



WOODSTOCK POLICE SERVICE BOARD

PUBLIC MEETING AGENDA

DATE: March 14, 2022

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 (or with the following additions)
4. Declaration of Pecuniary Interest
5. Approval of Minutes from February 14, 2022
Recommendation: That the Board approves the minutes of February 14, 2022 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. Report on Complaint Investigations
 - e. Other reports as necessary**Recommendation: That all statistics and reports under item 9 be received**
10. Financial Statements – Summary for period ending February 28, 2022
Recommendation: That the Financial Statements as presented be accepted for information
11. Use of Force Annual Report
12. Freedom of Information Annual Report

19. NEW BUSINESS

a. MEETING FORMAT

It was determined that the meeting format will continue to be a hybrid method, allowing both virtual and in-person attendance.

20. Date of Next Board Meeting MONDAY, March 14, 2022 at 3pm via Zoom and at the Woodstock Police Service Headquarters.

21. ADJOURNMENT

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

resolved that the Board does now adjourn at 4:46 pm

CARRIED.

"Original Signed By"

Ken Whiteford, Chair
Woodstock Police Service Board

"Original Signed By"

Trevor Birtch, Vice-Chair
Woodstock Police Service Board

13. Unfinished Business

14. Closed Session

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*.

15. Motions arising from Closed Session

16. New Business (if necessary)

a. Review Meeting Date of May 9, 2022

17. Date of Next Board meeting Monday, April 11, 2022 @ 3p.m. at Woodstock Police Service, via Zoom

18. Adjournment



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on February 14, 2022 via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Mayor Trevor Birtch; Balwant Rai, Community Member; Leslie Farrell, Provincial Appointee; and Amy Hartley, WPSB EA.

Also in attendance were Chief Daryl Longworth, Kristi Lampman, Human Resources Coordinator, Marcia Shelton, Acting Inspector, Duane Sprague, Zone 4 Police Advisor.

1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 3:03 p.m.

2. APPROVAL OF AGENDA

Moved by: Trevor BIRTCH

Seconded by: Leslie FARRELL

Resolved that the Board approve the agenda as circulated.
CARRIED.

3. There were no declarations of pecuniary interest.

4. MINUTES

Moved by Leslie FARRELL

Seconded by Trevor BIRTCH

Resolved that the Board approve the minutes of January 10, 2022 as circulated.
CARRIED.

5. BUSINESS ARISING FROM THE MINUTES

None.

6. VERBAL REPORT FROM CHAIR

K. Whiteford discussed the fundraiser "Coldest Night of the Year", and wanted to congratulate the Chief and the Woodstock Police Service for the incredible amount of money that has been pledged thus far being over \$10,000. Out of all of the teams involved in the fundraiser, this team is in the top 5 for amount of money raised in the County.

7. VERBAL REPORT FROM CHIEF

- Chief Longworth advised that the Peer Support Team launched in September. A year-end report noted that there were at least 10 contacts made to the Team per month.

- The Omicron COVID variant was impacting the WPS. There were a number of staffing challenges, however they continued to maintain adequate staffing and safety measures.

- Chief Longworth noted that a truck convoy passed through the City of Woodstock last Saturday. The WPS were in contact with the organizers and the OPP to ensure safety and security of all citizens. Chief Longworth kept the CAO and the Board Chair apprised of the event. He advised that the convoy took 90 minutes to pass through the City with about 400 vehicles in attendance. Other than a disruption to traffic flows, no other concerns or problems occurred.

8. STATISTICS/REPORTS – Chief LONGWORTH

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report
- D) Report on Complaint Investigations
- E) Other Reports as necessary – 911 Statistics Report

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

Resolved that the Board receive all statistics and reports presented in Item 8.

CARRIED.

9. FINANCIAL STATEMENTS

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receive the financial statements ending January 31, 2022 in Item 9.

CARRIED.

