

**The Following Members Were Present:**

Diane Huber, Chair  
John Woodley, Vice Chair  
Rachel Stack, Councillor and Member  
Pat O'Connor, Member

**The Following Individuals Were Present:**

Kevin Zettel, Police Chief  
Jeremy Mighton, Deputy Police Chief  
Ken Cook, Inspector  
Tracey Guy, Board Secretary  
Nancy Wyonch, Member of Public

**The Following Members Were Absent:**

Greg Thede, Member

**1. Call to Order**

The Chair called the meeting to order at 16:32 hours with a Land Acknowledgement and welcomed everyone.

**2. Approval of Agenda**

**Motion 1 – Pat O'Connor/Rachel Stack**

**That the Agenda for the Public Meeting of the Saugeen Shores Police Service Board dated September 24, 2025, be approved as amended.**

**Disposition – Carried**

**3. Declaration of Pecuniary Interest**

No declarations of pecuniary interest were declared, however the Chair advised that the members could declare at any time in the meeting.

**4. Delegations**

None.

**5. Adoption of Minutes**

**Motion 2 – Pat O'Connor/John Woodley**

**That the Minutes of the Public Meeting of the Saugeen Shores Police Service Board dated August 13, 2025, be approved.**

**Disposition – Carried**

**6. Reports**

**1. Chief's Report**

Personnel

**1. Member Spotlight – Cadet Antoine**

As noted in the Saugeen Shores Police Service 2023-2025 Strategic Plan, Chief Zettel highlighted new Cadet Officer Antoine. The Board thanked new Cadet Antoine and welcomed him to Saugeen Shores.

2. Detective Sergeant Secondment:

In August 2025, an internal promotional process was held for position of Detective Sergeant secondment. The Chief announced that Sergeant Sachs was the successful candidate for the position and will assume this role in January 2026.

3. Sergeant Promotion

In September 2025, an internal process was held for the promotion of Constable to Sergeant position, which will be announced at the next meeting and they will assume the role in January 2026.

4. Contingent Canine Secondment

The Saugeen Shores Police Service, in consultation with the Police Service Board, will be exploring the reinstatement of the Canine Program during the upcoming 2026 Budget and 2026-2029 Strategic Planning Process. In August 2025, a process was initiated to identify the next Canine Handler, with the understanding that the position will only be confirmed if the canine program and funding is ultimately approved by the Police Service Board. Constable Hahn is the successful applicant and will work closely with the Police Service and Police Service Board as the position is explored.

Personnel Training

1) NICHE UA Training

Members continue to receive in-service training for NICHE UA. All training must be completed by the end of 2025.

2) Cellebrite Training – Constable Rickert

Constable Rickert attended the Halton Regional Police Service for Cellebrite digital evidence training on September 5, 2025.

3) Integrated Child Exploitation (ICE) Unit Conference – Det. Constable Hopkins  
Detective Constable Hopkins attended the ICE Conference at Blue Mountain from September 15 –18, 2025.

4) Human Trafficking Conference – Sergeant Briggs

Sergeant Briggs is attending the Human Trafficking Conference from September 22 – 26, 2025.

Budget

Chair Huber advised that the Police Services and Police Board Budgets were presented to Council of the Town of Saugeen Shores.

Ministry Reports

Community Safety and Policing Act

New Procedures issued since last meeting:

- NIL

Updated Procedures issues since last meeting:

- LE-012SSPS – Search of Person
- SSPSHR-001 – First Aid and AED

**Police Service Reports**

Reports Submitted to the Police Services Board:

- August 2025 Stats Analysis (OnCall Analytics)

OPP Municipal Policing Bureau – Section 14 Agreement

No update at this time.

**2. Deputy Chief's Report**

None.

**3. Chair's Report**

1) Swearing In Ceremony – Constable Drost

The Chief advised that Constable Drost has completed the Ontario Police College. The swearing in ceremony will take place before the next meeting on October 15<sup>th</sup> at 3:00 pm.

**7. Unfinished Business**

1. Community Safety & Police Act (CSPA)

No new information to report.

2. Strategic Plan / Business Plan Process

Chair Huber reported that a new Plan is needed for 2026 – 2029. Member Stack will assist with drafting a Request for Proposal, if needed.

**8. New Business**

None.

**9. Communications**

None.

**10. Next Meeting**

October 15, 2025 at 16:30

**11. Closed to Public**

**Motion 3 – Pat O'Connor/Rachel Stack**

**That the Saugeen Shores Police Service Board meet in Closed to Public session to discuss matters in accordance with Community Safety and Policing Act as follows:**

- a) Closed Session Minutes dated September 13, 2025;
- b) Regarding Section 44 (2) (b) personal matters about an identifiable individuals, including members of the police service or any other employees of the board;
- c) Regarding Section 44 (2) (d) labour relations or employee negotiations; and
- d) Regarding a trade secret or scientific, technical, commercial or financial information that belongs to the board and has monetary value or potential monetary value.

**Disposition – Carried**

**12. Business Arising from Closed Session**

- 1. Minutes dated August 13<sup>th</sup>, 2025 were approved.
- 2. Information was provided regarding personal matters about identifiable individuals; and direction provided to the Chair.
- 3. Information was provided regarding the 2026 budget considerations.

**13. Adjournment**

**Motion 4 – Pat O'Connor/John Woodley**

**That this meeting of the Saugeen Shores Police Service Board does now adjourn at 18:43 hours.**

**Disposition – Carried**

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Chair

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Secretary