

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

Members of the Public: Nancy Wyonch, Al Smethurst and Dwayne Sprague

1. **Call to Order**

The Chair called the meeting to order at 1600 hours with a Land Acknowledgement and welcomed everyone.

2. **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.

3. **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 19, 2023, be approved as amended.**

**Disposition – Carried**

4. **Closed to Public**

**Motion 2 - Greg Thede/John Divinski**

**That the Saugeen Shores Police Services Board meet in Closed to Public session to discuss matters in accordance with Municipal Act, regarding Civilian Governance of Police Services Training provided by the Ministry of the Solicitor General.**

**Disposition – Carried**

The Board returned to the Regular Meeting at 1800 hours.

5. **Delegations**

None

6. **Adoption of Minutes**

**Motion 3 - John Divinski/John Woodley**

**That the Minutes of the Public Meeting of the Saugeen Shores Police Services Board #03-2023 dated March 15, 2023, be approved.**

**Disposition – Carried**

7. **Communications**

None

8. **Reports**

**Chief's Report**

**Personnel**

1) New Experienced Officer

Cst. Derek King has successfully fulfilled all of the requirements in his letter of offer, and will commence his employment with the Saugeen Shores Police Service as a 1<sup>st</sup> Class Constable on April 24<sup>th</sup> 2023. Cst. King will be assigned to A2 Platoon under the direct supervision of Sgt. Adam Sachs. The Police Services Board is invited to a swear-in ceremony which will take place in the boardroom on April 27 2023 at 4pm.

2) Special Constable Greg Fletcher - Appointment

Greg Fletcher has been appointed as a Special Constable. This appointment is valid until April 3<sup>rd</sup> 2028 unless revoked.

2) Jail Guard Positions

At present we have 6 Jail guards, only a few of these guards routinely fill the requests for coverage. If we are unable to get a jail guard or a special constable, we have to pay an Officer. It is more economical to bolster the number of Jail Guards, and adding 2 on call jail guards will assist in this regard. Aside from a 3hr training session, there is no negative impact to our budget. With the approval of the Police Services Board, we will post for, and hire 2 jail guard contract positions.

**Motion 4 – Greg Thede/John Divinski**

**That the Saugeen Shores Police Services Board approve the request to post for and hire 2 additional jail guards on a temporary part-time contract of employment.**

**Disposition – Carried**

3) Cadet Recruitment

As per the approved SSPS Police Budget, we are set to hire a new recruit for the fall session at the Ontario Police College. The recruit will then be able to complete their Coach officer training period prior to the summer of 2024. If approved by the Board, we will post for the cadet recruit position, and get the recruitment underway to meet the deadline.

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

**That the Saugeen Shores Police Service Board approves the request to post for and a cadet recruit for the fall intake at the Ontario Police College. The successful applicant will be presented to the Police Services Board at the July 2023 meeting to seek approval to extend a conditional letter of employment.**

**Disposition – Carried**

4) Thank you – A2 Platoon / CI Officer  
On Monday April 3<sup>rd</sup>, Sgt Briggs and Cst. Gordon volunteered their off duty time to “Please Bring Me Home”, to search for 2 missing men from outside our area. This search located the men. Both Susan and Stacey helped to control the scene and contacted victim services to support the searchers and family. Although the outcome was not what anyone wanted, we are happy that Susan and Stacey could be there to assist and support during this difficult time.

### **Personnel Training**

1) CISO Informer Training – Sgt. Ken Cook

Sgt. Ken Cook attended the Training from February 27<sup>th</sup> to March 3<sup>rd</sup> 2023. The training is funded by CISO. Meals and lodging are budgeted though the Police Operating Budget.

2) Biker Enforcement Training – D/Cst. Hopkins / D/Cst

On March 14<sup>th</sup> 2023, D/Cst. Hopkins / D/Cst. Fletcher attended a training seminar presented by the Biker Enforcement Unit and hosted by the West Grey Police Service.

3) Provincial Promotional Exam

On Sunday March 26<sup>th</sup> 2023, 6 members of the Saugeen Shores Police Service wrote the Ontario Police College sponsored Promotional Exam. Thank you to these officers for enhancing their skills and knowledge, to prepare for future opportunities within the police service. Exam results are expected in June.

### **Ministry Reports**

1) CPIC MOU

The Memorandum of Understanding for CPIC has been reviewed, signed and sent back to field operations for final approval. The Chief forwarded a copy of Procedure AI-007 Management of Police Records and AI-007SSPS SP-001 CPIC to explain our personal information handling practices.

2) 2022 Homicide Survey

The survey has been reviewed and approved.

3) CSP Grant – Local Priorities / Provincial Priorities

The Year-1 final reports for the Community Safety and Policing Grant Local and Provincial Funding Streams have been prepared and submitted to the Ministry for approval as required.

4) Child Abuse and Protection Protocol

The Chief has reviewed and signed the Bruce-Grey Child Abuse and Protection Protocol. This Protocol defines roles and responsibilities for child abuse and neglect cases. I have further updated Procedure LE-0027SSPS – Child and Abuse and Neglect, to allow links to the protocol and forms.

5) RIDE Grant Reporting

The final report for the 2022-2023 fiscal year Ride Grant has been prepared by Insp. Mighton and will be submitted to the Ministry, when signed by the Police Services Board Chair.

6) Automatic Licence Plate Recognition (ALPR) Grant Reporting

The ALPR grant has concluded. We have installed 3 automated licence plate reader systems in our patrol vehicles. The final report has been submitted to the Ministry to secure the remaining funds for the project.