10. COMMUNITY SURVEY

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

Resolved that the Board approves the use of the attached Community Survey questions as part of the development of 2023-2025 Strategic Plan.

CARRIED.

11. INTERNAL NEEDS SURVEY

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board approves the use of the attached Internal Needs survey as part of the development of the 2023-2025 Strategic Plan.

CARRIED.

12. STRATEGIC PLANNING PROCESS

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

Resolved that the Board approves the timelines proposed for the 2023-2025 Strategic Planning Process.

CARRIED.

13. MISSING PERSONS ACT ANNUAL REPORT

Moved by: Leslie FARRELL

Seconded by: Trevor BIRTCH

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

CARRIED.

14. UNFINISHED BUSINESS

None.

15. CLOSED SESSION

Moved by: Balwant RAI

Seconded by: Trevor BIRTCH

Resolved that the Board adjourns to Closed Session at 3:37 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.

CARRIED.

16. CLOSED SESSION RISES

Moved by: Balwant

Seconded by: Leslie

Resolved that the Board does now rise from Closed Session and reconvenes at 4:30 pm.

CARRIED.

17. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 6

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board approve the Closed Session Agenda as amended.

CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT
b) STAFFING ACTIVITY

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

Resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of January 31, 2022.

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by: Leslie FARRELL

Seconded by: Trevor BIRTCH

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

CARRIED.

CLOSED SESSION # 4 - STATUS OF LEGAL CASES - CHIEF

Moved by: Trevor BIRTH

Seconded by: Leslie FARRELL

Resolved that the Board receive the updates presented in Item #4.

CARRIED.

CLOSED SESSION # 5 – CPST REVIEW

Moved by: Trevor BIRTCH

Seconded by: Balwant RAI

Resolved that the Board receive the report.

CARRIED.

CLOSED SESSION # 6 – PINCOMBE NOMINATION

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board support the nomination of WPS Cst. Kelly Hackney for the Pincombe Memorial Bursary.

CARRIED.

CLOSED SESSION # 7 – PARENTAL LEAVE REQUEST

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the Board approves the Parental Leave for PC Brian Phan from April 11- May 21, 2022.

CARRIED.

CLOSED SESSION #8 – REPORT No. 01-2022

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the Board adopt Report No. 01-2022

CARRIED.

