



Oxford O.P.P. Detachment Board 2

MINUTES of the Meeting held on

November 18, 2024

The Oxford O.P.P. Detachment Board 2 met at the Township of East-Zorra Tavistock Municipal Office in Council Chamber at 2:00 p.m. on Monday, November 18th, 2024.

Present: Councillor Gillespie (Ezt), Councillor Stewart (Zorra), Mayor Mayberry (SWOX), Mayor Peterson (BB), S/Sgt Rafal Schubert (O.P.P.), Tracy Litt (Community Appointee, BB), Will Jaques (Community & Recreation Services Manager, Ezt) and Nicole Chambers (Secretary)

Regrets: Councillor Gear (Norwich) and Anthony Hymers (O.P.P.)

1. Oath of Office (Ontario Regulation 268/10)

2. Call the Meeting to Order

The meeting was called to order at 2:00 p.m. by Secretary Nicole Chambers and a quorum was present.

3. Appointment of Recording Secretary:

Moved by: David Mayberry
Seconded by: Mark Peterson

RESOLVED that the Oxford O.P.P. Detachment Board 2 appoints Nicole Chambers as Recording Secretary for a term of one year, concluding on December 31, 2025.

CARRIED

4. Election of Chair

Moved by: David Mayberry
Seconded by: Matthew Gillespie

RESOLVED that the Oxford O.P.P. Detachment Board 2 elects Kevin Stewart as Chair for a term of one year, concluding on December 31, 2025.

CARRIED

5. Election of Vice Chair:

Moved by: David Mayberry
Seconded by: Tracy Litt

RESOLVED that the Oxford O.P.P. Detachment Board 2 elects Mark Peterson as Vice Chair for a term of one year, concluding on December 31, 2025.

CARRIED

6. Approval of Agenda:

Moved by: David Mayberry
Seconded by: Tracy Litt

RESOLVED that the Oxford O.P.P. Detachment Board 2 approves the agenda for the November 18, 2024 meeting, as printed and circulated.

CARRIED

7. Pecuniary Interest:

No member of the Board makes a declaration of pecuniary interest or the general nature thereof.

8. Confirm Minutes:

Moved by: David Mayberry
Seconded by: Matthew Gillespie

RESOLVED that the Oxford O.P.P. Detachment Board 2 approves the minutes from the October 1, 2024 Selection Committee meeting, as printed and circulated.

CARRIED

9. New Business

9. (a) Membership Purchase

Moved by: Matthew Gillespie

Seconded by: Tracy Litt

RESOLVED that the Oxford O.P.P. Detachment Board 2 authorize taking out a membership in the Ontario Association of Police Service Boards (OAPSB) and OAPSB Zone 4.

CARRIED

9. (e) Meeting Schedule

Moved by: Mark Peterson

Seconded by: Matthew Gillespie

RESOLVED that the Oxford O.P.P. Detachment Board 2 approve the 2025 Meeting Schedule, as amended;

AND FURTHER THAT the meeting schedule is provided to the Clerks of The Township of Blandford-Blenheim, Township of East Zorra-Tavistock Township, Township of Norwich, Township of South-West Oxford and Township of Zorra as information.

CARRIED

9. (b) Terms of Reference

Moved by: Tracy Litt

Seconded by: Mark Peterson

RESOLVED that the Oxford O.P.P. Detachment Board 2 approve in-principle the Terms of Reference and Procedural By-law, as amended;

AND FURTHER THAT the Terms of Reference and Procedural By-law are circulated to the Councils of the Township of Blandford-Blenheim, Township of East-Zorra Tavistock, Township of Norwich, Township of South-West Oxford and Township of Zorra for information.

CARRIED

9. (c) Budget Estimate

Moved by: Mark Peterson

Seconded by: Tracy Litt

RESOLVED that the Oxford O.P.P. Detachment Board 2 prepare the following estimate of the board's operation expenses for 2025 (in accordance with O. Reg. 135/24);

AND FURTHER THAT these costs be shared equally by Blandford-Blenheim Township, East Zorra-Tavistock Township, Norwich Township, South-West Oxford Township and Zorra Township:

Insurance: \$8,750

Conferences: \$2,500

Mileage: \$500 (for community appointee, conferences and zone meetings - mileage for other members is to be submitted to originating municipality for consideration as per respective municipal policy)

Admin Support: \$1,500

Memberships: \$4,200

Total: \$17,450 (\$3,490 per municipality)

CARRIED

9 (d) Remuneration

Moved by: David Mayberry

Seconded by: Mark Peterson

RESOLVED that the Board propose an amendment to the suggested remuneration of \$150.00 per meeting, per member and \$150.00 per diem for conferences and zone meetings, to include a \$200.00 per meeting rate for the Chair of the Board;

AND FURTHER THAT this proposed amendment be provided to the Councils of the Township of Blandford-Blenheim, Township of East Zorra-Tavistock, Township of Norwich, Township of South-West Oxford and Township of Zorra for their consideration.

CARRIED

10. Delegations and Appointments

No items

11. Reports

Direction was provided to the Secretary to contact Mr. Hymers regarding the format and content of the O.P.P. Detachment Commander's reports.

12. Correspondence

No items

13. Other Business

No items

14. Adjournment


Moved by: David Mayberry

Seconded by: Mark Peterson

RESOLVED that the Board does now adjourn at 2:40 p.m.;

AND FURTHER THAT the Board meet on Wednesday, January 15th, 2025 at 1:00 p.m. at the Township of Norwich Municipal Office.

CARRIED



Councillor Stewart, Chair

Nicole Chambers, Secretary

