



# Minutes

## The Blue Mountains OPP Detachment Board

**Date:** July 17, 2024  
**Time:** 8:30 a.m.  
**Location:** Town Hall, Council Chambers  
32 Mill Street, PO Box 310  
**Prepared by:** Kyra Dunlop, Recording Secretary

**Members Present:** Gail Ardiel, Lynn Church, Andrea Matrosovs, Jim Oliver, Donna Wilson

**Staff Present:** Chief Administrative Officer Shawn Everitt, Recording Secretary Kyra Dunlop

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### A. Call to Order

Chair Oliver called the meeting to order at 8:30 a.m. with all members in attendance in Council Chambers.

Town staff in attendance were CAO Shawn Everitt and Recording Secretary Kyra Dunlop. Detachment staff in attendance were Detachment Commander Loris Licharson, Sergeant Kevin Cornell and Sergeant David Brown.

#### A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

#### A.2 Board Member Attendance

##### A.2.1 Introduction of Provincial Appointee Donna Wilson

**Note: The Ministry of the Solicitor General appointed Donna Wilson on June 19, 2024**

Chair Oliver provided his greetings to new Board Member Donna Wilson as the Provincial Appointee. Recording Secretary Kyra Dunlop confirmed that Donna had been appointed by the Ministry on June 19, 2024 and had completed her mandatory Ministry

training and record check and that at today's meeting she would also be taking the Oath and Affirmation under the legislation to sit as a Board Member.

Donna Wilson noted it was her pleasure to sit on the Board and see many familiar faces again. Donna advised her husband and herself are from the area and have lived here for 30 years, and that she had served on the Collingwood Police Services Board for 1 term previously, and is now currently the Military Chaplain at Base Borden.

Detachment Commander Licharson noted the Detachment's Staff Sergeant will attend all OPP Board Meetings. Staff Sergeant Natalie Majer has accepted the position of Acting Detachment Commander of Haliburton Highlands for 6 months and will continue to attend meetings on her return.

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

Moved by: Gail Ardiel

Seconded by: Andrea Matrosovs

THAT the Agenda of July 17, 2024 be approved as circulated, including any additions to the Agenda.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Jim Oliver, and Donna Wilson

**The motion is Carried (5 to 0)**

### **A.4 Declaration of Pecuniary Interest and general nature thereof**

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, The Blue Mountains OPP Detachment Board Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

### **A.5 Previous Minutes**

Moved by: Lynn Church

Seconded by: Donna Wilson

THAT The Special Blue Mountains OPP Detachment Board minutes of May 6, 2024 and June 14, 2024 be approved as circulated, including any revisions to be made.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Jim Oliver, and Donna Wilson

**The motion is Carried (5 to 0)**

## **A.6 Oath and Affirmation of Donna Wilson for the 2022 to 2026 term of Council**

Donna Wilson was duly sworn and constituted as the Provincial Appointee to the Board for the 2022-2026 term of Council.

## **A.7 Chair's Remarks**

Chair Oliver noted that this was a busy time of year for our Detachment Staff on the land and the water. Chair Oliver noted it was a pleasure to have the full complement of Board Members around the table, this is important to have representation from our Province, our community and our municipal Council.

Chair Oliver noted that we know under the new legislation our role as a Board is expanding and from his perspective it is expanding in terms of our need to represent our community, and the hope over the coming months is the Board will come up with ways to be more connected with the community. Chair Oliver noted he was encouraged to see Council has taken on more informal opportunities to interact with the public and that there was no reason as a Board they could not take those same sort of opportunities collectively and individually to connect with members of the public. Chair Oliver stated that while the Board could operate on the idea that “no news is good news” in that if the Board is not receiving any negative feedback it could be assumed everyone is happy with the policing in the community, the Board should not count on that.

## **B. Public Meetings/Deputations/Presentations**

None

## **C. Staff Reports**

### **C.1 Detachment Commander's Report, Quarter 2 2024**

Chair Oliver asked what some of the duties a cadet in that capacity can perform in their role compared to a regular constable or an auxiliary constable. Detachment Commander Licharson noted that a cadet is somewhat similar to special constable role and that they support the detachment through fingerprinting, working in the courthouse, go on general patrols, and can complete various administrative duties including collision reporting. Detachment Commander Licharson noted that the cadet role is primarily an administrative role to provide support to the Community Services Officer. Detachment Commander Licharson noted that the role is geared towards young people who are interested in a career in law enforcement. Chair Oliver asked if the general patrols would always be done with another member, which Detachment Commander Licharson confirmed they would not be on general patrol on their own.

