# South Bruce OPP Detachment Board AGENDA

# Tuesday, May 13, 2025, 1:00 p.m. Council Chambers and/or Via Microsoft Teams 1925 Bruce Road 10 Chesley, ON NOG 1L0

				Pages
1.	Call	to Order	-	
2.	Elec	tion of V	ïce Chair	
	•		ion of Vice Chair due to resignation of Kincardine member the Board.	
3.			of Conflict of Interest and/or Pecuniary Interest and ure Thereof	
4.	Аррі	roval of <i>i</i>	Agenda	
5.	Аррі	roval of I	Past Minutes	
	5.1	South	Bruce OPP Detachment Board Minutes - February 4, 2025	1
6.	Busi	ness froi	m Previous Meetings	
7.	Repo	orts		
	7.1	Inspec	ctor's Report	8
	7.2	Staff F	Report - Board Secretary-Treasurer	25
8.	Corr	esponde	ence	
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		8.1.1	Notice of Election - OAPSB Zone 5	35
		8.1.2	OAPSB Zone 5 Elections By-law	37

- 9. Next Meeting
  - September 2, 2025 Municipality of Brockton
  - November 4, 2025 Municipality of Kincardine
- 10. Adjournment

# South Bruce OPP Detachment Board

## **BOARD MINUTES**

### Tuesday, February 4, 2025, 1:00 p.m. Municipality of South Bruce 21 Gordon St. E Teeswater ON

- Members Present: Moiken Penner, Municipality of Arran-Elderslie Tim Elphick, Municipality of Brockton Don Murray, Municipality of Huron-Kinloss Rory Cavanagh, Municipality of Kincardine Nigel Van Dyk, Municipality of South Bruce Margaret Visser - Community Representative Joe Dietrich - Community Representative
- Staff Present: Christine Fraser-McDonald, Recording Secretary Jennifer Lawrie, Recording Secretary Jennifer White, Clerk, Township of Huron-Kinloss Vivian Kennedy, Clerk, Municipality of South Bruce Fiona Hamilton, Clerk, Municipality of Brockton Julie Hamilton Trish Serratore, Chief Financial Officer, Municipality of Brockton

# 1. Call to Order

Chair Nigel Van Dyk called the meeting to order. A quorum was present.

### 2. Disclosures of Conflict of Interest and/or Pecuniary Interest and General Nature Thereof

None declared at this time.

# 3. Approval of Agenda

Chair Nigel Van Dyk requested to amend the agenda to add correspondence from Member Joe Dietrich.

Subsequent to further discussion, the following resolution was passed:

01-2025-01

Moved by: Don Murray

Seconded by: Tim Elphick

Be It Resolved that the agenda for the South Bruce OPP Detachment Board Meeting of February 4, 2025 be received and adopted, as distributed by the Recording Secretary.

### Carried

### 4. Approval of Past Minutes

# 4.1 South Bruce OPP Detachment Board Minutes - December 17,2024

The minutes will be amended that the Detachment Board remuneration will include all members.

Subsequent to further discussion the following resolution was passed.

### 02-2025-01

Moved by: Joe Dietrich - Community Representative

Seconded by: Tim Elphick

Be It Resolved that the South Bruce OPP Detachment Board adopt the minutes of the meeting held on December 17, 2024, as amended.

### Carried

### 5. Reports

### 5.1 Detachment Commander's Report

Inspector Keegan Wilcox presented his report to the Board which reflects statistical data from January to December 2024. He discussed the various aspects of the report with the Board.

Subsequent to further discussion, the following resolution was passed:

### 03-2025-01

Moved by: Rory Cavanagh

Seconded by: Moiken Penner

Be It Resolved that the South Bruce OPP Detachment Board receives the Detachment Commander's report for information.

3

### 5.2 Detachment Commander - Priority Setting for the Detachment

Inspector Keegan Wilcox gave a verbal report regarding the priority setting for the detachment.

He asked the Members on what issues they are seeing in their communities and be able to address these local issues. He will eventually bring in other officers to the Board meetings.

Don Murray - homelessness, education on fraud scams, advocacy regarding road closures

Tim Elphick - speeding concerns, community-based time (attending community events), stats from RIDE programs on social media and permanent road closed signs on Highways 21 (Amberly, Kincardine, Tiverton and Port Elgin).

Rory Cavanagh - more information on social media, police presence (foot and bike patrol) in downtown areas during tourist season, speeding (off-setting costs)

Moiken Penner - speeding concerns with a police presence, ATV use on unauthorized trails, community-based time (attending community events).

Nigel Van Dyk - speeding concerns, vandalism, property theft

Margaret Visser - speeding but police are doing a good job and visibility of police

Joe Dietrich - distracted driving, defensive driving tips

The Board thanked the Detachment Commander for his report.

# 04-2025-01

Moved by: Tim Elphick

Seconded by: Don Murray

Be it resolved that the South Bruce OPP Detachment advocate with the MTO for permanent automatic road closure signs on Highway 21 (Amberly, Tiverton, Kincardine and Port Elgin) and that this copy be circulated to municipalities and the Police Service Boards for Huron and Grey County.

4

# 5.3 Draft Procedure By-law

Clerk Jen Lawrie presented her report to the Board. She noted that she is still continuing to advocate for the provincial appointees.

There was a request to add in wording regarding the reconsideration of a motion and that it be added to the procedural by-law.

Quorum will be those appointed to the Board. At this time, quorum would be four people.

Staff will bring this amended procedural by-law back to the next meeting.

The Board thanked staff for their work on this Board.

Subsequent to further discussion, the following resolution was passed:

# 05-2025-01

Moved by:	Don Murray
Seconded by:	Joe Dietrich - Community Representative

Be it resolved that the OPP Detachment Board directs staff to bring back an amended Procedure By-law to the next meeting.

# Carried

# 5.4 Draft Remuneration Policy

Clerk Jen Lawrie presented her report to the Board.

Subsequent to further discussion, the following resolution was passed:

# 06-2025-01

Moved by: Don Murray

Seconded by: Tim Elphick

Be it resolved that the OPP Detachment Board approve the draft Remuneration Policy as amended.

5

### 5.5 Action Items

Clerk Christine Fraser-McDonald presented her report to the Board.

Subsequent to further discussion, the following resolution was passed:

### 07-2025-01

Moved by: Joe Dietrich - Community Representative

Seconded by: Tim Elphick

Be It Resolved that the South Bruce OPP Detachment Board hereby receives the Staff Report – Action Items List for information purposes.

### Carried

### 5.6 Correspondence from Member Joe Dietrich - Crime Stoppers

There was a discussion regarding the correspondence received from Member Joe Dietrich.

Mr. Dietrich noted that there was no decision to be made on his letter, but the Board must focus on policing by providing civilian input into OPP policing and independent from municipal councils. He did not feel that the Board completely accomplished these at the meeting.

