

**Agenda**  
**Orangeville OPP Detachment Board Regular Meeting**

**Tuesday, June 25, 2024, 4:00 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: 182 505 668#

**Accessibility Accommodations**

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

---

**Pages**

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

Recommendations:

Motion that the Board discuss and approve the Agenda for the June 25, Orangeville OPP Detachment Board Regular (Public Session) Meeting.

- 4. In-Camera Meeting (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 Part III, Section 35(4) of the Police Services Act.

- 4.1 Zina Street Court House**
- 4.2 New Board Members**
- 4.3 Police Record Checks for Council-Appointed New Members**
- 4.4 Adoption of Previous In-Camera and Special Meeting Minutes**
- 4.5 New Business**

**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**

**8. Question Period**

**9. Presentations**

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

**11. Items for Discussion and Reports**

**11.1 Orangeville OPP June 18, 2024 Report for April - May 2024**

7

Board Review and Discussion:

- Inspector Di Pasquale will provide an overview and highlights for April and May of 2024.
- Inspector Di Pasquale to discuss recent communication with Dufferin County detachment boards re OPP Careers link/Distribution re OPP employment opportunities.

Recommendations:

Motion that the Orangeville OPP Detachment Report for April and May of 2024 and overview provided by Inspector Di Pasquale be received.

**11.2 OPP Detachment Board Annual Report to Town Council**

22

Board Review and Discussion:

The Board will review and discuss the latest draft of the Annual Report as provided by Vice-Chair McSweeney following the Board's June 14, 2024 special meeting, and discuss June 24th presentation to Council for input prior to finalization and submission to Council by the current CSPA ss.68(1)(f) deadline of June 30, 2024.

Recommendations:

Motion that the Board align on next steps in reference to the presentation to Town Council on the Annual Report.

- 11.3 Review of Work Plan - Appendix A of Policy D3(t) Board General Service Standards Guideline Per Item 10.4 of May 21/24 Board Agenda** 33  
 Board Review and Discussion:  
 Board to review Workplan  
 Recommendations:  
 Motion that the Board receive and approve any changes made to the template a a result of the discussion.
- 11.4 Provincial Notice of New Board Member, Jacquelin Weatherbee** 39  
 Board Review and Discussion:  
 Please see the Ministry letter appointing Jacquelin Weatherbee 14 MAY 24 for a period of 2 years. Confirmation the Member Weatherbee has been set up in Town records as such.  
 Recommendations:  
 Motion that the Board receive the appointment letter for Jacqueline Weatherbee.
- 11.5 Insurance Coverage** 41  
 Board Review and Discussion:  
 Vice-Chair McSweeney will provide an update on the status of this matter. See attached note from the OAPSB website titled OPP Detachment Discussion Group - May 15 and the insurance discussion contained in the Board's governance overview memo.  
 Recommendations:  
 Motion that the Board receive the update provided by Vice-Chair McSweeney and the attached presentation.
- 11.6 Board Member/Executive Assistant Claims for Special Remuneration** 53  
 Board Review and Discussion:  
 Total Special Remuneration Claims Submitted \$1315.00  
 Recommendations:  
 Motion that the Board approve the above special remuneration claims and direct Exec. Asst. Archer to submit same to the Town for payment.
- 11.7 Review Post May 21, 2024, and Pre June 25, 2024 Meeting Service Standards Per Board Policy D3(j)** 65  
 Board Review and Discussion:  
 Vice-Chair McSweeney to lead discussion.

Recommendations:

Motion that the Board receive the discussion on the Meeting Service Standards and the attached documents.

**11.8 OPP Detachment Board Financials for Q1**

67

Board Review and Discussion:

Chair Taylor to lead discussion. See Attached.

Recommendations:

Motion that the Board receive the update provided by Chair Taylor and the attached 1st quarter report.

**11.9 False Alarm Reports**

Board Review and Discussion:

Chair Taylor will provide an update on the May False Alarm Reports as follows:

In the period May 1 - May 31 there were 19 false alarms in total and on only one occasion was there a repeat false alarm at the same location.

Recommendations:

Motion that the Board receive the update on False Alarms provided by Chair Taylor.

**12. Adoption of Minutes of Previous Meeting**

68

Review and Discussion:

Minutes from the May 21, 2024 regular (Public Session) Meeting.

Recommendations:

Motion that the minutes of the following meeting are approved: May 21, 2024 regular (Public Session) Meeting.

**13. Zone 5 Update and Cancellation of June 19/24 Zone Meeting**

81

Board Review and Discussion:

Vice-Chair McSweeney to provide update. Reference email exchanges with Zone 5 EA and Zone 5 draft directory.

Recommendations:

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

**14. Amended and Restated Archival Services Agreement**

Board Review and Discussion:

Vice-Chair McSweeney to provide an update on the Archival Services

Agreement as signed and incorporated into the governance framework in conjunction with Board By-Law 002/2024. See attached signed agreement.

Recommendations:

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

**15. OAPSB Spring Conference June 4, 2024**

Board Review and Discussion:

Vice-Chair McSweeney to provide update on his attendance at the OAPSB Spring Conference on June 4, 2024.

Recommendations:

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

**16. Board Website Revisions**

Board Review and Discussion:

Vice-Chair McSweeney to provide update on latest website revisions to reflect CSPA compliance and new member appointments.

Recommendations:

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

**17. Other OPP Detachment Boards**

Board Review and Discussion:

Vice-Chair McSweeney, Board EA and Chair Taylor to provide update on recent interactions with other OPP detachment boards.

- Vice-Chair McSweeney/EA Archer - Other Board Requests for Orangeville Board's Governance Documents
- Chair Taylor – correspondence with New Tecumseth.

Recommendations:

Motion that the Board receive the above updates.

**18. Board Ratification - March 31, 2024 - June 25, 2024**

Board Review and Discussion:

Vice-Chair McSweeney to provide background and reasons for Board re-ratification/ratification and approval of all Board and Board member discussions and actions taken which relate to Board business from March 31, 2024 to June 25, 2024, including all motions approved at the Board's May 21, 2024 regular meeting and the Board's June 14, 2024 special meeting, as reflected in the approved minutes of such meetings.

Recommendations:

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

**19. Action Register Update**

90

Board Review and Discussion:

Recommendations:

Motion that the Board receive the attachment and update.

**20. Correspondence**

**21. New Business**

**22. Date of Next Meeting**

The next meeting is scheduled for Tuesday, September 17, 2024 at 4:00 p.m.

**23. Adjournment**



# Dufferin Ontario Provincial Police

## Town of Orangeville Police Services Board Report 18 June 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/Apr to 2024/May**

<b>Public Complaints</b>	
Policy	0
Service	0
Conduct	0

**Date information collected from Professional Standards Bureau Commander Reports:** 2024-05-30

**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)

<b>Secondary Employment</b>
-----------------------------

**Detachment:** 1N - DUFFERIN

**Location code(s):** 1N10 - ORANGEVILLE

**Report Generated by:**

Moore, Vicki

**Report Generated on:**

30-May-24 8:23:18 AM

PP-CSC-Operational Planning-4300





## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	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	6	6	15.4	92.4	9	9	15.4	138.6
	Sexual Interference	1	1	15.4	15.4	2	2	15.4	30.8
	Sexual Exploitation	0	0		0.0	1	1	15.4	15.4
	Non-Consensual Distribution of Intimate Images	1	1	15.4	15.4	0	0		0.0
	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	9	9	15.4	138.6	15	15	15.4	231.0
	Assault-Level 1	34	34	15.4	523.6	39	39	15.4	600.6
	Assault Peace Officer	1	1	15.4	15.4	1	1	15.4	15.4
	Forcible confinement	2	2	15.4	30.8	1	1	15.4	15.4
	Robbery -Master code	1	1	15.4	15.4	2	2	15.4	30.8
	Robbery, With Threat of Violence	1	1	15.4	15.4	0	0		0.0
	Robbery - Pursesnatch With Violence	0	0		0.0	1	1	15.4	15.4
	Criminal Harassment	17	17	15.4	261.8	5	5	15.4	77.0
	Criminal Harassment - Offender Unknown	1	1	15.4	15.4	0	0		0.0
	Indecent/Harassing Communications	6	6	15.4	92.4	3	3	15.4	46.2
	Utter Threats -Master code	2	2	15.4	30.8	2	2	15.4	30.8
	Utter Threats to Person	20	20	15.4	308.0	19	19	15.4	292.6
	Utter Threats to Person - Government Employee (non-police)	0	0		0.0	1	1	15.4	15.4
	<b>Total</b>	<b>103</b>	<b>103</b>	<b>15.4</b>	<b>1,586.2</b>	<b>104</b>	<b>104</b>	<b>15.4</b>	<b>1,601.6</b>
Property Crime Violations	Arson - Building	1	1	6.3	6.3	0	0		0.0
	Break & Enter	12	12	6.3	75.6	23	23	6.3	144.9
	Theft Over -master code	3	3	6.3	18.9	2	2	6.3	12.6
	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	9	9	6.3	56.7	12	12	6.3	75.6
	Theft of - Automobile	0	0		0.0	3	3	6.3	18.9
	Theft of - Trucks	1	1	6.3	6.3	0	0		0.0
	Theft of - Other Motor Vehicles	0	0		0.0	1	1	6.3	6.3



## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Under -master code	12	12	6.3	75.6	13	13	6.3	81.9
	Theft under - Bicycles	1	1	6.3	6.3	2	2	6.3	12.6
	Theft under - Building	1	1	6.3	6.3	2	2	6.3	12.6
	Theft under - Persons	2	2	6.3	12.6	0	0		0.0
	Theft under - Other Theft	12	12	6.3	75.6	17	17	6.3	107.1
	Theft Under - Gasoline Drive-off	4	4	6.3	25.2	8	8	6.3	50.4
	Theft Under - Truck Load	0	0		0.0	1	1	6.3	6.3
	Theft FROM Motor Vehicle Under \$5,000	22	22	6.3	138.6	24	24	6.3	151.2
	Theft Under \$5,000 [SHOPLIFTING]	39	39	6.3	245.7	64	64	6.3	403.2
	Trafficking in Stolen Goods over \$5,000 (incl. possession wi	1	1	6.3	6.3	0	0		0.0
	Possession of Stolen Goods over \$5,000	1	1	6.3	6.3	0	0		0.0
	Fraud -Master code	6	6	6.3	37.8	19	19	6.3	119.7
	Fraud - Steal/Forge/Poss./Use Credit Card	7	7	6.3	44.1	4	4	6.3	25.2
	Fraud - False Pretence < = \$5,000	6	6	6.3	37.8	12	12	6.3	75.6
	Fraud - Forgery & Uttering	3	3	6.3	18.9	4	4	6.3	25.2
	Fraud - Fraud through mails	1	1	6.3	6.3	2	2	6.3	12.6
	Fraud -Money/property/ security > \$5,000	6	6	6.3	37.8	6	6	6.3	37.8
	Fraud -Money/property/ security <= \$5,000	22	22	6.3	138.6	18	18	6.3	113.4
	Fraud - Transportation	0	0		0.0	1	1	6.3	6.3
	Fraud - Welfare benefits	0	0		0.0	1	1	6.3	6.3
	Fraud - Other	9	9	6.3	56.7	10	10	6.3	63.0
	Personation with Intent (fraud)	4	4	6.3	25.2	1	1	6.3	6.3
	Fraud - False Pretence > \$5,000	1	1	6.3	6.3	0	0		0.0
	Identity Theft	1	1	6.3	6.3	1	1	6.3	6.3
	Identity Fraud	0	0		0.0	2	2	6.3	12.6
	Mischief - master code	45	45	6.3	283.5	40	40	6.3	252.0
Mischief [Graffiti - Non Gang Related]	1	1	6.3	6.3	5	5	6.3	31.5	



