

Present: Chair O'Connor  
Chief Zettel  
Inspector Mighton  
Member Divinski  
Member Woodley  
Member Thede  
Janice Stubbs, HR Manager  
Tracey Guy, Secretary

Members of the Public: Nancy Wyonch

Regrets: Vice Chair Huber

1. **Call to Order**

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

2. **Approval of Agenda**

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

**That the Agenda for the Public Meeting of the Saugeen Shores Police Services Board dated November 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 – Greg Thede/John Divinski**

**That the Minutes of the Public Meeting of the Saugeen Shores Police Services Board #10-2023 dated October 18, 2023, be approved.**

**Disposition – Carried**

6. **Communications**

None.

7. **Reports**

**Chief's Report**

**Personnel**

1) Member Spotlight – Constable Shawn Paulitzki

As highlighted in the Saugeen Shores Police Service 2023-2025 Strategic Plan, Jeremy highlighted Constable Shawn Paulitzki, to share with the Board his valued contributions to the police service and the community. The Board thanks Cst. Paulitzki for all his hard work and dedication.

2) Change of Classification – Support Services Tracey Shantz  
As per Section 8.3 of the Civilian Collective Agreement (2020-2023), members are eligible for promotion on recommendation of the Chief of Police and approval of the Board. Tracey Shantz is eligible for classification change from a Support Services III to a Support Services II after 2080 hours of employment which she reached on October 16<sup>th</sup> 2023. The Chief fully supports and recommends the promotion of Tracey Shantz to Support Services II retroactive to October 16<sup>th</sup> 2023.

**Motion 3 – John Woodley/Greg Thede**

**That the Saugeen Shores Police Board approve the promotion of Tracey Shantz from Support Services III to Support Services II effective October 16<sup>th</sup>, 2023.**

**Disposition – Carried**

3) Cadet Recruitment

The Chief advised that we are still in the background stages of investigations of potential candidates, more information will be available at the next meeting.

4) Request for Contract Extension – Abigail Sparks

With the resignation of R. Witteveen from the Support Services II role, and until the 2024 budget is approved, he is seeking Police Service Board authorization to extend the contract of Abigail Sparks to February 24<sup>th</sup> 2024. This will allow us to adequately staff the front office while we begin the process to fill a 40-hour contract Support Services position, pending budget approval.

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

**That the Saugeen Shores Police Services Board extend the contract of Abigail Sparks as a Support Services III to February 25<sup>th</sup>, 2025.**

**Disposition – Carried**

5) 2023 Service Recognition Recipients – Saugeen Shores Police

<b>First Year of Service:</b> <ul style="list-style-type: none"><li>• Dexter Newman</li><li>• Dominick Veroni</li><li>• Kaley Tienhaara</li><li>• Stefanie Archambault</li></ul>	<b>5 Years of Service:</b> <ul style="list-style-type: none"><li>• Kaitlyn Schenck</li><li>• Stacey Gordon</li><li>• Travis Wagner</li></ul>
<b>15 Years of Service:</b> <ul style="list-style-type: none"><li>• Susan Briggs</li></ul>	<b>20 Years of Service:</b> <ul style="list-style-type: none"><li>• Chris Shaidle</li><li>• Kevin Zettel</li><li>• Lorri Trafelet</li></ul>

6) Grieving Family Thank you

Our members received a very heart-felt thank you from a grieving family over the loss of a loved one. The letter thanked police for their empathy and recognized how traumatic incidents also effect the officers

7) Appreciation Letter – Victim Services

Our members received a letter of encouragement from Victim Services extending their appreciation and understanding of difficult times

Personnel Training

1) Ontario Police Technology Information Cooperative (OPTIC) AGM

Special Constable Greg Fletcher attended the OPTIC Annual User Group General Meeting on October 18<sup>th</sup> and 19<sup>th</sup> 2023 in Toronto. This meeting provided S/Cst. Fletcher with valuable updates and information on upcoming changes to the OPTIC system.

2) NTAO IRD Training – Constable Erik Luscombe

Use of Force Officer - Constable Erik Luscombe attended the National Tactical Officers Association training course on Police Response to Active Shooter Instructor Certification hosted by the Guelph Police Service from November 6<sup>th</sup> to November 9<sup>th</sup> 2023.

3) CISO Handler Course – D/Constable Laurel Hopkins

Detective Constable Laurel Hopkins is currently on a Criminal Intelligence Service Ontario (CISO) handler course at the Ontario Police College. This course is from November 13<sup>th</sup> to November 17<sup>th</sup> 2023. Courses offered by CISO are free of charge. This valuable training will assist with future investigations.

4) Commercial Motor Vehicle Training – Constable Stefanie Archambault

Constable Stefanie Archambault attended the Commercial Motor Vehicle training course hosted by the Waterloo Regional Police Service from November 1<sup>st</sup> to November 3<sup>rd</sup> 2023.

