

# Superior East OPP Regional Detachment Board

## BOARD MEETING AGENDA

Tuesday, February 11, 2025, at 4:00 p.m.  
40 Broadway Avenue – Downstairs Board Room

### ZOOM LINK:

<https://us02web.zoom.us/j/84470659801?pwd=Qso49Rcl6YXkzhCxQTuy4uyptaWa30.1>

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

#### 1.1 Land Acknowledgement

*The Superior East OPP Detachment Board recognizes that its work, and the work of its partners including the Ontario Provincial Police, take place on traditional Indigenous territories located throughout the Superior East Region. The Board is grateful to the First Nations, Metis and Inuit people who have cared for the lands we are located on since time immemorial and thank them for sharing their ancestral homelands with us.*

### (2) APPROVAL OF AGENDA

#### 2.1 Approval of Agenda (resolution)

**Moved by:**

**Seconded by:**

**RESOLVED THAT** the agenda for the Superior East OPP Detachment Board meeting held on Tuesday, February 11, 2024, be approved, as presented.

CARRIED.

### (3) ANNOUNCEMENTS

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

### (5) APPROVAL OF MINUTES

#### 5.1 Tuesday, November 12, 2024 (resolution)

**Moved By:**

**Seconded By:**

**RESOLVED THAT** the minutes of the Superior East OPP Detachment Board meeting held on Tuesday, November 12, 2024, be approved as presented.

CARRIED.

### (6) PRESENTATIONS AND DELEGATIONS

### (7) COMMUNICATIONS (item distributed by email)

#### 7.1 Email - Board Discussion Groups (Feb 2-25)

#### 7.2 Email - 2025 OAPSB Call for Resolutions (Jan 30-25)

#### 7.3 Email - Peel Police Service Board Human Rights and Police Governance Report (Jan 28-25)

#### 7.4 Email - Notice of the OAPSB AGM (Jan 22-25)

#### 7.5 Email - Important Industry Communications (Jan 16-25)

- 7.6 Email - The OAPSB Monthly Bulletin: January 2025 News and Updates (Jan 9-25)
- 7.7 Email - Bill 173, Intimate Partner Violence Epidemic Act, 2024 (Dec 19-24)
- 7.8 Email - Communication with the Minister - \$77 Million Funding Announcement (Dec 10-24)
- 7.9 Email - Zone 1A Draft Minutes from November 13, 2024 (Nov 12-24)

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

- 8.1 Superior East Detachment Commander Report – October to December 2024 (resolution)

***Moved by:***  
***Seconded by:***

***RESOLVED THAT*** the Superior East OPP Detachment Commander's Report dated October 2024-December 2024 as contained on pages 1 – 17 be adopted as presented.

***CARRIED.***

**(9) ENQUIRIES BY MEMBERS**

**(10) OLD BUSINESS**

**(11) CONSIDERATION OF BY-LAWS**

**(12) NEW BUSINESS**

- 12.1 Draft - Travel Reimbursement Policy
- 12.2 Draft - Meeting Procedures Policy
- 12.3 Financial Update

**(13) NEXT MEETING DATE**

- 13.1 Tuesday, May 13, 2025, at 4:00 p.m.

**(14) CLOSE OF MEETING**

- 14.1 Close of Meeting (resolution)

***Moved by:***  
***Seconded by:***

***RESOLVED THAT*** the meeting close at p.m.

***CARRIED.***



**Superior East OPP Detachment  
Board Meeting**

**Tuesday, November 12, 2024**

**40 Broadway Avenue  
Board Room/Zoom**

**4:00 PM**

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**MINUTES**

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

The meeting was called to order at 4:00 p.m. and Acting Chair M. O'Neill welcomed everyone to the meeting. The Board approved M. O'Neill to act as Chair during the election.

**1.1 Land Acknowledgement – Read by M. O'Neill**

We will begin this meeting by acknowledging that we are gathering on land that has been inhabited by Indigenous peoples since time immemorial.

We would like to recognize that we are in the Robinson-Superior Treaty territory and the land on which we are gathered today is the traditional territory of the Anishinaabe. Specifically, we acknowledge the neighbouring community of Michipicoten First Nation, for whom we have great respect.

We also recognize the contributions of all Indigenous peoples, including the Métis, in shaping and strengthening the community and Province of Ontario.

***Action:***

Acting Secretary to ensure the new land acknowledgement is included at the next meeting reflecting treaty territories of the full detachment area.

**Present:**

Chris Buckell, David Jennings, Councillor Jim Hoffmann, Councillor Julila Hemphill (Zoom), Councillor Paul Bernier (Zoom), Staff Sgt. Kevin Fellingner (Zoom), Maury O'Neill (Recording Secretary)

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

**Guests:** None.

**(2) ELECTIONS**

**2.1 Election of Chair (resolution)**

Election Chair M. O'Neill opened the nominations for the position of Chair.

- P. Bernier nominated himself.
- J. Hoffmann nominated C. Buckell.

M. O'Neill called for nomination a second and third time then closed the nominations.

Mr. Chris Buckell thanked his nominee however declined the nomination.

Mr. Paul Bernier accepted the position of Chair.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-07

**Seconded by:** C. Buckell

**RESOLVED THAT** Paul Bernier be appointed as Chair of the Superior East OPP Detachment Board for the remainder of the term.

CARRIED.

**2.2 Election of Vice-Chair (resolution)**

Election Chair M. O'Neill opened the nominations for the position of Vice-Chair.

- J. Hoffmann nominated C. Buckell.

Chair P. Bernier called for nominations a second and third time then closed the nominations.

C. Buckell accepted the nomination.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-08

**Seconded by:** P. Bernier

**RESOVLED THAT** Chris Buckell be appointed as Vice-Chair of the Superior East OPP Detachment Board for the remainder of the term.

CARRIED.

The position of Chair was turned over to Mr. P. Bernier.

**(3) ADMINISTRATION OF OATH**

**3.1** None.

**(4) DECLARATION OF PECUNIARY INTEREST**

None.

**(5) APPROVAL OF AGENDA**

**5.1 Approval of Agenda (resolution)**

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-09

**Seconded by:** J. Hemphill

**RESOLVED THAT** the Agenda for the SEOPP Board Meeting scheduled for Tuesday, November 12, 2024, be approved, as presented.

CARRIED.

**(6) ANNOUNCEMENTS**

None.

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

None.

**(8) APPROVAL OF MINUTES**

**8.1 Tuesday, October 8, 2024 (resolution)**

**Moved by:** C. Buckell

**R.** SEOPPB2024-10

**Seconded by:** J. Hoffmann

**RESOLVED THAT** the minutes of the Superior East OPP Detachment Board meeting, scheduled for Tuesday, October 8<sup>th</sup>, 2024, be approved as presented.

CARRIED.

**Action:**

Minutes to be signed and shared with partner municipalities.

**(9) PRESENTATIONS AND DELEGATIONS**

None.

**(10) COMMUNICATIONS (Items distributed via e-mail)**

- 10.1 (a) 2023-2025 - Strategic Plan**  
**(b) 2023-2025 - North East Region Action Plan**  
**(c) 2023-2025 - Superior East Action Plan**  
**(d) OPP Detachment Board Remuneration Survey Results**  
**(e) 2024 OAPSB Labour Conference and 2025 OAPSB Spring Conference**

The Board agreed that questions may be asked on any communications received. All Plans that were previously shared was for Board members to become familiar with the information.

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

**11.1 Superior East Detachment Commander Report - August - October 2024 (resolution)**

Data in the report may not include month over month information so totals may change.

Detachment Commander (DC) Fellingner spoke on his report. He provided the current OPP Strategic Plan as well as the Northeast Region and Superior East Action Plan for Board members awareness.

DC Fellingner provided an update on staffing and is concerned regarding recruitment as efforts continue to recruit new members.

Awaiting an update from SOLGEN on the 2025-2027 Municipal Grant R.I.D.E. funding program. Due to changes with the new Community Safety Policing Act, Detachments are unsure funding will continue to be received.

Plans are underway for the start of the 2024 Festive R.I.D.E. program over the holiday season and Mandatory Alcohol Screening will be conducted during the program.

More foot patrol will be conducted around communities based on the report to date not showing many hours on foot patrols.

Other initiative included commercial vehicle inspections in Sault Ste Marie which showed many infractions and will do some local inspections and report back at the next meeting.

Situational Table meetings are starting in Chapleau which OPP detachment members participate in.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-11

**Seconded by:** C. Buckell

**RESOLVED THAT** the Superior East OPP Detachment Commander's Report dated August to October 2024, as contained on pages 1 – 17 be adopted as presented.

CARRIED.

**(12) ENQUIRIES BY MEMBERS**

None.

**(13) OLD BUSINESS**

**13.1 Terms of Reference (resolution)**

The Terms of Reference were reviewed and approved as presented.

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-12

**Seconded by:** J. Hemphill

**RESOLVED THAT** the Superior East OPP Detachment Board does hereby adopt the Terms of Reference as attached hereto.

CARRIED.

### 13.2 Approval of 2025 Budget Estimates (resolution)

**Moved by:** C. Buckell

**R.** SEOPPB2024-13

**Seconded by:** D. Jennings

**WHEREAS** pursuant to the CSPA, 2019, Section 71 (1) provides that an O.P.P. detachment board shall prepare estimates, in accordance with the regulations made by the Minister, of the total amount that will be required to pay the expenses of the board's operation, other than the remuneration of board members. 2019, c. 1, Sched. 1, s. 71 (1); 2023, c. 12, Sched. 1, s. 31 (1) and;

**WHEREAS** pursuant to CSPA, 2019, Section 71 (2) provides that the O.P.P. detachment board shall submit the estimates to every municipality that receives policing from the detachment along with a statement of the municipality's share of the costs, which are to be determined in accordance with the regulations made by the Minister. 2019, c. 1, Sched. 1, s. 71 (2); [2023, c. 12](#), Sched. 1, s. 31 (2) and;

**WHEREAS** pursuant to CSPA, 2019, Section 71 (3) Subject to subsection (4), the municipalities shall contribute their share of the costs to the O.P.P. detachment board's budget in accordance with the estimates. 2019, c. 1, Sched. 1, s. 71 (3) and;

**WHEREAS** it is deemed to be expedient to adopt the budget detailing the Superior East OPP Detachment Board's 2025 annual estimates in accordance with legislation; and

**WHEREAS** the Superior East OPP Detachment Board has prepared estimates of all sums required during the year for the purposes of the Superior East OPP Detachment Board for the year 2025 and;

**WHEREAS** budget estimates were shared at the October 8, 2024 Superior East OPP Detachment Board meeting;

**NOW THEREFORE, BE IT RESOLVED THAT** the 2025 Budget Estimates for the Superior East OPP Detachment Board be hereby adopted, as attached hereto as Schedule "A".

CARRIED.

**Action:**

Final Budget to be shared with all member communities.

## (14) **NEW BUSINESS**

### 14.1 Board Signing Authority (resolution)

**Moved by:** J. Hemphill

**R.** SEOPPB2024-14

**Seconded by:** J. Hoffmann

**WHEREAS**, the Superior East OPP Detachment Board is required to grant signing and authority to certain person(s) described hereunder;

**THEREFORE, BE IT RESOLVED**, that the Superior East OPP Detachment Board is hereby authorized and approved to authorize and empower the following individual to make, execute, endorse and deliver in the name of and on behalf of the Superior East OPP Detachment Board, but shall not be limited to, any and all written instruments, agreements, documents, execution of deeds, powers of

attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by this Board effective November 12, 2024 to November 14, 2026;

**AND FURTHERMORE**, two (2) of the three (3) signatures are required to execute such documents referred too above.

- a. Chair – Paul Bernier
- b. Vice-Chair – Chris Buckell
- c. Treasurer, Municipality of Wawa – Manuela Batovanja

CARRIED.

**Action:**

The Bookkeeper to arrange to open the Board bank account.

**14.2 Naming of the Superior East OPP Detachment Board (resolution)**

**Moved by:** J. Hemphill **R.** SEOPPB2024-15

**Seconded by:** J. Hoffmann

**RESOLVED THAT** as outlined in Ontario Regulation 135/24, this Board is an OPP Detachment Board in the geographical area serviced by the Superior East OPP Detachment area, and this Board confirms that it will be named and operating as the Superior East OPP Detachment Board.

CARRIED.

**Action:**

Copy of the resolution to be shared with the OAPSB.

**14.3 2025 Meeting Schedule (resolution)**

**Moved by:** J. Hoffmann **R.** SEOPPB2024-16

**Seconded by:** D. Jennings

**RESOLVED THAT** the Superior East OPP Detachment Board does hereby adopt the 2025 Meeting Schedule as presented, attached hereto.

CARRIED.

**Action:**

Meeting Schedule to be posted on the Municipality of Wawa website.

**14.4 Set Board Per Diem (resolution)**

**Moved by:** D. Jennings **R.** SEOPPB2024-17

**Seconded by:** J. Hoffmann

**RESOLVED THAT** per diem for the Superior East OPP Detachment Board members be set as follow:

- Chair/Meeting Chair - \$200 per meeting attended
- All other voting Board Members - \$150 each per meeting attended

CARRIED.

**Action:**

Copy of the resolution be shared with the Board Treasurer.

**(15) CONSIDERATION OF BY-LAWS**

**15.1 First, Second and Third Reading (resolution)**

**Moved by:** C. Buckell **R.** SEOPPB2024-18

**Seconded by:** J. Hoffmann



**RESOLVED THAT** the following by-laws be introduced and read a first, second and third time and finally passed and that the Chair and Secretary do sign and seal the same, any rule of this Council to the contrary notwithstanding:

**By-Law No. 2024-01** - to adopt Superior East OPP Detachment Board Policy No. SEOPPB-01: Code of Conduct.

**By-Law No. 2024-02** - to adopt the Superior East OPP Detachment Board Policy No. SEOPPB-02: Abuse, Harassment and Violence.

CARRIED.

**Action:**

Minor changes in the Abuse, Harassment and Violence policy will be made to substitute wording to reflect Board Member versus employee. Policies and by-law to be posted on the website.

**15.2 By-Law No. 2024-01** - to adopt Superior East OPP Detachment Board Policy No. SEOPPB-01: Code of Conduct.

**15.3 By-Law No. 2024-02** - to adopt the Superior East OPP Detachment Board Policy No. SEOPPB-02: Abuse, Harassment and Violence.

**(16) NEXT MEETING DATE**

**16.1** Tuesday, February 11, 2025 at 4:00 p.m., 40 Broadway Avenue/Zoom

**(17) CLOSE OF MEETING**

**17.1** Close of Meeting

**Moved by:** J. Hoffmann

**R.** SEOPPB2024-19

**RESOLVED THAT** the meeting close at 5:17 p.m.

CARRIED.

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Maury O'Neill,  
Acting Recording  
Secretary

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Paul Bernier, Chair



## NOTICE - CALL FOR RESOLUTIONS

In preparation for the 2024 OAPSB AGM held at the 2025 Spring Conference we are now calling for board resolutions.

Eligible resolutions must originate from member boards only (not municipalities/towns).

For your convenience, please see attached Guidance document when proposing a Resolution.

Please forward any Proposed Resolutions, in WORD format, to [oapSB@oapSB.ca](mailto:oapSB@oapSB.ca) no later than the cut-off date of May 1, 2025.

[Guidance - Proposing Resolutions for the Annual](#)



## 2025 OAPSB Spring Conference & AGM

Register today!

June 3-5, 2025

**Early Bird pricing expires April 1, 2025**

The in-person conference will take place at the Best Western Plus Lamplighter Inn & Conference Centre in London, Ontario.

Member and Corporate sponsor opportunities are linked below. For more information or to partner please email Holly Doty at [oapSB@oapSB.ca](mailto:oapSB@oapSB.ca) or by calling 1-800-831-7727.



## Peel Police Service Board Human Rights and Police Governance Report



Please find attached a report written by Dr. Akwasi Owusu-Bempah and his team for Peel Regional Police Service and the Board of Directors with 91 recommendations towards improving equity, accountability and trust in policing.

This report emphasizes the need for strategic planning, enhanced community engagement, and improved accountability mechanisms to address systemic challenges.

Key recommendations include expanding human rights training, improving data transparency, and embedding equity focused policies across all areas of governance.

The report is available on the Peel Police Service Board's website and we will have a copy on our resource library as well.

Rob Serpe has asked that we share this document with everyone to foster awareness and collaboration around these critical initiatives.

[Press Release](#)

[PSB Response to GHR Report](#)

[Police Governance and Human Rights Report](#)



## NOTICE OF THE 2025 OAPSB ANNUAL GENERAL MEETING

Pursuant to Section 11.04 of the General By-law of the Ontario Association of Police Service Boards, this is formal notice of the 2025 OAPSB Annual General Meeting of the Association's Membership. Please share this notice with all members of your board.

The 2024 Annual General Meeting will be held on Tuesday, June 3, 2025 commencing at 1:30pm, or shortly thereafter, for the purpose of:

1. Confirming the Minutes of the 2023 Annual Meeting that was held on Monday, June 3, 2024 at The Blue Mountain Resort and Conference Centre
2. Receiving the Financial Statements and Auditor's Report for the 2024 Fiscal Year
3. Appointment of an Auditor for the 2025 Fiscal Year
4. Consideration of proposed Resolutions
5. Ratification of the Board of Directors for the term 2024-2025 as submitted by the Zones

**Please note this AGM is restricted to voting delegates (PSB members) and their staff. Non-members are not entitled to attend the meeting.**

During this AGM, voting delegates (PSB members) will have the ability to vote and interact with our Board of Directors during our designated Q&A periods. Questions must be submitted in writing at the beginning of the meeting. Board staff may listen to the meeting, but may not vote.

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## 2025 OAPSB Spring Conference & AGM

Register today!

June 3-5, 2025

**Early Bird pricing expires April 1, 2025**

The in-person conference will take place at the Best Western Plus Lamplighter Inn & Conference Centre in London, Ontario.

Member and Corporate sponsor opportunities are linked below. For more information or to partner please email Holly Doty at [oapsb@oapsb.ca](mailto:oapsb@oapsb.ca) or by calling 1-800-831-7727.



## Important Industry Communications



Today two important industry communications were released.

The first, from the Solicitor General, is a news release: Ontario Launches New Tool to Better Monitor High-Risk Offenders on Bail.

The second, from the Inspector General of Policing, was the Inspector General Memo #2: Changes to the Community Safety and Policing Act, 2019 and Revised Advisory Bulletin 1.1.

To ensure that all of our members received these communications they have been linked here for your reference.

[Solicitor General News Release](#)

[Inspector General of Policing Memorandum](#)

[Inspector General of Policing Memorandum Advisory](#)

**Connect With Us!**



Renew Your 2025 Membership Now!



