



**POLICE SERVICES BOARD  
AGENDA**

Tuesday, December 14<sup>th</sup>, 2021 – 2:00 p.m.  
Municipal Office – Council Chambers – 217 Harper Road

**NOTE:** Members of the Public who plan to attend the meeting must pre-register at least 24 hours prior to the meeting by contacting the Township at 613-267-5353 ext. 110 or [corporateassistant@tayvalleytwp.ca](mailto:corporateassistant@tayvalleytwp.ca).

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***Chair, Neil Fennell (Municipal Appointee)***

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

*Suggested Motion:*

*“THAT, the agenda be adopted as presented.”*

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

**4. APPROVAL OF MINUTES**

i) **Minutes – May 25<sup>th</sup>, 2021 – *attached, page 5.***

*Suggested Motion:*

*“THAT, the minutes of the Police Services Board Meeting held on May 25<sup>th</sup>, 2021 be approved as circulated.”*

**5. DELEGATIONS & PRESENTATIONS**

None.

**6. CORRESPONDENCE**

None.

## 7. BUSINESS

### i) **Policing Contract.**

Acting Detachment Commander.

- a) Lanark County OPP – 2<sup>nd</sup> Quarter Report – *attached, page 11.*
- b) Lanark County OPP – 3<sup>rd</sup> Quarter Report – *attached, page 20.*

### ii) **2021 Electronic Speed Sign Deployment**

The Board previously agreed on the below flexible schedule:

- May – Glen Tay Road between #582 and Somerville Drive
- June – Glen Tay Road between #582 and Somerville Drive
- July – Glen Tay Road between #565 and #541
- July – Fallbrook Road near Pin #384
- July – Fallbrook Road near Pin #384
- July – Harper Road near Pin #1005

Attached are the results of the 2021 deployment:

- Glen Tay Road between #582 and Somerville Drive – *attached, page 31.*
- Glen Tay Road between #565 and #541 – *attached, page 33.*
- Fallbrook Road near Pin #384 – *attached, page 34.*
- Harper Road near Pin #1005 – *attached, page 35.*
- Glen Tay Road South of Somerville – *attached, page 36.*

### iii) **Determine 2022 Electronic Speed Sign Deployment Locations.**

### iv) **Speed Sign Options (Fix or Purchase New).**

### v) **DRAFT Speeding Complaint Policy – *attached, page 38.***

### vi) **Policing Resources in the Event of a Major Incident.**

Reeve Brian Campbell.

*(This item and the next were brought up at a Council meeting on the first quarter of 2021. At the May Board meeting the Detachment Commander committed to providing a response in early June)*

- a) Has the Township ever been without police in the Township?
- b) What is the back-up if officers are called away in the Township but then there is an incident in the Township?

### vii) **Alert System for Dangerous Events.**

Reeve Brian Campbell.

- a) Is there a communication plan in place if people had to shelter in place?

### viii) **Detachment Commander Evaluation for the Year 2021.**

- ix) **Joint Police Services Board Update.**
- x) **Lanark County Association of Police Service Boards Update.**
- xi) **OAPSB Zone 2 Update.**

21-09-17 – OAPSB Zone 2 Meeting Minutes - *attached, page 43.*  
 21-11-26 – OAPSB Zone 2 Meeting Minutes – *to be distributed at the meeting.*

**8. NEW/OTHER BUSINESS**

**None.**

**9. PSB MEETING SCHEDULE**

<b>Date</b>	<b>Time</b>	<b>Meeting or Event</b>	<b>Location</b>
January 13, 2022	10:00 a.m.	Lanark County Association of Police Service Boards Meeting	Carleton Place Arena

**10. DEFERRED ITEMS**

*\*The following items will be discussed at the next and/or future meeting:*

- *None at this time.*

**11. ADJOURNMENT**

# MINUTES



# POLICE SERVICES BOARD MINUTES

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Tuesday, May 25<sup>th</sup>, 2021

2:00 p.m.

Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario  
Council Chambers

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## ATTENDANCE:

**Members Present:** Chair, Neil Fennell, Municipal Appointee  
Brian Campbell, Reeve, Council Appointee

**Staff Present:** Amanda Mabo, Clerk/Secretary

**Others Present:** Lisa Nicholas, OPP, Acting Staff Sargeant  
Derek McLenaghan, OPP, Staff Sergeant

**Members & Staff Absent:** Vacant, Provincial Appointee  
Karuna Padiachi, OPP, Acting Detachment Commander

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## 1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.  
A quorum was present.

## 2. ELECTION OF CHAIR & VICE-CHAIR

### RESOLUTION #PSB-2021-01

**MOVED BY:** Brian Campbell

“**THAT**, as per Section 28(1) of the Police Services Act, R.S.O. 1990, C. P.15  
Neil Fennell be elected as Chair of the Tay Valley Police Services  
Board for 2021.”

**ADOPTED**

### RESOLUTION #PSB-2021-02

**MOVED BY:** Neil Fennell

“**THAT**, as per Section 28(2) of the Police Services Act, R.S.O. 1990, C. P.15  
Brian Campbell be elected as Vice-Chair of the Tay Valley Police Services  
Board for 2021.”

**ADOPTED**

### **3. APPROVAL OF AGENDA**

The agenda was adopted as presented.

### **4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**

None at this time.

### **5. APPROVAL OF MINUTES**

#### **i) Minutes – December 8<sup>th</sup>, 2020.**

The minutes of the Police Services Board Meeting held on December 8<sup>th</sup>, 2020 were approved as circulated.

### **6. DELEGATIONS & PRESENTATIONS**

None.

### **7. CORRESPONDENCE**

None.

### **8. BUSINESS**

#### **i) Policing Contract.**

Acting Detachment Commander.

- a) Lanark County OPP – 4<sup>th</sup> Quarter Report
- b) Lanark County OPP – 1<sup>st</sup> Quarter Report

The Board reviewed and discussed the reports.

#### **ii) Tay Valley Ride Statistical Summary.**

The OPP will forward the Summary to the Secretary who will then forward to the Board Members.

#### **iii) 2021 Electronic Speed Sign Deployment.**

The Board previously agreed on the below flexible schedule:

- May - Maberly (coming from the transfer station)
- May - Hamlet of Glen Tay
- June – Fallbrook Road
- June - Fallbrook Road from Balderson to Keays Road
- July - Stanley Road

- July - Intersection of Fallbrooke Road & McDonald's Corners Road
- August – Bolingbroke Road (near ABC Hall)
- September – Hamlet of Glen Tay

The Public Works Department will deploy the sign this week in the Hamlet of Glen Tay.

iv) **DRAFT Speeding Complaint Policy.**

The Board discussed the draft and had the following comments:

- the OPP will look into if the definition of the 85<sup>th</sup> percentile and the definition of speeding concern are adequate: for example, instead of 10km and 7km over the speed limit is this too low?
- what happens if there is a second complaint?
- should there be a timeline to look at an area again?

The Board will continue to review the draft and will discuss at the next meeting.

v) **OPP Media Releases.**

The Chair asked to have this item put back on the agenda for further discussion. The Board previously requested that OPP Media Releases be left off the Township website/newsfeeds as they contained names and people were complaining because their names were being shared and they had not been proven guilty or not. Now the media releases are just sent to the Board Members.

There are plenty of incidents within the media releases that do not contain names and are useful information to the public and should be included on the website/newsfeeds. But it would be too time consuming for staff to dissect the OPP media releases for this information.

The Board agreed that the media releases that do not contain names should continue to be included on the website/newsfeeds, although these are limited.

vi) **Policing Resources in the Event of a Major Incident.**

Reeve Brian Campbell.

This item and the next were brought up at a recent Tay Valley Township Council meeting. The Board has asked the Detachment Commander to provide a response, which he committed to doing so in early June.

- a) Has the Township ever been without police in the Township?
- b) What is the back-up if officers are called away in the Township but then there is an incident in the Township?

- vii) **Alert System for Dangerous Events.**  
Reeve Brian Campbell.

See previous item.

- a) Is there a communication plan in place if people had to shelter in place?

- viii) **2021 OPP & PSB Soccer Game.**

This event is not occurring again this year due to the pandemic.

- ix) **Detachment Commander Evaluation.**

The Chair will prepare a draft and share with the Reeve and Secretary for review before placing on letterhead to be sent to East Region.

- x) **Joint Police Services Board Meeting Update.**

- a) Joint Board Composition Proposal Update

Tay Valley Council recommended one board with 14 members, 1 municipal rep from each municipality, 4 community reps and 4 Provincial reps.

The Joint Board agreed to one board with 16 reps, 1 from each municipality, 1 rep from within the community, then 4 of those community reps would become the Provincial reps. This new proposal is going forward to Township Council tonight for consideration, afterwards a joint submission will be made to the Province.

- xi) **OAPSB Zone 2 Update.**

September 16-17

Prince Edward County PSB hosting a get together with keynote speakers  
Thursday evening 7:00 pm start time - Ontario Ombudsman Mr. Paul Dube'  
Friday morning 9:30 am start time - OPP Commissioner Thomas Carrique

November 26

Ottawa PSB hosting meeting with Keynote speakers Ottawa Police Chief Peter Sloly and Ottawa Research Council scientist Dr. Simon Hatcher

- xii) **2019 & 2020 Annual Police Services Board Report.**

This report was taken to Council in May and will be posted on the Township website.

xiii) **Community Plan for Safety and Well-Being 2020 Progress Report.**

**RESOLUTION #PSB-2021-03**

**MOVED BY:** Brian Campbell

“**THAT**, the Community Plan for Safety and Well-Being 2020 Progress Report be received for information.”

**ADOPTED**

xiv) **Proposed Regulations under the Community Safety and Policing Act, 2019.**

A number of the regulations are not relevant to police services boards or municipalities and therefore the Board has not made a submission.

**9. PSB MEETING SCHEDULE**

<b>Date</b>	<b>Time</b>	<b>Meeting or Event</b>	<b>Location</b>
May 26-29		OAPSB Spring Conference	Niagara Falls
September 16-17		OAPSB Zone 2 Meeting	Picton
September 21	2:00 p.m.	Police Services Board Meeting	Municipal Office
November 26	9:30 a.m.	OAPSB Zone 2	Ottawa
December 14	2:00 p.m.	Police Services Board Meeting	Municipal Office

**10. DEFERRED ITEMS**

*\*The following items will be discussed at the next and/or future meeting:*

- ***None at this time.***

**11. ADJOURNMENT**

The Board adjourned at 3:00 p.m.

# **BUSINESS**

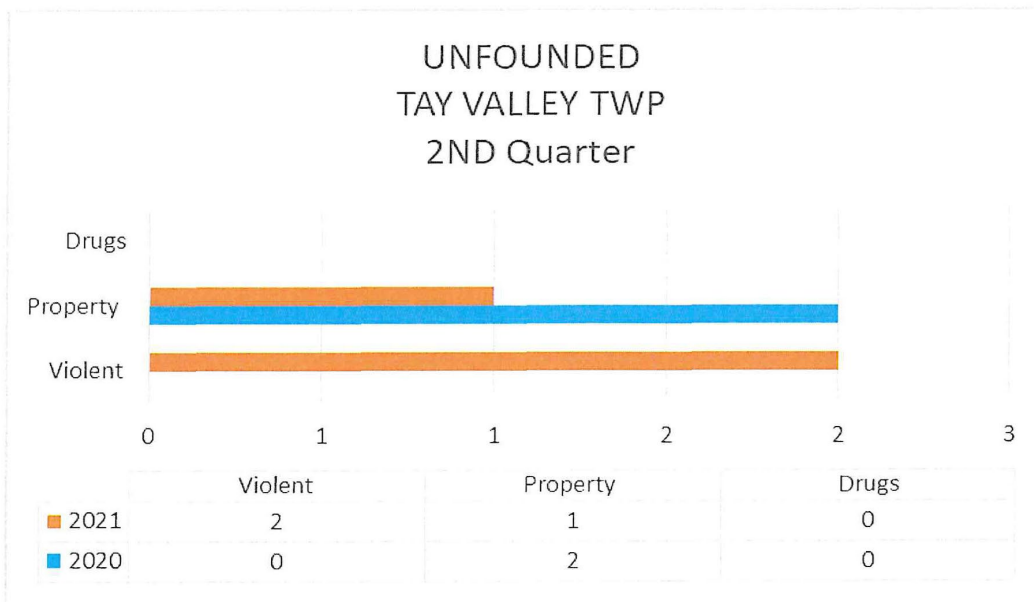
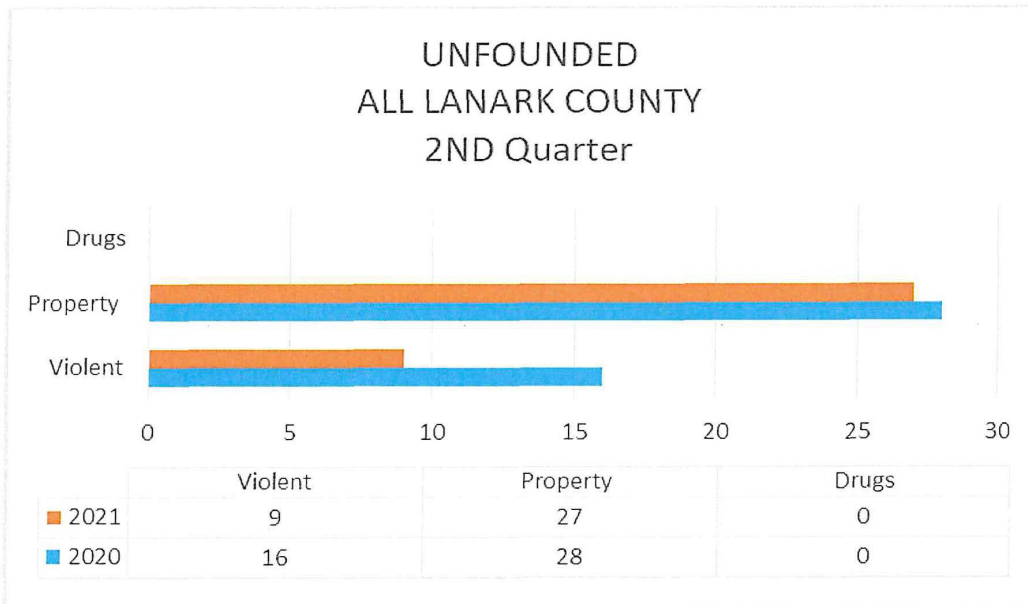


