



Owen Sound Police Service Board

2nd Floor Board Room

Wednesday September 24, 2025 at 10:00 a.m.

PUBLIC SESSION MINUTES

Members Present: J. Thomson (Chair), B. O’Leary (Vice-Chair), C. Merton

Absent with Regrets: M. Koepke

Management Present: Chief C. Ambrose, Deputy Chief D. Bishop, Inspector C. Matheson, and Inspector T. Doherty

Guests Present: H. Zehr Police Service Advisor - Inspectorate of Policing, M. Gloade – Strategic Analyst

Minutes: K. Wardell

1. Call to Order

Chair Thomson called the meeting to order at 10:02 a.m. Let the minutes reflect that a quorum of three members is present

2. Land Acknowledgment

Chair Thomson read the land acknowledgment.

Chair Thomson reported that “Prior to today’s meeting, the Board met in closed session to review and discuss matters that in their opinion fell under Section 44 Item (6) and Item (2) (b) of the Community Safety and Police Act and Section 25 item b) of the OSPSB General Policy- 003 - Board Governance to discuss items related to:

- a) Board Training
- b) Application for a Taxi Broker License

3. Approval of the Agenda

Moved by B. O’Leary, seconded by C. Merton.

“That the agenda dated September 24, 2025 be approved.” CARRIED

4. Declaration of Conflict of Interest arising out of the Minutes and Matters Listed on the Agenda. HEARING NONE

5. Presentations, Deputations, and Public question period.

No presentations at this time.

6. Confirmation of the Minutes of the Public Session held June 25, 2025.

Moved by B. O’Leary, seconded by C. Merton.

“That the minutes dated June 25, 2025 be approved.” CARRIED

7. Business arising out of the Public Session Minutes of June 25, 2025. HEARING NONE

8. Correspondence received

- a) Notification update attached Busy weekend
- b) Very Sad
- c) Thank you
- d) Grey Bruce Data
- e) Crime Stoppers of Grey Bruce Coordinator Report – April to December 2025
- f) GBPH Opioid Situation Report Apr to June 2025
- g) Direction from the Solicitor General of Ontario Michael Kerzner – O.P.P.’s presence in Sault Ste. Marie

This letter was in response to the Sault Ste. Marie police service board asking for an OPP costing

Chair Thomson also attached an article from the Peterborough Examiner where the police chief spoke to increase costs as a result of the CSPA and the impacts it will have on Peterborough’s upcoming police budget.

h) Delegation update

Chair Thomson noted that this report came from the September 8, 2025 Owen Sound Council package reporting on the city's delegation to this year's AMO conference. He highlighted an item on page 5 of the city's report that stated;

"The Hanover Police Service represents 34 cents of each tax dollar collected by the community while the Owen Sound Police Service accounts for 28 cents of each tax dollar."

9. Chairman's Report

a) Recruit Matthias Hubmann Video

Chair Thomson provided an update on meetings and events he attended as follows:

- July 3, 2025: OAPSB Strategic Planning Meeting (8:00 a.m. – 3:30 p.m.)
- July 7, 2025: OAPSB Board Member Discussion Group Session
- July 22, 2025: OAPSB Finance Review (as Treasurer)
- July 28, 2025: Community Organization Meeting regarding the River District
- August 6, 2025: OAPSB Strategic Planning Committee Meeting
- August 20, 2025: M'Wikwedong End of Summer Bash
- August 21, 2025: Webinar – *Collaborating Effectively with Government*, focusing on how smaller municipalities are partnering with other levels of government to address substance use challenges in their communities
- September 2, 2025: Swearing-In Ceremony for Inspector Doherty
- September 17, 2025: Webinar – *Community Policing and Health Partnerships*, emphasizing collaboration between policing, healthcare, and social services to improve community safety and well-being outcomes related to substance use health. Chief Tim Farquharson from Port Hope was among the guest speakers.

10. Governance

Chair Thomson reported that he did not have anything under governance.

11. June, July and August Monthly Reports

- a) Criminal Investigations Branch and Drug Enforcement/Criminal Intelligence Unit
- b) Auxiliary Unit Report

- c) Community Oriented Response & Enforcement Unit
- d) Bail Compliance and Warrant Apprehension Unit
- e) Front Line Patrol and Collision Statistics
- f) Community Services Office
- g) Lost Hours and Training

12. Reports from Director of Civilian Services K. Fluney

Chief Ambrose noted that the BROAD (Exempted) Police Record Check provides the most comprehensive disclosure of police-held records permitted under law. Establishing the fee at \$100 ensures responsible cost recovery, aligns with provincial benchmarks, and supports the delivery of high-quality and compliant record check services.

Moved by B. O’Leary seconded by C. Merton

“That the OSPSB move to amend the fee schedule in the Fee bylaw to \$100.00 for BROAD (exempted) Police Record Check be approved”. **CARRIED**

13. Report from Director of Corporate Services S. Bell-Matheson and Director of Information Technology Services C. Hill

14. Report from Manager of Human Resources W. Pratt

As there were no requests for action in the above report, they will be placed on file with these minutes for information purposes.

15. Financial Update from the Chief of Police

Chief Ambrose provided a financial update, including projections to year-end, indicating an overall estimated budget surplus of approximately \$506,298.98. While this appears positive from a budgetary perspective, Chief Ambrose noted that the variance primarily reflects the significant operational demands placed on existing staff and the impact of current workload pressures, rather than reduced activity or resource needs.

