

Present: Chair Dave Myette  
Chief Zettel  
Inspector Mighton  
Member Matheson  
Member Thede  
Member O'Connor (Zoom)  
Member Woodley  
Tracey Edwards, Secretary

Members of the Public: Nancy Wyonch, Duane Sprague, Diane Glebe

1. **Call to Order**

The Chair called the meeting to order at 16:02 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 April 20<sup>th</sup>, 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. **Adoption of Minutes**

**Motion 2 – John Woodley/Greg Thede**

That the Minutes of the Public Meeting of the Saugeen Shores Police Services Board #03-2022 dated March 16, 2022, be approved.

Disposition – Carried

5. **Delegations**

**Diane Glebe – Saugeen Shores Police 2023 Business Plan**

Chair Myette indicated that the current Business Plan expires at the end of the year, and Diane Glebe is in attendance to make a proposal to the Board, on completing the 2023-25 Business Plan.

Diane presented her proposal to complete the 3 year Business Plan with an estimated completion date of October 1, 2022. She proposes to hold information sessions with the public and stakeholders, provide a questionnaire, possibly round table discussions, and everything needed to comply with the Act. She will collect all the information and report to the Board on a regular basis (Special Meetings may be required), and the Board will make all the decisions. In order to meet the deadline, she will need approval to get started soon. She also proposes to utilize the Police Social Media platforms.

6. **Communications**

**Speeding and Loud Exhaust on Green Street**

A letter was received by a resident on Green Street, reports excessive speeding and loud exhaust. They would like the Police to discuss and formulate a plan.

Chief Zettel indicated the Police are currently monitoring the area which has resulted in 17 occurrences and 4 charges. They will continue to monitor and will install speed indicator signs, which will collect speed data for future use.

7. **Reports**

**Chief's Report**

Chief Zettel presented his Report as follows:

Personnel

1) New Constable Cadet Recruits

Both Dexter Newman and Stefanie Archambault are in their final weeks of training at the Ontario Police College. They are scheduled to graduate on May 6th 2022.

2) Secondment Opportunity

Constable Shaidle started with the Ontario Police College on April 1st 2022

3) Experienced Constable Hiring Process

Constable Dominick Veroni has started his employment with the Saugeen Shores Police Service effective March 28th 2022

4) Constable Schenck - Reclassification

*Article 6 of the Uniform Collective Agreement 2020-2023 states that Members are eligible for promotion on the recommendation of the Chief of Police and the approval of the Board as follows:*

*Reclassification:*

*a) Constable Second Class shall be eligible for First Class rating after serving as Constable Second Class for 18 months*

*b) Constable Third Class shall be eligible for Second Class rating after serving as Constable Third Class for 18 months*

*c) Constable Fourth Class shall be eligible for Third Class rating after serving as Constable Fourth Class for 18 months*

*Any advancement to the next higher class may be delayed by an unsatisfactory evaluation.*

The Chief noted that Constable Kaitlyn Schenck was eligible for re-classification from Third Class to Second Class on April 8th 2022. Upon reviewing the evaluations and progress of Constable Schenck, he recommend that Constable Schenck is reclassified as eligible.

Personnel Training

1) In-Service Monthly Training – Drug Stigma Awareness Course

Members of the Saugeen Shores Police Service have been enrolled in the CPKN course – Drug Stigma Awareness. The Drug Stigma Awareness online course was developed by Public Safety Canada in collaboration with the Canadian Centre on Substance Use and Addiction, with assistance from the Canadian Police Knowledge Network (CPKN) and the Community Addictions Peer Support Association.

2) Tabletop Training Exercise – Overdose deaths

Overdose deaths tabletop exercise was completed with all platoons by Inspector Mighton in April 2022. These training exercises cover numerous topics and allow for in-depth discussions with members pertaining to legal issues, SSPS procedures, safety issues, and investigative techniques. He added that this is real scenario based training, which he hopes to participate throughout the year.

3) Inspector Jeremy Mighton – Labour Conference

Inspector Jeremy Mighton attended the Labour Conference hosted by the OACP on March 23 and 24th 2022. This conference provided Jeremy with the opportunity to receive timely updates on current issues in policing.

4) Standard Field Sobriety Training

Members of the Saugeen Shores Police Service, Constable Brian Lowerison, Constable Cassandra Hahn, and Constable John Martin attended Standard Field Sobriety Training hosted by the Owen Sound Police Service from March 28th 2022 to April 1st 2022. This training is fully subsidized by the Ministry of the Solicitor General. He added that Chris Shaidle was the instructor.

