



WOODSTOCK POLICE SERVICE BOARD

PUBLIC MEETING AGENDA

DATE: June 9, 2025

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. Declarations of Conflict of Interest
5. Approval of Minutes from May 12, 2025
Recommendation: The Board approves the minutes of May 12, 2025 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 10 be received.**
10. WPSB Sponsorship to the Jeff Pincombe Charity Golf Tournament
Recommendation: That the Board approve the attached sponsorship in the amount of \$200 to support the Jeff Pincombe Charity Golf Tournament.
11. 2024 Annual Report
Recommendation: That the Board approve the 2024 Annual Report.
12. 2025-2027 Woodstock Police Service Board Diversity Plan
Recommendation: That the Board approve the 2025-2027 Diversity Plan.

- a. Municipal and Police Board Diversity Plan Requirements under the *Community Safety and Policing Act*.

13. Unfinished Business

14. Closed Session

Recommendation: That the Board adjourns to Closed Session at _____ pm to discuss personal matters about identifiable individuals and labour relations or employee negotiations pursuant to S. 44(2)(b) and (d) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, respectively, and 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.

15. Motions arising from Closed Session

16. New Business (if necessary)

17. Date of next Board meeting Monday, September 8, 2025 @ 3:00 P.M. at Woodstock Police Service Headquarters and via Zoom.

18. Adjournment



WOODSTOCK POLICE SERVICE BOARD

The Woodstock Police Service Board met on May 12, 2025 at Woodstock Police Service Headquarters and via ZOOM at 1:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Leslie Farrell, Provincial Appointee; 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; and Kristi Lampman, Human Resources Coordinator; and David Tilley, Zone 4 Police Advisor joined via Zoom.

Regrets: Mayor Jerry Acchione, Council Representative

1. CALL TO ORDER

Chair Whiteford called the meeting to order at 1:00 p.m.

2. WELCOME

Chair Whiteford welcomed everyone.

3. APPROVAL OF AGENDA

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

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

Amendment:

- i. Amended to add Correspondence as item 7 (a)*

4. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

5. APPROVAL OF MINUTES – April 7, 2025

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board approve the minutes of April 7, 2025 as circulated.

CARRIED.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. MUNICIPAL AUDITOR PRESENTATION

Municipal Auditor, Christene Scrimgeour, provided an update on the audit and responded to questions from Board members.

A) CORRESPONDENCE

The Board received a thank you card from Board Member, Connie Lauder, thanking the Board for their donation to VON Sakura House in memory of her husband, John Lauder.

8. VERBAL REPORT FROM CHAIR

- Chair Whiteford reminded everyone that the Zone 4 Ontario Association of Police Service Boards (OAPSB) meeting will be held virtually on May 21 from 10:00 a.m. to 12:00 p.m.
- Chair Whiteford noted that negotiations for the Uniform and Civilian Agreements have concluded and asked Chief Wilkinson about the next steps. Chief Wilkinson advised that drafts of the new agreements are currently being prepared.

9. VERBAL REPORT FROM CHIEF

- In early April, officers participated in the Oxford County Career Expo, where they engaged with students interested in careers in policing and showcased the opportunities offered by the Woodstock Police Service (WPS). The Emergency Response Unit also attended, demonstrating drone capabilities.
- On April 13, the Calvinist Cadet Corps visited WPS Headquarters for a tour and a K9 demonstration.
- On April 14, WPS celebrated National Telecommunicators Week. Chief Wilkinson recognized the Communications Team as the critical link between the public and emergency responders and expressed appreciation for their ongoing dedication.
- On April 16 (Arbor Day), members of the WPS Auxiliary Unit joined Mayor Acchione in a tree planting initiative to support the local

environment.

- On April 19, the WPS Auxiliary Unit participated in community Earth Day activities by collecting garbage throughout the city.
- On April 22, a robbery occurred at TD Bank. Chief Wilkinson commended the officers for their quick response, the arrest made, and the safe resolution of the incident. He also extended thanks to the TD Bank employees for their cooperation during the investigation.
- During the week of April 28, WPS recognized National Volunteer Week. Chief Wilkinson thanked the Auxiliary Unit for their dedicated service and the hundreds of volunteer hours they contribute each year to enhance public safety and community well-being.
- On May 1, Inspector Taylor and two traffic officers took part in the Smile Cookie campaign, supporting the VON Sakura House and United Way.
- On May 4, Auxiliary officers along with the Honour Guard attended the Police Memorial Ceremony in Toronto to remember and honour all the officers who made the ultimate sacrifice.
- On May 5, WPS recognized Red Dress Day, a national day of awareness for Missing and Murdered Indigenous Women, Girls, and Two-Spirited People. The red dress symbolizes the voices that have been silenced and the lives that have been unjustly taken.
- Chief Wilkinson noted that WPS participated in the Hockey Helps the Hungry charity game in support of Operation Sharing.
- Over the weekend, WPS helped launch Police Week by hosting a booth at the Emergency Preparedness Expo in the Foodland parking lot. The event, held in collaboration with community partners, provided safety information and emergency preparedness tips. This year's Police Week theme is "*Committed to Serve Together.*"
- As part of Police Week activities, WPS engaged in traffic enforcement initiatives, participated in Road Safety Week, issued media releases, conducted foot patrols downtown, connected with local businesses, and ran a RIDE program.
- Chief Wilkinson advised that WPS received an award from Victim

Services in recognition of the Service's contributions to supporting victims and survivors of crime. The recognition award was circulated among the Board members for inspection and will be placed in the glass cabinet at headquarters along with the award from last year.

10. STATISTICS/REPORTS – DEPUTY CHIEF NOVACICH

- B) Calls for Service Statistics
- C) Calls for Service Report
- D) Charge Comparison Report
- E) Other reports as necessary

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board receive all statistics and reports presented in Item 10.

CARRIED.

Chair Whiteford requested a comparison of our LECA complaints statistics with those of our comparators, including St. Thomas and Stratford.

11. FINANCIAL STATEMENTS

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board receive the financial statements ending April 30, 2024 in Item 11.

CARRIED.

