

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

Members of the Public: Nancy Wyonch and Dave Myette

1.     **Call to Order**  
      The Chair called the meeting to order at 16:00 p.m. and welcomed everyone.
  
2.     **Approval of Agenda**  
      **Motion 1 – John Divinski/John Woodley**  
      **That the Agenda for the Public Meeting of the Saugeen Shores Police**  
      **Services Board dated December 21, 2022, be approved**  
      **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**
  
5.     **Adoption of Minutes**  
      **Motion 2 – John Woodley/Greg Thede**  
      **That the Minutes of the Public Meeting of the Saugeen Shores Police**  
      **Services Board #10-2022 dated October 19, 2022, be approved.**  
      **Disposition – Carried**
  
6.     **Communications**
  
7.     **Reports**

**Chief's Report**

Chief Zettel presented his December Report.

**Welcome**

The Chief welcomed Councillor John Divinski and Deputy Mayor Diane Huber, who have been selected to be the Council Representatives on the Saugeen Shores Police Service Board. We look forward to working with you.

Congratulations to John Woodley, who has been selected to continue with the Police Services Board alongside members Pat O'Connor and Greg Thede, and Secretary Tracey Edwards.

He also thanked Dave Myette and Don Matheson for their previous work and support with the Police Service Board.

Personnel

1) Kaley Tienhaara - Progress

The Chief reported that Kaley Tienhaara graduated from the Ontario Police College on December 9<sup>th</sup> 2022. She remained at the College from December 12<sup>th</sup> to December 16<sup>th</sup> 2022 to complete a Standardized Field Sobriety Testing course (SFST). The swear in ceremony for Kaley Tienhaara was scheduled for December 19<sup>th</sup> 2022 and it went very well. She started her first shift on December 20<sup>th</sup>, 2022.

2 Thank you – Saugeen Shores Police Services

A letter of gratitude and appreciation was received by the Saugeen Shores Police Service, for attending the funeral of Cst. Andrew Hong on September 21<sup>st</sup> 2022.

3) Thank you – Shop with a Cop

Our Officers received numerous thank you messages and public comments for their participation in the Shop with a Cop event. Thank you to Cst. Gordon and Aux. Cst. Drost who volunteered their time to make this such a success.

4) Thank you – Cst. Brian Lowerison

A member of the community came to the police station to express her gratitude to Cst. Brian Lowerison for his compassion shown during a tragic death notification.

5) Thank you Sgt. Susan Briggs

Thank you was received from a member of the community, thanking Sgt. Susan Briggs for the assistance and understanding during a well-being check in a difficult family situation.

6) Thank you – Christmas Parades – Port Elgin and Southampton

Members of the Saugeen Shores Police Service participated in the holiday parades. The Police were thrilled to lead the parade and also to walk and hand out candy with members of the Saugeen Shores Special Olympics. Thank you to Cst. Cassandra Hahn, D/Cst. Fletcher, S/Cst. Paul Vitez, Aux. Riley Bruggess, Aux. Pratik Patel, Aux. Madison McNeil, Pastor David Baker, Sgt. Briggs, Cst. Gordon, and Insp. Mighton for joining the Chief at these parades and making this such a success. Letters of thank you were received from the Saugeen Shores Rotary and many positive comments were received from members of the community.

7) Re-classification Request – Rose Witteveen

Rose Witteveen has been employed as a Support Services 3 contract worker since April 1<sup>st</sup> 2021. Since commencing these duties, Rose has gained valuable knowledge and experience. As per Article 29 Temporary Employees – Temporary Employees will change pay grids based on the accumulation of 2080 hours of work. It is the Chief's recommendation to the Board, that Rose Witteveen be offered a 1-year contract of employment, classified as a Support Services 2 member effective January 1st 2023.

