

Brockton Police Services Board Meeting Minutes

Thursday, January 16, 2020 at 4:15 p.m.

Location: South Bruce O.P.P. Detachment

25 Bruce Road 19, Walkerton

Present:

Chair: Brian Read

Members: Councillor Steve Adams, Detachment Commander Krista Miller, Sgt. Kendall Ward, and Provincial Appointee Heather Frook

Staff: Secretary – Corporate Records, Licensing and Communications Assistant Sarah Johnson

Guest: Clerk, Fiona Hamilton

Absent: Councillor James Lang, Provincial Appointee Jeff Hall, Sgt. Richardson, Sgt. Keegan Wilcox

1. Call to Order

The Chair called the meeting to order at 4:27 p.m.

2. Approval of Agenda

Moved By: Heather Frook Seconded By: Steve Adams

That the Agenda for the January 16, 2020 meeting of the Brockton Police Services Board be accepted as presented.

Carried.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Delegations

4.1 Fiona Hamilton, Clerk of Municipality of Brockton – Brockton Police Services Board Mandate and Branding Guidelines

Chair, Brian Read welcomed Fiona Hamilton, Clerk to the Board meeting.

Ms. Hamilton introduced herself to the Board members.

Ms. Hamilton provided guidance on the relationship between the Municipality of Brockton, and the Brockton Police Services Board (PSB), clarifying that the PSB is an arm of the Municipality of Brockton, and not its own entity. The PSB is defined as a local board under the *Municipal Act, 2001*, and is a Board appointed by the Council of the Municipality of Brockton. Since the Municipality of Brockton utilizes O.P.P. services, the PSB's role is to provide oversight in ensuring that the Municipality complies with their obligation to provide police services.

Ms. Hamilton inquired if the PSB had reviewed their mandate legislated in the *Police Services Act*, which identifies their role in depth. Ms. Hamilton further reviewed the *Police Services Act* and the *Municipal Act, 2001*, and explained that the Board must comply with the *Police Services Act* Code of Conduct for Board Members, and the Municipality of Brockton's Council Code of Conduct. Ms. Hamilton also advised the PSB that they should follow the Municipality of Brockton's Procedural By-Law, which provides detailed information for the

conduct of meetings, and reiterated the importance of documenting and authorizing decisions made by the PSB under formal motions/resolutions. This process encourages that any decisions made by the Board are authorized as a whole by all members, and documented in the meeting minutes.

Ms. Hamilton explained that the PSB should also plan for any upcoming expenses, participation in events, or programming decisions be included in the PSB's budget, which offers Council the opportunity to understand and authorize the expenses.

Ms. Hamilton also explained the role of the Municipality's Clerk's Department, and relationship between municipal staff, Council, and the PSB, and encouraged the continued communication among all parties. Ms. Hamilton further encouraged the PSB to contact the Clerk's Department to assist in facilitating the flow of information from the PSB to Council.

Therefore, the PSB must comply with the Municipality's branding guidelines, and recommended that the PSB refer any questions regarding the Brockton brand to the Secretary/Corporate Records, Licensing and Communications Assistant.

The PSB discussed their partnership with the Municipality of Kincardine, and Municipality of Huron-Kinloss in hosting human trafficking seminars in all three communities. The PSB would like to purchase a pop-up banner to display at the seminar events, and discussed the usage of the Brockton logo on branding/promotional materials, while encouraging that the Police Services Boards were facilitating the events. Ms. Hamilton confirmed that the PSB should use the Brockton logo, but if a separate or new logo was proposed for the PSB, it would need to be authorized by Council, similar to the Environmental Advisory Committee's Zero Waste logo.

The PSB discussed complying with provincial legislation to ensure that the Municipality's website includes all required information for the PSB. Ms. Hamilton encouraged the PSB to coordinate with the Secretary/Corporate Records, Licensing and Communications Assistant who manages the website. Ms. Hamilton further described the Municipality's community calendar which includes committee and board meetings, and the Clerk's Department's plan to add committees to the Municipality's agenda management software, eScribe.

The Board thanked Ms. Hamilton for attending the meeting.

Fiona Hamilton exited the meeting at 5:05 p.m.

5. Review of Previous Meeting Minutes – December 12, 2019

Moved By: Steve Adams Seconded By: Heather Frook

That the minutes of the December 12, 2019 meeting of the Brockton Police Services Board be accepted.

Carried.

6. Business Arising from Minutes

6.1 2020 Meeting Schedule

The Board decided to meet on the third (3rd) Thursday of each month, except for July and August.

The Board discussed when to present the South Bruce O.P.P.'s 2019 Year End Report to Brockton Council.

Moved By: Steve Adams Seconded By: Heather Frook

That the Brockton Police Services Board attend the March 24, 2020 Council Meeting as a delegation to present the South Bruce O.P.P. 2019 Year End Report.

Carried.

