



Minutes of the Renfrew and Area OPP Detachment Board

October 2, 2024, 10:00 am
Renfrew Town Hall – 127 Raglan Street South, Renfrew
Council Chambers (2nd Floor)

Members Present	Scott Brum, Municipal Representative (Vice Chair) Glen Campbell, Municipal Representative – virtual Lisa McGee, Municipal Representative – virtual John Proctor, Community Representative Robert Tripp, Municipal Representative (Chair)
Members Absent	Angela Field, Municipal Representative Jason Legris, Municipal Representative Steven Parker, Community Representative Connie Tabbert, Municipal Representative
Non Members Present	Carolynn Errett – Recording Secretary

1. Land Acknowledgement

2. Call to Order

The Regular Meeting of the Renfrew and Area O.P.P. Detachment Board was called to order at 10:02 a.m. by Chair Tripp.

Members in attendance were asked if they had completed the most recent mandatory training.

Of the members present, three provided confirmation of completion. It was noted that members who had not completed the training were ineligible to vote until such time as the training is complete.

Attendance determined quorum was not met and the meeting was adjourned immediately following the selection of a new meeting date.

The next regular schedule meeting of the Renfrew and Area O.P.P. Detachment Board will be held on October 16, 2024 at 1:30 p.m. All items listed on the agenda of October 2, 2024 will be postponed until the upcoming meeting.

Adjournment:

The Renfrew and Area OPP Detachment Board adjourned at 10:15 a.m.



Minutes of the Renfrew and Area OPP Detachment Board

**October 16, 2024, 1:30 p.m.
Renfrew Town Hall – 127 Raglan Street South, Renfrew
Council Chambers (2nd Floor)**

Members Present: Scott Brum, Municipal Representative (Vice Chair)
Angela Field, Municipal Representative – Non-Voting Member
Jason Legris, Municipal Representative
Lisa McGee, Municipal Representative
Steve Parker, Community Representative
John Proctor, Community Representative
Connie Tabbert, Municipal Representative
Robert Tripp, Municipal Representative (Chair)

Members Absent: Glen Campbell, Municipal Representative

Non Members Present: Staff Sergeant Bosa,Carolynn Errett (Recording Secretary)

1. Land Acknowledgement

2. Call to Order

The Regular Meeting of the Renfrew and Area O.P.P. Detachment Board was called to order at 1:37 p.m. by Chair Tripp.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None were noted.

4. Approval of the Minutes

**Moved by Scott Brum
Seconded by Lisa McGee**

That the Renfrew and Area O.P.P. Detachment Board approve the minutes of August 21, 2024 and September 4, 2024 as distributed.

Carried

5. Delegations/Presentations

None were scheduled.

6. Items of Business

6.1 2024 and 2025 Budget and Municipal Billing

The board discussed the proposed 2025 budget. The following was noted:

- The member honorarium was reduced from 11 to 10 members as the Chair's honorarium was considered as a separate line item.
- The additional milage allocated for Chair travel was noted as being due to additional travel requirements outside of scheduled board meetings.
- The costs of designing and hosting a new website is estimate only. Further discussion may be required.
- The administrative job description needs to be redefined with greater emphasis on executive secretarial responsibilities.
- There are no legislative requirements to compensate the different board member roles.

Independent motions were put forward to approve each of the budget categories.

**Moved by Lisa McGee
Seconded by Connie Tabbert**

That the Renfrew and Area OPP Detachment Board approve honorariums with a reduction to ten members, estimated at eight meeting per year with a member honorarium of \$150.00 allocation per meeting.

Carried

**Moved by Scott Brum
Seconded by Jason Legris**

That the Renfrew and Area OPP Detachment Board approve a total amount of \$19,040.00 for Travel expenses including member milage, chair milage, and conferences.

Carried

**Moved by Connie Tabbert
Seconded by John Proctor**

That the Renfrew and Area OPP Detachment Board approve a total amount of \$22,500.00 for Governance and Operational expenses including insurance, reporting, strategic development, website design, website hosting, professional services, OASPB Membership.

