

**CARLETON PLACE POLICE SERVICES BOARD
AGENDA**

Monday, January 16, 2023

4:30 p.m.

15 Coleman St. – Firehall Training Room

A. CALL TO ORDER

B. INTRODUCTION OF MEMBERS AND ELECTION OF NEW CHAIR

C. APPROVAL OF AGENDA

**D. DISCLOSURE OF PECUNIARY INTEREST / CONFLICT OF INTEREST AND
GENERAL NATURE THEREOF**

E. APPROVAL OF MINUTES

Approval of the minutes from the June 20, 2022 Police Services Board meeting
attached

F. BUSINESS ARISING OUT OF MINUTES

- a. Update on speed signs
- b. Update on proposal related to the detachment board framework (see
attached documents)

G. DELEGATIONS

None

H. INFORMATION/CORRESPONDENCE

None

I. REPORTS

- a. Detachment Commander's Report

J. OTHER BUSINESS

- a. Proposed dates for 2023 Carleton Place Police Services Board meetings

K. CLOSED SESSION

None

L. NEXT MEETING

TBD

M. ADJOURNMENT

**CARLETON PLACE POLICE SERVICES BOARD
MINUTES**

**Monday, June 20, 2022
4:30 pm
Virtual meeting via Zoom**

PRESENT:

**Board: Councillor Toby Randell
Deputy Mayor Sean Redmond
Wayne Drummond
Paul Bennett
Jill Bennett**

Regrets: None

**Staff: Pascal Meunier, Director of Protective Services
Diane Smithson, Chief Administrative Officer
Joanne Henderson, Manager of Recreation & Culture**

**Others: Sergeant Robert Croth, OPP
Inspector Karuna Padiachi, OPP**

A. CALL TO ORDER

Chair Toby Randell called the meeting to order at 4:30 p.m.

B. APPROVAL OF AGENDA

**Moved by Paul Bennett
Seconded by Wayne Drummond
THAT the agenda be approved as circulated.**

CARRIED

C. DISCLOSURE OF PECUNIARY INTEREST

None

D. ADOPTION OF MINUTES

**Moved by Paul Bennett
Seconded by Sean Redmond
THAT the minutes of the Carleton Place Police Services Board meeting held on
March 7, 2022 be approved as circulated and read.**

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

- a. Update on collaboration with MADD
Mock-ups of the signage were received this week. Five (5) signs have been ordered, two (2) each for McNeely Avenue and Townline Road and one (1) for the boat launch which should be installed shortly.
- b. Update on plans for Carleton Place OPP Detachment expansion
Discussions are ongoing. Inspector Padiachi noted that there is a bit more space now that many staff are working out of the Perth office, but an expansion is still very needed.
- c. Update on speed signs
Pascal Meunier has been working closely with Public Works staff to determine the best type of speed sign to purchase. Concerns were raised about some of the disadvantages of a permanently mounted sign, and all agreed that the best course of action was to use the budgeted funds to purchase a mobile speed sign instead.

Moved by Sean Redmond

Seconded by Wayne Drummond

THAT staff be authorized to purchase a second mobile speed unit in lieu of a permanently mounted speed unit.

CARRIED

F. DELEGATIONS

None

G. INFORMATION/CORRESPONDENCE

- a. 2022 Court Security and Prisoner Transportation Grant Update
- b. 2023 Municipal Policing Billing Statement Property Count

Moved by Paul Bennett

Seconded by Jill Bennett

THAT correspondence items a. and b. be accepted as information.

CARRIED

H. REPORTS

- a. Detachment Commander Report
Sgt. Croth updated the Board on several items:
 - The recent Annual Beach Bash was uneventful. Starting next year, a Provincial Liaison Officer will reach out to student organizers of events like this in advance to set ground rules and expectations.
 - Criminal reference checks will now exclusively be completed online by applicants.
 - Bob Hahn has left the Detachment for a new job.
 - ATV patrols have commenced on the OVRT.