5) D/Cst. Laurel Hopkins – Informer Development Course

D/Cst. Hopkins attended a 1-week Informer Development Course hosted by the Criminal Intelligence Service Ontario (CISO) at the Ontario Police College in Aylmer.

6) Cst. Travis Wagner – Intoxilyzer Training Course

Cst. Travis Wagner attended a 1-week Intoxilyzer Training Course hosted by the Centre of Forensic Sciences. Cst. Wagner was designated by the Ministry as a Certified Breath Technician

7) Cultural Awareness Training

Members of the Saugeen Shores Police Service attended a 1-day Cultural Mindfulness Training facilitated by Diane Giroux, Giiwe Coordinator and presented by George Couchie at the Silver Lake Mennonite Camp in Sauble Beach. (Sgt. Cook, D/Cst. Hopkins, Insp. Mighton, D/Cst. Fletcher).

8) Melissa McCulloch – CPIC Training

Support Services member Melissa McCulloch enrolled in an online 4-day training course from April 11th – 14th for CPIC Maintenance hosted. This course was hosted by the RCMP.

9) Tracey Shantz – Freedom of Information Introductory Course

Support Services Tracey Shantz attended an online 1-day training session April 14th on Freedom of Information presented through the LEARN group

**Ministry Reports**

1) Provincial Institution / Court Transportation Reconciliation

Chief Zettel is happy to advise that we have received **\$15,439.24** to help offset the costs of court security and prisoner transportation for the fiscal year coving January 1st 2022 to December 31st 2022 through the Ministry of the Solicitor General - Court Security and

Prisoner Transportation (CSPT) Program. These funds will help offset the rising costs of guarding prisoners awaiting a show cause hearing at the Saugeen Shores Police Service. We have not applied for this funding since 2013, however with rising costs and virtual courts due to the pandemic our costs have quadrupled in the past 3 years prompting an approach to help ease the impact on our budget.

2) 2021 / 2022 Community Safety and Policing Grant - Reporting

On April 6th 2022, the CSP Final Report was sent to James Lee – Ministry of the Solicitor General – Community Safety Analyst to fulfill our reporting obligations and receive the final installment of the funding for that grant cycle. This funding provided the Saugeen Shores Police Service with \$48,750/year for 3 years beginning (2019-20 though 2021-2022).

3) 2022-23 to 2024-2025 Community Safety and Policing Grant

**Provincial Funding Stream** - The “Prepared to Respond - Enhanced Sexual Violence & Harassment Investigations through awareness, education, and training initiative” grant application with an allocation of \$27,391.60 in 2022-23, \$27,422.00 in 2023-24 and \$25,457.20 in 2024-25, has been approved for funding under the **Provincial Priorities Funding Stream** of the 2022-23 – 2024-25 Community Safety and Policing (CSP) Grant (three-year grant cycle).

**Local Funding Stream** - The request for partial funding of the Support Services Supervisor who will be responsible for coordinating and implementing various projects within the Police Service that will be aimed at addressing crime and social issues on a sustainable basis. initiative, with an allocation of \$60,893.02 in 2022-23, \$60,893.02 in 2023-24 and \$60,893.02 in 2024-25, has been approved for funding under the **Local Priorities Funding Stream** of the 2022-23 – 2024-25 Community Safety and Policing (CSP) Grant (three-year grant cycle).

4) Police Record Checks Reform Act, 2015

Bill 13 – Supporting People and Businesses Act, 2021 which included proposed amendments under the Police Record Checks Reform Act, 2015 came into effect on April 1st 2022.

The amendments establish a definition of “volunteer” to clarify the eligibility for supports under the PRCRA. Under the amendment, a “volunteer” means a person who performs a service but who receives no compensation for doing so other than an allowance for expenses or an honorarium. It excludes a person receiving some other form of credit such as academic credit or fulfilling a sentence requirement.

These new amendments require police services to conduct and provide the results of Criminal Record Checks and Criminal Record and Judicial Matters Checks for volunteers at no charge. Police services are required to provide up to five free copies of the results if requested at the time of the initial request. Finally, these amendments expand the Lieutenant Governor in Council’s regulation-making authority to prescribe requirements for how police services conduct police record checks for volunteers and how long a police record check for a volunteer for a prescribed purpose could be relied upon.

