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|----------|-------------------|---------------------------|
| Present: | Chair O'Connor    | Vice Chair Huber          |
|          | Chief Zettel      | Member Thede              |
|          | Inspector Mighton | Member Woodley            |
|          | Member Divinski   | Tracey Edwards, Secretary |

Members of the Public: Dwayne Sprague and Al Smethurst

**1. Call to Order**

The Chair called the meeting to order at 1630 hours and welcomed everyone. The Vice Chair presented the Land Acknowledgement.

**2. Approval of Agenda**

Added the following Items:

Item 10.3 – Reserve Fund Request

Item 10.4 – SSPS Board Policies

Item 10.5 – SSPS Board Training

**Motion 1 – John Woodley/Greg Thede**

**That the Agenda for the Public Meeting of the Saugeen Shores Police Services Board dated March 15, 2023, be approved, as amended.**

**Disposition – Carried**

**3. Declaration of Pecuniary Interest**

No declarations of pecuniary interest were declared, however the Chairman advised that the members could declare at any time in the meeting.

**4. Delegations**

None

**5. Adoption of Minutes**

**Motion 2 – Diane Huber/Greg Thede**

**That the Minutes of the Public Meeting of the Saugeen Shores Police Services Board #02-2023 dated February 15, 2023, be approved as amended.**

**Disposition – Carried**

**6. Communications**

**1) Crime Stoppers - Donation**

The Board reviewed the correspondence and the request for donation. The Board is supportive of the donation and would like to invite a member of Crime Stoppers to a future meeting, to discuss further.

**Motion 3 – Diane Huber/John Divinski**

**That the SSPS Board approve a donation of \$2,500 to Crime Stoppers.**

**Disposition – Carried**

- 2) OAPSP Zone 5 2023 Membership Fees  
The Board forwarded the Membership Fee Invoice to the Chief for payment.

**7. Reports**

**Chief's Report**

Personnel

- 1) Officer Spotlight – Sgt. Adam Sachs  
As highlighted in the Saugeen Shores Police Service 2023-2025 Strategic Plan prepared by the Police Services Board, a strategic area of focus was to promote continued communication between service members, leadership, and the Board with the intention of enhancing member participation in identifying and implementing solutions to service needs. During each meeting, we will highlight one of our officers to share with the Board their valued contributions to the police service and community. Inspector Mighton gave a presentation on Sgt. Adam Sachs.

- 2) Posting for Full-time Contract Special Constable Position  
The Chief gave an update on the on the posting for a Special Constable.

- 3) Thank You Sgt. Primeau  
A member of the public attended that station to express his gratitude for the kind and compassionate professionalism shown by Sgt. Primeau during a death investigation. Sgt. Primeau's assistance and communication with the family helped during a very difficult time for the family.

Personnel Training

- 1) In-Services Training – Intoxilyzer 8000C – Refresher Training  
D/Cst. Laurel Hopkins has provided in-service training for all qualified breath technicians. Every technician is required to take refresher training once per calendar year.
- 2) First Aid Training – Re-Certification  
All members requiring training and re-certification in first aid have been completed. Thank you to our partners at the Town and Fire Department with their assistance in completing this training.
- 3) M'Wikwedong Indigenous Friendship Centre – GIIWE Sharing Circle Trauma Informed Training  
Members of the Saugeen Shores attended to the Best Western in Walkerton on March 7<sup>th</sup> 2023 to participate in Trauma Informed Training. D/Cst. Hopkins, Sgt. Primeau, Cst. Lowerison, and Cst. Tienhaara attended on behalf of Saugeen Shores Police Service. Thank you to the OPP South Bruce Detachment for hosting this very valuable training.

4) Upcoming – Boots on the Ground Training – PSB Initiative

The Saugeen Shores Police Service is hosting a Boots on the Ground Information Session on at 6:30 p.m. on March 28<sup>th</sup>, 2023 at the Plex, to provide our members with options for Mental Health Support. The Chief has extended an invite to our surrounding police services, fire departments, EMS, and nursing staff. In addition, our PSB members are invited and encouraged to attend to be aware of the support services available.

**Ministry Reports**

1) MOU – Security Services for Members of Parliament

The Saugeen Shores Police Service has signed a MOU with the House of Commons for security services for Members of Parliament services hosted outside the parliamentary precinct related to their parliamentary functions.

2) Court Security Prisoner Transportation (CSPT) Program

The Ministry of the Solicitor General is continuing the CSPT Program with no changes to the overall funding envelope, subject to the regular fiscal process. Similar to previous years, an expenditure-based model is used to determine allocation for 2023. The Saugeen Shores Police Service allocation for 2023 is \$32,182.24. This is an increase from the \$15,439.24 allocated in 2022. The documents have been submitted to the Ministry to secure funding.

**Police Service Reports**

1) The following Reports were submitted to the Board:

- February 2023 Stats Analysis (Hexagon)
- 2022 Police response to High Risk Individuals – Annual Report
- 2022 Criminal Investigation Management and Procedures – Annual Report
- 2022 ViCLAS (Violent Crime Linkage Analysis System) Annual Report
- 2022 Career Development – Annual Report
- 2022 Police Record Checks – Annual Report
- 2022 WHMIS – Annual Report
- 2022 Confidential Informants and Agents Annual Report

2) DEMS – Digital Evidence Management System

We continue to work closely with Colleen Gray-McNamee (SOLGEN) and Tanner Desilets (AXON) to procure and enroll in the Digital Evidence Management System for our Police Service. DEMS provides police and investigative agencies access to cloud-based technology that enables agencies to capture, store, manage and share digital evidence securely. We will be proceeding upon receiving budget approvals.