7) Automated Criminal Intelligence Information System (ACIIS)

The Saugeen Shores Police Service has signed a memorandum of understanding to permit access to the Automated Criminal Intelligence Information System (ACIIS). Through ACIIS, law enforcement agencies at all levels collaborate in the collection, analysis, and sharing of criminal intelligence across the country.

**Police Service Reports**

1) Reports Submitted to the Board

- March 2023 Stats Analysis (Hexagon)
- March 2023 CI statistics
- 2022 Annual Report – Search of Premises

2) 2023-25 Strategic Plan / Operational Plan

In the fall of 2022, members of the Saugeen Shores Police Services Board, in consultation with the community and our members, prepared the 2023-2025 Strategic Plan. This plan identified 3 areas of strategic focus (Community, Members, & Service), and provided our police service with goals. The tactics to deliver the Strategic areas of focus have been developed in consultation with the police service management team, and as required, are being provided to the Police Services Board for approval.

Approval of the Plan was deferred to the next meeting for approval.

3) DEMS – Digital Evidence Management System

The Chief noted that we continue to work closely with SOLGEN and AXON Reps to procure and enroll in the DEMS for our police service. DEMS provides police and investigative agencies access to technology that enables agencies to capture, store, manage and share digital evidence securely. The Police Service have a meeting set up with Axon for April 20<sup>th</sup> 2023 to discuss then next step and implementation. The 2023 Budget has been approved for this expenditure.

4) CROMS – Quarter 4 Statistics

The Collision Reporting and Occurrence Management System (CROMS) has provided Saugeen Shores with the Quarter 4 report for 2022 encompassing January 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022.

5) CARFAX

The Carfax Memorandum of Understanding / Police Program Terms and Conditions has been signed and returned to Carfax. S/Cst. Fletcher will be responsible for implementing the program and training officers on its use.

6) Police Service Biographies

The Chief requested that members of the Police Services Board provide him with their biography and a picture to help fulfil the strategic plan strategic priorities.

7) Health & Safety – Hi-Viz Reflective Safety Vests

All uniformed members have been issued a Hi-Viz Reflective Safety Vest. This will greatly improve the visibility of our officers during traffic initiatives and low-lighting situations.

8) Police Week – SSPS Events – Thursday May 18, 2023 3pm – 6pm

As requested by the Police Services Board, the Saugeen Shores Police Service will be hosting a 'Meet and Greet' at our station on Thursday May 18<sup>th</sup> 2023.

This event is being held during Police Week, which will provide us with the opportunity to showcase what the Saugeen Shores Police Service has to offer. Although only in the initial planning stages, events may include:

- Free BBQ hosted by the Saugeen Shores Rotary Club;
- History booth set up by retired Cst. Doug Lein to educate the public on the history of Saugeen Shores Police Service;
- Booths set up by Community Watch, Victim Services, Special Olympics, CFUW;
- Games and activities for youth;
- Police vehicles on display;
- Video display of various amenities of the Saugeen Shores Police Service; and
- Possible K9 demonstration.

**Events / Committees**

1) Job Fair and Career Expo

Constable Stacey Gordon, Aux. Cst. McNeill, Chief Zettel, Lauren from OSPS dispatch, and a coop student attended the Plex in Port Elgin on March 22nd to set up a booth at the Job Fair. This event was very well attended and allowed us the opportunity to speak to members of the public about a career in policing.

2) Artwork at the Police Station

In March 2023, the Southampton Art Gallery manager set up an artwork display of local artist Sydney Bradshaw. This endeavor allows the Saugeen Shores Police Service to support young emerging artists in our community.

Sydney Bradshaw is a graduate of the Eastwood Collegiate Integrated Arts Program and is currently studying Fine Arts at the University of Waterloo. She spends her summers and holidays in Southampton where she has a home studio. Sydney absorbs the world around her and releases it through her art. She has recently been diagnosed with autism. Art is a way for her to express her creativity and imagination – it both soothes her and allows her to communicate her thoughts and feelings. She has been creating art since she was a child and has developed artistic skills using many different mediums and materials. She will often focus intensely on a specific medium before moving on to the next. In addition to her oil painting, she draws, does digital art, and stained glass sculptures in various mediums, and makes prints from her carvings. Sydney also makes jewelry from objects found on the shoreline and combines them with fimo clay resin wire. Her goal is to experiment with as many mediums, colours and textures as possible, make mistakes, and turn them into works of art.

3) Saugeen Shores Police Service – Kids Colouring Contest

Thank you to Cst. Stacey Gordon for initiating, planning, and implementing a kids coloring contest to promote positive relationships between youth and police. Cst. Gordon will be receiving entries and choosing winners and awarding donated prizes.

**Other**

1) Station Video System

Tenders have been received to update the station video system. I am working closely with the Town IT to choose the successful bid and begin the upgrading process.

2) Reserve Funds

Council members of the Board, will meet with Town Staff, and report at a future meeting.

3) Police Services Board Zoom Meetings – Conference Cam Solution

On Thursday March 23<sup>rd</sup> 2023, the Conference Cam Solution was installed in the front boardroom by Town IT Staff, and the cost came in under budget.

9. **Accounts/Statistics**

1) April - 2023

Inspector Mighton presented the April stats.

10. **Unfinished Business**

1) Policy Update

The Chief distributed the Board Policies, for review.

2) Bail Reform Act Update

No new information is available at this time.

11. **Next Meeting**

May 17, 2023 at 16:30

12. **Closed to Public**

**Motion 6 - Greg 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) regarding personal matters about an identifiable individual.**

**Disposition – Carried**

The Board returned to the Regular Meeting at 2101 hours

13. **Adjournment**

**Motion 7 – John Divinski/Greg Thede**

**That this meeting of the Saugeen Shores Police Service Board do now adjourn at 2101 hours.**

**Disposition – Carried**

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Chairman

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Secretary