The OAPSB has launched their registration for 2025 Membership! All boards should have received an invoice directly to their email to renew. If you did not receive your invoice please reach out to Jennifer at [membership@oapsb.ca](mailto:membership@oapsb.ca) for support.

Membership renewals are due by January 31, 2025.

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OAPSB Discussion Groups Return in 2025!



The OAPSB invites you to participate in our enriching discussion groups. By engaging in meaningful conversations with fellow community members, experts, and stakeholders, you can exchange valuable ideas and knowledge, share your insights, and learn from others' experiences.

Staying informed is another significant benefit of joining our discussion groups. You'll be up-to-date with the latest developments, trends, and challenges in policing, gaining access to exclusive information and resources that can help you make informed decisions.

[Register for Admin & Municipal Staff Sessions](https://oapsb.ca/events/oapsb-drop-sessions/)

<https://oapsb.ca/events/oapsb-drop-sessions/>

[Register for Board Member Sessions](https://oapsb.ca/events/oapsb-drop-sessions/)

<https://oapsb.ca/events/oapsb-drop-sessions/>

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**Save the Date!**





The 2025 OAPSB Spring Conference and Annual General Meeting will be held in London, Ontario at the Best Western Plus Lamplighter Inn & Conference Centre on June 3-5, 2025.

You can book your hotel rooms now to ensure that you receive our special event pricing!

Stay tuned for registration and program details coming shortly!

[Book My Hotel Room](#)

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## Reminders and Resources

### All Chiefs Memos

The following All Chiefs Memos were posted on the website throughout the month of December.

- 24-0073 - All Chiefs Memo - Commissions under the Great Seal (Kings Commissions) under the Community Safety and Policing Act 2019
- 24-0074 - All Chiefs Memo - Authorization for the Use of the TASER 10 Conducted Energy Weapon
- 24-0075 - All Chiefs Memo - Recreational Vehicle Driver Licensing Regulatory Updates
- 24-0076 - All Chiefs Memo - Amendments to the Community Safety and Policing Act 2019 Through the Safer Streets Stronger Communities Act 2024
- 24-0077 - All Chiefs Memo - Amendments to Christophers Law (Sex Offender Registry) 2000 Through The Safer Streets Stronger Communities Act 2024
- 24-0078 - All Chiefs Memo - Nishnawbe Aski Police Service Board Opt-In to the Community Safety and Policing Act, 2019
- 24-0079 - All Chiefs Memo - Release of Use of Force Report Version 2.1
- 24-0080 - All Chiefs Memo - 2025-26 to 2026-27 Mobile Crisis Response Team Enhancement Grant - Call for Applications
- 24-0081 - All Chiefs Memo - Prohibition of Cannabis Cultivation for Non-Medical Purposes in Home Child Care Settings in Force January 1, 2025

If you have not yet had a chance to review them please click the link below to access them.

### Handy Links

[Visit the OAPSB](#)

[Board & Chiefs Memos](#)

[Upcoming Events](#)

[Ministry Contacts](#)

[Appointments and Vacancies](#)

[Access the CSPA Here](#)

### Connect With Us!



[Download the OAPSB Android App](#)

[Download the OAPSB Apple App](#)



The Honourable Doug Ford  
Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON  
M7A 1A1

December 11, 2024

**RE: Support for Bill 173 and declaring intimate partner violence an epidemic**

Dear Premier Ford,

Earlier this year the Greater Sudbury Police Service Board passed a motion declaring Gender-Based Violence and Intimate Partner Violence (GBV and IPV) an epidemic in the City of Greater Sudbury. The Board also shared a letter with your office and various linked stakeholders notifying you of that motion and asking that the province join municipalities across Ontario in recognizing this deeply troubling and important issue in our communities by enacting Bill 173, Intimate Partner Violence Epidemic Act, 2024.

The Board held its last meeting for 2024 today. Again, we reviewed statistics of continuing cases of GBV and IPV in our community. While our officers and police professionals do everything they can to support and make service connections for the brave citizens who make the sometimes-dangerous choice to report the abusive situations in their lives, we know there is more we can do to help eliminate this troubling social issue.

The Board is aware this Bill is before the Standing Committee on Justice Policy. We are writing to state our fervent hope that the Committee recommends this Bill and that it receives and passes a Third Reading to receive Royal Assent. Should GBV and IPV be provincially recognized as the epidemic it is, it is our hope that more support can be offered to the police services, emergency services, social services, and health care agencies in our municipalities to meaningfully address this issue.

We thank you for your attention to this important matter.

**Greater Sudbury  
Police Service  
Board**



**Commission  
de service de police  
de Grand Sudbury**

Sincerely,

A handwritten signature in black ink, appearing to read 'Al Sizer'.

Al Sizer, Chair

Cc:

Chief Sara Cunningham  
Members of the Board  
Dr. Mustafa Hirji, Medical Officer of Health, Public Health Sudbury & Districts  
Jamie West, MPP Sudbury  
France G linas, MPP Nickel Belt  
Charmaine Williams, Associate Minister of Women's Social and Economic Opportunity  
Michael Kerzner, Minister of the Solicitor General  
Ontario Association of Police Service Boards  
OAPSB, Zone 1A  
Ontario Association of Chiefs of Police  
Sudbury Police Association  
Greater Sudbury Police Service Senior Officers' Association  
Police Association of Ontario



ONTARIO NETWORK OF  
**VICTIM SERVICE PROVIDERS**

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**Briefing Note for Chiefs of Police:**

Background Information and Request for Support

**Updated September 1, 2023**

Harassment  
Hate crime  
Home invasion  
Homicide  
Human trafficking

Intimate partner violence  
Mischief  
Missing persons  
Motor vehicle collisions  
Property crime

Robbery  
Sexual Assault  
Stalking  
Sudden death (overdose,  
suicide, natural causes)

- In addition to responding directly to the victim(s), we also provide support to immediate family members, witnesses, peers (colleagues, classmates), and community members impacted by the incident.
- VSOAs also provide immediate financial, practical, and emotional support services, such as:
  - needs assessments and customized service plans.
  - individualized in-depth safety planning.
  - access to financial supports.
  - customized referrals to community programs and services.
  - help with anticipatory guidance should they report to police and charges laid.
  - counselling.
  - funeral expenses in homicide cases.
  - residential treatment (human trafficking).

**Funding paid out by VSOAs to wait reimbursement  
from the Ontario Ministry of Children, Community and Social Services**

- tattoo removal (human trafficking).
- transportation to safe accommodations and for medical appointments, treatments, services.
- provide for basic living needs – clothing, toiletries, food.
- provisions of cellular telephones.
- emergency home repairs to items that pose a safety risk.
- arrange for crime scene clean-up.
- replacement of government documents.
- storage and moving expenses.
- emergency hotel accommodations (can be up to 30 days)
- dental and glasses.
- graffiti removal (hate crimes).
- interpretation services.
- paramedical treatments (chiropractor, physiotherapy, etc.).

**OUR REQUEST TO GOVERNMENT**

- VSOAs need to be provided with sustainable funding levels that match service level expectations.

**KEY ISSUES**

**Same Minimal Budget, Increased Workload, and Unclear Service Level Expectations**

- VSOA's are experiencing a continued increased demand for services post pandemic, and are seeing a rise in intimate partner violence, sexual violence, human trafficking, homicides, and other violent crime types. Incidents are far more complex and high-risk nature, utilizing volunteers and relief staff afterhours are insufficient to meet the complex and high risk needs of victims.

- 38.24% indicate having to pay interest on an overdue balance or having their cards blocked as a result of being used to pay for services for victims.

### **Increased Mental Health Challenges**

- VSOA staff are burnt out. They are on-call 24/7. They are regularly working overtime because of the office consistently operating with skeleton staff. And they are experiencing high levels of vicarious trauma, Post-Traumatic Stress Disorder, and compassion fatigue, triggered by regular exposure to traumatic events, such as seeing abused children or dead bodies, severe assaults, etc.
- Funding for VSOAs needs to increase to hire more full-time staff to meet the escalating demand for services and to ensure staff receive proper health benefits and can access regular treatment from a mental health professional.

### **Funding Needs to be Re-Aligned**

- In June 2022, Ontario's Chief Coroner conducted an inquest on preventing intimate partner violence (IPV) deaths and made 86 recommendations for the Government of Ontario to implement.
- Of these recommendations, several of them echo with what VSOAs have been calling on the Government of Ontario to do for years, specifically:
  - Recommendation 20. Realign the approach to public funding provided to IPV service providers with a view to removing unnecessary reporting obligations with a focus on service. Draw on best practices in Canada and internationally, and adopt and implement improved, adequate, stable, and recurring funding that incorporates the following:

(C) Recognition that, in remote and rural areas, funding cannot be the per-capita equivalent to funding in urban settings as this does not consider rural realities, including that:

- IPV is more prominent in rural areas,
- Economies of scale for urban settings supporting larger numbers of survivors,
- The need to travel to access and provide services where telephone and internet coverage is not available,
- The lack of public transit,
- The cost of transportation for survivors and service providers.

(E) Enhanced funding for IPV service providers, including victim services.

(G) Funding to ensure mental health supports for IPV service providers, as well as timely access to trauma supports immediately following a traumatic event.

(H) Funding for services provided to survivors that allows for the hiring and retention of skilled and experienced staff so that they are not required to rely on volunteers and fundraisers in order to provide services to survivors.

*“Chatham-Kent Victim Services is a vital professional partner that helps CKPS do our job. In speaking with a victim following a crime or tragic circumstance, staff will often receive information that will uncover further issues. For example, a female domestic assault victim may also be a victim of human trafficking. This additional information helps support our investigations and ultimately reduces criminal activity and the number of victims in our community.*

*Finally, CKVS assist the public through community awareness with social services and supports available in Chatham-Kent by directing people to the right place to receive support. However, **their base funding only covers initial contact in the case of eligible crimes and is inadequate with the increase in demand. They remain chronically underfunded, negatively impacting their ability to recruit, hire and retain professional staff.***

*I sincerely hope you will consider addressing these long overdue issues and adequately increase funding for Victim Service providers, in order to ensure a continuity of service.”*

Gary Conn  
Chief of Police  
Chatham-Kent Police Service  
Letter to Minister Fullerton  
March 21, 2023

*“Our police service is pleased to work daily in collaboration with our local Victim Services (Victim Services of Kingston and Frontenac) and would like to encourage the Government of Ontario to increase its financial support behind [Victim Crisis Assistance Ontario] VSOAs across the province. Victim Services has and continues to experience a huge increase in calls for help. Our Police Services Board has proudly provided financial support to our local Victim Services through grant opportunities, but more needs to be done to help as demand for their services is high and continues to grow...Minister, after years of chronic underfunding under previous governments, we hope you will address this long overdue issue and adequately increase the funding for VSOAs helping to ensure a continuity of service.”*

Scott Fraser, Acting Chief of Police  
Kingston Police  
Letter to Minister Fullerton  
March 30, 2023





## Communication with the Minister - \$77 Million Funding Announcement



Dear Police Service Board and OPP Detachment Board members,

I hope this message finds you well. Last week we communicated with The Honourable Michael Kerzner, Solicitor General of Ontario, regarding the recent announcement of \$77 million in funding for municipalities policed by the Ontario Provincial Police (O.P.P.).

While we acknowledge and appreciate the Province's investments in supporting OPP Policed Municipalities, this funding announcement has raised several concerns from small and mid-sized Municipal Police Service Boards. Specifically, there is a worry that this funding may unintentionally exacerbate existing challenges related to budget planning and the demands

of providing adequate and effective policing services under the Community Safety and Policing Act (CSPA).

In our letter, we emphasized the importance of understanding the broader context and implications of this funding decision. Here are some key points we addressed:

- The O.P.P. has not received additional funding related to this announcement.
- Municipal costs for O.P.P. policed communities are increasing.
- The proposed one-time relief funding is intended to offset rising costs tied to police wage increases in the new collective bargaining agreement.

We also highlighted the need for modernizing the grant funding process, securing equitable funding for CSPA implementation. Our goal is to ensure that all police services across the province can effectively meet evolving standards and expectations.

We remain committed to advocating for the interests of all our members and working collaboratively with our sector partners and the Province for better outcomes. Your feedback and concerns are invaluable, and we will continue to represent your interests in ongoing discussions with the Ministry.

Thank you for your dedication to providing exemplary police governance.

Should you have any questions or require further information, please do not hesitate to reach out.

[View the Letter](#)

# Zone 1A



PO Box 443, Temagami, ON P0H2H0 email: zone1a.coordinator@gmail.com

## Zone 1A Draft Meeting Minutes November 13, 2024 Marriott Hotel, Sudbury

Call to Order: Bill Hagborg, Zone 1A Chair called the meeting to order at 3:05 p.m.

Note Taker: Debbie Morrow

### Attendees:

Bill Hagborg - North Bay Police Service Board  
Marc Vaillancourt - North Bay OPP Detachment Board 2  
Douglas Gervais – LaCloche OPP Detachment Board  
Gisele Pageau – Nipissing West OPP Detachment Board 1  
Carlie Bigras – Nipissing West OPP Detachment Board 1  
Sue Perras – James Bay OPP Detachment Board  
Mike Bauman – James Bay OPP Detachment Board  
Pat Cliché – North Bay Police Services Board  
Kraymr Grenke – Timmins Police Services Board  
Al Sizer – Sudbury Police Services Board

### Guest Speakers:

Lisa Darling – Executive Director OAPSB  
Tom Gervais- Zone 1A Police Service Advisor

### Adoption of Agenda:

Due to time constraints Agenda items were delayed until next meeting.

### Lisa Darling, Executive Director of the OAPSB

- Executive Director of the OAPSB since 2022; first full time employee.
- Patrick Weaver is the Chair of the OAPSB Board of Directors (17 members on the board).
- 43 Section 31 Service Boards
- 47 OPP Detachment Boards
- 4 First Nation Boards
- OAPSB Strategic Plan is on Member Website and Public Website.
- Mandatory training for all board members handled by the Ontario Police College; there were technical difficulties and delays reported.
- Remuneration is recommended to be \$150 per board meeting.
- OPP Detachment Boards have had board insurance challenges, naming of the boards in a professional/ community representative manner, provincial appointees and lack of support for newly setup OPP Detachment Boards with multiple communities.
- OPP Detachment Boards require Terms of Reference, Police Record Checks for all board members, mandatory training, Oaths of Office and committees to support the Board community engagement prior to meeting.

Pat Cliché was to give a presentation on Provincial Impaired Driving Initiative due to time constraints it was postponed.

### Tom Gervais, Zone 1A Police Service Advisor with the Inspector General

- New OPP Detachment Boards had a leader in one of the communities; that leader has gone with their community's new OPP Board. This has led to some confusion with the organizing the new OPP Detachment Boards in other communities.
- Police Service Advisors deal with Police/OPP Boards not Municipalities.
- Recommended newly formed OPP Detachment Boards have 6 meetings per year.
- There should be 87 OPP Detachment Boards in Ontario; only 50% have formed their OPP Detachment Boards.

### Financial Report provided by Administrator:

Bank Balance as of November 12, 2024 \$1,573.73.  
No outstanding invoices; conference fee of \$150 paid by debit.  
Summary of bank acting for 2024 was sent to all board secretaries to be included with meeting package.

**New Business:**

- Zone 1A fees delayed until OAPSB guidelines are in place.

**Next Meeting Date: TBD**

**Adjournment: Bill Hagborg adjourned meeting at 4:55pm**



## Who is the OAPSB?

- The Association for Police Services Boards across Ontario.
  - The Face and Voice of Police Governance in Ontario”
- Our Membership:
  - Municipal Police Services Boards (Section 31) – 43
  - OPP Detachment Boards (current number 47)
  - First Nation Police Boards -4
  - Associate members – stakeholder/partner organizations and government agencies



44 municipal (all of them)

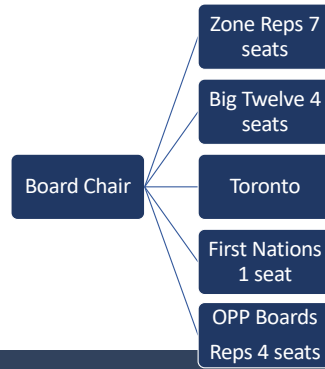
74 Section 10 Boards

4 indigenous – FN boards (out of the 9 current self administered police services )

## Board of Directors

- 17 Member Board
- Serving members in good standing from Police Services Boards across Ontario

Chair – Patrick Weaver – Zone 6



## OAPSB Staff

### Executive Director (2022)

- First time the OAPSB has hired a permanent Executive Director
- An important and necessary decision to strengthen the OAPSB's position and collaborative efforts to provide the necessary supports to police services boards through the transitional years to the CSPA and beyond.
- Aligns well with recognition of needed changes within policing and the importance of Police Governance to effect this change in Ontario and across Canada.



Staffing, image, accountability within the entire system



## Collaborating for Community Safety

- Many issues facing police services boards have a similar impact on other sector partners.
- Where alignment – working with OACP, PAO, OPPA, CAPG and AMO

### Collaboration in Advocacy

- Need to work together. Respect each other's positions and perspectives – but recognize our strength and abilities to make change together

### Collaboration in Expertise

- Utilize the resources within our membership and partnerships to more effectively support each other

### Collaboration in Education

- Members of OAPSB, PAO and OACP should know what is being shared with the other memberships on issues of mutual interest. (Alignment where possible)
- Clear expectations of each others roles, responsibilities and expectations



# Strategic Plan

2023-2025

**Our Vision:**

Be the Centre of Excellence for Police Governance in the Province of Ontario

**Our Mission:**

Equip every police services board, First Nation board and detachment board with the tools required to govern effectively. We will achieve this through advocacy, expertise and education.

**We Value:**

Leading with *integrity*, acting with *passion*, and collaborating with our *community* in the pursuit of *excellence* through *diversity* and *inclusion*.

**We are committed to:**

Being the voice of our members on issues impacting police governance and officer & public safety;

Developing a repository of best practices and providing expert advice on board responsibilities under the CSPSA;

Providing ongoing training and development for our members in collaboration with our stakeholders and partners.



Ontario  
Association of  
Police Services  
Boards

*“The Face and Voice of Police Governance in Ontario”*

**Our Vision** Be the centre of excellence for police governance in the Province of Ontario.

*We will lead a community of practice designed to capitalize on the passion, expertise, and diverse perspectives of its members to ensure effective governance at every member police board.*

**Our Mission** Equip every police service and detachment board with the knowledge to govern effectively. We will achieve this through advocacy, expertise, and education

Our Values Values define organizational culture and communicate what we stand for; they guide our actions and are the motivation for every decision we make.

We value...

**Integrity:** Develop trusted leadership through ethical decision making and practices aligned with the values and needs of our membership and their communities.

**Passion:** Inspire shared ownership through meaningful collaboration and engagement with our partners, membership and stakeholders.

**Community:** Create the opportunity for a structured sharing of best practices and knowledge through a community of practice.

