

# Superior East OPP Regional Detachment Board Meeting

Tuesday, October 8, 2024

40 Broadway Avenue -  
Board Room/Zoom

6:30 PM

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## MINUTES

### (1) CALL TO ORDER & NOTE MEMBERS PRESENT

The meeting was called to order at 6:30 p.m. and the Ms. M. O'Neill welcomed everyone to the meeting.

**Present:**

Chris Buckell, David Jennings, Councillor Jim Hoffmann, Councillor Julila Hemphill (Zoom), Councillor Paul Bernier (Zoom), Detachment Commander Kevin Fellingner, Sue Lord Executive Administrator

**Absent:** Councillor Dwijen Bharad, Councillor Pete Kistemaker,

**Guest:** Maury O'Neill, CAO/Clerk

### (2) ELECTIONS

**2.1 Appointment of Chair (resolution)**

Deferred to the next meeting.

**2.2 Appointment of Co-Chair**

Deferred to the next meeting.

### (3) ADMINISTRATION OF OATH

**3.1 Administration of the Oath**

Ms. M. O'Neill administered the Oath, as prescribed within Ontario Regulation 416/23, made under the Community Safety and Policing Act, 2019, to each Board Member in attendance, as follows:

I \_\_\_\_\_, solemnly swear (affirm) that I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as a member of the Superior East OPP Regional Detachment Board faithfully, impartially and according to the Community Safety and Policing Act, 2019, any other Act, and any regulation, rule or by-law.

Mr. Dave Jennings, Mr. J. Hoffmann, Mr. C. Buckell, Mr. P. Bernier and Ms. J. Hemphill did their Oath.

Commissioned copies of each Board Member's Oath are on file with the Board's Administrator.

**Action:**

Online members to sign and return the form to the Executive Administrator.

(4) **DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None.

(5) **APPROVAL OF AGENDA**

**5.1 Approval of Agenda (resolution)**

**Moved by:** C. Buckell

**R.** SEOPPB2024-03

**Seconded by:** D. Jennings

**RESOLVED THAT** the agenda for the SEOPP Board meeting held on Tuesday, October 8, 2024, be approved, as amended.

Add 7.6 - Standardizing Branding and defer the elections to the next meeting.

CARRIED.

(6) **PRESENTATION AND DELEGATION**

**6.1 Presentation - Ms. O'Neill**

Acting Chair M. O'Neill shared a presentation with the Board. She covered topics such as:

- Board Composition: Nine Board Members comprised of five Municipal representatives from participating communities.
- Community Appointees: The positions were advertised and interests was received. Both members were approved by resolution by all participating communities.
- Provincial Appointees - None appointed.
- Board Members Roles and Responsibilities
- Board Meetings, Rules, Policies and Procedures
- Policies to work on for future meetings:
  - Code of Conduct
  - Meeting Procedures/Terms of Reference
  - Travel Policy
  - Delegation of Authority
- Local Action Plan: The Detachment Commander will share the Local Action Plan.
- Budget Estimate
- Board Administrator: The Board will need to determine who will cover this role. The Municipality of Wawa offered to provide administration support until the end of 2025. Hoping to alternate with each community on a yearly basis.
- Annual Report
- Information Technology: The Municipality of Wawa will post all meeting information on its website.
- Meeting dates: The 2025 meeting schedule will be determined at the next meeting.
- Recommended next steps

(7) **NEW BUSINESS**

**7.1 Mandatory Training and Criminal Record Check**

All Board members are required to complete the mandatory training that was shared from the Province. The Board agreed the training shall be completed to attend the next meeting and/or take on a role as Chair or Vice-Chair on the Board.

## 7.2 Code of Conduct

The Code of Conduct policy comes directly from the CSPA. It was shared with the board and will be adopted at the next meeting.

**Action:**

Resolution to adopt Code of Conduct policy be prepared for the next meeting.

## 7.3 Estimated 2025 Budget

### (a) Allocation

### (b) Remuneration

M. O'Neill spoke on the budget. A draft budget was shared and members are to review to document and bring recommendations at the next meeting.

The Superior East O.P.P. Detachment Board shall prepare estimates, in accordance with the regulations, of the total amount that will be required to pay the expenses of the board's operation.

The Board will need to determine the remuneration for members. The Board agreed that all members should be remunerated however, an amount needs to be determined.

- Need to set Board Member Per Diems
- Insurance Premium (in advance)
- Set 2025 Budget and Submit for approval of Councils
- Confirm cost sharing formula

**Action:**

Review budget estimate and provide feedback for the next meeting.

## 7.4 Board Insurance (resolution)

Two quotes were received and the Board agreed to enrol with Intact Insurance in the amount of \$4024. (PST included) This amount will be equally split amongst all five participating communities for a total of \$804.80 each.

Insurance need to be in place by November 12<sup>th</sup>. Once community Councils approves the funds, a copy of their resolution to be forwarded to the Board.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-04

**Seconded by:** C. Buckell

**RESOLVED THAT** the Superior East OPP Regional Detachment Board does hereby approve the Insurance Quote from Intact Public Entities Inc. as presented in the amount of Three-Thousand, Seven Hundred and Twenty-Six Dollars and Zero Cents + PST for a total of \$4,024.00.

CARRIED.

**Action:**

Acting Chair M. O'Neill to send an email to participating communities to pay their share of the insurance quote.

## 7.5 Regular Meeting Dates 2024-2025

The board will determine a meeting schedule for 2025. To be confirmed at the next meeting.

## 7.6 Standardized Branding

A standardized logo was shared with the Board. The OAPSB will send the final version for all OPP Detachment Board to use moving forward.

**(8) REPORT OF THE DETACHMENT COMMANDER**

**8.1 Superior East Detachment Commander Report - January to September 2024 (resolution)**

Detachment Commander K. Fellingner spoke on his report and explained how reports are generated for each community. He updated the Board on staffing levels, service delivery model training and funding to hire two special constables and support the administrative duties for court services. They are strongly working on recruiting.

Detachment Commander continue to work with Regional Command and Recruitment to make Superior East more attractable for current and potential new members. A 2-year member came from Burlington to work in Chapleau as part of the "Northern Experience Program". Officers will come to a duration location, work their block of shifts, accommodation and meals paid.

The Emergency Response Team has two members that are a Provincial Asset and work out of Wawa Detachment

The Detachment has one Area Crime Sergeant who out of Wawa detachment and is responsible for Superior East / SSM Benchmark Crimes. The Wawa detachment also has two Crime Constables.

A Community Street Crime Unit covers Superior East and works with a partner out of Sault Ste Marie.

The Community Safety Officer position has been vacant as of August. Looking to replace this position in house. Currently have a seat at the local situation table.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-05

**Seconded by:** P. Bernier

**RESOLVED THAT** the Superior East OPP Detachment Commander's Report dated January to September 2024, as contained on pages 1-17 be received as presented.

CARRIED.

**(9) SCHEDULING OF NEXT MEETING**

**9.1 The next meeting is scheduled for Tuesday, November 12, 2024 at 4:00 p.m. in the Board Room /Zoom.**

**(10) CLOSE OF MEETING**

**10.1 Close of Meeting (resolution)**

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-06

**Seconded by:** D. Jennings

**RESOLVED THAT** the meeting close at 8:08 p.m.

CARRIED.

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Sue Lord, Executive  
Administrator

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Maury O'Neill, Acting Chair