# Calls For Service (CFS) Billing Summary Report

## Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Interfere with lawful use, enjoyment of property	3	3	6.3	18.9	6	6	6.3	37.8
	Property Damage	14	14	6.3	88.2	11	11	6.3	69.3
	<b>Total</b>	<b>253</b>	<b>253</b>	<b>6.3</b>	<b>1,593.9</b>	<b>317</b>	<b>317</b>	<b>6.3</b>	<b>1,997.1</b>
Other Criminal Code Violations (Excluding traffic)	Possess Firearm while prohibited	0	0		0.0	1	1	7.3	7.3
	Other Criminal Code * Sec.78 - Sec.96	1	1	7.3	7.3	0	0		0.0
	Offensive Weapons-Possession of Weapons	1	1	7.3	7.3	1	1	7.3	7.3
	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
	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	17	17	7.3	124.1	12	12	7.3	87.6
	Bail Violations - Others	0	0		0.0	2	2	7.3	14.6
	Bail Violations - Recognizance	2	2	7.3	14.6	2	2	7.3	14.6
	Counterfeit Money - Master code	1	1	7.3	7.3	0	0		0.0
	Counterfeit Money - Others	4	4	7.3	29.2	1	1	7.3	7.3
	Disturb the Peace	10	10	7.3	73.0	20	20	7.3	146.0
	Indecent acts -Master code	0	0		0.0	1	1	7.3	7.3
	Indecent acts -Other	3	3	7.3	21.9	0	0		0.0
	Indecent acts -exposure to person under 14	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	1	1	7.3	7.3
	Breach of Probation	14	14	7.3	102.2	10	10	7.3	73.0
Disobey court order/Misconduct executing process	1	1	7.3	7.3	2	2	7.3	14.6	
Public mischief - mislead peace officer	1	1	7.3	7.3	3	3	7.3	21.9	



## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Possession of Burglary Tools	0	0		0.0	1	1	7.3	7.3
	<b>Total</b>	<b>61</b>	<b>61</b>	<b>7.3</b>	<b>445.3</b>	<b>61</b>	<b>61</b>	<b>7.3</b>	<b>445.3</b>
Drug Possession	Possession Cocaine	4	4	6.9	27.6	4	4	6.9	27.6
	Possession Other Controlled Drugs and Substance Act	1	1	6.9	6.9	3	3	6.9	20.7
	Possession illicit or >30g dried cannabis (or equiv) - adult	1	1	6.9	6.9	0	0		0.0
	Drug related occurrence	10	10	6.9	69.0	6	6	6.9	41.4
	<b>Total</b>	<b>16</b>	<b>16</b>	<b>6.9</b>	<b>110.4</b>	<b>13</b>	<b>13</b>	<b>6.9</b>	<b>89.7</b>
Drugs	Trafficking Heroin	1	1	80.6	80.6	0	0		0.0
	Trafficking Cocaine	1	1	80.6	80.6	2	2	80.6	161.2
	Trafficking Other Controlled Drugs and Substance Act	2	2	80.6	161.2	3	3	80.6	241.8
	Trafficking - Methamphetamine (Crystal Meth)	0	0		0.0	1	1	80.6	80.6
	Trafficking û Opioid (other than heroin)	1	1	80.6	80.6	0	0		0.0
	<b>Total</b>	<b>5</b>	<b>5</b>	<b>80.6</b>	<b>403.0</b>	<b>6</b>	<b>6</b>	<b>80.6</b>	<b>483.6</b>
Statutes & Acts	Landlord/Tenant	70	70	3.5	245.0	23	23	3.5	80.5
	Mental Health Act	145	145	3.5	507.5	110	110	3.5	385.0
	Mental Health Act - No contact with Police	13	13	3.5	45.5	7	7	3.5	24.5
	Mental Health Act - Attempt Suicide	12	12	3.5	42.0	6	6	3.5	21.0
	Mental Health Act - Threat of Suicide	19	19	3.5	66.5	23	23	3.5	80.5
	Mental Health Act - Voluntary Transport	1	1	3.5	3.5	11	11	3.5	38.5
	Mental Health Act - Placed on Form	8	8	3.5	28.0	14	14	3.5	49.0
	Mental Health Act - Apprehension	16	16	3.5	56.0	12	12	3.5	42.0
	Custody Dispute	0	0		0.0	2	2	3.5	7.0
	Trespass To Property Act	52	52	3.5	182.0	62	62	3.5	217.0
	<b>Total</b>	<b>336</b>	<b>336</b>	<b>3.5</b>	<b>1,176.0</b>	<b>270</b>	<b>270</b>	<b>3.5</b>	<b>945.0</b>
Operational	Animal -Master code	0	0		0.0	1	1	3.8	3.8
	Animal - Left in Vehicle	7	7	3.8	26.6	10	10	3.8	38.0
	Animal Bite	6	6	3.8	22.8	4	4	3.8	15.2
	Animal Stray	9	9	3.8	34.2	6	6	3.8	22.8



## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Animal Injured	2	2	3.8	7.6	5	5	3.8	19.0
	Animal - Other	8	8	3.8	30.4	3	3	3.8	11.4
	Animal - Dog Owners Liability Act	3	3	3.8	11.4	1	1	3.8	3.8
	Domestic Disturbance	146	146	3.8	554.8	129	129	3.8	490.2
	Suspicious Person	203	203	3.8	771.4	177	177	3.8	672.6
	Phone -Master code	2	2	3.8	7.6	0	0		0.0
	Phone -Nuisance - No Charges Laid	18	18	3.8	68.4	19	19	3.8	72.2
	Phone -Threatening - No Charges Laid	2	2	3.8	7.6	2	2	3.8	7.6
	Phone -Other - No Charges Laid	0	0		0.0	1	1	3.8	3.8
	Fire - Building	1	1	3.8	3.8	1	1	3.8	3.8
	Fire - Other	6	6	3.8	22.8	4	4	3.8	15.2
	Insecure Condition - Master code	8	8	3.8	30.4	3	3	3.8	11.4
	Missing Person -Master code	0	0		0.0	1	1	3.8	3.8
	Missing Person under 12	0	0		0.0	2	2	3.8	7.6
	Missing Person 12 & older	7	7	3.8	26.6	2	2	3.8	7.6
	Missing Person Located Under 12	1	1	3.8	3.8	1	1	3.8	3.8
	Missing Person Located 12 & older	10	10	3.8	38.0	7	7	3.8	26.6
	Noise Complaint -Master code	45	45	3.8	171.0	48	48	3.8	182.4
	Noise Complaint - Vehicle	1	1	3.8	3.8	2	2	3.8	7.6
	Noise Complaint - Residence	2	2	3.8	7.6	4	4	3.8	15.2
	Noise Complaint - Business	1	1	3.8	3.8	0	0		0.0
	Noise Complaint - Animal	9	9	3.8	34.2	6	6	3.8	22.8
	Accident - non-MVC - Master code	1	1	3.8	3.8	1	1	3.8	3.8
	Found Property -Master code	42	42	3.8	159.6	34	34	3.8	129.2
	Found - Computer, parts & accessories	3	3	3.8	11.4	0	0		0.0
	Found - Vehicle Accessories	2	2	3.8	7.6	0	0		0.0
Found-Personal Accessories	6	6	3.8	22.8	2	2	3.8	7.6	



# Calls For Service (CFS) Billing Summary Report

## Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Household Property	1	1	3.8	3.8	0	0		0.0
	Found-Sporting Goods, Hobby Equip.	2	2	3.8	7.6	0	0		0.0
	Found - Gun	0	0		0.0	1	1	3.8	3.8
	Found-Others	16	16	3.8	60.8	1	1	3.8	3.8
	Lost Property -Master code	23	23	3.8	87.4	21	21	3.8	79.8
	Lost License Plate	1	1	3.8	3.8	0	0		0.0
	Lost - Computer, parts & accessories	4	4	3.8	15.2	0	0		0.0
	Lost - Vehicle Accessories	1	1	3.8	3.8	0	0		0.0
	Lost-Personal Accessories	11	11	3.8	41.8	2	2	3.8	7.6
	Lost-Household Property	1	1	3.8	3.8	1	1	3.8	3.8
	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	4	4	3.8	15.2	1	1	3.8	3.8
	Sudden Death - Suicide	2	2	3.8	7.6	0	0		0.0
	Sudden Death - Natural Causes	5	5	3.8	19.0	8	8	3.8	30.4
	Sudden Death - Others	2	2	3.8	7.6	1	1	3.8	3.8
	Sudden Death - Apparent Overdose-Overdose	0	0		0.0	2	2	3.8	7.6
	Suspicious Vehicle	58	58	3.8	220.4	58	58	3.8	220.4
	Trouble with Youth	51	51	3.8	193.8	44	44	3.8	167.2
	Medical Assistance - Master code	0	0		0.0	1	1	3.8	3.8
	Medical Assistance - Other	5	5	3.8	19.0	1	1	3.8	3.8
	Vehicle Recovered - Automobile	2	2	3.8	7.6	2	2	3.8	7.6
	Vehicle Recovered - Trucks	2	2	3.8	7.6	1	1	3.8	3.8
	Unwanted Persons	91	91	3.8	345.8	83	83	3.8	315.4
	Neighbour Dispute	58	58	3.8	220.4	53	53	3.8	201.4
	By-Law -Master code	6	6	3.8	22.8	1	1	3.8	3.8
	Noise By-Law	0	0		0.0	1	1	3.8	3.8
	Dogs By-Law	2	2	3.8	7.6	0	0		0.0
	Other Municipal By-Laws	10	10	3.8	38.0	16	16	3.8	60.8
	Fireworks By-Law	2	2	3.8	7.6	0	0		0.0



## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2024				2023			
		January to May	Year to Date	Time Standard	Year To Date Weighted Hours	January to May	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Traffic By-Law	9	9	3.8	34.2	1	1	3.8	3.8
	Overdose/Suspected Overdose - Opioid Related	1	1	3.8	3.8	0	0		0.0
	Assist Fire Department	4	4	3.8	15.2	6	6	3.8	22.8
	Assist Public	56	56	3.8	212.8	292	292	3.8	1,109.6
	Distressed/Overdue Motorist	4	4	3.8	15.2	3	3	3.8	11.4
	Family Dispute	79	79	3.8	300.2	73	73	3.8	277.4
	Suspicious Package	1	1	3.8	3.8	0	0		0.0
	<b>Total</b>	<b>1,068</b>	<b>1,068</b>	<b>3.8</b>	<b>4,058.4</b>	<b>1,150</b>	<b>1,150</b>	<b>3.8</b>	<b>4,370.0</b>
Operational2	False Holdup Alarm-Accidental Trip	11	11	1.5	16.5	10	10	1.5	15.0
	False Alarm -Others	62	62	1.5	93.0	107	107	1.5	160.5
	Keep the Peace	99	99	1.5	148.5	60	60	1.5	90.0
	911 call / 911 hang up	31	31	1.5	46.5	28	28	1.5	42.0
	911 call - Dropped Cell	31	31	1.5	46.5	45	45	1.5	67.5
	<b>Total</b>	<b>234</b>	<b>234</b>	<b>1.5</b>	<b>351.0</b>	<b>250</b>	<b>250</b>	<b>1.5</b>	<b>375.0</b>
Traffic	MVC (MOTOR VEHICLE COLLISION) - Master code	1	1	3.8	3.8	3	3	3.8	11.4
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	7	7	3.8	26.6	7	7	3.8	26.6
	MVC - Prop. Dam. Non Reportable	42	42	3.8	159.6	51	51	3.8	193.8
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	112	112	3.8	425.6	98	98	3.8	372.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	31	31	3.8	117.8	26	26	3.8	98.8
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	3	3	3.8	11.4	0	0		0.0
	Road Rage	0	0		0.0	1	1	3.8	3.8
	<b>Total</b>	<b>196</b>	<b>196</b>	<b>3.8</b>	<b>744.8</b>	<b>186</b>	<b>186</b>	<b>3.8</b>	<b>706.8</b>
<b>Total</b>	<b>2,272</b>	<b>2,272</b>		<b>10,469.0</b>	<b>2,357</b>	<b>2,357</b>		<b>11,014.1</b>	

**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.

Report Content Last Updated:  
2024/05/25

Report generated by:  
Moore, Vicki

Report generated on:  
30-May-24 10:13:30 AM  
Page 7 of 8



## Calls For Service (CFS) Billing Summary Report

### Orangeville January to May - 2024

- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2024 billing period.

#### **Note to Municipalities:**

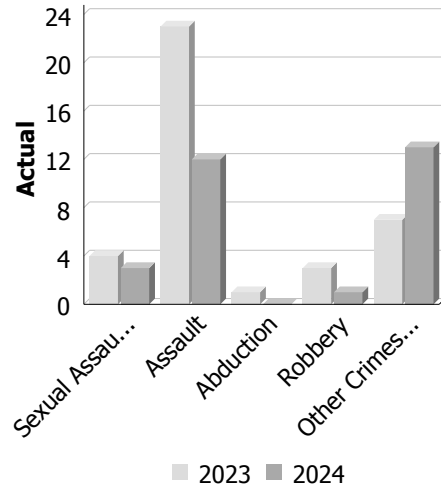
- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not 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  
April to May - 2024**

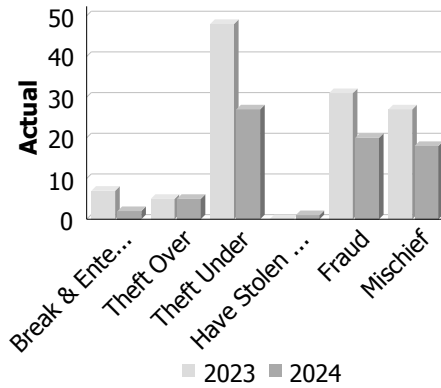
**Violent Crime**

Actual	April to May			Year to Date - May		
	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	4	3	-25.0%	10	6	-40.0%
Assault	23	12	-47.8%	52	40	-23.1%
Abduction	1	0	-100.0%	2	2	0.0%
Robbery	3	1	-66.7%	3	2	-33.3%
Other Crimes Against a Person	7	13	85.7%	23	43	87.0%
<b>Total</b>	<b>38</b>	<b>29</b>	<b>-23.7%</b>	<b>90</b>	<b>93</b>	<b>3.3%</b>



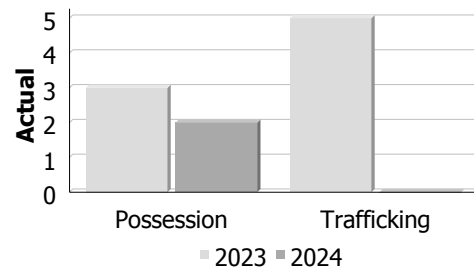
**Property Crime**

Actual	April to May			Year to Date - May		
	2023	2024	% Change	2023	2024	% Change
Arson	0	0	--	0	1	--
Break & Enter	7	2	-71.4%	22	9	-59.1%
Theft Over	5	5	0.0%	20	15	-25.0%
Theft Under	48	27	-43.8%	153	94	-38.6%
Have Stolen Goods	0	1	--	0	2	--
Fraud	31	20	-35.5%	73	63	-13.7%
Mischief	27	18	-33.3%	58	56	-3.4%
<b>Total</b>	<b>118</b>	<b>73</b>	<b>-38.1%</b>	<b>326</b>	<b>240</b>	<b>-26.4%</b>



**Drug Crime**

Actual	April to May			Year to Date - May		
	2023	2024	% Change	2023	2024	% Change
Possession	3	2	-33.3%	7	5	-28.6%
Trafficking	5	0	-100.0%	6	4	-33.3%
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>8</b>	<b>2</b>	<b>-75.0%</b>	<b>13</b>	<b>9</b>	<b>-30.8%</b>



**Clearance Rate**

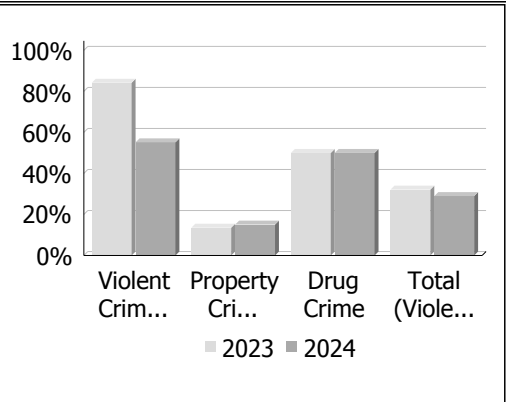
Detachment: 1N - DUFFERIN  
 Location code(s): 1N10 - ORANGEVILLE  
 Data source date: 2024/05/25

Report Generated by:  
 Moore, Vicki

Report Generated on:  
 30-May-24 8:30:43 AM  
 PP-CSC-Operational Planning-4300

**Police Services Board Report for Town of Orangeville  
Records Management System  
April to May - 2024**

Clearance Rate	April to May			Year to Date - May		
	2023	2024	Difference	2023	2024	Difference
Violent Crime	84.2%	55.2%	-29.0%	75.6%	62.4%	-13.2%
Property Crime	13.6%	15.1%	1.5%	18.7%	14.2%	-4.5%
Drug Crime	50.0%	50.0%	0.0%	61.5%	66.7%	5.1%
<b>Total (Violent, Property &amp; Drug)</b>	<b>32.1%</b>	<b>29.0%</b>	<b>-3.2%</b>	<b>33.0%</b>	<b>31.6%</b>	<b>-1.4%</b>



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

**Data source date:**  
2024/05/25

**Report Generated by:**  
Moore, Vicki

**Report Generated on:**  
30-May-24 8:30:43 AM  
PP-CSC-Operational Planning-4300

Updated : Tuesday, May 21, 2024 - Current Period : 1999/12/31

1N - 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	22	162	1,101
	March	995	2	46	172	1,215
	All Offence Months	2,563	5	83	438	3,089
2024 Q 2	April	464	2	30	69	565
	All Offence Months	464	2	30	69	565
2024		3,027	7	113	507	3,654

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

**ACTION PLAN: Town of Orangeville**

**Foot Patrol Hours**

**2024 – YTD: 158.00**  
April: 28.00  
May: 18.00  
June: 00.00

**R.I.D.E. Hours**

**2024 – YTD: 170.00**  
April: 23.00  
May: 24.00  
June: 00.00

**Trouble with Youth Occurrences**

**2024 – YTD: 32.00**  
April: 16.00  
May: 16.00  
June: 00.00

**Mental Health Occurrences**

**2024 – YTD: 173.00**  
April: 68.00  
May: 78.00  
June: 00.00

**Arrests – Impaired by Alcohol**

**2024 – YTD: 14.00**  
April: 02.00  
May: 01.00  
June: 00.00

**Arrests – Impaired by Drug**

**2024 – YTD: 00.00**  
April: 00.00  
May: 00.00  
June: 00.00

**R.I.D.E. Grant Vehicles Checked**

**2024 – YTD: 00.00**  
April: 00.00  
May: 00.00  
June: 00.00

**Distracted Driving Charges**

<b>2024 – YTD:</b>	<b>02.00</b>
April:	00.00
May:	00.00
June:	00.00

**DUFFERIN TRAFFIC MANAGEMENT UNIT:**

Canada Day long weekend (focus Lifesaving Equipment)

**AUXILIARY UNIT:**

<b><u>Unit Hours</u></b>	<b><u>April</u></b>	<b><u>May</u></b>	<b><u>June</u></b>
Administration	43.00	00.00	00.00
Training	57.00	00.00	00.00
Special Detail	0.00	0.00	00.00
Cruiser Patrol	00.00	00.00	00.00
ATV Patrol	0.00	00.00	0.00
Community Policing	74.50	00.00	00.00
<b>TOTAL</b>	<b>174.50</b>	<b>00.00</b>	<b>000.00</b>



## 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 in our community by the Dufferin Detachment of the OPP.

This report is composed of two parts:

1. **Part 1** - local initiatives that the Board has prioritized in consultation with the Detachment Commander, including, for example, budgeting and community engagement activities of the Board, Crime Information described in **Board Policy D3(n)** not included in Part 2 and any additional information Town Council has requested be included in the report, including:
  - o the latest Board Action Register showing Board projects and status; and
  - o the latest Board General Service Standards Workplan (**Board Policy D3(t)**).