5) Women in Leadership – Lorri Trafelet, Chantel Primeau, & Susan Briggs

Lorri, Chantel, and Susan attended a full day of training on Women in Leadership hosted by the Waterloo Police Service. This training allows our members the opportunity to listen to motivational talks from women about their career paths, and the barriers that they overcame. Our members also learned about mentoring programs which included a well-being program.

6) Violence Risk Threat Assessment (VRTA) Training – Cst. Ian Clark

Constable Ian Clark has attended the Violence Threat Risk Assessment (VRTA) Assessment of Risk to Others (ARTO) Training hosted by the Blue Water District School Board. The training took place at the Bayshore Community Centre in Owen Sound on November 13<sup>th</sup> and 14<sup>th</sup> 2023.

### **Ministry Reports**

- 1) Ontario Sex Offender Registry (OSOR) – Audit  
The Saugeen Shores Police Service completed an audit of our compliance to the Ontario Sex Offender Registry on August 17<sup>th</sup> 2023. Awaiting final report.
- 2) Proceeds of Crime (POC) Front-Line Policing (FLP) Grant Program  
We are waiting on the results of our application.
- 3) CSP Grant – Year 2 Interim Reports  
The Year 2 Interim Reports for the Local and Provincial Community Safety and Policing Grants have been submitted to the Ministry as required
- 4) Special Investigations Unit (SIU) 2022-2023 Annual Report  
The Special Investigations Unit 2022-23 Annual Report was provided for information.

### **Police Service Reports**

- 1) The following Reports were submitted to the Police Services Board:
  - October 2023 Stats Analysis (OnCall Analytics)
  - October 2023 Criminal Investigations stats.
- 2) Crime Stoppers – Tipster Magazine  
The Tipster Magazine Fall 2023 edition of the Crime Stoppers of Grey Bruce TIPSTER quarterly magazine was provided for information.
- 3) Crime Stoppers – Coordinators Report July 2023 – September 2023  
The Crime Stoppers of Grey Bruce July to September 2023 Coordinator's Program Report was attached for information, containing details of the program's statistics and activities up to and including September 2023.
- 4) Collision Reporting and Management System (CROMS) – Quarter 3  
The Quarter 3 CROMS report was provided for information, encompassing January 2023 to September 2023.
- 5) Appreciation Dinner – Community Watch  
On October 17<sup>th</sup> 2023, the Saugeen Shores Police Service held an appreciation dinner at the police service for the members of Community Watch. Members were thanked for their service and enjoyed a nice meal, while receiving door prizes donated by community businesses. 19 volunteers were celebrated for their contributions to the program. A special thank you to our Community Watch Supervisor – Joe Sholtes for his hard work throughout the year and for planning the appreciation event.

6) By-law Prosecution

The Police Services is moving forward to use Mr. W. Dewitt for By-law prosecutions. This will be an economical way prosecuting by-law related matters. Mr. Dewitt is a registered Paralegal and will provide By-law Prosecution Services for the Police Services.

7) Request for Protocol

The Information Protocol is with the Town of Saugeen Shores Staff.

**Events / Committees**

1) Halloween Treats

On the evening of October 31<sup>st</sup> 2023, officers on patrol when they were not busy, handed out candy to the children out trick or treating. Members also attended Fairy Lake in Southampton to hand out candy and interact with the youth.

2) Teddy Bear Donation – Saugeen Shores Corvette Club

Betty Bender of the Saugeen Shores Corvette Club attended the police station on Wednesday November 1<sup>st</sup> 2023 to provide the police service with teddy bears that can be handed out to children to comfort them during difficult times. Thank you to the Saugeen Shores Corvette Club for your ongoing support to the Saugeen Shores Police Service and community.

**Other**

1) 2024 Budget

The budget has been provided to town finance and will be provided to Council at a future meeting.

8. **Accounts/Statistics**

None.

9. **Unfinished Business**

9.1 Information Sessions

Insp. Mighton noted that Duane Sprague from the Community Safety and Correctional Services, is available to provide an Information Session to Police Boards and Town Councils. Indigenous Training could also be provided on the same day.

The Board requested the Inspector look into a session in Saugeen Shores early in 2024.

9.2 Reserve Fund Policy

The Chief advised that the Town Finance Department is looking into a new Reserve Fund Policy. The new policy is looking to consolidate reserve funds.

It is unknown at this time how it will affect the Police Reserve Funds. More information will be provided at the next meeting.

10. **Next Meeting**  
December 20, 2023 at 16:30 hours.
  
11. **Closed to Public**  
**Motion 5 – Grey Thede/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) and the Police Services Act regarding personal matters about an identifiable individual.**  
**Disposition – Carried**
  
12. **Adjournment**  
**Motion 6 – John Divinski/John Woodley**  
**That this meeting of the Saugeen Shores Police Service Board do now adjourn at 1736 hours.**  
**Disposition – Carried**

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Chair

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Secretary