Chair Thomson reported that the city had provided him with a timeline for budget submissions and that he would send out a schedule of meeting dates to board members next week so they could put in their calendars.

16. Operating Reports from the Chief of Police

a) Chief's Activity Reports

As there were no requests for action in the above report, they will be placed on file with these minutes for information purposes.

17. Other Items and New Business

- a) Change board meeting date of Wednesday November 26, 2025 to Thursday November 27, 2025 to accommodate attendance at OAPSB Labour Conference.

The board agreed and the website will reflect the new scheduled meeting date.

- b) Donation to OAPSB Labour Conference November 25, 26, 2025 of \$1,000

Moved by C. Merton, seconded by B. O'Leary

"That the OSPSB approve a donation of \$1,000.00 to the OAPSB Labour Conference in November." **CARRIED**

- c) Follow-up to April 25, 2025 letter to City re: Police Building Issues

Chair Thomson reported he had recently received a letter from the city in response to the board's letter from April 25, 2025. The City's letter identifying areas to be repaired and a timeline for those repairs. A full comparison document will be prepared for the boards review at its October meeting.

- d) Selection of Labour Committee Members – Two

Chair Thomson reported that the president of the OSPA had contacted him with regard to the Labour Committee of the board. The Uniform collective agreements, section 33.01 and the Civilian collective Agreement section 28.01 calls for a Labour committee of 2 uniform and 2 civilian members to meet twice a year with the board to discuss matters related to the Collective Agreements.

The previous board labour committee was composed of Chief Ambrose, G. Pierce, and J. Sampson, and the chair. As G. Pierce and J. Sampson are no longer with the board the chair suggested that Brian be placed on the labour committee as he was on the bargaining committee and one other volunteer would be required from the board. M. Koepke had put her name forward to sit on the committee.

Moved by B. O’Leary, seconded by C. Merton.

“That Vice Chair B. O’Leary, and M. Koepke be appointed to the board labour committee be approved.” **CARRIED**

- e) Mid-year progress report of the Operational Plan
- f) Court Security Update and Changes 2025

Chief Ambrose reported that a fatal police-involved shooting on July 31, 2025, at a makeshift courtroom in Wapekaka First Nation, currently under investigation by the Special Investigations Unit, prompted the provincial government to direct all police services in August 2025 to review court security practices and staffing levels, with an emphasis on the presence of armed officers to address safety threats. While court security responsibilities are legislated under Section 243 of the Community Safety and Policing Act, 2019, the Board must update its court security plan to align with this new provincial direction. Interim resource redeployment has met short-term needs but is unsustainable and has reduced frontline policing capacity, particularly as Owen Sound officers are already managing higher workloads than provincial and national averages. A staffing plan to increase armed court security officers and address service demands will be included in the 2026 draft budget. This report is presented for information purposed and to advise the Board of these developments and their operational and budgetary implications.

- g) MHA Wait Times Summer 2025
- h) Quote for Additional M365 Licenses
- i) Police-reported crime in Canada and Owen Sound, 2024
- j) Taxi Broker Application - New Taxi Company

Chair Thomson reported that during the previous closed session Mr. Singh provided the board with personal information related to his application for a Taxi Broker Licence. The Board confirmed that his proposed business location complies with the City of Owen Sound’s zoning requirements and that he has applied for a business licence. Based on the information provided, the Board approves Mr. Singh’s application for a Taxi Broker Licence.

Moved by B. O’Leary, seconded by C. Merton

“That the OSPSB approve Mr. Singhs application as a Taxi Broker.” **CARRIED**

- k) Update to Bank Signing Authorities

Chair Thomson reported that the following individuals currently hold signing authority with the bank:

- Mayor Boddy – Board Member
- B. O’Leary – Board Member
- Chief Ambrose
- Jeff Hawke – Financial Coordinator
- Jeff Fluney – Inspector
- Dave Bishop – Inspector
- John Thomson – Chair

Due to recent changes in Board membership and organizational staffing, the list requires updating.

Moved by B. O’Leary and seconded by C. Merton,

“That the Board approve the updated bank signing authority to include the following individuals:

- *B. O’Leary – Vice Chair*
- *Chief Ambrose*
- *Jeff Hawke – Financial Coordinator*
- *Tony Doherty – Inspector*
- *Dave Bishop – Deputy Chief*
- *John Thomson – Chair.”*

Carried.

l) Meeting with City October 20, 2025 – Call for attendees

Chair Thomson reported that, under the Protocol Agreement with the City, the following meeting guidelines apply:

- The Chair of the Owen Sound Police Services Board (OSPSB) is required to provide the City Clerk with a list of Board members who plan to attend the meeting at least two (2) business days in advance. As the meeting is convened by City Council and the agenda is set by Council, matters relating to a Police Services Board quorum and minutes do not apply.

Board Members B. O’Leary and C. Merton confirmed their attendance on behalf of the Board. Chair Thomson will follow up with M. Koepke regarding participation.

Additionally:

- The Police Chief will determine the Police staff to be present at the meeting and must notify the City Clerk of their names at least two (2) business days before the meeting.

Chief Ambrose will provide the City Clerk with the list of police staff scheduled to attend.

m) Special Constables

Moved by C. Merton, seconded by B. O’Leary

“That the OSPSB approve the reappointment of Special Constable Jason Helm, and Peter Hogenbirk.” **CARRIED**

18. Termination of the Public Meeting

Having completed all of the business items listed on the agenda Chair Thomson terminated the closed meeting at 12:19 p.m.

Next Meeting: October 29th, 2025