- Sgt. Croth continues to work with the Traffic Committee. There are a number of traffic concerns that the Committee is working through.
- The new pedestrian crosswalk on Coleman St. is having a calming effect on traffic.

b. Vandalism at Carleton Place Junction public washrooms

Joanne Henderson, Manager of Recreation and Culture explained recent mischief events that have been occurring at the Carleton Junction public washrooms which led to their temporary closure. She has been working with the OPP to increase patrols at several locations around Town where youth are vandalizing and/or defacing public property. Several ideas to mitigate the current issues were discussed, including speaking to staff at local schools, and connecting with local youth organizations.

I. OTHER BUSINESS

- a. OAPSB Survey for Strategic Plan – Lisa Darling, Executive Director OAPSB
- b. OPP Survey – OPP Strategy Management Unit

Diane Smithson worked with the Board to determine the answers that would be submitted for both questionnaires.

Moved By Paul Bennett

Seconded by Sean Redmond

THAT staff be directed to submit responses to both the OPP and OAPSB surveys as discussed.

CARRIED

J. CLOSED SESSION

None

K. NEXT MEETING

The next meeting will be held on Monday, September 19, 2022 at 4:30 p.m. via Zoom

L. ADJOURNMENT

Moved by Paul Bennett

Seconded by Jill Bennett

THAT the meeting be adjourned at 6:03 p.m.

CARRIED

Toby Randell, Chair

Pascal Meunier, Recording Secretary

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 325-0408
MCSCS.Feedback@Ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 325-0408
MCSCS.Feedback@Ontario.ca



132-2021-404
By email

March 18, 2021

Dear Heads of Council and First Nations Chiefs:

I am writing to provide you with an update on the new Ontario Provincial Police (OPP) detachment boards under the *Community Safety and Policing Act, 2019* (CSPA).

As you may remember, in February 2020, the Ministry of the Solicitor General conducted seven regional roundtable sessions across the province. Discussions at these sessions focused on new OPP-related regulatory requirements under the CSPA. Municipalities and First Nation communities receiving policing services from the OPP were invited to learn more about new OPP-related legislative and regulatory requirements and provide the ministry with feedback to inform the development of related regulatory proposals. In addition, we heard from many of you through various letters and engagement opportunities, including meetings with the Association of Municipalities of Ontario MOU Table and Rural Ontario Municipal Association about what you would like your new OPP detachment board to look like.

In response to your feedback, an OPP detachment board framework has been developed that we hope will provide municipalities and First Nation communities receiving direct and/or supplemental services from the OPP the flexibility to create a board that reflects your community and local needs.

Under this framework, municipalities and First Nation communities receiving direct and/or supplemental services from an OPP detachment are being asked to submit one proposal (per detachment) indicating the composition of their board and, if needed, a rationale for multiple boards and the composition of each additional board.

Municipalities and First Nations within a detachment are asked to work together to determine the composition of their board(s) as well as the manner in which they will submit their proposal to the ministry. For example, after determining the composition of the detachment board(s), municipalities and First Nations within a detachment area may select one municipality or First Nation to complete and submit the proposal.

.../2

Dear Heads of Council and First Nations Chiefs
Page 2

Proposals must meet base requirements set by the ministry, which include a minimum number of five members per board and a requirement that each board should be composed of 20% community representatives and 20% provincial appointees. To that end, municipalities and First Nations are not required at this time to identify the names of the individuals that will be participating on the detachment board. Rather, you are only asked to identify the number of seats each municipality and First Nation will be allocated on the detachment board as well as the number of community representatives and provincial appointments.

To streamline and support the proposal process, the ministry has developed a digital form that can be accessed using the link included [here](#).

The ministry will work with municipalities and First Nations to obtain outstanding information/proposals and support you in submitting a completed proposal. If, however, a proposal still does not meet the minimum requirements, or a proposal is not submitted and/or if no consensus is reached on the composition of the board then the ministry will determine the composition of the detachment board.

