



**TOWNSHIP OF MELANCTHON POLICE SERVICES BOARD
AGENDA**

**WEDNESDAY, NOVEMBER 21, 2018 - 10:00 A.M.
MELANCTHON MUNICIPAL OFFICE COMMITTEE ROOM**

- 1. Call to order**
- 2. Attendance**
- 3. Declaration of Pecuniary Interest or Conflict of Interest**
- 4. Approval of Agenda**
- 5. Approval of Minutes - September 19, 2018**
- 6. Issues Arising from the Minutes**
 1. Emails from Staff Sgt. Randall following up on items raised at the September 19, 2018 meeting
 2. Email - Darlene Noakes/Denise Holmes follow up for requested information – Item No. 12.4
- 7. Presentations/Delegations**
- 8. Correspondence**
- 9. Financial**
 1. 2019 Annual Billing Statement
- 10 Detachment Commander's Report for July - September 2018**
- 11. Committee Reports**
- 12. Other Business**
 1. Speed counter results 4th Line SW at 098268 4th Line SW
 2. Road Closure Policy - review, as well as any updates from Staff Sergeant Randall regarding OPP coordination with Blue Mountain
 3. Unfinished Business - Motion passed at May 16th meeting regarding Melancthon-Nottawasaga Townline and potential options to reduce or redirect traffic - Verbal update
 4. Other
- 14. Public Discussion**
- 15. Date of Next Meeting - To be determined by new Board**
- 16. Adjournment - Sine die**

Denise Holmes

From: Randall, Nicol (OPP) <Nicol.Randall@opp.ca>
Sent: Thursday, October 11, 2018 12:42 PM
To: Denise Holmes
Subject: RE: updates from the PSB meeting
Attachments: traffic enforcement occurrences melancthon year over year .docx

Hi Denise, this is as close as I can get. The systems are not really designed well to pull this kind of specific data. And as I said before we don't track how many offences notices we lay in particular locations. We would have to do it manually.

This document shows year over year traffic enforcement in Melancthon 01 Jan – 10 Oct 2017-2018. I have sorted the calls by location. As you can see we have far more enforcement occurrences this year over last and the clearance status 'cleared by charge' means just that, there were charges laid. In some cases they were criminal charges vs HTA (impaired, dangerous driving etc)

Sorry I couldn't do more.

Nikki

From: Denise Holmes [mailto:dholmes@melancthontownship.ca]
Sent: 4-Oct-18 1:34 PM
To: Randall, Nicol (OPP) <Nicol.Randall@opp.ca>
Subject: RE: updates from the PSB meeting

Ok, thanks!

Regards,

Denise

Denise B. Holmes, AMCT
CAO/Clerk, Township of Melancthon
519-925-5525 Ext. 101

From: Randall, Nicol (OPP) [mailto:Nicol.Randall@opp.ca]
Sent: Thursday, October 04, 2018 1:32 PM
To: Denise Holmes
Subject: RE: updates from the PSB meeting

Thanks Denise, I saw that and I don't think I'm going to be able to provide much information. While we create focus patrol occurrences, the officers don't always add supplementary reports when they should, nor do they create occurrences for speed enforcement. They do for RIDE but not for speed enforcement, usually because it is so transient. That said I will run occurrences for 10 and 124 but it won't be the same.

N

From: Denise Holmes [mailto:dholmes@melancthontownship.ca]
Sent: 4-Oct-18 9:07 AM

To: Randall, Nicol (OPP) <Nicol.Randall@opp.ca>

Subject: RE: updates from the PSB meeting

Hi Nikki,

This is the only other thing I could find:

3. Speed trap/traffic enforcement focus in Melancthon - year to date and comparison to previous years (Chair Thwaites)

Chair Thwaites was requesting the data for Highway 10 and County Road 124 and has there been a change year over year on focused sites and how do the numbers compare? Staff Sgt. Randall to get this information to the Board.

Thanks.

Regards,

Denise

Denise B. Holmes, AMCT
CAO/Clerk, Township of Melancthon
519-925-5525 Ext. 101

From: Randall, Nicol (OPP) [<mailto:Nicol.Randall@opp.ca>]

Sent: Wednesday, October 03, 2018 4:40 PM

To: Denise Holmes

Subject: updates from the PSB meeting

There have been no complaints for anything on the 4th line. No ATV, no traffic.

I received correspondence from Huronia West in regard to how the summer has progressed. Mrs. Wargon (?) has expressed to HW operations manager that she is most pleased with how the summer has progressed. She would prefer larger no parking signs on the south side of the road but noted that there have been signs erected on both sides. She is happy with the police and community response and she feels more empowered and confident. We have sent officers around and she has seen them there also increasing her comfort level. We will keep on it into next year.

Was there something else? That's all I have on my list. I went looking for the minutes but it's a little too early for those.