12. GARLOW INQUEST

Information primarily. The Chief explained that a couple of the recommendations are relevant to Woodstock. He noted how WPS currently addresses those recommendations.

13. EXPENSE ALLOWANCE BY-LAW 02-2024 – AMENDMENT OF SECTION 3.5

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board approve Expense Allowance By-Law 02-2024 as amended.

CARRIED.

14. UNFINISHED BUSINESS

None.

15. CLOSED SESSION

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the Board adjourns to Closed Session at 1:42 p.m. to discuss the security of the property of the Board, personal matters about identifiable individuals and labour relations or employee negotiations pursuant to S. 44(2)(a), (b), and (d) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, respectively, and 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.

CARRIED.

CLOSED SESSION RISES

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board does now rise from Closed Session and reconvenes at 2:47 p.m.

CARRIED.

16. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 7

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Connie LAUDER

Seconded by Leslie FARRELL

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

CARRIED.

Amendment:

- i. Amended to add a Board Only Session as item 7*

CLOSED SESSION # 2 – DEMONSTRATION OF THE FARO SCANNER

Board Members received a thorough demonstration of the Faro Scanner from Forensic Identification Officer, Marco D’Annibale.

CLOSED SESSION # 3 - PERSONNEL REPORTS a) STAFFING REPORT b) STAFFING ACTIVITY

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of May 12, 2025.

CARRIED.

CLOSED SESSION # 4 - OVERTIME - CHIEF

Moved by Leslie FARRELL

Seconded by Connie LAUDER

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

CLOSED SESSION # 5 – 2024 ANNUAL REPORT DRAFT

The final version of the 2024 Annual Report will be presented to the Board at the Board meeting on June 9.

CLOSED SESSION # 6 – OTHER ITEMS AS NECESSARY

Chief Wilkinson presented Challenge Coins to the Board Members and the Board's Executive Assistant, and provided an update on the ongoing renovations in Boardroom #1.

CLOSED SESSION # 7 – BOARD ONLY SESSION

No motion arising.

17. NEW BUSINESS

None.

15. Date of Next Board Meeting Monday, June 9, 2025 at 3:00 p.m. at the Woodstock Police Service Headquarters.

16. ADJOURNMENT

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board does now adjourn at 2:49 p.m.
CARRIED.

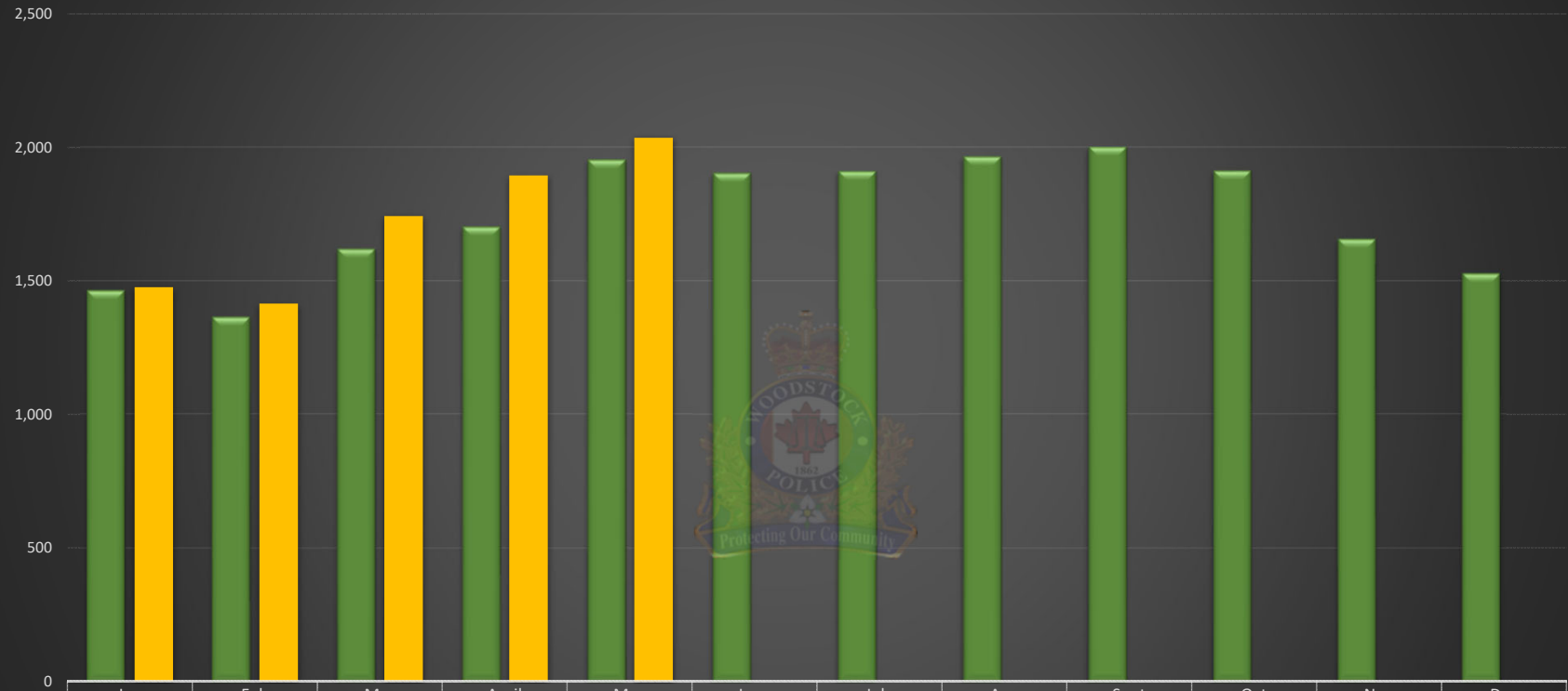
"Original Signed by"

Ken Whiteford, Chair
Woodstock Police Service Board

"Original Signed by"

