



**Police Services Board Meeting  
July 27, 2017 at 2:00 p.m.  
Municipal Office, Council Chambers  
MINUTES**

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**1. ATTENDANCE**

Attendees: Mayor Doug Lawrance, Municipality of Sioux Lookout  
Ms. Darlene Angeconeb, Equay-wuk  
Mr. Graham Wight, Ministry of Community Safety &  
Correctional Services (MCSCS)  
Mr. Dan Davidson, Inspector, OPP Sioux Lookout Detachment  
Ms. Ann Mitchell, CAO, Municipality of Sioux Lookout

Staff: Ms. Sandra Ostman, Executive Assistant

**2. CALL THE MEETING TO ORDER/MAYOR'S INTRODUCTORY REMARKS**

Mayor Lawrance called the meeting to order at 2:02 p.m.

The Mayor welcomed everyone and announced that a third member on the Board will be joining soon. He also announced that Jackie Trenholm the Administrative Assistant for the Municipality will be the Secretary/Contact Person for the Board.

**3. ELECTION OF CHAIR PERSON**

Ms. Darlene Angeconeb was elected Chairperson.

**4. PRESENTATIONS**

**Mr. Graham Wight, MCSCS Presentation:**

Mr. Wight provided the following information on what to expect as a Police Services Board:

- The Board will be an Advisory Board to the Detachment Commander
- The Board and Detachment Commander should be on the same page



## SIOUX LOOKOUT Hub of the North

## Police Services Board

### a. Policing arrangement with Sioux Lookout:

- The Board will have access and the means to apply for funding, there is a number of funding grants to apply for.
- MCSCS can be of assistance to the funding process.
- The Board will establish their budget and travel costs for training. This will be covered through the Municipality.
- The Board must work out what the Board Budget should be.

### b. Relationship between the Police Service Board (PSB) and Municipality Discussion:

- The Board is independent of the Municipality although members are appointed by Council.

### c. Policing in Ontario:

- The Chairperson is the first point of contact for the Detachment Commander
- All correspondence will flow through the elected Chairperson to be distributed to the board members
- Graham defined Chiefs Memo – i.e. funding, problems or issues and provincial initiatives that are emailed out weekly, recommended that the Chair or secretary review and distribute what is important or relative to the other board members.

### d. Governance:

- Reviewed roles and responsibilities
- Discussion on Section 10 and Reports
  - Communication agreements
  - Business plans are reviewed every 3yrs
  - Reports and annual reviews, crimes, trends etc.
  - The term of a board member is no longer than the term of council
  - The board is not a subcommittee of Council
- Roles and duty of the OPP and members of the Board defined by Graham
- How to handle complaints
  - It is not the role of the board to entertain complaints as there is an opportunity and feedback form available to the public
  - Feedback forms are available at the detachment and can be made available at the Municipal office
  - Board meeting shall be open to the public
  - Discussions on what is discussed on camera ie: no discuss of personnel issue should ever be discussed on camera
  - Examples of the types of annual reports the PSB would receive were discussed , Detachment Commander to supply to the PSB



- The PSB can initiate public feedback and initiate public surveys if motivated or necessary

**Mr. Dan Davidson. Inspector, OPP Sioux Lookout Detachment Presentation on the Summary of the Detachments Role with the Police Services Board:**

- Summarized the Detachments role with contracts
- Detachment Commander reporting to the PSB and what they can expect
- Reports are distributed quarterly
- Complaints system (public) report, crimes that occurred, trends, statistics and other examples of reports were reviewed and discussed
- Dan advised that all concerns from the PSB should be conveyed to the Detachment Commander prior to a PSB meeting date, so that a proper investigation and completed reports can be presented at the meeting to expedite any delays
- PSB meeting can be conducted quarterly or however agreed upon by the board ie: monthly vs quarterly
- Reports should be given to the PSB prior to all meetings
- The Board should set up their priorities and objectives as a board; i.e.: what to focus on and what are the issues that should be discussed

**5. NEXT MEETING**

The next meeting of the Police Service Board will be held on September 8, 2017.

**6. ADJOURNMENT**

Mayor Lawrance adjourned the meeting at 3:55 p.m.