2021 2<sup>nd</sup> Quarter Report Lanark County OPP

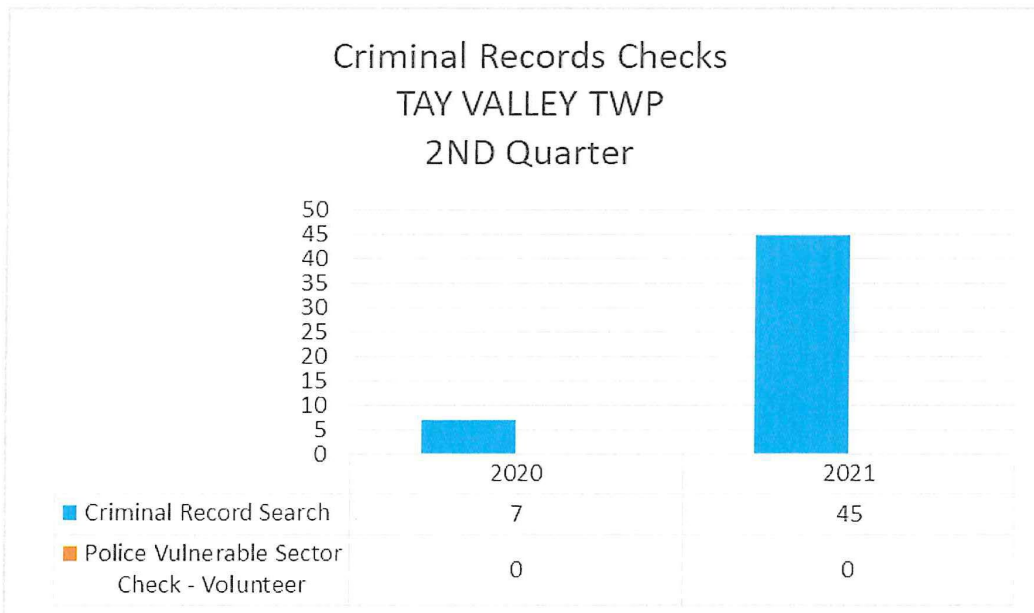
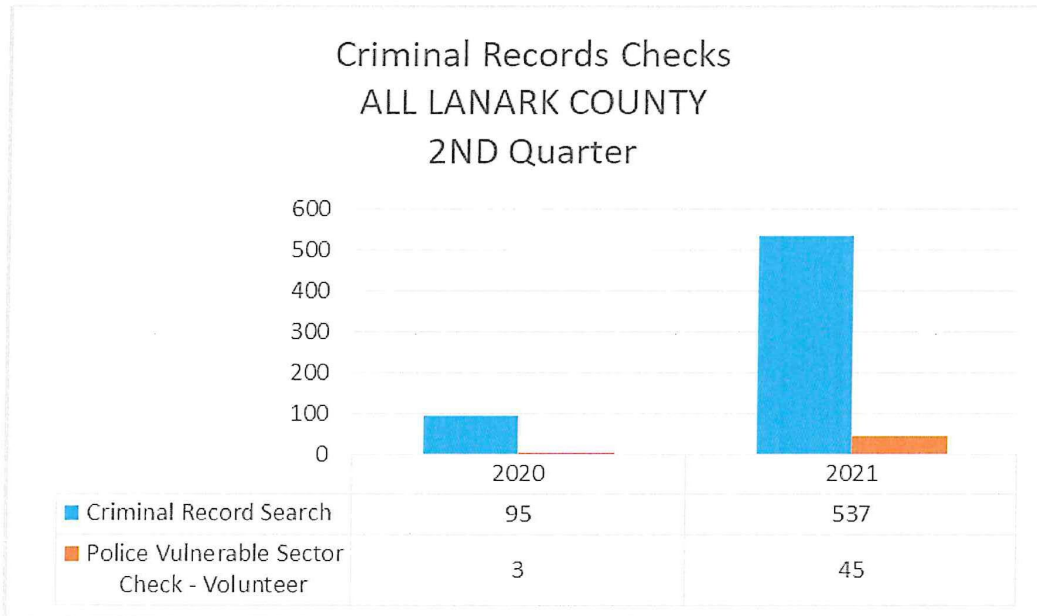
Report to TAY VALLEY

RMS (RECORDS MANAGEMENT SYSTEM) INCIDENTS







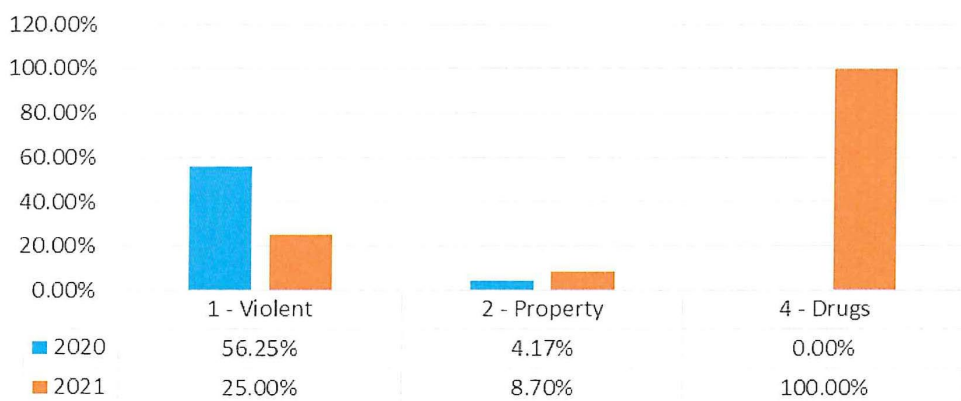


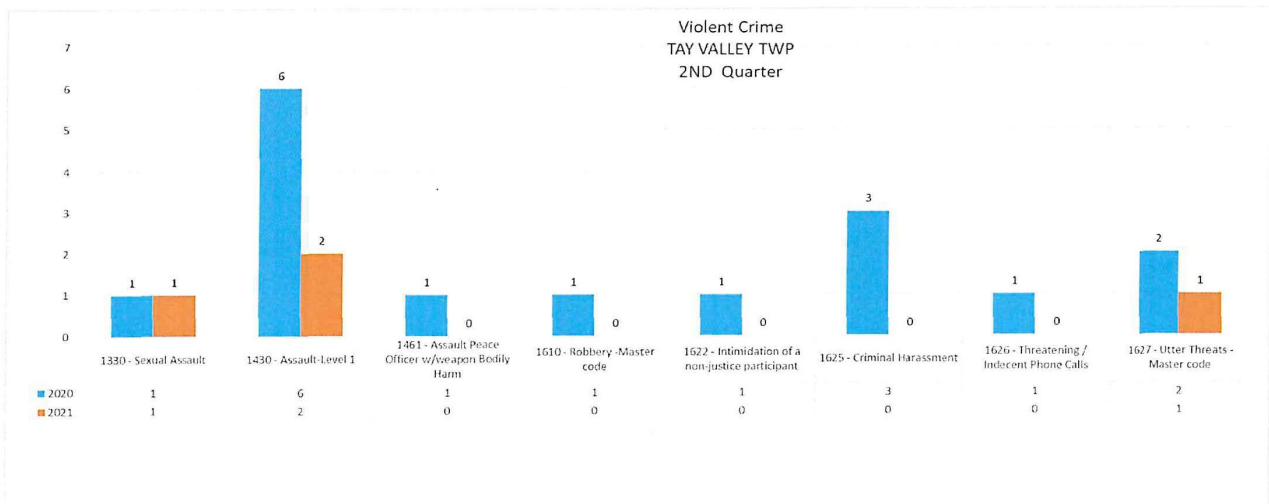
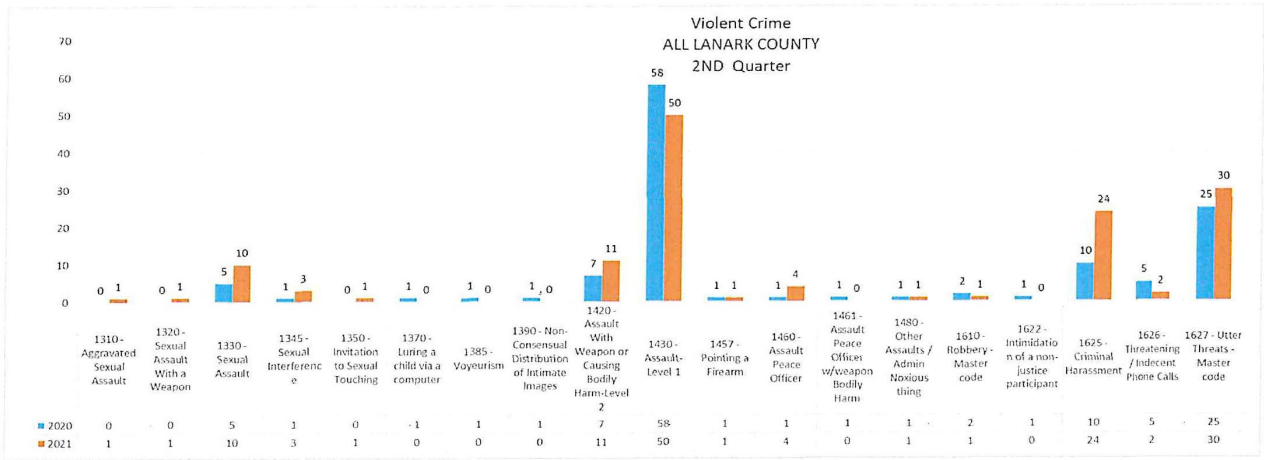


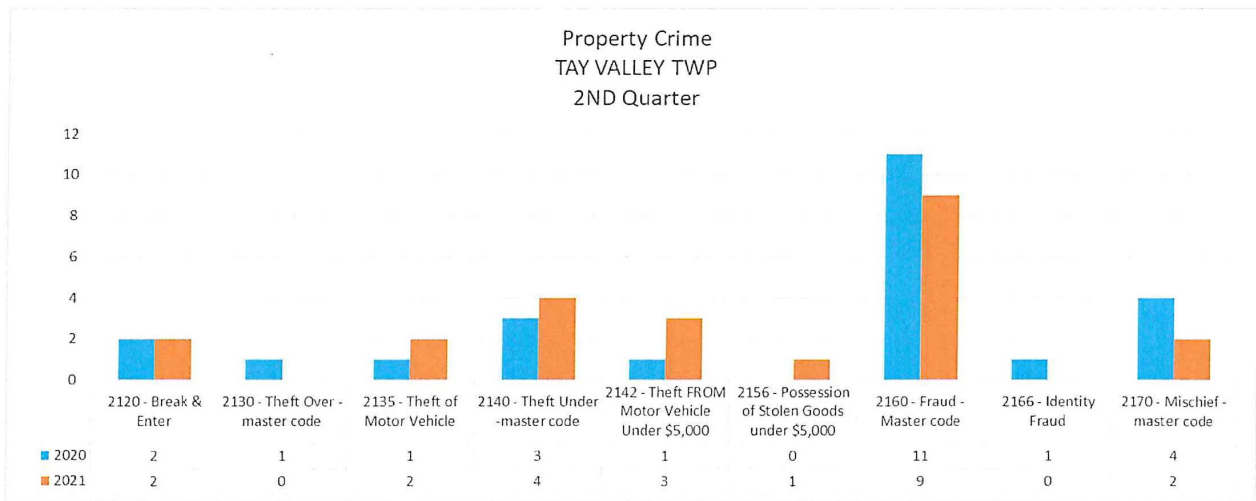
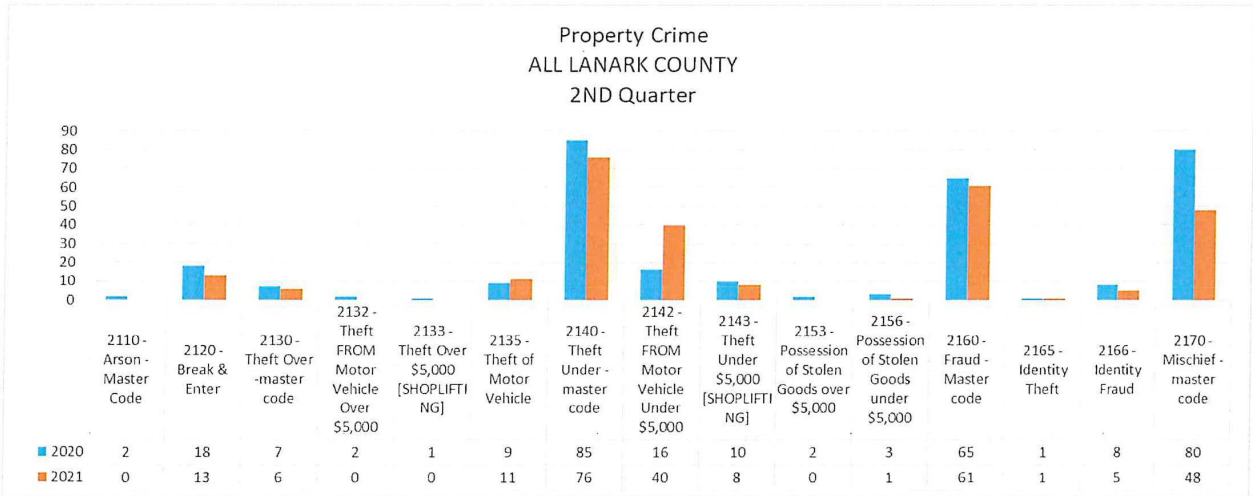
### Clearance Rates, Violent, Property, Drugs ALL LANARK COUNTY 2ND Quarter