CLOSED SESSION #9 – REPORT No. 02-2022

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

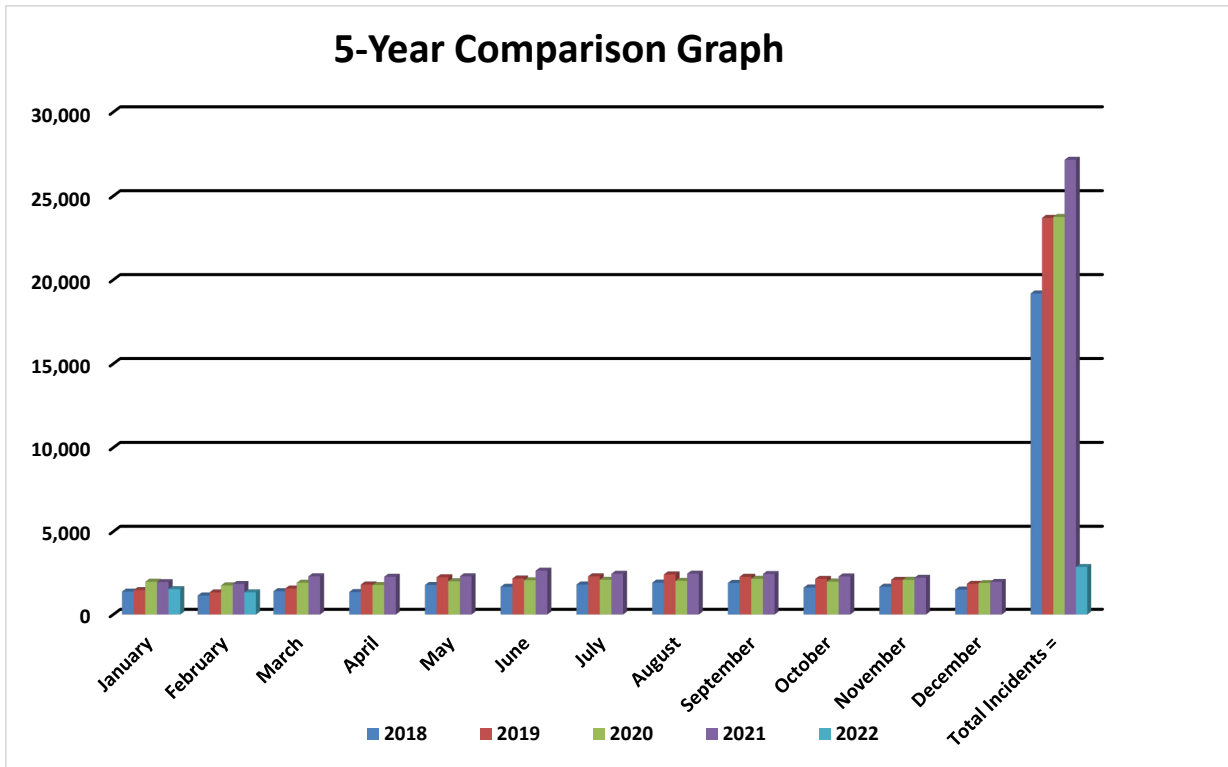
Resolved that the Board adopt Report No. 01-2022

CARRIED.

18. BOARD ONLY SESSION

Calls For Service Report - 5 Year Comparison

	2018	2019	2020	2021	2022	5-Year Monthly Average	911 calls included
January	1,384	1,473	1,977	1,954	1,529	1,663	1,780
February	1,147	1,332	1,752	1,844	1,337	1,482	N/A
March	1,405	1,567	1,918	2,303		1,798	
April	1,357	1,808	1,779	2,275		1,805	
May	1,782	2,250	1,998	2,302		2,083	
June	1,672	2,171	2,069	2,643		2,139	
July	1,809	2,304	2,095	2,456		2,166	
August	1,923	2,419	2,029	2,462		2,208	
September	1,907	2,275	2,155	2,443		2,195	
October	1,625	2,150	1,986	2,295		2,014	
November	1,675	2,089	2,094	2,215		2,018	
December	1,503	1,852	1,898	1,966		1,805	
Total Incidents =	19,189	23,690	23,750	27,158	2,866	21,440	
Overall Difference		4,501	60	3,408	-24,292		
% (+/-)		23.46%	0.25%	14.35%	-89.45%		





2021/2022 Charge Comparison

	Other Provincial Offences	HTA - Radar	HTA - Offences	Criminal Code	*Youth Criminal Justice Act	Control Drug & Substances Act	Total		
2021 (Jan.-Feb.)	235	121	108	254	12	19	749		
2022 (Jan.-Feb.)	272	107	94	252	0	24	749		
% Change	14%	-13%	-15%	-1%	####	21%	0%		

2022 Officer Stats

February

	HTA - Offences	Other Provincial Offence (LLA, CAIA, TPA)	Traffic - Parking Violations & Bylaw	HTA - Radar	Criminal Code	Criminal Code - Impaired Charges	Youth Criminal Justice Act	Control Drug & Substances Act	Observations	Compliance Checks <i>Total</i>	Total
Total	48	11	46	50	112	3	0	14	16	26	326
										OSOR	16