Excellence through **Diversity and Inclusion:** Strive to create the environment for

better discussions, decisions and outcomes for police governance in Ontario by embracing diversity and inclusion and imbedding it in our organizational strategic pillars.



## CSPA Unique Challenges

### All Boards

- Mandatory training – delays and technical challenges
  - Translation, First Nation Board modules
  - Thematic training – month to complete modules (municipal boards)
- Remuneration
- Policy Development

### For OPP Detachment Boards

- Insurance challenges
- Naming convention of board
- Provincial appointments
- Lack of support for boards who were not previously members of OAPSB



## Mandatory Training and transition supports

- OAPSB supporting boards through facilitating communication with the OPC helpdesk for both the roles and responsibility training and the thematic training.
- Met with individual boards and board staff to support through the transition to the CSPA,OPP Detachment Boards and the creation of FN Board
- Provided documentation and drop-in sessions for boards and staff to get the latest updates and ask any questions they may have.



## Remuneration

- Provincial appointment only
- \$150.00 per diem for Municipal Boards
- No amount for OPP Detachment Boards, just language that they must be remunerated.

Language in legislation is vague

Policy on remuneration important

- What applies, what constitutes a daily per diem; what other remuneration applies (conferences – different rate?)
- All members remunerated the same? (Community and Provincial Appts)



## Municipal Boards & First Nation Boards

- Updating existing policies and creation of new policies
- A list on website outlining existing and new policies
- Some have hired consultants to support
- Boards have their policies posted on their websites
- Discussions with OACP to get support from their Policy Committee to provide a list of service policies/procedures that can be used to create the overarching policy requirements for boards



## OPP Detachment Boards

### Insurance:

No longer covered under the municipal insurance due to Detachment boards no longer meeting the definition of a “local board” in the Municipal Act.

Worked this summer to come up with options

- Individual board options available on our website and through broker
- OAPSB group insurance, reduced fees – but must be a member to participate \$3,888 (inclusive of tax)



. Do Boards need to incorporate for any of the insurance options? NO

By virtue of the Municipal Act and the legislation passed by the Province, municipalities do not have to incorporate either; they are incorporated by the Act and the Municipal Order creating the municipality

**Sect 49 (1) A police service board may contract, sue and be sued in its own name.**

**Section 67 (6) makes Section 49 applicable to Detachment Boards.**

## Application of other provisions

(6) The following provisions apply to O.P.P. detachment boards, with necessary modifications, as if they were police service boards:

1. Section 33 (Appointment).
2. Subsections 35 (1) to (5) (Oath, training and conduct).
3. Section 36 (Election of chair).
4. Section 42 (Delegation).
5. Section 43 (Meetings).
6. Section 44 (When meetings may be closed to public).
7. Section 45 (Evidence of by-laws).
8. Section 46 (Rules and procedures).
9. Section 48 (Protection from personal liability).

2. Getting approval to move forward

Some Boards are comfortable with the administrator making this decision.

Some Boards will want to schedule a special meeting.

For that special meeting, Boards may need to take their oaths and be sworn in

Have the discussion and decide on direction

Then adjourn until insurance is enacted and the Board can determine

next meeting and subsequent schedule

3. Is this a Reciprocal Policy?

No

A reciprocal insurance policy is a type of insurance arrangement where a group of individuals, organizations, or businesses collectively self-insure and share the financial risks.

A reciprocal insurance exchange is owned and governed by its policyholders who are also insured, while a mutual insurance exchange is owned by policyholders who are not necessarily insured.

## OPP Detachment Boards

### Naming Convention:

- When boards were asked to provide the makeup of their board(s), they were not asked to provide a name
- Legislation was written based on submissions
- Not professional
- Not representative of the communities the board is accountable to.
- Worked with Ministry to permit boards to use an “operating name”

## Naming Convention for OPP Detachment Boards

- OPP has a logo developed to support the name of the Detachment and the name of the board.
- Clarity of both the Detachment servicing your communities by having a name that represents your catchment area
- For multiple boards – clarity on which board services your communities (not Detachment Board 1)
- **Recommending:** Include the name and the description in a local bylaw that includes how your board is defined in OReg 135/24 including the catchment area and what name you will be known as locally
- Communication on website and app. with greater details.

## Provincial Appointments

- 40% completed
- Still areas – specifically in the North where there are not enough applicants to fill the positions.
- Requesting that you support/encourage community members to apply.
- Recognized this challenge – one of the factors in dropping the Provincial requirement from 40 to 20 percent.

## Detachment Board – Brand new

- Several communities – previous 5.1
- Not connected to anyone for communications
- OAPSB
  - LinkedIn
  - Communication through OPP
  - Public side of Website
  - Education and drop-in sessions that member and non-member boards and staff could attend for updates and ask questions.
- Still a gap. As we move forward, we will assess the need to continue drop-in sessions.



## Detachment Board – What to do first

- Term of Reference
- Police Record Checks,
- Mandatory Training
- Oaths of office
- Think about what kind of committees you might need to support your board and community engagement
- Budget
- Policies



Training on budget for both Municipal and Detachment Boards on website



What policies/ By-Laws should an O.P.P. Detachment Board have?

- **Terms of Reference**
- Naming Convention(if applicable)
- Finance Policy- related to estimates and how estimates are created, expense policy
- Local action plan
- Community, Media relations- communication
- Accessibility
- Donations/ Sponsorship
- Equity and Inclusion



Many of these are not right away policies but they should at some point be on a list.

- Hiring of Detachment Commander
- Detachment Commander performance monitoring
- Records management
- Complaints process (Complaints against Board members)- Inspectorate of Policing
- Freedom of Information
- Information sharing policy- Municipalities, First Nations, community partners
- Community Safety and well being- (Board's involvement in the process)
- Legal indemnification



## The History of the OAPSB

- The OAPSB received base funding from the Ontario government. This was stopped approximately 15 years ago.
- Records retention schedule has resulted in very few records explaining the rationale for the fee structure.
- Fee structure has been set up to support events, but with minimal ongoing support from the OAPSB.
- Resource limitations have impacted the ability of the OAPSB to maintain a strong voice at the table with our sector partner associations.
- Police Association of Ontario
- Ontario Association of Chiefs of Police



It is simply an issue of capacity.

## Three Pillar Associations in Policing Sector

### **Employer OAPSB**

**Founded in 1990?**  
Our membership includes police services boards and their members, police and law enforcement officials, and other persons involved in policing and public safety.  
1 full-time staff member

### **Leadership OACP**

**Founded in 1951**  
membership is 1200+ members open to senior ranking police officers or civilian equivalent, Staff Sergeants or equivalent civilian positions, as well as Corporate members working in law enforcement.  
5, soon to be 6 full time staff members

### **Membership PAO**

**Founded in 1933**  
is the official provincial representative body for over 28,000 sworn and civilian police personnel from 45 police associations across Ontario.  
  
Fulltime president and 5 full-time staff members



We are immature in our existence compared to our two partner associations – and we are the smallest

The PAO has been in existence for 90 years, the OACP over 70 years and the earliest documents we could find on the OAPSB was in 1990.

These organization probably did not start out a whole lot different than us with a limited mandate and limited resources. But as the needs of their membership grew so did their mandate and the required resources.

One example of this is the PAO in approx. 2015. The PAO recognized that to build the image and strength of its organization it needed to restructure it's resources

I think everyone would agree that both the PAO and the OACP have strong voices in policing in the province of Ontario. Everyone looks to the OACP and the PAO for their position on issue impacting our communities and our services. This did not happen overnight. Building trust and a reputation across the sector and beyond takes time and a plan and the resources to carry out that plan.

In past years, and still today, there is an imbalance between the OACP, PAO and the Oapsb although I believe that the voice of the OAPSB on behalf of boards is becoming stronger towards that of our counterparts. We are not there yet but I do believe that

although we will never have the membership volume of the PAO, we absolutely can build a reputation and the capacity to stand with them an equal voice, with you I put the picture of the three-legged stool as I know this is an analogy used for sustainability in other sectors. For stability of the stool you need three equally strong pillars (legs) working together (connected). That is what our goal is for your association.

I said before you need time a plan and resources.

We have a plan and currently we have been about to build up our resources temporarily to provide additional supports to membership boards .

I am a believer in the build it and they will come philosophy. The goal is to be the conduit for all boards to share information and the resource for all boards

**Recognizing the need for change within the OAPSB:**

- The past several years –Recognition of inconsistencies in knowledge due to a lack of coordination, cooperation and supports for police governance across the province.
- Not effectively supporting our membership
- The fee structure did not permit the implementation of a consistent and collaborative approach to police governance.  
*Difficult to commit without the long-term funding or revenue to support.*
- Daily business of the OAPSB should be covered by membership fees.
  - Current Fee structure will leave the OAPSB at a deficit as the organization remodels to a “working association” for its members.



## Recommended -Two separate fee structures

Fee structure for Municipal Police Service Boards and First Nations Boards will continue to be based on force size

OPP Boards status quo in 2024 and start new membership fee process based on per-property cost in January of 2025 (alignment with OPP billing)  
Gives time to develop board structures and budgets provides easy way for boards to determine fees year to year  
Gives us enough time to have proper engagement and communication with all Detachment Boards prior to submitting budget for 2025.





## Municipal and First Nations Boards

Force Size	2025 Membership Dues
1- 50 uniform members	\$3000.00
51-100	\$4500.00
100-200	\$6500.00
200-300	8500.00
Over 300	\$10,500.00
Toronto	\$15,000.00



Number of boards at each level –  
and above (27 to 54 % increase)

1-50

0 paying \$759.00 (9 boards paying 1295

7 paying 1295.82

3 paying 1579.30

51-100 – 6 21% increase

100-200 -7 24% increase

200-300 -5 25% increase

300 -14 58% increase

Toronto 89% increase

## OPP Detachment Boards

Property Count based on OPP billing  
property count

2025 Membership Dues (.21 per  
property)

Majority of Detachment Board municipalities will see lower costs

Note: There are a handful of boards whose costs will increase (county wide boards and group contracts) –

Phasing in for boards who require it will be considered on a case-by-case basis.



Number of boards at each level –  
and above (27 to 54 % increase)

1-50

0 paying \$759.00 (9 boards paying 1295

7 paying 1295.82

3 paying 1579.30

51-100 – 6 21% increase

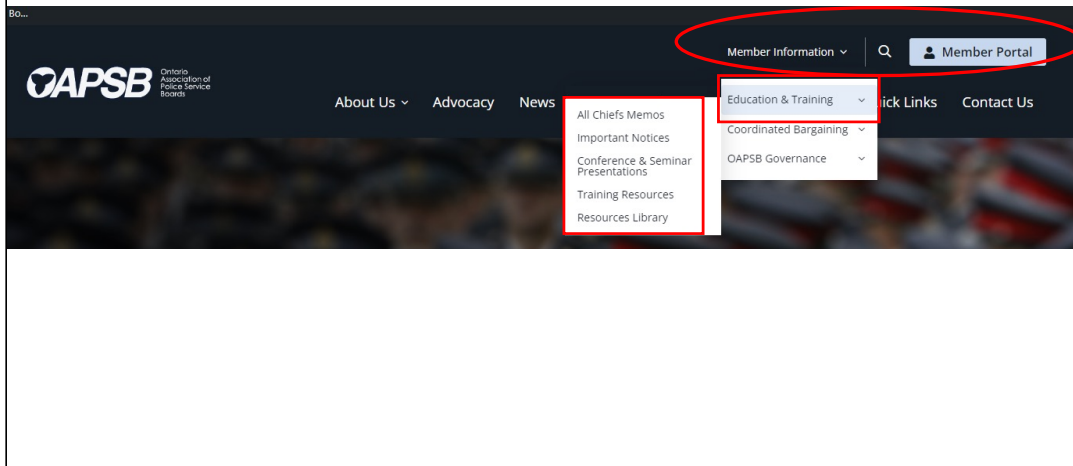
100-200 -7 24% increase

200-300 -5 25% increase

300 -14 58% increase

Toronto 89% increase

## Where to find training and discussion materials



Contact OAPSB  
[OAPSB@oapsb.ca](mailto:OAPSB@oapsb.ca)  
[training@oapsb.ca](mailto:training@oapsb.ca)

Learn more at  
**OAPSB.ca**

Connect with us on our new APP!  
*Available for Apple & Android*



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SUPERIOR EAST OPP DETACHMENT BOARD  
DETACHMENT COMMANDER'S REPORT  
OCTOBER-DECEMBER 2024

February 11, 2025

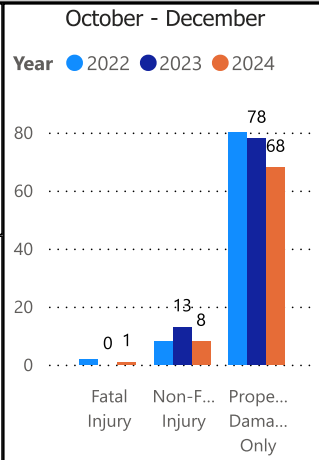


**OPP Detachment Board Report  
Collision Reporting System  
October - December 2024**

**Motor Vehicle Collisions by Type**

October - December						
Year	2022		2023		2024	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	2	--	0	-100.0%	1	--
Non-Fatal Injury	8	--	13	62.5%	8	-38.5%
Property Damage Only	80	--	78	-2.5%	68	-12.8%
<b>Total</b>	<b>90</b>	<b>--</b>	<b>91</b>	<b>1.1%</b>	<b>77</b>	<b>-15.4%</b>

YTD						
Year	2022		2023		2024	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	4	--	0	-100.0%	3	--
Non-Fatal Injury	33	--	38	15.2%	48	26.3%
Property Damage Only	288	--	281	-2.4%	242	-13.9%
<b>Total</b>	<b>325</b>	<b>--</b>	<b>319</b>	<b>-1.8%</b>	<b>293</b>	<b>-8.2%</b>



Data source (Collision Reporting System) date:  
03-Feb-2025

Detachment: 40 - SUPERIOR EAST (Wawa)

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

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**OPP Detachment Board Report  
Collision Reporting System  
October - December 2024**

**Fatalities in Detachment Area - Incidents**

October - December									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	2	--	0	0	--	0	0	--
2023	0	0	-100.0%	0	0	--	0	0	--
2024	0	0	--	0	0	--	1	1	--

YTD									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	4	--	0	0	--	0	0	--
2023	0	0	-100.0%	0	0	--	0	0	--
2024	0	2	--	0	0	--	1	1	--

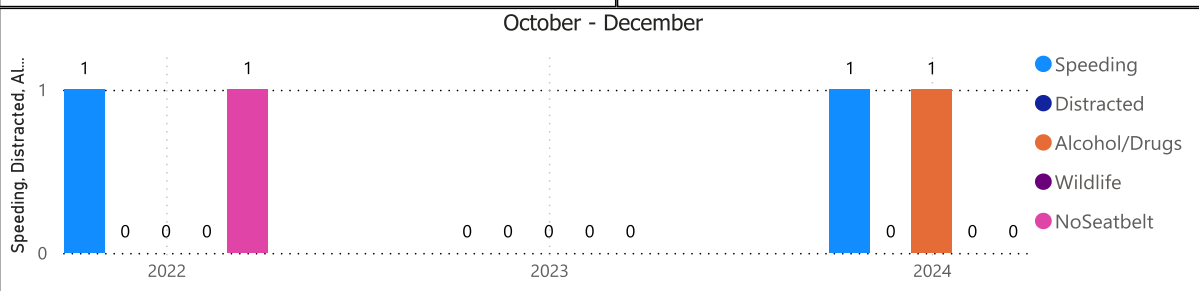
**Fatalities in Detachment Area - Persons Killed**

October - December						
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	2	--	0	--	0	--
2023	0	-100.0%	0	--	0	--
2024	0	--	0	--	1	--

YTD						
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	4	--	0	--	0	--
2023	0	-100.0%	0	--	0	--
2024	2	--	0	--	1	--

**Primary Causal Factors in Fatal Motor Vehicle Collisions**

	October - December			YTD		
	2022	2023	2024	2022	2023	2024
Speeding	1	0	1	3	0	2
Speeding % Change	--	-100.0%	--	--	-100.0%	--
Distracted	0	0	0	1	0	0
Distracted % Change	--	--	--	--	-100.0%	--
Alcohol/Drugs	0	0	1	0	0	1
Alcohol/Drugs % Change	--	--	--	--	--	--
Wildlife	0	0	0	0	0	0
Wildlife % Change	--	--	--	--	--	--
NoSeatbelt	1	0	0	1	0	0
NoSeatbelt YoY%	--	-100.0%	--	--	-100.0%	--



Data source (Collision Reporting System) date:  
03-Feb-2025

Detachment: 40 - SUPERIOR EAST (Wawa)

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

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**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Criminal Code and Provincial Statute Charges Laid**

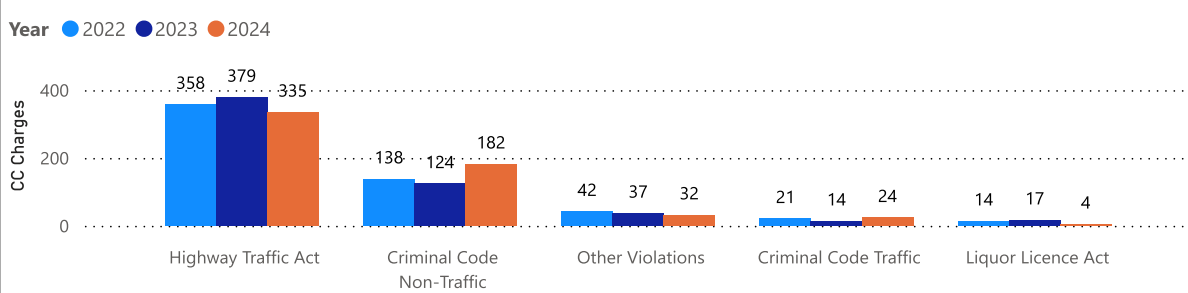
October - December

Year	2022		2023		2024	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	138	--	124	-10.1%	182	46.8%
Criminal Code Traffic	21	--	14	-33.3%	24	71.4%
Highway Traffic Act	358	--	379	5.9%	335	-11.6%
Liquor Licence Act	14	--	17	21.4%	4	-76.5%
Other Violations	42	--	37	-11.9%	32	-13.5%
<b>Total</b>	<b>573</b>	<b>--</b>	<b>571</b>	<b>-0.3%</b>	<b>577</b>	<b>1.1%</b>

YTD

Year	2022		2023		2024	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	699	--	698	-0.1%	701	0.4%
Criminal Code Traffic	66	--	60	-9.1%	63	5.0%
Highway Traffic Act	1,144	--	1,837	60.6%	1,834	-0.2%
Liquor Licence Act	43	--	30	-30.2%	13	-56.7%
Other Violations	167	--	214	28.1%	169	-21.0%
<b>Total</b>	<b>2,119</b>	<b>--</b>	<b>2,839</b>	<b>34.0%</b>	<b>2,780</b>	<b>-2.1%</b>

