



## Owen Sound Police Service Board

2nd Floor Meeting Room

Wednesday January 22<sup>nd</sup>, 2025 at 10:00 a.m.

### PUBLIC SESSION MINUTES

---

**Members Present:** J. Thomson (Chair), I. Boddy, B. O’Leary, S. Kukreja

**Via Zoom:** B. Wilkins

**Management Present:** Chief C. Ambrose, Inspector J. Fluney, Inspector D. Bishop

**Minutes:** K. Wardell

---

#### 1. Call to Order

Chair Thomson called the meeting to order at 10:05 a.m.

#### 2. Land Acknowledgment

Chair Thomson read the land acknowledgment:

I would like to respectfully acknowledge that we are meeting on the traditional lands of the First Nations and has been inhabited by Indigenous peoples from the beginning. In particular, I acknowledge the history, spirituality, and culture of the Territory of the An-ish-inabek Nation; the People of the Three Fires known as Ojibway, Odawa, and Pottawatomi Nation and further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, known collectively as the Saugeen Ojibway Nation, as the traditional keepers of this land. We recognize and deeply appreciate their historic connection to this area as well as the contributions of the Métis, Inuit, and other Indigenous peoples whose ancestors shared these lands and waters. May we live with respect for each other on this land and live in peace and friendship with all its diverse peoples.

Miigwetch

*“Prior to today’s meeting, the Board met in closed session to review and discuss matters that in their opinion fell under Section 44 of the Community Safety and Police Act and Section 25 item b) of the OSPSPB General Policy- 003 - Board Governance.*

### **3. Election of Chair**

Chair Thomson turned the meeting over to Kayla Wardell, the board’s Executive Assistant, to conduct the annual election of chair and vice chair for 2025.

**Moved by B. O’Leary seconded by I. Boddy.**

*“That John Thomson be elected as Chair for 2025.” **CARRIED***

**Moved by S. Kukreja, seconded by I. Boddy.**

*“That Brian O’Leary be elected as Vice-chair for 2025.” **CARRIED***

### **4. Approval of the Agenda**

**Moved by S. Kukreja, seconded by B. O’Leary**

*“That the agenda, dated January 22, 2025 be approved.” **CARRIED***

### **5. Declaration of Conflict of Interest arising out of the Minutes and Matters Listed on the Agenda. HEARING NONE**

### **6. Presentations, Deputations, and Public question period.**

There were no presentations, Deputations or Public questions

### **7. Confirmation of the Minutes of the Public Session held December 18, 2024.**

**Moved by I. Boddy, seconded by S. Kukreja**

*“That the minutes dated December 18, 2024 be approved.” **CARRIED***

### **8. Business arising out of the Public Session Minutes of December 18, 2024. HEARING NONE**

### **9. Correspondence received**

a) Thank you from Chippewas of Nawash FD

b) Christmas Card

Chair Thomson noted that Chief Ambrose has received a number of e-mails from individuals thanking the service for their diligence and unrelenting investigation of Sharif Rahman's homicide.

c) Crime Stoppers of Grey Bruce October to December 2024 Coordinator's Program Report

d) Inspector General Memo #2: Changes to the Community Safety and Policing Act, 2019 and Revised Advisory Bulletin 1.1

Chair Thomson noted that this memo and its attachments offer clarity regarding the responsibilities of boards and police chiefs concerning the provision of temporary assistance, as well as the timelines for reporting its actual usage. This is one of several additional reporting obligations imposed on the service under the CSPA.

e) 2025 Budget Letter to Council

Chair Thomson noted that in December 2025, the Chief and Board acknowledged the difficulty of meeting the requested budget reduction from 5.72% to 5.0% received from Council. However, since then a significant reduction in insurance premiums saved \$26,359, and an unexpected staffing vacancy would provide additional savings. Despite the urgent need to fill the position, these changes allowed the requested budget reduction to be met. The proposed operating budget is \$9,007,472, reflecting a 5% increase over 2024 with the caveat, as noted by Chief Ambrose, that we have yet to complete and ratify the Uniform, Civilian and Senior Officer's collective agreements. The total effect of those bargaining agreements may impact our bottom line throughout the year as we move forward, but at this time this will be our proposed budget. A letter was drafted to the Mayor and Council from Chair Thomson and Chief Ambrose outlying the proposed operating budget to be \$9,007,472 or a 5% increase over 2024 as requested by council.