Nikki

S/Sgt N. (Nikki) Randall
Detachment Commander
Dufferin Detachment
519 925 3838
501 3810

Total Control Panel

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Occ #	Dom	Type	Time	Score	Notes
OP17261480	OPP	Traffic enforcement - H.T.A.	2017/07/12 07:52		Complete - solved (non-criminal) - COUNTY ROAD 17 and 3RD LINE, MELANCTHON TWP ON Canada (Area: 1005, Duty loc...
OP17269794	OPP	Traffic enforcement - H.T.A.	2017/07/17 16:14		Complete - solved (non-criminal) - COUNTY ROAD 17 and 3RD LINE, MELANCTHON TWP ON Canada (Area: 1005, Duty loc...
OP17311519	OPP	Traffic enforcement - H.T.A.	2017/08/14 09:25		Complete - solved (non-criminal) - 3RD LINE between 10 HY and 5 SIDEROAD, MELANCTHON TWP ON Canada (Area: 10...
OP17250922	OPP	Traffic enforcement - H.T.A.	2017/07/05 13:01		Cleared by charge (includes charges recommended) - MULMUR-MELANCTHON TI between 89 HY and 5 SIDEROAD, MEL...
OP17329345	OPP	Traffic enforcement - H.T.A.	2017/08/26 19:54		Cleared by charge (includes charges recommended) - COUNTY ROAD 17 between 10 HY and 5TH LINE, MELANCTHON T...
OP17321700	OPP	Traffic enforcement - H.T.A.	2017/08/21 14:33		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and COUNTY ROAD 17, MELANCTHON TWP ON C...
OP17205349	OPP	Traffic enforcement - H.T.A.	2017/06/05 12:29		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and 15 SIDEROAD, MELANCTHON TWP ON C...
OP17095024	OPP	Traffic enforcement - H.T.A.	2017/03/18 21:52		Cleared by charge (includes charges recommended) - 89 HY between 2ND LINE SW and 6TH LINE, MELANCTHON TWP ON C...
OP17273227	OPP	Traffic enforcement - H.T.A.	2017/07/20 06:36		Cleared by charge (includes charges recommended) - 5TH LI and COUNTY ROAD 17, MELANCTHON TWP ON Canada (Ar...
OP17116008	OPP	Traffic enforcement - H.T.A.	2017/04/04 12:57		Cleared by charge (includes charges recommended) - 582430 COUNTY ROAD 17, MELANCTHON TWP, ON Canada (Area...
OP17280602	OPP	Traffic enforcement - H.T.A.	2017/07/25 06:37		Cleared by charge (includes charges recommended) - 4TH LINE SW and COUNTY ROAD 17, MELANCTHON TWP ON (Ar...
OP17370265	OPP	Traffic enforcement - H.T.A.	2017/09/23 14:11		Cleared by charge (includes charges recommended) - 2ND LINE SW between W SIDERO and 270 SIDERO, MELANCTHO...
OP17349629	OPP	Impaired/over 80	2017/09/09 00:51		Cleared by charge (includes charges recommended) - 260 SR between 10 HY ST and SHOOK ST, MELANCTHON TWP ON C...
OP17375044	OPP	Traffic enforcement - H.T.A.	2017/09/26 18:26		Cleared by charge (includes charges recommended) - 17 CU and 2ND LI SW, MELANCTHON TWP ON (Area: 1005, Duty loc...
OP17262093	OPP	Traffic enforcement - H.T.A.	2017/07/12 14:58		Cleared by charge (includes charges recommended) - 10 HWY SR and 250 CTY RD, MELANCTHON TWP ON Canada (Ar...

