

LEEDS COUNTY O.P.P. DETACHMENT BOARD

MINUTES

Date: **Thursday, July 11, 2024 at 6:00 p.m.**

Location: **Township of Leeds and the Thousand Islands Council Chamber**

1233 Prince Street, Lansdowne, ON

Members Present: Brant Burrow
Barry Card
Arie Hoogenboom
Jeff Lackie
Richard Marcoux
Bill Saunders

Staff Present: Leslie Dynan, CAO/Clerk, Elizabethtown-Kitley
Stephen Donachey, CAO, Township of Leeds and the Thousand Islands

1. CALL TO ORDER

Time: 6:00_PM

2. APPOINTMENT OF MEETING CHAIR

2.1 Motion to Appoint a Chair for the Meeting

Resolution Number: DB.2024.01

Moved By: Member Card

Seconded By: Member Saunders

THAT Arie Hoogenboom be appointed as Chair for the meeting.

Carried.

3. ADOPTION OF AGENDA

3.1 Motion to Adopt

Resolution Number: DB.2024.02

Moved By: Member Card

Seconded By: Member Saunders

THAT the agenda be adopted as circulated.

Carried.

4. OATH OR AFFIRMATION OF OFFICE

- Administered By: Stephen Donachey
- Brant Burrow (council appointee for Elizabethtown-Kitley)
- Barry Card (council appointee for Westport)
- Arie Hoogenboom (council appointee for Rideau Lakes)
- Jeff Lackie (council appointee for Leeds and the Thousand Islands)
- Richard Marcoux (council appointee for Front of Yonge)
- Bill Saunders (council appointee for Frontenac Islands)

5. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

6. IN CAMERA

No In-Camera Session.

7. DELEGATIONS/PRESENTATIONS

None.

8. REPORTS

- 8.1 Report 24-001 - Appointment of Chair, Vice Chair and Secretary,
Resolution Number: DB.2024.03

Moved By: Member Card

Seconded By: Member Saunders

THAT Brant Burrow be appointed Chair of the Board;
AND THAT Richard Marcoux be appointed Vice Chair of the Board;
AND THAT Leslie Drynan be appointed Secretary of the Board.

Carried.

- 8.2 Report 24-002 - Governance By-law and Board Policy Nos. 1, 2 and 3
Resolution Number: DB.2024.04

Moved By: Member Card

Seconded By: Member Saunders

THAT the Board approve By-law Number 2024-01 being a by-law to govern the proceedings of the Leeds County O.P.P. Detachment Board as attached to Report Number 2024-002;

AND THAT the Board approve Policy Number 1: Detachment Commander Selection and Performance, Policy Number 2: Detachment Board Member Conduct, and policy Number 3: Reporting to the Board as attached to Report Number 2024-002.

Carried.

- 8.3 Report 24-003 - Recruitment for Community Representatives to Board
Resolution Number: DB.2024.05

Moved By: Member Card

Seconded By: Member Saunders

THAT the Board direct the Secretary to advertise to fill two vacant positions for community representative members of the Board;

AND THAT the Board adopt the recruitment process described in Report 24-003.

Carried.

- 8.4 Report 24-004 - Board Member Remuneration
Resolution Number: DB.2024.06

Moved By: Member Card

Seconded By: Member Saunders

THAT the Board recommend to the seven member municipalities that each approve the remuneration rates for Board members as follows:

Per Board Meeting Rate:

Council appointee:	\$100 /Board meeting
Community representative Appointee:	\$100 /Board meeting
Provincial appointee:	\$100 /Board meeting

Per Diem Rate for Board-related Business: \$300

AND THAT the Travel, Meal and Hospitality Expenses Directive issued by the Government of Ontario, as may be amended, updated or replaced from time to time, shall be followed in respect of Board-related travel, meal and hospitality expenses.

Carried.

8.5 [Report 24-005 - Board Expense Cost-Sharing](#)
Resolution Number: DB.2024.07

Moved By: Member Card

Seconded By: Member Saunders

THAT the Board recommend to the seven member municipalities that expenses of the Board be shared equally among the municipalities;

AND THAT the expenses incurred by the Board and the sharing of costs be reviewed by the Board at its first meeting in 2025.

Carried.

9. [CORRESPONDENCE](#)

None.

10. [UNFINISHED BUSINESS](#)

None.

11. NEW BUSINESS

Stephen Donachey advised that quarterly meetings of the Board could be held in February, May, August and November to align with quarterly reporting requirements for the Detachment Commander. The Chair suggested that Members consider meeting days and times (e.g. the second Thursday of the month at 6:00 pm) and that Chair Burrow would be setting the date for the next regular meeting of the Board.

12. NOTICE OF MOTION

None.

13. ADJOURNMENT

13.1 Motion to Adjourn

Resolution Number: DB.2024.08

Moved By: Member Card

Seconded By: Member Saunders

THAT the Leeds County O.P.P. Detachment Board adjourn.

Time: 7:05_PM

Carried.