Completed proposals are to be submitted to the ministry by **Monday, June 7, 2021**.

We recognize the significant implications that the current COVID-19 emergency has had on municipalities and First Nations across the province. To this end, in addition to the written supporting material attached here, we are also pleased to work with you directly through virtual information sessions.

If you have questions related to OPP detachment boards under the CSPA, please contact Sarah Caldwell, Director of Community Safety and Intergovernmental Policy, at sarah.caldwell@ontario.ca. If you have questions about the proposal process or would be interested in a virtual information session, please contact Joanna Reading, Senior Policy Advisor, at joanna.reading@ontario.ca

Sincerely,



Sylvia Jones
Solicitor General

Enclosures

c: Chief Administrative Officers

Municipal Clerks

Below is a summary of your responses

[Download PDF](#)

Ontario Provincial Police (OPP) Detachment Board Proposal Form

Purpose

Municipalities and First Nation Communities in an OPP Detachment are being asked to collaborate and develop a proposal indicating the composition of their OPP detachment board(s).

Please Note: Individual responses will remain confidential and made available only to ministry staff responsible for the dissemination of the form and analysis of results.

Objectives

To determine the composition of each OPP detachment board.

To determine the number of OPP detachment boards.

Please complete and submit your proposal form by **June 7, 2021**.

Please select which OPP detachment you are filling this form on behalf of.

Lanark County 

Please select which Municipality/First Nation is responding on behalf of the detachment.

Carleton Place 

Have you received approval to provide a coordinated response to the ministry on behalf of all the Municipalities/First Nations within the OPP detachment?

Yes

No

How many Municipalities/First Nations are receiving OPP policing from the detachment (including your Municipality/First Nation)?

Please select all the Municipalities/First Nations that will be participating on the OPP detachment board (including your Municipality/First Nations).

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Addington Highlands | <input type="checkbox"/> East Ferris | <input type="checkbox"/> Leeds and the Thousand Islands | <input type="checkbox"/> Point Edward |
| <input type="checkbox"/> Adelaide Metcalfe | <input type="checkbox"/> East Garafraxa | <input type="checkbox"/> Limerick | <input type="checkbox"/> Port Hope |
| <input type="checkbox"/> Adjala-Tosorontio | <input type="checkbox"/> East Hawkesbury | <input type="checkbox"/> Long Lac #58 First Nation | <input type="checkbox"/> Powassan |
| <input type="checkbox"/> Admaston/Bromley | <input type="checkbox"/> East Zorra-Tavistock | <input type="checkbox"/> Loyalist | <input type="checkbox"/> Prescott |
| <input type="checkbox"/> Alberton | <input type="checkbox"/> Edwardsburgh/Cardinal | <input type="checkbox"/> Lucan Biddulph | <input type="checkbox"/> Prince Edward Co |
| <input type="checkbox"/> Alderville First Nation | <input type="checkbox"/> Elizabethtown-Kitley | <input type="checkbox"/> Macdonald, Meredith & Aberdeen Add'l | <input type="checkbox"/> Quinte West |

Alfred and Plantagenet

Elliot Lake

Machar

Rainy River

Algonquin Highlands

Emo

Machin

Ramara

Algonquin's of
Pikwakanagan First
Nation (Golden
Lake)

Englehart

Madawaska Valley

Red Lake

Alnwick/Haldimand

Enniskillen

Madoc

Red
Rock

Amaranth

Espanola

Magnetawan

Red Rock Indian
Band

Animbiigoo
Zaagi'igan
Anishinaabek First
Nation (Lake
Nipigon Ojibway)

