarm
Alarm	03/02/24 2:58	82 First Street	Sweet Chilli, back door
Alarm	11/02/24 6:29	324 Broadway, 2	Chariots of Smoke, 2 hits, south bay motion
Alarm	13/02/24 6:05	284 Broadway	Dollartree, false alarm
Alarm	14/02/24 3:56	23 Broadway	McDonalds, accidental hit of alarm
Alarm	18/02/24 22:12	489 Broadway	Royal Bank, duress alarm, business closed for the night
Alarm	18/02/24 23:40	22 Lawton Ct.	Car alarm private residence
Alarm	21/02/24	150 Centennial Road	Cancrete Orangeville, false alarm
Alarm	22/02/24 15:18	224 Centennial Road B16	DCAFS, front door alarm
Alarm	23/02/24 3:50	23 Broadway	McDonalds, panic alarm
Alarm	24/02/24 3:16	23 Broadway	McDonalds, panic alarm
Alarm	27/02/24 0:18	23 Broadway	McDonalds, false alarm
Alarm	28/02/24 7:29	78 First Street	D&D Pool Services, all secure
Alarm	28/02/24 20:41	220 Centennial Road	Take 5 Oil Change, 2 hits motion sensor
Alarm	29/02/24 15:06	247 Broadway	Westminister United church, upper office alarm
Alarm	02/03/24 8:41	47 Broadway, Unit 107	Subway
Alarm	07/03/24 5:17	48 Centennial Road, 16	Northern Coatings
Alarm	11/03/24 9:28	34 Drew Brown Bv.	Private residence
Alarm	11/03/24 15:34	77 Broadway	Kerrys Place
Alarm	15/03/24 1:18	22 Third Ave., Apt. 8	Private residence

Alarm	19/03/24 11:16	220 Bline Line	Credit Meadows, panic alarm
Alarm	31/03/24 2:57	281 Broadway, Unit 3	Green Cloud Cannabis, front door break alarm

ACTION PLAN: Town of Orangeville

Foot Patrol Hours

2024 – YTD: 112.00
January: 39.00
February: 36.00
March: 37.00

R.I.D.E. Hours

2024 – YTD: 123.00
January: 41.00
February: 31.00
March: 51.00

Trouble with Youth Occurrences

2024 – YTD: 00
January: 0
February: 0
March: 0

Mental Health Occurrences

2024 – YTD: 27
January: 08
February: 03
March: 16

Arrests – Impaired by Alcohol

2024 – YTD: 11
January: 0
February: 2
March: 9

Arrests – Impaired by Drug

2024 – YTD: 0
January: 0
February: 0
March: 0

R.I.D.E. Grant Vehicles Checked

2024 – YTD: 000

Distracted Driving Charges

2024 – YTD: **02**
 January: 0
 February: 1
 March: 1

DUFFERIN TRAFFIC MANAGEMENT UNIT:

Ongoing traffic initiatives targeting problem areas such as speeding, seat belt use, and distracting driving.

Easter Long Weekend Seatbelt Campaign

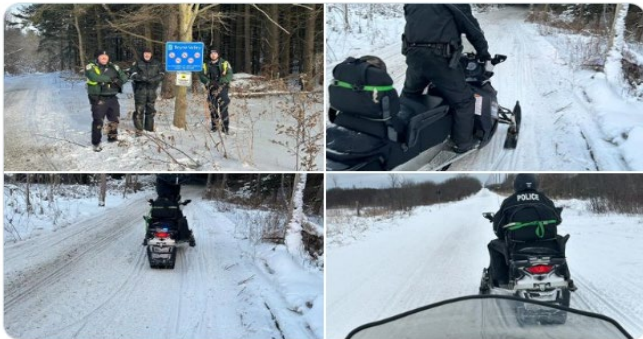
AUXILIARY UNIT:

<u>Unit Hours</u>	<u>January</u>	<u>February</u>	<u>March</u>
Administration	66.00	30.50	30.50
Training	13.50	08.50	58.00
Special Detail	1.00	0.00	00.00
Cruiser Patrol	12.00	00.00	00.00
ATV Patrol	0.00	00.00	0.00
Community Policing	04.00	51.00	41.50
TOTAL	96.00	90.00	130.00



OPP Central Region
@OPP_CR

#DufferinOPP had a fantastic weekend on the trails. Officers were able to conduct some joint enforcement with the assistance of Ontario Parks Wardens at Mono Cliffs Provincial Park. Thanks to everyone who took the time to say hi. ^tp
@DufferinCounty



8:21 AM · Jan 22, 2024 · 4,186 Views



OPP Central Region @OPP_CR · Jan 29

#DufferinOPP had the opportunity to attend the Avalon Retirement Lodge in Orangeville. We were able to provide information on frauds that tend to target our seniors.

If you would like to have a presentation like this, please get in contact with DufferinOPP. ^af
@DufferinCounty

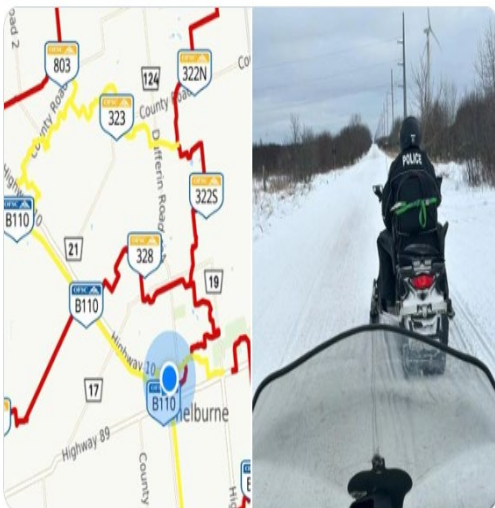


1 comment, 5 shares, 29 likes, 2K views, and bookmark icons.



OPP Central Region
@OPP_CR

#DufferinOPP would like to wish everyone a safe family day weekend. Our officers will be out conducting enforcement/education this long weekend on the OFSC trails. Please ride responsibly. Stay safe Dufferin. ^af



Dufferin County and DufferinDriftBusters

12:21 PM · Feb 17, 2024 · 2,348 Views



OPP Central Region @OPP_CR · Feb 2

#DufferinOPP wants to encourage everyone to participate in Tim's Donut Days running February 2nd-4th. All proceeds will help support #specialolympics2024 ^ap #choosetoinclude @DufferinCounty Special Olympics Ontario



1 comment, 10 shares, 47 likes, 3.1K views, and bookmark icons.



OPP Central Region
@OPPCR

#DufferinOPP had the opportunity to participate in the Coldest Night Of The Year this evening in the Town of Orangeville. We had a fantastic time, and the turnout was amazing. Thanks for the invite. ^af
@DufferinCounty
@orangevilleont
#cnoy24
#orangevillefoodbank



7:48 PM · Feb 24, 2024 · 3,330 Views



OPP Central Region @OPPCR · Feb 13

#DufferinOPP teamed up with MTO to conduct Commercial Motor Vehicle Inspections on Hwy 10, in the @TownofMono. Police wish to remind CMV drivers to take the required steps in making sure their vehicles are safe before entering the roadway. ^ap @DufferinCounty



6 27 3K



OPP Central Region @OPPCR · 21h

#DufferinOPP attended multiple flag raises across #DufferinCounty to kick off the beginning of Black History Month. We were honored to be in attendance and look forward to a month that is dedicated to recognizing Black Canadians' contributions to our community. ^ap



4 16 2.1K

DUFFERIN OPP RESPONDS TO A HOUSE FIRE IN SHELBURNE

Fire deemed arson and charges laid

(SHELBURNE, ON) - The Dufferin Detachment of the Ontario Provincial Police (OPP) have charged an individual in relation to a structure fire that occurred in the Town of Shelburne.

On December 30, 2023, at approximately 3:00 a.m., Dufferin OPP along with Shelburne Fire, attended the scene of a house fire on Second Avenue West. The structure was completely engulfed in flames when emergency services arrived. Thankfully, there was nobody inside the home at the time of the fire and no injuries were reported.

The Ontario Fire Marshal attended the scene and took carriage of the investigation. The fire has been deemed arson.

Members from the Dufferin Crime Unit continued the investigation. As a result, investigators have charged a 29-yr-old male.

If you have information regarding this fire or any suspected unlawful activity, please contact the OPP at 1-888-310-1122 or visit Crime Stoppers to remain anonymous at 1-800-222-8477 (TIPS) or www.crimestopperssdm.com.

If you had witnessed the fire and wish to speak to victim services, Caledon/Dufferin Victim Services can be reached at 905-951-3838.

- 30 -

Media Contact

PC Andrew Fines

Dufferin OPP Detachment

519-278-0159

andrew.fines@opp.ca

TRAFFIC COMPLAINT RESULTS IN MALE REGISTERING ALMOST FOUR TIMES THE LEGAL LIMIT

Dufferin OPP is committed to the safety of our community

(SHELBURNE, ON) - The Dufferin Detachment of the Ontario Provincial Police (OPP) have charged one driver with impaired operation related offences as the result of a traffic complaint.

On January 27, 2024, just before 1:00 p.m., officers from the Dufferin OPP responded to a traffic complaint in the area of HWY 89 and Ojibway Road in the Town of Shelburne. Officers arrived on scene and were quickly led into an impaired operation investigation.

A 20-year-old male, from Hanover has been charged with:

- Operation while impaired - alcohol and drugs
- Operation while impaired - blood alcohol concentration (80 plus)
- Driving motor vehicle with open container of liquor

The accused is scheduled to appear at the Ontario Court of Justice in Orangeville to answer to the charges. Their driver's licence was suspended, and the vehicle was impounded.

Dufferin OPP continues to conduct traffic enforcement daily as drivers who are impaired by alcohol or drugs and who drive at excessive speeds continue to pose a threat to Ontario roads. We are committed to the safety of our community.

The Dufferin OPP reminds motorists to plan ahead when consuming alcohol or drugs. Use a designated driver, cab, rideshare, public transit or stay overnight. Any amount of alcohol or drugs can impact your ability to make sound judgements. In a split second you could ruin your future, injure, or kill others, and tear a hole in the heart of everyone who loves you.

Members of the Dufferin OPP are committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.crimestoppersdm.com.

Media Contact

PC Andrew Fines

Dufferin OPP Detachment

519-278-0159

andrew.fines@opp.ca

FROM/DE: Dufferin Detachment

DATE: January 29, 2024

TRAFFIC COMPLAINT RESULTS IN MALE REGISTERING ALMOST FOUR TIMES THE LEGAL LIMIT

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- Operation while impaired - blood alcohol concentration (80 plus)
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Media Contact

PC Andrew Fines

Dufferin OPP Detachment 519-278-0159

FROM/DE: Dufferin Detachment

DATE: February 9, 2024

DRIVING COMPLAINT LEADS TO TWELVE CHARGES INCLUDING IMPAIRED BY DRUG AND FLIGHT FROM POLICE

(DUFFERIN COUNTY) - The Dufferin Detachment of the Ontario Provincial Police (OPP) have charged a driver with twelve charges, including four criminal offences and eight provincial offences.

On February 8, 2024, just before 9:30 a.m., officers from Dufferin OPP received a traffic complainant on Highway 10 near 280 Sideroad in Melancthon Township. Officers located and attempted to stop the motor vehicle that fled at a high rate of speed. The vehicle was eventually stopped by police and an investigation of impairment took place.

Tori CARVALHO, a 26-year-old from Orangeville has been charged with:

- Operation while impaired
- Flight from Peace Officer
- Resist Peace Officer
- Dangerous Operation
- Speeding 50+ Km/h over posted limit
- Drive Motor Vehicle- Perform stunt- Excessive Speed
- Fail to stop for police
- Drive motor vehicle with liquor readily available
- Drive vehicle or boat with cannabis in open original packaging
- Fail to surrender insurance card
- Failed to surrender permit for motor vehicle.
- Fail to surrender license

The accused is scheduled to appear at the Ontario Court of Justice in Orangeville to answer to the charges. The accused driver's license was suspended, and the vehicle was impounded.

The Dufferin OPP would like to commend the concerned citizen who called into police to report the traffic complaint. Officers value your contribution to building safe communities. If you have information about suspected unlawful activity, please contact the OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-822-8477 (TIPS) or www.crimestoppersdm.com.

FROM/DE: Dufferin Detachment

DATE: February 12, 2024

DUFFERIN OPP HAS REMOVED ANOTHER IMPAIRED DRIVER FROM OUR ROADWAYS

Dufferin OPP is committed to the safety of our community

(DUFFERIN COUNTY) - The Dufferin Detachment of the Ontario Provincial Police (OPP) have charged one driver with impaired operation related offences as the result of a traffic stop.

On February 10, 2024, just after 2:30 a.m., officers from the Dufferin OPP conducted a traffic stop in the area of HWY 89 and CTY RD 124 in the Township of Amaranth. Officers were quickly led into an impaired operation investigation.

A 21-year-old female, from Mulmur has been charged with:

- CC 320.14(1)(b) Operation while impaired - blood alcohol concentration (80 plus)
- LLCA 42(1)(a) Driving motor vehicle with open container of liquor
- HTA 7(1)(c)(i) Drive motor vehicle, no validation on plate
- HTA 44.1(3) Novice driver - B.A.C. above zero

The accused is scheduled to appear at the Ontario Court of Justice in Orangeville to answer to the charges. Their driver's licence was suspended, and the vehicle was impounded.

Dufferin OPP continues to conduct traffic enforcement daily as drivers who are impaired by alcohol or drugs and who drive at excessive speeds continue to pose a threat to Ontario roads. We are committed to the safety of our community.

The Dufferin OPP reminds motorists to plan ahead when consuming alcohol or drugs. Use a designated driver, cab, rideshare, public transit or stay overnight. Any amount of alcohol or drugs can impact your ability to make sound judgements. In a split second you could ruin your future, injure, or kill others, and tear a hole in the heart of everyone who loves you.

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Media Contact

PC Andrew Fines

Dufferin OPP Detachment

FROM/DE: Dufferin Detachment

DATE: February 18, 2024

DUFFERIN OPP RESPONDS TO A STRUCTURE FIRE IN EAST GARAFRAXA

(DUFFERIN, COUNTY) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) attended a structure fire in the Township of East Garafraxa.

On February 18, 2024, at approximately 11:55 a.m., Dufferin OPP along with Grand Valley Fire, and Erin Fire attended a farmhouse on the 11th Line in East Garafraxa. When officers arrived, they found the home fully engulfed in flames. There were no people injured as a result of the fire.

Road closure - 11th Line will remain closed between County Road 3 to 10th Sideroad for several hours.

If you had witnessed the fire and wish to speak to victim services, Caledon/Dufferin Victim Services can be reached at 905-951-3838.

If you have information regarding this fire or any suspected unlawful activity, please contact the OPP at 1-888-310-1122 or visit Crime Stoppers to remain anonymous at 1-800-222-8477 (TIPS) or www.crimestoppersdm.com.

Members of the Dufferin OPP are committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities.

- 30 -

Media Contact:

Sergeant Terri-Ann Pencarinha

Dufferin OPP Detachment

519-943-3838

Terri-Ann.Pencarinha@opp.ca

DUFFERIN OPP SEARCH WARRANT RESULTS IN MULTIPLE CHARGES AND DRUG SEIZURE

(MELANCTHON, ON) - Officers from the Dufferin Detachment of the Ontario Provincial Police (OPP) seized a quantity of drugs and charged two individuals as a result of an ongoing drug trafficking investigation in the Town of Shelburne.

On March 1, 2024, members of the Dufferin Community Street Crime Unit (CSCU), along with Dufferin uniform members and Offender Management and Apprehension Program (OMAP) executed a search warrant at a home on Third Line in Melancthon. The search warrant resulted in the arrest of two individuals who are facing multiple charges. In addition, the officers seized a quantity of drugs.

Brayden LAVIEILLE, 28-year-old from Dundalk has been charged with:

- Possession of a Schedule I substance for the purpose of Trafficking - Opioid

Joshua RETES, 19-year-old of no fixed address

- Possession of a Schedule I substance for the purpose of Trafficking - Opioid
- Possession of a Schedule I substance for the purpose of Trafficking - Cocaine
- Possession of Weapon for Dangerous Purpose
- Possession of proceeds of property obtained by crime - under \$5000

The following property was seized:

- Cocaine - 96 Grams
- Dilaudid pills
- Drug paraphernalia
- Cash - \$2855 Canadian
- Air Soft Guns
- 22 Calibre ammunition
- 12 Gauge shot gun shells
- Cellular phones - (two)

Anyone with information regarding this investigation of any other criminal activity is asked to contact Dufferin OPP at 1-888-310-1122 or Crime Stoppers to remain anonymous at 1-800-222-TIPS (8477). You can also submit your information online at <https://ontariocrimestoppers.ca/>.



Join Dufferin OPP at Canadian Tire in Orangeville for the launch of Project CLASP. This is a collaborative approach to addressing auto theft. The event will be open to the public to ask questions, view demonstrations, and receive promotional items for auto theft prevention.



DATE: Tuesday, April 2nd
TIME: 2:30 p.m. - 4:30 p.m.

LOCATION:

**Canadian Tire located at
99 First Street, Orangeville**



99 FIRST STREET
Fairgrounds Centre - Orangeville
519-941-1090 canadiantire.ca



DUFFERIN DETACHMENT

2023-2025 ACTION PLAN

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

DUFFERIN Detachment Action Plan Table of Contents

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Our Detachment Area (map)	4
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Roadways, Waterways and Trails	9
Community Well-Being	11

Message from the Detachment Commander

I am pleased to present the Dufferin Detachment 2023-2025 Action Plan. We have witnessed continued growth in the Dufferin Detachment over the past reporting period.

As a result of our focus on community, we have been successful in building new partnerships and relationships within our communities, as well as strengthening existing ones.

Members of Dufferin Detachment look forward to continuing to work with the many community groups, organizations, and local governments to serve you with pride, honour, and professionalism and aligning our priorities with priority areas of focus as identified in Dufferin's Community Safety and Well-Being Plan.



We are committed to our community partnerships and will continue to provide the same high level of service that is expected from the OPP. We strive for a level of service in line with our organizations core values, the same values that guide us in every decision that we make.

Our ongoing focus on investigate excellence, enforcement, crime prevention, victim's rights, traffic safety and mental health awareness will continue over the next few years with the introduction of new initiatives. I am confident that the results of these initiatives will benefit both the community and our members, including enhanced police visibility, outreach, and engagement.

The strength of Dufferin Detachment comes from its members, both uniform and civilian. We will continue to work with our members and the organization to ensure officer safety, appropriate staffing levels as well as the availability of training and development opportunities.

The dedication of our members, together with the support of our municipalities, will ensure our continued success in keeping our communities safe.

Inspector Michael Di Pasquale
Detachment Commander
OPP Dufferin Detachment

Our Detachment

The Dufferin Detachment provides policing services to the County of Dufferin. Included in this are eight different municipalities and seven separate Police Services Boards.

The total population of Dufferin County is 66,257 (Census Canada 2021) and the total area encompassed within the County is 1,486 square kilometres. It is largely a rural county with three urban settlement areas, namely Grand Valley, Orangeville and Shelburne. The Town of Orangeville, the County Seat, is situated on the southern border of the county and is the largest urban centre, with just over half the population. Although Orangeville dominates in terms of population, in area it is very small and geographically compact.

Agriculture is a strong part of the economy, including beef and dairy cattle, cash crops (e.g. potatoes) and mixed grains. Recreational activities such as skiing, fishing, hiking and equestrian activities also contribute to the local economy.

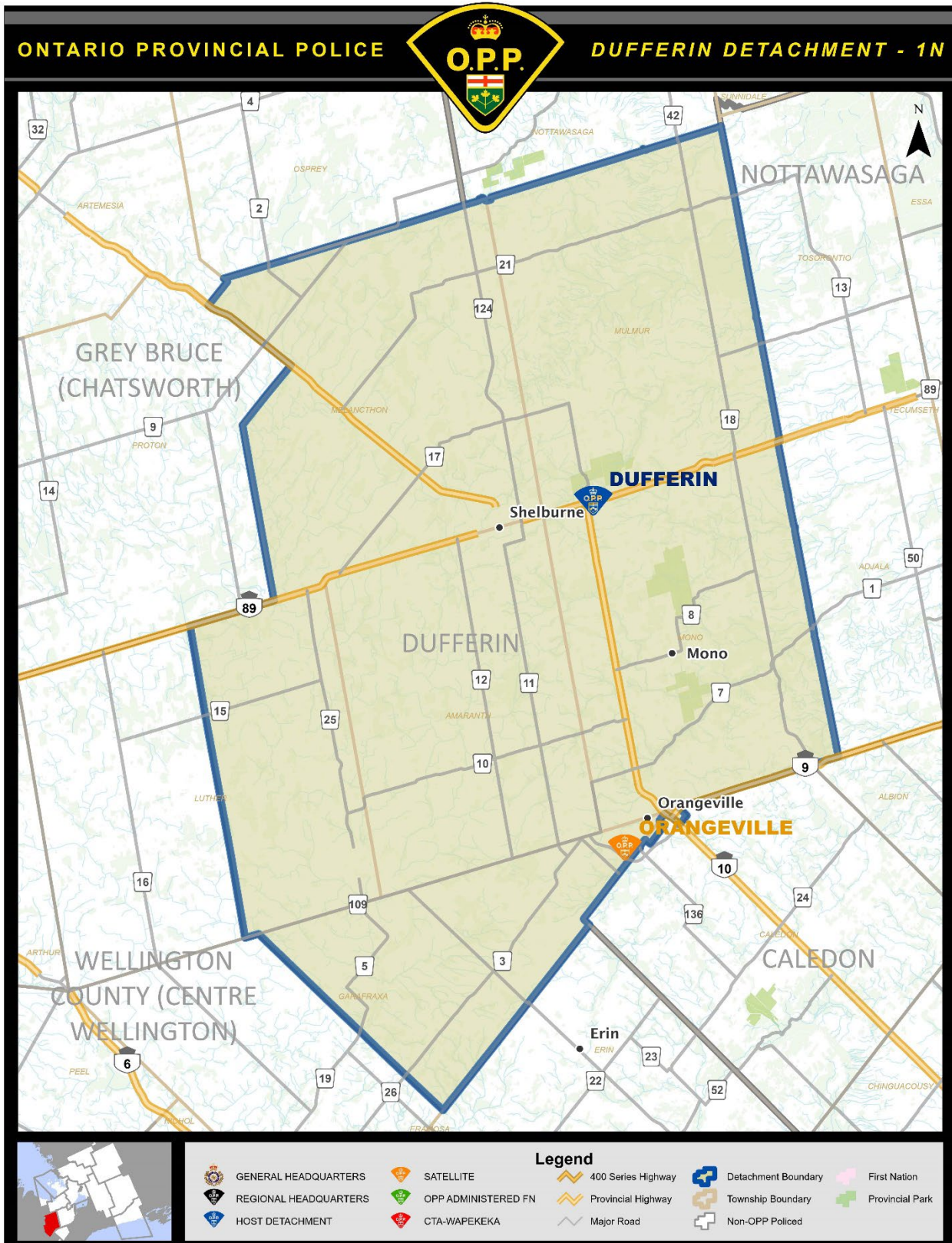
The Dufferin Detachment area population had an overall increase of 7.3 % from 2016 to 2021. This change in population varied among municipalities, with the Town of Shelburne experiencing a growth of 10.6%, Town of Mono experiencing a growth of 9.4% and East Garafraxa Township experiencing a population increase of 8.3%. Areas to the north and south of Dufferin also saw significant growth during this period.

Dufferin is situated between recreational areas to the north and the Greater Toronto Area to the south. As the population of surrounding areas has increased, so too has the traffic volume on Dufferin area roads. There continues to be an increase in motorcycles using Dufferin County roads as popular touring routes, as well as an increase in visitors to Dufferin County's many scenic trails and parks. This has resulted in increased traffic and noise levels within the County.

In recent years, the Dufferin Detachment area has also seen an increase in extreme weather. Gusting snow in winter climate has caused road closures for days and resulted in many motorists being stranded in Dufferin County. Tornadoes have also resulted in property damage and the closure of roads within the County. Local emergency services have worked together to ensure the safety of our citizens.

Traffic flows within Dufferin will continue to be impacted by construction projects and special events. The area has several residential construction projects set to occur throughout the next few years. These factors, combined with the annual rodeo, festivals, running and cycling events may also impact traffic within the detachment area.

Our Detachment Area (map)



Action Plan Commitment Summary

The OPP’s action planning process ensures compliance with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards) filed as O. Reg. 3/99 in 1999.

Through analysis and consultation, the following areas of focus were identified for the next three years. These are reflective of local issues; activities will be addressed, monitored and adjusted as needed.

Crime	Roadways, Waterways and Trails	Community Well-Being
To address and prevent multi-jurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.	To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.	Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.
Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.		Engage and educate youth, in partnership with local school boards and other community organizations. Increased OPP attendance at community events and festivals through the Auxiliary unit.
Address intimate partner violence.		Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer’s or Autism by implementing Project Lifesaver.
Reduce illicit drug activity.		

Crime

Description:

The following crime priorities have been identified for our 2023-2025 Action Plan: violent crimes against people; illicit drug trafficking and opioid overdoses; and opportunistic property crimes, such as vehicle thefts, break and enters, and frauds and scams. These priorities reflect what we have seen to be issues in our communities over the past year and in many cases are inter-related. These priorities are aligned with the Dufferin County Community Safety and Well-Being Plan. They relate to crime, community, focused patrols and domestic and family violence.

Our proximity to the Greater Toronto Area makes Dufferin a target for multi-jurisdictional crime sprees including robberies, drug trafficking, and ‘grandparent scams’. As a result, we will leverage our existing resources, including our Community Street Crime Unit, Major Crime Unit and Regional Crime Analysts, and continue to seek partnerships with neighbouring OPP detachments and municipal police services to coordinate efforts in combatting crime.

To support Dufferin Detachment’s commitment to responding to domestic violence, new processes will be established to ensure the immediate and longer-term needs of intimate partner violence victims are met while indicating to offenders that society does not tolerate violence.

A focused local approach to bail enforcement will be established so that violations by offenders are mitigated and repeat offenders do not put our member’s and citizen’s safety at risk.

Education and outreach will continue to play a large role in our crime prevention strategies. Social and traditional media have been instrumental in communicating with the public. Our auxiliary officers will assist with this engagement by facilitating fraud prevention presentations aimed at vulnerable populations.

As local needs change so too will our priorities. We will continuously review our crime priorities both locally and provincially. With a well-trained detachment, we will always provide investigative excellence and be in position to pivot to adjust to new or evolving needs.

Commitment	Outcomes	Actions
<p>To address and prevent multi-jurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.</p>	<p>Reduce the number of crimes through prevention, proactive enforcement, and investigative excellence.</p>	<p>Intelligence-led policing through the use of confidential informants, Crime Stoppers, OPP Crime Analyst reports and crime bulletins.</p> <p>Engage in community outreach and crime prevention education activities including crime prevention presentations to vulnerable communities, partnerships with local businesses and financial institutions with an emphasis on Grandparent scams.</p> <p>Create partnerships and networks with neighbouring OPP detachments, specialized units, and police services.</p>

		<p>Ensure the Major Crime Unit and Community Street Crime Unit members are developed and trained.</p> <p>Promote succession planning and recruitment in these units by providing crime investigation training to uniform officers and making available temporary learning assignments.</p> <p>Utilizing directed vehicle, bicycle and foot patrol will increase uniform officer visibility.</p>
<p>Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.</p>	<p>Establish a formal Offender Management Apprehension Program process within the detachment including identifying a dedicated officer to coordinate resources, disseminate information and intelligence and provide training and guidance to uniform officers.</p>	<p>Ensure persons on release orders or bail within our community remain in compliance with their release conditions.</p> <p>Offenders wanted for criminal offences are consistently and safely located and arrested in a timely manner.</p>
<p>Address intimate partner violence.</p>	<p>Offences related to intimate partner violence are investigated thoroughly and reviewed regularly.</p> <p>Offenders are arrested and charged appropriately.</p> <p>Immediate and long-term needs of victims of intimate partner violence are met.</p>	<p>Establish a formal Intimate Partner Violence review process to review all occurrences related to intimate partner violence. The review process will ensure criminal offences have been identified if appropriate, relevant referrals to local support agencies have been made and ongoing communication with victims and witnesses is maintained throughout the court process.</p> <p>Collaborate with community agencies such as the Victim Witness Assistance Program, Sexual Assault Advisory Committee, Dufferin Victim's Services, Dufferin Caledon Family Services, local shelters, and youth services through participation on committees, assigning liaisons and streamlining communication to provide outreach and resources.</p>
<p>Reduce illicit drug activity.</p>	<p>Reduction in the number of illicit opioid overdoses.</p>	<p>Continued proactive enforcement by the detachment's Community Street Crime Unit (CSCU) in partnership with other specialized police units.</p>

	<p>Overall reduction in related crimes including property crimes, assaults, and robberies.</p>	<p>Train frontline officers in the recruitment and management of confidential informants.</p> <p>Delivery of the Safeguard Ontario Program presentation to victims of break and enters, providing tips to protect property, Lock it or Lose it campaigns and share information to help prevent theft from vehicle occurrences.</p>
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Roadways, Waterways and Trails

Description:

Traffic safety will continue to be a priority for Dufferin Detachment in 2023-2025. The County of Dufferin is a popular destination in all seasons. Additionally, Dufferin County is situated between the Greater Toronto Area and many destinations throughout southern Ontario.

Increasing the apprehension and prosecution of violators who engage in 'Big Four' driving behaviours will lead to safer communities. The 'Big Four' are: aggressive driving/speeding, lack of seatbelt use, distracted driving and impaired driving. Dufferin Detachment will continue to be a leader in the province with participation in targeted campaigns and initiatives. In addition to Mobility Safety ranking as a priority concern in the Community Safety and Violence Prevention area of focus, our statistics for number of impaired driving offences directly informs the measures in the Substance Use and Addiction priority area of focus in the Dufferin Community Safety and Well-Being Plan.

Increased safety in the community is also achieved when motor vehicle collisions are reduced. Analysis and targeted enforcement have resulted in a reduction in the number of motor vehicle collisions in the past and is expected to have the same result going forward.

Partnerships will lead to collaboration and cooperation to resolve situations that may result in unsafe driving behaviours such as speeding, disobeying signs and aggressive driving.

Our roadways are commonly traveled on by large commercial vehicles. Dufferin Detachment will continue to conduct commercial motor vehicle inspections and enforcement.

Finally, several of our officers are trained to conduct patrols on our many off-road trails using ATVs and snow machines. Rider safety on these trails is no less important than on our roadways. Regular patrols will be scheduled to ensure that off-road rules are enforced, and operators are safe.

Commitment	Outcomes	Actions
<p>To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.</p>	<p>Increased safety in the community by reducing the number of 'Big Four' driving behaviours, leading to safer roadways, waterways and trails.</p>	<p>Consistent analysis of traffic patterns, complaints and collisions to ensure officers are deployed in the right place, at the right time, with the right tools to have an impact on dangerous driving behaviours.</p> <p>Engagement with the public through proactive safety enforcement and educational activities including social media messaging, community bicycle rallies and RIDE programs on our trails and roadways.</p> <p>Partner with the Central Region Traffic Team to conduct commercial motor vehicle inspections and enforcement.</p>

		<p>Ensure officers are trained in the areas of drug and alcohol detection and enforcement, the use of speed measuring devices, and the inspections of commercial motor vehicles including the use of equipment such as portable weigh scales.</p> <p>Partner with community leaders to appropriately identify non-policing resolutions to traffic concerns including proper signalization, signage and speed limits.</p>
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Community Well-Being

Description:

Mental Health and Well-Being is a priority area of focus in the Dufferin Community Safety and Well-Being Plan; our commitments in this area directly contribute to the desired outcomes of the OPP Dufferin Detachment.

Community involvement, outreach and partnerships are critical in both understanding and meeting the policing needs of the community. As Dufferin Detachment, and the area it services grows, so too does the need for strong and effective programs and services that promote safe and secure communities and as a result, a better feeling of community well-being.

In the previous reporting period, Dufferin OPP formalized the Mobile Crisis Response Team (MCRT) partnership with Headwaters Health Care Centre, our community’s local hospital. During this period, the program will be enhanced with additional trained uniform officers to support the mental health nurses with engaging those experiencing mental health and addiction-related crisis.

Dufferin detachment is committed to working with our local schools and community partners to engage our youth and provide information on topics that affect them including drug and alcohol abuse, consent and sexual assault prevention, driver safety and internet safety.

Our detachment’s auxiliary members will continue to be present at the many community events hosted by the OPP’s Dufferin Detachment as well as our partners throughout the year. Additionally, they will continue to provide information and presentations to vulnerable communities about fraud prevention.

Commitment	Outcomes	Actions
<p>Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.</p>	<p>Reduce repeat contacts between police and persons in mental health crisis and/or those with substance abuse disorder.</p> <p>Improved outcomes for individuals in crisis.</p>	<p>Ensure adequate staffing of MCRT by training additional uniform general patrol officers on each platoon to ensure coverage.</p>
<p>Engage and educate youth, in partnership with local school boards and other community organizations.</p> <p>Increased OPP attendance at community events and festivals through the Auxiliary unit.</p>	<p>Increased awareness of the dangers of dangerous, illegal, and illicit substance use and abuse.</p> <p>Increased awareness of issues related to sexual violence and consent.</p> <p>Reduced instances of online victimization including internet luring, cyber-bullying, and harassment.</p> <p>Reduce risk to staff and students in the event of a real lockdown.</p>	<p>Conduct presentations jointly with school board subject specialist and other organizations such as the Sexual Assault Advisory Committee.</p> <p>Utilize both traditional and social media to communicate important messaging to targeted audience such as youth, marginalized groups and parents.</p> <p>Participate in mandatory school lockdown drills and provide feedback to reduce risk during active threats.</p>

	<p>Strengthen relationships with school administration staff members.</p> <p>Improved relationships with school staff and students.</p> <p>Positive interactions with a focus on safety.</p> <p>Increased visibility at community events.</p> <p>Form new partnerships and strengthen relationships with existing partners.</p>	<p>Attend school Bike Rodeo events to deliver safety presentations and liaise with students.</p> <p>Attend multiple community events, and festivals.</p> <p>Auxiliary members conduct presentations on topics such as break and enter prevention, theft prevention and a major focus on fraud prevention.</p>
<p>Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer’s or Autism by implementing Project Lifesaver.</p>	<p>Project Lifesaver is scheduled to launch in September 2023.</p>	<p>Secure Meals on Wheels to be the administrator for Project Lifesaver.</p> <p>Obtain funding from Orangeville Lion’s Club to purchase necessary equipment.</p> <p>Train members to become training officers as well as operators.</p> <p>Develop a marketing plan including information sessions, media releases, social media messaging and videos.</p> <p>Utilize media partners to assist with messaging on local radio stations and newscasts.</p>



2023-2025

DUFFERIN DETACHMENT ACTION PLAN

PROGRAMS & SERVICES

- Alcohol and Gaming Enforcement
- Asset Forfeiture
- Auxiliary Policing/Chaplaincy
- Aviation/Flight Operations
- Biker Enforcement
- Blood Stain Analysis
- Breath Analysis/Drug Recognition
- Canine Search, Rescue, Tracking and Detection
- Chemical, Biological, Radiological, Nuclear and Explosive Response
- Child Exploitation Investigation
- Civil Litigation File Coordination
- Civilian Data Entry
- Collision Reconstruction and Investigation
- Commercial Vehicles and Dangerous Goods
- Communications
- Community Policing
- Community Street Crime Units
- Complaint Investigation
- Computer-Aided Dispatch
- Contraband Tobacco
- Court Case Management
- Crime Analysis
- Crime Gun Analysis
- Crime Prevention and Community Safety
- Crime Stoppers
- Criminal Investigation Services and Major Case Management
- Crisis Negotiation
- Drug Enforcement
- Drug Evaluation and Classification
- DNA Coordination
- Emergency Management
- Emergency Response
- Explosives Disposal
- Federal Firearms Program Delivery
- Federal and Provincial Road Safety Countermeasures
- Forensic and Identification Services
- Fraud, Corruption, Economic/Financial Crime Investigation
- Hate Crimes/Extremism Investigation
- Illegal Gaming Investigation
- Incident Command
- Indigenous Policing
- Information Technology
- Intelligence
- Justice Officials and Dignitary Protection Services
- Marine, Motorized Snow and Off-road Vehicle and Motorcycle Patrol
- Media Relations
- Missing Persons and Unidentified Bodies
- Offender Transportation
- Ontario Sex Offender Registry
- Organized Crime Enforcement
- Physical Security Services
- Polygraph
- Provincial Anti-Terrorism
- Provincial Cybercrime Strategy
- Provincial Human Trafficking Strategy
- Provincial Operations Centre
- Public Order
- Remotely Piloted Aircraft Systems
- Repeat Offender Parole Enforcement
- RIDE (Reduce Impaired Driving Everywhere)
- Search and Rescue
- Security Assessments and Enquiries
- Surveillance - Electronic and Physical
- Tactical and Emergency Medical
- Tactics and Rescue
- Technological Crime/
Digital Evidence Forensics and Analysis
- Threat Assessment
- Traffic Safety
- Training
- Underwater Search and Recovery
- United Nations Policing Missions
- Urban Search and Rescue United Nations Policing Missions
- Video Forensics
- Violent Crime Linkage Analysis
- Victim Assistance, Support and Response
- Weapons Enforcement
- Witness Protection

The above list corresponds with the *Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards, O. Reg. 3/99)*. The list further provides an overview of various OPP programs and services but should not be considered complete.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online at your convenience without attending a detachment or waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property
- Mischief/damage to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft From vehicle
- Theft

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire, or medical emergencies only.

Every time an accidental or hang-up 9-1-1 call is received, OPP officers are dispatched.

You may be taking police officers away from a real emergency.

#KnowWhenToCall

If you've dialed in error, stay on the line and speak with the communicator. This will eliminate the need for the emergency operator to call back. As per OPP policy, officers will still be dispatched to ensure you are safe.

ACTION PLAN

2023-2025

DUFFERIN DETACHMENT

506312 Highway 89
Mono, ON
L9V 1H9

Tel: 519-925-3838
Fax: 519-925-6462



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Orangeville OPP Detachment Board (the “Board”) Board Governance Memorandum

Effective April 1, 2024

Effective April 1, 2024 the *Police Services Act* R.S.O. 1990, chapter P.15 and related regulations (the “PSA”) were replaced by the *Community Safety and Policing Act, 2019* and related regulations (the “CSPA”)

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. Whenever reference is made to “Commissioner” the term is intended to mean the Commissioner of the OPP appointed under CSPA ss.56(1).

1. APPLICATION

General Overview

Part I of the CSPA (s.1) is a declaration of principles which provides that policing shall be provided throughout Ontario in accordance with the following principles:

- The need to ensure the safety and security of all persons and property in Ontario, including on First Nation reserves.
- The importance of safeguarding the fundamental rights and freedoms guaranteed by the *Canadian Charter of Rights and Freedoms* and the *Human Rights Code*.
- The need for co-operation between policing providers and the communities they serve.
- The importance of respect for victims of crime and understanding of their needs.
- The need for sensitivity to the pluralistic, multiracial and multicultural character of Ontario society.
- The need to be responsive to the unique histories and cultures of First Nation, Inuit and Métis communities.
- The need to ensure that police services and police service boards are representative of the communities they serve.
- The need to ensure that all parts of Ontario, including First Nation reserves, receive equitable levels of policing.

CSPA Part II deals with the Minister’s duties and powers and Part III describes the responsibilities for the provision of adequate and effective policing in Ontario.

CSPA Parts IV and V provide for the establishment of municipal police service boards (Part IV) and for OPP detachment boards (Part V) depending upon the type of police service a municipality establishes (municipal or OPP) to provide community police services. There are four types of policing boards which may be established under the CSPA in conjunction with a police service:

- Municipal boards constituted by a municipality under CSPA s.22, s.23, s.24 or s.25;
- First Nation boards constituted under CSPA s.32;
- First Nation OPP boards constituted under CSPA s.77; and
- OPP Detachment boards constituted under CSPA s.67.

For purposes of the CSPA, Part IV municipal boards and First Nation boards are collectively defined as “police service boards”. The Board is an “OPP detachment board” **NOT** a “police service board”. As such, the Board has oversight responsibilities under Part V (s.67) of the CSPA which relate to the provision of police services to the Town of Orangeville by the Dufferin County Detachment of the OPP.

Provision of Common Application

When reading the CSPA and regulations, and when developing and implementing Board policies and governance protocols, it is very important to remember that CSPA references to “police service boards” may, but do not automatically, include OPP detachment boards.

The CSPA has many provisions that are specific to the governance of certain types of boards. There are also a number of provisions that apply to more than one type of board, either by directly referencing such boards or through a provision of common application. For example, CSPA ss.67(6) provides that the following CSPA provisions, which refer expressly to “police service boards”, apply as well to Part V OPP detachment boards, with necessary modifications, as if they were, in fact, Part IV police service boards:

- s.33 (Appointment).
- ss.35(1) to (5) (Oath, training and conduct).
- s.36 (Election of chair).
- s.42 (Delegation).
- s.43 (Meetings).
- s.44 (When meetings may be closed to public).
- s.45 (Evidence of by-laws).
- s.46 (Rules and procedures).
- s.48 (Protection from personal liability).
- s.49 (Police service board may contract, sue and be sued).

These provisions of common application are reflected in this Memorandum by subject matter and are also reflected in the attached Board By-Laws and Policies.

Adequate and Effective Policing

Under Part III of the CSPA (see s.10 - s.21) “police service boards” and the OPP (Commissioner) are required to ensure that “**adequate and effective policing**” is provided in the area for which they have respective policing responsibility in accordance with, and having regard to, the needs and diversity of the population in that area (CSPA s.10(1)).¹

Under CSPA s.11 “**adequate and effective policing**” means (with certain exclusions per ss.11(2)), all of the following functions provided in accordance with the standards² set out in the regulations, including the standards with respect to the avoidance of conflicts of interest, and with the requirements of the *Canadian Charter of Rights and Freedoms* and the *Human Rights Code*:

- Crime prevention.
- Law enforcement.
- Maintaining the public peace.
- Emergency response.
- Assistance to victims of crime.
- Any other prescribed policing functions.

This Memorandum is intended to provide an overview of Board governance requirements and resources to facilitate Board compliance with its roles and obligations as an OPP detachment board. To the extent anything contained in this Memorandum (including attachments) conflicts with the provisions of the CSPA and its regulations, the CSPA/regulations shall govern.

¹ These CSPA sections include provisions that support the delivery of policing through alternative, special and additional services generally, as well as in temporary and emergency circumstances.

² NOTE: These are minimum standards, “police service boards” or the Commissioner may provide policing or other services that exceed the standards for adequate and effective policing, including providing enforcement of by-laws.

2. ROLE OF THE LIEUTENANT GOVERNOR IN COUNCIL

Under the CSPA the Lieutenant Governor in Council has regulation-making powers (s.261) and related public consultation responsibilities (s. 262) and other responsibilities in a number of areas, including s.16 (designating “special areas” for the provision of policing in certain circumstances), receiving Ministerial recommendations on Board appointments (e.g., s.33); appointing a Commissioner of the OPP and one or more deputy Commissioners (s.56); authorizing commissions under the great seal (s.101.1); appointing the Inspector General of Policing (s.102); remove or suspend or direct compliance relating to Commissioner/Board member compliance following an inspection report (s.123 – 129); appointment/remuneration of complaints director under CSPA Part VIII; approval of Ministerial disciplinary measures imposed on the Commissioner or the appointment of an adjudicator to hold a hearing regarding the demotion or termination of the Commissioner or deputy Commissioner under CSPA Part XII.

O. Reg. 399/23 sets out a number of general matters under the authority of the Lieutenant Governor in Council. Several provisions apply to an OPP police service. For example, police ranks that may be established by the OPP (s.5).

3. ROLE OF THE OPP COMMISSIONER AND THE MINISTER UNDER CSPA PART V

OPP Commissioner and Deputy Commissioners

The Commissioner may, in accordance with any diversity plan, policy or directive that is applicable to the public service of Ontario, appoint members of the OPP as police officers.

Commissioner’s Duties

Under CSPA s.57 the Commissioner must:

- provide adequate and effective policing in their area of policing responsibility per CSPA s.10;
- perform duties under the CSPA/other Act re the employment of OPP members in accordance with any diversity plan/policy/directive applicable to the Ontario public service;
- maintain highway traffic patrols;
- maintain investigative services to assist other police services as per Minister policies; and
- perform such other assigned and prescribed duties.

Commissioner’s Annual Report

CSPA s.58 requires the Commissioner to file with the Minister, on or before June 30th in each year, an annual report that addresses at least the following matters:

- the implementation of the Minister’s Strategic Plan (CSPA s.61) and the achievement of the performance objectives identified in the Strategic Plan;
- the affairs of the OPP; and
- any other prescribed matters.

The Minister must publish the Commissioner’s Annual Report on the internet.

A copy of the Commissioner’s Annual Report is included in **Schedule B**

Minister

Minister’s OPP duties

CSPA s.59 requires the Minister to:

- monitor the Commissioner’s performance;
- review of the Commissioner’s performance at least annually as per any regulations;
- monitor the Commissioner’s handling of discipline within the OPP;
- ensure that any OPP police facilities/lock-ups comply with any prescribed standards; and
- perform other assigned/prescribed duties.

Minister's Policies (Policy D3(p))

With certain exceptions³ CSPA ss.60(1) requires the Minister to establish (and publish on the internet) policies respecting:

- adequate and effective policing⁴ provided by the Commissioner based on community needs;
- disclosure by the Commissioner of personal information about individuals;
- investigative services that the Commissioner must provide to other police services;
- OPP discipline matters;
- the indemnification of members of the OPP for legal costs;⁵ and
- any other OPP-related matters or the provision of policing or prescribed matters (CSPA s.60(1)(f))
 - e.g.,:
 - ss.24(1) O. Reg. 392/23 (See Board Policy D3(n))
 - policy on the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends - to be published annually on the internet.(ss.24(2)); and
 - s.24 O. Reg. 395/23
 - policy on the conduct of investigations.

Minister's Four Year Strategic Plan (Policy D3(p))

CSPA s.61 requires the Minister to prepare and adopt a Strategic Plan every four years for the provision of policing by the Commissioner. The Strategic Plan must comply with any regulations and must address at least the following matters:

- how the Commissioner will ensure the provision of adequate and effective policing based on the needs of the policed community;
- the objectives, priorities and core functions of the OPP;
- quantitative and qualitative performance objectives and indicators of outcomes relating to:⁶
 - the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - community satisfaction with the policing provided;
 - emergency calls for service;
 - violent crime and clearance rates for violent crime;
 - property crime and clearance rates for property crime;
 - youth crime and clearance rates for youth crime;
 - police assistance to victims of crime and re-victimization rates;
 - interactions with persons described below;
 - road safety; and
 - any other prescribed matters.
- interactions with:
 - youths;
 - members of racialized groups; and
 - members of First Nation, Inuit and Métis communities;
- interactions with persons who appear to have a mental illness or a neurodevelopmental disability;
- information technology;
- resource planning;
- police facilities; and
- any other prescribed matters.

The Minister must publish the Strategic Plan on the internet.

The current Strategic Plan is included in **Schedule B**

³ CSPA ss.60(5) and (6)

⁴ CSPA s.11

⁵ subject to the regulations, and unless such indemnification is provided for by an agreement made under the *Ontario Provincial Police Collective Bargaining Act, 2006*,

⁶ These and the "interactions" bullets are identical to the local Action Plan requirements under CSPA s.70

Minister Directions to Commissioner

Under CSPA s.62 the Minister may give directions to the Commissioner, **but cannot** direct the Commissioner:

- with respect to:
 - specific investigations;
 - the conduct of specific operations;
 - the discipline of specific police officers;
 - the day-to-day operation of the OPP;
 - other prescribed matters; or
- to do anything that would:
 - contravene the CSPA or regulations, or any other Act or regulation;
 - require an OPP member to do something, or refrain from doing something, that would be inconsistent with their CSPA duties; or
 - prohibit an OPP member from attempting to collect information for the purpose of investigating an offence or assisting with the prosecution of an offence; or
- to provide personal information if other information will serve the purpose for which the information is to be used or otherwise to provide more personal information than is reasonably necessary to meet the purpose for which the information is to be used; or
- direct members of the OPP other than the Commissioner.

Under CSPA ss.62(3.1) the above restrictions do not prevent the Minister from issuing directions that may affect OPP operations. The Commissioner may decline to provide the information described in s.62 if authorized to do so by the regulations. The Minister must publish any directions given to the Commissioner on the internet.

4. BOARD GOVERNANCE

Background and Introduction

Effective October 1, 2020, the Board transitioned from a local police services board operating under PSA s.31 to an OPP 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 an October 1, 2020 Agreement (term October 1, 2020 - December 30, 2023) for the Provision of Police Services under PSA s.4, 5 and 10 between the Ministry and the Town (the "OPP Agreement"). This OPP Agreement was replaced by an amended agreement effective December 30, 2023 - April 1, 2024 (the "Amended OPP Agreement"). The CSPA governs the OPP policing arrangements in place for Orangeville thereafter.

Under Part V, CSPA ss.67(1) there must be one or more OPP detachment boards in accordance with the regulations, for each OPP detachment that provides policing in a municipality or in a First Nation reserve.

Opting Out

Under s.2 of O. Reg. 135/24 the Aurora OPP Detachment and the Caledon OPP Detachment are exempt from the requirement in CSPA ss.67(1) to have an OPP detachment board.

Governance Principles

OPP detachment boards need to focus on three main tasks to effect compliance with their role and CSPA requirements:

- Understand the broad overview of the CSPA;
- Develop and approve a written CSPA-compliant board governance framework which includes bylaws and policies (Orangeville has done this); and
- Operationalize the governance framework through effective tools like governance service standards (Orangeville has done this) - posted on the Board's website.

The following six principles should be used to guide the Board in connection with these tasks:

1. CSPA compliance is not optional - minimum required from boards is full CSPA compliance in the discharge of the public trust;
2. There are a number of ways to achieve full compliance in terms of developing a process of decision-making by a board and its committees;

3. This “process” needs to be codified in a CSPA compliant written governance framework based on best practices, which includes by-laws, policies and protocols the board must follow;
4. Board’s governance framework must be operationalized and followed month to month to ensue ongoing and consistent CSPA compliance in the current year and year-over-year (suggest adoption of service standards);
5. Board’s governance framework is an essential reference, training and orientation tool which must be periodically reviewed and kept current; and
6. Board should be guided by best practices and the pursuit of excellence in discharging its duties under s.67-70 and elsewhere – your community deserves more than the minimum.

Is the Board a “Local Board”

Under a number of statutes, including the Municipal Act (relevant to by-law making authority), the Municipal Conflict of Interest Act (relevant to conflicts of interest) and the Municipal Elections Act/Municipal Affairs Act (relevant to political activity in municipal elections), it is important to determine whether an OPP detachment board is a “local board” as defined in these Acts.

The local board definitions vary, but are similar. Sometimes the question must be answered because sections of the Act require local board compliance with the Act’s requirements (e.g. the Municipal Conflict of Interest Act). In other cases, (e.g., the Municipal Act) the question is important to determine whether an OPP detachment board is excluded as a local board under ss.10(6) from the municipality’s authority to make by-laws under ss.10(2)1. with respect to the “governance structure of the municipality and its local boards”. This exception should apply equally to police service boards and OPP detachment boards from and after April 1, 2024 (just as it did under the PSA) to ensure policing board governance independence from their municipalities.

Was this post-April 1st omission of OPP detachment boards from the definitions of local board intentional or inadvertent? If intentional, what would be the policy reason for exclusion? Alternatively, if intentional was the omission based on an interpretation of the local board definitions that satisfied the government the express reference to OPP detachment boards in the definition was not necessary because it is otherwise included in the definitions general wording?

Prior to the CSPA all policing boards under the PSA qualified as local boards for purposes of these Acts and their exceptions.

To illustrate the issue using the Municipal Conflict of Interest Act, under the Act a “local board” is defined as follows:

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police service board⁷, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a long-term care home, *or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof*, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board;

Underlining and italics added

It is arguable that OPP detachment boards may not come within this definition from and after April 1, 2024 since they are not “police service boards” as defined under the CSPA. Prior to April 1, 2024 the PSA included both s.10 (OPP) and s.31 boards in the term “police service board” and therefore both were clearly “local boards” under the Act. Was this exclusion of OPP detachment boards from the local board definition intentional? Is it arguable that OPP detachment boards are still included in the definition by virtue of the words “*or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including*”

⁷ Prior to April 1, 2024 this read “police services board” as per the PSA definition.

school purposes, of one or more municipalities or parts thereof"? Some case law suggests otherwise.⁸ This requires clarification from the Ministry.

Board By-Laws and Policies

The Board's governance and procedural protocols described in this Memorandum are reflected in its by-laws and policies which must be compliant with all CSPA requirements. Pursuant to CSPA s.45, Board by-laws signed by a Board member, or a certified copy thereof, are admissible in evidence without proof of the signature or authority of the person signing.

Board Composition

Under CSPA ss.67(2) the composition of an OPP detachment board is determined by regulations. Under O. Reg 135/24 the number of OPP policing boards within Dufferin County was reduced from eight to four (one of which is the Board). Under O. Reg. 135/24 the composition of the Board is as follows:

- two appointed by Orangeville Town Council ("Council") from members of Council;
- three appointed by Council from members of the community who are neither members of Council nor employees of the municipality; and
- one provincial appointee appointed by the Minister.

Board Appointments

Under CSPA s.33, in appointing or reappointing Board members the "appointing person or body" must consider,

- the need to ensure that the Board composition reflects the diversity of the community;
- the need for the Board to have members with the prescribed competencies;
- any applicable diversity plan; and
- the results of a potential appointee's police record check.⁹

However, under CSPA ss.33(4)-(7) certain persons are not eligible for appointment;¹⁰

- a judge or justice of the peace;
- a member of a police service, a special constable or a First Nation Officer;
- any person who practises criminal law as a defence counsel or as a prosecutor;
- a director, officer or employee of a prescribed policing provider;
- any other prescribed persons; and
- a former member of a police service.¹¹

A Board member must vacate their seat if they become ineligible to be on the Board and if a Board seat becomes vacant, the Board must notify the person or body responsible for appointing a replacement. Under CSPA ss.33(3) the power to appoint a member of the Board includes the power to revoke the appointment and to appoint a replacement.

Board appointments by Council under CSPA s.33 and s.67 are governed by the Town's Committee Policy ([attach/hyperlink](#)).

Term of Office and Board Remuneration

Under CSPA ss.67(3), the term of office and remuneration for a Board member is determined under the regulations as follows:

⁸ *Ontario Ombudsman v. Hamilton (City)*, 2018 ONCA 502 (CanLII); *County of Lambton Community Development Corporation v Municipal Property Assessment Corporation et al.*, 2023 ONSC 3434 (CanLII).

⁹ prepared within the 12 months prior to appointment.

¹⁰ Note: under CSPA ss.33(9), the above eligibility restrictions do not prevent a person who was a member of the Board immediately before April 1, 2024 from serving the remainder of their term.

¹¹ Unless the Board no longer maintains a police service that the person was a member of and at least one year has passed since the person ceased to be a member of any police service.

Term of Office (O. Reg. 135/24)

Council Appointees

Under O. Reg. 135/24 ss.6(1) the term of office for a Council appointed Board member is to be set out by Council in the member's appointment - not to exceed Council's term of office, but under ss.6(3) shall sit until the earlier of:

- (a) six months after the expiry of their term of office; or
- (b) the day the member's successor is appointed by Council.

Provincial Appointees

Under ss.6(4) the term of office for a Board member who is appointed by the Minister is to be set out by the Minister in the member's appointment.

[Query - ss.6(5) If the position of a member of an O.P.P. detachment board who is appointed by a municipality or First Nation becomes vacant, the Minister shall notify the council of the municipality or band council.]

Regular Board Remuneration (O. Reg 135/24)

The Town is responsible to set the amount of and pay all Board member remuneration regardless of the member's appointing body.

Special Board Remuneration (Policy D3(i))

In addition to the regular remuneration paid to Board members by the Town as determined above, Policy D3(i) sets out the amount and process applicable to the approval and payment of special remuneration and expenses to Board members and staff for special meetings and assigned work/special projects.

Oath/Affirmation and Training

Oath/Affirmation of Office

CSPA ss.35(1) requires Board members to take an oath or affirmation of office in the prescribed form at the time of their appointment.

O. Reg. 416/23 prescribes the following oath or affirmation of office for the members of police service boards, OPP detachment boards and First Nation OPP boards:

"I solemnly swear (*affirm*) that I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as a member of the (*insert name of police service board, OPP detachment board, or First Nation OPP board as applicable*) faithfully, impartially and according to the *Community Safety and Policing Act, 2019*, any other Act, and any regulation, rule or by-law.

So help me God. (*Omit this line in an affirmation.*)"

Board/Committee Training (Policy D3(e))

Training General

In addition to the mandatory training/educational requirements described below, the Board's good governance responsibilities include the Board playing an active role in education and orientation for new members as well as ongoing supplemental training offered by the OAPSB and other sources.

Mandatory Training

Regulations

The Minister's duties and powers under CSPA s.3, ss.35(2) and ss.261(2) include the duty/power to develop, promote and provide education and training to enhance the professional provision of policing and assist members of policing boards in performing their duties and to make related regulations.

CSPA Required Training

Under CSPA ss.35(2) all Board and Committee members are required to successfully complete Minister-approved training:

1. on the board/Committee member roles/responsibilities;
2. on human rights and systemic racism;

3. that promotes recognition of and respect for:
 - o the diverse, multiracial and multicultural character of Ontario society; and
 - o the rights and cultures of First Nation, Inuit and Métis Peoples;

and any other prescribed training.

Consequences if Required Training Incomplete

If required training is not completed, CSPA ss.35(3) and (4) provide that a Board/Committee member shall not, following any period prescribed by the Minister, exercise their powers or perform their duties (or continue to do so) until training is successfully completed. Under CSPA ss.35(5) the regulations made by the Minister may provide a similar result with respect to “specified” training.

Election of Board Chair

CSPA s.36 requires Board members to elect a chair at the Board’s first meeting in each year. The Board may also elect a vice-chair at that time to act as the chair if the chair is absent or if the chair’s position becomes vacant.

Delegation of Board Powers

Under CSPA s.42 the Board may, by by-law, delegate any of the Board’s CSPA powers to a Board Committee. Any Board powers prescribed for purposes of s.42 may be delegated to a Board employee who is not a member of the OPP police service or to the DC.

Board Committees

Under CSPA ss.42(2) Board by-laws may govern the name, powers, duties, quorums appointments and composition of Committees, provided the Committee is composed of at least two members of the Board and any number of additional members¹², as long as a majority of the Committee is composed of Board members.

Board Meetings

Open Meetings

CSPA ss.44(1) requires that before holding a meeting, the Board must consider whether to close the meeting or part of the meeting to the public, based on the closed meeting subject matter list (below).¹³ All open Board meetings shall open with a reading of the current Land Acknowledgement approved under Council’s Land Acknowledgement Guidelines.

CSPA s.43 requires the Board to hold at least four meetings each year and provides that:

- a majority of Board members constitutes a quorum;
- unless closed under s.44, meetings must be open to the public.;
- meeting minutes must be taken whether the meeting is open or closed;
- subject to prescribed requirements, open meeting notices must be posted on the internet at least seven days before the meeting, except in extraordinary circumstances and must include the proposed meeting agenda and either the public meeting minutes of the most recent open Board meeting or instructions on how the public may access such minutes.

Closed Meetings

Board Pre-Meeting Consideration - See above

If all or part of a meeting is closed a resolution must pass stating that the meeting is wholly or partially closed to deal with one or more of the subjects listed in CSPA ss.42(2)/(3)/(6) and in the case of a closed training/education meeting under ss.44(6) express reference should be made to the general nature of its subject-matter and that it is to be closed under that subsection.

Closed Meeting Subject Matter

¹² CSPA ss.42(5) provides that an individual is not eligible to be an additional member of a Committee if they would not be eligible to be a member of the Board.

¹³ CSPA ss.44(2) and (3))

- CSPA ss.44(2) – one or more of:
 - the security of the Board property;
 - personal matters about an identifiable individual, including members of the OPP police service or any Board employee;
 - a proposed or pending acquisition or disposition of land by the Board;
 - personnel or employee matters;
 - litigation or potential litigation affecting the Board, including matters before administrative tribunals;
 - advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;
 - information explicitly supplied in confidence to the Board by Canada, a province or territory or a Crown agency of any of them, a municipality or a First Nation;
 - a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - a trade secret or scientific, technical, commercial or financial information that belongs to the Board and has monetary value or potential monetary value;
 - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board;
 - information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”) would authorize a refusal to disclose if it were contained in a record;
 - an ongoing investigation respecting the Board; or
- MFIPPA under CSPA ss.44(3) - subject matter to be considered is a MFIPPA request;
- Educational or Training Sessions under CSPA ss.44(6) - purpose is Board/Committee educating or training and at the meeting and the agenda does not include other open items which would, if considered, materially advances the business or decision-making of the Board/Committee on that matter.

Closed Meeting Confidentiality

Under CSPA ss.44(4) and (5), unless disclosure is authorized by resolution, the Board/Committee members must keep any matter considered in a closed meeting confidential, including by keeping confidential any information obtained for the purpose of considering the confidential matter, except:

- to comply with an inspector exercising their powers or duties under the CSPA;
- as required in connection with the administration of the CSPA, the *Special Investigations Unit Act, 2019* or regulations; or
- as may be required for a law enforcement purpose or as otherwise required by law.

Meeting Service Standards (Policy D3(j))

This Policy provides guidelines to ensure, as a matter of governance best practices and CSPA compliance, the consistent and timely completion of the steps necessary to prepare for closed and open Board meetings, circulate meeting materials and carry out post-meeting tasks and follow up. These service standards are guidelines to be used by the Executive Assistant and the Board to develop actual task deadline dates each month (based on schedules, weekends and other considerations) in a format substantially similar to the example monthly service standards deadlines attached as Appendix “A” to the Policy.

Board Rules and Procedures (Board By-Law 001-2024)

CSPA s.46 requires the Board to establish its own rules and procedures in performing its duties under the CSPA and the regulations, subject to any regulations made by the Minister. Part III of the *Legislation Act, 2006* does not apply to such rules and procedures.

Board Executive Assistant (Policy D3(k))

The Board's Executive Assistant plays a key role in Board organization, governance and compliance. This Policy provides hiring guidelines, job description and a sample contract for consideration by the Board in relation to hiring and performance reviews.

Protection from Personal Liability - CSPA s.48

– see under Liability below

Board May Contract, Sue and be Sued CSPA s.49

– see under Liability below

Political Activity (Board Policy D3(b))

Municipal Elections Act (the “MEA”)

Section 88.18 of the MEA provides that, before May 1st in the year of a regular election, a “local board” shall establish rules and procedures with respect to the use of board resources during the election campaign period. Local board is defined as a local board defined in the *Municipal Affairs Act* which in turn defines local board to mean:

“...a school board, municipal service board, transportation commission, public library board, board of health, police service board, planning board, or any other board, commission, Committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof;”

While the Board is not a “police service board” as defined under the CSPA and is arguably not otherwise included in the above definition of “local board”, under Policy D3(b) the Board has decided to voluntarily comply with the provisions of s.88.18 as a matter of good governance.

CSPA

Police Service Members

Under CSPA s.86 no police officer who is a member of a police service maintained by a police service board shall engage in political activity, except as permitted by the regulations. This section, on its face, applies to Non-OPP police service members and in any event, does not apply to any type of board members.

The political activity of Non-OPP police services is dealt with under O. Reg. 402/23 (Part II - s.3-s.11). The political activity of OPP police services is dealt with under O. Reg. 402/23 (Part III - s.12) as follows:

“12. No member of the Ontario Provincial Police shall contravene or fail to comply with any provision in Part V (Political Activity) of the *Public Service of Ontario Act, 2006*.”

Board Members

The above CSPA provisions do not expressly require OPP detachment boards or police service boards to comply with Part V of the PSAO, however, the application of the PSAO requires further consideration to confirm inapplicability to the Board.

PSAO

Part V of the PSAO sets out the rules and restrictions for engaging in political activity applicable to “public servants”, defined in ss.2(2) of the PSAO as:

- “1. Every person employed under Part III.
2. The Secretary of the Cabinet.
3. Every deputy minister.
4. Every employee of a public body.
5. Every person appointed by the Lieutenant Governor in Council, the Lieutenant Governor, or a minister to a public body.” *underlining added*

Items 1-3 above are not applicable. With respect to items 4 and 5, a “public body” is defined in clause 8(1.1)(aa) of the PSAO as entities prescribed as public bodies by the regulations under the PSAO (see O. Reg. 146/10)). These regulations do not prescribe police services boards or OPP detachment boards as public bodies and therefore PSAO rules and restrictions applicable to political activity do not apply to such boards. . As a result, Board members and staff are not “public servants” and are therefore not subject to PSAO election rules and procedures.

Conclusions Relating to Political Activity

The Board has decided to voluntarily comply with the municipal elections requirements of the MEA and therefore Policy D3(b) establishes rules and procedures with respect to the use of Board resources during a municipal election campaign period. While not subject to the political activity requirements of the CSPA and the PSAO, the Board has determined that it is desirable to also include in Policy D3(b) requirements to cover the political activity of Board members/staff political activity more generally having regard to the member conduct rules in the Code of Conduct (O. Reg. 409/23) (the “Code”) using certain provisions of the PSAO as a guideline.

Conflict of Interest (Policy D3(d))

CSPA ss.11(1) requires that adequate and effective policing for which the Commissioner is responsible (not the Board per CSPA s.10) be delivered in accordance with a prescribed standard with respect to the avoidance of conflicts of interest monitored by the Inspector General.

This prescribed standard is contained in O. Reg. 401/23¹⁴ and applies to members of a “police service” (i.e., including an OPP detachment), but does not directly apply to Board members other than through the regulation’s definition of “potential institutional conflict”. This definition defines a situation in which a member of a municipal or OPP police service must take action or make a decision in relation to criminal conduct alleged/reasonably suspected to have been committed by, or against, a list of people which includes Board members.

The conflict of interest requirements applicable to the conduct of OPP detachment boards are set out in the Code of Conduct regulation (O. Reg. 409/23) (see below).

Under ss.12(1) of O. Reg. 401/23 the avoidance of actual institutional conflicts and personal conflicts in the provision of policing functions is prescribed for the purposes of clauses 38 (1) (g) and 60(1)(f) of the CSPA which means the Minister must prescribe any conflict of interest policy that would be applicable to the conduct of OPP detachment board members specifically apart from the conflicts provisions in the Code of Conduct regulation. To date, there are none.

Note also that to the extent the Board is a “local board” as defined in the Municipal Conflict of Interest Act (“MCIA”), the MCIA applies to the Board. Through Policy D3(d) the Board has voluntarily assumed this is the case as a matter of good governance.

Code of Conduct (Policy D3(c))

CSPA ss.67(4) provides that every Board member shall comply with the prescribed Code of Conduct. This prescribed Code of Conduct is contained in O. Reg. 409/23¹⁵ which includes conflict of interest requirements applicable to the conduct of OPP detachment boards (s.17-22).

Pursuant to its policy-making authority under CSPA s.69, the Board has included these (and other conflicts requirements in Policy D3(c).

OPP Police Service Member and Board Member Liability

OPP Police Service Member Liability

Under CSPA ss.63(1) the Ontario Crown is liable for the acts or omissions of OPP police service members committed in the course of their employment.

Indemnification

Under CSPA ss.63(2) the Minister of Finance may indemnify a member of the OPP police service for reasonable legal costs incurred,

- in the defence of a civil proceeding, if the member is not found to be liable;

¹⁴ Under the previous legislation (the *Police Services Act*) there was no stand-alone conflict of interest standard for delivering policing functions.

¹⁵ CSPA regulations prescribe a number of separate codes of conduct for different police services and boards. O. Reg. 409/23 is the Code applicable to OPP detachment boards.

- in the defence of a criminal prosecution, if the member is found not guilty; or
- in respect of any other proceeding in which the member's manner of execution of their police duties was an issue, if the member is found to have acted in good faith.

Indemnification may be provided in a collective agreement, except for the legal costs of a member who is found guilty of a criminal offence and, if the agreement provides for such an indemnification, CSPA s.63(2) does not apply. Rather, the Minister of Finance shall indemnify members in accordance with the agreement.

Board and Board Member Liability

Board

CSPA ss.67(5) provides that the Board is not liable for the acts or omissions of members of the OPP police service committed in the course of their employment. The Board is, however, liable for the acts/omissions of its members (CSPA ss.48(2) below).

Board Member and the Board

Under CSPA ss.48(1) no action or other proceeding can be instituted against a Board member for any act done in good faith in the execution, or intended execution, of any duty imposed or power conferred by the CSPA, the regulations or the Board's by-laws, or for any alleged omission in the execution in good faith of that duty or power.

However, the Board itself is not relieved of liability for such acts or omissions. Rather, under ss.48(2) the Board is liable as if ss.48(1) had not been enacted and as if the impugned member were a Board employee.

Board Member Capacity to Contract, Sue and be Sued

Under CSPA s.49 the Board may contract, sue and be sued in its own name, however, Board members are not personally liable for the Board's contracts.

Board Insurance

The Board has been advised that because it is no longer a "local board" under the Municipal Act effective April 1, 2024, Orangeville's municipal insurer considers Board insurance coverage "beyond its risk appetite". The following is a summary prepared by the Board Vice-Chair.

It appears that insurers are just not interested in taking on the potential open-ended risk of insuring potential board liability (for breach of contract damages, privacy issues etc. arising out of board decisions). Boards have no assets, so insurance may be the only source of funds for an otherwise judgment-proof entity like a board. Insurers are also concerned about arguments that the Ministry, if added to litigation as a party, may seek to claim back any of its assigned liability onto a board insurance policy...a bit of a conflation, but potentially possible.

To be clear the insurance issue relates to board insurance not board member insurance. Board members are clearly protected against liability claims under CSPA s.48(1) as long as no bad faith is found. The concern for members may be that the board "entity veil" created under s.48 could be somehow pierced in a claim against the board as a whole to hold individual members liable as the deeper pockets. Unlikely, but possible?

There is also the issue of whether (like municipal-appointed council members to the board who are (and remain) covered under a municipality's insurance as council members) municipal-appointed community members would also be covered. If so, this would go a long way to eliminating any residual concerns these municipal-appointed board members may have about serving on a board that has no direct insurance coverage. Insurers are investigating this point. Of course, this would exclude provincial appointees to a board, but they are a more direct responsibility of the Ministry and may remain an unresolved issue unless the Ministry takes steps.

This is a curious case of the Ministry and insurance industry needing to communicate. While one may correctly say that the risk to board members is low, we all know how innovative lawyers are in bringing claims. I think to the extent this situation was created by a Ministry policy decision, it may need review, or at least disclosure. If the Ministry's position truly is that OPP detachment board insurance is a matter between boards and their municipal councils, there needs to be recognition of the impact of boards having no insurance and how that plays out under the CSPA across the province.

Role of the Board and Duties of DC

Role of the Board

CSPA ss.68(1) sets out the role of the Board as follows:

- consult with the Commissioner regarding, and otherwise participate in, the selection of the DC and otherwise participate, in accordance with regulations;

- in consultation with the DC, determine objectives and priorities for the detachment, not inconsistent with the Strategic Plan;
- advise the DC with respect to policing provided by the detachment;
- monitor the performance of the DC (**see Policy D3(l)**);
- review the reports from the DC regarding policing provided by the detachment; and
- on or before June 30 in each year, provide an annual report to the municipality regarding the policing provided by the detachment in the municipality (**see Policy D3(r)**).

Under CSPA ss.68(4) and (5) in exercising its functions, the Board must consider the most recent Dufferin County Community Safety and Well-Being Plan adopted by the Dufferin County Council. In addition, the Board must comply with any prescribed standards with respect to the exercise of its powers and the performance of its duties under the CSPA.

Board Annual Report

This report required under CSPA ss.68(1)(f) is composed of two main parts:

- Part 1 - an operation portion prepared by the DC which is issued in the form of the latest Local Action Plan prepared by the DC in consultation with the Board or (in years 2, 3 and 4 of the Local Action Plan) an annual Progress Report on the latest Local Action Plan (**see below and Policy D3(p) and Policy D3(r)**); and
- Part 2 - any local initiatives that the Board has added in consultation with the DC, including, for example, budgeting and community engagement activities of the Board and any additional information Town Council would like to see in the report.

To the extent the latest Local Action Plan/Progress Report is not available from the DC by June 30th in any year, the Board should, nevertheless, prepare and submit a partial Annual Report to Town Council containing Part 2 information, together with an explanation for the partial Report and an undertaking to forward the missing Part 1 when received by the Board in final form from the DC.

Local Policies of the Board Policies D3(a) – (w)

CSPA ss.69(1) and (2) provide that the Board may, after consultation with the DC, establish local policies with respect to policing in the community. Under ss.69(2) these local policies:

- must not be inconsistent with;
 - the Strategic Plan prepared by the Minister under CSPA s.61;
 - any policies established by the Minister under CSPA s.60;
 - any procedures established by the Commissioner, or
 - the local Action Plan prepared by the DC under CSPA s.70;
- must not relate to specific investigations, the conduct of specific operations, the management or discipline of specific police officers or other prescribed matters;
- must not require a member of the OPP to do something, or refrain from doing something, inconsistent with his or her duties under the CSPA or the regulations;
- must not prohibit a member of the OPP from attempting to collect information for the purpose of investigating an offence or assisting with the prosecution of an offence;
- must not require a member of the OPP to provide any policing that is not required as a component of adequate and effective policing; and
- must comply with any prescribed requirements.

CSPA ss.69(3) requires the DC to ensure, subject to non-compliance below, that the detachment provides policing in accordance with the Board's local policies. Under CSPA ss.69(7) the Board must publish its local policies on the internet.

Under CSPA ss.69(4) if the DC believes that a local policy of the Board does not comply with ss.69(2) the DC must:

- inform the Board, in writing, of the reasons why the DC believes such non-compliance exists; and
- comply with the disputed local policy only if directed to do so by the Commissioner under CSPA ss.69(5) and (6) which

- permit the Board to apply to the Commissioner to review the DC's decision and reasons and,
- following any submissions from the Board, require the Commissioner to provide the Board and the DC with reasons for providing or not providing directions to the DC regarding the disputed local policy.

The Board's local policies are listed below in section 12.

Duties of DC

General

Under CSPA ss.68(2) and (3) the DC must provide the Board with reports regarding policing provided by the detachment at the Board's request and may delegate any of the DC's powers and duties with respect to the Board to another person in writing, subject to any limitations, conditions or requirements set out in the delegation.

In addition, the DC has the following duties under the CSPA:

- s.70 preparation of local Action Plan; and
- ss.69(3) ensures detachment complies with local policies of the Board, subject to ss.69(4), (5) and (6).

DC's Local Action Plan (Policy D3(p) and Policy D3(r))

General

CSPA s.70 requires the DC to prepare and adopt (and review/revise at least every four years or where there is an amendment to the Minister's s.61 Strategic Plan) a local Action Plan for the provision of policing in the community. This local Action Plan must be in accordance with any prescribed regulations and must address at least the following matters:

- how adequate and effective policing will be provided in the community served by the detachment, in accordance with the needs and diversity of the community;
- the objectives and priorities for the detachment determined by the Board and such other objectives and priorities determined by the DC;
- quantitative and qualitative performance objectives and indicators of outcomes relating to:¹⁶
 - the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - community satisfaction with the policing provided;
 - emergency calls for service;
 - violent crime and clearance rates for violent crime;
 - property crime and clearance rates for property crime;
 - youth crime and clearance rates for youth crime;
 - police assistance to victims of crime and re-victimization rates;
 - interactions with persons described below;
 - road safety; and
 - any other prescribed matters.
- interactions with;
 - youths;
 - members of racialized groups; and
 - members of First Nation, Inuit and Métis communities.
- Interactions with persons who appear to have a mental illness or a neurodevelopmental disability.

¹⁶ These and the "interactions" bullets are identical to the Minister's Strategic Plan requirements under CSPA s.61.

Consultations

Under CSPA ss.70(2) the local Action Plan must provide an overview of the consultations that were conducted by the DC under CSPA ss.70(3) below and state whether and, if applicable, how the needs and concerns regarding policing identified during the consultations have been addressed by the local Action Plan. CSPA ss.70(3) requires the DC to consult the following stakeholders in preparing or revising the local Action Plan:

- the Board;
- Town Council (and other municipal councils served by the detachment);
- the band councils of any First Nations that receive policing from the detachment;
- groups representing diverse communities in the area that receives policing from the detachment;
- school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and
- any other prescribed persons, organizations or groups.

Considerations

CSPA ss.70(4) requires the DC to consider the following, at a minimum, in preparing or revising the local Action Plan:

- the results of the consultations conducted under CSPA ss.70(3);
- any community safety and well-being plans adopted by the municipalities or First Nations that receive policing from the detachment; and
- the needs of members of diverse communities in the area that receive policing from the detachment, including the needs of members of racialized groups and of First Nation, Inuit and Métis communities.

Submission of Draft

Under CSPA ss.70(5) and (6) the DC must submit a draft of the new or amended local Action Plan to the Board before it is finalized and allow the Board to make comments on the draft within 60 days after receipt. The DC must consider the Board's comments on the draft, if any, and revise the local Action Plan if the DC determines it to be appropriate. At this time the Board will share the draft with Town Council to obtain Council's input prior to responding to the DC.

Final Local Action Plan

The final local Action Plan must be published on the internet in accordance with any regulations made by the Minister. The most recent local Action Plan is included in **Schedule B**.

Progress Reports

It is the DC's practice to issue Action Plan Progress Reports annually to provide updates on the latest local Action Plan to the community. The most recent Progress Reports are included **Schedule B**.

OPP Police Service and Board Funding

OPP Police Service Funding

CSPA s.64 provides that an OPP-policed municipality shall pay the Minister of Finance for policing, court security and other services (per CSPA s.65) provided by the Commissioner, in the amount and manner set out in the regulations.

