



## **SOUTH HURON POLICE SERVICES BOARD**

South Huron Municipal Office – Verity Room  
Tuesday, January 9, 2018 – 4:05 pm

### **Members Present**

Chair	Jim Dietrich
Member	Maureen Cole
OPP	Acting Staff Sgt Wendy Burrow
Regrets	Mark Hartman, Vice Chair Inspector Jason Younan
Guests	Duane Sprague, Police Services Advisor Gen Scharback, Manager of Corporate Services Craig Hebert, Councillor Wayne DeLuca, Councillor
Administration	Jo-Anne Fields

### **1. Call to Order & Welcome**

Chair, Jim Dietrich welcomed the members to the meeting and thanked them for their commitment to policing in South Huron.

Chair Dietrich noted that the Election of Officers would be deferred until the February meeting to ensure a full complement of Board members are in attendance. Hartman was unable to attend the January meeting.

### **2. Conflict of Interest**

No Conflict of Interest declared

### **3. Changes/Additions to the Agenda**

- No changes/additions to the Agenda

#### **4. Approval of the Agenda**

##### **Motion – 01/01/18**

**Moved by: Maureen Cole**  
**Seconded by: Jim Dietrich**

**“THAT the Agenda be approved as circulated.”**

**Disposition: Carried**

#### **5. Approval of the Minutes**

##### **Motion – 02/01/18**

**Moved by: Jim Dietrich**  
**Seconded by: Maureen Cole**

**“THAT the minutes of November 14, 2017 meeting be approved as circulated.”**

**Disposition: Carried**

#### **6. Business arising from the Minutes**

- Member Cole noted that she had some comments regarding the November 14, 2017 meeting and would like included on the February 13, 2018 Agenda for discussion

#### **7. O.P.P. Report**

- Detailed reports were distributed prior to the meeting for review and to allow for effective discussion at the Board meeting
- Staff Sgt Wendy Burrows provided a comprehensive overview and explanation of the November and December reports
- Provided an overview of both November and December Violent Crime, Property Crime and Drug Crime as well as the Clearance Rates
- Traffic report for both months was reviewed
- A total of 141 Criminal Record Checks and 703 Vulnerable Sector Screening Checks were provided in 2017 – a great deal of work is required to complete criminal record checks
- Total traffic violation offences were very similar when comparing between 2016 (75) and 2017 (70)
- Comparing November 2016 to 2017, overall the operational calls for service were down 918 hours
- Overall for the year – down 1,000 hours compared to 2016
- Staff Sgt Wendy Burrows provided the Board with an overview of the success of the Tea

- with the OPP event
- Held at the Exeter McDonalds location on December 12, 2017
- Informal setting – 5 people came and chatted and discussed various issues that were concerning to them
- Approximately 20 people attended this event, however organizers believe that the weather conditions and road closures impacted attendance
- Will continue to roll out this event throughout the county – will do again in 3 or 4 months
- Promotion of the event was questioned by Board members
- Suggested that in the future, the Municipality be engaged to promote events of this nature – Hub, facebook, twitter
- Member Cole questioned how hours are tracked when OPP are involved in prisoner transfers and issues surrounding mental health – Staff Sgt Burrows responded that the hours are tracked specific to the occurrence
- It was noted that a great deal of time is consumed with issues concerning Mental Health, however recognize that it is a valued service

**Motion – 03/01/18**

**Moved by:** Maureen Cole  
**Seconded by:** Jim Dietrich

**“THAT the O.P.P. Report be received as presented.”**

**Disposition:** Carried

**8. Correspondence**

- Correspondence is forwarded to Board members as received

**9. New Business**

- No new business identified

**10. Unfinished Business**

- There was no unfinished business for discussion and/or follow up

**11. Delegation**

- Duane Sprague, Police Services Advisor, Ministry of Community Safety and Correctional Services (MCSCS) attended and presented to attendees at the Board meeting
- Introduction of guests Councillor Herbert, Councillor DeLuca and Manager of Corporate Services, Genevieve Scharback
- Provided an explanation of Section 10 (OPP) and 31 Boards (Municipal)