Occ #	Dom	Type	Time	Score	Notes
OP18255892	OPP	Traffic enforcement - H.T.A.	2018/06/24 19:10		Cleared by charge (includes charges recommended) - 10 HY between 270 SIDEROAD and MAIN ST, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00) Traffic...
OP18111599	OPP	Traffic enforcement - H.T.A.	2018/03/23 07:53		Cleared by charge (includes charges recommended) - 10 HY between 5TH LINE and COUNTY ROAD 17, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Be...
OP18278420	OPP	Traffic enforcement - H.T.A.	2018/07/01 02:05		Cleared by charge (includes charges recommended) - 156256 10 HY, MELANCTHON TWP, ON (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 81141) Dufferin County O.P...
OP18182951	OPP	Traffic enforcement - H.T.A.	2018/05/07 18:55		Cleared by charge (includes charges recommended) - 3RD LINE and 15 SIDEROAD, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20B, ESZ: 818...
OP18327670	OPP	Traffic enforcement - H.T.A.	2018/07/28 14:54		Cleared by charge (includes charges recommended) - 4TH LINE SW and COUNTY ROAD 17, MELANCTHON TWP ON (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 817...
OP18411570	OPP	Impaired/over 80	2018/09/16 16:04		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and 15 SIDEROAD, MELANCTHON TWP ON Canada (HORNINGS MILLS) (Area: 1005, Duty loc...
OP18198251	OPP	Traffic enforcement - H.T.A.	2018/05/16 19:32		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and 20 SIDEROAD, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20B...
OP18331640	OPP	Traffic enforcement - H.T.A.	2018/07/30 23:07		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and 5 SIDEROAD, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20, E...
OP18106187	OPP	Traffic enforcement - H.T.A.	2018/03/19 11:05		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and COUNTY ROAD 17, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1...
OP18122821	OPP	Traffic enforcement - H.T.A.	2018/03/30 18:28		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and COUNTY ROAD 21, MELANCTHON TWP ON (Area: 1005, Duty locn: 1N00, Beat: 1N20, ES...
OP18117732	OPP	Traffic enforcement - H.T.A.	2018/03/27 11:32		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 and WANSBURGH WY, MELANCTHON TWP ON (Area: 1005, Duty locn: 1N00, Beat: 1N20B, E...
OP18256468	OPP	Traffic enforcement - H.T.A.	2018/06/19 07:47		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 between 5 SIDEROAD and COUNTY ROAD 17, MELANCTHON TWP ON Canada (Area: 1005, D...
OP18340473	OPP	Traffic enforcement - H.T.A.	2018/08/04 18:36		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 between COUNTY ROAD 17 and 5 SIDEROAD, MELANCTHON TWP ON Canada (Area: 1005, D...
OP18008109	OPP	Traffic enforcement - H.T.A.	2018/01/07 20:41		Cleared by charge (includes charges recommended) - COUNTY ROAD 124 between WANSBURGH WY and HUNTER PY, MELANCTHON TWP ON (Area: 1005, Duty locn: ...
OP18100748	OPP	Traffic enforcement - H.T.A.	2018/03/15 18:23		Cleared by charge (includes charges recommended) - COUNTY ROAD 124, MELANCTHON TWP, ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20B, ESZ: 81802) TRA...
OP18331644	OPP	Drug offences	2018/07/30 23:14		Or other: Departmental discretion - COUNTY ROAD 124 and 5 SIDEROAD, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 81799) Duffe...
OP18333502	OPP	Traffic enforcement - H.T.A.	2018/08/01 08:43		Complete - solved (non-criminal) - 15 SIDEROAD and MAIN ST, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20B, ESZ: 81803) / TRAFFIC ENF...
OP18430766	OPP	Traffic enforcement - H.T.A.	2018/09/29 16:18		Complete - solved (non-criminal) - COUNTY ROAD 124 and 15 SIDERO, MELANCTHON TWP ON (Area: 1005, Duty locn: 1N00, Beat: 1N20b, ESZ: 81802) 9/29/2018 16:47...
OP18430297	OPP	Traffic enforcement - H.T.A.	2018/09/29 11:41		Complete - solved (non-criminal) - COUNTY ROAD 124 between 20 ST and MAIN SIDERO, MELANCTHON TWP ON (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 81802)...
OP18167865	OPP	Traffic enforcement - H.T.A.	2018/04/28 21:01		Complete - solved (non-criminal) - MAIN ST and COUNTY ROAD 124, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20B, ESZ: 81802) Vehicle ob...
OP18381691	OPP	Traffic enforcement - H.T.A.	2018/08/29 21:36		Complete - solved (non-criminal) - MAIN ST and MILL ST, MELANCTHON TWP ON Canada (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 81799) Police were conducting a...
OP18389385	OPP	Traffic enforcement - H.T.A.	2018/09/02 13:48		New - COUNTY ROAD 124 between WANSBURGH WY and HUNTER PY, MELANCTHON TWP (Area: 1005, Duty locn: 1N00, Beat: 1N20, ESZ: 81141) 9/2/2018 14:53.5...

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Wednesday, November 14, 2018 2:06 PM
To: 'Denise Holmes'
Subject: Concern was related/ concerning tracking/ relating OPP charges/ fines expected to the results both in terms of time and payment.

From: Darlene Noakes [<mailto:darlene.noakes@caledon.ca>]
Sent: Tuesday, October 9, 2018 11:31 AM
To: Denise Holmes
Subject: RE: Question about how long it takes a ticket to go through the system

Hi Denise,

The tracking required to match each ticket issued would be manual. We only receive statistics for charges when they are disposed of or when something happens to them.
There are 8 separate municipalities and we do not currently track each ticket as described.

Darlene

Darlene Noakes
Court Services Manager
Caledon/Dufferin
Town of Caledon
Corporate Services

Office: 905.584.2272 x. 4119
Email: darlene.noakes@caledon.ca
Town of Caledon | www.caledon.ca | www.visitcaledon.ca | Follow us @YourCaledon

From: Denise Holmes [<mailto:dholmes@melancthontownship.ca>]
Sent: Thursday, September 27, 2018 6:16 PM
To: Darlene Noakes
Subject: RE: Question about how long it takes a ticket to go through the system

Hi Darlene,

Does this help at all?

All I want is to try reconcile the charges laid, thus creating certain expectations, to the resulting conviction/ sentence so the Twp knows the result.

This info would presumably also provide info, ie date ticket issued to date of conviction.

This is only way to "audit" what is happening with OPP/ bylaw enforcement officer to what the Twp can/ should expect especially given the "cost" charged to the Twp by administration.

Thanks.

Regards,

Denise

Denise B. Holmes, AMCT
CAO/Clerk, Township of Melancthon
519-925-5525 Ext. 101

From: Darlene Noakes [<mailto:darlene.noakes@caledon.ca>]
Sent: Thursday, September 27, 2018 1:53 PM
To: Denise Holmes
Subject: RE: Question about how long it takes a ticket to go through the system

Hi Denise,

I have read this a few times and need further clarification:

Are they asking what fines have been paid and how long it takes for their fines to be paid?