Carried

**Moved by Scott Brum
Seconded by John Proctor**

That the Renfrew and Area OPP Detachment Board approve a total amount of \$45,560.00 for Program expenses including IT, phone, supplies, administrator and mandatory employment costs.

Carried

**Moved by Jason Legris
Seconded by Steve Parker**

That the Renfrew and Area OPP Detachment Board approve the 10% Miscellaneous contingently of \$8,806.00.

Carried

**Moved by Jason Legris
Seconded by John Proctor**

That the Renfrew and Area OPP Detachment Board approve the 2025 Budget as presented at a total amount of \$115,226.00.

Carried

6.2 Municipal Billing Model

Discussion occurred regarding the municipal billing model. Members expressed their opinion regarding equal shared billing in comparison to the O.P.P. proportionate household billing model. Opposition was made towards proportionate billing, and it was noted that shared equal billing is the default billing model identified in the CSPA unless otherwise agreed to by the joint municipalities.

After some discussion, the board selected not to provide a recommendation on a billing model and will instead put forward the budget to the joint municipalities with a covering report noting the legislative billing requirements. Municipal Councils can decide for themselves how they wish to proceed.

**Moved by Scott Brum
Seconded by Connie Tabbert**

That the Renfrew and Area OPP Detachment Board recommend that the joint municipal councils approve the proposed 2025 Budget of \$115,226.00.

Carried

6.3 2024 Draft Budget

The board discussed the proposed 2024 budget, and the following was noted:

- Recommendation was made to request a shared service agreement to establish five hours a week for dedicated administrative support.
- A suggestion was made to designate one member of the board as a direct point of contact for governance-related discussions.
- The approved 2024 budget will be provided to the joint municipalities for reference, and all 2024 expenses will be compiled for shared reimbursement and payable to the Town of Renfrew.

**Moved by Jason Legris
Seconded by Scott Brum**

That the Renfrew and Area OPP Detachment Board establish a service agreement with the Town of Renfrew for 5 hours a week of dedicated administrative support.

Carried

**Moved by Connie Tabbert
Seconded by John Proctor**

That the Renfrew and Area OPP Detachment Board approve 2024 budget as presented.

Carried

7. Report

7.1 Chairs Report

7.1.1 Insurance Update

7.1.1.1 Medallion Group Insurance

7.1.1.2 Intact Required Policy and Procedures

It was noted that the insurance policy was initiated and is now in effect.

7.2.1 Banking Update – verbal update

It was noted that banking options are under review and further details will be brought forward for board discussion.

8. Closed Session

The board declined to move into closed session. Preference was stated to postpone discussion related to the existing provincial grants until a future date.

9. Correspondence

- 9.1 OAPSB Zone 2 Meeting: September 19-20, 2024 in Pembroke
- 9.2 OAPSB Update, Lisa Darlin, Executive Director, OAPSB
- 9.3 Inspector General Memorandum and Advisory Bulletins
 - 9.3.1 How Policing is Delivered, August 1, 2024
 - 9.3.2 Right to Disclose Misconduct, August 1, 2024
 - 9.3.3 Conflicts of Interest Regulation, August 1, 2024
 - 9.3.4 Police Service Board Member Code of Conduct, August 1, 2024
 - 9.3.5 Forwarding Complaints to the Inspector General, August 1, 2024

The above noted correspondence was noted for information.

10. Notice of Upcoming Business

It was noted that a Renfrew and Area O.P.P. YouTube channel has been established, and that future board meetings will be livestreamed.

11. Date of Next Meeting

Upon discussion it was noted that the next scheduled meeting of the Renfrew and Area O.P.P. Detachment Board will be held on Thursday, November 21st at 10:00 a.m.

With the following meeting scheduled for Thursday, December 19th at 10:00 a.m.

Staff will make the necessary arrangements with the O.P.P. Detachment to host the meeting in their boardroom.

11. Adjournment

The Renfrew and Area OPP Detachment Board adjourned at 3:35 p.m.

Robert Tripp, Chair

Carolynn Errett, Recording Secretary