### Clearance Rates, Violent, Property, Drugs TAY VALLEY TWP 2ND Quarter

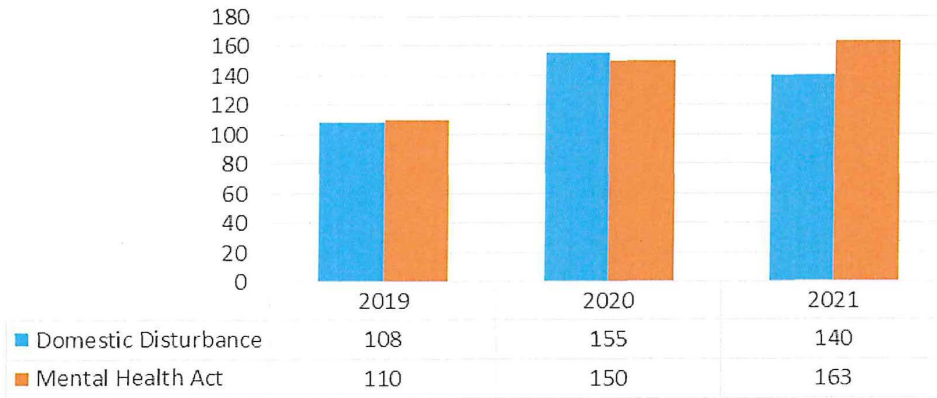




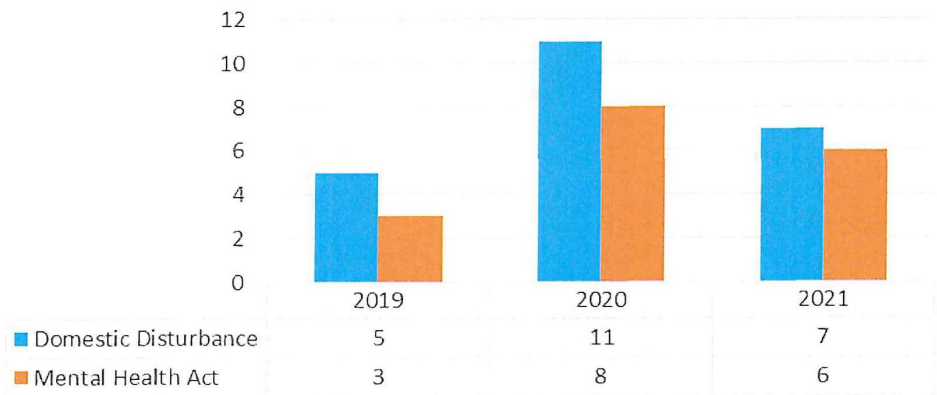




### Domestic Disputes and Mental Health Calls ALL LANARK COUNTY 2ND Quarter



### Domestic Disputes and Mental Health Calls Tay Valley TWP 2ND Quarter





CRS (Collision Reporting Service)

ALL COLLISION TYPES ALL LANARK COUNTY 2ND QUARTER

TYPE	2020	2021	Grand Total
<b>Motor Vehicle</b>	<b>148</b>	<b>202</b>	<b>350</b>
Fatal Injury		2	2
Non-Fatal Injury	22	30	52
Other	2		2
Property Damage Only	124	170	294
<b>Off-Road Vehicle</b>	<b>2</b>	<b>5</b>	<b>7</b>
Non-Fatal Injury	1	4	5
Property Damage Only	1	1	2
<b>Grand Total</b>	<b>150</b>	<b>207</b>	<b>357</b>

ALL COLLISION TYPES TAY VALLEY TWP 2ND QUARTER

TYPE	2020	2021	Grand Total
<b>Motor Vehicle</b>	<b>20</b>	<b>27</b>	<b>47</b>
Fatal Injury		1	1
Non-Fatal Injury	1	2	3
<b>Property Damage Only</b>	<b>19</b>	<b>24</b>	<b>43</b>
Grand Total	20	27	47



DAR (Daily Activity Report)

Patrol All Lanark County		
Patrol Type	2020 Q 2	2021 Q 2
160 - Patrol-Cruiser	2,781.50	2,706.00
163 - Patrol-Marine	219.50	219.25
164 - Patrol-ATV	235.25	52.00
166 - Patrol-Bicycle	6.00	36.25
167 - Patrol-Foot	271.25	282.00
168 - Patrol-School	0.00	1.00
<b>Patrol</b>	<b>3,513.50</b>	<b>3,296.50</b>

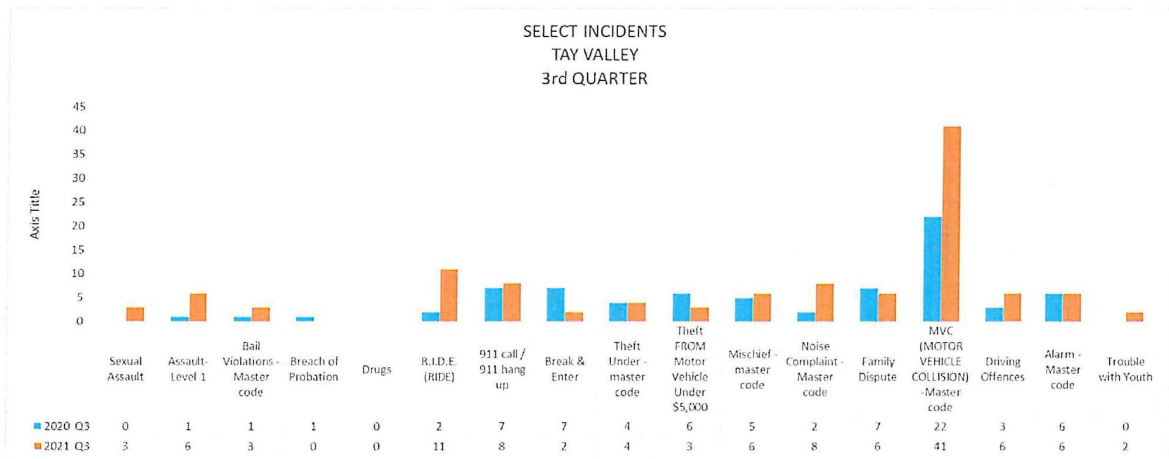
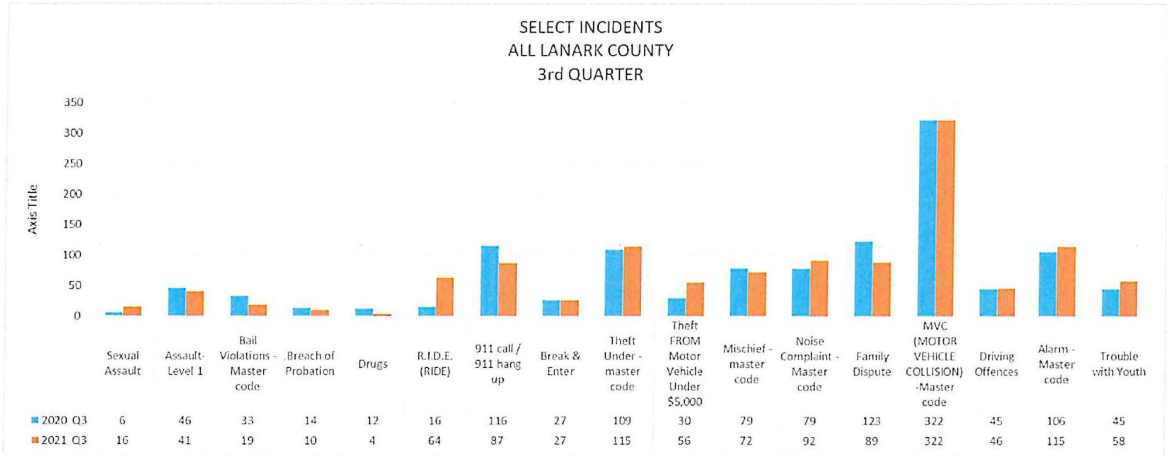
Patrol TAY VALLEY TWP		
Patrol Type	2020 Q 2	2021 Q 2
160 - Patrol-Cruiser	208.00	226.50
163 - Patrol-Marine	18.00	7.00
164 - Patrol-ATV	0.00	8.00
167 - Patrol-Foot	2.50	0.00
<b>Patrol</b>	<b>228.50</b>	<b>241.50</b>



2021 3<sup>rd</sup> Quarter Report Lanark County OPP

Report to TAY VALLEY

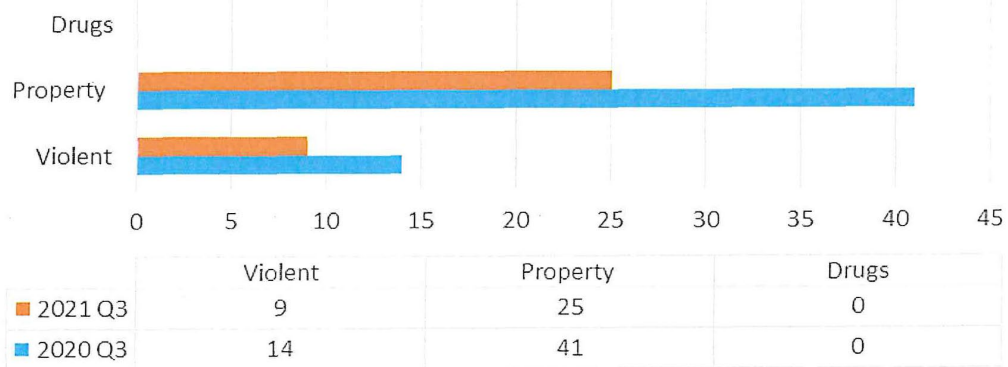
RMS (RECORDS MANAGEMENT SYSTEM) INCIDENTS