O. Reg. 413/23 deals with the amount of OPP police service funding. Subject to s.5 and s.6 of the regulation, the amount a municipality must pay the Minister of Finance pursuant to CSPA ss.64(1) during a target year is the amount determined in accordance with the detailed steps set out in s.4 of the regulation.

Board Funding

Estimates

CSPA ss.71(1) and (2) require the Board to prepare estimates, in accordance with the regulations made by the Minister, of the total amount that will be required to pay the Board's operational expenses, other than the remuneration of Board members. The Board must submit such estimates to Town Council, along with a statement of the Town's share of the costs, which are to be determined in accordance with such regulations (see O. Reg. 135/24).

Budget Contribution

CSPA ss.71(3) requires the Town, subject to arbitration of any dispute, to contribute its share of the costs of the Board's operational expense budget in accordance with the submitted estimates.

Arbitration in Case of Dispute

Under CSPA ss.71(4) if the Town is not satisfied that the total amount set out in the estimates is required to pay the Board's operational expenses, it may give the Board written notice referring the matter to arbitration. Under CSPA ss.71(7) and (8) the Board and the Town may jointly appoint an arbitrator within 60 days after the Town's notice and if such joint appointment does not take place, the Board or the Town may apply to the Chair of the Arbitration and Adjudication Commission to appoint an arbitrator.

Joining Arbitration

CSPA ss.71(5) and (6) allow the other municipalities that receive policing from the detachment to join the arbitration as a party. If the other municipalities do not join the arbitration, they may not separately commence a different arbitration with respect to the estimates.

Inspector General of Policing (CSPA Part VII)

CSPA s.102 provides for the appointment of an Inspector General of Policing¹⁷ and one or more deputy Inspector Generals whose duties with respect to OPP detachment and other police boards, chiefs of police, the OPP Commissioner and other policing providers include:

- monitoring and conducting inspections to ensure CSPA compliance and avoidance of misconduct;
- consulting with and advising on CSPA compliance;
- developing, maintaining and managing records and conducting research and analyses regarding CSPA compliance;
- dealing with complaints under CSPA s.106 and s.107 and with disclosures of misconduct under CSPA s.185; and
- submitting an annual report to the Minister under CSPA s.103 that addresses at least:
 - Inspector General activities, including, inspections conducted, complaints under s.106 and s.107, notifications sent to the Complaints Director or the SIU Director, directions issued under s.125 and measures imposed under s.126;
 - the compliance of police service boards, O.P.P. detachment boards, First Nation O.P.P. boards, chiefs of police, special constable employers, police services and prescribed policing providers with the CSPA and regulations; and
 - any other prescribed matters.

CSPA s.106 and s.107 Complaints to Inspector General (Policy D3(m))

Complaints Against a Board Member

CSPA s.106 deals with complaints of misconduct against Board members which may result in an investigation/inspection by the Inspector General and suspension of a member's participation in Board matters pending the outcome and sanctions ordered against the member if misconduct is found (see CSPA Part VII).

Policing Complaints

CSPA s.107 deals with complaints regarding:

1. the adequacy and effectiveness of policing provided under the CSPA;
2. a failure by the Board or Commissioner to comply with the CSPA, other than misconduct, including a systemic failure;
3. the policies of the Board; or
4. the procedures established by the Commissioner.

Under ss.107(5) if there appear to be grounds to believe that the matter complained of warrants investigation, the Inspector General must investigate the matter, inform the complainant about the investigation and keep them apprised of the steps taken to resolve the complaint.

¹⁷ Replacing the Ontario Civilian Police Commission (OCPC) subject to transition provisions of CSPA s.216

Under CSPA ss.107(6) if the complaint does not relate to the matters referred to in clause 1 or 2 above, and if the complaint relates to the policies or procedures referred to in clauses 3 and 4 above the Inspector General shall forward the complaint to the Minister and to the Board (if the complaint relates to the Board's procedures) and inform the complainant of the decision and of the persons or bodies that the complaint has been forwarded to.

Under CSPA s.108, if, rather than making the complaint to the Inspector General, a complaint under s.106 or s.107 is received directly by the Board, the Commissioner or police service member, the complaint must be forwarded to the Inspector General.

Under CSPA s.122, once an investigation has commenced the Inspector General may direct a Board member to decline to exercise their powers or perform their duties as a Board from the outset of an investigation into the member's conduct until the earlier of:

- the day the member receives notice from the Inspector General that no further action will be taken in respect of the investigation; and
- the day the Inspector General exercises a power under CSPA s.124 as a result of the investigation, subject to the appointment of additional Board members by the Inspector General as may be required to maintain quorum and conduct Board business.

Once a complaint investigation is completed the Inspector General must issue a report and may, upon notice, impose measures and/or issue directions in accordance with CSPA s.124 - s.129.

Complaints Director of the Law Enforcement Complaints Agency (Part VIII) (Policy D3(m))

Public Complaints against police service members are dealt with separately (from CSPA s.106/s.107 complaints) by the Complaints Director under CSPA Parts VIII – X (see below).

CSPA Part VIII establishes the Law Enforcement Complaints Agency¹⁸ headed by the Complaints Director appointed under CSPA s.131 to deal with public complaints made to the Complaints Director against police service members under CSPA Part X and to implement programs and services to assist members of the public in making such complaints. Before commencing any complaint review/investigation the Complaints Director must notify the Inspector General. The Complaints Director must publish an annual report posted on the internet.

Ontario Police Arbitration and Adjudication Commission (Part IX) (Policy D3(m))

CSPA Part IX establishes the Ontario Police Arbitration and Adjudication Commission¹⁹ to facilitate the maintenance of one or more registers of arbitrators available for appointment to conduct arbitrations under CSPA Part XIII and hold hearings elsewhere under the CSPA.

See also O. Reg. 403/23.

Public Complaints (Part X) (Policy D3(m))

CSPA Part X deals with public complaints made to the Complaints Director against police service members identified under CSPA s.152 (police officers, special constables employed by the Niagara Parks Commission and peace officers in the Legislative Protective Service).

Under CSPA Part X s.155, if, rather than making the complaint to the Complaints Director, a complaint is received directly by the Board, the Commissioner or police service member, the complaint must be forwarded to the Complaints Director. Under CSPA s.174 the Complaints Director must notify the Inspector General of any matter referred to under CSPA ss.106(1) or ss.107(1) that is raised in a complaint or during an investigation under Part X.

Relevant Reports Required under the CSPA (Policy D3(g))

Reports to be Obtained and Received on Request of the Board

- CSPA s.9 report to Minister on personal information collection under s.5 and regulations.
- CSPA ss.58 Annual Report of the Commissioner to the Minister and posted on the internet by June 30 that addresses at least:
 - the implementation of the Minister's Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;
 - the affairs of the OPP; and

¹⁸ Formerly known as the Ontario Independent Police Review Director (OIPRD) subject to transition provisions of CSPA s.216

¹⁹ Formerly known as the Ontario Police Arbitration Commission (OPAC) subject to transition provisions of CSPA s.216

- any other prescribed matters.
- CSPA s.61 Minister's Strategic Plan;
- CSPA s.103 Annual Report of the Inspector General to the Minister and posted on the internet by June 30:
- Ss.107(8) report of the Minister to the Inspector General following the Minister's review of a complaint received by the Minister under ss.107(6) regarding the Minister's policies or the procedures established by the Commissioner and report back to the Inspector General about any steps taken in response to the complaint.
- S.111-128 Inspection Reports to the Inspector General.
- Complaints Director
 - Ss.132(1)(c) Statistical Report for the purpose of informing the evaluation, management and improvement of policing in Ontario and the management of public complaints under Part X;
 - S.133 Systemic Review Reports, recommendations and responses;
 - S.144 Annual Report to the Minister on the affairs of the Law Enforcement Complaints Agency,
 all to be posted on the internet.
- Local Action Plan Progress Reports issued annually by the DC to provide updates to the Board and the community on the latest local Action Plan.

Reports to the Board

- CSPA ss.68(1)(e)/68(2) DC reports to the Board, as requested, regarding the policing provided by the detachment.

Reports Prepared by, or in Consultation with, the Board

- CSPA ss.68(1)(f) Board Annual Report to the Town by June 30 regarding the policing provided by the detachment.
- CSPA s.70 DC local Action Plan (at least every four years or where there is an amendment to the Minister's Strategic Plan) in consultation with the Board and other stakeholders – see Duties of DC above.
- CSPA ss.107(7) reports of the Board to both the Inspector General and the Minister following the Board's review of a complaint received by the Board under ss.107(6) relating to Board policies or procedures, advising the Inspector General and the Minister about any steps taken in response to the complaint.
- CSPA s.122 directions from Inspector General requiring a Board member to decline to exercise their powers or perform their duties or appointing additional Board members to meet quorum in conjunction with an investigation under Part VII (see above).

Community Safety and Well-Being Plan

- CSPA s.254 provides that a municipality that has adopted a community safety and well-being plan shall, in accordance with the regulations made by the Minister, if any, monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors and post the report on the internet.
- A community safety and well-being planner shall report to the Minister as required.

5. GRANT WRITING (Policy D3(v))

The Ministry provides grants, primarily to police services, in collaboration with community partners, in support of local and provincial community safety priorities. The Board collaborates with the Dufferin County OPP and local community partners to apply for grants that align with local community safety priorities. **Policy D3(v)** provides 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.

6. 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. See **Policy D3(f)**.

The Town is responsible for funding²⁰ the provision of adequate police services in accordance with the needs of the community 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 CSPA s.33 and s.67 are also governed by the Town's Committee Policy ([attached/hyperlink](#)).

7. BOARD RELATIONSHIP WITH THE DC²¹

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

- Common purpose; different roles;
- Respect for each other's abilities to work toward the common purpose by fulfilling their respective roles;
- Cooperative interaction, including a free-flowing sharing of relevant, timely information; and
- Collaborative development of strategic polices, 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 **Policy D3(f)** and **Policy D3(c)**).

8. ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS

General

The Ontario Association of Police Services Boards (the "OAPSB") is an organization dedicated to providing Ontario's police service boards and OPP detachment 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 OPP Handbook](#)
- [OAPSB Resource Handbook for Policing Board Secretaries](#)
- [Others?](#)

These documents are essential reading for all Board members.

²⁰ O. Reg. 413/23; CSPA s.64 and s.71

²¹ Based on OAPSB Handbook Version 2013-1

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.

9. JOINT MEETINGS OF DUFFERIN COUNTY OPP DETACHMENT BOARDS

The OPP detachment 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.

10. MINISTRY OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES

The Ministry Of Community Safety and Correctional Services is the Ministry in the Government of Ontario responsible under the CSPA 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 service board and OPP detachment board is assigned a Police Services Advisor to act as a liaison between the boards and the Ministry on CSPA matters.

11. COMMUNITY SAFETY AND WELL-BEING PLANS

Background

Pursuant to Part XVI of 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).

CSPA ss.68(4) provides that in exercising its functions, the Board shall consider the Dufferin County CSWB.

O. Reg. 414/23 – Community Safety and Well-Being Plans – Publication and Review

Municipal Councils are required to publish their community safety and well-being plan on the Internet (or in any other manner or form desired) within 30 days after adopting it.

For purposes of CSPA ss.255 (1), a municipal council must review and, if appropriate, revise its community safety and well-being plan within four years after the day the plan was adopted and every four years thereafter.²²

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

12. OBJECTIVES, PRIORITIES AND GOVERNANCE OF THE BOARD (CSPA ss.68(1)(b))

To properly fulfill its role as an OPP detachment board, and its responsibilities under the CSPA and regulations the Board desires to:

- determine objectives and priorities for the detachment, not inconsistent with the Strategic Plan prepared by the Minister, after consultation with the DC or his or her designate;

²² If the community safety and well-being plan was adopted before July 1, 2021, the first review and, if appropriate, revision of the plan must be completed before July 1, 2025, and subsequent reviews and revisions must be completed within every four years thereafter.

- 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,

all with respect to police services in the Town. 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 the CSPA and regulations.

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-laws are attached as **Schedule C**:

- By-Law 001-2024 – General Procedures
- By-Law 002-2024 – 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
- (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 **DELETED**
- (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 DC Selection, Performance Review and Report (includes Schedule 1 and Exhibit "A")
- (m) Policy on Complaints Procedures (CSPA Parts VII-X)
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis
- (o) Policy on Board's Compliance with ASR s.29 - **DELETED**
- (p) Policy on Strategic Plan, Local Action Plan Planning and Minister Policies
- (q) Policy on Relevant Reports Required under the CSPA (Apr 1/24)
- (r) Policy on Protocol for Information Sharing
- (s) Policy on Police Services Quality Assurance Process - **DELETED**
- (t) Policy on General Service Standards Guidelines
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services (ASR s.37) - **DELETED**
- (v) Policy on Grant Writing for Community Safety Programs
- (w) Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority

13. 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 over year the Board has developed policies setting out service standards guidelines for its meetings (see Policy D3(j)) and for general and specific project compliance (see Policy D3(t)).

14. 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:

- 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
- Board Action Register
- Board Workplan
- Amended and Restated Archival Services Agreement dated September 15, 2020, as amended effective April 1, 2024 (to be read in conjunction with By-Law No. 002-2024 governing the retention and destruction of Board records)
- OAPSB
 - i. Policy Manual – governance of the OAPSB
 - ii. OPP Handbook – a guide to help section 10 boards in the execution of their governance responsibilities
 - iii. OAPSB Resource Handbook for Policing Board Secretaries
- Zone 5 Meetings/Minutes
- Minutes of Joint Meetings of Dufferin County OPP Detachment Boards
- Town Committee Policy (Board appointments)

15. APPLICABLE LEGISLATION/REGULATIONS

- CSPA
- Relevant CSPA Regulations, including:
 - i. O. Reg. 399/23 – General Matters under Authority of Lieutenant Governor in Council
 - ii. O. Reg. 392/23 – General Adequate and Effective Policing
 - iii. O. Reg. 395/23 - Investigations
 - iv. O. Reg. 416/23 – Oath/Affirmation of Office
 - v. O. Reg. 403/23 – Arbitration and Adjudication Commission
 - vi. O. Reg. 402/23 – Political Activity
 - vii. O. Reg. 409/23 – Code of Conduct
 - viii. O. Reg. 401/23 – Conflicts of Interest
 - ix. O. Reg. 413/23 – OPP Police Service Funding
 - x. O. Reg. 414/23 - Community Safety and Well-Being Plans
 - xi. O. Reg. 135/24 – OPP Detachment Boards

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

Approved as conditional working draft by the Board on March 22, 2024 to be effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



FINAL DRAFT



Orangeville OPP Detachment Board Policy

Board General Service Standards Guidelines

Policy No: D3(t)

Effective Date: September 19, 2023

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. POLICY STATEMENT

- 1.1. The Board has police services oversight responsibilities as an "OPP detachment board" under the *Community Safety and Policing Act, 2019* and regulations (collectively the "CSPA") which relate to the provision of police services to the Town of Orangeville by the Dufferin County Detachment of the Ontario Provincial Police ("OPP").
- 1.2. To facilitate Board compliance with its roles and obligations as an OPP detachment board in accordance with the CSPA the Board has adopted best practices governance protocols, by-laws and policies which are consolidated under a Board Governance Memorandum effective September 19, 2023 and revised April 1, 2024.
- 1.3. This Policy provides general service standards guidelines which, in addition to those set out in the Policy on Board Meetings Service Standards Guidelines (Policy D3(j)), are adopted to ensure the consistent and timely completion of the steps necessary to effect ongoing compliance with the Board's general governance obligations under the Memorandum.

2. STATUTORY AUTHORITY AND OTHER REFERENCES

- 2.1. CSPA; Board Governance Memorandum (including attachments)

3. PURPOSE

- 3.1. These service standards are guidelines to be used by the Executive Assistant and the Board to develop actual task deadline dates each month (based on schedules, weekends and other considerations) in a format substantially similar to the example month-by-month service standards Workplan attached as Appendix "A" (Example Workplan of General Service Standards Tasks and Deadlines 2024). At the end of each year the Executive Assistant will prepare a new Workplan based on the meeting schedule for the coming year.

4. SCOPE

4.1. The outlined service standards guidelines will apply to Board members and the Executive Assistant in the conduct of their respective duties.

5. DEFINITIONS

5.1. As defined herein.

6. POLICY GUIDELINES (GENERAL)

6.1. The Executive Assistant and Members of the Board shall make their best efforts to respond to all communications addressed to them within 24 hours of receipt.

6.2. All draft documents are to be prepared in Word format and all final documents are to be prepared in PDF format. All revisions to drafts are to be in track changes format.

6.3. All references to days and years are to calendar days and years.

7. COMPLIANCE WITH CSPA, BOARD POLICIES AND BY-LAWS

7.1. Board/Committee members and the Executive Assistant shall comply with all CSPA, Board Policy and By-Law requirements.

8. Action Register and Workplan

Action Register

8.1. The Executive Assistant and the Chair/Vice-Chair shall develop and maintain an Action Register which records Board special project assignments and shows specific details and timing of the tasks associated with such projects as well as the individuals responsible for each task.

8.2. The Action Register shall be presented to the Board for review and approval at every meeting of the Board (subject to any required edits at public meetings to reflect any in-camera-related items).

Workplan

8.3. The Executive Assistant and the Chair/Vice-Chair shall develop and maintain a detailed annual Workplan based upon compliance with the requirements of this Policy in the form set out (example 2024) in Appendix "A" attached hereto, which shall show the specific details and timing of all required tasks.

8.4. The Workplan shall be presented to the Board for review and approval at the last meeting of the year prior to its effective date and shall be reviewed at every public meeting of the Board.

9. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved by the Board on April 1, 2024



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

**ORANGEVILLE OPP DETACHMENT BOARD GENERAL SERVICE STANDARDS WORKPLAN
APPENDIX "A"**

Governance/Policy Subject	Monitor (M) Review/Receive (R)	Q1	Q1	Q2	Q3	Q4			
		April-June		July-Sept	Oct-Dec	Jan-Mar			
	Prepare (P) Approve (A)	Meeting Date							
		May 21/24	June 18/24	Sept 17/24	Nov 19/24	TBD 2025			
1.0 Annual Board Governance Review									
1.1 Review Board Governance Memo, Policies and By-Laws	RA				X				
1.2 Review Board composition/appointments re any vacancies	M					X			
1.3 Board Chair/Vice-Chair elections	A					X			
1.4 Code of Conduct D3(c)	R					X			
1.5 Obtain OPP Equal Opportunity, Discrimination and Workplace Harassment policies D3(a)	MR					X			
1.6 Election Campaign/Political Activity D3(b)	MR B4 Election								
2.0 Receive Reports/Directions									
2.1 s.9 Report to Minister by person conducting review (not the Board) on personal information collected under s.5 April 1/24-Mar 30/26 – posted on internet	MR								
2.2 Annual Commissioner Report (s.58) – posted on internet	R			X June 30th					
2.3 Periodic DC Reports to Board as requested (ss.68(1)-(3))	R	X	X	X	X	X	X	X	X
2.4 s.103 Annual Report of Inspector General – posted on internet	R			X June 30th					



Orangeville OPP Detachment Board Policy

**ORANGEVILLE OPP DETACHMENT BOARD GENERAL SERVICE STANDARDS WORKPLAN
APPENDIX "A"**

2.5 Annual Local Action Plan Progress Reports	MR							
3.0 Any Complaints								
3.1 s.107(8) Minister Report to Inspector General re any s.107(6) complaint	MR							
3.2 s.122 Any direction from Inspector General suspending member/any s.111-128 Inspection Reports to the Inspector General	MR							
3.3 ss.107(7) Report re any ss.107(6) complaint	See 5.2 below							
3.4 Receive any Part VII-X reports affecting Board	MR							
4.0 Community Safety and Well-Being Plan								
4.1 Community Safety and Well-Being Plan from Council every 4 years (s.254)	MR							
5.0 Prepare Reports								
5.1 Annual Board Report to Town (ss.68(1)) Parts 1 and 2	PA	X June 30th						
5.2 ss.107(7) Report re any ss.107(6) complaint	PA							
6.0 Strategic Plan and DC Action Plan								
6.1 Strategic Plan (every 4 years) (s.61)	MR							
6.2 DC Local Action Plan (every 4 years)	MRPA							X
(a) Board/DC consultations (ss.70(2))	MPRA							
(b) Board receives draft local Action Plan (ss.70(5)/(6)) and shares with Council	MPRA							
(c) Board provides comments to DC	MPRA							



Orangeville OPP Detachment Board Policy

**ORANGEVILLE OPP DETACHMENT BOARD GENERAL SERVICE STANDARDS WORKPLAN
APPENDIX "A"**

7.0 Board Training and Education								
7.1 Check compliance Policy D3(e)	MR	X	X	X	X	X		
7.2 Chair/Vice-Chair Governance Training refresher	RP					X		
7.3 New Member Orientation	RP							
8.0 Board Local Policies								
8.1 Semi-annual DC confirmation under ss.69(4) re non-compliant local policies per ss.69(2)	MR		X			X		
9.0 Board Funding								
9.1 Board ss.71(1) and (2) estimates prep and submission to Town, subject to arbitration under ss.71(4)	PA				X			
10.0 Action Register and Workplan								
10.1 Action Register	MRPA	X	X	X	X	X		
10.2 Workplan	MRPA	X	X	X	X	X		
11.0 Special Projects								
11.1 Special project progress reports	RPA	X	X	X	X	X		
12.0 Community Awareness Initiative								
12.1 Report on Initiatives								

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Orangeville OPP Detachment Board 2024 Annual Report

Under ss.68(1)(f) of the Community Safety Policing Act, 2019 (CSPA), most of which came into force on April 1, 2024, the Board is required to provide an annual report to Orangeville Town Council regarding the policing provided by the Dufferin Detachment of the OPP in our community.

This report is composed of two main parts:

1. **Part 1** - an operation portion prepared by the Detachment Commander which will consist of the following:
 - o a copy of the most recent Strategic Plan issued by the Minister under CSPA s.61;
 - o a copy of the most recent Local Action Plan prepared by the Detachment Commander in consultation with the Board under CSPA s.70;
 - o a copy of the most recent annual Progress Report prepared by the Dufferin Detachment of the OPP relative to the most recent Local Action Plan (see also **Policy D3(p)** and **Policy D3(r)**);
 - o copies of the Detachment Commander's reports received by the Board at its meetings;
 - o a copy of the OPP Commissioner's Annual Report issued under CSPA s.58; and
 - o a copy of **Board Policy D3(q)** Relevant Reports Required under the CSPA to permit Town Council to request the Board to provide any additional CSPA report available to the public.

Part 1 documents are attached as Appendix "A".

2. **Part 2** - any local initiatives that the Board has added in consultation with the Detachment Commander, including, for example, budgeting and community engagement activities of the Board, Crime Information described in **Policy D3(n)** not included in Part 1 and any additional information Town Council would like to see in the report.

Part 2 information is attached as Appendix "B".

To the extent the latest Local Action Plan/Progress Report is not available from the DC by June 30th in any year, the Board should, nevertheless, prepare and submit the most recent available copy of such document with an explanation for the delay, a partial Annual Report to Town Council containing whatever Part 2 information is available, and an undertaking to forward any missing Part 1 information when received by the Board in final form from the Detachment Commander.

Approved by the Board effective May , 2024

A handwritten signature in black ink, appearing to read "Todd Taylor".

Todd Taylor – Chair

A handwritten signature in black ink, appearing to read "Ian McSweeney".

Ian McSweeney – Vice-Chair

Appendix “A”

Part 1 Information

1. 2023-2025 Strategic Plan
2. 2023-2025 Local Action Plan prepared by the Detachment Commander in consultation with the Board
3. 2021 and 2022 Action Plan Progress Reports prepared by the Dufferin Detachment of the OPP relative (see also Board **Policy D3(p)** and Board **Policy D3(r)**);
4. copies of the following Detachment Commander’s reports received by the Board at its meetings:
 - 2023 – Q1, Q2, Q3 and Q4 reports
 - 2024 – Q4
5. a copy of the OPP Commissioner’s Annual Report (note, this is actually the OPP Annual Report prepared under Police Services Act ss.17(4) – the OPP Commissioner’s Annual Report under CSPA s.58 has not yet been produced); and
6. a copy of **Board Policy D3(q)** Relevant Reports Required under the CSPA to permit Town Council to request the Board to provide any additional CSPA report available to the public.

Appendix “B”
Part 2 Information

1. TBD

DRAFT



Orangeville OPP Detachment Board (the “Board”) Board Governance Memorandum

Effective April 1, 2024

Effective April 1, 2024 the *Police Services Act* R.S.O. 1990, chapter P.15 and related regulations (the “PSA”) were replaced by the *Community Safety and Policing Act, 2019* and related regulations (the “CSPA”)

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. Whenever reference is made to “Commissioner” the term is intended to mean the Commissioner of the OPP appointed under CSPA ss.56(1).

1. APPLICATION

General Overview

Part I of the CSPA (s.1) is a declaration of principles which provides that policing shall be provided throughout Ontario in accordance with the following principles:

- The need to ensure the safety and security of all persons and property in Ontario, including on First Nation reserves.
- The importance of safeguarding the fundamental rights and freedoms guaranteed by the *Canadian Charter of Rights and Freedoms* and the *Human Rights Code*.
- The need for co-operation between policing providers and the communities they serve.
- The importance of respect for victims of crime and understanding of their needs.
- The need for sensitivity to the pluralistic, multiracial and multicultural character of Ontario society.
- The need to be responsive to the unique histories and cultures of First Nation, Inuit and Métis communities.
- The need to ensure that police services and police service boards are representative of the communities they serve.
- The need to ensure that all parts of Ontario, including First Nation reserves, receive equitable levels of policing.

CSPA Part II deals with the Minister’s duties and powers and Part III describes the responsibilities for the provision of adequate and effective policing in Ontario.

CSPA Parts IV and V provide for the establishment of municipal police service boards (Part IV) and for OPP detachment boards (Part V) depending upon the type of police service a municipality establishes (municipal or OPP) to provide community police services. There are four types of policing boards which may be established under the CSPA in conjunction with a police service:

- Municipal boards constituted by a municipality under CSPA s.22, s.23, s.24 or s.25;
- First Nation boards constituted under CSPA s.32;
- First Nation OPP boards constituted under CSPA s.77; and
- OPP Detachment boards constituted under CSPA s.67.

For purposes of the CSPA, Part IV municipal boards and First Nation boards are collectively defined as “police service boards”. The Board is an “OPP detachment board” **NOT** a “police service board”. As such, the Board has oversight responsibilities under Part V (s.67) of the CSPA which relate to the provision of police services to the Town of Orangeville by the Dufferin County Detachment of the OPP.

Provision of Common Application

When reading the CSPA and regulations, and when developing and implementing Board policies and governance protocols, it is very important to remember that CSPA references to “police service boards” may, but do not automatically, include OPP detachment boards.

The CSPA has many provisions that are specific to the governance of certain types of boards. There are also a number of provisions that apply to more than one type of board, either by directly referencing such boards or through a provision of common application. For example, CSPA ss.67(6) provides that the following CSPA provisions, which refer expressly to “police service boards”, apply as well to Part V OPP detachment boards, with necessary modifications, as if they were, in fact, Part IV police service boards:

- s.33 (Appointment).
- ss.35(1) to (5) (Oath, training and conduct).
- s.36 (Election of chair).
- s.42 (Delegation).
- s.43 (Meetings).
- s.44 (When meetings may be closed to public).
- s.45 (Evidence of by-laws).
- s.46 (Rules and procedures).
- s.48 (Protection from personal liability).
- s.49 (Police service board may contract, sue and be sued).

These provisions of common application are reflected in this Memorandum by subject matter and are also reflected in the attached Board By-Laws and Policies.

Adequate and Effective Policing

Under Part III of the CSPA (see s.10 - s.21) “police service boards” and the OPP (Commissioner) are required to ensure that “**adequate and effective policing**” is provided in the area for which they have respective policing responsibility in accordance with, and having regard to, the needs and diversity of the population in that area (CSPA s.10(1)).¹

Under CSPA s.11 “**adequate and effective policing**” means (with certain exclusions per ss.11(2)), all of the following functions provided in accordance with the standards² set out in the regulations, including the standards with respect to the avoidance of conflicts of interest, and with the requirements of the *Canadian Charter of Rights and Freedoms* and the *Human Rights Code*:

- Crime prevention.
- Law enforcement.
- Maintaining the public peace.
- Emergency response.
- Assistance to victims of crime.
- Any other prescribed policing functions.

This Memorandum is intended to provide an overview of Board governance requirements and resources to facilitate Board compliance with its roles and obligations as an OPP detachment board. To the extent anything contained in this Memorandum (including attachments) conflicts with the provisions of the CSPA and its regulations, the CSPA/regulations shall govern.

¹ These CSPA sections include provisions that support the delivery of policing through alternative, special and additional services generally, as well as in temporary and emergency circumstances.

² NOTE: These are minimum standards, “police service boards” or the Commissioner may provide policing or other services that exceed the standards for adequate and effective policing, including providing enforcement of by-laws.

2. ROLE OF THE LIEUTENANT GOVERNOR IN COUNCIL

Under the CSPA the Lieutenant Governor in Council has regulation-making powers (s.261) and related public consultation responsibilities (s. 262) and other responsibilities in a number of areas, including s.16 (designating “special areas” for the provision of policing in certain circumstances), receiving Ministerial recommendations on Board appointments (e.g., s.33); appointing a Commissioner of the OPP and one or more deputy Commissioners (s.56); authorizing commissions under the great seal (s.101.1); appointing the Inspector General of Policing (s.102); remove or suspend or direct compliance relating to Commissioner/Board member compliance following an inspection report (s.123 – 129); appointment/remuneration of complaints director under CSPA Part VIII; approval of Ministerial disciplinary measures imposed on the Commissioner or the appointment of an adjudicator to hold a hearing regarding the demotion or termination of the Commissioner or deputy Commissioner under CSPA Part XII.

O. Reg. 399/23 sets out a number of general matters under the authority of the Lieutenant Governor in Council. Several provisions apply to an OPP police service. For example, police ranks that may be established by the OPP (s.5).

3. ROLE OF THE OPP COMMISSIONER AND THE MINISTER UNDER CSPA PART V

OPP Commissioner and Deputy Commissioners

The Commissioner may, in accordance with any diversity plan, policy or directive that is applicable to the public service of Ontario, appoint members of the OPP as police officers.

Commissioner’s Duties

Under CSPA s.57 the Commissioner must:

- provide adequate and effective policing in their area of policing responsibility per CSPA s.10;
- perform duties under the CSPA/other Act re the employment of OPP members in accordance with any diversity plan/policy/directive applicable to the Ontario public service;
- maintain highway traffic patrols;
- maintain investigative services to assist other police services as per Minister policies; and
- perform such other assigned and prescribed duties.

Commissioner’s Annual Report

CSPA s.58 requires the Commissioner to file with the Minister, on or before June 30th in each year, an annual report that addresses at least the following matters:

- the implementation of the Minister’s Strategic Plan (CSPA s.61) and the achievement of the performance objectives identified in the Strategic Plan;
- the affairs of the OPP; and
- any other prescribed matters.

The Minister must publish the Commissioner’s Annual Report on the internet.

A copy of the Commissioner’s Annual Report is included in **Schedule B**

Minister

Minister’s OPP duties

CSPA s.59 requires the Minister to:

- monitor the Commissioner’s performance;
- review of the Commissioner’s performance at least annually as per any regulations;
- monitor the Commissioner’s handling of discipline within the OPP;
- ensure that any OPP police facilities/lock-ups comply with any prescribed standards; and
- perform other assigned/prescribed duties.

Minister's Policies (Policy D3(p))

With certain exceptions³ CSPA ss.60(1) requires the Minister to establish (and publish on the internet) policies respecting:

- adequate and effective policing⁴ provided by the Commissioner based on community needs;
- disclosure by the Commissioner of personal information about individuals;
- investigative services that the Commissioner must provide to other police services;
- OPP discipline matters;
- the indemnification of members of the OPP for legal costs;⁵ and
- any other OPP-related matters or the provision of policing or prescribed matters (CSPA s.60(1)(f))
 - e.g.,:
 - ss.24(1) O. Reg. 392/23 (See Board Policy D3(n))
 - policy on the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends - to be published annually on the internet.(ss.24(2)); and
 - s.24 O. Reg. 395/23
 - policy on the conduct of investigations.

Minister's Four Year Strategic Plan (Policy D3(p))

CSPA s.61 requires the Minister to prepare and adopt a Strategic Plan every four years for the provision of policing by the Commissioner. The Strategic Plan must comply with any regulations and must address at least the following matters:

- how the Commissioner will ensure the provision of adequate and effective policing based on the needs of the policed community;
- the objectives, priorities and core functions of the OPP;
- quantitative and qualitative performance objectives and indicators of outcomes relating to:⁶
 - the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - community satisfaction with the policing provided;
 - emergency calls for service;
 - violent crime and clearance rates for violent crime;
 - property crime and clearance rates for property crime;
 - youth crime and clearance rates for youth crime;
 - police assistance to victims of crime and re-victimization rates;
 - interactions with persons described below;
 - road safety; and
 - any other prescribed matters.
- interactions with:
 - youths;
 - members of racialized groups; and
 - members of First Nation, Inuit and Métis communities;
- interactions with persons who appear to have a mental illness or a neurodevelopmental disability;
- information technology;
- resource planning;
- police facilities; and
- any other prescribed matters.

The Minister must publish the Strategic Plan on the internet.

The current Strategic Plan is included in **Schedule B**

³ CSPA ss.60(5) and (6)

⁴ CSPA s.11

⁵ subject to the regulations, and unless such indemnification is provided for by an agreement made under the *Ontario Provincial Police Collective Bargaining Act, 2006*,

⁶ These and the "interactions" bullets are identical to the local Action Plan requirements under CSPA s.70

Minister Directions to Commissioner

Under CSPA s.62 the Minister may give directions to the Commissioner, **but cannot** direct the Commissioner:

- with respect to:
 - specific investigations;
 - the conduct of specific operations;
 - the discipline of specific police officers;
 - the day-to-day operation of the OPP;
 - other prescribed matters; or
- to do anything that would:
 - contravene the CSPA or regulations, or any other Act or regulation;
 - require an OPP member to do something, or refrain from doing something, that would be inconsistent with their CSPA duties; or
 - prohibit an OPP member from attempting to collect information for the purpose of investigating an offence or assisting with the prosecution of an offence; or
- to provide personal information if other information will serve the purpose for which the information is to be used or otherwise to provide more personal information than is reasonably necessary to meet the purpose for which the information is to be used; or
- direct members of the OPP other than the Commissioner.

Under CSPA ss.62(3.1) the above restrictions **do not** prevent the Minister from issuing directions that may **affect** OPP operations. The Commissioner may decline to provide the information described in s.62 if authorized to do so by the regulations. The Minister must publish any directions given to the Commissioner on the internet.

4. BOARD GOVERNANCE

Background and Introduction

Effective October 1, 2020, the Board transitioned from a local police services board operating under PSA s.31 to an OPP 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 an October 1, 2020 Agreement (term October 1, 2020 - December 30, 2023) for the Provision of Police Services under PSA s.4, 5 and 10 between the Ministry and the Town (the "OPP Agreement"). This OPP Agreement was replaced by an amended agreement effective December 30, 2023 - April 1, 2024 (the "Amended OPP Agreement"). The CSPA governs the OPP policing arrangements in place for Orangeville thereafter.

Under Part V, CSPA ss.67(1) there must be **one or more** OPP detachment boards in accordance with the regulations, for each OPP detachment that provides policing in a municipality or in a First Nation reserve.

Opting Out

Under s.2 of O. Reg. 135/24 the Aurora OPP Detachment and the Caledon OPP Detachment are exempt from the requirement in CSPA ss.67(1) to have an OPP detachment board.

Governance Principles

OPP detachment boards need to focus on three main tasks to effect compliance with their role and CSPA requirements:

- Understand the broad overview of the CSPA;
- Develop and approve a written CSPA-compliant board governance framework which includes bylaws and policies (Orangeville has done this); and
- Operationalize the governance framework through effective tools like governance service standards (Orangeville has done this) - posted on the Board's website.

The following six principles should be used to guide the Board in connection with these tasks:

1. CSPA compliance is **not optional** - minimum required from boards is **full** CSPA compliance in the discharge of the public trust;
2. There are a number of ways to achieve full compliance in terms of developing a process of decision-making by a board and its committees;

3. This “process” needs to be codified in a CSPA compliant written governance framework based on best practices, which includes by-laws, policies and protocols the board must follow;
4. Board’s governance framework must be operationalized and followed month to month to ensue ongoing and consistent CSPA compliance in the current year and year-over-year (suggest adoption of service standards);
5. Board’s governance framework is an essential reference, training and orientation tool which must be periodically reviewed and kept current; and
6. Board should be guided by best practices and the pursuit of excellence in discharging its duties under s.67-70 and elsewhere – your community deserves more than the minimum.

Is the Board a “Local Board”

Under a number of statutes, including the Municipal Act (relevant to by-law making authority), the Municipal Conflict of Interest Act (relevant to conflicts of interest) and the Municipal Elections Act/Municipal Affairs Act (relevant to political activity in municipal elections), it is important to determine whether an OPP detachment board is a “local board” as defined in these Acts.

The local board definitions vary, but are similar. Sometimes the question must be answered because sections of the Act require local board compliance with the Act’s requirements (e.g. the Municipal Conflict of Interest Act). In other cases, (e.g., the Municipal Act) the question is important to determine whether an OPP detachment board is excluded as a local board under ss.10(6) from the municipality’s authority to make by-laws under ss.10(2)1. with respect to the “governance structure of the municipality and its local boards”. This exception should apply equally to police service boards and OPP detachment boards from and after April 1, 2024 (just as it did under the PSA) to ensure policing board governance independence from their municipalities.

Was this post-April 1st omission of OPP detachment boards from the definitions of local board intentional or inadvertent? If intentional, what would be the policy reason for exclusion? Alternatively, if intentional was the omission based on an interpretation of the local board definitions that satisfied the government the express reference to OPP detachment boards in the definition was not necessary because it is otherwise included in the definitions general wording?

Prior to the CSPA all policing boards under the PSA qualified as local boards for purposes of these Acts and their exceptions.

To illustrate the issue using the Municipal Conflict of Interest Act, under the Act a “local board” is defined as follows:

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police service board⁷, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a long-term care home, *or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof*, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board;

Underlining and italics added

It is arguable that OPP detachment boards may not come within this definition from and after April 1, 2024 since they are not “police service boards” as defined under the CSPA. Prior to April 1, 2024 the PSA included both s.10 (OPP) and s.31 boards in the term “police service board” and therefore both were clearly “local boards” under the Act. Was this exclusion of OPP detachment boards from the local board definition intentional? Is it arguable that OPP detachment boards are still included in the definition by virtue of the words “*or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including*”

⁷ Prior to April 1, 2024 this read “police services board” as per the PSA definition.

school purposes, of one or more municipalities or parts thereof”? Some case law suggests otherwise.⁸ This requires clarification from the Ministry.

Board By-Laws and Policies

The Board’s governance and procedural protocols described in this Memorandum are reflected in its by-laws and policies which must be compliant with all CSPA requirements. Pursuant to CSPA s.45, Board by-laws signed by a Board member, or a certified copy thereof, are admissible in evidence without proof of the signature or authority of the person signing. See descriptions of Board policies below and (including under “Local Policies of the Board **Policies D3(a) – (w)**” heading.

Board Composition

Under CSPA ss.67(2) the composition of an OPP detachment board is determined by regulations. Under O. Reg 135/24 the number of OPP policing boards within Dufferin County was reduced from eight to four (one of which is the Board). Under O. Reg. 135/24 the composition of the Board is as follows:

- two appointed by Orangeville Town Council (“Council”) from members of Council;
- three appointed by Council from members of the community who are neither members of Council nor employees of the municipality; and
- one provincial appointee appointed by the Minister.

Board Appointments

Under CSPA s.33, in appointing or reappointing Board members the “appointing person or body” must consider,

- the need to ensure that the Board composition reflects the diversity of the community;
- the need for the Board to have members with the prescribed competencies;
- any applicable diversity plan; and
- the results of a potential appointee’s police record check.⁹

However, under CSPA ss.33(4)-(7) certain persons are not eligible for appointment;¹⁰

- a judge or justice of the peace;
- a member of a police service, a special constable or a First Nation Officer;
- any person who practises criminal law as a defence counsel or as a prosecutor;
- a director, officer or employee of a prescribed policing provider;
- any other prescribed persons; and
- a former member of a police service.¹¹

A Board member must vacate their seat if they become ineligible to be on the Board and if a Board seat becomes vacant, the Board must notify the person or body responsible for appointing a replacement. Under CSPA ss.33(3) the power to appoint a member of the Board includes the power to revoke the appointment and to appoint a replacement.

Board appointments by Council under CSPA s.33 and s.67 are governed by the Town’s Committee Policy ([attach/hyperlink](#)).

Term of Office and Board Remuneration

Under CSPA ss.67(3), the term of office and remuneration for a Board member is determined under the regulations as follows:

⁸ *Ontario Ombudsman v. Hamilton (City)*, 2018 ONCA 502 (CanLII); *County of Lambton Community Development Corporation v Municipal Property Assessment Corporation et al.*, 2023 ONSC 3434 (CanLII).

⁹ prepared within the 12 months prior to appointment.

¹⁰ Note: under CSPA ss.33(9), the above eligibility restrictions do not prevent a person who was a member of the Board immediately before April 1, 2024 from serving the remainder of their term.

¹¹ Unless the Board no longer maintains a police service that the person was a member of and at least one year has passed since the person ceased to be a member of any police service.

Term of Office (O. Reg. 135/24)

Council Appointees

Under O. Reg. 135/24 ss.6(1) the term of office for a Council appointed Board member is to be set out by Council in the member's appointment - not to exceed Council's term of office, but under ss.6(3) shall sit until the earlier of:

- (a) six months after the expiry of their term of office; or
- (b) the day the member's successor is appointed by Council.

Provincial Appointees

Under ss.6(4) the term of office for a Board member who is appointed by the Minister is to be set out by the Minister in the member's appointment.

[Query - ss.6(5) If the position of a member of an O.P.P. detachment board who is appointed by a municipality or First Nation becomes vacant, the Minister shall notify the council of the municipality or band council.]

Regular Board Remuneration (O. Reg 135/24)

The Town is responsible to set the amount of and pay all Board member remuneration regardless of the member's appointing body.

Special Board Remuneration (Policy D3(i))

In addition to the regular remuneration paid to Board members by the Town as determined above, Policy D3(i) sets out the amount and process applicable to the approval and payment of special remuneration and expenses to Board members and staff for special meetings and assigned work/special projects.

Oath/Affirmation and Training

Oath/Affirmation of Office

CSPA ss.35(1) requires Board members to take an oath or affirmation of office in the prescribed form at the time of their appointment.

O. Reg. 416/23 prescribes the following oath or affirmation of office for the members of police service boards, OPP detachment boards and First Nation OPP boards:

"I solemnly swear (*affirm*) that I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as a member of the (*insert name of police service board, OPP detachment board, or First Nation OPP board as applicable*) faithfully, impartially and according to the *Community Safety and Policing Act, 2019*, any other Act, and any regulation, rule or by-law.

So help me God. (*Omit this line in an affirmation.*)"

Board/Committee Training (Policy D3(e))

Training General

In addition to the mandatory training/educational requirements described below, the Board's good governance responsibilities include the Board playing an active role in education and orientation for new members as well as ongoing supplemental training offered by the OAPSB and other sources.

Mandatory Training

Regulations

The Minister's duties and powers under CSPA s.3, ss.35(2) and ss.261(2) include the duty/power to develop, promote and provide education and training to enhance the professional provision of policing and assist members of policing boards in performing their duties and to make related regulations.

CSPA Required Training

Under CSPA ss.35(2) all Board and Committee members are required to successfully complete Minister-approved training:

1. on the board/Committee member roles/responsibilities;
2. on human rights and systemic racism;

3. that promotes recognition of and respect for:
 - o the diverse, multiracial and multicultural character of Ontario society; and
 - o the rights and cultures of First Nation, Inuit and Métis Peoples;

and any other prescribed training.

Consequences if Required Training Incomplete

If required training is not completed, CSPA ss.35(3) and (4) provide that a Board/Committee member shall not, following any period prescribed by the Minister, exercise their powers or perform their duties (or continue to do so) until training is successfully completed. Under CSPA ss.35(5) the regulations made by the Minister may provide a similar result with respect to “specified” training.

Election of Board Chair

CSPA s.36 requires Board members to elect a chair at the Board’s first meeting in each year. The Board may also elect a vice-chair at that time to act as the chair if the chair is absent or if the chair’s position becomes vacant.

Delegation of Board Powers

Under CSPA s.42 the Board may, by by-law, delegate any of the Board’s CSPA powers to a Board Committee. Any Board powers prescribed for purposes of s.42 may be delegated to a Board employee who is not a member of the OPP police service or to the DC.

Board Committees

Under CSPA ss.42(2) Board by-laws may govern the name, powers, duties, quorums appointments and composition of Committees, provided the Committee is composed of at least two members of the Board and any number of additional members¹², as long as a majority of the Committee is composed of Board members.

Board Meetings

Open Meetings

CSPA ss.44(1) requires that before holding a meeting, the Board must consider whether to close the meeting or part of the meeting to the public, based on the closed meeting subject matter list (below).¹³ All open Board meetings shall open with a reading of the current Land Acknowledgement approved under Council’s Land Acknowledgement Guidelines.

CSPA s.43 requires the Board to hold at least four meetings each year and provides that:

- a majority of Board members constitutes a quorum;
- unless closed under s.44, meetings must be open to the public.;
- meeting minutes must be taken whether the meeting is open or closed;
- subject to prescribed requirements, open meeting notices must be posted on the internet at least seven days before the meeting, except in extraordinary circumstances and must include the proposed meeting agenda and either the public meeting minutes of the most recent open Board meeting or instructions on how the public may access such minutes.

Closed Meetings

Board Pre-Meeting Consideration - See above

If all or part of a meeting is closed a resolution must pass stating that the meeting is wholly or partially closed to deal with one or more of the subjects listed in CSPA ss.42(2)/(3)/(6) and in the case of a closed training/education meeting under ss.44(6) express reference should be made to the general nature of its subject-matter and that it is to be closed under that subsection.

Closed Meeting Subject Matter

¹² CSPA ss.42(5) provides that an individual is not eligible to be an additional member of a Committee if they would not be eligible to be a member of the Board.

¹³ CSPA ss.44(2) and (3))

- CSPA ss.44(2) – one or more of:
 - the security of the Board property;
 - personal matters about an identifiable individual, including members of the OPP police service or any Board employee;
 - a proposed or pending acquisition or disposition of land by the Board;
 - personnel or employee matters;
 - litigation or potential litigation affecting the Board, including matters before administrative tribunals;
 - advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;
 - information explicitly supplied in confidence to the Board by Canada, a province or territory or a Crown agency of any of them, a municipality or a First Nation;
 - a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - a trade secret or scientific, technical, commercial or financial information that belongs to the Board and has monetary value or potential monetary value;
 - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board;
 - information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”) would authorize a refusal to disclose if it were contained in a record;
 - an ongoing investigation respecting the Board; or
- MFIPPA under CSPA ss.44(3) - subject matter to be considered is a MFIPPA request;
- Educational or Training Sessions under CSPA ss.44(6) - purpose is Board/Committee educating or training and at the meeting and the agenda does not include other open items which would, if considered, materially advances the business or decision-making of the Board/Committee on that matter.

Closed Meeting Confidentiality

Under CSPA ss.44(4) and (5), unless disclosure is authorized by resolution, the Board/Committee members must keep any matter considered in a closed meeting confidential, including by keeping confidential any information obtained for the purpose of considering the confidential matter, except:

- to comply with an inspector exercising their powers or duties under the CSPA;
- as required in connection with the administration of the CSPA, the *Special Investigations Unit Act, 2019* or regulations; or
- as may be required for a law enforcement purpose or as otherwise required by law.

Meeting Service Standards (Policy D3(j))

This Policy provides guidelines to ensure, as a matter of governance best practices and CSPA compliance, the consistent and timely completion of the steps necessary to prepare for closed and open Board meetings, circulate meeting materials and carry out post-meeting tasks and follow up. These service standards are guidelines to be used by the Executive Assistant and the Board to develop actual task deadline dates each month (based on schedules, weekends and other considerations) in a format substantially similar to the example monthly service standards deadlines attached as Appendix “A” to the Policy.

Board Rules and Procedures (Board By-Law 001-2024)

CSPA s.46 requires the Board to establish its own rules and procedures in performing its duties under the CSPA and the regulations, subject to any regulations made by the Minister. Part III of the *Legislation Act, 2006* does not apply to such rules and procedures.

Board Executive Assistant (Policy D3(k))

The Board's Executive Assistant plays a key role in Board organization, governance and compliance. This Policy provides hiring guidelines, job description and a sample contract for consideration by the Board in relation to hiring and performance reviews.

Protection from Personal Liability - CSPA s.48

_– see under Liability below

Board May Contract, Sue and be Sued CSPA s.49

_– see under Liability below

Elections and Political Activity (Board Policy D3(b))

Municipal Elections Act (the “MEA”)

Section 88.18 of the MEA provides that, before May 1st in the year of a regular election, a “local board” shall establish rules and procedures with respect to the use of board resources during the election campaign period. Local board is defined as a local board defined in the *Municipal Affairs Act* which in turn defines local board to mean:

“...a school board, municipal service board, transportation commission, public library board, board of health, police service board, planning board, or any other board, commission, Committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof;”

While the Board is not a “police service board” as defined under the CSPA and is arguably not otherwise included in the above definition of “local board”, under Policy D3(b) the Board has decided to voluntarily comply with the provisions of s.88.18 as a matter of good governance.

CSPA

Police Service Members

Under CSPA s.86 no police officer who is a member of a police service maintained by a police service board shall engage in political activity, except as permitted by the regulations. This section, on its face, applies to Non-OPP police service members and in any event, does not apply to any type of board members.

The political activity of Non-OPP police services is dealt with under O. Reg. 402/23 (Part II - s.3-s.11). The political activity of OPP police services is dealt with under O. Reg. 402/23 (Part III - s.12) as follows:

“12. No member of the Ontario Provincial Police shall contravene or fail to comply with any provision in Part V (Political Activity) of the *Public Service of Ontario Act, 2006*.”

Board Members

The above CSPA provisions do not expressly require OPP detachment boards or police service boards to comply with Part V of the PSAO, however, the application of the PSAO requires further consideration to confirm inapplicability to the Board.

PSAO

Part V of the PSAO sets out the rules and restrictions for engaging in political activity applicable to “public servants”, defined in ss.2(2) of the PSAO as:

- “1. Every person employed under Part III.
2. The Secretary of the Cabinet.
3. Every deputy minister.
4. Every employee of a public body.
5. Every person appointed by the Lieutenant Governor in Council, the Lieutenant Governor, or a minister to a public body.” *underlining added*

Items 1-3 above are not applicable. With respect to items 4 and 5, a “public body” is defined in clause 8(1.1)(aa) of the PSAO as entities prescribed as public bodies by the regulations under the PSAO (see O. Reg. 146/10)). These regulations do not prescribe police services boards or OPP detachment boards as public bodies and therefore PSAO rules and restrictions applicable to political activity do not apply to such boards. . As a result, Board members and staff are not “public servants” and are therefore not subject to PSAO election rules and procedures.

Conclusions Relating to Political Activity

The Board has decided to voluntarily comply with the municipal elections requirements of the MEA and therefore Policy D3(b) establishes rules and procedures with respect to the use of Board resources during a municipal election campaign period. While not subject to the political activity requirements of the CSPA and the PSAO, the Board has determined that it is desirable to also include in Policy D3(b) requirements to cover the political activity of Board members’/staff more generally having regard to the member conduct rules in the Code of Conduct (O. Reg. 409/23) (the “Code”) using certain provisions of the PSAO as a guideline.

Conflict of Interest (Policy D3(d))

CSPA ss.11(1) requires that adequate and effective policing for which the Commissioner is responsible (not the Board per CSPA s.10) be delivered in accordance with a prescribed standard with respect to the avoidance of conflicts of interest monitored by the Inspector General.

This prescribed standard is contained in O. Reg. 401/23¹⁴ and applies to members of a “police service” (i.e., including an OPP detachment), but does not directly apply to Board members other than through the regulation’s definition of “potential institutional conflict”. This definition defines a situation in which a member of a municipal or OPP police service must take action or make a decision in relation to criminal conduct alleged/reasonably suspected to have been committed by, or against, a list of people which includes Board members.

The conflict of interest requirements applicable to the conduct of OPP detachment boards are set out in the Code of Conduct regulation (O. Reg. 409/23) (see below).

Under ss.12(1) of O. Reg. 401/23 the avoidance of actual institutional conflicts and personal conflicts in the provision of policing functions is prescribed for the purposes of clauses 38 (1) (g) and 60(1)(f) of the CSPA which means the Minister must prescribe any conflict of interest policy that would be applicable to the conduct of OPP detachment board members specifically apart from the conflicts provisions in the Code of Conduct regulation. To date, there are none.

Note also that to the extent the Board is a “local board” as defined in the Municipal Conflict of Interest Act (“MCIA”), the MCIA applies to the Board. Through Policy D3(d) the Board has voluntarily assumed this is the case for purposes of voluntarily adopting the MCIA requirements as a matter of good governance.

Code of Conduct (Policy D3(c))

CSPA ss.67(4) provides that every Board member shall comply with the prescribed Code of Conduct. This prescribed Code of Conduct is contained in O. Reg. 409/23¹⁵ which includes conflict of interest requirements applicable to the conduct of OPP detachment boards (s.17-22).

Pursuant to its policy-making authority under CSPA s.69, the Board has included these (and other conflicts requirements in Policy D3(c).

OPP Police Service Member and Board Member Liability

OPP Police Service Member Liability

Under CSPA ss.63(1) the Ontario Crown is liable for the acts or omissions of OPP police service members committed in the course of their employment.

Indemnification

Under CSPA ss.63(2) the Minister of Finance may indemnify a member of the OPP police service for reasonable legal costs incurred,

- in the defence of a civil proceeding, if the member is not found to be liable;

¹⁴ Under the previous legislation (the *Police Services Act*) there was no stand-alone conflict of interest standard for delivering policing functions.

¹⁵ CSPA regulations prescribe a number of separate codes of conduct for different police services and boards. O. Reg. 409/23 is the Code applicable to OPP detachment boards.

- in the defence of a criminal prosecution, if the member is found not guilty; or
- in respect of any other proceeding in which the member's manner of execution of their police duties was an issue, if the member is found to have acted in good faith.

Indemnification may be provided in a collective agreement, except for the legal costs of a member who is found guilty of a criminal offence and, if the agreement provides for such an indemnification, CSPA s.63(2) does not apply. Rather, the Minister of Finance shall indemnify members in accordance with the agreement.

Board and Board Member Liability

Board

CSPA ss.67(5) provides that the Board is not liable for the acts or omissions of members of the OPP police service committed in the course of their employment. The Board is, however, liable for the acts/omissions of its members (CSPA ss.48(2) below).

Board Member and the Board

Under CSPA ss.48(1) no action or other proceeding can be instituted against a Board member for any act done in good faith in the execution, or intended execution, of any duty imposed or power conferred by the CSPA, the regulations or the Board's by-laws, or for any alleged omission in the execution in good faith of that duty or power.

However, the Board itself is not relieved of liability for such acts or omissions. Rather, under ss.48(2) the Board is liable as if ss.48(1) had not been enacted and as if the impugned member were a Board employee.

Board Member Capacity to Contract, Sue and be Sued

Under CSPA s.49 the Board may contract, sue and be sued in its own name, however, Board members are not personally liable for the Board's contracts.

Board Insurance

The Board has been advised that because it is no longer a "local board" under the Municipal Act effective April 1, 2024, Orangeville's municipal insurer considers Board insurance coverage "beyond its risk appetite". The following is a summary prepared by the Board Vice-Chair.

It appears that insurers are just not interested in taking on the potential open-ended risk of insuring potential board liability (for breach of contract damages, privacy issues etc. arising out of board decisions). Boards have no assets, so insurance may be the only source of funds for an otherwise judgment-proof entity like a board. Insurers are also concerned about arguments that the Ministry, if added to litigation as a party, may seek to claim back any of its assigned liability onto a board insurance policy...a bit of a conflation, but potentially possible.

To be clear the insurance issue relates to board insurance not board member insurance. Board members are clearly protected against liability claims under CSPA s.48(1) as long as no bad faith is found. The concern for members may be that the board "entity veil" created under s.48 could be somehow pierced in a claim against the board as a whole to hold individual members liable as the deeper pockets. Unlikely, but possible?

There is also the issue of whether (like municipal-appointed council members to the board who are (and remain) covered under a municipality's insurance as council members) municipal-appointed community members would also be covered. If so, this would go a long way to eliminating any residual concerns these municipal-appointed board members may have about serving on a board that has no direct insurance coverage. Insurers are investigating this point. Of course, this would exclude provincial appointees to a board, but they are a more direct responsibility of the Ministry and may remain an unresolved issue unless the Ministry takes steps.

This is a curious case of the Ministry and insurance industry needing to communicate. While one may correctly say that the risk to board members is low, we all know how innovative lawyers are in bringing claims. I think to the extent this situation was created by a Ministry policy decision, it may need review, or at least disclosure. If the Ministry's position truly is that OPP detachment board insurance is a matter between boards and their municipal councils, there needs to be recognition of the impact of boards having no insurance and how that plays out under the CSPA across the province.

Board Records (Policy D3(g))

It is the policy of the Board to provide for the retention, preservation and destruction of its records as required under the Municipal Act, 2001 and to provide public access to such records in accordance with the MFIPPA through:

- Board By-Law 002-2024, with respect to the retention, preservation and destruction of Board records; and
- an Amended and Restated Archival Services Agreement dated September 15, 2020, as amended effective April 1, 2024, between the Board and the Town of Orangeville under which,
 - the Town has been appointed the archive service provider of Board records; and
 - the Board's powers and duties under MFIPPA with respect to Board records are delegated to the Town.

Role of the Board and Duties of DC

Role of the Board

CSPA ss.68(1) sets out the role of the Board as follows:

- consult with the Commissioner regarding, and otherwise participate in, the selection of the DC and otherwise participate, in accordance with regulations (**see Policy D3(l)**);
- in consultation with the DC, determine objectives and priorities for the detachment, not inconsistent with the Strategic Plan;
- advise the DC with respect to policing provided by the detachment;
- monitor the performance of the DC (**see Policy D3(l)**);
- review the reports from the DC regarding policing provided by the detachment; and
- on or before June 30 in each year, provide an annual report to the municipality regarding the policing provided by the detachment in the municipality (**see Policy D3(r)**).

Under CSPA ss.68(4) and (5) in exercising its functions, the Board must consider the most recent Dufferin County Community Safety and Well-Being Plan adopted by the Dufferin County Council. In addition, the Board must comply with any prescribed standards with respect to the exercise of its powers and the performance of its duties under the CSPA.

Board Annual Report

Under ss.68(1)(f) of the Community Safety Policing Act, 2019 (CSPA), most of which came into force on April 1, 2024, the Board is required to provide an annual report to Orangeville Town Council regarding the policing provided by the Dufferin Detachment of the OPP in our community.

This report is composed of two main parts:

- **Part 1** - an operation portion prepared by the Detachment Commander which will consist of the following:
 - a copy of the most recent Strategic Plan issued by the Minister under CSPA s.61;
 - a copy of the most recent Local Action Plan prepared by the Detachment Commander in consultation with the Board under CSPA s.70;
 - a copy of the most recent annual Progress Report prepared by the Dufferin Detachment of the OPP relative to the most recent Local Action Plan (see also **Policy D3(p)** and **Policy D3(r)**);
 - copies of the Detachment Commander's reports received by the Board at its meetings;
 - a copy of the OPP Commissioner's Annual Report issued under CSPA s.58; and
 - a copy of **Board Policy D3(q)** Relevant Reports Required under the CSPA to permit Town Council to request the Board to provide any additional CSPA report available to the public.
- **Part 2** - any local initiatives that the Board has added in consultation with the Detachment Commander, including, for example, budgeting and community engagement activities of the Board, Crime Information described in **Policy D3(n)** not included in Part 1 and any additional information Town Council would like to see in the report.

To the extent the latest Local Action Plan/Progress Report is not available from the DC by June 30th in any year, the Board should, nevertheless, prepare and submit the most recent available copy of such document with an explanation for the delay, a partial Annual Report to Town Council containing whatever Part 2 information is available, and an undertaking to forward any missing Part 1 information when received by the Board in final form from the Detachment Commander.

Local Policies of the Board Policies D3(a) – (w)

CSPA ss.69(1) and (2) provide that the Board may, after consultation with the DC, establish local policies with respect to policing in the community. Under ss.69(2) these local policies:

- must not be inconsistent with;
 - the Strategic Plan prepared by the Minister under CSPA s.61;
 - any policies established by the Minister under CSPA s.60;
 - any procedures established by the Commissioner, or
 - the local Action Plan prepared by the DC under CSPA s.70;
- must not relate to specific investigations, the conduct of specific operations, the management or discipline of specific police officers or other prescribed matters;
- must not require a member of the OPP to do something, or refrain from doing something, inconsistent with his or her duties under the CSPA or the regulations;
- must not prohibit a member of the OPP from attempting to collect information for the purpose of investigating an offence or assisting with the prosecution of an offence;
- must not require a member of the OPP to provide any policing that is not required as a component of adequate and effective policing; and
- must comply with any prescribed requirements.

CSPA ss.69(3) requires the DC to ensure, subject to non-compliance below, that the detachment provides policing in accordance with the Board's local policies. Under CSPA ss.69(7) the Board must publish its local policies on the internet.

Under CSPA ss.69(4) if the DC believes that a local policy of the Board does not comply with ss.69(2) the DC must:

- inform the Board, in writing, of the reasons why the DC believes such non-compliance exists; and
- comply with the disputed local policy only if directed to do so by the Commissioner under CSPA ss.69(5) and (6) which
 - permit the Board to apply to the Commissioner to review the DC's decision and reasons and,
 - following any submissions from the Board, require the Commissioner to provide the Board and the DC with reasons for providing or not providing directions to the DC regarding the disputed local policy.

The Board's local policies are listed below in section 12.

Duties of DC

General

Under CSPA ss.68(2) and (3) the DC must provide the Board with reports regarding policing provided by the detachment at the Board's request and may delegate any of the DC's powers and duties with respect to the Board to another person in writing, subject to any limitations, conditions or requirements set out in the delegation.

In addition, the DC has the following duties under the CSPA:

- s.70 preparation of local Action Plan; and
- ss.69(3) ensures detachment complies with local policies of the Board, subject to ss.69(4), (5) and (6).

DC's Local Action Plan (Policy D3(p) and Policy D3(r))

General

CSPA s.70 requires the DC to prepare and adopt (and review/revise at least every four years or where there is an amendment to the Minister's s.61 Strategic Plan) a local Action Plan for the provision of policing in the community. This local Action Plan must be in accordance with any prescribed regulations and must address at least the following matters:

- how adequate and effective policing will be provided in the community served by the detachment, in accordance with the needs and diversity of the community;
- the objectives and priorities for the detachment determined by the Board and such other objectives and priorities determined by the DC;
- quantitative and qualitative performance objectives and indicators of outcomes relating to:¹⁶
 - the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - community satisfaction with the policing provided;
 - emergency calls for service;
 - violent crime and clearance rates for violent crime;
 - property crime and clearance rates for property crime;
 - youth crime and clearance rates for youth crime;
 - police assistance to victims of crime and re-victimization rates;
 - interactions with persons described below;
 - road safety; and
 - any other prescribed matters.
- interactions with;
 - youths;
 - members of racialized groups; and
 - members of First Nation, Inuit and Métis communities.
- Interactions with persons who appear to have a mental illness or a neurodevelopmental disability.

Consultations

Under CSPA ss.70(2) the local Action Plan must provide an overview of the consultations that were conducted by the DC under CSPA ss.70(3) below and state whether and, if applicable, how the needs and concerns regarding policing identified during the consultations have been addressed by the local Action Plan. CSPA ss.70(3) requires the DC to consult the following stakeholders in preparing or revising the local Action Plan:

- the Board;
- Town Council (and other municipal councils served by the detachment);
- the band councils of any First Nations that receive policing from the detachment;
- groups representing diverse communities in the area that receives policing from the detachment;
- school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and
- any other prescribed persons, organizations or groups.

Considerations

CSPA ss.70(4) requires the DC to consider the following, at a minimum, in preparing or revising the local Action Plan:

- the results of the consultations conducted under CSPA ss.70(3);
- any community safety and well-being plans adopted by the municipalities or First Nations that receive policing from the detachment; and
- the needs of members of diverse communities in the area that receive policing from the detachment, including the needs of members of racialized groups and of First Nation, Inuit and Métis communities.

¹⁶ These and the “interactions” bullets are identical to the Minister’s Strategic Plan requirements under CSPA s.61.

Submission of Draft

Under CSPA ss.70(5) and (6) the DC must submit a draft of the new or amended local Action Plan to the Board before it is finalized and allow the Board to make comments on the draft within 60 days after receipt. The DC must consider the Board's comments on the draft, if any, and revise the local Action Plan if the DC determines it to be appropriate. At this time the Board will share the draft with Town Council to obtain Council's input prior to responding to the DC.

Final Local Action Plan

The final local Action Plan must be published on the internet in accordance with any regulations made by the Minister. The most recent local Action Plan is included in **Schedule B**.

Progress Reports

It is the DC's practice to issue Action Plan Progress Reports annually to provide updates on the latest local Action Plan to the community. These Progress Reports are included in the Board's Annual Report to Town Council (see **Policy D3(r)**). The most recent Progress Reports are included **Schedule B**.

OPP Police Service and Board Funding

OPP Police Service Funding

CSPA s.64 provides that an OPP-policed municipality shall pay the Minister of Finance for policing, court security and other services (per CSPA s.65) provided by the Commissioner, in the amount and manner set out in the regulations.

O. Reg. 413/23 deals with the amount of OPP police service funding. Subject to s.5 and s.6 of the regulation, the amount a municipality must pay the Minister of Finance pursuant to CSPA ss.64(1) during a target year is the amount determined in accordance with the detailed steps set out in s.4 of the regulation.

Board Funding

Estimates

CSPA ss.71(1) and (2) require the Board to prepare estimates, in accordance with the regulations made by the Minister, of the total amount that will be required to pay the Board's operational expenses, other than the remuneration of Board members. The Board must submit such estimates to Town Council, along with a statement of the Town's share of the costs, which are to be determined in accordance with such regulations (see O. Reg. 135/24).

Budget Contribution

CSPA ss.71(3) requires the Town, subject to arbitration of any dispute, to contribute its share of the costs of the Board's operational expense budget in accordance with the submitted estimates.

Arbitration in Case of Dispute

Under CSPA ss.71(4) if the Town is not satisfied that the total amount set out in the estimates is required to pay the Board's operational expenses, it may give the Board written notice referring the matter to arbitration. Under CSPA ss.71(7) and (8) the Board and the Town may jointly appoint an arbitrator within 60 days after the Town's notice and if such joint appointment does not take place, the Board or the Town may apply to the Chair of the Arbitration and Adjudication Commission to appoint an arbitrator.

Joining Arbitration

CSPA ss.71(5) and (6) allow the other municipalities that receive policing from the detachment to join the arbitration as a party. If the other municipalities do not join the arbitration, they may not separately commence a different arbitration with respect to the estimates.

Inspector General of Policing (CSPA Part VII)

CSPA s.102 provides for the appointment of an Inspector General of Policing¹⁷ and one or more deputy Inspector Generals whose duties with respect to OPP detachment and other police boards, chiefs of police, the OPP Commissioner and other policing providers include:

- monitoring and conducting inspections to ensure CSPA compliance and avoidance of misconduct;
- consulting with and advising on CSPA compliance;

¹⁷ Replacing the Ontario Civilian Police Commission (OCP) subject to transition provisions of CSPA s.216

- developing, maintaining and managing records and conducting research and analyses regarding CSPA compliance;
- dealing with complaints under CSPA s.106 and s.107 and with disclosures of misconduct under CSPA s.185; and
- submitting an annual report to the Minister under CSPA s.103 that addresses at least:
 - Inspector General activities, including, inspections conducted, complaints under s.106 and s.107, notifications sent to the Complaints Director or the SIU Director, directions issued under s.125 and measures imposed under s.126;
 - the compliance of police service boards, O.P.P. detachment boards, First Nation O.P.P. boards, chiefs of police, special constable employers, police services and prescribed policing providers with the CSPA and regulations; and
 - any other prescribed matters.

CSPA s.106 and s.107 Complaints to Inspector General (Policy D3(m))

Complaints Against a Board Member

CSPA s.106 deals with complaints of misconduct against Board members which may result in an investigation/inspection by the Inspector General and suspension of a member's participation in Board matters pending the outcome and sanctions ordered against the member if misconduct is found (see CSPA Part VII).

Policing Complaints

CSPA s.107 deals with complaints regarding:

1. the adequacy and effectiveness of policing provided under the CSPA;
2. a failure by the Board or Commissioner to comply with the CSPA, other than misconduct, including a systemic failure;
3. the policies of the Board; or
4. the procedures established by the Commissioner.

Under ss.107(5) if there appear to be grounds to believe that the matter complained of warrants investigation, the Inspector General must investigate the matter, inform the complainant about the investigation and keep them apprised of the steps taken to resolve the complaint.

Under CSPA ss.107(6) if the complaint does not relate to the matters referred to in clause 1 or 2 above, and if the complaint relates to the policies or procedures referred to in clauses 3 and 4 above the Inspector General shall forward the complaint to the Minister and to the Board (if the complaint relates to the Board's procedures) and inform the complainant of the decision and of the persons or bodies that the complaint has been forwarded to.

Under CSPA s.108, if, rather than making the complaint to the Inspector General, a complaint under s.106 or s.107 is received directly by the Board, the Commissioner or police service member, the complaint must be forwarded to the Inspector General.

Under CSPA s.122, once an investigation has commenced the Inspector General may direct a Board member to decline to exercise their powers or perform their duties as a Board from the outset of an investigation into the member's conduct until the earlier of:

- the day the member receives notice from the Inspector General that no further action will be taken in respect of the investigation; and
- the day the Inspector General exercises a power under CSPA s.124 as a result of the investigation, subject to the appointment of additional Board members by the Inspector General as may be required to maintain quorum and conduct Board business.

Once a complaint investigation is completed the Inspector General must issue a report and may, upon notice, impose measures and/or issue directions in accordance with CSPA s.124 - s.129.

Complaints Director of the Law Enforcement Complaints Agency (Part VIII) (Policy D3(m))

Public Complaints against police service members are dealt with separately (from CSPA s.106/s.107 complaints) by the Complaints Director under CSPA Parts VIII – X (see below).

CSPA Part VIII establishes the Law Enforcement Complaints Agency¹⁸ headed by the Complaints Director appointed under CSPA s.131 to deal with public complaints made to the Complaints Director against police service members under CSPA Part X and to implement programs and services to assist members of the public in making such complaints. Before commencing any complaint review/investigation the Complaints Director must notify the Inspector General. The Complaints Director must publish an annual report posted on the internet.

Ontario Police Arbitration and Adjudication Commission (Part IX) (Policy D3(m))

CSPA Part IX establishes the Ontario Police Arbitration and Adjudication Commission¹⁹ to facilitate the maintenance of one or more registers of arbitrators available for appointment to conduct arbitrations under CSPA Part XIII and hold hearings elsewhere under the CSPA.

See also O. Reg. 403/23.

Public Complaints (Part X) (Policy D3(m))

CSPA Part X deals with public complaints made to the Complaints Director against police service members identified under CSPA s.152 (police officers, special constables employed by the Niagara Parks Commission and peace officers in the Legislative Protective Service).

Under CSPA Part X s.155, if, rather than making the complaint to the Complaints Director, a complaint is received directly by the Board, the Commissioner or police service member, the complaint must be forwarded to the Complaints Director. Under CSPA s.174 the Complaints Director must notify the Inspector General of any matter referred to under CSPA ss.106(1) or ss.107(1) that is raised in a complaint or during an investigation under Part X.

Relevant Reports Required under the CSPA (Policy D3(g))

Reports to be Obtained and Received on Request of the Board

- CSPA s.9 report to Minister on personal information collection under s.5 and regulations.
- CSPA ss.58 Annual Report of the Commissioner to the Minister and posted on the internet by June 30 that addresses at least:
 - the implementation of the Minister's Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;
 - the affairs of the OPP; and
 - any other prescribed matters.
- CSPA s.61 Minister's Strategic Plan;
- CSPA s.103 Annual Report of the Inspector General to the Minister and posted on the internet by June 30:
- Ss.107(8) report of the Minister to the Inspector General following the Minister's review of a complaint received by the Minister under ss.107(6) regarding the Minister's policies or the procedures established by the Commissioner and report back to the Inspector General about any steps taken in response to the complaint.
- S.111-128 Inspection Reports to the Inspector General.
- Complaints Director
 - Ss.132(1)(c) Statistical Report for the purpose of informing the evaluation, management and improvement of policing in Ontario and the management of public complaints under Part X;
 - S.133 Systemic Review Reports, recommendations and responses;
 - S.144 Annual Report to the Minister on the affairs of the Law Enforcement Complaints Agency,all to be posted on the internet.
- Local Action Plan Progress Reports issued annually by the DC to provide updates to the Board and the community on the latest local Action Plan.

¹⁸ Formerly known as the Ontario Independent Police Review Director (OIPRD) subject to transition provisions of CSPA s.216

¹⁹ Formerly known as the Ontario Police Arbitration Commission (OPAC) subject to transition provisions of CSPA s.216

Reports to the Board

- CSPA ss.68(1)(e)/68(2) DC reports to the Board, as requested, regarding the policing provided by the detachment.

Reports Prepared by, or in Consultation with, the Board

- CSPA ss.68(1)(f) Board Annual Report to the Town by June 30 regarding the policing provided by the detachment.
- CSPA s.70 DC local Action Plan (at least every four years or where there is an amendment to the Minister's Strategic Plan) in consultation with the Board and other stakeholders – see Duties of DC above.
- CSPA ss.107(7) reports of the Board to both the Inspector General and the Minister following the Board's review of a complaint received by the Board under ss.107(6) relating to Board policies or procedures, advising the Inspector General and the Minister about any steps taken in response to the complaint.
- CSPA s.122 directions from Inspector General requiring a Board member to decline to exercise their powers or perform their duties or appointing additional Board members to meet quorum in conjunction with an investigation under Part VII (see above).

Community Safety and Well-Being Plan

- CSPA s.254 provides that a municipality that has adopted a community safety and well-being plan shall, in accordance with the regulations made by the Minister, if any, monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors and post the report on the internet.
- A community safety and well-being planner shall report to the Minister as required.

5. GRANT WRITING (Policy D3(v))

The Ministry provides grants, primarily to police services, in collaboration with community partners, in support of local and provincial community safety priorities. The Board collaborates with the Dufferin County OPP and local community partners to apply for grants that align with local community safety priorities. **Policy D3(v)** provides 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.

6. 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. See **Policy D3(f)**.

The Town is responsible for funding²⁰ the provision of adequate police services in accordance with the needs of the community 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 CSPA s.33 and s.67 are also governed by the Town's Committee Policy ([attached/hyperlink](#)).

²⁰ O. Reg. 413/23; CSPA s.64 and s.71

7. BOARD RELATIONSHIP WITH THE DC ²¹

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

- Common purpose; different roles;
- Respect for each other's abilities to work toward the common purpose by fulfilling their respective roles;
- Cooperative interaction, including a free-flowing sharing of relevant, timely information; and
- Collaborative development of strategic polices, 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 **Policy D3(f)** and **Policy D3(c)**).

8. ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS²²

General

The Ontario Association of Police Services Boards (the "OAPSB") is an organization dedicated to providing Ontario's police service boards and OPP detachment 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 OPP Handbook
- OAPSB Resource Handbook for Policing Board Secretaries
- Others?

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.

²¹ Based on OAPSB Handbook Version 2013-1

²² Name change under consideration given CSPA board name changes to reflect inclusion of OPP detachment boards

9. JOINT MEETINGS OF DUFFERIN COUNTY OPP DETACHMENT BOARDS

The OPP detachment 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.

10. MINISTRY OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES

The Ministry Of Community Safety and Correctional Services is the Ministry in the Government of Ontario responsible under the CSPA 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 service board and OPP detachment board is assigned a Police Services Advisor to act as a liaison between the boards and the Ministry on CSPA matters.

11. COMMUNITY SAFETY AND WELL-BEING PLANS

Background

Pursuant to Part XVI of 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).

CSPA ss.68(4) provides that in exercising its functions, the Board shall consider the Dufferin County CSWB.

O. Reg. 414/23 – Community Safety and Well-Being Plans – Publication and Review

Municipal Councils are required to publish their community safety and well-being plan on the Internet (or in any other manner or form desired) within 30 days after adopting it.

For purposes of CSPA ss.255 (1), a municipal council must review and, if appropriate, revise its community safety and well-being plan within four years after the day the plan was adopted and every four years thereafter.²³

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

12. OBJECTIVES, PRIORITIES AND GOVERNANCE OF THE BOARD (CSPA ss.68(1)(b))

To properly fulfill its role as an OPP detachment board, and its responsibilities under the CSPA and regulations the Board desires to:

- determine objectives and priorities for the detachment, not inconsistent with the Strategic Plan prepared by the Minister, after consultation with the DC or his or her designate;
- 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,

all with respect to police services in the Town. 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 the CSPA and regulations.

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.

²³ If the community safety and well-being plan was adopted before July 1, 2021, the first review and, if appropriate, revision of the plan must be completed before July 1, 2025, and subsequent reviews and revisions must be completed within every four years thereafter.

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.

