

Renfrew Police Services OPP Detachment Board Agenda

June 20, 2024, 10:00 am

Council Chambers

2nd Floor - Town Hall

Pages

1. **Call to Order**
 - 1.1 Roll Call
 - 1.2 Land Acknowledgement

As we gather, we would like to acknowledge on behalf of Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years.
2. **Declaration of Interest**
3. **Presentation/Delegation**
4. **Approval of the Minutes** 1
 - May 29, 2024
5. **Items of Business**
6. **Reports**
 - 6.1 Chair Update
 - 6.2 OAPSB Zone 2 Meeting Update - June 17, 2024
 - 6.3 Detachment Commander Update
7. **Correspondence**
8. **Notice of Motion**
9. **By-Laws** 6

03-2024: Confirming By-Law [June 20, 2024]
10. **Upcoming Meetings**

The next regular scheduled meeting of the Renfrew Police Services OPP Detachment Board is proposed for August 21, 2024 at 10:00 a.m. Location of the meeting is to be determined.
11. **Adjournment**

Minutes of the Renfrew Police Services OPP Detachment Board

**May 29, 2024, 10:00 am
Council Chambers
2nd Floor - Town Hall**

Members Present Scott Brum, Municipal Representative (Vice Chair)
Glen Campbell, Municipal Representative
Angela Field, Municipal Representative
Jason Legris, Municipal Representative
Steve Parker, Community Representative
John Proctor, Community Representative
Robert Tripp, Municipal Representative (Chair)
Lisa McGee, Municipal Representative
Connie Tabbert, Municipal Representative

Non Members Present Dawn Ferguson, Detachment Commander
Carolynn Errett, Recording Secretary

1. Call to Order

The Regular Meeting of the Renfrew Police Services OPP Detachment Board was called to order at 10:01 a.m.

1.1 Roll Call

1.2 Land Acknowledgement

3. Presentation/Delegation

3.1 Presentation - O.P.P Detachment Board Transition

Mr. Wright spoke to the Community Safety and Policing Act, 2019 and noted the following legislation requirements:

- O.P.P Detachment Board Role and Responsibility: Section 67, [Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 \(ontario.ca\)](#)
- Board Composition and Remuneration Requirements: [O. Reg. 135/24: O.P.P. DETACHMENT BOARDS \(ontario.ca\)](#)
- Board Code of Conduct: [O. Reg. 409/23: CODE OF CONDUCT FOR O.P.P. DETACHMENT BOARD MEMBERS \(ontario.ca\)](#)

Mr. Wright defined his role as an "Inspectorate of Policing" and stated his functions thereof. Clarification was provided on the provincial appointments and any disqualifying factors.

The relationship between the Board and the Municipal Councils was noted and emphasized the importance of consistent and timely communication. The annual reporting requirement was noted for reference.

It was noted that budget requirements were not defined within legislation, and therefore individual Boards must determine their own budget.

4. Approval of the Minutes

Moved By Scott Brum

Seconded By Angela Field

That the Renfrew Police Services OPP Detachment Board approve the Inaugural Meeting Minutes of May 3, 2024 and the Closed Meeting minutes of May 3, 2024 (understanding that they remain confidential).

Carried

5. Items of Business

5.1 Renfrew Police Services OPP Detachment Board Terms of Reference

It was recommended that further discussion on the Terms of Reference be postpone until a future meeting date. New information is still being received.

Moved By Scott Brum

Seconded By Glen Campbell

That Renfrew Police Service OPP Detachment Board postpone the approval of the Terms of Reference.

Carried

5.2 Police Services OPP Detachment Board Procedural By-Law

Notable updates to the draft were indicated and no further changes were requested.

Moved By Scott Brum

Seconded By Angela Field

That Renfrew Police Services OPP Detachment Board adopt the Procedural By-Law as distributed.

Carried

5.3 Code of Conduct for O.P.P Detachment Board Members

The O.Reg 409/23 Code of Conduct was distributed without change or comment. All members are to adhere to the Code of Conduct as specified.

Moved By Jason Legris
Seconded By Scott Brum

That Renfrew Police Services OPP Detachment Board adopt the Ontario Regulation 409/23 Code of Conduct for O.P.P Detachment Board Members as stated under the *Community Safety and Policy Act, 2019*.

Carried

5.4 Community Member Appointment

Steve Parker and John Proctor were introduced as the two Community Member appointees. Both stated their Oath and took their seats with the Board. Confirmation on their mandatory training will be provided at a later meeting date.

Lisa McGee stated her Oath and provided confirmation on the completion of her mandatory training. Information has been noted for file.

Moved By Connie Tabbert
Seconded By Jason Legris

That Renfrew Police Services OPP Detachment Board appoint Steven Parker and John Proctor as the two community members, and that Town Clerk Errett be directed to provide an appointment By-Law to each of the seven municipalities.