2022-03-07



2022 Report Complaint Investigations

Total Officers (actual authorized strength)	80	
Total Chief's Complaints 2022	0	
Total Public Complaints 2022	2	
- Conduct	2	
- Service		
- Policy		
TOTAL CHIEF INITIATED COMPLAINTS UNDER INVESTIGATION	0	
TOTAL PUBLIC COMPLAINTS UNDER INVESTIGATION	1	
<u>Allegations</u>		
Incivility/Insubordination	0	
Neglect of Duty	0	
Discreditable Conduct	2	
Excessive/Unnecessary Use of Force	1	
Unlawful/Unnecessary Exercise of Authority	0	
Unsatisfactory Work Performance	0	
Other Service Complaints - Unknown		
<u>Resolutions</u>		
Not Dealt with- Section 59 (frivolous, vexatious, bad faith, outdated, not affected)	0	
Informal Resolution without a Hearing	0	
- Conduct	0	
- Service	0	
- Policy	0	
Withdrawn by Complainant	0	
Unsubstantiated through investigation	1	
Police Service Act Hearing	0	
Lost jurisdiction	0	

Woodstock Police - 2020 Use of Force Statistics

	2020		2021		
Reports submitted/year	34		31		
Time of Day					
00:00-06:00 Hrs.	2		1		
06:00-12:00 Hrs.	6		5		
12:00-18:00 Hrs.	10		6		
18:00-00:00 Hrs.	16		20		
Distance from the subject the Officer(s) is dealing with					
Less than 2 meters	8		5		
2-3 meters	15		4		
3-5 meters	10		13		
5-7 meters	3		3		
7-10 meters	2		2		
10+ meters	6		3		
Suspect Weapons or perceived weapons					
Knife/Machete	8		7		
Gun/Rifle	5		5		
Physically fighting	0		1		
Vehicle as a weapon	0		4		
Other (bat,metal etc)	1		6		
Use of Force Option Used by the Officer					
Firearm					
# of times ANY firearm pointed	23		14		
# Of times PISTOL pointed	16		10		
# Of times SHOTGUN pointed	0		0		
# Of times Carbine (C-8 rifle)	6		4		
Baton					

# of times Asp baton used	0		1		
OC Spray					
(aka pepper spray)	1		1		
Hands on used by Officer					
(punch, knee etc.)	0		3		
Conductive Energy Weapon (CEW-TASER)					
# Of times CEW displayed or pointed	9		17		
# Of times CEW Deployed (darts)	2		3		
Animals					
put down due to injury and/or distemper – Racoons	2		1		
Race Based Data					
White	32		34		
Black	4		5		
Indigenous	1		0		
Latino	1		0		
Years of Service					
0 to 5	14		13		
5 to 10	10		7		
10 to15	5		8		
15 to 20	1		1		
20 to 30	0		3		

The Police Services Act requires members of a police service to submit a use of force report to the Chief of Police whenever the member:

- 1) Draws a handgun in the presence of a member of the public, excluding a member of the police force while on duty, or discharges a firearm
- 2) Uses a weapon other than a firearm on another person; or
- 3) Uses physical force on another person that results in an injury requiring medical attention

The 2021 Use of Force Reports describing the different use of force options engaged by our officers on frontline duty has been reviewed. There were a total of thirty-one (31) reports submitted during 2021. This is a decrease from the number of reports submitted in 2020, when thirty-four (34) were submitted. The break-down of the types of reports submitted in 2021 is as follows:

** The number of Use of Force reports don't align in 2021 with the number options listed above because during some incidents there were multiple reports submitted and sometimes officers transition back and forth between use of force options during an incident as circumstances dictate.*

*** Tracking years of Use of Force - 2014 (39), 2015 (29), 2016 (53), 2017 (60), 2018 (53), 2019 (57), 2020 (34) and 2021 (31).*

In each of the 31 incidents requiring a Use of Force Report, with the exception of destroying injured animals, the officers were dealing with actively resistant offenders or in circumstances where a threat was presented that justified the Use of Force measures to protect their safety or the safety of members of the public. Some examples of the incidents where Use of Force Reports were submitted, 5 involved guns, 7 involved knives, 6 involved other weapons (bats, metal bars etc.), 4 involved a vehicle as a weapon and 1 was for physical fighting.

