



WOODSTOCK POLICE SERVICE BOARD

PUBLIC MEETING AGENDA

DATE: April 15, 2024

Time: 3:00 P.M.

LOCATION: Woodstock Police Service Headquarters and via Zoom

1. Call to Order
2. Welcome
3. Approval of Agenda
Recommendation: The Board approves the agenda as circulated.
4. Declaration of Pecuniary Interest
5. Approval of Minutes from March 18, 2024.
Recommendation: That the Board approves the minutes of March 18, 2024 as circulated.
6. Business arising from the minutes
7. Verbal Report from the Chair
8. Verbal Report from the Chief
9. Statistics/Reports – Deputy Chief
 - a. Calls for Service Statistic
 - b. Calls for Service Report
 - c. Charge Comparison
 - d. Other reports as necessary**Recommendation: That all statistics and reports under item 9 be received.**
10. Financial Statements – Summary for period ending March 31, 2024
Recommendation: That the Financial Statements as presented be accepted for information.
11. Unfinished Business
12. Closed Session

13. **Recommendation: That the Board adjourns to Closed Session at _____ pm to discuss intimate financial or personal matters or other matters may be disclosed of such a nature having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c. P15, S. 35 of the *Ontario Police Services Act*.**
14. Motions arising from Closed Session
15. New Business (if necessary)
16. Date of Next Board meeting Monday, May 13, 2024 @ 3:00 P.M. at Woodstock Police Service, via Zoom
17. Adjournment



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on March 18, 2024 at Woodstock Police Service Headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Leslie Farrell, Provincial Appointee; Mayor Jerry Acchione, Council Representative; Connie Lauder, Council Representative; Daryl Stevenson, Community Appointee; and Kristin Barnim, WPSB EA.

Also in attendance were Chief Rod Wilkinson; Deputy Chief Nick Novacich; Jamie Taylor, Inspector. Kristi Lampman, Human Resources Coordinator; and City Councillor Kate Leatherbarrow joined via Zoom.

1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 3:00 p.m.

2. WELCOME

Ken WHITEFORD welcomed everyone.

3. APPROVAL OF AGENDA

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board approve the agenda as circulated.

CARRIED.

4. There were no declarations of pecuniary interest.

5. APPROVAL OF MINUTES – February 12, 2024

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board approve the minutes of February 12, 2024 as circulated.

CARRIED.

6. BUSINESS ARISING FROM THE MINUTES

A presentation from the auditor regarding the status of the financial

operation of the Service will take place during the Board meeting in May.

7. VERBAL REPORT FROM CHAIR

- Chair Whiteford thanked L. Farrell for filling in and covering as Chair during his absence.
- Chair Whiteford noted that Board members L. Farrell, C. Lauder, and J. Acchione attended the Community Policing Safety Act Training Summit February 27 and 28 in Toronto.

8. VERBAL REPORT FROM CHIEF

- In February we wrapped up Black History Month. WPS continues to honour the legacy of black Canadians and celebrate their communities and contributions.
- February 24th was the "Coldest Night of the Year." Senior management, uniformed patrol and auxiliary members participated in the event. There was a record for revenue collected.
- Chief Wilkinson noted that WPS is finishing up allowances on their Victim Services Grant. WPS has assisted Selah Treatment Centre recently which takes on intimate partner violence and human trafficking referrals and offers community resources, education and training.
- WPS observed International Women's Day. WPS celebrates the hard work, dedication and contributions of women within our police service and extends a thank you for everything they do to keep Woodstock safe.
- The WPS traffic unit is up and going now.
- The WPS drug unit has been working hard. Trafficking arrests have occurred and warrants issued in recent days.
- WPS attended a recruitment day hosted by police foundations at Conestoga College.
- Chief Wilkinson advised that he has signed an agreement to take part in a pilot project for electric bikes with a tentative start of April 8. WPS will have the bikes throughout the summer with the possibility of purchasing a fleet of bikes at the end of the project.

- WPS is continuing with their therapy dog program. There are three dogs, Whiskey, Murphy and Piper that come regularly. Chief Wilkinson thanked them for donating their time to the service.
- WPS is still looking for dog names. There has been a great response from the public thus far with three thousand suggestions.
- WPS is wishing all observing a blessed and joy-filled Ramadan.
- Chief Wilkinson recognized March 8th which was the 5-year anniversary of beloved friend and colleague, Jason Geerts. Jason was a truly dedicated police officer with an amazing sense of humour. Unfortunately, WPS lost Jason from ALS. He will never be forgotten for his kindness and positive attitude.

9. STATISTICS/REPORTS – DEPUTY CHIEF NOVACICH

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board receive all statistics and reports presented in Item 9.

CARRIED.