Darlene

Darlene Noakes
Court Services Manager
Caledon/Dufferin
Town of Caledon
Corporate Services

Office: 905.584.2272 x. 4119
Email: darlene.noakes@caledon.ca
Town of Caledon | www.caledon.ca | www.visitcaledon.ca | Follow us @YourCaledon

From: Denise Holmes [<mailto:dholmes@melancthontownship.ca>]
Sent: Thursday, September 27, 2018 1:14 PM
To: Darlene Noakes
Subject: FW: Question about how long it takes a ticket to go through the system

Hi Darlene,

I misunderstood the question on what information the member was looking for. This was his response and what he is looking for:

My question/ concern was related/ concerning tracking/ relating OPP charges/ fines expected to the results both in terms of time and payment.

Probably only way of tracking is by way tracking the ticket offence number to the end result. Would probably require OPP info and then have POA Court provide info.

Regards,

Denise


**Denise B. Holmes, AMCT
CAO/Clerk, Township of Melancthon
519-925-5525 Ext. 101**

Denise Holmes

From: Wendy Atkinson <watkinson@melancthontownship.ca>
Sent: Monday, September 24, 2018 2:08 PM
To: dholmes@melancthontownship.ca
Subject: FW: 2019 OPP Annual Billing Statement - Melancthon
Attachments: 2019 Annual Billing Letter for Municipalities (20Sep18) Eng.pdf; Melancthon.pdf

FYI

Wendy Atkinson, Treasurer/ Deputy-Clerk | Township of Melancthon | watkinson@melancthontownship.ca | PH: 519-925-5525
ext 102 | FX: 519-925-1110 | www.melancthontownship.ca |

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From: OPP MPB Financial Services Unit (OPP) [<mailto:OPP.MPB.Financial.Services.Unit@opp.ca>]
Sent: September-24-18 2:01 PM
To: info@melancthontownship.ca
Subject: 2019 OPP Annual Billing Statement - Melancthon

Please find attached a letter and the 2019 OPP Annual Billing Statement package for your municipality. Historically the OPP printed and mailed a copy of this package directly to the municipality in addition to providing a copy via e-mail. This year we will not be providing printed copies of the package due to the uncertainty of a postal strike combined with an initiative to be more environmental-friendly and cost-effective.

We wish to advise you this year's package does not contain information about the 2019 Court Security Prisoner Transportation grant allotment. The Ministry of Community Safety and Correctional Services has not provided the OPP with information regarding the grant to date. When this information becomes available we will advise municipalities about their 2019 grant entitlement via e-mail this fall. The remaining entitlement for the 2018 CSPT grant (net of any required reconciliation adjustment) will be issued to municipalities by Ontario Shared Services next week.

If you have any questions about the package please contact OPP.MPB.Financial.Services.Unit@opp.ca.

Respectfully,
Your Municipal Policing Bureau Financial Services Team

Audrey Sage
Eva Lokay
Manon Desjardins
Amber Thompson-Carroll
Catherine McCauley

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

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Tel: 705 329-6200
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Télec.: 705 330-4191

File Reference:

612-20

September 24, 2018

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2019 Annual Billing Statement package.

This year's billing package includes a statement for the 2017 year-end reconciliation. The final cost adjustment calculated as a result of the 2017 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2019 calendar year.

The OPPA Uniform and Civilian Collective Agreements expire on December 31, 2018 and negotiations are underway for the next agreement. Estimated salary rates incorporated in the 2019 municipal policing annual statements are set to reduce the risk of municipalities potentially incurring significant reconciliation adjustments. A 1.9% general salary rate increase has been estimated based on current trends of municipal policing salaries.

The final reconciliation of the 2019 annual costs will be included in the 2021 Annual Billing Statement.

For more detailed information on the 2019 Annual Billing Statement package please refer to resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

M.M. (Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

OPP 2019 Annual Billing Statement

Melancthon Tp

Estimated cost for the period January 1 to December 31, 2019

Please refer to www.opp.ca for 2019 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,170		
	Commercial and Industrial	70		
	Total Properties	1,240	189.54	235,030
Calls for Service	(see summaries)			
	Total all municipalities	156,778,914		
	Municipal portion	0.0906%	114.55	142,036
Overtime	(see notes)		15.23	18,891
Prisoner Transportation	(per property cost)		2.27	2,815
Accommodation/Cleaning Services	(per property cost)		4.90	6,076
Total 2019 Estimated Cost			326.49	404,847
Year Over Year Variance (estimate for the year is not subject to phase-in adjustment)				
2018 Estimated Cost per Property			325.34	
2019 Estimated Cost per Property (see above)			326.49	
Cost per Property Variance		(Increase)	1.15	
2017 Year-End Adjustment	(see summary)			(18,124)
Grand Total Billing for 2019				386,723
2019 Monthly Billing Amount				32,227

OPP 2019 Annual Billing Statement

Melancthon Tp

Estimated cost for the period January 1 to December 31, 2019

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2019 billing purposes the allocation of the municipal workload in detachments has been calculated to be 56.2 % Base Services and 43.8 % Calls for Service. The total 2019 Base Services and Calls for Service cost calculation is detailed on the *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.54 estimated for 2019. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2014, 2015, 2016 and 2017 has been analyzed and averaged to estimate the 2019 costs. The costs incorporate the estimated 2019 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2019 hours and salary rates and included in the 2021 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2019 costs have been based on 2017 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2019.

