

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

Regrets: Inspector Mighton

Members of the Public: Nancy Wyonch

1. **Call to Order**

The Chair called the meeting to order at 16:38 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 Service Board dated December 18, 2024, be approved**

**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) Dave Preston – Board Policies Update

Mr. Preston provided an update on the policies under review. Forward any recommended changes to him, and he will review and update, if needed.

2) Member Recognitions

Chair Huber recognized Councillor John Divinski, as this is his last meeting on the Police Board. The Board thanked Mr. Divinski for all his work and support during his term on the Board.

5. **Adoption of Minutes**

**Motion 2 – John Woodley/John Divinski**

**That the Minutes of the Public Meeting of the Saugeen Shores Police Service Board dated October 16, 2024 and November 20, 2024, be approved.**

**Disposition – Carried**

6. **Reports**

**Chief's Report**

**Personnel**

1) Classification Promotion within the Ranks

As per the Uniform Collective Agreement, members eligible for promotion with the recommendation of the Chief of Police and the approval of the Board.

**Motion 3 – Pat O’Connor/Greg Thede**

**That the Saugeen Shores Police Service Board approve the promotion of Constable Hahn from 2<sup>nd</sup> Class Constable to 1<sup>st</sup> Class Constable effective January 1st, 2025.**

**Disposition – Carried**

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

**That the Saugeen Shores Police Service Board approve the promotion of Constable Dexter Newman from 3<sup>rd</sup> Class Constable to 2<sup>nd</sup> Class Constable effective January 1<sup>st</sup>, 2025.**

**Disposition – Carried**

**Motion 5 – John Divinski/Pat O’Connor**

**That the Saugeen Shores Police Services Board approve the promotion of Constable Kaley Tienhaara from 3<sup>rd</sup> Class Constable to 2<sup>nd</sup> Class Constable effective January 1<sup>st</sup>, 2025.**

**Disposition – Carried**

**Personnel Training**

**1) In-Service Training – Thematic Training**

Thematic Training through the Ontario Police College to be completed by all uniform members of the Saugeen Shores Police Service.

**2) In-Service Training – Collection of Identifying Information in Certain Circumstances (CIICC)**

All frontline members who may have interactions with the public are required to have taken the CIICC Training through the Ontario Police College – Virtual Academy. Required members will be completing the training over the next month.

**3) CISO - Mobile Surveillance Theory Training – Sergeant Cook and Detective Constable Cutting**

Sergeant Cook and Detective Constable Cutting completed the Mobile Surveillance Theory Training hosted by the Criminal Intelligence Service Ontario on October 30<sup>th</sup> 2024 – October 31<sup>st</sup> 2024. Certificate of completion received.

**4) Taser Instructor Training – Detective Constable Lowerison**

Detective Constable Lowerison completed the Taser Instructor course in Tillsonburg from October 23<sup>rd</sup> 2024 – October 25<sup>th</sup> 2024.

**5) Managing Investigations Using PowerCase – Support Services Yost**

Support Services member Support Services Yost attended the Managing Investigations Using PowerCase course hosted by the Ontario Police College from October 21<sup>st</sup> to October 25<sup>th</sup> 2024. This supports our goal of integrating civilian personnel to support our Criminal Investigations Unit and helps to modernize the police service.

6) Incivility, Harassment and Discrimination in Policing Workshop  
Inspector Mighton and Chief Zettel attended a workshop – Best Practices to Address Incivility, Harassment and Discrimination in Policing hosted by the Toronto Police Service and the Ontario Provincial Police on November 19<sup>th</sup> 2024 in Vaughn, ON.

7) Situation Table for Acute Risk Training – Sergeant Cook and Special Constable Fletcher

Sergeant Cook and Special Constable Fletcher attended a 1-day training session in Owen Sound on Intergenerational Trauma and Healing through an Indigenous Lens and advanced 2S- LGBTQQUIP+ consideration. This training was hosted by the Community Safety and Well- Being Planning committee.

8) Incident Command 200 Training – Sergeant Primeau, Sergeant Sachs, Sergeant Evans

Sergeant Primeau Sergeant Sachs and Sergeant Evans attended the Incident training hosted by the OPP in Walkerton from November 4<sup>th</sup> to November 8<sup>th</sup> 2024. Thank you to OPP Inspector Richardson for hosting this very valuable course.

9) Women in Leadership Conference – Support Services Trafelet and Sergeant Briggs

Support Services Trafelet and Sergeant Briggs attended the Women in Leadership Conference hosted by the Waterloo Regional Police Service on Tuesday November 12<sup>th</sup> 2024.