Essa

Malahide

Renfrew

Armour

Essex

Manitouwadge

Rideau Lakes

Armstrong

Ewanturel

Marathon

Russell

Arnprior

Faraday

Markstay-Warren

Ryerson

Arran-Elderslie

Fauquier-Strickland

Marmora and Lake

Sables-Spanish
Rivers

Ashfield-Colborne-
Wawanosh

Flying Post First
Nation

Matachewan

Sagamok
Anishnawbeck
First Nation

Asphodel-Norwood

Fort Frances

Mattawa

Saugeen First
Nation

Assignack

French
River

Mattawan

Schreiber

Athens

Front of
Yonge

Mattice-Val Cote

Seguin

Atikameksheng

Anishnawbek First Nation (Whitefish Lake)

Frontenac Islands

McDougall

Selwyn

Atikokan

Gauthier

McDowell Lake First Nation

Serpent River First Nation

Augusta

Georgian Bay

McGarry

Severn

Baldwin

Georgian Bluffs

McKellar

Shuniah

Bancroft

Gillies

McMurrich/Monteith

Sioux Lookout

Bayham

Goderich

McNab/Braeside

Sioux Narrows-Nestor Falls

Beaverhouse Lake First Nation

Gordon/Barrie Island

Meaford

Smooth Rock Falls

Beckwith

Gore Bay

Melancthon

South Algonquin

- Biigtigong Nishnaabeg First Nation
- Grand Valley
- Merrickville-Wolford
- South Bruce
- Billings
- Gravenhurst
- Michipicoten First Nation
- South Bruce Peninsula
- Bingwi Neyaashi Anishinaabek (Sand Point)
- Greater Madawaska
- Middlesex Centre
- South Frontenac
- Bkejwanong Territory (Walpole Island)
- Greater Napanee
- Midland
- South Huron
- Black River-Matheson
- Greenstone
- Minden Hills
- South River
- Blandford-Blenheim
- Grey Highlands
- Missanabie Cree First Nation
- Southgate
- Blind River
- Haldimand Co
- Mississauga First Nation (Blind River)
- Southwest Middlesex

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Bluewater | <input type="checkbox"/> Haliburton County | <input type="checkbox"/> Mississaugas of the New Credit First Nation | <input type="checkbox"/> South-West Oxford |
| <input type="checkbox"/> Bonfield | <input type="checkbox"/> Hamilton | <input checked="" type="checkbox"/> Mississippi Mills | <input type="checkbox"/> Southwold |
| <input type="checkbox"/> Bonnechere Valley | <input type="checkbox"/> Harley | <input type="checkbox"/> Mohawks of the Bay of Quinte (Tyendinaga) | <input type="checkbox"/> Spanish |
| <input type="checkbox"/> Bracebridge | <input type="checkbox"/> Harris | <input type="checkbox"/> Mono | <input type="checkbox"/> Springwater |
| <input type="checkbox"/> Brant Co | <input type="checkbox"/> Hastings Highlands | <input checked="" type="checkbox"/> Montague | <input type="checkbox"/> St. Charles |
| <input type="checkbox"/> Brethour | <input type="checkbox"/> Havelock-Belmont-Methuen | <input type="checkbox"/> Moonbeam | <input type="checkbox"/> St. Clair |
| <input type="checkbox"/> Brighton | <input type="checkbox"/> Hawkesbury | <input type="checkbox"/> Moose Deer Point First Nation | <input type="checkbox"/> St. Joseph |
| <input type="checkbox"/> Brockton | <input type="checkbox"/> Head, Clara and Maria | <input type="checkbox"/> Moosonee | <input type="checkbox"/> Stirling-Rawdon |

Brooke-Alvinston Hearst Morley Stone Mills

Bruce Mines Henvey Inlet First Nation Morris-Turnberry Strong

Brudenell, Lyndoch and Raglan Hiawatha First Nation Mulmur Sundridge

Burk's Falls Highlands East Munsee-Delaware First Nation Tarbutt & Tarbutt Additional