### 6. Closed Session

Be it Resolved that the South Bruce OPP Detachment Board does now hereby go into closed session to discuss an item(s) which relates to:

### 08-2025-01

Moved by: Rory Cavanagh

Seconded by: Don Murray

(a) the security of the property of the board;

(b) personal matters about an identifiable individual, including members of the police service or any other employees of the board;

(c) a proposed or pending acquisition or disposition of land by the board;

(d) labour relations or employee negotiations;

(e) litigation or potential litigation affecting the board, including matters before administrative tribunals;

(f) advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;

(X) (g) information explicitly supplied in confidence to the board by Canada, a province or territory or a Crown agency of any of them, a municipality or a First Nation - Detachment Commander report - response times

(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;

(i) a trade secret or scientific, technical, commercial or financial information that belongs to the board and has monetary value or potential monetary value;

(j) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the board;

(k) information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record; or

(I) an ongoing investigation respecting the police service board.

Staff Authorized to Remain:

Detachment Commander, Keegan Wilcox, Clerk Jennifer Lawrie and Clerk Christine Fraser-McDonald (recording secretary), Trish Serratore, Treasurer

# Carried

# 7. Resolution to Reconvene into Open Session

Subsequent to further discussion, the following resolution was passed:

# 08-2025-01

Moved by: Tim Elphick

Seconded by: Moiken Penner

Be it Resolved that the South Bruce OPP Detachment Board does now return to open session at 3:26 p.m.

# Carried

# 8. Adoption of Recommendations Arising from Closed Session

Chair Nigel Van Dyk confirmed that the Board discussed only those matters identified in the motion to go into Closed Session.

The Board received the Detachment Commander's report for information purposes.

# 9. Next Meeting

- May 13, 2025 Township of Huron Kinloss 1:00 p.m.
- September 2, 2025 Municipality of Brockton 1:00 p.m.
- November 4, 2025 Municipality of Kincardine 1:00 p.m.

# **10.** Adjournment

The meeting was adjourned at 3:27 p.m.

Board Chair

Board Secretary



# **Ontario Provincial Police South Bruce Detachment**

**Inspector Keegan Wilcox** 

Detachment Commander's Report South Bruce OPP Detachment Board

January - April 2025



### OPP Detachment Board Report Collision Reporting System January - April 2025

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Non-Fatal Injury	16	-5.9%	16	0.0%	18	12.5%	200
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Non-Fatal Injury	16	-5.9%	16	0.0%	18	12.5%	Fatal Non Prop
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Total	182	15.9%	250	37.4%	253	1.2%	Onl

Data source (Collision Reporting System) date: 05-May-2025

Detachment: 61 - SOUTH BRUCE Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Cuiross, 6017 - Eldersile, 6018 - Greenock, 6020 - Huron, 6021 -Kincardine, 6022 - Kincardine Twp, 6023 - Kinioss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Palsley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



### OPP Detachment Board Report Collision Reporting System January - April 2025

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Detachment: 61 - SOUTH BRUCE

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Data source date:

05-May-2025



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0 Hig	Charges           2023           Offence Count           463           10           28           3           2023           Offence Count           463           10           28           3           2023           Offence Count           463           10           28           3	Crim No % Change 217.1% 233.3% 16.7% % Change 217.1% 233.3% 16.7%	nal Code n-Traffic Coffence Coffe	64 01 Januar 2024 22 Count 466 13 40 3 7 Y 2024 2024 2024 2024 2024 2024 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	ther Viola ry - Apri % Chan 0.6 30.0 42.5 0.0 TD % Char 0.6 30.0 42.5	tions Contents ill Sige Offend Sige Offend	riminal Co 2025 ce Count 388 13 36 4 2025 ce Count 388 13	de Traffic % Chang -16.7 0.0 -10.0 33.3 % Chang -16.7 0.0	Liquo 19 % % % % 99 % % %		<del></del>
0     Hig       Fraffic Related       Year       ChargeCategory2       ChargeCategory2       Speeding       Seatbelt       Impaired       Distracted       Year       ChargeCategory2       Year       ChargeCategory2       Year       ChargeCategory2       Speeding       Seatbelt       Impaired       Distracted       Year       Vear       Year       Year       Year       Vear	Charges 2023 Offence Count 463 10 28 3 2023 Offence Count 463 10 28 3 2023 0ffence Count 463 10 28 3 4 4 4 3 3 4 4 4 3 3 4 4 4 4 4 4 4 4 4 4 4 4 4	Crim No % Change 217.1% 233.3% 16.7% % Change 217.1% 233.3% 16.7%	inal Code in-Traffic Coffence Cof	64 01 Januar 2024 22 Count 466 13 40 3 7 Y 2024 2024 2024 2024 2024 2024 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	w Chan 0.6 30.0 42.9 0.0 TD % Chan 0.6 30.0 42.9 0.0	tions Contents ill Sige Offend Sige Offend	riminal Co 2025 ce Count 388 13 36 4 2025 ce Count 388 13 36	de Traffic % Chang -16.7 0.0 -10.0 33.3 % Chang -16.7 0.0 -10.0	Liquo 19 % % % % 99 % % %		<del></del>
0       Hig         Fraffic Related       Hig         ChargeCategory2       C         Speeding       Seatbelt         Impaired       Distracted         Year       ChargeCategory2         ChargeCategory2       C         Speeding       Seatbelt         Impaired       Distracted         Speeding       Seatbelt         Impaired       Distracted         Vear       2023         Year       2024	Charges 2023 Offence Count 463 10 28 3 2023 Offence Count 463 10 28 3 2023 0ffence Count 463 10 28 3 4 4 4 3 3 4 4 4 3 3 4 4 4 4 4 4 4 4 4 4 4 4 4	Crim No % Change 217.1% 233.3% 16.7% % Change 217.1% 233.3% 16.7%	inal Code in-Traffic Coffence Cof	64 01 Januar 2024 22 Count 466 13 40 3 7 Y 2024 2024 2024 2024 2024 2024 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	ther Viola % Chan 0.6 30.0 42.9 0.0 TD % Char 0.6 30.0 42.9 0.0 TD 7 7 0.7 0.7 0.7 0.7 0.7 0.7 0.	tions Contents ill Sige Offend Sige Offend	riminal Co 2025 ce Count 388 13 36 4 2025 ce Count 388 13 36 4	de Traffic % Chang -16.7 0.0 -10.0 33.3 % Chang -16.7 0.0 -10.0 33.3	Liquo 19 % % % % 99 % % %	Licenc	<del></del>

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date:

5-May-25



	Narnings			January - April	
Year	20	Cold State of the local state of		025	
Туре	Total	% Change	Total	% Change	
Warning	656	9.7%	531	-19.1%	
				YTD	
Year	20	24		2025	
Туре	Total	% Change	Total	% Change	
Warning	656	9.7%	531	-19.1%	
				January - April	
<b>Type ●</b> Warnin	g			January - April	r
ſ <b>ype ●</b> Warnin				January - April	v ž
600	ig 656			January - April	
600					
600				January - April	
600 400					
600					

Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.