Leslie Farrell, Vice Chair
Woodstock Police Service Board

2025 WPS Calls for Service

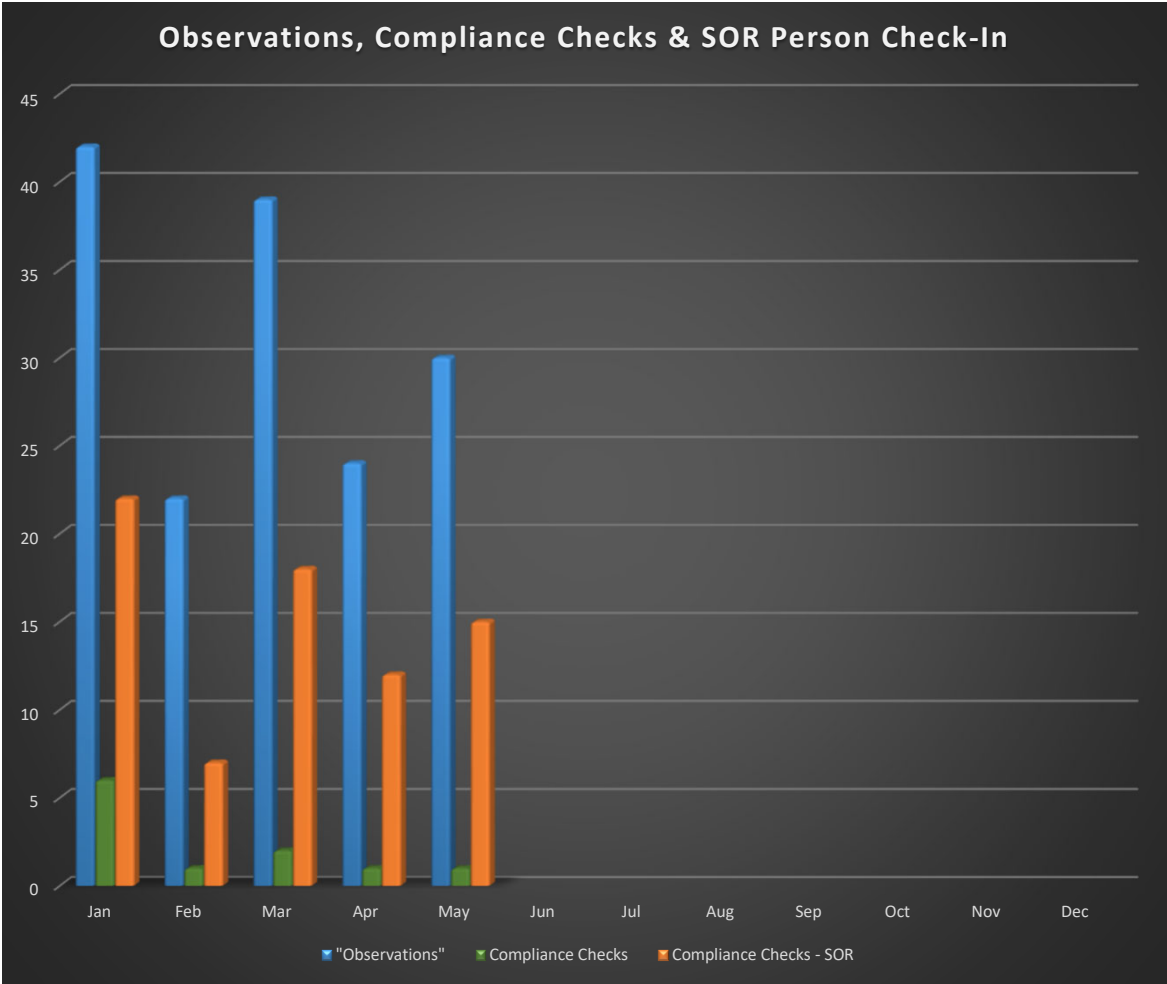


	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2024	1,466	1,367	1,621	1,704	1,954	1,904	1,911	1,966	2,002	1,913	1,658	1,529
2025	1476	1415	1743	1895	2036	0	0	0	0	0	0	0

Police Services Board Report

Core Function	#	Objective	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 to date	year to date
Calls for Service	1	Calls for Service		1476	1415	1743	1895	2036								8565	21015
	2	911 Calls		2925	2938	3075	3090	3286								15314	37941
	3	OPP Transfer		763	784	798	899	864								4108	10497
	4	London CACC		1235	1145	1113	1114	1198								5805	13656
	5	County Fire / Other		68	68	143	81	60								420	1224
	6	WPS and WFD		859	941	1021	1056	1164								5041	12574
	7	911 Hang Ups		83	78	95	100	122								478	1265
Community Patrol / CRU / Core	1	Log foot beat hours	Incidents	21	13	25	12	7								78	415
			Foot Beat Hours	31	20.5	38.75	18.25	15								124	680
	2	Bike & Park	Park patrol													0	0
			Bike patrol													0	23
	3	Focused Patrols														0	9
Criminal Investigation Services	1	Impaired Driving		9	5	8	2	9								33	103
	2	Criminal Charges Arrests		96	100	165	74	139								574	1441
				117	85	105	85	124								516	1396
	3	Controlled Drugs and Substance Act														0	0
				5	4	10	0	16								35	120
	4	Youth Criminal Justice		14	6	5	6	8								39	91
Police Complaints	1	LECA Complaints		3	1	2	2									8	19
	2	Internal Chief's														0	
	3	Concluded		2	1	2	2	1								8	
Road Safety	1	HTA Radar		55	34	82	102	43								316	825
	2	HTA Offences		72	57	49	72	65								315	950
	3	Provincial Offence (LLA, CAIA, TPA)		21	14	16	27	20								98	312
																0	
	4	By-Law / Parking		85	73	41	1	2								202	315
		R.I.D.E		1	1	2		2								6	52
		Vehicles Checked		225	160	300		308								993	3683
		Stolen Vehicles		2	9	5	5	3								24	
		Recovered		3	1	4		6								14	
		Arrest Made		1	1	1		2								5	

	"Observations"	Compliance Checks	Compliance Checks - SOR
Jan	42	6	22
Feb	22	1	7
Mar	39	2	18
Apr	24	1	12
May	30	1	15
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			
	157	11	74





June 9, 2025

Board Report – June 9, 2025 - OPEN SESSION

RE: ***Request to WPSB for sponsorship to the Jeff Pincombe Charity Golf Tournament being held September 10th, 3035***

The Woodstock Police Association will be hosting the Jeff Pincombe Charity Golf Tournament, this coming September 10th, 2025

This tournament is held in memory of a past officer, Jeff Pincombe who was killed in an off-duty car accident in 2004. Following his death, Jeff's family created a bursary that has been awarded to several of our officers. Jeff was well respected amongst his peers at the Woodstock police and the golf event has significant meaning to all who knew him and who were affected by his passing.