Burpee and Mills Hilliard Muskoka Lakes Tay

Caldwell First Nation Hilton Nairn and Hyman **Tay Valley**

Caledon Hilton Beach Namaygoosisagagun First Nation Tecumseh

Calvin

Hornepayne

Neebing

Tehkummah

Carleton Place

Hornepayne First Nation

New Tecumseth

Temagami

Carling

Horton

Newbury

Temagami First Nation (Bear Island)

Carlow/Mayo

Howick

Nipigon

Temiskaming Shores

Casey

Hudson

Nipissing

Terrace Bay

Casselman

Huntsville

Norfolk Co

Thames Centre

Central Elgin

Huron East

North Algona Wilberforce

The Archipelago

Central Frontenac

Huron Shores

North Caribou Lake
First Nation
(Weagamow/Round
Lake)

The Blue
Mountains

Central Huron

Huron-Kinloss

North Frontenac

The
Nation

Central Manitoulin

Ignace

North
Grenville

The North
Shore

Centre
Hastings

Ingersoll

North Huron

The Town of the
Blue Mountains

Chamberlain

Iroquois Falls

North Kawartha

Thessalon

Champlain

James

North Middlesex

Thessalon First
Nation

Chapeau

Jocelyn

North
Perth

Thornloe

Northeastern

Chapple

Johnson

Manitoulin and The Islands

Tillsonburg

Charlton and Dack

Joly

Northern Bruce Peninsula

Tiny

Chatsworth

Kapuskasing

Norwich

Trent Hills

Chippewas of Georgina Island First Nation

Kawartha Lakes

O'Connor

Trent Lakes

Chippewas of Nawash Unceded First Nation (Cape Croker)

Kearney

Oil Springs

Tudor and Cashel

Chippewas of the Thames First Nation

Kenora

Ojibway Nation of Saugeen First Nation (New Saugeen)

Tweed

Chisholm

Kerns

Ojibways of Batchewana

Tyendinaga

Clarence-Rockland

Kiashke Zaaging Anishinaabek First Nation (Gull Bay)

Oneida of the Thames First Nation

United Counties of Stormont, Dundas and Glengarry

Clearview

Killaloe, Hagarty and Richards

Opasatika

Val Rita-Harty

Cobalt

Killarney

Orangeville

Wahta Mohawks
(Mohawks of Gibson)

Cochrane

Kincardine

Orillia

Wapekeka First Nation

Cockburn Island

Kingsville

Oro-Medonte

Warwick

Coleman

Kirkland Lake

Otonabee-South Monaghan

Wasaga Beach

Collingwood

Kitchenuhmaykoosib
Innuwug First Nation
(Big Trout Lake)

Papineau-Cameron

Wawa

Conmee

Koocheching First Nation

Parry Sound

Wawakapewin First Nation

Cramahe

La
Vallee

Pays Plat First
Nation

Wellington
County

Curve Lake First
Nation

Lac Des Mille Lacs
First Nation

Pelee

West Elgin

Dawn-Euphemia

Laird

Pembroke

West Nipissing

Dawson

Lake of
Bays

Penetanguishene

West
Perth

Delaware Nation
(Moravian of the
Thames First
Nation)

Lake of The
Woods

Perry

Westport

Deseronto

Lakeshore

Perth

White
River

Dorion

Lambton Shores

Perth East

Whitesand First
Nation

Douro-Dummer

**Lanark
Highlands**

Petawawa

Whitestone

**Drummond-North
Elmsley**

Larder Lake

Petrolia

Whitewater Lake

Dubreuilville

Latchford

Pickle Lake

Whitewater
Region

Dutton
Dunwich

Laurentian
Hills

Pikangikum First
Nation

Wollaston

Dysart et
al

Laurentian Valley

Plummer
Additional

Zorra

Ear Falls

Leamington

Plympton-Wyoming

Please list the population size of each Municipality/First Nation within the detachment (including your Municipality/First Nation)?