Detachment: 61 - SOUTH BRUCE Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brani, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslle, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kintoss, 6024 - Lucknow, 6027 - Mildmay, 6028 - Palsley, 6030 - Riptey, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9



		iuary-April				
ear		023		024		025
iolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
omicides	0		0		0	
ther Offences Causing Death	0		0		0	
tempted Murder	0		0		0	
exual Offences	18	12.5%	19	5.6%	10	-47.4%
ssaults/Firearm Related Offences ffences Resulting in the Deprivation of	56	40.0%	42	-25.0% 0.0%	53 0	26.2% -100.0%
reedom		100.001	-	100.001	-	
tobbery Other Offences Involving Violence or the Threat of Violence	31	100.0% -11.4%	0 16	-100.0% -48.4%	0 28	75.0%
Offences in Relation to Sexual Services	0		0		0	
otal	108	14.9%	78	-27.8%	91	16.7%
	22/22/24	YTD				
			CONTRACT.	2024	A December	2026
ear IolationGrp	Actual	2023 % Change	Actual	2024 % Change	a state of the second se	2025 % Change
Iomicides	0		0		0	
Other Offences Causing Death	0		0			
Attempted Murder	0		0		0	
Sexual Offences	18	12.5%	19	5.6%	10	-47.4%
ssaults/Firearm Related Offences	56	40.0%	42	-25.0%	53	26.2%
Offences Resulting in the Deprivation of reedom	1	-50.0%	1	0.0%	0	-100.0%
Robbery	2	100.0%	0	-100.0%	0	
	31	-11.4%	16	-48.4%	+ 20 M	75.0%
f Violence Offences in Relation to Sexual Services	0		0		0	FRE 979999
of Violence Offences in Relation to Sexual Services	0 108		0	145 (40)4	0	
Other Offences Involving Violence or the Threat of Violence       Offences in Relation to Sexual Services       Total       50       40       30	0 108 Jar 53	 14.9%	0	-27.8%	0 91	FRE 979999
56 50 42 50 50 50 50 50 50 50 50 50 50 50 50 50	0 108 Jar 53	 14.9% huary - April	0 78	-27.8%	0 91	

#### Detachment: 61 - SOUTH BRUCE

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 -Kincardine, 6022 - Kincardine Twp, 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



			January			10	0.04	
fear	and set the later of the set of the		023		024		025	
viola	itionGrp	Actual	% Change	Actual	THE WAR DON'T COMPANY	an reason of the	% Change	
Arso		1	-50.0%	0	-100.0%	2		
	k and Enter	25	-26.5%	13	-48.0%	17	30.8%	
And the owner where	t Over \$5000	10	-65.5%	22	120.0%	11	-50.0%	
	ft Under \$5000	76	31.0%	65	-14.5%	47	-27.7%	
	ession/Trafficking Stolen Goods	1	-50.0% -3.2%	3	200.0%	38	-46.5%	
Frau	and some of the local division of the local	61 41	-3.2%	37	-9.8%	26	-29.7%	
Tota	chief	215	-6.9%	211	-1.9%	143	-32.2%	
		a loos tool				9 (1994) ( ) 		
		1	YT		2024	Constant Sector	2026	
Year		the second se	2023	the second s	2024	Actual	2025 % Change	
Viola	ationGrp	Actual	% Change	11月1日年日1月1日日	% Change	28.635361931	va change	
Arso		1	-50.0%		-100.0%	2		
	ak and Enter	25	-26.5%		-48.0%	17	30.8%	
_	ft Over \$5000	10	-65.5% 31.0%	-	120.0%	11 47	-50.0%	
	ft Under \$5000	76	-50.0%	-	200.0%	4/	-33.3%	
Frau	session/Trafficking Stolen Goods	61	-3.2%		16.4%	in the second	-46.5%	
and the second	chief	41	-4.7%	and the second se	-9.8%	the second s	-29.7%	
1.1120	and the second se	215	-6.9%			and the subscription of the local division o	-32.2%	
	70		January 76				71	
	70		76	5 65				
	70 60 50		76	5	· · · · · · · · · · · · · · · · · · · ·			37
Actual	70 60 50		76	5 65	· · · · · · · · · · · · · · · · · · · ·		61	.37
Actual	70 60 50 40 30 25 20	17		5 65	· · · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	61	
Actual	70 60 50 40 30 25 20		22	5 65	, , , , , , , , , , , , , , , , , , ,	, , , , ,	61	

Detachment: 61 - SOUTH BRUCE

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



	The second	A Star Party and	1111	APPER LANSI	H-Tride-	110	No. Protect	and the second	and the second	Could P
		Januar	y - Apri	1						
Year	2	023	2	024	20	)25				
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change	8			
Possession	3	-40.0%	10	233.3%	3	-70.0%				
Trafficking	2	-66.7%	7	250.0%	0	-100.09	6			
Importation & Production	0		0		0	-	-			
Cannabis Possession	0	1997 B. H.	0	-	0	1	-			
Cannabis Distribution	0		0		0		-			
Cannabis Sale	0	44 Person (	0		0	WESS TO .				
Cannabis Importation & Exportation	0		0		0		-			
Cannabis Production	0	a sin kin n-s	0		0		-			
Other Cannabis Violations	0		0		0		-			
Total	5	-54.5%	17	240.0%	3	-82.4%	'n			
		Ŷ	TD				- V			
Year		2023		2024		2025				
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Chan	ge			
Possession	3	-40.0%		233.3%	3	-70.0	and the second se			
Trafficking	2	-66.7%	7	250.0%	0	-100.0	1%			
Importation & Production	0		0		0					
Cannabis Possession	0		0		0	E Dianes				
Cannabis Distribution	0									
Cannabis Sale	0		-	SI		用品品				
Cannabis Importation & Exportation	0		0		0					
Cannabis Production	0		. 0	1 (E)3 (E ) <del>22</del>	0	16. 840				
Other Cannabis Violations	0				0					
Total	5	-54.5%	17	240.0%	3	-82.4	%			
10		Januar 10	ry - Apr		7					
	3 Po:	10		2 Traf	7 Ificking					
0		10 3 ssession		2 Traf • 2025	flicking	ion Gro	ups			
o	Po	10 3 ssession		2 Traf • 2025	flicking	ion Gro Janua		pril		
o Top 3 Violation Types January	Po	10 3 ssession Year @ 2023		2 Traf • 2025	flicking	- 70 H - 707		pril 2024	2025	Ţota
5 0 Top 3 Violation Types	Po	10 3 ssession		2 Traf 2025 <b>Top 5</b>	flicking Violati	Janua	ry - A	100000000	2025 47	*
Top 3 Violation Types January 231	Po	10 3 ssession Year @ 2023		2 Traf 2025 Top 5 Violatic Theft U	fficking Violati onGrp Jnder	<b>Janua</b> 2022	<b>ry - A</b> 2023	2024		240
5 0 <b>Top 3 Violation Types</b> January 200 231	Po	10 3 ssession Year @ 2023		2 Traf 2025 Top 5 Violatic Theft L \$5000 Fraud	fficking Violati onGrp Jnder	Januar 2022 58 63	<b>ry - A</b> 2023 76	2024 65	47	240
Top 3 Violation Types           January           200           231           108	Po	10 3 ssession Year @ 2023	• 2024	2 Traf 2025 Top 5 Violatic Theft L \$5000 \$5000 Assault Related	flicking Violati onGrp Jnder ts/Firearm	Januar 2022 58 63	<b>ry - A</b> 2023 76 61	2024 65 71	47 38	240
Top 3 Violation Types January 200 231	Po	10 3 ssession Year © 2023	• 2024	2 Traf 2025 Top 5 Violatic Theft L \$5000 Fraud Assault 43 20 Fraud Assault 43 20 Failure	Violati onGrp Jnder ts/Firearn d es to	Januar 2022 58 63	<b>ry - A</b> 2023 76 61	2024 65 71	47 38	240 233 193
0 <b>Top 3 Violation Types</b> January 200 231 100 87. 94 108	Po	10 3 ssession Year © 2023 211 78	• 2024	2 Traf 2025 Top 5 Violatic Theft U \$Fraud Assault 43 Offence Contents	fficking Violati onGrp Jnder ts/Firearm d es to y	Januar 2022 58 63 1 40	7 <b>7 - A</b> 2023 76 61 56	2024 65 71 42	47 38 53	240 233 193 183
Top 3 Violation Types 200 231 215 100	Po	10 3 sseession Year • 2023 211 78 47	• 2024	2 Traf 2025 Top 5 Violatic Theft L \$5000 Fraud Assault Assault Assault Assault Assault Assault Assault Assault Mischie	fficking Violati onGrp Jnder ts/Firearm d es to y	Januar 2022 58 63 1 40 64	76 2023 76 61 56 38	2024 65 71 42 35	47 38 53 50	246 233 191 187
Top 3 Violation Types January 200 231 215 200 231 108 100 .87 94 47	Po.	10 3 ssession Year © 2023 211 78	• 2024	2 Traf 2025 Top 5 Violatic Theft L \$5000 Fraud Assault Related Offenct Failure Comply	fficking Violati onGrp Jnder ts/Firearm d es to y	Januar 2022 58 63 1 40 64	76 2023 76 61 56 38	2024 65 71 42 35	47 38 53 50	Total 246 233 191 187 147

