

Essex County OPP Detachment Board - North Agenda

Monday, November 4, 2024, 3:00 pm
 Tecumseh Town Hall - Council Chambers
 917 Lesperance Road
 Tecumseh, Ontario N8N 1W9

Pages

A. Call to Order

B. Roll Call

C. Land Acknowledgement

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

D. Disclosure of Pecuniary Interest

E. Approval of the Agenda

F. Approval of the Previous Minutes

G. Delegations

H. OPP Monthly Report

I. Reports

1. OACP/OAPSB Zone 6 Meeting - October 17, 2024 (Chatham, ON)

Re: Chair's Verbal Report

2. Appointment of an At-Large Community Representative for 2025

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- a. Town of Essex

6 - 6

- b. Municipality of Lakeshore

7 - 7

c.	Town of Tecumseh	8 - 12
3.	2025 Budget	13 - 29
J.	Communications - Action Required	
K.	Communications - For Information Purposes	
1.	Meeting Minutes dated March 21, 2024	30 - 33
	Re: Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table	
L.	Unfinished Business	
M.	New Business	
1.	Other New Business	
N.	Next Meeting	
	December 9, 2024 at 10:00 am in Tecumseh Council Chambers	
O.	Adjournment	

Municipality of Lakeshore – Report to Council

Legal and Legislative Services

Corporate Leader - General Counsel



To: Mayor and Members of Council
From: Susan Hirota, Corporate Leader – General Counsel
Date: September 12, 2024
Subject: Essex County OPP Detachment Board 1 – appointment of an at-large community representative

Recommendation

Appoint Ed Hooker to the Essex County OPP Detachment Board 1 as the Municipality of Lakeshore’s at-large community representative for the 2025 calendar year, as presented at the October 8, 2024 Council meeting; and

Direct the Corporate Leader – General Counsel to forward Council’s appointee for the at-large community representative as the Municipality of Lakeshore’s recommendation to the Town of Essex and the Town of Tecumseh for their consideration.

Strategic Objectives

This report does not relate to a Strategic Objective of Council but is necessary to fulfill the appointment requirements of the Essex County OPP Detachment Board 1 under the *Community Safety and Policing Act* and Ontario Regulation 135/24 (OPP Detachment Boards).

Background

On March 5, 2024, Council passed the following resolution:

97-03-2024

1. Direct Administration to proceed with Option 1 for the appointment of an at-large community representative with Option 1 selected for this term of office and Option 2 for the terms of office following the 2026 municipal election; and
2. Direct Administration to forward the selection of Option 1 for the at-large community representative to the Town of Essex and the Town of Tecumseh for their consideration, as presented at the March 5, 2024 Council meeting.

Comments

Council endorsed Option 1, which is to appoint an eligible member from the former Lakeshore Police Services Board as Lakeshore's at-large community representative for the calendar year 2025. Ed Hooker is the only remaining eligible member as Julie Johnston resigned from the Essex County OPP Detachment Board 1 and John Quennell was appointed in her place.

The Town of Tecumseh appointed Chris Hales as its at-large community representative for the remainder of 2024. The Town of Essex will appoint its at-large community representative in 2026.

Others Consulted

Town of Essex
Town of Tecumseh

Financial Impacts

The remuneration of members of the Essex County OPP Detachment Board 1 was approved by all three municipalities and was set at \$2,947 in 2024. The three municipalities contribute equally to the Board's budget.

On July 9, 2024, Council approved the proposed budget for the Essex County OPP Detachment Board 1 for the remainder of 2024. The Council report noted that each of the three member municipalities should expect their portion of the 2025 budget to be approximately \$34,000 but the actual amount will be determined during the budget cycle and presented to each Council for approval during budget deliberations.

The Board has not been able to meet to discuss the 2025 budget due to an outstanding insurance issue, but it is anticipated that a meeting will be scheduled in the near future once there is clarity concerning insurance coverage. In the meantime, Finance has allocated \$34,000 for the Board's 2025 budget which can be revised after the Board meets to discuss its 2025 budget.

Report Approval Details

Document Title:	OPP Detachment Board - Appointment of 2025 At-Large Community Representative.docx
Attachments:	
Final Approval Date:	Sep 20, 2024

This report and all of its attachments were approved and signed as outlined below:

Prepared by Susan Hirota

Approved by the Corporate Leadership Team

Resolution Number R24-10-460

Title: OPP Board Detachment Board 1 - 2025 At-Large Community Representative

Date: October 21, 2024



Moved By Councillor McGuire-Blais

Seconded By Deputy Mayor Shepley

That the correspondence from the Municipality of Lakeshore appointing Ed Hooker to the Essex County OPP Detachment Board 1 as the Municipality of Lakeshore's at-large community representative for the 2025 calendar year, subject to a satisfactory police clearance, be received and supported.