10. BOARD MEMO – 2023 USE OF FORCE STATISTICS

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board receive the report on the 2023 Use of Force Statistics for information.

CARRIED.

11. BOARD MEMO – MISSING PERSONS ACT

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board receive the Annual Report pursuant to Section 8 of the Missing Persons Act for information.

CARRIED.

12. UNFINISHED BUSINESS

- J. Acchione mentioned that on April 26 at 6:00 p.m. Huron Park Secondary School in partnership with Southwestern Public Health will be hosting a Drug Awareness Night geared for parents. There was discussion of WPS being in attendance.

- Chair Whiteford suggested that the Board revisit the new Act. All Board members must complete mandatory training courses prior to the first Board meeting after the new Act is in effect on April 1.

13. CLOSED SESSION

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board adjourns to Closed Session at 3:37 p.m. to discuss intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.

R.S.O. 1990, c.P15, s.35 of the Ontario Police Services Act.

CARRIED.

14. CLOSED SESSION RISES

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board does now rise from Closed Session and reconvenes at 4:41 p.m.

CARRIED.

15. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 10

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board approve the Closed Session Agenda as circulated.
CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT

b) STAFFING ACTIVITY

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of March 18, 2024.
CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive the monthly tracking report for information.

CARRIED.

CLOSED SESSION # 4 – NOTICE OF RETIREMENT OF P.E.

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board accept the retirement letter.

CARRIED.

CLOSED SESSION # 5 – RESIGNATION OF L.S.

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board accept the resignation letter.

CARRIED.

CLOSED SESSION # 6 – BOARD MEMO – BOARD APPOINTMENT OF K.W.

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board formally appoint K.W. with the Woodstock Police Service as of March 19, 2024.

CARRIED.

CLOSED SESSION # 7 – BOARD MEMO – BOARD APPOINTMENT OF M.V.

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board formally appoint M.V. with the Woodstock Police Service as of February 27, 2024.

CARRIED.

CLOSED SESSION # 8 – BOARD MEMO – 2023 FOI ANNUAL REPORT

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board receive the 2023 FOI Annual Report for information.

CARRIED.

The Board discussed and questioned whether this item should be in the closed agenda package. The matter will be pursued with our Police Advisor and unless we are informed differently, the 2024 Report on FOI will be in the open agenda.

CLOSED SESSION # 9 – BOARD MEMO – 2023 PUBLIC SECTOR SALARY DISCLOSURE

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive the report on the 2023 Public Sector Salary Disclosure for information.

CARRIED.

CLOSED SESSION # 10 – OTHER ITEMS AS NECESSARY

None.

16. NEW BUSINESS

None.

17. Date of Next Board Meeting MONDAY, April 15, 2024 at 3:00 p.m. at the Woodstock Police Service Headquarters.

18. ADJOURNMENT

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board does now adjourn at 4:47 p.m.

CARRIED.

