

**Draft Minutes**  
**ELGIN GROUP POLICE SERVICES BOARD**  
**November 28, 2018**

The Elgin Group Police Services Board met at the County Administration Building, 450 Sunset Drive, St. Thomas, with the following in attendance:

Dave Marr, Chair  
Jim Jenkins, Vice-Chair  
Ida McCallum, Board Member  
Joanne Ferguson, Provincial Member  
Bonnie Vowel, Provincial Member  
Brad Fishleigh, Detachment Commander  
Julie Gonyou, Secretary Administrator  
Dan Scheid, Incoming Recording Secretary  
Marie Findlay, Recording Secretary

The Chair called the meeting to order at 3:00 pm.

**Adoption of Minutes:**

Moved by Bonnie Vowel  
Seconded by Jim Jenkins

THAT the minutes of the meeting held on September 5, 2018 be adopted.

- Carried.

**Disclosure of Pecuniary Interest:** None

**Delegation:**

Michele Harris, Director of Homes and Senior Services for Elgin County presented new information regarding the Long-Term Care Home (LTCH) Licensee Requirements for Police Notification. There have been recent changes in the legislative requirements governing Long Term Care Homes that will impact Elgin OPP and its resources. Ms. Harris reviewed the letter included in the agenda and noted that the changes in the regulations now require us to immediately call OPP anytime there is an alleged, suspected, or witnessed incident of abuse or neglect of a resident that we suspect may constitute a criminal offence and this will increase the number of calls received by OPP.

Discussion: Detachment Commander Fishleigh will investigate whether an online portal as used by Chatham-Kent OPP is an appropriate tool for Elgin.

Moved by Jim Jenkins  
Seconded by Joanne Ferguson

THAT Detachment Commander Fishleigh investigate the possibility of creating an online portal between the Homes and OPP for reporting incidents of abuse or neglect; and

THAT the report presented by Michele Harris, Elgin County Director of Homes and Seniors Services be received and filed.

- Carried

**New Business:**

Julie Gonyou, Elgin County Chief Administrative Officer (CAO) advised the Board that County Council made the decision on December 15<sup>th</sup> to switch from Frank Cowan Company Insurance to JLT Insurance Canada. For ease of continuity, it is recommended that the insurance for the Police Services Board with Frank Cowan Company also be switched to JLT Canada.

Discussion: CAO Gonyou requested that the Board delegate authority to the CAO to request and review a proposal from JLT Canada for the Police Services Board insurance coverage. CAO Gonyou also recommended that, due to the restrictive timelines required to switch from Frank Cowan to JLT, should JLT satisfy requirements for both cost and comprehensive coverage, authority to negotiate pricing (within +/- 10%) and authority to execute an agreement with JLT also be granted to the CAO.

Moved by Joanne Ferguson  
Seconded by Ida McCallum

WHEREAS the Police Services Board has an interest in aligning their insurance coverage with the provider of the County of Elgin; and

WHEREAS, JLT Canada has been selected by Elgin County as their insurance provider effective December 15, 2018 and Frank Cowan will no longer be the insurance provider for the County of Elgin; and

BE IT RESOLVED

THAT the Board authorizes CAO Gonyou to seek a proposal from JLT Canada and if coverage is deemed to be equal to or exceed the coverage currently provided by Frank Cowan Company, and if the price for coverage submitted by JLT is within +/- 10% of the current coverage provided by Frank Cowan Company, CAO Gonyou be authorized to execute the agreement for services effective December 15, 2018 on behalf of the Police Services Board; and

THAT information in regard to Police Service Board insurance provider, costs and coverage be shared with the next term of Police Services Board.

- Carried

## **Correspondence:**

### 1) Municipal Policing Bureau – 2019 Annual Billing Statement Package

The 2019 monthly billing amount will be \$521,483.00 which represents an increase of \$9,116.00 from the 2018 monthly billing amount of \$512,367.00. The increase includes the general salary rate increase of 1.9% and is also calculated on a per household rate for each municipality based on the number of calls received by OPP services.

Discussion: Detachment Commander – In review of the provided statements I can advise that the increases are nominal. Southwold is the only municipal partner that is experiencing a decrease in cost while Dutton/Dunwich has the highest increase per household. These figures are based on number of calls received. The Detachment Commander also noted that Elgin County is on the lower end of the scale compared to other counties in the province due to Elgin's lower crime rate.

Moved by Joanne Ferguson  
Seconded by Bonnie Vowel

THAT the Board accept the 2019 monthly billing rate at \$521,483.00; and

THAT the correspondence be received and filed.

- Carried

### 2) Holly Doty, OAPSB – New Cabinet Appointments

Moved by Jim Jenkins  
Seconded by Joanne Ferguson

THAT the correspondence from Holly Doty, OAPSB re: New Cabinet Appointments be received and filed.

- Carried

### 3) OAPSB 2019 Membership Renewal

Membership to the Ontario Association of Police Service Boards is due December 31, 2018. This year's membership fee is \$1,579.48.

Moved by Bonnie Vowel  
Seconded by Ida McCallum

THAT the Secretary Administrator be authorized to renew the membership to the Ontario Association of Police Service Boards.

- Carried

## **Reports:**

### **Detachment Commander's Report – September to November 2018**

Detachment Commander Fishleigh presented the quarterly report, highlighting the following:

*Police Services Board Report:* During this reporting period there was only 1 service complaint which was resolved informally through policy explanation. PC Graham Ebert was approved for secondary employment as a part time instructor at Fanshawe College. In regards to the Daily Activity Reporting Patrol Hours, there was an error in that the system calculated the hours for the entire province as opposed to just Elgin County. There have been 3 transfers out of our detachment and 3 transfers coming in. Several recognitions occurred during this reporting period, which is a great sign of excellent police work in our community.

*Records Management Report:* The number of Violent Crimes and Drug Crimes are fairly similar in year-to-date as 2017. Assaults are at a slight increase this reporting period. Property Crimes are down significantly with year-to-date at 572 as opposed to 718 in 2017. Criminal Record Checks and Vulnerable Sector Checks continue to keep the detachment busy with the amount of each maintaining from year to year.

*Integrated Court Offence:* Criminal Code and Provincial Statute Charges show a slight decrease in charges laid in current year-to-date as opposed to 2018 however, there can be a minimal delay in reporting numbers so there would be a higher rate if report was conducted in the next week or so. There are approximately 6500 charges laid each year and the detachment seems to be on track to achieve that amount again in 2018.

*Collision Reporting:* Only 1 MVC fatality occurred in this reporting period, a 35 year old male collided with a transport truck.

*Impaired Driving:* It is also interesting to note that there has been a 68% increase of drivers charged with drug impairment since the legalization of Cannabis on October 17, 2018.

Moved by Joanne Ferguson  
Seconded by Bonnie Vowel

THAT the Detachment Commander's Report – September to November 2018 be received and filed.

- Carried

## **Other Items:**

1) Proposed 2019 Meeting Schedule

Moved by Ida McCallum  
Seconded by Joanne Ferguson

THAT the proposed meeting schedule for the year 2019 be adopted.

- Carried

**Adjournment:**

Moved by Joanne Ferguson  
Seconded by Jim Jenkins

THAT we now adjourn at 3:50 pm with the board to meet, Wednesday, February 6<sup>th</sup>, 2019, at 3:00 p.m. noting that the Chair could call a meeting earlier if required.

- Carried

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Julie Gonyou,  
Secretary / Administrator

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Dave Marr,  
Chair