Carried



October 11, 2024

Town of Tecumseh
c/o Margaret Misk-Evans, CAO
917 Lesperance Road
Tecumseh, ON
N8N 1W9

Town of Essex
c/o Doug Sweet, CAO
33 Talbot Street South
Essex, ON
N8M 1A8

RE: OPP Detachment Board 1 - 2025 At-Large Community Representative

At their meeting held October 8, 2024, the Council of the Municipality of Lakeshore passed the following resolution:

Resolution #328-10-2024

Appoint Ed Hooker to the Essex County OPP Detachment Board 1 as the Municipality of Lakeshore's at-large community representative for the 2025 calendar year, subject to a satisfactory police clearance, as presented at the October 8, 2024 Council meeting; and

Direct the Corporate Leader – General Counsel to forward Council's appointee for the at-large community representative as the Municipality of Lakeshore's recommendation to the Town of Essex and the Town of Tecumseh for their consideration.

Carried Unanimously

Should you require any additional information, please contact the undersigned at clerk@lakeshore.ca.

Sincerely,



Brianna Coughlin
Division Leader – Legislative Services

Cc: Ellen Preuschat



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Margaret Misek-Evans, Chief Administrative Officer

Date to Council: October 22, 2024

Report Number: CAO-2024-08

Subject: OPP Detachment Board – Appointment of At-Large Community Representative for 2025

Recommendations

It is recommended:

That the appointment of Ed Hooker to the Essex County OPP Detachment Board 1 as the Municipality of Lakeshore's at-large community representative for the 2025 calendar year, as approved by Lakeshore Council on October 8, 2024, **be endorsed**.

Background

On March 19, 2024, Council passed the following motion (RCM 54/24):

That the preferred option outlined in this report regarding appointment of an at-large community representative be Option 1 selected for the remainder of this term in office and Option 2 selected for the terms of office following the 2026 municipal elections;

Under Option 1 contained in [CAO-2024-02 OPP Detachment Board Appointments](#), each municipal Council (Essex, Lakeshore, Tecumseh) would appoint an eligible member from their previous Police Services Board to serve for a one-year term on the OPP Detachment Board for the remainder of this term of Council.

Comments

The Councils of Essex, Lakeshore and Tecumseh endorsed Option 1, and on March 19, 2024 the Town of Tecumseh appointed Christopher Hales as its at-large community representative for the remainder of 2024 (RCM 54/24).

On October 8, 2024, Lakeshore Council appointed Ed Hooker as the Municipality of Lakeshore's at-large community representative for the 2025 calendar year (Resolution #328-10-2024). Ed Hooker is the only remaining eligible member as Julie Johnston resigned from the Essex County OPP Detachment Board 1 and John Quennell was appointed in her place.

The Town of Essex will appoint its at-large community representative in 2026.

Consultations

Town of Essex

Town of Lakeshore

Financial Implications

The remuneration of members of the Essex County OPP Detachment Board 1 was approved by all three municipalities and was set at \$2,947 in 2024. The three municipalities contribute equally to the Board's budget.

A special meeting of the board has been scheduled for Monday, November 4, 2024 to determine the proposed 2025 budget, which will be forwarded to the three municipalities for their consideration.

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input checked="" type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Ellen Preuschat
Executive Assistant to CAO

Reviewed by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

October 23, 2024

Attention: Paul Sweet, Chair, OPP Detachment Board

Dear Mr. Sweet:

Re: Resolution – OPP Detachment Board – Appointment of At-Large Community Representative for 2025

The Council of the Town of Tecumseh, at its regular meeting held October 22, 2024, gave consideration to report CAO-2024-08 entitled “OPP Detachment Board – Appointment of At-Large Community Representative for 2025”.

At their meeting, Tecumseh Council passed the following resolution:

“Motion: RCM – 244/24”

Moved by: Councillor Tania Jobin

Seconded by: Councillor Alicia Higgison

That Report CAO-2024-08 OPP Detachment Board At-Large Member Appointment for 2025 be received and that the respective recommendation noted in the report be approved.

That the appointment of Ed Hooker to the Essex County OPP Detachment Board 1 as the Municipality of Lakeshore’s at-large community representative for the 2025 calendar year, as approved by Lakeshore Council on October 8, 2024, be endorsed.

Please consider this letter as confirmation of the Town of Tecumseh’s action on the above matter.

Yours very truly,

Robert Auger, LL.B.
Director Legislative Services & Clerk

RA/kb

**Essex County OPP Detachment Board – North
(Lakeshore, Essex, Tecumseh)**

To: Chair and Members

From: Tecumseh Municipal Liaison, Margaret Misek-Evans, CAO

Date to Board: November 4, 2024

Report Number: ECODB-2024-06

Subject: 2025 Budget

Recommendations

It is recommended:

That Report No. ECODB-2024-06, 2025 Budget, **be received;**

And that the 2025 Draft Budget for the Essex County OPP Detachment Board – North (Lakeshore, Essex, Tecumseh) **be approved;**

And further that the Detachment Board’s recommendation to approve the 2025 Draft Board Budget **be forwarded** to the Municipality of Lakeshore, the Town of Essex and the Town of Tecumseh for consideration of approval during their respective 2025 municipal budget deliberations;

And further that the Board Chair or alternate **be authorized** to present the 2025 Draft Board Budget to each municipal Council when each municipal budget is tabled.