The Ministry of Community Safety and Correctional Services (MCSCS) has not finalized the 2019 municipal grant allocations and therefore the grant allocation has not been included in the annual billing statements. Municipalities will be notified of their 2019 grant allocation in the fall of 2018 and the 2019 municipal CSPT grants will be credited to municipalities in 2019, 25% in February and the remainder by September. Please note that a review of 2018 reconciled costs will need to be compared to the actual grant allocated for 2018. If the grant amount is more than the reconciled costs, an adjustment will be made to your 2019 grant allocation.

- 6) **Year-end Adjustments** - The 2017 adjustment accounts for the difference between the amount billed (excluding grants and revenue) based on the estimated cost in the *Annual Billing Statement* and the reconciled cost in the *Year-end Summary*. All costs in the *Annual Billing Statement* have a salary component. The delay in the settlement of the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements resulted in an estimate of the 2017 general salary rate increase. The actual weighted average cost of a uniform FTE decreased slightly (0.6%) from the estimated rate. The salary rate reconciliation impact on the cost of Base Services and Calls for Service costs of the municipality is minimal. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security. These costs are reconciled considering not only salary and benefit rate updates but also the extent of service provided during the year.

OPP 2019 Estimated Base Services and Calls For Service Cost Summary
For the Period January 1 to December 31, 2019

				Total Base Services and Calls for Service	Base Services	Calls for Service
Salaries and Benefits				\$	\$	\$
Uniform Members	(Note 1)	FTE	Base %	\$/FTE		
Inspector		25.77	100.0	158,283	4,078,953	4,078,953
Staff Sergeant-Detachment Commander		11.41	100.0	141,618	1,615,861	1,615,861
Staff Sergeant		32.05	100.0	132,190	4,236,690	4,236,690
Sergeant		222.66	56.2	118,511	26,387,659	14,823,356
Constables		1,809.53	56.2	100,708	182,234,147	102,367,668
Part Time Constables		5.44	56.2	80,183	436,196	245,360
Total Uniform Salaries		2,106.86			218,989,506	127,367,887
Statutory Holiday Payout				3,564	7,489,461	4,315,256
Shift Premium				685	1,395,777	784,065
Benefits (Full-time 28.09%, Insp. 27.06%, Part-time 14.73%)					61,413,863	35,702,846
Total Uniform Salaries & Benefits				137,308	289,288,606	168,170,054
Detachment Civilian Members	(Note 1)					
Court Officer		15.57	56.2	65,648	1,022,139	574,420
Detachment Administrative Clerk		173.14	56.2	64,693	11,200,946	6,292,041
Detachment Clerk Typist		0.44	56.2	57,362	25,239	14,341
Detachment Operations Clerk		1.67	56.2	63,077	105,339	59,292
Crime Stopper		0.81	56.2	60,159	48,729	27,673
Total Detachment Civilian Salaries		191.63			12,402,392	6,967,767
Benefits (26.10% of Salaries)					3,237,024	1,818,587
Total Detachment Civilian Salaries & Benefits				81,613	15,639,416	8,786,354
Support Staff (Salaries and Benefits)	(Note 2)					
Communication Operators				6,564	13,829,429	7,967,711
Prisoner Guards				1,715	3,613,265	2,081,753
Operational Support				4,642	9,780,044	5,634,692
RHQ Municipal Support				2,477	5,218,692	3,006,706
Telephone Support				122	257,037	148,090
Office Automation Support				644	1,356,818	781,719
Mobile and Portable Radio Support				188	397,112	228,779
Total Support Staff Salaries and Benefits					34,452,397	19,849,450
Total Salaries & Benefits					339,380,420	196,805,859
Other Direct Operating Expenses	(Note 2)					
Communication Center				182	383,449	220,921
Operational Support				811	1,708,663	984,432
RHQ Municipal Support				232	488,792	281,613
Telephone				1,373	2,892,719	1,666,616
Mobile Radio Equipment Maintenance				163	344,305	198,356
Office Automation - Uniform				2,140	4,508,680	2,597,639
Office Automation - Civilian				1,685	322,897	181,407
Vehicle Usage				8,351	17,594,388	10,136,861
Detachment Supplies				539	1,135,598	654,265
Uniform & Equipment				1,944	4,106,311	2,365,673
Uniform & Equipment Court officer				929	14,465	8,129
Total Other Direct Operating Expenses					33,500,265	19,295,913
Total 2019 Municipal Base Services and Calls for Service Cost					372,880,686	216,101,772
Total OPP-Policed Municipal Properties						1,140,112
Base Services Cost per Property						\$189.54

OPP 2019 Estimated Base Services and Calls For Service Cost Summary For the Period January 1 to December 31, 2019

Notes

Total Base Services and Call for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2014 through 2017. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 89.03 FTEs with a cost of \$14,357,486 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 56.2% Base Services : 43.8% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2018 Municipal Policing Cost-Recovery Formula.