The organizers are seeking organizations to sponsor a hole for this tournament, in the amount of \$100

Signs will be provided to show "*this hole sponsored by the Woodstock Police Services Board*"

Recommendation:

That the Board approve the attached sponsorship in the amount of \$200 to support the Jeff Pincombe Charity Golf Tournament

Nick Novacich
Deputy Chief of Police

ANNUAL REPORT



2024

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OUR VALUES

- Accountability
- Excellence
- Integrity
- Professionalism
- Teamwork

OUR MISSION

To ensure the safety and well-being of all members of the community.





MESSAGE FROM THE CHAIR

Ken Whiteford

The year 2024 marked a period of remarkable transition and growth for the Woodstock Police Service Board. A defining milestone was the proclamation of the *Community Safety and Policing Act* by the Province on April 1, 2024, which introduced transformative changes to policing governance. Our Board members rose to the occasion, completing extensive training, including Ministry-approved training, to navigate this new era with competence and confidence.

On August 26, we had the privilege of welcoming Solicitor General Michael Kerzner to our Headquarters. During his visit, he toured the facility and engaged with Board members and senior management gaining a firsthand understanding of our operations and initiatives. This visit was later highlighted when Chief Wilkinson was quoted in the Solicitor General's address at the Ontario Association of Police Service Boards (OAPSB) conference on November 26 in Toronto.

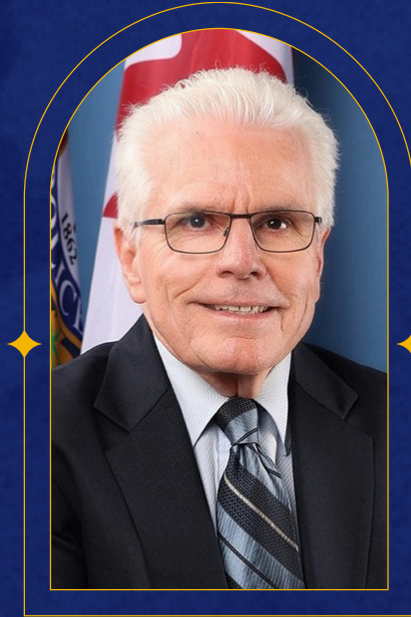
This year also saw the exciting addition of Police Service Dog, Cruz, to our team. The "Name the K9" competition captured the community's enthusiasm and highlighted Woodstock's collaborative spirit. Our Service grew stronger with the addition of six graduates from the Ontario Police College, whose enthusiasm and commitment will undoubtedly enhance the Service's operational capabilities.

In a moment of historical significance, the records of the former Oxford Community Police (1999 - 2009) were donated to the Oxford County Archives, preserving an invaluable chapter of our local history for future generations.

I extend my sincere gratitude to my fellow Board members for their steadfast leadership and dedication throughout this transformative year. Additionally, I would like to thank Chief Wilkinson and the entire senior management team for their exceptional guidance and strategic vision during this period of change. Their advice and direction has been instrumental in ensuring the continued success and effectiveness of our Service.

Above all, I want to recognize the civilian, sworn and auxiliary members of the Woodstock Police Service for their unwavering commitment to our community. Your professionalism and tireless efforts are the cornerstone of Woodstock's safety and well-being.

BOARD MEMBERS



Ken Whiteford

Board Chair
Provincial
Appointee



Leslie Farrell

Board Vice-Chair
Provincial
Appointee



Connie Lauder

Board Member
Council
Representative



Daryl Stevenson

Board Member
Community
Appointee



Jerry Acchione

Board Member
Council
Representative



MESSAGE FROM THE CHIEF

Rod Wilkinson

We are pleased to present the 2024 Annual Report of the Woodstock Police Service. This past year brought important changes to the policing landscape in Ontario, with new legislation shaping how services are delivered and governed across the province. Our members responded to these developments with professionalism, flexibility, and a continued commitment to serving the Woodstock community with integrity.

In addition to their operational responsibilities, members of the Service participated in numerous community events throughout the year, including the Coldest Night of the Year walk, the Polar Plunge, and Runway of Stars – demonstrating our strong connection with the community we serve.

In 2024, we welcomed several new graduates from the Ontario Police College, whose enthusiasm and dedication have strengthened our team. We were also pleased to expand our capabilities with the addition of Police Service Dog Cruz, whose arrival was warmly welcomed by the community.

I would like to thank the public for their ongoing feedback and support. Your input helps us continuously improve and ensures we remain responsive to the needs and concerns of our community.

A special thank you goes to the Woodstock Police Service Board for their continued guidance and collaboration during this year of transition. Their support has been instrumental in our progress.

Finally, I extend my sincere appreciation to our sworn, civilian, and auxiliary members for their dedication. It is through their collective efforts that we continue to build trust, ensure safety, and uphold the standards our community deserves.

SENIOR COMMAND



Rod Wilkinson
Chief of Police



Nick Novacich
Deputy Chief of Police



Heidi Becks
Inspector of Support
Services



Jamie Taylor
Inspector of Operations

ORGANIZATIONAL CHART



W P S FAMILY



Throughout 2024, the Woodstock Police Service welcomed **19 new members**. Among them were **three experienced officers** who brought valuable expertise from the Brantford Police Service, Toronto Police Service, and the Royal Canadian Mounted Police, adding a wealth of knowledge and diverse policing experience to our ranks.



Additionally, we welcomed **two recruits, one cadet, five part-time dispatchers, one full-time dispatcher, six special constables, and one part-time records clerk** - each playing a vital role in ensuring the seamless operation of our Service.