Background

As part of the annual municipal operating budget cycle, the Detachment Board must establish its operating budget. Section 71 (1) of the Community Safety & Policing Act provides for the following:

71 (1) An O.P.P. detachment board shall prepare estimates, in accordance with the regulations made by the Minister, of the total amount that will be required to pay the expenses of the board’s operation, other than the remuneration of board members.

This requirement is confirmed in Section 3 (1) of Ontario Regulation 135/24 (O. Reg. 135/24).

Following on the above-noted section of the Act, Section 71 (2) stipulates that:

(2) The O.P.P. detachment board shall submit the estimates to every municipality that receives policing from the detachment along with a statement of the municipality's share of the costs, which are to be determined in accordance with the regulations made by the Minister.

Per S. 3 (2) of O. Reg. 135/24, each municipality in the OPP detachment board area shall pay an equal share of the board's estimates while S. 3 (3) provides for another allocation basis (other than equal shares), provided there is unanimous consent among member municipalities.

As Board members may recall, an earlier report (Tecumseh Report No. CAO-2024-03, March 19, 2024) addressed Board remuneration and expenses, with provision for equal cost-sharing among the three member municipalities. The rates of pay established for the Board by the three member municipalities will apply going forward, with costs and expenses of the Board apportioned equally.

Once approved by the member municipalities, each municipality is required to pay their portion of the budget as follows, per S. 71 (3):

(3) Subject to subsection (4), the municipalities shall contribute their share of the costs to the O.P.P. detachment board's budget in accordance with the estimates.

In the event of a dispute, S. 71 (4) provides for arbitration, as follows:

(4) If a municipality is not satisfied that the total amount set out in the estimates is required to pay the expenses of the O.P.P. detachment board's operation, it may give the board written notice referring the matter to arbitration.

To establish a Detachment Board budget for the balance of 2024 following the April 1st commencement of the Board, a budget was prepared by the Municipal Liaisons and recommended to each of the member municipalities (See Attachment 1: Tecumseh Report No. CAO-2024-04, OPP Detachment Board Budget, June 25, 2024). This budget process was undertaken during the period when Board activity was suspended due to lack of liability insurance. The approved operating budget for 2024 was \$70,113 plus an estimate of \$2,500 for insurance (annualized at \$5,000). The matter of Board insurance was subsequently addressed in Report No. ECODB-2024-05, Detachment Board Insurance, wherein Administration reported that group insurance through the OAPSB was purchased for an annualized cost of \$3,880.00.

Comments

Going forward, Attachment 2 contains the Board's variance report for the 2024 operating budget, while Attachment 3 contains the draft 2025 operating budget for

consideration. Attachment 4 shows the allocations to each member municipality, based on the draft 2025 operating budget.

Upon the Board's deliberations on the draft budget, the (revised) draft will be forwarded to all member municipalities for incorporation into the annual municipal operating budgets. The scheduled Council meetings for tabling the 2025 municipal operating budgets are as follows (times to be determined):

Essex: November 25, 2024

Lakeshore: December 10, 2024

Tecumseh: December 10, 2024

The Board Chair will present the Board's approved draft 2025 budget to the municipal Councils, relying on the Vice Chair where there may be a conflict in schedules. Board members are welcome to attend these meetings.

Council budget deliberations will be undertaken during December and January and the final budget outcome will be reported to the Board early in the New Year.

Consultations

Senior Administration – Town of Essex and Municipality of Lakeshore
Director Financial Services and Chief Financial Officer – Town of Tecumseh

Financial Implications

With respect to the 2024 August variance in Attachment 2, the following is noted:

- tracking below budget on Wages & Benefits primarily due to the later-than-planned start date for the Administrative Support position
- negative variance in Total Professional Development, as expenses are estimated to be lower than budget
- negative variance anticipated in Public Relations as the uptake in community policing support has been negligible so far this year
- positive variance in Board insurance, as the prorated expense for 2024 is \$416 above the estimated 2024 allocation of \$2,500.

Overall, the Board budget is tracking toward a negative variance of approximately \$4,030 for 2024. Any negative variance at year-end will be credited proportionately to each member municipality.

Attachment 3 contains the Board's projected annual operating budget for 2025, with key highlights summarized as follows:

- Annual wages and benefits are estimated at \$77,849 for 2025, incorporating 2% cost of living allowance, negotiated benefits-in-lieu for the Administrative Support position and employee health tax and WSIB for all members.
- Memberships were estimated at an annualized cost of \$3,450 in June, however, we have since received invoices for memberships with the OAPSB and Zone 6 for 2025, with fees of \$7,269 plus tax and \$300, respectively.
- Professional development expenses for 2025 are based on five (5) members and one (1) Municipal Liaison attending the annual OAPSB conference and three (3) members attending two (2) Zone 6 meetings.
- Insurance for 2025 is based on the annual insurance cost of \$3,880 plus allowance for inflation (4%).
- Public relations' estimates include OAPSB annual conference sponsorship, annual holiday dinner, community policing and an allowance for miscellaneous expenses.