As indicated in the table, the incident involving the discharge of a firearm involved officers putting down a raccoon that were exhibiting signs of distemper or rabies. This animal was put down for humanitarian or public safety reasons. After reviewing all of the incidents where force was used with our Use of Force Instructor, I can advise that in each and every incident, the officers responded appropriately to the level of force presented by the suspect.

Considering the fact that our officers responded to 27,158 calls for service, and dealt with a wide variety of assaultive, violent, actively resistant and/or armed offenders in 2021, these statistics are well within acceptable margins.

In addition, Use of Force reporting requirements changed as of January 1st, 2020. The Ministry designed a new form with additional reporting requirements, on the form and later to the Ministry itself. The new change in the form is the addition of the category “Perceived Subject Race – what race category best describes the subject(s)”. The information is being collected for the purpose of identifying and monitoring potential racial bias or profiling in a specific service, program, or function. Further, it is important for members of police services to understand they are being asked to give their best assessment of an individual, honestly and in good faith, and that recording your perception of race in the use of force report is mandatory whenever a use of force report must be completed under the Equipment and Use of Force Regulation. Race Based Data is as follows: White (34), Black (5), Indigenous (0), Latino (0). After the form has been reviewed by the training officer it is then emailed directly to the Ministry. The Training Officer also meets with every officer in regards to their Use of Force report. The purpose of this is to go over any positives, alternative measures, or learning experiences that can be considered whenever confronted with this sort of situation again.

Respectfully submitted;

A handwritten signature in black ink, appearing to read "R. Wilkinson", enclosed within a thin blue rectangular border.

Deputy Chief of Police Rod Wilkinson



March 7, 2022

Board Report – March, 2022 – OPEN SESSION

RE: *2021 Freedom of Information Annual Report*

Synopsis:

The attached report outlines the number of Freedom of Information (FOI) requests received in 2021. There were a total of 81 requests made in 2021 compared to 87 in 2020. The report also outlines the fees received in conjunction with these requests and the status on overdue files.

There were 13 overdue files in 2021 where the 30-day completion threshold was not met. In each of these 13 cases, extensions were sought and the files were completed within the time limits permitted by the extension. Overdue files are typically caused by periods of high-volume requests. WPS has one individual responsible for completing FOI requests. This individual was off-work for a long-term medical leave for 4 months in 2021. Although we were able to have someone fill in on a temporary basis, that individual also had other duties so the vacancy played a role in delaying the completion of some of the requests.

Background:

The Municipal Freedom of Information and Protection of Privacy Act (the “Act”) provides a right of access to information under the control of institutions in accordance with the principles that information should be available to the public, necessary exemptions from the right of access should be limited and specific, and decisions on the disclosure of information should be reviewed independently of the institution controlling the information.

The Act protects the privacy of individuals with respect to personal information about themselves held by institutions and provides individuals with a right of access to that information. Accessible formats or communication supports are available upon request. All institutions under the Freedom of Information and Protection of Privacy Act (FIPPA) or the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) are required by law to submit their statistics to the Information and Privacy Commissioner of Ontario by March 31st of this year, even those that received no freedom of information requests during the reporting year. The Woodstock Police Service submitted its report on the required form prior to the March

31st deadline. The Freedom of Information (FOI) Unit processes requests for access to Woodstock Police Service records from members of the public, government agencies, and other organizations. The fees charged for requests made to the Woodstock Police Service under the Municipal Freedom of Information and Protection of Privacy Act are set by the Act, do not come close to full cost recovery.

Financial Implications:

A total of \$1173.10 in revenue was generated through the completion of FOI requests. The amount that can be collected for FOI requests is governed by the Municipal Freedom of Information and Protection of Privacy Act and does not come close to full cost recovery. The legislation tries to balance the cost of making a request, reasonable for the requestor, while providing some cost recovery for organizations.