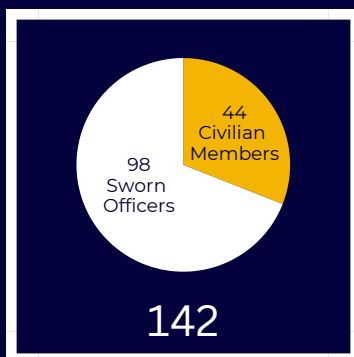
As we celebrated these new arrivals, we also said goodbye to four retirees who dedicated years of service to our community and 15 members embarked on new career paths and opportunities.



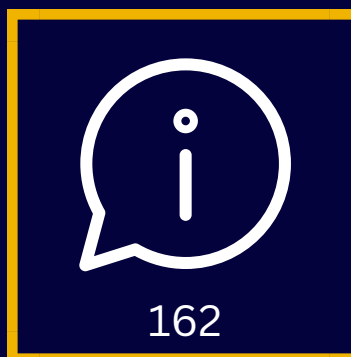


2024 PROMOTIONS

- **Four** part-time **communications dispatchers** transitioned to full-time positions.
- **Three cadets** were promoted to **recruits**.
- **One** part-time **communications dispatcher** became a **recruit**.
- **Two** part-time **special constables** were promoted to **cadets**.



WPS Members



Freedom of
Information Requests



Record Checks
Processed



AWARDS & RECOGNITION



Jeff Pincombe Bursary

Constable Eccles and **Constable Loiselle** were awarded the **Jeff Pincombe Bursary**, provided by the Hardie Family Foundation to help new WPS recruits cover the costs of attending the Ontario Police College Basic Constable Training. This bursary recognizes recruits who demonstrate enthusiasm, a passion for policing, respect, professionalism, and achieve a minimum academic average of 90%.



Power of Collaboration Award

The Woodstock Police Service was proud to receive the **Power of Collaboration Award** from Victim Assistance Services of Oxford County (VASCO), alongside several community partners, in recognition of Victims and Survivors of crime week and our longstanding partnership

Service Awards

20 YEARS

PC Eric Hiiuvain
PC Cory Yeo
SGT Brad Minielly
SGT Ryan Wright

25 YEARS

SCST Kristine Bickell

30 YEARS

Randy Everson



21,015



Calls for Service

3,984



Total Charges Laid

1,415



Total Arrests

607



Crimes of Violence

1,629



Property Crimes

112



Criminal Driving
Offences

469



Other Reported Crimes

33



Child Exploitation
Charges

120



CDSA Charges

2,087



Provincial Offences

57



CDSA Arrests



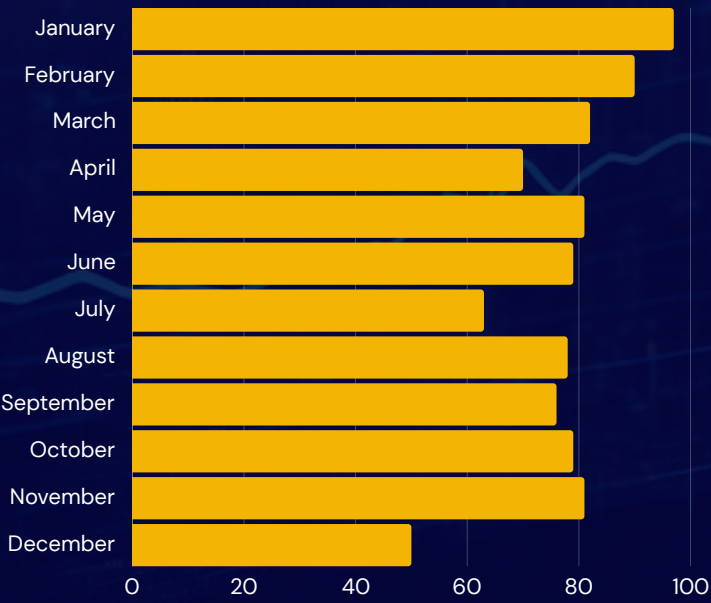
CRIME STATISTICS



In 2024, there was a **total of 924 motor vehicle collisions** within the city of Woodstock. Of these, **273 resulted in property damage** only, **69 involved personal injuries**, and **2 were fatal collisions**.

83% of all collisions occurred under clear environmental conditions, and **77%** took place on dry roads.

The intersection of **Norwich Avenue and Parkinson Road** recorded the highest number of collisions.



TYPES OF COLLISIONS	2024	2023
Involving Drugs and/or Alcohol	13	12
Involving Cyclists	9	10
Involving Pedestrians	19	20
Involving Fail to Remain	150	147
Total Collisions	924	930

COLLISION STATISTICS



TRAFFIC UNIT

The Woodstock Police Service's **Traffic Unit** undertakes various traffic safety initiatives throughout the year, often collaborating with other WPS units and external partners such as the Ministry of Transportation, Ministry of Finance, City of Woodstock By-Law Officers, and neighbouring police services, including the Oxford OPP.



The Service has an officer qualified as a **Level IV Traffic Reconstruction Investigator** and **Drug Recognition Expert (DRE)**, providing expertise in serious collision investigations and drug-impaired driving cases. Members of the Traffic Unit also train colleagues in the use of speed measurement tools like RADAR and LiDAR.

In 2024, WPS participated in **54 R.I.D.E. Programs**. Other initiatives include, but are not limited to:

- **Operation Impact** which focused on impaired driving, distracted driving, seat belt safety and aggressive behaviours; and
- **Four Counties Traffic Initiative** which included WPS, London Police Service, St. Thomas Police Service, and Strathroy Police Service and focused on problematic areas of the city that generate complaints about traffic speed, distracted drivers, and vehicles with equipment issues.



AUXILIARY UNIT

The WPS Auxiliary Unit plays a vital role in supporting frontline operations and fostering positive community relationships. This dedicated team made of **18 volunteers**, assists with a range of police functions, including community events, crime prevention initiatives, and traffic control at parades and other public gatherings. Their presence enhances the Service's ability to maintain safety and build trust within the community.