The total annual operating budget for the Board in 2025 is proposed to be \$114,870. This is approximately \$9,300 over the June annual estimate for Board operations, with the differences primarily due to wages & benefits and memberships.

Attachment 4 provides Board budget estimates allocated to each member municipality. Per prior direction, the operating budget is divided equally between municipalities, except for costs associated with OMERS contributions for the Tecumseh appointments, which are wholly covered by Tecumseh. Accordingly, the draft allocations per member municipality are as follows:

- Essex: \$38,109.67
- Lakeshore: \$38,109.67
- Tecumseh: \$38,650.67

This report has been reviewed by Senior Administration from all three municipalities as indicated below.

Prepared by:

Tecumseh Liaison – Margaret Misek-Evans
Chief Administrative Officer

Reviewed by:

Essex Liaison – Doug Sweet
Chief Administrative Officer

Reviewed by:

Lakeshore Liaison – Susan Hirota
General Counsel

Recommended by:

Tecumseh Liaison – Margaret Misek-Evans
Chief Administrative Officer

Attachment Number	Attachment Name
1	Tecumseh Report No. CAO-2024-04, OPP Detachment Board Budget, June 25, 2024
2	2024 August Variance & Forecast to Year End
3	2025 Draft Budget
4	2025 Draft Budget: Distribution of Expenditures



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Margaret Misek-Evans, Chief Administrative Officer

Date to Council: June 25, 2024

Report Number: CAO-2024-04

Subject: OPP Detachment Board - Budget

Recommendations

It is recommended:

That Report CAO-2024-04 entitled “OPP Detachment Board – Budget” **be received**;

And that the proposed budget for the balance of 2024 for the Essex County OPP Detachment Board #1, as appended to the report, **be approved**;

And further that the Town of Tecumseh’s recommendation to approve the proposed budget for the balance of 2024 for the Essex County OPP Detachment Board #1 **be forwarded** to the Town of Essex and the Municipality of Lakeshore, for their consideration of approval;

And furthermore, that on approval by all three member municipalities of the Essex County OPP Detachment Board #1, the budget for the balance of 2024 **be implemented** by the administering municipality, being the Town of Tecumseh.

Background

On March 26, 2019, Ontario passed the [Community Safety and Policing Act, 2019](#) (CSPA), as part of the *Comprehensive Ontario Police Services Act, 2019*. As of April 1, 2024, the CSPA replaces the *Police Services Act, 1990* (PSA).

At the May 25, 2021 Regular Meeting of Council, [Report CAO-2021-09](#) was presented outlining the new CSPA requirements and endorsement of the two board model as the preferred detachment board composition. On October 25, 2023, the Ministry of the Solicitor General (Ministry) sent a letter to all local municipalities confirming that the Essex County OPP Detachment Board proposal had been approved by the Solicitor General.

In keeping with the Ministry's advice that the new board was to be in place on or about April 1, 2024, Town Administration worked with the senior administrations of the Town of Essex and Municipality of Lakeshore (collectively the 'Senior Administration') to develop the representative appointments and administrative components of the new board for consideration by each respective Council.

Reports [CAO-2024-02](#) and [CAO-2024-03](#) were sanctioned at the March 19, 2024 Regular Council Meeting.

This report centres on the next order of business, which is the 2024 operating budget for the new Essex County OPP Detachment Board #1 (Board).

Comments

Section 67 (3) of the CSPA provides for remuneration and expenses of the Board in the regulation. The current description of the regulation provided by the Ministry references the amount of remuneration will be determined by unanimous agreement by the municipalities within the detachment area, or the Province will determine the amount to be paid if an agreement cannot be reached. Board costs are to be allocated equally unless a different arrangement is unanimously agreed to.

Concurrence was obtained from the Councils of the Town of Tecumseh, Town of Essex and the Municipality of Lakeshore in respect of the remuneration for the Chair, Members and Municipal Liaisons, together with the interim compensation for the Administrative Support.

Administrative Support

A job description for the dedicated Administrative Support was derived jointly with the Senior Administration. This permanent, part-time position, up to 24 hours per week, over a 5-day week will be unionized with Tecumseh CUPE Local 702.5. Working hours are anticipated to be variable depending on the Board's needs. The starting salary is \$33.60 per hour (2024) in accordance with the Collective Agreement with CUPE Local 702.5.

Based on the anticipated start date of the Administrative Support, assuming a 14-hour work week, it is estimated that wages and benefits for the balance of the year will total \$10,421 and \$31,264 annually.

Proposed 2024 Balance & Annualized Budget

Senior Administration, together with Finance have been working on establishing the previous Police Services Board (PSB) actual expenditures assumed in the first quarter of 2024. ([Attachment 1, YTD Summary](#))

For the balance of 2024, the new Board is expected to operate within the remaining balances of the cumulative approved budgets of the three member municipalities. As the new Board is intended to be administered through Tecumseh, actual Town costs incurred to administer the program will be recovered equally from the three participating municipalities.

At this time, no additional cost to the Town is anticipated as a result of the new Board structure and second quarter implementation, and the Town's share of costs towards the new Board is within the remaining balance of the Town's approved 2024 PSB budget.