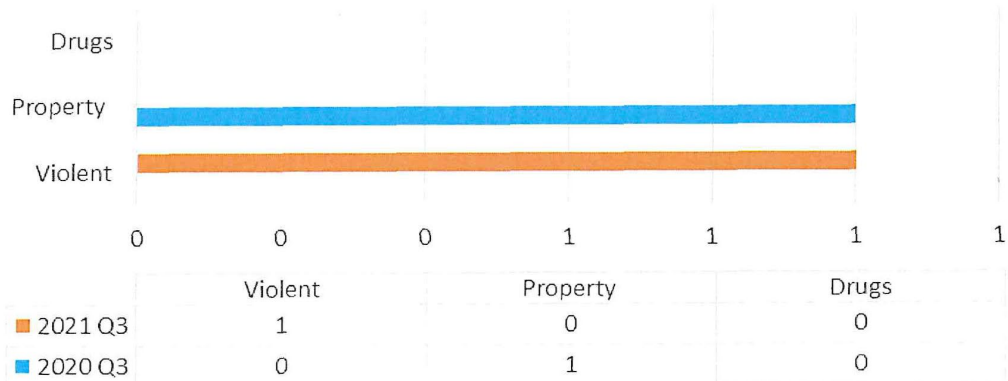


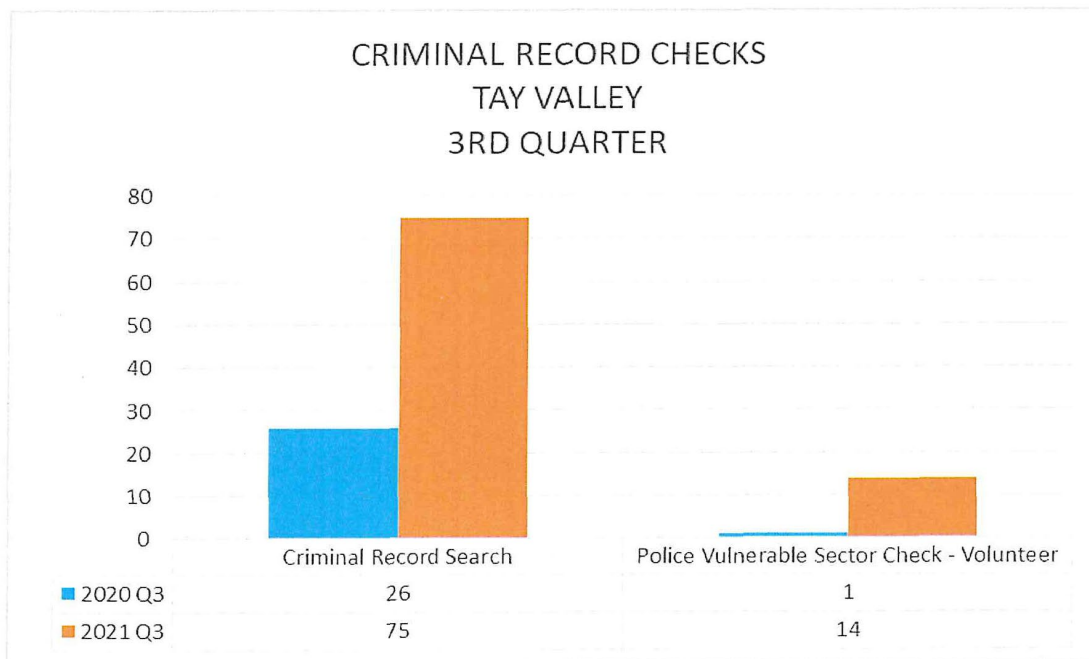
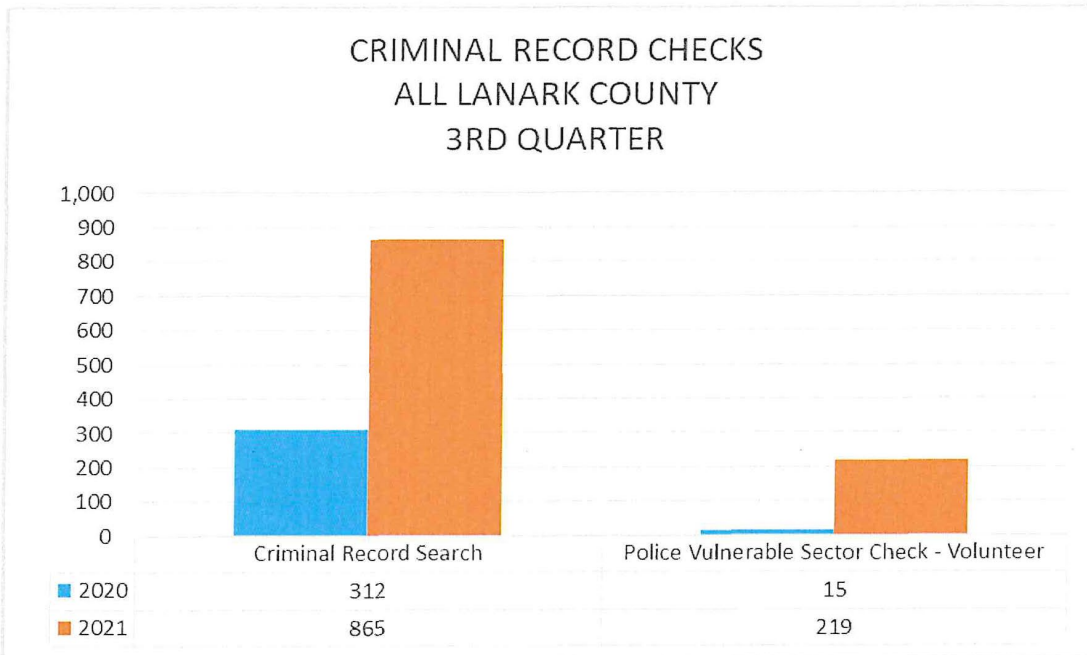


### UNFOUNDED ALL LANARK COUNTY 3RD QUARTER



### UNFOUNDED TAY VALLEY 3RD QUARTER



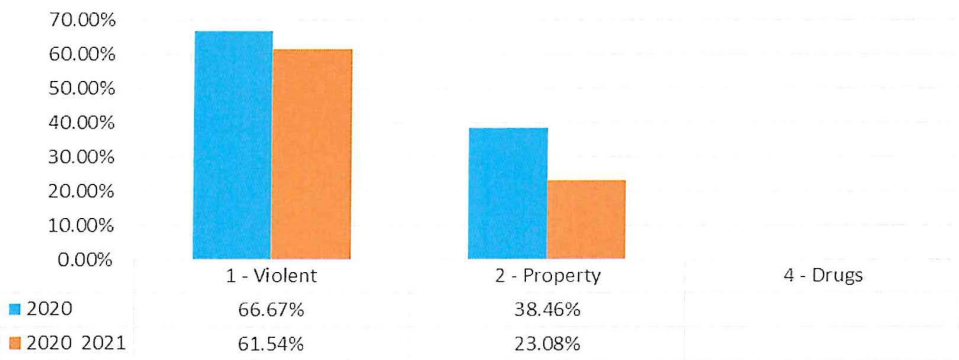


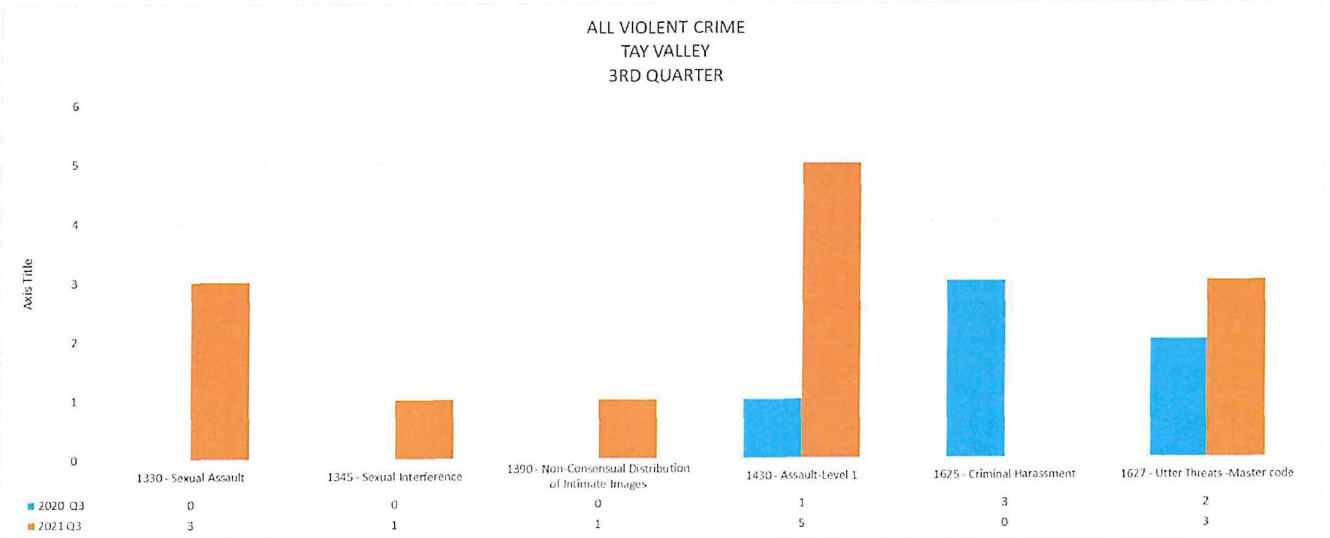
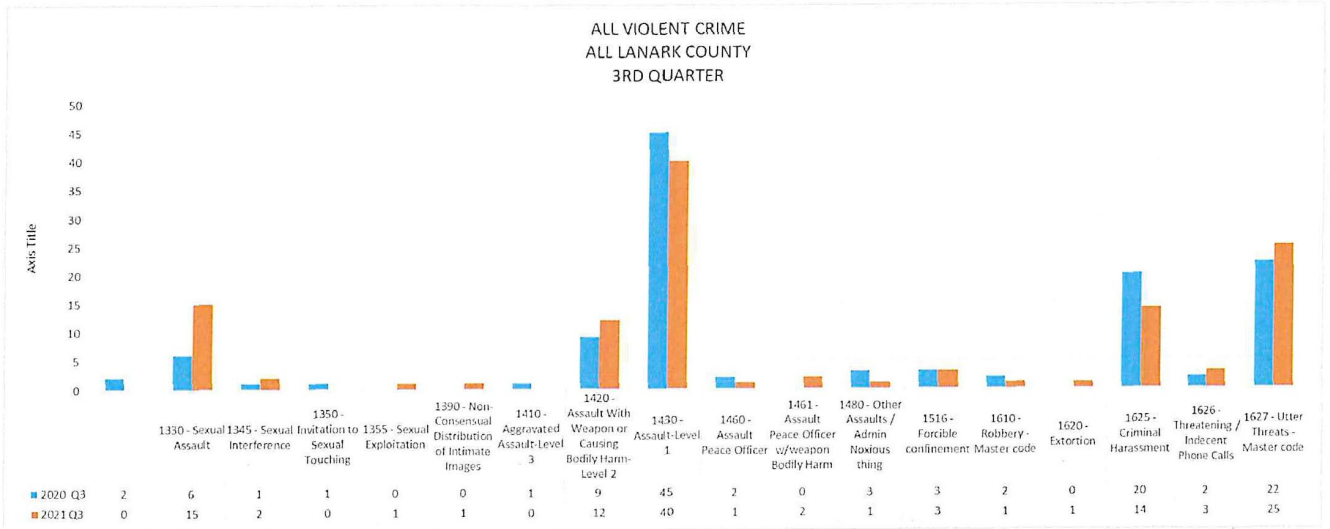


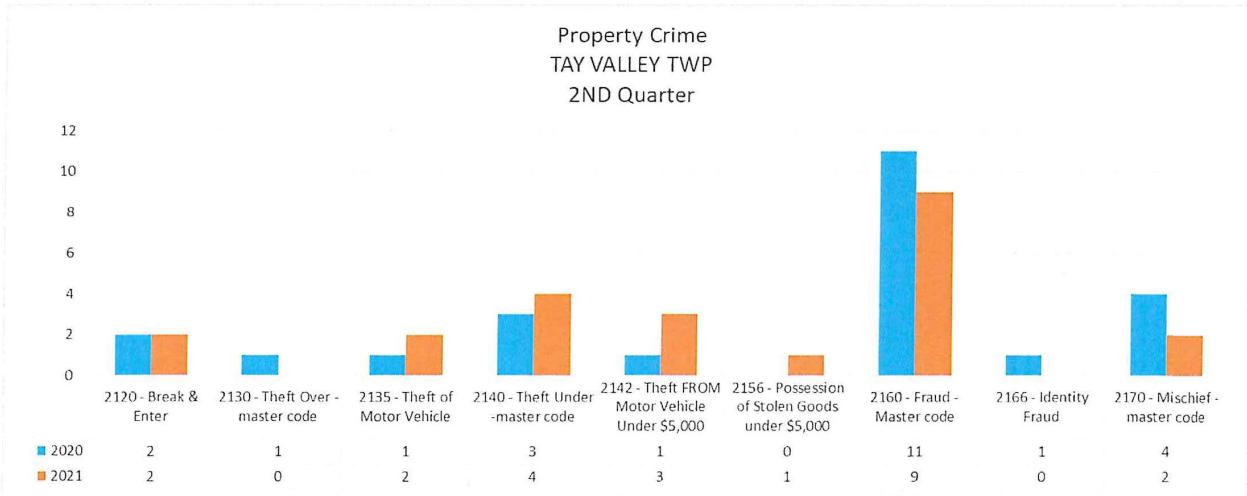
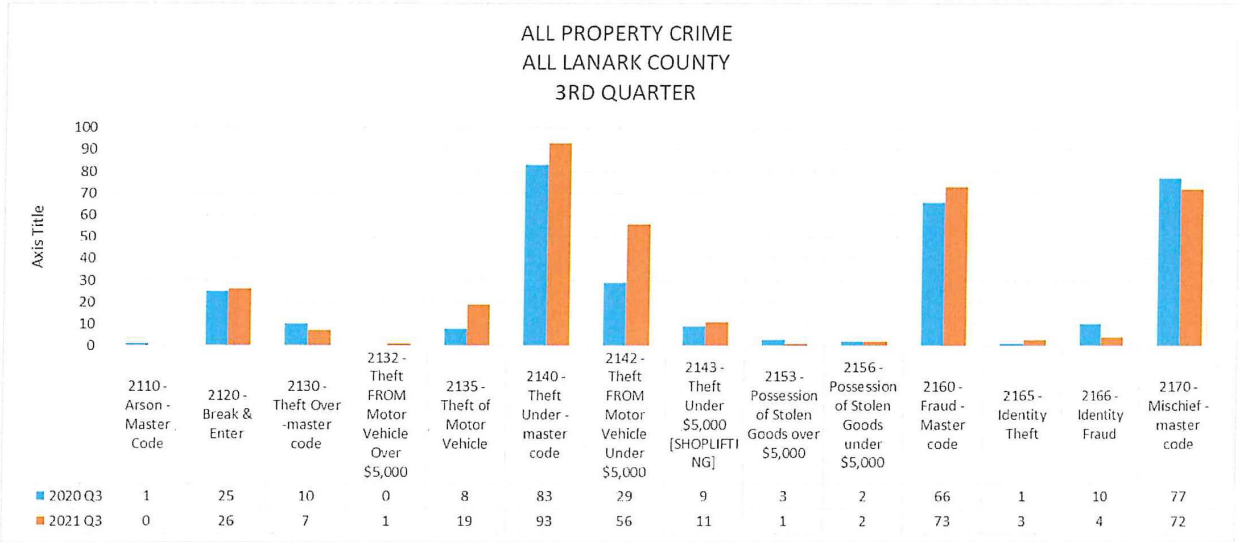
### CLEARANCE RATE, VIOLENT, PROPERTY AND DRUGS ALL LANARK COUNTY 3RD QUARTER

