

## Report to Council

<b>Report Title:</b>	South Bruce O.P.P. Detachment Board Update		
<b>Prepared By:</b>	Sarah Johnson, Deputy Clerk		
<b>Department:</b>	Clerk's		
<b>Date:</b>	March 5, 2024		
<b>Report Number:</b>	CLK2024-05	<b>File Number:</b>	C11CL, P16PO
<b>Attachments:</b>	South Bruce OPP Detachment Board Community Appointee Committee Terms of Reference		

### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CLK2024-05 - South Bruce O.P.P. Detachment Board Update, prepared by Sarah Johnson, Deputy Clerk and in doing so approves the South Bruce OPP Detachment Board Community Appointee Committee Terms of Reference;

And further that the Council of the Municipality of Brockton hereby appoint Councillor Tim Elphick to the South Bruce OPP Detachment Board Community Appointee Committee;

And further that Council authorize staff to begin the recruitment process for the Community Appointees for the South Bruce OPP Detachment Board.

### Report:

#### Background:

Staff brought forward Report Number CLK2024-04 – Community Safety and Policing Act, 2019 Regulations on February 6, 2024, describing the proposed *Community Safety and Policing Act, 2019* (“CSPA”) regulations which were available for comment until February 13, 2024. Staff submitted Brockton Council’s comments on the regulations. It should be noted that the regulations are still in draft format at this time and could change prior to April 1, 2024.

South Bruce O.P.P. Detachment Board (“Detachment Board”) member municipalities have also passed resolutions authorizing Municipal Clerk’s and Deputy Clerk’s to continue their working group to establish the setup and operation of the Detachment Board in preparation for the CSPA to be sworn into force on April 1, 2024. The working group has drafted a Terms of Reference for a Community Appointee Advisory Committee, Procedural By-Law, draft agenda, and minute templates, and has been investigating plans for finances, insurance, communications, and roles within the Board.

## **Analysis:**

The following arrangements have been put in place to administratively support the Detachment Board without overwhelming any one municipality:

- The Township of Huron-Kinloss will build a temporary webpage for the new Detachment Board that all municipalities can link to directly. Additionally, there will be an estimate for the Board to consider if, in the future, there is a desire to build a stand-alone website.
- The Municipality of Brockton will assist with finances for the Detachment Board for at least the first year.
- The Municipalities of Kincardine and Arran-Elderslie will serve as the co-leads to support the board for the first year administratively, as Kincardine has experience with a PSB and Arran-Elderslie is able to learn and support this new role/function within their Municipality.
- Secretarial services will be provided by municipal staff on an interim basis until the Detachment Board convenes and determines the plan for recruitment of a Board Secretary. The Detachment Board can further consider the option to recruit an external Secretary/Administrative support person.

## **Council Representatives**

The Municipality of Kincardine appointed their Council representative on February 14, 2024.

The Township of Huron-Kinloss will appoint their Council representative on March 4, 2024.

The Municipality of Arran-Elderslie, and the Municipality of South Bruce will be appointing their Council representatives this month.

## **Community Representatives**

A Terms of Reference for a South Bruce O.P.P. Detachment Board Community Appointment Advisory Committee has been prepared and attached to this report. The terms of reference will guide the selection process of Community Appointed representatives to the Detachment Board in accordance with the board composition provided in the CSPA regulations.

The South Bruce O.P.P. Detachment Board Community Appointee Advisory Committee are proposed to be established solely to review community member applications to the South Bruce OPP Detachment Board and make recommendations to the Member Councils who, collectively, shall form the appointing body for the purposes of satisfying section 33 of the CSPA.

The Community Appointee Advisory Committee will be comprised of the elected officials from each member municipality appointed to the South Bruce OPP Detachment Board, and the secretary of the Board will provide secretary services for this Committee.

This Committee will begin once the elected officials from member Councils of the Detachment Board have been appointed. The Committee will meet as many times as deemed necessary to review all community member applications to the Board and provide recommendations on which applicant to appoint to each member Municipality.

The terms of reference also outline considerations for appointments, ineligibility, remuneration of members, and the recruitment process.

It is proposed that applications be accepted by each member municipality with submissions directed to the Clerk, and applications will be provided to the Committee Secretary. The Committee will review the applications and make recommendations to each member municipality and official appointments will be made by resolution from each member municipality Council to be forwarded to the Committee Chair and Secretary.