Senior Administration and Finance have also drafted the annualized budget based on anticipated costs the new Board will incur. The annualized budget, in 2024 dollars, is calculated at approximately \$101,000. ([Attachment 1, Budget 2024 Summary](#)) The annualized budget is presented herein for reference purposes only. For the 2025 budget year, the draft budget will be prepared by the Board and submitted to the respective Councils for approval during each of their budget deliberations.

Consultations

Financial Services

Senior Administration from Municipalities within the Essex County OPP Detachment Board #1

Financial Implications

The Town's 2024 PSB budget is \$42,990.

The Town has incurred approximately \$8,000 in PSB costs during the first quarter of 2024. The April to December 2024 budget requires \$23,371 from each of the three member municipalities, which combined with costs incurred amounts to a projected year-end cost of under \$32,000 and will be within the 2024 approved budget.

Upon approval of the proposed Detachment Board budget for the balance of 2024 by all three member municipalities, the Town of Tecumseh as the administering municipality for the Board, will invoice the Town of Essex and the Municipality of Lakeshore for their respective shares of the operating budget. As is the Town's usual practice, the Detachment Board budget will be subject to quarterly variance and year-end reporting.

For reference, an annualized budget, in 2024 dollars, is calculated at approximately \$101,000. Each member municipality should expect their 2025 PSB budget to come in around \$34,000. Actual 2025 draft Board budget may vary as it will be prepared by the Board during the budget cycle and presented to each Council for approval during budget deliberations.

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Christina Hebert, BA (Hons), MA, Dipl. M.A.
Deputy Clerk – Clerks Services & Policy Advisor

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Essex County OPP Detachment Board #1 2024 Balance and Annualized Budgets

OPP Detachment Board #1 Budget Summary

at April 25, 2024

	Essex	Lakeshore	Tecumseh	Prop'd 2024 Bal	Annualized
Revenue					
Contributions from Each Municipality				\$70,113	\$100,571
TOTAL Revenue	\$0	\$0	\$0	\$70,113	\$100,571
Expense					
Wages and Benefits					
Wages - Municipal Liaisons			\$5,894	\$6,500	\$8,667
Wages and Benefits - Administrative Support (14 hr work wk)				\$10,421	\$31,264
Wages - Committee Members	\$9,300	\$8,820	\$15,348	\$20,825	\$26,603
Benefits			\$1,588		
Stipend (Cttee Members - Conference Attendance/Zone Mtg)	\$4,020		\$3,400	\$6,050	\$5,170
Total Wages & Benefits	\$13,320	\$8,820	\$26,230	\$43,797	\$71,705
Office Supplies					
Main office Admin Overhead (Financial analyst, office space)	\$500	\$1,000		\$1,000	\$1,000
Total Office Supplies	\$500	\$1,000		\$1,000	\$1,000
Public Relations					
OAPSB Annual Conference Sponsorship	\$500		\$300		\$1,000
Annual Holiday Dinner			\$1,100	\$2,210	\$2,210
Community Policing			\$2,500	\$2,500	\$2,500
Misc Public Relations		\$1,500	\$600	\$1,000	\$1,000
Good Samaritan	\$1,000				
Total Public Relations	\$1,500	\$1,500	\$4,500	\$5,710	\$6,710
Memberships					
OAPSB Annual Membership	\$800	\$1,645	\$1,600	\$0	\$3,300
OAPSB Zone 6	\$55	\$55	\$60		\$150
Total Memberships	\$855	\$1,700	\$1,660	\$0	\$3,450
Professional Development					
OAPSB AGM and Conference	\$5,980	\$13,750	\$9,900	\$14,806	\$13,507
OAPSB Zone Meetings & other PD Events	\$3,500	\$350	\$700	\$3,000	\$1,800
Total Professional Development	\$9,480	\$14,100	\$10,600	\$17,806	\$15,307
Meals and Mileage - workshop, meetings	\$1,300	\$1,060		\$0	\$0
Admin Support Wage/Costs - Reporting Secretary in Wages section					
Regional Bd Host costs -IT Support, Web site, Finance				\$1,800	\$2,400
Insurance				\$2,500	\$5,000
Adjusted Budget - Lakeshore		\$340			
TOTAL Expense	\$26,955	\$28,520	\$42,990	\$70,113	\$100,571
NET	(\$26,955)	(\$28,520)	(\$42,990)	\$0	