The Saugeen Shores Police Service in 2022 was charging \$6.59 for screening of volunteers for in-person applications. This will now be completed at no charge. If a client chooses to complete their request for volunteer screening through Forrest Green Group, they will still be responsible for paying the processing/ authentication fee to Forrest Green. Vulnerable Sector checks for employment purposes and volunteers will remain at \$6.59 (2022 rates). Furthermore, our support services will be placing a watermark across all volunteer record checks to ensure that the recipient is aware of the purpose of the checks.

Although not mandated through the Act, our police service would like to broaden the definition of volunteer to include a student that may receive a credit, such as a school co-op position. We feel that it is important to support students as they begin their working career. If charged for this service, it would be a nominal fee of \$6.59 (2022 rates) that would have a minimal impact on the revenue of the police service. The updated Fee Schedule is attached to the Agenda, to be approved by the Police Service Board for implementation.

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

That the Police Services Board approved the updated schedule of Fees and Charges to conform to the requirements of the Police Record Checks Reform Act, 2015, as amended in 2021, and the discretionary inclusion of student volunteers that may receive some form of credit including academic credit or fulfilling a sentence requirement.

Disposition – Carried

**5) RIDE Grant Reporting**

Inspector Mighton prepared the 2021/2022 annual RIDE reporting. In total, Saugeen Shores Police members worked 71 hours of RIDE grant hours, for a total cost of \$5,306.87. Grant funding allowed for total expenses of \$8,698.00, however the full allotment was not used.

**6) Bias Based Profiling Administrative Review**

Quarterly Reporting was submitted to the Office of the Independent Review Directorate which included a statistical summary of all bias-based profile complaints and findings.

**Police Service Reports**

**1) Annual Reports Submitted to the Police Services Board:**

- Criminal Investigations / Drug Unit statistics – March 2022 Report
- SSPSHR-015 – Career Development – Annual Report
- SSPSHR-008 – Health and Safety: Workplace Hazardous Material Information System – Annual Report
- SSPSSP-008 – Opioid Overdose Response – Naloxone Annual Report

**2) Crime Stoppers of Grey Bruce – Q1 Coordinator Report**

I have included a copy of the Crime Stoppers of Grey Bruce Coordinator Report for Q1 in the report package covering January to March 2022.

3) Benevolence Fund

In partnership with the Southampton Rotary Club, a benevolence fund was established in early 2021 that provided the police with funds and supplies to support community members in need with emergent lodging, food, shelter, and clothing. The fund also supplies SSPS with backpacks containing essential items for those in need, as well as activity books and crafts for youth who are at our station during difficult times. The assistance from the Southampton Rotary Club is appreciated and greatly benefits the community.

John VanBastelaar (Southampton Rotary Club) has been instrumental with the organization of this fund, and remains committed to the ongoing support of this fund. To ensure the fund continues well into the future, John has reached out to local church groups to assist with financial support of this fund.

**Events / Committees**

1) Electronic Recycling Day

In support of Fraud Prevention Month, the Saugeen Shores Police Service partnered the Electronic Recycling Association (ERA) to host a free electronic data destruction event at the Plex in Port Elgin on Wednesday March 23rd 2022. Residents and businesses were provided with the opportunity to bring their unwanted electronic devices to the Plex to have them destroyed or wiped clean. Members of our Criminal Investigation Unit and Auxiliary member were present to assist and answer questions from the public.

2) Rotary Port Elgin Home and Food Expo

Constable Stacey Gordon booked a Saugeen Shores Police Service booth at the Home and Food expo being held at the Plex on April 9th and 10th 2022. Auxiliary members, as well as members of our Community Watch Program attended to provide information literature to attendees. Thank you to Stacey for organizing, and to all of our volunteers who attended to help make this event a success.

3) Community Watch

Community Watch will be starting up once again for the 2022 season. Team leader Joe Sholtes and Constable Stacey Gordon have been working toward scheduling and logistics for the busy summer season.

**Other**

1) Fleet Vehicles

**Vehicle #25 – Marked Ford F150** - On Saturday March 12th 2022, one of our officers was assisting with a JFO for the trucker's convoy. The area was experiencing a major snow storm and visibility was nil. While returning to the station, he came upon a collision on Bruce Road 17 and stopped to assist and block traffic while a vehicle was removed from the ditch by a tow truck. While blocking traffic, the police vehicle was struck from behind, causing severe damage. The officer had minor injuries that did not require medical attention. The vehicle has been damaged beyond repair. A previously ordered F-150 will be used to replace the vehicle. I have ordered a new truck in its place.

