



Minutes of the South Ottawa Valley O.P.P. Detachment Board

**November 21, 2024, 1:38 p.m.
Renfrew Town Hall – 127 Raglan Street South, Renfrew
Council Chambers (2nd Floor)**

Members Present: Scott Brum, Municipal Representative (Vice Chair)
Glen Campbell, Municipal Representative
Angela Field, Municipal Representative (arriving late at 10:07 a.m.)
Jason Legris, Municipal Representative
Lisa McGee, Municipal Representative
Steve Parker, Community Representative
John Proctor, Community Representative
Connie Tabbert, Municipal Representative
Robert Tripp, Municipal Representative (Chair)

Non Members Present:Carolynn Errett (Recording Secretary)
Marc Hemmerick, Acting Detachment Commander

1. Call to Order:

The Regular Meeting of the Renfrew and Area O.P.P. Detachment Board was called to order at 10:03 p.m. by Chair Tripp.

2. Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None were noted

4. Approval of the Minutes

**Moved by Angela Field
Seconded by Jason Legris**

That the Renfrew and Area OPP Detachment Board Meeting Minutes of November 21, 2024 be approved as distributed.

Carried

5. Delegations/Presentations

6. Items of Business

- 6.1 Draft Policy Review
 - 6.1.1 Abuse, Discrimination, Harassment and Violence Policy
 - 6.1.2 O.P.P. Detachment Board Code of Conduct (reformatted)
 - 6.1.3 Signing and Delegated Authority Policy (Financial)
 - 6.1.4 Hiring and Recruitment Policy (New)
 - 6.1.5 Procurement Policy (New)

Draft policies were provided to the board for feedback and review. Three were previously provided at the November 21st meeting. It was noted that the Detachment Board's level of authority stated within the CSPA is unclear and that further clarification from the province was recommended prior to adopting the policies in their final form. Members were encouraged to review and provide feedback at an upcoming meeting.

6.2 Renfrew and Area O.P.P. Detachment Board Rename

Prior to the meeting several options were circulated to the board for consideration. Through discussion, the board narrowed the selection to the following three options:

Ottawa Valley South O.P.P. Detachment Board
Lower Ottawa Valley O.P.P. Detachment Board
South Ottawa Valley O.P.P. Detachment Board

An informal vote was taken which resulted in the following motion;

**Moved by Angela Field
Seconded by Glen Campbell**

That the Renfrew and Area O.P.P. Detachment Board adopt the new board name of South Ottawa Valley O.P.P. Detachment Board.

Carried

6.2.1 Identification within O.Reg 135/24 By-Law Requirement

Correspondence received from the OAPSB noted that any detachment board wishing to change their name from that which was stated in the O.Reg 135/24 is recommended to pass a by-law and/or resolution. As stated, the following motion was put for formal adoption:

**Moved by Steve Parker
Seconded by John Proctor**

That the Renfrew and Area O.P.P. Detachment Board adopt the new board name of South Ottawa Valley O.P.P. Detachment and that the following be adopted:

As outlined in Ontario Regulation 135/24, this board is an OPP Detachment Board in the Renfrew County geographical area serviced by the Renfrew Detachment.

Until such time as the CSPA or O.Reg 135/24 is amended to reflect the name of our Detachment Board in the corresponding table within O.Reg 135/24, this board will be operating as South Ottawa Valley O.P.P. Detachment Board.

Carried

6.3 Secretarial Administration Update

Recording secretary,Carolynn Errett restated that her last day of service to the board was December 31, 2024. The board thanked Mrs. Errett for her contribution in getting the board established.

A draft Secretarial Administrative job description was circulated for discussion. Concern was noted as to whether the board had the legal authority to employ, and it is believed that further discussion at the ministry level is required to ensure that the board is established as a legal entity/employee of record.

Interim options were discussed, and it was stated that the board would move forward in the new year with Chair Tripp issuing the agenda and recording the minutes until such time as an administrator could be hired.

6.4 Website Set Up Options

Research to date was brought forward for discussion. It is believed that a simple and inexpensive website could be set up for around \$3000.00. Different providers were discussed, and recommendation was given to consider a contractor who would directly manage the site. Further details will be brought forward in the new year.

6.5 Proposed ROMA Delegation Follow Up

Positive feedback has been received on the joint delegation request. Support is being received from the Inspector General's Office and OAPSB. It was noted that if a delegation at ROMA was not possible, an alternative meeting could be arranged.