In 2024, the Auxiliary Unit contributed a total of **1,599.5 hours** to supporting community safety initiatives and engaging with residents through public education campaigns and special events. Their commitment and professionalism strengthen the Woodstock Police Service's connection with the Community while providing crucial support to officers during key operations.





CORE BEAT UNIT

The Woodstock Police Service **CORE Beat Unit** is dedicated to maintaining a visible and approachable presence in the city's downtown core. Consisting of **two officers** supervised by the **Community Response Unit (CRU) Sergeant**, the team conducts proactive patrols on foot or bicycle. Their patrol zone spans Dundas Street from Vansittart Avenue to Huron/Wilson Street, as well as nearby side streets, alley's and the area bordered by Peel Street, Simcoe Street, Adelaide Street, and Hunter Street.

The **CORE Beat Unit** focuses on building strong relationships with local businesses, service agencies, and the **Business Improvement Area (BIA)** to foster a safe and welcoming environment for staff, residents, and visitors in the downtown area. By engaging directly with the community, the team addresses safety concerns, enhances public confidence, and works collaboratively to create a vibrant and secure space for everyone.



COMMUNITY RESPONSE UNIT



The Woodstock Police Service's **Community Response Unit (CRU)** is an integral part of proactive policing and community engagement. Comprised of **one sergeant** and **two constables**, the CRU focuses on addressing community concerns, responding to crime trends, and conducting targeted enforcement in identified hot spots throughout the city. Their work emphasizes building strong relationships with residents and businesses while enhancing public safety through innovative policing strategies.

The CRU Sergeant provides leadership not only to the CRU constables but also to specialized teams, including the Traffic Officer, Canine Unit, CORE Beat Team, and Community Service Officer. By coordinating efforts across these units, the CRU strengthens the Service's ability to respond to evolving challenges.

In 2024, over a **30-day period**, the CRU, with support from Uniform Patrol, **arrested 32 individuals** and laid a **total of 63 charges** as part of an enforcement project targeting outstanding arrest warrants.



CHOOSE TO INCLUDE

Our officers proudly supported the Special Olympics 'Choose to Include' Donut Campaign. Special Olympian Chris Klein-Geltink joined our LETR representative to deliver some of these special donuts to first responders and healthcare workers.

DODGEBALL FUNDRAISER

Members of the WPS attended a dodgeball fundraiser and recruitment event hosted by Police Foundations students at Conestoga College. All proceeds from the tournament supported the Shine Foundation.



COLDEST NIGHT OF THE YEAR

The WPS participated in the Coldest Night of the Year walk hosted by Operation Sharing, a non-profit organization that provides services to the homeless community through a donation-based homeless shelter.

OXFORD COUNTY CAREER EXPO

Some WPS members attended the Oxford County Career Expo at the Woodstock Fairgrounds, where they had the opportunity to speak with high school students about preparing for a future career in policing.



SOUPSTOCK

Members of our Senior Command expressed support for DASO at the SoupStock community event. All proceeds supported vital programs and services for women and their children impacted by Gender-Based Violence in our local communities.

POLAR PLUNGE

The WPS was #FreezinForAReason at the Woodstock Polar Plunge for Special Olympics Ontario. All proceeds support essential programming and events for 23,000 Special Olympics athletes across Ontario.





WOODSTOCK TOYOTA OPEN HOUSE

Members of our Service set up an information booth at the Woodstock Toyota Open House for all staff and their families. They engaged with attendees, sharing insights into our work and answering questions.

RUNWAY OF STARS

Inspector Taylor and Constable Bezzo joined friends from Woodstock and District Developmental Services, along with other first responders and local leaders, on the runway for the Runway of Stars fundraiser.



ARBOR DAY

Some of our Auxiliary members attended gave a helping hand for the Arbor Day tree planting event hosted by the City of Woodstock. Roughly 400 trees were planted with the help of volunteers.

VICTORIA DAY PARADE

Our officers and Auxiliary Unit proudly led the Victoria Day Parade and provided traffic management to ensure a safe and enjoyable celebration for everyone. Their efforts helped make the event a success for our community.



KIDS & COPS FISHING DAY

The WPS brought back the Kids & Cops Fishing Day to build community connections. The event was a success, thanks to our members, the Woodstock Police Association, the Navy Club, Little Caesars, Canadian Tire, and the enthusiastic youth who participated.

ANNUAL INSPECTION OF NAVY LEAGUE CADET CORPS

Chief Wilkinson and Inspector Taylor attended the 39th Annual Inspection of the Navy League Cadet Corps at Southside Park.





TORCH RUN FOR SPECIAL OLYMPICS

The WPS participated in the Law Enforcement Torch Run for Special Olympics, helping to raise awareness and support for athletes while fostering community engagement.

TOUCH-A-TRUCK

Members of our Auxiliary Unit spent time in downtown Woodstock at the Summer Streetfest Touch-a-Truck event, engaging with the community and showcasing police equipment to the public.



TAKE BACK THE NIGHT

WPS members attended the Take Back the Night event to show our support for raising awareness about domestic abuse and to stand in solidarity with those affected. The event emphasizes the right to feel safe and secure in our community.

HIKE FOR HOSPICE

Members of our Auxiliary Unit participated in the Hike for Hospice to raise funds for Sakura House, showing their support for compassionate end-of-life care and strengthening community ties through this meaningful cause.



J. PINCOMBE GOLF TOURNAMENT

WPS members joined other emergency service members in participating in the Annual Jeff Pincombe Golf Tournament. The tournament raises funds for a local charity in memory of Jeff Pincombe, who tragically lost his life in an off-duty car accident.

TRUNK OR TREAT

The WPS partnered with local businesses for a fun and safe Trunk or Treat experience at Adams Building Supply. Donations were collected for United Way.





DAIRY CITY CROSSFIT

Members of our service joined Dairy City CrossFit to raise money for Wounded Warriors, an organization that supports Veterans and first responders with mental health and recovery programs.