These Terms of Reference are required to be adopted by all Detachment Board municipalities, as each member Municipality must unanimously appoint the two (2) community representatives.

This process of establishing a selection Committee, and jointly advertising for the community representatives was completed by the Grey Bruce O.P.P. Detachment Board.

Currently, staff are recommending that Council appoint Councillor Tim Elphick to the Community Appointee Advisory Committee, and further authorize staff proceeding with recruitment to appoint the two (2) community representatives to the Detachment Board.

### **Provincial Appointees**

As mentioned previously, the Ministry will be reaching out to current Provincial Appointees on Section 10 Boards to confirm their interest in serving on the Detachment Board, and be considered as part of a pool of candidates.

Brockton's Police Services Board Chair submitted their application to be considered as a Provincial Appointee.

The working group have reached out to the Ministry of the Solicitor General for an update and have not received any further information. Through the CAO and Mayor's work with the lobbyist it is understood the two appointees are expected to be officially appointed by the end of April.

It is expected that the Detachment Board will be convened with the five (5) Council representatives and eventually the two (2) Community Representatives while the Board waits to hear about the two (2) Provincial Appointees who will sit on the Board.

### **Draft Procedural By-Law**

A draft South Bruce O.P.P. Detachment Board Procedural By-Law has been prepared that will be brought to the Detachment Board. This Procedural By-Law is a governing document for the Detachment Board and will be formally adopted by the Detachment Board as they are authorized to pass their own By-Laws under the CSPA.

### **Mandatory Training**

Section 35(2) of the CSPA requires all Detachment Board members to successfully complete the following training:

1. The training approved by the Minister with respect to the role of a police service board and the responsibilities of members of a board or committee.
2. The training approved by the Minister with respect to human rights and systemic racism.
3. The training approved by the Minister that promotes recognition of and respect for,

- i. the diverse, multiracial and multicultural character of Ontario society, and
- ii. the rights and cultures of First Nation, Inuit and Métis Peoples.

4. Any other training prescribed by the Minister.

Members are not able to exercise their powers or perform duties until they have successfully completed the training.

The Ontario Association of Police Services Boards are currently collecting contact information for Board members to ensure the Ministry has a full list of participants.

The mandatory training from the Ministry will be broken into 4 modules, all being delivered online and done individually with a user profile from the Ministry. The first module is Roles and Responsibilities training and is expected to be about 3 hours.

Since the South Bruce OPP Detachment Board is being constituted as of April 1, 2024, and Board members will need to be sworn in, Detachment Board members will likely be trained after April 1<sup>st</sup>.

Staff have been advised that the Mandatory Roles and Responsibilities training is in the final stages of completion and then the Ministry will reach out directly or with the help of the OAPSB to Police Services Boards and OPP Detachment Boards.

The remaining thematic training will need to be completed within 6 months of Board members appointments and will be broken down into 3 or 4 more modules that will be online and 2.5 to 3 hours in length.

Staff will bring forward an additional report at the March 26, 2024, Council Meeting with any updates.

### **Strategic Action Plan Checklist:**

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

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|---|-----|
| • Recommendations help move the Municipality closer to its Vision                       | Yes |
| • Recommendations contribute to achieving Heritage, Culture, and Community              | Yes |
| • Recommendations contribute to achieving Quality of Life                               | Yes |
| • Recommendations contribute to achieving Land Use Planning and the Natural Environment | N/A |
| • Recommendations contribute to achieving Economic Development                          | N/A |
| • Recommendations contribute to achieving Municipal Governance                          | Yes |

### **Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The CSPA requires the Detachment Board to prepare estimates on an annual basis detailing the total amount necessary to cover the operational expenses of the board. The costs would then be allocated equally amongst all the municipalities, or in a manner unanimously decided by the municipalities (i.e., per household, population etc.), possibly through a Cost Sharing Agreement. If a unanimous decision cannot be reached, the matter will be referred to the Ministry for arbitration. Again, these CSPA regulations have not been formally approved and could change by April 1<sup>st</sup>.

Administrative operations, training, remuneration, mileage, and resources for the Detachment Board are currently unknown.

The approved Brockton Police Services Board budget included \$10,550.

The Detachment Board proposed budget will be discussed this month by municipal staff and be finalized by the Detachment Board once they convene.

**Reviewed By:**



Trish Serratore, Chief Financial Officer

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**Respectfully Submitted by:**



Sarah Johnson, Deputy Clerk

**Reviewed By:**



Sonya Watson, Chief Administrative Officer