Recommendation: It is recommended that the Board receives this report for its information.

Daryl Longworth
Chief of Police



The Year-End Statistical Report
for the
Information and Privacy Commissioner of Ontario

**Statistical Report of
Woodstock Police Service
for the Reporting Year 2021**
for
*Municipal Freedom of Information and Protection of Privacy
Act*

Section 1: Identification

1.1 Organization Name	Woodstock Police Service
Head of Institution Name & Title	Chief Daryl Longworth
Head of Institution E-mail Address	dlongworth@woodstockpolice.ca
Management Contact Name & Title	Daryl Longworth/Chief of Police
Management Contact E-mail Address	dlongworth@woodstockpolice.ca
Primary Contact Name & Title	Jenna Witmer
Primary Contact Email Address	jwitmer@woodstockpolice.ca
Primary Contact Phone Number	5194212800 ext. 2251
Primary Contact Fax Number	5194212818
Primary Contact Mailing Address 1	615 Dundas Street
Primary Contact Mailing Address 2	
Primary Contact Mailing Address 3	
Primary Contact City	Woodstock
Primary Contact Postal Code	N4S 1E1
1.2 Your institution is:	Police Services Board

Section 2: Inconsistent Use of Personal Information

2.1 Whenever your institution uses or discloses personal information in a way that differs from the way the information is normally used or disclosed (an inconsistent use), you must attach a record or notice of the inconsistent use to the affected information.	0
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Your institution received:

- No formal written requests for access or correction
- Formal written requests for access to records
- Requests for correction of records of personal information only

Section 3: Number of Requests Received and Completed

Enter the number of requests that fall into each category.

- 3.1** New Requests received during the reporting year
- 3.2** Total number of requests completed during the reporting year

	Personal Information	General Records
3.1	15	66
3.2	15	66

Section 4: Source of Requests

Enter the number of requests you completed from each source.

- 4.1** Individual/Public
- 4.2** Individual by Agent
- 4.3** Business
- 4.4** Academic/Researcher
- 4.5** Association/Group
- 4.6** Media
- 4.7** Government (all levels)
- 4.8** Other
- 4.9** Total requests (Add Boxes 4.1 to 4.8 = 4.9)

	Personal Information	General Records
4.1	15	49
4.2	0	16
4.3	0	0
4.4	0	0
4.5	0	0
4.6	0	0
4.7	0	1
4.8	0	0
4.9	15	66

BOX 4.9 must equal BOX 3.2

Section 5: Time to Completion

How long did your institution take to complete all requests for information? Enter the number of requests into the appropriate category. How many requests were completed in:

- 5.1** 30 days or less
- 5.2** 31 - 60 days
- 5.3** 61 - 90 days
- 5.4** 91 days or longer
- 5.5** Total requests (Add Boxes 5.1 to 5.4 = 5.5)

	Personal Information	General Records
5.1	13	55
5.2	1	5
5.3	0	2
5.4	1	4
5.5	15	66

BOX 5.5 must equal BOX 3.2

Section 6: Compliance with the Act

In the following charts, please indicate the number of requests completed, within the statutory time limit and in excess of the statutory time limit, under each of the four different situations:

- NO notices issued;
- BOTH a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) issued;
- ONLY a Notice of Extension (s.27(1)) issued;
- ONLY a Notice to Affected Person (s.28(1)) issued.

