

**LANARK COUNTY OPP DETACHMENT BOARD MEETING
MINUTES**

**Wednesday, April 23, 2025
Immediately following the Inaugural Meeting
Carleton Place Fire Hall Meeting Room – 15 Coleman Street**

PRESENT:

Ed McPherson, Council Representative, Town of Perth, Chairperson
Michel Vermette, Community Representative, Vice-Chairperson
Dena Comley, Council Representative, Town of Carleton Place
Steve Fournier, Council Representative, Township of Drummond/North Elmsley
Denzil Ferguson, Council Representative Municipality of Mississippi Mills
Greg Hallam, Council Representative, Tay Valley Township
Ron Closs, Council Representative, Township of Lanark Highlands
Karen Jennings, Council Representative, Township of Montague

OTHERS:

Inspector Kerlous Tawdrous, Lanark County OPP
Diane Smithson, Acting Secretary-Treasurer

ABSENT:

Richard Kidd, Beckwith Township

A. MEETING CALL TO ORDER

Chairperson McPherson called the meeting to order at 8:43 a.m.

B. APPROVAL OF AGENDA

Moved by Denzil Ferguson

Seconded by Steve Fournier

THAT the agenda be approved as circulated and read.

CARRIED

**C. DISCLOSURE OF PECUNIARY INTEREST / CONFLICT OF INTEREST AND
GENERAL NATURE THEREOF**

There were no disclosures made.

D. APPROVAL OF MINUTES

None

E. PRESENTATIONS AND DELEGATIONS

1. Inspector Kerlous Tawdrous, Lanark County OPP

a. Q1 Statistical Report

Inspector Tawdrous reviewed various aspects of the Q1 Statistical Report. He then addressed questions of the members.

Inspector Tawdrous was asked to provide statistical reports for individual municipalities. While it may be feasible to provide individual municipal reports, the spirit of the new Lanark County OPP Detachment Board is to focus on the County. Inspector Tawdrous will look into yearly municipal reports and get back to the Detachment Board members at the next meeting.

Moved by Denzil Ferguson

Seconded by Ron Closs

THAT the first quarter policing statistics from the Lanark County OPP be received as information.

CARRIED

b. Update on staffing, operations and Detachment Operation Clerks

Inspector Tawdrous provided information on:

- the Detachment Operation Clerks program which is a one-year pilot project providing administrative support to officers on each shift allowing officers to spend more time on policing;
- additional officers are being hired at the Detachment. Staffing fluctuates between 70-80 officers each year due to promotions, retirements, transfers which all impact levels;
- the goal is to have one (1) sergeant position on each shift in the eastern and western regions of the County and the hiring of a Special Constable for prisoner transport.

Moved by Denzil Ferguson

Seconded by Steve Fournier

THAT the update by Inspector Tawdrous on staffing, operations and Detachment Operation Clerks be received as information.

CARRIED

F. REPORTS

1. Review 2025 Approved Budget

Moved by Karen Jennings

Seconded by Ron Closs

THAT the 2025 Lanark County OPP Detachment Board budget be received as information.

CARRIED

The Secretary-Treasurer was asked to confirm if Board member travel to meetings and conferences was included in the Board's insurance coverage.

2. Lanark County OPP Detachment Board Terms of Reference 2025

Moved by Dena Comley

Seconded by Karen Jennings

THAT the Lanark County OPP Detachment Board terms of reference be received as information.

CARRIED

3. Detachment Board – Travel and Expense Policy

Moved by Ron Closs

Seconded by Denzil Ferguson

THAT the Lanark County OPP Detachment Board Travel and Expense Policy be approved as amended to include a provision for updating the rates to correspond with the rates of the municipality undertaking administrative duties for the Detachment Board as they are updated from time to time.

CARRIED

No members of the Board indicated an interest in attending the annual OAPSB conference in London in June.

Five (5) members indicated an interest in attending the OAPSB Zone 2 meeting on Friday, April 25, 2025 in Kingston.

G. EXTERNAL ORGANIZATION UPDATES

None

H. MOTIONS

None

I. BY-LAWS

1. Review Draft Procedural By-law

Moved by Michel Vermette
Seconded by Karen Jennings

THAT By-law 01-2025 being a by-law of the Lanark County OPP Detachment Board to establish the rules governing the order and proceedings of the Board and any committees established by the Board be read a first, second and third time and finally passed.

CARRIED

2. Review Draft Detachment Board Remuneration Policy

Moved by Steve Fournier
Seconded by Karen Jennings

THAT By-law 02-2025 being a by-law of the Lanark County OPP Detachment Board to establish remuneration for members of the Detachment Board be read a first, second and third time and finally passed.

CARRIED

J. INFORMATION LISTING

None

K. NOTICE OF MOTIONS

None

L. ANNOUNCEMENTS

M. CLOSED SESSION

Moved by Dena Comley
Seconded by Steve Fournier

THAT the Lanark County OPP Detachment Board move into closed session at 9:22 a.m. to discuss a personal matter about an identifiable individual, including members of the police service or any other employees of the Board subject to the Community Safety and Policing Act Section 44 (2) (b);

AND THAT Diane Smithson, Acting Secretary-Treasurer and Inspector Tawdrous being permitted to participate in the meeting.

CARRIED

Moved by Karen Jennings

Seconded by Dena Comley

THAT the Board return to regular session at 9:40 a.m.

CARRIED

N. RISE AND REPORT

The Chairperson reported that a personnel matter was discussed in closed session.

O. ADJOURNMENT

Moved by Steve Fournier

Seconded by Denzil Ferguson

THAT the meeting be adjourned at 9:40 a.m.

CARRIED

Ed McPherson,
Chairperson

Diane Smithson,
Acting Secretary-Treasurer