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Eldersile, 6018 - Greenock, 6020 - Huron, 6021 -Kincardine, 6022 - Kincardine Twp. 6023 - Kinicss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date:

05-May-2025



					January - /	April		
(ear			2023	2	024		25	
	n_rollup	Actual	% Change		(		% Change	
Other		47	-46.0%	47	0.0%	60	27.7%	
Fed Sta	atutes	1		0	-100.0%	3		
Contraction of the second	tatutes	22	-18.5%	39	77.3%	12	-69.2%	
Driving	) Offences	29	-3.3%	38	31.0%	27	-28.9%	
Total		99	-31.3%	124	25.3%	102	-17.7%	
					YTD			
Year		12.2.2.2	2023		2024		2025	
Violatio	on_rollup	Actual	% Change	Actual	% Change	e Actual	% Change	
Other		47	-46.0%	47	0.0%		27.7%	
Fed St	tatutes	1			the second se			
Prov S	itatutes	22	-18.5%				-69.2%	
Driving	g Offences	29	-3.3%		the second s		-28.9%	
Total		99	-31.3%	124	25.3%	102	-17.7%	
60			60		January -	April		
50		47 · · · 47 · ·			January -	April		
50 40		.4747			January -	April 22	29	
Actual 05 05		.47			January -		29	
Actual 05 05		47 47		1	January -		29	
50 40 30 20		'47' 47'					29	

Detachment: 61 - SOUTH BRUCE

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brani, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Eldersile, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp. 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9 Data source date:

16

05-May-2025



					January -	April	A CONTRACTOR OF		
						20	05		
/ear	7 II 2 1011- 107	202	and the second se		024		25 % Change		
	and the	%	% Change	%	% Change	70	Same aller and		
Violent		69.4%	-5.4%	75.6%	8.9%	80.2%	6.1%		
Property	y	17.2%	7.4%	11.4%	-33.9%	12.6%	10.7%		
Other		66.0%	12.5%	68.1%	3.2%	75.0%	10.2%		
Drugs		20.0%	-63.3%	52.9%	164.7%	100.0%	88.9%		
Fed Sta	tutes	0.0%				0.0%			
Prov Sta	atutes	85.4%	66.6%	97.4%	12.8%	83.3%	-14.5%		
Driving	Offences	69.0%	3.4%	73.7%	6.8%	88.9%	20.6%		
					YTD				
Year	2 Train State 1 St	20	)23	1440.1515	2024	2	025		
10-10-10-10-10-10-10-10-10-10-10-10-10-1	n_rollup	%	% Change	%	% Change	%	% Change		
▲ Violent	and the second second	69.4%	-5.4%	75.6%	8.9%	80.2%	6.1%		
		17.2%	7.4%	_	-33.9%	and the second se	10.7%		
Propert Other	LY	66.0%	12.5%	the second se	3.2%	and the second se	10.2%		
Drugs		20.0%	-63.3%		164.7%		88.9%		
Fed Sta	atutor	0.0%		02.014		0.0%			
Prov St	and the second state of th	86.4%	66.6%	97.4%	12.8%	and the second se	-14.5%		
and the second se	Offences	69.0%		73.7%	and the second se	and the second se	20.6%		
	●2023 ●20 %	24 • 2025					100.0%		
		24 • 2025							88.9%
1005	%	80.2% 75.6%			75.0 6.0%	%		16.4%	
1009 80'	% % 69	80.2% 75.6%		6	75.0 68.1%	8		16.4%	88.9%
1009 80'	% % 69	80.2% 75.6%		6	Territoria di Constanti di Const			16.4%	88.9%
1009 80'	% % 69	80.2% 75.6%		6	Territoria di Constanti di Const			16.4%	88.9%
ClearanceRate	% % 69	80.2% 75.6%		6	Territoria di Constanti di Const			16.4%	88.9%
000 ClearanceRate	% % % %	80.2% 75.6%		6	Territoria di Constanti di Const			16.4%	88.9%
ClearanceRate 09 09	% ····· % ···· % ····	80.2% 75.6%			Territoria di Constanti di Const			16.4%	88.9%

Detachment: 61 - SOUTH BRUCE

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greanock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