- Section 10 Handbook – will forward to Recording Secretary to share with the Board
- MCSCS Police Service Advisors provide advice and information to Police Services Boards in OPP contract municipalities and extend their services to Municipal Councils when considering their obligations and options under the Police Services Act (PSA)
- Within the Advisors mandate, he/she will provide information on the respective roles of Council, Boards and the Inspector (Detachment Commander) and the relationship between them
- The Board prepares and is responsible for the Police Services Board Administrative Budget – Board prepares and forwards to Council for authorization
- The Municipality is responsible for providing adequate and effective police services in accordance with the residents needs
- The Municipality is also responsible for providing all the infrastructure and administration necessary for providing these services, including buildings, vehicles and equipment.
- Council is responsible for providing policing, and therefore funding it, and making the decisions on the method that best meets the needs of the Municipality
- South Huron has entered into an Agreement with the Ministry for the provision of policing by the OPP on a fee-for-service arrangement
- The Detachment Commander is responsible for fulfilling the terms of the Agreement on behalf of the OPP
- The Police Services Act does not establish a relationship between Municipal Council and the Detachment Commander. This is the role of the Police Services Board
- Police Services Board – Section 10 of the Act requires a Municipality to have a Police Services Board in order to enter into an Agreement for the provision of policing by the OPP. In an OPP Contract Municipality, the duties and responsibilities of the Board are set out in Section 10 of the Act and include:
  - o Advising the Detachment Commander (DC) with respect to police services in the municipality
  - o Participating in the selection of the DC
  - o Generally determining objectives and priorities for police services after consultation with the DC
  - o Establishing local policies with respect to police services after consultation with the DC
  - o Monitoring and evaluating the performance of the DC
  - o Preparing the Board administrative budget estimates for submission and approval of Council
  - o While the Board provides direction to the DC in the form of advice, objectives and priorities, the direction is advisory in nature under the Act

- The reporting relationship between the Detachment Commander and the Board is established in the Policing Agreement and not in the PSA. The Policing Agreement commits the Detachment Commander to report to the Board on the continuous delivery of adequate and effective policing
- The Agreement establishes a policing relationship between the Detachment Commander and the Board, and a financial relationship between the OPP and Council
- The Police Services Board is an independent entity and not a Committee of Council
- The PSB acts as Council's agent to monitor the delivery of services negotiated and funded by Council
- Complaint process was discussed and it was questioned if there is a formal process in place
- Process for investigating public complaints vs Officer complaints is entirely different
- Suggested that the Inspector could distribute information materials at the Municipal front counter – this practice will provide awareness and education to the public
- Protocol for information sharing between the Board and Council and Council and the Board – mechanisms should be in place to address the method of communication, what information is requested and the timing of the information sharing
- Mechanisms are not established in the Police Services Act or through the Policing Agreement
- The Adequacy and Effectiveness Regulation requires the Board to have a protocol with Council that addresses the sharing of information and must include the type of information and the frequency of sharing
- Secretary will contact the OAPSB Zone 5 Board membership and inquire as to their respective Boards information sharing protocol – what does their Board provide to Council, what is the process and the frequency
- The link between the community and the Detachment Commander is through the Police Services Board
- The Advisor suggested that the Board members review the Police Services Act Code of Conduct – specifically the sections pertaining to Section 10 Boards
- Question & Answer period
- Member Cole clarified that the Board is responsible for governance and the OPP are operations
- Ministry Advisor noted that questions ask of the Detachment Commander is not directing him/her
- Concern was expressed that the local OPP station may close – who would a concerned member of the public speak to regarding this concern? – It was noted that the Police Services Board has nothing to do with this decision and therefore the concern should be addressed through the Detachment Commander

- The level of service provided is set out in the Contract
- Contract can be enhanced surround service level if necessary
- Questioned if OPP Officers carry Narcan – noted that this practice varies across the province – Huron Detachment front line officers are equipped with Narcan
- Narcan is a nasal spray that is an FDA approved form of naloxone for the emergency treatment of a known or suspected opioid overdose – it counteracts the life-threatening effects of the opioid overdose
- Good news stories should be shared with the community through media releases, fb, twitter, Hub
- Chair Dietrich thanked Duane and the others in attendance for coming out to the training session

**12. Date of Next Meeting**

- Next meeting regular will be held at the South Huron Municipal Office on Tuesday, February 13, 2018 at 4:05 pm or sooner at the call of the Chair.

**13. Adjournment**

**Motion – 04/01/18**

**Moved by:                      Maureen Cole**  
**Seconded by:                 Jim Dietrich**

**“THAT the meeting be adjourned at 5:51 pm.”**

**Disposition:                      Carried**

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**Chair – J. Dietrich**

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**Recording Secretary – J. Fields**

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**Date**