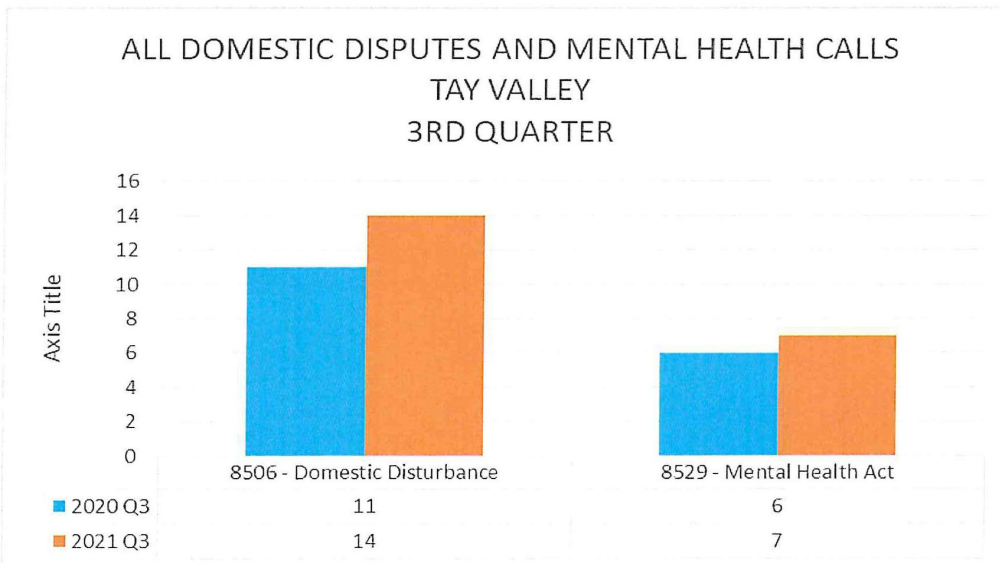
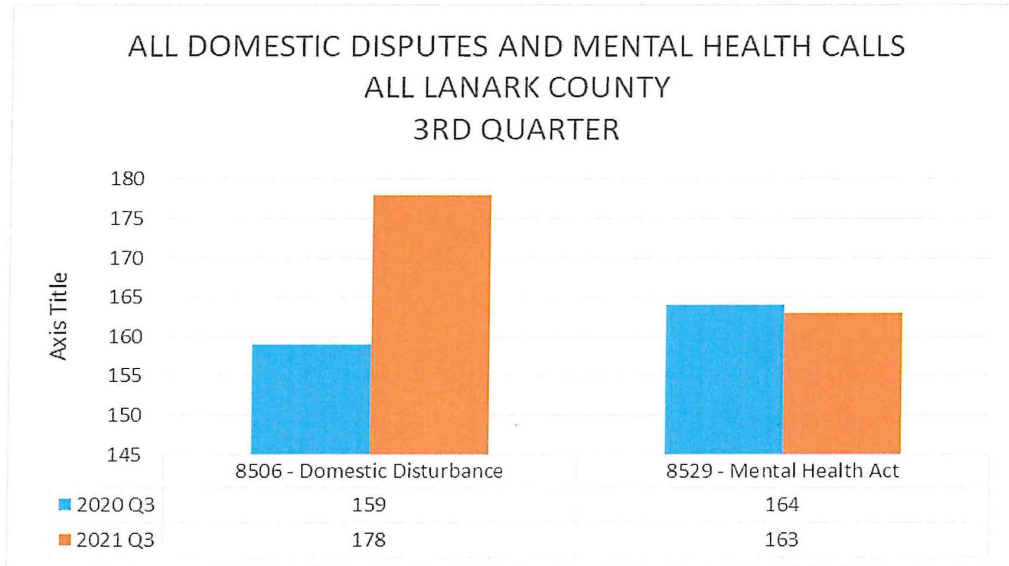


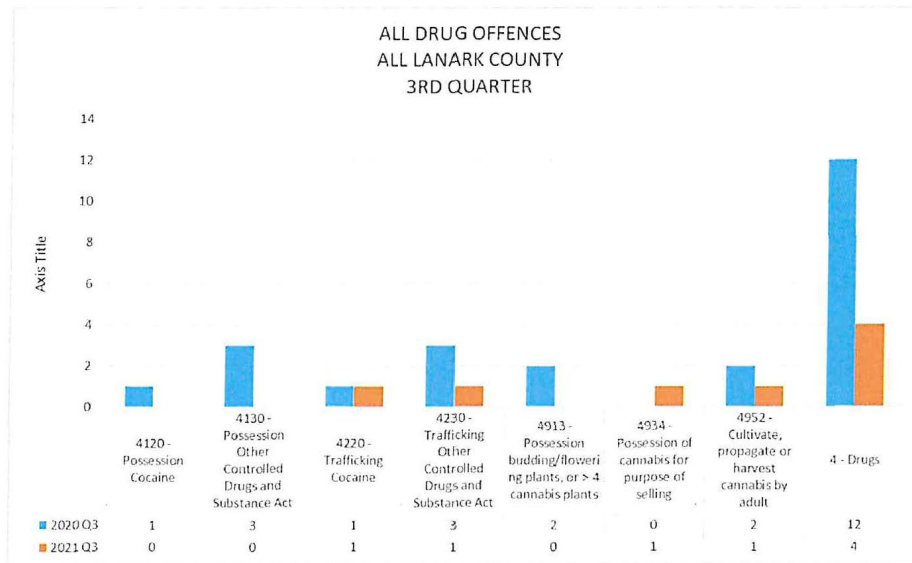
### CLEARANCE RATE, VIOLENT, PROPERTY AND DRUGS TAY VALLEY 3RD QUARTER











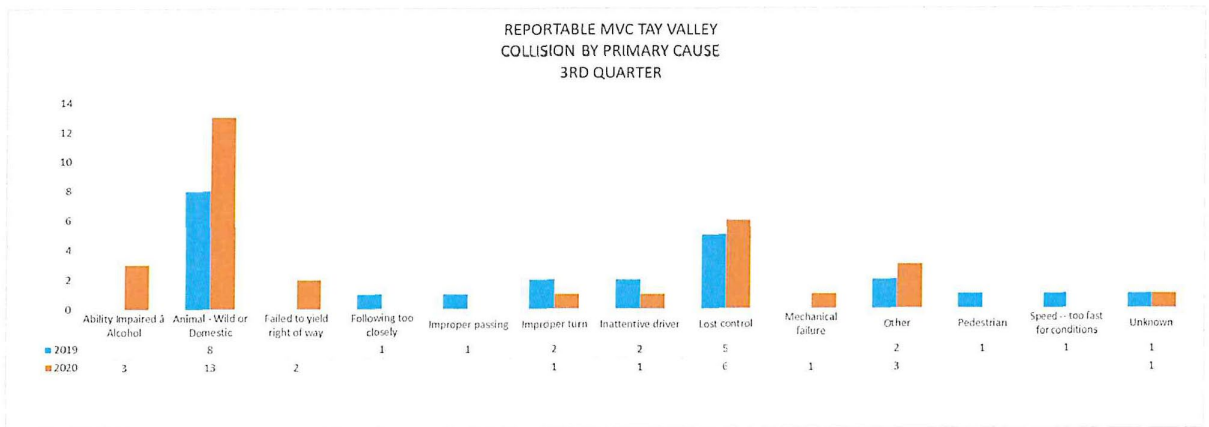
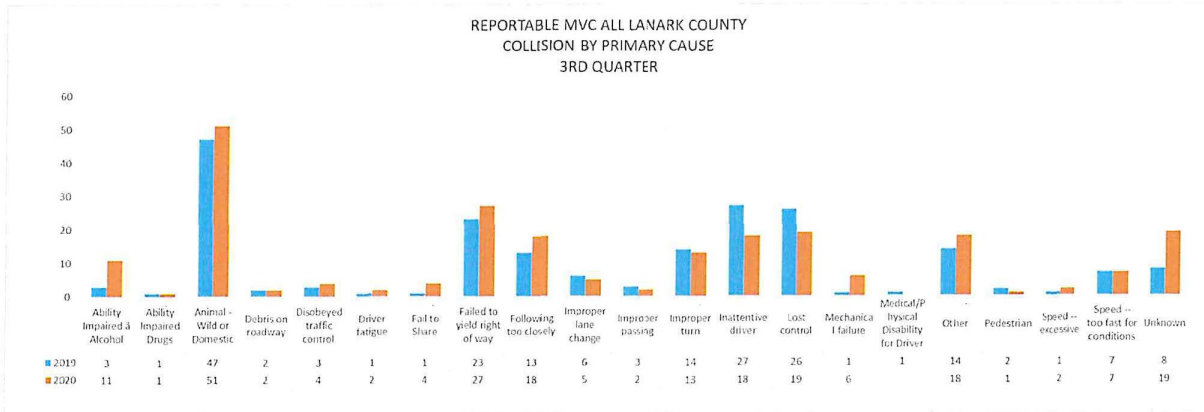
TAY VALLEY

NIL DRUGS



CRS (Collision Reporting Service)

Traffic Control Registry







ALL COLLISION BY TYPE LANARK COUNTY		
TYPE	2020 3rd QUARTER	2021 3rd QUARTER
<b>Motor Vehicle</b>	<b>201</b>	<b>226</b>
Fatal Injury	1	1
Non-Fatal Injury	28	31
Other	2	0
Property Damage Only	170	194
<b>Off-Road Vehicle</b>	<b>3</b>	<b>4</b>
Non-Fatal Injury	3	2
Property Damage Only		2
<b>Grand Total</b>	<b>204</b>	<b>230</b>

TAY VALLEY		
TYPE	2020 3RD QUARTER	2021 3RD QUARTER
<b>Motor Vehicle</b>	<b>23</b>	<b>31</b>
Fatal Injury		1
Non-Fatal Injury	8	1
Property Damage Only	15	29
<b>Off-Road Vehicle</b>	<b>1</b>	<b>0</b>
Non-Fatal Injury	1	0
<b>Grand Total</b>	<b>24</b>	<b>31</b>



DAR (Daily Activity Report)

PATROL ALL LANARK COUNTY		
Patrol Type	2020 Q 3	2021 Q 3
<b>160 - Patrol-Cruiser</b>	<b>2,072.00</b>	<b>2,704.75</b>
<b>163 - Patrol-Marine</b>	<b>389.25</b>	<b>369.75</b>
<b>164 - Patrol-ATV</b>	<b>0.00</b>	<b>26.00</b>
<b>166 - Patrol-Bicycle</b>	<b>48.00</b>	<b>27.00</b>
<b>167 - Patrol-Foot</b>	<b>156.25</b>	<b>173.00</b>
<b>168 - Patrol-School</b>	<b>14.75</b>	<b>38.25</b>
<b>Patrol</b>	<b>2,680.25</b>	<b>3,338.75</b>

PATROL TAY VALLEY		
Patrol Type	2020 Q 3	2021 Q 3
<b>160 - Patrol-Cruiser</b>	<b>115.75</b>	<b>223.75</b>
<b>163 - Patrol-Marine</b>	<b>8.50</b>	<b>7.00</b>
<b>164 - Patrol-ATV</b>	<b>0.00</b>	<b>13.00</b>
<b>167 - Patrol-Foot</b>	<b>1.00</b>	<b>0.00</b>
<b>Patrol</b>	<b>125.25</b>	<b>243.75</b>

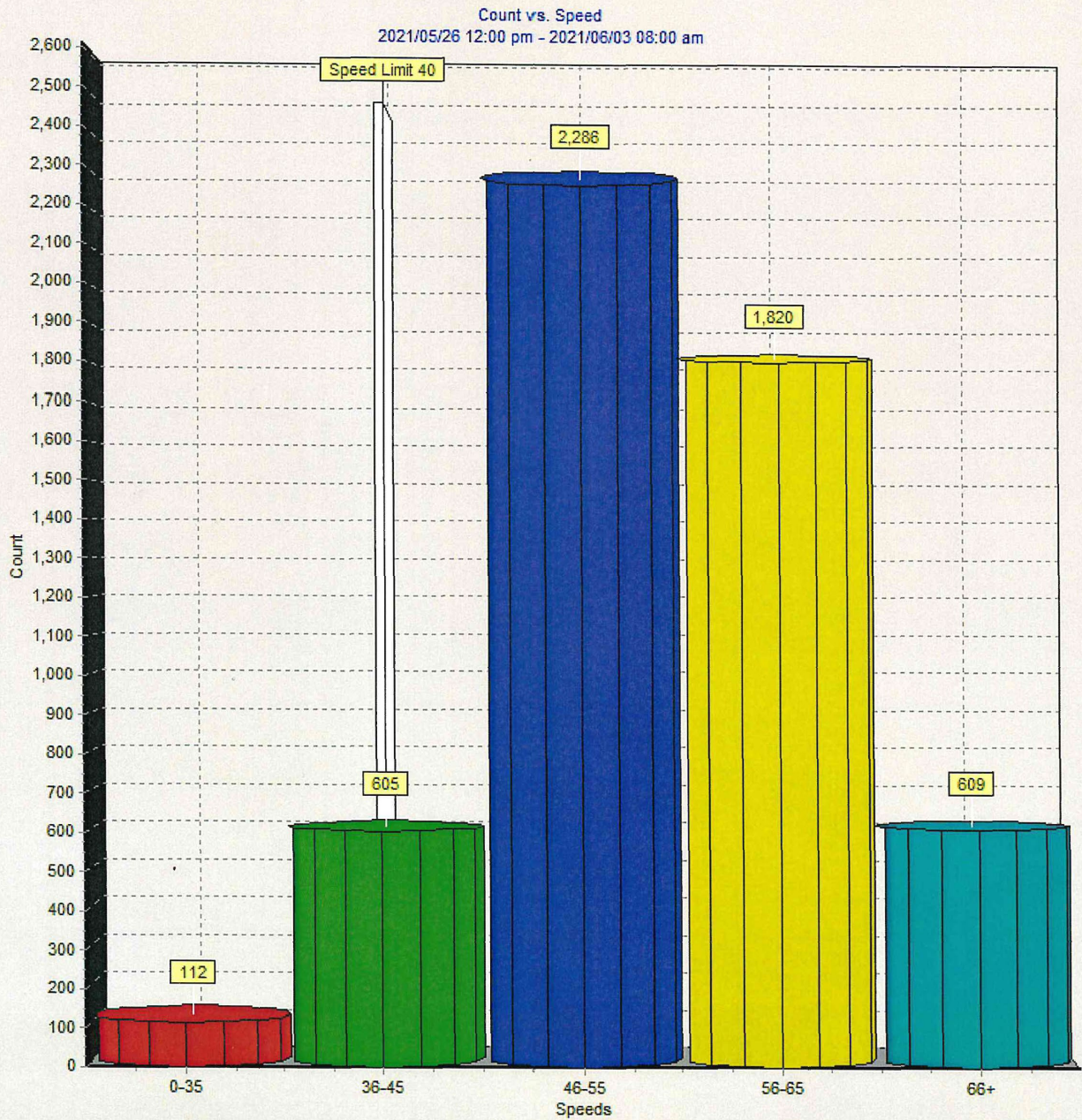


Date: 2021/06/03 09:09:55 am  
Start Date: 2021/05/26 12:00 pm  
End Date: 2021/06/03 08:00 am