Original Signed by

Ken Whiteford, Chair
Woodstock Police Service Board

Original Signed by

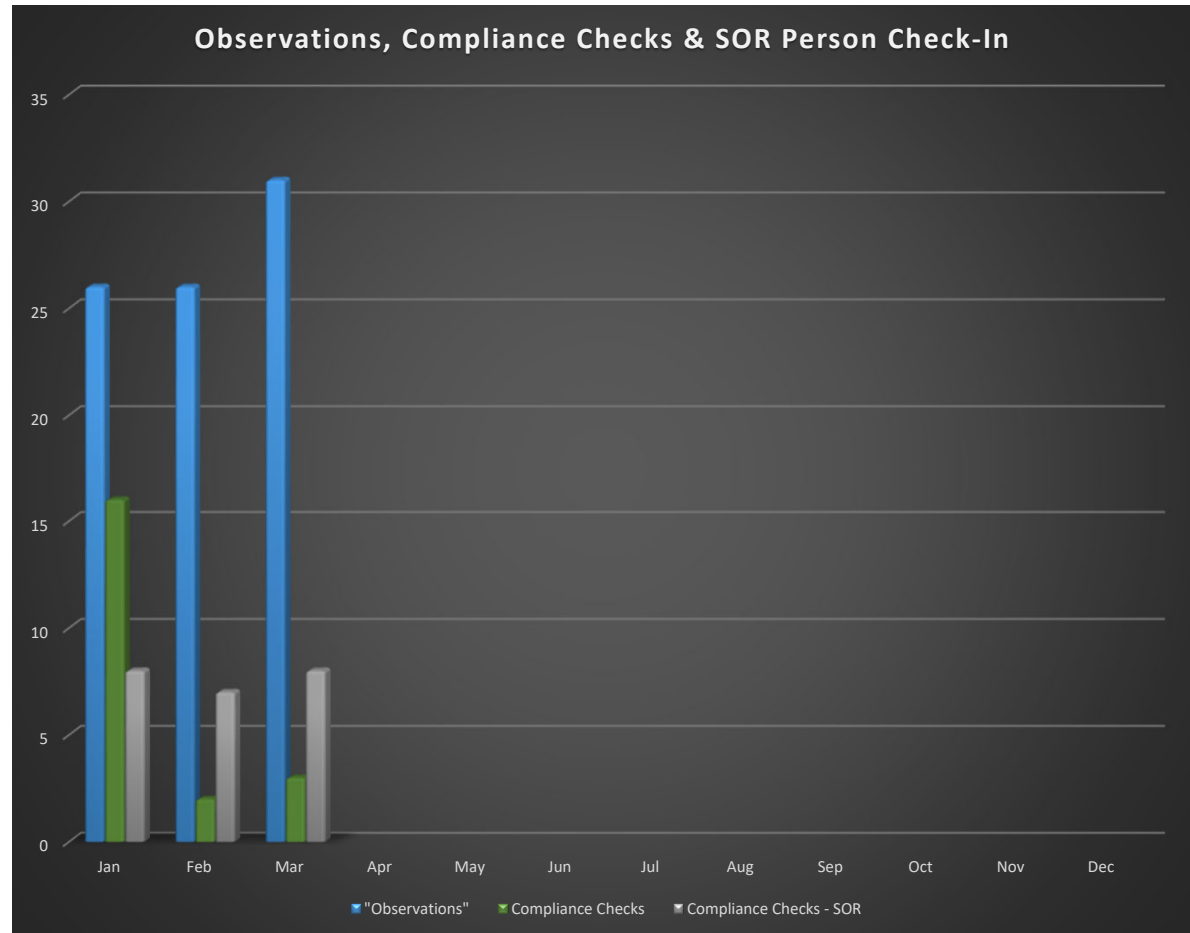
Leslie Farrell, Vice Chair
Woodstock Police Service Board

2024

Police Services Board Report

Core Function	#	Objective	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 year to date	2023 year to date
Calls for Service	1	Calls for Service		1466	1367	1621										4454	21527
	2	911 Calls		3053	2692	2967										8712	42214
	3	OPP Transfer		827	729	789										2345	
	4	London CACC		1154	1101	1110										3365	
	5	County Fire / Other		92	51	88										231	
	6	WPS and WPF		980	811	980										2771	
	7	911 Hang Ups		67	57	78										202	0
Community Patrol / CRU / Core	1	Log foot beat hours	Incidents	11	36	47										94	373
			Foot Beat Hours	13.25	55.5	64.5										133.25	432.5
	2	Bike & Park	Park patrol													0	1
			Bike patrol			1										1	0
	3	Focused Patrols		3		2										5	14
Criminal Investigation Services	1	Impaired Driving		3	5	7										15	69
	2	Criminal Charges Arrests		165	114	110										389	1350
				100	126	108									334	1467	
	3	Controlled Drugs and Substance Act		6	6	22										34	143
	4	Youth Criminal Justice		3	10	10										23	91
5	Warrants Processed		35	37	24										96	426	
Police Complaints	1	OIPRD Complaint		2	1	0										3	13
	2	Internal Chiefs														0	
	3	Concluded			3												
Road Safety	1	HTA Radar		31	42	86										159	538
	2	HTA Offences		57	81	83										221	582
	3	Provincial Offence (LLA, CAIA, TPA)		25	39	23										87	269
	4	By-Law / Parking		83	30	101											214
				1		1											
				30		75										105	3850
															-		

	"Observations"	Compliance Checks	Compliance Checks - SOR
Jan	26	16	8
Feb	26	2	7
Mar	31	3	8
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			
	83	21	23



WOODSTOCK POLICE SERVICE

Reserve & Reserve Funds to
March 31, 2024

	Name	January 1, 2024	2024 Contributions	Reserve Fund Interest Earned	Transfers between Funds	Expenditures	Transferred to : Operating/Capita:	Balance March 31, 2024	
0180-52031	Sick Leave Severance Reserve Fund	689,037.41	10,000.00	6,585.47			200,000.00	505,622.88	Potential y/e transfer
0170-51152-0000	Insurance Loss Reserve	287,861.71	5,000.00					292,861.71	
0170-51153-0000	Reserve for Legal Fees	204,313.34						204,313.34	
0170-51156-0000	Reserve Building & Operations	130,343.35						130,343.35	
0180-52032	Voice Radio Replacement Reserve Fund	19,354.23		266.07				19,620.30	
0170-51157-0000	Honour Guard Reserve	2,100.80						2,100.80	
0170-51158-0000	Labour Relations Reserve	640,989.65						640,989.65	Includes 2023 year end surplus
0170-51159-0000	Reserve for Information Technology	440,805.40					150,000.00	290,805.40	Potential y/e transfer
0170-51161-0000	Canine Unit	13,645.95						13,645.95	
0170-51166-0000	Capital Projects Reserve	326,819.44						326,819.44	
0170-51171-0000	Reserve for Specialized Services & Wellness	18,855.28						18,855.28	
0170-51172-0000	Reserve for Civilian Clothing	2,273.33						2,273.33	
	Totals	2,776,399.89	15,000.00	6,851.54	-	-	350,000.00	2,448,251.43	