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

**That the Saugeen Shores Police Services Board approve a 1 year contract extension for Rose Witteveen effective January 1<sup>st</sup>, 2022 with a re-classification from a Support Services 3 Member to a Support Services 2 member, for the duration of the contract extension**

**Disposition – Carried**

**Personnel Training**

**1) In-Service Training – Investigative Detention**

During the month of October 2022, Sgt Ken Cook provided in-service training to members on Investigative Detention.

**2) Drug Recognition Evaluator Refresher Training – Cst. Stacey Gordon**

Constable Stacey attended the Drug Recognition Evaluator refresher training in Toronto from November 9<sup>th</sup> – 10<sup>th</sup> 2022.

**3) Criminal Investigations Training – Cst. Kaitlyn Schenck**

Cst. Schenck completed the Criminal Investigations Training at the Ontario Police College. This was a 2-week course from October 17<sup>th</sup> - 28<sup>th</sup>, 2022. This course is a pre-requisite to future criminal investigation courses.

**4) Facilitating and Assessing Police Learning – Cst. Brian Lowerison**

Constable Lowerison has completed the Facilitating and Assessing Police Learning course at the Ontario Police College. This 1-week course was in addition to extensive per-course learning. This course was a pre-requisite for the Use of Force Trainer course scheduled for Cst. Lowerison in December 2022.

**5) Crisis Negotiator Introduction Course – Sgt. Ken Cook**

Sgt. Ken Cook completed the Canadian Critical Incident Crisis Negotiator Course hosted by the Stratford Police Service November 22<sup>nd</sup> - 24<sup>th</sup> 2022.

**6) Use of Force Officer Training – Cst. Brian Lowerison**

Constable Brian Lowerison attended the Ontario Police College from December 5<sup>th</sup> - 23<sup>rd</sup>, 2022 for the Use of Force Instructor course. Cst. Lowerison will be required to bring his Use of Force options with him for the training.

**7) Sexual Assault Investigator Training – Cst. John Martin**

Constable Martin took the Ontario Police College Sexual Assault Investigators Course hosted by the Guelph Police Service on December 5<sup>th</sup> - 15<sup>th</sup> 2022.

**Ministry Reports**

**1) ALPR Grant**

The Saugeen Shores Police application for the 2022-23 Automated Licence Plate Recognition (ALPR) Technology Grant has been approved with a funding allocation of **\$93,397.00**. These funds will be used to install Automated Licence Plate Recognition (ALPR) systems in 3 additional frontline patrol vehicles. ALPR technology captures images of license plates and allows law enforcement

agencies to identify and compare plates against those of cars driven by people suspected of being involved in illegal activities and Highway Traffic Act offences.

2) RIDE GRAN Applications 2022-23 – 2023-24

The results of the Reduce Impaired Driving Everywhere (RIDE) Grant for 2022-23 – 2023-24 were released today and were signed by the Vice-Chair Pat O'Connor and the Chief.

**Police Service Reports**

1) Reports Submitted to the Board:

- Criminal Investigations / Drug Unit statistics – October 2022 Report
- October 2022 Stats Analysis (Hexagon)

2) DEMS – Digital Evidence Management System

The Chief has been working closely with Colleen Gray-McNamee (SOLGEN) and Tanner Desilets (AXON) to procure and enroll in the Digital Evidence Management System (DEMS) 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.

Police agencies who join the Provincial DEM program, will receive financial benefits with the Province covering first-year licensing fees for up to 45% of a police agency's sworn officers and access to volume-based discounts for licensing and storage as more agencies join the Provincial DEM program. To receive the subsidy and qualify for program-wide volume-based pricing discounts, we signed a Memorandum of Understanding with the Province. The cost for the program after the subsidy expires will be approximately \$8,000 / year coded to operating expenses. The first year of the program will cost approximately \$4,400 / year coded to operating expenses.

Past-Chair Myette and the Chief signed the Memorandum of Understanding for the concept of the Digital Evidence Management System to secure the financial benefits of the Provincial DEM (Digital Evidence Management) program provides to police when implemented.