OPP Detachment Board #1 YTD Summary

	Essex	Lakeshore	Tecumseh
Revenue			
Contributions from Each Municipality			
TOTAL Revenue	\$0	\$0	\$0
Expense			
Wages and Benefits			
Wages - Municipal Liaisons & Recording Secretary			\$1,445
Wages - Committee Members	\$1,225	\$1,890	\$3,762
Benefits	\$72		\$579
Per Diem (Ctee Members - Conference Attendance)			
Total Wages & Benefits	\$1,297	\$1,890	\$5,785
Office Supplies			
Total Office Supplies	\$0	\$0	\$0
Public Relations			
OAPSB Annual Conference Sponsorship			\$300
Annual Holiday Dinner			
Community Policing			
Misc Public Relations			\$234
Good Samaritan			
Total Public Relations	\$0	\$0	\$534
Memberships			
OAPSB Annual Membership	\$880	\$1,647	\$1,647
OAPSB Zone 6	\$55	\$55	\$55
Total Memberships	\$935	\$1,702	\$1,702
Professional Development			
OAPSB AGM and Conference	\$1,747	\$2,177	
OAPSB Zone Meetings & other PD Events			
Total Professional Development	\$1,747	\$2,177	\$0
Meals and Mileage - workshop, meetings			
Admin Support Wage/Costs			
Regional Bd Host costs -IT Support, Web site, Finance	\$1,300	\$500	
YTD Expense	\$3,978	\$5,769	\$8,021
TOTAL Expense	\$26,955	\$28,520	\$42,990
NET	\$22,977	\$22,751	\$34,969

**Town of Tecumseh
Forecast to Year End
Essex County OPP Detachment Board (1) 2220**

	August 2024	2024	2024	2024	2024	Comments
	Year-To-Date	Projections to	Year End	Approved	Forecast	
	Actuals	Year End	Forecast	Budget	Surplus/Deficit	
11 General Operating						
0000 Unspecified						
0000 Unspecified						
REVENUES						
User Charges						
4-6300 Miscellaneous Revenue		0	0	0	0	
Total User Charges		0	0	0	0	
Net User Charges Available for Operating		0	0	0	0	
Revenues Before Transfers		0	0	0	0	
TOTAL REVENUES		0	0	0	0	
EXPENDITURES						
Wages						
5-1000 Salary Payroll	25,239	14,560	39,799	43,797	-3,998	
Total Wages	25,239	14,560	39,799	43,797	-3,998	
Benefits						
5-1300 Canada Pension Plan	643	0	643		643	
5-1320 Employment Insurance	62	0	62		62	
5-1340 Employer Health Tax	493	284	777		777	
5-1360 Workers Safety & Ins Bd	619	427	1,046		1,046	
5-1380 OMERS	455	227	682		682	
Total Benefits	2,272	938	3,210	0	3,210	
Total Wages & Benefits	27,511	15,498	43,009	43,797	-788	
Office Supplies & Equip Mtnce						
5-5010 Office Supplies		1,000	1,000	1,000	0	
Total Office Supplies & Equip Mtnce		1,000	1,000	1,000	0	
Memberships						

	August 2024	2024	2024	2024	2024	Comments
	Year-To-Date	Projections to	Year End	Approved	Forecast	
	Actuals	Year End	Forecast	Budget	Surplus/Deficit	
5-5300 Memberships	0	0			0	
Total Memberships	0	0		0	0	
Professional Development						
5-5310 Professional Development & Conferences	15,868	750	16,618	17,806	-1,187	
Total Professional Development	15,868	750	16,618	17,806	-1,187	
Maintenance Materials & Supplies						
5-5830 Miscellaneous		1,800	1,800	1,800	0	
Total Maintenance Materials & Supplies		1,800	1,800	1,800	0	
Insurance						
5-4100 Insurance		2,916	2,916	2,500	416	Forecast = \$3,888 /12 x 9months
Total Insurance		2,916	2,916	2,500	416	
Other						
5-5600 Public Relations	241	3,000	3,241	5,710	-2,469	
Total Other	241	3,000	3,241	5,710	-2,469	
Expenditures Before Transfers	43,620	24,964	68,584	72,613	-4,029	
TOTAL EXPENDITURES	43,620	24,964	68,584	72,613	-4,029	
NET EXPENDITURES	43,620	24,964	68,584	72,613	-4,029	

**Town of Tecumseh
2025 Draft 1 Budget
Essex County OPP Detachment Board (1) 2220**

	2023 Actuals	2024 Forecast	2024 Budget	2025 Budget	\$ Change	% Change
11 General Operating						
0000 Unspecified						
0000 Unspecified						
REVENUES						
User Charges						
4-6300 Miscellaneous Revenue		0		0	0	#DIV/0!
Total User Charges		0		0	0	#DIV/0!
Net User Charges Available for Operating		0		0	0	#DIV/0!
Revenues Before Transfers		0		0	0	#DIV/0!
TOTAL REVENUES		0		0	0	#DIV/0!
EXPENDITURES						
Wages						
5-1000 Salary Payroll	0	39,799	43,797	41,865	-1,932	-4.41%
5-1100 Hourly Payroll				29,433	29,433	#DIV/0!
Total Wages	0	39,799	43,797	71,298	27,501	62.79%
Benefits						
5-1300 Canada Pension Plan	0	643	0	1,841	1,841	#DIV/0!
5-1320 Employment Insurance	0	62		676	676	#DIV/0!
5-1340 Employer Health Tax	0	777	0	1,396	1,396	#DIV/0!
5-1360 Workers Safety & Ins Bd	0	1,046	0	2,097	2,097	#DIV/0!
5-1380 OMERS	0	682		270	270	#DIV/0!
5-1389 In Lieu of OMERS				271	271	#DIV/0!
Total Benefits	0	3,210	0	6,551	6,551	#DIV/0!
Total Wages & Benefits	0	43,009	43,797	77,849	34,052	77.75%
Office Supplies & Equip Mtnc						
5-5010 Office Supplies		1,000	1,000	1,000	0	
Total Office Supplies & Equip Mtnc		1,000	1,000	1,000	0	