(i.e., Municipality 1 - 50,000;

Municipality 2 - 75,000)

Note: 2016 Population Figures Beckwith - 7,644; Carleton Place - 10,644; Drummond/North Elmsley - 7,773; Montague - 3,761; Mississippi Mills - 13,163; Lanark Highlands - 5,338; Tay Valley - 5,665; Perth - 5,930

Please indicate the number of OPP detachment board(s) that are going to be established within the OPP detachment.

How many board member **seats** will the detachment board be comprised of(**this includes councils + community reps + provincial reps**)?

Please indicate the number of seats that would be allocated to each Municipality/First Nation that is represented on the detachment board.

(i.e., *Municipality 1: 3;*

Municipality 2: 4;

Municipality 3: 2)

Montague -1; Carleton Place - 1; Drummond/North Elmsley - 1; Montague -1; Mississippi Mills - 1; Lanark Highlands - 1; Tay Valley -1; Perth - 1

Has a Municipality/First Nation forfeited their seat on the board?

Yes

No

Please indicate the number of community representatives within this detachment board.

Please list any administrative resources/infrastructures (**i.e. recordkeeping, administrative costs, meeting space, etc.**) required to support the establishment of each detachment board.

Board Secretary (computer; filing supplies, etc.); Meeting Room Space (once COVID is over); funding for member honorariums; funding for Board training, conference attendance (meals, travel costs, hotel, etc.); funding for Membership Fees (OAPSB, CAPB, OAPSB Zone 2)

Are there any additional comments you would like to add for the Ministry's consideration regarding this proposal?

The Lanark County proposal is for a PSB total of 16 members total consisting of eight (8) Council Members (one (1) per OPP policed community) and eight (8) Community Members (one (1) per OPP policed community) from which the Detachment Board would recommend that the Province appoint four (4) provincial appointees from the eight (8) community members. Past history has shown that Provincial appointments take a considerable length of time and Boards are often left without a provincial representative sometimes for years. Allowing the Province to choose its representatives from the

representative committee for year 1 allowing the Province to choose its representatives from the community representatives will save considerable time in trying to find individuals to apply for Provincial appointments. Should the Ministry decide not to choose the four (4) provincial appointees from the eight (8) community representatives, the Lanark County Detachment Board would be comprised of 20 members consisting of eight (8) Council Members (one (1) per OPP policed community), eight (8) Community Members (one (1) per OPP policed community) and four (4) provincial appointees.



Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1-866-517-0571
SOLGEN.Correspondence@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1-866-517-0571
SOLGEN.Correspondence@ontario.ca



October 11, 2022

Diane Smithson
Chief Administrative Officer
Town of Carleton Place
dsmithson@carletonplace.ca

Dear Diane Smithson,

Thank you for submitting your proposal related to the detachment board framework for the Lanark County Ontario Provincial Police (OPP) detachment to the Ministry of the Solicitor General (the Ministry).

The Ministry is currently working with municipalities and First Nations to finalize incomplete proposals by November 30, 2022. We have reviewed your submission and determined that your proposal meets all requirements, and no further action is required on your part at this time. As the lead for the proposal, we ask that you share this information with the communities that were engaged in its development.

The Ministry is working towards an in force date for the *Community Safety and Policing Act, 2019* (CSPA) between fall 2023 and winter 2024. The in-force window will narrow and be communicated over the coming months, along with more information on next steps. We understand that municipalities and First Nations require time to plan for implementation of OPP detachment boards and will work to ensure that sufficient time is provided between proclamation and the in-force date of the CSPA.

Thank you again for your submission.

Sincerely,

Sarah Caldwell
A/Assistant Deputy Minister

**Proposed dates for Carleton Place Police Services Board
meetings**

2023

January 16, 2023 4:00 pm

April 17, 2023 4:00 pm

June 19, 2023 4:00 pm

September 18, 2023 4:00 pm

December 18, 2023 4:00 pm