LIGHTING OF THE LIGHTS

The WPS joined the community in the annual Lighting of the Lights event at Museum Square, celebrating the start of the festive season. Officers engaged with attendees, spreading holiday cheer and promoting community connections.



FILL-THE-CRUISER EVENT

The Woodstock Police Auxiliary and Oxford County Paramedic Service participated in the 17th Annual Fill-the-Cruiser event, collecting non-perishable food items and essential goods in support of the Salvation Army.

REMOTELY PILOTED AIRCRAFT SYSTEM



In 2024, the Woodstock Police Service's Remotely Piloted Aircraft System (RPAS) continued to play a critical role in supporting officers across a variety of investigations, training exercises, and community service initiatives. **Seven trained operators** ensured the RPAS was available to enhance operational efficiency and public safety. The system was utilized on multiple occasions throughout the year, including missing person searches, break and enters, arson investigations, drug-related offences, and impaired driver collisions.

Notably, in December 2024, the RPAS was deployed to the Brick Ponds Wetlands area to investigate a fire, providing valuable aerial imagery to assist in assessing the scene. By offering an overhead perspective and capturing high-quality video and images, the RPAS has proven to be an invaluable tool in modern policing, aiding investigations and strengthening community safety efforts.

Training	Community Service	Assisting Other Agency	Total Flights
5	2	2	170



CRIMINAL INTELLIGENCE & DRUG ENFORCEMENT UNIT

As the presence of increasingly toxic street drugs continues to grow, the Woodstock Police Service's **Drug Enforcement and Criminal Intelligence Unit (Drugs & Intel Unit)** remains committed to combating drug trafficking and related criminal activity within the City of Woodstock.

The Drugs & Intel Unit is comprised of **one Detective Sergeant, four Detective Constables, and a Crime Analyst**, all working together to identify and disrupt drug traffickers and prepare cases for prosecution. In addition to drug-related investigations, the unit addresses organized crime, outlaw motorcycle gangs, street gangs, hate crimes, and criminal extremism. The Crime Analyst plays a critical role in monitoring crime trends, supporting offender compliance with judicial release conditions and assisting with the management of high-risk and Ontario Sex Offender Registrations.

In 2024, the unit was involved in **24 Controlled Drugs and Substances Act (CDSA) investigations**, resulting in the seizure of:

- **1310 grams** of fentanyl (street value of **\$655,000**)
- **2356 grams** of methamphetamines (street value of **\$235,610**)
- **2854 grams** of cocaine (street value of **\$285,350**); and
- Various weapons, including a stun gun, 12 gauge shotgun, a rifle, three 3D printed lower sections of handguns, 17 handgun glock slides, and a bulletproof vest.

FORENSIC IDENTIFICATION

The Woodstock Police Service has a dedicated full-time Forensic Identification Officer who oversees the daily operations of the **Forensic Identification Section (FIS)**. Supporting the FIS are **15 Scenes of Crime Officers (SOCO)**, responsible for collecting and photographing evidence for further examination and processing. Additionally, Special Constables assigned to court security and cadet roles are trained to collect DNA samples from individuals convicted of criminal offences.



DNA Orders Executed
for the National DNA
Data Bank



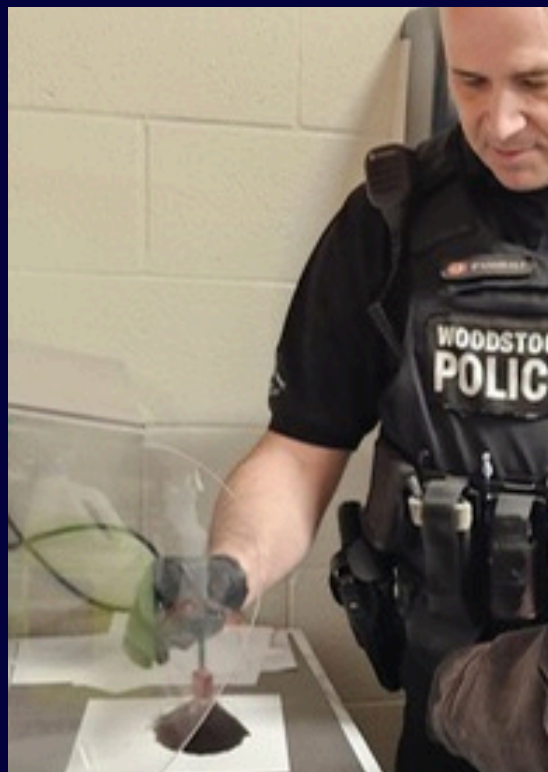
Individuals
Fingerprinted for:
Pardons, Employment,
Immigration, and
Vulnerable Sector
Checks



Individuals
Fingerprinted for
Criminal Charges



3D Scans of Crime
Scenes



TRAINING UNIT

The Woodstock Police Service **Training Unit** coordinates essential training for all WPS members, ensuring they meet WPS, Ministry, and provincial standards. The unit consists of **a full-time constable** and **a part-time constable**, and offers training in areas such as legal updates, wellness, bias awareness and anti-racism, defensive tactics, use of force, de-escalation, firearms, CPR, and much more.

In addition to internal training, WPS members attend external courses hosted by organizations like the Ontario Police College and other police services and organizations. WPS also contributes to provincial training by seconding a constable to assist with training new recruits at the Ontario Police College on a cost-recovery basis.