**Part 1 information is attached to this Report as Appendix "A".**

2. **Part 2** - an operational portion which includes provincial and local information on policing provided by the Ministry, the OPP and the Detachment Commander consisting of (see **Board Policy D3(p)/Board Policy D3(r)**):
  - o the most recent (2023-2025) Strategic Plan issued by the Minister under CSPA s.61;
  - o the most recent (2023-2025) Local Action Plan prepared by the Detachment Commander in consultation with the Board under CSPA s.70;
  - o the 2022 annual Progress Report prepared by the Dufferin Detachment of the OPP relative to the 2020-2022 Local Action Plan<sup>1</sup>. Note, 2023 Progress Report is pending; and
  - o the OPP Commissioner's Annual Report<sup>2</sup> issued under CSPA s.58.

**Part 2 documents are attached to this Report as Appendix "B".**

To the extent the latest Local Action Plan/Progress Report is not available from the Detachment Commander by June 30<sup>th</sup> in any year, the Board will, 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 1 information is available, and an undertaking to forward any missing Part 2 information when received in final form from the Detachment Commander.

Council may obtain any document referred to in this Report, which is not attached or provided by hyperlink, from Mary Lou Archer the Board EA.

**Approved by the Board effective June , 2024**

**Todd Taylor – Chair**

**Ian McSweeney – Vice-Chair**

<sup>1</sup> In addition, the Detachment Commander's quarterly reports received by the Board at its meetings are provided to Council after each meeting.

<sup>2</sup> Note – in the absence of a report from the Commissioner per CSPA s.58, the 2021 OPP Report under ss.17(4) of the old Police Services Act is provided to Council.

# Appendix “A”

## Part 1 Information

TAB	ATTACHED DOCUMENT
1.	Board Initiatives
2.	Latest Board Action Register showing Board projects and status
3.	Latest Board General Service Standards Workplan in the form attached to <b>Board Policy D3(t)</b>

DRAFT

## Appendix “A” – Tab 1 Board Initiatives

### Board Governance Framework

Over the 12 month period ending November 2023 the Board was heavily engaged in revising its governance framework to reflect best practices and compliance with the *Police Services Act* and regulations (PSA). Effective April 1, 2024 the PSA was replaced by the *Community Safety and Policing Act, 2019* and related regulations (CSPA). In conjunction with the introduction of the CSPA O. Reg. 135/24 was introduced to consolidate the number of OPP detachment boards in the province. Under this consolidation the number of Dufferin County OPP detachment boards was reduced from eight to four, including the Orangeville board. Under O. Reg. 135/24 the Board's membership was increased from five to six with new members appointed and trained in Q2 2024 as follows:

- two Council members – Deputy Mayor Todd Taylor (Chair); Mayor Lisa Post
- three Council appointed community members – Ian McSweeney (Vice-Chair); Warren Maycock; Grant Armstrong
- one provincial appointed community member – Jacqueline Weatherbee

Since December 2023 the Board worked on revising its governance framework to reflect best practices and compliance with significant changes required under the CSPA effective April 1, 2024. This compliance was achieved and was ratified by Board approval on May 21, 2024. The Board's website has been updated to reflect CSPA compliance and to provide public transparency on Board composition and activities.

The Board's governance framework will be reviewed and revised on an ongoing basis to ensure it reflects both best practices and compliance. Council members are encouraged to review the Board's governance framework and the overview memorandum in particular to better understand the Board's and Council's role in community policing.

Copies of the Board's governance framework documents, by-laws and policies are available to Council and to the public through Mary Lou Archer, the Board EA.

### OPP Police Services for Orangeville

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 CSPA governs the OPP policing arrangements in place for Orangeville thereafter. In this regard, 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.

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.

### Local Action Plan Consultations with Town Council (Policy D3(p) and Policy D3(r))

#### General

CSPA s.70 requires the Detachment Commander 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 the topics set out in s.70 which include 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.

#### Consultations

Under CSPA ss.70(2) the local Action Plan must provide an overview of the consultations that were conducted by the Detachment Commander 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. These consultations include Town Council and the Board has provided detailed steps under the above policies to ensure Town Council is properly involved and its input received.

### Community Awareness Initiative

The Board and the Orangeville OPP Detachment are committed to working with the community to promote safety and security for all residents of Orangeville and Dufferin County and our visitors. We believe that effective policing requires strong partnerships with community organizations, local businesses, and individual community members,



and we are committed to building and maintaining these relationships. The Board, led by Mayor Post, will be developing enhanced community outreach strategies over the balance of 2024.

For more information see our [posted letter to community partners](#).

### **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.

The Board supports mental health initiatives in Dufferin County through a number of initiatives, including through applications for the Community Safety and Policing Grant and the Mobile Crisis Response Team Grant, both of which provide funding for the Dufferin Mobile Response Team. This team has been very effective in reducing the number of apprehensions in favour of ensuring affected individuals receive the medical assistance they need.

The Board's Executive Assistant Mary Lou Archer is the lead on all grant applications and does an excellent job.

### **Intimate Partner Violence and Gender- Based Violence as a Community Priority (Policy D3(w))**

In support of the federal government's August 16, 2023 commitment to ending the gender-based violence (GBV) epidemic "in all its forms" and to "address any gaps in the Criminal Code to ensure a robust justice system response", Town Council joined Orangeville with a growing number of municipalities and regions by passing a resolution declaring GBV and intimate partner violence (IPV) to be an epidemic and demanding action from all levels of government.

In support of Council's leadership, and in recognition that the safety and well-being of the Orangeville community and its residents are of paramount importance, the Board passed a similar resolution in January 2024 and adopted **Policy D3(w)** which includes the following statements and guidelines:

- Intimate Partner Violence (IPV) and Gender-Based Violence (GBV) also known as domestic violence, pose 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.
- The Board endorses the resolutions by both Orangeville Council and Dufferin County Council with regards to IPV and GBV.
- The Board recognizes IPV and GBV as significant concerns affecting the safety and welfare of Orangeville residents.
- The Board commits to prioritizing the prevention and response to IPV and GBV within the community.
- 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.
- 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.

DRAFT

DRAFT

## Appendix “B”

### Part 2 Information

TAB	ATTACHED DOCUMENT
1.	2023-2025 Strategic Plan
2.	2023-2025 Local Action Plan
3.	2022 Action Plan Progress Report
4.	2021 OPP Annual Report

DRAFT

DRAFT

DRAFT

DRAFT

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 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				
<b>1.0 Annual Board Governance Review</b>									
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 <b>D3(c)</b>	R					X			
1.5 Obtain OPP Equal Opportunity, Discrimination and Workplace Harassment policies <b>D3(a)</b>	MR					X			
1.6 Election Campaign/Political Activity <b>D3(b)</b>	MR B4 Election								
<b>2.0 Receive Reports/Directions</b>									
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	<b>MR</b>							
<b>3.0 Any Complaints</b>								
3.1 s.107(8) Minister Report to Inspector General re any s.107(6) complaint	<b>MR</b>							
3.2 s.122 Any direction from Inspector General suspending member/any s.111-128 Inspection Reports to the Inspector General	<b>MR</b>							
3.3 ss.107(7) Report re any ss.107(6) complaint	<b>See 5.2 below</b>							
3.4 Receive any Part VII-X reports affecting Board	<b>MR</b>							
<b>4.0 Community Safety and Well-Being Plan</b>								
4.1 Community Safety and Well-Being Plan from Council every 4 years (s.254)	<b>MR</b>							
<b>5.0 Prepare Reports</b>								
5.1 Annual Board Report to Town (ss.68(1)) Parts 1 and 2	<b>PA</b>	<b>X June 30th</b>						
5.2 ss.107(7) Report re any ss.107(6) complaint	<b>PA</b>							
<b>6.0 Strategic Plan and DC Action Plan</b>								
6.1 Strategic Plan (every 4 years) (s.61)	<b>MR</b>							
6.2 DC Local Action Plan (every 4 years)	<b>MRPA</b>							X
(a) Board/DC consultations (ss.70(2))	<b>MPRA</b>							
(b) Board receives draft local Action Plan (ss.70(5)/(6)) and shares with Council	<b>MPRA</b>							
(c) Board provides comments to DC	<b>MPRA</b>							



## Orangeville OPP Detachment Board Policy

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

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

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1 866 517-0571  
SOLGEN.Correspondence@ontario.ca

**Solliciteur général**

Bureau du solliciteur général

25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 326-5000  
Sans frais : 1 866 517-0571  
SOLGEN.Correspondence@ontario.ca



132-2024-885  
**By email**

May 14, 2024

Jacquelin Weatherbee  
8 Loyalist Street  
Orangeville ON L9W 5A6  
[jacquelin.corrado@gmail.com](mailto:jacquelin.corrado@gmail.com)

**APPOINTMENT TO O.P.P. Detachment Board**

Pursuant to section 67 of the *Community Safety and Policing Act, 2019* and Ontario Regulation 135/24 made under that Act,

**Jacquelin Weatherbee**

is hereby appointed as a member of the Dufferin O.P.P. Detachment Board – Town of Orangeville to serve at the pleasure of the Solicitor General for a period not to exceed two years, effective from the date this appointment is made.

Please note that as a member of the board you are required to successfully complete training on the role of an O.P.P. Detachment Board and the responsibilities of members of a board or committee prior to exercising your powers or performing your duties. You will receive an email from [opc.registrar@ontario.ca](mailto:opc.registrar@ontario.ca) with information on how to access this training.

Thank you for supporting community safety and policing in Ontario.