October - December



**Traffic Related Charges**

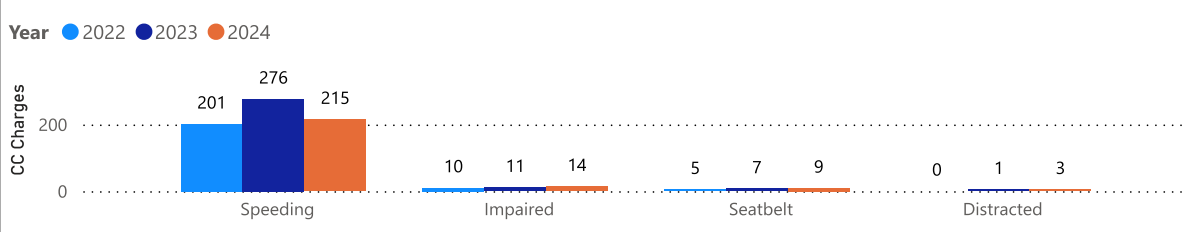
October - December

Year	2022		2023		2024	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	201	--	276	37.3%	215	-22.1%
Seatbelt	5	--	7	40.0%	9	28.6%
Impaired	10	--	11	10.0%	14	27.3%
Distracted	0	--	1	--	3	200.0%

YTD

Year	2022		2023		2024	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	729	--	1,421	94.9%	1,407	-1.0%
Seatbelt	31	--	24	-22.6%	44	83.3%
Impaired	35	--	38	8.6%	49	28.9%
Distracted	1	--	2	100.0%	3	50.0%

October - December



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
3-Feb-25

Report Generated on:  
06-Feb-2025 1:11:39 PM





**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**eTicketing Warnings**

October - December

Year	2023		2024	
Type	Total	% Change	Total	% Change
Warning	322	-25.6%	265	-17.7%

YTD

Year	2023		2024	
Type	Total	% Change	Total	% Change
Warning	2,218	148.9%	1,628	-26.6%

October - December



*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: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
3-Feb-25

Report Generated on:  
06-Feb-2025 1:15:31 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Violent Crime**

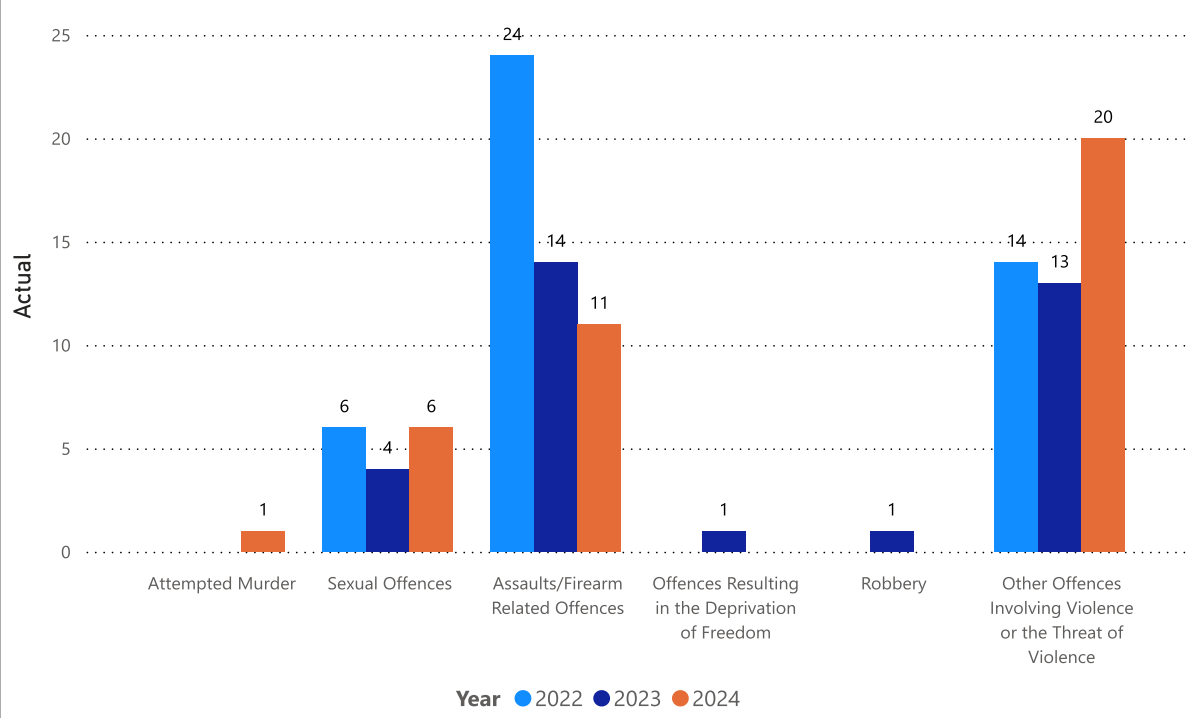
October-December

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
ViolationsGrp						
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	1	--
Sexual Offences	6	--	4	-33.3%	6	50.0%
Assaults/Firearm Related Offences	24	--	14	-41.7%	11	-21.4%
Offences Resulting in the Deprivation of Freedom	0	--	1	--	0	-100.0%
Robbery	0	--	1	--	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	14	--	13	-7.1%	20	53.8%
Offences in Relation to Sexual Services	0	--	0	--	0	--
<b>Total</b>	<b>44</b>	<b>--</b>	<b>33</b>	<b>-25.0%</b>	<b>38</b>	<b>15.2%</b>

YTD

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
ViolationsGrp						
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	1	--
Sexual Offences	19	--	23	21.1%	22	-4.3%
Assaults/Firearm Related Offences	89	--	85	-4.5%	54	-36.5%
Offences Resulting in the Deprivation of Freedom	4	--	3	-25.0%	1	-66.7%
Robbery	0	--	2	--	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	50	--	71	42.0%	59	-16.9%
Offences in Relation to Sexual Services	0	--	0	--	0	--
<b>Total</b>	<b>162</b>	<b>--</b>	<b>184</b>	<b>13.6%</b>	<b>137</b>	<b>-25.5%</b>

October - December



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

Report Generated on:  
06-Feb-2025 1:11:39 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Property Crime**

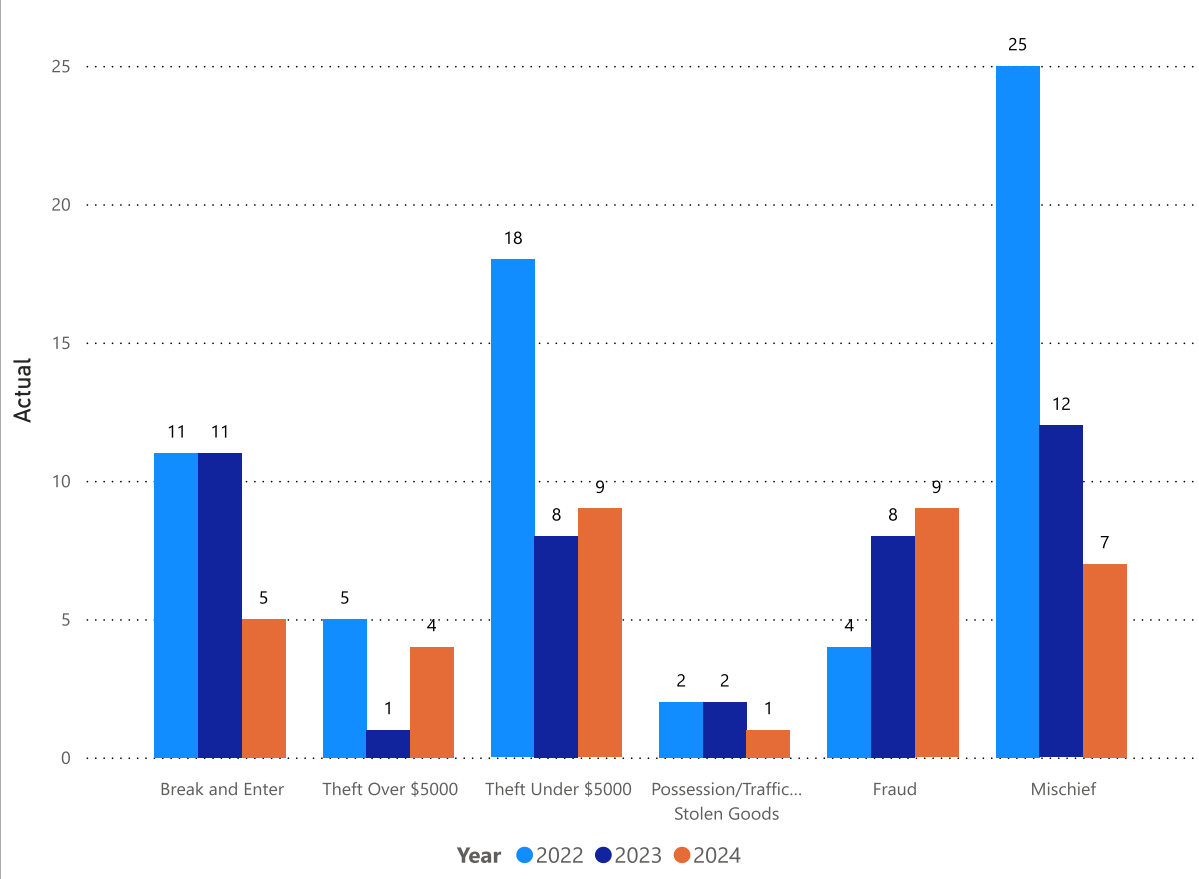
October - December

Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	--	0	--	0	--
Break and Enter	11	--	11	0.0%	5	-54.5%
Theft Over \$5000	5	--	1	-80.0%	4	300.0%
Theft Under \$5000	18	--	8	-55.6%	9	12.5%
Possession/Trafficking Stolen Goods	2	--	2	0.0%	1	-50.0%
Fraud	4	--	8	100.0%	9	12.5%
Mischief	25	--	12	-52.0%	7	-41.7%
<b>Total</b>	<b>65</b>	<b>--</b>	<b>42</b>	<b>-35.4%</b>	<b>35</b>	<b>-16.7%</b>

YTD

Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	1	--	2	100.0%	0	-100.0%
Break and Enter	71	--	44	-38.0%	27	-38.6%
Theft Over \$5000	20	--	20	0.0%	17	-15.0%
Theft Under \$5000	92	--	87	-5.4%	54	-37.9%
Possession/Trafficking Stolen Goods	3	--	9	200.0%	6	-33.3%
Fraud	38	--	43	13.2%	43	0.0%
Mischief	91	--	69	-24.2%	39	-43.5%
<b>Total</b>	<b>316</b>	<b>--</b>	<b>274</b>	<b>-13.3%</b>	<b>186</b>	<b>-32.1%</b>

October - December



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

Report Generated on:  
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**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Drug Crime**

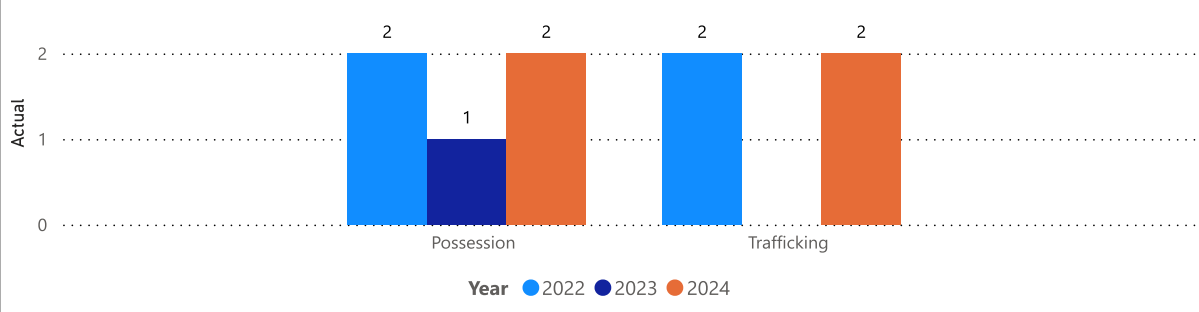
**October - December**

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
Possession	2	--	1	-50.0%	2	100.0%
Trafficking	2	--	0	-100.0%	2	--
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>4</b>	<b>--</b>	<b>1</b>	<b>-75.0%</b>	<b>4</b>	<b>300.0%</b>

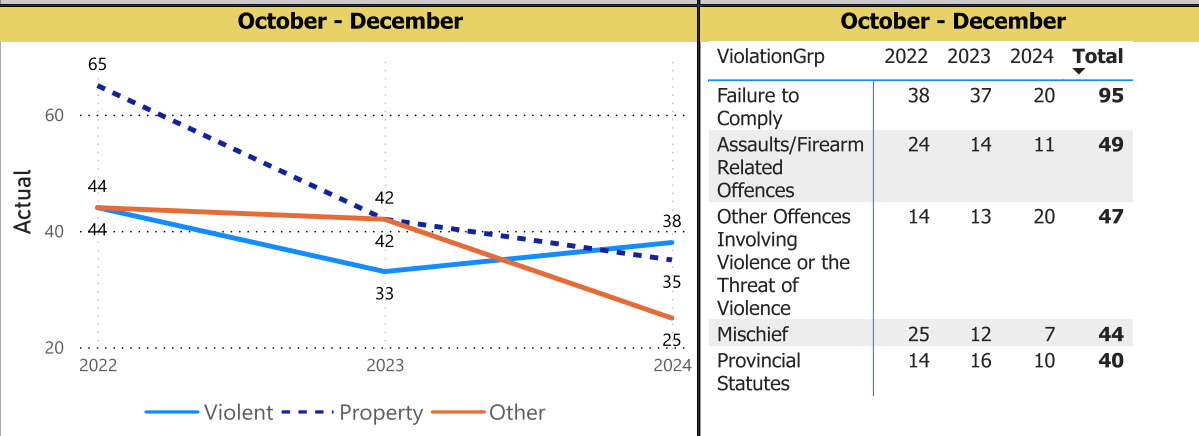
**YTD**

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
Possession	9	--	4	-55.6%	6	50.0%
Trafficking	7	--	4	-42.9%	7	75.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>16</b>	<b>--</b>	<b>8</b>	<b>-50.0%</b>	<b>13</b>	<b>62.5%</b>

**October - December**



**Top 3 Violation Types** | **Top 5 Violation Groups**



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

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**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Other Crime Occurrences**

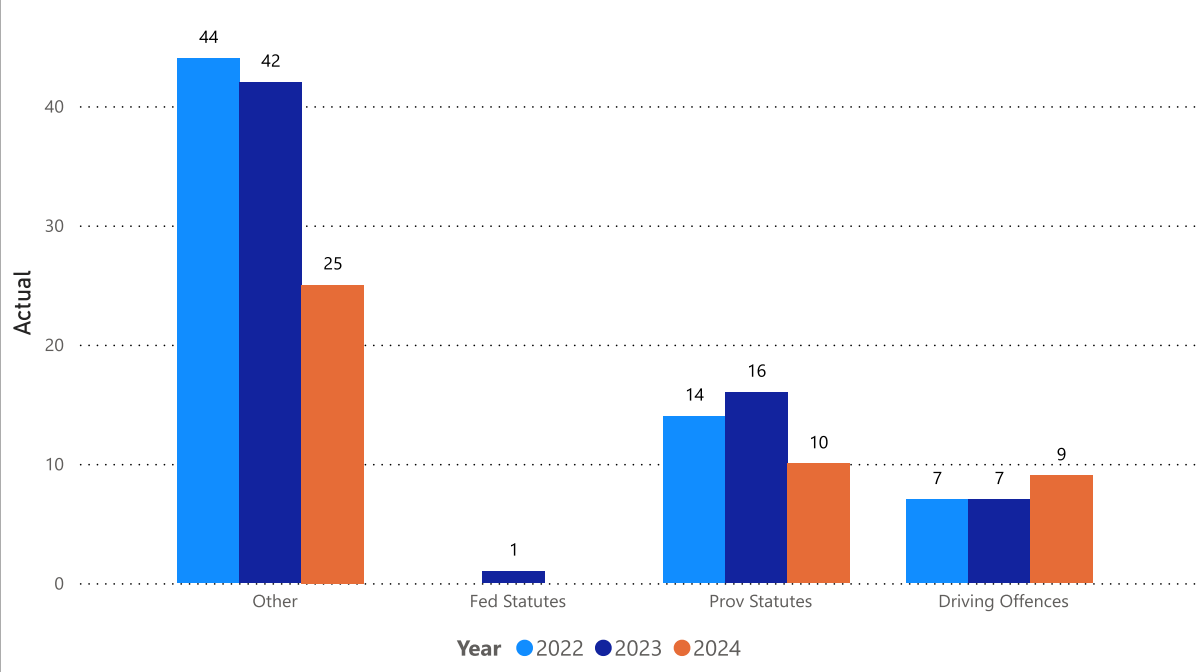
October - December

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
Other	44	--	42	-4.5%	25	-40.5%
Fed Statutes	0	--	1	--	0	-100.0%
Prov Statutes	14	--	16	14.3%	10	-37.5%
Driving Offences	7	--	7	0.0%	9	28.6%
<b>Total</b>	<b>65</b>	<b>--</b>	<b>66</b>	<b>1.5%</b>	<b>44</b>	<b>-33.3%</b>

YTD

Year	2022		2023		2024	
	Actual	% Change	Actual	% Change	Actual	% Change
Other	177	--	180	1.7%	166	-7.8%
Fed Statutes	0	--	3	--	5	66.7%
Prov Statutes	69	--	57	-17.4%	36	-36.8%
Driving Offences	31	--	24	-22.6%	29	20.8%
<b>Total</b>	<b>277</b>	<b>--</b>	<b>264</b>	<b>-4.7%</b>	<b>236</b>	<b>-10.6%</b>

October - December



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

Report Generated on:  
06-Feb-2025 1:11:39 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Clearance Rate**