10) Surveillance Training - Sergeant Cook and Detective Constable Cutting

Sergeant Cook and Detective Constable Cutting completed the Mobile Surveillance Training hosted by the Criminal Intelligence Service Ontario on December 2<sup>nd</sup> 2024 – December 13<sup>th</sup> 2024. Certificate of completion received.

### **Ministry Reports**

1) Community Safety and Policing Act

Updated Procedures issues since last meeting:

- AI-007SSPS SP-006 - Procedural Development
- AI-007SSPS SP-008 - Quality Assurance Plan
- AI-008SSPS - Marked General Patrol Vehicles
- AI-009SSPS - Safe Storage of Police Service Firearms
- AI-011SSPS - Framework for Annual Reporting
- HR-015SSPS – Career Development
- LE-004SSPS-001 Collection of Identifying Information in Certain

Circumstances - Prohibitions & Duties.

- AI-013SSPS - Speed Measuring Devices
- AI-014SSPS - Secure Holster
- AI-016SSPS - Workplace Violence Prevention
- ER-001SSPS SP-001 - Duty Rifle - Shot Gun
- LE-022SSPS - Officer Note Taking
- SSPSHR-015 - Career Development
- ER-001SSPS - Preliminary Perimeter Control and Containment

- ER-002SSPS - Tactical Units
- ER-003SSPS - Hostage Rescue
- ER-004SSPS - Major Incident Command
- ER-005SSPS - Crisis Negotiation
- ER-007SSPS - Ground Search for Lost or Missing Persons
- ER-010SSPS - Canine Units

2) Community Safety and Policing Grant Reporting (Local and Provincial Stream)  
The Chief has prepared and submitted the interim funding reports (April 1st to September 30th 2024) for both the Local and Provincial Stream of the Community Safety and Policing Grants.

3) Community Safety and Policing Act – Aggregate Disciplinary Measures  
The Community Safety and Policing Act – Section 215 (1) A chief of police shall report, in accordance with the regulations, to the police service board or, in the case of the Commissioner, to the Minister regarding the aggregate disciplinary measures the chief has taken under this Part. The Police Board shall publish each report on the internet within 30 days of receiving it.

### **Police Service Reports**

1) Reports Submitted to the Police Services Board:

- October 2024 Stats Analysis (OnCall Analytics)
- November 2024 Stats Analysis (OnCall Analytics)
- Crime Stoppers of Grey Bruce Coordinator Report – July to Sept. 2024

2) Mental Health Supports for Police Members

The Police Service continues to work with Kindsight to implement a mental health program for our members. Inspector Mighton and Chief Zettel attended an onboarding session in Owen Sound, and have scheduled all Saugeen Shores Police Service members for onboarding sessions in January 2025.

3) CROMS – Quarter 3 Report

The Quarter 3 Report prepared by the Collision Reporting & Occurrence Management System (CROMS) encompassing January 1st 2024 to September 30th 2024 was reviewed.

4) 2024-2025 Victim Support Grant

The Saugeen Shores Police Service has submitted an application for a Victim Support Grant. The application process closed on November 7th 2024.

### **Events / Committees**

1) FASD / CAST Symposium

Police Board Member O'Connor and Chief Zettel attended a 1-day Symposium on Fetal Alcohol Spectrum Disorder at the Unifor Centre in Port Elgin as members of the Fetal Alcohol Spectrum Disorder / Community Accessible Services Team. This Symposium was an excellent networking and learning opportunity.

2) Understanding that Human Trafficking is a Local Crisis

Members of the Saugeen Shores Police Service attended and participated in the presentation “Understanding that Human Trafficking is a Local Crisis” at the Faith Lutheran Church on Wednesday November 6<sup>th</sup> 2024 from 7-9pm. Thank you to Inspector Mighton and Detective Constable Hopkins for presenting at the seminar.

3) Grey-Bruce First Responders Wellness Event

The Owen Sound Police Service (OSPS), in collaboration with the Grey County EMS, and in partnership with Saugeen Shores Police Service, hosted a First-Responder Wellness Event on Sunday, November 10 for members and their families. There will be a wellness fair at the Bayshore Arena with a wide range of vendors, services, and clubs promoting health and wellness through physical and leisure activities. Following the wellness fair, families will attend the Owen Sound Attack hockey game at a discounted rate. Thank you to Owen Sound Police Service for organizing this event.