			(A. 141)	報告人的	in the	· 新生社 - 1	
		January	- April				January - April
Year	A CALLER	2023	hint inte	2024		2025	Year @ 2023 @ 2024 @ 2025
Violation_rollup	Count	% Change	Count	% Change	Count	% Change	
Violent	15	66.7%	15	0.0%	17	13.3%	23
Property	21	-22.2%	23	9.5%	20	-13.0%	21
Other	5	-58.3%	6	20.0%	7	16.7%	20
Drugs	1	0.0%	0	-100.0%	0		20
Fed Statutes	0		0		0		
Prov Statutes	0	-100.0%	0		0		17
Driving Offences	0		0		0		
Total	42	-19.2%	44	4.8%	44	0.0%	15
		YT			In case of the local division of the local d		Lunfounded Total
Year	ALL AND AND A	2023	and the second diversion of	2024			
	Contraction of the local division of the loc					2025	5 10
Violation_rollup	Count	% Change	Count	% Change	Count	Contractor in the second	5 <sub>10</sub>
and the second sec	Count 15	% Change 66.7%	15	% Change 0.0%	Count 17	Contradiction of the local division of the l	5 <sub>10</sub>
Violent	- 1 12220200 M	and the second	- 2823	A Property interface and	Street Long	% Change	5 <sub>10</sub>
Violation_rollup Violent Property Other	15	66.7%	15	0.0%	17 20 7	% Change 13.3%	5 10
Violent Property Other	15	66.7% -22.2%	15 23	0.0% 9.5%	17 20	% Change 13.3% -13.0%	5
Violent Property	15 21 5	66.7% -22.2% -58.3%	15 23 6	0.0% 9.5% 20.0%	17 20 7	% Change 13.3% -13.0% 16.7%	7 6 5
Violent Property Other Drugs	15 21 5 1	66.7% -22.2% -58.3% 0.0%	15 23 6 0	0.0% 9.5% 20.0% -100.0%	17 20 7 0	% Change 13.3% -13.0% 16.7% -	7 6 5
Violent Property Other Drugs Fed Statutes	15 21 5 1 0	66.7% -22.2% -58.3% 0.0%	15 23 6 0	0.0% 9.5% 20.0% -100.0% 	17 20 7 0 0 0	% Change 13.3% -13.0% 16.7%    	7 6 5
Violent Property Other Drugs Fed Statutes Prov Statutes	15 21 5 1 0 0	66.7% -22.2% -58.3% 0.0%  -100.0%	15 23 6 0 0	0.0% 9.5% 20.0% -100.0% 	17 20 7 0 0 0	% Change 13.3% -13.0% 16.7% 	7 6 5

Detachment: 61 - SOUTH BRUCE Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Cuiross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kinioss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



		Jar	January - April				
Year	12000	2023	2024		2025		Year @ 2023 @ 2024 @ 2025
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change	-
Conduct	0	-100.0%	3		1	-66.7%	3
Policy	0		0		0		286 BARRING CHELSE CONTRACTOR INCOMENTS AND AND A DECIMAL AN
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Total	0	-100.0%	3		1	-66.7%	<u>ع</u>
			YTD				ie i
Year	in these	2023	a start	2024		2025	Comp
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change	1
Conduct	0	-100.0%	3		1	-66.7%	- EU
Policy	0		0		0		0 0 0 0 0 0 0 0
Service	0		0		0		0
Total	0	-100.0%	3		1	-66.7%	Conduct Policy Service

Data source: RMS Data Feed

Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:

05-May-2025

#### **Daily Activity Reporting Patrol Hours** Patrol Hours January - April 2024 ODCdescr 2023 2025 Year @ 2023 @ 2024 @ 2025 1,344.00 3,441.00 4,232.50 Patrol-Cruiser 4232.5 Patrol-Aircraft 0.00 0.00 0.25 4K .... 344 0.00 Patrol-Motorcycle 0.00 0.00 PatrolHours 0.00 6.50 Patrol-Marine 1.00 0.00 0.00 8.50 2K · 134 Patrol-ATV 0.25 1 6.5 Autor Autor Angeline 466.5 399.25 Patrol-Snowmobile 0.00 0.00 116.00 0.25 1 6.5 Patrol ATV 8.5 116 4.5 4.75 Patrol-Bicycle Patrol-foot 0.00 4.50 Patrol-Bicycle Patrol-Cruiser Patrol-Snowm. Patrol-Schoc 387.25 226.50 466.50 Patrol-Foot Patrol-School 399.25 417.00 44.25 2,210.75 4,249.75 4,639.25 Total

**Daily Activity Reporting** 

Data source (Daily Activity Reporting System) date: 05-May-2025

Detachment: 61 - SOUTH BRUCE Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Data source date: 05-May-2025



	nuary - April		January - A	oril
ear Occurrences	Unfounded		Occurrences OUnfounded	
023 157	2		200 157	
024 128	0			144
025 144	1		2 100	
			2	0
			2023 202	24 20
	YTD		YTD	
Ormingen				
'ear Occurrences	26. 38992.974-94.8867979.		Occurrences OUnfounded	
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fental Health Act (	Occurrences by	Occurrence T	pe	点"。 法 》 法 》 法 》 注 · · · · · · · · · · · · ·
			- April	and a second of the second
Year		202	13-1-1-11	
OccurrenceType		Occurrences	nfounded	
	And a state of the second second second	1	0	
Attempt or threat of suici	de	18	0	
Breach of probation		1	0	
Family dispute	and the second second	3	0	
Impaired/over 80		1	0	
Intimate Partner Violence		2	0	
Mental health act		105	0	
Neighbour dispute Person Well-Being Check		6	0	
Police information	Contraction of the second	2	0	
Sexual assault		1	1	
Trespass by night		1	0	
Unlawfully at large		1	0	
		1	0	
Unwanted person Total		144		

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 - Kincardine, 6022 - Kincardine Twp, 6023 - Kinloss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6037 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9

Data source date: 05-May-2025



Overdose Occurrence	es							a let
Jan	uary - Apr	ril			YTD			
Fatal	2023	2024	2025	Fatal	2023	2024	2025	
🖃 Fatal	0	1	0	🖃 Fatal	0	1	0	
non-opioid overdose	0	0	0	non-opioid overdo	ise 0	0	0	
opioid overdose	0	1	0	opioid overdose	0	1	0	
🖃 non-Fatal	0	1	0	🖃 non-Fatal	0	1	0	
non-opioid overdose	0	0	0	non-opioid overdo	ose 0	0	0	
opioid overdose	opioid overdose 0 1 0		opioid overdose	0	1	0		
Total	0	2	0	Total	0	2	0	
Fatal Overdose Occu	rrences			Non-Fatal Overdo	se Occurre	nces		
Jan	nuary - Ap	ril			January - Ap	ril		
			2	non-opioid overdos	e Coninid o	verdos		
non-opioid overdose		raus	e	Chon-opioid overdos		Veruusi	5	
non-opioid overdose	1 sopiola	raus			1 e	Verdusi	0	1
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1	1		<b>u</b>	1	1			
1	1		<b>u</b>	1	1			
non-opioid overdose	1		<b>u</b>	1	1			

Detachment: 61 - SOUTH BRUCE Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Cuiross, 6017 - Eldersile, 6018 - Greenock, 6020 - Huron, 6021 -Kincardine, 6022 - Kincardine Twp. 6023 - Kinioss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Palsley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9 Data source date: Report Generated on:

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		Janu	ary - April					Janua	ry - A	pril			
Year	Offered	Accepted	% Accepted	Ī		Offere	d •Accep	ted					
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2024	261	64	24.4%	1			in the second					318	<u>ê</u> .
2025	318	87	27.2%		epte		275		261				
			YTD						DE			1.74	ł.
Year	Offered	Accepted	% Accepted	T	Offered and Accepted	200						1	1
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2025	318	87	27.2%			_			201		10.4.10 mil		OL J
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Detachment: 61 - SOUTH BRUCE

Location code(s): 6100 - SOUTH BRUCE, 6120 - WALKERTON

Area(s): 2 - Marine, 6010 - Arran, 6011 - Brant, 6012 - Bruce, 6013 - Carrick, 6014 - Chesley, 6015 - Culross, 6017 - Elderslie, 6018 - Greenock, 6020 - Huron, 6021 -Kincardine, 6022 - Kincardine Twp., 6023 - Kintoss, 6026 - Lucknow, 6027 - Mildmay, 6028 - Paisley, 6030 - Ripley, 6034 - Tara, 6035 - Teeswater, 6036 - Tiverton, 6037 - Walkerton, 6937 - Hwy 21, 6938 - Hwy 4, 6941 - Hwy 9 Data source date: Report Generated on: 22

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### **Calls for Service of Note**

### Violent Crime:

Assault – During the first 4 months of 2025 assaults were up 26% from the same months in the previous year. Over half of the 53 assaults investigated can be attributed to intimate partner violence.

Sexual Assault – Through the first quarter of 2025, sexual assault occurrences were down by 47%. Officers investigated 10 sexual assaults over the 4 months compared to 19 in the same time frame of the previous year.

Other offences involving violence or the threat of violence – These offences showed a considerable increase from the previous year, an increase of 75%. When looking at 2023 statistics, the 2025 statistics are relatively consistent and they will continue to be monitored moving forward.

### **Property Crime:**

Break and Enter – The South Burce Detachment area saw an increase in break and enters when \_\_\_\_\_\_ comparing the 4 months to the previous year. There were 17 break and enters investigated compared to 13 in the same time frame in the previous year. 2023 saw a total of 25 break and enters.

Fraud – Over the 4-month period officers responded to 38 fraud occurrences. In these frauds a substantial amount of money has been lost. These frauds include a combination of cyber frauds, grandparent scams and internet scams. Our detachment Community Engagement Officer remains vigilant with education and awareness campaigns as they are the best form of fraud prevention.

### Traffic:

The South Bruce Detachment area experienced significant weather events through January, February and March 2025. These weather events created treacherous highway conditions for the public and officers alike. Officers were diligent working through the adverse weather conditions to ensure public safety. As previously noted, Highway Traffic Act charges were down just over 10% which is consistent with the winter weather experienced. Officers remain focused on ensuring traffic safety by focusing on the Big 4 (speeding, distracted driving, seatbelts and impaired driving) causal factors contributing to serious injury and death on our highways.

### In the Community:

Officers in the South Bruce Detachment remain committed to community engagement and continue to recognize the value that great relationships add to our work. In early April, officers supported a recruitment initiative in Paisley targeted to recruit more women into policing. Local female officers provided overviews of their careers. Attendees traveled as far as London and Toronto to participate in this initiative. Further to this, local officers supported the Community Safety and Well-Being Plan, Crime Prevention sub-committee by providing valuable education to the community at a drug townhall.

As the weather has changed, officers are regaining a focus on our variety of patrol methods. Officers will be in the community conducting foot patrol, ATV patrol, and bike patrol (including pedal assist bikes). It is important to highlight that our officers conducted Motorized Snow Vehicle patrols through the winter and patrolled for approximately 116 hours.

### **Detachment Updates:**

Effective June 2<sup>nd</sup>, 2025, S/Sgt. Deb McClure has accepted a Staff Sergeant Detachment Commander position in Central Region. S/Sgt. McClure has been a great addition to the team here in South Bruce and she will be greatly missed. S/Sgt. McClure has been dedicated to the officers and communities that we serve during her tenure here. We wish Deb all the best as she moves into her new role. Effective the same date, S/Sgt. Lynn McNichol will become the permanent Detachment Manager at the South Bruce Detachment. S/Sgt. McNichol was successful in a recent promotional process and I'm looking forward to working with her in this role. S/Sgt. McNichol comes with a wealth of experience and will be an asset to our team here and I am looking forward to introducing her to the Detachment Board at the next meeting.



# **Staff Report to Board**

Title: Secretary-Treasurer Hiring Process

### **Meeting Date:**

Tuesday, May 13, 2025

### **Recommendation:**

That the South Bruce OPP Detachment Board approve the Employment Opportunity – Secretary-Treasurer posting and the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy; and

That an ad-hoc committee consisting of the Chair and \_\_\_\_\_\_ be established to participate in the hiring process per the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy; and

That the South Bruce OPP Detachment Board direct staff to begin the process for hiring a Secretary-Treasurer.

### **Executive Summary:**

The South Bruce OPP Detachment Board will review the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy, including job description and the Secretary-Treasurer job posting. The Board will also consider the creation of a sub committee of the Chair and at least 1 Board member to participate in the hiring process.

### **Financial Considerations:**

The Board has budgeted \$3000 a year for the Secretary-Treasurer. This would allow for 100 hours a year at \$30 per hour.

### **Policy:**

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1

### **Context and Background Information:**

The Board has budgeted for a Secretary-Treasurer to provide confidential, high-quality administrative and treasury services. This role acts as a key resource and liaison between the Board and its stakeholders, supporting the Board's vision and operations with professionalism and efficiency.

Staff worked with Human Resources staff at the Municipality of Kincardine to develop a job description, job posting and the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy. The Human Resources staff at the Municipality of Kincardine will provide assistance and guidance in the public job solicitation and qualified candidate vetting, selection, interviews, and Offer of Employment Letter.

### **Consultation Overview:**

Staff have worked with Municipality of Kincardine Human Resources Department.

### Origin:

Enactment of the Community Safety and Policing Act.

### Implementation Considerations:

Once the Detachment Board has decided, Staff will proceed post the Secretary-Treasurer position and work with the ad hoc committee to bring a report back to the next regularly scheduled meeting.

### **Risk Analysis:**

Proceeding without a Secretary-Treasurer means that there will not be a dedicated person to be the resource for the Detachment Board.

**Attachments:** Employment Opportunity – Secretary-Treasurer posting and the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy

**Submitted by:** Jennifer Lawrie, Manager of Legislative Services/Clerk – Municipality of Kincardine.

### EMPLOYMENT OPPORTUNITY: Secretary-Treasurer

The South Bruce OPP Detachment Board is seeking a Secretary-Treasurer to provide confidential, highquality administrative and treasury services. This role acts as a key resource and liaison between the Board and its stakeholders, supporting the Board's vision and operations with professionalism and efficiency.