Michael Kerzner  
Solicitor General

Date made: May 14, 2024

c: Mary Lou Archer, Administrator  
Dufferin O.P.P. Detachment Board – Town of Orangeville

Duane Sprague, Police Services Advisor  
Inspectorate of Policing

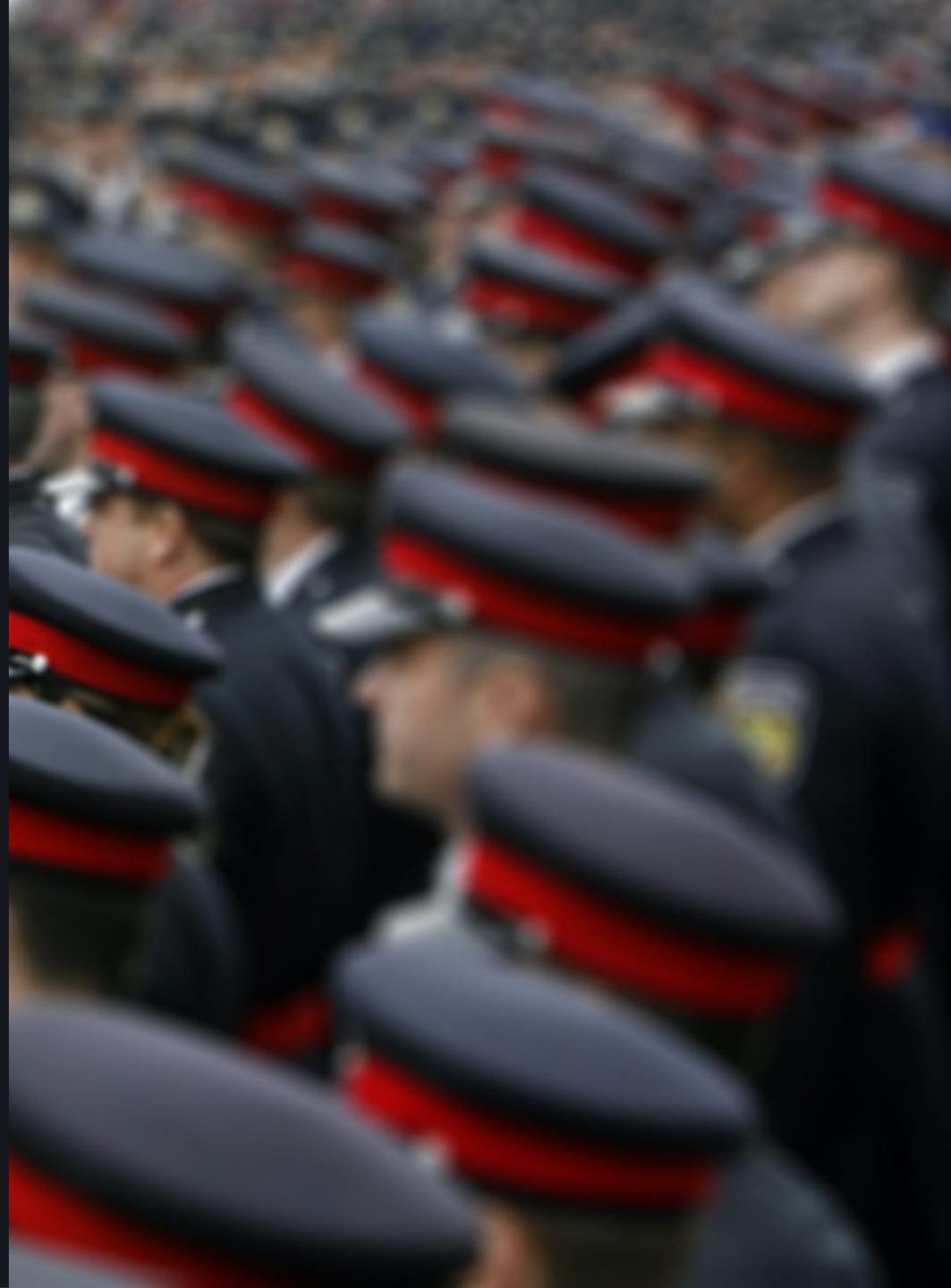
Jacob Estrela-Robalino, Appointments Officer  
Public Safety Division

Registrar  
Ontario Police College



# OAPSB

*The Face and Voice of Police Governance  
in Ontario*



# Welcome to the Discussion Group

Ministry Updates

What questions do you have?

# Webinar Housekeeping



Please enter any questions you have into the Zoom chat



You will be on mute, so we can get through the updates and relevant information.



You will have a chance to ask questions and we will open the Microphones



Copy of presentation will be posted to the OAPSB Members Portal

# Ministry updates - none at this time

## Mandatory Training Updates:

If you know you will be serving on the board, regardless of current status.

Application and Registration [opc.registrar@ontario.ca](mailto:opc.registrar@ontario.ca)

Access and problems [opcdl@ontario.ca](mailto:opcdl@ontario.ca) (Distance Learning Dept)

No certificates at this time. Use a screen shot of completion for record.

Please feel free to copy [training@oapsb.ca](mailto:training@oapsb.ca) on communication in the event we can help facilitate.

# OAPSB Update- Insurance

The changes in governance for municipalities policed by the OPP, specifically moving from police services boards to Detachment Boards, has resulted in an unanticipated challenge with obtaining insurance. Some boards have received quotes that are extremely high, and others are required to complete further documentation prior to review by their insurance company.

The specific challenge is that Detachment Boards no longer meet the definition of a local board under the Municipal Act.

**Note:** If you are a Detachment Board that only has one municipality represented by the board, please do not assume you are covered by the municipality. **We are encouraging you to confirm with your municipality if your board will continue to be covered by the municipal insurance. Please note that this is confirmation that all board members will be indemnified under the policy (not just municipal appointments).**

**AMO has been working with us to find a solution. We are hopeful to have further news on this soon. Our hope is that a new product can be designed specifically for OPP Detachment Boards.**

If you have already acquired insurance, please contact [oapsb@oapsb.ca](mailto:oapsb@oapsb.ca) and provide the details of your insurance, to help us assist other boards.

**Please note:** This new product does not prevent you from continuing with insurance you have already obtained on behalf of your detachment board.

Although we are urging you to continue with your appointment process (including police record checks and mandatory roles and responsibility training), we are recommending that no further board meetings take place for your OPP Detachment Board until the insurance issue is resolved and you have confirmed that your board (inclusive of all board members) has insurance.



# Spring Conference

🕒 June 03 - June 05

OAPSB  
**SPRING**

Conference & AGM

JUN  
3-5  
2024

Blue  
Mountain  
Resort  
Village Conference Centre



**REGISTRATION NOW OPEN**

**2024 IN PERSON SPRING CONFERENCE & ANNUAL GENERAL MEETING**



<p>1:00 PM Huron I&amp;II</p>	<p><b>OAPSB Welcome to the 2024 Spring Conference</b></p> <p>Welcome by Chair, Patrick Weaver, Chair OAPSB Lisa Darling, Executive Director, OAPSB</p> <p><b>Welcome Remarks Ministry of the Solicitor General</b> Honourable Minister Kerzner, Solicitor General of Ontario</p>
<p>1:15 PM -1:45 PM Huron I&amp;II</p>	<p><b>OAPSB Annual General Meeting</b> <i>Restricted to Member Boards &amp; Their Staff</i> Chair, Patrick Weaver, Chair OAPSB Lisa Darling, Executive Director, OAPSB</p>
<p>1:45 PM Atrium</p>	<p>Networking Break</p>
<p>2:15 PM -3:15 PM Huron I&amp;II</p>	<p>OAPSB Keynote Importance of a Strong Association How we will get there Lisa Darling, Executive Director OAPSB</p>
<p>3:15 PM-4:00 PM Huron I&amp;II</p>	<p>Communications &amp; Key Resources OAPSB App &amp; Database Training</p> <p>Jeanine Lassaline Berglund, Engagement/Training Officer, OAPSB Jennifer Williams, Membership Coordinator, OAPSB</p>
<p>4:00 PM</p>	<p><b>OAPSB Board of Directors' Meeting</b> Election of Officers By Invite only</p>
<p>4:30 PM</p>	<p><b>Zone Meeting</b> Zone 1 Zone 1A</p>
<p>6:00 PM Atrium</p>	<p><b>Welcome Reception &amp; Buffet Dinner</b> Presented by York PSB &amp; Toronto PSB</p>

7:00 AM – 8:00 AM Atrium	<b>Hot Buffet Breakfast</b> <b>Presented by Shout Media</b>
8:00 AM – 8:15 AM Huron I&II	<b>Opening Ceremonies</b> Lisa Darling, Executive Director, OAPSB <b>National Anthem: Video and Land Acknowledgement</b>
8:15 AM – 8:45 AM Huron I&II	<b>PRESENTING SPONSOR</b> <b>RSPNDR</b> Craig Campbell Chair - RSPNDR Inc. Technology & Alternative Response Models in 2024
8:45 AM – 9:45 AM Huron I&II	<b>Professionalizing Police Governance in Ontario</b> <b>The importance of Staff to Effectiveness of Board</b> <b>What is the appropriate staffing?</b> Moderator: Fred Kaustinen, Principal Governedge Panelists: Jen Lawson, Niagara PSB Christian Leuprecht, Kingston PSB Paul Sweet Essex County #1 PSB
9:45 AM - 10:15 AM Atrium	<b>Networking Break</b>
10:15 AM – 11:15 AM Huron I&II	<b>Inspectorate of Policing Updates</b> Ryan Teschner, Inspector General of Policing of Ontario Office of the Inspector General: Morgan Terry, Inspectorate of Policing Joe Mariano, Deputy Inspector General Rekha Chetlur, Executive Data Officer
11:15 AM – 11:30 AM Huron I&II	<b>Responder Recruitment - Transforming the search for candidates.</b> Suzanne Christie, Chief Executive Officer, Responder Recruitment, A Division of Shout Media Join us for a riveting session with Suzanne Christie, the powerhouse behind Responder Recruitment. We're not just about tactics; we're about revolutionizing how police services find and keep the best of the best. No more outdated methods or relying on internal teams who aren't experts in recruitment. Suzanne's insights and case studies will showcase game-changing strategies that bring in top-tier candidates and ensure they stick around. We're diving deep into the process of recruitment marketing, exploring how to create your employer brand, elevate your hiring process, improve the candidate journey, and optimize your hires. Responder Recruitment isn't your average service; we're about working with police services to build unique marketing strategies tailored specifically for police services. It's time for a new era of recruitment - be part of the conversation shaping the future of law enforcement hiring.
11:30 AM – 11:45 AM Huron I&II	<b>SPONSOR</b> <b>AXON</b> Bruce Chapman, Strategic Advisor, AXON Canada

11:45 AM – 12:00 PM Huron I&II	<b>Working with partners that will evolve with your police service to modernize, bring innovation, and automate processes.</b>  Triton Canada Chris Herridge, Retired Chief St Thomas Police	
12:00 PM – 1:00 PM Petun	<b>Lunch and Networking Break</b> <b>Sponsored by AXON</b>	
1:00 PM – 2:00 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Overview of OPP Strategic Plan And Local Action Plans <u>And</u> The Board's Role  Sean Tout, Senior Manager Ontario Provincial Police Lisa Darling, Executive Director	<b>For Municipal/ First Nation Boards</b> Impact of CSPA Amendments Exclusion from Association Membership – (Section 220) The Duty To Accommodate – (Section 88) The Duty Of Fair Representation – (Section 219)  Rick Baldwin, Counsel Mathews Dinsdale & Clark Matt Craig, Counsel Mathews Dinsdale & Clark
2:00 PM – 3:00 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Evaluation of your Detachment Commander OPP interim report and new process  Sean Tout, Senior Manager Ontario Provincial Police	<b>For Municipal/First Nation Boards</b> Diversity Plans Design, Implementation and Evaluation  Moderator Anitra Basant Sisavang Inspector Chirag Bhatt, YRP's Professionalism, Leadership and Inclusion Bureau Alicia Lauzon, Supervisor, Equity and Inclusion Andrew Snowball, Equity and Inclusion Specialist
3:00 PM – 3:15 PM Atrium	<b>Networking Break</b>	
3:15PM – 4:15 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Key Policies  Pam Dhaliwal, Trainer OAPSB	<b>For Municipal/First Nation Boards</b> Boards responsibilities for Police Operations Fred Kaustinen, Principal Governedge Chief Scott Fraser, Kingston
4:15pm – 5:15 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Successfully operationalizing your Detachment Board Best practices and lessons learned.  John Davison, OPP Detachment Board- Northumberland	<b>For Municipal/First Nation Boards</b> Key Policies Pam Dhaliwal, Trainer OAPSB
5:15 PM – 7:00 PM	<b>Free Time</b>	
7:00 PM – 10:00 PM Gondola or Bus transportation	<b>Spring Conference Reception &amp; Dinner</b> Off Piste <b>Band - The 3 Second Rule</b> <b>Presented by RSPNDR</b>	