Carried

6. Reports

6.1 Chair Update

Chair Rob Tripp provided an update on discussions that have occurred since the inaugural meeting on May 3, 2024. A copy of the update has been attached to the minutes for reference. Chair Tripp spoke to some identifiable challenges that have occurred with the transition and the importance of attending the upcoming Ontario Association of Police Services Board (OAPSB) 2024 Conference and Zone 2 meeting.

A new board name was discussed and will be brought forward at the next meeting for further consideration.

Moved By Scott Brum
Seconded By Angela Field

That the Renfrew Police Services OPP Detachment Board approve the attendance of Councillor Rob Tripp at the Ontario Association of Police Service Board's (OAPSB) 2024 In-Person Spring Conference and AGM, June 3-5,

2024, and the Board further approve the attendance of Councillor Brum and Councillor Tripp to attend the OAPSB Zone 2 meeting on June 14, 2024.

Carried

6.2 Detachment Commander Update

Detachment Commander Dawn Ferguson spoke and provided background on herself, her role as the Detachment Commander, and some of the current changes happening within the detachment.

A brief overview was provided on the four (4) active grants currently underway within the detachment:

- Mental Health Crisis Response
- Ride Program (last year)
- Situation Table and Connection Centre (last year and actively seeking further sustainability opportunities)
- Auto Thief

Further details regarding the grants and community policing will be provided at an upcoming meeting.

7. Correspondence

The following correspondence listed on the agenda of May 29, 2024 was received as information.

7.1 2023-2024 Ontario Provincial Police Strategic Plan

7.2 Information Insurance for OPP Detachment Boards (OAPSB)

7.3 Notice of Spring Conference and AGM of the Ontario Association of Police Service Boards, Blue Mountain June 3-5, 2024

7.4 Notice of 2024 Meeting of Ontario Association of Police Service Boards Zone 2 - June 14, 2024

9. Motion In Which Notice Has Previously Been Given

9.1 Councillor Legris - Request to bring forward any updates and related documents related to current grants.

Request was noted and information will be brought forward to the June meeting.

Moved By Jason Legris

Seconded By Scott Brum

That Renfrew Police Services OPP Detachment Board request that the Detachment Commander bring forward to the next board meeting any updates

and related documents associated to grant funding linked to the previous Renfrew Police Services Board.

Carried

11. By-Laws

Moved By Lisa McGee

Seconded By Connie Tabbert

That by-laws listed on the agenda of May 29, 2024 be taken as read and passed.

01-2024: Procedural By-Law

02-2024: Confirming By-Law (May 3 & May 29)

Carried

12. Upcoming Meetings

The next regular scheduled meeting of the Renfrew Police Services OPP Detachment Board will be held on June 20th at 10:00 a.m. The meeting will be held in the Council Chambers at the Renfrew Town Hall Office located at 127 Raglan Street South, Renfrew.

13. Adjournment

The Renfrew Police Services OPP Detachment Board adjourned at 11:30 a.m.

Robert Tripp, Chair

Carolynn Errett, Recording Secretary

Renfrew Police Services O.P.P. Detachment Board
By-Law Number 03-2024

Being a by-law to confirm the proceedings of the inaugural meeting of the Renfrew Police Services O.P.P Detachment Board dated May 3, 2024, and the regular scheduled meeting of the Renfrew Police Services O.P.P. Detachment Board dated June 20, 2024.

Whereas, Section 67 of the *Community Safety and Policing Act, 2019, S.O. 2019, c.1, Sched. 1*, provides that the powers of a OPP Detachment Board shall be exercised by its Board; and

Whereas, Section XX of the said *Community Safety and Policing Act* provides that the powers of every Board are to be exercised by by-law; and

Whereas, in many cases action which is taken or authorized to be taken by the Board does not lend itself to the passage of an individual by-law; and

Whereas, it is deemed expedient that the proceedings of the Board of Renfrew Police Services OPP Detachment at this meeting be confirmed and adopted by by-law.

Now Therefore the Board of the Renfrew Police Services O.P.P. Detachment Board enacts as follows:

1. That the actions of the Board in respect of each motion and resolution passed and other action taken by the Board at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Chair and appropriate officials of the Renfrew Police Services O.P.P. Detachment Board are hereby authorized and directed to do all things necessary to give effect to the action of the Board of the Renfrew Police Services O.P.P Detachment Board referred to in the preceding section.
3. That unless otherwise provided, the Chair and Recording Secretary are hereby authorized and directed to execute all documents necessary.
4. That this by-law shall come into force and take effect upon the date of the final passing thereof.

Read a first and second time this 20th day of June, 2024.

Read a third and final time this 20th day of June, 2024.

Robert Tripp, Chair

Carolynn Errett, Recording Secretary