October - December

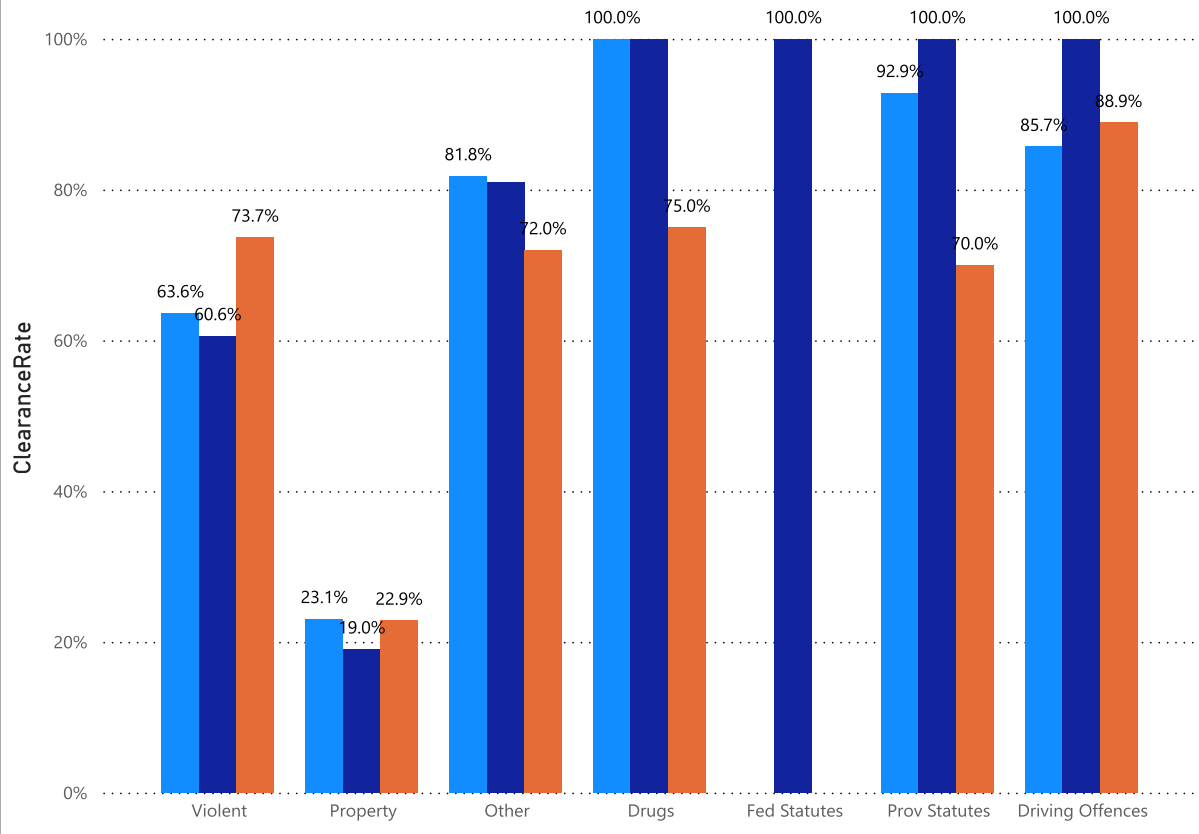
Year	2022		2023		2024	
	%	% Change	%	% Change	%	% Change
Violent	63.6%	--	60.6%	-4.8%	73.7%	21.6%
Property	23.1%	--	19.0%	-17.5%	22.9%	20.0%
Other	81.8%	--	81.0%	-1.1%	72.0%	-11.1%
Drugs	100.0%	--	100.0%	0.0%	75.0%	-25.0%
Fed Statutes			100.0%	--		-100.0%
Prov Statutes	92.9%	--	100.0%	7.7%	70.0%	-30.0%
Driving Offences	85.7%	--	100.0%	16.7%	88.9%	-11.1%

YTD

Year	2022		2023		2024	
	%	% Change	%	% Change	%	% Change
Violent	73.5%	--	79.9%	8.8%	81.0%	1.4%
Property	21.5%	--	28.8%	34.0%	27.4%	-4.9%
Other	88.7%	--	87.2%	-1.7%	83.1%	-4.7%
Drugs	93.8%	--	87.5%	-6.7%	76.9%	-12.1%
Fed Statutes			100.0%	--	80.0%	-20.0%
Prov Statutes	88.4%	--	93.0%	5.2%	86.1%	-7.4%
Driving Offences	90.3%	--	83.3%	-7.7%	93.1%	11.7%

October - December

Year ● 2022 ● 2023 ● 2024



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

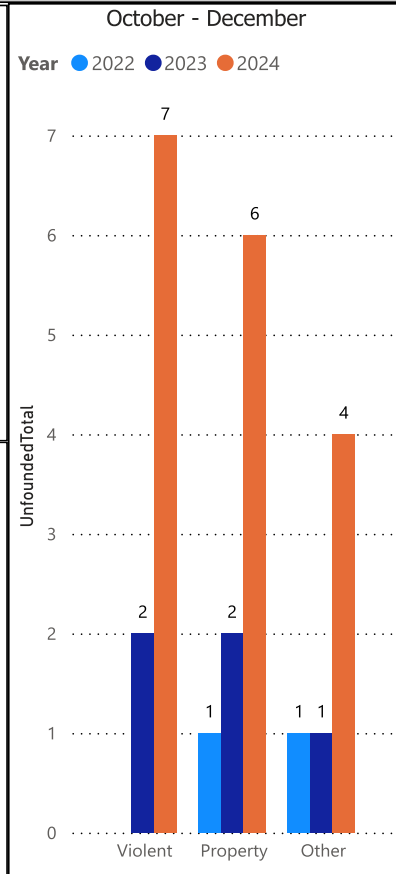
Report Generated on:  
06-Feb-2025 1:11:39 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Unfounded**

October - December						
Year	2022		2023		2024	
Violation_rollup	Count	% Change	Count	% Change	Count	% Change
Violent	0	--	2	--	7	250.0%
Property	1	--	2	100.0%	6	200.0%
Other	1	--	1	0.0%	4	300.0%
Drugs	0	--	0	--	0	--
Fed Statutes	0	--	0	--	0	--
Prov Statutes	0	--	0	--	0	--
Driving Offences	0	--	0	--	0	--
<b>Total</b>	<b>2</b>	<b>--</b>	<b>5</b>	<b>150.0%</b>	<b>17</b>	<b>240.0%</b>



YTD						
Year	2022		2023		2024	
Violation_rollup	Count	% Change	Count	% Change	Count	% Change
Violent	20	--	13	-35.0%	12	-7.7%
Property	28	--	23	-17.9%	21	-8.7%
Other	5	--	10	100.0%	19	90.0%
Drugs	0	--	0	--	1	--
Fed Statutes	0	--	0	--	0	--
Prov Statutes	3	--	0	-100.0%	1	--
Driving Offences	0	--	0	--	0	--
<b>Total</b>	<b>56</b>	<b>--</b>	<b>46</b>	<b>-17.9%</b>	<b>54</b>	<b>17.4%</b>

**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

Report Generated on:  
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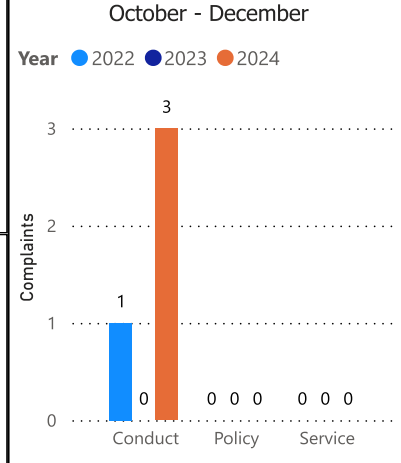
### OPP Detachment Board Report Records Management System October - December 2024

#### Public Complaints (Detachment Level Only)

October - December						
Year	2022		2023		2024	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	1	--	0	-100.0%	3	--
Policy	0	--	0	--	0	--
Service	0	--	0	--	0	--
<b>Total</b>	<b>1</b>	<b>--</b>	<b>0</b>	<b>-100.0%</b>	<b>3</b>	<b>--</b>

YTD						
Year	2022		2023		2024	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	2	--	5	150.0%	6	20.0%
Policy	0	--	1	--	0	-100.0%
Service	0	--	0	--	0	--
<b>Total</b>	<b>2</b>	<b>--</b>	<b>6</b>	<b>200.0%</b>	<b>6</b>	<b>0.0%</b>



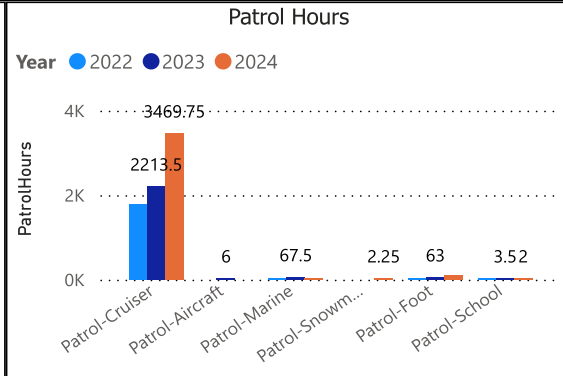
Data source: RMS Data Feed  
Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:  
03-Feb-2025

#### Daily Activity Reporting

#### Daily Activity Reporting Patrol Hours

October - December			
ODCdescr	2022	2023	2024
Patrol-Cruiser	1,781.50	2,213.50	3,469.75
Patrol-Aircraft	0.00	6.00	0.00
Patrol-Motorcycle	0.00	0.00	0.00
Patrol-Marine	9.00	67.50	27.00
Patrol-ATV	0.00	0.00	0.00
Patrol-Snowmobile	0.00	0.00	2.25
Patrol-Bicycle	0.00	0.00	0.00
Patrol-Foot	47.25	63.00	101.00
Patrol-School	9.00	3.50	2.00
<b>Total</b>	<b>1,846.75</b>	<b>2,353.50</b>	<b>3,602.00</b>



Data source (Daily Activity Reporting System) date:  
03-Feb-2025

#### Detachment: 40 - SUPERIOR EAST (Wawa)

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

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Report Generated on:  
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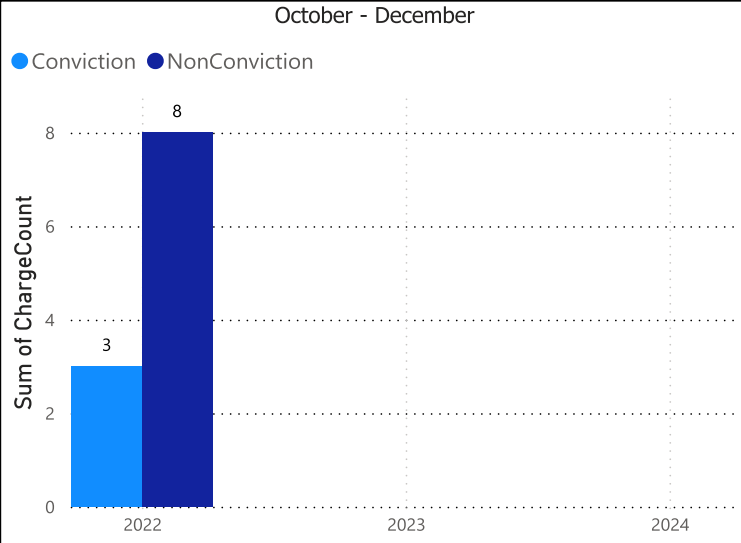




**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Youth Charges by Disposition Type**

October - December			
Disposition_Type	2022	2023	2024
Bail	0	0	0
Conviction	3	0	0
Diversion	0	0	0
NonConviction	8	0	0
NotAccepted	0	0	0
POATicket	0	0	0
<b>Total</b>	<b>11</b>	<b>0</b>	<b>0</b>



YTD			
Disposition_Type	2022	2023	2024
Bail	0	0	0
Conviction	15	5	2
Diversion	6	0	3
NonConviction	30	37	20
NotAccepted	0	0	0
POATicket	0	10	14
<b>Total</b>	<b>51</b>	<b>52</b>	<b>39</b>

**Youth Charges by Disposition and Occurrence Type**

October - December		
Year	2024	Total
OccType		
<b>Total</b>		<b>0</b>

YTD							
Year	2024						Total
	OccType	Bail	Conviction	Diversion	NonConviction	NotAccepted	
	Animal complaint		1				<b>1</b>
	Assault	0	1	0	4	0	<b>5</b>
	Bail violations		0	0	3	0	<b>3</b>
	Breach of probation	0	0	0	1	0	<b>1</b>
	eTicket - Vehicle		0	0	0	14	<b>14</b>
	Theft		0	2	2	0	<b>4</b>
	Threats		0	1	0		<b>1</b>
	Warrants		0		1		<b>1</b>
	Weapons		0	0	9	0	<b>9</b>
	<b>Total</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>20</b>	<b>0</b>	<b>39</b>

The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

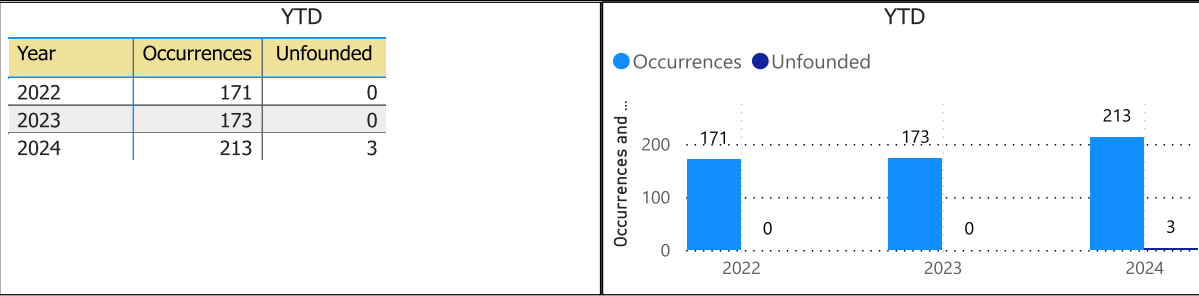
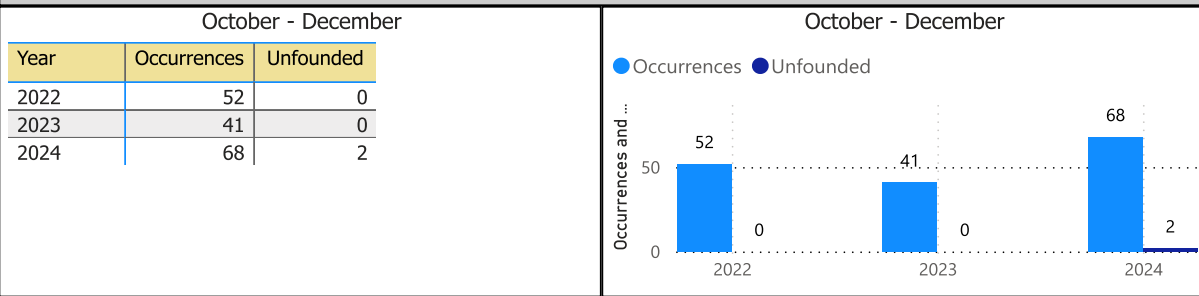
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**OPP Detachment Board Report  
Records Management System  
October - December 2024**

**Mental Health Act Occurrences**



**Mental Health Act Occurrences by Occurrence Type**

October - December		
Year	2024	
OccurrenceType	Occurrences	Unfounded
Ambulance Assistance	1	0
Attempt or threat of suicide	10	0
Cyber Enabled Crime - Cyberbullying/Harassment/Stalking	1	0
Domestic dispute	1	1
Harassment	1	0
Mental health act	48	0
Person Well-Being Check	1	0
Phone calls	1	1
Unlawfully at large	3	0
Weapons	1	0
<b>Total</b>	<b>68</b>	<b>2</b>

**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

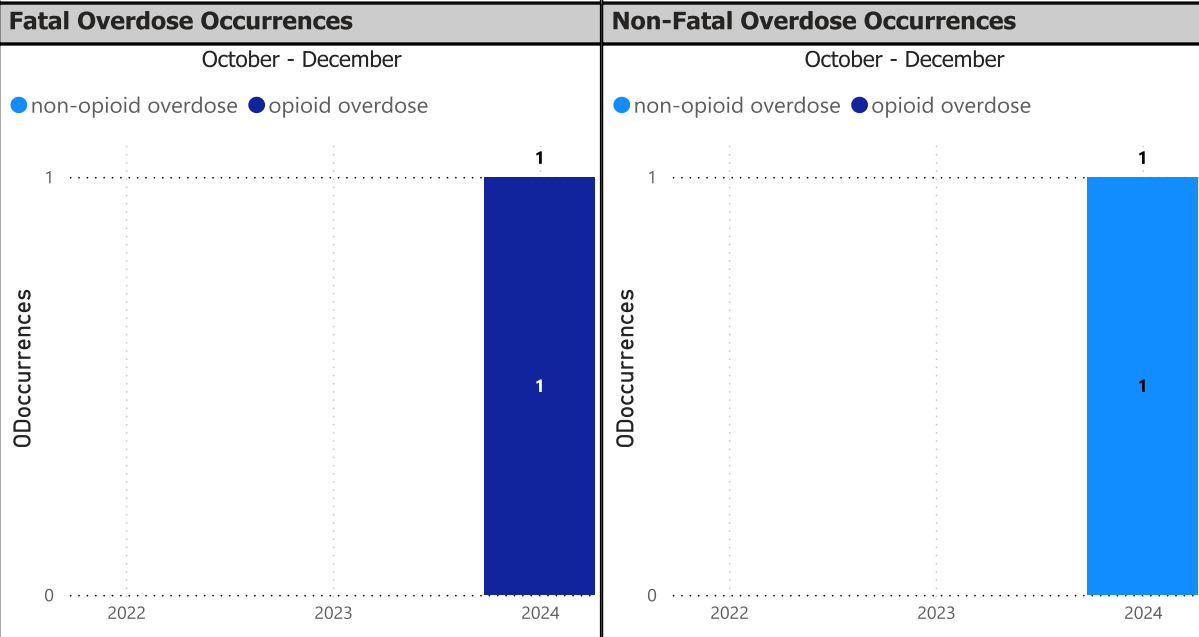
Data source date:  
03-Feb-2025

Report Generated on:  
06-Feb-2025 1:11:39 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2024**

October - December				YTD			
Fatal	2022	2023	2024	Fatal	2022	2023	2024
<input type="checkbox"/> <b>Fatal</b>	<b>0</b>	<b>0</b>	<b>1</b>	<input type="checkbox"/> <b>Fatal</b>	<b>0</b>	<b>2</b>	<b>2</b>
non-opioid overdose	0	0	0	non-opioid overdose	0	0	1
opioid overdose	0	0	1	opioid overdose	0	2	1
<input type="checkbox"/> <b>non-Fatal</b>	<b>0</b>	<b>0</b>	<b>1</b>	<input type="checkbox"/> <b>non-Fatal</b>	<b>0</b>	<b>3</b>	<b>2</b>
non-opioid overdose	0	0	1	non-opioid overdose	0	1	1
opioid overdose	0	0	0	opioid overdose	0	2	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>Total</b>	<b>0</b>	<b>5</b>	<b>4</b>