7:00 AM – 8:00 AM Atrium	<b>Hot Buffet Breakfast</b> <b>Sponsored by Triton</b>	
8:45 AM – 9:00 AM Huron I&II	<b>Opening Greetings</b> Lisa Darling, Executive Director Chair, OAPSB	
9:00 AM – 10:00 AM Huron I&II	Surveys Membership and Community The importance of the use of surveys in the evaluation of your board and your service.  <b>Lisa Darling, Executive Director OAPSB</b> <b>Corwin Odland, Communications &amp; Policy Director, Calgary Police Commission</b>	
10:00 AM – 10:15 AM Atrium	Break	
10:15 AM - 10:30 AM Huron I&II	<b>Commissionaires – Partners in Community Safety</b> <b>Martha Cooper, Director - Business Development</b> <b>Commissionaires - Kingston</b>  Commissionaires is an organization committed to supporting law enforcement agencies in their mission to uphold public safety and security. Working in partnership with Ontario police services, Commissionaires can contribute to enhancing public safety and optimizing police resources by undertaking tasks and functions where the complete skills of a sworn officer may not be necessary.	
10:30 AM – 11:00 AM Huron I&II	<b>Strategy Corps Chiefs of Police Survey</b> <b>Sabine Matheson, Principal and Municipal Practice Lead, Strategy Corp.</b> <b>Stephen Beckett, Senior Advisor – Community Safety, Strategy Corp.</b>	
11:00 AM – 12:00 PM Huron I&II	CSPA Section 14 Agreements <b>John Cain, Ontario Provincial Police</b> <b>Morgan Terry, Inspectorate of Policing</b> <b>Pending, Ministry of Ontario</b>	
12:00 PM – 1:00 PM Atrium	<b>LUNCH BREAK</b> <b>Presented by Commissionaires</b>	
1:00 PM – 2:00 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Budgeting <b>Lisa Darling, Executive Director OAPSB</b>	<b>For Municipal/First Nation Boards</b> Budgeting <b>Pam Dhaliwal, Trainer OAPSB</b>
2:00 PM – 3:00 PM Huron I&II Huron III & IV	<b>For OPP Boards</b> Engaging with your broader community, local initiatives profile and communications.  <b>Jeanine Lassaline Berglund,</b> Engagement/Training Officer, OAPSB	<b>For Municipal/First Nation Boards</b>  <b>Special Constables</b> <b>Pam Dhaliwal Trainer OAPSB</b>

3:00 PM – 3:15 PM	<b>Networking Break</b>
3:15 PM – 4:15 PM Huron I&II	<b>Working together to improve Leadership and Culture</b>  <b>Lisa Darling, Executive Director OAPSB</b> <b>Mark Baxter, President PAO– He is yes but election on May 31</b> <b>Deputy Chief Roger Wilkie, Vice President OACP</b>
4:15 PM – 4:30 PM	<b>Closing Remarks</b>



# Where to find training and discussion materials

Bo...



About Us ▾ Advocacy News

- All Chiefs Memos
- Important Notices
- Conference & Seminar Presentations
- Training Resources
- Resources Library

Member Information ▾



Member Portal

Education & Training ▾

Coordinated Bargaining ▾

OAPSB Governance ▾

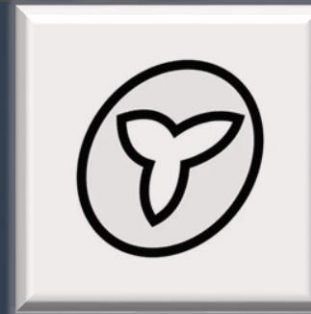
Quick Links

Contact Us



Connect with us on our new APP!

*Available for Apple & Android*



**NEW** Follow us on



# The OAPSB is here to help

Email us if you would like us to assist your Board  
Schedule a meeting

Contact OAPSB

[training@oapsb.ca](mailto:training@oapsb.ca)

Pam Dhaliwal

[pam@oapsb.ca](mailto:pam@oapsb.ca)

Jeanine Lassaline-Berglund

[Jeanine@oapsb.ca](mailto:Jeanine@oapsb.ca)

Learn more at **OAPSB.ca**





**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 17, 2024 – Attend 2<sup>nd</sup> new member orientation – IM, JW, 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 17, 2024**

**Claimant Signature:** \_\_\_\_\_



**ORANGEVILLE OPP DETACHMENT BOARD**  
**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/Executive Assistant: **Jacquelin Weatherbee**

Description of Approved Special Meeting/Assigned Work: **May 17, 2024 – Attend 2<sup>nd</sup> new member orientation – IM, JW, 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 17, 2024**

**Per Jacquelin Weatherbee**

**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 17, 2024 – Attend 2<sup>nd</sup> new member orientation – IM, JW, 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 17, 2024**

**Per Mary Lou Archer**

**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: **June 4, 2024 – Attend OAPSB Spring Conference – 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: June 4, 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: **Special Meeting to review content of the Board Annual Report to Council June 14, 2024 – IM, TT, MA, LP, WM, JW**

**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: June 14, 2024**

**Claimant Signature:** \_\_\_\_\_



**ORANGEVILLE OPP DETACHMENT BOARD**  
**APPROVED REMUNERATION/EXPENSES CLAIM FORM**

Name of Board Member/Executive Assistant: **Jacquelin Weatherbee**

Description of Approved Special Meeting/Assigned Work: **June 14, 2024 – Attend Special Meeting to review content of Annual Report to Council. – IM, JW, MA, TT, LP, WM**

**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: June 14, 2024**

**Jacquelin Weatherbee Per Ian McSweeney**

**Claimant Signature:** \_\_\_\_\_



**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 Special Meeting June 14, 2024, to review content of Board Annual Report to Council. – LP, IM, MA, TT, WM, JW**

**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: June 14, 2024**

**Claimant Signature:** \_\_\_\_\_

Lisa Post 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 June 14, 2024 Special Meeting to review content of Board Annual Report to Council. – LP, IM, MA, TT, WM, JW**

**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: June 14, 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: **Attend Special Meeting June 14, 2024 to review content of Board Annual Report to Council – IM, TT, LP, MA, WM, JW**

**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: \_\_\_\_\_

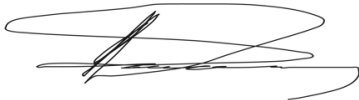
Date/Description: \_\_\_\_\_

Date/Description: \_\_\_\_\_

Total Expenses claim: **\$0**

Date Claim Submitted: **June 14, 2024**

Claimant Signature



Todd Taylor per 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: **June 14, 2024 – Attend Special Meeting to review Board Annual Report to Council. – IM, TT, WM, MA, LP, JW**

**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: June 14, 2024**

**Warren Maycock Per Ian McSweeney**

**Claimant Signature:** \_\_\_\_\_



## **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**

<b>Date of Work Performed</b>	<b>Description of Work Performed</b>	<b>Total Hours</b>	<b>Remuneration Amount</b>
Jun. 10, 2024	Conduct review of MCRT Enhancement Grant application with Sgt. Pencarinha due June 19 <sup>th</sup> . Commence completing initial sections of the grant application.	3.5	\$245.00
Jun. 11, 2024	Review draft Section F of MCRT grant with Sgt. Pencarinha.	1.0	\$70.00
Total		4.5	\$315.00

SPECIAL REMUNERATION/EXP. REIMBURSEMENT | Policy# D3(i)

Total Hours Submitted: 4 . 5  
Total Remuneration Submitted: **\$315.00**

**Expenses Claim (receipts must be attached)**

Date and Description of Expense

Date/Description: \_\_\_\_\_

Date/Description: \_\_\_\_\_

Total Expenses Submitted \_\_\_\_\_

Claimant Signature     *Mary L Archer*     Date:     18JUN24    

Board Chair Signature \_\_\_\_\_ Date:     18JUN24





## 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"

### June 25, 2024. Service Standard Deadlines

#### Pre-Meeting (s.7)

- **Tues. Jun. 4** - 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. Jun. 7** – Chair, Vice-Chair and Executive Assistant shall meet to discuss and finalize agenda topics and materials, as well as invited guests. (7.2)
- **Tues. Jun. 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)
- **Thurs. Jun 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. Jun 18**, - 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)

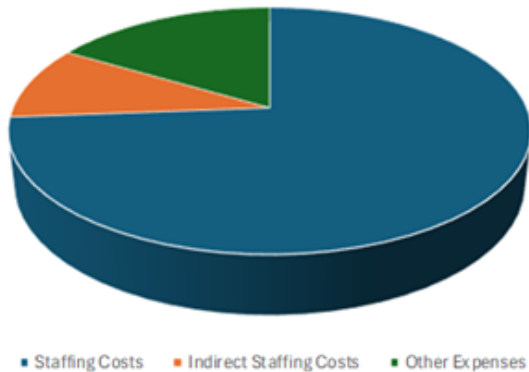
- **Wed. Jun. 26**, - all invoices and special remuneration claims, the Executive Assistant shall forward such invoices and claims to the Town Clerk for payment. (8.1)
- **Thurs. Jun. 27**, – Executive Assistant shall arrange for Chair and Executive Assistant to sign all public and in-camera meeting minutes approved at the meeting. (8.2)
- **Fri. Jun. 28**, - 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 Jul. 4**, - 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 Jul. 10**, - Chair and Vice-Chair shall provide the Executive Assistant with their revisions to the draft minutes. (8.5)
- **Mon Jul. 15**, - 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 Financials for Q1