OPP 2019 Calls for Service Billing Summary
Melancthon Tp
Estimated cost for the period January 1 to December 31, 2019

Calls for Service Billing Workgroups	Calls for Service Count					2019 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2019 Estimated Calls for Service Cost
	2014	2015	2016	2017	Four Year Average				
	A					B	C = A * B		
	(Note 1)						(Note 2)	(Note 3)	
Drug Possession	2	1	4	-	2	6.4	11	0.0007%	1,094
Drugs	1	1	1	-	1	37.0	28	0.0017%	2,711
Operational	153	105	155	172	146	3.6	527	0.0328%	51,444
Operational 2	61	71	74	74	70	1.3	91	0.0057%	8,892
Other Criminal Code Violations	3	5	3	7	5	7.9	36	0.0022%	3,474
Property Crime Violations	25	31	57	37	38	6.8	255	0.0159%	24,916
Statutes & Acts	27	14	16	21	20	3.3	64	0.0040%	6,288
Traffic	106	87	78	81	88	3.4	299	0.0186%	29,235
Violent Criminal Code	13	6	8	9	9	15.9	143	0.0089%	13,982
Total	391	321	396	401	377		1,454	0.0906%	142,036
Provincial Totals	(Note 4)	381,258	363,779	364,615	368,194	369,462	1,604,533	100.0%	156,778,914

Notes to Calls for Service Billing Summary

- 1) Showing no decimal places, for billing purposes the exact calculated numbers have been used
- 2) Showing 4 decimal places here, for calculations 9 decimal places have been used
- 3) Costs rounded to 0 decimals
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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OPP 2019 Calls for Service Details
Melancthon Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Grand Total	391	321	396	401	377.25
Drug Possession	2	1	4	0	1.75
Drug Related Occurrence	1	0	1	0	0.50
Possession - Cannabis	1	1	1	0	0.75
Possession - Cocaine	0	0	1	0	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	1	0	0.25
Drugs	1	1	1	0	0.75
Drug Operation - Residential Grow Outdoor	0	0	1	0	0.25
Trafficking - Cannabis	1	1	0	0	0.50
Operational	153	105	155	172	146.25
Accident - non-MVC - Master Code	0	0	1	1	0.50
Accident - Non-MVC - Others	0	0	1	1	0.50
Accident - non-MVC - Residential	0	0	0	1	0.25
Alarm - Master Code	0	0	0	1	0.25
Alarm - Others	1	1	2	3	1.75
Animal - Bear Complaint	0	0	1	0	0.25
Animal - Dog Owners Liability Act	1	2	0	0	0.75
Animal - Master Code	0	0	0	2	0.50
Animal - Other	6	0	7	8	5.25
Animal Bite	3	3	1	0	1.75
Animal Injured	2	3	2	3	2.50
Animal Stray	5	2	7	7	5.25
Assist Fire Department	1	2	3	2	2.00
Assist Public	37	18	43	42	35.00
Compassionate Message	1	1	0	0	0.50
Distressed / Overdue Motorist	1	0	0	0	0.25
Dogs By-Law	1	0	0	0	0.25
Domestic Disturbance	11	15	12	22	15.00
Family Dispute	12	10	11	18	12.75
Fire - Building	5	0	2	4	2.75
Fire - Vehicle	0	1	1	0	0.50
Firearms (Discharge) By-Law	0	0	0	1	0.25
Found - Household Property	1	0	0	0	0.25
Found - License Plate	0	0	0	1	0.25
Found - Others	1	0	2	1	1.00
Found - Personal Accessories	1	0	0	1	0.50
Found - Sporting Goods, Hobby Equip.	0	0	1	0	0.25
Found Property - Master Code	2	2	1	0	1.25
Insecure Condition - Building	0	0	0	1	0.25
Insecure Condition - Others	0	2	0	0	0.50
Lost - Accessible Parking Permit	1	0	0	0	0.25
Lost - License Plate	8	0	0	1	2.25
Lost - Machinery & Tools	0	0	0	1	0.25
Lost - Others	0	1	1	0	0.50
Lost - Personal Accessories	1	0	3	1	1.25
Lost - Radio, TV, Sound-Reprod. Equip.	0	0	1	0	0.25