**Town of Tecumseh
2025 Draft 1 Budget
Essex County OPP Detachment Board (1) 2220**

	2023 Actuals	2024 Forecast	2024 Budget	2025 Budget	\$ Change	% Change
Memberships						
5-5300 Memberships	0		0	7,570	7,570	#DIV/0!
Total Memberships	0		0	7,570	7,570	#DIV/0!
Professional Development						
5-5310 Professional Development & Conferences	0	16,618	17,806	15,307	-2,499	-14.03%
Total Professional Development	0	16,618	17,806	15,307	-2,499	-14.03%
Maintenance Materials & Supplies						
5-5830 Miscellaneous		1,800	1,800	2,400	600	-33
Total Maintenance Materials & Supplies		1,800	1,800	2,400	600	-33
Insurance						
5-4100 Insurance		2,916	2,500	4,034	1,534	-61
Total Insurance		2,916	2,500	4,034	1,534	-61
Other						
5-5600 Public Relations	0	3,241	5,710	6,710	1,000	17.51%
Total Other	0	3,241	5,710	6,710	1,000	17.51%
Expenditures Before Transfers	0	68,584	72,613	114,870	42,257	58.20%
TOTAL EXPENDITURES	0	68,584	72,613	114,870	42,257	58.20%
NET EXPENDITURES	0	68,584	72,613	114,870	42,257	58.20%

**Town of Tecumseh
2025 Draft 1 Budget
Essex County OPP Detachment Board (1) 2220**

Distribution of Expenditures

	F25 BUDGET
Net Expenditures	114,870.00
Less: OMERS Costs to be borne by Tecumseh	
CAO - Tecumseh	(270.48)
Mayor - Tecumseh	(270.52) (541.00)
Adjusted Net Expenditures	114,329.00

38,109.67 1/3 of total expenditures

	Essex	Lakeshore	Tecumseh	Total
1/3 of Adjusted Net Expenditures	38,109.67	38,109.67	38,109.67	114,329.00
Additions:				
OMERS Costs to be borne by Tecumseh	-		541.00	541.00
	38,109.67	38,109.67	38,650.67	114,870.00



**MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE**

MEETING MINUTES

THURSDAY, MARCH 21ST, 2024; 8:30AM TO 9:30AM

VISION: "A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES, AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"

In Attendance

Co-Chairs

Andrew Daher, Sandra Zwiers

Members

Mary Birch, Karel DeGraaf, Jeanie Diamond-Francis, Eric Nadalin, Joyce Zuk

Guest Speakers

Cheryl Eastman, Sylvie Guenther

Project Team

Amanda Alchin, Stephen Lynn, Michelle Oake

Regrets

Members

Kevin Blondin, Angela Ferguson, Bill Marra, Carolyn Warkentin, Jason Woods

Agenda Item	Highlights	Action/Update
<p>Call to Order</p>	<p>1.1 Welcome</p> <ul style="list-style-type: none"> Andrew Daher, Co-Chair, Regional Systems Leadership Table (RSLT) and Commissioner, Human & Health Services, City of Windsor, welcomed members. It was announced that guest speakers, Cheryl Eastman and Sylvie Guenther from the Violence Against Women Coordinating Committee Windsor-Essex (VAWCCWE), would be joining the meeting at 9:15 am to share some of the great work that their committee is engaged in. <p>1.2 Establish Quorum and Call to Order</p> <ul style="list-style-type: none"> 7 members were present, establishing quorum. The meeting was called to order at 8:34 am. <p>1.3 Approval of Today's Agenda</p> <p>Moved by: Karel DeGraaf Seconded by: Sandra Zwiers</p> <ul style="list-style-type: none"> The Meeting Agenda for December 12, 2023, was approved. Carried. <p>1.4 Declaration of Conflicts of Interest</p> <ul style="list-style-type: none"> N/A 	

