

The Following Members Were Present:

Deputy Mayor Diane Huber, Chair
John Woodley, Municipal Member
Councillor Rachel Stack, Municipal Member
Pat O'Connor, Provincial Member

The Following Individuals Were Present:

Kevin Zettel, Police Chief
Jeremy Mighton, Deputy Police Chief
Ken Cook, Police Inspector
Tracey Guy, Board Secretary
Hank Zehr, Police Service Advisor (Zone 5), Inspectorate of Policing, Ministry of the Solicitor General

The Following Members Were Absent:

Tina Blair, Provincial Member

1. Call to Order

The Chair called the meeting to order at 16:30 hours with a Land Acknowledgement and welcomed everyone.

2. Approval of Agenda

Motion 1 – Pat O'Connor/John Woodley

That the Agenda for the Public Meeting of the Saugeen Shores Police Service Board dated March 11, 2026, be approved, as amended.

Disposition – Carried.

3. Declaration of Pecuniary Interest

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

4. Delegations

1. Saugeen Shores Police Association - Proposal to Implement a Shift Schedule
K. MacDonald, President of the Police Association, made a presentation requesting the Board's approval to implement a new shift schedule on a two-year trial basis, commencing in 2027. She advised that discussions with Senior Management have taken place and all foreseeable operational, staffing, and scheduling considerations have been reviewed and addressed collaboratively. If the Board approves, the Association will prepare a Memorandum of Understanding for the Collective Agreement amendment.

5. Adoption of Minutes

Motion 2 – Pat O'Connor/Rachel Stack

That the Minutes of the Public Meeting of the Saugeen Shores Police Service Board dated January 21, 2026, be approved.

Disposition – Carried

6. Reports

1. Chief's Report

Personnel

1. Secondary Activity Renewal

Constable MacDonald requested permission for secondary employment. As per Section 89 of the *Community Safety and Policing Act*, the Chief granted permission for 1-year. As per section 89(6) of the *Community Safety and Policing Act*, provided a written report to the Police Service.

Personnel Training

1. CISO Confidential Informant Conference

Deputy Chief Mighton attended the CISO Confidential Informant Conference in Kingston on January 28 – 29, 2026.

2. Employment Conference

Chief Zettel, Deputy Chief Mighton, and PSB Chair Huber attended the Employment Conference in Toronto from February 24-25, 2026. Detective Constable Sachs and Constable MacDonald attended for the Association.

3. Lawful Justification Training (C24)

D/Sergeant Sachs and D/Constable Rickert completed the C24 – Lawful Justification Training on March 4-5, 2026.

4. Immediate Rapid Deployment

Constable Lowerison attended the Immediate Rapid Deployment Instructor course in Hanover from March 2-6, 2026.

Ministry Reports

1. *Community Safety and Policing Act*

New Procedures issued since last meeting:

- LE-049SSPS – Surveillance
- LE-049SSPSSP-001 – Physical Surveillance
- LE-049SSPSSP-002 – Part VI Warrants and Electronic Surveillance
- LE-049SSPSSP-003 - Electronic Surveillance Equipment
- LE-049SSPSSP-004 – Undercover Operations
- SSPSSP-031– Commissioners of Oath Updated Procedures issues since last meeting:
- AI-008SSPS – Use/Operation of Marked General Patrol Vehicles
- CP-002SSP – Crime Prevention

Police Service Reports

1. Reports Submitted to the Police Services Board:

- January 2026 Stats Analysis (OnCall Analytics)
- February 2026 Stats Analysis (OnCall Analytics)

2. 2025 Annual Reports:

The reports submitted to the Police Service Board:

1. Body Armor Annual Report
2. Police Record Check Annual Report
3. Criminal Investigations Management and Procedures Annual Report
4. Search of Premises Annual Report
5. Drug Recognition Evaluation Annual Report
6. WHIMIS Annual Report
7. Auxiliary Officer Annual Report
8. Missing Person Act Annual Report
9. Collection of Identifying Information in Certain Circumstances Annual Report
10. Opioid Overdose Response Annual Report
11. Equal Opportunity, Discrimination & Workplace Harassment Annual Report
12. Career Development Annual Report
13. Crime Prevention Annual Report
14. Use of Force Annual Report
15. Firearms Annual Report
16. Police Response to High-Risk Offenders Annual Report
17. Ontario Sex Offender Registry Annual Report
18. Vulnerable Person Registry Annual Report

3. OPP Municipal Policing Bureau – Section 14 Agreement

Correspondence from the OPP regarding a Section 14 Agreement was received. Information will be provided at a future meeting.

4. Crime Stoppers – October – December 2025 Coordinator's Program Report

The Crime Stoppers of Grey Bruce October to December 2025 Coordinator's Program Report, containing details of our program's statistics and activities up to and including December 2025, was provided for review.

5. 2025 MFIPPA – Year End Report

The *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) year end report was completed and uploaded to the Information and Privacy Commission of Ontario. The Saugeen Shores Police Service processed 49 requests in 2025.