Further details to follow and members will be advised if the delegation request is granted.

6.6 2025 Meeting Schedule

Based on discussion at the November meeting, a calendar outlining the 3rd Monday of every month was put forward for discussion. Several conflicts were noted and discussion ensued regarding alternative dates and times.

Through discussion the board agreed to move forward with the fourth Wednesday of the month at 4:00 p.m. A revised calendar noting the dates will be circulated.

7. Reports

7.1 Chairs Report

7.1.1 Bank and Corporate Structure Update

No additional information was provided, and further details will be brought forward in the New Year.

7.1.2 2024 Budget Update

A request to confirm the number of board meetings and attendance records for the year was made for remuneration purposes. Information will be submitted along with an expense report to each of the municipalities for reimbursement.

It was noted that Renfrew, Horton and Admaston/Bromley have not yet passed the Board's 2025 budget. Concern was noted over possible arbitration. It was encouraged that Chair Tripp speak directly at Admaston/Bromley Council meeting.

It was noted that Renfrew Town Council expressed concerns regarding the discrepancies in what was noted in the minutes and what was presented. The Board acknowledged the error and agreed to pass the budget as amended.

Moved by Connie Tabbert

Seconded by Jason Legris

That the South Ottawa Valley OPP Detachment Board approve the 2025 budget as amended.

Carried

7.1.3 Mobile Crisis Response Team (MCRT) Enhancement Grant

The board was advised of grant funding that was recently award for a Mobile Crisis Response Team Enhancement. The grant would provide for an additional full-time employee and a full-time officer. Grant money will need to be spent prior to March 31st, however, there may be opportunity to further extend for two years.

Clarification was sought as to who holds the grant funds and whether the grant was processed through the Detachment Board or Town of Renfrew. Acting Detachment Commander Hemmerick to confirm and report back.

7.2 Vice-Chair OAPSB Zone 2 Meeting Recap

Vice Chair Brum provided a recap of the Zone 2 meeting that took place on November 29th in Ottawa. Both himself and Glen Campbell were able to attend. The minutes of the meeting are attached to the agenda package as item 9.3.

The next meeting will be scheduled in April 2025. Details to follow.

Member Lisa McGee stating a scheduling conflict left the meeting at 3:30 p.m.

***Recording was disrupted due to poor internet quality at approximately 3:30 p.m. Attempts to reestablish internet were unsuccessful. Meeting continued without recording in progress.*

7.3 Detachment Commander

7.3.1 Detachment Update

Acting Detachment Commander Hemmerick noted that changes within the legislation have also affected the detachment. It was noted that going forward quarterly reports will be provided to the board for discussion, and that the 2024 Q3 and Q4 reports will be brought forward early in the new year.

It was noted that this past fall the detachment has been focused on traffic and community safety and have been undergoing some operational changes.

7.3.2 2023-2025 Annual Plan

The previous 2023-2025 Annual Plan was shared. An updated plan will be brought forward in 2025 with input from the Board. The primary focus will be on community well being, the O.P.P.'s role, and identified priorities.

8. Closed Session

9. Correspondence

The following correspondence was received as information.

- 9.1 OAPSB Zone 2 Meeting Minutes – September 19-20, 2024
- 9.2 OAPSB Zone 2 Meeting Minutes – November 29, 2024
- 9.3 OAPSB Monthly Bulletin: December 2024 News and Updates

9.4 Letter from Honourable Michael Kerzner, Solicitor General,
Re: Mobile Crisis Response Team (MCRT) Enhancement Grant

10. Notice of Upcoming Business

- 10.1 Annual General Meeting – 1st Meeting of the Year
- 10.2 Board Position Nominations

Chair Tripp noted that the Board's AGM will be held on January 22, 2024, and that Board nominations for the elected position of Chair, Vice-Chair and Chair of Finance will be received.

- 10.3 Board Meeting Agenda Format

No discussion was noted.

Additional Item Noted:

A concern was brought forward regarding current myFM radio ads sponsored by the previous Renfrew Police Service Board. It was confirmed that the ads were purchased at the beginning of 2024 by the old board and that myFM is fulfilling the original contract.

11. Date of Next Meeting

The next regular scheduled meeting is scheduled for 4pm on Wednesday, January 22, 2025.

12. Adjournment

The Renfrew and Area OPP Detachment Board adjourned at 3:56 p.m.

Robert Tripp, Chair

Carolynn Errett, Recording
Secretary