Chair Oliver noted that it was mentioned by staff that the detachment tries to mitigate the number of hours of training in the summer months, and asked if the number of training hours listed in the report is typical for a quarter of training. Detachment Commander Licharson noted that the 53 days of training completed by Constable Ray is significant, and a number of block training was also completed by other policing staff, so the numbers for Quarter 2 were skewed higher than usual by those attendances.

Gail Ardiel noted that recently at Council they have had reports on Short Term Accommodation properties and noted their noise complaint system is different than the OPP's noise complaints. Member Ardiel noted that there had been 11 or 12 complaints against STA's as listed in the reports coming from Town staff to Council, but in the Detachment Commander's Report-Quarter 2 there was only 1 complaint the OPP responded to. Detachment Commander Licharson noted that police can only report on when they get called to attend a property, so calls that come into other channels would not necessarily be included in the OPP's reporting.

Chair Oliver asked when complaints come in against STA properties and were reported to the Town whether the Town received confirmation that those complaints are addressed by the property owner. CAO Everitt noted that the Town does have that clear documentation about complaints and the actions taken by the responsible party for the property. CAO Everitt noted that Town staff are compiling information received through the OPP Detachment Board to include in the staff report to be received by Council at their September 16, 2024, Committee of the Whole Meeting. CAO Everitt noted the OPP does advise the Town when they attend and respond to complaints at properties, and the Town's By-law officers respond during regular business hours. CAO Everitt noted the report will identify when the responsible party does not respond to complaints, and the draft Short Term Accommodation By-law will potentially limit the number of properties a responsible person is responsible for. CAO Everitt noted that while this is currently not a problem, currently the requirement is that the responsible party must respond within 30 minutes of the complaint but if they have many properties that receive calls at the same time that responsible person could not necessarily meet that requirement to respond in time. CAO Everitt noted that many complaints end up coming from Fire Services when they are attending at properties that are operating as STA's but are not licensed. CAO Everitt noted we will continue to fine tune the STA By-law and will have consistent data included in the staff report on the September 16, 2024, Committee of the Whole Agenda. Chair Oliver requested that the report statistics be provided to the Detachment Board for their information and CAO Everitt confirmed he would provide them to the Board. CAO Everitt advised that Town staff are compiling information received from the OPP Detachment staff.

Chair Oliver asked if a drowning had occurred in Wasaga Beach this June, and Detachment Commander Licharson advised that there had been a drowning in Wasaga Beach but that he was not aware of the details.

Member Ardiel noted that they had not heard back about any complaints or issues with the gravel fondo bike race and asked if that event was successful. Detachment Commander Licharson noted that from a policing perspective the event went well, it was a challenge to try and ensure they had 10 paid duty officers. Detachment Commander Licharson noted it is exceedingly difficult to find staff who can work over and above regular shifts, and the challenge is also vehicles availability as they do not have access to fleet vehicles to request additional vehicles be dropped off for event use. Detachment Commander Licharson noted that these two issues are significant pressure for the ability to assist at events, but that Sergeant Cornell did an outstanding job putting it together to get 10 members to attend the bike race, including himself. Andrea Matrosovs asked when these large-scale events come through to the municipality for consideration or approval where the mechanism is for communication from the OPP for Council to receive information that a proposed event will cause significant pressures for the OPP staff. Detachment Commander Licharson noted that police staff were part of the planning process leading up to permit requests and approvals and are vocal when a potential risk to assist or attend is identified. Detachment Commander Licharson noted that they will not sign off on an event they do not feel comfortable with, and they were grateful for the support of the municipality to limit events that require more than 10 paid duty officers. Chair Oliver asked if OPP staff were not able to meet the need for special event policing if the organizers have the option of hiring private security to provide those services instead. Detachment Commander Licharson noted that the Highway Traffic Act identifies that the only persons who can direct traffic are police officers however Book Seven is a training module that is offered to private sector companies which can provide them the necessary qualifications to direct traffic. CAO Everitt noted that the Town had been hesitant to accept private contractors in place of OPP presence for events, as often where the issue arises with event organizers is that whoever they bring on takes on the liability. CAO Everitt noted that from a Town perspective we want to make sure the experience for the participants and public is acceptable. CAO Everitt noted that we feel we are the leaders in these permit processes and have worked hard with the OPP and have set the bar for events that use roads in this permit process and communication. CAO Everitt noted that a challenge has been that the Town will communicate with neighbouring municipalities and counties when events like the cycle race are taking place in the Town, and if they have a route that may go outside of the Town limits, however this is rarely reciprocated. CAO Everitt noted that the Town used to receive consultation for larger events that would impact the Town but

were being organized in another municipality and perhaps correspondence from the Board to those partners would be an extra push to ensure consultation.