OPP 2019 Calls for Service Details
Melancthon Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Lost Property - Master Code	0	1	1	1	0.75
Medical Assistance - Other	0	0	0	1	0.25
Missing Person - Master Code	0	1	0	0	0.25
Missing Person 12 & older	0	0	1	3	1.00
Missing Person Located 12 & older	0	0	1	1	0.50
Missing Person Located Under 12	0	1	0	0	0.25
Neighbour Dispute	9	3	5	4	5.25
Noise By-Law	1	0	0	0	0.25
Noise Complaint - Animal	1	0	0	1	0.50
Noise Complaint - Business	1	0	0	0	0.25
Noise Complaint - Master Code	0	0	0	1	0.25
Noise Complaint - Others	0	1	0	1	0.50
Noise Complaint - Residence	3	3	5	4	3.75
Noise Complaint - Vehicle	0	1	0	0	0.25
Other Municipal By-Laws	4	6	1	1	3.00
Phone - Master Code	0	1	2	0	0.75
Phone - Nuisance - No Charges Laid	3	3	1	1	2.00
Phone - Threatening - No Charges Laid	1	0	0	0	0.25
Protest - Demonstration	1	0	0	0	0.25
Sudden Death - Accidental	0	1	0	0	0.25
Sudden Death - Natural Causes	2	1	3	3	2.25
Sudden Death - Suicide	1	0	0	0	0.25
Suspicious Person	9	4	6	11	7.50
Suspicious vehicle	9	8	18	13	12.00
Trouble with Youth	2	3	3	0	2.00
Unwanted Persons	2	3	2	2	2.25
Vehicle Recovered - Automobile	1	1	0	1	0.75
Vehicle Recovered - Other	1	0	0	0	0.25
Vehicle Recovered - Snow Vehicles	0	0	1	0	0.25
Vehicle Recovered - Trucks	0	0	2	0	0.50
Operational 2	61	71	74	74	70.00
911 call - Dropped Cell	0	2	3	3	2.00
911 call / 911 hang up	43	46	47	36	43.00
911 hang up - Pocket Dial	1	2	1	4	2.00
False Alarm - Accidental Trip	2	5	8	4	4.75
False Alarm - Cancelled	4	4	3	1	3.00
False Alarm - Malfunction	1	2	3	4	2.50
False Alarm - Others	0	1	3	9	3.25
Keep the Peace	10	9	6	13	9.50
Other Criminal Code Violations	3	5	3	7	4.50
Animals - Kill or injure	0	0	0	1	0.25
Animals - Others	0	0	0	1	0.25
Animals - Unnecessary suffering	0	1	0	0	0.25
Bail Violations - Fail To Comply	0	0	1	0	0.25
Bail Violations - Recognizance	0	1	1	0	0.50
Breach of Probation	0	1	0	2	0.75

OPP 2019 Calls for Service Details
Melancthon Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Disturb the Peace	0	0	0	1	0.25
Libel - Defamatory	1	0	0	0	0.25
Offensive Weapons - Careless use of firearms	0	0	0	1	0.25
Offensive Weapons - In Vehicle	1	0	0	0	0.25
Offensive Weapons - Other Weapons Offences	0	0	1	0	0.25
Offensive Weapons - Possession of Weapons	1	0	0	0	0.25
Offensive Weapons - Restricted	0	1	0	0	0.25
Trespass at Night	0	0	0	1	0.25
Utter Threats to damage property	0	1	0	0	0.25
Property Crime Violations	25	31	57	37	37.50
Arson - Building	0	1	0	0	0.25
Break & Enter	5	8	15	4	8.00
Break & Enter - Firearms	0	0	0	1	0.25
Break & Enter - steal firearm from motor vehicle	0	0	0	1	0.25
Fraud - False Pretence Under \$5,000	1	0	0	1	0.50
Fraud - Forgery & Uttering	0	0	0	1	0.25
Fraud - Fraud through mails	0	0	1	1	0.50
Fraud - Money/property/security Under \$5,000	1	0	2	1	1.00
Fraud - Other	1	2	2	1	1.50
Fraud - Steal/Forge/Poss./Use Credit Card	0	2	0	0	0.50
Identity Fraud	0	1	2	0	0.75
Mischief - Master Code	10	9	19	12	12.50
Personation with Intent (fraud)	0	0	1	0	0.25
Property Damage	0	2	0	3	1.25
Theft from Motor Vehicles Under \$5,000	0	1	1	5	1.75
Theft of - Automobile	0	1	0	1	0.50
Theft of - Farm Vehicles	0	0	1	0	0.25
Theft of - Other Motor Vehicles	0	0	2	0	0.50
Theft of - Trucks	0	0	1	1	0.50
Theft of Motor Vehicle	0	0	1	1	0.50
Theft Over \$5,000 - Trailers	0	0	1	0	0.25
Theft Under \$5,000 - Boat (Vessel)	1	0	0	0	0.25
Theft Under \$5,000 - Building	0	0	1	0	0.25
Theft Under \$5,000 - Farm Agricultural Livestock	0	1	0	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	0	0	1	0	0.25
Theft Under \$5,000 - Mail	1	0	0	0	0.25
Theft Under \$5,000 - Master Code	0	0	1	0	0.25
Theft Under \$5,000 - Other Theft	5	2	5	3	3.75
Theft Under \$5,000 - Trailers	0	1	0	0	0.25
Statutes & Acts	27	14	16	21	19.50
Custody Dispute	2	1	0	0	0.75
Landlord / Tenant	10	2	5	8	6.25
Mental Health Act	3	1	2	2	2.00
Mental Health Act - Attempt Suicide	1	1	0	4	1.50
Mental Health Act - Placed on Form	0	0	0	2	0.50
Mental Health Act - Threat of Suicide	6	3	1	3	3.25