3) Police Service Board Biographies

When time permits, please provide the Chief with biographies to share with our members.

**Events / Committees**

**1) Coldest Night of the Year**

Members of the Saugeen Shores Police including Cst. Michael Cuillerier, Aux. Cst. Patrik Patel, and Aux. Cst. Matt Drost attended the United Way Coldest night of the Year event to support the initiative. It is believed that this event raised \$46,462, plus an additional \$5,000 donation, exceeding the \$20,000 goal! Thank you to the Community and to our members for volunteering their time and showing support.

**2) Leisure and Volunteer Fair**

Constable Stacey Gordon, Community Watch Supervisor Joe Sholtes, and Aux. Officers Madison McNeil and Matt Drost attended the Leisure and Volunteer Fair at the Plex on Wednesday March 1<sup>st</sup> 2023. This allowed Saugeen Shores Police the opportunity to showcase our volunteer opportunities with the hopes of attracting future members.

**Other**

**1) Station Video System**

A request for tender has been sent out by the Town to replace the video system. This will be funded by the Building Reserve Fund.

**2) Police Services Board Zoom Meetings – Request for Conference Cam Solution**

It has been brought to our attention that the audio and video quality of the Zoom meetings are poor. Members of the public wishing to view the meeting at home have difficulty hearing and seeing the presenters. It was recommended by Town IT Staff that we purchase a Logitech MeetUP + Expansion Mic ConferenceCam Solution. This system retails for \$1,450 + HST for a total of \$1,638.50. In 2021, an obligatory reserve account was established for proceeds of police auctions under the police budget that will allow any funds to be available for the purpose set out in the Police Services Act. This fund is only accessible through a motion by the Police Services Board for purposes that it considers in the public interest (Police Services Act Section 132(2)). At the present time, the fund has sufficient funds to cover the purchase and this request satisfies the Section of the Act.

**Motion 4 – Diane Huber/Greg Thede**

**That the Police Services Board approves the purchase and installation of a ConferenceCam Solution from the Proceeds for Public Interest obligatory reserve account to be installed in the front boardroom to enhance public access to board meetings and other public virtual meetings at a projected cost of \$1,638.50.**

**Disposition – Carried**

**8. Accounts/Statistics**

**9. Unfinished Business**

**10. New Business**

**1) National Police Week – May 14-20, 2023**

Vice Chair Huber is interested in hosting some events to celebrate National Police Week, such as: Station tours, Meet Ryker, etc. Concerns were raised with timing, and occupying Police schedules. The Chief will investigate further.

**2) OAPSB Meeting Update**

Member John Divinski gave the Board an update from the last OAPSB Meeting. He added that a lot of attendees were not happy with the Bail Reform Act. He will continue to do research, and report back to the Board if needed. The Members thanked John for attending.

**3) Reserve Fund Request**

Vice Chair Huber noted that the SSPS Board Motion was sent to Town Staff, for implementation. The Board gave permission for the Vice Chair Huber and Member Divinski to meet with Town Staff to proceed with the implementation of the Reserve Fund.

**4) SSPS Board Policies**

Vice Chair Huber indicated that she would like to review the SSPS Board Policies. Policies will be reviewed at future meetings.

**5) SSPS Board Training**

Dwayne Sprague noted that he is performing Group training to Police Boards, as well as individual training. The SSPS Board requested individual training, if possible. Mr. Sprague noted he can attend the next meeting at 1600 hours, prior to the meeting.

**11. Next Meeting**

April 19, 2023 – Board Training at 1600 hours, Regular Meeting at 1800 hours

**12. Closed to Public**

**Motion 5 – Greg Thede/John Divinski**

**That the Saugeen Shores Police Services Board meet in Closed to Public session to discuss matters in accordance with By-law 1-2011, Section 21.2 (b) regarding personal matters about an identifiable individual.**

**Disposition – Carried**

Regular Meeting reconvened at 1836 hours.

**Motion 6 – John Woodley/Greg Thede**

**That the Saugeen Shores Police Services Board accept the resignation of Detective Constable Greg Fletcher from his position as a sworn Police Constable with the Saugeen Shores Police Service effective March 26<sup>th</sup>, 2023.**

**Disposition – Carried**

**Motion 7 – John Divinski/John Woodley**

**That the Saugeen Shores Police Services Board authorize Chief Zettel to extend a letter of offer to Greg Fletcher for the position of Support Services Special Constable with the Saugeen Shores Police Service effective March 28<sup>th</sup>, 2023 on a temporary full-time contract basis.**

**Disposition – Carried**

**Motion 8 – John Woodley/Greg Thede**

**The Police Services Board authorizes Chief Zettel to extend a conditional letter of offer to the applicant for the position of experienced Constable with the Saugeen Shores Police Service effective April 24<sup>th</sup> 2023. The letter of offer is conditional upon the results of any background checks conducted by the Employer (including reference checks, medical assessment, verification of credentials, psychological assessment, and a criminal background check), which must be satisfactory to the Employer in its sole discretion).**

**Disposition – Carried**


**13. Adjournment**

**Motion 9 – Greg Thede/John Woodley**

**That this meeting of the Saugeen Shores Police Service Board do now adjourn at 1842 hours.**

**Disposition – Carried**

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Chairman

  
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Secretary