### **Responsibilities:**

The Secretary-Treasurer will:

- Prepare and distribute agendas and minutes for Board and committee meetings
- Attend regular Board meetings and special meetings, as necessary
- Prepare and present the annual budget, including quarterly financial updates
- Develop policies and procedures in alignment with Board governance
- Provide regular financial reporting and monitor budget adherence
- Schedule and coordinate meetings, including venue arrangements, conference planning, and training sessions
- Complete required correspondence, maintain records, and ensure compliance with applicable legislation and Board policies
- Coordinates maintenance of the Board webpage, creating and updating information, as necessary.
- •

### Qualifications:

- Post-secondary education in business, office administration or a related field
- Minimum 5 years of administrative experience directly supporting an executive-level board or oversight body
- Minimum 3 years of municipal or public sector experience in budgeting, financial operations, and reporting would be considered an asset
- Strong organizational, analytical, attention to detail, and communication skills
- Strong time management skills with the ability to manage multiple priorities
- Thorough understanding of relevant legislation, including the Municipal Act, Municipal Freedom of Information and Protection of Privacy Act, Community Safety and Policing Act, and Accessibility for Ontarians with Disabilities Act (AODA)
- Proficiency in Microsoft Office Suite applications (Word, Excel, PowerPoint) and familiarity with social media platforms
- Availability to attend meetings, conferences, and training events as required

### Additional Employment Information:

- Part-time, Contract position until August 31, 2026 May be renewed for subsequent terms based on performance and mutual agreement.
- \$30.00 per hour potential for adjustment based on the successful candidate's experience and qualifications.
- 100 Hours per Year Weekly hours may fluctuate based on workload

• Position allows for flexible hours and work location - Travel will be required for meetings and training

Qualified candidates are invited to submit a detailed cover letter and resume outlining their qualifications and suitability for the role to <u>hr@kincardine.ca</u> by Applications must be received by <u>INSERT DATE & TIME</u>, quoting "**Detachment Board Secretary-Treasurer**" in the subject line.

We appreciate the interest of all applicants, however, only those being considered for an interview will be contacted.

In accordance with the Municipal Freedom of Information and Privacy Act, personal information is collected under the authority of the Municipal Act, 2001 and will only be used for the purpose of candidate selection. Accommodations in accordance with the Accessibility of Ontarians with Disabilities Act, 2005 (AODA), within our recruitment process will be provided upon request.

# South Bruce Ontario Provincial Police Detachment Board

### Policy No.: SBOPPDB-03

**Policy Title:** Secretary-Treasurer – Hiring, Job Description and Performance Review Policy

### **Adopted Date:**

### **Revision Date:**

### 1. Purpose

This Policy provides guidelines to Board Members governing the Board's hire of the Secretary-Treasurer.

### 2. Scope

This policy applies to all Board Members and Municipal Staff, associated with the South Bruce Ontario Provincial Police Detachment Board.

### 3. Definitions

**Board** is defined as the South Bruce Ontario Provincial Police Detachment Board.

**Board Chair** is defined as the representative appointed by the Board as the Board Chair.

### 4. Responsibility

- 4.1 The Job Description for the Secretary-Treasurer shall be as per Schedule "A" of this policy.
- 4.2 The process governing the Board's hire of the Secretary-Treasurer shall, unless otherwise determined appropriate by the Board in specific circumstances, include a public job solicitation and qualified candidate vetting, selection and interviews, and Offer of Employment Letter accomplished with the assistance of the Municipality of Kincardine Human Resources Department.
- 4.3 The Board shall establish an ad hoc committee of the Chair and at least 1 Board member to participate in the process described above in paragraph 4.1 and report back in closed session to the Board with recommendations.
- 4.4 Following receipt of the report described above in paragraph 4.2, the Board shall decide on next steps, including extending an offer of

employment to a successful candidate based on a current job description communicated to such candidate.

4.5 The Board shall review the performance of the Executive Assistant annually at the first in-camera meeting of each year. Performance assessments shall be documented.

### 5. Related Documents/Legislation

- Community Safety and Policing Act, 2019 S.O. 2019, Chapter 1, Schedule 1
- O.Reg. 409/23: Code of Conduct for O.P.P. Detachment Board Members

### Schedule "A"

Job Description	
Job Title:	Secretary-Treasuer – Part-time
Reports To:	Chair, South Bruce OPP Detachment Board
Job Description Date:	

### Job Purpose:

Provide confidential, high-quality administrative and treasury services. This role acts as a key resource and liaison between the Board and its stakeholders, supporting the Board's vision and operations with professionalism and efficiency.

### **Duties and Responsibilities:**

### **Board/Committee Meetings**

- Prepare and distribute agendas and minutes for Board and committee meetings
- Attend regular Board meetings and special meetings, as necessary
- Prepare and present the annual budget, including quarterly financial updates
- Develop policies and procedures in alignment with Board governance
- Provide regular financial reporting and monitor budget adherence
- Schedule and coordinate meetings, including venue arrangements, conference planning, and training sessions
- Complete required correspondence, maintain records, and ensure compliance with applicable legislation and Board policies
- Coordinates maintenance of the Board webpage, creating and updating information, as necessary.

### **Confidential Information:**

This position has access to highly sensitive and confidential information, including information related to closed meetings of the Board.

### **Position Requirements:**

- Post-secondary education in business, office administration or a related field
- Minimum 5 years of administrative experience directly supporting an executivelevel board or oversight body
- Minimum 3 years of municipal or public sector experience in budgeting, financial operations, and reporting would be considered an asset
- Strong organizational, analytical, attention to detail, and communication skills

- Strong time management skills with the ability to manage multiple priorities
- Thorough understanding of relevant legislation, including the Municipal Act, Municipal Freedom of Information and Protection of Privacy Act, Community Safety and Policing Act, and Accessibility for Ontarians with Disabilities Act (AODA)
- Proficiency in Microsoft Office Suite applications (Word, Excel, PowerPoint) and familiarity with social media platforms
- Availability to attend meetings, conferences, and training events as required

### Job Locations:

### <u>Meetings</u>

### [In-person meetings TBD]

Meetings may also occur electronically.

### **General Office Environment**

Regular Board meetings are generally scheduled every quarter. Special meetings of the Board and Committee meetings may be held from time to time as determined by the Chair/Board.

Work schedule is generally flexible.

### Compensation:

- Part-time, Contract position.
- \$30.00 per hour potential for adjustment based on the successful candidate's experience and qualifications.
- 100 Hours per Year Weekly hours may fluctuate based on workload
- Position allows for flexible hours and work location Travel will be required for meetings and training.



# The Annual CSGB Golf Classic Needs Your Support!



We are excited to announce the details for the 33rd Annual Golf Classic in support of Crime Stoppers of Grey Bruce

# OVER \$615,000.00 Raised to Date ... Considered One of the Best!

Our Title Sponsors Bayshore Broadcasting, Germania Mutual Insurance Company and *Carlsberg Canada* continue to provide leadership in support of this key community fundraising event. The proceeds will help fund the essential work that Crime Stoppers performs, to help make our Grey-Bruce communities safe. The need to support Crime Stoppers has never been greater!