Time Interval: 60 minutes  
Speed Interval: 10 km/h  
Posted Speed Limit: 40 km/h  
Average Speed: 55 km/h  
Highest Speed: 112 km/h  
50th Percentile: 54 km/h  
85th Percentile: 64 km/h  
Number Above Speed Limit: 5215  
Total Number of Vehicles: 5432

Comments:

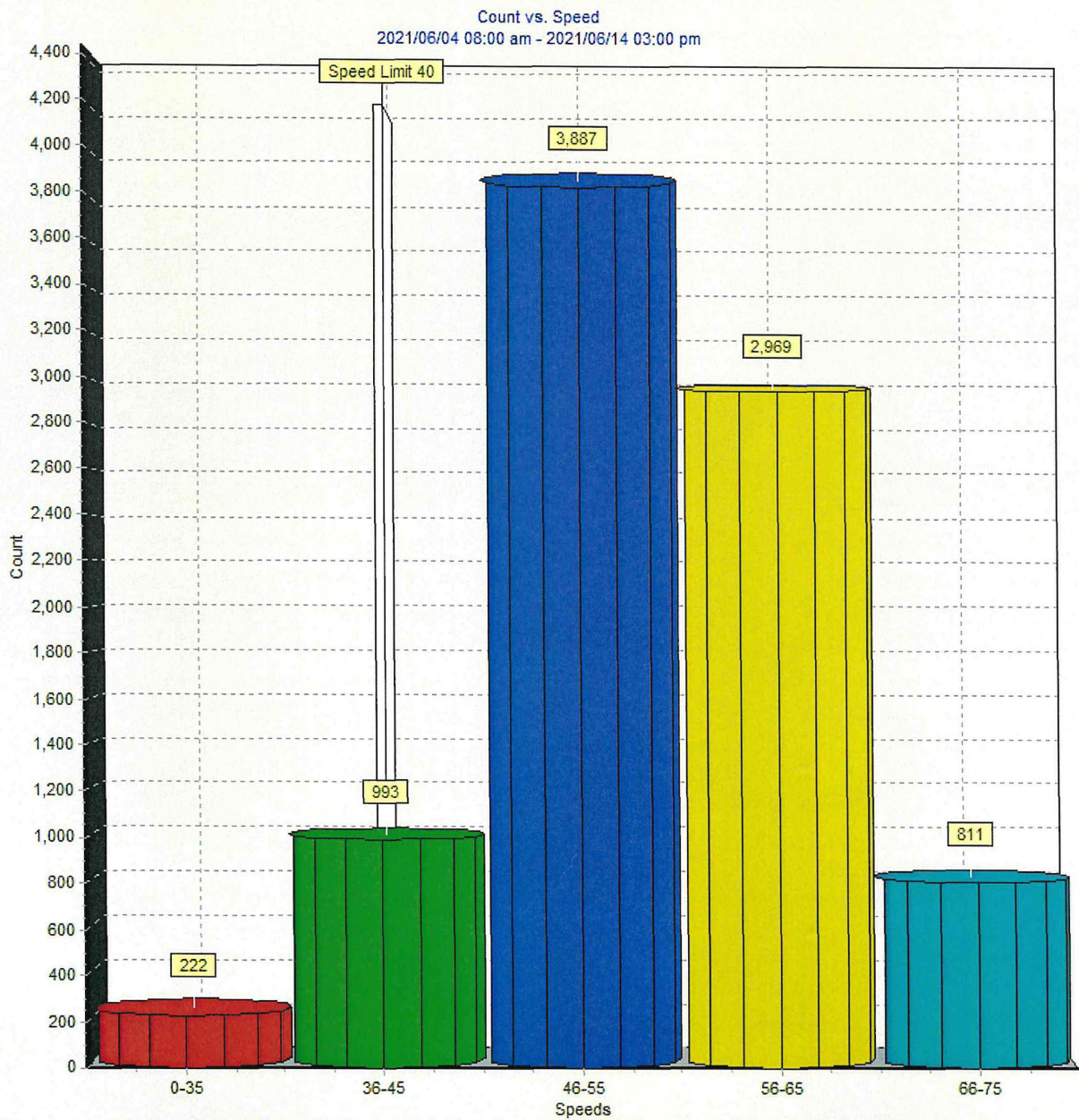
Tay Valley Township  
Glen Tay Road  
Between #582 and Somerville Drive  
Picking up North Bound Traffic





Date: 2021/06/15 01:09:06 pm  
 Start Date: 2021/06/04 08:00 am  
 End Date: 2021/06/14 03:00 pm  
 Time Interval: 60 minutes  
 Speed Interval: 10 km/h  
 Posted Speed Limit: 40 km/h  
 Average Speed: 54 km/h  
 Highest Speed: 75 km/h  
 50th Percentile: 54 km/h  
 85th Percentile: 63 km/h  
 Number Above Speed Limit: 8514  
 Total Number of Vehicles: 8882

Comments:  
 Tay Valley Township  
 Glen Tay Road  
 Between #582 and Somerville Drive  
 Picking up Northbound Traffic

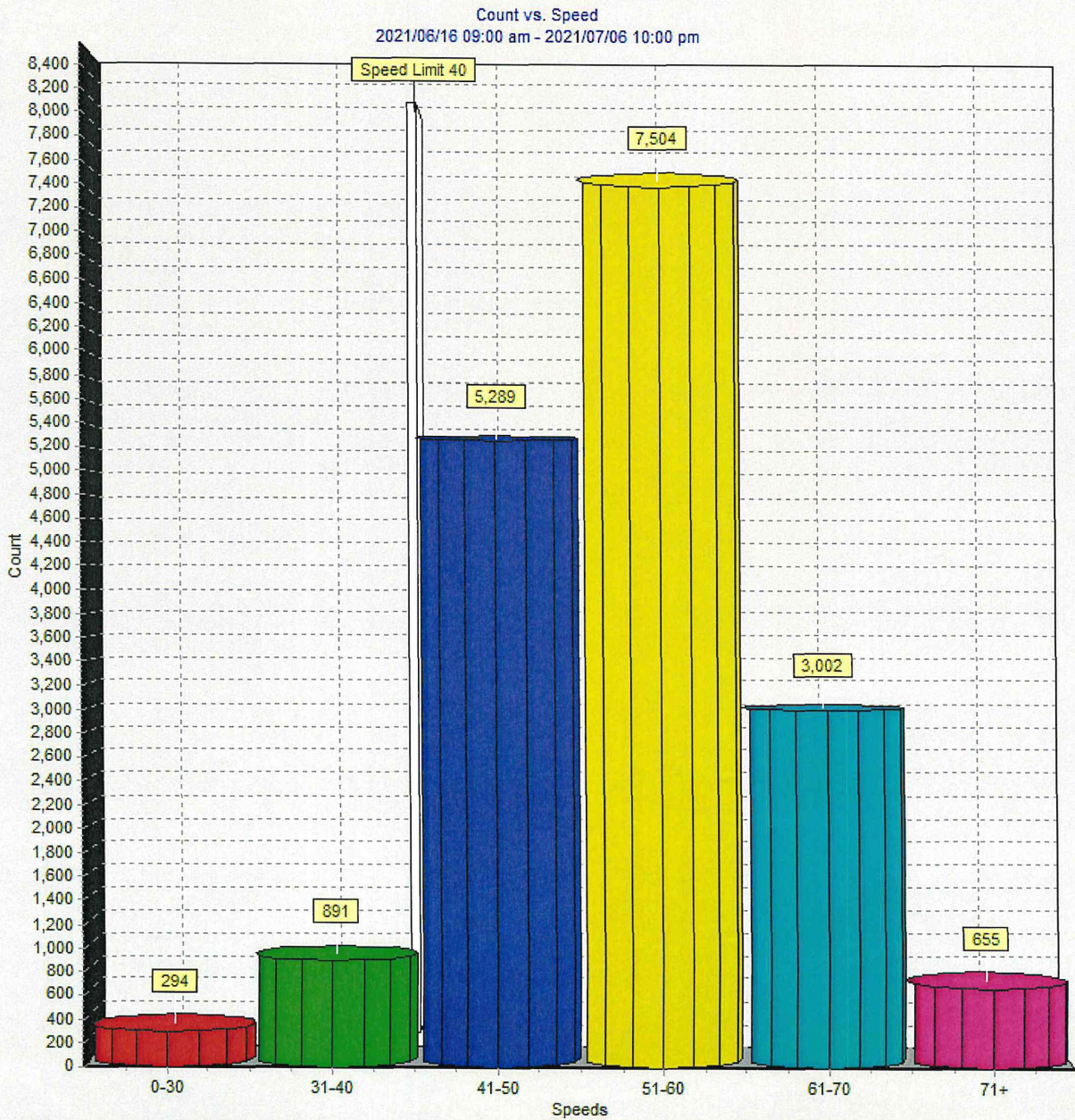




Date: 2021/07/07 09:26:59 am  
 Start Date: 2021/06/16 09:00 am  
 End Date: 2021/07/06 10:00 pm  
 Time Interval: 60 minutes  
 Speed Interval: 10 km/h  
 Posted Speed Limit: 40 km/h  
 Average Speed: 53 km/h  
 Highest Speed: 171 km/h  
 50th Percentile: 53 km/h  
 85th Percentile: 63 km/h  
 Number Above Speed Limit: 16450  
 Total Number of Vehicles: 17635

Comments:

Tay Valley Township  
 Glen Tay Road - Hamlet  
 Between #565 and #541  
 Picking up Southbound Traffic

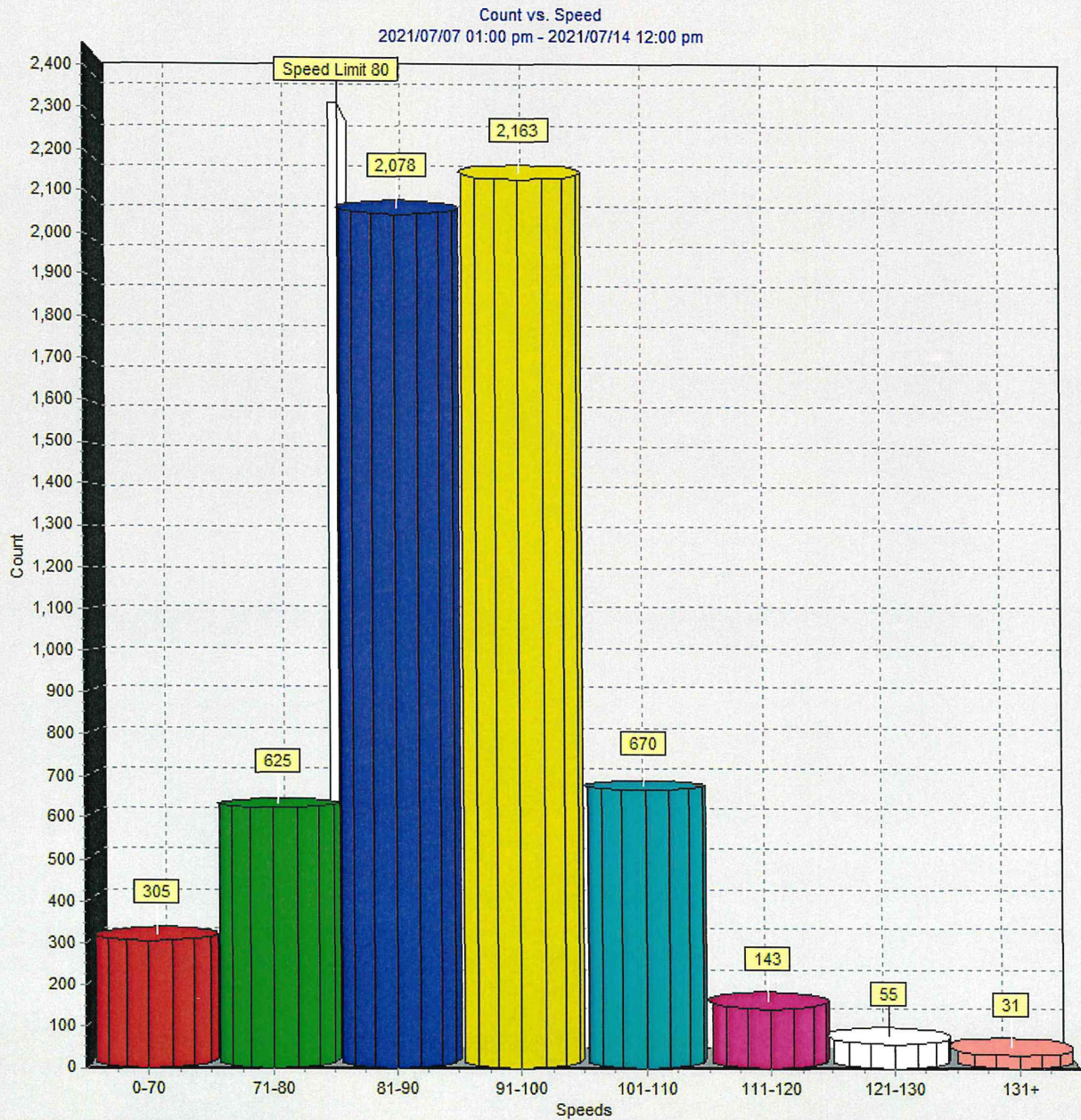




Date: 2021/07/19 01:59:50 pm  
 Start Date: 2021/07/07 01:00 pm  
 End Date: 2021/07/14 12:00 pm  
 Time Interval: 60 minutes  
 Speed Interval: 10 km/h  
 Posted Speed Limit: 80 km/h  
 Average Speed: 89 km/h  
 Highest Speed: 195 km/h  
 50th Percentile: 91 km/h  
 85th Percentile: 100 km/h  
 Number Above Speed Limit: 5140  
 Total Number of Vehicles: 6070