**Vehicle #22 – Marked Ford Explorer** – This vehicle was involved in a collision on March 23rd 2022 with a stolen truck/trailer on Bruce Road #33. An accused in a stolen vehicle rammed the police vehicle several times in an attempt to evade police. Our officer operating the vehicle was injured. The vehicle has been taken out of service while waiting on repairs. Damage is in excess of 26,000. Insurance is going to re-evaluate as not all damage was apparent with the initial assessment.

**Vehicle #24 – Marked Ford F150** - This vehicle was also involved in the same collision as V#22 on March 23rd 2022 with a stolen truck/trailer on Bruce Road #33. An accused in a stolen vehicle intentionally reversed into this vehicle in an attempt to evade police. The officer operating this vehicle was not injured. This vehicle remains in service while we wait for repairs.  
Damage is in excess of \$5,000

Saugeen Shores Fire Department has provided a Dodge Charger that will be outfitted with lights and a siren to help bridge the gap while waiting for vehicles. Thank you to Rob Atkinson for helping us.

When Vehicle #25 is changed over, he would like to better equip this vehicle with roof lights, push bar, and prisoner partition. Push Bars can help to alleviate damage, and protects the front of the vehicle. A light bar on the roof will help us to be seen in adverse weather conditions. The prisoner partition will make the vehicle more universal and allow for full officer duties. I will be approaching the PSB in a future meeting with options for funding any additional costs.

**Fleet General Update.** For 2022, we were approved to order 3 Fleet vehicles, and did so in the fall of 2021. We order 3 F150 trucks. Due to delays beyond our control, these vehicles have still not arrived. The 3 vehicles ordered were to replace:

1. V23 (2018 Dodge Charger – uniform patrol)
2. V31 (2017 Ford Explorer – admin car)
3. V27 (2012 Black Ford Taurus – S/Cst Court Car).

When V#25, the 2019 F150 was damaged beyond repair in mid-March, we had to change our strategy to make sure that we quickly replaced our uniform patrol car, so one of the vehicles ordered in the fall of 2021 will be used to replace V#25 as soon as it arrives. This will be temporarily in lieu of replacing V#27 (the 2012 Ford Taurus).

It is difficult to get vehicles in todays world. If I were to order a vehicle today, I would be lucky to receive it in the Spring of 2023. He has been working with the Ford Police Fleet manager for the province, and we found a brand new white police explorer in Quebec that is surplus stock. It would cost an additional \$1,000 above our normal cost to have it shipped here. He believes that it is crucial that we get this vehicle while we have the chance to safeguard against any other possible crisis. If we were to receive this vehicle, he would then be able to replace V#27 and fulfill our fleet plan for 2022.

As an added bonus, we would only be asking to replace 1 vehicle next year under the Fleet Management Plan vs. 2 vehicles as originally slated, as the insurance replaced vehicle will be brand new and was actually scheduled to be replaced in 2023. He has ordered a 2022 Ford Explorer from Quebec. It will have to be wrapped to match our existing fleet.

8. **Accounts/Statistics**

Inspector Mighton reported on the 2022 1<sup>st</sup> Quarter Report and the 2022 COVID expenses.

9. **Unfinished Business**

10. **Next Meeting**

May 18, 2022 at 4:00 p.m.

11. **Closed to Public**

**Motion 4 – Don Matheson/Pat O’Connor**

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(s).  
Disposition – Carried

The Board resumed the Regular Meeting.

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

That Constable Kaitlyn Schenck be reclassified from Third Class Constable to Second Class Constable effective April 8<sup>th</sup>, 2022.  
Disposition – Carried

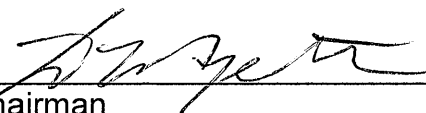
**Motion 6 – Greg Thede/Pat O’Connor**


That the Board move ahead with engaging Glebe Consulting to carry out the Business Plan preparation (2023-2025).  
Disposition – Carried

12. **Adjournment**

**Motion 7 – John Woodley/Pat O’Connor**

That this meeting of the Saugeen Shores Police Service Board do now adjourn at 18:37.  
Disposition – Carried

  
Chairman

  
Secretary