**Detachment: 40 - SUPERIOR EAST (Wawa)**

Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL

Data source date:  
03-Feb-2025

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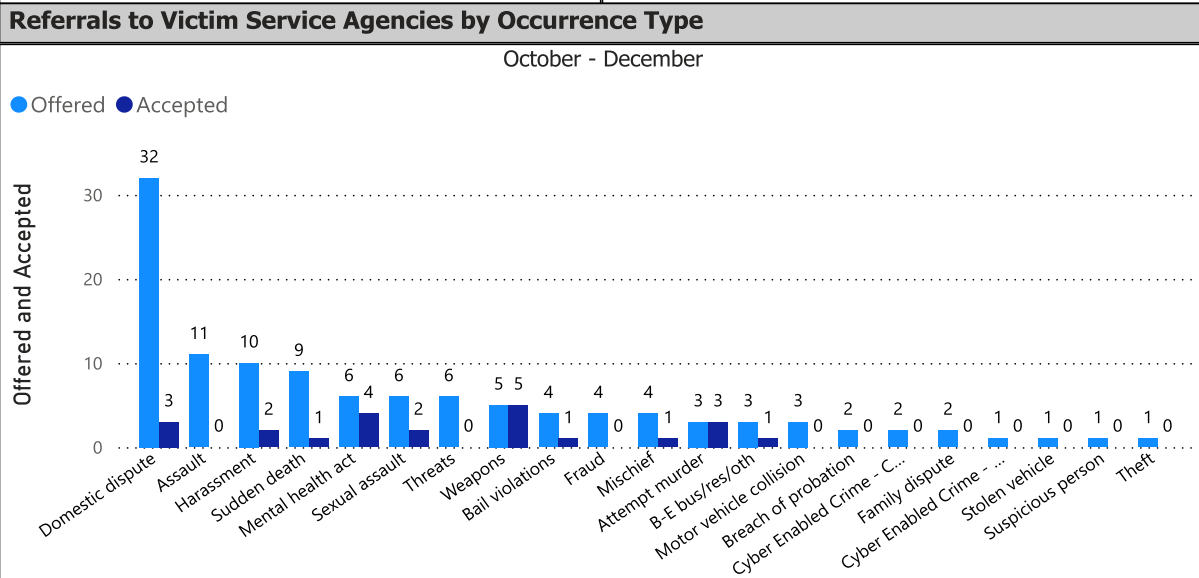
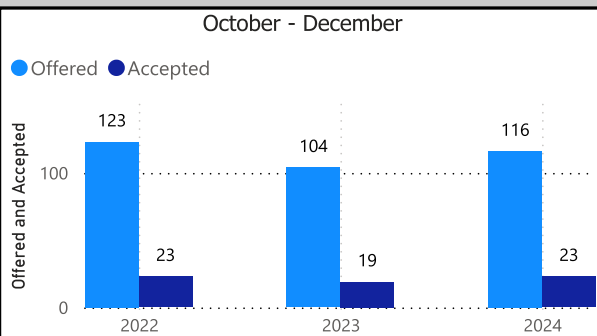


### OPP Detachment Board Report Records Management System October - December 2024

Referrals to Victim Service Agencies by Year			
October - December			
Year	Offered	Accepted	% Accepted
2022	123	23	18.7%
2023	104	19	18.1%
2024	116	23	19.7%

YTD			
Year	Offered	Accepted	% Accepted
2022	501	89	17.5%
2023	465	95	20.4%
2024	496	83	16.5%



Referrals Accepted (%) by Age Group				Referrals Not Offered			
October - December				October - December			
PersonAgeRange	2022	2023	2024	ServicesNotOfferedReason	2022	2023	2024
	6.6%	6.6%			0	0	0
11 - 16	66.7%		50.0%		0	0	0
17 - 25	100.0%	100.0%	7.7%	Victim deceased or unable to respond	0	1	1
26 - 45	100.0%	83.3%	23.7%	Victim resides outside Ontario	0	0	0
46 - 65	100.0%	100.0%	26.9%				
6 - 10			0.0%				
Over 65	100.0%		0.0%				
Under 6			0.0%				

YTD			
PersonAgeRange	2022	2023	2024
	6.5%	7.3%	8.9%
11 - 16	85.7%	100.0%	3.7%
17 - 25	100.0%	100.0%	17.0%
26 - 45	100.0%	93.3%	20.4%
46 - 65	100.0%	100.0%	22.5%
6 - 10	100.0%		33.3%
Over 65	100.0%	100.0%	15.6%
Under 6	100.0%	100.0%	0.0%

YTD			
ServicesNotOfferedReason	2022	2023	2024
	0	0	0
	0	0	0
Victim deceased or unable to respond	9	1	7
Victim resides outside Ontario	0	0	0

Referrals Not Offered			
YTD			
ServicesNotOfferedReason	2022	2023	2024
	0	0	0
	0	0	0
Victim deceased or unable to respond	9	1	7
Victim resides outside Ontario	0	0	0

Referrals Not Offered			
October - December			
Total Persons	Not Offered	Offered	
123	0	123	
105	1	104	
117	1	116	

**Detachment: 40 - SUPERIOR EAST (Wawa)**  
 Location code(s): 4000 - SUPERIOR EAST (Wawa), 4010 - SUPERIOR EAST (Chapleau), 4020 - SUPERIOR EAST (Hornepayne), 4030 - SUPERIOR EAST (White River), 4040 - SUPERIOR EAST (Wawa Municipal), 4050 - SUPERIOR EAST (Foleyet), 4070 - BRUNSWICK HOUSE FN, 4071 - CHAPLEAU CREE FN, 4072 - CHAPLEAU OJIBWE FN, 4074 - MICHIPICOTEN FN

Area(s): ALL  
 Data source date: 03-Feb-2025  
 Report Generated on: 06-Feb-2025 1:11:39 PM

**OPP Detachment Board Report**  
Report Information Page

**Report Data Source Information:**

**Data Sources Utilized**

- Niche RMS – CTSB Data Feed
- Collision Reporting System (eCRS)
- POIB File Manager
- Daily Activity Reporting System

**Niche RMS**

RMS data presented in this report is dynamic in nature and any numbers may change over time as the OPP continue to investigate and solve crime.

The following report tabs acquire their data from the OPP Niche RMS – CTSB Data Feed

- Complaints (Public Complaints Section Only)
- Charges
- Warnings
- Violent Crime
- Property Crime
- Drug Crime
- Clearance Rate
- Unfounded
- Other Crime
- Youth Charges
- MHA – Mental Health Act
- Overdose
- Victim Services

**Collision Reporting System (eCRS)**

Traffic related data for Collisions and Fatalities are collected from the OPP eCRS application.

The following report tabs acquire their data from the OPP eCRS (Collision Reporting System)

- Collisions
- Fatalities

**DAR (Daily Activity Reporting)**

Patrol hours are collected from the OPP DAR application.

The following report tabs acquire their data from the OPP DAR (Daily Activity Reporting)

- Complaints (Patrol Hours Section Only)

## SUPERIOR EAST OPP BOARD TRAVEL POLICY TRAVEL AND EXPENSE REIMBURSEMENT

### 1. Policy Purpose

This Policy governs the reimbursement of travel, training and other business expenses incurred during O.P.P. Board approved events . It is the Board's policy to reimburse members and employees for necessary and reasonable expenses incurred when directly related to travel, training and events.

Directly related expenses are those directly related to a business meeting or travel/training approved by the Board through Resolution.

Reimbursement for any expenses that are not in compliance with this Policy requires approval by a Board Resolution.

### 2. Policy – General

#### 2.1 Reporting Responsibilities

The completion of an approved Travel Expense Form (Appendix “1”) must be completed and submitted to the Board Bookkeeper with required supporting documentation including original receipts for accommodations, fuel, and other approved incidentals within thirty (30) days following the individual's return from travel.

#### 2.2 Travel Advances

- a) Travel advance requests must be made at least two weeks prior to departure.
- b) The amount of advance will be calculated, based on the estimated expenses associated with each individual circumstance.
- c) Travel advances resulting in \$0.00 balances (advance equals actual costs), or amounts owed back must be reconciled. For amounts owed back payment (reimbursement) must be made within thirty (30) days from the date of return from travel.
- d) Any outstanding travel claim that is not submitted to within 30 days of the date of return from travel will not be allowed any further advances for travel until the outstanding advance has been settled.

#### 2.3 Loss of Wages – Board Members

Where regular employment wages are lost while Board Members attend an approved travel, training or event and written proof from the member is provided, lost wages may be claimed up to a maximum of \$250 per day. Reimbursement of lost wages will only apply to regular scheduled work hours of the individual.

#### 2.4 Reimbursable Expenses

##### 2.4.1 Registration Fees

- a) Registration fees for attendance at conferences, seminars, workshops or other meetings and training events will be reimbursed in full.

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*Travel and Expense Reimbursement*

## SUPERIOR EAST OPP BOARD TRAVEL POLICY TRAVEL AND EXPENSE REIMBURSEMENT

- b) Costs for other activities such as site tours, social or sporting activities not part of the registration fees shall not be reimbursed.
- c) Spousal registration fees or expenses are not reimbursable.

### 2.4.2 Daily Meal Allowance

- a) Any person who receives a meal allowance may not claim additional personal expenses. Receipts are not required for meal allowances when overnight travel is required.

Breakfast: \$20.00  
Lunch: \$25.00  
Dinner: \$35.00

- b) It is understood that when meals are provided at an event, or conference, or paid by another party, the meal allowance will be reduced according to the above. When a registration fee involves a portion to cover provided meals and each person travelling should use the meals provided and paid for.
- c) Members traveling may be reimbursed for meals upon submission of receipts if there is a valid reason for the person not being able to attend the meal as supplied by the event.
- d) Where a meal expense is applicable the following times will be applied:
  - Breakfast - If required to depart before 8:00 a.m.
  - Lunch - If required to depart before or returns later than 12:00 p.m.
  - Dinner - If unable to return home until after 6:00 p.m.
- e) When it is necessary to entertain clients while traveling, detailed receipts must be submitted indicating what was purchased, who was entertained and the reason. The applicable meal allowance will be deducted from the daily meal allowance for the employee meal claimed as part of this hospitality receipt.

### 2.4.3 Transportation

The most economical class of transportation must be determined, documented and used. This includes car-pooling, rental car, airplanes or what is reasonably available. Where more than one individual is attending the same event, the Board expects those attending to car-pool. Those who submit multiple requests for mileage and who have travelled to the same conference will not be reimbursed unless approved by the Board.

- a) Where an individual uses his/her own car for business travel to attend events employees are responsible for ensuring that they have adequate insurance coverage. The current applicable mileage rate for the use of personal automobiles business will be reimbursed as per the Ontario Government's mileage rate in effect at the time of travel.
- b) While operating a personal automobile to travel, the individual is responsible for all vehicular costs, such as repairs, fines, fuel insurance, deductibles, etc.

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*Travel and Expense Reimbursement*

## SUPERIOR EAST OPP BOARD TRAVEL POLICY TRAVEL AND EXPENSE REIMBURSEMENT

- c) Unless exceptional circumstances apply, the charges for the use of a personal automobile shall not exceed the equivalent cost of economy airfare, plus airport parking and transfers.
- d) Economy class airfare will be reimbursed and airport parking charges. Receipts must be provided.
- e) Travellers may be reimbursed for the actual costs of taxicabs, limousines, or equivalent for transportation between the airport terminal and the hotel or other destination point.

### 2.4.4 Accommodation

Reasonable accommodation expenses when overnight travel is required is claimable as follows:

- a) The actual cost of a single room, or double room, when a single room is not available. Receipts are required to show the place, date and number of days and the rate per day for single occupancy.
- b) Parking charges will be reimbursed.
- c) Accommodation expenses will not be reimbursed if staying with friends and family and no expense is incurred.
- d) In the event of travel cancellations, individuals will be required to pay 'no show' charges resulting from failure to cancel a hotel or fee.
- e) An overnight stay if inclement weather (e.g. snowstorm) is forecasted or the travel requires an individual to drive in the dark, before sunrise or after sunset is reimbursable.

### 2.5 Travel Expense Reports

- a) Individuals are responsible for filing travel expense reports with the bookkeeper within 30 days (See Appendix).
- b) Original detailed receipts must be filed with the expense report for all travel expenses.
- c) All claims shall be reimbursed in Canadian Funds. If travel out-of-country is required, the exchange rate used in calculation of the reimbursement will be the Bank of Canada rate on the day the expense was incurred.

### 2.6 Entertainment – No Alcoholic Beverages

- a) Hospitality expenses are not reimbursable.
- b) Alcoholic beverages will not be reimbursed.



**Appendix “1” - Travel Form and Requisition**

DRAFT

# Superior East OPP Detachment Board

## Procedural By-law

A by-law of the Superior East OPP Detachment Board to establish the rules governing the order and proceedings of the board. established by the board.

**WHEREAS**, Section 46 (1) of the *Community Safety and Policing Act, 2019* provides that subject to the regulations made by the Minister, if any, a police service board shall establish its own rules and procedures in performing its duties under this Act and the regulations; and

**WHEREAS**, Section 67 (6) of the *Community Safety and Policing Act, 2019* states that the following provision apply to OPP detachment boards, with necessary modifications, as if they were police service boards and include 8. Section 46 (Rules and procedures); and

**WHEREAS**, the Superior East OPP Detachment Board deems it advisable to enact a bylaw to govern the proceedings of the Board and the calling of Meetings and to provide for procedures and statutory requirements in accordance with the Act;

**NOW THEREFORE** the Superior East OPP Detachment Board enacts as follows:

### 1. Definitions

In this By-law:

“**Abstain**” shall mean a Member who is lawfully entitled to vote and who is present at a meeting but chooses not to exercise their right to vote on a matter. This does not include where a Member is absent or is not participating due to a declared conflict of interest.

“**Act**” shall mean the *Community Safety and Policing Act, 2019*, as amended or replaced from time to time.

“**Acting Chair**” shall mean any Member of the Board who is responsible for chairing a meeting if the regular Chair is absent or otherwise unavailable. The procedure for selecting an Acting Chair is in Schedule A of this By-law.

“**Agenda**” shall mean the written and published order of proceedings for a meeting, setting out the business to be considered at the meeting.

“**Board**” shall mean the Superior East OPP Detachment Board.

“**By-law**” shall mean a local law that has been enacted by the Board in order to exercise a power provided by legislation.

“**Chair**” shall mean the Member who presides at the Board meeting.

**“Closed Session”** shall mean a meeting or part of a meeting that is closed to the public in accordance with Section 44 of the Act.

**“Communications”** shall mean a section of the regular Board Agenda that lists informative communications for the Board to be aware of.

**“Confirmatory By-law”** means a by-law passed at the conclusion of Board Meetings, confirming the actions of the Board taken at that meeting and any previous Meetings which did not have a confirmatory by-law, in respect of each Motion and other actions taken, so that every decision of the Board at that meeting shall have the same force and effect as if each and every one of them had been the subject-matter of a separately enacted by-law.

**“Conflict of Interest”** shall mean a pecuniary interest as defined in Ontario Regulation 409/23 Code of Conduct for OPP Detachment Board Members.

**“Defer”** shall mean to delay the consideration of a matter, generally until a specific time or event.

**“Delegate”** shall mean any person, group of persons, firm or organization who is neither a Member of the Board, , or an appointed official of the Board and who is addressing the Board in real time, either in person or electronically.

**“Electronic Participation”** or **“Virtual Participation”** shall mean a Member of the Board who participates remotely in any open or closed Board meeting via electronic means whereby the Member is able to fully participate in the meeting despite not being physically present. The Member(s) participating electronically shall have the same rights and responsibilities as if they were in physical attendance, including the right to vote, and shall be included as being present in determining Quorum.

**“Emergency Meeting”** shall mean a meeting of the Board called without notice to address the circumstances of an Emergency.

**“Majority Vote”** shall mean a vote where over half of the Members present, and eligible to participate vote in the same manner.

**“Meeting”** shall mean any regular, Special, or Emergency Meetings of the Board, where Quorum is present in person and/or virtually and Members discuss or otherwise deal with any matter in a way that materially advances the business or decision making.

**“Meeting Recess”** shall mean the period of time each year when no Board or other Meetings are scheduled. A Meeting recess shall normally occur during the months of July and December. This does not prevent the calling of a Special or Emergency meeting.

**“Member”** shall mean, according to the circumstances, a Member of the Board, , including the Chair.

**“Motion”** shall mean a verbal recommendation moved by a Member during a meeting, and seconded by another Member, that resolves and effects a decision.

**“Notice of Motion”** shall mean written notice from a Member provided in advance of a meeting to the Recording Secretary, advising the Board that the Motion described therein shall be brought forward to the next Board meeting unless otherwise specified.

**“Point of Order”** shall mean a Motion introduced by a Member with the view to calling attention to any departure from this by-law or in the practiced conduct during a meeting.

**“Point of Privilege”** shall mean a Motion introduced by a Member who is concerned that a matter affects the credibility, reputation, integrity, or dignity of a Member individually or as a group of Members.

**“Point of Procedure”** shall mean a Motion introduced to obtain information on a matter of procedure where the rules of this by-law bearing on the business at hand in order to assist a Member to make an appropriate Motion or understand the parliamentary situation or the effect of a Motion.

**“Presentation”** shall mean the occurrence when staff, an individual or group have been invited to present information to the Board. This shall include ceremonial presentations to or from the Board, or presentations made by staff and/or by consultants retained by the Board or by another level of government.

**“Quorum”** shall mean a majority (more than half) of the whole number of Members of the Board except where a Member has or Members have declared a pecuniary interest pursuant to Ontario Regulation 409/23, the Quorum may be less than half plus one of the whole number of Members but shall not be less than two. Members attending virtually shall count towards Quorum.

**“Recorded Vote”** shall mean documenting in the minutes of a Board meeting the name of each Member and the Members’ vote on a matter or question.

**“Recording Secretary”** shall mean the recording secretary or designate duly appointed by the Board.

**“Refer”** shall mean to send a matter currently under consideration by the Board to an individual, department, , or Council for further consideration and/or action.

**“Special Meeting”** shall mean a meeting of the Board that is in addition to what has been published on the annual meeting schedule. Special Meetings shall be focused on one or more particular and specific items or subjects.

**“Two-thirds Vote”** shall mean a vote where at least two-thirds of the Members present and eligible to vote, vote in the same manner.

## **2. Principles and Rules**

### **2.1 General Principles**

2.1.1. Each Member has the right to:

- a) One vote per Motion, subject to the declaration of pecuniary interest.
- b) Information to help make decisions, unless otherwise prevented by law.
- c) Efficient Meetings.
- d) To be treated with respect and courtesy.

## **2.2 General Rules**

2.2.1. The Board shall observe the rules of procedure contained in this By-law in all Meetings.

2.2.2. This By-law shall be used to guide the order and dispatch of business of the Board Meetings wherever possible.

2.2.3. .

2.2.4. All Meetings shall be open to the public.

2.2.5. Notwithstanding the above, a meeting or part of a meeting may be closed to the public in accordance with Section 44 of the Act.