Comments:

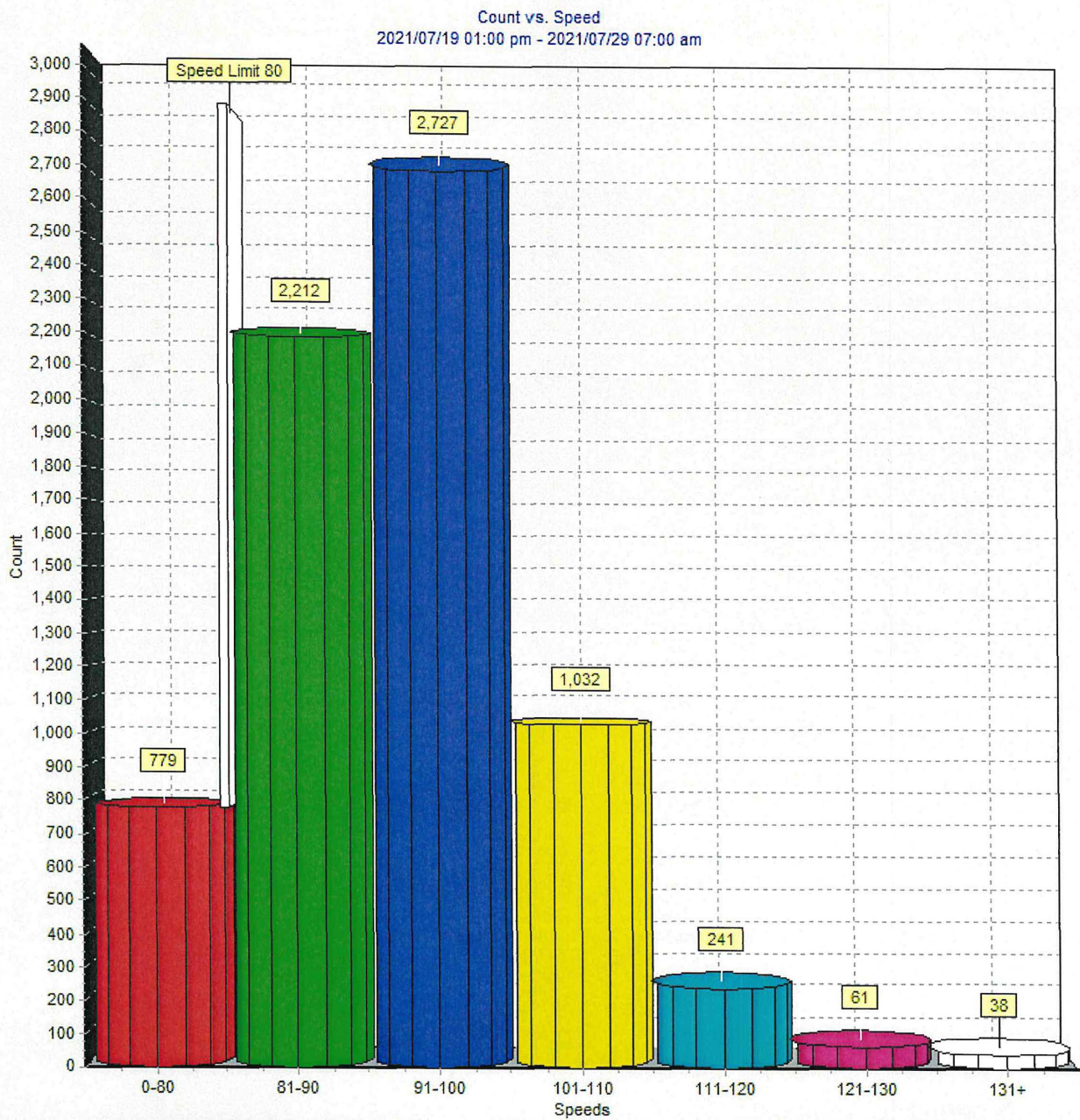
Tay Valley Township  
 Fallbrook Road  
 Near Pin #384  
 Picking up Westbound Traffic





Date: 2021/07/29 10:06:25 am  
 Start Date: 2021/07/19 01:00 pm  
 End Date: 2021/07/29 07:00 am  
 Time Interval: 60 minutes  
 Speed Interval: 10 km/h  
 Posted Speed Limit: 80 km/h  
 Average Speed: 92 km/h  
 Highest Speed: 183 km/h  
 50th Percentile: 92 km/h  
 85th Percentile: 103 km/h  
 Number Above Speed Limit: 6311  
 Total Number of Vehicles: 7090

Comments:  
 Tay Valley Township  
 Fallbrook Road  
 Near Pin # 384  
 Picking up EastBound Traffic

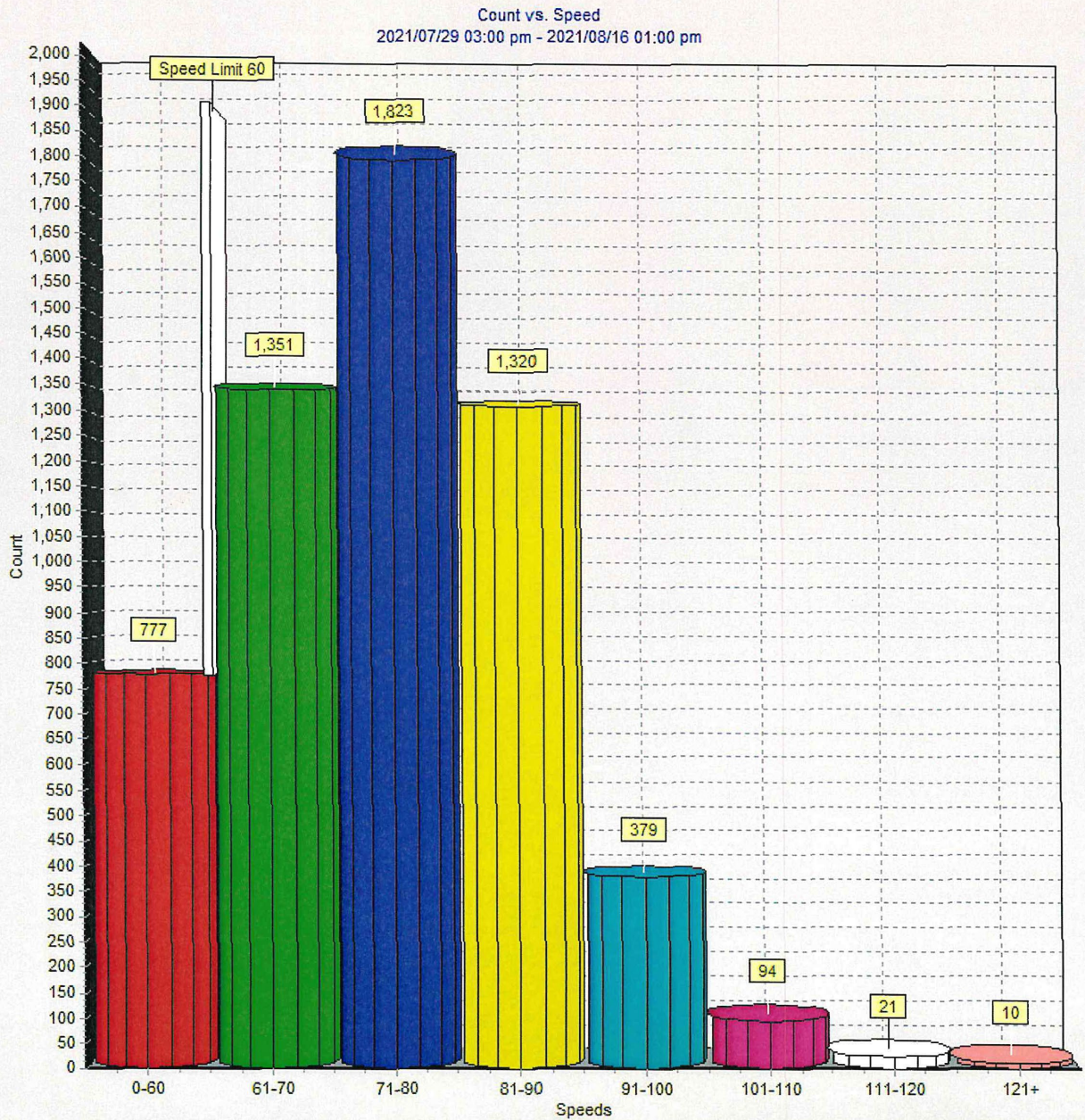




Date: 2021/08/16 01:27:56 pm  
 Start Date: 2021/07/29 03:00 pm  
 End Date: 2021/08/16 01:00 pm  
 Time Interval: 60 minutes  
 Speed Interval: 10 km/h  
 Posted Speed Limit: 60 km/h  
 Average Speed: 74 km/h  
 Highest Speed: 140 km/h  
 50th Percentile: 75 km/h  
 85th Percentile: 87 km/h  
 Number Above Speed Limit: 4998  
 Total Number of Vehicles: 5775

Comments:

Tay Valley Township  
 Harper Road  
 Near Pin #1005  
 Picking up Northbound Traffic





### Traffic Summary

**Station #** - Glen Tay Road, at curve left sign, south of Somerville

**Date** - 0:00 October 29, 2021 to 0:00 November 5, 2021 (7 days of data)

Volume						
	Total	Weekday	Weekend	ADT	AWDT	AWET
Combined	14205	10873	3332	2029	2175	1666
North	7287	5540	1747	1041	1108	874
South	6918	5333	1585	988	1067	793
Days	7	5	2	7	5	2

Speed				
	All Days	Weekdays	Weekend	
Mean speed	64.0	64.1	63.8	km/h
Median speed	64.1	64.0	64.2	km/h
85% speed	74.4	74.5	74.3	km/h

*PSL = 60 km/h*

Class				
Class (Scheme F3)	All Days	%	Weekdays	Weekend
1 - CYCLE	37	0.260%	31	6
2 - PC	9017	63.48%	6743	2274
3 - 2A-4T	4011	28.24%	3110	901
4 - BUS	150	1.056%	137	13
5 - 2A-6T	764	5.378%	633	131
6 - 3A-SU	148	1.042%	143	5
7 - 4A-SU	16	0.113%	15	1
8 - <5A DBL	1	0.007%	1	0
9 - 5A DBL	43	0.303%	42	1
10 - >6A DBL	11	0.077%	11	0
11 - <6A MULTI	0	0.000%	0	0
12 - 6A MULTI	0	0.000%	0	0
13 - >6A MULTI	7	0.049%	7	0

Average Daily Volume							
	Mon	Tue	Wed	Thu	Fri	Sat	Sun
North	1078	979	1159	1034	1290	968	779
South	1026	990	1044	1025	1248	876	709
Combined	2104	1969	2203	2059	2538	1844	1488
AM Pk North	89	77	102	82	93	99	77
PM Pk North	89	100	101	90	147	103	87
AM Pk South	101	64	84	72	95	99	79
PM Pk South	116	106	130	102	142	103	75
Days	1	1	1	1	1	1	1

Report created 8:25 November 5, 2021 using MTE version 5.0.2.0 - Template not certified by MetroCount

**SUBJECT:            SPEEDING COMPLAINT POLICY**

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**1.0    PURPOSE**

This policy provides a consistent and uniform process to respond to speeding complaints

**2.0    LEGISLATIVE AUTHORITY**

Section 11(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public.

**3.0    SCOPE**

3.1    This policy applies to speeding complaints on Township Roads.

3.2    This policy does not apply to speeding complaints pertaining to specific drivers and vehicles.

**4.0    DEFINITIONS**

**“85<sup>th</sup> Percentile Speed”** – shall mean the speed at which 85% of traffic travels at or below on a given Township Road.

**“Complainant”** – the person who is dissatisfied and filing the complaint.

**“Monitoring Device”** – shall include, but not be limited to, traffic counters and an electronic speed sign.

**“Municipality”** – shall mean the Corporation of Tay Valley Township.

**“Speeding Concern”** – shall mean that if the 85<sup>th</sup> Percentile Speed on a Township Road posted/unposted as 80 km/h is above 10 km/h of the posted or unposted speed limit it shall be deemed a Speeding Concern. If the 85<sup>th</sup> Percentile Speed on a Township Road posted/unposted as less than 80 km/h is above 7 km/h of the posted or unposted speed limit it shall be deemed a Speeding Concern.

**“Township Road (Municipal Road)”** – shall mean a road within the Municipality that has been designated as a Township Road in the current Road Naming By-Law.

