

DRAFT Minutes
ELGIN OPP DETACHMENT BOARD
November 13, 2024

The Elgin OPP Detachment Board met in the Council Chambers at the Elgin County Administration Building, 450 Sunset Drive, St. Thomas, with the following in attendance:

Andrew Sloan, Chair
Dominique Giguère, Vice Chair
Ida McCallum, Board Member
Tyler Holmes, Interim Elgin County OPP Detachment Commander
Pete Liptrott, Superintendent OPP West Region
Ron LeClair, Police Services Advisor, Inspectorate of Policing
David Jenkins
Trudy Kanellis
Blaine Parkin, Elgin County Chief Administrative Officer
Jennifer Ford, Elgin County Director of Financial Services/Treasurer
Carolyn Krahn, Elgin County Manager of Economic Development, Tourism and Strategic Initiatives
Katherine Thompson, Elgin County Manager of Administrative Services/Deputy Clerk
Andrew Case, Elgin County Solicitor

Call to Order:

K. Thompson called the meeting to order at 2:05 p.m.

Oath of Office:

K. Thompson administered the Oath of Office for I. McCallum, A. Sloan, and D. Giguère.

Election of Chair and Vice Chair

I. McCallum nominated A. Sloan for the position of Chair, and D. Giguère seconded the nomination. No further nominations were received for this position, and A. Sloan accepted the nomination.

Moved by: Ida McCallum
Seconded by: Dominique Giguère

RESOLVED THAT nominations for the position of Chair be closed; and

THAT A. Sloan be appointed as Chair of the Elgin OPP Detachment Board.

- Motion Carried.

I. McCallum nominated D. Giguère for the position of Vice-Chair, and A. Sloan seconded the nomination. No further nominations were received for this position, and

D. Giguère accepted the nomination.

Moved by: Ida McCallum

Seconded by: Andrew Sloan

RESOLVED THAT nominations for the position of Vice-Chair be closed; and

THAT Dominique Giguère be appointed as Vice-Chair of the Elgin OPP Detachment Board.

- Motion Carried.

Adoption of Minutes:

None.

Disclosure of Pecuniary Interest and the General Nature Thereof:

None.

Reports:

**Elgin OPP Detachment Board Quarterly Report – Interim Detachment
Commander, Tyler Holmes**

T. Holmes presented the report summarizing motor vehicle collisions, criminal code charges, eticket warnings, violent crimes, public complaints, property crime, and youth crime within the Elgin OPP Detachment’s jurisdiction from April 2024-November 2024.

Moved by: Ida McCallum

Seconded by: Dominique Giguère

RESOLVED THAT the report from the Interim Detachment Commander be received and filed.

- Motion Carried.

Elgin OPP Detachment Board Orientation

C. Krahn provided an overview of the Community Safety and Policing Act, the roles and responsibilities of the Elgin OPP Detachment Board, and an overview of the by-laws, policies and budgetary considerations that the new board will need to consider.

Moved by: Dominique Giguère

Seconded by: Ida McCallum

RESOLVED THAT the report from the Manager of Economic Development, Tourism, and Strategic Initiatives be received and filed.

- Motion Carried.

Elgin OPP Detachment Board Administration

C. Krahn provided an overview of the general duties of a board administrator and options available for filling this role. Options include hiring an external administrator, having one of the participating local municipalities to fill this role, or to negotiate a contract with the County of Elgin to administer the board.

Moved by: Ida McCallum
Seconded by: Dominique Giguère

RESOLVED THAT the report from the Manager of Economic Development, Tourism, and Strategic Initiatives be received and filed; and,

THAT the Chair of the OPP Detachment Board send a letter to Elgin County Council requesting continued assistance as the board moves through its inaugural processes and determines how it will be administered; and,

That Elgin County provide the OPP Detachment Board with a detailed proposal outlining the services it is able to offer, along with the associated costs for these services.

- Motion Carried.

1) Elgin OPP Detachment Board Insurance

Moved by: Dominique Giguère
Seconded by: Ida McCallum

RESOLVED THAT the report from the Manager of Administrative Services/Deputy Clerk be received and filed; and,

THAT Chair write a letter to each of the six (6) participating municipalities requesting the amount of \$5,000 each in order to enable the Board to cover the costs of insurance, legal fees, and any other professional services or memberships that may be required in advance of the Elgin OPP Detachment Board Budget development; and,

THAT the County of Elgin be authorized to accept those funds and hold them until a bank account for the Elgin OPP Detachment Board can be established.

- Motion Carried.

Correspondence:

- 1) Memorandum #1: Authorities, Policing Agreements, Requests, Notifications, and Disclosures - Inspector General of Policing
- 2) Advisory Bulletin 1.4: Police Service Board Member Code of Conduct – Disclosures to the Inspector General (IG) Regarding Misconduct and Conflict of Interest - Inspector General of Policing
- 3) Advisory Bulletin 1.5: Forwarding Complaints to the Inspector General (IG) Under Section 108 of the CSPA – Inspector General of Policing
- 4) Support with OPP Detachment Board Branding and OPP Board Naming Flowchart - OAPSB
- 5) Membership Renewal Invoice – OAPSB
- 6) Request for Increased Support from OPP for By-Law Enforcement – Township of Southwold

Moved by: Dominique Giguère
Seconded by: Ida McCallum

RESOLVED THAT Correspondence Items #1-6 be received and filed.

- Motion Carried.

Other Items:

None.

New Business:

None.

Closed Session Items:

None.

Next Meeting:

In consultation with the Chair, a meeting date in December will be determined.

Adjournment:

Moved by: Ida McCallum
Seconded by: Dominique Giguère

RESOLVED THAT we do now adjourn at 3:17 p.m. to meet again at the call of the Chair.

- Motion Carried.

,
Secretary/Administrator.

Andrew Sloan
Chair.