6.2 Human Trafficking Grant Meeting Update

Heather Frook will attend the human trafficking seminar in Lucknow. The committee is planning for the Walkerton seminar in February. Ms. Frook felt supportive and happy about the committee, and informed the Board that there have been positive inquiries and registration so far for the seminars.

Moved By: Brian Read Seconded By: Steve Adams

That the Brockton Police Services Board ratify their decision made in November 2019, to appoint Heather Frook to the Human Trafficking Committee with the Municipality of Kincardine and Municipality of Huron-Kinloss, and further that incurring expenses be covered by the Municipality of Kincardine's provincial grant, or the Municipality of Brockton.

Carried.

6.3 Roads Committee

The Board discussed the importance of having a Roads Committee.

Action: Steve Adams to contact Director of Operations, Gregory Furtney to inquire about the possibility of reinstating the Roads Committee.

6.4 Tim Hortons Signage

Steve Adams met with Director of Operations, Gregory Furtney to inquire about the ownership of the no-left-turns sign located at Tim Hortons in Walkerton, discouraging drivers from turning left out of the driveway and onto Durham Street. Mr. Furtney explained that the County of Bruce owns Durham Street/Highway 9, and that the sign is located on private property, and was installed by Tim Hortons. However, the County of Bruce does not have documentation signing off the entryway to the highway.

The Board discussed the importance of public safety, and inquired about the possible accidents and enforceable charges that could occur at the road.

Detachment Commander, Krista Miller explained that in the O.P.P.'s 2019 traffic study at Durham and McNab Streets, minimal collisions were reported.

Mr. Adams reported that Mr. Furtney informed him that a survey would take place in the spring to inquire about sidewalks and traffic at the Durham/McNab intersection.

Sgt. Kendall Ward exited the meeting at 5:21 p.m.

7. Accounts

Moved By: Steve Adams Seconded By: Heather Froom

That the accounts be paid as follows:

7.1 Dates: 11/22/19 to 01/09/20 \$350,072.66

Carried.

8. Items Carried Forward

8.1 Black Cat Radar

Director of Operations, Gregory Furtney informed the Board that the Black Cat Radar is operational, and had not been sent back to the manufacturer after staff resolved the issue in-house. Mr. Furtney also informed the Board that Operations/CAO Assistant, Tayler Grubb has resigned from the Municipality of Brockton; therefore, Ms. Grubb will contact the O.P.P. to ensure officers are trained on the software.

Mr. Furtney provided a quote for the radar's software update, and informed the Board that the software update would bring the equipment up to the same standard as the County of Bruce's radar.

Mr. Furtney also advised the Board that due to weather, the radar would not be reinstalled until the spring, and that he was putting together a work plan for the installation and locations, which can be completed in the spring.

The Board inquired about the software update, and the warranty of the radar, and expressed their disappointment in the radar's malfunctions.

Action: Board Chair, Brian Read to inquire with Director of Operations, Gregory Furtney, about the radar's warranty, and details about the software update.

Action: Detachment Commander, Krista Miller to inquire with neighbouring Police Services Boards about which company they purchased the Black Cat Radar from.

8.2 Court Security

The Court Services Division Manager was to contact the MAG Representative to arrange a date to tour the Walkerton Court House, and provide the date to the Court Security Committee. Detachment Commander Miller emailed the Court Services Division Manager twice to inquire for an update, but has not yet heard a response.

8.3 Community Safety and Well-Being Plan

The Community Safety and Well-Being Committee are obtaining resolutions and signed documentation from all municipalities. The committee are

arranging dates for community engagement sessions. A website will be launched by the end of the month, including a community engagement survey. The survey will also be distributed across Grey-Bruce. Community Engagement Sessions will also be held in the County, and at each Municipality. Every organization on the Advisory Committee also receives a self-facilitation kit. The committee will determine the risks across Grey-Bruce that will be identified from the sessions and surveys.

8.4 Run 4 Health

Run 4 Health again approached Chair, Brian Read about the 2020 route, which has not changed. The route will leave from the South Bruce Grey Health Centre in Walkerton and cross County Road 2 and County Road 3. Run 4 Health are requesting a police presence at the event along the route.

Detachment Commander Miller informed the Board that Run 4 Health are requesting an operational decision which should come through the O.P.P. and not the Board. Ms. Miller requested that Run 4 Health contact Sgt. Keegan Wilcox.

Action: Chair, Brian Read to notify Run 4 Health that they should contact the O.P.P.

9. Information/Correspondence

9.1 Annual Department Budget vs. Actual Comparison Report

Date: December 1-31, 2019.

Presented for information.

The Board discussed provincial training, and updating the Municipality's policing webpage with Board information.

Moved By: Steve Adams Seconded By: Heather Frook

That the Brockton Police Services Board authorizes Provincial Appointee, Heather Frook to coordinate with Duane Sprague to organize a training session for the Board, and that Ms. Frook facilitate with the Board Secretary to update the Municipality's policing webpage.

Carried.