**Moved by I. Boddy, seconded by B. Wilkins.**

*"That the board approve the letter be sent to the Mayor and Council reflecting the 2025 budget to be a 5% increase over 2024, with the caveat noted by Chief Ambrose."* **CARRIED**

## **10. Chairman's Report**

Chair Thomson provided an update on a follow-up item regarding the Ministry's December 2024 announcement of \$77 million in funding to assist municipalities with their OPP costs. During the Board's last meeting, several letters were received seeking support for similar funding for municipal police services.

Following this, Chair Thomson reached out to Liza Darling, Executive Director of the OAPSB, to inquire about any potential funding announcements for municipal police services. Lisa indicated that she had recently met with the OACP and the Ministry to discuss this matter.

She anticipates that the OAPSB and OACP will collaborate with the Ministry to establish a working group to explore a potential funding model. The Ministry has also expressed interest in streamlining any grant processes that may be developed.

## **11. Governance**

### **a) Code of Conduct**

Chair Thomson noted that today's board packages contained the latest Code of Conduct for Police Board members as prescribed by the Ministry. He provides this annually at the first meeting of the year so members are reminded of their responsibilities under the code.

### **b) Chair Thomson reported that on December 19, 2024 he attended the swearing in of three new Constables and 4 new Special Constables Appointed by the board. The actual swearing in process has changed with the introduction of the CSPA. In the past he would simply be a guest during the proceedings as oaths were administered and the Chief presented the new constables with their badges.**

Under the PSA Special Constables had to be approved by the Solicitor General's office and the appointment was made by the police service board. All special Constables were required to take oaths or affirmation of office and secrecy in the prescribed form.

Under the CSPA a police service board may appoint a person as a special constable without the approval of the Solicitor Generals office. In addition to their oath or affirmation of office the police service board must issue a certificate of appointment signed by the chair in order for the special constable to exercise the powers and perform the duties of a special constable.

For Constables, under the PSA, they were appointed by the Chief of Police and signed an oath of office and secrecy.

Under CSPA, much like for special constables, the police service board must issue a certificate of appointment signed by the chair, after his or her appointment as a police officer.

- c) Chair Thomson reported that in late November 2024 the Inspectorate of Policing's launched their data collection initiatives for municipal police service boards using the Police Service Boards Information (PSBI) Form and the Policing Insight Statement with a deadline for completion of January 8, 2025.

He also reported the police service boards Information form had a total of 71 questions ranging from contact information, information about Operations, Budgets and Costs, Administration and Governance. This last section focused mostly on the listing of policies required under the act. He went on to thank Dave Preston on the work he had done in updating the board's policies and putting us in good shape to answer these questions. These forms were completed and forwarded to the IoP prior to the deadline.

The IoP also required responses to a Policing Insight Statement which consisted of 4 questions. Chief Ambrose and Marg Gloade where most helpful in helping provide the information to respond to these questions.

## **12. Reports from Inspector D. Bishop**

- a) Criminal Investigations Branch and Drug Enforcement/Criminal Intelligence Unit
- b) Auxiliary Unit Report

Inspector Bishop noted that the 3<sup>rd</sup> annual Citizens Academy has a full class of participants and is taking place on Wednesdays at 6:30 pm to 9:00pm from January 15 - March 5, 2025.