WHERE: Saugeen Golf Club will return as our host venue

WHEN: Thursday, June 5th, 2025 (Note: NEW Tee-off @ 10:00AM) Attached is the 33rd Annual golfer registration form, including hole sponsorship information. As designated group leader, please share details with your team.

*Chances to Win 2025 Autos + \$30,000.00 & More!* 

Entry fee includes all golf related activities, all meals and all post-play festivities, including the Grand Prize Draw.

Mingle with Honourary Guests of the Day

We anticipate the tournament will fill up again this year and request that you complete and return the registration form by April 18, 2025.

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We are also implementing some enhancements, influenced by feedback from peers in your Stakeholder group. This will result in an earlier finish and most importantly, deliver more funds for ...

····· Crime Stoppers of Grey Bruce ······

Joe Dietrich Tourney Co-Chair

Evan Hayter Tourney Co-Founder

Dan Hill Tourney Co-Chair

Fred Wallace Good Will Ambassador



**Official Event Title Sponsors** 



**Official Event Title Sponsors** 



### Notice of Election - OAPSB Zone 5 - Wednesday, May 28, 2025

From Jo-Anne Fields <j.fields7575@gmail.com>

Date Thu 2025-04-24 4:34 AM

To Todd Taylor <ttaylor@orangeville.ca>; I McSweeney <imcsweeney@orangeville.ca>; lpost@orangeville.ca <lpost@orangeville.ca>; wmaycock@orangeville.ca <wmaycock@orangeville.ca>; garmstrong@orangeville.ca <garmstrong@orangeville.ca>; jacquelin.corrado@gmail.com <jacquelin.corrado@gmail.com>; wmills@shelburne.ca <wmills@shelburne.ca>; shall@shelburne.ca <shall@shelburne.ca>; wbenotto@shelburne.ca <wbenotto@shelburne.ca>; Jeffrey Deason <jdeason@live.com>; tina.hinsperger@gmail.com <tina.hinsperger@gmail.com>; rmarinelli@oxfordproperties.com <rmarinelli@oxfordproperties.com>; astirk@amaranth.ca <astirk@amaranth.ca>; walterkolodziechuk@gmail.com <walterkolodziechuk@gmail.com>; mr jdv <jvambler@gmail.com>; jstirk@eastgarafraxa.ca <jstirk@eastgarafraxa.ca>; jjonker@townofgrandvalley.ca <jjonker@townofgrandvalley.ca>; amie@greenwoodconst.ca <amie@greenwoodconst.ca>; cguthrie@guelphpolice.ca>; pmcsherry@guelphpolice.ca <pmcsherry@guelphpolice.ca>;

1 attachment (23 KB)
 OAPSB Zone 5 Elections Bylaw - revised March 2024.docx;

Good Morning Everyone:

The purpose for this correspondence is to provide adequate notice of the OAPSB Zone 5 Elections. Nominations for the positions of Chair, Vice-Chair, Director and Secretary/Treasurer of the OAPSB Zone 5 for the next term will be made from the floor at the next Zone 5.

The meeting will be on Wednesday, May 28, 2025 in person at Waterloo Regional Police Central Division, 200 Frederick Street, Kitchener, ON.

For your information, I have attached Sections from the OAPSB Zone 5 bylaw related to Elections, with revisions for tabulation of votes through the virtual meeting as noted below.

Every Zone 5 Board in attendance at the meeting will be permitted one (1) vote in respect to the Chair, Vice Chair, Director and Secretary/Treasurer position. Proxy voting shall be permitted subject to receipt by the Zone Secretary/Treasurer of a resolution from the respective Police Services Board's approval.

Call for further nominations from the floor will be permitted.

Each candidate, should they wish, will be permitted two (2) minutes to provide a brief summary of their qualifications.

The present Chair, Vice Chair, Director and Secretary have indicated that they would be willing to remain in leadership for another term.

Please advise if you are interested in being considered for any of these positions prior to the Election on May 28, 2025.

For your information, I have attached Sections from the OAPSB Zone 5 bylaw related to Elections.

Have a great day. Looking forward to 'seeing' you on Wednesday, May 28, 2025.

Smiles,

Jo

Jo-Anne Fields OAPSB Zone 5 Secretary/Treasurer 519.494.9466

# ONTARIO ASSOCIATION OF POLICE SERVICES BOARD ZONE 5

### <u>By-Law No. 01 – 24</u>

### **ARTICLE 4 – MEMBERSHIP**

Subject to Article 5, every Police Services Board that is a member in good standing of the OAPSB and is located within the territorial boundaries of the Zone may be a member of Zone 5, upon receipt of annual membership dues.

Every member Police Services Board shall have one vote with respect to election(s) of Zone Officers.

### ARTICLE 5 – MEMBERSHIP DUES

Fees for membership of the Zone shall be determined by a simple majority of the Boards present at the last meeting of the term prior to the OAPSB Annual General Meeting.

Fees for membership of the Zone shall be due within 30 days following the Annual General Meeting.

### ARTICLE 6 – ZONE OFFICERS

### Chair, Vice Chair, Director and Zone Secretary/Treasurer

### Section 1 – Term of Office

The term of office for Zone Officers shall be one year commencing immediately after the OAPSB Annual General Meeting or shall end on commencement of the next term. In addition, should the said officer no long be a member of their PSB, their term of office shall cease at the next Zone 5 meeting and a replacement officer shall be elected if balance of the term is more than 50% of the total term of office, or appointed by the remaining two officers if balance of term is less than 50% of the term of office."

### Section 2 – Nomination and Elections

(a) Nomination and Election of Chair, Vice Chair and Director.

At least 30 days prior to the date of election, the Zone secretary/Treasurer will, provide formal notice to all Police Services Boards in Zone 5, requesting nominations for Zone officers – Chair, Vice Chair and Director.

In the event that an election is to be carried out during the term of office, due to a vacancy occurring, actions in (A) will be taken. However, time may not permit a 30 day notice period, before the next meeting when the election will be held. In this event, a minimum of two (2) business days' notice will be given to the member Boards. Should the vacancy be immediate, one of the two existing officers will double up and become 'acting' during the vacancy time.

- (b) Nominations will be made from the floor during the Zone meeting the day of the election. And, the Zone Secretary/Treasurer shall announce those names of proposed candidates who have filed their interest to be nominated for the respective Zone Officer.
- (c) Elections will be held during the last meeting of the term of office.
- (d) Election shall be by paper ballot with a simple majority of the Boards present.
   'Proxy voting' shall be permitted subject to receipt by the Zone
   Secretary/Treasurer of a resolution from the respective Police Services Board's approval.
- (e) Elections shall take place immediately prior to adjournment of the Zone meeting.
- (f) Appointment of Zone Secretary/Treasurer

At the time of Elections, the Zone Secretary/Treasurer shall be appointed by a vote of a simple majority of the Zone membership and shall not be required to be a secretary to a Board that is a member of the Zone.



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