1A. Reports and Plans

The following reports and plans are attached as **Schedule B**:

- Latest Strategic Plan (CSPA s.61)
- Latest Dufferin OPP Detachment Action Plan (CSPA s.70)
- Latest Action Plan Progress Reports
- Latest Commissioner Annual Report (CSPA s.58)

2. By-Laws

The following Board by-laws are attached as **Schedule C**:

- By-Law 001-2024 – General Procedures
- By-Law 002-2024 – 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
- (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 **DELETED**
- (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 DC Selection, Performance Review and Report (includes Schedule 1 and Exhibit "A")
- (m) Policy on Complaints Procedures (CSPA Parts VII-X)
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis
- (o) Policy on Board's Compliance with ASR s.29 - **DELETED**
- (p) Policy on Strategic Plan, Local Action Plan Planning and Minister Policies
- (q) Policy on Relevant Reports Required under the CSPA (Apr 1/24)
- (r) Policy on Protocol for Information Sharing
- (s) Policy on Police Services Quality Assurance Process - **DELETED**
- (t) Policy on General Service Standards Guidelines
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services (ASR s.37) - **DELETED**
- (v) Policy on Grant Writing for Community Safety Programs
- (w) Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority

13. 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 over year the Board has developed policies setting out service standards guidelines for its meetings (see Policy D3(j)) and for general and specific project compliance (see Policy D3(t)).

14. 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:


- 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
- Board Action Register
- Board Workplan
- Amended and Restated Archival Services Agreement dated September 15, 2020, as amended effective April 1, 2024 (to be read in conjunction with By-Law No. 002-2024 governing the retention and destruction of Board records)
- OAPSB
 - i. Policy Manual – governance of the OAPSB
 - ii. OPP Handbook – a guide to help section 10 boards in the execution of their governance responsibilities
 - iii. OAPSB Resource Handbook for Policing Board Secretaries
- Zone 5 Meetings/Minutes
- Minutes of Joint Meetings of Dufferin County OPP Detachment Boards
- Town Committee Policy (Board appointments)

15. APPLICABLE LEGISLATION/REGULATIONS

- CSPA
- Relevant CSPA Regulations, including:
 - i. O. Reg. 399/23 – General Matters under Authority of Lieutenant Governor in Council
 - ii. O. Reg 392/23 – General Adequate and Effective Policing
 - iii. O. Reg 395/23 - Investigations
 - iv. O. Reg. 416/23 – Oath/Affirmation of Office
 - v. O. Reg. 403/23 – Arbitration and Adjudication Commission
 - vi. O. Reg. 402/23 – Political Activity
 - vii. O. Reg. 409/23 – Code of Conduct
 - viii. O. Reg. 401/23 – Conflicts of Interest
 - ix. O. Reg. 413/23 – OPP Police Service Funding
 - x. O. Reg. 414/23 - Community Safety and Well-Being Plans
 - xi. O. Reg. 135/24 – OPP Detachment Boards

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

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



2022

PROGRESS REPORT



DUFFERIN DETACHMENT

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

DUFFERIN 2022 Progress Report Table of Contents

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Message from the Detachment Commander

I am pleased to present the Dufferin 2022 Action Plan Progress Report. As we look back over the past year, we recognize the many policing successes we have had including:

- The implementation of the Mental Health Crisis Response Team (MCRT) to better support and assist to those suffering from mental health in our community.
- Increased engagement and enhanced partnerships with community partners to better support victims of crime.



We continue to focus on the reduction of harm and victimization, specifically violent crime, property crime, illicit drugs, and cybercrime.

Dufferin Detachment remains committed to a traffic safety approach that will change driver behaviours responsible for injuries and deaths on roadways, waterways, and trails. We will continue to partner, engage, and educate to find solutions in demands for service involving persons with mental health illness or in a mental crisis.

As we look forward, we will continue to ensure our communities have the service delivery they require. The goals for next year for our detachment will be:

- Enhancement of the detachment offender management program with a focus on violent and habitual offenders and ensuring alignment with provincial strategies.
- A review of internal processes with the goal of promoting officer visibility and availability in the community by reducing administrative duties and tasks.
- A focus on intimate partner violence (IPV) investigations to ensure the immediate and longer-term needs of IPV victims are met while indicating to offenders that society does not tolerate violence.
- Continuing to promote traffic safety on our roads and trails by participating in local and provincial traffic safety initiatives as well as conducting proactive day to day enforcement and community engagement.

The dedication of our members, together with the support of our municipalities, will ensure our continued success in keeping our communities safe.

Inspector Terry Ward
Detachment Commander
Dufferin Detachment

Summary of Commitments

The OPP’s action planning process ensures compliance with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards) filed as O. Reg. 3/99 in 1999.

Through analysis and consultation, the following areas of focus were identified for the next three years. These are reflective of local issues; activities will be addressed, monitored and adjusted as needed.

Crime	Roadways, Waterways and Trails	Other
To address and prevent crime.	To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions (MVCs).	<p>Continue our partnership with the crisis workers of the Canadian Mental Health Association (CMHA) in order to provide real time assistance to those in mental health crisis and those with a substance abuse disorder.</p> <p>Develop additional relationships with our community partners to identify where police resources can be diverted and leverage available resources for those in mental health crisis and those with a substance abuse disorder.</p>
		To develop Transfer of Care (TOC) protocols with relevant health-care facilities.
		To streamline collision reporting.

Overview

OPP Facilities

Table 1.1

Facility	Count
Host detachment	1
Satellite Office	1
Community Service Office	0

First Nations Served by the OPP

Table 1.2

	Count
# of directly policed First Nation Communities	0
# of OPP Administered First Nation Communities	0

Hours (Field Personnel)

Table 1.3

	2020	2021	2022
01_ADMIN	12,618.25	23,299.75	27,805.00
02_COURT	2,390.25	3,668.00	3,856.00
03_CRIME	11,196.25	26,219.00	25,637.00
04_STATUTES	2,901.00	4,257.75	4,340.75
05_MUNICIPAL BY-LAWS	158.50	492.75	441.75
06_OPERATIONAL/SPECIALTY UNIT SUPPORT	8,921.75	19,841.50	25,857.25
07_PATROL	13,053.00	28,225.50	25,060.75
08_TRAFFIC	7,957.00	14,279.00	14,113.25
09_TRAINING	3,675.25	9,155.50	8,228.50
10_UNGROUPED	0.00	0.00	0.00
11 - TOTAL FRONTLINE HOURS	62,871.25	129,438.75	135,340.25

Criminal Code & Provincial Statute Charges Laid

Table 1.4

Category	2020	2021	2022
HTA	3,925	9,348	10,797
Criminal Code Traffic	183	214	204
Criminal Code Non-Traffic	655	1,152	1,183
LLA/LLCA	63	146	93
Other	393	1,076	1,110

Crime Data

Violent Crimes

Table 2.1

Offences	2020	2021	2022	Clearance Rate
01 - Homicide	0	0	0	--
02 - Other Offences Causing Death	0	0	0	--
03 - Attempted Murder	0	1	0	--
04 - Sexual Offences	28	47	54	57.41%
05 - Assaults/Firearm Related Offences	80	135	177	72.88%
06 - Offences Resulting in the Deprivation of Freedom	0	0	2	100.00%
07 - Robbery	2	8	11	36.36%
08 - Other Offences Involving Violence or the Threat of Violence	54	109	142	30.28%
09 - Offences in Relation to Sexual Services	0	0	0	--
10 - Total Violent Crime	164	300	386	54.15%

Property Crimes

Table 2.2

Offences	2020	2021	2022	Clearance Rate
01 - Arson	1	2	2	0.00%
02 - Break and Enter	57	61	85	25.88%
03 - Theft Over	44	101	95	18.95%
04 - Theft Under	188	511	513	10.14%
05 - Have Stolen Goods	5	14	10	70.00%
06 - Fraud	98	223	286	12.24%
07 - Mischief	71	221	265	12.83%
08 - Total Property Crime	464	1,133	1,256	13.38%

Other Criminal Code

Table 2.3

Offences	2020	2021	2022	Clearance Rate
01 - Illegal Gaming and Betting	0	0	0	--
02 - Offensive Weapons - Careless use of firearms	1	20	30	30.00%
03 - Failure to Comply - Judicial Orders/Unlawfully at Large	53	148	115	87.83%
04 - Disturb the Peace	7	34	43	6.98%
05 - Child Pornography	2	6	4	25.00%
06 - Other Criminal Code (Ex. Traffic)	17	44	37	32.43%
07 - Total Other Criminal Code	80	252	229	55.02%

Drugs

Table 2.4

Offences	2020	2021	2022	Clearance Rate
01 - CDSA Possession	17	24	18	83.33%
02 - CDSA Trafficking	10	18	28	50.00%
03 - CDSA Importation & Production	1	0	0	--
04 - Cannabis Possession	0	1	0	--
05 - Cannabis Distribution	0	1	1	100.00%
06 - Cannabis Sale	0	0	3	66.67%
07 - Cannabis Importation & Exportation	0	0	0	--

08 - Cannabis Production	1	0	0	--
09 - Other Cannabis Violations	0	0	0	--
10 - Total Drugs	29	44	50	64.00%

Federal Statutes

Table 2.5

Offences	2020	2021	2022	Clearance Rate
	1	2	4	50.00%

Cybercrime

Table 2.6

	2020	2021	2022
14 - Total Cybercrime/Cyber Enabled Occurrences	28	47	61

Intelligence-Led Policing – Crime Abatement Strategy

Table 2.7

Number of Checks	Number of Charges
2	2

2022 Crime Progress Results

To address and prevent crime in our communities.

To identify alternative response solutions for non-police-related demands for service that impact police resourcing in our communities.

Commitment	Progress Status	Progress Update
<p>To address and prevent crime in our communities.</p>	<p>Success Demonstrated</p>	<p>Promoted the ongoing development of frontline officers by making available temporary learning opportunities in the Major Crime Unit and the Community Street Crime Unit.</p> <p>Engaged the OPP Auxiliary Unit to conduct educational outreach activities to the community directed toward crime prevention, specifically frauds and scams that target vulnerable persons.</p> <p>In 2022, there were 309 hours of foot patrol conducted by uniform officers.</p> <p>Bicycles for officers have been purchased and training is underway for uniform bike patrol in the community.</p> <p>Built relationships with local media to enhance communication with the public regarding crime prevention and investigations.</p>

Traffic Data

Motor Vehicle Collisions (MVC) by Type

Table 3.1

(Includes roadway, off-road and motorized snow vehicle collisions)

Offences	2020	2021	2022
Fatal Motor Vehicle Collisions	4	4	2
Personal Injury Collisions	112	116	127
Property Damage Collisions	581	919	1,088
Alcohol/Drug-Related Collisions	30	40	39
Animal-Related Collisions	152	179	175
Speed-Related Collisions	128	150	170
Inattentive-Related Collisions	93	196	226
Persons Killed	4	4	3
Persons Injured	170	161	177

Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2020	2021	2022
Fatal Motor Vehicle Collisions Where Primary Cause is Speed	0	1	0
Fatal Motor Vehicle Collisions Where Primary Cause is Alcohol/Drug	0	1	0
Persons Killed Where Lack of Seatbelt Use is a Factor	2	0	0
Fatal Motor Vehicle Collisions Where Primary Cause is Inattentive	1	0	1
Fatal Motor Vehicle Collisions Where Animal is the Primary Cause	0	0	0

Fatalities in Detachment Area

Table 3.3

Fatality Type	Category	2020	2021	2022
Roadway	Fatal Incidents	3	3	2
	Persons Killed	3	3	3
	Alcohol/Drug-Related Incidents	0	1	0
Marine	Fatal Incidents	0	0	0
	Persons Killed	0	0	0
	Alcohol/Drug-Related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	1	1	0
	Persons Killed	1	1	0
	Alcohol/Drug-Related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
	Persons Killed	0	0	0
	Alcohol/Drug-Related Incidents	0	0	0

2022 Roadways, Waterways and Trails Progress Results

Increased safety in the community is achieved when motor vehicle collisions are reduced. Past analysis and targeted enforcement has resulted in a reduction in the number of motor vehicle collisions in the past and is expected to have the same result going forward.

A commitment by logistical company owners and operators to the proper maintenance of vehicles, and a reduction in commercial motor vehicle related incidents as a result of consistent activities by the Dufferin OPP and Central Region Traffic Management Team.

Increasing the apprehension and prosecution of violators who engage in “The Big 4” activities, and reducing the number of “Big 4” behaviours, leading to safer communities.

Partnerships will lead to collaboration and cooperation to resolve situations that may result in unsafe driving behaviours such as speeding, disobeying signs and aggressive driving.

Commitment	Progress Status	Progress Update
<p>To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions</p>	<p>Success Demonstrated</p>	<p>Conducted directed blitzes in our communities to address local concerns with traffic safety, including cell phone, commercial motor vehicle safety and excessive noise enforcement. Led the province in total charges in several safety campaigns and conducted 225 festive Reduce Impaired Driving Everywhere (RIDE) events, checking over 8,500 vehicles for impaired drivers.</p> <p>Four ‘Black Cat’ speed monitoring devices have been deployed in several areas around Dufferin County. These devices have provided data that has assisted with directed traffic patrol and enforcement.</p> <p>Introduced two snowmobiles and two all terrain vehicles (ATVs) to the Dufferin OPP fleet, significantly expanding our ability to patrol the County’s trails. Five members have conducted 10 hours of snowmobiles patrol and six members have conducted 87 hours of ATV patrol.</p> <p>Regional Operations Analysts (ROAs) provided traffic complaint heat maps and data to Dufferin Detachment. This data is analyzed and shared locally to plan future initiatives.</p>

Other Policing Data

Mental Health Occurrences

Table 4.1

2020	2021	2022
184	582	751

2022 Brief Mental Health Screener (BMHS) Statistics

Table 4.2

# of Mental Health Occurrences Where Contact Was Made	Involuntary Apprehensions	Diversion/Referrals	Previous Police Contact
694	31%	72%	13%

Overdose and/or Suspected Overdose Occurrences

Table 4.3

Type of Occurrence	2020	2021	2022
1 - Non-Fatal Opioid Overdose	6	21	11
2 - Non-Fatal Non-Opioid Overdose	10	15	17
3 - Fatal Opioid Overdose	1	3	1
4 - Fatal Non-Opioid Overdose	0	1	0

2022 Other Progress Results

Partnering with other community stake holders is paramount in meeting the needs of our community. There are many services available and by partnering with other services, our community will not only be safer but also have a better feeling of wellness.

Commitment	Progress Status	Progress Update
<p>Continue our partnership with the crisis workers of the Canadian Mental Health Association in order to provide real time assistance to those in mental health crisis and those with a substance abuse disorder.</p> <p>Involve social service stakeholders through continued officer referrals in an effort to ensure the appropriate resources are engaged.</p> <p>Develop additional relationships with our community partners to identify where police resources can be diverted and leverage available resources for those in mental health crisis and those with a substance abuse disorder.</p>	<p>Success Demonstrated</p>	<p>The Mental Health Crisis Response Team (MCRT) has been deployed with a dedicated officer and mental health crisis nurse. Additional platoon members have been trained, increasing our capacity to respond to mental health related calls for service.</p> <p>Ongoing OPP representation and participation in local community agency working groups and committees including the Sexual Assault Advisory Committee (SAAC), High Risk Review Team (HRRT), and the Family Transition Place (FTP).</p>
<p>To develop Transfer of Care protocols with relevant healthcare facilities.</p>	<p>Success Demonstrated</p>	<p>A process for the transfer of care of victims of sexual assault has been developed with the program lead of the Sunrise Centre for Sexual Assault and Domestic Violence Treatment at Headwaters Healthcare Centre. This ensures that victims are attended to by a nurse in the quickest time possible 24 hours a day.</p> <p>Discussions will continue in 2023 to establish further collaboration regarding formalizing a standard transfer of care agreement with local health care centres for other patients.</p>
<p>To streamline collision reporting.</p>	<p>Success Demonstrated</p>	<p>Currently, there is no Collision Reporting Centre available in Dufferin County OPP locations.</p> <p>Social media has played a critical role with advising the public of safety measures to take after a motor vehicle collision as well as the collision reporting process.</p>

Endnotes

Table 1.3 Hours (Field Personnel)

Source: Ontario Provincial Police, Daily Activity Reporting (DAR) System (2023/02/02)

Note: Based on Total hours of activity reported in DAR under selected Obligated Duty Codes reported to Home Location.

Excludes hours worked by First Nations members (OFNPA), civilians and members at and above the rank of Staff Sergeant and those reporting to General Headquarters.

Table 1.4 Criminal Code & Provincial Statute Charges Laid

Source: Ontario Provincial Police, Niche Records Management System (RMS) for Criminal Code Traffic, Criminal Code Non-traffic, Controlled Drug & Substance Act, and Federal Cannabis Act charge data (2023/03/13)

Ministry of Attorney General, Integrated Court Offence Network (ICON) for Highway Traffic Act, Liquor License Act, Provincial Cannabis and other charges (2022/03/28) Charges are based on date charge added into the ICON system and not date of offence.

The change in methodology from ICON only to ICON and RMS was used to offset certain missing charge data points for the 2022 year. The ICON data is only available at the provincial level and is unable to be reduced to regional or detachment level accurately which is where RMS data is used. The new mixed methodology combines data from both ICON and RMS databases for a more accurate reflection of charge numbers.

Tables 2.1, 2.2, 2.3, 2.4, 2.5

Source: Niche Records Management System (RMS) (2023/03/15)

Note: Actual occurrences, Stats Can Valid occurrences only, Non-FN Coverage Types only, Primary Offence Level only, Violent & Property Crime, Other Criminal Code and Federal Statute categories aligned with public reporting standards. For a more detailed explanation of Uniform Crime Reporting Codes see Statistics Canada, Uniform Crime Reporting at www.statcan.gc.ca

Clearance rates displayed are for 2022 only.

Table 2.1 Violent Crimes

Corresponding Primary Offence Levels

01* Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide

02 Criminal Negligence Causing Death, Other Related Offences Causing Death

03 Attempted Murder, Conspire to Commit Murder

04 Aggravated Sexual Assault, Sexual Assault with a Weapon, Sexual Assault, Other Criminal Code * Sec. 151 – Sec. 160, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Sexually Explicit Material to Child with Intent, Luring a Child via a Computer, Anal Intercourse, Bestiality – Commit/Compel/Incite Person, Voyeurism

05 Aggravated Assault Level 3, Assault with a Weapon, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using Firearm (or imitation) in commission of offence, Pointing a Firearm, Assault Peace Officer, Assault Peace Officer with a Weapon OR Cause Bodily Harm, Aggravated Assault on Peace Officer, Criminal Negligence – Bodily Harm, Trap Likely to or Cause Bodily Harm, Other Assaults / Admin Noxious thing

06 Kidnapping / Confinement, Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Abduction Under 16, Remove Child from Canada, Abduction Contravening A Custody Order, Abduction – No Custody Order

07 Robbery, Robbery of Firearms

08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-Justice Participant, Criminal Harassment, Threatening / Indecent Phone Calls, Utter Threats, Explosives, Arson – Disregard for Human Life, Other Criminal Code * against public order

*Homicide Data is extracted from Homicide Survey

Table 2.2 Property Crimes

Corresponding Primary Offence Levels

01 Arson

02 Break & Enter, Break & Enter – Firearms, Break & Enter – Steal firearm from motor vehicle

03 Theft Over, Theft Over \$5,000 – Motor Vehicle, Theft from Motor Vehicles Over \$5,000, Theft Over \$5,000 Shoplifting, Theft of Motor Vehicle

04 Theft Under \$5,000, Theft Under \$5,000 – Motor Vehicle, Theft from Motor Vehicles Under \$5,000, Theft Under \$5,000 Shoplifting

05 Possession of Stolen Goods, Trafficking in Stolen Goods over \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods over \$5,000, Trafficking in Stolen Goods under \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods under \$5,000

06 Fraud, Identity Theft, Identity Fraud

07 Mischief, Mischief to Property Over \$5,000 Exp., Mischief to Property Under \$5,000 Exp., Mischief to Religious Property Motivated by Hate, Altering / Destroying / Removing a vehicle identification number

Table 2.3 Other Criminal Code

Corresponding Primary Offence Levels

01 Offensive Weapons – Explosives, Use of Firearm in Offence, Offensive Weapons – Weapons Trafficking, Possess Firearm while prohibited, Other Criminal Code * Sec. 78 – Sec. 96, Import / Export – Firearm / Weapon / Ammunition / Device, Offensive Weapons – Point Firearm, Other Criminal Code * Sec. 105 – Sec. 108, Breach of Firearms Regulation – Unsafe Storage

02 Prostitution – Bawdy House, Live on avails of prostitution, Parent / Guardian Procure sexual activity, Prostitution under 18 – Procuring, Prostitution – Other Prostitution, Betting House, Gaming House, Other Gaming and Betting, Bail Violations, Counterfeit Money, Disturb the Peace, Escape Custody, Indecent Acts, Child Pornography, Voyeurism, Public Morals, Lure Child via Computer, Obstruct Public Peace Officer, Prisoner Unlawfully at Large, Trespass at Night, Fail to Attend Court, Breach of Probation, Threatening / Harassing Phone Calls, Utter Threats to Property / Animals, Advocating Genocide, Public Incitement of Hatred, Unauthorized record for sale, rental, comm. Distribution, Other Criminal Code * Sec. 46 – Sec. 78.1, Property or Services for Terrorist Activities, Terrorism – Property, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruct Terrorist Act, Harbour or conceal a Terrorist, Hoax Terrorism, Offensive Weapons – Careless use of firearms, Bribery / Perjury, Other Criminal Code * Sec. 176 – Sec. 182, Interception / Disclosure of Communication, Other Criminal Code * Sec. 215 – Sec. 319, Other Criminal Code * Sec. 337 – Sec. 352, Other Criminal Code * Sec. 415 – Sec. 427, Intimidation of Justice System Participant, Other Criminal Code * Sec. 437 – Sec. 447, Offences Related to Currency, Proceeds of Crime, Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commission of offence for Criminal Organization, Participate in Activities of Criminal Organization, Other Criminal Code * Sec. 462 – Sec. 753

Table 2.4 Drugs

Corresponding Primary Offence Levels

01 Possession—Heroin, Possession—Cocaine, Possession—Other Controlled Drugs and Substances Act (CDSA), Possession—Cannabis, Possession—Methamphetamine (Crystal Meth), Possession—Methylenedioxyamphetamine (Ecstasy)
 02 Trafficking—Heroin, Trafficking—Cocaine, Trafficking—Other CDSA, Trafficking—Cannabis, Trafficking—Methamphetamine (Crystal Meth), Trafficking—Methylenedioxyamphetamine (Ecstasy)
 03 Import/Export—Heroin, Import/Export—Cocaine, Import/Export—Other Drugs, CDSA *Sec.6 Import/Export

Table 2.5 Federal Statutes

Corresponding Primary Offence Levels

01 Other Federal Statutes, Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act, Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Other Federal Statutes

Table 2.6 Cybercrime Occurrences

Source: Ontario Provincial Police, Uniform Crime Reporting Criminal Code data, Niche RMS custom query (2023/02/09), actual occurrences only.
 Data extracted based on RMS occurrence Type being one of 9 Cybercrime/Cyber Enabled Crime types, or Cybercrime Indicator flag of Yes (01)

Table 2.7 Intelligence-Led Policing – Crime Abatement Strategy

Source: Niche Records Management System RDP data extract (2023/04/03)

Table 3.1 Motor Vehicle Collisions by Type

(Includes Roadway, Off-Road and Motorized Snow Vehicle Collisions)

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2023/03/13)

Note:

- Count of Reportable Fatal, Personal Injury and Property Damage Collisions entered into the eCRS, regardless of report completion status, where the Report Type field is 'MVC', 'ORV' or 'MSV'.
- Count of Speed-Related Collisions includes collisions where the Contributing Factor field is 'Speed – Excessive' or 'Speed – Too Fast for Conditions' OR the Driver Action field is 'Exceeding Speed Limit' or 'Speed – Too Fast for Conditions'.
- Count of Alcohol/Drug-Related Collisions includes collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired – Alcohol' or 'Ability Impaired – Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Count of Inattentive-Related (Distracted) Collisions includes collisions where the Contributing Factor field is 'Inattentive Driver' OR the Driver Condition field is 'Inattentive'.
- Count of Animal-Related collisions includes collisions where the Contributing Factor field is 'Animal – Wild or Domestic' OR the Wildlife Involved field is not null OR the Sequence of Events field is 'Moveable Objects – Domestic Animal' or 'Moveable Objects – Wild Animal'.

Table 3.2 Primary Causal Factors in Fatal Motor Vehicle Collisions on Roadways

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2023/03/13)

Note:

- Count of Fatal Roadway Collisions entered into the eCRS, regardless of report completion status, where the Report Type field is 'MVC' AND the Classification field is 'Fatal Injury'.
- Total Fatal Roadway Collisions includes collisions where causal factors are not listed in this table.
- Count of Speed-Related Collisions includes collisions where the Contributing Factor field is 'Speed – Excessive' or 'Speed – Too Fast For Conditions' OR the Driver Action field is 'Exceeding Speed Limit' or 'Speed – Too Fast For Conditions'.
- Count of Alcohol/Drug-Related Collisions includes collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired – Alcohol' or 'Ability Impaired – Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Count of Inattentive-Related (Distracted) Collisions includes collisions where the Contributing Factor field is 'Inattentive Driver' OR the Driver Condition field is 'Inattentive'.
- Count of Persons Killed Not Wearing Seatbelt includes victims where the Nature of Injuries field is 'Fatal' AND the Position field is within the vehicle (codes 01-07 or L1-L7) AND the Vehicle Type field is (codes 01,04-13,00) AND the Safety Equipment Used field is (codes 09-10) AND the Vehicle Manoeuvre field is not 'Parked'.
- Count of Animal-Related collisions includes collisions where the Contributing Factor field is 'Animal – Wild or Domestic' OR the Wildlife Involved field is not null OR the Sequence of Events field is 'Moveable Objects – Domestic Animal' or 'Moveable Objects – Wild Animal'.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2023/03/13)

Note:

- Count of Fatal Collisions/Incidents and Persons Killed entered into the eCRS, regardless of report completion status, where the Classification field is 'Fatal Injury' and the Report Type field is either MVC, ORV, MSV or Marine.
- Count of Alcohol/Drug-Related Incidents is a count of the incidents/collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired - Alcohol' or 'Ability Impaired - Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Motorized Snow Vehicle Statistics are reported in this table by season (season defined as reporting period October 1st to April 30th).

Table 4.1 Mental Health Occurrences

Source: Records Management System (RMS Niche) Custom Query, (2023/04/12).

Note: Occurrences between 2020/01/01 00:00 and 2022/12/31 23:59 * Occurrences with MH UCR Code 8529

Table 4.2 Brief Mental Health Screening Forms

Source: Records Management System (RMS Niche), SPSS BMHS Dataset, (2023/04/12)

Table 4.3 Overdose/Suspected Overdose

Source: Ontario Provincial Police, Uniform Crime Reporting Criminal Code Data (2023/04/24)

Niche RMS custom query based on UCR 8575.0115 (non-opioid overdose) or 8575.0120 (opioid overdose) both with and without 8530.0060 (fatal overdose).



2022

PROGRESS REPORT

PROGRAMS & SERVICES

Administration of the Ontario
First Nations Policing Agreement
Auxiliary Policing/Chaplaincy
Aviation/Flight Operations
Bloodstain Pattern Analysis
Breath Analysis/Drug Recognition
Canine Operations
Chemical, Biological, Radiological,
Nuclear and Explosive Response
Child Exploitation Investigation
Civil Litigation File Coordination
Civilian Data Entry
Clandestine Laboratory Investigative Response
Collision Reconstruction and Investigation
Collision Reporting Centres
Commercial Vehicles and Dangerous Goods
Communications
Community Liaison; Hate/Bias Incident Response
Community Policing
Community Street Crime Units
Complaint Investigation
Computer-Aided Dispatch
Court Case Management
Crime Analysis
Crime Gun Analysis
Crime Prevention and Community Safety
Crime Stoppers
Criminal Investigation Services and
Major Case Management
Crime Linkage Analysis
(DNA and Provincial ViCLAS Centre)
Crisis Negotiation
Critical Infrastructure Protection,
Planning and Support
Cybercrime Investigations
Digital Evidence
DNA Coordination
Drug Enforcement
Drug Evaluation and Classification
Emergency Management and Preparedness
Emergency Response
Explosives Disposal/Render Safe Investigations
Federal Firearms Program Delivery
Federal and Provincial Road
Safety Countermeasures
Firearm Verification and Analysis Unit
Forensic Identification Services
Forensic Interviewing and Polygraph
Forensic Psychiatry and Research
Forensic Video Analysis
Fraud, Corruption, Economic/
Financial Crime Investigation
Hate Crime/Extremism Investigation
Incident Command
Indigenous Awareness Training
Indigenous Policing
Information Technology
Intelligence
Justice Officials Protection and
Investigation Section
Marine, Motorized Snow and
Off-road Vehicle and Motorcycle Patrol
Media Relations
Mental Health and Abuse Issues
Mobile Crisis Response Teams
Missing Persons and Unidentified Bodies
Offender Transportation
Ontario Sex Offender Registry
Organized Crime Enforcement
Physical Security Services
Prescription Drug Diversion
Provincial Alcohol and Gaming Enforcement
Provincial Anti-Human Trafficking Strategy
Provincial Anti-Terrorism
Provincial Asset Forfeiture
Provincial Biker Enforcement
Provincial Contraband Tobacco Enforcement
Provincial Cybercrime Strategy
Provincial Emergency Operations Centre
Provincial Guns and Gangs Strategy
Provincial Illegal Cannabis Enforcement
Provincial Illegal Gaming Investigation
Provincial Liaison Team
Provincial Operations Centre
Provincial Repeat Offender Parole Enforcement
Provincial Strategy to Protect Children from
Sexual Abuse and Exploitation on the Internet
Provincial Tow Program
Provincial Weapons Enforcement
Public Order
Recorded Patrol
Remotely Piloted Aircraft Systems
RIDE (Reduce Impaired Driving Everywhere)
Search and Rescue
Security Assessments
Security Enquiries
Surveillance — Electronic and Physical
Tactical and Emergency Medical
Tactics and Rescue
Technology Disclosure
Threat and Behaviour Analysis
Traffic Safety
Training
Undercover Operations
Underwater Search and Recovery
United Nations Policing Missions
Urban Search and Rescue
Victim Assistance, Support and Response
Witness Protection

CONTACT THE OPP

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online at your convenience without attending a detachment or waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property
- Mischief/damage to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft From vehicle
- Theft

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire, or medical emergencies only.

Every time an accidental or hang-up 9-1-1 call is received, OPP officers are dispatched.

You may be taking police officers away from a real emergency.

#KnowWhenToCall

If you've dialed in error, stay on the line and speak with the communicator. This will eliminate the need for the emergency operator to call back. As per OPP policy, officers will still be dispatched to ensure you are safe.

2022

PROGRESS REPORT

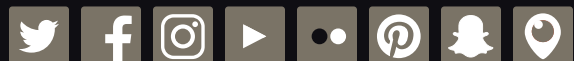
DUFFERIN DETACHMENT

506312 Highway 89
Mono, Ontario
L9V 1H9

Tel: (519) 925-3838
Fax: (519) 925-6462



Follow us on





2021

PROGRESS REPORT



DUFFERIN DETACHMENT

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

DUFFERIN 2021 Progress Report Table of Contents

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Message from the Detachment Commander

I am pleased to present the Dufferin 2021 Action Plan Progress Report. As we look back over the past year, we recognize the many policing successes we have had including:

- Increased engagement with community partners to bring awareness and assistance to those suffering from mental health.
- A healthy workforce ensuring the delivery of a professional, efficient, and effective police service.



We continue to focus on the reduction of harm and victimization, specifically violent crime, property crime, illicit drugs and cybercrime. Dufferin Detachment remains committed to a traffic safety approach that will change driver behaviours responsible for injuries and deaths on roadways, waterways, and trails. We will continue to partner, engage and educate to find solutions in demands for service involving persons with mental health illness or in a mental crisis.

As we look forward, we will continue to ensure our communities have the service delivery they require. The focus of the next year for our detachment will be:

- Strengthening partnerships to better support victims of crime through the judicial process.
- Changing driver behaviour by focusing on education and enforcement of “The Big Four” causal factors of fatal, personal injury and property damage motor vehicle collisions.
- Collaborating with stakeholders to enhance the community’s response to persons suffering from mental illness, with a goal of intervention before reaching a crisis point.

The dedication of our members, together with the support of our municipalities, will ensure our continued success in keeping our communities safe.

Terry Ward
Inspector
Detachment Commander
Dufferin Detachment, OPP

Summary of Commitments

The OPP’s action planning process ensures compliance with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards) filed as O. Reg. 3/99 in 1999.

Through analysis and consultation, the following areas of focus were identified for the next three years. These are reflective of local issues; activities will be addressed, monitored and adjusted as needed.

Crime	Roadways, Waterways and Trails	Other
To address and prevent crime	To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.	Continue our partnership with the crisis workers of the Canadian Mental Health Association in order to provide real time assistance to those in mental health crisis and those with a substance abuse disorder. Develop additional relationships with our community partners to identify where police resources can be diverted and leverage available resources for those in mental health crisis and those with a substance abuse disorder.
		To develop transfer of care protocols with relevant healthcare facilities
		To streamline collision reporting

Overview

OPP Facilities

Table 1.1

Facility	Count
Host detachment	1
Satellite Office	1
Community Service Office	0

First Nations Served by the OPP

Table 1.2

	Count
# of OPP Administered First Nation Communities	0
# of directly policed First Nation Communities	0

*Ontario First Nations Policing Agreement

** Agreement under the OFNPA for OPP service delivery

Hours (Field Personnel)

Table 1.3

	2019	2020	2021
01_ADMIN	9,415.50	12,618.25	23,299.75
02_COURT	2,521.00	2,390.25	3,668.00
03_CRIME	9,995.50	11,196.25	26,219.00
04_STATUTES	1,837.25	2,901.00	4,257.75
05_MUNICIPAL BY-LAWS	122.25	158.50	492.75
06_OPERATIONAL/SPECIALTY UNIT SUPPORT	6,875.75	8,921.75	19,841.50
07_PATROL	6,507.00	13,053.00	28,225.50
08_TRAFFIC	8,067.00	7,957.00	14,279.00
09_TRAINING	2,844.00	3,675.25	9,155.50
11 - TOTAL FRONTLINE HOURS	48,185.25	62,871.25	129,438.75

Criminal Code & Provincial Statute Charges Laid

Table 1.4

Category	2019	2020	2021
HTA	4,151	3,925	9,348
LLA/LLCA	40	63	146
CC Non-Traffic	415	655	1,159
CC Traffic	103	182	211
Other	472	393	1,076

Crime Data

Violent Crimes

Table 2.1

Offences	2019	2020	2021	Clearance Rate
01 - Homicide	1	0	0	--
02 - Other Offences Causing Death	0	0	0	--
03 - Attempted Murder	0	0	1	100.00%
04 - Sexual Offences	16	28	45	71.11%
05 - Assaults/Firearm Related Offences	47	80	135	77.78%
06 - Offences Resulting in the Deprivation of Freedom	0	0	0	--
07 - Robbery	2	2	7	57.14%
08 - Other Offences Involving Violence or the Threat of Violence	22	54	110	43.64%
09 - Offences in Relation to Sexual Services	0	0	0	--
10 - Total Violent Crime	88	164	298	63.76%

Property Crimes

Table 2.2

Offences	2019	2020	2021	Clearance Rate
01 - Arson	1	1	2	0.00%
02 - Break and Enter	63	58	61	14.75%
03 - Theft Over	30	44	97	15.46%
04 - Theft Under	83	188	513	16.96%
05 - Have Stolen Goods	3	5	14	85.71%
06 - Fraud	60	98	223	9.87%
07 - Mischief	47	71	221	12.22%
08 - Total Property Crime	287	465	1,131	15.21%

Other Criminal Code

Table 2.3

Offences	2019	2020	2021	Clearance Rate
01 - Illegal Gaming and Betting	0	0	0	--
02 - Offensive Weapons - Careless use of firearms	6	1	18	72.22%
03 - Failure to Comply - Judicial Orders/Unlawfully at Large	43	53	145	84.14%
04 - Disturb the Peace	5	7	34	5.88%
05 - Child Pornography	3	2	5	20.00%
06 - Other Criminal Code (Ex. Traffic)	17	17	43	41.86%
07 - Total Other Criminal Code	74	80	245	63.67%

Drugs

Table 2.4

Offences	2019	2020	2021	Clearance Rate
01 - CDSA Possession	4	17	25	84.00%
02 - CDSA Trafficking	4	13	11	90.91%
03 - CDSA Importation & Production	0	1	0	--
04 - Cannabis Possession	0	0	1	100.00%
05 - Cannabis Distribution	0	0	1	100.00%
06 - Cannabis Sale	0	0	0	--
07 - Cannabis Importation & Exportation	0	0	0	--
08 - Cannabis Production	0	1	0	--
09 - Other Cannabis Violations	0	0	0	--
10 - Total Drugs	8	32	38	86.84%

Federal Statutes

Table 2.5

Offences	2019	2020	2021	Clearance Rate
01-Other Federal Statutes	0	1	2	100.00%

Cybercrime

Table 2.6

	2019	2020	2021
14 - Total Cybercrime/Cyber Enabled Occurrences	13	28	45

Intelligence-Led Policing – Crime Abatement Strategy

Table 2.7

Number of Checks	Number of Charges
18	30

2021 Crime Progress Results

To address and prevent crime in our communities.

To identify alternative response solutions for non-police-related demands for service that impact police resourcing in our communities.

Commitment	Progress Status	Progress Update
<p>To address and prevent crime in our communities</p>	<p>Relevant Activity Underway</p>	<p>In January 2021, the Dufferin County OPP began creating a Community Street Crimes Unit (CSCU). By March 2021, there were 3 constables and 1 Sergeant dedicated to the CSCU. Throughout 2021, the CSCU engaged in 312 warrants, laying 708 Criminal Code, Controlled Drug and Substances Act, and Provincial Statute charges.</p> <p>Dufferin County OPP Officers and Auxiliary officers logged over a combined 2,400hrs of foot patrol. This focused police presence not only allowed the police to engage the community, but also was a strong preventative measure deterring criminality.</p> <p>Providing relevant advanced training to officers of Dufferin County OPP enables local officers to confidently investigate new trending criminal activities. Two Detectives were sent on the Human Trafficking course in Ottawa expanding the knowledge base of the crime unit.</p>

Traffic Data

Motor Vehicle Collisions (MVC) by Type

Table 3.1

(Includes roadway, off-road and motorized snow vehicle collisions)

Offences	2019	2020	2021
Fatal Motor Vehicle Collisions	7	4	4
Personal Injury Collisions	134	112	116
Property Damage Collisions	528	582	918
Alcohol/Drug-Related Collisions	31	30	40
Animal-Related Collisions	159	152	177
Speed-Related Collisions	134	128	150
Inattentive-Related Collisions	89	93	196
Persons Killed	7	4	4
Persons Injured	223	170	161

Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2019	2020	2021
Fatal Motor Vehicle Collisions where Primary Cause is Speed	1	0	1
Fatal Motor Vehicle Collisions where Primary Cause is Alcohol/Drug	3	0	1
Persons Killed where lack of seatbelt use is a Factor	1	2	0
Fatal Motor Vehicle Collisions where Primary Cause is Inattentive	0	1	0
Fatal Motor Vehicle Collisions where Animal is the Primary Cause	0	0	0

Fatalities in Detachment Area

Table 3.3

Fatality Type	Category	2019	2020	2021
Roadway	Fatal Incidents	6	3	3
Roadway	Persons Killed	6	3	3
Roadway	Alcohol/Drug-Related Incidents	3	0	1
Marine	Fatal Incidents	0	0	0
Marine	Persons Killed	0	0	0
Marine	Alcohol/Drug-Related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	1	1	1
Off-Road Vehicle	Persons Killed	1	1	1
Off-Road Vehicle	Alcohol/Drug-Related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
Motorized Snow Vehicle	Persons Killed	0	0	0
Motorized Snow Vehicle	Alcohol/Drug-Related Incidents	0	0	0

2021 Roadways, Waterways and Trails Progress Results

Increased safety in the community is achieved when motor vehicle collisions are reduced. Past analysis and targeted enforcement has resulted in a reduction in the number of motor vehicle collisions in the past and is expected to have the same result going forward.

A commitment by logistical company owners and operators to the proper maintenance of vehicles, and a reduction in commercial motor vehicle related incidents as a result of consistent activities by the Dufferin OPP and Central Region Traffic Management Team.

Increasing the apprehension and prosecution of violators who engage in Big Four activities, and reducing the number of Big Four behaviours, leading to safer communities.

Partnerships will lead to collaboration and cooperation to resolve situations that may result in unsafe driving behaviours such as speeding, disobeying signs and aggressive driving.

Commitment	Progress Status	Progress Update
To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions	Relevant Activity Underway	<p>Dufferin County OPP engaged in nine provincial traffic safety campaigns throughout 2021. This commitment to road safety resulted in nearly 7,000 'Big Four' charges in Dufferin County (speeding, seatbelt offences, impaired driving and distracted driving).</p> <p>The Detachment Commander created a Dufferin County OPP Traffic Management Unit in December of 2021 to further enhance the safety on our roadways.</p>

Other Policing Data

Mental Health Occurrences

Table 4.1

2019	2020	2021
79	184	582

2021 Brief Mental Health Screener (BMHS) Forms

Table 4.2

# of Occurrences With Completed BMHS Forms	Involuntary Apprehensions	Diversion/Referrals	Previous Police Contact
491	39%	39%	11%

Overdose and/or Suspected Overdose Occurrences

Table 4.3

Type of Occurrence	2019	2020	2021
1 - Non-Fatal Opioid Overdose	3	6	21
2 - Non-Fatal Non-Opioid Overdose	4	10	15
3 - Fatal Opioid Overdose	2	1	3
4 - Fatal Non-Opioid Overdose	0	0	1

2021 Other Progress Results

Partnering with other community stake holders is paramount in meeting the needs of our community. There are many services available and by partnering with other services, our community will not only be safer but also have a better feeling of wellness.

Commitment	Progress Status	Progress Update
<p>Continue our partnership with the crisis workers of the Canadian Mental Health Association in order to provide real time assistance to those in mental health crisis and those with a substance abuse disorder.</p> <p>Involve social service stakeholders through continued officer referrals in an effort to ensure the appropriate resources are engaged.</p> <p>Develop additional relationships with our community partners to identify where police resources can be diverted and leverage available resources for those in mental health crisis and those with a substance abuse disorder.</p>	<p>Relevant Activity Underway</p>	<p>The collaborative partnership model that exists within Dufferin County has seen the OPP working alongside the community partners, in both “street level” activities and planning activities. Mobile Crisis Response Team (MCRT) proactively engages with vulnerable persons in our community, such as the homeless, to ensure that they are safe and to try and connect those willing to appropriate resources.</p> <p>The implementation of the MCRT in May of 2021 has had a significant impact on diverting persons from hospital. The training the dedicated OPP member of the MCRT team has done with frontline officers on the services available through MCRT as well as referrals to community partners, has been well received and we are seeing more frontline officers engaging MCRT and community partners, resulting in an overall reduction in persons being apprehended and taken to hospital. The training enables officers to better interact with individuals that are in crisis or going into crisis and provide effective reference to community partners who are best positioned to support and assist presentations.</p> <p>The partnership established with the Integrated Crisis Team continues to support diversion from hospital. The Integrated Crisis Team is made up of these community partners; OPP, Canadian Mental Health Association (CMHA Crisis), Services and Housing in the Province (SHIP), Family Transition Shelter (FTP), Peel Addiction Assessment & Referral Centre (PAARC), and Dufferin Child & Family Services (DCAFS). The ability to divert persons suffering from mental health to the Integrated Crisis Team, as well as having some capacity for CMHA Crisis workers to attend on scene, has made an impact.</p>
<p>To develop transfer of care protocols with relevant healthcare facilities.</p>	<p>Relevant Activity Underway</p>	<p>The COVID-19 pandemic has stalled further collaboration regarding formalizing a standard transfer of care agreement with local health centers. Discussions will continue in 2022.</p>

<p>To streamline collision reporting.</p>	<p>Relevant Activity Underway</p>	<p>At this time there is no Collision Reporting Center available at the Dufferin County OPP locations. Further solutions to streamlining collision reporting to be explored.</p> <p>Social media posts will continue to advise the public of safety measures to take after an accident, as well as the reporting structure.</p>
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Endnotes

Table 1.3 Hours (Field Personnel)

Source: Ontario Provincial Police, Daily Activity Reporting (DAR) System (2022/02/15)

Note: Based on Total hours of activity reported in DAR under selected Obligated Duty Codes reported to Home Location.

Excludes hours worked by First Nations members (OFNPA), civilians and members at and above the rank of Staff Sergeant and those reporting to General Headquarters.

Table 1.4 Criminal Code & Provincial Statute Charges Laid

Source: Ontario Provincial Police, Niche Records Management System (RMS) for Criminal Code Traffic, Criminal Code Non-traffic, Controlled Drug & Substance Act, and Federal Cannabis Act charge data (2022/03/28)

Ministry of Attorney General, Integrated Court Offence Network (ICON) for Highway Traffic Act, Liquor License Act, Provincial Cannabis and other charges (2022/03/28)

Charges are based on date charge added into the ICON system and not date of offence. The change in methodology from ICON only to ICON and RMS was used to offset certain missing charge data points for the 2021 year. The ICON data is only available at the provincial level and is unable to be reduced to regional or detachment level accurately which is where RMS data is used. The new mixed methodology combines data from both ICON and RMS databases for a more accurate reflection of charge numbers.

Tables 2.1, 2.2, 2.3, 2.4, 2.5

Source: Niche Records Management System (RMS) (2022/03/28)

Note: Actual occurrences, Stats Can Valid occurrences only, Non-FN Coverage Types only, Primary Offence Level only, Violent & Property Crime, Other Criminal Code and Federal Statute categories aligned with public reporting standards. For a more detailed explanation of Uniform Crime Reporting Codes see Statistics Canada, Uniform Crime Reporting at www.statcan.gc.ca

Clearance rates displayed are for 2021 only.

Table 2.1 Violent Crimes

Corresponding Primary Offence Levels

01* Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide

02 Criminal Negligence Causing Death, Other Related Offences Causing Death

03 Attempted Murder, Conspire to Commit Murder

04 Aggravated Sexual Assault, Sexual Assault with a Weapon, Sexual Assault, Other Criminal Code * Sec. 151 – Sec. 160, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Sexually Explicit Material to Child with Intent, Luring a Child via a Computer, Anal Intercourse, Bestiality – Commit/Compel/Incite Person, Voyeurism

05 Aggravated Assault Level 3, Assault with a Weapon, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using Firearm (or imitation) in commission of offence, Pointing a Firearm, Assault Peace Officer, Assault Peace Officer with a Weapon OR Cause Bodily Harm, Aggravated Assault on Peace Officer, Criminal Negligence – Bodily Harm, Trap Likely to or Cause Bodily Harm, Other Assaults / Admin Noxious thing

06 Kidnapping / Confinement, Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Abduction Under 16, Remove Child from Canada, Abduction Contravening A Custody Order, Abduction – No Custody Order

07 Robbery, Robbery of Firearms

08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-Justice Participant, Criminal Harassment, Threatening / Indecent Phone Calls, Utter Threats, Explosives, Arson – Disregard for Human Life, Other Criminal Code * against public order

*Homicide Data is extracted from Homicide Survey

Table 2.2 Property Crimes

Corresponding Primary Offence Levels

01 Arson

02 Break & Enter, Break & Enter – Firearms, Break & Enter – Steal firearm from motor vehicle

03 Theft Over, Theft Over \$5,000 – Motor Vehicle, Theft from Motor Vehicles Over \$5,000, Theft Over \$5,000 Shoplifting, Theft of Motor Vehicle

04 Theft Under \$5,000, Theft Under \$5,000 – Motor Vehicle, Theft from Motor Vehicles Under \$5,000, Theft Under \$5,000 Shoplifting

05 Possession of Stolen Goods, Trafficking in Stolen Goods over \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods over \$5,000, Trafficking in Stolen Goods under \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods under \$5,000

06 Fraud, Identity Theft, Identity Fraud

07 Mischief, Mischief to Property Over \$5,000 Exp., Mischief to Property Under \$5,000 Exp., Mischief to Religious Property Motivated by Hate, Altering / Destroying / Removing a vehicle identification number

Table 2.3 Other Criminal Code

Corresponding Primary Offence Levels

01 Offensive Weapons – Explosives, Use of Firearm in Offence, Offensive Weapons – Weapons Trafficking, Possess Firearm while prohibited, Other Criminal Code * Sec. 78 – Sec. 96, Import / Export – Firearm / Weapon / Ammunition / Device, Offensive Weapons – Point Firearm, Other Criminal Code * Sec. 105 – Sec. 108, Breach of Firearms Regulation – Unsafe Storage

02 Prostitution – Bawdy House, Live on avails of prostitution, Parent / Guardian Procure sexual activity, Prostitution under 18 – Procuring, Prostitution – Other Prostitution, Betting House, Gaming House, Other Gaming and Betting, Bail Violations, Counterfeit Money, Disturb the Peace, Escape Custody, Indecent Acts, Child Pornography, Voyeurism, Public Morals, Lure Child via Computer, Obstruct Public Peace Officer, Prisoner Unlawfully at Large, Trespass at Night, Fail to Attend Court, Breach of Probation, Threatening / Harassing Phone Calls, Utter Threats to Property / Animals, Advocating Genocide, Public Incitement of Hatred, Unauthorized record for sale, rental, comm. Distribution, Other Criminal Code * Sec. 46 – Sec. 78.1, Property or Services for Terrorist Activities, Terrorism – Property, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruct Terrorist Act, Harbour or conceal a Terrorist, Hoax Terrorism, Offensive Weapons – Careless use of firearms, Bribery / Perjury, Other Criminal Code * Sec. 176 – Sec. 182, Interception / Disclosure of Communication, Other Criminal Code * Sec. 215 – Sec. 319, Other Criminal Code * Sec. 337 – Sec. 352, Other Criminal Code * Sec. 415 – Sec. 427, Intimidation of Justice System Participant, Other Criminal Code * Sec. 437 – Sec. 447, Offences Related to Currency, Proceeds of Crime, Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commission of offence for Criminal Organization, Participate in Activities of Criminal Organization, Other Criminal Code * Sec. 462 – Sec. 753

Table 2.4 Drugs

Corresponding Primary Offence Levels

01 Possession–Heroin, Possession–Cocaine, Possession–Other Controlled Drugs and Substances Act (CDSA), Possession–Cannabis, Possession–Methamphetamine (Crystal Meth), Possession–Methylenedioxyamphetamine (Ecstasy)
 02 Trafficking–Heroin, Trafficking–Cocaine, Trafficking–Other CDSA, Trafficking–Cannabis, Trafficking–Methamphetamine (Crystal Meth), Trafficking–Methylenedioxyamphetamine (Ecstasy)
 03 Import/Export–Heroin, Import/Export–Cocaine, Import/Export–Other Drugs, CDSA *Sec.6 Import/Export

Table 2.5 Federal Statutes

Corresponding Primary Offence Levels

01 Other Federal Statutes, Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act, Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Other Federal Statutes

Table 2.6 Cybercrime Occurrences

Source: Ontario Provincial Police, Uniform Crime Reporting Criminal Code data, Niche RMS custom query (2022/03/17), actual occurrences only.
 Data extracted based on RMS occurrence Type being one of 9 Cybercrime/Cyber Enabled Crime types, or Cybercrime Indicator flag of Yes (01)

Table 2.7 Intelligence-Led Policing – Crime Abatement Strategy

Source: Niche Records Management System RDP data extract (2022/03/08)

Table 3.1 Motor Vehicle Collisions by Type

(Includes Roadway, Off-Road and Motorized Snow Vehicle Collisions)

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2022/03/15)

Note:

- Count of Reportable Fatal, Personal Injury and Property Damage Collisions entered into the eCRS, regardless of report completion status, where the Report Type field is 'MVC', 'ORV' or 'MSV'.
- Count of Speed-Related Collisions includes collisions where the Contributing Factor field is 'Speed – Excessive' or 'Speed – Too Fast for Conditions' OR the Driver Action field is 'Exceeding Speed Limit' or 'Speed – Too Fast for Conditions'.
- Count of Alcohol/Drug-Related Collisions includes collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired – Alcohol' or 'Ability Impaired – Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Count of Inattentive-Related (Distracted) Collisions includes collisions where the Contributing Factor field is 'Inattentive Driver' OR the Driver Condition field is 'Inattentive'.
- Count of Animal-Related collisions includes collisions where the Contributing Factor field is 'Animal – Wild or Domestic' OR the Wildlife Involved field is not null OR the Sequence of Events field is 'Moveable Objects – Domestic Animal' or 'Moveable Objects – Wild Animal'.

Table 3.2 Primary Causal Factors in Fatal Motor Vehicle Collisions on Roadways

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2022/03/15)

Note:

- Count of Fatal Roadway Collisions entered into the eCRS, regardless of report completion status, where the Report Type field is 'MVC' AND the Classification field is 'Fatal Injury'.
- Total Fatal Roadway Collisions includes collisions where causal factors are not listed in this table.
- Count of Speed-Related Collisions includes collisions where the Contributing Factor field is 'Speed – Excessive' or 'Speed – Too Fast For Conditions' OR the Driver Action field is 'Exceeding Speed Limit' or 'Speed – Too Fast For Conditions'.
- Count of Alcohol/Drug-Related Collisions includes collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired – Alcohol' or 'Ability Impaired – Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Count of Inattentive-Related (Distracted) Collisions includes collisions where the Contributing Factor field is 'Inattentive Driver' OR the Driver Condition field is 'Inattentive'.
- Count of Persons Killed Not Wearing Seatbelt includes victims where the Nature of Injuries field is 'Fatal' AND the Position field is within the vehicle (codes 01-07 or L1-L7) AND the Vehicle Type field is (codes 01,04-13,00) AND the Safety Equipment Used field is (codes 09-10) AND the Vehicle Manoeuvre field is not 'Parked'.
- Count of Animal-Related collisions includes collisions where the Contributing Factor field is 'Animal – Wild or Domestic' OR the Wildlife Involved field is not null OR the Sequence of Events field is 'Moveable Objects – Domestic Animal' or 'Moveable Objects – Wild Animal'.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (eCRS), (2022/03/15)

Note:

- Count of Fatal Collisions/Incidents and Persons Killed entered into the eCRS, regardless of report completion status, where the Classification field is 'Fatal Injury' and the Report Type field is either MVC, ORV, MSV or Marine.
- Count of Alcohol/Drug-Related Incidents is a count of the incidents/collisions where the Alcohol/Drug Involved field is 'Yes' OR the Contributing Factor field is 'Ability Impaired - Alcohol' or 'Ability Impaired - Drugs' OR the Driver Condition field is 'Had Been Drinking' or 'Ability Impaired, Alcohol Over .08' or 'Ability Impaired, Alcohol' or 'Ability Impaired, Drugs'.
- Motorized Snow Vehicle Statistics are reported in this table by season (season defined as reporting period October 1st to April 30th).

Table 4.1 Mental Health Occurrences

Source: Records Management System (RMS Niche) Custom Query, (2022/03/29).

Note: Occurrences between 2019/01/01 00:00 and 2021/12/31 23:59 * Occurrences with MH UCR Code 8529

Table 4.2 Brief Mental Health Screening Forms

Source: Records Management System (RMS Niche), SPSS BMHS Dataset, (2022/03/29)

Table 4.3 Overdose/Suspected Overdose

Source: Ontario Provincial Police, Uniform Crime Reporting Criminal Code Data (2022/04/04)

Niche RMS custom query based on UCR 8575.0115 (non-opioid overdose) or 8575.0120 (opioid overdose) both with and without 8530.0060 (fatal overdose).



2021

PROGRESS REPORT

PROGRAMS & SERVICES

- Alcohol and Gaming Enforcement
- Asset Forfeiture
- Auxiliary Policing/Chaplaincy
- Aviation/Flight Operations
- Biker Enforcement
- Blood Stain Analysis
- Breath Analysis/Drug Recognition
- Canine Search, Rescue, Tracking and Detection
- Chemical, Biological, Radiological, Nuclear and Explosive Response
- Child Exploitation Investigation
- Civil Litigation File Coordination
- Civilian Data Entry
- Collision Reconstruction and Investigation
- Commercial Vehicles and Dangerous Goods
- Communications
- Community Policing
- Community Street Crime Units
- Complaint Investigation
- Computer-Aided Dispatch
- Contraband Tobacco
- Court Case Management
- Crime Analysis
- Crime Gun Analysis
- Crime Prevention and Community Safety
- Crime Stoppers
- Criminal Investigation Services and Major Case Management
- Crisis Negotiation
- Drug Enforcement
- Drug Evaluation and Classification
- DNA Coordination
- Emergency Management
- Emergency Response
- Explosives Disposal
- Federal Firearms Program Delivery
- Federal and Provincial Road Safety Countermeasures
- Forensic and Identification Services
- Fraud, Corruption, Economic/Financial Crime Investigation
- Hate Crimes/Extremism Investigation
- Illegal Gaming Investigation
- Incident Command
- Indigenous Policing
- Information Technology
- Intelligence
- Justice Officials and Dignitary Protection Services
- Marine, Motorized Snow and Off-road Vehicle and Motorcycle Patrol
- Media Relations
- Missing Persons and Unidentified Bodies
- Offender Transportation
- Ontario Sex Offender Registry
- Organized Crime Enforcement
- Physical Security Services
- Polygraph
- Provincial Anti-Terrorism
- Provincial Cybercrime Strategy
- Provincial Human Trafficking Strategy
- Provincial Operations Centre
- Public Order
- Remotely Piloted Aircraft Systems
- Repeat Offender Parole Enforcement
- RIDE (Reduce Impaired Driving Everywhere)
- Search and Rescue
- Security Assessments and Enquiries
- Surveillance - Electronic and Physical
- Tactical and Emergency Medical
- Tactics and Rescue
- Technological Crime/Digital Evidence Forensics and Analysis
- Threat Assessment
- Traffic Safety
- Training
- Underwater Search and Recovery
- United Nations Policing Missions
- Urban Search and Rescue United Nations Policing Missions
- Video Forensics
- Violent Crime Linkage Analysis
- Victim Assistance, Support and Response
- Weapons Enforcement
- Witness Protection

The above list corresponds with the *Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards, O. Reg. 3/99)*. The list further provides an overview of various OPP programs and services but should not be considered complete.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online at your convenience without attending a detachment or waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property
- Mischief/damage to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft From vehicle
- Theft

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire, or medical emergencies only.

Every time an accidental or hang-up 9-1-1 call is received, OPP officers are dispatched.

You may be taking police officers away from a real emergency.

#KnowWhenToCall

If you've dialed in error, stay on the line and speak with the communicator. This will eliminate the need for the emergency operator to call back. As per OPP policy, officers will still be dispatched to ensure you are safe.

2021

PROGRESS REPORT

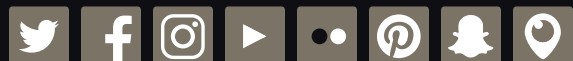
DUFFERIN DETACHMENT

506312 Highway 89
Mono, Ontario
L9V 1H9

Tel: (519) 925-3838
Fax: (519) 925-6462



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2021 ANNUAL REPORT



ONTARIO PROVINCIAL POLICE // WWW.OPP.CA



OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens,
upholding the law and preserving public safety



OUR VALUES

Serving with Pride, Professionalism and Honour
Interacting with Respect, Compassion and Fairness
Leading with Integrity, Honesty and Courage

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MESSAGE FROM THE COMMISSIONER

Each and every day, the civilian and uniform members of the Ontario Provincial Police (OPP) work effortlessly to ensure safe and secure communities. For our members, policing is a commitment to serve and to protect all citizens, communities, businesses and visitors in this great province. On behalf of the Commissioner's Command Team, I am proud to present the 2021 OPP Annual Report.

The OPP continues to see its members respond to calls for service with courage, honesty and integrity. The wellness of our members is a priority for our organization and ensuring our members are supported throughout their career so they can continue to protect our communities.

Throughout 2021, our members have been deployed to many different events. It is incredible to recognize all of the great work and partnerships that our officers right across the province develop and support each and every day. These relationships create many invaluable supports for our community members and ensure our communities are supported in their time of need.

Our provincial communications centres (PCCs) answered more than 2.2 million calls, an ongoing year over year increase. Traffic complaints and motor vehicle collisions continue to lead our list of most frequent calls for service. Keeping the roadways, waterways and trails safe is a priority for all members. Unfortunately, impaired driving continues to be a challenge. In 2021, over 6,000 incidents on Ontario roadways were due to impaired drivers which is the highest in three years.

Meanwhile, enforcement action resulted in over \$82 million of contraband drugs seized through organized crime projects and another \$240+ million seized drugs by the OPP Street Crime Units throughout the province. Our members tirelessly continue to remove contraband drugs and guns off our streets.

Our members will continue to serve with pride, professionalism and honour as we partner with our community services to ensure residents and visitors remain and feel safe and secure.



Thomas Carrique, O.O.M.





Left to right: Deputy Commissioner Chris Harkins, Provincial Commander Mary Silverthorn, Commissioner Thomas Carrique, Deputy Commissioner Rose DiMarco, Deputy Commissioner Chuck Cox.

The Commissioner is the highest ranking member of the OPP and is responsible for overseeing all aspects of OPP service. Each area is led by a Provincial Commander.

OUR ORGANIZATION



Thomas Carrique

COMMISSIONER

Office of the Commissioner

Adjudicator

Corporate Communications and Strategy Management Bureau

Office of Professionalism, Respect, Inclusion and Leadership

Chris Harkins

DEPUTY COMMISSIONER

PROVINCIAL COMMANDER

Field Operations

Central Region

East Region

North East Region

North West Region

West Region

Community Safety Services

Healthy Workplace Team

Rose DiMarco

DEPUTY COMMISSIONER

PROVINCIAL COMMANDER

Traffic Safety and Operational Support

Communications and Technology Services Bureau

Field Support Bureau

Highway Safety Division

Indigenous Policing Bureau

Security Bureau

Chuck Cox

DEPUTY COMMISSIONER

PROVINCIAL COMMANDER

Investigations and Organized Crime

Chief Firearms Office

Investigation and Enforcement Bureau (AGCO)

Investigation and Support Bureau

Organized Crime Enforcement Bureau

Project Support Centre

Provincial Operations Intelligence Bureau

Mary Silverthorn

PROVINCIAL COMMANDER

Corporate Services

Business Management Bureau

Career Development Bureau

Fleet, Supply and Weapons Services Bureau

Municipal Policing Bureau



2,660
fixed wing
flight hours logged

603
REMOTELY PILOTED
AIRCRAFT
SYSTEMS
MISSIONS

LOCAL AND PROVINCIAL

PROGRAMS AND SERVICES

Auxiliary Policing/Chaplaincy	Emergency Management	Provincial Cybercrime Strategy
Aviation/Flight Operations	Emergency Response	Provincial Guns and Gangs Strategy
Bloodstain Pattern Analysis	Explosives Disposal	Provincial Illegal Cannabis Enforcement
Breath Analysis/Drug Recognition	Federal Firearms Program Delivery	Provincial Illegal Gaming Investigation
Canine Search, Rescue, Tracking and Detection	Federal and Provincial Road Safety Countermeasures	Provincial Anti-Human Trafficking Strategy
Chemical, Biological, Radiological, Nuclear and Explosive Response	Firearm Verification and Analysis Unit	Provincial Liaison Team
Child Exploitation Investigation	Forensic Identification Services	Provincial Operations Centre
Civil Litigation File Coordination	Forensic Interviewing and Polygraph	Provincial Repeat Offender Parole Enforcement
Civilian Data Entry	Forensic Psychiatry and Research	Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet
Collision Reconstruction and Investigation	Fraud, Corruption, Economic/Financial Crime Investigation	Provincial Tow Program
Collision Reporting Centres	Hate Crime/Extremism Investigation	Provincial Weapons Enforcement
Commercial Vehicles and Dangerous Goods	Incident Command	Public Order
Communications	Indigenous Policing	Remotely Piloted Aircraft Systems
Community Liaison; Hate/Bias Incident Response	Information Technology	R.I.D.E. (Reduce Impaired Driving Everywhere)
Community Policing	Intelligence	Search and Rescue
Community Street Crime Units	Justice Officials Protection and Investigation	Security Assessment Unit
Complaint Investigation	Marine, Motorized Snow and Off-road Vehicle and Motorcycle Patrol	Security Enquiries Unit
Computer-Aided Dispatch	Media Relations	Special Constables
Court Case Management	Mental Health and Abuse Issues	Surveillance — Electronic and Physical
Crime Analysis	Mobile Crisis Response Teams	Tactical and Emergency Medical
Crime Gun Analysis	Missing Persons and Unidentified Bodies	Tactics and Rescue
Crime Prevention and Community Safety	Offender Transportation	Technological Crime/Digital Evidence Forensics and Analysis
Crime Stoppers	Ontario Sex Offender Registry	Threat Assessment
Criminal Investigation Services and Major Case Management	Organized Crime Enforcement	Traffic Safety
Crime Linkage Analysis (DNA Coordination and Provincial ViCLAS Centre)	Physical Security Services	Training
Crisis Negotiation	Provincial Alcohol and Gaming Enforcement	Underwater Search and Recovery
Drug Enforcement	Provincial Anti-Terrorism	United Nations Policing Missions
Drug Evaluation and Classification	Provincial Asset Forfeiture	Urban Search and Rescue
	Provincial Biker Enforcement	Video Forensics
	Provincial Contraband Tobacco Enforcement	Victim Assistance, Support and Response
		Witness Protection

PROVIDING SAFETY

IN THE AIR, ON LAND AND ON THE WATER

The OPP leads provincial initiatives on behalf of the Province of Ontario and the Ministry of the Solicitor General to target criminality and disrupt organized criminal groups, including outlaw motorcycle gangs responsible for the victimization caused by:

- Human trafficking and child exploitation
- Illicit drugs and contraband tobacco
- Cybercrime
- Gangs and illegal guns
- Serious and complex fraud

**IN OVER 74%
of Ontario
municipalities**

FRONTLINE POLICING:

900+ thousand square kilometres
of land across the province.

99+ thousand square kilometres
of provincial waterways and a vast multi-use trail system.

130+ thousand kilometres
of provincial highways and roadways.

116,944,653 TOTAL KM
logged by all OPP vehicles

Deploying across: 5 regions and 1 division; and
18 specialized, investigative, technical, operational, well-being and corporate services support areas.

Preventing crime and meeting the needs of its communities with a motorized vehicle fleet comprised of:

- 4,379 road vehicles (including trailers)
 - 1,694 vehicles which are equipped with GPS
- 4,896 (patrol, investigative, multi-use, motorcycle and specialty) vehicles
- 1,478 vehicles equipped with mobile workstations/mobile for public safety
- 517 seasonal vehicles*
- 31 Automated Licence Plate Recognition (ALPR) vehicles
 - * Marine vessels, motorized snow (MSV) and off-road vehicles (ORV)
 - ** Government-owned, third-party leases or provided by municipalities
 - *** Remotely Piloted Aircraft Systems

Covering a footprint of 270+ thousand square metres across the province comprising OPP facilities**, including a number of special investigative, special purpose and training centres, as well as:

- 149 detachment locations
- 13 forensic identification units
- 4 PCCs
- 5 regional headquarters
- 1 divisional headquarters
- 1 general headquarters

Aviation fleet providing operational air services support:

- 2 Airbus H135 Rotary Wing Aircraft
- 1 Cessna T206H Fixed Wing Aircraft
- 1 Pilatus PC12NG Fixed Wing Aircraft
- 12 DJI Mavic Enterprise Dual RPAS***
- 11 FLIR Sky Ranger R60 RPAS***
- 7 Mavic 2 Pro RPAS***
- 6 DJI Mavic Air RPAS***
- 1 DJI M300 RPAS***



567
helicopter
missions totalling
1,422 flight hours

**149 PERSONS
LOCATED**

Helicopter, plane and RPAS missions include but are not limited to:

- Search and Rescue**
- Public Order**
- Collision Reconstruction**
- Canine Support**
- Investigations**
- Tactics and Rescue**
- Missing/Lost Persons**



OPP FACILITIES

The OPP Facilities Section provides expertise and support in partnership with Infrastructure Ontario, a Crown agency of the Province of Ontario.

MUNICIPAL DETACHMENT PROJECTS

BRANT COUNTY

Combines the OPP detachment with the Brant Fire and Rescue Services (9-1-1 dispatch).

QUINTE WEST

Combines the OPP detachment with a Community Resource Support Centre.

WEST NIPISSING

Built along Highway 17, between Sudbury and North Bay, and providing quick access to main roadways.

COMPLETED DETACHMENT PROJECTS

Manitoulin

Hawkesbury

Orillia

Huron County

Mississauga

Rainy River

Parry Sound

Moosonee

Marathon

UNDER CONSTRUCTION

Cambridge

These new detachments demonstrate the OPP's ongoing commitment to provide state-of-the-art facilities that address the modern-day operational requirements of OPP members and communities across the province. The OPP reviews and evaluates the challenging and complex infrastructure requirements to ensure that its facilities are accessible and strategically located to ensure adequate and effective service delivery.

There are approximately 500 OPP facilities across the province — detachments, regional headquarters, forensic identification labs, communications centres, training centres, special investigative facilities, administrative offices and other special purpose facilities.

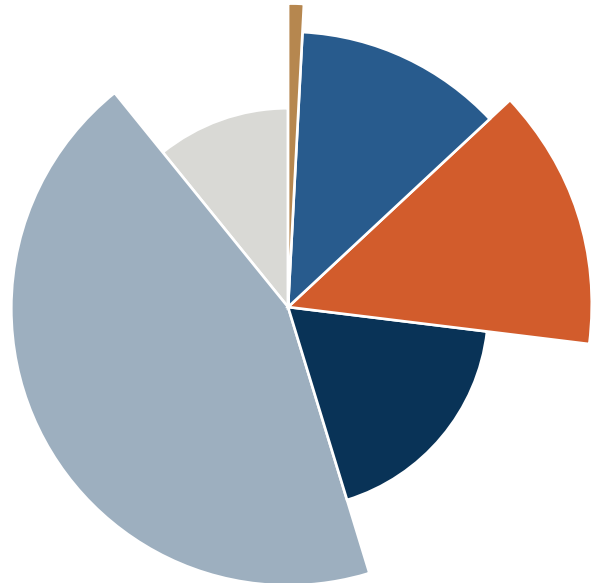
THE COST OF THE OPP

2021/2022 OPERATING AND CAPITAL BUDGET ESTIMATE

\$1,332,375,600.00*

- 1.0% Office of the Commissioner**
- 12.2% Corporate Services Command***
- 13.8% Investigations and Organized Crime Command
- 18.3% Traffic Safety and Operational Support Command
- 44.0% Field Operations Command
- 10.7% Benefits

* Total does not include statutory appropriations.
 ** Includes Corporate Communications and Strategy Management Bureau and the Office of Professionalism, Respect, Inclusion and Leadership.
 *** Includes all fleet, equipment and fuel costs.



SALARIES AND BENEFITS

Salaries and benefits comprise a significant proportion of the OPP policing budget, averaging 85% as compared to 15% for direct operating expenses. This percentage breakdown is consistent with other police agencies in Ontario and Canada and is common to many professions that require the intense use of available human resources to meet their mandates. The OPP does not have direct control over compensation rates for its members. The Crown in the Right of Ontario, represented by the Ministry of Public and Business Service Delivery, negotiates salaries and benefits with the Ontario Provincial Police Association (OPPA). The most recent collective agreement expires on December 31, 2022.

\$7.2 MILLION

spent by the OPP
for facility repairs and alterations

8% OF CORPORATE SERVICES'

operating and capital budget estimate is for fuel costs, travel, services, procurements such as vehicles, uniforms, equipment, etc.

OPP frontline vehicles logged 61.3+ million kilometers

328 Ontario municipalities are policed by the OPP

Salaries and benefits account for 85% of the total budget



OPP MUNICIPAL POLICING COST RECOVERY

Base Service

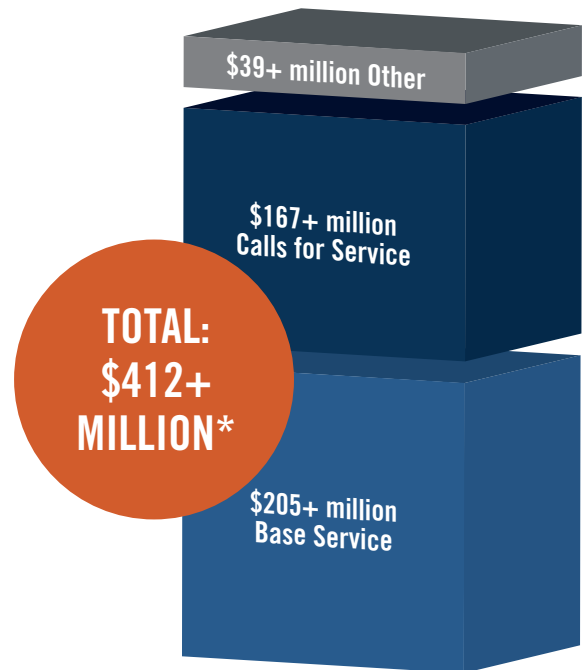
Fully trained and well-equipped available police officers performing PROACTIVE policing (i.e. RIDE, traffic safety, community policing, intelligence gathering, etc.) and legislated activities (i.e. crime prevention, officer availability to respond to emergency calls for service 24 hours a day, general and directed patrol, victim assistance, etc.).

Calls for Service

The cost of municipal REACTIVE calls for service allocated based on their usage (i.e. assaults, break and enter, mischief, drug offences, provincial statute offences such as *Mental Health Act* offences, motor vehicle collision-related offences, and other general calls for service).

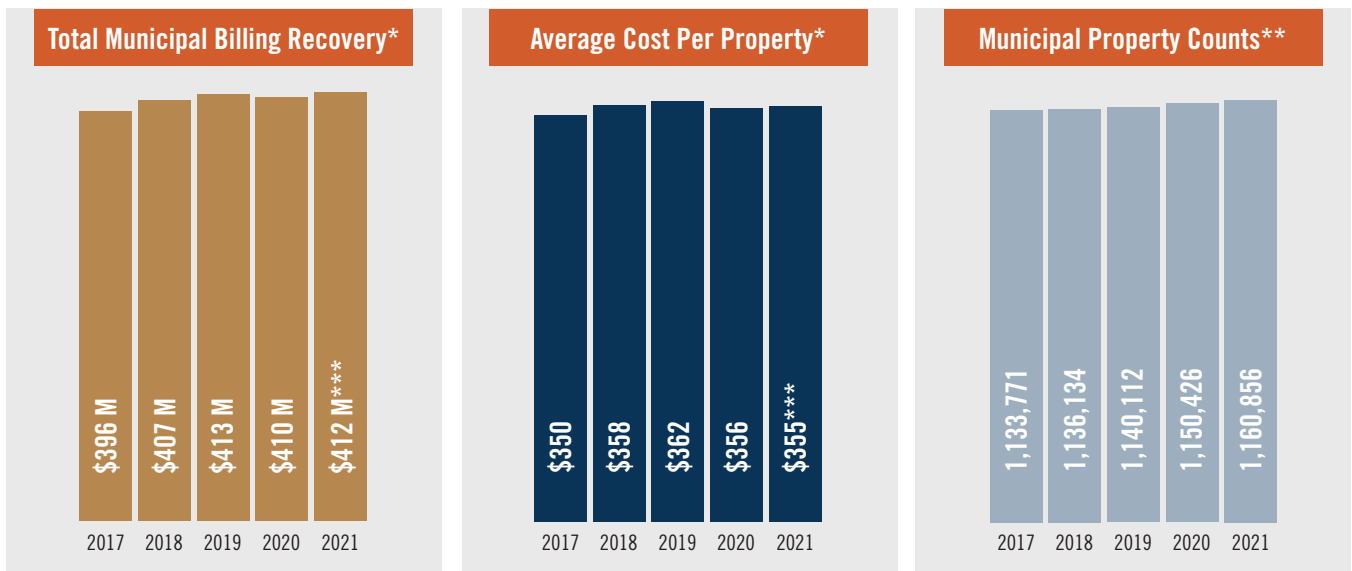
Other

These costs include overtime, court security, accommodations/cleaning, enhancements, prisoner transportation.



HISTORICAL TRENDS 2017-2021

Since the implementation of the current billing model in 2015, municipal billing recoveries have only increased, on average, one percent year over year, while the average cost per property has remained relatively stable.



* Estimated for 2021 and actual for years prior to 2021, calculated under the current billing model, excluding the cost recovery from municipalities that transitioned from a municipal service and are not included in the billing model. ** Property count data is provided by Municipal Property Assessment Corporation (MPAC) on an annual basis. *** Estimated 2021 costs.

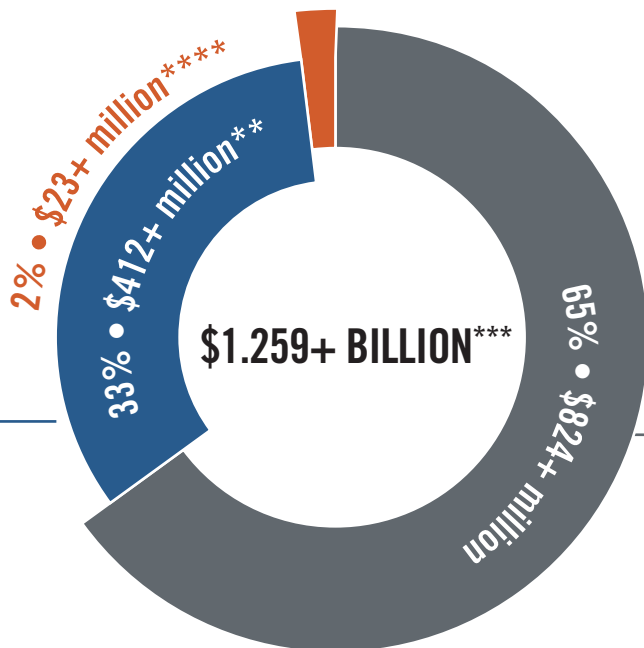
MUNICIPAL POLICING RECOVERIES

Detachment Staff*

- Supervision
- Frontline Constables
- Civilian Administrative Support

Support Positions and Other Direct Operating Expenses (ODOE)*

- Communication Operators
- Prisoner Guards
- Provincial Police Academy and In-Service Training
- Uniform Recruitment
- Municipal Policing Bureau
- Forensic Identification
- Information Technology and Telephone Support
- Regional Headquarters



PROVINCIAL SUPPORT SERVICES

Traffic Safety

- Aircraft Enforcement
- Provincial Traffic Safety Program
- Motorized Snow/Off-road/Vessel Enforcement
- Waterways and King's Highways

Investigations

- Criminal
- Child Exploitation
- Anti-Rackets/Financial Crimes
- Organized Crime
- Investigative Support

Intelligence

- Covert Operations
- Provincial Anti-Terrorism and Hate Crimes
- Analysis and Information
- Field Intelligence

Specialized Response Teams

- Tactical and Emergency Medical Services
- Aviation Services
- Canine Unit
- Emergency Response Team
- Crisis Negotiation
- Tactics and Rescue Unit
- Underwater Search and Recovery Unit
- Urban Chemical Response Team

Auxiliary Policing

Community Safety

Unincorporated Territory

Indigenous Policing

Transitions to OPP

In 2021, the Town of Shelburne transitioned to the OPP. The municipalities of Dryden and Callander requested OPP contract proposals.