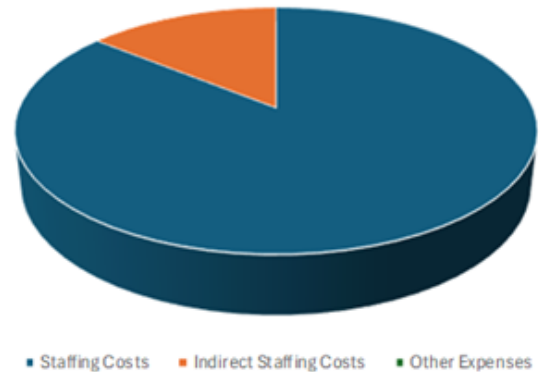
Operating Budget vs Actuals - March 2024

	Budget	Budget	Actuals	YTD	March	2024
	Annual	YTD	YTD	Budget	2023	Budget
				\$ Variance	YTD Actuals	Spent %
30000 Salaries - FT	52,048.00	13,012.00	10,858.00	2,154.00	9,963.00	20.9%
30091 Retiree Benefits and Salary Con	15,511.00	3,878.00	6,212.00	(2,334.00)	7,510.00	40.0%
30100 Emp Benefits - FT	2,899.00	725.00	350.00	375.00	333.00	12.1%
31006 Memberships/Subscriptions	1,000.00	250.00	1,897.00	(1,647.00)	1,857.00	189.7%
31020 Workshops/Training Courses	7,253.00	1,813.00	630.00	1,183.00	-	8.7%
31021 Conferences	-	-	356.00	(356.00)	-	Unbudgeted
31026 Meals	1,000.00	250.00	-	250.00	-	0.0%
31050 Office Supplies/Materials	380.00	95.00	-	95.00	-	0.0%
31078 Prof Fees - Legal	5,000.00	1,250.00	-	1,250.00	-	0.0%
31079 Prof Fees - Other	5,000.00	1,250.00	-	1,250.00	-	0.0%
31102 Telephone/Communications	4,417.00	1,104.00	-	1,104.00	-	0.0%
31660 Award Presentations	984.00	246.00	-	246.00	-	0.0%
<b>Total 15115 Police Service Board</b>	<b>95,492.00</b>	<b>23,873.00</b>	<b>20,303.00</b>	<b>3,570.00</b>	<b>19,663.00</b>	<b>21.3%</b>

Budget Distribution



Actual Distribution



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

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

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

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

Staff Present: Executive Assistant M. Archer

---

## 1. Call to Order

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

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

None

## 3. Approval of Agenda

Moved by Member Post

Seconded by Vice-Chair McSweeney

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

**Carried**

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

Moved by Member Post  
Seconded by Vice-Chair McSweeney

Convene into In-Camera Session.

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

**Carried**

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

**5. Public Session**

Moved by Member Post  
Seconded by Vice-Chair McSweeney

Convene into Public Session.

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

**6. Land Acknowledgment**

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

**7. Welcome and Introductions**

**7.1 Swearing In and Oath for New Members**

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

**8. Presentations**

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

As per item 4 above.

**10. Items for Discussion and Reports**

**10.1 Orangeville OPP 2024 First Quarter Report**

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

Moved by Member Maycock  
Seconded by Member Armstrong

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

**Carried**

**10.2 2023-2025 Dufferin Detachment Action Plan**

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

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

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

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

Moved by Member Maycock  
Seconded by Member Armstrong

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

**Carried**

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

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

Member Armstrong advised that the Board policies are very comprehensive.

Moved by Member Maycock  
Seconded by Member Armstrong

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

**Carried**

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

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

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

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

Moved by Member Armstrong  
Seconded by Member Post

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

**Carried**

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

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

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

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

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

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

Moved by Member Armstrong  
Seconded by Member Maycock



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

**Carried**

## **10.6 Governance Ratification**

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

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

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

Moved by Member Post

Seconded by Vice-Chair McSweeney

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

**Carried**

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

Moved by Member Maycock  
Seconded by Member Armstrong

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

**Carried**

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

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

Moved by Member Maycock  
Seconded by Member Armstrong

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

**Carried**

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

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

Moved by Member Post  
Seconded by Vice-Chair McSweeney

Motion that the Board receive the above report.

**10.10 Board Member/Executive Assistant Claims for Special Remuneration**

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

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

Moved by Member Post  
Seconded by Member Armstrong

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

**Carried**

### **10.11 Action Register Update**

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

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

Moved by Member Maycock  
Seconded by Member Armstrong

Motion that the Board receive the attachment and update.

**Carried**

### **10.12 CSPA Governance Compliance: CSPA Mandatory Training Modules**

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

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

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

Moved by Member Maycock  
Seconded by Member Post

Motion that the Board receive the above discussion.

#### **10.14 Vice Chair McSweeney's Recent Presentations**

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

Moved by Member Maycock

Seconded by Member Armstrong

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

#### **10.15 False Alarm Reports**

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

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

Moved by Member Post

Seconded by Member Armstrong

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

#### **10.16 Website Update**

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

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

Moved by Member Armstrong  
Seconded by Member Maycock

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

**Carried**

#### **10.17 Amended and Restated Archival Services Agreement**

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

Moved by Member Armstrong  
Seconded by Member Post

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

#### **10.18 Zone 5 Update by Vice-Chair McSweeney**

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

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

Moved by Member Maycock  
Seconded by Member Post

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

#### **10.19 Joint Meetings of the Dufferin County OPP Detachment Boards**

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

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

Moved by Member Maycock  
Seconded by Member Armstrong

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

#### **10.20 Community Awareness Initiative**

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

Moved by Member Post  
Seconded by Vice-Chair McSweeney

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

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

Moved by Member Post  
Seconded by Vice-Chair McSweeney

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

**Carried**

#### **12. Correspondence**

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

Moved by Member Post  
Seconded by Member Maycock

Motion that the Board receive the attached letters of support.

**Carried**

### **13. Question Period**

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

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

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

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

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

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

### **14. New Business**

None.

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

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

**16. Adjournment**

Moved by Member Maycock

Seconded by Member Armstrong

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

---

Todd Taylor, Chair

---

Mary Lou Archer, Executive Assistant



**O.A.P.S.B. Zone 5 Board Membership Directory**

**Revised June 06, 2024**

**O.A.P.S.B. Contact:** Holly Doty  
Ontario Association of Police Services Board  
180 Simcoe Street  
London, ON N6B 1H9  
1.800.831.7727  
519.636.7707 (Mobile)  
[admin@oapsb.ca](mailto:admin@oapsb.ca)

**Zone Chair:** Jim Dietrich  
519.280.0682 (Mobile)  
[jdietrich@hay.net](mailto:jdietrich@hay.net)

**Vice Chair:** Ian McSweeney  
416.459.7025 (Mobile)  
[imcsweeney@orangeville.ca](mailto:imcsweeney@orangeville.ca)

**Zone Secretary/Treasurer:** Jo-Anne Fields  
Box 1216, 75 Queen St.  
Hensall, Ontario N0M 1X0  
519.494.9466 (Mobile)  
[j.fields7575@gmail.com](mailto:j.fields7575@gmail.com)

**Zone Director:** John Thomson  
Owen Sound Police Services Board  
600 6th Avenue West,  
Owen Sound ON  
N4K 5E7  
519.376.8442 (Home)  
226.668.0379 (Mobile)  
[Jthoms1639@rogers.com](mailto:Jthoms1639@rogers.com)

**Ministry Representative:** Duane Sprague, Police Services Advisor  
Police Services Liaison Unit

Policing Inspections, Investigation, Audit and Compliance Management Branch  
 Inspectorate of Policing  
 Ministry of the Solicitor General  
 25 Grosvenor Street, 15th floor, Toronto, ON M7A 2H3  
 416.573.8309  
[Duane.Sprague@Ontario.ca](mailto:Duane.Sprague@Ontario.ca)

**Alternative Ministry Rep:** David Tilley, Police Services Advisor  
[David.Tilley@ontario.ca](mailto:David.Tilley@ontario.ca)

Jetti Sahota, Police Services Advisor  
[Jeeti.Sahota@ontario.ca](mailto:Jeeti.Sahota@ontario.ca)

<p><b>Dufferin OPP Detachment #1 Board</b>          Orangeville</p>	<p>Mary Lou Archer – Executive Assistant -  <a href="mailto:marcher@orangeville.ca">marcher@orangeville.ca</a></p> <p>Todd Taylor – Chair  <a href="mailto:ttaylor@orangeville.ca">ttaylor@orangeville.ca</a></p>	<p>Todd Taylor – Chair – Deputy Mayor  <a href="mailto:ttaylor@orangeville.ca">ttaylor@orangeville.ca</a>          Ian McSweeney – Vice Chair – Community  <a href="mailto:imcsweeney@orangeville.ca">imcsweeney@orangeville.ca</a>          Lisa Post – Mayor  <a href="mailto:lpost@orangeville.ca">lpost@orangeville.ca</a>          Warren Maycock –  <a href="mailto:Communitywmaycock@orangeville.ca">Communitywmaycock@orangeville.ca</a>          Grant Armstrong – Community  <a href="mailto:garmstrong@orangeville.ca">garmstrong@orangeville.ca</a>          Jacquelin Weatherbee – Provincial  <a href="mailto:jacquelin.corrado@gmail.com">jacquelin.corrado@gmail.com</a></p>
<p><b>Dufferin OPP Detachment #2 Board</b>          Shelburne          203 Main Street East          Shelburne, Ontario L9V 3K7</p>	<p>Nicole Hill  <a href="mailto:nhillsecretary@gmail.com">nhillsecretary@gmail.com</a>          519.938.7347</p>	<p>7 Membership Board          Wade Mills - Mayor  <a href="mailto:wmills@shelburne.ca">wmills@shelburne.ca</a>          Shane Hall – Deputy  <a href="mailto:Mayorshall@shelburne.ca">Mayorshall@shelburne.ca</a>          Walter Benotto – Councillor  <a href="mailto:wbenotto@shelburne.ca">wbenotto@shelburne.ca</a>          Jeff Deason – Vice Chair  <a href="mailto:jdeason@live.com">jdeason@live.com</a>          Tina Hinsperger – Community Rep  <a href="mailto:tina.hinsperger@gmail.com">tina.hinsperger@gmail.com</a>          Ryan Marinelli – Community Rep  <a href="mailto:rmarinelli@oxfordproperties.com">rmarinelli@oxfordproperties.com</a>          Provincial Rep - vacant</p>