Section 6: Compliance with the Act

Please note that the four different situations are mutually exclusive and the number of requests completed in each situation should add up to the total number of requests completed in Section 3.2.(Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = BOX 6.13 and BOX 6.13 must equal BOX 3.2)

A. No Notices Issued

	Personal Information	General Records
6.1 Number of requests completed within the statutory time limit (30 days) where neither a Notice of Extension (s.20(1)) nor a Notice to Affected Person (s.21(1)) were issued.	13	55
6.2 Number of requests completed in excess of the statutory time limit (30 days) where neither a Notice of Extension (s.20(1)) nor a Notice to Affected Person (s.21(1)) were issued.	0	0
6.3 Total requests (Add Boxes 6.1 + 6.2 = 6.3)	13	55

B. Both a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.4 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)).	0	0
6.5 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)) and the time limit permitted by the Notice to Affected Person (s.28(1)).	0	0
6.6 Total requests (Add Boxes 6.4 + 6.5 = 6.6)	0	0

C. Only a Notice of Extension (s.27(1)) Issued

	Personal Information	General Records
6.7 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)).	2	11
6.8 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)).	0	0
6.9 Total requests (Add Boxes 6.7 + 6.8 = 6.9)	2	11

D. Only a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.10 Number of requests completed within the time limits permitted under both the Notice to Affected Person (s.28(1)).	0	0
6.11 Number of requests completed in excess of the time limit permitted by the Notice to Affected Person (s.28(1)).	0	0
6.12 Total requests (Add Boxes 6.10 + 6.11 = 6.12)	0	0

E. Total Completed Requests (sections A to D)

	Personal Information	General Records
6.13 Total requests (Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = 6.13)	15	66

BOX 6.13 must equal BOX 3.2

Section 6a: Contributing Factors

Please outline any factors which may have contributed to your institution not meeting the statutory time limit. If you anticipate circumstances that will improve your ability to comply with the Act in the future, please provide details in the space below.

* time off of officers making it difficult to obtain officer notes within requested time frame

* primary (singular) FOI Clerk was off for an extended amount period and work was delegated to another member of Woodstock Police Service who had own job responsibilities in addition to FOI requests. Primary Clerk has now returned from extended leave should be able to comply with the Act.

Section 7: Disposition of Requests

What course of action was taken with each of the completed requests? Enter the number of requests into the appropriate category.

	Personal Information	General Records
7.1 All information disclosed	13	2
7.2 Information disclosed in part	2	50
7.3 No information disclosed	0	9
7.4 No responsive records exists	0	3
7.5 Request withdrawn, abandoned or non-jurisdictional	0	2
7.6 Total requests (Add Boxes 7.1 to 7.5 = 7.6)	15	66

BOX 7.6 must be greater than or equal to BOX 3.2

Section 8: Exemptions & Exclusions Applied

For the Total Requests with Exemptions/Exclusions/Frivolous or Vexatious Requests, how many times did your institution apply each of the following? (More than one exemption may be applied to each request)

	Personal Information	General Records
8.1 Section 6 — Draft Bylaws, etc.	0	0
8.2 Section 7 — Advice or Recommendations	0	0
8.3 Section 8 — Law Enforcement ¹	16	53
8.4 Section 8(3) — Refusal to Confirm or Deny	0	0
8.5 Section 8.1 — Civil Remedies Act, 2001	0	0
8.6 Section 8.2 — Prohibiting Profiting from Recounting Crimes Act, 2002	0	0
8.7 Section 9 — Relations with Governments	0	0
8.8 Section 10 — Third Party Information	0	0
8.9 Section 11 — Economic/Other Interests	0	0
8.10 Section 12 — Solicitor-Client Privilege	0	0
8.11 Section 13 — Danger to Safety or Health	0	0
8.12 Section 14 — Personal Privacy (Third Party) ²	0	63
8.13 Section 14(5) — Refusal to Confirm or Deny	0	0

Section 8: Exemptions & Exclusions Applied

8.14	Section 15 — Information soon to be published	0	0
8.15	Section 20.1 Frivolous or Vexatious	0	0
8.16	Section 38 — Personal Information (Requester)	12	0
8.17	Section 52(2) — Act Does Not Apply ³	2	4
8.18	Section 52(3) — Labour Relations & Employment Related Records	0	0
8.19	Section 53 — Other Acts	0	0
8.20	PHIPA Section 8(1) Applies	0	0
8.21	Total Exemptions & Exclusions Add Boxes 8.1 to 8.20 = 8.21	30	120

0	0
0	0
12	0
2	4
0	0
0	0
0	0
30	120

¹ not including Section 8(3)

² not including Section 14(5)

³ not including Section 52(3)

Section 9: Fees

Did your institution collect fees related to request for access to records?