3) Collision Reporting and Occurrence Management System (CROMS) – Quarter 3 Statistics

The CROMS has provided Saugeen Shores with the Quarter 3 report for 2022 encompassing January 1st 2022 to September 30th 2022. By the end of January, 2023, the system will be fully electronic.

4) Crime Stoppers Q2 Coordinators Report – July -September 2022

The Crime Stoppers Coordinators Q3 report covering July to September 2022, was provided for information.

5) Crime Stoppers – Tipster Magazine

The Fall Edition of the Crime Stoppers of Grey Bruce TIPSTER quarterly magazine was provided for information. The magazine is featuring the Lois Hanna unsolved disappearance case, and a story about the 30th Anniversary

Crime Stoppers of Grey Bruce golf tournament. Credit goes to Morley S. Lymburner for the production of this magazine.

**6) Firearms Storage Lockers – Service Safety Enhancement**

On November 4th 2022, the Chief met with Past-Chair Dave Myette to discuss enhancements to our storage of service firearms. From that discussion, he forwarded a request for approval to the Police Services Board to purchase a secure locker system in the amount of \$10,857.04. This request was approved through electronic motion and the lockers were ordered. They have now been installed and a new policy is in place.

**7) GPS Monitoring Services for Intermittent Sentences and Bail Releases**

On November 14th 2022, the Chief issued Directive #22-14 implementing new Procedure SSPS SP-029 - GPS Monitoring Services for Intermittent Sentences and Bail Releases. Through a Memorandum of Understanding with Recovery Science Corporation (RSC), the Saugeen Shores Police Service has access to GPS monitoring information to assist in confirming alleged conditional sentence violations.

**Events / Committees**

**1) Police Funeral Attendance**

On Thursday October 20th 2022, members of the Saugeen Shores Police Service attended the funeral service for Constable Devon Northrup and Constable Morgan Russell. Thank you to Ins. Jeremy Mighton, Det. Cst. Laurel Hopkins, Cst. Cassandra Hahn, and retired Cst. Doug Lein for joining the Chief in Barrie for the funerals.

**2) Fraud/Internet Safety Presentation**

Cst. Kaitlyn Schenck provided a very informative presentation to the Wellington Community Living on Internet Safety and Frauds at Unifor in Port Elgin on October 15th 2022. The presentation was well-received, and participants learned how to protect themselves and their identity. Thank you to Kaitlyn for preparing and presenting.

**3) Remembrance Day Ceremonies**

Members of the Saugeen Shores Police Service attended Remembrance Day ceremonies at both the Port Elgin Cenotaph and Southampton Cenotaph on November 11<sup>th</sup>, 2022.

**4) Shop with a Cop Event**

The Chief reported that the 2022 “Shop with a Cop” event was sponsored by the Southampton Rotary Club. This event involves officers from the Saugeen Shores Police Service grocery shopping at the Independent Grocer with 4 teams of students from G.C. Huston, Northport Elementary, St. Joseph's and Port Elgin Saugeen Central Schools. The teams had a printed list of items needed by the foodbank to refer to. The teams all started at the same time and were given a half-hour time limit to purchase groceries up to the \$150 limit. Teams that went over this limit were disqualified. The team closest to the \$150 target was awarded \$100 worth of books for their school library. The other schools received

a \$50 prize for their libraries. Congratulations to the team from Port Elgin Saugeen Central who won the competition with just over \$140 worth of groceries! The Independent Grocer also donated \$100 worth of groceries to the cause, in the winning school's name. Over \$750 worth of groceries and gift cards were donated to the food bank.

**5) Santa Claus Parades**

Members of the Saugeen Shores Police Service participated and led the Port Elgin and Southampton annual parades. Members of the Saugeen Shores Police Service proudly walked with the Special Olympics athletes to show our ongoing support.

**6) Day of Remembrance and Action on Violence Against Women**

On December 6<sup>th</sup>, 2022, members of the Saugeen Shores Police Service attended and participated in the National Day of Remembrance and Action on Violence Against Women hosted by the Canadian Federation of University Women at Coulter Parkette in Port Elgin.