Time: 9:06:17 AM

Woodstock Police Service Board - March 31, 2024

<u>Account</u>	<u>Description</u>	2024 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
<u>Revenues</u>					
0500-63027-0000	ONTARIO - RIDE PROGRAMME	\$15,000.00	\$0.00	\$15,000.00	0.00%
0500-63028-0000	ONTARIO - VICTIM SUPPORT GRANT	100,000.00	80,000.00	20,000.00	80.00
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOV.	487,170.00	0.00	487,170.00	0.00
0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	0.00	8,000.00	0.00
0500-63035-0000	ONTARIO - HCEIT GRANT	7,000.00	3,437.35	3,562.65	49.11
0500-63036-0000	COMMUNITY SAFETY & POLICING GRANT - LOCAL	332,569.00	0.00	332,569.00	0.00
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROV	152,008.00	38,002.04	114,005.96	25.00
0500-63038-0000	PROV - PROVINCIAL STRATEGY GRANT	12,750.00	0.00	12,750.00	0.00
0500-63039-0000	ONTARIO YOUTH IN POLICING GRANT	10,000.00	0.00	10,000.00	0.00
0500-63046-0000	NG911 GRANT	889,056.00	889,056.00	0.00	100.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	40,000.00	8,510.00	31,490.00	21.28
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	85,000.00	19,199.91	65,800.09	22.59
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	140,000.00	35,650.43	104,349.57	25.47
0500-69205-0000	COUNTY 911	49,973.00	0.00	49,973.00	0.00
0500-69207-0000	RECOV. FROM COUNTY COURT SECURITY	82,936.00	0.00	82,936.00	0.00
0500-69216-0000	POLICE - ALARM REVENUE	80,000.00	22,247.50	57,752.50	27.81
0500-69219-0000	REVENUE - PAID DUTY	25,000.00	16,509.83	8,490.17	66.04
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	4,000.00	1,773.73	2,226.27	44.34
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	1,829.78	4,170.22	30.50
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	67,207.00	67,737.66	(530.66)	100.79
0500-69229-0000	DONATIONS - CANINE UNIT	0.00	2,000.00	(2,000.00)	0.00
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	353,000.00	91,228.42	261,771.58	25.84
0500-69259-0000	TRANS FROM SICK LEAVE SEVERANCE RES FUN	200,000.00	0.00	200,000.00	0.00
0500-69263-0000	TRANSFER FROM INFO TECHNOLOGY RESERVE	150,000.00	0.00	150,000.00	0.00
0500-69265-0000	WSIB REIMBURSEMENTS	600,000.00	135,571.28	464,428.72	22.60
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	20,000.00	7,513.14	12,486.86	37.57
Total Revenues		\$3,916,669.00	\$1,420,267.07	\$2,496,401.93	36.26%

Expenditures

0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$833,585.00	\$166,112.18	\$667,472.82	19.93%
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,777,743.00	\$403,813.28	\$1,373,929.72	22.72%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$2,008,483.00	\$466,534.40	\$1,541,948.60	23.23%
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$15,077,180.00	\$3,262,686.66	\$11,814,493.34	21.64%
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$103,437.00	\$34,433.30	\$69,003.70	33.29%

Woodstock Police Service Board - March 31, 2024

<u>Account</u>	<u>Description</u>	2024 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$4,301,067.00	\$765,848.71	\$3,535,218.29	17.81%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$5,000.00	\$0.00	\$5,000.00	0.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$100,000.00	\$87,129.19	\$12,870.81	87.13%
0500-72247-0412	POLICE -COMMUNITY ENGAGEMENT OFFICER GF	\$0.00	\$4,206.03	(\$4,206.03)	0.00%
0500-72250-0000	POLICE - BUILDING MAINTENANCE EXPENSES	\$318,446.00	\$64,005.26	\$254,440.74	20.10%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$306,448.00	\$94,132.26	\$212,315.74	30.72%
	Total Expenditures	\$24,831,389.00	\$5,348,901.27	\$19,482,487.73	21.54%
	Total Revenues	(\$3,916,669.00)	(\$1,420,267.07)	(\$2,496,401.93)	36.26%
	Net Difference	\$20,914,720.00	\$3,928,634.20	\$16,986,085.80	18.78%