Events / Committees

1. Petfood Drive – Cops for Kibble

Constable Gordon organized a Cops for Kibble pet food drive in Port Elgin on February 15, 2026.

2. Coldest Night of the Year

Chief Zettel attended the Coldest Night of the Year walk in Port Elgin on February 28th, 2026. Approximately \$46,000 was raised for the event. Thank you to those who donated to this worthy cause.

3. Welcoming Ceremony for New Members

Welcoming ceremony for new members will be held on May 27th, 2026. This will coincide with the May Police Service Board meeting.

2. Deputy Chief's Report

None.

3. Inspector's Report

1. Proceeds of Crime – Frontline Policing Grant Program

Inspector Cook advised that Saugeen Shores Police Service secured funding, to initiate a drone program.

The Board thanked Inspector Cook for his hard work on applying for the grant; this program will be a valuable addition to the Police Service.

4. Chair's Report

1. Labour Conference

The Chair attended the Labour Conference in February, and advised it was very informative. If any Member is interested in attending the next Conference, let Tracey know.

2. Highway 21 Resurfacing March 17 info session

The Chair advised that work will be commencing on Highway 21 in 2026 from South Street to Craig Street. The Town is holding a Pre-Construction Information Session on March 17th from 4-6pm at the Southampton Town Hall.

5. Police Service Advisor Report

1. Inspector General Decisions & Findings Reports

Hank Zehr, Police Service Advisor, explained the purpose of the IG Memo #8 - Public Release of Decisions and Findings Reports. The Memo is to advise how Inspector General (IG) decisions and findings are communicated, and how Police Services respond.

IG Findings Reports are a result of an investigation or inspection, and notes observations regarding compliance and practices. Police Services/Boards are required to review Finding Reports once they are received.

IG Decisions outline the IG's ruling on findings, confirm compliance/non-compliance, or risks to compliance. Police Services/Boards are expected to monitor IG Decisions.

IG Directions provide specific direction to address compliance and poor practices and require action of inspected entities. Upcoming communications on IG Findings Reports and Decisions will educate the public and policing sector on the IG's mandate, authorities, and how these decisions improve the sector's compliance and performance. Police Services/Boards will integrate the lessons where applicable.

7. Unfinished Business

1. Community Safety and Policing Act

Inspector General Memo #9: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices, was provided for information.

2. Board Strategic Plan Update

The Chair advised that she is working with the Vice Chair for the Strategic Plan. More information will be available at the next meeting.

3. Member Recognition Event – October 24, 2026

The Chair advised that the event may be cancelled. She is working with the Association, to determine what the service would like, for recognitions.

8. New Business

1. Association Request for Shift Change and MOU

The Board discussed the request from the Saugeen Shores Police Association for the shift change effective 2027. Implications on the current and future Collection Agreements were discussed.

Motion 3 – Rachel Stack/John Woodley

That the Saugeen Shores Police Services Board work collaboratively with the Saugeen Shores Police Association to prepare and execute a Memorandum of Understanding to amend Section 10.16 Holiday Selection in the Uniform Collective Agreement; to be in effect during the term of a trial period, 5/4 schedule, a period not to extend beyond two years.

Disposition – Carried

9. Communications

The following correspondence was provided for information:

1. AMO Policy – OMERS Governance Changes & Bill 68
2. OAPSB Communications – Supporting Boards in Local Media Conversations

3. Town of Saugeen Shores – Support Resolution – City Peterborough Sustainable Police Funding
 4. Trent University – Police Governance Survey
10. **Next Meeting**
May 27, 2026 at 16:30
July 15, 2026 at 16:30
September 16, 2026 at 16:30
11. **Closed to Public**
Motion 4 – Pat O’Connor/Rachel Stack
That the Saugeen Shores Police Service Board meet in Closed to Public session to discuss matters in accordance with Community Safety and Policing Act as follows:
- a) Closed Session Minutes dated January 21, 2026;
 - b) Regarding Section 44 (2) (b) personal matters about an identifiable individuals, including members of the police service or any other employees of the board; and
 - c) Regarding Section 44 (2) (h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.
- Disposition – Carried**
12. **Business Arising from Closed Session**
1. Closed Session minutes dated January 21, 2026 were approved.
 2. Information was provided on identifiable individuals.
 3. Direction was provided on trade secrets.
 3. Direction was provided on financial information.
- Motion 5 – Pat O’Connor/John Woodley**
That the Saugeen Shores Police Service Board authorize hiring Jocelyn Kazarian as a Support Services 1, effective March 16th, 2026
Disposition – Carried
- Motion 6 – Rachel Stack/John Woodley**
That the Saugeen Shores Police Service Board authorize the Frontline Policing Grant Program with funds from our “Proceeds for Public Interest Account to a maximum of \$25,000.
Disposition – Carried

13. **Adjournment**
Motion 7 – John Woodley/Pat O'Connor
That this meeting of the Saugeen Shores Police Service Board does now adjourn at 19:26 hours.
Disposition – Carried

Chair

Secretary