2.2.6. No item shall be placed on an Agenda with respect to a matter which is not within the jurisdiction of the Board. The Chair, in consultation with the Recording Secretary shall determine if a matter is within the jurisdiction of the Board

2.2.7. In the event of conflict between the provisions of this by-law and the Act, or any other legislation, the provisions of the legislation shall prevail.

2.2.8. Subject to the right of appeal by a Member, the Chair shall be responsible to interpret the rules of procedure established by this by-law with the assistance and advice of the Recording Secretary.

2.2.9. The Recording Secretary or designate shall be the secretary of Board Meetings and shall be in attendance at all Meetings either in person or virtually.

2.2.10. Where procedural matters of the Board are not provided for in this by-law, and are not governed by the Act, or any other legislation, Robert's Rules of Order shall apply.

2.2.11. Information which is to be distributed shall be supplied to the Recording Secretary for examination and potential distribution.

## **2.3 Suspension of Rules**

2.3.1. No provision of this by-law shall be suspended except by a two-thirds vote in the affirmative.

- 2.3.2. A suspension of the rules shall only apply to the specific procedure(s) or rule(s) which are stated within the Motion to suspend and only during the meeting in which such Motion was introduced.
- 2.3.3. No other business shall take place during a Special Meeting other than what is identified on the published Agenda.
- 2.3.4. Quorum requirements shall not be suspended.

## **2.4 Public Notice**

- 2.4.1. Public notice shall include the following information regarding each meeting:
  - a) Date
  - b) Time
  - c) Location
  - d) Methods of participation (electronic or in person)
- 2.4.2. The Recording Secretary shall give public notice of all regular open and closed Board Meetings by posting the Agendas on the designated Municipal websites seven (7) days prior to the meeting.
- 2.4.3. The Recording Secretary shall give public notice of Special Meetings of the Board by posting the Agenda(s) on the designated Municipal websites as soon as possible after the meeting is called and no later than 48 hours prior to the meeting.
- 2.4.4. The Recording Secretary shall give public notice for Emergency Meetings of the Board by posting the Agenda on the designated Municipal websites as soon as possible after the meeting is called, or prior to the meeting if possible.
- 2.4.5. Board Meetings may be cancelled in consultation with the Chair and Recording Secretary if insufficient business shall be before the Board. Notice of cancellation should be posted as soon as possible on the designated Municipal website.
- 2.4.6. Board Meetings may be cancelled or postponed due to inclement weather, other similar occurrences, or Emergency situations. The Chair may direct the Recording Secretary to postpone a meeting by contacting all Members if possible. Generally, Meetings shall be postponed by 8:00 p.m. on the day prior to a meeting and notice of any cancellations shall be posted on the designed Municipal website as soon as possible.

## **2.5 Annual Meeting Schedule**

- 2.5.1. The annual meeting schedule shall outline the dates of regular Board Meetings.

- 2.5.2. Regular Board Meetings shall generally take place quarterly on the second Tuesday of the month, with the exception of the meeting recess.
- 2.5.3. Special and Emergency Meetings may be called at any time including during the Meeting Recess.
- 2.5.4. Any Board meeting that takes place outside of the annual meeting schedule shall be deemed to be a Special or Emergency Meeting.
- 2.5.5. Rescheduled Meetings shall not be considered Special Meetings.
- 2.5.6. The Recording Secretary shall prepare an annual meeting schedule for the Board's consideration and approval by November 1 of each year, for the subsequent year.

### **3. Roles and Responsibilities**

#### **3.1. Assignment of Role**

- 3.1.1. The Chair shall Chair Board Meetings unless by reason of absence, refusal, or is otherwise unable to do so.
- 3.1.2. In the absence of the Chair, the Vice-Chair shall chair meetings.
- 3.1.3. A Chair shall be appointed for a period of one year.
- 3.1.4. The determination of the first Chair shall be determined by the members at the first meeting of the Board and at the annual anniversary thereafter.
- 3.1.5. All Members of the Board, with the exception of the Board Chair, shall be eligible to serve as Board Chair.
- 3.1.6. If necessary, the length of each term of Chair may be adjusted.

#### **3.2. Responsibilities of the Chair**

- 3.2.1. It shall be the responsibility of the Chair to:
  - a) Review and understand the Agenda in consultation with the Recording Secretary.
  - b) Provide direction when required regarding meeting conduct and procedures with assistance from the Recording Secretary.
  - c) Represent Board initiatives and decisions to the public, where appropriate.
  - d) Open the meeting by calling the meeting to order at the appointed time.
  - e) Ensure that Quorum is established and maintained throughout the meeting.
  - f) Announce the business in the order in which it is to be considered.

- g) Manage the discussions in such a manner that all questions and comments are directed through the Chair.
- h) Receive and submit, in the proper manner, all Motions which are to be read aloud.
- i) Put to a vote all Motions which are moved and seconded when necessary and to announce the result of each vote.
- j) Decline to put to a vote any Motion which infringes upon the rules of this by-law or the Act.
- k) Provide order and decorum.
- l) Vote on all Motions.
- m) Ensure that Members, Recording Secretary and attendees adhere to the rules of this By-Law.
- n) Undertake all matters required to ensure that the meeting proceeds in an orderly and efficient manner
- o) Authenticate By-laws and minutes by signature when required.
- p) Adjourn the meeting when business is concluded or at the designated time.
- q) Be a political liaison with other Board Members.
- r) ~~Approve the Recording Secretary's time sheet for payroll purposes.~~
- s) Be the spokesperson on behalf of the Board.

3.2.2. Maintain an appearance of impartiality on all matters. The Chair may answer questions or comment in a general way.

3.2.3. If the Chair wishes to participate in debate, make a Motion, speak to a Motion under consideration, or leave the Chair for any other reason, the Chair shall first delegate their duties to a Member of the Board in accordance with the provisions of this By-law.

3.2.4. The Chair shall not resume the position of Chair until they are finished debating the matter. Only then shall the Chair resume the position of Chair from the Acting Chair.

## **4. Rules of Conduct for Members, Staff and Attendees at the Meetings**

### **4.1 Rules Specific to Members**

4.4.1. Members shall give notice to the Recording Secretary and the Chair at least 24 hours in advance of the meeting if they plan to attend the meeting virtually. Meeting attendance shall generally be virtually unless special circumstances arise, members may attend in person.



- 4.4.2. When two or more Members wish to speak, the Chair shall name the Member who is to speak first.
- 4.4.3. When a Member is recognized by the Chair, the Member shall confine their remarks to the Motion under consideration.
- 4.4.4. When a Motion is under debate, a Member may ask a question through the Chair of another Member, Recording Secretary or other.
- 4.4.5. Members shall not interrupt another Member who is speaking, except to raise a Point of Order or Point of Privilege.
- 4.4.6. Any Member may require the Motion under debate to be read at any time during the debate, but in doing so, shall not interrupt a Member who is speaking.
- 4.4.7. All Members, Recording Secretary and delegations shall address their questions and comments through the Chair.
- 4.4.8. Members shall not rise from their seats or make any noise or disturbance while a vote is being taken.
- 4.4.9. No Member shall permanently leave the meeting without first advising the Chair or the Recording Secretary.
- 4.4.10. Members shall not make detrimental comments, or speak ill, or malign the integrity of the Recording Secretary, the public, Chair or other Members of the Board
- 4.4.11. Members shall not enter into debate or discussion with delegates. Members may ask, through the Chair, for points of clarification from delegates.

## **4.2 Rules Specific to Presenters, Delegates and Attendees.**

- 4.2.1. An attendee shall not participate in a meeting unless they have received confirmation from the Recording Secretary that they have been registered as a delegate or presenter.
- 4.2.2. Attendees seeking to be a delegate who have not received confirmation from the Recording Secretary are subject to consideration of the Board. The attendee shall only be permitted to speak if their request is supported by a two thirds vote in the affirmative.
- 4.2.3. Delegates shall not at any time question the personal or professional integrity of the Board or the Recording Secretary.
- 4.2.4. No person, except for Members of the Board and the Recording Secretary shall be permitted to come within or behind the Board Members' seating during a meeting without the permission of the Board.
- 4.2.5. No person shall display signs or distribute information.

### **4.3 Rules for All in Attendance**

4.3.1. No person shall:

- a) Engage in any activity, conduct or behaviour or make any audible noise that could disturb deliberations.
- b) Use profane or offensive words or insulting expressions.

4.3.2. Members are to mute devices for the duration of all Meetings.

### **4.4 Breach of Conduct**

4.4.1. In the event that a Member or attendee persists in a breach of this By-law, after having been called to order by the Chair, the Chair shall without debate call the question “Shall the Member (or attendee) be ordered to leave the meeting?”.

4.4.2. If the majority of Members present vote in the affirmative, the Chair shall order the Member or attendee to leave the room, or have the person removed from the virtual meeting, for the duration of the meeting.

4.4.3. If the person refuses to leave, the Chair shall direct the Recording Secretary to seek appropriate assistance from the OPP to have the person removed and the Board shall leave the meeting room until the OPP arrives.

## **5. Board Meetings**

### **5.1 Inaugural meeting of the Board**

5.1.1. The Inaugural meeting of the Board shall be conducted in accordance with the Act, and shall include the Declaration of Office/Oath of all members of the Board, and the appointment of Chair and Vice Chair.

### **5.2 Board Meetings**

5.2.1. Locations of the Board Meetings will be identified on the Agendas.

5.2.2. Regular meeting dates shall be identified in the annual meeting schedule.

5.2.3. The start time for Board Meetings shall be 1 p.m.

### **5.3 Special Meetings**

5.3.1. The Chair may at any time call a Special Meeting of the Board.

5.3.2. A Chair may at any time call a Special Meeting.

5.3.3. A Special Meeting of the Board may be called by the Recording Secretary once a Motion to do so has been adopted by the majority of Members at the meeting, or upon receiving a petition from a majority of Members of the Board

- 5.3.4. A Motion or petition to hold a Special Meeting shall clearly state the purpose, date, and time of the Special Meeting. The petition shall be delivered to the Recording Secretary.
- 5.3.5. The only business to be dealt with at a Special Meeting shall be that which is stated on the Agenda of the meeting.
- 5.3.6. A minimum of forty-eight (48) hours' notice shall be provided for all Special Meetings. This shall be achieved by posting the Agenda on the designated Municipal websites and by emailing the notice to the Members.

## **5.4 Emergency Meetings**

- 5.4.1. The Chair may call an Emergency Board meeting at any time without providing forty-eight (48) hours' notice. The Recording Secretary shall make best attempts to advise all Members immediately upon being notified of the intention to hold an Emergency meeting.

## **6. Order of Business and General Rules**

### **6.1 Format of Agendas**

- 6.1.1. If an item on a regular Board Agenda does not have any associated content, that item heading may be omitted from the Agenda for that meeting. The numbering of items shall be adjusted as needed in this circumstance.

### **6.2 Board Agendas**

- 6.2.1. Board Agendas shall generally be prepared as follows:

1. Call to Order
2. Land Acknowledgement
3. Declaration of Pecuniary Interest and General Nature Thereof
4. Approval of the Minutes
5. Delegations/Presentations
6. Items of Business
7. Reports
8. Communication and correspondence
9. Closed Session
10. Motion in Which Notice Has Previously Been Given
11. Notice of Motion
12. Adjournment

### **6.3 Special and Emergency Agendas**

- 6.3.1. Special and Emergency Agendas shall generally be prepared as follows:

1. Call to Order
2. Land Acknowledgement
3. Declaration of Pecuniary Interest and General Nature Thereof
5. Items of Business
6. Closed Session

## 7. Adjournment

### **6.4 Agenda Items – General Rules**

- 6.4.1. The Recording Secretary shall determine the appropriate meeting at which items of business shall be considered in accordance with this By-law.
- 6.4.2. The Recording Secretary or their designate shall attend Board Meetings (both open and Closed Session) unless otherwise excluded.
- 6.4.3. All meeting materials shall be distributed through and by the Recording Secretary or their designate.

### **6.5 Approval of the Agenda**

- 6.5.1. After the Agenda has been posted, substantive amendments (additions or deletions) shall require a vote of at least two-thirds in the affirmative of the amending Motion. Clerical changes may be made at the discretion of the Recording Secretary.
- 6.5.2. Amendments to the Agenda are to be made by Motion. Additions shall only be made to an Agenda if the matter is of a timely nature.
- 6.5.3. Amendments to the Agenda may be initiated by either Members of the Board or the Recording Secretary.
- 6.5.4. The Chair may change the order in which business on the Agenda is dealt with through unanimous consent of the Members participating in the meeting. This action does not require a formal Motion.

### **6.6 Call to Order**

- 6.6.1. Upon being called to order, all persons in attendance shall immediately take their seats. Members participating remotely shall mute their mic until recognized by the Chair.

### **6.7 Land Acknowledgement**

- 6.7.1. The Land Acknowledgement shall be read by the Chair at the start of all Board Meetings.

### **6.8 Declaration of Pecuniary Interest and General Nature Thereof**

- 6.8.1. Where a Member has any interest, direct or indirect, in any matter and is present at a meeting at which the matter is the subject of consideration, the Member shall, in accordance with Regulation 409/23, disclose the Member's interest and the general nature thereof, prior to any consideration of the matter at the meeting.
- 6.8.2. Where a Member has declared an interest, the Member shall not take part in the discussion of or vote on any question in respect of the matter; and not attempt in any way before, during or after the meeting to influence the voting on the matter.

- 6.8.3. Where a meeting is not open to the public, in addition to complying with the requirements of Regulation 409/23, the Member shall leave the meeting (physically or virtually) or the part of the meeting during which the matter is under consideration.
- 6.8.4. Where the interest of a Member has not been disclosed by reason of the Member's absence from a particular meeting, the Member shall disclose the Member's interest and otherwise comply at the first meeting of the Board (as the case may be), attended by the Member after the particular meeting.
- 6.8.5. The Recording Secretary shall record in reasonable detail the particulars of any disclosure of pecuniary interest made by a Member, and this record shall appear in the Minutes of that meeting.

## **6.9 Delegations**

- 6.9.1. Delegations shall be allowed at Board Meetings.
- 6.9.2. Delegations are to be limited to five (5) minutes followed by a question period for Members limited to ten (10) minutes.
- 6.9.3. Persons who wish to speak to an item on a Board Agenda have until 12 noon (12:00 p.m.) on the day prior to the meeting to notify the Recording Secretary.
- 6.9.4. Requests to be a delegate shall be made by submitting a written (email or hardcopy) to the Recording Secretary and shall identify which item on the Agenda is being addressed.
- 6.9.5. Requests to be a delegate for any individual or any individual(s) representing a group shall be limited to one (1) Agenda item at a meeting.
- 6.9.6. Delegations may only speak to the item for which notice was given and only on matters that are within the jurisdiction of the Board.
- 6.9.7. All registered delegates for any item shall be heard only when the item is reached on the Agenda and before Members discuss or debate that item.
- 6.9.8. If the item for which delegates have registered to speak is removed from the Agenda, the delegation shall be deemed to be cancelled.
- 6.9.9. Once a delegation has been made on an Agenda item, the individual or group registered shall not be able to register as a delegation on the same item at future Meetings of the Board for the remainder of that term of the Board.
- 6.9.10. Individuals who have not submitted a request to speak to an item on the Agenda within the specified time may submit a request to be heard. This request shall be determined by the Board as an addition to the Agenda which, to be successful, shall require a two-thirds vote in the affirmative.

- 6.9.11. The number of delegations per Agenda shall be limited to five (5). The number of delegations per Agenda item shall be limited to three (3).
- 6.9.12. Individuals wishing to speak to a matter not on the Agenda shall provide the Recording Secretary with a written request outlining the subject matter and the requested outcome. The Recording Secretary shall advise the Chair of the request. The requestor shall be advised of the actions taken or when the item might come forward to a future Board meeting.

## **6.10 Presentations**

- 6.10.1. Public presentations are for information purposes only.
- 6.10.2. Public presentations shall be limited to ten (10) minutes.
- 6.10.3. Presentations by outside organizations or individuals shall not be permitted for the sole purpose of generating publicity or proMotion for commercial purposes.
- 6.10.4. Questions directed to the Recording Secretary by any presenter shall be received through the Chair.
- 6.10.5. The purpose of presentations shall be when the Recording Secretary, an individual or group have been invited to present information to the Board.
- 6.10.6. The role of the presenter is to provide information and not to enter into debate with the Board, or the Recording Secretary.
- 6.10.7. Celebratory or ceremonial presentations shall generally occur at Board Meetings.

## **6.11 Items of Business**

- 6.11.1. The Recording Secretary shall bring forward any items of business that require board discussion and/or approval.
- 6.11.2. A main motion with a mover and seconder is required to introduce business before the board.

## **6.12 Reports**

- 12.1.1. Updates by the Chair, , and the Detachment Commander shall occur under this section of the Agenda.

## **6.13 Correspondence**

- 6.13.1. Minutes and summaries received from external organizations shall be received under this section of the Agenda.

- 6.13.2. Information items are matters that are principally for the information of the Board and may not require any action or response from the Board.
- 6.13.3. Any Member may request that an item of communication may be pulled for discussion at the next meeting.

#### **6.14 Closed Session (In Camera Session)**

- 6.14.1. All Meetings shall be open to the public except as provided for in Section 2.2.5 and no person shall be excluded from a meeting open to the public except for improper conduct or for breach of this by-law or applicable statute.
- 6.14.2. The Recording Secretary or their designate shall remain in the room for all Closed Sessions or in the virtual session.
- 6.14.3. A meeting may be conducted in Closed Session in accordance with Section 44 of the Act.
- 6.14.4. Before moving into a Closed Session, it shall be established by Motion that a Closed Session is being held, the general nature of the matter(s) to be considered and the specific provision under the Act under which each item is permitted to be considered in Closed Session.
- 6.14.5. Prior to moving into Closed Session, any Declarations of Interest shall be made by Members.
- 6.14.6. Closed Meetings are to be listed on the Agenda in such a way as to provide the most information possible without compromising confidentiality or adversely affecting the Board's position.
- 6.14.7. A meeting shall not be closed to the public during the taking of a vote except where the vote is for a procedural matter or giving directions or instructions to officers, the Recording Secretary or agents of the Board or persons retained by or under contract with the Board.
- 6.14.8. Confidential discussion during a Closed Session shall be limited to the issue described in the authorizing public resolution/Motion and nothing in this By-law confers the power of any Board Member(s) to make any decision or take any action unless, or until such action is presented and decided upon at an open meeting of the Board.
- 6.14.9. No Member, the Recording Secretary or other person present during a Closed Session shall in any way, notify, distribute or make available to any person or other body, by any means, any reports or items, or disclose the nature or content of any documents or of discussions regarding any matters that are confidential or that have been obtained or considered in a Closed Session without approval of such release by the Board or unless

authorized under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

- 6.14.10. Upon returning to open session, a statement resulting from the Closed Session shall be provided regarding what took place including any declarations of interest during the Closed Session.
- 6.14.11. The Recording Secretary shall be responsible for securing and maintaining a confidential record of all original documentation distributed or presented, relating to Closed Sessions.
- 6.14.12. A separate set of Closed Session minutes shall be kept for each Closed Session which shall be kept in a secure and confidential location under the control of the Recording Secretary and shall only be open to those in attendance at the meeting, to others approved by the Board or as legislated.
- 6.14.13. Closed Session minutes shall be circulated by the Recording Secretary and adopted in confidentiality at the next regular scheduled meeting. The adoption of the Closed Session minutes is a procedural matter and does not affect the validity or affect the resolutions/Motions recorded in the minutes.
- 6.14.14. Where practical, Closed Sessions shall be scheduled at the end of the meeting.
- 6.14.15. The obligation to keep information confidential shall continue after the Member ceases to be a Member of the Board or after the Recording Secretary ceases to be appointed by the Board.
- 6.14.16. When Closed Sessions include advice from paid consultants hired on behalf of the Board, or the Board's solicitor, the Closed Session may be held at a time prior to the start of the regular Board meeting, and if required, may impact the regular start time of the meeting.