10. New Business

10.1 Provincial Appointee, Jeff Hall

Provincial Appointee, Jeff Hall is considering resigning from the Board. Chair, Brian Read has asked him to consider the decision, and provide a formal resignation. The Chair has not yet received a response.

The Board discussed the process involved with nominating a new Provincial Appointee if they were required.

10.2 OAPSB Zone 5 Membership Invoice

Moved By: Heather Frook Seconded By: Steve Adams

That the Brockton Police Services Board authorizes the Board Secretary to pay the OAPSB Zone 5 Membership in the amount of \$250.00.

Carried.

11. O.P.P. Detachment Commander's Report – Date: December 2019

Detachment Commander, Krista Miller, reviewed her O.P.P. Detachment Commander's Report:

- For the second month in a row there were no Sexual Assaults reported. Despite this Sexual Assault reports are up Year to Date. Anecdotally this may be attributed to the continuation of the Me Too Movement and victims being more comfortable in coming forward.
- Assaults are down during this time period compared to 2018 and continue to be down Year to Date.
- Break and Enters were up slightly in December but continue to be down Year to Date. Three of the Break and Enters may be similar in nature and connected. The investigations are continuing.
- Theft Under was up slightly this month. There was a wide range of thefts of a variety of items from bikes, wallets and Christmas lights. A Retirement Home reported two occurrences of theft of cash.
- One theft occurrence involved an individual going through belongings in the locker room at the Walkerton Arena. Officers were called, a foot pursuit ensued and the individual was caught, arrested and charged.
- Year to Date Arsons are showing to have increased. These arsons involved a fire in a dumpster, a fire lit in a parking lot and a fire set at the old Bogdon and Gross factory. The abandoned building had windows smashed and debris was lit on fire inside.
- There was a double fatal Motor Vehicle collision in Brant Township.
- Charges have been laid in the Personal Injury car vs pedestrian collision that occurred in November in Walkerton.
- The first project for the Community Safety and Policing Grant is the presentation of three Human Trafficking Awareness sessions, one in each of the three Municipalities.
 - Thursday January 23rd, 6:30 pm to 9:30 pm at the Lucknow Sports Complex
 - Thursday February 20th, 10:00 am to 2:00 pm at the Walkerton Water Centre
 - Thursday March 5th, 6:30 pm to 9:30 pm at the Kincardine Davidson Centre
- A meeting was held regarding hosting a Human Trafficking Awareness session in Brockton. Due to the successful Grant application obtained by the Municipality of Kincardine it was decided to host three sessions - one in Kincardine, one in Walkerton and one in Lucknow. These sessions would

provide public education and awareness of Human Trafficking and support attendance at a larger forum being hosted in Port Elgin on March 26th/27th by Violence Prevention Grey/Bruce - HT committee.

- South Bruce officers spent a day assisting the Walkerton Food Bank collecting donations for their CKNX sponsored fund raiser.
- South Bruce OPP officers participated in the Festive RIDE campaign. 107 RIDE programs were held across the South Bruce area. Four drivers were charged with Impaired Driving and one received a three day suspension.
- South Bruce OPP is hosting the Ontario Police Curling Association Provincial Play downs January 15th to the 19th at the Walkerton Curling Club. There will be Police Curling teams from across the Province competing. Come out and watch the action with a local team being represented!

12. Other Business

12.1 Bruce Power Block Party

Heather Froom inquired about the Bruce Power Block Party event on July 18, 2020 in Walkerton. The Board Secretary informed the Board that the Municipality of Brockton is launching a new community engagement website, buildyourbrockton.ca, which will contain information about the Walkerton 2020 Commemorative event, including the Bruce Power Block Party. The Municipality has just begun to meet with Bruce Power to plan the event.

12.2 Ontario Federation of Agriculture

Heather Froom has resigned from the Bruce County branch of the Ontario Federation of Agriculture after ten years of service. Ms. Froom is still involved in the Farm Safety branch.

12.3 East Ridge Business Park Signage

Constable Kevin Martin and the Board Secretary have a good relationship, and have already emailed the new South Bruce O.P.P. sign to be displayed at the East Ridge Business Park. Three South Bruce O.P.P. articles were also included in the January 2020 issue of the Brockton Buzz Newsletter. Constable Martin has proved to be a great resource, and the Board voiced their appreciation for the continued communication.

12.4 Business Cards

The Board discussed the business cards that were provided to Provincial Appointee, Heather Froom, and Chair Brian Read. The Board further requested that the Secretary obtain quotes to print businesses cards through a third party.

Moved By: Steve Adams

Seconded By: Heather Froom

That the Brockton Police Services Board authorizes the Board Secretary to obtain quotes from Vista Print and Holst Office Supplies to print business cards for two Board members.

Carried.

13. Next Meeting

Thursday, February 20, 2020 at 4:15 p.m.

14. Motion for Adjournment

Moved By: Heather Froom Seconded by: Steve Adams

That we do now adjourn at 6:27 p.m. to meet again on February 20, 2020 at 4:15 p.m., or at the call of the Chair.

Carried.