- c) Community Oriented Response & Enforcement Unit

- d) Bail Compliance and Warrant Apprehension Unit

### **13. Reports from Inspector J. Fluney**

- a) Front Line Patrol and Collision Statistics
- b) Community Services Office
- c) Lost Hours and Training

### **14. Reports from Director of Civilian Services K. Fluney**

### **15. Report from Director of Corporate Services S. Bell-Matheson and Director of Information Technology Services C. Hill**

### **16. Report from Human Resources W. Pratt**

As there were no requests for action in the above reports, they will be placed on file with these minutes for information purposes.

### **17. Financial Update from the Chief of Police**

Chief Ambrose noted the 2024 budget remains unchanged from the figures provided during the December 2024 meeting. December financials are being finalized, and retroactive pay has been accounted for through accrual.

### **18. Operating Reports from the Chief of Police**

- a) Chief's Activity Reports

As there were no requests for action in the above reports, they will be placed on file with these minutes for information purposes.

### **19. Other Items and New Business**

- a) Electronic Board Book

Chair Thomson reported that, historically, board members have been provided with a physical binder containing information related to their roles. However, maintaining the accuracy of this paper-based board book has been challenging due to the need for frequent updates.

To address this, he recommended transitioning to an electronic format for the board book. Under the proposed approach, K. Wardell would distribute an electronic folder containing the most current information to board members by February 2025. Updates would then be sent electronically on an as-needed basis for members to file in their electronic board folders. Examples of updates include:

- Changes to the CSPA, such as the most recent update on December 4, 2024
- Updates to supporting regulations
- Special notices for board members

Chair Thomson noted that moving to an electronic format would enable more timely distribution of information and provide board members with the flexibility to request specific content for inclusion in their electronic board books. Any requested information, even if initiated by one member, would be shared with all board members to ensure consistency.

**Moved by I. Boddy, seconded by B. Wilkins.**

*“That the board approve an electronic board folder going forward for all board members.” **CARRIED***

- b) Annual Reports
  - i. Secondary Employment
  - ii. Special Investigations Unit
- c) OSPS Mental Health Apprehension (MHA) Wait Times

Chief Ambrose noted that Owen Sound Police Service (OSPS) frequently handles calls involving individuals with mental health challenges. The Mobile Crisis Response Team (MCRT), consisting of a plainclothes officer and two Canadian Mental Health Association (CMHA) Crisis Workers, aims to improve crisis intervention and reduce hospital visits. Despite these efforts, some individuals still require hospital emergency department assessments, leading to police wait times until hospital staff assume custody through a Transfer of Care form.

A 2020 protocol between Grey Bruce police services and local hospitals sought to streamline this process, and ongoing collaboration between OSPS and Brightshores Health Systems (BHS) continues to monitor and improve adherence to the protocol.

- **Total Mental Health Act (MHA) Apprehensions:** Minimal change, with 158 in 2023 and 161 in 2024 (average of 13 per month).
- **Average Police Time at Hospital:** Reduced from 2:07 hours in 2023 to 1:42 hours in 2024, a 25-minute improvement.

- **Monthly Waiting Hours:** Declined from 27:45 in 2023 to 22:30 in 2024, a reduction of 5 hours per month.
- **Extreme Wait Times:** In 2023, officers experienced wait times exceeding 8–10 hours in some cases. In 2024, outliers were reduced to 4–6 hours.

The data indicates progress in reducing wait times and improving the transition of care for individuals in crisis. However, further efforts are needed to ensure timely healthcare access for patients and the efficient return of officers to patrol duties, benefiting the overall safety and well-being of Owen Sound residents.

d) Board Member

Chair Thomson reported that this was Councilor Suneet Kukreja’s last meeting on the board. He thanked her for the time she had spent on the board and the contributions she had made during her tenure and that she would be missed and it had been a pleasure working with her.

Councillor Carol Merton will be replacing Councilor Kukreja on the board starting in February 2025.

## **20. Termination of the Public Meeting**

Having completed all of the business items listed on the agenda Chair Thomson terminated the closed meeting at 11:08a.m.

**Next Meeting: February 26<sup>th</sup>, 2025**