<p><b>Dufferin OPP Detachment #3 Board</b>  Amaranth  East Garafraxa  Grand Valley</p>	<p>Bradley Haines  bhaines@townofgrandvalley.ca</p>	<p>Andrew Stirk - astirk@amaranth.ca  Walter Koldziechuk  - walterkolodziechuk@gmail.com  Julian Vines – jvambler@gmail.com  John Stirk - jstirk@eastgarafraxa.ca  James Jonker  – jjonker@townofgrandvalley.ca  Josh Hoskin – josh@hoskinfamily.com  Amie Zukowski - amie@greenwoodconst.ca</p>
<p><b>Dufferin OPP Detachment #4 Board</b>  Melancthon Township</p>		
<p><b>Grey Bruce OPP Detachment Board</b>  Chatsworth  Georgian Bluffs  Grey Highlands  Meaforth  Northern Bruce Peninsula  South Bruce Peninsula  Southgate  Ojibway Nation of Saugeen First Nation  Chippewas of Nawash Unceded First Nation</p>		
<p><b>Guelph Police Services Board</b>  P. O. Box 31038  Willow West Postal Outlet  Guelph, Ontario N1H 8K1</p>	<p>Leslie LaCelle  519.824.1212 ext. 7213  board@guelphpolice.ca  llacelle@guelphpolice.ca</p>	<p>5 Membership Board  Cam Guthrie - cguthrie@guelphpolice.ca - Mayor  Peter McSherry  – pmcsherry@guelphpolice.ca – Chair – Provincial  Jane Armstrong  – jarmstrong@guelphpolice.ca – Vice Chair – Provincial  Phil Allt – pallt@guelphpolice.ca – Councillor  Ajay Sharma – asharma@guelphpolice.ca – Municipal</p>

<p><b>Hanover Police Services Board</b>  203 10<sup>th</sup> Street  Hanover, Ontario N4N 1N8</p>	<p>Catherine McKay  519.506.2017  cmckay@wightman.ca</p>	<p>5 Membership Board  Sue Paterson – spaterson@hanover.ca  Peter McEwen - pmcewen2323@gmail.com – Vice Chair  Charlie Pickard - cjpickard@wightman.ca  Selwyn Hicks - shicks@hickslaw.ca - Chair  Dave Hocking - dhocking@hanover.ca</p>
<p><b>Huron OPP Detachment Board</b>  Ashfield-Colborne-Wawanosh  Bluewater  North Huron  Central Huron  South Huron  Huron East  Goderich  Morris Turnberry  Howick</p>	<p>Steven Doherty  519.482.3997 ext. 1232  sdoherty@centralhuron.com</p>	<p>Marg Anderson -  manderson@centralhuron.com  Anita van Hittersum -  avanhittersum@northhuron.ca  Greg Lamport -  glamport@municipalityofbluewater.ca  Jim Dietrich - jdietrich@southhuron.ca  Trevor Bazinet - tbazinet@goderich.ca  John Steffler -john.steffler@huroneast.com</p>
<p><b>Owen Sound Police Services Board</b>  922 2<sup>nd</sup> Ave. West  Owen Sound, Ontario N4K 4M7</p>	<p>Owen Sound Police Services Board  Kayla Wardell  owensoundpsb@gmail.com  519.379.5524</p>	<p>5 Membership Board  John Thomson - Community Rep – Chair  <a href="mailto:jthoms1639@rogers.com">jthoms1639@rogers.com</a>  Ian Boddy (Mayor) - Member  iboddy@owensound.ca  Suneet Kukreja - Council  skukreja@owensound.ca  Brian O’leary - Provincial  Olearyb@rogers.com</p>
<p><b>Perth County OPP Police Services Board</b>  North Perth  West Perth  Perth South  Perth East</p>	<p>Dan Hobson  519.348.8429</p>	

<p><b>Saugeen Shores Police Services Board</b>  P.O. Box 1269,  1240 Mackenzie Road  Port Elgin, ON  N0H 2C0</p>	<p>Tracey Guy  traceyguy@hotmail.com  519.708.2008  ssps_board@outlook.com</p>	<p>5 Member Board  Pat O'Connor (Provincial appointee)  Diane Huber (Deputy Mayor – Council appointee) Chair  John Divinski (Councillor – Council appointee)  John Woodley (Community Member appointed by Council) – Vice Chair  Greg Thede (Provincial appointee)</p>
<p><b>South Bruce OPP Detachment Board</b>  Arran-Elderslie  Brockton  Kincardine  Huron-Kinloss  South Bruce</p>	<p>Jennifer Lawrie  Jlawrie@kincardine.ca  519.396.3468</p> <p>Christine Fraser-McDonald  cfraser@arran-elderslie.ca  519.363.3039</p>	<p>Moiken Penner  Tim Elphick  Don Murray  Rory Cavanagh – rcavanagh@kincardine.ca  Nigel Van Dyk</p>
<p><b>Stratford Police Services Board</b>  P. O. Box 818  1 Wellington Street  Stratford, Ontario N5A 6W1</p>	<p>Casey Riehl  criehl@stratford.ca  519.271.0250, Ext. 5242</p> <p>Lindsay Van Gestel  519.271.0250 Ext. 5236  lvangestel@stratford.ca</p>	<p>5 Membership Board  Mayor Martin Ritsma -  mritsma@stratford.ca  Councillor Harjinder Nijjar -  hnijjar@stratford.ca  Tim Doherty – timdoherty14@gmail.com  Dave Gaffney – dggaffney698@gmail.com  Steve Cousins - steve_cousins@cascades.com</p>
<p><b>Waterloo Regional Police Services Board</b>  200 Maple Grove Rd.  Cambridge, Ontario N3H 5M1</p>	<p>Meghan Martin  Meghan.martin@wrps.on.ca  board@wrps.on.ca</p>	<p>7 Membership Board  Karen Redman – Chair  – kredman@regionofwaterloo.ca  Tony Giovinazzo – Member  - tony.giovinazzo@wrps.on.ca  Ian McLean – Chair - Ian.McLean@wrps.on.ca  Sandy Shantz – Member  – sshantz@regionofwaterloo.ca  Karen Quigley-Hobbs  – hobbskaren4@icloud.com  Doug Craig – dougcraig@regionofwaterloo.ca  Jim Schmidt jimschmidt2727@gmail.com</p>

<p><b>Wellington County OPP Detachment Board</b>  Centre Wellington  Erin  Guelph/Eramosa  Mapleton  Mino  Puslinch  Wellington North</p>	<p>Jennifer Adams – <a href="mailto:jennifera@wellington.ca">jennifera@wellington.ca</a>  519.837.2600 x 2520</p> <p>Scott Wilson – Secretary</p>	<p>Allan Alls (Vice-Chair) – Community  Andy Lennox – Warden  Earl Campbell (Chair) - Council  Chris White – Council - <a href="mailto:chrisw@wellington.ca">chrisw@wellington.ca</a></p>
<p><b>West Grey Police Services Board</b>  402813 Grey Rd. 4  R. R. # 2  Durham, Ontario  N0G 1R0</p>	<p>Heather Webb  <a href="mailto:hwebb@westgrey.com">hwebb@westgrey.com</a>  519.369.2200 ext 226  519.369.5962 (fax)</p>	<p>5 Membership Board  Kevin Eccles - <a href="mailto:mayor@westgrey.com">mayor@westgrey.com</a>  Joyce Nuhn - <a href="mailto:joycenuhn@westgrey.com">joycenuhn@westgrey.com</a>  Dave Fawcett - <a href="mailto:dave@teamfawcett.ca">dave@teamfawcett.ca</a>  Filomena McDonald -  <a href="mailto:filomenamcdonald@hotmail.com">filomenamcdonald@hotmail.com</a>  Bev Cutting - <a href="mailto:bplant4625@gmail.com">bplant4625@gmail.com</a></p>



## **ORANGEVILLE OPP DETACHMENT BOARD**

**87 Broadway, Orangeville L9W1K1 Telephone: (519) 941-5650 Fax: (519) 940-8275**  
*Chair T. Taylor • Vice-Chair I. McSweeney • L. Post • W. Maycock • G. Armstrong • J. Weatherbee*

**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**

By: 

Todd Taylor, Board Chair

**The Town of Orangeville**

By: 

Raylene Martell, Town Clerk

## 2024 Orangeville OPP Detachment Board Action Register (As at June 16, 2024)<sup>1</sup>

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
Transparency and Public Disclosure Project	McSweeney		In Progress	TBD
Work on Board Policy Formatting as outlined on Timesheet	McSweeney/ Archer		In progress	TBD
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	July 30, 2024	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: <ul style="list-style-type: none"> <li>• Community Awareness Initiative</li> <li>• Community Board Member Vacancies</li> <li>• Community Safety &amp; Well-Being Plan</li> <li>• OPP 2023-2025 Strategic Plan</li> </ul>	Archer/McSweeney	Jan. 26, 2024	Complete	26JAN24
Website Review to reflect compliance with CSPA effective April 1. The following meeting took place to ensure readiness for April 1: <ul style="list-style-type: none"> <li>• 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)</li> </ul>	Archer/McSweeney	April 1	Completed and next steps will be reviewed at the next Board Regular meeting May 21	April 2

<sup>1</sup> 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
<ul style="list-style-type: none"> <li>Apr. 2, Work with Tabitha Wells reference website revisions to be CSPA compliant.</li> </ul>				
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
<b>Mandatory Board Training</b> - 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 Board members completed the training.	23MAR24
Ride Grant Final Report due April 15, 2024	M. Archer	April 15, 2024	Completed	23FEB24
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
Court Security & Prisoner Transportation Grant – 1 <sup>st</sup> Installment received	M. Archer	April 15, 2024	Completed	15FEB24
Orientation held for 2 new Council Appointed Board members	V.C. McSweeney	May 14, 2024	Completed	14MAY24
Orientation for 1 Provincially Appointed Board member	V.C. McSweeney	May 17, 2024	Completed	17MAY24
Update the Archival Services Agreement to be compliant with the CSPA	V.C. McSweeney	June 2024	Completed and signed off by Town Clerk and Board Chair	04JUN24
Attend OAPSB Conference	V.C. McSweeney	June 4, 2024	V.C. McSweeney attended on June 4 &	June 4, 2024

ACTION	LEAD(s)	Target Date	STATUS	COMPLETION DATE
			will provide overview at June 25, 2024 Board Meeting	
Update website with photos and biographies of new members	ML Archer	June 2024	EA Archer coordinated with Town Comm. Dept.	13JUN24
Council to ratify 2 new member appointments post police record checks	Chair Taylor		In process	
Board to ratify May 21 meeting and all post March 31, 2024/pre June 25, 2024 Board activity	V.C McSweeney	June 25, 2024	In process	
Prepare Board Annual Report for Council	V.C McSweeney	June 30, 2024	June 14, Board Special meeting to review content of Annual Report for presentation at June 24, Council Meeting	June 30, 2024
Community Awareness Initiative - The Board, led by Mayor Post, will be developing enhanced community outreach strategies over the balance of 2024.	MLA, LP and IJM	Sept 2024	In process	
Work with Dufferin OPP & Headwaters Healthcare Centre to make application for the MCRT Grant to fund Mental Health Crisis Nurses.	ML Archer with Sgt. Pencarinha	June 19, 2024	In process – Ministry due date June 19, 2024	