**7) Crime Prevention Week 2022**

The Saugeen Shores Police Service participated in the 2022 Crime Prevention Week in Ontario on November 6<sup>th</sup>-12<sup>th</sup>. Crime Prevention week provided our members with an opportunity to showcase the successful collaboration efforts between Police Services and community organizations, as we work towards the common goal of preventing crime and creating safe, resilient communities across Ontario. The Provincial theme of "Safer. Stronger. Together." enabled Police Services to promote the benefits of a collaborative response to local crime and social issues related to safety and well-being, as well as educate members of the public on what they can do to stay informed and support community safety initiatives, through a strong social media presence.

**8) Food Toy Drive**

Special Constable / Auxiliary Zach Mowbray in partnership with EMS Brittney Kealey and the Saugeen Shores Fire Department, organized a Food and Toy Drive for December 10<sup>th</sup>, 2022. Members of the Police Service participated in this effort, in which food, cash and gift cards were collected.

**9) Winter Coats Donation – Port Elgin United Church / Southampton Rotary**

The Southampton Rotary Club through the Port Elgin United Church, has generously provided the Police Services with winter coats to hand out to those in need who are unable to access the Salvation Army during their open hours and will be replenished as needed.

Recently, jogging suits have been added to give to those who need of a change of clothes. Thank you to the Port Elgin United Church and the Southampton Rotary.

10) Computer Donation – Erin Zorzi – Rotary Club . Faith Lutheran Church  
Erin Zorzi generously donated 2 Acer mini laptops that will be kept at the station and provided to youth who are waiting at the station. The laptops will be able to access YouTube videos and pre-loaded games. Erin is a member of the Rotary Club of Port Elgin and the Faith Lutheran Church. Thank you to Erin for this generous donation.

Other

1) Weapon Storage System Donation

The Chief reported that Mark Janke from Altitude Storage Solutions donated a display model storage system and weapons storage, to add to our existing storage solutions. Thank you to Mark and Altitude Storage Solutions for this generous donation.

2) Fleet Vehicles

The Chief reported that all Police Services' vehicles are in service.

3) Budget

The draft budget was approved at the October 2022 Police Services Board Meeting, copies were provided to the new members. He is working with the Town to finalize the Budget for presentation to Council early 2023.

4) Reserve Funds

The Chief advised that on February 20<sup>th</sup>, 2019, the Police Services Board passed a motion stating:

*"That the cap for the Police Services Fund be set at \$250,000.00 and further the percentage to be transferred to a Reserve Account would be set a 100% until the time the cap is met and zero percent as along as the cap in maintained".*

This motion was in response to setting up a reserve account which would allow surplus from the Operating Budget to be placed into a reserve account to fund future unknown major events or budget overages. Although the motion was approved at the Police Services Board level, due to COVID and other unforeseen circumstances, this was never put on the agenda for a Council meeting, and the reserve account was not set up.

The Board requested that this be added to the next Agenda for discussion and continue with approving a reserve fund to protect against potential overages or major investigations that may require funds more than the current years' Operating Budget.

**8. Accounts/Statistics**

Insp. Mighton presented the following reports to the Board:

- CID Monthly Review – October 2022
- October 2022 Statistics Analysis
- Motor Vehicles Collisions – January-September, 2022

9. **Unfinished Business**

10. **Next Meeting**

January 18<sup>th</sup>, 2023 at 16:00 hours.

11. **Closed to Public**

**Motion 4 – John Divinski/John Woodley**

**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**

The Board returned to the regular meeting.

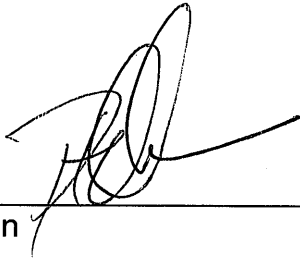
12. **Adjournment**

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

**That this meeting of the Saugeen Shores Police Service Board do now adjourn at 17:40 hours**

**Disposition – Carried**

Chairman



Secretary