## **5.0 INITIAL SPEEDING COMPLAINT**

### **5.1 Receipt of Compliant**

5.1.1 All speeding complaints received by the Township will be reported using the Complaint Form on the Municipal Website.

5.1.2 The following information is required to process the complaint:

- Name, address and contact information of the Complainant
- Date and time of received complaint
- Location of perceived speeding issue
- Approximate frequency of perceived speeding incidents as determined by the Complainant (i.e. daily occurrence, only weekends, summer months).

### **5.2 Acknowledgement**

Complaints shall be submitted to the Clerk's Office. Upon receipt, the complaint will be given a tracking number and will be acknowledged in writing within 7 (seven) calendar days.

### **5.3 Traffic Monitoring and Reporting**

5.3.1 Upon receipt of a complaint, the Clerk's Office shall coordinate with the Public Works Department to schedule a time to monitor the Township Road with a Monitoring Device.

5.3.2 The Township Road that is the subject of the speeding complaint shall be monitored for a minimum of seven (7) days.

5.3.3 The following information shall be collected and recorded:

- Location of Monitoring Device (longitude, latitude);
- Beginning and end date of monitoring; and
- Traffic counts and speeds.

5.3.4 Traffic reports shall be created using the appropriate software and may include:

- Speed Data Analysis Report
- Police Graphs Report
- Tabular Report
- Data Summary Report
- Enforcement Evaluation Report

## **5.4 Communication of Findings**

5.4.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, all traffic monitoring reports shall be sent to the OPP for review and enforcement-based considerations. Members of the Tay Valley Police Services Board will also be copied on the communication to the OPP.

5.4.2 For areas identified as a Speeding Concern, the OPP will report the result of any enforcement to the Municipality.

5.4.3 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

5.4.4 The traffic monitoring reports shall be valid for a six (6) month period.

5.4.5 Additional Complaints for the same section of road within the six (6) month period shall be forwarded the notification and traffic monitoring reports generated by the original Complaint.

## **6.0 SUBSEQUENT SPEEDING COMPLAINT**

### **6.1 Receipt of Complaint**

6.1.1 If a second speeding complaint is received after the expiry of the six (6) month period, the Monitoring Device will be deployed again subject to Sections 5.3.2, 5.3.3 and 5.3.4.

### **6.2 Communication of Findings**

6.2.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, a resource-based approach will be utilized with such measures as:

- the deployment of the Monitoring Device as a mitigation measure for a minimum of two (2) weeks and a maximum of four (4) weeks; and
- enforcement by the OPP; and
- other measures as they become available may also be considered by the Public Works Department.

6.2.2 For areas identified as a Speeding Concern, the OPP will report the result of any enforcement to the Municipality.

6.2.3 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

6.2.4 The traffic monitoring reports shall be valid for a six (6) month period.

6.2.5 Additional Complaints for the same section of road within the six (6) month period shall be forwarded the notification and traffic monitoring reports generated by the original Complaint.

## **7.0 THIRD SPEEDING COMPLAINT**

### **7.1 Receipt of Complaint**

7.1.1 If a third speeding complaint is received after the expiry of the second six (6) month period, the Monitoring Device will be deployed again subject to Sections 5.3.2, 5.3.3 and 5.3.4.

### **7.2 Communication of Findings**

7.2.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, The Public Works Manager shall consider various traffic calming measures for Council consideration (i.e. speed limit reduction, signage, physical traffic calming equipment, design related mitigations, or other engineering or legislative options available to Council). In consultation with the Police Services Board, the Public Works Manager shall prepare a report to Council with a recommendation on the next steps to be taken.

- 7.2.2 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

## **8.0 RECORDS MANAGEMENT AND PRIVACY**

All records relating to the complaint shall be maintained in accordance with the Municipality's record retention schedule.

During the complaints process, all Municipal employees shall adhere to all applicable legislation regarding privacy in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). Complainants should be aware that certain circumstances may indirectly identify them during an investigation.

## **9.0 ACCOUNTABILITY FRAMEWORK**

The Clerk is responsible for ensuring compliance with this policy.

## **10.0 POLICY REVIEW**

This policy shall be reviewed as required.

## **11.0 REFERENCES**

### **Forms**

Complaint Form

### **Policies and Procedures/Documents**

Complaint Policy

**ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS (OAPSB)  
ZONE 2 – EASTERN ONTARIO REGION MEETING**

**MINUTES**

The Fall Meeting of the OAPSB Zone 2 was held on Friday, September 17, 2021 at 9:30 a.m. at The Waring Housing Inn and Convention Centre in Picton, Ontario hosted by the Prince Edward County Police Services Board.

**PRESENT**

A total of 25 members of the OAPSB Zone 2 were in attendance representing 16 separate Zone 2 Police Services Boards and Community Policing Advisory Committees. Attached please find a copy of the registration list that was circulated at the meeting.

**VISITORS**

Lindsey Gray, Police Services Advisor, Ministry of Solicitor General  
Thomas Carrique, OPP Commissioner  
Chris Harkins, OPP Deputy Commissioner  
Karl Thomas, Chief Superintendent, Eastern Region Commander

**1. Meeting Call to Order**

Chairperson Neil Fennell called the meeting to order at 9:34 a.m.

**2. Chair's Welcome & Opening Remarks**

Chairperson Fennell introduced himself and opened the meeting with a traditional land acknowledgement. He welcomed everyone to the meeting.

He thanked the Prince Edward County Police Services Board and the County for hosting and especially for their cooperation and support in organizing the meeting.

Chairperson Fennell then introduced:

- the members of the OAPSB Zone 2 executive;
- Jim Harrison, Zone 2/3 Section 10 Board representative;
- Lindsey Gray, Ministry Advisor;
- Thomas Carrique, OPP Commissioner;
- Chris Harkins, OPP Deputy Commissioner; and
- Karl Thomas, East Region Commander

He then introduced Steve Ferguson, Mayor of Prince Edward County who brought greetings on behalf of County Council. He recognized some people in attendance including the members of the Prince Edward County Police Services Board. He commented on COVID and its impact on in-person meetings.

Mayor Ferguson called on Quinte West Mayor Jim Harrison and Belleville Mayor Mitch Penciuik. All three mayors expressed their appreciation for the work of the OPP and those under its command. Mayor Penciuik then commented on the OPP coin awarded to Mayor Jim Harrison.

### **3. Approval of Agenda**

**Moved by Denzil Ferguson, Mississippi Mills**

**Seconded by Rick Gwogdowski, Prince Edward County**

**THAT the agenda be approved as circulated and read except that the delegation of OPP Commissioner Thomas Carrique be moved up earlier in the agenda.**

**CARRIED**

### **4. Approval of Minutes**

**Moved by Don O'Neill, Quinte West**

**Seconded by Jarrod Stearns, Kingston**

**THAT the minutes of the OAPSB Zone 2 meeting held in Gananoque hosted by the Gananoque Police Services Board on November 29, 2019, be approved as circulated.**

**CARRIED**

### **5. Business Arising from the Minutes**

Chair Fennell highlighted the two motions passed under the New Business section of the November 29, 2019 meeting regarding an increase to the Secretary-Treasurer's Honorarium of \$225.00 per meeting and the increase in the OAPSB Zone 2 annual fees to \$100.00 effective January 1, 2020.

Chair Fennell also commented on the Membership Input item regarding PTSD. He advised that he made an inquiry with the Armed Forces who agreed to share information on PTSD with the Provincial Solicitor General's office. He then asked Lindsey Gray, Ministry Advisor if she was aware of the information being provided and if any steps had been taken since.

### **6. Updates**

#### **a. Lindsey Gray, Police Services Advisory, Ministry of the Solicitor General**

Chairperson Fennell welcomed Lindsey Gray as the Zones new Ministry Advisor. Ms. Gray became the new Zone 2 Advisor in August though she has been with the Ministry since 2008. She is looking forward to working with the Zone.

Ms. Gray provided information on the following issues:

- Community Safety and Policing Act (CSPA), 2019 – received Royal Assent and the Province is looking at an in force date in early 2022. This legislation will replace the Police Services Act. Several regulations have been approved with a number still to be posted for review.



- The transition to the new OPP Detachment Boards – proposals were received in early June and are being reviewed by Ministry staff. Updates are expected in the coming weeks
- Ministry grants – there are a range of grants some of which were reviewed i.e. Mobile Crisis Response Team Grant, Health Assistance for Calls, a new grant announced at the end of August with a deadline for submissions of October 13, 2021.

Doug Melanka, North Grenville inquired about who is responsible for preparing a Community Safety and Well-Being Plan and questioned the need for it.

Ms. Gray advised she did not have the answer to Chair Fennell's question regarding the PTSD information from the Armed Forces but will look into the matter and report back.

Chairperson Fennell thanked Ms. Gray for her information.

#### **b. King Yee, Zone 2 Director**

Mr. Yee provided information on the following issues:

- Fred Kaustinen, Executive Director of the OAPSB stepped down and Bruce Chapman has been appointed as the interim Executive Director for 6 months.
- Lynne Hamilton, Lobbyist has been hired to provide input on the Provincial regulations under the new Comprehensive Ontario Police Services Act, 2019.
- The Board has been working on a new strategic plan to outline the direction of the Association going forward
- In mid-November there will be a virtual fall conference. More details to follow

A question was raised regarding what the new fee structure for the OAPSB will be with the new Police Services Board structure in 2022. No information is available at this time.

Chairperson Fennell thanked Mr. Yee for his information.

#### **c. Jim Harrison, OAPSB Section 10 Board Representative**

If anyone has any issues, they are asked to contact Jim Harrison.

### **7. Secretary-Treasurer's Report**

#### **a. Financial report**

Chair Fennell provided a summary of the financial statement indicating a bank balance of \$3,635.51 to September 16, 2021. He commented on a motion passed by the Zone in 2017 at a meeting held in Kemptville which provided authority to the executive to make financial decisions for speakers, meeting expenses, etc. The Treasurer circulated a copy of the financial statement outlining the revenues and expenses that had transpired since the last report.

**Moved by Jim Harrison, Quinte West  
Seconded by Don O'Neill, Quinte West  
THAT the financial report to September 16, 2021 showing a bank balance of  
\$3,635.51 be approved as presented by the Chairperson.**

**CARRIED**

Chair Fennell advised the members that no membership fees were charged in 2021 as the Zone had sufficient funds available. He further advised that fees would probably be charged in 2022 once there is an understanding of what the future board situation will look like within the Zone under the new Policing Act.

## **b. Correspondence**

This item will be removed from future agendas as any correspondence received is forwarded via email.

## **8. Delegations**

### **a. OPP Commissioner Thomas Carrique**

Chief Superintendent Karl Thomas, Eastern Region Commander introduced the Commissioner.

Commissioner Carrique, supported by Deputy Commissioner Harkins, gave a presentation which included information on the following matters:

- Vision, mission and values of the OPP
- Evolving OPP culture
- Internal / external reviews conducted which identified what is working and where the organization can do better. 201 recommendations were provided of which 48% are complete, 45% are underway, 5% are pending and 2% are not applicable.
- Lead implementation roles include a Healthy Workplace Team, Office for Professionalism, Respect, Inclusion and Leadership (OPRIL)
- Reviewed the 5 objectives in creating a Healthy Workplace Strategy
- New promotional process with enhanced transparency and fairness
- Number of NCO and CO positions filled
- Provincial Operations Centre – 24/7/365 real-time environments that provides real-time tracking of online fleet
- Reviewed calls for service – 90% are answered in 12 seconds or less; 2,660 times the OPP were deployed to assist other police service/emergency service partners
- Defunding the police – suggested de-tasking and investing instead in other social services
- Reviewed efficiencies made in frontline policing
- Virtual Reality Training – de-escalation training
- De-escalation and crisis intervention – central to the OPP response – noted <0.23% of calls for service in 2020 required use of force

- Crisis Call Diversion Program – since November 2, 2020, over 650 calls have been diverted – a mental health crisis worker has been embedded as a staff member in Provincial Communications Centres
- The OPP has a seat on 60 of 77 Situation Tables across the province
- Reviewed trends in provincial crimes i.e. firearm related, hate crimes, cybercrime, etc.
- Reviewed work of specialty teams such as Repeat Offender Parole Enforcement Squad, Anti-Human Trafficking Unit, Child Sexual Exploitation Unit, Provincial Weapons Enforcement Unit, Contraband Tobacco Enforcement Team, Indigenous Policing Bureau, Canine
- Reviewed statistics across the province on roadways, waterways and trails
- 60<sup>th</sup> anniversary of the OPP Auxiliary occurred in 2020 – donated 195,000 hours
- Suicide Memorial which opened recently at General Headquarters in Orillia
- Spoke about COVID and how it will be handled

The presentation will be made available for the members.

Following the presentation, there was an opportunity for members to ask questions. After all questions had been addressed, Chairperson Fennell thanked Commissioner Carrique and Deputy Commissioner Harkins for their presentation.

## 9. New Business

None

## 10. Membership Input

None

## 11. Meeting Dates & Locations for the Next 2021 Meeting

- Friday, November 26, 2021** – Hosted by the Ottawa Police Services Board  
Likely location: Nepean Sailing Club, Ottawa  
Keynote Speakers:  
Ottawa Police Chief Sloy  
Dr. Simon Hatcher, Ottawa Research Council “Police Suicides in Ontario”  
Virtual presentation by Inspection General of Policing under the new CSPA

## 12. Adjournment

**Moved by King Yee, Brockville**  
**Seconded by Denzil Ferguson, Mississippi Mills**  
**THAT the meeting be adjourned at 12:11 p.m.**

**CARRIED**