

# Minutes of the Renfrew Police Services OPP Detachment Board

May 29, 2024, 10:00 am  
Council Chambers  
2nd Floor - Town Hall

Members Present      Scott Brum, Township of McNab Braeside Council Representative  
Glen Campbell, Township of Horton Council Representative  
Angela Field, Township of Admaston Bromley Council Representative  
Jason Legris, Town of Renfrew Council Representative  
Steve Parker, Community Representative  
John Proctor, Community Representative  
Robert Tripp, Township of Greater Madawaska Council Representative  
Lisa McGee, Town of Arnprior Council Representative  
Connie Tabbert, Township of Whitewater Region Council Representative

Non Members Present Dawn Ferguson, Detachment Commander  
Carolynn Errett, Town Clerk/Recording Secretary

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## 1. Call to Order

The Regular Meeting of the Renfrew Police Services OPP Detachment Board was called to order at 10:01 a.m.

### 1.1 Roll Call

### 1.2 Land Acknowledgement

## 3. Presentation/Delegation

### 3.1 Presentation - O.P.P Detachment Board Transition

Mr. Wright spoke to the Community Safety and Policing Act, 2019 and noted the following legislation requirements:

- O.P.P Detachment Board Role and Responsibility: Section 67, [Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 \(ontario.ca\)](#)
- Board Composition and Remuneration Requirements: [O. Reg. 135/24: O.P.P. DETACHMENT BOARDS \(ontario.ca\)](#)
- Board Code of Conduct: [O. Reg. 409/23: CODE OF CONDUCT FOR O.P.P. DETACHMENT BOARD MEMBERS \(ontario.ca\)](#)

Mr. Wright defined his role as an "Inspectorate of Policing" and stated his functions thereof. Clarification was provided on the provincial appointments and any disqualifying factors.

The relationship between the Board and the Municipal Councils was noted and emphasized the importance of consistent and timely communication. The annual reporting requirement was noted for reference.

It was noted that budget requirements were not defined within legislation, and therefore individual Boards must determine their own budget.

#### **4. Approval of the Minutes**

**Moved By** Scott Brum

**Seconded By** Angela Field

That the Renfrew Police Services OPP Detachment Board approve the Inaugural Meeting Minutes of May 3, 2024 and the Closed Meeting minutes of May 3, 2024 (understanding that they remain confidential).

**Carried**

#### **5. Items of Business**

##### **5.1 Renfrew Police Services OPP Detachment Board Terms of Reference**

It was recommended that further discussion on the Terms of Reference be postpone until a future meeting date. New information is still being received.

**Moved By** Scott Brum

**Seconded By** Glen Campbell

That Renfrew Police Service OPP Detachment Board postpone the approval of the Terms of Reference.

**Carried**

##### **5.2 Police Services OPP Detachment Board Procedural By-Law**

Notable updates to the draft were indicated and no further changes were requested.

**Moved By** Scott Brum

**Seconded By** Angela Field

That Renfrew Police Services OPP Detachment Board adopt the Procedural By-Law as distributed.

**Carried**

### **5.3 Code of Conduct for O.P.P Detachment Board Members**

The O.Reg 409/23 Code of Conduct was distributed without change or comment. All members are to adhere to the Code of Conduct as specified.

**Moved By** Jason Legris

**Seconded By** Scott Brum

That Renfrew Police Services OPP Detachment Board adopt the Ontario Regulation 409/23 Code of Conduct for O.P.P Detachment Board Members as stated under the *Community Safety and Policy Act, 2019*.

**Carried**

### **5.4 Community Member Appointment**

Steve Parker and John Proctor were introduced as the two Community Member appointees. Both stated their Oath and took their seats with the Board. Confirmation on their mandatory training will be provided at a later meeting date.

Lisa McGee stated her Oath and provided confirmation on the completion of her mandatory training. Information has been noted for file.

**Moved By** Connie Tabbert

**Seconded By** Jason Legris

That Renfrew Police Services OPP Detachment Board appoint Steven Parker and John Proctor as the two community members, and that Town Clerk Errett be directed to provide an appointment By-Law to each of the seven municipalities.

**Carried**

## **6. Reports**

### **6.1 Chair Update**

Chair Rob Tripp provided an update on discussions that have occurred since the inaugural meeting on May 3, 2024. A copy of the update has been attached to the minutes for reference. Chair Tripp spoke to some identifiable challenges that have occurred with the transition and the importance of attending the upcoming Ontario Association of Police Services Board (OAPSB) 2024 Conference and Zone 2 meeting.

A new board name was discussed and will be brought forward at the next meeting for further consideration.

**Moved By** Scott Brum  
**Seconded By** Angela Field

That the Renfrew Police Services OPP Detachment Board approve the attendance of Councillor Rob Tripp at the Ontario Association of Police Service Board's (OAPSB) 2024 In-Person Spring Conference and AGM, June 3-5, 2024, and the Board further approve the attendance of Councillor Brum and Councillor Tripp to attend the OAPSB Zone 2 meeting on June 14, 2024.

**Carried**

## **6.2 Detachment Commander Update**

Detachment Commander Dawn Ferguson spoke and provided background on herself, her role as the Detachment Commander, and some of the current changes happening within the detachment.

A brief overview was provided on the four (4) active grants currently underway within the detachment:

- Mental Health Crisis Response
- Ride Program (last year)
- Situation Table and Connection Centre (last year and actively seeking further sustainability opportunities)
- Auto Thief

Further details regarding the grants and community policing will be provided at an upcoming meeting.

## **7. Correspondence**

The following correspondence listed on the agenda of May 29, 2024 was received as information.

**7.1 2023-2024 Ontario Provincial Police Strategic Plan**

**7.2 Information Insurance for OPP Detachment Boards (OAPSB)**

**7.3 Notice of Spring Conference and AGM of the Ontario Association of Police Service Boards, Blue Mountain June 3-5, 2024**

**7.4 Notice of 2024 Meeting of Ontario Association of Police Service Boards Zone 2 - June 14, 2024**

**9. Motion In Which Notice Has Previously Been Given**

**9.1 Councillor Legris - Request to bring forward any updates and related documents related to current grants.**

Request was noted and information will be brought forward to the June meeting.

**Moved By** Jason Legris

**Seconded By** Scott Brum

That Renfrew Police Services OPP Detachment Board request that the Detachment Commander bring forward to the next board meeting any updates and related documents associated to grant funding linked to the previous Renfrew Police Services Board.

**Carried**

**11. By-Laws**

**Moved By** Lisa McGee

**Seconded By** Connie Tabbert

That by-laws listed on the agenda of May 29, 2024 be taken as read and passed.

01-2024: Procedural By-Law

02-2024: Confirming By-Law (May 3 & May 29)

**Carried**

**12. Upcoming Meetings**

The next regular scheduled meeting of the Renfrew Police Services OPP Detachment Board will be held on June 20th at 10:00 a.m. The meeting will be held in the Council Chambers at the Renfrew Town Hall Office located at 127 Raglan Street South, Renfrew.

**13. Adjournment**

The Renfrew Police Services OPP Detachment Board adjourned at 11:30 a.m.

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Robert Tripp, Chair

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Carolynn Errett, Recording Secretary