OPP Policing Costs

For municipalities that receive municipal policing services from the OPP; the Ministry of Municipal Affairs and Housing, Financial Information Return data analysis indicates that policing costs represent approximately 10% of the municipalities' total annual expenses.

- * Municipalities are billed for the portion of detachment and support positions and ODOE required to meet service demands.
- ** Based on the estimated policing costs for 2021.
- *** Does not include statutory appropriations and is based on 2020-2021 actuals.
- **** Recoveries for policing services provided to municipalities in a 3+ years post-amalgamation transition contract.

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

SERVING THE PROVINCE OF ONTARIO REFLECTING ITS VISION, MISSION AND VALUES

Core policing and its supporting infrastructure and administration framework are delivered in accordance with principles and requirements outlined in the *Adequacy and Effectiveness Standards Regulation O.Reg.3/99 (Adequacy Standards)* made under the *Police Services Act (PSA)*.

The OPP delivers values-based, effective, efficient and legitimate policing in accordance with these standards and the requirements of the *Canadian Charter of Rights and Freedoms* and the *Ontario Human Rights Code*. Pursuant to the *PSA*, new legislation, case law and other legal decisions, standards and guidelines also dictate policing responsibilities.

Under the Ontario First Nations Policing Agreement (OFNPA) the OPP provides for the administration of policing services in 18 First Nations. Also under the OFNPA, the OPP provides policing to two First Nations under Stream Two Agreements. There are an additional 22 First Nations that fall outside of the OFNPA. The OPP works with Chief and Council from these communities to identify their needs as they are served as part of regular detachment patrol. The OPP also provides specialized support services, as required, for nine self-administered First Nation police services in Ontario.

All OPP services, policies, practices, processes and programs reflect the principles and philosophy of its vision, mission and values.

The Values of the OPP are the cultural cornerstones that guide all behaviours and actions, each and every day. They represent what the organization stands for and how it will uphold the trust and confidence of Ontarians.

The Mission, rooted in its values, reaffirms the organization's collective direction, reflects its shared responsibilities and the expectations of its members, communities, stakeholders and partners.

The Vision inspires the delivery of the adequate and effective policing under a multi-faceted and complex mandate.

Safe Communities incorporates the provision of detachment-based and frontline policing for the majority of Ontario's municipalities, roadways, trails and waterways.

As the province's police service of jurisdiction, **A Secure Ontario** includes:

- The leadership, management and maintenance of province-wide programs and services on behalf of the Ministry of the Solicitor General. This includes leadership of large joint-force operations that form partnerships with a number of justice sector and law enforcement stakeholders;
- The provision of a wide array of programs and services, criminal investigative and technical expertise. Many are provided in accordance with the *Adequacy Standards*; these are provided to OPP communities and in support of all municipal, regional and First Nation police services across Ontario, as requested; and,
- The evidence-based deployment of resources to serve the province by protecting its citizens, upholding the law and preserving public safety.

Under its unique mandate, the OPP embraces its leading and supporting role as a partner in the delivery of essential services that ensure the safety and security of the people of the province of Ontario.

MOVING ALONG THE STRATEGIC PATH

The 2020-2022 Strategic Plan established three priorities for the OPP; its people, its work and its communities. The plan positions the OPP to best support its members, keep pace with emerging challenges, modernize to meet future expectations, and continue to work in partnership with its communities.

This vision focused, mission-driven, and values-based plan emphasizes long-term outcomes. Again last year, change initiatives were implemented to preserve the vital policing services it delivers and support its members in doing so.

OUR PEOPLE

Priority: A healthy and resilient OPP

Commitment: We will strive to support all members in achieving their professional and personal best.

Long-term Outcomes:

1. Members are supported in developing the resiliency and capabilities necessary to mitigate the psychological and physical demands of their work.
2. Sustainable people-centred processes, policies and programs that are fair, equitable, transparent and inclusive.
3. Members are valued and empowered with the skills essential to their work.

Fifty-eight percent of the recommendations of the Report of the Independent Review Panel on OPP Workplace Culture have been addressed and the remainder are being implemented. Recommendations are focussed on the creation of a healthier, more positive work environment for OPP employees, and to ensure that they, along with their family members and OPP retirees, have access to a broad range of support services.

Peer support training was provided to 50 new OPP volunteers for a total of 650 peer supporters. The goal of the OPP Peer Support Program is to have volunteers in every work location in the province. The training was also provided to members of municipal and First Nation police services.

MOVING ALONG THE STRATEGIC PATH

During 2021, the Equity and Inclusion (E&I) Unit provided consultative feedback to many areas within the OPP on programs, policies, and processes to ensure they were being reviewed through an inclusion and equity lens. The E&I Unit also finalized the new Anti-Racism Action Plan. This Plan outlines goals for applying an anti-racism and anti-discrimination lens as the organization examines processes and practices to ensure they reflect principles of equity and fairness for all and support an organizational culture of inclusion and belonging. The four key objectives of the plan include developing equity, diversity and inclusion competencies and capacity throughout the organization, diversifying leadership at all levels, fostering an inclusive workplace culture, and strengthening community engagement.

The E&I Unit developed and/or facilitated numerous programs and initiatives to enhance equity within the workplace and a sense of belonging and value for the OPP workforce. Examples include the Diversity Career Champions Program for groups that are underrepresented in leadership positions within the Ontario Public Service; and events and communications to recognize and celebrate religious and cultural days/months of significance.

A new memorial was constructed at General Headquarters (GHQ) in Orillia and dedicated to OPP officers who have died by suicide. This is a first of its kind in Canada and accompanies a suicide memorial wall acknowledging “because of duty” deaths. It resulted from a landmark partnership with family members whose loved ones died in the line of duty and those who died by suicide.

An Occupational Medicine Program was launched in 16 detachments. This specialized program addresses gaps within existing processes related to illness and injury, including return-to-work, use-of-force removal and return, substance abuse, fitness for duty, health stigma and privacy issues for employees and the organization. Completion of province-wide implementation is anticipated by the end of 2022.

A new member-informed OPP Respectful Workplace program was implemented along with policies and processes including a workplace dispute resolution model that is informed by employee voices, and complies with the *Ontario Human Rights Code* and the *Occupational Health and Safety Act*.

Employee Engagement Tables were established in each region and command. Participants at these tables provided input and advice to the HWT on healthy workplace related issues in their region, along with feedback on the proposed direction for implementation of recommendations.

Care Navigators were hired in 2021 to assist members and ensure they are connected to the most appropriate resources and supports.

The Office of Professionalism, Respect, Inclusion and Leadership (OPRIL) ensured mandatory cross-consultations, wellness supports, and information were infused throughout Professional Standards processes to improve accessibility and destigmatize the seeking of mental health support.

MOVING ALONG THE STRATEGIC PATH

OUR WORK

Priority: A responsive and evolving OPP

Commitment: We will empower our members to ensure the best possible policing services are delivered to Ontarians.

Long-term Outcomes:

1. Modern and alternative scheduling, deployment, operational and service delivery models are developed that meet demands and balance operational and employee well-being benefits.
2. Excellence in frontline operations and investigations is sustained and opportunities to enhance cooperation, information-sharing and decision-making are actioned.
3. The best available evidence is at hand to inform program development; systems and processes are streamlined and the greatest possible efficiencies are realized.

The new evidence-based frontline Service Delivery Model advanced in 2021. This member-informed model will confirm appropriate frontline staffing levels for each detachment across the province, balancing operational demand with employee health and wellness. The model's development includes factors such as workload, proactive presence, community engagement and officer availability.

The Annual Strategic Program Evaluation Cycle was established to improve program accountability, enhance the organizational understanding of OPP investments into program activities, and ensure relevance of initiatives to the OPP's strategy, mission and values.

Phase 1 of the Scheduling Modernization Project was completed. This phase included development and deployment of a centralized scheduling tool to all detachments for greater consistency in scheduling. Nearly 4,500 members are using the MySchedule tools.

Strategies were implemented that included changes to the response types of calls for service, redirection of calls to the Frontline Support Unit and the expansion of online reporting resulting in the reallocation of more than 330,000 hours back to the frontline.

Cross-ministerial collaboration resulted in the completion of construction and opening of nine detachment facilities and three municipal partnership buildings across the province.

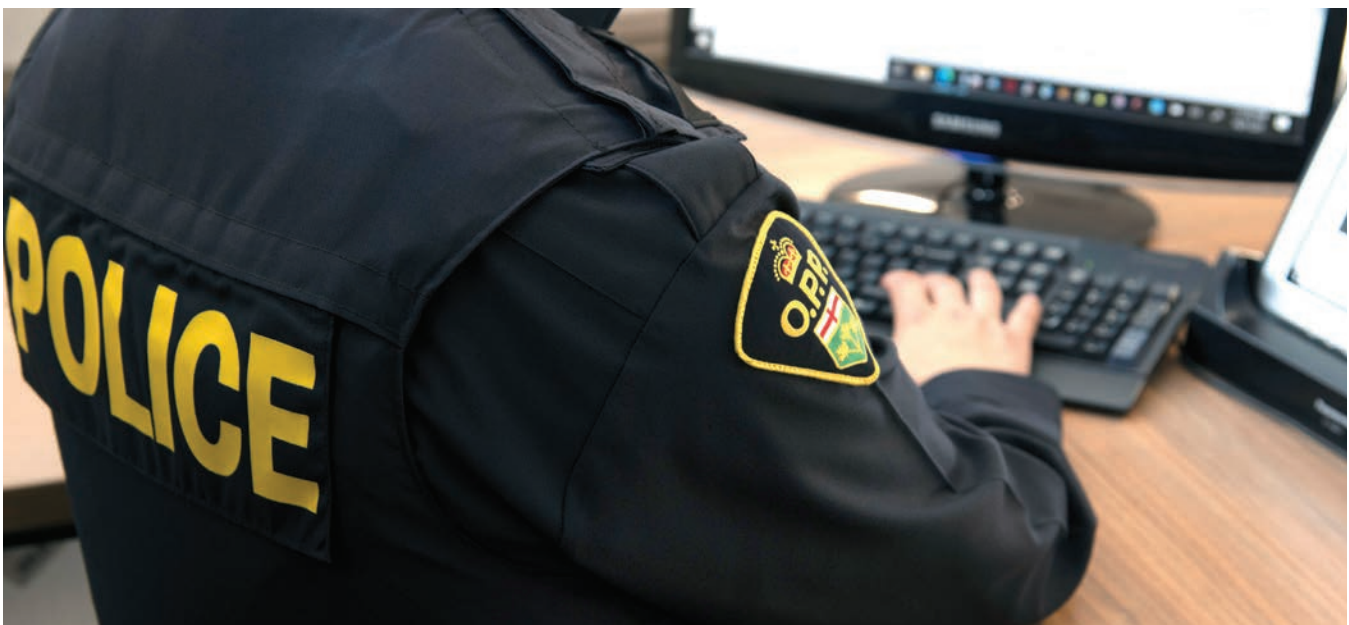
A multi-year project was initiated to modernize OPP software licensing and migrate to the Microsoft 365 platform in a secure, OPP-specific configuration. This modernization will generate efficiencies at the OPP data centre, deliver enhanced security for critical police data, and provide new tools to enhance collaboration and productivity among members. This represents a transformational shift from the traditional, on-premises information technology model towards modern, cloud-based computing and aligns with the province's adoption of Digital Evidence Management (DEM).

MOVING ALONG THE STRATEGIC PATH

Criminal e-Intake is an online solution that was launched in 90 courthouses, 21 police services and 71 OPP detachments. This solution automatically transmits information from the OPP Niche Records Management System (RMS) to the courts and reversely receives the final court-issued process documents back into Niche RMS.

In partnership with the Ministry of the Solicitor General, the OPP sustained a focus on procurement and contractual issues towards finalizing and implementing the cost-sharing consortium for a Provincial Lawful Access Common Environment, Joint Technical Assistance Centre (JTAC). The intent of the consortium is to improve the delivery of lawful intercept methodologies through a collaborative and sustainable model that will achieve significant economies of scale and contribute to justice sector modernization. Occupancy of the JTAC facility is anticipated in 2022/2023.

A Digital Police Officer Notebooks (DPON) Project was initiated beginning with a proof of concept to assess value. This project stemmed from innovation ideas submitted by frontline members to modernize notetaking by replacing traditional paper notebooks with a cellphone and desktop application. DPON will provide frontline officers with enhanced and instant access to various data sources and information. It will be integrated with existing policing technology solutions including: MySchedule, Computer Aided dispatch (CAD), Niche RMS, Daily Activity Reporting (DAR), and Geographic Information Systems (GIS). It is anticipated that the DPON solution will increase efficiencies and provide near-real time information in the palm of the hand.



MOVING ALONG THE STRATEGIC PATH

OUR COMMUNITIES

- Priority:** A collaborative and progressive OPP
- Commitment:** We will partner and build relationships with a shared vision for safety and well-being.
- Long-term Outcomes:**
1. Public and private sectors and community stakeholders come together in a coordinated way and are increasingly effective at sharing information and devising solutions for positive outcomes.
 2. A decreased demand for police response to non-police/social disorder issues as we build upon and expand new and existing partnerships to develop alternate approaches to service delivery.
 3. A trusted and victim-centric approach is entrenched in processes, policies and programs.

The OPP developed a framework including strategies for community engagement and outreach to support the frontline response to hate/bias motivated incidents/crimes.

Investigators Course was redesigned through a victim-centered lens. The OPP also launched the Using a Trauma-Informed Approach course which is mandatory for all employees.

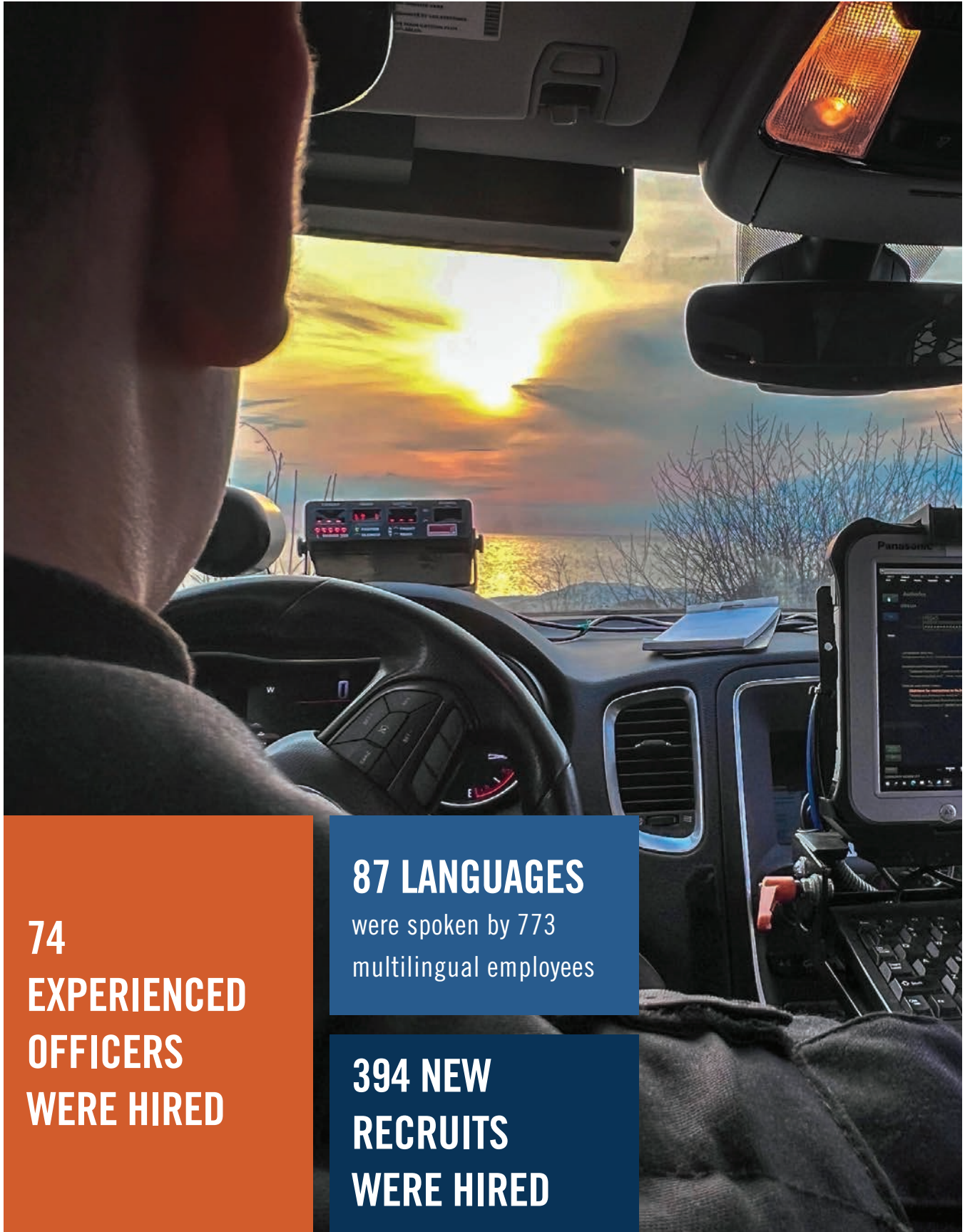
The Crisis Call Diversion (CCD) program was expanded to the PCCs in Orillia, North Bay and Thunder Bay, in partnership with the Ministry of the Solicitor General and the Canadian Mental Health Association. Specific call types from members of the public experiencing mental health or addiction related challenges may be referred to mental health professionals embedded in the PCCs. More than 900 calls were handled by the OPP CCD program in 2021, of which 179 calls were diverted from requiring a frontline officer to be dispatched.

In June 2021, the Victim-Centred Approach Team (VCAT) launched a Victim Needs Assessment and the Victim Specialists Program. Data indicates that the victim specialists had almost 4,000 interactions with victims/survivors/family members in approximately 611 cases between June 2021 and December 31, 2021. Feedback from victims, survivors and officers has been very positive. Feedback from the frontline indicated that the program is redirecting police workload back to investigations.

Regional Collaborative Review Committees (RCRC) continued to operate across the province providing guidance on the most current methods for a trauma-informed and victim-centered approach to investigations. A recurring theme identified by the RCRCs was the need for increased training. In response, the OPP's Sexual Assault

As the Provincial Lead of the National Sex Offender Registry (NSOR), the launch of the new NSOR in 2021 was successful in ensuring connectivity and linkages between the Ontario Sex Offender Registry and NSOR through cooperative efforts between provincial and national partners.





**74
EXPERIENCED
OFFICERS
WERE HIRED**

87 LANGUAGES
were spoken by 773
multilingual employees

**394 NEW
RECRUITS
WERE HIRED**

OUR WORKFORCE

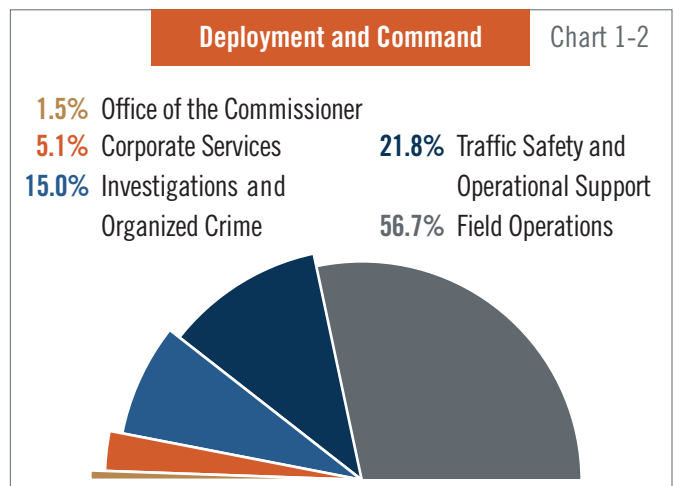
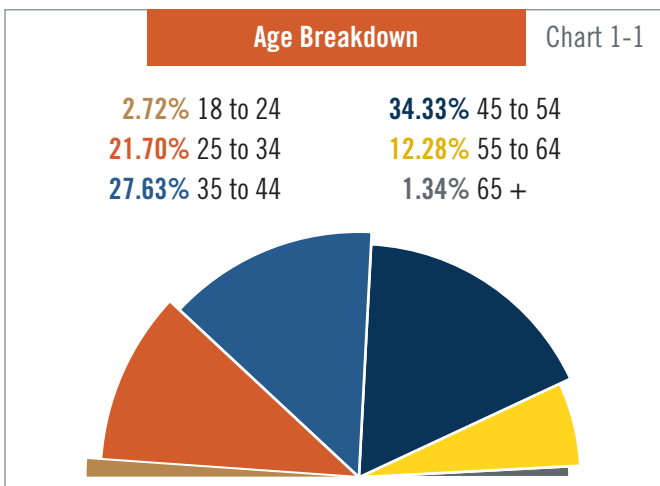
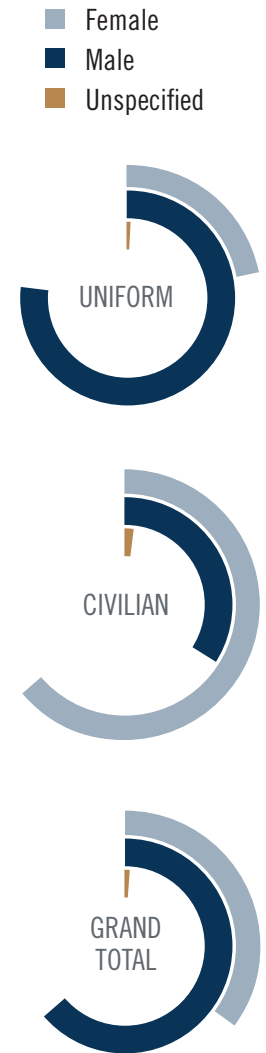
RANK AND GENDER

Table 1-1

UNIFORM	Female	Male	Unspecified	Total
Constable	945.66	3,278.45	53.00	4,277.11
Sergeant	185.00	782.00	1.00	968.00
Sergeant Major	1.00	5.00	-	6.00
Staff Sergeant	65.00	183.00	1.00	249.00
Inspector	35.00	120.00	1.00	156.00
Superintendent	14.00	25.00	-	39.00
Chief Superintendent	5.00	8.00	-	13.00
Deputy Commissioner	1.00	2.00	-	3.00
Commissioner	-	1.00	-	1.00
Uniform Total	1,251.66 21.91%	4,404.45 77.11%	56.00 0.98%	5,712.11 100.00%

CIVILIAN	Female	Male	Unspecified	Total
Provincial Commander	1.00	-	-	1.00
Civilian — Manager	37.00	18.00	2.00	57.00
Civilian — Non-Manager	1,618.56	866.31	51.67	2,536.54
Civilian Total	1,656.56 63.85%	884.31 34.08%	53.67 2.07%	2,594.54 100.00%

	Female	Male	Unspecified	Total
GRAND TOTAL	2,908.22 35.01%	5,288.76 63.67%	109.67 1.32%	8,306.65 100.00%



THE HOURS OF FRONTLINE POLICING*

Table 2-1

	2019	2020	2021
Administrative	1,688,901.25	1,797,719.02	1,823,915.75
Court-related duties	307,999.00	241,786.00	246,599.75
Investigations and enforcement**	1,528,686.00	1,576,921.50	1,568,853.30
Other federal and provincial statutes	253,224.00	285,672.75	289,283.45
Municipal by-law enforcement	11,999.50	16,084.51	17,655.75
Operational/specialty unit support	1,251,879.26	1,418,160.25	1,382,221.25
Patrol	819,765.00	975,353.51	899,738.51
Traffic-related enforcement and duties	945,179.25	842,687.92	912,839.81
Training	593,456.50	327,490.25	525,158.50
TOTAL***	7,401,089.76	7,481,875.71	7,666,266.07

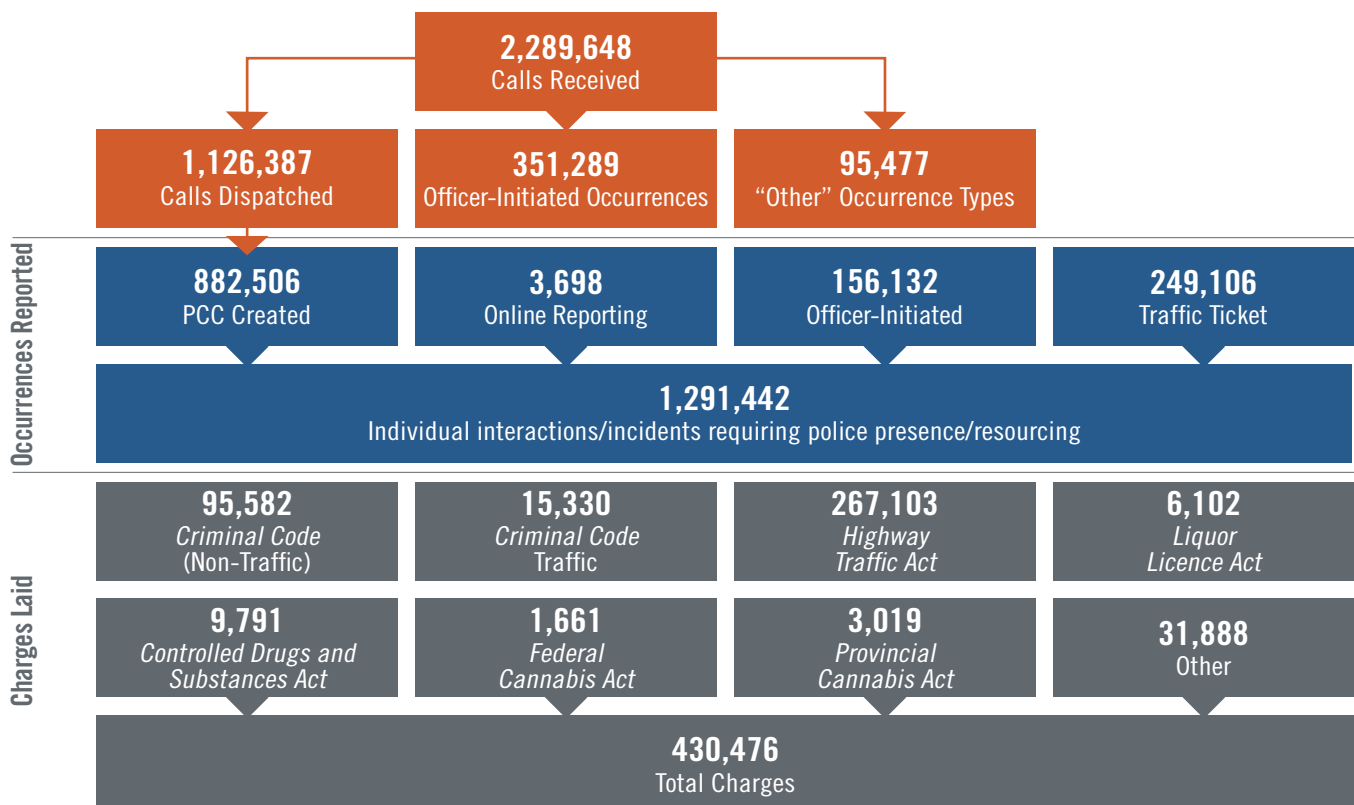
* Excludes hour worked by First Nation members (OFNPA), civilians and members at and above the rank of Staff Sergeant and those reporting to General Headquarters.

** *Criminal Code, Controlled Drugs and Substances Act (CDSA)*, other, excludes traffic.

*** Ungrouped/unknown hours were excluded from total counts.

OUR WORK IN NUMBERS

Chart 2-1





2% INCREASE
in calls received
over 2020

4% INCREASE
OVER 2019

PROFESSIONALISM IN POLICING

The Office of the Independent Police Review Director (OIPRD) is responsible for receiving, managing and overseeing all public complaints about municipal, regional and provincial police in Ontario. As an independent civilian oversight agency, the OIPRD ensures that public complaints about police are dealt with in a manner that is transparent, effective and fair to both the public and the police.

Any member of the public may file a complaint with the OIPRD against a police service and/or a police officer. The OPP remains accountable by educating the public with respect to their rights under legislation for reporting of public complaints.

PUBLIC COMPLAINTS

Table 3-1

	2019	2020	2021	*
Substantiated	14	21	18	
Screened out by OIPRD*	359	468	512	
Ongoing	0	65	17	
Informal resolutions	78	76	129	
Closed — other**	5	8	10	
Unsubstantiated	85	74	120	
Withdrawn	80	67	94	
Notice of Hearing***	5	6	6	**
Total Conduct Complaints	626	785	906	
Closed — service	17	12	38	***
Screened out by OIPRD*	0	0	0	
Withdrawn	2	1	1	
Ongoing	0	1	0	
Total Service Complaints	19	14	39	****
Closed — policy	8	4	4	*****
Screened out by OIPRD*	0	2	0	
Withdrawn	1	0	0	
Ongoing	0	1	0	
Total Policy Complaints	9	7	4	

* Case coordinators review the complaint to determine whether it should be assigned for investigation or screened out. The OIPRD has the legislative discretion to screen out complaints for a variety of reasons including:

- Complaint is better dealt with under another act or law.
- Complaint is frivolous — trivial or lacks an air of reality.
- Complaint is not in the public interest.
- Complaint is made over six months after the incident.

** This category captures unique file closures that do not fall under any of the other disposition categories. This can include files where the officer has retired; files that have been closed to be investigated in an alternate file; or files that are withdrawn prior to OIPRD screening.

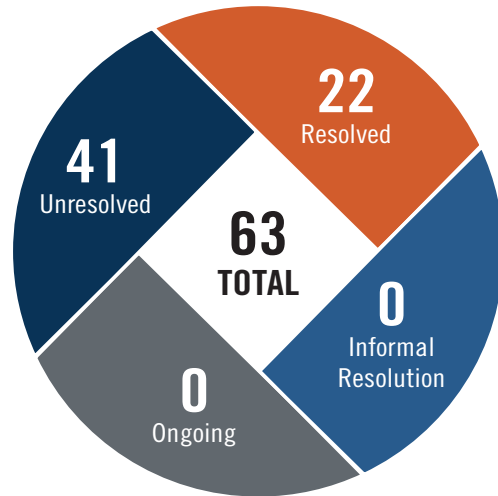
*** A notice of hearing is served as a result of a substantiated complaint(s) and formal discipline is being sought. This includes cases where *Police Services Act* charges are laid.

**** Cited by the public to the OIPRD as the reason for the complaint.

***** In 2021, the OIPRD notified all Chiefs of Police that it was clearing a significant backlog of public complaints as a result of administrative issues and staffing complications due to the COVID-19 pandemic. Additionally, the volume of complaints increased due to COVID-19-related public health measures and restrictions (i.e. social distancing, gatherings, etc.).

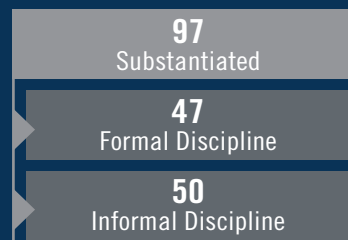
EARLY RESOLUTION PROGRAM Chart 3-1

The OIPRD’s Early Resolution Program provides an opportunity for complainants and respondent officers to voluntarily resolve complaints before they are formally screened under the *Police Services Act*. It is a voluntary, confidential process where the parties exchange perspectives to understand what happened, discuss their concerns and take an active part in resolving the issues.



INTERNAL COMPLAINTS

Unsubstantiated	17
Withdrawn	5
Informal Resolution	1
Ongoing	15
Closed	11



TOP 10 ALLEGATIONS CITED IN PUBLIC COMPLAINTS****

The total number of conduct, police and service complaints increased by 28.6%***** against the 5 year average.



ONTARIO REGULATION 58/16

COLLECTION OF IDENTIFYING INFORMATION IN CERTAIN CIRCUMSTANCES (CIICC) — 2021

This regulation applies with respect to an attempt by a police officer to collect identifying information about an individual from the individual, if that attempt is done for the purpose of:

- a. Inquiring into offences that have been or might be committed;
- b. Inquiring into suspicious activities to detect offences; or
- c. Gathering information for intelligence purposes.

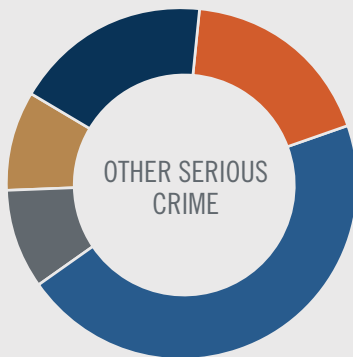
Reporting herein for 2021 complies with the prescribed requirements under *Section 14* of the Regulation.

Disproportionality analysis was conducted using the most recent National Household Survey data as prescribed under *Section 14.(4).(1)*. Due to the small sample size and lack of relevant geographic comparability, the analysis was unreliable to establish conclusively that attempts were or were not made disproportionately based on the gender, age or racialized group or combination of groups.

NUMBER OF ATTEMPTED COLLECTIONS FROM INDIVIDUALS WHO WERE PERCEIVED TO BE:

4
Female

7
Male



- 2** 15 to 19 years
- 2** 25 to 29 years
- 5** 30 to 34 years
- 1** 45 to 49 years
- 1** 50 to 54 years

Chart 4-1

1
Arabic

3
Black

5
White

1
Filipino

1
Multiple Racialized groups



Number of Attempted Collections of identifying information collected — identifying information collected	10
Number of Attempted Collections of identifying information — no identifying information collected	1
Number of individuals from whom identifying information was collected	11
Number of times exemption provisions were relied upon	0
Number of times a record of the attempt was declined by an individual	2
Exceptions from providing receipt-might compromise the safety of an individual <i>{Clause 7(2)(a)}</i>	0

OPP detachments where collections were attempted

Grey Bruce — 1
Lanark County — 1
Leeds County — 1
Stormont, Dundas and Glengarry — 1
Toronto — 7

Number of determinations of non-compliant attempts to collect identifying information <i>{Section 5 or Clause 9(4)(a)}</i>	1
Number of times a member of the OPP was permitted to access the information — chief of police or a person designated was satisfied that access was needed. <i>Section 9(10)(2)(iv)</i> in order to prepare the annual report described in <i>Subsection 14(1)</i> or the report required under <i>Section 15</i>	1



PERFORMING WITH EXCELLENCE

LEGITIMACY, ADEQUACY AND EFFECTIVENESS

This annual report is a compilation of data and information that provides a quantitative and qualitative overview of the OPP. The organization is continually assessing and identifying effective practices in performance measurement to ensure its communities, stakeholders and members are informed, empowered and educated, and it remains compliant with its legislated obligations.

The complexities of performance measurement in law enforcement are well understood. Across the sector, performance reporting is rapidly evolving to align with public expectations, acknowledge the ongoing shift from response to prevention, best represent the focus on the root cause issues of crime, and factor in the roles and obligations of non-policing community partners. The indicators herein serve to supplement the information throughout this report that also demonstrates legitimacy, adequacy and effectiveness, while increasing accountability and affording a meaningful perspective on the OPP's values-based delivery of its mission.

In the OPP, legitimacy is measured by the ethical execution of policing responsibilities, the trust and confidence of the public and its employees, and, a mutual willingness of communities to engage and collaborate to understand issues and build solutions. The optimized deployment of resources (human, capital, etc.) for the successful delivery of evidence-based, collaborative and preventative programs and services, the achievement of long-term outcomes identified for strategic change and operational initiatives, and, the judicious stewardship of public funds all serve as measures of adequacy and effectiveness.

Select indicators herein may reflect more than one of the characteristics of performance excellence. The requirements of adequacy and effectiveness that guide performance measurement are outlined in the *Adequacy Standards* made under the *PSA*.

Increases in certain categories are not necessarily reflective of negative performance. Often, they reflect the outcome of targeted education and engagement that seeks to increase reporting, particularly for those crimes that are consistently under-reported. Similarly, decreases may be the anticipated outcome of the implementation of automation and/or collaborative intervention models and programs.

1.3+ MILLION FOLLOWERS
across all OPP social media platforms

3,000+ REQUESTS
for Emergency Response Teams in 2021

560+ AUXILIARY MEMBERS
volunteered in 2021

LEGITIMACY

- The Community Satisfaction Survey (CSS) is the OPP's primary measure of public trust and confidence. Ongoing delays in the evaluation and procurement processes prevented the OPP from conducting CSSs again in 2021 and, as a result, no reporting is available. The OPP is pleased to announce that the survey process will resume in 2022. Updated approaches for gathering input and new core indicators will augment the ability to assess public trust and confidence.
- A total of 0.07% of police/public interactions resulted in a public conduct, policy and/or service complaint to the Office of the Independent Police Review Director (OIPRD). The total number of complaints increased by 18% over the previous year with 2% of complaints being substantiated.
- Approximately 5,700 uniform members attended modified annual block training that included crisis intervention, de-escalation, use of force, mandatory firearms, first aid, conducted energy weapon and judgment training, consistent with previous years.
- Protocols were updated to ensure hate/bias motivated crimes and incidents incorporated a victim/trauma-centered approach.
- Expectations for ethical and Ontario Public Service/OPP values-based performance were established with graduates of three recruit and three experienced police officer classes and four auxiliary volunteer classes.
- The OPP's unfounded rate for sexual assaults was 8.7%, a decrease from 9.0% 2020 and 10.2% in 2019.
- Use of force was applied in 0.12% of all individual interactions/incidents requiring police presence, a decrease from 2020 and slight increase over 2019.
- Engagement and consultation with the Indigenous Youth Advisory and Indigenous Advisory Circles was sustained; a formalized process to identify meaningful changes to policing through a culturally responsive lens.
- Eleven collections under *Ontario Regulation 58/16 Collection of Identifying Information in Certain Circumstances* were attempted, consistent with 2019 and 2020.
- The OPP Anti-Racism Action Plan launched, providing framework to foster and sustain an inclusive, diverse, equitable and accessible workplace that is free from discrimination and harassment.
- The OPP Sexual Harassment Prevention Plan (SHPP) launched in December 2021. It was developed and implemented by a task force representing diverse perspectives from across the organization; and reaffirms the OPP's commitment to achieving a professional and respectful workplace.

Indigenous awareness training was delivered to over 2,300 participants including 671 OPP recruits, 72 Auxiliary members, 66 experienced police officers and over 1,250 municipal police service recruits.

www.OPP.ca reported more than 242,000 page views as Ontarians reported online, requested a criminal records check, researched policing as a career and located an OPP detachment.

Four OPP officers blazed the trail for women in policing as three became the first ever female canine handlers and one the first ever female explosives disposal technician.

LEGITIMACY

- 87 different languages, not including English, were spoken by 13.5% of OPP members.
 - The OPP was a participant in 59 of the 77 situation tables operating across Ontario, consistent with the past two years during which the OPP participated in more than half of the tables in the province.
 - Of the 38 Crime Stoppers programs in Ontario, 20 were OPP partnerships; this remained consistent with the past two years.
- A significant proportion of total tips received in Ontario resulted from this partnership.
- The number of OPP Twitter, Instagram and Facebook followers surpassed previous totals increasing to 1.3+ million. The total reach exceeded 54 million.
 - OPP Police Orders containing critical and standard policies, procedures, direction and guidelines remained current with monthly reviews/updates.

ADEQUACY AND EFFECTIVENESS

- 74% of Ontario municipalities were provided adequate and effective OPP policing services.
- 2.29+ million calls were received at PCCs, an increase of 7% over 2020 and 9% over 2019.
- 85% of all calls to PCCs were answered in 12 seconds or less, exceeding the U.S. National Emergency Number Association standard.
- 26 canine teams supported frontline members with search and rescue operations, criminal tracking, searching/detecting narcotics, human remains, firearms, explosives and physical evidence.
- Emergency Response Teams responded to more than 3,000 requests for service.
 - Crisis negotiators responded to over 190 high risk calls.
- One hour 43 minutes was the average officer hospital emergency room wait time for involuntary apprehensions under the *Mental Health Act*, consistent with the past two years.
- 54% of detachments had a police/hospital transition protocol in place.
- OPP officers initiated a traffic stop every 85 seconds. This equated to a total of 373,360 traffic stops. An increase of five seconds over 2020 and 25 seconds over 2019.
- OPP officers were dispatched to a traffic event every four minutes, consistent with the previous two years.
- A call involving a motor vehicle collision was received every seven minutes, consistent with 2020 and less frequent by two minutes over 2019.
- A call for police assistance was received every five minutes, as compared to every four minutes in both 2020 and 2019.
- A call for a traffic hazard was received every nine minutes, consistent with 2020 and less frequent by 1 minute over 2019.

ADEQUACY AND EFFECTIVENESS

- PCCs received 997,339 9-1-1 calls, an average of 2,732 calls per day.

 - Each of the 560+ OPP Auxiliary members volunteered more than 68,000 hours, an average of 121+ hours per member.

 - The OPP responded to an average of 63 calls where mental health was a factor, 84 domestic disputes and 56 community services calls daily.

 - Mental health was a factor in 23+ thousand occurrences, an increase over both 2020 and 2019.

 - 84% of detachments had active Mobile Crisis Response Teams.

 - 116+ million kilometres were logged in total by OPP vehicles.

 - Over 4,000 flight hours were logged by Aviation Services.

 - Roadway fatalities and commercial motor vehicle-involved collisions decreased compared to pre-pandemic levels, in part due to a continued emphasis on the causal factors of death and serious injuries on roadways through focused patrols and engagement, education and enforcement initiatives.

 - A sustained focus on collaboration for positive outcomes at the frontline resulted in 3,100+ community partnerships sustained and more than 3,100 mobilization activities being conducted.

 - Ongoing administrative task reduction/diversion efforts and technology-enabled strategies resulted in the reallocation of more than 330,000 frontline hours to higher priority operational duties in communities.
- OPP-led provincial initiatives focused on reducing criminality and victimization were sustained and resulted in:
 - 64 victims of human trafficking removed from an exploitive situation.
 - 211 child victims identified and rescued.
 - \$241+ million in drugs removed from OPP communities.
 - \$82+ million in drugs seized through organized crime enforcement.
 - \$4+ million in forfeitures and \$63+ million in restraints/seizures.
 - \$155+ million in illegal cannabis seized.
 - \$354+ thousand in contraband tobacco seized.
 - Cybercrime incidents trending upward with an increase of 43% over 2020 and 208% over 2019.
 - 10,695 occurrences that involved fraud, an increase of 6.3% over 2020 and 14.3% over 2019.

 - An average of 365 transcriptions per day were completed through civilian data entry, an anticipated decrease of 144 from 2020 and 1,205 from 2019 as a result of records management system automation.

 - The average cost per property for OPP policing services in 2021 was \$355, a slight decrease from 2020, consistent with the previous two years. Although the cost per household had not risen, the number of properties has increased by 1.82% over 2020 and 0.91% over 2019. That is a total increase of over 20,000 households in OPP policed municipalities.

 - \$1,332,375,600 was the 2021/2022 operating and capital budget estimate.

VALUE FOR MONEY

CONTINUOUS IMPROVEMENT

The Office of the Auditor General of Ontario (OAGO) identified the OPP as a candidate for a value-for-money audit in 2021. The objectives of the audit were to assess whether the OPP had cost-effective systems and processes in place to protect Ontarians; to deliver provincial and municipal police services efficiently and effectively, and in compliance with key legislative and policy requirements; and, measure and publicly report on the effectiveness of the police services it delivers.

In December 2021, the OAGO released its Value-for-Money Audit: Ontario Provincial Police Report, delivering 15 recommendations with a total of 34 action items. Of these, 14 recommendations and 33 action items were unique to the OPP. Themes included staffing and deployment, shift scheduling, healthy workplace initiatives, proactive policing targets, patrol hours, response time targets, clearance rates, Police Services Board reporting, and internal accountability processes.

Working groups were established for each recommendation employing comprehensive project management processes. The majority of the recommendations have a completion timeline of two years. Working groups meet regularly and report progress quarterly to the Ministry of the Solicitor General.

The OPP is committed to continuous improvement and welcomed the recommendations contained in the OAGO report. Actions taken by the OPP in response to the recommendations will, where appropriate, be developed in consultation with the Ontario Provincial Police Association, its stakeholders and the communities it serves.



CALLS FOR JUSTICE

The OPP remained committed to its response to the National Inquiry into Missing and Murdered Indigenous Women and Girls (MMIWG), and in 2021 that commitment was sustained as an organizational priority.

Reclaiming Power and Place: The Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls was released on June 3, 2019, with the inquiry concluding on June 30, 2019. Accompanying the final report were 231 Calls for Justice.

A dedicated MMIWG Team established in 2020 within the Indigenous Policing Bureau maintains responsibility and oversight for the implementation of the Calls for Justice.

THE MMIWG TEAM

The mandate of the MMIWG Team is focused on the creation, expansion, and implementation of initiatives, activities, actions, and policies that respond to the Calls for Justice and other recommendations.

The MMIWG Team is comprised of members with expertise in areas such as investigations, research, corporate policy, report writing, organizational history, communications, and administrative support.

The team is responsible for:

- Collaborating across all areas of the OPP to ensure organizational responsiveness and accountability.
- Supporting subject matter experts in their program areas in developing action plans and facilitating extensive internal and external engagement, collaboration and communication.
- Engaging with the OPP Indigenous Advisory Circles and other subject matter experts, to review, plan, develop and evaluate relevant OPP initiatives, activities, actions and policies.

- Working with Ontario's Family Information Liaison Unit in the Indigenous Justice Division of the Ministry of the Attorney General to provide information to survivors and families of missing and murdered Indigenous people.

The MMIWG Team recognizes the following priorities going forward:

- Increased engagement with survivors and impacted families and community members of MMIWG and 2SLGBTQIA+ (two-spirit, lesbian, gay, bisexual, trans, queer, questioning, intersex and asexual + other identities) (currently referenced as 2SLGBTQ+) people.
- Evaluation of current and new strategies by collecting and reviewing feedback from those impacted to ensure that the needs of communities are being met and that continuous improvement occurs throughout the organization.
- Publicly reporting the OPP's progress in response to the Calls for Justice. Visit www.opp.ca for more information.
- Incorporating information and recommendations from the many other reports related to the safety and security of Indigenous Peoples.

FRAMEWORK FOR POLICE PREPAREDNESS FOR INDIGENOUS CRITICAL INCIDENTS

The OPP Framework for Police Preparedness for Indigenous Critical Incidents guides the police response to conflict. It is applicable to both Indigenous and non-Indigenous major events and critical incidents. The framework provides an informed and flexible approach to resolving conflict and managing crises. The framework incorporates a community-based policing philosophy, establishes consistency, and meets core policing duties and statutory and common law responsibilities.

Embedded as a critical policy, the framework approach represents the organization's commitment to a consistent and professional response to major events and critical incidents. Open dialogue, transparency and relationship development characterize the framework approach to ensure it is responsive and culturally sensitive. Mandated training and inclusion in operational planning reflect the organization's commitment to ensuring the sustainability of the framework approach and its compatibility with other standard operating procedures. Last year, the OPP assisted in the delivery of training on the framework approach to 44 new liaison officers from 10 external agencies.

THE FRAMEWORK

Promotes an operationally sound, informed and flexible approach to resolving conflict and managing crises in a consistent manner.

Demonstrates accommodation and mutual respect of differences, positions and interests of involved Indigenous and non-Indigenous communities and the OPP.

Promotes and develops strategies that minimize the use of force to the fullest extent possible.

Framework applied in 323 incidents in 2021



The OPP framework outlines clear objectives to preserve the peace, prevent offences and enforce the law in a neutral manner that respects and protects the rights of all involved parties.

The *Report of the Ipperwash Inquiry* (2007) declared the framework a “best practice” and recommended that the OPP prepare annual reports and make them publicly available. The annual reports provide examples of how the framework was applied and a statistical summary of implementation for the preceding year. The annual reports are available at www.opp.ca.



57%
increase
in engagement
since 2019

**261 PROTESTS
RESPONDED TO
IN 2021**

BUILDING RELATIONSHIPS

The OPP Provincial Liaison Team (PLT) establishes and maintains open and transparent lines of communication with all stakeholders who may be affected, directly or indirectly, by major events or critical incidents. PLT members work to build relationships of trust, mutual understanding and respect.

Throughout the COVID-19 pandemic, the PLT played a critical role in conducting outreach with First Nations. The team has been, and remains, engaged with over 100 First Nations that experienced restrictions in access to their communities in some manner during the pandemic.

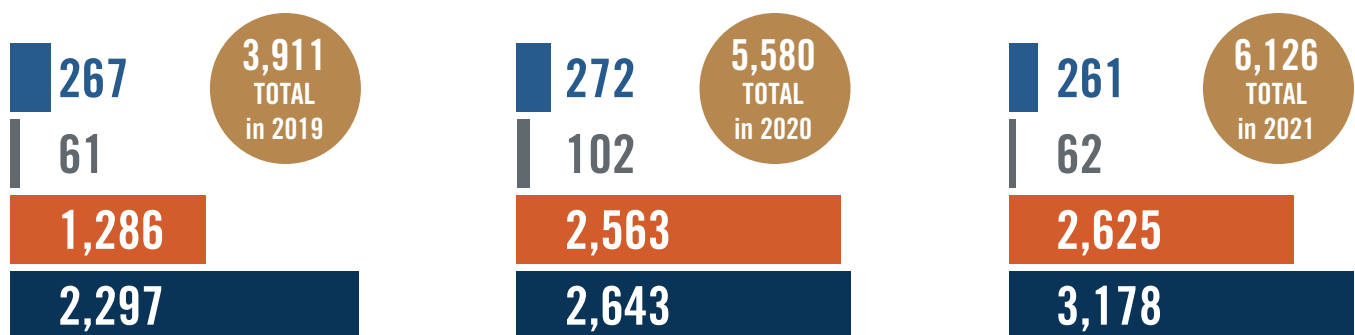
Throughout 2021, PLT members spent a significant amount of time responding to issue-based conflict related to public health restrictions, including demonstrations intended to express displeasure with the COVID-19 pandemic emergency measures. As a result of a rapid increase in transmission rates of COVID-19 and variants in the spring of 2021, the Ontario government announced enhanced public safety measures, including travel restrictions. In response, PLT members were engaged at interprovincial road crossings and provincial entry points to fulfill liaison duties with detachments, motorists and other affected stakeholders.

Additionally, PLT members continued to assist with contentious matters, ensured the application of principles of the framework and performed as informed liaisons with partner police agencies to ensure situational awareness and the identification of potential impacts.

In recent years, the overall workload of the PLT program has increased. This trend is anticipated to continue as a direct result of the escalating prevalence of issues-based conflicts, and a greater organizational investment in, and reliance upon, the specialized support and assistance provided by PLT members.

PLT ENGAGEMENT

Chart 5-1



■ DEMONSTRATIONS ■ INDIGENOUS CRITICAL INCIDENTS ■ COMMUNITY OUTREACH ■ DETACHMENTS/POLICE SERVICES SUPPORT

THEY NEVER GAVE UP

The incredible outcome of the search and rescue call regarding a missing three-year-old boy was certainly one of the greatest success stories of 2021. In March, a call was received in eastern Ontario about a young boy who had wandered away from a private cottage property.

The OPP initiated a ground search that involved 100 officers and volunteers. The rescue mission also included two helicopters, four police canine units, RPAS and an underwater search and recovery team.

The search area spanned lakes, marshes, beaver dams and sheer cliffs. Statistics informed search patterns and predicted a three-year-old boy could traverse a maximum of 1.2 kilometres.

For 75 hours, the teams persevered and the child was ultimately located 980 metres from where he went missing.

“These folks are to be commended for their tireless efforts and perseverance in all kinds of weather.”

(grandfather of the child)

“ **We can’t begin to express how we feel to have our incredible, resilient son back safe in our arms.**

Our entire extended family is beyond elated after what was undoubtedly the worst experience of our lives. Our son was returned to us due to the unrelenting dedication and perseverance of the OPP’s search-and-rescue ground, air, and underwater teams and tireless effort of community volunteer searchers, firefighters and paramedics.”

(mother of the child)







PROVINCIAL TOW PROGRAM

For a number of years, criminality within the tow truck industry has escalated. The scope of criminal activity and violence posed a threat to tow industry members, police officers, road safety partners and the general public.

In 2021, the Ontario government established a Towing Task Force to improve provincial oversight of the towing industry. The task force consulted with industry, consumer, automobile insurance, municipal, and law enforcement sectors in response to concerns raised.

In 2021, the OPP partnered with the Ministry of Transportation Ontario-led multi-agency Towing Task Force. This Towing Task Force was established (by the Government of Ontario) to improve provincial oversight of the towing industry and develop a regulatory model that will increase safety and enforcement, clarify protections for consumers, improve industry standards and consider tougher penalties for violators. This is another step to mitigate the increased acts of violence, vandalism and fraudulent activity on Ontario roadways.

The OPP has a significant role in the Towing Task Force including:

- Development of a new regulatory/legislative framework and intelligence-led strategic enforcement model aimed at providing comprehensive oversight of the towing and storage yard sector in collaboration with public safety partners.

- Leadership of the intelligence-led investigative and enforcement components of the strategy.
- Operations and enforcement for a pilot program that introduces restricted tow zones on sections of highways in the Greater Toronto Area (GTA).

While the Towing Task Force is exploring options, including tow industry licencing and regulation, strategic partnerships, and technology-based solutions, the OPP implemented its own Provincial Tow Program. This Program was established to mitigate some of the issues identified by aligning both traffic and criminal enforcement program areas to implement an intelligence-led approach to issues comprised of education, enforcement, investigations and public safety.

IN 2021, THE OPP IN COLLABORATION WITH POLICING PARTNERS, ESTABLISHED:

An OPP-led Joint Forces Operation (JFO) known as the Organized Crime Tow Industry Project.

The JFO is tasked with identifying, disrupting and dismantling criminal networks operating high-level criminal/fraudulent activities in the industry. It leads proactive criminal investigations and supports police services in bringing charges against those responsible for serious crimes in the industry.

The OPP continues to enforce public safety laws, investigate crime and support policies, protocols and initiatives to better inform all road users of their rights should their vehicle require towing at the roadside.

REPORTING A COLLISION

WITH SAFETY IN MIND

Collision Reporting Centres (CRCs) are a welcome solution for members of the public who need to report a motor vehicle collision. CRCs allow members of the public to file collision reports with the police in a secondary location. This decreases delays on roadways, reduces the risk of secondary collisions, improves engagement at detachments, and increases officer frontline time to respond to calls for service.

In 2021, the OPP opened nine additional CRCs, bringing the provincial total to 22. They are located at the following OPP detachments:

- Collingwood
- Haldimand County
- Hawkesbury
- Huron County
- Lennox & Addington
- Nottawasaga
- Stormont, Dundas and Glengarry
- Upper Ottawa Valley
- Wellington County

Collisions can be reported if the collision does not involve:

- Death or injuries requiring transportation to a hospital
- A driver who failed to remain at the scene
- Vehicles carrying dangerous goods
- Suspected criminal activity (impaired driver, stolen vehicle)
- A driver who refuses to cooperate with the required exchange of information
- Municipal, provincial or federal vehicles
- Damage to the highway property or private property
- A cyclist or pedestrian

In 2021, the number of provincial motor vehicle collisions reported to a CRC accounted for 19.5% OF ALL MOTOR VEHICLE COLLISIONS.



**APPROXIMATELY
54,900
HOURS**
were redirected to the
frontline as a result
of CRCs.

35% INCREASE
in collisions reported
to CRCs in 2021
over 2020.

**CRCs SAVED 2.4
FRONTLINE HOURS**
per collision.



JULY
was the busiest
month for 9-1-1
call volume

950+
REFERRALS OR
FOLLOW UPS
COMPLETED

COMMUNITY SAFETY ADVANCEMENTS

CCD PROGRAM OFFERS SUPPORT TO ONTARIANS WHILE REDIRECTING POLICE RESOURCES

The OPP continued to engage with community mental health and addiction partners and persons with lived experience to develop, improve, expand and enhance programs and services to support individuals and families living with mental health and substance use challenges. Through the innovative CCD program, mental health and addiction crisis workers are embedded within PCCs and may respond to calls involving individuals who may be experiencing a crisis event. After consenting to speak to a crisis worker, the caller can receive resources and support over the phone, often reducing the requirement for a police response.

Following a successful pilot launched at PCC London in 2020, the OPP expanded its CCD program to the three additional PCCs in 2021. Trained crisis workers are now located in all four PCCs: London, Orillia, North Bay and Thunder Bay.

In 2021, more than 900 calls were handled by the CCD program, including 179 calls that were diverted, eliminating the necessity for an officer to be dispatched. These calls involved issues such as homelessness, grief, addictions and family support.

Additionally, there were more than 950 referrals made as a result of CCD that were completed by the Canadian Mental Health Association during 2021.

TECHNOLOGY-ENABLED STRATEGIES CREATED FRONTLINE EFFICIENCIES

More than 330,000 frontline hours were reallocated in 2021 through a suite of technology-enabled strategies focused on response, redirection, reduction, and automation to create efficiencies for the OPP's frontline.

The strategies implemented by the OPP included changes in the response to certain non-emergency 9-1-1 calls (i.e., "pocket dials"), redirection of more call types to the Frontline Support Unit, reduction in the number of non-emergent calls through the re-launch and expansion of Online Reporting, full or partial automation of certain minor, non-criminal occurrences in the Niche RMS, and the launch and expansion of the CCD program in PCCs.

330,000+ FRONTLINE HOURS

reallocated to create efficiencies.

2,732 9-1-1 CALLS WERE RECEIVED

on average, by the PCCs each day.

COMMUNITY SAFETY ADVANCEMENTS

NG9-1-1 READINESS, RADIO UPGRADES

Supported by the work of the Communications Modernization Project (CMP), the OPP embarked on a series of projects to enhance service and support for members of the public, PCC Communicators and OPP officers across Ontario. Some of the initiatives are being implemented in advance of the upcoming national adoption of Next Generation 9-1-1 (NG9-1-1).

In 2013, the Canadian Radio-Television and Telecommunications Commission (CRTC) announced that the existing Canada-wide 9-1-1 system would be replaced with NG9-1-1. Telephone companies were mandated to update their networks to provide NG9-1-1 services in the future; for the OPP, this required significant infrastructure changes in its PCCs.

The OPP is a national leader in NG9-1-1 adoption and implementation and has committed resources to ensuring the safety and security of the new NG9-1-1 network. As part of a Canada-wide trial to assist with the development and testing of the network and infrastructure, the OPP received the first vendor-assisted NG9-1-1 call in Canada and, in collaboration with partners, conducted the first successful NG9-1-1 test call transfer in the country. The ability to transfer a NG9-1-1 call across Canada is a historic milestone in the movement to improve public safety.

PUBLIC SAFETY RADIO NETWORK (PSRN)

Throughout 2021, and as part of a province-wide upgrade to the PSRN, the OPP continued to advance radio communications technology and resources for its members. Once complete, the multi-faceted infrastructure project will help to improve radio coverage and interoperability through encrypted and GPS-enabled devices. Frontline members will benefit from enhancements to their portable radios enhancing officer and public safety.

OFFICER PSRN TRAINING BEGAN MAY 2021

for the Essex Detachment and has now been rolled out to members in Chatham-Kent, Lambton, Norfolk, Oxford and Middlesex detachments. 87% of officers completed radio training throughout these detachment areas.

STRATEGIC PROJECTS TEAM (SPT) STEERING INNOVATION

The OPP formalized a SPT for greater consistency and efficiency in application development while ensuring the input of OPP frontline members is reflected as new business solutions are identified, developed and implemented. With a particular focus on data and information technology governance, the SPT seeks to prioritize the people, processes, technology and security behind data-driven decisions.

COMMUNITY SAFETY ADVANCEMENTS

THREE WORDS TO SAFETY

A mobile app first deployed by the OPP in late 2020 continued to be successful. In its first full year of use, the **what3words** app helped OPP communicators pinpoint callers' locations when they were in need of assistance and unsure of their whereabouts.

The app, which assigns a unique three-word label to every three square meters on the planet, makes it easier to find, save and share exact locations. For a 52-year-old hiker from Manitoba, what3words proved invaluable.

In early November 2021, the hiker parked near the Manitoba-Ontario border. While following a marked path, the hiker crossed a bridge and soon became unsure of her surroundings. After walking for more than two hours, she considered herself lost and called 9-1-1.

The call was answered by a Public Safety Answering Point (PSAP) in Manitoba, which determined she had entered Ontario. The PSAP relayed the call to the OPP who helped her access what3words and determine her unique three-word location. Officers were dispatched and were able to quickly navigate directly to her location.

Responding frontline OPP officers said a generalized search would have been difficult due to the hiker's proximity to the road, as well

as the marshes and streams that surrounded the area. While other options, such as an aerial/infrared-equipped search, could have been utilized, the what3words app allowed a faster response with fewer resources being deployed.

what3words is a free app available to download and the OPP encourages Ontarians to do so. If necessary, the app can also be accessed through a web browser with no download required.

Bolstering staffing in the PCCs

61 new PCC employees completed their initial training.

These members deployed to PCCs as fully trained emergency communicators, having achieved the ministry accredited standards.

Today, 60 of these call takers continue to support Ontarians with 9-1-1 and non-emergency call-taking services. The final member of the 2021 hires successfully transitioned to a uniform OPP officer role.

COMMUNITY SAFETY ADVANCEMENTS

CRIMINAL JUSTICE DIGITAL DESIGN PROJECT BUILDS A MORE CONNECTED JUSTICE SYSTEM

A series of innovative digital initiatives led by the Criminal Justice Digital Design (CJDD) Project team continued to build a more connected justice system that is seamless, simple and efficient for all Ontario residents.

Together, these projects will address challenges impacting today's criminal justice system while preparing for the justice system of tomorrow. Notably, these projects seek to improve efficiencies by:

- allowing police officers to file criminal charges electronically, thereby reducing travel and wait times;
- reducing the reliance on paper documents and physical storage; and,
- improving the disclosure process.

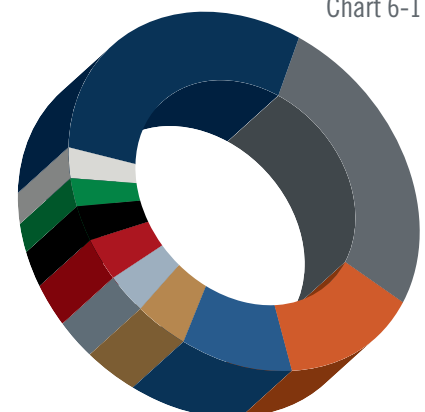
The Digital Evidence Management System (DEMS) is an initiative led by the Ministry of the Solicitor General and used by justice sector partners and stakeholders, including the OPP, to manage, store and share a high volume of multimedia investigative and evidentiary files. The DEMS replaces a variety of manual processes and ensures the disclosure process is consistent and efficient. In 2021, the OPP began using DEMS in the West Region Body-Worn Camera (BWC) evaluative study to store camera footage, including video and audio files from cellphones, and citizen provided evidence. In addition, at six OPP detachments within the Barrie Courthouse jurisdiction, the DEMS enabled 9-1-1 audio files to be digitally disclosed, maximizing resourcing accuracy.

Criminal eIntake is an online solution that digitizes the intake process from beginning to end enabling justice sector partners to share digitally and on-demand. Court documents can be transmitted from Niche RMS directly to the court. Once approved, eIntake transmits the judicial decision and court-issued process documents back to Niche RMS and automatically uploads the details to the RMS Integrated Court Offences Network (ICON). By the end of 2021, eIntake was successfully launched at 90 courthouses, 21 police services and 71 OPP detachments and satellite locations.

TOP 10 REASONS THE OPP WAS CALLED

(excludes officer-initiated events)

207,159 Phone Calls	24,048 Mental Health
187,371 Traffic Complaint/Hazard	23,482 Alarm
93,088 Police Assistance	21,112 Theft
70,817 Motor Vehicle Collision	18,511 Family Dispute
29,713 Domestic Dispute	18,054 Suspicious Person





130,000+
transcriptions
completed

AUTOMATION
TRANSFORMING
CONNECTIONS

Photo Credit: Ted Smith



82%
of members
reported a positive
impact in their role

**INCREASED
CONFIDENCE
WITH CHAIN OF
CUSTODY**

TRANSPARENCY AND ACCOUNTABILITY

BWCs are wearable cameras that, in a law enforcement context, provide a video and audio record of events in which a police officer is involved. In 2021, BWCs were deployed operationally for the first time, through the launch of an evaluative study. One-hundred cameras were deployed on a one-to-one basis to select frontline officers, Emergency Response Team (ERT) members, and Traffic Incident Management Enforcement (TIME) officers.

Operational use of BWCs commenced in June among the study group, and the results are being carefully monitored. Gathering feedback from participating officers has been a key component of the project, to ensure the intended outcomes of providing an objective video record of interactions with the public, and enabling the collection of enhanced evidence that can aid in securing convictions and keep criminals off the streets. This evidence increases accountability and provides greater transparency into critical situations, supporting improved investigative and training results.

EVIDENCE IS COLLECTED IN THREE WAYS:

**Video
and audio**
from BWCs.

**Photo, video,
and audio**
collected using the related mobile
phone application.

**Digital uploads
from citizens**
via an associated secure web portal.

A survey of participating officers conducted within the first six months of the deployment resulted in a high level of satisfaction with the hardware, and a high level of comfort and competence with the related software. Officers also indicated their training had prepared them to effectively use the equipment and software.

With over 8,000 pieces of digital evidence collected between June 2021 and December 2021, officers participating in the West Region BWC evaluative study indicated they felt better prepared for court appearances. Perhaps most notably and encouraging is that a remarkable 82% of officers reported that BWCs had a positive impact on their role as police officers.

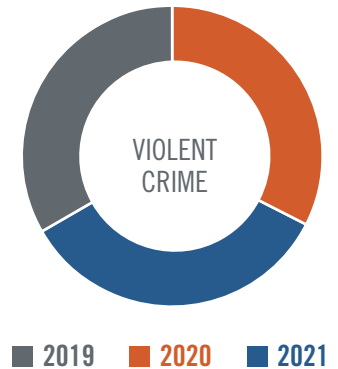
The OPP supports the implementation of new tools and technologies that enable improved evidence collection, demonstrate greater accountability and transparency, and enhance public and officer safety.

PROVINCIAL CRIME BY THE NUMBERS*

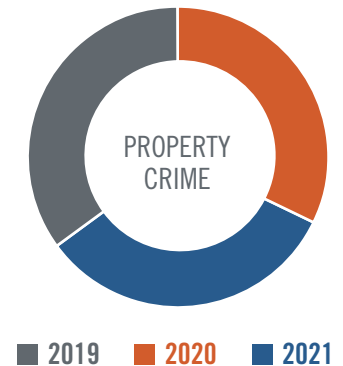
*Criminal Code Occurrences — First Level Uniform Crime Report (UCR) Only

Table 4-1

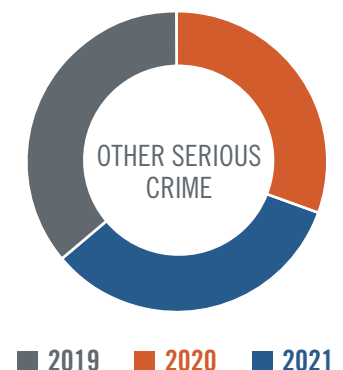
VIOLENT CRIME	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Homicide	36	35	28
Other offences causing death	10	5	5
Attempted murder	23	30	36
Sexual offences	2,640	2,601	2,985
Assaults/firearm-related offences	10,501	9,642	9,847
Offences resulting in the deprivation of freedom	201	189	189
Robbery	293	239	259
Other offences involving violence or the threat of violence	5,213	5,489	5,917
Offences in relation to sexual services	4	10	11
Total	18,921	18,240	19,277



PROPERTY CRIME	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Arson	124	147	132
Break and enter	6,619	5,478	4,790
Theft > \$5,000	3,945	3,646	4,001
Theft < \$5,000	18,776	15,859	15,763
Possession/trafficking stolen goods	846	797	695
Fraud	9,165	10,020	10,695
Mischief	9,114	8,833	9,039
Total	48,589	44,780	45,115

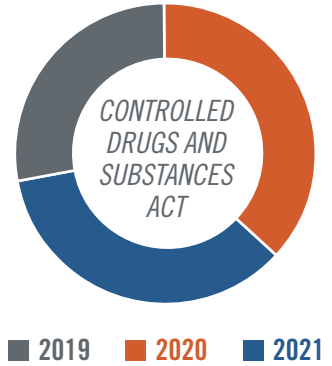


OTHER SERIOUS CRIME	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Illegal gaming and betting	277	58	34
Offensive weapons — careless use of firearms	908	1,173	1,251
Failure to comply — judicial orders/unlawfully at large	10,891	8,521	9,895
Disturb the peace	1,902	1,681	1,841
Child pornography	198	174	204
Other <i>Criminal Code</i>	2,444	2,342	2,045
Total	16,620	13,949	15,270

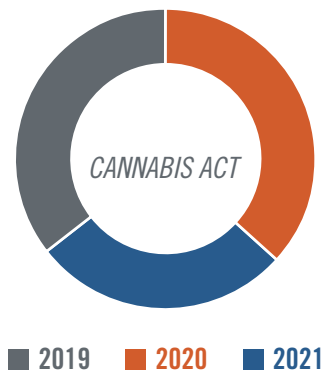


PROVINCIAL CRIME BY THE NUMBERS

<i>CONTROLLED DRUGS AND SUBSTANCES ACT</i>	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Possession	1,185	1,510	1,484
Trafficking	858	1,197	1,098
Importation and production	13	26	28
Total	2,056	2,733	2,610

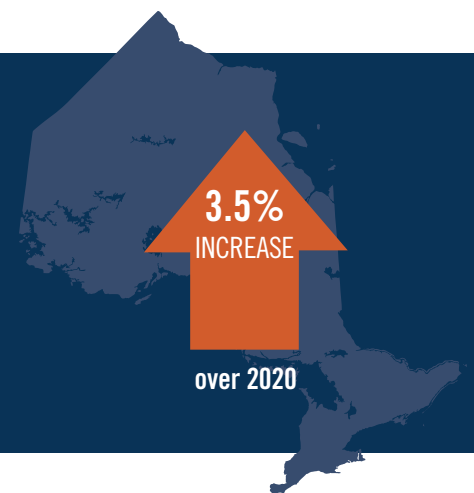
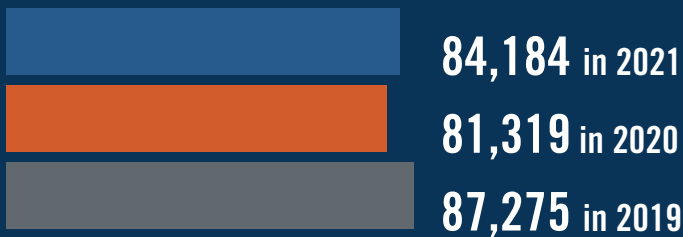


<i>CANNABIS ACT</i>	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Possession	93	83	66
Distribution	60	77	71
Sale	71	53	30
Importation and exportation	0	0	0
Production	39	71	50
Other illegal cannabis-related	26	14	7
Total	289	298	224



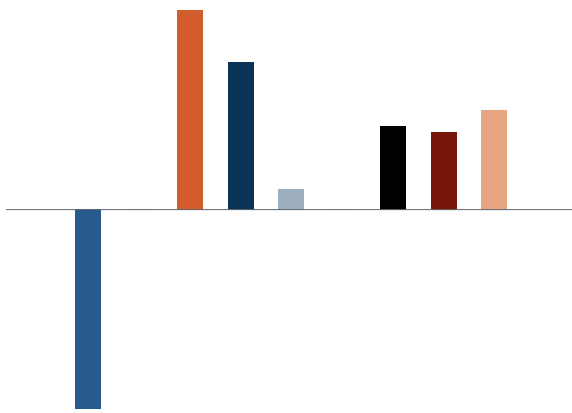
	2019	2020	2021
	Actual Occurrences	Actual Occurrences	Actual Occurrences
Other Federal Statutes	800	1,319	1,688

TOTAL OCCURRENCES



PROVINCIAL OCCURRENCES YEAR-OVER-YEAR CHANGE FROM 2020

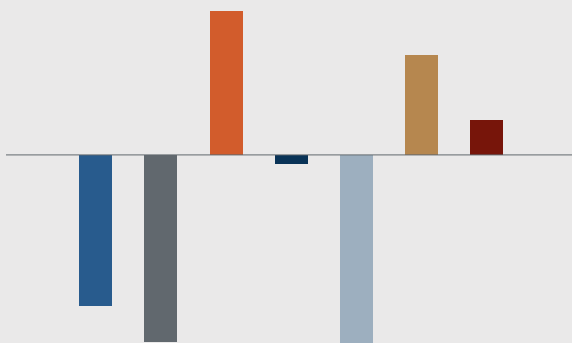
Chart 7-1



VIOLENT CRIME

TOTAL CHANGE: 5.7%

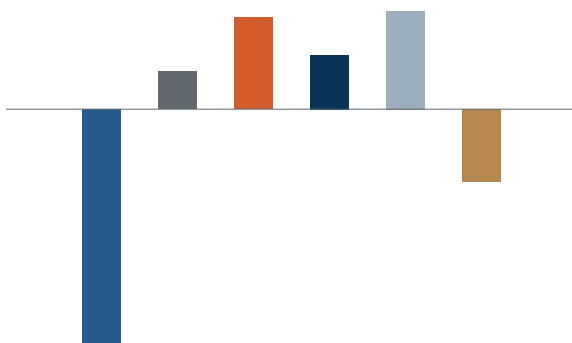
- -20.0% Homicide
- 0.0% Other offences causing death
- 20.0% Attempted murder
- 14.8% Sexual offences
- 2.1% Assaults/firearm-related offences
- 0.0% Offences resulting in the deprivation of freedom
- 8.4% Robbery
- 7.8% Other offences involving violence or the threat of violence
- 10.0% Offences in relation to sexual services



PROPERTY CRIME

TOTAL CHANGE: 0.7%

- -10.2% Arson
- -12.6% Break and enter
- 9.7% Theft > \$5,000
- -0.6% Theft < \$5,000
- -12.8% Possession/trafficking stolen goods
- 6.7% Fraud
- 2.3% Mischief



OTHER SERIOUS CRIME

TOTAL CHANGE: 9.5%

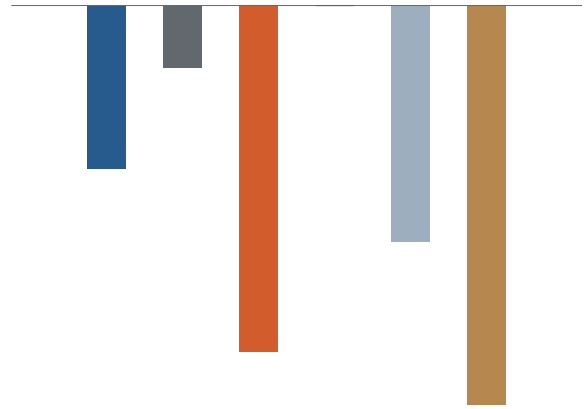
- -41.4% Illegal gaming and betting
- 6.6% Offensive weapons — careless use of firearms
- 16.1% Failure to comply — judicial orders/unlawfully at large
- 9.5% Disturb the peace
- 17.2% Child pornography
- -12.7% Other *Criminal Code*

PROVINCIAL OCCURRENCES YEAR-OVER-YEAR CHANGE FROM 2020

CANNABIS ACT

TOTAL CHANGE: -24.8%

- -20.5% Possession
- -7.8% Distribution
- -43.4% Sale
- 0.0% Importation and exportation
- -29.6% Production
- -50.0% Other illegal cannabis-related



CONTROLLED DRUGS AND SUBSTANCES ACT

TOTAL CHANGE: -4.5%

-1.7%
Possession

-8.3%
Trafficking

7.7%
Importation
and Production



PROVINCIAL CRIME BY CLEARANCE STATUS

Table 5-1

VIOLENT CRIME	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Homicides*	28	0	28	5	24	1	89.3%
Other offences causing death	5	0	5	0	5	0	100.0%
Attempted murder	36	0	36	3	30	3	91.7%
Sexual offences	3,269	284	2,985	1,081	1,430	474	63.8%
Assaults/firearm related offences	10,500	653	9,847	1,989	6,357	1,501	79.8%
Offences resulting in the deprivation of freedom	201	12	189	8	179	2	95.8%
Robbery	272	13	259	68	177	14	73.7%
Other offences involving violence or the threat of violence	7,523	1,606	5,917	3,051	1,769	1,097	48.4%
Offences in relation to sexual services	11	0	11	4	7	0	63.6%
Total	21,845	2,568	19,277	6,209	9,978	3,092	67.8%

PROPERTY CRIME	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Arson	134	2	132	89	32	11	32.6%
Break and enter	5,325	535	4,790	3,742	854	194	21.9%
Theft > \$5,000	4,426	425	4,001	3,269	528	204	18.3%
Theft < \$5,000	18,354	2,591	15,763	13,315	1,329	1,119	15.5%
Possession/trafficking stolen goods	707	12	695	110	534	51	84.2%
Fraud	11,539	844	10,695	9,670	778	247	9.6%
Mischief	9,405	366	9,039	7,332	1,115	592	18.9%
Total	49,890	4,775	45,115	37,527	5,170	2,418	16.8%

OTHER SERIOUS CRIME	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Illegal gaming and betting	44	10	34	18	5	11	47.1%
Offensive weapons — careless use of firearms	1,465	214	1,251	487	631	133	61.1%
Failure to comply — judicial orders/unlawfully at large	10,601	706	9,895	1,134	8,285	476	88.5%
Disturb the peace	2,056	215	1,841	1,309	69	463	28.9%
Child pornography	214	10	204	125	47	32	38.7%
Other <i>Criminal Code</i> (Ex. Traffic)	2,243	198	2,045	1,067	773	205	47.8%
Total	16,623	1,353	15,270	4,140	9,810	1,320	72.9%

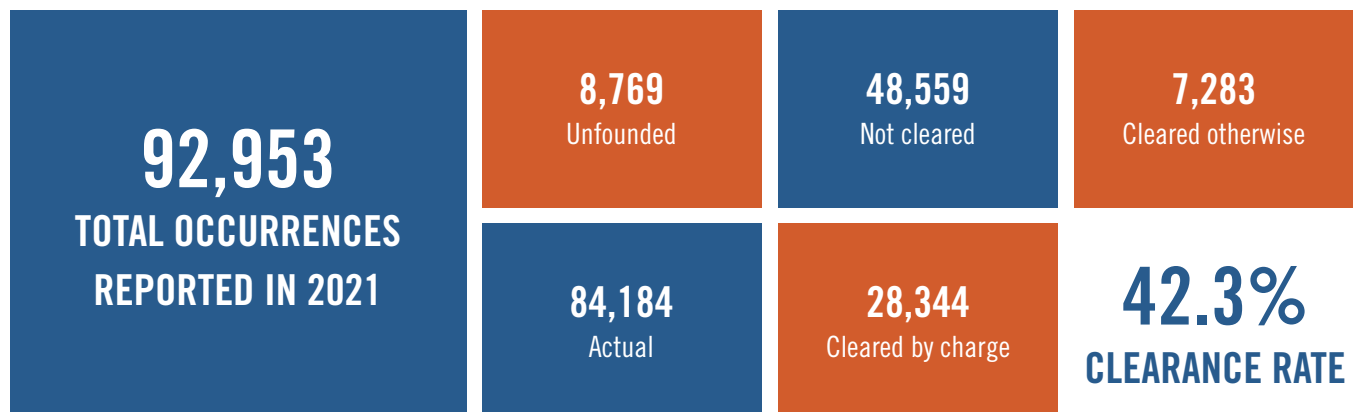
PROVINCIAL CRIME BY CLEARANCE STATUS*

<i>CONTROLLED DRUGS AND SUBSTANCES ACT</i>	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Possession	1,514	30	1,484	183	1,182	119	87.7%
Trafficking	1,109	11	1,098	270	808	20	75.4%
Importation and production	29	1	28	21	5	2	25.0%
Total	2,652	42	2,610	474	1,995	141	81.8%

<i>CANNABIS ACT</i>	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Cannabis possession	67	1	66	6	51	9	90.9%
Cannabis distribution	72	1	71	12	57	2	83.1%
Cannabis sale	30	0	30	3	24	3	90.0%
Cannabis importation and exportation	0	0	0	0	0	0	0.0%
Cannabis production	56	6	50	20	25	5	60.0%
Other cannabis offences	9	2	7	6	0	1	14.3%
Total	234	10	224	47	157	20	79.0%

<i>OTHER FEDERAL STATUTES</i>	Reported	Unfounded	Actual	Not Cleared	Cleared by Charge	Cleared Otherwise	Clearance Rate
Total	1,709	21	1,688	162	1,234	292	90.4%

* Please refer to appendix for definitions of incident clearance status.