### **6.15 Motions in Which Notice Has Previously Been Given**

- 6.15.1. This section shall include proposed Motions which have appeared on a previous Agenda under the Notice of Motion category. The Member that brought forward the Motion shall be the first to speak to the proposed Motion before it is debated.
- 6.15.2. This section shall also include items that have been approved by a two-thirds vote to be added to the Agenda.

### **6.16 Notice of Motion**

- 6.16.1. A notice of Motion shall be submitted to the Recording Secretary in advance of the regularly scheduled Board meeting.



6.16.2. Items listed under Notice of Motion shall not be introduced or debated and shall only be listed in the minutes. Items shall be introduced and debated at a subsequent meeting where they are listed under Motions.

6.16.3. The Recording Secretary shall notify the Chair of all notices of Motion.

## **6.17 Quorum**

6.17.1. If no Quorum is present fifteen (15) minutes after the time appointed for a meeting of the Board, the Recording Secretary shall record the names of the Members present and the meeting shall stand adjourned until the date of the next meeting; regular, special or Emergency.

6.17.2. When Quorum is lost as a result of declarations of interest by one or more Members, the remaining Members shall be deemed to constitute Quorum, provided the number of Members is not fewer than two (2).

6.17.3. The Chair shall call the meeting to order as soon after the hour fixed for the holding of the meeting that a Quorum is present.

6.17.4. Members shall notify the Recording Secretary when intending to be absent from a Board, , Special or Emergency meeting for the purpose of ensuring Quorum at the meeting.

6.17.5. When a Quorum is lost, the meeting shall stand recessed, and no further action shall be taken. If a Quorum is regained within ten (10) minutes the meeting shall proceed.

6.17.6. If Quorum is not regained within ten (10) minutes, the meeting shall stand adjourned.

## **6.18 Recess**

6.18.1. At a Board meeting, a Motion to recess shall be brought forward and shall set a time (ex. recess for 5 minutes) or state “until called to order by the Chair”.

## **6.19 Adjournment**

6.19.1. All Meetings shall not exceed three (3) hours, unless a Motion to extend is approved by unanimous consent of the board.

6.19.2. Notwithstanding Subsection 6.19.1 above, no meeting shall proceed beyond the designated time. All remaining items on an Agenda adjourned by the deadline, shall be moved to the next regularly scheduled meeting or a Special Meeting.

6.19.3. There shall be no updates, questions or discussions once a meeting has been adjourned.

## **7. Motions**

### **7.1 Motion Process**

- 7.1.1. All Motions shall be read aloud after which the Chair shall call for a mover and seconder.
- 7.1.2. Only Motions that have been moved and seconded shall be recorded in the minutes.
- 7.1.3. After a Motion has been moved and seconded, it shall be deemed to be in the possession of the Board and open for debate. The Board may consent to the withdrawal of the Motion at any time before amendment or decision.
- 7.1.4. Where Members of the public are to be heard on a matter, no Motion shall be received until they have been heard, and no further public participation shall be allowed at that meeting after the Motion has been duly moved and seconded.
- 7.1.5. Whenever the Chair is of the opinion that an amending Motion is contrary to the main Motion, the Chair shall apprise the Members thereof immediately. A Member of the Board may appeal the ruling of the Chair to the Board. If there is no appeal, the decision of the Chair shall be final.
- 7.1.6. The Board, if appealed to, shall vote on the Motion without debate and its decision shall be final.
- 7.1.7. All Members present, including the Chair, are entitled to vote on every Motion, unless the Member has declared an interest. A proxy vote is permitted.
- 7.1.8. Every Member participating in the meeting, shall be deemed to vote against the Motion if they decline or abstain from voting, unless the Member is disqualified from voting by reason of a declared interest.
- 7.1.9. No Member shall speak more than once until every Member has had an opportunity to speak towards the Motion.
- 7.1.10. A Motion on which the voting results in a tie shall be considered defeated.
- 7.1.11. When the Motion under consideration contains distinct recommendations, a Member may request that the vote be taken separately on each proposal. (See the Motion to "Divide" in the Motion Table)
- 7.1.12. The Chair shall call the vote immediately after all Members desiring to speak to the Motion have spoken.
- 7.1.13. Upon the Chair calling for a vote, no further speakers shall be permitted. 7.1.14. The manner of determining the vote on a Motion shall be by show of hands.
- 7.1.14. No vote shall be taken at any meeting by any method of secret voting, except where permitted or required by law.
- 7.1.15. The Chair shall announce the result of every vote.

- 7.1.16. If a Member disagrees with the announcement of the result of any vote, the Member may object immediately to the announcement and require that a recorded vote be called.

## **7.2 Reconsideration of a Motion**

- 7.2.1. Reconsideration of a Motion shall only be permitted at Board Meetings.
- 7.2.2. Any proposal to reconsider a decision of the Board made within its current term shall require a Motion of reconsideration.
- 7.2.3. A Motion to reconsider may only be introduced by a Member who voted on the prevailing side and shall require a two-thirds' vote of Members present.
- 7.2.4. A Motion to reconsider shall be introduced by way of a Notice of Intention to the Board.
- 7.2.5. Debate on a Motion for reconsideration shall be confined to reasons for or against reconsideration.
- 7.2.6. No delegations shall be permitted to speak on a Notice of Motion to reconsider.
- 7.2.7. If a Motion to reconsider is decided in the affirmative, reconsideration of the original Motion shall become the next order of business.
- 7.2.8. During the term of the Board, a Motion to reconsider on a particular item shall not be permitted more than once nor shall a vote to reconsider be reconsidered.
- 7.2.9. A Motion to Reconsider shall not be in order if the Board is made aware the question or By-law has been implemented, resulting in legally binding commitments as of the date the Motion to reconsider is moved.

## **7.3 Notice of Intention**

- 7.3.1. A notice of the intention to reconsider a Motion shall be placed on the next Board Agenda. At the next Meeting after Notice is given a Motion to reconsider may be brought forward.

## **7.4 Motion to Reconsider**

- 7.4.1. When a Motion for reconsideration is introduced, no discussion of the original Motion shall be allowed unless the Motion for reconsideration is approved by at least two-thirds of the Members present and voting.
- 7.4.2. A Motion to reconsider shall not be amended but may be debated.
- 7.4.3. Debate on a Motion for reconsideration shall be confined to reasons for or against reconsideration or to such matters as new information which has come forward, an

error in documentation presented or incorrect statements made during the original debate.

7.4.4. A Motion to reconsider shall include the date of when the original Motion was passed.

7.4.5. Should a Motion to reconsider be defeated, the original Motion shall remain in force and effect.

## **7.5 Original Motion**

7.5.1. The original Motion being reconsidered shall be stated in the exact manner in which it was first presented and voted on.

7.5.2. The debate on the original Motion being considered as a result of an affirmative Motion of reconsideration shall proceed as though it had never previously been voted on.

## **7.6 Recorded Votes**

7.6.1. recorded votes shall only be permitted at Board Meetings.

7.6.2. A recorded vote shall be taken when called for by any Member or when required by law.

7.6.3. A Member may call for a recorded vote prior or immediately subsequent to the taking of the vote. This shall take place before the next item of business is considered.

7.6.4. All Members, including the Chair, shall be required to vote when a recorded vote is called for, except when absent from the meeting or disqualified by a declared interest.

7.6.5. When a recorded vote is requested and permitted, the Chair shall pose the question and the Recording Secretary shall call upon each Member, beginning with the requester of the recorded vote, followed by each Member in subsequent alphabetical order thereafter, at which time the Recording Secretary shall record the Members' votes. The Recording Secretary shall also record the number of Members absent.

7.6.6. On a recorded vote, failure to vote by a Member who is present at the Meeting at the time of the vote and who is qualified to vote shall be deemed a negative vote.

7.6.7. When a recorded vote is taken, the names of those who voted for and those who voted against the Motion and those absent shall be entered in the Board minutes.

7.6.8. The Recording Secretary shall tabulate and announce the results of the vote.

## **7.7 Point of Privilege**

7.7.1. A Member may raise a point of privilege directing attention to a matter that affects the rights of the Member or Members.

7.7.2. A point of privilege shall take precedence over any other matter except during verification of a vote.

- 7.7.3. A Member shall state the point of privilege to the Chair at the time of occurrence.
- 7.7.4. A Member shall not be permitted to enter into any argument or introduce any Motion not related to the point of privilege.
- 7.7.5. The Chair shall decide upon the point of privilege and advise the Members of the decision.
- 7.7.6. Unless a Member immediately appeals the Chair's decision, the decision of the Chair shall be final.
- 7.7.7. If the decision of the Chair is appealed, the question to be answered is "Shall the ruling of the Chair be upheld?" a vote shall be called without debate, and its results shall be final.
- 7.7.8. When the matter has been determined to be a point of privilege, the Member shall be afforded an opportunity to propose a Motion in relation to that point of privilege.
- 7.7.9. When the integrity of the Recording Secretary has been questioned, the Recording Secretary shall be permitted to make a statement to the Members.

## **7.8 Point of Order**

- 7.8.1. A Member may raise a point of order to a perceived violation of the rules of procedure, except during verification of a vote.
- 7.8.2. A Member shall state the point of order to the Chair at the time of the occurrence and shall quote the appropriate section of this by-law.
- 7.8.3. The Chair shall decide upon the point of order and advise the Members of the decision.
- 7.8.4. Unless a Member immediately appeals the Chair's decision, the decision of the Chair shall be final.
- 7.8.5. If the decision of the Chair is appealed, the question to be answered is "Shall the ruling of the Chair be upheld?" a vote shall be called without debate, and its results shall be final.

## **8. By-Laws**

### **8.1 By-law Approval Process**

- 8.1.1. Every By-Law shall be listed on the Agenda by an identifying number, followed by a brief description of the intent of the by-law.
- 8.1.2. Every By-Law shall be adopted in a single Motion having been given three readings simultaneously.

- 8.1.3. Prior to voting on the Motion, every by-law may be debated, subject to amendment, and may be deferred or referred to the Recording Secretary for further consideration before being voted on.
- 8.1.4. Upon a two-thirds' Vote of the Members present and voting, third reading of any by-law may be postponed until the next Meeting. In this instance only, the Motion shall be divided into two separate Motions.
- 8.1.5. Every By-Law passed by the Board shall be signed by the Chair, or the Vice Chair in the absence of the Chair, and the Recording Secretary, showing the date of all readings, be kept in a volume for the year in which it was passed and shall be recorded in the electronic By-Law index.
- 8.1.6. The Recording Secretary shall be authorized to make minor corrections to any By-Law resulting from technical, or typographical errors prior to the By-Law being signed.

## **8.2 Confirmatory By-law**

- 8.2.1. The proceedings at every regular and Special Meetings of the Board shall be confirmed by By-Law, so that every decision of the Board at that Meeting and every Motion passed thereat, unless required by an Act, Regulation or by-law, shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

## **9. Amendment of Procedural By-Law**

- 9.1.1. No amendment or repeal of this By-Law or any part thereof shall be considered at any
  - a) Notice of intention of the proposed amendment or repeal has been given at a previous Board meeting; and
  - b) The waiving of this notice by the Board is prohibited.
- 9.1.2. The Board shall be responsible for reviewing this By-Law at least once every term of the Board.

## **10. Ultra Vires**

- 10.1.1. Should any sections of this By-Law, including any section or part of any schedules attached hereto, be declared by a court of competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

## **11. By-Laws to be Repeated**

- 11.1.1. All By-Laws or parts thereof and Motions passed prior to this By-Law which are in contravention of any terms of this By-law are hereby rescinded.

## **12. Effective Date**

- 12.1.1. This By-Law shall come into effect on the date of its passing.

By-Law XX-2025

Schedule A

Selection Process for Acting Chair

Board

- In the absence of the Chair, the Vice Chair shall be called upon to be the Chair of the meeting.
- In the absence of the Chair and Vice Chair, the Board shall elect an Acting Chair from Members present who are able to participate.

The above shall apply when a Chair is absent, unable, or unwilling to chair the meeting.

**ONTARIO REGULATION 409/23**  
made under the  
**COMMUNITY SAFETY AND POLICING ACT, 2019**  
Made: December 14, 2023  
Filed: December 18, 2023  
Published on e-Laws: December 18, 2023  
Published in *The Ontario Gazette*: January 6, 2024  
**CODE OF CONDUCT FOR O.P.P. DETACHMENT BOARD MEMBERS**  
APPLICATION AND INTERPRETATION

1. (1) This Regulation sets out the code of conduct with which every member of an O.P.P. detachment board must comply.

(2) For greater certainty, the existence of a good faith exception in this code of conduct does not limit the grounds on which it may be determined that a member of an O.P.P. detachment board has not contravened this code of conduct.

2. In this Regulation,

“conflict of interest” means a situation in which a member of an O.P.P. detachment board’s private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their duties as a member of the O.P.P. detachment board; (“conflict d’intérêts”)

“personal relationship” includes, but is not limited to, a relationship with any of the following persons:

- 1 A current or former spouse or common-law partner of the board member.
- 2 A current or former intimate partner of the board member.
- 3 The board member’s children, including biological and adoptive children and stepchildren.
- 4 The legal dependants of the board member.
- 5 A child in the board member’s care.
- 6 The board member’s grandparents, parents or siblings, including grandparents-in-law, parents-in-law and siblings-in-law. (“rappports personnels”)

**CONDUCT BECOMING OF A BOARD MEMBER**

3. (1) A member of an O.P.P. detachment board shall not conduct themselves in a manner that undermines or is likely to undermine the public’s trust in the O.P.P. detachment board or the Ontario Provincial Police.

(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, their conduct was in the good faith performance of their duties as a board member.

4. A member of an O.P.P. detachment board shall comply with the Act and the regulations made under it.

5. A member of an O.P.P. detachment board shall not, by act or omission, conduct themselves in a manner that is likely to cause the board to fail to comply with the Act or the regulations made under it.



6. A member of an O.P.P. detachment board shall comply with any rules, procedures and by-laws of the O.P.P. detachment board.
7. A member of an O.P.P. detachment board shall not substantially interfere with the conduct of O.P.P. detachment board meetings.
8. A member of an O.P.P. detachment board contravenes this code of conduct if they are found guilty of an offence under the Criminal Code (Canada), the Controlled Drugs and Substances Act (Canada) or the Cannabis Act (Canada) that was committed after they were appointed as a member of the O.P.P. detachment board.
9. (1) A member of an O.P.P. detachment board shall not, in the course of their duties, treat any person in a manner that the member, at the time, knows or reasonably ought to know would contravene the Human Rights Code.  
  
(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.
10. (1) A member of an O.P.P. detachment board shall conduct themselves in a professional and respectful manner in the course of their duties including, without limitation, not using abusive or insulting language in the course of their duties.  
  
(2) A member of an O.P.P. detachment board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.

#### STATEMENTS AND ATTENDANCE

11. A member of an O.P.P. detachment board shall not knowingly make false statements pertaining to the duties of a member of an O.P.P. detachment board.
12. A member of an O.P.P. detachment board shall not purport to speak on behalf of the O.P.P. detachment board unless authorized by the board to do so.
13. A member of an O.P.P. detachment board shall clearly indicate when they are expressing a personal opinion when commenting on an action or omission of the O.P.P. detachment board, the Ontario Provincial Police or a member of the Ontario Provincial Police.
14. A member of an O.P.P. detachment board shall not access, collect, use, alter, retain, destroy or disclose to any person information that has been obtained by or made available to the member in the course of their duties if doing so would be contrary to law.
15. (1) A member of an O.P.P. detachment board shall not disclose to the public information obtained or made available in the course of the member's duties except as authorized by the O.P.P. detachment board or as required by law.  
  
(2) Subsection (1) does not apply to information that was already made available to the public by a person who was authorized to do so prior to the member's disclosure.

**16.** A member of an O.P.P. detachment board shall attend all O.P.P. detachment board meetings unless able to provide a reasonable explanation for the absence.

#### **MISCONDUCT AND CONFLICTS OF INTEREST**

**17.** A member of an O.P.P. detachment board shall disclose any conduct of another member of the O.P.P. detachment board that the member reasonably believes constitutes misconduct,

- (a) to the chair of the board; or
- (b) if the misconduct involves the chair, to the Inspector General.

**18.** (1) A member of an O.P.P. detachment board shall disclose any charges laid against them under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) and any finding of guilt made in relation to those charges.

(2) Subsection (1) only applies to charges or findings that were made after the member's appointment to the O.P.P. detachment board.

(3) The disclosure required by subsection (1) must be made to the person or body that appointed the individual as a member of the O.P.P. detachment board.

**19.** A member of an O.P.P. detachment board shall not apply for employment with the Ontario Provincial Police unless they resign from the board before applying.

**20.** (1) A member of an O.P.P. detachment board shall promptly disclose any conflict of interest,

- (a) to the chair of the board; or
- (b) if the conflict of interest involves the chair, to the Inspector General.

(2) After making the disclosure required by subsection (1), the member shall disclose the conflict at the next meeting of the O.P.P. detachment board.

**21.** A member of an O.P.P. detachment board shall not use their position as an O.P.P. detachment board member to,

- (a) benefit themselves;
- (b) benefit one or more persons with whom they have a personal relationship; or
- (c) interfere with the administration of justice.

**22.** A member of an O.P.P. detachment board shall not participate in discussion of or voting with respect to matters at O.P.P. detachment board meetings if the member has a conflict of interest in the matter.

## COMMENCEMENT

### Commencement

23. This Regulation comes into force on the later of the day subsection 67 (4) of Schedule 1 (*Community Safety and Policing Act, 2019*) to the *Comprehensive Ontario Police Services Act, 2019* comes into force and the day this Regulation is filed.