

**South Bruce OPP Detachment Board**

**BOARD MINUTES**

**Tuesday, December 17, 2024, 1:00 p.m.**  
**Council Chambers and/or Via Microsoft Teams**  
**1925 Bruce Road 10**  
**Chesley, ON N0G 1L0**

Members Present: Moiken Penner, Municipality of Arran-Elderslie  
Tim Elphick, Municipality of Brockton  
Don Murray, Municipality of Huron-Kinloss  
Rory Cavanagh, Municipality of Kincardine  
Nigel Van Dyk, Municipality of South Bruce  
Margaret Visser - Community Representative  
Joe Dietrich - Community Representative

Staff Present: Jennifer Lawrie, Recording Secretary  
Julie Hamilton  
Trish Serratore, Chief Financial Officer, Municipality of Brockton  
Inspector Keegan Wilcox - South Bruce OPP Detachment Commander  
S/Sgt. Deb McClure - South Bruce OPP

**1. Call to Order**

Clerk Jennifer Lawrie called the meeting to order.

**2. Election of Chair and Vice Chair**

The Clerk opened the floor to nominations for the Chair.

Nigel Van Dyk and Rory Cavanagh were nominated and accepted.

The Clerk called the vote and the following resolution was passed:

**SBODB-2024-12-17-01**

**Moved by:** Moiken Penner

**Seconded by:** Joe Dietrich - Community Representative

Be It Resolved that Nigel Van Dyk is hereby elected as Chair of the South Bruce OPP Detachment Board.

**Carried**

The Clerk called for nominations for Vice Chair.

Rory Cavanagh was nominated.

The Clerk called the vote and the following resolution was passed:

**SBODB-2024-12-17-02**

**Moved by:** Nigel Van Dyk

**Seconded by:** Moiken Penner

Be It Resolved that Rory Cavanagh is hereby elected as Vice Chair of the South Bruce OPP Detachment Board.

**Carried**

The Clerk turned the meeting over to the Chair.

**3. Disclosures of Conflict of Interest and/or Pecuniary Interest and General Nature Thereof**

None at this time.

**4. Approval of Agenda**

**SBODB-2024-12-17-03**

**Moved by:** Rory Cavanagh

**Seconded by:** Margaret Visser -  
Community Representative

Be It Resolved that the agenda for the South Bruce OPP Detachment Board Meeting of October 16, 2024 be received and adopted, as distributed by the Recording Secretary.

**Carried**

**5. Approval of Past Minutes**

**5.1 October 16, 2024 Minutes**

**SBODB-2024-12-17-04**

**Moved by:** Joe Dietrich - Community  
Representative

**Seconded by:** Rory Cavanagh

Be It Resolved that the South Bruce OPP Detachment Board adopt the minutes of the meeting held on October 16, 2024.

**Carried**

**6. Presentations/Delegations**

**7. Business from Previous Meetings**

**8. Reports**

**8.1 Detachment Commander's Report**

Inspector Keegan Wilcox presented his report to the Board which reflects statistical data from January to October of 2024.

Inspector Wilcox added that to date in 2024, 10 new probationary officers have been added to the Detachment and the Community Services Officer has been highly engaged in community events throughout the year which has seen positive results for the Detachment.

It was also noted that previous bylaw enforcement agreements that were in place prior to the formation of the new Board are no longer valid and each municipality should discuss their needs separately with the Detachment. Municipal bylaw enforcement can assist to deal with matters that may otherwise occupy police time which helps reduce calls for service.

**SBODB-2024-12-17-05**

**Moved by:** Rory Cavanagh

**Seconded by:** Moiken Penner

Be It Resolved that the South Bruce OPP Detachment Board receives the Detachment Commander's report for information.

**Carried**

**8.2 Financial Reports**

**8.2.1 2025 South Bruce OPP Detachment Board Budget**

Trish Serratore presented her report on the Draft South Bruce OPP Detachment Board Budget.

The Board provided direction to Staff on the outstanding matters associated with the budget.

**SBODB-2024-12-17-06**

**Moved by:** Moiken Penner

**Seconded by:** Margaret Visser -  
Community Representative

Be It Resolved that the Detachment Board directs Staff to reach out to the other five municipalities to seek proposals for the provision of Secretary/Treasurer services and that proposals be brought back to the next meeting.

**Carried**

**SBODB-2024-12-17-07**

**Moved by:** Don Murray

**Seconded by:** Moiken Penner

Be It Resolved that the Detachment Board does not support the incorporation of a donation to the Crimestoppers of Grey Bruce in the budget.

**Carried**

**SBODB-2024-12-17-08**

**Moved by:** Moiken Penner

**Seconded by:** Joe Dietrich - Community  
Representative

Be It Resolved that the Detachment Board approves the budget as discussed and that the surplus from 2024 be carried forward and further that the equal share per municipality shall be \$5000.00 for 2025.

**Carried**

8.2.2 Remuneration Policy

As part of the budget discussion, the Board set the remuneration for Members of the Boards.

**SBODB-2024-12-17-09**

**Moved by:** Tim Elphick

**Seconded by:** Don Murray

Be It Resolved That the Detachment Board recommend that the Municipal Council Representatives remuneration

be \$250 per meeting with no additional compensation for mileage.

**Carried**

**SBODB-2024-12-17-10**

**Moved by:** Joe Dietrich - Community Representative

**Seconded by:** Margaret Visser - Community Representative

Be It Resolved that the Detachment Board recommend that the Municipal Council Representatives remuneration for conference and other events be \$250 per day.

**Carried**

**8.3 Action Items List**

Clerk Jennifer Lawrie presented the Action Item list to the Board.

The final budget will be provided to each member municipality for approval.

Based on the discussions regarding remuneration, a formal Remuneration Policy will be brought forward for adoption by the Board.

**9. Correspondence**

**10. Next Meeting**

The Board set the 2025 meeting schedule as follows:

- February 4, 2025 - Municipality of South Bruce - 1:00 p.m.
- May 13, 2025 - Township of Huron Kinloss - 1:00 p.m.
- September 2, 2025 - Municipality of Brockton - 1:00 p.m.
- November 4, 2025 - Municipality of Kincardine - 1:00 p.m.

**11. Adjournment**

**SBODB-2024-12-17-11**

**Moved by:** Rory Cavanagh

**Seconded by:** Moiken Penner

Be It Resolved that the meeting be adjourned at 2:59 p.m.

**Carried**

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Board Chair

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Board Secretary