PROVINCIAL OVERVIEW

HIGHLIGHTS OF THE NUMBERS

YOUTH CRIME (youth aged 12 to 17)

- The total number of youth-involved offences remained consistent (+/- 3%) with 2020 levels; and were 44% lower than levels reported in 2019.
- 69% of total youth offences were *Criminal Code* related. The remaining 31% include provincial statutes (22%), traffic offences (4%), *CDSA* (3%), and other federal statutes (2%).

Of the total youth involved offences,



DOMESTIC DISTURBANCE

- A 3% decrease over 2020 and 2019 was noted regarding the number of victims of violence against a person involved in a domestic disturbance.
 - Of the total number of victims in 2021, 72% were female.
 - Of the over 4,700 victims, 78% were currently or previously involved in an intimate relationship* with the offender.
- There was a slight increase in family violence** (+3%); however, there was a corresponding decrease in non-family violence*** (-3%) among victims for whom the relationship between the victim and offender is known.

* Intimate relationship includes: boyfriend or girlfriend, ex-boyfriend or ex-girlfriend, other intimate relationship, spouse or those separated or divorced.

** Family violence includes: child, extended family, other immediate family, parent, spouse, separated or divorced, step-child, and step-parent.

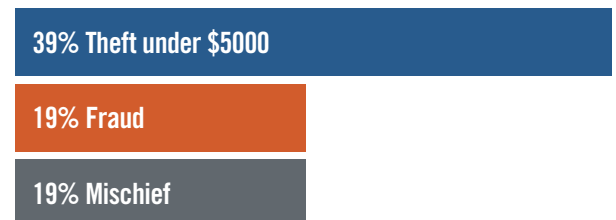
*** Non-family violence includes: authority figure, boyfriend or girlfriend, business relationship, casual acquaintance, criminal relationship, ex-boyfriend or ex-girlfriend, friend, neighbour, reverse authority figure, roommate, and stranger.

CRIME OVERVIEW

Highest reported violent crime offences



Highest reported property crime offences





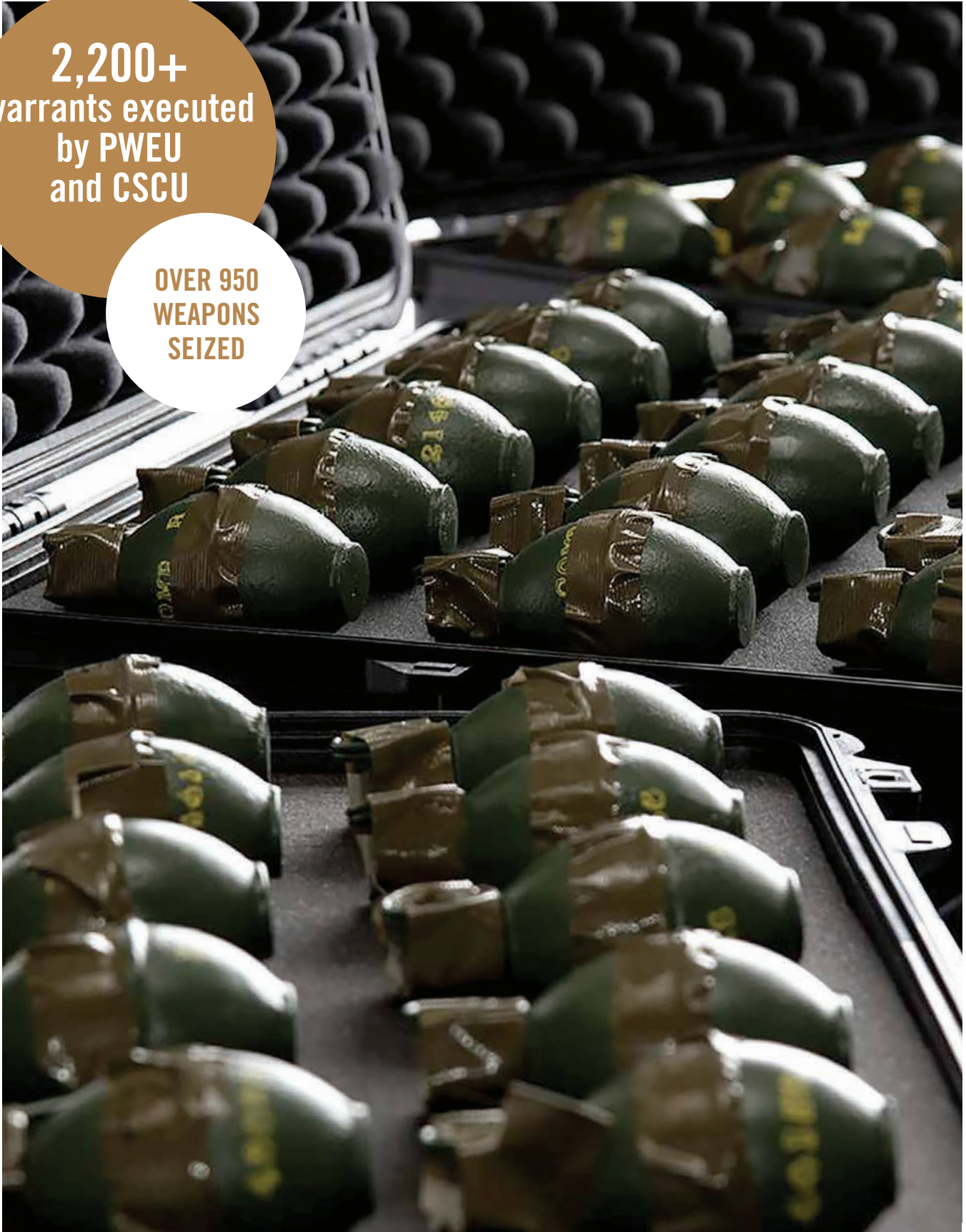
Cybercrime and cyber-enabled crime continued to increase.

IN 2021, THERE WERE OVER 4,500 CYBERCRIME-RELATED OFFENCES REPORTED TO THE OPP

A 31% increase over 2020 and
a 108% increase over 2019.

2,200+
warrants executed
by PWEU
and CSCU

**OVER 950
WEAPONS
SEIZED**



COMBATING ORGANIZED CRIME

THROUGHOUT ONTARIO

PROJECT BEDFORD

An 18 month investigation into the laundering of proceeds of crime.



5 warrants



3 arrests



9 charges laid

60kg of 99.9% pure powder cannabis
Valued at over \$500,000 CAD

Other seizures:

\$120,000 CAD

Partner Police Services/Agency:
Royal Canadian Mounted Police (RCMP),
Forensic Accounting
Management Group (FAMG)

9
OPP-LED
PROJECTS

PROJECT FARRELL

A three-month investigation into cocaine trafficking.



2 warrants



4 arrests



6 charges laid

2 kg cocaine
Valued at \$200,000 CAD

Partner Police Services/Agency:
Drug Enforcement Administration (DEA)

PROJECT GAINSBOROUGH

A 17 month investigation into an organized crime group utilizing an online platform to traffic illegal cannabis.



15 warrants



21 arrests



118 charges laid



6 firearms

7,166 kg illegal cannabis bud
2,733 kg illegal cannabis shake
495 kg illegal cannabis resin
185 kg illegal cannabis shatter
15,343 illegal cannabis plants

10,000 packages illegal cannabis edibles
65 kg psilocybin
124 g cocaine
28 oxycodone tablets
50 hydromorphone tablets

Valued at \$32,000,000 CAD

Other seizures:

\$53,000 CAD

Grow equipment valued at \$653,000 CAD

6 vehicles valued at \$163,000 CAD

Partner Police Services/Agency:

London Police Service

COMBATING ORGANIZED CRIME

THROUGHOUT ONTARIO

PROJECT HELSTON

A 15 month investigation into criminal networks of individuals producing and trafficking large quantities of illicit fentanyl and cocaine.



4 warrants



13 arrests



141 charges laid



1 firearm

31.5 kg fentanyl
7.5 kg cocaine
68 oxycodone tablets
Valued at \$13,300,000 CAD

Other seizures:
4 vehicles valued at \$107,000 CAD

PROJECT HENNESSEY

A two-month investigation into the illegal production and distribution of cannabis in OPP West and East Regions and the Greater Toronto Area (GTA).



8 warrants



31 arrests



35 charges laid



909 kg illegal cannabis bud
25,174 illegal cannabis plants
Valued at \$21,677,000 CAD

Other seizures:
\$17,500 CAD
Grow equipment valued at \$300,000 CAD
1 vehicle valued at \$40,000 CAD

*Partner Police Services/Agency:
Provincial Joint Forces Cannabis
Enforcement Team (PJFCET),
Joint Force Operations (JFO) partners
from the PJFCET*

PROJECT JULES

A one-month investigation into drug trafficking, specifically opioids, within the Fort Frances area.



13 warrants



23 arrests



69 charges laid



1 firearm

30 g cocaine
439 g fentanyl
297 hydromorphone tablets
34 g methamphetamine
Valued at \$76,295 CAD

Other seizures:
\$66,700 CAD
*Partner Police Services/Agency:
Treaty Three Police Service*

COMBATING ORGANIZED CRIME

THROUGHOUT ONTARIO

PROJECT OGDEN

A four-month investigation into drug trafficking in OPP North West Region communities including Greenstone, Thunder Bay, Dryden, Sioux Lookout and Fort Frances. *Partner Police Services/Agency: Thunder Bay Police Service, Dryden Police Service, Nishnawbe Aski Police Service*

**Drugs seized
valued at:
\$205,715 CAD**



16 warrants



10 arrests



72 charges laid

Other seizures:

\$73,000 CAD 6 vehicles

1.9 kg cocaine

80 g methadone

107 percocet tablets

20 lorazepam tablets

3 g crack cocaine

152 g crystal methamphetamine

2 buprenorphine hydrochloride
tablets

20 vials hydromorphone

15 g fentanyl

32 g psilocybin

PROJECT SOUTHAM

A 15 month investigation into the importation of kilogram level amounts of cocaine. *Partner Police Services/Agency: York Regional Police (YRP), DEA*



44 warrants



22 arrests

249 kg illicit cannabis

255 g ketamine

100+ bags illicit cannabis edibles

255 g MDMA

92 kg cocaine

21 L gamma-hydroxybutyrate (GHB)

56 g hash

980 fentanyl tablets

1 kg methamphetamine

1 kg cutting agent

1.3 kg psilocybin

Valued at \$11,864,200 CAD



139 charges laid



1 firearm

Other seizures:

\$372,020 CAD

Cryptocurrency hardware wallet

\$7,620 US

7 vehicles

1 silver bar valued at \$2,600

PROJECT WEAVER

A six-month Biker Enforcement Unit (BEU)-led firearms and drug trafficking investigation in southwestern Ontario. *Partner Police Services/Agency: Canadian Forces National Investigation Service (CFNIS)*

**Drugs seized
valued at:
\$2,303,900 CAD**



11 warrants



10 arrests



268 charges laid



31 firearms

81 grenades

10.85 kg cocaine

715 g MDMA

Other seizures:

2 grenade launchers

98 kg illegal cannabis

16.3 kg psilocybin

\$127,757 CAD \$2,106 USD

22 other prohibited devices

2.3 kg hash

Other cannabis products valued at \$10,000 CAD 8 vehicles




3 explosive projectiles

COMBATING ORGANIZED CRIME

ALONGSIDE PARTNER POLICE SERVICES




PROJECT BRISA

A three-month investigation led by Toronto Police Service (TPS) into an organized crime cell trafficking cocaine in the Greater Toronto Area (GTA). *Partner Police Services/Agency: Criminal Intelligence Service Ontario, YRP*

	35 warrants		20 arrests	444 kg cocaine	427 kg illegal cannabis
				157 kg crystal methamphetamine	300 oxycodone tablets
	182 charges laid		1 firearm	Other seizures: \$966,000 CAD	5 tractor trailers Several other vehicles

PROJECT HAMMER

A 14 month YRP-led investigation into an organized crime group trafficking firearms and drugs. *Partner Police Services/Agency: TPS*

	35 warrants		26 arrests	653 kg illegal cannabis	17 L codeine
				346 packages cannabis edibles	6.8 L GHB
				17 kg cocaine	1,700 adderall tablets
				1.9 kg fentanyl	500 LSD tablets
				466 g hash	661 MDMA tablets
				494 g ketamine	1,375 oxycodone tablets
	59 charges laid		12 firearms	3 kg methamphetamine	13,000 xanax tablets
				2.8 kg psilocybin	

PROJECT OPTIMUS

A 10 month investigation into cocaine trafficking led by Combined Forces Special Enforcement Unit (CFSEU).

Partner Police Services/Agency: CFSEU, DEA, RCMP

	16 warrants		5 arrests	50 kg cocaine	1 kg MDMA
				133.4 g crack cocaine	
	35 charges laid		3 firearms	Other seizures: \$91,400 CAD	

* For consistency, the value of drugs seized for these projects is not provided as they were valued by the lead agency when information was released to the media. Valuation is not always consistent with OPP valuation and/or could be either street-value or wholesale value

COMBATING ORGANIZED CRIME

ALONGSIDE PARTNER POLICE SERVICES

PROJECT PHOENIX

A two-month firearms and drug trafficking investigation led by Winnipeg Police Service.



3 warrants



3 arrests



120 charges laid



4 firearms

53 kg cannabis resin
16 kg cocaine
0.45 kg MDMA
146 kg cannabis
2,808 illegal cannabis plants

Other seizures:

\$200,000 CAD

PROJECT RED OWL

A seven-month drug trafficking investigation led by TPS into GTA-based street gangs.



41 warrants



98 arrests



64 charges laid



25 firearms
3 conducted energy weapons
29 prohibited devices
7 sets of body armour

3 kg cannabis
6.6 kg cocaine
4 kg fentanyl
0.4 kg MDMA
2.3 kg methamphetamine

Other seizures:

\$263,160 CAD

Gold chains valued at approximately \$80,000 CAD

*Partner Police Services/Agency:
Belleville Police Service,
Timmins Police Service, Niagara Regional
Police Service, Windsor Police Service,
Peel Regional Police,
Chatham-Kent Police Service*

PROJECT STOKES

A seven-month drug trafficking investigation led by Kingston Police.



4 warrants



5 arrests



20 charges laid



9 long guns
Conducted energy baton
Collapsible baton
Throwing stars
Crossbow with bolts

381 g cocaine
1,035 g fentanyl
42 hydromorphone tablets

Other seizures:

100,000 CAD

6 vehicles

*Partner Police Services/Agency:
Durham Regional Police Service,
Biker Enforcement Unit (BEU),
municipal partners*



**17% increase
in ROPE arrests**

**OVER BOTH
2020
AND 2019**

**REPEAT
OFFENDER
PAROLE
ENFORCEMENT
(ROPE) SQUAD**
Apprehending those who
pose a significant threat
to Ontario communities.

1,190
arrests made in 2021

1,016
arrests made in 2020

1,024
arrests made in 2019

PROVINCIAL TEAMS

PROVINCIAL WEAPONS ENFORCEMENT UNIT (PWEU)

Stemming the illegal flow of firearms, ammunition and explosives.

Table 6-1

Total charges	120
Total arrests	13
Total warrants executed	15
Firearm seizures	116
Other weapon/prohibited device seizures	121
Firearm traces	2,133
Judicial authorizations	36
USA collateral investigations	148
Assist to other unit/agency	2,123
Expert requests/reports	24

120

Total charges

13

Total arrests

15

Total warrants executed

PROVINCIAL ASSET FORFEITURE UNIT (PAFU)

Enforcing the economic consequences of criminality.

Table 6-2

	2019	2020	2021
Investigations	746	920	814
Restraints/seizures	\$51,247,543	\$123,491,635	\$63,565,229
Forfeitures	\$3,771,793	\$2,990,885	\$4,142,487

* Decrease in 2021 from 2020 can be attributed to the conclusion of two major PAFU-related investigations in 2020.

over 2020

49%*

decrease in
restraints/
seizures

24%

increase in
restraints/
seizures

over 2019

BIKER ENFORCEMENT UNIT (BEU)

Investigating the illegal activities of Outlaw Motorcycle Gangs.

Table 6-3

	2019	2020	2021
Total charges	731	72	332
Assisted charges	8	87	146
Total arrests	52	23	26
Assisted arrests	10	29	31
Total warrants executed	106	65	59
Assisted warrants executed	22	46	23
Seizures	57	319	201
Assisted seizures	3	87	8
Expert requests	34	28	5

332

Total charges

26

Total arrests

59

Total warrants executed

PROVINCIAL TEAMS

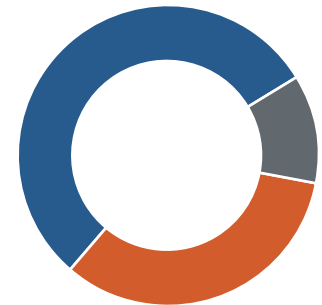
* Includes Schedule I-IV types, under the *CDSA* (S.C. 1996, c.19)

PROVINCIAL JOINT FORCES CANNABIS ENFORCEMENT TEAMS (PJFCET)

Combatting the illegal and unsafe cannabis products* (including edibles) market. Table 7-1

Total charges	(157 Federal; 9 <i>Criminal Code</i>)	166
Total arrests		101
Total warrants executed		36
Total illegal cannabis storefronts enforced		0
Total illegal cannabis production sites enforced		30
Total residential dwellings enforced		5
Canada Post intercept seizures		0
Total value of illegal cannabis products seized		\$160,585,979
Total duty fees loss		\$48,566,040
Total currency seized		\$985,773
Total restraints/seizures		0

- 166 Total charges
- 36 Total warrant executions
- 101 Total arrests



CONTRABAND TOBACCO ENFORCEMENT TEAM (CTET)

Investigating the smuggling and trafficking of contraband tobacco.

\$2.6 MILLION TAX LOSS

In 2021, CTET shared information with the Canadian Border Services Agency (CBSA) and Manitoba Finance relating to its seizure of contraband tobacco valued at \$354,200 that equated to a \$2.6 million tax loss.

OPP CANNABIS PRODUCTION SITE ENFORCEMENT ACTION

Table 7-2

Total charges	(136 Federal; 1 <i>Criminal Code</i>)	143
Total arrests		89
Total warrants executed		30
Total value of illegal cannabis products seized		\$155,001,090
Total cannabis plants seized		95,461
Total duty fees loss		\$46,500,327
Total currency seized		\$351,200
Total restraints/seizures		0
Total firearms seized		0

143

Total charges

89

Total arrests

30

Total warrants executed

PROVINCIAL TEAMS

COMMUNITY STREET CRIME UNITS (CSCU)

Community Street Crime Units are mission-driven teams embedded in detachments around the province targeting the illicit drug trade and street crime, including property crimes. Teams work to develop an in-depth understanding of the issues facing their local communities to devise appropriate strategies for reducing victimization.



2,202 warrants*



13,430 charges laid



\$3,452,778 in offence-related property seized



2,980 persons charged



723 weapons seized**



\$2,366,960 currency seized

INCLUDING BUT NOT LIMITED TO:

\$233,006,376 IN ILLICIT CANNABIS AND CANNABIS PRODUCTS

\$4,056,948 IN COCAINE

\$2,079,881 IN FENTANYL

\$986,063 IN METHAMPHETAMINE

Total drugs seized valued at:
\$241,077,246



Table 8-1

ACROSS THE PROVINCE	Central Region	East Region	North East Region	North West Region	West Region	Total
Warrants and warrant services*	732	394	573	417	86	2,202
Persons charged	929	659	933	312	147	2,980
Total charges	4,286	3,185	3,865	1,502	592	13,430
Offence-related property value	\$1,164,723	\$389,320	\$1,632,150	\$239,285	\$27,300	\$3,452,778

* Warrants include phone search warrants, tracking warrants, production orders, CDSA warrants, CC warrants etc., and Warrant Services including residential/commercial search warrant entries. ** Includes restricted firearms, rifles, shotguns, other guns, prohibited devices, archery.

39% INCREASE IN TOTAL
amount of drugs seized over 2020

97% INCREASE FROM 2020
Total amount seized under *Cannabis Act*

49% INCREASE IN TOTAL
amount of Fentanyl seized over 2020

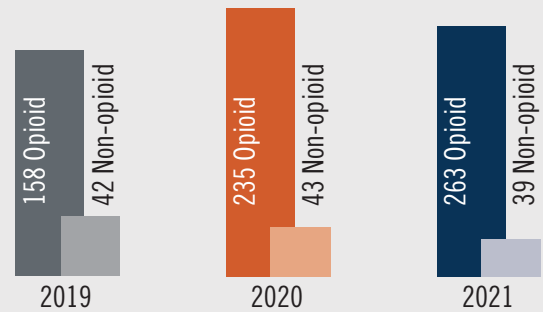
A DEADLY EPIDEMIC

Since 2017, OPP officers have saved 332 lives after administering Naloxone, 40% of whom were saved in the last year.

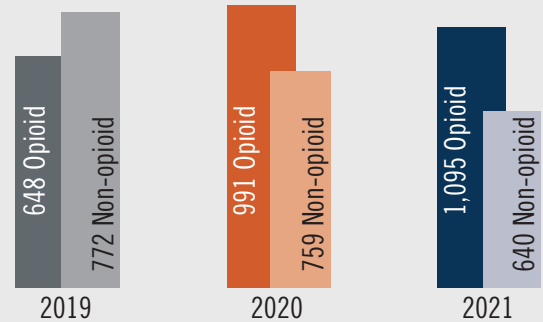
The increase in fatal and non-fatal suspected overdoses/overdoses continued to be attributed to numerous factors including, but not limited to, the increasingly volatile and unregulated drug supply, barriers to accessing harm reduction services and treatment, and social distancing and isolation resulting in more people using drugs alone.

- Fatal drug overdoses increased by 8.6% in 2021 over 2020, and by 51% over 2019.
 - Of the total overdoses in 2021, over 67% were opioid related and 15% of opioid-related overdoses were fatal.

FATAL SUSPECTED OVERDOSE



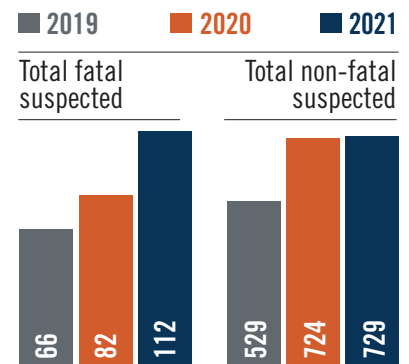
NON-FATAL SUSPECTED OVERDOSE



BY REGION

CENTRAL REGION	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	56	71	103
Non-opioid	10	11	9
Non-fatal suspected overdose/overdose			
Opioid	267	339	435
Non-opioid	262	385	294

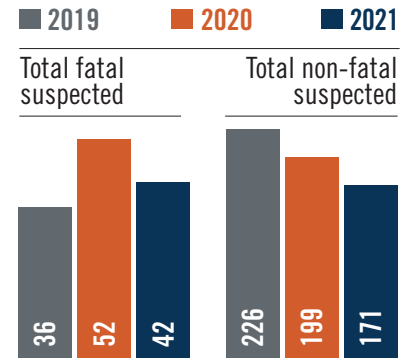
Table 9-1



BY REGION

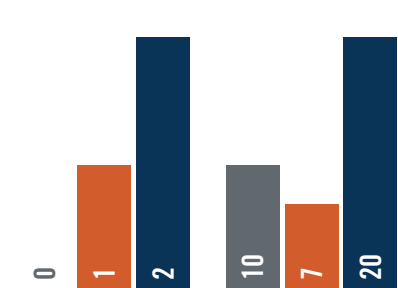
EAST REGION

	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	24	42	35
Non-opioid	12	10	7
Non-fatal suspected overdose/overdose			
Opioid	70	110	148
Non-opioid	156	89	23



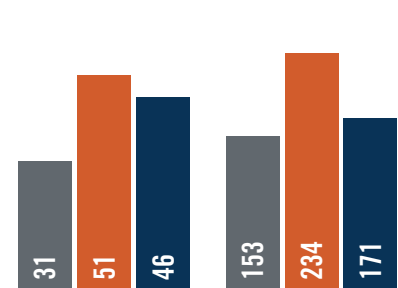
HIGHWAY SAFETY DIVISION

	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	0	1	1
Non-opioid	0	0	1
Non-fatal suspected overdose/overdose			
Opioid	5	3	12
Non-opioid	5	4	8



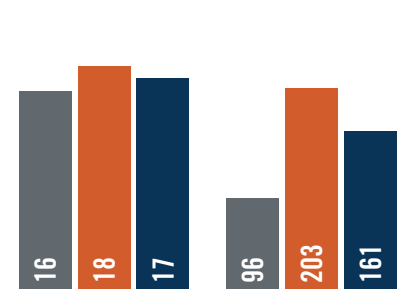
NORTH EAST REGION

	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	25	45	38
Non-opioid	6	6	8
Non-fatal suspected overdose/overdose			
Opioid	70	176	148
Non-opioid	83	58	23



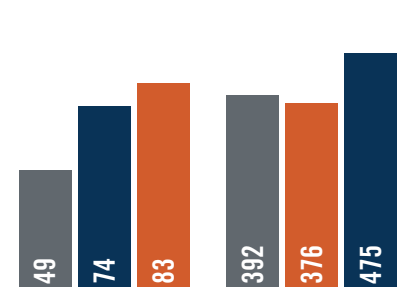
NORTH WEST REGION

	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	13	16	13
Non-opioid	3	2	4
Non-fatal suspected overdose/overdose			
Opioid	32	129	105
Non-opioid	64	74	56



WEST REGION

	2019	2020	2021
Fatal suspected overdose/overdose			
Opioid	38	60	73
Non-opioid	11	14	10
Non-fatal suspected overdose/overdose			
Opioid	197	229	239
Non-opioid	195	147	236



PROTECTING THE VULNERABLE

OPP CHILD SEXUAL EXPLOITATION UNIT (CSEU)

The OPP CSEU is comprised of subject matter experts who track and target the predators responsible for victimizing those most vulnerable in our communities.

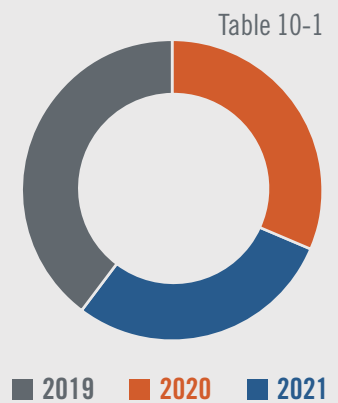
The CSEU is the provincial lead investigating criminals responsible for:

- making, importing/exporting, selling, distributing, accessing and possessing child pornography; and,
- child luring, child sex tourism and the voyeuristic recording of children within the province of Ontario.

The CSEU provides support to police services without the technical resources and expertise to properly conduct these investigations in their areas of jurisdiction upon request.

	2019	2020	2021
Child victims identified and rescued	101	80	73
New investigations launched	584	428	509
Persons arrested and charged	84	74	54
Charges laid*	288	365	205
Persons charged — aged 18+	75	56	43
Repeat offenders charged	2	10	5
Non-consensual distribution of intimate images charges	4	8	0
Victim referrals to counseling	9	46	47

* Includes numerous charges related to the above offences and may include firearms, drugs and extortion.



On behalf of the Ministry of the Solicitor General, the OPP CSEU leads Ontario's Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet (Provincial Strategy). This collaboration is responsible for the coordinated province-wide approach for prevention, awareness and combating Internet crimes against children.

PROVINCIAL STRATEGY PARTNERS INCLUDE:

- Ministry of the Solicitor General
- Ministry of the Attorney General
- Ontario Victims Services Secretariat
- 26 municipal police agencies

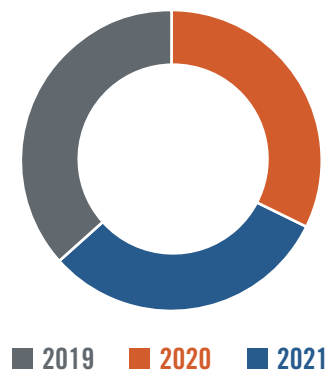
This integrated and highly specialized team increases law enforcement capabilities and capacity to reduce victimization and apprehend and prosecute offenders. Since the Provincial Strategy was initiated in 2006, over 65,000 investigations have been conducted with an estimated 2,500 children identified and rescued.

ONTARIO'S PROVINCIAL STRATEGY

Table 11-1

	2019	2020	2021
Child victims identified and rescued	351	218	211
New investigations launched	5,975	7,455	7,264
Persons arrested and charged	580	578	509
Charges laid*	2,202	2,395	2,191
Persons charged — aged 18+	513	501	413
Repeat offenders charged	92	108	44
Non-consensual distribution of intimate images charges	21	24	36
Victim referrals to counseling*	435	372	598

* Includes numerous charges related to the above offences and may include firearms, drugs and extortion.



INCIDENTS OF NON-CONSENSUAL DISTRIBUTION OF INTIMATE IMAGES

	2019	2020	2021
Victims under the age of 18	118	60	57
Victims over the age of 18	18	19	23
Offenders under the age of 18	49	51	27
Offenders over the age of 18	17	18	13

Almost 600 victims referred to counseling services in 2021

The OPP Missing Persons and Unidentified Bodies Unit is a partnership with the Office of the Chief Coroner for Ontario and the Ontario Forensic Pathology Service. Serving as the Ontario Centre for Missing Persons and Unidentified Remains (OCMPUR), the unit conducts analysis and case comparisons to identify potential linkages between unidentified human remains and missing persons. The OCMPUR also facilitates the addition of DNA to the National DNA Index. In 2021, the OCMPUR assisted with the resolution and identification in 25 unidentified human remains investigations.

349

Outstanding missing persons in OPP jurisdiction since November 1935.

4,381

Persons reported missing in OPP jurisdictions throughout 2021.

25

Unidentified human remains investigations were assisted in 2021.

**324 LIVES
LOST**
Fatal MVCs back to
pre-pandemic levels

**MARINE,
MSV AND ORV
FATALITIES
INCREASED**



CHARGES LAID — THE BIG “4”

Table 12-1

	2019	2020	2021
Speeding	202,603	168,533	169,529
Distracted driving (<i>HTA 78.1</i>)	8,628	3,928	4,001
Seatbelt	11,723	5,961	7,815
Impaired	8,789	8,787	9,552

2% INCREASE OVER 2020

ROADWAYS, WATERWAYS AND TRAILS

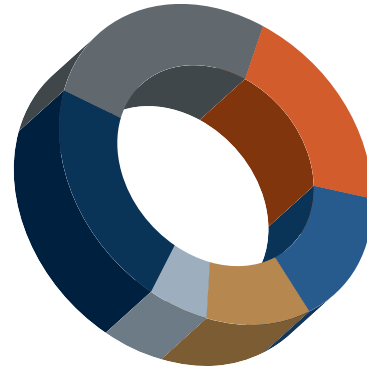
ACROSS ONTARIO

In 2021, traffic volumes began to increase as provincial COVID-19 public health measures and restrictions eased. Although property damage collisions increased over 2020 by 9.6%, totals were 19% below 2019 pre-COVID-19 pandemic numbers. Sadly, the number of roadway fatalities remained consistent, within 4%, over the past three years despite the reduction in traffic volume.

Recreational vehicles, including ORVs and MSVs, continued to be enjoyed in record numbers across the province. Fatal collisions increased by 1.25% over 2020 and were consistent with 2019, while personal injury collisions decreased by almost 1% in 2020 and 25% from 2019.

Excessive speed accounted for 25% of all roadway fatalities. Tragically, 91 persons died last year in speed-related collisions.

Charges laid for impaired due to alcohol or drugs increased in 2021 as over 9,500 people were charged, an 8% increase over both 2020 and 2019.



TOTAL CHARGES BY REGION

Chart 8-1



FEDERAL AND PROVINCIAL STATUTE CHARGES LAID

Table 13-1

	2019	2020	2021
<i>Highway Traffic Act</i>	352,668	269,367	267,103
<i>Criminal Code traffic</i>	11,937	12,554	13,219
<i>Criminal Code non-traffic</i>	74,188	73,037	73,501
<i>Liquor Licence Act</i>	7,437	6,634	6,102
<i>Controlled Drugs and Substances Act</i>	4,961	7,050	7,118
<i>Federal Cannabis Act</i>	1,004	1,211	1,143
<i>Provincial Cannabis Act</i>	3,419	3,009	3,019
Other	37,652	30,524	31,888
Total	493,266	403,386	403,093

403,093 total charges laid

A sustained focus on changing dangerous driving/operating behaviours remains a priority on OPP-patrolled roadways, waterways and trails.

MOTOR VEHICLE COLLISIONS (MVCs)*

BY TYPE

Table 14-1

ACROSS THE PROVINCE	Central Region	East Region	Highway Safety Division	North East Region	North West Region	West Region
Fatal	60	59	39	38	24	104
Personal injury	1,444	1,272	2,278	665	245	1,759
Property damage	9,514	8,275	17,943	4,021	2,102	11,209
Total**	11,018	9,606	20,260	4,724	2,371	13,072
Alcohol/drug-related	552	433	578	198	114	649
Animal-involved	1,808	2,222	451	1,387	754	3,427
Speed-related	1,353	1,082	3,353	662	290	1,475
Inattentive-related	1,570	1,381	615	760	339	2,083
Persons killed	63	67	42	43	25	112
Persons injured	2,016	1,687	3,300	886	350	2,542

* On OPP-patrolled roadways and trails (MSV and ORV).

** Note: Total includes collisions that were not able to be grouped under a regional total as they do not yet have a detachment location code assigned.

2,525
Alcohol/drug-related collisions

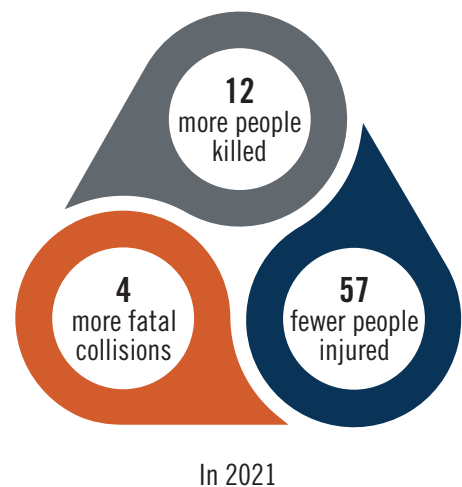
8,221
Speed-related collisions

6,750
Inattentive-related collisions

TOTAL NUMBER OF COLLISIONS

Table 14-2

	2019	2020	2021
Fatal	324	320	324
Personal injury	10,171	7,726	7,669
Property damage	65,122	48,488	53,143
Total**	75,617	56,534	61,136
Alcohol/drug-related	2,491	2,348	2,525
Animal-involved	11,223	9,877	10,050
Speed-related	12,795	9,107	8,221
Inattentive-related	8,508	6,255	6,750
Persons killed	356	340	352
Persons injured	14,842	10,818	10,787



FATAL INCIDENTS AND FATALITIES

BY TYPE

Table 15-1

ACROSS THE PROVINCE	Central Region	East Region	Highway Safety Division	North East Region	North West Region	West Region
ROADWAY						
Fatal incidents	48	51	39	31	23	96
Persons killed	50	59	42	36	24	104
Alcohol/drug-related fatalities	6	6	2	2	0	15
OFF-ROAD VEHICLE						
Fatal incidents	8	4	0	4	1	5
Persons killed	8	4	0	4	1	5
Alcohol/drug-related fatalities	1	2	0	1	0	3
MOTORIZED SNOW VEHICLE						
Fatal incidents	3	4	0	2	1	4
Persons killed	4	4	0	2	1	4
Alcohol/drug-related fatalities	0	0	0	1	1	2
MARINE						
Fatal incidents	6	4	0	5	0	8
Persons killed	8	4	0	5	0	10
Alcohol/drug-related fatalities	2	0	0	0	0	3

Table 15-2

ROADWAY	2019	2020	2021	OFF-ROAD VEHICLE	2019	2020	2021
Fatal incidents	294	284	288	Fatal incidents	21	23	22
Persons killed	325	304	315	Persons killed	21	23	22
Alcohol/drug-related	111	57	31	Alcohol/drug-related	14	7	7
MOTORIZED SNOW VEHICLE				MARINE			
Fatal incidents	11	13	14	Fatal incidents	16	30	23
Persons killed	13	13	15	Persons killed	18	32	27
Alcohol/drug-related	5	6	4	Alcohol/drug-related	9	8	5

THE BIG “4” ARE THE FATAL “4”

PRIMARY CAUSAL FACTORS IN FATAL ROADWAY COLLISIONS

Table 16-1

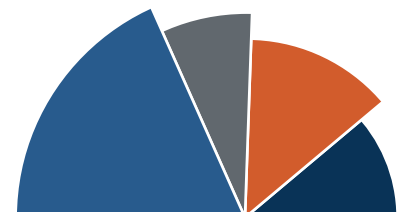
ACROSS THE PROVINCE	2019	2020	2021
Persons killed where speed was a factor	78	72	91
Persons killed where alcohol/drugs was a factor	129	71	41
Persons killed where driver inattention was a factor	60	48	61
Persons killed where victim not wearing seatbelt	66	54	47
Total persons killed in all fatal roadway collisions	325	304	315



PERCENTAGE OF FATAL ROADWAY COLLISIONS

Table 16-2

ACROSS THE PROVINCE	2019	2020	2021
Speed-related	21%	20%	25%
Alcohol/drug-related	35%	19%	10%
Inattentive-related	17%	15%	18%
Seatbelt-related	20%	18%	15%



25% Speed-related
10% Alcohol/drug-related
18% Inattentive-related
15% Seatbelt-related

Again in 2021, speeding was the leading cause of fatal roadway collisions through the province.

IMPAIRED DRIVING R.I.D.E.

1. MTO SIMS Portal HTA S. 48, 48.1, 48.2.1, 48.02, 48.0.3, 48.2.2, 48.0.4
2. Count of Cleared Occurrences with UCR codes (9205-9287) or Occurrences with Impaired Charge (CC253,254,255,320.14,320.15)

<p style="font-size: 24px; font-weight: bold;">3,489</p> <p>Warn range and zero tolerance suspensions¹</p> <p style="font-size: 24px; font-weight: bold;">5,716</p> <p>Impaired driving incidents²</p> <p style="font-size: 24px; font-weight: bold; background-color: white; color: #444; padding: 5px;">in 2019</p>	<p style="font-size: 24px; font-weight: bold;">2,646</p> <p>Warn range and zero tolerance suspensions¹</p> <p style="font-size: 24px; font-weight: bold;">5,607</p> <p>Impaired driving incidents²</p> <p style="font-size: 24px; font-weight: bold; background-color: white; color: #003366; padding: 5px;">in 2020</p>	<p style="font-size: 24px; font-weight: bold;">2,626</p> <p>Warn range and zero tolerance suspensions¹</p> <p style="font-size: 24px; font-weight: bold;">6,059</p> <p>Impaired driving incidents²</p> <p style="font-size: 24px; font-weight: bold; background-color: white; color: #E67E22; padding: 5px;">in 2021</p>
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VICTIMS IN MOTOR VEHICLE COLLISIONS

Table 17-1

	2019	2020	2021
Persons killed (total)	356	340	352
- Persons killed (speed-related)	78	72	91
- Persons killed (inattentive-related)	60	48	61
- Persons killed (alcohol/drug-related)	129	71	41
- Persons killed (no seatbelt)	66	54	47
- Persons killed (no helmet)	20	15	15
- Pedestrians	35	52	40
Persons injured	14,842	10,818	10,787
Total victims	15,198	11,158	11,139

11,139

Total victims in 2021

11,158

Total victims in 2020

15,198

Total victims in 2019

Table 17-2

ACROSS THE PROVINCE	Central Region	East Region	Highway Safety Division	North East Region	North West Region	West Region
Persons killed (total)	63	67	42	43	25	112
- Persons killed (speed-related)	14	24	9	9	5	30
- Persons killed (inattentive-related)	6	8	5	8	3	31
- Persons killed (alcohol/drug-related)	8	8	2	4	0	19
- Persons killed (no seatbelt)	8	9	2	4	8	16
- Persons killed (no helmet)	4	4	1	2	0	4
- Pedestrians	4	7	13	2	3	11
Persons injured	2,016	1,687	3,300	886	350	2,542
Total victims*	2,079	1,754	3,342	929	375	2,654

* Total includes collisions that were not able to be grouped under a regional total as they do not yet have a detachment location code assigned.



LARGE TRUCK COLLISIONS

Table 18-1

	2019	2020	2021
Fatal	87	57	72
Personal injury	1,077	868	883
Property damage	7,270	5,228	6,260
Total	8,434	6,153	7,215

12% of overall collisions in 2021

11% of overall collisions in 2020

11% of overall collisions in 2019

COMMERCIAL VEHICLE ENFORCEMENT

Table 18-2

CHARGES LAID	2019	2020	2021
Speeding	2,013	1,144	1,401
Speed-limiter related	513	239	342
Speed measuring warning device	16	12	16
Seatbelt	712	237	289
Inattentive	234	91	106
Follow too close	289	73	96
Move to left	54	5	7
Unsafe lane change	68	27	25
Lane change not in safety	17	6	9
Other moving violations	1,109	568	466
Documentation	3,780	2,043	1,803
Defective equipment-related	1,528	1,213	1,032
Wheels off	30	23	27
Detached parts	36	20	9
<i>Liquor Licence Act</i>	6	9	8
Suspended driver	58	25	25
<i>Criminal Code</i>	36	14	16
ENFORCEMENT ACTIONS			
Warn range suspensions	19	4	4
Driver above zero alcohol suspensions*	-	-	8
Driver above zero drug suspensions*	-	-	3
<i>Highway Traffic Act</i> impounds	14	7	11
Vehicles out of service	965	757	693
Plate removals	154	89	93
Total Warnings	2,438	1,927	2,552
COMMERCIAL VEHICLE SAFETY ALLIANCE INSPECTIONS			
Level 1	2,038	1,457	1,499
Level 2	584	399	555
Level 3	718	345	410
Level 4	152	52	59

* Reporting commenced January 2021.



17% INCREASE
in large truck
collisions over 2020

32% INCREASE
IN WARNINGS
OVER 2020



SPEED WAS THE LEADING CAUSAL FACTOR

of motorcycle collisions followed by inattentive driving and impaired by alcohol/drugs.

SATURDAY

was the day when the highest number of fatal collisions occurred.

INDIVIDUALS AGED 55-64

were involved in the highest number of fatal collisions.

MOTORCYCLE COLLISIONS AND FATALITIES

AGE OF MOTORCYCLISTS

Table 19-1

	2019	2020	2021
Under 25 years	3	2	3
25-34 years	2	6	3
35-44 years	4	3	7
45-54 years	10	9	5
55-64 years	7	10	12
65-74 years	1	10	4
75+ years	0	2	1

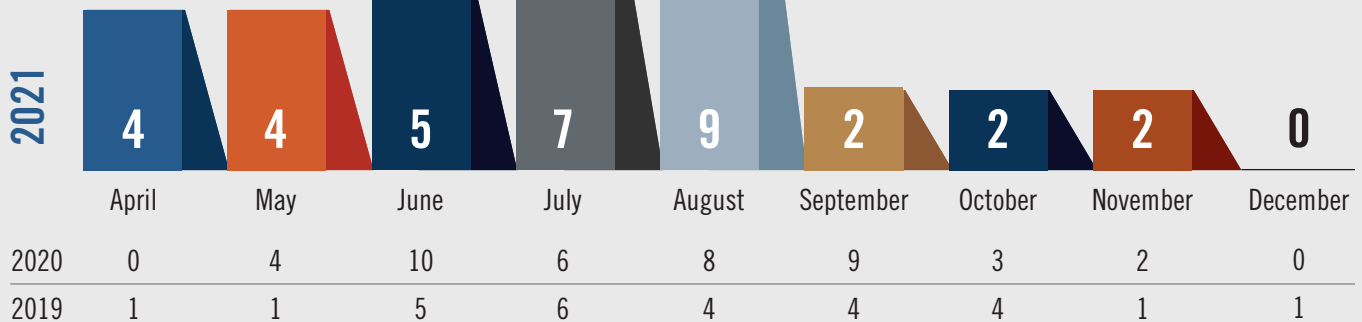
DAY OF WEEK

Table 19-2

	2019	2020	2021
Monday	3	1	5
Tuesday	3	6	4
Wednesday	1	2	2
Thursday	6	5	5
Friday	3	11	6
Saturday	8	8	8
Sunday	3	9	5

MONTH

Chart 6-1



PROFILE OF MOTORCYCLISTS

Table 19-3

	2019	2020	2021
Driver/operator	24	39	32
Passenger	3	3	3

GENDER

Table 19-4

	2019	2020	2021
Female	5	5	6
Male	22	37	29

DECEASED MOTORCYCLISTS



CAUSAL FACTORS

Table 19-5

	2019	2020	2021
Alcohol/drug-related	13	4	4
Speed-related	3	9	12
Inattentive-related	6	12	5
Animal-involved	0	1	1



**77 UNIFORM
Commendations***
from the
Commissioner

**5 CIVILIAN
COMMENDATIONS*
FROM THE
COMMISSIONER**

* OPP members only.

AWARDS AND ACCOLADES

COMMISSIONER'S CITATIONS*

* OPP members only.

19 LIFESAVING
Uniform members

12 BRAVERY
Uniform members

76 UNIFORM MEMBERS

received a letter from the Commissioner

5 CIVILIAN MEMBERS

received a letter from the Commissioner

1 AUXILIARY MEMBER

received a letter from the Commissioner

ERIC NYSTEDT MEMORIAL FITNESS AWARD

Uniform Member	Jason Chivers-Wilson
Uniform Member	Jamie-Lynn Meyer
Recruit	Haley Collinson
Recruit	Simon Gauthier

Note: These are the 2020 recipients. At the time of publication, the 2021 awards recipients had not been named due to delays caused by COVID-19.

ORDER OF MERIT OF THE POLICE FORCES

Superintendent Elizabeth (Lisa) Darling M.O.M.

Superintendent Carole Matthews M.O.M.

Detective Sergeant Gary O'Brien M.O.M.

Chief Superintendent Stephanie Patterson M.O.M.

Detective Staff Sergeant Scott Wade M.O.M.

Ricky Veerappan M.O.M.

ONTARIO WOMEN IN LAW ENFORCEMENT (OWLE)

Civilian Achievement Jackie Reilly (*retired*)

MEMBER YEARS OF SERVICE RECOGNITION

40 YEARS | 5 uniform
2 civilian

35 YEARS | 43 uniform
13 civilian

30 YEARS | 87 uniform
21 civilian

25 YEARS | 118 uniform
28 civilian

20 YEARS | 305 uniform
98 civilian

AWARDS AND ACCOLADES

Officer of the Year	Provincial Constable Amir Agha-Razi
Civilian of the Year	Molly Acton
Auxiliary Member of the Year	Auxiliary Staff Sergeant Andrew McDougall
Jim Potts Award (Team)	Pikangikum Leadership Team
Jim Potts Award (Individual)	Provincial Constable Adam Belanger
Valuing and Supporting People (Team)	Provincial Constable Iryna Nebogatova and Kevin Nabbie
Valuing and Supporting People (Individual)	Sergeant Kris Size
Enforcement (Individual)	Provincial Constable Kevin Westhead
Enforcement (Team)	Project Garfield
Investigations (Individual)	Detective Constable Denis Dione
Investigations (Team)	Lautaoja Investigation Regina v. Sarbjit Team
Innovation and Creativity (Individual)	Lucia Chiarello (retired)
Innovation and Creativity (Team)	Electronic Ticket Project Team
Dedication	Detective Constable Stephen Jones
Team Achievement	Anti-Human Trafficking Team
Community Service (Team)	Andy Potts Memorial Foundation Team
Community Service (Individual)	Provincial Constable Robert Hawn
Partnership (Individual)	Sergeant Paul Leblanc
Partnership (Team) — Community Focus	Mobile Crisis Response Team
Partnership (Team) — Enforcement	Provincial Repeat Offender Parole Enforcement Squad
Bravery	Provincial Constable Darryl McColl Provincial Constable Marc Hovingh (<i>posthumously awarded</i>)
Supporting Victims of Crime (Team)	Victim Advocate Program Team
Supporting Victims of Crime (Individual)	Inspector Shelley Tarnowski Detective Constable Liane Hebner

2021 INTERNATIONAL ORDER DAUGHTERS OF THE EMPIRE COMMUNITY POLICING

Awarded to the organization in recognition of the
OPP Suicide Memorial

ST JOHN'S AMBULANCE AWARDS

67 Officer

2 Auxiliary

2021 ONTARIO CRIME ANALYSIS NETWORK

Outstanding Analyst of the Year Diane Wilkins

Further information and criteria related to Awards and Recognition can be found at OPP.ca

HONOURING

“BECAUSE OF DUTY” DEATHS

As a result of a landmark partnership with family members whose loved ones died in the line of duty or died by suicide, a new memorial was unveiled at GHQ in Orillia honouring OPP members who have died by suicide. The first of its kind in Canada, this milestone includes a suicide memorial wall acknowledging “because of duty” deaths in remembrance and in recognition of these members and their survivors and their contributions within the OPP and to the province of Ontario.

The OPP continues to emphasize and implement those priorities and initiatives under its strategic plan and Healthy Workplace Action Plan that ensure psychological health, safety and respect are embedded into all aspects of the organization, and provide the best possible supports for all members. OPP members, including families, retirees, auxiliary and First Nation officers in an OPP-administered First Nation community, have access to HWT supports, including care navigation, peer support and psychological services. The OPP also partners with many organizations that offer support services to first responders and police officers, including the Ontario Provincial Police Association Mental Health Wellness Program (Encompas), Boots on the Ground, and Wounded Warriors.



APPENDIX

Page 27, Table 1-1, Charts 1-1, 1-2

Data Source: Workforce Information Network (WIN) Employee Extract as of December 31, 2021, extracted January 26, 2022.

Note: Measure is Staff Strength Full-Time Equivalent (ssFTE); Excludes students, seasonal, interns and all leaves of absence; includes all temporary over-allocations (i.e., pre-retirement credit usage). OPP civilian manager and OPP civilian non-manager are measured by whether a position has direct reports as well with Employee Group job code “M” for Management stream and “I” for Individual Contributor stream. OFNPA Uniform and Civilian ssFTE data is reported separately for the purposes of the Annual Report. “Unspecified” — Unknown/Undisclosed Gender. Gender was not chosen or employee does not wish to be gender identified.

Page 28, Table 2-1

Data Source: Daily Activity Reporting (DAR) System, February 15, 2022

Page 28, Chart 2-1

Data Sources: Computer Aided Dispatch (CAD) System, Niche RMS, Integrated Court Offences Network (ICON), March 28, 2022

Page 30, Table 3-1

Data Source: OPRIL File Manager (OFM), April 19, 2022

Note: Data related to the “disposition” of files is snapshot and only accurate the date collected.

Page 31 , Chart 3-1

Data Source: OPRIL File Manager (OFM), April 19, 2022

Page 32, Chart 4-1

Data Source: Niche Records Management System (RMS), March 3, 2022

Page 43, Chart 5-1

Data Source: Niche RMS, January 25, 2022

Page 54, Chart 6-1

Data Source: Computer Aided Dispatch (CAD) System, February 3, 2022

Page 58, Table 4-1

Data Source: Niche RMS, March 28, 2022

Note: Homicide data was extracted from the Homicide Surveys. Homicide occurring in OPP jurisdiction. Includes Statistics Canada Valid Responses Only. Includes data at the Most Serious Violation Code (First Level UCR Offence). Non-Indigenous population only.

Page 60, Chart 7-1

Data Source: Niche RMS, March 28, 2022

Page 62, Table 5-1

Data Source: Niche RMS, March 28, 2022

Clearance status includes the number of reported occurrences and is the sum of actual and unfounded occurrences; percent unfounded = # unfounded / # reported, percent not cleared = # not cleared / # actual, percent cleared by charge = # cleared by charge / # actual, percent cleared otherwise = # cleared otherwise /

APPENDIX

actual. Includes Statistics Canada valid responses only. Clearance Rate: actual occurrences by total occurrences cleared; unfounded (numerator) and actual (numerator) counts are based off of the denominator reported (i.e., % unfounded = unfounded counts / reported * 100 and % actual = actual counts / reported * 100). In this section, the denominator is actual counts and the numerators are not cleared, cleared by charge and cleared otherwise (i.e., (% not cleared = not cleared counts/actual counts * 100), and (% cleared by charge = cleared by charge / actual counts * 100), and (% cleared otherwise = cleared otherwise counts / actual counts * 100); the clearance rate = total cleared (cleared by charge + cleared otherwise) / actual counts * 100). Totals for 2017 and 2018 differ from what was previously reported in OPP Annual Reports as a result of the implementation of the new reporting standard.

Page 73, Table 6-1, 6-2, 6-3; Page 74, Table 7-1, 7-2; Page 75, Table 8-1

Note: All prices were compiled as the provincial Southern Ontario averages. All drug values for the seizure of CDSA controlled substances listed as the maximum potential street value. All values for the seizure of cannabis was valued at the pound level. All values were calculated as the suspected drugs seized at the time of the seizure and do not necessarily reflect the results from the Health Canada certificates of analyst. For Community Street Crime Units, all quantities were totalled at the time of seizure and may not have been tested to be the listed controlled substance. All prices provided were calculated using the provincial average. Some regional totals include CSCU-led and CSCU frontline/other police agency assists. The pricing for cannabis plants is estimated at one pound per plant, using the provincial average for a pound of cannabis.

Page 76, Table 9-1

Data Source: Ontario Provincial Police, Uniform Crime Reporting Criminal Code Data, Niche RMS, March 18, 2022

Note: Fatal and non-fatal suspected overdose/overdose — opioid UCR 8575-0120, 8350; non-opioid UCR 8575-0115, 8350.

Page 78, Table 10-1

Data Source, Internal tracking data sets, February 11, 2022

Page 79, Table 11-1

Data Source, Internal tracking data sets, February 11, 2022

Pages 80-89 Tables 12-2, 13-1, 14-1, 15-1, 15-2, 16-1, 17-1, 17-2, 18-1, 18-2, 19-1, 19-2, 19-3, 19-4, 19-5; Charts 5-1, 6-1

Data Source, ICON/ Niche RMS (March 28, 2022), OPP Collision Reporting System (March 15, 2022), R.I.D.E. Activity, MTO SIMS Portal HTAS. 48, 48.0.1, 48.0.2, 48.0.3, 48.0.4, 48.1, 48.2.1, 48.2.2; count of cleared occurrences with UCR code (9205-9287) or Occurrences with Impaired Charge (CC253,254,255,320.14,320.15) (March 15, 2022). CMV data, OPP Daily Activity Report System (February 17, 2022).

9-1-1 IS FOR POLICE, FIRE, OR MEDICAL EMERGENCIES ONLY.

Every time an accidental or hang-up 9-1-1 call is received, an OPP communicator must complete a follow up process, which may include dispatching police officers to ensure there is no emergency in progress. You may be taking resources away from a real emergency. If you've dialed 9-1-1 in error, stay on the line and speak with the communicator. This will ensure emergency resources are allocated to emergent situations and not accidental 9-1-1 calls.

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting for Online Reporting. Specific incidents can be reported online at your convenience without attending a detachment/waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property including graffiti
- Mischief to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft from vehicle
- Theft
- Gas theft

Do not use online reporting for emergencies, call 9-1-1.



WWW.OPP.CA



ONTARIO PROVINCIAL POLICE

777 Memorial Avenue // Orillia, ON // 1-888-310-1122 // www.opp.ca



DUFFERIN DETACHMENT

2023-2025 ACTION PLAN

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

DUFFERIN Detachment Action Plan Table of Contents

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Our Detachment Area (map)	4
Action Plan Commitment Summary	5
Crime	6
Roadways, Waterways and Trails	9
Community Well-Being	11

Message from the Detachment Commander

I am pleased to present the Dufferin Detachment 2023-2025 Action Plan. We have witnessed continued growth in the Dufferin Detachment over the past reporting period.

As a result of our focus on community, we have been successful in building new partnerships and relationships within our communities, as well as strengthening existing ones.

Members of Dufferin Detachment look forward to continuing to work with the many community groups, organizations, and local governments to serve you with pride, honour, and professionalism and aligning our priorities with priority areas of focus as identified in Dufferin's Community Safety and Well-Being Plan.



We are committed to our community partnerships and will continue to provide the same high level of service that is expected from the OPP. We strive for a level of service in line with our organizations core values, the same values that guide us in every decision that we make.

Our ongoing focus on investigate excellence, enforcement, crime prevention, victim's rights, traffic safety and mental health awareness will continue over the next few years with the introduction of new initiatives. I am confident that the results of these initiatives will benefit both the community and our members, including enhanced police visibility, outreach, and engagement.

The strength of Dufferin Detachment comes from its members, both uniform and civilian. We will continue to work with our members and the organization to ensure officer safety, appropriate staffing levels as well as the availability of training and development opportunities.

The dedication of our members, together with the support of our municipalities, will ensure our continued success in keeping our communities safe.

Inspector Michael Di Pasquale
Detachment Commander
OPP Dufferin Detachment

Our Detachment

The Dufferin Detachment provides policing services to the County of Dufferin. Included in this are eight different municipalities and seven separate Police Services Boards.

The total population of Dufferin County is 66,257 (Census Canada 2021) and the total area encompassed within the County is 1,486 square kilometres. It is largely a rural county with three urban settlement areas, namely Grand Valley, Orangeville and Shelburne. The Town of Orangeville, the County Seat, is situated on the southern border of the county and is the largest urban centre, with just over half the population. Although Orangeville dominates in terms of population, in area it is very small and geographically compact.

Agriculture is a strong part of the economy, including beef and dairy cattle, cash crops (e.g. potatoes) and mixed grains. Recreational activities such as skiing, fishing, hiking and equestrian activities also contribute to the local economy.

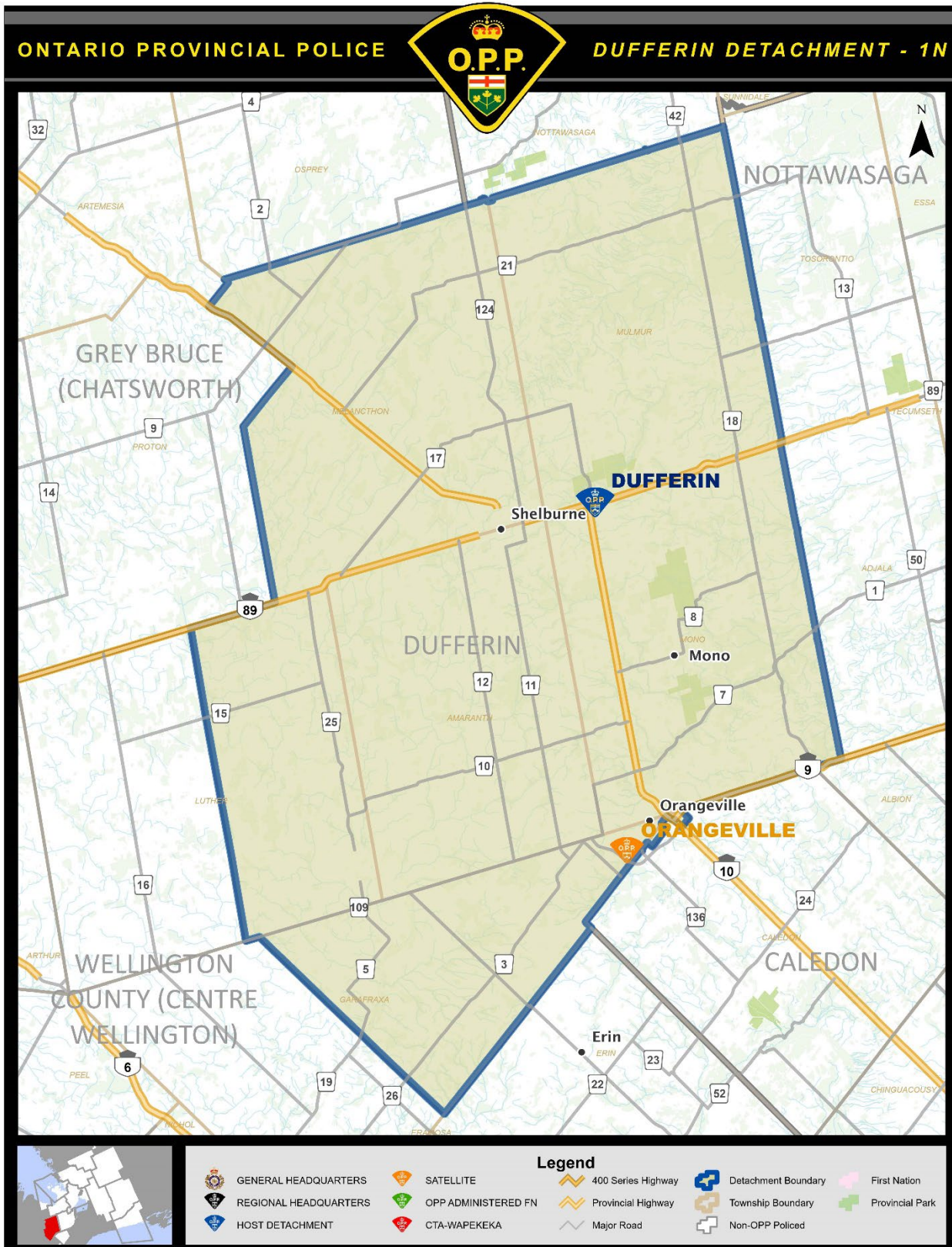
The Dufferin Detachment area population had an overall increase of 7.3 % from 2016 to 2021. This change in population varied among municipalities, with the Town of Shelburne experiencing a growth of 10.6%, Town of Mono experiencing a growth of 9.4% and East Garafraxa Township experiencing a population increase of 8.3%. Areas to the north and south of Dufferin also saw significant growth during this period.

Dufferin is situated between recreational areas to the north and the Greater Toronto Area to the south. As the population of surrounding areas has increased, so too has the traffic volume on Dufferin area roads. There continues to be an increase in motorcycles using Dufferin County roads as popular touring routes, as well as an increase in visitors to Dufferin County's many scenic trails and parks. This has resulted in increased traffic and noise levels within the County.

In recent years, the Dufferin Detachment area has also seen an increase in extreme weather. Gusting snow in winter climate has caused road closures for days and resulted in many motorists being stranded in Dufferin County. Tornadoes have also resulted in property damage and the closure of roads within the County. Local emergency services have worked together to ensure the safety of our citizens.

Traffic flows within Dufferin will continue to be impacted by construction projects and special events. The area has several residential construction projects set to occur throughout the next few years. These factors, combined with the annual rodeo, festivals, running and cycling events may also impact traffic within the detachment area.

Our Detachment Area (map)



Action Plan Commitment Summary

The OPP’s action planning process ensures compliance with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards) filed as O. Reg. 3/99 in 1999.

Through analysis and consultation, the following areas of focus were identified for the next three years. These are reflective of local issues; activities will be addressed, monitored and adjusted as needed.

Crime	Roadways, Waterways and Trails	Community Well-Being
To address and prevent multi-jurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.	To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.	Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.
Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.		Engage and educate youth, in partnership with local school boards and other community organizations. Increased OPP attendance at community events and festivals through the Auxiliary unit.
Address intimate partner violence.		Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer’s or Autism by implementing Project Lifesaver.
Reduce illicit drug activity.		

Crime

Description:

The following crime priorities have been identified for our 2023-2025 Action Plan: violent crimes against people; illicit drug trafficking and opioid overdoses; and opportunistic property crimes, such as vehicle thefts, break and enters, and frauds and scams. These priorities reflect what we have seen to be issues in our communities over the past year and in many cases are inter-related. These priorities are aligned with the Dufferin County Community Safety and Well-Being Plan. They relate to crime, community, focused patrols and domestic and family violence.

Our proximity to the Greater Toronto Area makes Dufferin a target for multi-jurisdictional crime sprees including robberies, drug trafficking, and ‘grandparent scams’. As a result, we will leverage our existing resources, including our Community Street Crime Unit, Major Crime Unit and Regional Crime Analysts, and continue to seek partnerships with neighbouring OPP detachments and municipal police services to coordinate efforts in combatting crime.

To support Dufferin Detachment’s commitment to responding to domestic violence, new processes will be established to ensure the immediate and longer-term needs of intimate partner violence victims are met while indicating to offenders that society does not tolerate violence.

A focused local approach to bail enforcement will be established so that violations by offenders are mitigated and repeat offenders do not put our member’s and citizen’s safety at risk.

Education and outreach will continue to play a large role in our crime prevention strategies. Social and traditional media have been instrumental in communicating with the public. Our auxiliary officers will assist with this engagement by facilitating fraud prevention presentations aimed at vulnerable populations.

As local needs change so too will our priorities. We will continuously review our crime priorities both locally and provincially. With a well-trained detachment, we will always provide investigative excellence and be in position to pivot to adjust to new or evolving needs.

Commitment	Outcomes	Actions
<p>To address and prevent multi-jurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.</p>	<p>Reduce the number of crimes through prevention, proactive enforcement, and investigative excellence.</p>	<p>Intelligence-led policing through the use of confidential informants, Crime Stoppers, OPP Crime Analyst reports and crime bulletins.</p> <p>Engage in community outreach and crime prevention education activities including crime prevention presentations to vulnerable communities, partnerships with local businesses and financial institutions with an emphasis on Grandparent scams.</p> <p>Create partnerships and networks with neighbouring OPP detachments, specialized units, and police services.</p>

		<p>Ensure the Major Crime Unit and Community Street Crime Unit members are developed and trained.</p> <p>Promote succession planning and recruitment in these units by providing crime investigation training to uniform officers and making available temporary learning assignments.</p> <p>Utilizing directed vehicle, bicycle and foot patrol will increase uniform officer visibility.</p>
<p>Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.</p>	<p>Establish a formal Offender Management Apprehension Program process within the detachment including identifying a dedicated officer to coordinate resources, disseminate information and intelligence and provide training and guidance to uniform officers.</p>	<p>Ensure persons on release orders or bail within our community remain in compliance with their release conditions.</p> <p>Offenders wanted for criminal offences are consistently and safely located and arrested in a timely manner.</p>
<p>Address intimate partner violence.</p>	<p>Offences related to intimate partner violence are investigated thoroughly and reviewed regularly.</p> <p>Offenders are arrested and charged appropriately.</p> <p>Immediate and long-term needs of victims of intimate partner violence are met.</p>	<p>Establish a formal Intimate Partner Violence review process to review all occurrences related to intimate partner violence. The review process will ensure criminal offences have been identified if appropriate, relevant referrals to local support agencies have been made and ongoing communication with victims and witnesses is maintained throughout the court process.</p> <p>Collaborate with community agencies such as the Victim Witness Assistance Program, Sexual Assault Advisory Committee, Dufferin Victim's Services, Dufferin Caledon Family Services, local shelters, and youth services through participation on committees, assigning liaisons and streamlining communication to provide outreach and resources.</p>
<p>Reduce illicit drug activity.</p>	<p>Reduction in the number of illicit opioid overdoses.</p>	<p>Continued proactive enforcement by the detachment's Community Street Crime Unit (CSCU) in partnership with other specialized police units.</p>

	<p>Overall reduction in related crimes including property crimes, assaults, and robberies.</p>	<p>Train frontline officers in the recruitment and management of confidential informants.</p> <p>Delivery of the Safeguard Ontario Program presentation to victims of break and enters, providing tips to protect property, Lock it or Lose it campaigns and share information to help prevent theft from vehicle occurrences.</p>
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Roadways, Waterways and Trails

Description:

Traffic safety will continue to be a priority for Dufferin Detachment in 2023-2025. The County of Dufferin is a popular destination in all seasons. Additionally, Dufferin County is situated between the Greater Toronto Area and many destinations throughout southern Ontario.

Increasing the apprehension and prosecution of violators who engage in 'Big Four' driving behaviours will lead to safer communities. The 'Big Four' are: aggressive driving/speeding, lack of seatbelt use, distracted driving and impaired driving. Dufferin Detachment will continue to be a leader in the province with participation in targeted campaigns and initiatives. In addition to Mobility Safety ranking as a priority concern in the Community Safety and Violence Prevention area of focus, our statistics for number of impaired driving offences directly informs the measures in the Substance Use and Addiction priority area of focus in the Dufferin Community Safety and Well-Being Plan.

Increased safety in the community is also achieved when motor vehicle collisions are reduced. Analysis and targeted enforcement have resulted in a reduction in the number of motor vehicle collisions in the past and is expected to have the same result going forward.

Partnerships will lead to collaboration and cooperation to resolve situations that may result in unsafe driving behaviours such as speeding, disobeying signs and aggressive driving.

Our roadways are commonly traveled on by large commercial vehicles. Dufferin Detachment will continue to conduct commercial motor vehicle inspections and enforcement.

Finally, several of our officers are trained to conduct patrols on our many off-road trails using ATVs and snow machines. Rider safety on these trails is no less important than on our roadways. Regular patrols will be scheduled to ensure that off-road rules are enforced, and operators are safe.

Commitment	Outcomes	Actions
<p>To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.</p>	<p>Increased safety in the community by reducing the number of 'Big Four' driving behaviours, leading to safer roadways, waterways and trails.</p>	<p>Consistent analysis of traffic patterns, complaints and collisions to ensure officers are deployed in the right place, at the right time, with the right tools to have an impact on dangerous driving behaviours.</p> <p>Engagement with the public through proactive safety enforcement and educational activities including social media messaging, community bicycle rallies and RIDE programs on our trails and roadways.</p> <p>Partner with the Central Region Traffic Team to conduct commercial motor vehicle inspections and enforcement.</p>

		<p>Ensure officers are trained in the areas of drug and alcohol detection and enforcement, the use of speed measuring devices, and the inspections of commercial motor vehicles including the use of equipment such as portable weigh scales.</p> <p>Partner with community leaders to appropriately identify non-policing resolutions to traffic concerns including proper signalization, signage and speed limits.</p>
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Community Well-Being

Description:

Mental Health and Well-Being is a priority area of focus in the Dufferin Community Safety and Well-Being Plan; our commitments in this area directly contribute to the desired outcomes of the OPP Dufferin Detachment.

Community involvement, outreach and partnerships are critical in both understanding and meeting the policing needs of the community. As Dufferin Detachment, and the area it services grows, so too does the need for strong and effective programs and services that promote safe and secure communities and as a result, a better feeling of community well-being.

In the previous reporting period, Dufferin OPP formalized the Mobile Crisis Response Team (MCRT) partnership with Headwaters Health Care Centre, our community’s local hospital. During this period, the program will be enhanced with additional trained uniform officers to support the mental health nurses with engaging those experiencing mental health and addiction-related crisis.

Dufferin detachment is committed to working with our local schools and community partners to engage our youth and provide information on topics that affect them including drug and alcohol abuse, consent and sexual assault prevention, driver safety and internet safety.

Our detachment’s auxiliary members will continue to be present at the many community events hosted by the OPP’s Dufferin Detachment as well as our partners throughout the year. Additionally, they will continue to provide information and presentations to vulnerable communities about fraud prevention.

Commitment	Outcomes	Actions
<p>Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.</p>	<p>Reduce repeat contacts between police and persons in mental health crisis and/or those with substance abuse disorder.</p> <p>Improved outcomes for individuals in crisis.</p>	<p>Ensure adequate staffing of MCRT by training additional uniform general patrol officers on each platoon to ensure coverage.</p>
<p>Engage and educate youth, in partnership with local school boards and other community organizations.</p> <p>Increased OPP attendance at community events and festivals through the Auxiliary unit.</p>	<p>Increased awareness of the dangers of dangerous, illegal, and illicit substance use and abuse.</p> <p>Increased awareness of issues related to sexual violence and consent.</p> <p>Reduced instances of online victimization including internet luring, cyber-bullying, and harassment.</p> <p>Reduce risk to staff and students in the event of a real lockdown.</p>	<p>Conduct presentations jointly with school board subject specialist and other organizations such as the Sexual Assault Advisory Committee.</p> <p>Utilize both traditional and social media to communicate important messaging to targeted audience such as youth, marginalized groups and parents.</p> <p>Participate in mandatory school lockdown drills and provide feedback to reduce risk during active threats.</p>

	<p>Strengthen relationships with school administration staff members.</p> <p>Improved relationships with school staff and students.</p> <p>Positive interactions with a focus on safety.</p> <p>Increased visibility at community events.</p> <p>Form new partnerships and strengthen relationships with existing partners.</p>	<p>Attend school Bike Rodeo events to deliver safety presentations and liaise with students.</p> <p>Attend multiple community events, and festivals.</p> <p>Auxiliary members conduct presentations on topics such as break and enter prevention, theft prevention and a major focus on fraud prevention.</p>
<p>Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer’s or Autism by implementing Project Lifesaver.</p>	<p>Project Lifesaver is scheduled to launch in September 2023.</p>	<p>Secure Meals on Wheels to be the administrator for Project Lifesaver.</p> <p>Obtain funding from Orangeville Lion’s Club to purchase necessary equipment.</p> <p>Train members to become training officers as well as operators.</p> <p>Develop a marketing plan including information sessions, media releases, social media messaging and videos.</p> <p>Utilize media partners to assist with messaging on local radio stations and newscasts.</p>



2023-2025

DUFFERIN DETACHMENT ACTION PLAN

PROGRAMS & SERVICES

- Alcohol and Gaming Enforcement
- Asset Forfeiture
- Auxiliary Policing/Chaplaincy
- Aviation/Flight Operations
- Biker Enforcement
- Blood Stain Analysis
- Breath Analysis/Drug Recognition
- Canine Search, Rescue, Tracking and Detection
- Chemical, Biological, Radiological, Nuclear and Explosive Response
- Child Exploitation Investigation
- Civil Litigation File Coordination
- Civilian Data Entry
- Collision Reconstruction and Investigation
- Commercial Vehicles and Dangerous Goods
- Communications
- Community Policing
- Community Street Crime Units
- Complaint Investigation
- Computer-Aided Dispatch
- Contraband Tobacco
- Court Case Management
- Crime Analysis
- Crime Gun Analysis
- Crime Prevention and Community Safety
- Crime Stoppers
- Criminal Investigation Services and Major Case Management
- Crisis Negotiation
- Drug Enforcement
- Drug Evaluation and Classification
- DNA Coordination
- Emergency Management
- Emergency Response
- Explosives Disposal
- Federal Firearms Program Delivery
- Federal and Provincial Road Safety Countermeasures
- Forensic and Identification Services
- Fraud, Corruption, Economic/Financial Crime Investigation
- Hate Crimes/Extremism Investigation
- Illegal Gaming Investigation
- Incident Command
- Indigenous Policing
- Information Technology
- Intelligence
- Justice Officials and Dignitary Protection Services
- Marine, Motorized Snow and Off-road Vehicle and Motorcycle Patrol
- Media Relations
- Missing Persons and Unidentified Bodies
- Offender Transportation
- Ontario Sex Offender Registry
- Organized Crime Enforcement
- Physical Security Services
- Polygraph
- Provincial Anti-Terrorism
- Provincial Cybercrime Strategy
- Provincial Human Trafficking Strategy
- Provincial Operations Centre
- Public Order
- Remotely Piloted Aircraft Systems
- Repeat Offender Parole Enforcement
- RIDE (Reduce Impaired Driving Everywhere)
- Search and Rescue
- Security Assessments and Enquiries
- Surveillance - Electronic and Physical
- Tactical and Emergency Medical
- Tactics and Rescue
- Technological Crime/Digital Evidence Forensics and Analysis
- Threat Assessment
- Traffic Safety
- Training
- Underwater Search and Recovery
- United Nations Policing Missions
- Urban Search and Rescue United Nations Policing Missions
- Video Forensics
- Violent Crime Linkage Analysis
- Victim Assistance, Support and Response
- Weapons Enforcement
- Witness Protection

The above list corresponds with the *Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards, O. Reg. 3/99)*. The list further provides an overview of various OPP programs and services but should not be considered complete.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online at your convenience without attending a detachment or waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property
- Mischief/damage to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft From vehicle
- Theft

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire, or medical emergencies only.