4) Fraud Presentation – Constable Schenck

On October 23<sup>rd</sup> 2024, Constable Schenck attended Elgin Lodge and provided a fraud presentation to the residents and guests. Thank you, Constable Schenck for sharing your knowledge.

5) Remembrance Day Ceremonies

Members of the Saugeen Shores Police Service attended and participated in the Remembrance Day Ceremonies in Port Elgin and Southampton on November 11<sup>th</sup> 2024.

6) Shop with a Cop

The 2024 “Shop with a Cop” event was sponsored by the three local Rotary Clubs. This event involves officers from the Saugeen Shores Police Service grocery shopping at the Independent Grocer with 4 teams of students from G.C. Huston, Northport Elementary, St. Joseph's and Port Elgin Saugeen Central Schools. The teams had a printed list of items needed by the foodbank to refer to. Teams were given a 34-minute time limit to purchase groceries up to the \$300 limit. Teams that went over this limit were disqualified. The team closest to the \$300 target was awarded \$100 worth of books for their school library. The other schools received a \$50 prize for their libraries. Independent Grocer also donated an additional \$200 worth of groceries for the event. Officers helped the kids load the groceries in boxes and into the Food Bank van. The Independent Grocer also donated \$200 worth of groceries to the cause, in the winning school's name. The Board thanked everyone involved in this worthwhile event.

7) Emergency Responders Food/ Toy Drive

The Saugeen Shores First Responders Food and Toy Drive was held on Saturday November 23<sup>rd</sup> in Saugeen Shores. The collaboration between Emergency Services, and the generosity of the community allowed for a very successful event and provided food, toys, and monetary donations to the Salvation Army in Saugeen Shores:

Cash/Cheques	4971.00
Gift Cards	490.00
Tip Tap Donations	220.00
Food Donations	2966 lbs

Thank you to all members who assisted with this great endeavour to make it such a success!

8) Christmas Parades

Thank you to all members who assisted with the Christmas Parades in both Port Elgin and Southampton. It was great to see our members participating in this event with Special Olympics.

9) CFUW Vigil – December 6th 2024

Members of the Saugeen Shores Police Service attended and participated in the Canadian Federation of University Women vigil in Port Elgin on December 6th 2024. Thank you to Susan Briggs for her comments at the vigil on behalf of the police service.

7. **Accounts/Statistics**

None.

8. **Unfinished Business**

1) Community Safety & Policing Act (CSPA)

Nothing new to report.

2) Police Association Collective Agreements

Collective Agreements have now been signed, and are in effect.

9. **New Business**

None.

10. **Communications**

The following correspondence was provided for information:

- 1) Town of Saugeen Shores Correspondence – Policing Cost Relief
- 2) Duane Sprague Correspondence - Resignation
- 3) OAPSB Funding Correspondence – Funding Announcement
- 4) Office of Solicitor General Correspondence - Pre Budget-Submission
- 5) Minister of Solicitor General Correspondence – Graham McGregor Appointment
- 6) Town of Saugeen Shores - Intimate Partner Violence Resolution

11. **Next Meeting**

January 29, 2025 at 16:30 hours.

12. **Closed to Public**

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

**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 November 20, 2024;**

- b) **Regarding Section 44 (2) (b) personal matters about an identifiable individual, including members of the police service or any other employees of the board; and**
  - c) **Regarding Section 44 (2) (d) labour relations or employee negotiations.**
- Disposition – Carried**

The Board returned to the Open Meeting at 19:21 hours.

**13. Business Arising from the Closed to Public Meeting**

The Chair reported out of the Closed session:

- a) The Minutes dated November 20, 2024 were approved.
- b) The new Organization Chart for the Police Service was reviewed, showing the positions of Deputy Chief and Special Constables.

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

**That the Saugeen Shores Police Service Board approve the Organizational Chart for the Saugeen Shores Police Service.**

**Disposition – Carried**

- c) **Motion 8 – Pat O’Connor/John Woodley**

**That the Saugeen Shores Police Service Board approve the extension of the secondment contract related to C. Shaidle with the Ontario Police College.**

**Disposition – Carried**

A Special Meeting will be held on December 23<sup>rd</sup> at 2pm on Zoom, to select a Deputy Chief candidate. The official swearing in Ceremony will be the date of the next meeting, on January 29<sup>th</sup>, 2025.

**14. Adjournment**

**Motion 9 – Greg Thede/John Divinski**

**That this meeting of the Saugeen Shores Police Service Board does now adjourn at 19:24 hours.**

**Disposition – Carried**

Original Signed

Chair

Original Signed

Secretary