Chair Oliver asked if the Town would also be benefiting from the Mobile Crisis Response Team (MCRT) Grant received, and Detachment Commander Licharson confirmed that the grant would benefit the Collingwood and Blue Mountains Detachment and community.

Lynn Church asked if staff had data for how many homes in the Town has signed up for the CAMSafe program, and Detachment Commander Licharson confirmed it was not a high number of homes, but Detachment staff have done some media work to bring awareness to this program.

Member Matrosovs asked if there was a tentative date for the summer bike rodeo, and Detachment Commander Licharson confirmed a date had not been set but can report back when those dates are set. Detachment Commander Licharson noted that Detachment staff bring bicycles to the events to allow those who do not have bicycles to participate.

Chair Oliver noted he was happy to see the new format of the report as it is easier to see trends and asked if this format was consistent across OPP Boards in the Province, which Detachment Commander Licharson confirmed it was. Chair Oliver noted it appeared our clearance rates are worse for 2024 than 2023, and Detachment Commander Licharson noted that there are various categories including solved or unsolved, and when you are looking at the most current June 2024 analysis some of those investigations are still underway, and that year to date is a better comparison than month to month by year.

Chair Oliver noted regarding the categories for violent crime that there is nothing specifically related to domestic assault, and asked if that is a separate category. Chair Oliver noted we know it is a big problem that may be getting worse in the Province, and asked where within the violent crime chart we would see those types of crimes identified. Detachment Commander Licharson noted intimate partner violence is a broad classification and it pertains to any event involving individuals who happen to be in an intimate relationship. Detachment Commander Licharson noted that these could show up in different categories under mischief or assault or property damage. Detachment Commander Licharson noted that assaults pertaining to intimate partner violence would be included within the assault category. Chair Oliver noted it is of interest to this Detachment Board and the Community Safety and Well-Being Plan and those agencies that deal specifically with domestic abuse, and asked if there would be no way of tracking the trend in the Town. Detachment Commander Licharson noted that currently it is not something just this Board has identified as a problem, and he can go

back and request more information on whether this can be a statistic that be included in reports in future. Member Church noted she was satisfied with the statistical breakdown as is.

Moved by: Gail Ardiel

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receive for information the Detachment Commander's Report, Quarter 2 2024;

AND THAT The Blue Mountains OPP Detachment Board directs Town staff to bring a report no later than Quarter 4 2024 regarding recommendations around the need for improved communication with regional partners for inter-municipal recreational events, such as cycling events.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

Moved by: Andrea Matrosovs

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board extends their sincere congratulations and appreciation to the Collingwood and Blue Mountains Detachment Crime Unit for their selection as winners of the 2023 OPP Accolade Award for Team Enforcement.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

Moved by: Gail Ardiel

Seconded by: Andrea Matrosovs

THAT with respect to the motion of congratulations to the Collingwood and Blue Mountains OPP Detachment staff that the Board directs the Recording Secretary to prepare correspondence on behalf of the Board, under Chair Oliver's signature.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

## **D. Correspondence**

### **D.1 Jane Thomson, Chair & Jan Johnstone, Vice-Chair, Bluewater District School Board Re: Letter of thanks for the OPP Detachment Board Deputation to the School Board on May 21, 2024 regarding student and youth engagement**

Moved by: Andrea Matrosovs

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receive for information the correspondence of Jane Thomson, Chair and Jan Johnstone, Vice-Chair, Bluewater District School Board Re: Letter of thanks for the OPP Detachment Board Deputation to the School Board on May 21, 2024 regarding student and youth engagement

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

### **D.2 Ontario Association of Police Services Boards Re: All Chiefs Memo 24-0036 - Police School Resource Officer Survey**

Moved by: Andrea Matrosovs

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receive for information the correspondence of the Ontario Association of Police Services Boards Re: All Chiefs Memo 24-0036 Police School Resource Officer Survey

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

## **E. Other Business**

### **E.1 Follow-up from Deputation to the Bluewater District School Board regarding the School Resource Officer Program (verbal)**



Chair Oliver noted that presenting the deputation was a worthwhile exercise and was received positively by the School Board.