9.1	Number of REQUESTS where fees other than application fees were collected	15	66	81
9.2.1	Total dollar amount of application fees collected	\$75.00	\$330.00	\$405.00
9.2.2	Total dollar amount of additional fees collected	\$7.60	\$760.50	\$768.10
9.2.3	Total dollar amount of fees collected (Add Boxes 9.2.1 + 9.2.2 = 9.2.3)	\$82.60	\$1090.50	\$1173.10
9.3	Total dollar amount of fees waived	\$0.00	\$30.80	\$30.80

	Personal Information	General Records	Total
15	66	81	
\$75.00	\$330.00	\$405.00	
\$7.60	\$760.50	\$768.10	
\$82.60	\$1090.50	\$1173.10	
\$0.00	\$30.80	\$30.80	

Section 10: Reasons for Additional Fee Collection

Enter the number of REQUESTS for which your institution collected fees other than application fees that apply to each category.

10.1	Search time	0	36	36
10.2	Reproduction	5	37	42
10.3	Preparation	0	36	36
10.4	Shipping	0	26	26
10.5	Computer costs	0	0	0
10.6	Invoice costs (and other as permitted by regulation)	0	0	0
10.7	Total (Add Boxes 10.1 to 10.6 = 10.7)	5	135	140

	Personal Information	General Records	Total
0	36	36	
5	37	42	
0	36	36	
0	26	26	
0	0	0	
0	0	0	
5	135	140	

Section 11: Correction and Statements of Disagreement

Did your institution receive any requests to correct personal information?

Personal Information

Section 11: Correction and Statements of Disagreement

- 11.1 Number of correction requests received
- 11.2 Correction requests carried forward from the previous year
- 11.3 Correction requests carried over to next year
- 11.4 Total Corrections Completed [(11.1 + 11.2) - 11.3 = 11.4]

0
0
0
0

BOX 11.4 must equal BOX 11.9

What course of action did your institution take regarding the requests that were received to correct personal information?

- 11.5 Correction(s) made in whole
- 11.6 Correction(s) made in part
- 11.7 Correction refused
- 11.8 Correction requests withdrawn by requester
- 11.9 Total requests (Add Boxes 11.5 to 11.8 = 11.9)

Personal Information	
0	
0	
0	
0	
0	

BOX 11.9 must equal BOX 11.4

In cases where correction requests were denied, in part or in full, were any statements of disagreement attached to the affected personal information?

- 11.10 Number of statements of disagreement attached:

Personal Information	
0	

If your institution received any requests to correct personal information, the Act requires that you send any person(s) or body who had access to the information in the previous year notification of either the correction or the statement of disagreement. Enter the number of notifications sent, if applicable.

- 11.11 Number of notifications sent:

Personal Information	
0	

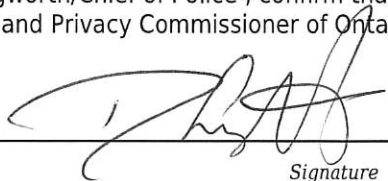
Note:

This report is for your records only and should not be faxed or mailed to the Information and Privacy Commissioner of Ontario in lieu of online submission. Faxed or mailed copies of this report will NOT be accepted. Please submit your report online at: <https://statistics.ipc.on.ca>.

Thank You for your cooperation!

Declaration:

I, Daryl Longworth/Chief of Police, confirm that all the information provided in this report, furnished by me to the Information and Privacy Commissioner of Ontario, is true, accurate and complete in all respects.



Signature

March 3/22

Date