	<p>1.5 Approval of December 13th, 2023 Meeting Minutes</p> <p>Moved by: Mary Birch Seconded by: Karel DeGraaf</p> <ul style="list-style-type: none"> The December 13, 2023, Meeting Minutes were approved. <p>Carried.</p>	
<p>Matters of Discussion</p>	<p>2.1 Progress Updates: WERCSWB Projects</p> <ul style="list-style-type: none"> A high-level review of the four priority areas within the WERCSWB Plan (henceforth the ‘Plan’) was provided: <ul style="list-style-type: none"> Priority #1: Good Governance & Data Priority #2: Engaged & Safe Communities Priority #3: Mental Health & Substance Use Supports Priority #4: Financial Security & Economic Equity Each priority category consists of two goals and up to three initiatives per goal. In total, eight goals have been set, and 17 initiatives were established to achieve and action the goals. <p>2.1.1 Community Investment Fund</p> <ul style="list-style-type: none"> The RSLT was provided with an update regarding Goals 3, 4, and 7 being actioned through the Community Investment Fund. <p>2.1.2 Building Safer Communities Fund (BSCF)</p> <ul style="list-style-type: none"> The implementation activities (e.g. expansion of programs provided by New Beginnings and Youth Diversion, Public Call for Proposals, and Development of a Regional Crime Prevention Council), and timelines were discussed. The first Regional Crime Prevention Council meeting was held with immense support from our community partners. <p>2.1.3 WE-SPARK</p> <ul style="list-style-type: none"> The Project Team launched a survey to assess the Homeless Individuals and Families Information System’s (HIFIS) user experience. Once the survey closes, results will be analyzed and shared. <p>2.1.4 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)</p> <ul style="list-style-type: none"> A brief recap was provided regarding the SSNAPP initiatives underway, and how the SSNAPP Grant’s partnerships and key performance indicators simultaneously action the Plan’s Goal 4, Goal 5, and Goal 6. <p>2.2 Upcoming Council Report</p> <ul style="list-style-type: none"> To provide an update on the Plan, it’s progress, and timelines, a report is being drafted that will appear before Windsor City Council. Efforts will be made to ensure a similar report appears before Essex County Council as well. 	<p>ACTION</p> <ul style="list-style-type: none"> Michelle Oake will share the council report with RSLT Members once it is public.

<p>Unfinished Business</p>	<p>3.1 RSLT Terms of Reference</p> <ul style="list-style-type: none"> • <i>Terms of Reference</i> have been disseminated for signature through DocuSign. Signing is ongoing. <p>3.2 New Structure of RSLT Meetings</p> <ul style="list-style-type: none"> • Goal 2 of the Plan was reviewed: ‘Improve representation and inclusion of priority populations in collaborative decision-making processes for CSWB initiatives.’ <p>3.2.1 Review Committee for Future (ESN and PWLE) RSLT Members</p> <ul style="list-style-type: none"> • The process and status on the expansion of the RSLT, to include members of the Enhanced Sector Network (ESN) and People with Lived Experience (PWLE), was discussed. • The <i>New Member Selection Committee</i> met to review and evaluate the Expressions of Interest submitted. A standard evaluation process and grading rubric was used. • The individuals who collectively scored the highest by this committee were discussed. Approval was given for the Project Team to reach out to these individuals to confirm their membership in the RSLT. 	
<p>New Business / Round Table Discussion</p>	<p>4.1 Good News</p> <ul style="list-style-type: none"> • In addition to what has been highlighted, we have secured <i>new</i> community partnerships through the BSCF, which will be official by April 2024. <p>4.2 Review of Events</p> <p>4.2.1 First Meeting of the Regional Crime Prevention Council (RCPC)</p> <ul style="list-style-type: none"> • The RCPC held their first meeting on February 22, which was met with great support. Next steps involve confirming membership, scheduling quarterly meetings, and drafting the <i>Terms of Reference</i> and 2024 action and implementation plan. <p>4.2.2 Action Planning Session (Goal #7)</p> <ul style="list-style-type: none"> • On February 28, the social policy review’s steering committee, met to oversee and discuss the Project’s Action Plan. <p>4.2.3 WERCSWB Symposium: Ignite Change & Mitigate Risk</p> <ul style="list-style-type: none"> • The Plan hosted a successful symposium, ‘Ignite Change & Mitigate Risk,’ at the Ciociaro Club on March 7, 2024. The day was filled with keynote speakers, insightful discussions, and networking opportunities. Attendees learned about regional prevention initiatives related youth gun and gang violence. <p>4.2.4 Crisis & Trauma Resource Institute Training (CTRI)</p> <ul style="list-style-type: none"> • In partnership with the SSNAPP Grant Team, multiple crisis training intervention workshops have been hosted by the CTRI. Most recently, on February 27, a workshop was held, ‘Addictions and Mental Health – Strategies for Complex Issues Workshop,’ to provide a framework for 	

	<p>assisting people to move forward with healthy ways of coping. Multiple service providers through Windsor Essex attended.</p>	
<p>Guest Presentation</p>	<p>5.1 Community Spotlight: Update from Community Leaders</p> <ul style="list-style-type: none"> Context regarding Intimate Partner Violence (IPV) being declared an epidemic by Windsor City Council was provided. This included discussion on the council resolution and council question on IPV. Cheryl Eastman and Sylvie Guenther, Coordinators VAWCCWE, led a presentation, which included an introduction of the VAWCCWE, discussion of the prevalence of IPV in Windsor Essex and Ontario, and information related to work that VAWCCWE is engaged in. 	
<p>Adjournment</p>	<p>6.1 Next Quarterly Meetings</p> <ul style="list-style-type: none"> June 12, 2024 (Virtual: 9:00 am – 10:00 am) September 11, 2024 (Virtual: 9:00 am – 10:00 am) December 11, 2024 (Virtual: 9:00 am – 10:00 am) <p>6.2 Meeting Adjourned</p> <ul style="list-style-type: none"> The meeting was adjourned at 9:32 am. 	