Every time an accidental or hang-up 9-1-1 call is received, OPP officers are dispatched.

You may be taking police officers away from a real emergency.

#KnowWhenToCall

If you've dialed in error, stay on the line and speak with the communicator. This will eliminate the need for the emergency operator to call back. As per OPP policy, officers will still be dispatched to ensure you are safe.

ACTION PLAN

2023-2025

DUFFERIN DETACHMENT

506312 Highway 89
Mono, ON
L9V 1H9

Tel: 519-925-3838
Fax: 519-925-6462



Follow us on





By-Law No. 001-2024

(Amended and Restated as at April 1, 2024)

A By-Law to repeal and replace By-Law 001-2023 being a By-Law governing the proceedings of the Orangeville OPP Detachment Board¹

A. Preamble

WHEREAS the Board is an OPP detachment board established pursuant to Part V of the Act;

AND WHEREAS Section 46 of the Act provides that an OPP detachment board shall establish its own rules and procedures in performing its duties under the Act and regulations:

NOW THEREFORE the Board hereby enacts as follows:

B. Definitions

1. For the purposes of this By-Law, the following definitions will apply:

“Act” means the Community Safety and Policing Act, 2019 S.O. 2019 c.1, as amended from time to time or any successor legislation;

“Acting Chair” means the Vice-Chair or Member who shall act as the Chair if the Chair is absent or if the Chair’s position is vacant, pursuant to Section 36 of the Act or as prescribed by Section G of this By-Law;

“Agenda” means the document prepared for distribution as prescribed by Section O of this By-Law;

“Board” means the Orangeville OPP Detachment Board;

“Chair” means the Member elected as Chair of the Board, pursuant to Section 36 of the Act;

“Committee” means a Standing or Special Committee composed of Members appointed by the Board pursuant to the Act;

“Council” means Town of Orangeville Council;

“Days” means calendar days exclusive of Saturday, Sunday and statutory holidays;

“Detachment Commander” means the Ontario Provincial Police Detachment Commander of the Police Service, either permanently or in an acting capacity, or their authorized delegate;

¹ Prior to April 1, 2024, the Orangeville Police Services Board

“Delegation” means a written submission made by and at the request of a member of the public or an organization to the Executive Assistant of the Board;

“Executive Assistant” means the Executive Assistant to the Board;

“In-Camera Meeting” means a meeting that is closed to the public in accordance with the Act;

“Inspector” means an Ontario Provincial Police Inspector of the Police Service;

“Meeting” means a meeting of the Board or a Committee;

“Member” means a Member of the Board;

“Motion” means a proposal moved by a Member and, if moved in a Meeting, seconded by another Member, to adopt, amend or otherwise deal with a matter before the Board or a Committee;

“Motion to defer” means a Motion to delay consideration of a matter until later in the same Meeting or to a future Meeting of the Board or a Committee;

“Motion to receive” means a Motion to acknowledge an item, report or recommendation under consideration and to have it placed in the records of the Board with no additional action being taken;

“Motion to refer” means a Motion to dispose of a matter under consideration, with or without any proposed amendment, in order to seek consideration by the Detachment Commander/Inspector, Executive Assistant or other official or Committee;

“Police Service” means the Dufferin Detachment of the Ontario Provincial Police for the Town of Orangeville

“Presentation” to the Board can be made provided a written submission has been submitted to the Executive Assistant of the Board at least ten (10) days prior to the date of the Meeting at which the presentation is to be made and has been approved for addition to the Agenda;

“Quorum” means a majority of the Members at a Meeting in accordance with section 43 of the Act;

“Resolution” means the decision of the Board on any Motion;

“Recorded Vote” means a written record of the name and vote of every Member voting on any matter or question;

“Special Meeting” means a Meeting other than a regularly scheduled Meeting; and

“Vice-Chair” means the Member elected as Vice-Chair of the Board, pursuant to Section 36 of the Act.

C. Application

1. The rules of procedure contained in this By-Law shall be observed in all proceedings and shall be the rule for the order and dispatch of business before the Board.

2. Rules contained in this By-Law may be suspended at such time as may be deemed appropriate by an affirmative vote of at least two-thirds of the Members at a Meeting or, in the case of a matter dealt with In-Camera, by unanimous written Resolution pursuant to Section T.1 of this By-Law.
3. All points of order or procedure for which rules have not been provided in this By-law shall be decided by the Chair or the Chair's designate. This By-Law shall not be amended or repealed except by the concurring votes of a quorum of the Members of the Board at a Meeting or, in the case of a matter dealt with In-Camera, by unanimous written Resolution pursuant to Section T.1 of this By-Law.
4. Should any provision of this By-Law be or become in contravention of any legislation/regulation of the Province of Ontario, the provincial legislation/regulation shall prevail.
5. No individual Board or Committee Member has authority over the Detachment Commander. Information may be requested, but if such request requires a material amount of staff time that will affect other priorities, the Detachment Commander may suggest alternatives or suggest that the request be referred to the Board for possible reallocation of priorities and timing.
6. In the event a Member is notified they are being investigated by a police agency or other provincial body, they shall immediately notify the Board. The Board will consult without the Member present and determine what measures should be taken in addition to the consequences provided for in the Act and regulations.

D. Confidential Information

1. Under Sections 44(4) and (5) of the Act, unless disclosure is authorized by Board resolution, Members must keep any matter considered in a closed meeting confidential, including by keeping confidential any information obtained for the purpose of considering the confidential matter, except:
 - a) for the purpose of complying with an inspector exercising their powers or duties under the Act;
 - b) as may otherwise be required in connection with the administration of the Act, the *Special Investigations Unit Act, 2019* or the regulations made under either of them;
 - c) as may be required for a law enforcement purpose; or
 - d) where disclosure is otherwise required by law.
2. All information, documents and deliberations received, reviewed or taken in closed session of the Board and its Committees are confidential, except as otherwise directed by the Board or prescribed by law.
3. Members shall not disclose or release verbally, in writing or by any other means, any confidential information acquired by virtue of their office, except when required by law to do so.
4. Members shall not permit any persons other than those who are entitled thereto to have access to information that is confidential.
5. Confidential information includes, but is not limited to information:

- a) described in D.1 and 2 above;
- b) from suppliers which might be useful to other suppliers;
- c) relating to the legal affairs of the Board or the Police Service;
- d) where the identity of a complainant has been given in confidence;
- e) about items under negotiation;
- f) defined as “personal information” under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA);
- g) protected under MFIPPA or other legislation;
- h) of a personal nature to Members or Police Service employees or clients;
- i) that is not available to the public and that, if disclosed, could result in loss or damage to the Board or Police Service or could give the person to whom it is disclosed an advantage;
- j) disclosed or discussed at a closed meeting of the Board;
- k) given verbally in confidence in preparation for or following a meeting that is closed to the public; and
- l) circulated to Members and marked “Confidential”.

This list is provided for example and is not inclusive. Requests for information should be referred to the Executive Assistant to be addressed as a formal request under MFIPPA.

- 6. Members shall not use confidential information for personal or private gain, or for the gain of relatives or any person or corporation or cause detriment to the Board, or others.
- 7. Members shall not access or attempt to access confidential information in the custody of the Board for any purpose outside of Board business.
- 8. Members are only entitled to information in the possession of the Board that is relevant to matters before the Board or a Committee. Otherwise, they enjoy the same right to information as any other member of the community and must follow the same processes as any private citizen.
- 9. For greater certainty, these confidentiality provisions continue to apply following a Member’s departure from the Board.
- 10. In all matters of confidential information under this By-Law the obligations of Members apply equally to the Executive Assistant and invited guests in attendance at In-Camera meetings.

E. Composition

- 1. In accordance with Section 67(2) of the Act and O. Reg. 135/24, the Board shall consist of six Members, composed of:
 - a) two appointed by Council from members of Council;
 - b) three appointed by Council from members of the community; and

- c) one appointed by the Lieutenant Governor in Council through the Public Appointments Secretariate.

All appointments to be made in accordance with Section 33 and 67(2) of the Act.

2. Upon appointment, each Member shall swear the Oath of Office in accordance with Section 35(1) of the Act and O. Reg. 416/23 as administered at the direction of the Chair or Vice-Chair and in the following prescribed form:

“I solemnly swear (*affirm*) that I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as a member of the (*insert name of police service board, OPP detachment board, or First Nation OPP board as applicable*) faithfully, impartially and according to the *Community Safety and Policing Act, 2019*, any other Act, and any regulation, rule or by-law.

So help me God. (*Omit this line in an affirmation.*)”

3. Members shall comply with the provisions of this, and other, Board by-laws, as well as the provisions of the Act and its regulations and all Board policies.

F. Election Of The Chair And Vice-Chair

1. Pursuant to Section 36 of the Act, the Board shall elect a Chair at its first public meeting in each calendar year.
2. Pursuant to Section 36 of the Act, the Board shall elect a Vice-Chair at its first public meeting in each calendar year.
3. The Chair and Vice-Chair may be elected for more than one consecutive year.
4. The Executive Assistant shall act as presiding officer at the first public meeting of the Board in each calendar year until the Chair is elected and shall call for nominations.
5. Each nomination shall be made openly and shall have the consent of the nominee and be seconded by a Member.
6. A nominee is a person whose candidacy for the position of Chair or Vice-Chair has been moved and seconded by Members present at the first meeting of the Board in each year.
7. If more than one person is nominated, the vote shall be called in alphabetical order of the nominees' surnames.
8. Where it appears to the Executive Assistant, by asking for further nominations and receiving no response, that there are no further nominations, the Executive Assistant shall call for a Motion declaring the vote.
9. A nominee may withdraw his or her name at any time prior to the vote being called.
10. A vote shall be taken regardless of the number of nominations. No vote shall be taken by ballot or any other form of secret voting.
11. The election of the Vice-Chair shall follow the procedure set out for the election of the Chair.

12. When voting is completed, the Executive Assistant shall announce the new Chair and Vice-Chair.

G. Duties of the Chair

1. The duties of the Chair include:
 - a) commencing the meetings of the Board by taking the Chair and calling the meeting to order, as soon as a quorum is present after the time set for the meeting;
 - b) presiding at all meetings of the Board so that its business can be carried out efficiently and effectively;
 - c) being the spokesperson for the Board as authorized;
 - d) representing the Board at official functions;
 - e) announcing the business before the Board and the order in which it is to be acted upon;
 - f) receiving and submitting, in proper manner, all Motions presented by the Members;
 - g) putting to a vote all Motions which are moved or which necessarily arise in the course of the proceedings;
 - h) announcing the results of the vote on any Motions presented for a vote;
 - i) declining to put to a vote Motions which do not comply with this By-Law or which are not within the jurisdiction of the Board;
 - j) maintaining order and preserving the decorum of the meeting and where it is not possible to maintain order, to adjourn or suspend the meeting to a time specified by the Chair, without any Motion being put;
 - k) permitting any question to be asked through the Chair or the Detachment Commander or designate in order to provide information to assist in any debate when the Chair deems it proper; and
 - l) adjourning the meeting when business is concluded or upon a Motion to adjourn or to recess the meeting as required.
2. The Chair and the Executive Assistant shall authenticate by his or her signature as required all documentation for and on behalf of the Board including, but not limited to, By-Laws, agreements, Resolutions and minutes which have been approved by the Board. In particular, pursuant to Section 45 of the Act, Board by-laws signed by a Member, or a certified copy thereof, are admissible in evidence without proof of the signature or authority of the person signing

H. Duties of the Vice-Chair

1. When the Chair is absent, the Vice-Chair shall act in his or her place and while acting shall have the power, authority, rights and duties of the Chair.

- a) If the position of Chair becomes vacant, the Vice-Chair shall act in his or her place until the election of a new Chair in accordance with the procedures set out in this By-Law.
- b) If the position of Vice-Chair becomes vacant, an election of a new Vice-Chair shall take place at the discretion of the Board.

I. Duties of Executive Assistant

- 1. Duties of the Executive Assistant pertaining to the business of the Board shall, in accordance with Board policies, include:
 - a) serving as the administrative link between the Board, the Detachment Commander, the Board’s legal counsel, Committees, the media and members of the community;
 - b) organizing Meetings, preparing Agendas and packages for the Meetings, in consultation with the Chair, and delivering same no less than 72 hours prior to meetings; attending all Meetings and other events as requested by the Board;
 - c) recording the minutes of all Meetings;
 - d) causing Meeting minutes to be prepared after all Meetings and including a copy of said minutes with Agenda packages for the next available Meeting;
 - e) receiving all communications addressed to the Board/Committee and placing same on the Agenda for the next available Meeting;
 - f) preparing and issuing all communications arising from the proceedings of the Board/Committee, unless otherwise directed by the Board/Committee;
 - g) maintaining a current record of Board Resolutions requiring further or future actions and keeping the Board informed of these matters; and
 - h) such other duties as may be assigned pursuant to the terms of the Executive Assistant’s terms of employment.
- 2. Where, in the opinion of the Chair and the Detachment Commander, an item of correspondence is properly within the jurisdiction of the Police Service, the communication shall be referred to the Detachment Commander and shall become the responsibility of the Detachment Commander upon notice to the Board.

J. Duties and Responsibilities of the Board

- 1. The Board shall be responsible for those duties as set out in the Act and regulations as well as Board policies and by-laws, including Section 68 and Section 67(6) of the Act, and shall at all times discharge those duties in accordance with the Board’s Code of Conduct set out in Section 67(4) of the Act and O. Reg. 409/23.

K. Member Code of Conduct

- 1. All Members will comply with O. Reg. 409/23 and Board policies.

L. Meetings of the Board

1. All public Board meetings shall open with a reading of the current Land Acknowledgement approved under Council's Land Acknowledgement Guidelines.
2. In accordance with Section 43 of the Act, the Board shall hold at least four regular Meetings each year. Board meetings shall comply with Sections 43 and 44 of the Act which include the following:

Pre-Meeting Considerations

- a) Meetings of the Board must be open to the public unless closed to the public and conducted In-Camera in accordance with Section 44 of the Act. Before holding a meeting, the Board must consider whether to close the meeting or part of the meeting to the public, having regard to the matters listed in Section 44(2) and (3) of the Act (see Section M below).

Meetings

- b) The Board shall hold its Meetings in the Town of Orangeville Council Chambers or at any other accessible location determined by the Board, in accordance with the schedule adopted annually by the Board. The format of Board meetings may be in-person, electronic or a hybrid combination as determined by the Board. Members who attend Meetings electronically must be alone in a private location with no activated recording devices.
- c) The Board may cancel the next regular Meeting or may change any one or more of its dates, its time or its place, upon the concurring votes of a majority of the Members at a Meeting or by unanimous written Resolution pursuant to Section T.1 of this By-Law which is ratified by Board vote at a subsequent public meeting.
- d) Notice to Members of all Meetings, Agendas, Agenda items, cancellations and postponements shall be provided by the Executive Assistant to a Member's residence or place of business, as directed by the Member. It may be sent by Board approved electronic mail (Board e-mail address) or hand delivered as requested by the Member. It may also be provided by telephone or personal contact in the case of an emergency.
- e) The Board shall publish notice, cancellations and postponements of a meeting that is open to the public on the Internet, subject to the regulations made by the Minister, if any; and the notice must be published at least seven days before the meeting, except in extraordinary circumstances and must include:
 - (1) the proposed agenda for the meeting; and
 - (2) either,
 - the minutes of the most recent open Board meeting (other than the record of any part of the meeting that was closed), or
 - instructions on how a member of the public may access such record.

- f) Notice of cancellation/postponement of a public Meeting shall be provided to the public and the media as soon as practicable by way of a press release.
- g) The Board must record, without note or comment, minutes of all resolutions, decisions and other proceedings at the meeting, whether it is open to the public or not (see Section Q below).
- h) The Executive Assistant shall use his or her best efforts to satisfy the notice provisions set out in this section. Failure to satisfy any of the notice provisions contained in this section does not invalidate the Meeting or any proceeding at the Meeting.
- i) Every person attending a Meeting, except for Members and Board staff, authorized police staff and others authorized by the Chair or the Board, shall remain in the audience portion of the board room before, during and after any Meeting. The Chair and Executive Assistant will direct seating of guests as appropriate.
- j) A person, not a Member, shall not be allowed to address the Board except upon approval of the Chair of the Meeting.
- k) The Chair may cause to be expelled and excluded any member of the public who creates any disturbance or acts improperly during a Meeting. No person shall be excluded from a Meeting open to the public except for improper conduct.
- l) The use of cameras, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for recording the proceedings of a Meeting by anyone, including the news media, is prohibited except as may be expressly permitted by the Chair, unless otherwise decided by the Board.

M. In-Camera Meetings and Sessions

1. A Meeting may be conducted In-Camera pursuant to Section 44 of the Act if, one or more of the following pre-meeting considerations are met in accordance with Sections 44(2),(3) and (6):

Section 44(2)

- a) the security of Board property;
- b) personal matters about an identifiable individual, including members of the OPP police service or any Board employee;
- c) a proposed or pending acquisition or disposition of land by the Board;
- d) personnel or employee matters;
- e) litigation or potential litigation affecting the Board, including matters before administrative tribunals;
- f) advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;

- g) information explicitly supplied in confidence to the Board by Canada, a province or territory or a Crown agency of any of them, a municipality or a First Nation;
- h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- i) a trade secret or scientific, technical, commercial or financial information that belongs to the Board and has monetary value or potential monetary value;
- j) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board;
- k) information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record; or
- l) an ongoing investigation respecting the Board;

Section 44(3)

- m) a meeting or part of a meeting of the Board/Committee must be closed if the subject matter being considered is a request under the *Municipal Freedom of Information and Protection of Privacy Act*;

Section 44(6)

- n) the meeting is held for the purpose of Board/Committee educating or training and at the meeting, no matter that would otherwise be dealt with in open session is considered or otherwise dealt with any in a way that materially advances the business or decision-making of the Board on that matter.
2. If the Board decides to close the meeting or part of the meeting, the Board must state by resolution:
 - a) the fact of the holding of the closed meeting and the general nature of the matter to be considered at the closed meeting, or
 - b) in the case of a training/education meeting under ss.44(6), the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that subsection.
 3. No person, other than Members, the Detachment Commander/Inspector, Executive Assistant to the Board and invited guests shall attend In-Camera Meetings.
 4. Insofar as possible, In-Camera sessions of Meetings shall precede the publicsessions of Meetings.
 5. Any Motions or Resolutions arising from the In-Camera session of a Meeting that are appropriate for public disclosure shall be brought forward to the public session of the Meeting in order that they may be recorded and indexed.

6. With certain exceptions (see Section D above), under Sections 44(4) and (5) of the Act, unless disclosure is authorized by Board resolution, Members must keep any matter considered in a closed meeting confidential, including by keeping confidential any information obtained for the purpose of considering the confidential matter.

N. Special Meetings of the Board

1. The Chair may at any time summon a special Meeting of the Board, and it shall be his/her duty to call a special Meeting whenever a majority of the Members request so in writing.
2. The lack of receipt of a notice of, or an Agenda for, a special Meeting by any Member shall not affect the validity of the special Meeting or any action taken thereat.
3. No business may be transacted at a special Meeting of the Board other than the specified item(s) within the notice or Agenda.

O. Quorum

1. A majority of the Members attending a Meeting constitutes a quorum.
2. As soon after the hour of the Meeting as a quorum is present, the Chair shall take the chair and call the Meeting to order.
3. If a quorum is not present within fifteen (15) minutes after the scheduled time of a Meeting, then the Executive Assistant shall record the names of the Members present and the Meeting shall stand adjourned until the date of the next Meeting.
4. If a quorum is lost during a Meeting then the Chair shall, upon determining that a quorum is not present, request the Executive Assistant to record the names of the Members present. In this case, all unfinished business shall be carried forward to the next Meeting.

P. Board Agendas

1. Except as otherwise provided by this By-Law or approved by the Board, all correspondence, notices of Motion, and other communication addressed to the Board which are received by the Executive Assistant at least 10 days prior to a regular Meeting shall be placed on the Agenda and shall be dealt with at the next regular monthly Meeting, unless placed on the Agenda for an earlier Meeting.
2. Where, in the opinion of the Executive Assistant in consultation with the Chair, the subject matter of any communication is properly within the jurisdiction of the Police Service, such communication shall be referred to the Detachment Commander for the necessary action without prior reference to the Board.
3. The Executive Assistant shall prepare the Agenda for all Meetings, under the direction of the Chair, for distribution with the routine order of business for regular public session Meetings of the Board to include the following:
 - a) Call to Order;
 - b) Disclosures of (Direct or Indirect) Pecuniary Interest;

- c) Land Acknowledgement;
 - d) Approval of Agenda;
 - e) In-Camera Meeting;
 - f) Adoption of Minutes of Previous Board Meeting;
 - g) Accounts and Financial Statements;
 - h) Question Period;
 - i) Presentations;
 - j) Delegations;
 - k) Correspondence;
 - l) Reports;
 - m) New Business;
 - n) Stand and Report;
 - o) Pass any Motions Developed in Closed Session; and
 - p) Adjournment.
4. The Executive Assistant shall cause to be delivered at least seven days before the scheduled time for a Meeting the Agenda and copies of related materials to each Member and to the public. This seven-day requirement may be abridged by the Chair with respect delivery to Members for closed and open meetings and with respect to delivery to the public for open meetings in extraordinary circumstances (see Section 44 of the Act).
 5. The business of the Board shall, in all cases, be taken up in the order in which it appears on the Agenda, unless otherwise decided by the Board. Any matter on the Agenda not resolved by Board decision shall be placed on the Agenda of the next regular Meeting of the Board.
 6. As soon as the public session Agenda is published and distributed by the Executive Assistant to the Members, it may be made available to the public. All public documentation will be available to the public on request after the Meeting at which it is discussed.
 7. Every communication intended to be presented to the Board or its Committees must be legibly written and must contain the contact information of at least one person and preferably the contact information of all signatories. For all communications submitted, there shall be designated a contact person to whom the Executive Assistant can communicate on behalf of the Board or a Committee.

Q. Board/Committee Minutes

1. The Executive Assistant shall cause minutes to be taken of each Meeting of the Board/Committee, which shall include:
 - a) the place, date and time of the Meeting;

- b) the name of the Chair and the attendance of the Members, the Executive Assistant, senior Police Service staff and other invited guests.
 - c) names of presenters and external delegations;
 - d) the confirmation and correction of the minutes of the previous Meeting;
 - e) declarations of interest; and
 - f) all other proceedings of the Board.
2. The minutes of each Meeting shall be presented to the Board/Committee for approval at the next regular or other Meeting unless deferred with Board approval.
 3. After the Board minutes have been approved by the Board, they shall be signed by the Chair and the Executive Assistant.
 4. The approved public session minutes of the Board shall be sent by the Executive Assistant to the Town for presentation to Council and shall be posted on the Board's web page.

R. Disclosures Of Conflict/Pecuniary Interest

1. The conflict of interest requirements applicable to the conduct of Members are set out in Sections 17-22 of the Code of Conduct regulation (O. Reg. 409/23) and Board policy. "Conflict of interest" is defined in O. Reg. 409/23 to mean a situation in which a Member's private interests or personal relationships place, or may reasonably be perceived to place, the Member in conflict with their duties as a Member of the Board.
2. Where a Member has any a potential conflict of interest (whether arising from a pecuniary or other interest) in any matter before the Board and is present at a Meeting at which the matter is the subject of consideration:
 - a) the Member shall, prior to any consideration of the matter at the Meeting, disclose the interest and related particulars;
 - b) to the extent the Board considers the disclosure to represent a conflict, the Member shall
 - (1) not take part in the discussion of, or vote on, any question in respect of the matter;
 - (2) not attempt in any way, whether before, during or after the Meeting, to influence the voting on the matter; and
 - (3) take such other reasonable and appropriate steps as the Board may direct to properly manage the conflict to the Board's satisfaction.
3. In addition to complying with the requirements set out above, in the event of a conflict the Member shall forthwith leave the Meeting for that part during which the matter is under consideration.
4. Where the pecuniary interest of a Member has not been disclosed by reason of his or her absence from the particular Meeting at which the matter is discussed, the Member shall disclose his or her interest at the next Meeting at which such

Member attends and shall promptly advise the Executive Assistant of the interest and the particulars of such interest, in writing.

5. The Executive Assistant shall record in reasonable detail the particulars of any disclosure of pecuniary interest made by a Member, and this record shall appear in the Meeting minutes.
6. The Executive Assistant shall also identify to the Board any potential conflicts of interest he or she may have in the above circumstances even though he or she is not a Member and shall take the Board's direction on how best to manage any such the conflict.

S. Rules Of Debate

1. Prior to speaking to any question or Motion, each Member shall raise their hand to obtain the Chair's attention to indicate that such Member wishes to speak. The Chair shall then recognize the Members who wish to speak in the order in which their intentions have come to the Chair's attention.
2. When two or more Members indicate their intention to speak, the Chair shall recognize the Member who, in the Chair's opinion, first indicated their intention to speak, and that Member may speak to the question or Motion first.
3. All Members shall speak only on the subject in debate.
4. When a Member is speaking, no other Member may interrupt that Member. A Member may require the question or Motion under discussion to be read at any time during the debate, but so as not to interrupt a Member who is speaking.
5. When a Motion is under debate, no other Motion shall be received unless it is a Motion to amend the original Motion. Any amendment that would negate the original Motion shall be received as an amendment.
6. No Member shall speak to the same question or Motion, or in reply, for more than five (5) minutes, without the leave of the Chair.

T. Motions

1. Members may make Motions and before they are seconded, speak to them.
2. Motions will be seconded and disposed of only by a vote of the Board unless the mover and seconder, by permission of the Chair, withdraw said Motions.
3. A Motion to refer and any amendment to it is debatable and shall include the name of the official or committee to whom the Motion or amendment is to be referred and the terms upon which it is to be referred and the time or period, if any, on or within which the matter is to be returned.
4. A Motion to defer and any amendment to it is debatable and shall include the time to, or period within which, consideration of the matter is to be deferred and whatever explanation is necessary to demonstrate the purpose of the Motion to defer.
5. All Motions will be a recorded vote by the Executive Assistant and outlined in the minutes.

U. Voting on Motions – Resolutions of the Board

1. Motions made at any Meeting will be decided by a majority of Member votes and recorded in the minutes as a Resolution.
2. Members are entitled to only one vote each on any Motion before the Board.
3. All votes will be recorded.
4. Members will indicate their vote by clearly stating to the Executive Assistant “yes”, “no”, or “abstain”, when asked by the Executive Assistant as part of the recorded vote. A vote to “abstain” shall be recorded as a “no” vote unless such vote relates to approval of Minutes of a Meeting from which the voting Member was absent.
5. In all cases where there is a tie vote, the Motions or amendments, as the case maybe, shall be lost.

T.1 Unanimous Written Resolution of the Board

1. Notwithstanding anything to the contrary in this By-Law, in lieu of any In-Camera meeting of the Board on matters described in Section L, the Board’s decision may be validly made by a written Resolution signed by all Members.
2. Any such written Resolution shall be treated the same in all respects as Board decisions made by quorum vote as recorded during In-Camera Meetings/sessions of the Board.

T.2 Electronic Meetings

1. In this Section, “Electronic Participation” shall include telephone, video or audio conferencing or other interactive methods of electronic communication determined appropriate by the Board with access for, and in view of, the public for the portion of the proceedings that are open to the public.
2. Notwithstanding anything to the contrary in this By-Law, in lieu of any public or in-camera Meeting where a quorum of the Board/Committee would otherwise be required to be physically in attendance, the Board/Committee may hold such Meeting via Electronic Participation as described in paragraph 3 of this Section. Such Meeting via Electronic Participation shall be duly called and held in accordance with the procedural and other provisions of this By-Law with any modifications determined necessary by the Chair/Vice-Chair to accommodate the electronic format of the meeting, including without limitation, Meeting and Agenda notification.
3. Meetings may be held via Electronic Participation as follows:
 - a) for In-Camera Meetings/sessions using Electronic Participation formats which are accessible to all Members and Meeting invitees; and
 - b) for public Meetings/sessions using Electronic Participation formats which are accessible to all Members, Meeting invitees and the public; provided that such public Meetings/sessions shall include accommodation for public questions and answers through a moderator or otherwise as circumstances permit and as the Board determines appropriate.

V. Delegations and Presentations

1. Any person, group of persons or organization wishing to address the Board at a Meeting regarding a matter within the Board's jurisdiction shall make a written request to the Executive Assistant at least ten days prior to the date of the Meeting at which the presentation is to be made, such written request to include:
 - a) The name of the presenter;
 - b) An outline of the presentation to be made;
 - c) The names of the other persons who will be appearing with the presenter; and
 - d) A copy of any materials to be provided to the Board as part of the presentation.
2. Delegations shall only be heard upon the consent of the Board. The Executive Assistant will inform the delegation of the rules and procedures relating to delegations.
3. A delegation shall address the Board at a Meeting through one spokesperson for a period not exceeding five minutes, unless approval to extend the speaking time is obtained from the Chair.
4. All presenters shall address the Chair from the designated area and shall state their name and whom they represent.
5. No person shall:
 - a) Speak disrespectfully of any person;
 - b) Use offensive words or language;
 - c) Speak on any subject other than that which has received approval by the Board; and
 - d) Disobey the rules of procedure or a decision of the Chair or of the Board.
6. The Chair may curtail any presentation, questions or debate during a presentation for disorder or any other breach of this By-Law, and if the Chair rules that the presentation is concluded, the person(s) appearing shall immediately withdraw.
7. Following the presentation, the Board may ask questions of the presenter for the purpose of clarifying information but shall not enter into a debate with the presenter.
8. At the conclusion of the presentation, the Board may receive the presentation, discuss it at that point or at a later time in the meeting, defer or refer the matter to a subsequent meeting for the purpose of receiving further information.
9. Members of the public who constitute the audience at a Meeting shall respect the decorum of the Board and shall not:
 - a) Address the Board without permission of the Chair;
 - b) Interrupt any speech or action of the Members of the Board or any other person addressing the Board; or

- c) Bring signage, placards, or banners into such meetings.

W. Training and Education

1. The Board shall ensure that:
 - a) Appropriate funds are allocated for training and education of Members;
 - b) New appointees are encouraged to attend an orientation meeting with the Chair/Vice-Chair with a view to providing any current initiatives or concerns with respect to the Board;
 - c) Members are encouraged to attend OAPSB and other educational conferences and training sessions approved by the Chair/Vice-Chair;
 - d) Records of Member's attendance at training sessions are maintained; and
 - e) New appointees are provided with an orientation package consisting of all Board governance materials, including:
 - I. a current copy of the Act and related relevant regulations;
 - II. the procedural By-Law and all appendices;
 - III. details of Board remuneration and expenses and process;
 - IV. All current Board policies/protocols;
 - V. Ministry training materials; and
 - VI. The current community safety and well-being plan.

X. Media Relations

1. The spokesperson for the Board is the Chair of the Board or the Chair's authorized delegate. Media relations are governed by Board policy.

Y. Committees

1. Subject to the provisions of Section 42(2) of the Act, Committees may be established by the Board at any time as is deemed necessary for the consideration of matters within the jurisdiction of the Board.
2. Under Section 42(2) and (5) of the Act, this By-Law may govern the name, powers, duties, quorums appointments and composition of Board Committees, subject to the following:
 - a) A Committee shall be composed of at least two Members and any number of additional members, as long as a majority of the Committee is composed of Members; and
 - b) an individual is not eligible to be an additional member of a Committee if they would not be eligible to be a Member.
3. The Board may at any time appoint two or more Members to a Committee to exercise any authority conferred on the Board in order to address any matter within the jurisdiction of the Board.
4. The Board shall appoint a Chair of each Committee.

5. The Committee will report on its work to the Board as directed by the Board.
6. The rules governing Meetings, the procedures of the Board and the conduct of Members shall apply to, and be observed by, all Committees as appropriate.
7. No sub-groups of Committees shall be established without approval from the Board.

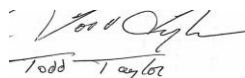
Z. By-Laws

1. The Board may pass By-Laws to establish its procedures, rules and protocols. Every By-Law shall be introduced upon Motion by a Member.
2. Every By-Law when introduced shall be in printed or electronic format and shall be complete with the exception of the date of the By-Law.
3. Every By-Law which has been passed by the Board shall be dated and signed by the Chair and the Vice-Chair or Executive Assistant. An original copy of the By-Law will be maintained by the Executive Assistant on the Town of Orangeville’s electronic storage data base. Current copies of all By-Laws will be provided to the Inspector/Detachment Commander and all Members.
4. This By-Law will be reviewed at the first regular Board meeting of each year to ensure applicability and revision, if necessary.
5. This By-Law shall not be amended or repealed except by Resolution of the Board.
6. Every Member of the Board shall be responsible for reviewing this By-Law and complying with its contents.

AA. Enactment

7. By-Laws, sections of By-Laws and procedural policies of the Board inconsistent with this By-Law 001-2024 are hereby revised to remove any such inconsistency.
1. This By-Law shall come into force on the date of its enactment.

ENACTED AND RATIFIED by the Board effective the 1st day of
 April, 2024.




Chair,
 Orangeville OPP Detachment Board

Vice-Chair,
 Orangeville OPP Detachment Board



By-Law No. 002-2024
(Amended and Restated as at April 1, 2024)

A By-Law to repeal and replace By-Law 002-2023 being a By-Law governing the retention and destruction of Orangeville OPP Detachment Board (the “Board”)¹ records

A. Preamble

WHEREAS prior to April 1, 2024 the Board was a “local board” under Section 1(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 (the “Act”);

AND WHEREAS Section 254(2) of the Act requires “local boards” to retain and preserve their records in a secure and accessible manner;

AND WHEREAS Section 255(6) of the Act exempts law enforcement records from the jurisdiction of the municipality and thus requires that local policing boards establish retention periods for their law enforcement records;

AND WHEREAS effective April 1, 2024 under the *Community Safety and Policing Act, 2019* (CSPA) the Board is not a “police service board” and therefore ceased to be a “local board” under the Act;

AND WHEREAS having regard to the above, it continues to be the policy of the Board to provide for the retention, preservation and destruction of its records based on the requirements of the Act and to provide public access to such records in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, 1989* (the “MFIPPA”) through:

1. Board By-Law 002-2024 with respect to the retention, preservation and destruction of Board records;
2. an Archival Services Agreement dated September 15, 2020, as amended [insert date] (the “Agreement”) between the Board and the Town of Orangeville (the “Town”) under which,
 - a. the Town has been appointed the archive service provider of Board records which the Town has agreed to retain and preserve in a secure and accessible manner in accordance with the terms of the Agreement; and
 - b. the Board has delegated to the Town its powers and duties under MFIPPA with respect to Board records; and
3. Board Policy D3(g) - Freedom of Information and Protection of Privacy (the “Policy”);

AND WHEREAS post-October 1, 2020 transition of the Orangeville Police Services (“OPS”) to the Ontario Provincial Police (the “OPP”), and the transition of the Board from s.31 of the *Police Services Act* to s.10, responsibility for Orangeville police service operational records (i.e., records other than Board records) was transferred to the OPP and residual operational records not required by the OPP were transferred by the OPS to the Town to be held

¹ Prior to April 1, 2024, the Orangeville Police Services Board

pursuant to the terms of the Agreement, this By-Law and the Policy;

AND WHEREAS effective April 1, 2024 the Board became an “OPP detachment board” under Part V of the CSPA;

AND WHEREAS the Board now wishes to confirm its records retention and destruction of records By-Law which applies to records as defined herein (other than records in the possession of the OPP) to:

- 1) Set standard record retention periods;
- 2) This By-Law does not pertain to records stored on the Ontario Police Technology Information Co-Operative (OPTIC);
- 3) Achieve efficiency and economy in controlling the space and equipment needed to store and secure these records through orderly destruction of records no longer of value and the systematic transfer of records to dormant storage;
- 4) Ensure the preservation of records of historical or noteworthy value;
- 5) Establish an authority for the destruction of records;
- 6) Promote efficient storage of records to allow for retrieval of personal information within a reasonable period of time (30 days); and
- 7) Ensure that reasonable steps are taken in protecting the confidentiality of records containing personal information during their storage, transportation, handling and destruction.

NOW THEREFORE the Board hereby enacts as follows:

B. Definitions

- 1) For the purposes of this By-Law, the following definitions will apply:
 - a) **"current"** means in general circulation or use;
 - b) **"current year"** means the calendar year in which the record was created;
 - c) **"dormant records"** means records that are no longer active yet have not reached their destruction date. These records may be stored in a more remote storage area and thus, not readily accessible;
 - d) **"historical records"** means records of historical or noteworthy value after their administrative value expires. A record is of historical value if it concerns:
 - the policies of the Board and the various reasons for their adoption;
 - the organization and administrative history of the Board or Orangeville Police Service;
 - a specific individual transaction which established a legal status of any kind;
 - documents relating to the Orangeville Police Service that may be presumed to have a general or continuing interest;
 - e) **"permanent"** means the record will be kept as long as possible in the

- format used;
- f) **"record"** means any record of information however recorded, whether in printed form, on film, by electronic means or otherwise, other than a record in the possession of the OPP, and includes:
 - correspondence, meeting minutes, policies, By-Laws, memorandum/document, book, plan, map, drawing, diagram, pictorial or graphic work, photograph, film, microfilm, sound recording, videotape, machine readable record, any other documentary material, regardless of physical form or characteristics and any copy thereof; and
 - subject to any regulations made under the MFIPPA, any record that is capable of being produced from a machine readable record under the control of the Board by means of computer hardware and software, or any other information storage equipment and technical expertise normally used by the Board;
 - g) **"records retention schedule"** means Schedule A attached hereto and shall form part of this By-Law and be the authority for the Board to regulate the retention and destruction of records;
 - h) **"records grouping"** means that when one record is attached to another or grouped together to form an information bank, file or dossier, the retention period for the group is ascertained by the longest period scheduled with respect to a record in such a grouping;
 - i) **"retention period"** means the period, expressed in calendar years, during which a record shall be retained. Records may be retained for a longer period than shown in the schedules but only where a clear requirement for such action can be justified; and
 - l) **"working papers"** means rough notes and preliminary drafts, calculations, etc. used in the preparation of other records. These become of little value once the finished product/record has been produced and shall be destroyed as soon as practicable.

C. Responsibility for Compliance

It is the responsibility of anyone assigned custody of a record or series of records to keep such records confidential to the extent they relate to in-camera or other confidential matters, other than as required by law, and to apply the retention schedule in accordance with the provisions of this By-Law.

D. Control Log

Every person responsible for the custody of records will maintain a "control log" of records or boxes transferred to the records storage area and a written notice of records transferred will be forwarded to the person in charge of the records storage area along with the records. All boxes must be properly labeled, showing contents, year and retention period prior to transferring to inactive storage. See the Town's Ontario Police Services Board Records Retrieval Procedure and Record Request Form attached as Schedules B and C respectively.

E. Disposal of Records

Disposal of records after the retention period expires is the responsibility of the Executive Assistant, or designate, in consultation with the Board and the Town under the Agreement. The Executive Assistant, or designate, shall maintain a "disposal authorization record" in the form of Schedule D which will detail what records have been destroyed, when, by whom and the manner in which the records were destroyed. Disposal authorization records shall be permanent.

F. Security

- 1) Records containing personal information and waiting for transfer to inactive storage and/or destruction shall not be left unattended in hallways or unprotected areas;
- 2) Rooms used for storage of manual and electronic records should where practical be secure; and
- 3) Access to storage rooms should be monitored and retrieval of records documented.

G. Personal/Private Information

It is important that proper steps be taken to ensure that personal/private information located within records cannot later be retrieved or reconstructed. Personal/private information shall be destroyed pursuant to the MFIPPA and the regulations thereunder and directions and guidelines made therefrom.

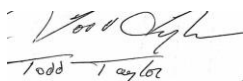
H. Outside Services

Outside suppliers of disposal services should, where possible, be bonded and security provisions included in their service contract.

I. Enactment

- 1) By-Laws, sections of By-Laws and procedural policies of the Board inconsistent with this By-Law 002-2024 are hereby revised to remove any such inconsistency; and
- 2) This By-Law 002-2024 shall come into force on the date of its enactment.

ENACTED AND RATIFIED effective the 1st day of April, 2024.



Chair,
Orangeville Police Services Board



Vice-Chair,
Orangeville Police Services Board

Schedule A

Orangeville Police Services Board Records

Subject	Description	Retention
Acts and Regulations	Community Safety and Policing Act, 2019 S.O. 2019 c.1, and Regulations thereunder, etc.	While in effect
Agreements	Contracts, protocols, Memorandums of Understanding	Permanent
By-Laws	Board By-Laws (current and past)	Permanent
Budgets	Operating and capital budgets as approved by the Board with supporting records	7 years
Collective Bargaining	Collective agreements	Permanent
	Grievances	Current plus 5 years
	Correspondence	Permanent
Correspondence	General correspondence	Permanent
Employment Contracts and Personnel Files	All related documents	Current plus 1 year
Finance	Originals and/or copies	5 years
Minutes of Board and Committee Meetings	Originals	Permanent
Oaths	Oaths of Office of Board Members	Duration of appointment
Policies	Board policies (current and past)	Permanent
Tenders	All related documentation	Current plus 5 years
Disposal Authorization Records	Schedule D	Permanent

Schedule B
Corporate Procedure

OPP Detachment Board (“Board”) Records Retrieval

Subject: Procedure for requesting Board records from Town Hall

Division: Clerks

Service Area: Records Management, OPP, OPP Detachment Board

Revision Date: April 1, 2024

Purpose

The purpose of this procedure is to outline the process for requesting, retrieving, and returning Board records located at Town Hall.

Scope

This procedure applies to Records Staff, OPP, Board, and other Law Enforcement Agencies.

Procedure

A. This procedure is informed by the Archival Services Agreement. The agreement has been referenced where applicable.

B. Requesting Records:

All requests for records will be sent to records@orangeville.ca

The received data will be entered into the Records Retrieval and Return form, which includes an itemized list of requested records.

Please provide the following:

Board

1. A certified copy of the approved Board resolution (*Section 3*). Please include which records you are looking for in this resolution.

2. Requesters name and full contact information, including:
 - Email
 - Phone number and extension
 - Job Title
3. A detailed description of the requested records, including:
 - Date(s) and Year(s)
 - Surname(s)
 - Box information (number, subject)
 - Any identifying alpha-numerical information.
4. Records Staff will contact the requester to schedule an appointment to retrieve the requested records.

OPP / Other Law Enforcement Agencies

1. Requesters name and full contact information (must be high ranking law enforcement officer authorized to access the requested records). Please include:
 - Email
 - Phone Number and extension
 - Job Title
2. A detailed description of the requested records. Please include:
 - Date(s) and Year(s)
 - Surname(s) and First Name(s)
 - Box information (number, subject)
 - Any identifying alpha-numerical information.
3. If requesting employee/personnel records, must include copy of the consent approval form from the affected employee.
4. **Note:** If required, the Clerk or Deputy Clerk will decide if the consent of the Board is required for any requested records.
5. Records Staff will contact the requester to schedule an appointment to retrieve the requested records.

C. Retrieving Records:

Records can be retrieved at Town Hall between the hours of 8:30 am to 4:30 pm, Monday-Friday. Exact pick up location will be confirmed prior to retrieval.

For tracking and verification purposes, a signature will be required from the requester to retrieve the records (*Section 1 [c] and 2*).

A reasonable timeframe for retrieval will be followed, however, the volume of the request may have some bearing on the speed of service.

Records may be signed out for 30 days at a time. A courtesy email reminder will be sent out intermittently. If you require more time, please notify us by email at records@orangeville.ca or contact the Records Coordinator at agraham@orangeville.ca

D. Returning Records:

Records can be returned to Clerk's Administration Counter on the main level at Town Hall. Alternative arrangements may be made with the Records staff.

For tracking purposes and to verify all items are returned, a signature will be required to return the records (*Section 1 [c] and Section 2*).

References

Board Archival Services Agreement – September 15, 2020, as amended

Schedule C



OPP Detachment Board (“Board”) Records Retrieval Request Form

Subject: Form for Requesting Board Records from Town Hall
Division: Clerks
Service Area: Records Management, OPP, Board
Revision Date: April 1, 2024

OPP / Other Law Enforcement Agencies

1. Requesters name and full contact information (must be high ranking law enforcement officer). Please include:

Full Name:	
Email:	
Phone Number and extension:	
Job Title:	

2. A detailed description of the requested records. Please include:

Date(s) and Year(s):	
Surname(s) and First Name(s):	
Box information (number, subject):	
Any identifying alpha-numerical information:	
Would you like the originals or a scan of the document(s)?	

3. If requesting employee/personnel records, must include copy of the consent approval form from the affected employee.
4. If necessary, the Board may need to provide consent prior to the release of requested records.
5. Records Staff will contact the requester to schedule an appointment to retrieve the requested records. If the requester has chosen that scans are suitable, they will receive these to the email specified on the form.

Schedule D



Records Destruction Authorization

Submitted by: _____

The records listed below are now eligible for destruction according to the approved records retention schedule. Please indicate your approval for the destruction unless reasons to delay exist. If the destruction is to be delayed, please give the reason in the space indicated and provide a revised destruction date.

Record or Incident #	Description of Record	Date of Destruction	Method of Destruction

Reason for Destruction or Continued Retention:

Chair/Executive Assistant/Designate - _____ Date: _____

Certificate of Destruction	
This completed and signed form certifies that the records listed above have been destroyed on the dates shown above.	
Destroyed by Signature:	Date:



Orangeville OPP Detachment Board Policy

Freedom of Information and Protection of Privacy

Policy No: D3(g)

Effective Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. It is the policy of the Board to provide for the retention, preservation and destruction of its records as required under the Municipal Act, 2001 (the "Act") and to provide public access to such records in accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989 (the "MFIPPA") through:
 - (a) Board By-Law 002-2024, with respect to the retention, preservation and destruction of Board records; and
 - (b) an Amended and Restated Archival Services Agreement dated September 15, 2020, as amended effective April 1, 2024, (the "Agreement") between the Board and the Town of Orangeville (the "Town") under which,
 - (i) the Town has been appointed the archive service provider of Board records which the Town has agreed to retain and preserve in a secure and accessible manner in accordance with the terms of the Agreement; and
 - (ii) the Board's powers and duties under MFIPPA with respect to Board records are delegated to the Town.
- 1.2. The Agreement is attached to this Policy as Schedule A.
- 1.3. Post-October 1, 2020 transition of the Orangeville Police Services to the Ontario Provincial Police (the "OPP"), and the transition of the Board from s.31 of the *Police Services Act* to s.10, responsibility for Orangeville police service records (other than Board records) was transferred to the OPP and residual operational records not required by the OPP were transferred by the OPP to the Town to be held pursuant to the terms of the Agreement, By-Law 002-2024 and this Policy.
- 1.4. Board documents and other records (both electronic and hard copy) in the possession of Board members and the Executive Assistant at the time they leave the service of the Board, shall be turned over to the Town as soon as practicable to hold under the Agreement.

2. Statutory Authority or References

2.1. The CSPA contains MFIPPA requirements that may apply to Board records.

2.2. Section 49(1) of MFIPPA; By-Law 002-2024; the Agreement

3. Scope

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


4. Definitions

4.1. As defined herein.

5. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project
April 1, 2024	Updated to reflect the new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

Schedule A

(attach signed Amended and Restated Archive Services Agreement)



Orangeville OPP Detachment Board Policy

Special Meeting and Assigned Work Remuneration/Expense Reimbursement

Policy No: D3(i)

Effective Date: March 1, 2020

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

1.1. This Policy governs remuneration and expense reimbursement for:

- (a) recorded attendance at “approved special meetings”, and
- (b) performance of other “assigned work”/“special projects” outside of such meetings,

provided that, such special meetings and such assigned work/special projects are first approved by the Board or Board designate, all in accordance with this Policy.

2. Statutory Authority or References

2.1. None

3. Purpose

3.1. This Policy establishes key remuneration reporting/authorization requirements to ensure:

- (a) compliance with best governance practices;
- (b) accountability to the taxpayer; and
- (c) efficient and consistent use of Board resources.

4. Scope

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

5. Definitions

5.1. **“approved special meeting”** is a meeting of either the Board or a Board Committee, other than a regular monthly Board meeting, duly called under the by-law governing the proceedings of the Board from time to time.

- 5.2. **“assigned work”** is Board-related work approved and assigned by the Board from time to time at the Board’s direction and discretion, other than attendance at approved special meetings, but including special projects. Assigned work may be approved retroactively by the Board after it is performed; provided claims for such work shall not be submitted to, and approved by, the Board unless and until such retroactive approval is first obtained.
- 5.3. **“special projects”** are assigned work projects assigned by the Board to one or more members and/or the Executive Assistant for specific remuneration determined by the Board for the project. In addition to remuneration set by the Board, special projects shall include a budget and target completion date, unless otherwise determined by the Board.
- 5.4. As defined herein.

6. Policy Guidelines

- 6.1. Subject to approval by the Board,
 - (a) remuneration for approved special meetings and assigned work shall be at the per diem rate of \$100, less applicable remittances;
 - (b) remuneration for special projects shall be at the hourly rate of \$70 for the Executive Assistant and at an hourly rate to be determined by the Board for members; and
 - (c) Expenses shall be reasonable out of pocket expenses, including parking and motor vehicle mileage.

For clarification, the per diem rate of \$100 shall apply as a maximum, no matter how many meetings or assigned work activities occur during a calendar day.

- 6.2. Subject to paragraph 6.5 below, all claims for remuneration and expenses must be submitted to the Board for Board approval using the attached Remuneration and Expense Claim Form, and claims for special projects must also include the attached Special Project Remuneration Timesheet. Claims/timesheets must be submitted within forty-five (45) calendar days of the date the meeting occurred or the assigned work was performed or the expense was incurred, as the case may be. Claims received by the Board beyond this deadline may be considered at the Board’s discretion.
- 6.3. Subject to paragraph 6.5 below, Remuneration and Expense Claims Forms and Special Project Remuneration Timesheets:
 - (a) in relation to approved special meetings, shall be prepared and submitted to the Board on behalf of the claimant by the Executive Assistant together with any expense receipts provided to the Executive Assistant by the claimant; and
 - (b) in relation to assigned work activities/special projects, shall be prepared and submitted to the Executive Assistant by the claimant together with any expense receipts.
- 6.4. Subject to paragraph 6.5 below, submitted Remuneration and Expense Claims Forms and Special Project Remuneration Timesheets shall be considered for approval by the Board at any duly constituted Board meeting. All Board decisions on such claims are final and binding. Only Board-approved claims/timesheets will be eligible for payment.
- 6.5. In the case of special projects, Remuneration and Expense Claim Forms and Special Project Remuneration Timesheets may be submitted to, and approved by, the Board Chair, as the Board’s designate, to expedite payment between Board meetings, provided such Forms and Timesheets are reviewed and ratified by the Board at its next meeting.

- 6.6. The submission of Remuneration and Expense Claim Forms and Special Project Remuneration Timesheets Claims shall be limited to Board/Committee members and the Executive Assistant. All expense claims shall be accompanied by receipts and, in the case of mileage claims, a Google Map distance confirmation.
- 6.7. Once approved by the Board, or its designate, or by the Board Chair under paragraph 6.5 above, Remuneration and Expense Claim Forms and Special Project Remuneration Timesheets shall be signed by the Board Chair and submitted by the Executive Assistant for processing to the Assistant Treasurer of the Town of Orangeville by completion of the Town's payment requisition form (attaching all the supporting documentation, including the Board's/Board's designate approval decision).
- 6.8. The Executive Assistant shall prepare and submit to the Board semi-annually a report including a summary chart by claimant showing all paid remuneration and expenses for the calendar year to date as per approved Remuneration and Expense Claim Forms and Special Project Remuneration Timesheets. The Executive Assistant shall use the attached template in preparing this report, which template may be revised from time to time by the Chair and Vice-Chair on written notice to the Board.
- 6.9. The summary chart shall be submitted annually to the Assistant Treasurer of the Town following approval at the Board's first meeting in the following year.
- 6.10. The Board shall include in its annual budget a reserve for expected remuneration and expenses claims, including special projects.
- 6.11. Notwithstanding any other provision of this Policy, no claim for remuneration or expenses or timesheets shall be submitted to, or approved by, the Board if the claim/timesheet relates to services/expenses for which the claimant has been otherwise paid or reimbursed by the Town of Orangeville, other than the claimant's salary or honorarium received as a member of the Board or Executive Assistant.

7. Review and Revision History

Revision Date	Description of Changes
May 20, 2020	Minor revisions
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work:

Remuneration Claim

Number of per diem days claimed: day(s)

Total amount of per diems claimed: \$ (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$

Date Claim Submitted:

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD

**SEMI ANNUAL REPORT - SPECIAL MEETING AND ASSIGNED WORK
REMUNERATION/EXPENSE REIMBURSEMENT POLICY (s.9)**

For the six months ending [insert date]

Claimant	Activity (sp. mtg/as. work)	Activity Date	Remuneration/Expense	Amount	Board Approval Date (dd/mm/year)	Payment Date (dd/mm/year)



ORANGEVILLE OPP DETACHMENT BOARD

SPECIAL PROJECT REMUNERATION/EXPENSE TIMESHEET

Claimant Name:

Special Project Name:

Special Project Budget:

Special Project Hourly Rate: Executive Assistant (\$70/hr); Member (\$/hr - TBD)

Remuneration

Date of Work Performed	Description of Work Performed	Total Hours	Remuneration Amount

Total Hours Submitted _____

Total Remuneration Submitted _____

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Total Expenses Submitted _____

Claimant Signature _____ Date: _____

Board Chair Signature _____ Date: _____



Orangeville OPP Detachment Board Policy

Board Meetings Service Standards Guidelines

Policy No: D3(j)

Effective Date: November 16, 2021

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. This Policy provides guidelines to ensure, as a matter of governance best practices and CSPA compliance, the consistent and timely completion of the steps necessary to prepare for in-camera and public Board meetings, circulate meeting materials and carry out post-meeting tasks and follow up.

2. Statutory Authority or References

- 2.1. CSPA compliance, including s.43

3. Purpose

- 3.1. These service standards are guidelines to be used by the Executive Assistant and the Board to develop actual task deadline dates each month (based on schedules, weekends and other considerations) in a format substantially similar to the example monthly service standards deadlines attached Appendix "A".

4. Scope

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

5. Definitions

- 5.1. As defined herein.

6. Policy Guidelines (General)

- 6.1. The Executive Assistant and Members of the Board shall make their best efforts to respond to all communications addressed to them within 24 hours of receipt.
- 6.2. All draft documents are to be prepared in Word format and all final documents are to be prepared in PDF format. All revisions to drafts are to be in track changes format.
- 6.3. All agendas and minutes shall be prepared in standard template format and watermarked “In-Camera” or “Public”, as the case may be, and the in-camera agendas and minutes shall be highlighted in yellow. All references to days and years are to calendar days and years.
- 6.4. As part of each meeting agenda, the Executive Assistant, Chair or Vice-Chair shall report to the Board on compliance with all service standards for the previous period.
- 6.5. Prior to the month in which a public meeting of the Board is scheduled, the Executive Assistant shall complete and circulate Appendix “A” of this Policy to the Chair and Vice-Chair.

7. Pre-Meeting Tasks and Deadlines

- 7.1. No less than 16 days prior to a regular meeting, the Chair shall (by separate emails – one for in-camera and one for public) circulate to the Executive Assistant and Vice-Chair proposed in-camera and public session agenda topics and related materials. Any Board Member may request a meeting topic be added to an agenda by contacting the Chair or Vice-Chair at or before this time. Except as otherwise provided under the By-law or approved by the Board, all correspondence, notices of motion, and other communication addressed to the Board which are received by the Executive Assistant at least 10 days prior to a regular meeting shall be placed on the meeting agenda and shall be dealt with at the next regular monthly meeting, unless placed on the agenda for an earlier meeting (By- Law 001-2024 s.P1.).
- 7.2. No less than 14 days prior to a regular meeting, the Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. Public agenda and materials shall include all invoices and special remuneration claims to be considered by the Board for approval. The Chair and Executive Assistant shall co-ordinate who is to invite guests, following which guests shall be invited ASAP, **BUT** in the case of in-camera guests, with limited disclosure of confidential agenda items and materials the guests are not directly participating in. This disclosure is to be discussed and settled by the Chair and Executive Assistant to avoid inadvertent disclosure of confidential information.
- 7.3. No less than 12 days prior to a regular meeting, the Executive Assistant shall circulate to the Chair and Vice-Chair draft session agendas in standard format as close to final as possible, including draft notes with any questions. At that time the Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number.
- 7.4. No less than 10 days prior to a regular meeting, the Chair/Vice-Chair shall provide the Executive Assistant with their revisions/comments on the draft agendas in Word track changes format and shall include a revised indexed package of materials for each agenda incorporating any document additions/deletions or re-numbered indexing as appropriate based on agenda revisions.

- 7.5. No less than 7 days prior to a meeting, the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-Law 001-2024 s.P4). Also, the agenda for the public session shall be posted on the Board website.¹
- 7.6. If agenda revisions are required or additions/deletions required to the agenda package materials prior to the meeting, the changes shall be circulated to members as soon as possible, but such changes may also be made at the meeting through the Chair.
- 7.7. The above requirements apply to special meetings of the Board to the extent circumstances permit and otherwise with reasonable modifications having regard to the amount of time available prior to the special meeting date.

8. Post-Meeting Tasks and Deadlines

- 8.1. No more than 1 day following the Board's approval of all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment.
- 8.2. No more than 2 days following a regular meeting the Executive Assistant shall arrange for the Chair and Executive Assistant to sign all public and in-camera meeting minutes approved by the Board at the meeting.
- 8.3. No more than 4 days following the Board's approval of public Board meeting minutes, the Executive Assistant shall forward the signed minutes to the Town Clerk for distribution to Council and posting on the Board's website. At that time the Chair shall forward to Town Council a copy of any OPP statistical report presented to the Board at that public meeting.
- 8.4. No more than 4 days following a regular meeting, the Executive Assistant shall provide the Chair and Vice-Chair with draft in-camera and public minutes of the meeting which are as close to final as possible, including draft notes with any questions.
- 8.5. No more than 8 days following a regular meeting the Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes.
- 8.6. No more than 12 days following a regular meeting, the Executive Assistant shall provide the Chair and Vice-Chair with final drafts of the minutes to be included on the next appropriate meeting agenda for consideration/approval of the Board.

9. Special Meetings

- 9.1. The above requirements apply equally to special meetings of the Board selectively, and as appropriate in the circumstances.

10. Special Meetings/Assigned Work Remuneration/Expense Reimbursement

- 10.1. Special Meetings - In addition to the requirements of Sections 7 and 8 above, the Executive Assistant shall, in accordance with the Board's policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement, prepare special remuneration claims for Members participating in special meetings for submission to the Board for approval in public session. In

¹ Minimum of 7 days required by CSPA s.43


the absence of Member signatures, the Executive Assistant or Vice-Chair are authorized to sign such claims on each Member's behalf.

10.2. Assigned Work Remuneration/Expense Reimbursement - other claims for assigned work remuneration/expense reimbursement are to be prepared by Members and submitted to the Executive Assistant within 2 days of the work/expense and can either be signed by the Member or the Executive Assistant or the Vice-Chair on each Member's behalf.

11. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect the new CSPA

Approved by the Board on April 1, 2024



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

APPENDIX “A”

Example Monthly Service Standard Deadlines (based on a March 19th meeting)

Pre-Meeting (s.7)

- **Tues. March 3** - Chair circulates to the Executive Assistant and Vice-Chair and Board Members proposed in-camera and public session agenda topics and related materials and asks if there are any other agenda topics. (7.1)
- **Fri. March 6** - Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Mon. March 9**, - Executive Assistant shall circulate to the Chair and Vice-Chair draft session agendas in standard format as close to final as possible, including draft notes with any questions. At that time the Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number. (7.3)
- **Wed March 11** - Chair/Vice-Chair shall provide the Executive Assistant with their revisions/comments on the draft agendas in Word track changes format and shall include a revised indexed package of materials for each agenda incorporating any document additions/deletions or re-numbered indexing as appropriate based on agenda revisions. (7.4)
- **Thurs. March 12** - the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law 001-2024 s.P4.). *As well, post agenda package for public meeting on Board website.* (7.5)

Post-Meeting (s.8)

- **Fri March 22**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Wed. March 23**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri March 24**, - Executive Assistant shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and posting on the Board's website. (8.3)
- **Fri. March 24**, - Executive Assistant shall provide the Chair and Vice-Chair with draft in-camera and public minutes of the meeting which are as close to final as possible, including draft notes with any questions. (8.4)
- **Wed March 29**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon April 3**, - the Executive Assistant shall provide the Chair and Vice-Chair with final drafts of the minutes to be included on the next appropriate meeting agenda for consideration/approval of the Board. (8.6)



Orangeville OPP Detachment Board Policy

Board Executive Assistant – Hiring, Job Description and Performance Review Guidance

Policy No: D3(k)

Effective Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. This Policy provides guidelines to Board Members governing the Board's hire of the Board Executive Assistant.

2. Statutory Authority or References

- 2.1. Not Applicable

3. Scope

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

4. Definitions

- 4.1. As defined herein.

5. Policy Guidelines (General)

- 5.1. The process governing the Board's hire of the Board's Executive Assistant shall, unless otherwise determined appropriate by the Board in specific circumstances, include a public job solicitation and qualified candidate vetting, selection and interviews accomplished with the assistance of the Town of Orangeville Human Resources Department.
- 5.2. The Board shall establish an ad hoc committee of at least 2 Board members to participate in the process described above in paragraph 5.1 and report back to the Board with recommendations.

- 5.3. Following receipt of the report described above in paragraph 5.2, the Board shall decide on next steps, including extending an offer of employment to a successful candidate based on a current job description communicated to such candidate.
- 5.4. To provide guidance relating to an offer of employment and job description the Board has adopted the attached template in Appendix “A” - Offer of Employment Letter and attached Schedule “A” Job Description, Schedule “B” Special Meeting and Assigned Work Remuneration/Expense Reimbursement Policy effective September 19, 2023 and Schedule “C” Board Service Standards Policy effective September 19, 2023.
- 5.5. The successful candidate shall be required to swear an oath of office. (Appendix “B”)
- 5.6. The Board shall review the performance of the Executive Assistant annually at the first in-camera meeting of each year. Performance assessments shall be documented using the general format attached as Appendix “C”.

6. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board’s governance reform project
April 1, 2024	Updated to reflect the new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair

APPENDIX “A”

Offer of Contract Employment

[Date]

[Name and address]

Dear [insert]:

It is a pleasure to provide you with this offer of contract employment for the position of Executive Assistant with the Orangeville OPP Detachment Board (“Board”).

Please review this letter carefully to ensure you understand the terms and conditions of your employment with the Board:

1. You will be engaged to work for the Board in the position of Executive Assistant and you agree to perform the duties and responsibilities on a contract basis as outlined hereto as Schedule “A”. The Board shall be entitled to amend your duties and responsibilities from time to time. You will report directly to the Board Chair, and in the Chair’s absence, the Vice-Chair.
2. Your remuneration for this position will be \$ [insert amount] per month, pro-rated for any partial month worked. Any payroll deductions required by law will be deducted from your gross wages and remitted as required. In addition, you will be paid at the per diem rate of \$100, less applicable deductions and remittances, for approved special meetings or assigned work both as approved/assigned by the Board in accordance with Board policy [insert policy number] (a copy of which has been provided to you), which contains further information relating to Board member and Executive Assistant compensation.
3. You will also be required to comply with the Board’s Meetings Service Standards Policy [insert policy number] and General Service Standards [insert policy number] both revised effective April 1, 2024 (copies of which have been provided to you), providing guidelines to ensure, as a matter of governance best practices, the consistent and timely completion of the steps necessary to prepare for in-cameral and public Board meetings, circulate meeting materials and carry out post-meeting tasks and follow up.
4. Your start date in this position will be [insert date]. The end date for this contract will be [insert date], subject to renewal (which may include amendments) by mutual written agreement and subject to paragraph 5 below. The Manager, Human Resources will make an appointment with you to complete your new hire paperwork and will arrange for training.

5. Your hours of work will be dependent upon the business needs of the Board and may include days, evenings and weekend work.
6. Either party may terminate this contract with two (2) weeks' written notice to the other party. You further confirm that such two (2) weeks' written notice, or pay in lieu of notice, is in full satisfaction of applicable *Employment Standards Act, 2000* (the "ESA"). You further confirm that no further amount of notice, severance pay, or pay in lieu of notice, pursuant to the ESA or at common law is payable.
7. This offer will be conditional upon completion of a satisfactory police check prior to your start date. Please find enclosed with this offer letter of contract employment, a letter requesting a police check be completed by the OPP. Once you have accepted this offer of contract employment, Human Resources will assist you with facilitating your police check. Please note that you are responsible for any costs incurred.
8. You hereby affirm that you have not been charged or convicted with an offence pursuant to the Criminal Code of Canada for which a pardon has not been obtained, and that no pardon which you may have obtained has been revoked, up to and including the date of this affirmation. You acknowledge that if you have not been truthful in this declaration, your employment as Board Executive Assistant may be terminated immediately for cause. You hereby agree to notify the Board Chair immediately if during the course of your employment as the Board Executive Assistant you are charged or convicted with an offence pursuant to the Criminal Code of Canada, or if a pardon which you may have previously obtained is revoked. You acknowledge that if, in such circumstances, you fail to notify the Board Chair, your employment as Board Executive Assistant may be terminated immediately for cause.
9. This position of Board Executive Assistant requires you to hold and maintain a valid Class G Ontario Driver's License.
10. You will be provided with a laptop, printer, printer cartridge as well as an email address for your use as the Board Executive Assistant.
11. The written provisions of this contract shall constitute the full extent of the agreement between the Board and you; regardless of any oral agreements, commitments, or understandings, express or implied, that may arise from time to time, and which may presently or hereafter exist between the Board and you. No waiver or modification of any provision of this contract shall be valid unless in writing and duly executed by both the Board and you.

Please acknowledge acceptance of the above terms of employment by signing and returning a copy of this "Offer of Employment" to **[insert name]** Manager, Human Resources prior to **[insert time and date]** at which time this offer becomes null and void. If you have any questions, please contact **[insert name]** at 519-941-0440 ext. 2241.

[insert name], we wish you all the best in your new position!

Yours truly,

[insert name]

Chair,
Orangeville Police Services Board

I, **[insert]**, accept the contract position of Board Executive Assistant with the Orangeville OPP Detachment Board, and agree to the terms and conditions of employment as stated above.

By signing this offer, I agree to abide by the policies and procedures of the Board, knowing that the Board reserves the right to amend, revoke or introduce new policies and procedures as may be necessary from time to time.

Signed and dated this ____ day of _____. 202_.

[insert name]



Schedule “A”

Job Description

Job Title: Executive Assistant – Part-time (One Year Contract)
Reports To: Chair, Orangeville OPP Detachment Board
Job Description Date: January 2, 2020

Job Purpose:

Responsible for providing executive and administrative support to the Orangeville OPP Detachment Board (“Board”).

Duties and Responsibilities:

Board/Committee Meetings

- Administers and coordinates Board and Committee meetings including agenda preparation and delivery, posting to the website, coordinating delegates, notifying interested stakeholders, reporting out and tracking outstanding matters in accordance with Board By-Law 001-2024.
- Attends meetings, records and prepares minutes.

Records Management/Freedom of Information (FOI)

- Maintains Board records including agendas, minutes, correspondence, policies, by-laws and agreements in accordance with Board By-law 002-2024, Assists Town Clerk’s Office, as required, to coordinate and process FOI requests. Completes and files annual report.

Administration

- Coordinates maintenance of the Board webpage with the Town Clerk’s Office and the Orangeville Dufferin OPP, creating and updating information, as necessary.
- Responds to enquiries from and liaises with the general public, other levels of government, OPP and Town staff, both on the telephone and in person

regarding all aspects of the operation of the Board.

- On behalf of the Board and its members, prepares correspondence and monitors any follow up action that may be required.
- Assists the Board with Ontario Association of Police Service Boards, Zone 5 and other matters.
- Organizes and coordinates meetings in consultation with the Chair.
- Develops and coordinates Board Member orientation.
- Coordinates and schedules Board/Committee meeting and events.
- Arranges Board-approved member attendance at events and conferences.
- Prepares and coordinates notices or advertisements in the local media.
- Monitors and authorizes payment of accounts in accordance with Board policy.
- Performs other duties as assigned by the Board from time to time.
- Keeps track of, and reports to Town Finance, approved special meeting remuneration for Board members.
- Completes and submits to the Board the Board Semi Annual Remuneration Report and the Board Final Annual Remuneration Report.
- Complete and submit to the Board at each regular Board meeting the Action Register
- Complete and circulate the meeting service standards for the next regular Board meeting following the last meeting.
- Maintain the Board policies and review for revisions as required as well as draft or revise Board policies as required.

Confidential Information:

This position has access to highly sensitive and confidential information, including information related to closed meetings of the Board.

Supervision/Staff

Direct report to the Board – no staff to supervise.

Position Requirements:

Education/Knowledge

Minimum grade 12, but Community College diploma in Public Administration, Office Administration or legal related field preferred.

Demonstrated knowledge of Ontario police or policing board policy and procedures as it relates to Board administration preferred.

Completion of, or willingness to complete online, Parliamentary Procedures course. The Board will fund registration cost - [https://www.amcto.com/Education-Events/Education-Programs/Parliamentary-Meeting-Protocol-Course-\(PMPC\)](https://www.amcto.com/Education-Events/Education-Programs/Parliamentary-Meeting-Protocol-Course-(PMPC))

Experience

Minimum two (2) years of progressive, related and demonstrated work experience. Knowledge and experience with the *Community Safety and Policing Act, 2019/Police Services Act* and the *Municipal Freedom of Information and Protection of Privacy Act* preferred. Experience in the preparation & submission of municipal grants would be an asset.

Job Skills

Demonstrated organizational and critical thinking skills.

Demonstrated ability to work independently to complete tasks and work with a high degree of accuracy and to complete work within time constraints.

Excellent interpersonal, writing skills, priority setting and records retention skill with the ability to respect confidentiality.

Computer proficiency in MS Office (Word, Excel, Outlook and PowerPoint) and related information systems.

Mental Effort

Focused attention to details required to prevent errors. High levels of concentration during Board/Committee meetings.

Physical Effort

- Sitting for long periods of time. Can change positions frequently unless during a Board/Committee meeting.
- Filing
- Photocopying

Health and Safety:

Working environment contains the usual risks/discomforts. Provides support assistance to the public with ultimate responsibility to the Board.

Job Locations:

Meetings

[In-person meetings TBD in Orangeville]

Meetings may also occur electronically.

General Office Environment

Regular Board meetings are generally scheduled every 2nd month at 4:00 p.m. Special meetings of the Board and Committee meetings may be held from time to time as determined by the Chair/Board.

Work schedule is generally flexible.

Compensation:

An honorarium of \$ **[insert amount]** per month plus an additional \$100 for preparation, attendance and minutes relating to any special OPSB/Committee meetings. Compensation will be net of applicable deductions and remittances.

Approvals:

Chair, Orangeville Police Services Board

Date



Schedule "B"

Orangeville OPP Detachment Board Policy

**Special Meeting and Assigned Work Remuneration/Expense
Reimbursement**

TO BE ATTACHED



Schedule "C"

Orangeville OPP Detachment Board Policy

Board Meeting Service Standards Guidelines

TO BE ATTACHED



APPENDIX “B”

Oath and Affidavit

I, _____

of, _____

(address)

solemnly swear (affirm) that:

- a. I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as Executive Assistant to the Orangeville OPP Detachment Board faithfully, impartially and according to the *Community Safety and Policing Act, 2019*, any other Act, and any regulation, rule or by-law; and
- b. that I will not disclose any information obtained by me in the course of my duties as Executive Assistant to the Board, except as I may be authorized or required by law.

So help me God. *(Omit this line in an affirmation.)*

Sworn/Affirmed before me at the _____)

Town of Orangeville, in the County of _____)

Dufferin, this ___ day of _____, 20___)

Signature

Commissioner of Oaths in and

for the Province of Ontario

Commissioner Signature



Orangeville OPP Detachment Board Policy

Detachment Commander Selection, Performance Review and Report

Policy No: D3(I)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

- 1.1. It is the policy of the Board to recognize its obligations under the CSPA s.68 to:
 - participate in the selection of the Dufferin County DC; and
 - monitor and annually report to the OPP Regional Commander on the performance of the DC.

2. Statutory Authority or References

- 2.1. Selection of the DC – CSPA ss.68(1)(a)
- 2.2. Performance of the DC – CSPA ss.68(1)(d)

3. Purpose

- 3.1. The Board recognizes that the governance of a police service is a significant public responsibility, and that the Board’s obligations under CSPA ss.68(1) are an important part of discharging these responsibilities.

4. Scope

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

5. Definitions

- 5.1. As defined herein.

6. Policy Guidelines

Selection

- 6.1. Further to CSPA ss.68(1)(a), the OPP Regional Commander shall ensure that the Board is advised of the need to select a new DC;
- 6.2. The Board shall participate in the selection of the DC with the Chair of the Board (or his/her designate) to sit on a Selection Committee established by the OPP Regional Commander.

Performance Monitoring and Reporting

- 6.3. The Board shall monitor the performance of the DC in accordance with the requirements of Schedule 1 and Exhibit “A” attached hereto.
- 6.4. The Board shall provide the OPP Regional Commander at least annually¹ with a report substantially in the form of Schedule 1 on the performance of the DC indicating the DC’s performance as it directly relates to the responsibilities of the Board.
- 6.5. Where appropriate, the Board shall include in its report specific examples (positive and negative) of the DC’s performance.
- 6.6. The Board’s annual Schedule 1 report shall be completed each year by March 31st and shall be transmitted to the OPP Regional Commander within 30 days following the report’s adoption by the Board.

7. Attachments- Schedule 1 and Exhibit “A”

8. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board’s governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair

¹ See paragraph (d) of Exhibit “A” of Schedule 1



SCHEDULE 1

ORANGEVILLE OPP DETACHMENT BOARD DC RESULTS-BASED PERFORMANCE MONITORING AND FEEDBACK REPORT FORM (Based on OAPSB Recommendations for OPP Detachment Boards)

OPP Detachment Name: _____

DC Name: _____

Review Period – [insert from xxx to xxx]

Legislated Requirements for Board Monitoring of DC Performance, in accordance with the ss.68(1) of the <i>Community Safety and Policing Act, 2019</i> (“CSPA”) – see <i>Exhibit “A”</i>		<i>To be completed by March 31, annually for all or any part of the year</i>	
		DC Comments	Board Comments
1.The DC consistently provides the Board with the necessary information to enable the Board to determine objectives and priorities for police services (CSPA, ss.68(1)(b))			Yes <input type="checkbox"/> No <input type="checkbox"/>
2.The DC consistently provides the Board with the necessary information and consultation to enable the Board to establish local policies with respect to police services (CSPA, ss.69(1))			Yes <input type="checkbox"/> No <input type="checkbox"/>
3. The DC consistently provides the Board the reports regarding policing provided by the detachment (CSPA, ss.68(1)(e))			Yes <input type="checkbox"/> No <input type="checkbox"/>
4.The Board has received regular reports from the DC on any complaints received under CSPA s.107 and Part X			Yes <input type="checkbox"/> No <input type="checkbox"/>
5.The DC provides sufficient information to allow the Board to monitor the delivery of police services to ensure provision of adequate and effective police services in accordance with the municipality’s needs (CSPA, ss.10(1))			Yes <input type="checkbox"/> No <input type="checkbox"/>
Detachment Action Plan Goal <i>To be completed every four years and updated annually via the Action Plan Progress Report</i>	Activities Supporting Achievement of Action Plan Goal <i>Board to consult with DC annually</i>	Results Achieved <i>To be completed by March 31, annually for all or any part of the year</i>	
		DC Comments	Board Comments

Completed by (Board): _____ (date) _____
 Reviewed by DC: _____ (date) _____
 Forwarded to Regional Commander by Board: _____ (date) _____

Regional Commander – retain in DC’s 233-10 file for 2 years plus current. This form shall not be included in a member’s 291 file.

CONFIDENTIAL WHEN COMPLETED

Exhibit “A” to Schedule 1
DC Performance Monitoring System
for OPP Detachment Boards

OPP Detachment Boards are required to monitor the performance of the Detachment Commander (DC) under Section 68(1)(d) of the *Community Safety and Policing Act, 2019* (“CSPA”).

Performance Monitoring Systems

Structured performance monitoring systems provide an opportunity for the Board and DC (DC) to review or clarify the responsibilities of the DC’s position relative to his/her local police service responsibilities under the terms of the contract, to articulate future goals and objectives (as set out in the Detachment Business Plan) and to advocate for the resources necessary to meet those objectives.

Both the Board and the DC have obligations under such a system. The Board must be prepared to establish clearly articulated performance criteria which realistically reflect the local duties, responsibilities and challenges of the DC set out in the business plan in consultation with Regional Commander. The resources necessary to meet these performance criteria must be supported by the Board. Regular, performance-based feedback to the DC is critical to a successful relationship.

The DC is responsible for engaging with the Board in a meaningful discussion about local goals and objectives which are set out in the Detachment Business Plan, for meeting the established performance criteria, for alerting the Board when obstacles arise which impede performance, and for providing a cogent explanation if performance expectations are not met.