OPP 2019 Calls for Service Details
Melancthon Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Mental Health Act - Voluntary Transport	1	0	1	1	0.75
Trespass To Property Act	4	6	7	1	4.50
Traffic	106	87	78	81	88.00
MVC - Others (Motor Vehicle Collision)	1	1	1	2	1.25
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	0	1	0	0	0.25
MVC - Personal Injury (Motor Vehicle Collision)	13	11	13	5	10.50
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	5	2	0	2	2.25
MVC - Prop. Dam. Non Reportable	6	20	21	22	17.25
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	81	52	42	49	56.00
MVC (Motor Vehicle Collision) - Master Code	0	0	1	1	0.50
Violent Criminal Code	13	6	8	9	9.00
Assault - Level 1	4	3	3	5	3.75
Assault With Weapon or Causing Bodily Harm - Level 2	3	0	0	0	0.75
Criminal Harassment	1	2	1	0	1.00
Extortion	0	0	1	0	0.25
Forcible confinement	0	0	0	1	0.25
Indecent / Harassing Communications	1	0	0	0	0.25
Pointing a Firearm	1	0	0	0	0.25
Sexual Assault	1	0	1	3	1.25
Utter Threats to Person	2	1	2	0	1.25

OPP 2017 Reconciled Year-End Summary

Melancthon Tp

Reconciled cost for the period January 1 to December 31, 2017

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,157		
	Commercial and Industrial	178		
	Total Properties	<u>1,335</u>	190.38	254,157
Calls for Service				
	Total all municipalities	146,777,213		
	Municipal portion	0.0931%	102.34	136,625
Overtime			9.63	12,860
Prisoner Transportation	(per property cost)		2.16	2,884
Accommodation/Cleaning Services	(per property cost)		<u>4.85</u>	<u>6,475</u>
Total 2017 Reconciled Cost			<u>309.36</u>	<u>413,000</u>
Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)				
2016 Reconciled Cost per Property			320.53	
2017 Reconciled Cost per Property (see above)			<u>309.36</u>	
Cost per Property Variance		(Decrease)	11.17	
2017 Billed Amount				<u>(431,124)</u>
2017 Year-End-Adjustment				<u>(18,124)</u>

Note

The Year-End adjustment above will be included as an adjustment on the 2019 Billing Statement.
This amount will be incorporated into the monthly invoice amount for 2019.

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Station Name:4th Line SW
Description:by 098268
Start Date/Time:13-10-2018 00:00
End Date/Time:16-10-2018 13:00

	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9	Class 10	Class 11	Class 12	Class 13	Class 14	Class 15	All Classes
October 13, 2018	0	50	34	1	4	1	0	0	0	1	0	0	0	0	0	91
October 14, 2018	0	71	29	0	7	0	0	1	0	0	0	0	0	0	0	108
October 15, 2018	0	8	6	3	2	0	0	1	0	0	0	0	0	0	45	65
October 16, 2018	0	20	20	6	1	0	0	6	0	1	0	0	0	0	0	54
TOTALS	0	149	89	10	14	1	0	8	0	2	0	0	0	0	45	318
PERCENTAGE	0.00%	46.86%	27.99%	3.14%	4.40%	0.31%	0.00%	2.52%	0.00%	0.63%	0.00%	0.00%	0.00%	0.00%	14.15%	100.00%

TOTAL TRUCKS 25 TOTAL FARM EQUIPMENT 45
AVERAGE TRUCKS PER DAY 6 AVERAGE VEHICLES PER DAY 68

	40 KPH	45 KPH	50 KPH	55 KPH	60 KPH	65 KPH	70 KPH	75 KPH	80 KPH	85 KPH	90 KPH	95 KPH	100 KPH	120 KPH	> 120 KPH	All Speeds
October 13, 2018	11	3	3	1	7	5	10	9	8	6	6	7	7	8	0	91
October 14, 2018	12	6	5	3	4	9	6	7	12	9	6	10	7	11	1	108
October 15, 2018	0	1	1	4	1	3	0	3	1	2	0	0	0	2	47	65
October 16, 2018	11	3	1	5	2	1	4	5	4	3	5	3	1	4	2	54
TOTALS	34	13	10	13	14	18	20	24	25	20	17	20	15	25	50	318
PERCENTAGE	10.69%	4.09%	3.14%	4.09%	4.40%	5.66%	6.29%	7.55%	7.86%	6.29%	5.35%	6.29%	4.72%	7.86%	15.72%	100.00%

TOTAL VEHICLES GOING 80 KPM TO 120 KPH 97 AVERAGE SPEEDERS PER DAY 24
TOTAL VEHICLES GOING OVER 120 KPH 50
Speeders are at anytime but majority of speeders are from 10 a.m. to 1 p.m.

Please Note:

I am wondering if the speeders going greater than 120 kph is not accurate.

The farm equipment number (class 15) & the greater than 120 kph speed class on Oct.15 is almost the same.

The wheel base of equipment might be interfering with the speed count.

Craig was told by the supplier that the last speed class is not always accurate, as it could register two vechicles meeting each other as one vehicle.

Joyce Clarke

PSB 12-1
NOV 2 1 2018

PW# 2
NOV - 1 2018