**E.2 Follow-up from 2024 Ontario Association of Police Services Boards (OAPSB) Conference**

Chair Oliver noted he and Member Matrosovs attended the conference and it was very beneficial. Mayor Matrosovs noted there is ongoing discussion about insurance for Boards. The Recording Secretary confirmed Finance staff were assisting in obtaining insurance for the Board, and more information would be presented as part of the Board's Estimates at their Special Meeting in September. Mayor Matrosovs noted that this should be solved cohesively with the Ministry as well.

Moved by: Gail Ardiel

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receive for information the Chair's Notes from the 2024 Ontario Association of Police Services Board Annual General Meeting and Conference

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

**E.3 Follow-up to presentation of the 2024 Board Annual Report to Council (verbal)**

Chair Oliver noted that Detachment Commander Licharson and Sergeant Cornell were in attendance with him to present and that positive comments were received from Council. Chair Oliver noted it was good to expose members of the public to the work the Board is doing, and the new role the Board will be performing under the new legislation.

**E.4 Update to Board on preparation of the 2025 Board Estimates (verbal)**

The Recording Secretary provided an overview of the next steps for the Board to approve their Budget and noted the Board has a Special Meeting scheduled on September 11, 2024 to consider their budget.

**E.5 Board Member Suggestions for Inclusion on Town Newsletter (verbal)**

Moved by: Andrea Matrosovs

Seconded by: Lynn Church

WHEREAS The Blue Mountains OPP Detachment Board confirms that the following topics are important information for residents of the municipality:

1. Promoting the CAMSafe Program;
2. Expanded role of the OPP Detachment Board under the Community Safety and Policing Act and highlighting the members of the Board

THAT the Board directs staff to provide this motion directly to the August 26, 2024 Committee of the Whole Meeting as correspondence for Council consideration;

AND THAT the Board requests that Council direct the Town's Communications Division staff to work with the OPP Detachment staff and Detachment Board regarding the inclusion of the above-noted topics, and other topics, in future Town newsletters and/or publications.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

**E.6 Board Procedural By-law**

Moved by: Gail Ardiel

Seconded by: Lynn Church

WHEREAS the Ontario Association of Police Services Boards recommends that all Detachment Boards prepare their own Procedural By-laws;

AND WHEREAS the Community Safety and Policing Act, 2019 does not require or preclude the Board from drafting their own Procedural By-law or any other By-laws as long as the documents do not contravene or contradict the legislation or regulations;

THAT the Board directs Town staff to prepare a draft Procedural By-law governing the calling, place and proceedings for The Blue Mountains OPP Detachment Board by the 4th Quarter of 2024 for review and approval by the Board.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

#### **E.7 2025 Board Meeting Schedules**

Moved by: Lynn Church

Seconded by: Andrea Matrosovs

THAT The Blue Mountains OPP Detachment Board receive for information the three options proposed for the 2025 Board Meeting Schedule and direct staff to proceed with the inclusion of Option 2 Bi-Monthly Meeting Schedule, and contemplating the quarterly reporting structure, in the Draft Board Procedural By-law, for consideration at a future Board Meeting.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

#### **E.8 Designate a Head of the Board for the purposes of the Municipal Freedom of Information and Protection of Privacy Act**

Moved by: Lynn Church

Seconded by: Gail Ardiel

WHEREAS section 3(2) of the *Municipal Freedom of Information and Protection of Privacy Act* states that members elected or appointed to a Board that is an institution other than a municipality may designate in writing from among themselves an individual or a committee of the body to act as head of the institution for the purposes of the Act;

THAT The Blue Mountains OPP Detachment Board designates the Town Clerk of the Town of The Blue Mountains as the head of the Board for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* and delegates all powers and duties granted or vested in the head to the Town Clerk.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**

## **F. Closed Session**

None

## **G. Notice of Meeting Dates**

The Blue Mountains OPP Detachment Board Special Meeting, September 11, 2024  
Town Hall, Council Chambers

The Blue Mountains OPP Detachment Board Meeting, October 16, 2024  
Town Hall, Council Chambers

## **H. Adjournment**

Moved by: Gail Ardiel

Seconded by: Andrea Matrosovs

THAT The Blue Mountains OPP Detachment Board Meeting does now adjourn at 10:52 a.m. to meet again October 16, 2024 or at the call of the Chair.

Yay (4): Gail Ardiel, Lynn Church, Andrea Matrosovs, and Jim Oliver

Absent (1): Donna Wilson

**The motion is Carried (4 to 0)**