Performance monitoring should be positive and constructive - it should not be a punitive process. The overall aim of performance monitoring in cooperation with the Regional Commander is to direct the DC’s energy and focus toward meeting the business plan goals for the detachment. A secondary but equally essential objective is to ensure that the DC effectively mobilizes staff and resources to achieve the business plan goals, and delivers adequate and effective local police services.

It is critically important that the performance monitoring responsibility of the Board be accomplished through regular and frequent discussion of performance expectations and achievements. This should not be a once a year exercise, nor should it be performed as a merely mechanical or by rote task of the Board. Through continuous feedback and dialogue, the DC should continually be aware of the Board’s perception of his or her performance and whether and what changes are required to meet the Board’s expectations. Open communication reduces the likelihood of any surprises when the time comes to provide the formal performance monitoring input to the Regional Commander and will enhance and strengthen the partnership between the Board and

the DC.

Characteristics and Key Elements of an Effective System

There is no one perfect performance monitoring system. The effectiveness of a performance monitoring system will largely depend on the commitment, motivation and attention that each party gives to their respective responsibilities to set, monitor and meet performance expectations. The OAPSB's Performance Monitoring Tools can help link a Board's Performance Monitoring System to the OPP's Performance Management System.

The performance management system in place at the OPP, under the responsibility of the Regional Commander has the following characteristics:

- (a) It focuses both on the desired outcomes and on the behaviours required to achieve those outcomes. For example, the Regional Commander (and by extension, the Board) should not only expect that the DC *achieve* a certain objective, it should also be concerned about the *conduct* employed by the DC in achieving that objective.
- (b) Board feedback on performance will be attained by using both qualitative and quantitative measures. For example, while the DC might attain the financial goals set by the Board (determined qualitatively), the Board will need to ensure that those goals are not achieved at the expense of sacrificing the quality of the service provided to the community.
- (c) Performance expectations and achievements are impacted by various stakeholders. When formulating feedback for the Regional Commander, the Board may wish to consider the DC's relationship with other community groups and organizations with public safety expectations, such as council, the school board and business improvement areas. It is important that the DC be consulted about which relationships will be considered and the methods used to secure that input. The DC may also suggest that the Board obtain feedback from specific groups and organizations with public safety expectations. This will enhance the DC's perception of the credibility and reliability of the feedback provided to the Regional Commander.
- (d) Performance monitoring is ongoing, iterative process. Is it not a once a year exercise; it is rather part of a regular "conversation" that the Board and the DC should have. Nothing could be worse than a system where the Board saves up its grievances until the annual performance feedback is offered and literally dumps them in the DC's lap. Ongoing constructive feedback will allow the DC to meet the expectations of the Board when they are required to be met and to make any adjustments at the time the Board observes that changes are required.

The Board's performance monitoring process is part of a larger system to accomplish

the goals of the police service in the community and to define expectations. A number of key elements support the effective performance monitoring system:

- (1) A well-defined job description for the DC contains the duties and responsibilities that the DC carries out on a daily basis. It provides the starting point for performance management system in the OPP in terms of the scope of responsibilities for the DC.
- (2) A Detachment Business plan, developed collaboratively between the DC, RC and Board, outlining priorities and strategic directions related to the police services' desired future, and the identified goals that will create the desired future.

Strategic directions aim to close the gap between how the service is operating today and how the Board would like to see the service operate in fulfilling its mandate (the "desired future").

The business plan goals set out the specific steps which must be taken to achieve those results. Since the DC will be largely responsible to ensure that the Board's strategic, financial, and community service objectives will be met, certain business plan goals will also form part of the DC's performance plan over a given year. The DC will operationalize the content of the Detachment Business Plan by ensuring that staff resources at the detachment level are mobilized to execute the plan's goals and objectives. Therefore, elements of the Detachment plan will also be reflected in the performance plans of detachment staff (as appropriate to their role).

- (3) The Board's expectations of the DC will be largely determined through the achievement of the responsibilities outlined in the attainment of the business plan or annual budget objectives.
- (4) Similarly, the DC may have expectations of the Board in order to carry out his or her responsibilities and attain business plan objectives. For example, certain resource constraints may have to be removed by the Board to allow the DC to accomplish a given strategic goal. The DC's expectations of the Board, and the Board's associated assurances, should also be incorporated into the performance monitoring system.
- (5) The DC should expect that the Board will provide ongoing support to assist in meeting business plan commitments. For example, the DC may determine that training or development is required in a key skills area to attain a certain outcome. Part of the performance monitoring discussion is aimed at determining what support the DC will require from the Board and the Regional Commander to meet the established expectations.
- (6) Goals which are not met or completed during the performance monitoring cycle should be carried forward into subsequent years along with new objectives. This ensures that the performance monitoring system is reliable as an incentive toward service, organizational and individual performance and is

iterative.

The Mechanics of an Effective Process

A number of steps should be taken by the Board, the Regional Commander and the DC at the outset of the performance monitoring cycle:

- (1) The Board should consult with the Regional Commander and the DC to be sure there is a shared understanding of the process and the role of the Board in that process. The OAPSB recommends its members use the Performance Monitoring Protocol and Board Policy to formally establish and document the Board's approach to performance monitoring and offering feedback to the Regional Commander.
- (2) The Board should identify a member or a committee of members of the Board who will have the responsibility to seek the input of the DC about the process, objectives and expectation and to seek the input of others who will be involved in the process (including other Board members). Attention should be paid to the personal characteristics of the selected Board member(s). Given the real danger that a performance monitoring system can fail if it is conducted in a subjective, biased manner, member(s) selected should be objective, open-minded, inclusive in seeking input, and skilled at providing constructive feedback on results achieved.
- (3) The Board should contact the Regional Commander to work with him/her in establishing its DC performance monitoring system. The OAPSB has developed a system that dovetails into the OPP performance management process and annual cycle. The Board role is to offer feedback to the Regional Commander, who considers it in the context of additional performance information when completing the DC's annual performance evaluation.
- (4) A meeting should be set up with the DC to discuss his or her expectations of the process, to gather input on who should be involved in providing performance feedback and to set a timeline for the overall process that fits into the broader OPP process.
- (5) The Board and DC should collaboratively develop business plan goals and objectives to reflect local policing requirements. As part of this discussion, the DC and Board should develop an initial list of goals and objectives, anticipated challenges in meeting such, and resources required to achieve the objectives. In consultation with the whole Board and the DC, the business plan goals and measurables should be finalized in writing and agreed to by the DC and the Board.
- (6) A process for providing ongoing and frequent feedback to the DC about achievement of goals and objectives should be developed, including a timeline for performance discussions. Consideration should be given to the timeframe

for the formal, written process in keeping with the OPP's cycle.

Generally, the formal feedback is offered to the Regional Commander and DC on an annual basis. A shorter timeframe (e.g. at six months) may be used if necessary or appropriate.

- (7) The whole Board should be involved in the process of meeting with the DC to discuss his or her achievement of business plan objectives. While it might be expedient to have a member or a committee of members shepherd the process, performance monitoring should be the responsibility of all members of the Board.



Orangeville OPP Detachment Board Policy

CSPA Complaints Procedures

Policy No: D3(m)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

NOTE: Public Complaints against police service members are dealt with separately (from Board/Board member related CSPA s.106/s.107 complaints) by the Complaints Director under CSPA Parts VIII – X (see below).

1.1. The Board desires to summarize the CSPA complaints provisions in this policy.

2. Statutory Authority or References

2.1. See below

3. Purpose

3.1. To establish a policy summarizing the CSPA complaints provisions and to establish procedures with respect to the Board’s receipt of information on public complaints and the disposition of complaints under CSPA Parts VII-X.

4. Scope

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

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

Complaints to Inspector General (Part VII)

6.1. Part VII CSPA complaints (complaints under CSPA s.106 and s.107 and disclosures of misconduct under CSPA s.185) are handled by the Inspector General of Policing¹.

¹ Replacing the Ontario Civilian Police Commission (OCPC) subject to transition provisions of CSPA s.216

Section 106 Complaints About the Board

- 6.2. Ss.106 (1) provides that any person, other than a prescribed person, who believes that a member of an OPP detachment board, has committed misconduct may make a complaint to the Inspector General in accordance with the regulations, if any.
- 6.3. Under ss. 106(2) the Inspector General may refuse to investigate such complaint made (or a complaint from the Complaints Director below) if the Inspector General is of the opinion that the complaint is frivolous, vexatious or made in bad faith or that dealing with the complaint is not, in the circumstances, in the public interest according to criteria set out in ss.106(3) and shall so inform the complainant.²
- 6.4. However, if there appear to be grounds to believe that the member has committed misconduct, under ss.106(5) the Inspector General must investigate the matter, inform the complainant about the investigation and keep the complainant apprised of the steps taken to resolve the complaint.
- 6.5. Under ss.106(6) if there do not appear to be grounds to continue an investigation, the Inspector General must inform the complainant and take no further action.
- 6.6. The Inspector General may charge the costs of an investigation to the detachment board.

Section 107 Complaints About the Police Service

6.7. Where Inspector General Receives Complaint

- (a) Under ss.107(1) any person, other than a prescribed person, may make a complaint to the Inspector General in accordance with the regulations, if any, regarding:
 - (i) the adequacy and effectiveness of policing provided under the CSPA or regulations;
 - (ii) a failure of an OPP detachment board to comply with the CSPA or regulations, other than misconduct, including a systemic failure; or
 - (iii) the policies of an OPP detachment board or the Minister.
- (b) Under ss.107(2)-(5) there are similar provisions as those in ss.106(2)-(5).
- (c) Under ss.107(6) if the complaint does not relate to the matters referred to in clause (f)(i) or (ii) above, or if there do not appear to be grounds to investigate those matters, and if the complaint relates to the policies or procedures referred to in clause (f)(iii) above, the Inspector General must, forward the complaint to the Minister **and to the Board if the complaint relates to the Board's procedures and so inform the complainant.**

6.8. Where Board Receives Complaint Directly

- (a) Ss.107(7) provides that where the Board, as an OPP detachment board, directly receives a complaint under ss.107(6) the Board must review the complaint as it relates to its policies or procedures, report back to the Inspector General within the prescribed time and to the Minister about any steps taken in response to the complaint.

6.9. Complaints Relating to Minister's Policies or Commissioner Procedures

- (a) Under ss.107(8) the Minister must review any complaint regarding the Minister's policies or the procedures established by the Commissioner and report back to the Inspector General within the time specified by the Inspector General, if any, about any steps taken in response to the complaint.
- (b) The Minister must also review any complaint received under (f)(iii) above for the purpose of considering whether changes are required regarding training or the requirements established under the CSPA or the regulations.
- (c) As under ss.107(10) if there do not appear to be grounds to investigate the matter, or to investigate it further, and the complaint does not relate to the policies or procedures referred to in clause (f)(iii)), the Inspector General must inform the complainant and take no further action.

Forwarding s.106/107 Complaints

- 6.10. Under s.108 if a person who may make a complaint under s.106 or s.107 to the Inspector General instead makes the complaint to any of the Minister, the Complaints Director, an OPP detachment board (note paragraph (i) above) or any other listed or prescribed person or entity, the recipient must forward the complaint

² Is there a requirement that the Board or Board member be notified?

to the Inspector General, inform the person who made the complaint that the complaint has been forwarded, and provide the complainant with information about the role of the Inspector General.

6.11. The complaint of a person that is forwarded to the Inspector General under s.108 is deemed for the purposes of the CSPA to have been made by the person directly to the Inspector General.

Complaints by Minister

6.12. For greater certainty, under s.109 the Minister may make a complaint under s.106 or s.107.

6.13. If the Minister makes a complaint under section 106 or 107, the Inspector General may decline to act on it and shall provide the Minister with written reasons for that decision.

Impact of Investigation on Board Member

6.14. Under s.122 the Inspector General may direct a member of an OPP detachment board to decline to exercise their powers or perform their duties as a member of the board from the period that begins at the outset of an investigation into the member's conduct under Part VII and ends on the earlier of:

- (a) the day the member receives notice from the Inspector General that no further action will be taken in respect of the investigation; and
- (b) the day the Inspector General exercises a power (makes a decision) under s.124 as a result of the investigation.

If Not Enough Members

6.15. If the application of paragraph 6.14 above results in the Board not having enough members able to exercise their powers or perform their duties in order to constitute a quorum, the Inspector General may appoint the number of persons necessary to constitute a quorum, who shall act in the place of the members who are unable to exercise their powers or perform their duties.

6.16. The Inspector General shall specify in any appointment made under paragraph 6.15 that the appointee may only exercise such powers or perform such duties as are necessary for the effective operation of the Board during the investigation and, for such purpose, may:

- (a) specify the powers or duties the appointee may or may not exercise or perform; and
- (b) cancel an appointment made under paragraph 6.15 as soon as the period described in paragraph 6.14 ends.

Results of Inspection

6.17. s.123-129 set out the orders the Inspector General can make with respect to investigated complaints, including dismissal, sanctions and prosecution.

Law Enforcement Complaints Agency and Public Complaints (Parts VIII-X)

6.18. CSPA Part VIII establishes the Law Enforcement Complaints Agency³ headed by the Complaints Director appointed under CSPA s.131 to deal with public complaints made to the Complaints Director against police service members under CSPA Part X and to implement programs and services to assist members of the public in making such complaints. Before commencing any complaint review/investigation the Complaints Director must notify the Inspector General. The Complaints Director must publish an annual report posted on the internet.

Public Complaints to Complaints Director⁴

6.19. CSPA Part VIII establishes the Law Enforcement Complaints Agency⁵ headed by the Complaints Director appointed under CSPA s.131 to deal with public complaints made to the Complaints Director against police service members under CSPA Part X (see paragraph 6.20 below) and to implement programs and services to assist members of the public in making such complaints. Before commencing any complaint review/investigation

³ Formerly known as the Ontario Independent Police Review Director (OIPRD) subject to transition provisions of CSPA s.216

⁴ NOTE: Public Complaints against police service members are dealt with separately (from CSPA s.106/s.107 complaints) by the Complaints Director under CSPA Parts VIII – X.

⁵ Formerly known as the Ontario Independent Police Review Director (OIPRD) subject to transition provisions of CSPA s.216

the Complaints Director must notify the Inspector General. The Complaints Director must publish an annual report posted on the internet.

- 6.20. CSPA Part X deals with public complaints made to the Complaints Director against police service members identified under CSPA Part X s.152 (police officers, special constables employed by the Niagara Parks Commission and peace officers in the Legislative Protective Service).
- 6.21. Under CSPA s.155, if, rather than making the complaint to the Complaints Director, a complaint is received directly by the Board, the Commissioner or police service member, the complaint must be forwarded to the Complaints Director. Under CSPA s.174 the Complaints Director must notify the Inspector General of any matter referred to under CSPA ss.106(1) or ss.107(1) that is raised in a complaint or during an investigation under Part X.
- 6.22. As an OPP detachment board, the Board is not the main adjudicator of any of these complaints, although it may become involved in the investigations by the Inspector General or Complaints Director and may be asked to review a CSPA s.107(6) complaint under PSA s.107(7) if the complaint is received directly. While the Board can make complaints to the Inspector General under Part VII, it cannot make complaints to the Complaints Director under Part X relating to its own police service.
- 6.23. The Board is not normally involved directly in Part X complaints other than forwarding such complaints to the Complaints Director under CSPA s.155 if the Board receives the complaint directly.

Ontario Police Arbitration and Adjudication Commission

CSPA Part IX establishes the Ontario Police Arbitration and Adjudication Commission⁶ to facilitate the maintenance of one or more registers of arbitrators available for appointment to conduct arbitrations under CSPA Part XIII and hold hearings elsewhere under the CSPA. See also O. Reg. 403/23.

7. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair

⁶ Formerly known as the Ontario Police Arbitration Commission (OPAC) subject to transition provisions of CSPA s.216



Orangeville OPP Detachment Board Policy

Sharing Crime, Call and Public Disorder Analysis

Policy No: D3(n)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CPSA”).

1. Policy Statement

- 1.1. Crime, call and public disorder analysis is the responsibility of the OPP.
- 1.2. Under CSPA ss.60(1)(f) the Minister is required to make policies which include policies on prescribed matters.
- 1.3. Under ss.24(1) of the Adequate and Effective Policing (General) O. Reg. 392/23 such policies include a policy on the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends (collectively “Crime Information”). Under ss.24(2) such policy must require that the data and information be published annually on the internet.(ss.24(2)).
- 1.4. It is the Board’s Policy that:
 - (a) In addition to the Board providing the Town with Crime Information by forwarding to Council:
 - (i) CSPA ss.68(2) DC reports to the Board, as requested, regarding the policing provided by the detachment; and
 - (ii) CSPA ss.68(1)(f) Board Annual Report to the Town, by June 30, regarding the policing provided by the detachment,the Board will provide will comply with any Minister policy published under paragraph 1.3 above.

(b) the Board also shares the Crime Information with Council, school boards, community organizations and groups, businesses, and members of the public in the municipality served by the Dufferin County Detachment of the OPP, by posting the information described in paragraph 1.4(a) above on its website and by including periodic Crime Information presented to the Board by the DC in its public meetings agenda materials and minutes which are also posted on the Board’s website. See also the Board’s Framework for Annual Reporting to the Board by the Detachment Commander Policy and the Board’s Protocol for Information Sharing Policy.

2. Purpose

2.1. To establish a policy relating to the Board’s CSPA Crime Information sharing obligations.

3. Scope

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

4. Definitions

4.1. As defined herein

5. Statutory Authority or References

5.1. See above

6. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board’s governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

Strategic Plan, Local Action Plan Planning and Minister Policies

Policy No: D3(p)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the "CSPA").

1. Policy Statement

1.1. Minister Policies

- (a) CSPA ss.60(1) requires the Minister to establish policies respecting:
- (i) the provision of "adequate and effective policing"¹ by the Commissioner in accordance with the needs of the population in the areas for which the Commissioner has policing responsibility;
 - (ii) disclosure by the Commissioner of personal information about individuals;
 - (iii) investigative services that the Commissioner must provide to other police services;
 - (iv) the handling of discipline within the OPP;
 - (v) subject to the regulations, and unless such indemnification is provided for by an agreement made under the *Ontario Provincial Police Collective Bargaining Act, 2006*, the indemnification of members of the OPP for legal costs;
 - (vi) any other matters related to the OPP or the provision of policing by the Commissioner; and
 - (vii) any other prescribed matters (CSPA s.60(1)(f)):
 - ss.24(1) of the Adequate and Effective Policing (General) O. Reg. 392/23
 - policy on the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends – policy must require that the data and information be published annually on the internet.(ss.24(2)); and
 - s.24 of Police Investigations O. Reg. 395/23
 - policy on the conduct of investigations.

1.2. Minister's Four Year Strategic Plan

- (a) CSPA s.61 requires the Minister to prepare and adopt a Strategic Plan every four years for the provision of policing by the Commissioner. The Strategic Plan must comply with any prescribed regulations and must address at least the following matters:

¹ CSPA s.11

- (i) how the Commissioner will ensure the provision of adequate and effective policing in accordance with the needs of the population of the areas for which he or she has policing responsibility;
 - (ii) the objectives, priorities and core functions of the OPP;
 - (iii) quantitative and qualitative performance objectives and indicators of outcomes relating to all of the factors listed in paragraph 6.1(c), (d) and (e) below for the local "Action Plan";
 - (iv) information technology;
 - (v) resource planning;
 - (vi) police facilities; and
 - (vii) any other prescribed matters.
- (b) The Minister must publish the Strategic Plan on the internet.

1.3. DC's Local Action Plan

- (a) From the Strategic Plan DCs develop a local Action Plan establishing local police services objectives and priorities as required under CSPA s.70 (see below).
- (b) As part of the Board's role under CSPA ss.68(1)(b) and in conjunction with its role in developing the local Action Plan, the Board must determine objectives and priorities for the detachment, not inconsistent with the Strategic Plan prepared by the Minister, after consultation with the DC or his or her designate and advise the DC with respect to policing provided by the detachment.
- (c) This Policy and Policy D3(r) outline the protocol for preparation and disclosure of the DC's local Action Plan in accordance with CSPA requirements.

2. Statutory Authority or References

- 2.1. CSPA s.61, s.68 and 70; OPP Agreement

3. Purpose

- 3.1. Board compliance relating to the CSPA requirement that the DC prepare a local Action Plan at least once every four 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 – DC's Local Action Plan Development

General

- 6.1. The Board shall review all applicable Ministerial policies applicable to OPP detachment boards.
- 6.2. Upon publication of the Strategic Plan, the Board will provide a copy to Town Council.
- 6.3. CSPA s.70 requires that at least every four years (or where there is an amendment to the Minister's Strategic Plan), the DC must prepare, adopt, review and revise a local Action Plan for the provision of policing in the community. The Action Plan must be prepared in accordance with any prescribed regulations and must address at least the following matters:
 - (a) how adequate and effective policing will be provided in the community served by the detachment, in accordance with the needs and diversity of the community;
 - (b) the objectives and priorities for the detachment determined by the Board and such other objectives and priorities determined by the DC;
 - (c) quantitative and qualitative performance objectives and indicators of outcomes relating to:
 - (i) the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;

- (ii) community satisfaction with the policing provided;
 - (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;
 - (viii) interactions with persons described in paragraphs (d) and (e) below;
 - (ix) road safety; and
 - (x) any other prescribed matters.
- (d) interactions with;
- (i) youths;
 - (ii) members of racialized groups; and
 - (iii) members of First Nation, Inuit and Métis communities.
- (e) interactions with persons who appear to have a mental illness or a neurodevelopmental disability.

Consultations

- 6.4. Under CSPA ss.70(2) the local Action Plan must also provide an overview of the consultations that were conducted by the DC under CSPA ss.70(3) below and state whether and, if applicable, how the needs and concerns regarding policing identified during the consultations have been addressed by the local Action Plan.
- 6.5. CSPA ss.70(3) requires the DC to consult the following stakeholders in preparing or revising the local Action Plan:
- (a) the Board;
 - (b) Town Council (and other municipal councils served by the detachment);
 - (c) the band councils of any First Nations that receive policing from the detachment;
 - (d) groups representing diverse communities in the area that receives policing from the detachment;
 - (e) school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and
 - (f) any other prescribed persons, organizations or groups.

Considerations

- 6.6. CSPA ss.70(4) requires the DC to consider the following, at a minimum, in preparing or revising the local Action Plan:
- (a) the results of the consultations conducted under CSPA ss.70(3);
 - (b) any community safety and well-being plans adopted by the municipalities or First Nations that receive policing from the detachment; and
 - (c) the needs of members of diverse communities in the area that receive policing from the detachment, including the needs of members of racialized groups and of First Nation, Inuit and Métis communities.

Submission of Draft

- 6.7. CSPA ss.70(5) and (6) require the DC to submit a draft of the new or amended local Action Plan to the Board before it is finalized and allow the Board to make comments on the draft within 60 days after receipt. The DC must then consider the Board's comments on the draft, if any, and revise the local Action Plan if the DC determines it to be appropriate.
- 6.8. Upon receipt of this draft, the Board will provide a copy to Town Council for input the Board may incorporate into its comments back to the DC under paragraph 6.5.

Posting Final Local Action Plan

- 6.9. Under CSPA ss.70(7) the final local Action Plan must be published on the internet in accordance with any regulations made by the Minister.
- 6.10. The DC shall advise the Board when this posting is made and the Board, in turn, will advise Town Council.

Board and DC to Confer

- 6.11. The Board and the DC will confer in January of each year to discuss the Strategic Plan and local Action Plan related actions that may be required in the year.


Progress Reports

6.12. It is the DC's practice to issue Action Plan Progress Reports annually to provide updates on the latest local Action Plan to the community. These Progress Reports are included in the Board's Annual Report to Town Council (**see Policy D3(r)**).

7. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor - Chair



Ian McSweeney - Vice-Chair



Orangeville OPP Detachment Board Policy

Relevant Reports Required under the CSPA

Policy No: D3(q)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

- 1.1. Under the CSPA there are a number of reports required from various entities, including the Board, that are directly relevant to Board governance. This policy describes these reports and outlines the Board’s involvement.

2. Statutory Authority or References

- 2.1. CSPA s.9, 58, 61, 68, 70, 103, 107, 111-128, 132, 133, 144 and 254.

3. Purpose

- 3.1. The Board’s public accountability responsibilities require it to receive, review or prepare certain reports under the CSPA which includes information described herein.

4. Scope

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

5. Policy Guidelines

Reports to be Obtained and Received on Request by the Board

- 5.1. CSPA s.9 internal report to Minister on personal information collection under CSPA s.5 and regulations due by April 1, 2026.
- 5.2. CSPA s.58 Annual Report of the Commissioner to the Minister and posted on the internet by June 30 that addresses at least:

- (a) the implementation of the Minister's Strategic Plan (CSPA s.61) and the achievement of the performance objectives identified in the Strategic Plan;
 - (b) the affairs of the OPP; and
 - (c) any other prescribed matters.
- 5.3. CSPA s.61 requires the Minister to prepare and adopt a Strategic Plan every four years for the provision of policing by the Commissioner. This report must be published on the internet.
- 5.4. CSPA s.103 Annual Report of the Inspector General to the Minister and posted on the internet by June 30 that addresses at least:
- (a) the activities of the Inspector General, including, inspections conducted, complaints dealt with under s.106 and s.107, notifications sent to the Complaints Director or the SIU Director, directions issued under s.125 and measures imposed under section 126;
 - (b) the compliance of the police service boards, O.P.P. detachment boards, First Nation O.P.P. boards, chiefs of police, special constable employers, police services and prescribed policing providers with the CSPA and regulations; and
 - (c) any other prescribed matters.
- 5.5. CSPA ss.107(8) report of the Minister to the Inspector General following the Minister's review of a complaint received by the Minister under ss.107(6) regarding the Minister's policies or the procedures established by the Commissioner and report back to the Inspector General about any steps taken in response to the complaint.
- 5.6. S.111-128 Inspection Reports to the Inspector General.
- 5.7. Complaints Director
- (a) CSPA ss.132(1)(c) Statistical Report for the purpose of informing the evaluation, management and improvement of policing in Ontario and the management of public complaints under Part X;
 - (b) CSPA s.133 Systemic Review Reports, recommendations and responses;
 - (c) CSPA s.144 Annual Report to the Minister on the affairs of the Law Enforcement Complaints Agency,
- all to be posted on the internet.
- 5.8. Local Action Plan Progress Reports issued annually by the DC to provide updates on the latest local Action Plan to the community.

Reports to the Board

- 5.9. CSPA ss.68(1)(e)/68(2) DC reports to the Board, as requested by the Board, regarding the policing provided by the detachment.

Reports Prepared by, or in Consultation with, the Board

- 5.10. CSPA ss.68(1)(f) Board Annual Report to the Town by June 30 regarding the policing provided by the detachment.
- 5.11. CSPA s.70 requires that at least every four years (or where there is an amendment to the Minister's Strategic Plan), the DC must prepare, adopt, review and revise a local Action Plan for the provision of policing in the community. CSPA ss.70(3) requires the DC to consult the following stakeholders in preparing or revising the local Action Plan:
- (a) the Board;
 - (b) Town Council (and other municipal councils served by the detachment);
 - (c) the band councils of any First Nations that receive policing from the detachment;
 - (d) groups representing diverse communities in the area that receives policing from the detachment;
 - (e) school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and

(f) any other prescribed persons, organizations or groups.

5.12. CSPA ss.107(7) reports of the Board to both the Inspector General and the Minister following the Board's review of a complaint received by the Board under ss.107(6), relating to Board policies or procedures, advising the Inspector General and the Minister about any steps taken by the Board in response to the complaint.

5.13. CSPA s.122 directions from Inspector General:

- (a) requiring a Board member to decline to exercise their powers or perform their duties as a member of the Board from the period that begins at the outset of an investigation into the member's conduct under Part VII; or
- (b) if as a result, the Board does not have enough members to constitute a quorum, the Inspector General may appoint additional members necessary to constitute a quorum.

Community Safety and Well-Being Plan

5.14. CSPA s.254 provides that a municipality that has adopted a community safety and well-being plan shall, in accordance with the regulations made by the Minister, if any, monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors and post the report on the internet.

5.15. A community safety and well-being planner shall report to the Minister as required by the Minister.

5.16. The Board shall receive a copy of these reports when published.

See also Board Information Sharing Policy D3(r)

6. Review and Revision History

Revision Date	Description of Changes
April 1, 2024	New to reflect CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor
2024

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy **Protocol for Information Sharing**

Policy No: D3(r)

Effective Date: September 19, 2023

Current Revision Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the "CSPA").

1. Policy Statement

1.1. The Board desires to establish 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; and
- (b) the dates by which reports described in **Policy D3(q)** will be provided to the Town.

1.2. In addition,

- (a) CSPA s.70 requires the DC to consult with the Board, 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 local Action Plan.
- (b) The Board's Policy on Sharing Crime, Call and Public Disorder Analysis **Policy D3(n)** requires the DC to provide crime, call and public disorder analysis data and information on crime trends (collectively "Crime Information") as requested to the Board and periodically throughout the year at Board public meetings and this information is included in the Board's Annual Report required under CSPA s.68(1)(f) (see paragraph 7 below).
- (c) The Board also 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 information on its website and by

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

2. Statutory Authority or References

See above

3. Purpose

3.1. The Board desires to establish an information sharing protocol with the Town.

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. The Executive Assistant and the Town Clerk shall jointly undertake to:

- (a) 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;
- (b) 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
- (c) provide copies of the Board's public meeting minutes at the first meeting of Council following the Board's approval of such minutes.

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

6.3. The Board shall:

- (a) provide to Town Council, through the office of the Town Clerk:
 - (i) a copy of the Strategic Plan upon publication by the Minister;
 - (ii) the draft local Action Plan submitted to the Board by the DC under CSPA ss.70(5) and (6) for input the Board may incorporate into its comments back to the DC under CSPA s.70(4);
 - (iii) notice of the DC's publication of the final local Action Plan per CSPA s.70(7);
 - (iv) Crime Information described in **Policy D3(n)**, including:
 - CSPA ss.68(2) DC reports to the Board, as requested, regarding the policing provided by the detachment; and
 - CSPA ss.68(1)(f) Board Annual Report to the Town, by June 30, regarding the policing provided by the detachment (see paragraph 7 below),
 - (v) all other reports described in **Policy D3(q)** which are received by the Board at a public meeting.

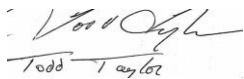
7. Board Annual Report

- 7.1. Under ss.68(1)(f) of the Community Safety Policing Act, 2019 (CSPA), most of which came into force on April 1, 2024, the Board is required to provide an annual report to Orangeville Town Council regarding the policing provided by the Dufferin Detachment of the OPP in our community.
- 7.2. This report is composed of two main parts:
 - (a) **Part 1** - an operation portion prepared by the Detachment Commander which will consist of the following:
 - (i) a copy of the most recent Strategic Plan issued by the Minister under CSPA s.61;
 - (ii) a copy of the most recent Local Action Plan prepared by the Detachment Commander in consultation with the Board under CSPA s.70;
 - (iii) a copy of the most recent annual Progress Report prepared by the Dufferin Detachment of the OPP relative to the most recent Local Action Plan (see also **Policy D3(p)** and **Policy D3(r)**);
 - (iv) copies of the Detachment Commander’s reports received by the Board at its meetings;
 - (v) a copy of the OPP Commissioner’s Annual Report issued under CSPA s.58; and
 - (vi) a copy of **Board Policy D3(q)** Relevant Reports Required under the CSPA to permit Town Council to request the Board to provide any additional CSPA report available to the public.
 - (b) **Part 2** - any local initiatives that the Board has added in consultation with the Detachment Commander, including, for example, budgeting and community engagement activities of the Board, Crime Information described in **Policy D3(n)** not included in Part 1 and any additional information Town Council would like to see in the report.
- 7.3. To the extent the latest Local Action Plan/Progress Report is not available from the DC by June 30th in any year, the Board should, nevertheless, prepare and submit the most recent available copy of such document with an explanation for the delay, a partial Annual Report to Town Council containing whatever Part 2 information is available, and an undertaking to forward any missing Part 1 information when received by the Board in final form from the Detachment Commander.

8. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor-Chair



Ian McSweeney - Vice-Chair



Orangeville OPP Detachment Board Policy

Board General Service Standards Guidelines

Policy No: D3(t)

Effective Date: September 19, 2023

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. POLICY STATEMENT

- 1.1. The Board has police services oversight responsibilities as an “OPP detachment board” under the *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”) which relate to the provision of police services to the Town of Orangeville by the Dufferin County Detachment of the Ontario Provincial Police (“OPP”).
- 1.2. To facilitate Board compliance with its roles and obligations as an OPP detachment board in accordance with the CSPA the Board has adopted best practices governance protocols, by-laws and policies which are consolidated under a Board Governance Memorandum effective September 19, 2023 and revised April 1, 2024.
- 1.3. This Policy provides general service standards guidelines which, in addition to those set out in the Policy on Board Meetings Service Standards Guidelines (Policy D3(j)), are adopted to ensure the consistent and timely completion of the steps necessary to effect ongoing compliance with the Board’s general governance obligations under the Memorandum.

2. STATUTORY AUTHORITY AND OTHER REFERENCES

- 2.1. CSPA; Board Governance Memorandum (including attachments)

3. PURPOSE

- 3.1. These service standards are guidelines to be used by the Executive Assistant and the Board to develop actual task deadline dates each month (based on schedules, weekends and other considerations) in a format substantially similar to the example month-by-month service standards Workplan attached as Appendix “A” (Example Workplan of General Service Standards Tasks and Deadlines 2024). At the end of each year the Executive Assistant will prepare a new Workplan based on the meeting schedule for the coming year.

4. SCOPE

4.1. The outlined service standards guidelines will apply to Board members and the Executive Assistant in the conduct of their respective duties.

5. DEFINITIONS

5.1. As defined herein.

6. POLICY GUIDELINES (GENERAL)

6.1. The Executive Assistant and Members of the Board shall make their best efforts to respond to all communications addressed to them within 24 hours of receipt.

6.2. All draft documents are to be prepared in Word format and all final documents are to be prepared in PDF format. All revisions to drafts are to be in track changes format.

6.3. All references to days and years are to calendar days and years.

7. COMPLIANCE WITH CSPA, BOARD POLICIES AND BY-LAWS

7.1. Board/Committee members and the Executive Assistant shall comply with all CSPA, Board Policy and By-Law requirements.

8. Action Register and Workplan

Action Register

8.1. The Executive Assistant and the Chair/Vice-Chair shall develop and maintain an Action Register which records Board special project assignments and shows specific details and timing of the tasks associated with such projects as well as the individuals responsible for each task.

8.2. The Action Register shall be presented to the Board for review and approval at every meeting of the Board (subject to any required edits at public meetings to reflect any in-camera-related items).

Workplan


8.3. The Executive Assistant and the Chair/Vice-Chair shall develop and maintain a detailed annual Workplan based upon compliance with the requirements of this Policy in the form set out (example 2024) in Appendix "A" attached hereto, which shall show the specific details and timing of all required tasks.

8.4. The Workplan shall be presented to the Board for review and approval at the last meeting of the year prior to its effective date and shall be reviewed at every public meeting of the Board.

9. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of the Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor
2024

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

ORANGEVILLE OPP DETACHMENT BOARD GENERAL SERVICE STANDARDS WORKPLAN APPENDIX "A"

Governance/Policy Subject	Monitor (M) Review/Receive (R)	Q1	Q1	Q2	Q3	Q4			
		April-June		July-Sept	Oct-Dec	Jan-Mar			
	Prepare (P) Approve (A)	Meeting Date							
May 21/24		June 18/24	Sept 17/24	Nov 19/24	TBD 2025				
1.0 Annual Board Governance Review									
1.1 Review Board Governance Memo, Policies and By-Laws	RA				X				
1.2 Review Board composition/appointments re any vacancies	M					X			
1.3 Board Chair/Vice-Chair elections	A					X			
1.4 Code of Conduct D3(c)	R					X			
1.5 Obtain OPP Equal Opportunity, Discrimination and Workplace Harassment policies D3(a)	MR					X			
1.6 Election Campaign/Political Activity D3(b)	MR B4 Election								
2.0 Receive Reports/Directions									
2.1 s.9 Report to Minister by person conducting review (not the Board) on personal information collected under s.5 April 1/24-Mar 30/26 – posted on internet	MR								
2.2 Annual Commissioner Report (s.58) – posted on internet	R			X June 30th					
2.3 Periodic DC Reports to Board as requested (ss.68(1)-(3))	R	X	X	X	X	X	X	X	X
2.4 s.103 Annual Report of Inspector General – posted on internet	R			X June 30th					



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2.5 Annual Local Action Plan Progress Reports	MR							
3.0 Any Complaints								
3.1 s.107(8) Minister Report to Inspector General re any s.107(6) complaint	MR							
3.2 s.122 Any direction from Inspector General suspending member/any s.111-128 Inspection Reports to the Inspector General	MR							
3.3 ss.107(7) Report re any ss.107(6) complaint	See 5.2 below							
3.4 Receive any Part VII-X reports affecting Board	MR							
4.0 Community Safety and Well-Being Plan								
4.1 Community Safety and Well-Being Plan from Council every 4 years (s.254)	MR							
5.0 Prepare Reports								
5.1 Annual Board Report to Town (ss.68(1)) Parts 1 and 2	PA	X June 30th						
5.2 ss.107(7) Report re any ss.107(6) complaint	PA							
6.0 Strategic Plan and DC Action Plan								
6.1 Strategic Plan (every 4 years) (s.61)	MR							
6.2 DC Local Action Plan (every 4 years)	MRPA							X
(a) Board/DC consultations (ss.70(2))	MPRA							
(b) Board receives draft local Action Plan (ss.70(5)/(6)) and shares with Council	MPRA							
(c) Board provides comments to DC	MPRA							



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7.0 Board Training and Education							
7.1 Check compliance Policy D3(e)	MR	X	X	X	X	X	
7.2 Chair/Vice-Chair Governance Training refresher	RP					X	
7.3 New Member Orientation	RP						
8.0 Board Local Policies							
8.1 Semi-annual DC confirmation under ss.69(4) re non-compliant local policies per ss.69(2)	MR		X			X	
9.0 Board Funding							
9.1 Board ss.71(1) and (2) estimates prep and submission to Town, subject to arbitration under ss.71(4)	PA				X		
10.0 Action Register and Workplan							
10.1 Action Register	MRPA	X	X	X	X	X	
10.2 Workplan	MRPA	X	X	X	X	X	
11.0 Special Projects							
11.1 Special project progress reports	RPA	X	X	X	X	X	
12.0 Community Awareness Initiative							
12.1 Report on Initiatives							



Orangeville OPP Detachment Board Policy

Grant Writing for Community Safety Programs

Policy No: D3(v)

Effective Date: November 21, 2023

Current Revision Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

- 1.1. The Ministry provides grants, primarily to police services, in collaboration with community partners, in support of local and provincial community safety priorities.
- 1.2. The Board will collaborate with the Dufferin County OPP and local community partners to apply for grants that align with local community safety priorities.

2. Statutory Authority or References

- 2.1. None

3. Purpose

The Policy is intended 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.

4. Scope

- 4.1. This Policy will apply to the Executive Assistant and all Board members involved in the application and approval of grants for the Board.

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

- 6.1. The Board will rely on the Ministry and/or notification from the OPP of grant opportunities. A consultative assessment should occur with the OPP and any other interested community stakeholders to determine if the grant opportunity aligns with current community needs and strategic direction.
- 6.2. The Executive Assistant will consult with the Board, the OPP, the Town of Orangeville (see paragraph 6.4 below) and appropriate community stakeholders to define performance measures, workplan and the financial budget for each grant application and will submit the grant by the required deadline. Approval from the Town Treasurer is required in advance of any grant application.
- 6.3. Prior to submission the DC or designate must approve the grant submission by way of a confirming email to the Executive Assistant.
- 6.4. The Executive Assistant will confer with the Town of Orangeville Finance Dept. to review the grant application particularly in relation to the provincial transfer payment (“TPON”) requirements.
- 6.5. The Board Chair will sign each grant application prior to submission.
- 6.6. Each grant application will be submitted as per Ministry instructions either through the TPON portal or directly emailed to the Ministry representative.
- 6.7. If the grant application is successful, the Board will receive notification from the Ministry as well as a Transfer Payment Agreement (“TPA”).
- 6.8. The TPA must be reviewed and approved by the Town of Orangeville Treasurer or designate, signed by the Board Chair and submitted to the Ministry. Grant funds will be deposited as per the TPA. As required, a Certificate of Insurance must be submitted with the TPA. The Certificate of Insurance generally needs to include the following:
 - (a) the name of the Board is included under “insured”;
 - (b) the name of the grant (e.g., Community Safety and Policing (CSP) Grant); and
 - (c) coverage for \$5 million.
- 6.9. Each grant will have a different application date and grant cycle. (e.g., the CSP grant has a three year grant cycle and the Mobil Crisis Response Team Enhancement grant is a 1 yr. grant). All grants have different reporting periods. Most grants have an interim report due mid-year of the grant and a final report due at the end of each grant year.
- 6.10. The Executive Assistant will work with the OPP and the community stakeholders to submit all required reporting as outlined in the TPA by the required deadlines.¹ The reporting varies on each grant, but most grants require the following annually:
 - (a) an Interim Financial Report;

¹ Ideally the OPP should write the applications and do all the reporting with the application submission made by the Board Exec. Asst through the Municipal TPON. For this to happen the OPP needs to develop and maintain sufficient internal expertise in grant writing.

-
- (b) an Interim Activities Report;
 - (c) an Interim Performance Measures Report;
 - (d) a Final Financial Report;
 - (e) a Final Activities Report; and
 - (f) a Final Performance Measures Report.

6.11. An authorized signing officer for the Recipient (generally the Board Chair), will verify the accuracy of and sign all reports.

6.12. In the past three years the Board has submitted applications for, and received, the following grants:

- (a) **Community Safety and Policing (CSP) Grant** provides police services with the necessary tools and resources to enable deployment of front-line officers where and when they are needed most, as well as support police services as they implement public safety and community policing initiatives that focus on local or provincial priorities. See linked:
 - [2022 – 2025 CSP Grant Application](#)
 - [2022 – 2025 CSP Grant TPA](#)
 - [2022 -2025 CSP Yr. 1 Interim Report](#)
 - [2022 -2025 CSP Yr. 1 Final Report](#)
- (b) **The Mobile Crisis Response Team (MCRT) Enhancement Grant** offers funding to police services to increase mental health and addiction workers on their teams. This grant supports the on-going need for additional mental health assistance on calls involving individuals experiencing a mental health or addiction crisis, as well as to better leverage local mental health expertise. See linked:
 - [2023 – 2024 MCRT Enhancement Grant Application](#)
- (c) **Victim Support Grant (VSG) Program** provides funding to build resources and address the needs of victims and survivors of intimate partner violence or human trafficking. The grant enables police services, in collaboration with community-based agencies, organizations or Indigenous communities, to develop new or enhance existing community initiatives. See linked:
 - [2021 – 2023 VSG Grant Application](#)
 - [2021 – 2023 VSG Grant TPA](#)
 - [2021 -2023 VSG Yr. 2 Interim Report](#)
 - [2021 -2023 VSG Yr. 2 Final Report](#)
- (d) **Reduce Impaired Driving Everywhere (RIDE) Grant** provides funding to enhance regular RIDE spot-check activities carried out by local police services. See linked:
 - [2022 – 2024 RIDE Grant Application](#)
 - [2022 – 2024 RIDE Grant TPA](#)
 - [2022 -2024 RIDE Yr. 1 Final Report](#)

7. Review and Revision History

Revision Date	Description of Changes
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.

Todd Taylor
 Todd Taylor

Todd Taylor – Chair

[Signature]

Ian McSweeney – Vice-Chair

DRAFT



Orangeville OPP Detachment Board Policy

Intimate Partner Violence and Gender- Based Violence as a Community Priority

Policy No: D3(w)

Effective Date: January 16, 2024 by resolution of the Board

Current Revision Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CPSA”).

1. Policy Statement

- 1.1. The safety and well-being of the Orangeville community and its residents are of paramount importance to the Board.
- 1.2. Intimate Partner Violence (IPV) and Gender-Based Violence (GBV) also known as domestic violence, poses a significant threat to the security and welfare of individuals within our community, involving any use of physical or sexual force, as well as emotional and psychological abuse in intimate relationships.
- 1.3. On August 16th, 2023, Justice Minister Arif Virani acknowledged GBV as an epidemic and committed to addressing this issue comprehensively at the federal level;
- 1.4. The Board endorses the resolutions by both Orangeville Council and Dufferin County Council with regards to IPV and includes in this GBV.

2. Statutory Authority or References

- 2.1. CSPA

3. Purpose

- 3.1. It is imperative for local law enforcement to prioritize and actively contribute to community safety and well-being by addressing the rising incidents of IPV and GPV, particularly considering the alarming increase during the COVID-19 pandemic.

4. Scope

- 4.1. This Policy will apply to Board Members and the Executive Assistant in the conduct of their duties as well as the Dufferin County Orangeville OPP Detachment and DC in providing adequate and effective police services to the community.

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

- 6.1. The Board recognizes IPV and GBV as significant concerns affecting the safety and welfare of Orangeville residents.
- 6.2. The Board commits to prioritizing the prevention and response to IPV and GBV within the community.
- 6.3. The Board will collaborate with relevant stakeholders, including local government, community organizations, and social support services, to ensure that the prevention and response to IPV and GBV is prioritized in the Community Safety and Well-Being Plan including specific action steps to address IPV/GBV.
- 6.4. The Board will actively engage in public awareness campaigns and educational initiatives aimed at preventing IPV and GBV, and promoting healthy relationships within the community in accordance with the CSPA.

7. Review and Revision History

Revision Date	Description of Changes
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

APPENDIX "C"

Executive Assistant Performance Review

EA Name:		Title:	Executive Assistant	Department:	Orangeville OPP Detachment Board
		Manager:	Reports to Board	Year:	

PERSONAL COMPETENCIES	
Notable Strengths	Development Opportunities
<ul style="list-style-type: none"> • <u>Strength #1</u> – • <u>Strength #2</u> – • <u>Strength #3</u> – 	<ul style="list-style-type: none"> • <u>Development Opportunity #1</u> • <u>Development Opportunity #2</u> • <u>Development Opportunity #3</u>

BUSINESS PRIORITIES	
Key Contributions	Areas for Future Focus
<ul style="list-style-type: none"> • <u>Contribution #1</u> • <u>Contribution #2</u> • <u>Contribution #3</u> 	<ul style="list-style-type: none"> • <u>Future Focus #1</u> • <u>Future Focus #2</u> • <u>Future Focus #3</u>

SUMMARY COMMENTS

Signatures:

Date:



Orangeville OPP Detachment Board Policy

Equal Opportunity, Discrimination and Workplace Harassment

Policy No: D3(a)

Effective Date: March 17, 2014

Current Revision Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CPSA”).

1. Policy Statement and Purpose

- 1.1. The Board recognizes that its members and staff have the right to work in an environment that provides equal opportunity and is free from discrimination, workplace violence and harassment, which the Board will not condone in any form.

2. Statutory Authority or References

- 2.1. CSPA, the Ontario Human Rights Code (the “Code”) and the Ontario Occupational Health & Safety Act

3. Scope

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

4. Definitions

- 4.1. Harassment means, *“Engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome.”* as defined in the Code.
- 4.2. As defined herein.

5. Policy Guidelines

- 5.1. Equal Opportunity is consistent with the principles of the CSPA, including those contained in Part I’s declaration of principles - *“the need for sensitivity to the pluralistic, multicultural and multiracial*


character of Ontario's society", and "the need to ensure police services are representative of the communities they serve."

- 5.2. Under the Code employers are required to provide accommodation, unless to provide accommodation would cause undue hardship to the employer, considering the costs, outside sources of funding, if any, and health and safety requirements, if any.
- 5.3. CSPA s.88 addresses the accommodation of needs of disabled members of police services in accordance with the Code.
- 5.4. Under the Code, employers, people acting for employers and co-workers are prohibited from harassing an employee on the grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, age, record of offences, marital status, same sex partnership status, family status or handicap.
- 5.5. Sexual remarks or physical contact are considered sexual harassment and are prohibited where they are known or ought to be known to be unwelcomed. Furthermore, the Code specifically prohibits a sexual advance or solicitation by a person who is in a position to grant or deny a benefit to another where the person making the solicitation or advance knows or ought reasonably to know that it is unwelcomed.
- 5.6. It is the policy of the Board that the above be used as guidelines by the Board with respect to its members and staff.¹

6. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair

¹ Note: A prior version of this policy was previously adopted by the Board as a Police Services Act (PSA) s.31 board where its employees included the members of the municipal police service. As a PSA s.10 board (effective October 1, 2020) and subsequently an OPP detachment board (effective April 1, 2024), this is no longer the case – the Board's employees are limited to Board staff (i.e., Executive Assistant).



Orangeville OPP Detachment Board Policy

Election Campaign Work and Political Activity

Policy No: D3(b)

Effective Date: May 1, 2018

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. This Policy provides direction on the appropriate use of Board resources during an election campaign in accordance with the Municipal Elections Act (the "MEA").
- 1.2. This Policy also provides direction on the extent to which Board members can participate in "political activity" as defined under the Public Service of Ontario Act (the "PSOA") and reflects the provisions of the *Community Safety and Policing Act, 2019* and related regulations (the "CSPA").
- 1.3. According to the analysis in section 2 below:
 - (a) the Board is subject to the municipal elections requirements of the MEA to establish rules and procedures with respect to the use of Board resources during a municipal election campaign period if it is a "local board" as defined under the MEA; and
 - (b) is not subject to the political activity requirements of the CSPA and the PSOA.
- 1.4. The Board has decided to voluntarily comply with the municipal elections requirements of the MEA and therefore this Policy establishes rules and procedures with respect to the use of Board resources during a municipal election campaign period. While not subject to the political activity requirements of the CSPA and the PSOA, the Board has determined that it is desirable to also include in this Policy requirements to cover the political activity of Board members'/staff more generally having regard to the member conduct rules in the Code of Conduct (O. Reg. 409/23) (the "Code") using certain provisions of the PSOA as a guideline.

2. Statutory Authority or References

MEA

- 2.1. Section 88.18 of the MEA provides that, before May 1st in the year of a regular election, a "local board" shall establish rules and procedures with respect to the use of board resources during the election campaign period. Local board is defined as a local board defined in the *Municipal Affairs Act* which in turn defines local board to mean:

“...a school board, municipal service board, transportation commission, public library board, board of health, police service board, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof;”

- 2.2.** While the Board is not a “police service board” as defined under the CSPA, and is arguably not otherwise included in the above definition of “local board”, under Policy D3(b) the Board has decided to voluntarily comply with the provisions of s.88.18 as a matter of good governance.

CSPA

Police Service Members

- 2.3.** Under CSPA s.86 no police officer who is a member of a police service maintained by a police service board shall engage in political activity, except as permitted by the regulations. This section, on its face, applies to Non-OPP police service members and in any event, does not apply to any type of board members.
- 2.4.** The political activity of Non-OPP police services is dealt with under O. Reg. 402/23 (Part II - s.3-s.11). The political activity of OPP police services is dealt with under O. Reg. 402/23 (Part III - s.12) as follows:

“12. No member of the Ontario Provincial Police shall contravene or fail to comply with any provision in Part V (Political Activity) of the *Public Service of Ontario Act, 2006*.”

Board Members

- 2.5.** The above CSPA provisions do not require OPP detachment boards or police service boards to comply with Part V of the PSOA, however, this policy considers the application of the PSOA more generally to determine applicability to the Board.

PSOA

- 2.6.** Part V of the PSOA sets out the rules and restrictions for engaging in political activity applicable to “public servants”, defined in ss.2(2) of the PSOA as:

“1. Every person employed under Part III.

2. The Secretary of the Cabinet.

3. Every deputy minister.

4. Every employee of a public body.

5. Every person appointed by the Lieutenant Governor in Council, the Lieutenant Governor, or a minister to a public body.” *underlining added*

- 2.7.** Items 1-3 above are not applicable. With respect to items 4 and 5, a “public body” is defined in clause 8(1.1) (aa) of the PSOA as entities prescribed as public bodies by the regulations under the PSOA (see O. Reg. 146/10). These regulations do not prescribe police services boards or OPP detachment boards as public bodies and therefore PSOA rules and restrictions applicable to political activity do not apply to such boards. . As a result, Board members and staff are not “public servants” and are therefore not subject to PSOA election rules and procedures.

3. Purpose

3.1. The purpose of this Policy is to ensure that:

- (c) all election candidates are treated fairly and consistently in relation to the use of Board resources to preserve the integrity of both the Board and the electoral process; and
- (d) all Board members and staff comply with the provisions of the Code in connection with any political activity in which they engage.

4. Scope

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

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

6.1. For purposes of this Policy, Board members/staff will be considered to engage in political activity when,¹

- (a) the member/staff does anything in support of, or in opposition to, a federal or provincial political party;
- (b) the member/staff does anything in support of, or in opposition to, a candidate in a federal, provincial, or municipal election;
- (c) the member/staff is, or seeks to become, a candidate in a federal, provincial, or municipal election; or
- (d) the member/staff comments publicly and outside the scope of the duties of his or her position with the Board on matters that are directly related to those duties and that are dealt with in the positions or policies of a federal or provincial political party or in the positions or policies publicly expressed by a candidate in a federal, provincial or municipal election.

6.2. No member of the Board or its staff shall use the facilities, equipment, records, symbols, supplies, services or other resources of the Board or the OPP (including members' personal websites and social media accounts linked through the OPP' website and the OPP' social media accounts) for any election campaign or campaign-related activities.

6.3. No member of the Board or its staff shall undertake campaign-related activities on OPP property and OPP property shall not be otherwise used for campaign-related activities.

6.4. No member of the Board or its staff shall use the services of Board/OPP staff for any election campaign or campaign-related activities during hours in which Board/OPP staff receive any compensation from the Board/OPP.

6.5. No member of the Board or its staff shall use identifiable photographs depicting any member of the Board or its staff in campaign literature or advertising.


¹ adopted from PSOA definition

- 6.6. No member of the Board or its staff shall purport to express public or private support for an election candidate on behalf of the Board.
- 6.7. No member of the Board or its staff shall engage in political activity in a manner which contravenes the provisions of the Code.
- 6.8. Any member of the Board or Board staff who proposes to engage in political activity shall notify the Chair of the Board in writing in advance of any such activity.

1. Review and Revision History

Revision Date	Description of Changes
June 7, 2022	Document was revised to reflect a Section 10 PSB with the OPP
September 19, 2023	Updated as part of Board’s governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

Code of Conduct

Policy No: D3(c)

Effective Date: June 8, 2022

Current Revision Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. It is the policy of the Board that members and staff familiarize themselves and comply with the Code of Conduct described herein.

2. Statutory Authority or References

- 2.1. *Community Safety and Policing Act, 2019* (“CSPA”); O. Reg. 409/23

3. Purpose

- 3.1. The Code of Conduct sets out mandatory guidance relating to the ethical, transparent, respectful, and impartial conduct of Board members in the discharge of their Board responsibilities. The Board is committed to following these principles for which Board members accept accountability. It is recognized that breaches of the Code of Conduct are serious matters which can adversely impact the Board’s reputation and integrity.

4. Scope

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

5. Definitions

- 5.1. As defined herein.

6. CSPA – Ontario Regulation 409/23

- 6.1. Under CSPA ss.67(4) every Board member is required to comply with the Code of Conduct prescribed in O. Reg. 409/23 which reads as follows:

CODE OF CONDUCT FOR O.P.P. DETACHMENT BOARD MEMBERS

APPLICATION AND INTERPRETATION

1. (1) This Regulation sets out the code of conduct with which every member of an O.P.P. detachment board must comply.

(2) For greater certainty, the existence of a good faith exception in this code of conduct does not limit the grounds on which it may be determined that a member of an O.P.P. detachment board has not contravened this code of conduct.

2. In this Regulation,

“conflict of interest” means a situation in which a member of an O.P.P. detachment board’s private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their duties as a member of the O.P.P. detachment board;

“personal relationship” includes, but is not limited to, a relationship with any of the following persons:

1. A current or former spouse or common-law partner of the board member.
2. A current or former intimate partner of the board member.
3. The board member’s children, including biological and adoptive children and stepchildren.
4. The legal dependants of the board member.
5. A child in the board member’s care.
6. The board member’s grandparents, parents or siblings, including grandparents-in-law, parents-in-law and siblings-in-law.

CONDUCT BECOMING OF A BOARD MEMBER

3. (1) A member of an O.P.P. detachment board shall not conduct themselves in a manner that undermines or is likely to undermine the public’s trust in the O.P.P. detachment board or the Ontario Provincial Police.

(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, their conduct was in the good faith performance of their duties as a board member.

4. A member of an O.P.P. detachment board shall comply with the Act and the regulations made under it.

5. A member of an O.P.P. detachment board shall not, by act or omission, conduct themselves in a manner that is likely to cause the board to fail to comply with the Act or the regulations made under it.

6. A member of an O.P.P. detachment board shall comply with any rules, procedures and by-laws of the O.P.P. detachment board.

7. A member of an O.P.P. detachment board shall not substantially interfere with the conduct of O.P.P. detachment board meetings.

8. A member of an O.P.P. detachment board contravenes this code of conduct if they are found guilty of an offence under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) that was committed after they were appointed as a member of the O.P.P. detachment board.

9. (1) A member of an O.P.P. detachment board shall not, in the course of their duties, treat any person in a manner that the member, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*.

(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member’s conduct was in the good faith performance of their duties.

10. (1) A member of an O.P.P. detachment board shall conduct themselves in a professional and respectful manner in the course of their duties including, without limitation, not using abusive or insulting language in the course of their duties.

(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member’s conduct was in the good faith performance of their duties.

STATEMENTS AND ATTENDANCE

11. A member of an O.P.P. detachment board shall not knowingly make false statements pertaining to the duties of a member of an O.P.P. detachment board.

- 12.** A member of an O.P.P. detachment board shall not purport to speak on behalf of the O.P.P. detachment board unless authorized by the board to do so.
- 13.** A member of an O.P.P. detachment board shall clearly indicate when they are expressing a personal opinion when commenting on an action or omission of the O.P.P. detachment board, the Ontario Provincial Police or a member of the Ontario Provincial Police.
- 14.** A member of an O.P.P. detachment board shall not access, collect, use, alter, retain, destroy or disclose to any person information that has been obtained by or made available to the member in the course of their duties if doing so would be contrary to law.
- 15.** (1) A member of an O.P.P. detachment board shall not disclose to the public information obtained or made available in the course of the member's duties except as authorized by the O.P.P. detachment board or as required by law.
- (2) Subsection (1) does not apply to information that was already made available to the public by a person who was authorized to do so prior to the member's disclosure.
- 16.** A member of an O.P.P. detachment board shall attend all O.P.P. detachment board meetings unless able to provide a reasonable explanation for the absence.

MISCONDUCT AND CONFLICTS OF INTEREST

- 17.** A member of an O.P.P. detachment board shall disclose any conduct of another member of the O.P.P. detachment board that the member reasonably believes constitutes misconduct,
- (a) to the chair of the board; or
 - (b) if the misconduct involves the chair, to the Inspector General.
- 18.** (1) A member of an O.P.P. detachment board shall disclose any charges laid against them under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) and any finding of guilt made in relation to those charges.
- (2) Subsection (1) only applies to charges or findings that were made after the member's appointment to the O.P.P. detachment board.
- (3) The disclosure required by subsection (1) must be made to the person or body that appointed the individual as a member of the O.P.P. detachment board.
- 19.** A member of an O.P.P. detachment board shall not apply for employment with the Ontario Provincial Police unless they resign from the board before applying.
- 20.** (1) A member of an O.P.P. detachment board shall promptly disclose any conflict of interest,
- (a) to the chair of the board; or
 - (b) if the conflict of interest involves the chair, to the Inspector General.
- (2) After making the disclosure required by subsection (1), the member shall disclose the conflict at the next meeting of the O.P.P. detachment board.
- 21.** A member of an O.P.P. detachment board shall not use their position as an O.P.P. detachment board member to,
- (a) benefit themselves;
 - (b) benefit one or more persons with whom they have a personal relationship; or
 - (c) interfere with the administration of justice.
- 22.** A member of an O.P.P. detachment board shall not participate in discussion of or voting with respect to matters at O.P.P. detachment board meetings if the member has a conflict of interest in the matter.

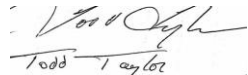
7. Procedure

- 7.1. If the Board determines that a Board member has or may have breached the Code of Conduct, the Board may direct a complaint to the Inspector General under CSPA s.106.
- 7.2. The Board, in its discretion, may also require the offending individual to undertake additional training, or to perform such other remedial actions as the Board determines appropriate in the circumstances.
- 7.3. See also Board Policy D3(m).

8. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

Conflict of Interest

Policy No: D3(d)

Effective Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. *Community Safety and Policing Act, 2019* (“CSPA”) ss.11(1) requires that adequate and effective policing for which the OPP Commissioner is responsible (not the Board per CSPA s.10) be delivered in accordance with a prescribed standard with respect to the avoidance of conflicts of interest monitored by the Inspector General.
- 1.2. The Conflict of Interest regulation O. Reg. 401/23 under the CSPA is not worded to apply directly to OPP detachment boards. Rather, it applies in limited circumstances described in O. Reg. 401/23 with respect to a “potential institutional conflict” in relation to where a member of the police service must take action or make a decision in relation to criminal conduct alleged/reasonably suspected to have been committed by, or against, a list of people which includes an OPP detachment board member.
- 1.3. The conflict of interest requirements applicable to the conduct of OPP detachment boards are set out in s.17-22 of the Code of Conduct regulation (O. Reg. 409/23).
- 1.4. Under ss.12(1) of O. Reg. 401/23 the avoidance of actual institutional conflicts and personal conflicts in the provision of policing functions is prescribed for the purposes of clause 60(1)(f) of the CSPA which means the Minister must prescribe any conflict of interest policy that would be applicable to the conduct of OPP detachment board members specifically, apart from the conflicts provisions in the Code of Conduct regulation. To date, there are none.
- 1.5. Note also that to the extent the Board is a “local board” as defined in the Municipal Conflict of Interest Act (“MCIA”), the MCIA applies to the Board. While the Board’s position is that it is not a “local board” (see discussion in section 5 below), through this Policy the Board has voluntarily assumed this is the case for purposes of voluntarily adopting the MCIA requirements as a matter of good governance.
- 1.6. Unless and until the Minister prescribes additional conflict of interest policy requirements pursuant to s.12(1) of O. Reg. 401/23, Board members shall comply with the conflict of interest provisions of the Code of Conduct and the following principles based on the Board’s voluntary adoption of MCIA requirements:
 - (a) As a general principle, there must be no direct or indirect self-dealing or any conduct of private business or personal services between any Board member and the Board, except as disclosed to

the Board and procedurally controlled to assure openness, competitive opportunity, equal access to “inside” information and avoidance of conflicts of interest and pecuniary interest.

- (b) Board members must perform their duties as fiduciaries of the public interest without engaging in actions or behaviours that may reasonably be perceived to be a conflict of interest having regard to their fiduciary responsibilities. To do so Board members are required to:
 - (i) identify potential conflicts;
 - (ii) disclose potential conflicts to other Board members in a timely manner; and
 - (iii) comply with Board decisions made to resolve potential and actual conflicts.¹
- (c) Board members must not use their positions to obtain for themselves, family members or close associates, employment within the Board or police service;
- (d) Board members must not use their positions to obtain for themselves, family members, or close associates any advantage, immunity from prosecution or favour during any police investigation or other police dealings.

2. Statutory Authority or References

2.1. CSPA; O. Reg. 401/23; Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 (the “Act”)

3. Purpose

3.1. Compliance with the requirements of O. Reg. 401/23, the Code of Conduct O. Reg. 409/23 and, the Act to the extent the Board is a “local board” as defined in the Act.

4. Scope

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

5. Definitions

5.1. A “conflict of interest” or pecuniary interest may be either direct or indirect² and includes.

- (a) Direct pecuniary interest which relates to the financial gain or loss of a member in a particular matter before the Board;
- (b) Indirect pecuniary interest which exists if:
 - (i) the member or their nominee is a shareholder in, or a director or senior officer of a corporation that does not offer its securities to the public, and that has a pecuniary interest in a matter before the Board; or
 - (ii) the member or their nominee has a controlling interest in, or is a director or senior officer of, a corporation that offers its securities to the public and that has a pecuniary interest in a matter before the Board; and

¹ Note potential conflicts and actual may be resolved in most cases by disclosure and consent/recusal, however, actual conflicts may require additional steps to resolve.

² Under the Act, the direct or indirect pecuniary interest of a parent, spouse, or any child of the member, if known to the member, is deemed to be the pecuniary interest of the member.

- (c) Other conflict of interest which while not pecuniary in nature represents an interest or involvement in a matter before the Board the outcome of which is reasonably expected to affect the member in some material way.

5.2. For purposes of clause 5.1(b)(ii) above, a controlling interest exists if the member:

- (a) beneficially owns, directly or indirectly, or exercises control or direction over, equity shares carrying more than 10% of the voting rights attached to all equity shares of the corporation that has a pecuniary interest in a matter before the Board;
- (b) is a member of a body that has a pecuniary interest in a matter before the Board;
- (c) is a partner of a person that has a pecuniary interest in a matter before the Board; or
- (d) is in the employment of a person or body that has a pecuniary interest in a matter before the Board.

5.3. Under the Act a “local board” is defined as follows:

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police service board³, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a long-term care home, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board;

Underlining and italics added

It is arguable that OPP detachment boards may not come within this definition from and after April 1, 2024 since they are not “police service boards” as defined under the CSPA. Prior to April 1, 2024 the Police Services Act (PSA) included both s.10 (OPP) and s.31 boards in the term “police service board” and therefore both were clearly “local boards” under the Act. Was this exclusion of OPP detachment boards from the local board definition intentional? Is it arguable that OPP detachment boards are still included in the definition by virtue of the words “*or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof*”? Some case law suggests otherwise.⁴ This requires clarification from the Ministry.

5.4. As defined herein.

6. Exceptions under the Act

6.1. Exceptions under the Act include:

- (a) an interest that a member may have as a user of any public utility service supplied to the member by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;

³ Prior to April 1, 2024 this read “police services board” as per the PSA definition.

⁴ *Ontario Ombudsman v. Hamilton (City)*, 2018 ONCA 502 (CanLII); *County of Lambton Community Development Corporation v Municipal Property Assessment Corporation et al.*, 2023 ONSC 3434 (CanLII).

- (b) a pecuniary interest a member may have which is an interest in common with electors generally;
or
- (c) an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member.

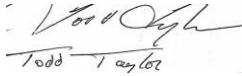
7. Policy Guidelines and Procedure

- 7.1. Where a Board member has any potential conflict of interest or pecuniary interest, direct or indirect, and is present at a meeting of the Board at which the matter is the subject of consideration, he or she shall:
 - (a) prior to any consideration of the matter, disclose his or her interest and the general nature thereof;
 - (b) not take part in the discussion of, or vote on any question in respect of the matter; and,
 - (c) not attempt in any, whether before, during, or after the meeting, to influence the voting on any such question.
- 7.2. Where a meeting of the Board referred to in paragraph 7.1 above is not open to the public, in addition to complying with the requirements of the paragraph, the member shall leave the meeting or the part of the meeting during which the matter is under consideration, unless the Board requests or permits otherwise or as contemplated under subsection 5(2.1) of the Act in relation the consideration of a penalty.
- 7.3. Where the interest of a member has not been disclosed as required by paragraph 7.1 by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with paragraph 7.1 at the first meeting of the Board attended by the member after the meeting referred to in paragraph 7.1.
- 7.4. At a meeting at which a member discloses an interest under paragraph 7.1, or as soon as possible afterwards, the member shall file a written statement of the interest and its general nature with the Executive Assistant.
- 7.5. Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter that is being considered by the Board, or by a person or body to which the Board has delegated a power or duty, the member shall not, unless otherwise permitted under subsection 5.2 of the Act, use his or her office in any way to attempt to influence any decision or recommendation that results from consideration of the matter.
- 7.6. Every disclosure of interest and the general nature thereof made under paragraph 7.1:
 - (a) Shall be recorded in the minutes of the meeting where the declaration is made by the Executive Assistant; and
 - (b) where the meeting in subparagraph 7.6(a) is not open to the public, shall also be recorded in the minutes of the next meeting that is open to the public, subject to such modifications as the Board determines are appropriate having regard to privacy and confidentiality considerations.
- 7.7. Where the number of members who, by reason of the provisions of this Policy, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite the Board's by-laws, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two, or otherwise in reliance on subsections 7(2) and (3) of the Act.

8. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor
2024

Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

Board Member Training and Education

Policy No: D3(e)

Effective Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

- 1.1. It is the policy of the Board to require Board/Committee members to complete all mandatory training and education courses required under the *Community Safety and Policing Act, 2019* (“CSPA”) and to avail themselves of the ongoing education and training programs offered by Ontario Association of Police Services Boards (“OAPSB”), the Ministry of Community Safety and Correctional Services, or other organizations. A commitment to on-going training and education will better equip the Board to provide the leadership and competencies necessary to meet both its statutory and governance responsibilities.
- 1.2. The Board also recognizes the need for it to play an active role in education and orientation for new members as well as ongoing training.

2. Statutory Authority or References

Regulations

- 2.1. The Minister’s duties under CSPA s.3 include the duty to develop, promote and provide education and training to enhance the professional provision of policing and assist members of policing boards in performing their duties.
- 2.2. In addition, to related regulation making power found elsewhere under the CSPA (e.g., ss.35(2) below), under CSPA ss.261(2) the Minister may make regulations governing training and prescribing additional training requirements, including training approved by the Minister respecting additional prescribed matters, in relation to members of all policing boards governed under the CSPA.

CSPA Required Training

- 2.3. Under CSPA ss.35(2) all Board and Committee members are required to successfully complete:
 - (a) the training approved by the Minister with respect to the role of an OPP detachment board and the responsibilities of board/committee members;
 - (b) the training approved by the Minister with respect to human rights and systemic racism;
 - (c) the training approved by the Minister that promotes recognition of and respect for:
 - (i) the diverse, multiracial and multicultural character of Ontario society; and
 - (ii) the rights and cultures of First Nation, Inuit and Métis Peoples; and

(d) any other training prescribed by the Minister.

2.4. If required training is not completed, CSPA ss.35(3) and (4) provide that a Board/Committee member shall not:

- (a) exercise their powers or perform the duties of their position until they successfully complete the training required in clause 1. above; or
- (b) continue to exercise their powers or perform the duties of their position after the period prescribed by the Minister following their appointment until they successfully complete their required training under clauses 2 and 3 above.

2.5. Under CSPA ss.35(5) the regulations made by the Minister may provide that a Board/Committee member shall not exercise specified powers or perform specified duties, or shall not continue to exercise specified powers or perform specified duties, until the member has completed specified training prescribed under clause 2.4(d) above within the timeline set out in the regulations.

3. Purpose

3.1. In addition to CSPA compliance, the Board recognizes that the governance of a police service is a significant public responsibility, and the Board strives for excellence in police governance. The Board acknowledges that members bring a variety of experience and skills to their position and that their contribution can be enhanced through participation in relevant training and professional development opportunities.

4. Scope

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

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

6.1. The Board shall ensure that:

- (a) appropriate funds are allocated for training and education of Board members each year;
- (b) all new members complete all mandatory training and education required under the CSPA and regulations as well as any training sessions offered to the Board through its Ministry advisor; when available;
- (c) Board members are advised of supplemental training and education opportunities offered through the OAPSB and other organizations and members must be proactive themselves in identifying such training and education opportunities;
- (d) when a member attends a training/educational conference or event, that member report back to the Board at its next meeting to share conference/event materials and learnings;
- (e) records are maintained by the Executive Assistant to indicate the attendance by Board members at training sessions;
- (f) all new members receive, in addition to the above, an internal orientation presented by the Chair and Vice-Chair which includes the following information:
 - (i) Board policies, by-laws and other governance materials (see paragraph 6.2 below);

- (ii) code of conduct;
- (iii) conflict of interest;
- (iv) remuneration and expenses;
- (v) Board and police services budget;
- (vi) Board responsibilities as identified in the CSPA;
- (vii) introduction to other Board members;
- (viii) zone meetings;
- (ix) role of OAPSB; and
- (x) role of the Policing Services Advisor and current contact details; and

(g) Chair/Vice-Chair to hold annual governance refresher session.

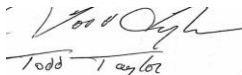
6.2. The Chair/Vice-Chair shall ensure that all new appointees receive relevant governance information/documents, including, the following:

- (a) Board governance framework memo and attachments which include
 - (i) CSPA and Regulations;
 - (ii) Board By-Laws; and
 - (iii) Board Policies;
- (b) Board meeting minutes, Zone 5 meeting minutes and Joint Dufferin County OPP Detachment Boards meeting minutes for at least the three-month period prior to appointment and as otherwise reasonably requested;
- (c) OAPSB Policing Standards Manual; and
- (d) OAPSB Members' website address and members' password.

7. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor – Chair



Ian McSweeney – Vice-Chair



Orangeville OPP Detachment Board Policy

Media Relations and Public Transparency

Policy No: D3(f)

Effective Date: April 1, 2024

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 *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

- 1.1. The Board and the DC recognize the importance of providing the public with timely and accurate information about policing decisions, initiatives, services and policies, subject to in-camera, privacy and confidentiality requirements.
- 1.2. The Board has adopted a policy regarding the release of information to the public with respect to OPP operations and disclosable Board activities, goals, and objectives.

2. Statutory Authority or References

- 2.1. CSPA; *Code of Conduct O. Reg 409/23*; *By-Law No. 001-2024*

3. Purpose

- 3.1. The Policy is intended to:
 - (a) help keep the public informed and promote dialogue with respect to police services and oversight; and
 - (b) increase community awareness regarding OPP activities and the Board’s responsibilities, achievements, activities, and objectives.

4. Scope

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

5. Definitions

- 5.1. As defined herein.

6. Policy Guidelines

- 6.1. The Board shall comply with its Policy on Protocol for Information Sharing (Policy D3(r))
- 6.2. Subject to the following and the Code of Conduct, Board members shall keep confidential any private or restricted information obtained in the performance of their duties.
- 6.3. The public spokesman for the Board shall be the Board Chair or other delegate authorized by Board resolution. If the Chair or authorized delegate is unavailable, the Vice-Chair shall be the alternate. The content of any public or private discussion that is not otherwise in the public domain shall be restricted to non-confidential information unless specifically otherwise authorized by the Board. On matters of factual information, administration of the Board, or communicating a decision of the Board in response to an enquiry, the Secretary, in consultation with the Chair, may act as a resource person on behalf of the Board.
- 6.4. Board members (other than the public spokesperson authorized pursuant to paragraph 6.2), while entitled to express individual opinions as their own, should not speak publicly or privately on behalf of the Board unless expressly authorized by Board resolution. Where a Board member expresses disagreement with a decision of the Board the member shall make it clear that he or she is expressing a personal opinion and in so doing shall refrain from engaging in conduct that would discredit or compromise the integrity of the Board or the police service.
- 6.5. When a media inquiry is made directly to a Board member, the Board member will not comment, but will immediately advise the Chair or Vice-Chair. News releases and press conferences will be prepared and authorized by the Board in advance and will be coordinated in consultation with the DC, as appropriate, to the extent OPP operational activities are involved.
- 6.6. The Board recognizes the importance of its website in fulfilling its public transparency objectives. In this regard the Board shall, to the extent compliant with confidentiality and Code of Conduct requirements, review its governance documents and other information in its possession from time to time and decide on the extent to which public transparency can be improved by posting such documents and information on the Board's website. In this regard, the Board has adopted the following 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."

7. Review and Revision History

Revision Date	Description of Changes
September 19, 2023	Updated as part of Board's governance reform project
April 1, 2024	Updated to reflect the new CSPA

Approved and ratified by the Board effective April 1, 2024.



Todd Taylor

Todd Taylor – Chair



Ian McSweeney – Vice-Chair

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132-2024-217
By email

March 25, 2024

Her Worship Lisa Post
Mayor
Town of Orangeville
87 Broadway
Orangeville ON L9W 1K1
lpst@orangeville.ca

Dear Mayor Post:

I am writing to thank you for taking the time to speak with me and members of my staff during the 2024 Rural Ontario Municipal Association (ROMA) annual conference on January 23, 2024.

The ROMA annual conference continues to serve as a valuable forum to discuss the unique needs of Ontario's rural and northern communities.

It was a pleasure meeting with you and your delegation from the Town of Orangeville to discuss a number of topics, including:

- Mobile Live Fire Training Units, and
- Mobile Crisis Response Team (MCRT) Enhancement Grant.

I was pleased to hear your positive feedback regarding the Mobile Live Fire Training Units. As mentioned, the Office of the Fire Marshal is working to procure another two units which will enhance the availability of this training tool to fire departments in Ontario.

In addition, thank you for sharing that funding under the MCRT Enhancement Grant has played a key role in diverting mental health related calls to the hospital and providing mental health resources to those in need. Further, I am pleased to hear of your strong partnership with the Dufferin County Ontario Provincial Police Detachment.

As discussed during our meeting, my ministry continues to look into multi-year MCRT funding options and is connecting with other ministry partners involved in this important work.

.../2

Mayor Lisa Post
Page 2

Our meeting was productive, and I appreciate the valuable insights that you and your delegation provided during our discussion.

Our government understands the importance of working with our municipal partners and we remain committed to serving and meeting the needs of communities across Ontario.

Thank you again for meeting with us at the 2024 ROMA conference and I look forward to continued collaboration between the Town of Orangeville and the Ministry of the Solicitor General.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Kerzner", with a stylized flourish at the end.

Michael Kerzner
Solicitor General

c: Mario Di Tommaso, O.O.M., Deputy Solicitor General, Community Safety
Sarah Caldwell, Assistant Deputy Minister, Strategic Policy Division
Jon Pegg, Ontario Fire Marshal



APPENDIX "A"

May 21, 2024. Service Standard Deadlines

Pre-Meeting (s.7)

- **Tues. Apr. 23** - Chair circulates to the Executive Assistant and Vice-Chair and Board Members proposed in-camera and public session agenda topics and related materials and asks if there are any other agenda topics. (7.1)
- **Fri. Apr. 26** – Chair, Vice-Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Mon. Apr. 29**, - Executive Assistant shall circulate to the Chair and Vice-Chair draft session agendas in standard format as close to final as possible, including draft notes with any questions. At that time the Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number. (7.3)
- **Mon. May 13**, - Chair/Vice-Chair shall provide the Executive Assistant with their revisions/comments on the draft agendas in Word track changes format and shall include a revised indexed package of materials for each agenda incorporating any document additions/deletions or re-numbered indexing as appropriate based on agenda revisions. (7.4)
- **Tues. May 14**, - the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4). *As well, post agenda package for public meeting on Board website.* (7.5)

Post-Meeting (s.8)

- **Wed. May. 22**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Thurs. Mar. 23**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri. Mar. 24**, - Executive Assistant shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and post on the Board's website. (8.3)
- **Fri May 31**, - Executive Assistant shall provide the Chair and Vice-Chair with draft in-camera and public minutes of the meeting which are as close to final as possible, including draft notes with any questions. (8.4)
- **Wed Jun. 5**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon Jun. 10**, - the Executive Assistant shall provide the Chair and Vice-Chair with final drafts of the minutes to be included on the next appropriate meeting agenda for consideration/approval of the Board. (8.6)



APPENDIX "A"

March 19, 2024. Service Standard Deadlines

Pre-Meeting (s.7)

- **Tues. Mar. 5** - Chair circulates to the Executive Assistant and Vice-Chair and Board Members proposed in-camera and public session agenda topics and related materials and asks if there are any other agenda topics. (7.1)
- **Fri. Mar. 8** – Chair, Vice-Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Mon. Mar. 11**, - Executive Assistant shall circulate to the Chair and Vice-Chair draft session agendas in standard format as close to final as possible, including draft notes with any questions. At that time the Executive Assistant shall include a proposed package of materials for each agenda indexed to each documents corresponding agenda item number. (7.3)
- **Wed. Mar. 13**, - Chair/Vice-Chair shall provide the Executive Assistant with their revisions/comments on the draft agendas in Word track changes format and shall include a revised indexed package of materials for each agenda incorporating any document additions/deletions or re-numbered indexing as appropriate based on agenda revisions. (7.4)
- **Thurs. Mar. 14**, - the Executive Assistant shall circulate to Members final meeting agendas and related packages of agenda materials, all in bookmarked PDF format (By-law s.P4). *As well, post agenda package for public meeting on Board website.* (7.5)

Post-Meeting (s.8)

- **Wed. Mar. 20**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Thurs. Mar. 21**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri. Mar. 22**, - Executive Assistant shall forward the signed approved public minutes from previous month's meeting to the Town Clerk for distribution to Council and post on the Board's website. (8.3)
- **Fri Mar. 22**, - Executive Assistant shall provide the Chair and Vice-Chair with draft in-camera and public minutes of the meeting which are as close to final as possible, including draft notes with any questions. (8.4)
- **Wed Mar. 27**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon Apr. 1**, - the Executive Assistant shall provide the Chair and Vice-Chair with final drafts of the minutes to be included on the next appropriate meeting agenda for consideration/approval of the Board. (8.6)

APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Special Police Services Board Meeting March 22, 2024 – IM, TT, LP, KK, MA**

Remuneration Claim

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

Expenses Claim (receipts must be attached) - **None**

Date/Description: _____

Date/Description: _____

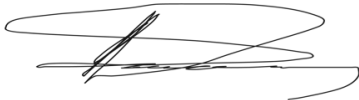
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **March 22, 2024**

Claimant Signature



Lisa Post per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **April 15, 2024 completed mandatory detachment board member training – LP**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Lisa Post per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Attend April 22, 2024, DC Meeting
Re Local Policies – LP, IM, MA, TT**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Lisa Post per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Attend April 30, 2024 Special Meeting Re Board Governance Approvals – IM, LP, MA, TT**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 30, 2024

Claimant Signature: _____

Lisa Post per Ian McSweeney

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Executive Assistant: **Mary Lou Archer**

Description of Approved Special Meeting/Assigned Work: **Special Police Services Board Meeting March 22, 2024 – IM, TT, LP, KK, MA**

Remuneration Claim

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

Expenses Claim (receipts must be attached) - **None**

Date/Description: _____

Date/Description: _____

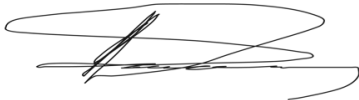
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **March 22, 2024**

Claimant Signature



Mary Lou Archer per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Mary Lou Archer**

Description of Approved Special Meeting/Assigned Work: **April 15, 2024 completed mandatory detachment board member training – MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Mary Lou Archer per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Mary Lou Archer**

Description of Approved Special Meeting/Assigned Work: **Attend April 22, 2024 DC Meeting
Re Local Policies – LP, IM, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Mary Lou Archer per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **Attend April 30, 2024 Special Meeting Re Board Governance Approvals – IM, LP, MA, TT**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 30, 2024

Claimant Signature: _____

Mary Lou Archer per Ian McSweeney

APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/ Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **Special Police Services Board Meeting March 22, 2024 – IM, TT, LP, KK, MA**

Remuneration Claim

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

Expenses Claim (receipts must be attached) - **None**

Date/Description: _____

Date/Description: _____

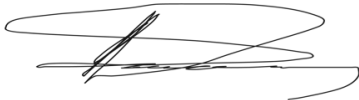
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **March 22, 2024**

Claimant Signature



Todd Taylor per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **April 15, 2024 completed mandatory detachment board member training – TT**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Todd Taylor per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **Attend April 22, 2024 DC Meeting
Re Local Policies – LP, IM, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____

Todd Taylor per Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **Attend April 30, 2024 Special Meeting Re Board Governance Approvals – IM, LP, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 30, 2024

Claimant Signature: _____

Todd Taylor per Ian McSweeney



ORANGEVILLE POLICE SERVICES BOARD

SPECIAL PROJECT REMUNERATION/EXPENSE TIMESHEET

Claimant Name: Mary Lou Archer

Special Project Name: CSP Grant, MCRT Enhancement Grant & Website

Special Project Budget:

Special Project Hourly Rate: \$70/hr.

Remuneration

Date of Work Performed	Description of Work Performed	Total Hours	Remuneration Amount
Mar. 28, 2024	Meet with Tabitha Wells to discuss Revisions to the Police Services Board website to reflect the new CSPA (April 1, 2024)	1.0	\$70.00
Apr. 01, 2024	Work on MCRT grant and populate it with all base information and circulate to Headwaters Financial Manager, Eric Cavanaugh.	4.0	\$280.00
Apr. 02, 2024	Work with Tabitha Wells reference website revisions to be CSPA compliant.	1.0	\$70.00
Apr. 03, 2024	Populate the CSP grant with all performance measures for review with the OPP	3.0	\$210.00
Apr. 4, 2024	Meet with Sgt. Pencarrinha to review CSP grant Final Report	1.0	\$70.00
Apr. 5, 2024	Populate Performance Results on the CSP Grant	1.0	\$70.00
Apr. 8, 2024	Work on financial final report of MCRT grant & meet with Eric Cavanaugh of Headwaters	1.0	\$70.00
Apr. 10, 2024	F.O. on MCRT grant and meet with Tania Alexander, Headwaters and F.O. with Cst. Giovannetti on CSP grant performance measures	2.0	\$140.00
Apr. 17, 2024	Work on CSP grant and attend OPP Detachment to meet with Sgt.	2.0	\$140.00

	Pencarrinha and Cst. Giovannetti for final review of CSP grant		
Apr. 18, 2024	Make revisions to CSP grant as result of meeting with OPP on April 17 and meet with Tania Alexander of Headwaters to review MCRT grant	2.0	\$140.00
April 23, 2024	Attend meeting at Headwaters and meet with Tania Alexander and Alean Jackman for review of MCRT grant	1.0	\$70.00
April 24, 2024	Review final versions of MCRT Grant and CSP grant and submit to OPP, Headwaters, Finance and Board Chair for approval	1.0	\$70.00
April 26, 2024	Meet with Board Chair for approval signatures on MCRT and CSP grant and submission of both grants to SOLGEN	1.0	\$70.00
Total		21.0	\$1470.00

Total Hours Submitted: 21.0

Total Remuneration Submitted: **\$1470.00**

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Total Expenses Submitted _____

Claimant Signature Mary L Archer Date: 30APR24

Board Chair Signature _____ Date: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **April 15, 2024 completed mandatory detachment board member training – IM**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Attend April 22, 2024 DC Meeting
Re Local Policies – IM, TT, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 29, 2024

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Attend April 30, 2024 Special Meeting Re Board Governance Approvals – IM, TT, LP, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: April 30, 2024

Claimant Signature: _____

APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Special Police Services Board Meeting March 22, 2024 – IM, TT, LP, KK, MA, TT**

Remuneration Claim

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

Expenses Claim (receipts must be attached) - **None**

Date/Description: _____

Date/Description: _____

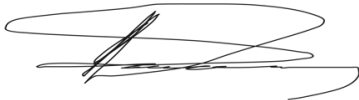
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **March 22, 2024**

Claimant Signature



Ken Krakar per Ian McSweeney

APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **Special Police Services Board Meeting March 22, 2024 – IM, TT, LP, KK, MA**

Remuneration Claim

Number of per diem days claimed: **one (1) day**

Total amount of per diems claimed: **\$100** (\$100 x per diem days)

Expenses Claim (receipts must be attached) - **None**

Date/Description: _____

Date/Description: _____

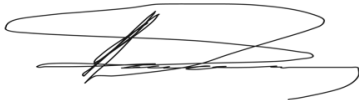
Date/Description: _____

Date/Description: _____

Total Expenses claim: **\$0**

Date Claim Submitted: **March 22, 2024**

Claimant Signature



Ian McSweeney



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Warren Maycock**

Description of Approved Special Meeting/Assigned Work: **May 14, 2024 – Attend new member orientation – IM, TT, WM, GA, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: May 14, 2024

Per Warren Maycock

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Grant Armstrong**

Description of Approved Special Meeting/Assigned Work: **May 14, 2024 – Attend new member orientation – IM, TT, WM, GA, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: May 14, 2024

Per Grant Armstrong

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

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

Description of Approved Special Meeting/Assigned Work: **May 14, 2024 – Attend new member orientation – IM, TT, WM, GA, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: May 14, 2024

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Mary Lou Archer**

Description of Approved Special Meeting/Assigned Work: **May 14, 2024 – Attend new member orientation – IM, TT, WM, GA, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: May 14, 2024

Per Mary Lou Archer

Claimant Signature: _____



ORANGEVILLE OPP DETACHMENT BOARD
APPROVED REMUNERATION/EXPENSES CLAIM FORM

Name of Board Member/Executive Assistant: **Todd Taylor**

Description of Approved Special Meeting/Assigned Work: **May 14, 2024 – Attend new member orientation – IM, TT, WM, GA, MA**

Remuneration Claim

Number of per diem days claimed: **1** day(s)

Total amount of per diems claimed: \$ **100** (\$100 x per diem days)

Expenses Claim (receipts must be attached)

Date and Description of Expense

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Date/Description: _____

Total Claim: \$100

Date Claim Submitted: May 14, 2024

Per Todd Taylor

Claimant Signature: _____

2024 OPSB Action Register (As at April 30, 2024)¹

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
<ul style="list-style-type: none"> • Section 10 Objectives, Priorities and Governance Documents <ul style="list-style-type: none"> - At the 30MAR22 meeting the following Steps were determined: <ul 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 Ian McSweeney had a discussion with Insp. Ward on Mar. 31 & prepared a draft Section 10 Objectives, Priorities and Governance Documents for discussion with Archer and initial review by Board at May 17/22 in-camera session	
<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • Update Police Service Board Website <ul 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	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> Prep Agenda for Jan. 17th Meeting 	Archer	04JAN, 06JAN, 12JAN, 23	Complete	12JAN23
<ul style="list-style-type: none"> F.O. on CSP grant – revised COI 	Archer	03FEB23	Complete	03FEB23
<ul style="list-style-type: none"> Transparency and Public Disclosure Project 	McSweeney		In Progress	TBD
<ul style="list-style-type: none"> Bail Reform Project 	McSweeney		In Progress	TBD
<ul style="list-style-type: none"> F.O on RIDE grant COI 	Archer	05MAR23	Complete	05MAR23
<ul style="list-style-type: none"> RIDE Grant Final Report Completion for submission 15APR23 	Archer		In progress	15APR23
<ul style="list-style-type: none"> Work on Board Policy Revisions as outlined on Timesheet 	McSweeney/ Archer		In progress	
<ul style="list-style-type: none"> Prep Agenda for Mar. 21, 2023 Meeting 	Archer	08MAR, 09 MAR, 10MAR, 16MAR, 3	Complete	16MAR23
<ul style="list-style-type: none"> Presentation to Town Council re PSB Governance Project 	McSweeney	03APR23	Complete	03APR23
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> Submission of Year 1 – Final Report on Community Safety & Policing Grant 	Archer	April 28, 2023	Complete	April 27, 2023
<ul style="list-style-type: none"> Submission of Year 2 – Final Report on the Victim Support Grant 	Archer	April 28, 2023	Complete	April 27, 2023
<ul style="list-style-type: none"> Update website to include bio for Member Post & add in all 2023 meeting dates 	Archer	April 28, & May 1, 23	Complete	May 1, 2023
<ul style="list-style-type: none"> Prep. Agenda for May 16, 2023 Meeting 	Archer	May 5, 2023	Complete	May 10, 2023
<ul style="list-style-type: none"> Board Review of Batch 1 of Revised Board Policies & Governance Cover Memo 	McSweeney	May 30, 2023	Complete	May 30. 2023
<ul style="list-style-type: none"> Attend OAPSB Conference 	McSweeney	May 30 - 31, 2023	Pending – McSweeney will provide overview at June 21, 2023 OPSB Meeting	
<ul style="list-style-type: none"> Board Review of Batch 2 of Revised Board Policies 	McSweeney	June 19, 2023	Complete	June 19, 2023
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> Collaborating with OPP on MCRT Enhancement Grant 	Archer	July 4, 2023	Complete – submitted June 30, 2023	June 30, 2023
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> Document process, history, etc. for PSB grant applications. 	Archer	Dec. 31, 2023	Pending	
<ul style="list-style-type: none"> 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
• Board Review of Batch 4 of Revised Board Policies	McSweeney	August 15, 2023	Complete	August 15, 2023
• 2 nd Presentation to Town Council on Board Governance	McSweeney	Sept. 11, 2023	Complete	Sept. 11, 2023
• Work on service standards (D3(t)) implementation/work plan.	McSweeney	Sept. 2023	Complete	Sept. 19, 2023
• Draft Policy D3(v) Grant Writing	Archer	Oct. 2023	Complete	Oct. 31, 2023
• 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
• 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
• Complete CSP Year 2 – Interim Report	Archer	Oct. 31, 2023	Complete	Oct. 26, 2023
• Work on TPA for MCRT Enhancement Grant (acquire Certificate of Insurance)	Archer	Dec. 11, 2023	Complete	Dec. 15, 2023
• 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
• 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	
• 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	
Website Working Meeting with Tabitha Wells to complete the following:	Archer/McSweeney	Jan. 26, 2024	Complete	26JAN24

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
<ul style="list-style-type: none"> Community Awareness Initiative Community Board Member Vacancies Community Safety & Well-Being Plan OPP 2023-2025 Strategic Plan 				
<p>Website Review to reflect compliance with CSPA effective April 1. The following meeting took place to ensure readiness for April 1:</p> <ul style="list-style-type: none"> March 28, VC McSweeney, and M. Archer met with Tabitha Wells to discuss Revisions to the Police Services Board website to reflect the new CSPA (April 1, 2024) Apr. 2, Work with Tabitha Wells reference website revisions to be CSPA compliant. 	Archer/McSweeney	April 1	Completed and next steps will be reviewed at the next Board Regular meeting May 21	April 2
<ul style="list-style-type: none"> V.C. McSweeney is working governance framework revisions to achieve CSPA compliance as at April 1, 2024. The following meetings have taken place to move forward with Governance Framework Package: <ul style="list-style-type: none"> March 22 the Board met to Review Policies for CSPA Compliance April 22 the Board met with Inspector Di Pasquale to Review Working Drafts of CSPA Board Governance Framework. April 30 the Board met to review working drafts of CSPA and approve to be ratified at the May 21 regular Board meeting. 	V.C. McSweeney	April 1, 2024	See Actions	01APR24 and to be ratified May 21, 2024
<ul style="list-style-type: none"> V.C. McSweeney will provide Council with an overview of the governance framework revisions March 18, 2024 	V.C. McSweeney	Mar. 18, 2024	Completed	18MAR24
<ul style="list-style-type: none"> Mandatory Board Training - Under CSPA ss.35(2) all Board and Committee members are <u>required</u> to successfully complete Minister-approved training 	V.C. McSweeney	April 1, 2024	Training Modules were not made available to Board Members until April 14. All current	23MAR24

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			Board members completed the training.	
<ul style="list-style-type: none"> Ride Grant Final Report due April 15, 2024 	M. Archer	April 15, 2024	Completed	23FEB24
<ul style="list-style-type: none"> CSP and MCRT Grant Final Reports due April 30, 2024 	M. Archer	April 28, 2024	Both the MCRT grant and the CSP grant were completed in collaboration with the OPP and submitted to SOLGEN.	26APR24
<ul style="list-style-type: none"> Court Security & Prisoner Transportation Grant – 1st Installment received 	M. Archer	April 15, 2024	Completed	15FEB24

REQUEST FOR ACCESS TO CSPA-REGULATED BOARD TRAINING

Police Service Board:	Orangeville
Board Type:	OPP Detachment
Training Contact(s):	Mary Lou Archer
Mailing Address:	87 Broadway, Orangeville, Ontario ON L9W 1K1
Phone:	519-943-6148
Email:	marcher@orangeville.ca

Please email completed forms to OPC.Registrar@ontario.ca

Last Name	First Name	E-Mail Address	Position	Gender
Taylor	Todd	ttaylor@orangeville.ca	Chair	Male
McSweeney	Ian	imcsweeney@orangeville.ca	Vice-Chair	Male
Post	Lisa	lpost@orangeville.ca	Member	Female
Archer	Mary Lou	marcher@orangeville.ca	Admin	Female

Admin
Chair
Vice-Chair
Member
Other

First Nation
First Nation OPP
Municipal
OPP Detachment

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **New Mandatory Online Learning for the Public Safety Sector**

DATE OF ISSUE:	January 26, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-005
PRIORITY:	Normal

In March 2019, the government passed the *Community Safety and Policing Act, 2019* (CSPA), as part of the *Comprehensive Ontario Police Services Act, 2019*. The CSPA comes into force on April 1, 2024. Once in force, the CSPA will replace the current *Police Services Act*. The CSPA is an opportunity to modernize policing and enhance community safety in Ontario. I would like to thank all policing partners for your support throughout the regulatory development process.

As part of the work to bring the Act into force, the Ministry of the Solicitor General has been developing the legislatively required training referred to in sections 35, 83, 92, 102, 111, 132 and 136 of the CSPA. The intent is to provide foundational knowledge and increase standardization of training across the public safety sector.

This memo provides an update on the status of the development of the online learning modules to assist your organization in preparing for your transition to the CSPA.

Police Service Boards Roles and Responsibilities Training

The CSPA mandates training approved by the Solicitor General for members of police service boards, including opted-in First Nation boards, OPP detachment boards, First Nation OPP boards, and members of board committees on their roles and responsibilities. Content will include information on legislative requirements.

This training has been developed in partnership with the Ontario Association of Police Services Boards and a community of practice represented by various police service boards.

.../2

The course will be an online, self-directed e-learning course delivered through a dedicated online portal managed by the ministry, where board and committee members will be able to access both this training and the thematic training noted below. It is anticipated that most learners will be able to complete the roles and responsibilities training in under three hours.

The ministry is targeting to launch the *Roles and Responsibilities* training by February 2024, to ensure that current board members can complete the training prior to the CSPA coming into force. There will be a continuous intake for the course as new board members are appointed.

Thematic Training E-learning Modules

The CSPA also requires police officers, special constables, oversight bodies (i.e., Inspectorate of Policing and Law Enforcement Complaints Agency), members of police service boards, including opted-in First Nation boards, Ontario Provincial Police [OPP] detachment boards and First Nation OPP boards, and members of board committees to successfully complete minister-approved training (*Thematic Training*) on the following topics:

1. human rights;
2. systemic racism;
3. the diverse, multicultural, multiracial nature of Ontario society; and,
4. rights and cultures of First Nation, Métis, Inuit Peoples.

The four e-learning courses will be delivered online, self-directed (learn at your own pace), and available in English and French. It is anticipated that most learners will be able to complete the training in under eight hours.

This training was developed by an expert vendor in e-learning, that was selected by an evaluation panel comprised of members of municipal and First Nation boards, policing subject matter experts (SME), and partner ministries.

The ministry is targeting to launch the English version of the *Thematic Training* by March 2024. Different learning groups have different timeframes in which the thematic training courses need to be successfully completed. Please refer to **Appendix A** for the timeframes for each learning group.

Access to Training

Police officers will automatically be enrolled in the *Thematic Training* online module when published. Other identified organizations, including police service boards, will be requested to submit bulk enrollments to gain access to *Thematic* and *Roles and Responsibilities* training, as applicable, prior to training going live. Requests for access to training can be directed to opcpl@ontario.ca.

If you have any questions or require further information about enrolling or accessing online training, please contact opcdl@ontario.ca.

Sincerely,

K. Weatherill

Ken 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

Lisa Darling
Executive Director, Ontario Association of Police Services Boards

Stephen Leach
Independent Police Review Director

APPENDIX A

CSPA-mandated Training Learner Groups

Learning Group / Training Type	Employment / Membership Status	Timeline
Police Officers <i>CSPA Thematic Training</i>	Recruit	Before appointment
	Active	By March 31, 2027
Special Constables <i>CSPA Thematic Training</i>	Recruit	Before appointment
	Active	Before re-appointment (depending on appointment, but no later than March 31, 2027)
Board Members & Committees <i>CSPA Thematic Training</i>	Active	By September 30, 2024
	New	no later than 6 months after appointment
Board Members & Committees <i>PSB Roles & Responsibilities Training</i>	Active	Before April 1, 2024
	New	Prior to exercising powers or performing duties
Oversight Bodies <i>CSPA Thematic Training</i>	-	Before April 1, 2024



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- [Home](#)
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 - Police Service Board Online Learning Registration (key highlights)

Police Service Board Online Learning Registration (key highlights)

March 26, 2024



Mandatory Roles and Responsibilities Training

Municipal Police Service Boards

Each board should have received a [communication from](#) the ministry/OPC.

Each Board will have to supply your training contact(s) and each member of your board with contact information. If you have not received a communication, please let us know. We have attached the communication below. Even if you have not received it directly, please complete the attached document and return it to OPC. We are asking that you cc training@oapsb.ca when you send it back to OPC.

If you have already sent your form in, please forward a copy to training@oapsb.ca at your earliest convenience.

After receiving, each member will receive an individual login to complete the training.

The [Roles and Responsibilities Mandatory training](#) is the **only requirement** to be a voting/active member of your police services board. Completion of the training as soon as possible is recommended, but at a minimum it should be completed prior to your first meeting after April 1st. It should take less than two hours to complete, and you will have a companion document to keep. OPC will be notifying your training contact of completion of members, but in the event it is delayed, we are recommending that you print/save a copy of your certificate and forward it to your chair. This will confirm your completion of the training at your first meeting.

The mandatory Thematic Training (originally required to have completed by September 30th, 2024) release has been delayed. Once that training is available to be completed, each member will have six months from that date to complete. We will provide updates on this as they become available.

OPP Detachment Boards

OPP Detachment Board training is expected to be released after April first. Some boards received the attached communication (intended for municipal boards) in error. Even though you may have received this request prematurely, we are recommending that you fill out the document and have it ready for when OPC reaches out for your information. Please do not forward now, as I am concerned that you may receive a link to the wrong training (training for municipal boards). We will continue to update you as information becomes available. When you are asked to return the form, we are asking that you cc training@oapsb.ca when you send it back to OPC.

We are recommending that you set your first meeting for you new Detachment Board(s) later in April or May, to ensure that you have all members appointed and trained prior to your first meeting. You know your situation best. We have some boards that are almost ready and others that are just getting started in the process. Set your first meeting based on a realistic time for you to have quorum and your training completed. We are here to help you if you need advice or support during the process.

First Nations Boards

Similarly to OPP Detachment Boards, we are expecting your mandatory training to be released after April 1st. Please consider setting your first meeting after April 1st until later in the month or into May, to allow you to complete your member appointments and complete the mandatory training prior to your first meeting. We are here to help you if you need advice or support during the process.

The attached form (sent to municipal boards) will be sent to your board at a later date to complete. We are recommending that you complete the attached excel form, but don't send to

OPC until they request it (to ensure you receive the correct training modules). We will continue to provide information as we receive it. When you do return your form to OPC, we are asking that you cc it to us at training@oapsb.ca

Provincial Appointments

As previously communicated the Municipal PSB provincial appointments will continue into the CSPA.

OPP Detachment Boards and First Nations Boards will be notified of their appointments after April 1st, 2024.

Recently some OPP Section 10 Board provincial appointees received 6-month extensions. ***These extensions expire on April 1st 2024***. The day the CSPA comes into force.

These extensions were provided in the event that that CSPA in-force date was delayed. We have confirmation that the in-force date is not going to be delayed and will be April 1st, 2024.

Transition Committees

Primarily for Detachment Boards undergoing significant structural changes.

The formation of a transition committee is a local decision. We are recommending consideration of forming a committee of previous board members under your section 10 boards along with other community representatives and staff as required, to assist your new Detachment Board with the transition to the CSPA. These transition boards are not legislated and can not make decisions on behalf of the Detachment Board. (unless the quorum of the detachment board is part of the committee). We will be providing further information on transition committees during our Q&As.

Discussion Groups (Q&As) March and April

A reminder that we will be hosting Q&A sessions for the remainder of March and April on Thursdays for Municipal, First Nation(s) and OPP Detachment Boards. These sessions are being recorded and will be posted on the website. The Q&As from these sessions will be posted to our website and to our App under **Member Help area**.

Resource Library

We are fortunate that our member boards have been gracious to share some of their documents for you to review and to assist you in your roles and responsibilities.

Thank you to those who have sent in your documents to support your fellow boards! Please continue to forward any documents you believe will assist your fellow boards in the creation of their policies and protocols.

We are currently updating our Resource Library.

Please watch for a communication next week on the resources available. If you are looking for something in particular please request via email through the Member Help Area on our App and we will respond to your requests.

Resources that will be available next week under the members portal under Membership Information/Education and Training/Resource Library include:

- Draft Comparison document from PSA to CSPA – responsibilities of boards and policy changes and requirements.
- Terms of Reference (Detachment Board)
- Community Appointment application and accompanying competency document
- Chief of Police Evaluation Templates

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Local Phone: [519-659-0434](tel:519-659-0434)

Email: oapsb@oapsb.ca

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APPENDIX A

Board Policies



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



APPENDIX A (CONT'D)

Board Policies



- (l) Policy on Detachment Commander Selection, Performance Review and Report **Revised**
- (m) Policy on Complaints Procedures (CSPA Parts VII-X) **Revised**
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis **Revised**
- (o) Policy on Board's Compliance with ASR s.29 - **Deleted**
- (p) Policy on Strategic Plan, Local Action Plan Planning and Minister Policies **New**
- (q) Policy on Relevant Reports Required under the CSPA (Apr 1/24) **New**
- (r) Policy on Protocol for Information Sharing **Revised**
- (s) Policy on Police Service Quality Assurance Process - **Deleted**
- (t) Policy on General Service Standards Guidelines **Revised**
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services - **Deleted**
- (v) Grant Writing for Community Safety Programs **New**
- (w) Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority **New**



ORANGEVILLE OPP DETACHMENT BOARD

Presentation to OAPSB Zone 3 Meeting

March 21, 2024

Presented by Vice-Chair McSweeney with permission of the Board



Introduction

- The current PSA is flawed in a number of areas, including:
 - clear separation of the roles of s.31 vs s.10 boards; and
 - confusion over board oversight and police service operational boundaries
- CSPA is not perfect, but adds much needed certainty
- Presentation purpose is to provide an overview of how Orangeville revised its PSA s.10 board governance framework to address OPP detachment board compliance under the CSPA effective April 1, 2024 – our way is not the only way
- While the presentation focuses on OPP detachment board governance. “police service boards” may wish to adopt a similar approach in meeting their own CSPA governance compliance requirements



Introduction (cont'd)

- **Orangeville's way is not the only way, but we offer 6 Important Take-Aways**

1. CSPA compliance is not optional - minimum required from boards is full CSPA compliance in the discharge of the public trust
2. there are a number of ways to achieve full compliance in terms of developing a process of decision-making by a board and its committees
3. this “process” needs to be codified in a CSPA compliant written governance framework based on best practices, which includes by-laws, policies and protocols the board must follow
4. board's governance framework must be operationalized and followed month to month to ensure ongoing and consistent CSPA compliance in the current year and year-over-year (**suggest adoption of service standards**)
5. board's governance framework is an essential reference, training and orientation tool which must be periodically reviewed and kept current
6. Be guided by best practices and the pursuit of excellence in discharging board duties under s.67-70 and elsewhere – your community deserves more than the minimum



Introduction (cont'd)

Background

- October 1, 2020 - the Orangeville Board transitioned from a s.31 police services board to a s.10 police services board when the Town entered into the OPP Agreement to replace the OPS with the OPP.
- Board Governance Reform - Phase 1 – Board undertook Phase 1 of its s.10 police services board governance reform project (mid 2022-2023)
 - Nov/23 – Board approved a revised governance framework compliant with PSA requirements, including revised Board by-laws and policies
- Board Governance Reform Phase 2 - the Board has revised its governance framework to be CSPA compliant by April 1st on a best efforts basis – work is expected to continue during the balance of 2024 to refine the framework
- Ministry's OPP board consolidation (regulation pending) - OPP boards in Dufferin County were reduced from 8 to 4
 - Orangeville is 1 of the 4
 - Board remained intact, subject to increase membership from 5 to 6 and composition change to eliminate 1 of the 2 provincial appointments and increase community appointments by council from 2 to 3



CSPA

CSPA Overview

- CSPA OPP policing functions enhanced, but largely unchanged
- CSPA divided into 17 parts (**Parts I-XVII**)
- **Part I** - declaration of principles governing the provision of policing throughout Ontario which include:
 - the need to ensure the safety and security of all persons and property in Ontario, including on First Nation reserves
 - the importance of safeguarding the fundamental rights and freedoms guaranteed by the *Charter and Human Rights Code*
 - the need for co-operation between policing providers and the communities they serve
- **Part II** deals with the Minister's duties and powers



CSPA

CSPA Overview (cont'd)

- **Part III** describes the responsibilities for the provision of adequate and effective policing (AAEP) in Ontario having regard to, the needs and diversity of the community (CSPA s.10(1))
 - CSPA “police service boards” responsible for AAEP
 - for OPP detachment boards these AAEP responsibilities are largely discharged by the Commissioner and Minister



CSPA

CSPA Overview (cont'd)

• Part III (cont'd)

- Under CSPA s.11 AAEP means (with certain exclusions per ss.11(2)), all of the following functions provided in accordance with the standards set out in the regulations (including the avoidance of conflicts of interest) and with the requirements of the *Canadian Charter of Rights and Freedoms* and the *Human Rights Code* :

- Crime prevention
- Law enforcement
- Maintaining the public peace
- Emergency response
- Assistance to victims of crime
- Any other prescribed policing functions

- **NOTE:** These are minimum standards, “police service boards” or the Commissioner may provide policing or other services that exceed the standards for adequate and effective policing, including providing enforcement of by-laws



CSPA (cont'd)

CSPA Overview (cont'd)

- **Parts IV – V** provide for the establishment of municipal police service boards (Part IV) and for OPP detachment boards (Part V) depending upon the type of police service established (municipal or OPP)
- The CSPA contemplates four types of policing boards which may be established in conjunction with a police service:
 1. Municipal boards constituted by a municipality under CSPA s.22, s.23, s.24 or s.25;
 2. First Nation boards constituted under CSPA s.32;
 3. First Nation OPP boards constituted under CSPA s.77; and
 4. OPP Detachment boards constituted under CSPA s.67.



CSPA (cont'd)

CSPA Overview (cont'd)

- Part IV municipal boards and First Nation boards are collectively defined as “**police service boards**” (Note – no “s” on “service”)
- **Very important to remember that CSPA references to “police service boards” may, but do not automatically, include OPP detachment boards**
- Many CSPA provisions specific to the governance of certain types of boards and there are a number of provisions that apply to more than one type of board, either by:
 - directly referencing such boards; or
 - through a **provision of common application.**



CSPA (cont'd)

CSPA Overview (cont'd)

- **Provision of Common Application**

- CSPA ss.67(6) - the following CSPA provisions referring to “police service boards”, also apply to Part V OPP detachment boards, with necessary modifications, “as if they were, in fact, Part IV police service boards”:
 - s.33 (Appointment)
 - ss.35(1) to (5) (Oath, training and conduct)
 - s.36 (Election of chair)
 - s.42 (Delegation)
 - s.43 (Meetings)
 - s.44 (When meetings may be closed to public)
 - s.45 (Evidence of by-laws)
 - s.46 (Rules and procedures)
 - s.48 (Protection from personal liability)
 - s.49 (Police service board may contract, sue and be sued)



CSPA (cont'd)

CSPA Overview (cont'd)

- **Part VI** – Police Officers and Other Policing Personnel
- **Part VII** – Inspector General of Policing
 - replaces OCPC; inspections; complaints (vs. board member s.106 and vs. policing policies s.107)
- **Part VIII** – Complaints Director – Law Enforcement Complaints Agency
 - public complaints vs. police service members under Part X
- **Part IX** – Ontario Police Arbitration and Adjudication Commission
 - facilitates the maintenance of one or more registers of arbitrators available to conduct arbitrations under Part XIII and hold hearings elsewhere under the CSPA
- **Part X** – Public Complaints
 - Part X deals with public complaints made to the Complaints Director against police service members identified under s.152 – if board receives it must be forwarded to Complaints Director
- **Part XI – XV**
 - Right to Report Misconduct; Discipline and Termination; Labour Relations; Transfer of Assets Between Pension Plans; Court Security
- **Part XVI** – Community Safety and Well Being Plans
 - municipal governments are required to develop and adopt CSWB Plans by working in partnership with a multi-sectoral advisory Committee - see also O. Reg 414/23
- **Part XVII** - Regulations



MINISTER'S STRATEGIC PLAN & BOARD LOCAL ACTION PLAN

Strategic Plan/Local Action Plan - Blueprint for province-wide and local OPP policing

- Minister's Strategic Plan - province-wide covering matters described in s.61 like:
 - how the Commissioner will ensure the provision of AAEP based on the needs of the policed community;
 - the objectives, priorities and core functions of the OPP;
 - quantitative and qualitative performance objectives and indicators of outcomes (relating to listed matters)
- goes from a 3-year plan under PSA to a 4-year plan under CSPA – must be posted on the internet
- Local Action Plan - based on the Strategic Plan, DCs must establish local Action Plans covering matters described in s.70:
 - Consultations with Board, Council, school boards, community organizations, businesses and members of the public in the community
 - DC must submit draft to the Board – Board policy to provide to Council
 - Final local Action Plan posted on internet



ORANGEVILLE OPP DETACHMENT BOARD GOVERNANCE FRAMEWORK SNAPSHOT

- **Revised Board Governance Memorandum**
 - 22 page umbrella document describing framework/oversight mandate and attaching all policies, by-laws, resources and legislative references
- **Revised Board By-Laws (2)**
 - General By-Law 001-2024
 - Records By-Law 002-2024
- **Revised Board Policies/Protocols (20 active)** – full list in Appendix A (attached) including policies **(new)** on:
 - Meeting and general service standards (D3(j) and D3(t))
 - Media relations and Public Transparency (D3(f))
 - Freedom of Information and Protection of Privacy (D3(g))
 - Detachment Commander selection and evaluation (D3(l))
 - Sharing crime, call and public disorder analysis (D3(n))
 - Strategic Plan, Local Action Plan Planning and Minister Policies (D3(p))
 - Relevant Reports Required Under the CSPA Apr 1/24 (D3(q))
 - Protocol for Information Sharing (D3(r))
 - Grant Writing for Community Safety Programs (D3(v))
 - Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority (D3(w))



OPP DETACHMENT BOARD GOVERNANCE

- **Board By-Laws and Policies**

- The board's governance and procedural protocols described in the governance framework must be reflected in the board's by-laws and policies which must be CSPA compliant. See s.69 re local board policies

- **Board Composition/Appointments/Term of Office (consultation regulation pending)**

- Under s.67(2) the composition of an OPP detachment board is determined by regulations (post consultation reg to be released)
- Generally
 - a number appointed by municipalities within the detachment catchment
 - a number appointed by Council from members of the community
 - a number of provincial appointees appointed by the Lieutenant Governor in Council through the PAS
- under s.33, the “appointing person or body” must consider the need to reflect the diversity of the community, prescribed competencies, any applicable diversity plan; and police record check results
- under s.33(4)-(7) certain persons are not eligible for appointment
- s.67(3) term of office per regulations



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **Oath of Office**

- prescribed under O. Reg 416/23

- **Board Training**

- In addition to mandatory training/educational requirements, the board's good governance responsibilities include the board playing an active role in education and orientation for new members as well as ongoing supplemental training
- If mandatory CSPA training not completed board members can't act (s.35(3) and (4))
- For minimum April 1st compliance purposes under CSPA s.35. the Ministry intends to launch an initial online package which will contain a PDF training aid that can be downloaded and printed and a very basic training module to be completed on line by individual board members.

- **Board Committees – similar rules**

- **Meetings (s.43 and 44)**

- At least 4/yr, open and closed subject matter, closed meeting confidentiality, minutes etc.



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

● Political Activity

- MEA
 - s.88.18 Municipal Elections Act – Board must have a policy if it's a "local board"
- CSPA
 - s.86 restricting "political activity" (as def in PSAO) applies to non-OPP police service members not boards
 - O. Reg 402/23 purports to include OPP police service members (query jurisdiction)
- PSAO
 - Board members are not otherwise subject to PSAO political activity requirements under PSAO Part V – not "public servants"
- Conclusion
 - it is desirable to establish a policy to cover Board members'/staff political activity under the MEA and more generally having regard to the member conduct rules in the Code of Conduct (O. Reg. 409/23) using certain provisions of the PSAO as a guideline



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **Conflict of Interest**

- s.11(1) requires that AAEP be delivered in accordance with a prescribed standard (O. Reg. 401/23) with respect to the avoidance of conflicts of interest monitored by the Inspector General - applies to members of a “police service”, but does not directly apply to board members other than through the regulation’s definition of “potential institutional conflict”

- **Code of Conduct**

- s.67(4) provides that every Board member shall comply with the Code of Conduct prescribed in O. Reg. 409/23 which includes conflict of interest requirements applicable to the conduct of OPP detachment boards (s.17-22)
- CSPA regulations prescribe a number of separate codes of conduct for different police services and boards. O. Reg. 409/23 is the Code applicable to OPP detachment boards



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **OPP Police Service Member and Board Member Liability**
 - **OPP Police Service Member Liability**
 - Under s.63(1) the government is liable for the acts/omissions of OPP police service members committed during employment
 - Under s.63(2) the Minister of Finance may, subject to the provisions of a collective agreement, indemnify a member of the OPP police service for certain reasonable legal costs incurred unless there is a finding of liability, guilt or bad faith



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

OPP Police Service Member and Board Member Liability (cont'd)

- **Board and Board Member Liability**

- **Board**

- s.67(5) - the Board is not liable for the acts or omissions of OPP police service members committed during employment
- Board is liable for acts/omissions of its members (s.48(2) below)

- **Board Members and the Board**

- Under s.48(1) no action or other proceeding can be instituted against a Board member for any act done in good faith while discharging CSPA/Board by-law duties etc.
- However, the Board itself is not relieved of liability for the acts or omissions by a member. Rather, under ss.48(2) the Board is liable as if ss.48(1) had not been enacted and as if the impugned member were a Board employee.

- **Board Member Capacity to Contract, Sue and be Sued**

- Under s.49 the Board may contract, sue and be sued in its own name, however, Board members are not personally liable for the Board's contracts.



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

• Role of the Board

- s.68(1) describes the role of the Board as follows:
 - consult with the Commissioner regarding, and participate in, the selection of the DC as per regulations;
 - in consultation with the DC, determine detachment objectives/priorities not inconsistent with the Strategic Plan;
 - advise the DC with respect to policing provided by the detachment;
 - monitor the performance of the DC;
 - review the reports from the DC regarding policing provided by the detachment; and
 - on or before June 30 in each year, provide an annual report to the municipality regarding the policing provided by the detachment in the municipality
- s.68(4) and (5) - in exercising its functions, the Board must
 - consider the most recent Community Safety and Well-Being Plan adopted by the community
 - comply with any prescribed standards relating to the exercise of its powers/performance of its duties



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

• Local Policies of the Board

- Under s.69(1) and (2) the Board **MAY**, after consultation with the DC, establish local policies with respect to community policing; provided these local policies comply with prescribed requirements and:
 - are not inconsistent with the Strategic Plan, any policies established by the Minister, any procedures established by the Commissioner, or the local Action Plan prepared by the DC
 - are not related to specific investigations, the conduct of specific operations, the management or discipline of specific police officers or other prescribed matters;
 - do not require an OPP member to act in a manner inconsistent with their CSPA duties;
 - do not prohibit an OPP member from attempting to collect information for the purpose of investigating/assisting with the prosecution of an offence;
 - do not require an OPP member to provide any policing that is not required as a component of adequate and effective policing
- Under CSPA ss.69(7) the Board must publish its local policies on the internet



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

• **Local Policies of the Board (cont'd)**

- Policing In Accordance with Local Policies - s.69(3) requires the DC to ensure, subject to non-compliance below, that the detachment provides policing in accordance with the Board's local policies.
- Non-compliance - under s.69(4), if the DC believes that a local policy does not comply with s.69(2) the DC must:
 - inform the Board, in writing, of the DC's reasons;
 - comply with the disputed local policy only if directed to do so by the Commissioner under s.69(5) and (6) which permit the Board to apply to the Commissioner to review the DC's decision and reasons
 - the Commissioner is required to issue reasons (following any submissions from the Board) for providing or not providing directions to the DC regarding the disputed local policy

• **Orangeville's Local Policies – see Appendix A**



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **Duties of the Detachment Commander (DC)**

- **General**

- Under s.68(2) and (3) the DC (or delegate) must discharge his/her policing duties and provide the Board (on request) with reports regarding detachment policing
- In addition, the DC has the following CSPA duties relative to a board:
 - s.70 preparation of local Action Plan; and
 - s.69(3) ensures detachment complies with local policies of the Board, subject to s.69(4), (5) and (6)



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **Duties of the Detachment Commander (DC) (cont'd)**

- **Local Action Plan**

- s.70 requires the DC to prepare/adopt a local Action Plan which must be in accordance with any prescribed regulations and must address how adequate and effective policing will be provided in accordance with the needs and diversity of the community and having regard, at a minimum, to the list of topics set out in s.70(1). This list is similar to the list required for the Minister to prepare the Strategic Plan
- Consultations - s.70(3) requires the DC to consult with the Board, municipal council, First Nations councils, school boards, community organizations, businesses and members of the public etc. in preparing or revising the local Action Plan
- Considerations - s.70(4) requires the DC to consider, at a minimum, in preparing or revising the local Action Plan the results of the consultations, any community safety and well-being plans and the needs of members of diverse communities in the area
- Submission of Draft - s.70(5) and (6) the DC must submit a draft of the local Action Plan to the Board for comment before it is finalized. At this time the Board may choose to share the draft with municipal council to obtain council's input prior to responding to the DC.
- Final Local Action Plan - The final local Action Plan must be published on the internet in accordance with any regulations made by the Minister
- Progress Reports - It is the DC's practice to issue local Action Plan Progress Reports annually to provide updates on the latest local Action Plan to the community



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

- **OPP Police Service and Board Funding**

- **OPP Police Service Funding**

- s.64 provides that an OPP-policed municipality “shall” pay the Minister of Finance for policing, court security and other services (per s.65) in the amount and manner set out in the regulations.
- O. Reg. 413/23 - subject to s.5 and s.6, the amount a municipality must pay during a target year is determined in accordance with the detailed steps set out in s.4 of the regulation.



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

• OPP Police Service and Board Funding (cont'd)

• Board Funding

- Estimates - s.71(1) and (2) require the Board to prepare estimates, in accordance with Minister regulations, of the Board's operational expenses, other than the Board member remuneration. The Board must submit such estimates to municipal council, along with a statement of the council's share of the costs, which are to be determined in accordance with such regulations **(pending)**
- Budget Contribution - s.71(3) requires the municipality, subject to arbitration of any dispute, to contribute its share of the Board's operational expense budget in accordance with the submitted estimates
- Arbitration in Case of Dispute - Under s.71(4) if the municipality disputes the estimates it may give the Board written notice referring the matter to arbitration. S.71(5) and (6) allow the other municipalities that receive policing from the detachment to join the arbitration as a party

• Board Remuneration

- The remuneration of Board members, other than provincial appointees, is left up to the Town to decide. Remuneration of provincial appointees to the Board is prescribed by regulation **(pending)**



OPP DETACHMENT BOARD GOVERNANCE (cont'd)

• **BOARD SERVICE STANDARDS GUIDELINES**

- To ensure that the Orangeville 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 over year, the Board has developed policies setting out:
 - service standards guidelines for its meetings (Policy D3(j)); and
 - more generally, for compliance with the Governance Overview Document, including policy and special project compliance and status reporting (Policy D3(t)).
- Service standards are also an essential tool to guide a board to:
 - ensure its governance framework is properly operationalized; and
 - to better assess board performance



APPENDIX A

Board CSPA Policies

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



APPENDIX A (CONT'D) Board CSPA Policies

- (l) Policy on Detachment Commander Selection, Performance Review and Report **Revised**
- (m) Policy on Complaints Procedures (CSPA Parts VII-X) **Revised**
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis **Revised**
- (o) Policy on Board's Compliance with ASR s.29 - **Deleted**
- (p) Policy on Strategic Plan, Local Action Plan Planning and Minister Policies **New**
- (q) Policy on Relevant Reports Required under the CSPA (Apr 1/24) **New**
- (r) Policy on Protocol for Information Sharing **Revised**
- (s) Policy on Police Service Quality Assurance Process - **Deleted**
- (t) Policy on General Service Standards Guidelines **Revised**
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services - **Deleted**
- (v) Grant Writing for Community Safety Programs **New**
- (w) Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority **New**



QUESTIONS

?

False Alarms in Orangeville March 1 - 15, 2024 - Total: 5

Call	Date	Location	Business Name /Info
Alarm	02 March 2024 8:41	47 Broadway, Unit 107	Subway
Alarm	07 March 2024 5:17	48 Centennial Road, 16	Northern Coatings
Alarm	11 March 2024 9:28	34 Drew Brown Bv.	Private residence
Alarm	11 March 2024 15:34	77 Broadway	Kerrys Place
Alarm	15 March 2024 01:18	22 Third Ave., Apt. 8	Private residence
Alarm			
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Alarm			

False Alarms in Orangeville March 16 - 31, 2024 - Total: 2

Call	Date	Location	Business Name /Info
Alarm	19 March 2024 11:16	220 Bline Line	Credit Meadows, panic alarm
Alarm	31 March 2024 02:57	281 Broadway, Unit 3	Green Cloud Cannabis, front door break alarm
Alarm			
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False Alarms in Orangeville April 01 - 15, 2024 - Total: 8

Call	Date	Location	Business Name /Info
Alarm	01 April 2024 00:51	Centennial Road	Flortina Foods Limited, multiple hits
Alarm	02 April 2024 18:36	314 Broadway	Orangeville Medical Imaging, rear door 1 hit
Alarm	04 April 2024 22:30	655 Riddell Road	DCAFS, multi purpose room alarm
Alarm	05 April 2024 11:15	274 Broadway	BMO, ATM room
Alarm	07 April 2024 04:49	23 Broadway	McDonald's, panic alarm
Alarm	07 April 2024 13:12	210 Broadway	John Howard Society, front door
Alarm	07 April 2024 15:38	14 Stewart Court	All Pro Roofing, back door
Alarm	08 April 2024 04:33	520 Riddell Road	Pharma Plus, entrance
Alarm			
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Alarm			
Alarm			

False Alarms in Orangeville April 16 – 30, 2024 - Total: 10

Call	Date	Location	Business Name /Info
Alarm	21 April 2024 3:44	48 Centennial Road, Unit1	Delta Piping Products, overhead and man door
Alarm	22 April 2024 20:02	19 McKitrick Drive	Private residence motion detector
Alarm	24 April 2024 01:04	24 Blind Line	Private residence, caller thinks someone in house
Alarm	24 April 2024 22:57	276 Broadway	Deluxe Paint, false alarm
Alarm	26 April 2024 05:17	276 Broadway	Deluxe Paint, balloons set alarm off
Alarm	26 April 2024 16:55	170 Lakeview CT, Unit 2	Headwaters Walk In Clinic, front door
Alarm	26 April 2024 22:09	300 C Line	Sanoh Canada; keypad panic alarm
Alarm	28 April 2024 1:17	75 Fourth Ave.	Fionn MacCools: padio door alarm
Alarm	28 April 2024 12:53	1 Elizabeth Street	Orangeville Family Medical; cancelled before arrival
Alarm	30 April 2024 21:23	Broadway / Wellington Street	Piece of construction equipment alarm going off



ORANGEVILLE OPP DETACHMENT BOARD

87 Broadway, Orangeville L9W 1K1 Telephone: (519) 941-5650 Fax: (519) 940-8275
Chair T. Taylor • Vice-Chair I. McSweeney • L. Post • [add others]

This Agreement made effective September 15, 2020 and Amended and Restated effective April 1, 2024.

Archival Services Agreement

BETWEEN:

**THE ORANGEVILLE OPP DETACHMENT BOARD
(hereinafter called the "Board")**

- and -

**The Town of Orangeville
{hereinafter called the "Town"}**

WHEREAS on December 2, 2019 Orangeville Council voted to transition to the Ontario Provincial Police (the "OPP") and disband the Orangeville Police Service effective October 1, 2020 (the "Disbandment");

AND WHEREAS prior to April 1, 2024 the Board was a "local board" under Section 1(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 (the "Act");

AND WHEREAS section 254(2) of the Act requires "local boards" to retain and preserve their records in a secure and accessible manner;

AND WHEREAS Section 255(6) of the Act exempts law enforcement records from the jurisdiction of the municipality and thus requires that local policing boards establish retention periods for their law enforcement records;

AND WHEREAS effective April 1, 2024 under the *Community Safety and Policing Act, 2019* (CSPA) the Board is not a "police service board" and therefore ceased to be a "local board" under the Act;

AND WHEREAS prior to April 1, 2024 the Board and the Town entered into an Archival Services Agreement for the provision by the Town to the Board of archival services with respect to Board records; provided that records transferred pursuant to such Agreement remain, for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* R.S.O. 1990, c.M.56 ("MFIPPA"), under the ownership and control of the Board as an "institution" under MFIPPA;

AND WHEREAS Board By- Law No.002-2024 governs the retention and destruction of Board records (the "Records By-Law");

AND WHEREAS having regard to the above, it continues to be the policy of the Board to provide for the retention, preservation and destruction of its records based on the requirements of the Act and to provide public access to such records in accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989 (the "MFIPPA") through its Records By-Law and this Amended and Restated Archival Services Agreement (the "Agreement");

NOW THEREFORE the parties agree as follows:

1. The Town is appointed as the archive service provider of Board records, which the Town agrees to retain and preserve in a secure and accessible manner based on the requirements of the Act and the Records By-Law (or a comparable records retention policy approved by the Board), subject to the following:
 - a. Board requests for records access;
 - b. any directions received by the Town from the Board to transfer, upon receipt of a written request from the OPP, all or any part of the Board's records to the OPP in conjunction with the Disbandment; and
 - c. the return to, and acceptance by, the Town as archive service provider of any records transferred to the OPP which the OPP determines should be returned to the Board.
2. Prior to transferring any Board records to the OPP under section 1 above, the Town, as archival service provider, shall obtain from the OPP written confirmation that:
 - a. the transferred records will be retained and preserved by the OPP in a secure and accessible manner based on the requirements of the Act;
 - b. the transferred records will remain subject to the records retention requirements contained in the Records By-Law or contained in such other comparable records retention policy as is approved by the Board; and
 - c. any of the transferred records which the OPP determines should be returned to the Board, shall be returned, together with an itemized records list, to the Town as the Board's archival service provider.
3. Any request for records access or record transfer directions to the Town from the Board shall be considered sufficient and valid in all circumstances if provided to the Town in a written communication signed

by the Chair and Vice-Chair of the Board and accompanied by a certified copy of approved Board resolutions.

4. Subject to the Town's authority to process freedom of information under the MFIPPA and other similar requests relating to records held by the Town under this Agreement, all in-camera and other confidential information included in Board records held by the Town shall not be publicly disclosed without express Board approval in writing.. The Town shall provide the Board with written notice of all such requests and shall, when asked, advise the Board in writing of the progress and outcome of all such requests.
5. This Agreement may be amended or terminated at any time by the parties in writing.

Dated effective April 1, 2024.

The Orangeville OPP Detachment Board

The Town of Orangeville

By: _____

By: _____

DRAFT

DRAFT

**Minutes of the Joint Meeting of the Dufferin County
Section 10 Police Services Boards (“Joint Meeting”)**

Location: Hybrid meeting held at the Township of Amaranth Council Chambers
and virtually via Zoom

Date: Friday March 8, 2024, at 9:00 a.m.

Present:	Andrew Stirk – Amaranth	Darren White – Melancthon
	Amie Zukowski – Amaranth	Sarah Culshaw – Melancthon
	Walter Kolodziechuk – Amaranth	Denise Holmes – Melancthon
	Nicole Martin – Amaranth	Ken Krakar – Orangeville
	Holly Boardman – Amaranth	Lisa Post – Orangeville
	Jeff Deason – Shelburne	Meghan Townsend – Grand Valley
	Cheryl Russel – Mulmur	Brad Haines – Grand Valley
	Jeff Sedgwick – Mulmur	Insp. Mike Di Pasquale – OPP
	Andrew Cunningham – Mulmur	Sgt. Terri-Ann Pencarinha – OPP
	Roseann Knechtel – Mulmur	S/Sgt. Corrie Trewartha – OPP
	Mike Walker – Mono	PC Andrew Fines – OPP
	Wayne Evans – Mono	PC Amy-Lynn Pitton – OPP
	John Creelman - Mono	

1. Call to Order

Andrew Stirk, Chair of the Amaranth Police Services Board called the meeting to order at 9:00 a.m.

2. Approval of Agenda

Resolution #: 1

Moved by: C. Russel

Seconded by: W. Kolodziechuk

BE IT RESOLVED THAT:

The Joint Police Services Board hereby approve the agenda for March 8, 2024 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Approval of Minutes

4.1 Minutes from November 17, 2023

Resolution #: 2

Moved by: M. Walker

Seconded by: C. Russel

BE IT RESOLVED THAT:

The Joint Police Services Board hereby adopt the minutes of the meeting held November 17, 2023.

CARRIED

4.2 Business arising from the Minutes
Nothing at this time.

5. Delegations/Presentations

5.1 OPP Community Response Unit

Members of the Dufferin OPP detachment provided a presentation to the Board on the Community Response Units activities, events and work in the community.

The Board discussed police presence in schools. The OPP provided an overview of the School Liaison Officers role, new rules/guidelines from the schools and programs offered to students.

6. Advocacy strategy to improve bus safety, but not limited to the installation of cameras - Melancthon

Darren White discussed the matter with the Board.

7. Town of Mono Declares Road Safety Emergency – Mono

John Creelman discussed the motion passed by the Town of Mono. The Board was advised that delegation attempts to AMO and ROMA were declined. John Creelman noted that he has a meeting scheduled with the Ministry of Transportation at the end of the month and has spoken to the Attorney General regarding this matter.

8. New Boards

8.1 Community Safety and Policing Act (CSPA) Coming into Effect April 1, 2024

8.2 Transition process – Cheryl Russel

The Board discussed the new board composition, member appointment and the training required for all members of the new boards. The Board discussed that no regulations are currently in place from the Province and that it is up to each individual board to figure out the administration, compensation and appointment of new members.

The Province has provided a code of conduct for the boards and will be providing training for the members.

The new board composition has already been determined by the Province and each Municipalities Council will have to appoint members to the new board.

- 8.3 OPP Detachment Board Description Update – Posting on the Ontario Regulatory Registry (ORR) - <https://www.ontariocanada.com/registry/view.do?postingId=46373&language=en>

- 8.4 Provincial Appointee Compensation

9. Orangeville Police Services Board Resolution - Intimate Partner Violence

Resolution #: 3

Moved by: J. Creelman

Seconded by: C. Russel

BE IT RESOLVED THAT:

The Joint Dufferin County Section 10 Police Services Board endorses the Orangeville Polices Services Board resolution on Intimate Partner Violence.

CARRIED

10. OPP – Detachment Updates

- 10.1 Dufferin County Polices Services Board Report 2024

Insp. Di Pasquale provided an overview of the report as presented.

The Board was provided with an update on the Dufferin Detachment staffing level.

The Board recognized the great work taking place with the OPP presence on social media outlets and the positive effect it has on engaging the community.

- 10.2 Black Cat Training

The Board was advised that the training will take place on April 4, 2024 at the Primrose OPP detachment office.

11. Municipal Board Reports

Members from each Board provided a brief update as information.

Upcoming Community Events discussed:

OPP Project CLASP event on April 2, 2024 at Canadian Tire Orangeville.

Town of Mono Open House on Traffic Safety April 27, 2024.

OPP vs Orangeville Fire Hockey Game March 16, 2024 at Tony Rose Arena.

Orangeville Lions Club Home and Garden Show April 5-7, 2024 at the Orangeville Fairgrounds.

12. **POA**

Nothing at this time.

13. **Other Business and Items for Future Joint Meetings**

The Board discussed concerns of vehicle thefts in the area.

14. **Confirming Motion**

Resolution #: 4

Moved by: W. Walker

Seconded by: J. Deason

BE IT RESOLVED THAT:

All actions of the Joint Police Services Board, with respect to every matter addressed and/or approved on March 8, 2024, are hereby adopted, ratified and confirmed;

And that each motion, resolution and other actions taken by the members of the Joint Police Services Board at the meeting on March 8, 2024 are hereby adopted, ratified and confirmed.

CARRIED

15. **Adjournment**

Resolution #: 5

Moved by: C. Russel

Seconded by: J. Creelman

BE IT RESOLVED THAT:

The Joint Police Services Board do now adjourn.

CARRIED

The meeting adjourned at 10:58 a.m.

Minutes of Orangeville Police Services Board Regular (Public Session) Meeting

March 19, 2024, 5:00 p.m.

Electronic and In-Person Participation - Orangeville Police Services Board

The Corporation of the Town of Orangeville

87 Broadway

Orangeville, Ontario

Members Present: Chair T. Taylor
Member K. Krakar (through Microsoft Teams)
Vice-Chair I. McSweeney
Member L. Post

Staff Present: Executive Assistant M. Archer
M. Pourmanouchehri, I.T. Project Manager

1. Call to Order

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

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

None.

3. Approval of Agenda

Moved by Member Post

Seconded by Member Krakar

Motion that the Board discuss and approve the Agenda for the March 19, 2024, Orangeville Police Services Board Regular (Public Session) Meeting.

Member Post asked that her claim for special remuneration for attending the Joint Dufferin PSB meeting on March 8, 2024 be added to Agenda Item 8.4.

Vice-Chair McSweeney asked that an update on the March 12/24 Meeting of the Dufferin County Section 10 Boards be added into New Business.

Carried

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

Moved by Vice-Chair McSweeney

Seconded by Member Post

Convene into In-Camera Session.

Motion that at 4:00 p.m. the Board convene into the In-Camera Session of this meeting under Part III, Section 35(4) of the Police Services Act.

Carried

5. Public Session

Moved by Member Post

Seconded by Member Krakar

Convene into Public Session.

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

Carried

6. Land Acknowledgment

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

Board review and Discussion:

Chair Taylor advised that the approved Land Acknowledgement is being read at all Advisory, Committee and Board meetings established by the Town

Vice-Chair McSweeney advised that this has been adopted into the Board Process Bylaw.

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the above document.

Carried

7. Presentations

Moved by Vice-Chair McSweeney

Seconded by Member Post

Motion that the Board receive the documents and updates from items 7.1 to 7.6.

Carried

7.1 Inspector Di Pasquale - OPP Orangeville 4th Quarter Report

Inspector Di Pasquale provided an overview and highlights of the 4th quarter report covering the time period Oct. 1, 2023 to Dec. 31, 2023. For more details see the 4th quarter report in the agenda package.

7.2 Inspector Di Pasquale - CamSafe Launch

CAM Safe was launched in Dufferin in January 2024. It is a program aimed at creating a database of residential and commercial security cameras within a community that may act as a resource for police when investigating offences/crime.

Inspector Di Pasquale advised that it is a great tool to work collaboratively as a community to solve crimes.

7.3 Inspector Di Pasquale - Settlers Creek Community Association

Inspector Di Pasquale advised that the Settlers Creek Community Association has been provided with a linkage to a neighbouring community who will be able to share best practices with them.

7.4 Inspector Di Pasquale - OPP 2023-2025 Strategic Plan

See attachments: PDF – Business Planning, Word doc. Final Governance, Word Orangeville Input 2023 Dufferin Action Plan, PDF OPP 2023-2025 Strategic Plan.

The OPP 2023-2025 Strategic Plan was published in December 2023.

The Dufferin 2023-2025 Action Plan has not yet been finalized and no updates are available on this document.

7.5 Chair Taylor - Black Cat Next Steps

Chair Taylor advised that it was determined the Black Cat tool could be better utilized if the town could utilize it in areas in response to public traffic concerns.

Town staff will be meeting with OPP members for training on April 4th and 5th.

Implementation is planned for May 1, 2024. The Black cat tool cannot be used in the winter months as the battery is ineffective in the cold temperatures.

7.6 Chair Taylor and Inspector Di Pasquale - Complaints Regarding 4th Street and Broadway

Chair Taylor advised there have been community concerns raised about persons making left turns on 4th street onto Broadway. A traffic sign has been posted advising no left turns Monday to Friday in certain time periods.

Inspector Di Pasquale advised they are monitoring this concern and conducting enforcement in this area.

8. Items for Discussion and Reports

8.1 Orangeville Police Services Board Policies – Vice-Chair McSweeney to lead discussion.

Moved by Member Krakar
Seconded by Member Post

Motion that the Board receive the update on Items 8.1.1 to 8.1.3 and corresponding discussion.

Carried

8.1.1 Detachment Commander Selection and Performance Review

Vice-Chair McSweeney advised that Lisa Darling, Executive Director of the OAPSB advised the OAPSB is working on a new template for the performance review and will share it when complete. In the interim the Board will continue to use the template developed in policy D3(l)

8.1.2 Intimate Partner Violence Policy/Gender Based Violence

As result of Council and the Board passing the IPV/GBV resolution the Board has developed policy D3(w) on this important community issue.

8.1.3 Board Final letter on IPV/GBV

To be received the final Board letter sent to all Municipalities and Police Services Boards in January 2024.

8.2 Grant Update – Executive Assistant Archer to provide update on Grants

Vice-Chair McSweeney advised to ensure institutional memory on the grant process a Board Grant Writing policy has been developed.

Moved by Member Krakar

Seconded by Vice-Chair McSweeney

Motion that the Board receive the update and documents from items 8.2.1 to 8.2.4.

Carried

8.2.1 Mobile Crisis Response Team (MCRT) Enhancement Grant First Installment of the above grant has been received for the amount of \$166,280.51

The final installment of \$41,570.13 will be received upon final reporting at the conclusion of the grant March 31, 2024.

Headwaters Healthcare Centre has invoiced the Town of Orangeville for the funds provided from this grant to fund Crisis Nurses on the MCRT Team for the period April 2023 to January 2024.

8.2.2 RIDE Grant

Final report due April 15th. (Final report has been submitted see (Ride Statistical Report 23-24 signed & RIDE 23-24 Invoice for \$12,717.26 was paid).

8.2.3 Community Safety and Policing Grant (CSP) Grant

Local Priorities Funding Stream 2022-25 - \$37,436.03 received 29FEB24 (see email Payment Notification) \$112,308.09 for the next funding year will be received following the completion of the final report in April. Total amount awarded is \$449,232.36 over the 3-year grant term.

8.2.4 Court Security and Prisoner Transportation Grant

The Municipality's allotment for the 2024 calendar year is \$223,630.00 The town received credit for \$55,908.00 in February. (see credit note) The balance will be paid in September 2024.

8.3 Review Post- January 16, 2024, and Pre- March 19th, 2024, Meeting Service Standards (Vice-Chair McSweeney to lead)

Chair Taylor advised the Service Standards were met with 100% compliance

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the above attachments and reports.

Carried

8.4 Board Member Claims for Special Remuneration

One claim was added in for Member Post for attending the March 8, Dufferin Joint PSB Meeting. (as outlined below)

Vice-Chair McSweeney advised that all claims are included in the public agenda package so that the Board provides transparency to the public on this matter as well a policy has been implemented to govern the special remuneration claims.

Total Special Remuneration Claims Submitted (\$2281.50)

- December 12, 2023, Zone 5 Meeting. – Ken Krakar (\$100)
- Jan. 22, 2024, Meeting with OPP to review Business Plan and Annual Report Requirement – V.C. Ian McSweeney (\$100)
- Jan. 22, 2024, Meeting with OPP to review Business Plan and Annual Report Requirement – M. Archer (\$100)
- January 23, 2024, Special Meeting reference EA Performance Review – Chair Taylor (\$100)
- January 23, 2024, Special Meeting reference EA Performance Review – V.C. McSweeney (\$100)
- January 23, 2024, Special Meeting reference EA Performance Review – L. Post (\$100)

- January 23, 2024, Special Meeting reference EA Performance Review – K. Krakar (\$100)
- February 9, 2024, Special Meeting reference OPP Detachment Board Feedback - Chair Taylor (\$100)
- February 9, 2024, Special Meeting reference OPP Detachment Board Feedback – V.C. McSweeney (\$100)
- February 9, 2024, Special Meeting reference OPP Detachment Board Feedback – L. Post (\$100)
- February 9, 2024, Special Meeting reference OPP Detachment Board Feedback – K. Krakar (\$100)
- February 9, 2024, Special Meeting reference OPP Detachment Board Feedback – M. Archer (\$100)
- February 14, 2024, Special Meeting to present EA's Performance Review - Chair Taylor (\$100)
- February 14, 2024, Special Meeting to present EA's Performance Review - V.C. McSweeney (\$100)
- February 14, 2024, Special Meeting to present EA's Performance Review – M. Archer (\$100)
- February 20, 2024, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)
- February 27 and 28, 2024, CSPA Summit -- Vice-Chair McSweeney (\$200) and mileage (245 km. x \$0.70 = \$171.50) = \$371.50
- March 8, Dufferin Joint PSB Meeting – K. Krakar (\$100)
- March 8, Dufferin Joint PSB Meeting - L. Post (\$100)
- March 12, Zone 5 OAPSB Meeting – K. Krakar (\$100)
- Timesheet from Executive Assistant Archer - Feb 5, 2024 –for focused work on Website Restructure. (\$210.00)

Moved by Vice-Chair McSweeney
 Seconded by Member Post

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

Carried

8.5 Zone 5 Meeting Mar. 12, 2024 – Board to discuss and receive agenda and Zone 5 Elections

Board Review and Discussion:

Member Krakar attended the meeting and advised that the presentation at the meeting was centred on leadership and the importance of Equality, Diversity and Inclusion (EDI) in the workplace and that the policing profession should be active in this area. Member Krakar asked Inspector Di Pasquale what the OPP does to promote this in their workplace

Inspector Di Pasquale advised that the OPP EDI is reflected in all workplace policies and training at each level.

Member Krakar advised there was an election and the current executive maintained their positions as there were no new nominations.

Chair Taylor asked what the update was on Provincial Appointees and Member Krakar advised that the Government is still working on that process and there are no updates. A number of Boards advised they still have vacancies for provincial appointments.

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the Board receive the above update and documents.

Carried

8.6 Action Register Update

Board Review and Discussion:

Vice-Chair McSweeney advised that as we work through the new CSPA compliant workplan we may find that the Action Register is redundant. This is currently under review.

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the attachment and update.

Carried

8.7 Board Governance Framework

Board Review and Discussion:

Phase 2

Review and Discussion

- Vice Chair McSweeney has been working on revising the Governance Framework to reflect the new CSPA and regulations expected to come into force on April 1, 2024 – note the Ontario Regulatory Registry (ORR) website contains the CSPA legislation and all regulations released to date for public information/consultation. This work is underway but awaiting some outstanding regulations

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the updates from Vice-Chair McSweeney on Items 8.7.1 to 8.7.9 and approve next steps and endorse Vice-Chair McSweeney presenting to Zone 3 on March 21st as described in Item 8.7.5 and direct a copy of the presentation be included in these minutes.

Carried

8.7.1 PSB Logo Revision for consideration in conjunction with the expected April 2024 CSPA Regulations in force date) – V.C. McSweeney to advise if there is any update.

V.C. McSweeney advised that Kim Daynard of the OPP said they would have an OPP Detachment logo that they can share by the end of the week.

8.7.2 Update on CSPA Mandatory Training Modules.

The CSPA Mandatory Training Modules have not been released yet. It is believed that they will release a truncated version prior to April 1, to allow Boards time to complete them.

Vice-Chair McSweeney advised that the Board should continue in its Board duties and after the training is completed, go back and ratify any actions taken in the interim.

8.7.3 Update on outstanding/unresolved CSPA issues and pending OPP detachment board composition, appointment and funding regulation – Board comments submitted by Feb 13th deadline but regulation not yet released.

V.C. McSweeney advised there are still a number of outstanding issues in relation to the CSPA that require clarification.

8.7.4 Update on Vice-Chair McSweeney's March 18th CSPA compliance presentation to Council.

V.C. McSweeney advised that the presentation to Council last evening, March 18th went very well. Chair Taylor and Member Post advised that it was well received.

V.C. McSweeney invited Councillors to submit any questions they have to the Board.

8.7.5 Update on Vice-Chair McSweeney's March 21st presentation on OPP detachment Board CSPA compliance to Zone 3 meeting.

V.C. McSweeney advised that he was requested to present at the Zone 3 meeting to describe how the Orangeville Board is preparing to be compliant with the new CSPA.

8.7.6 Dufferin Detachment Boards

V.C. McSweeney advised that under the CSPA the Dufferin Detachment Boards have been reduced from 8 to 4 and the Orangeville Detachment Board will have 2 additional Community members. These members will be appointed by Council once the new legislation and pending regulation are in place.

8.7.7 Service Standards Policy and Workplan

V.C. McSweeney advised that he and M. Archer have been working on the Service Standards Policy and corresponding workplan.

8.7.8 Governance Cover Memo

V.C. McSweeney explained that the Governance Cover Memo is an umbrella document that describes the framework/oversight

mandate and all corresponding 20 policies, 2 by-laws, resources, and legislative references. These will be finalized as conditional working drafts prior to April 1st and then approved in final format as described in term 8.7.9 below following consultations to be completed with the Detachment Commander by Chair Taylor and Vice-Chair McSweeney in mid-April as required by CSPA s. 69.

8.7.9 Special Board Meeting March 22, 2024

V.C. McSweeney requested a special meeting of the board this Friday, March 22, to:

- review and approve working drafts of the revised Governance Cover Memo and draft Boards policies and bylaws conditional on the documents being revised to reflect approved Board member input and then returned to the Board prior to April 30, 2024, for final Board approval; and
- confirm that until such final approval such conditional working drafts shall be used by the Board as required to effect compliance with the CSPA and its regulations. .

8.8 False Alarm Reports

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the false alarm reports attached.

Carried

8.9 Community Awareness Initiative

The Board discussed the desirability of following up on the Board's initial community awareness outreach to community partners to promote a more proactive, ongoing, and transparent engagement with the Board. Member Post will work with the Town Communications team to determine how to best increase awareness with the public in regard to upcoming Board meetings, how to access Board agendas and how to engage with the Board.

Moved by Vice-Chair McSweeney

Seconded by Member Krakar

Motion that Member Post will reach out to the Town Communications Dept. on how to best engage the public and will provide an update at the next Board meeting. Member Post will also draft a follow-up letter to the Community Partners and present the draft letter at our next Board meeting in May.

Carried

8.10 PSB Website Review – M. Archer to provide update on January 26th, 2024, meeting with Town Communications staff

M. Archer reported the following have been added into the website as requested:

- Community Awareness Initiative
- Community Board Member Vacancies
- Community Safety & Well-Being Plan
- OPP 2023-2025 Strategic Plan

Next steps: Add in governance package once approved.

Moved by Vice-Chair McSweeney

Seconded by Member Post

Motion that the Board receive the update from M. Archer

8.11 OAPSB Membership Renewal for 2024

Moved by Vice-Chair McSweeney

Seconded by Member Post

Motion that the Board receive the renewal document.

8.12 OAPSB Zone 5 Membership Renewal

Moved by Member Post

Seconded by Member Krakar

Motion that the Board receive the renewal document.

Carried

8.13 OAPSB - CSPA Summit – February 27-28, 2024

Vice-Chair McSweeney attended the CSPA Summit. The Summit was very well attended. The focus of the Summit was very Sec. 31 board-centric. The overview provided was at a high level. Ryan Teschner, the Inspector General of Policing presented on the Risk Based Audit Process and the enhanced monitoring framework.

Moved by Member Post
Seconded by Member Krakar

Motion that the Board receive Vice-Chair McSweeney's update.

Carried

9. Report from In-Camera Session

Chair Taylor advised that In-Camera there was discussions on the following matters:

- Strategic Initiatives
- Received an Employee Performance Evaluation
- Report on a citizen interaction
- Report on funding in relation to the Mobile Crisis Response Team Enhancement Grant

10. Adoption of Minutes of Previous Meeting

Moved by Member Post
Seconded by Vice-Chair McSweeney

That the minutes of the January 16, 2024, Regular (Public Session) Meeting are approved:

Carried

10.1 January 16, 2024 - Orangeville Police Services Board Regular (Public Session) Meeting Minutes

11. Correspondence

None

12. Question Period

Community member, Rick Ugolini attended and advised that he has noticed a greater OPP presence in Orangeville over the last several weeks.

He advised that in July 2023 the Black Cat was used on his street, Cedar Drive and in that period, he felt that it didn't provide a good reading of the general traffic concerns in that area and would like to see it implemented in the area again in a non-holiday period.

Mr. Ugolini asked if the electronic speed signs that flash your speed have a positive impact on slowing speeders down. Member Post advised that the devices are used to collect data. The Town has a Traffic Calming Policy which focuses on data driven decisions on traffic calming and working effectively with the OPP

13. New Business

Member Post provided a few highlights from the March 8, Dufferin Joint PSB Meeting

A big part of the meeting was a presentation from the Community Liaison Officers. Member Post would like to invite them to present at a future Board meeting.

The IPV/GBV resolution has been shared with the attending Boards and the member Boards discussed also putting a similar resolution in place.

14. Date of Next Meeting

The next meeting is scheduled for May 21, 2024, at 5:00 p.m.

15. Adjournment

Moved by Member Post

Seconded by Member Krakar

That the meeting be adjourned at 6:20 p.m.

Carried

Todd Taylor, Chair

Mary Lou Archer, Executive Assistant



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 26, 2024

Orangeville Police Services Board
c/o Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

Sent by email to: Chair T. Taylor ttaylor@orangeville.ca
Vice-Chair I. McSweeney imcsweeney@orangeville.ca
Member L. Post lpost@orangeville.ca
Member K. Krakar kkrakar@orangeville.ca

Re: Resolution on Intimate Partner Violence

At its regular meeting held on March 19, 2024, the Township of Amaranth Police Services Board wished to send a letter supporting The Orangeville Police Services Boards resolution concerning Intimate Partner Violence.

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk

Joint Meeting of the Dufferin County Section 10 Police Services Boards

March 26, 2024

Orangeville Police Services Board
c/o Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

Sent by email to: Chair T. Taylor ttaylor@orangeville.ca
Vice-Chair I. McSweeney imcsweeney@orangeville.ca
Member L. Post lpost@orangeville.ca
Member K. Krakar kkrakar@orangeville.ca

Re: Resolution on Intimate Partner Violence

At its regular meeting held on March 8, 2024, the Joint Dufferin County Section 10 Police Services Board wished to send a letter supporting The Orangeville Police Services Boards resolution concerning Intimate Partner Violence. The Board passed the following resolution:

Resolution #: 3

Moved by: J. Creelman

Seconded by: C. Russel

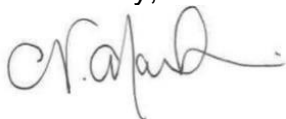
BE IT RESOLVED THAT:

The Joint Dufferin County Section 10 Police Services Board endorses the Orangeville Polices Services Board resolution on Intimate Partner Violence.

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,



Nicole Martin, Dipl. M.A.

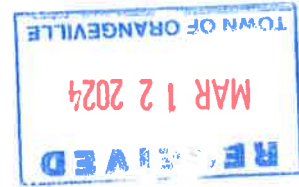


The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street Box 160 Burk's Falls ON P: 705-382-3138 F: 705-382-2273 www.burksfalls.net

March 5, 2024

Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1



RE: Regarding Intimate Partner and Gender-Based Violence

Please be advised that at their meeting of February 27, 2024, Council for the Village of Burk's Falls passed a motion supporting the resolution from the Orangeville Police Services Board regarding Intimate Partner and Gender-Based Violence.

Resolution #2024-60

Moved by Ryan Baptiste - Seconded by Sean Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby supports the Orangeville Police Services Board regarding Intimate Partner Gender Based Violence.

Regards,

Camille Barr

Senior Administrative Assistant