EMERGENCY RESPONSE UNIT

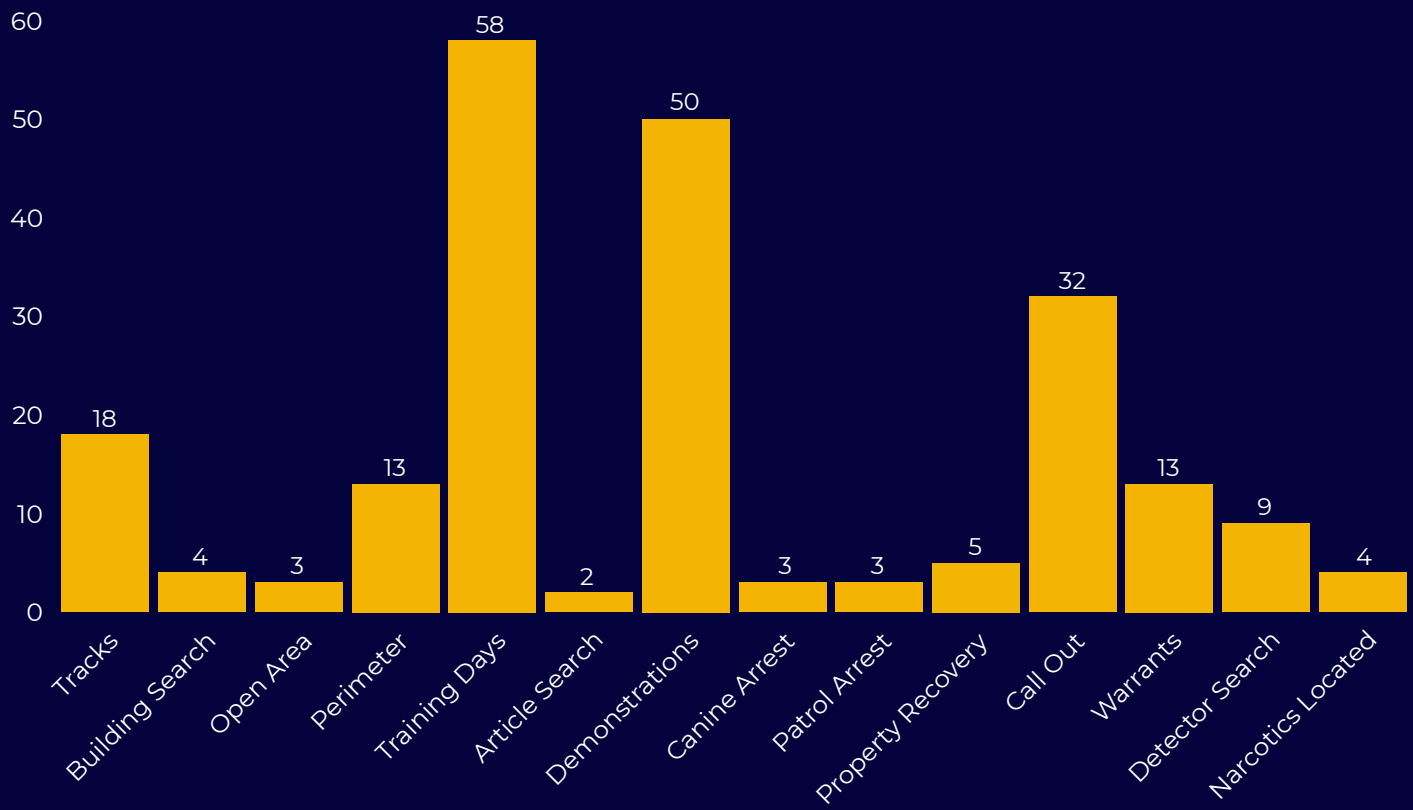


The Woodstock Police Service's **Emergency Response Unit (ERU)** plays a critical role in ensuring public safety by responding to high-risk situations requiring specialized training and expertise. Their mandate includes executing search warrants, resolving incidents involving barricaded individuals or hostages, and managing other complex and potentially dangerous situations. The ERU frequently collaborates with units such as the canine unit, crisis negotiators, incident command, communications, media relations, and scribes to ensure a coordinated and effective response.

In 2024, the ERUS was deployed for **five** incidents, successfully resolving **all five** without injury to the public or officers. Throughout the year, the ERU conducted **six** training sessions to maintain readiness and adapt to evolving challenges. Training focused on de-escalation techniques, tactical operations, and inter-unit coordination to strengthen response capabilities. The unit also participated in joint exercises with neighbouring police services to enhance regional preparedness. These efforts reflect the ERU's dedication to protecting the community while minimizing risks during critical incidents.



CANINE UNIT



The WPS **Canine (K9) Unit** is an essential component of the Service, enhancing operational effectiveness through specialized skills in **tracking, various searches, narcotics detection**, and **suspect apprehension**. The unit's dedicated handler, Constable Skillings, and his highly trained canine partners demonstrate exceptional teamwork, aiding investigations and critical incidents. Beyond operations, the unit engages in community events and joint training with other police canine units to maintain peak performance.

PSD STRIKER



CST. SKILLINGS



PSD CRUZ



WELCOME POLICE SERVICE DOG, CRUZ

Following the tragic loss of Police Service Dog (PSD) Taz in 2023, the WPS Canine Unit welcomed a new member. PSD Cruz, a male German Shepherd born in the Netherlands, came to us from Tri-State Canine in Ohio. To thank the community for their ongoing support of the WPS Canine program, the Service held a highly successful **“Name the K9 Contest,”** which received nearly 4,000 entries. As a result, the new police service dog was named Cruz.

PSD Cruz turned three years old on October 20, 2024. He is highly active, motivated, and eager to work. So far, he has shown great promise and is quickly adapting to his role with the unit. He has taken on a majority of the workload as the unit’s veteran PSD Striker transitions into a gradual retirement.



MENTAL HEALTH



The Woodstock Police Service recognizes the growing need for effective mental health responses as calls involving individuals in crisis continue to rise nationwide. To address this, the WPS works closely with the **Mental Health Engagement and Response Team (MHEART)**, a group of crisis clinicians from the **Canadian Mental Health Association - Thames Valley Addictions & Mental Health Services**. MHEART responds to mental health-related calls alongside officers, providing immediate support, assessing crisis situations, and offering referrals to appropriate community resources.

The **Community Engagement Officer (CEO)** plays a vital role in these efforts, serving as a primary responder to mental health calls and working collaboratively with MHEART and the **Community Response Unit (CRU)**. Beyond frontline responses, the CEO and MHEART participate in the Oxford County Situation Table, connecting individuals at acute risk with necessary services and resources. Their proactive approach includes follow-up outreach and community engagement. Additionally, the CEO contributes to ongoing mental health training for WPS staff and partner organizations, equipping them with skills in crisis intervention and de-escalation.

COMMUNICATIONS CENTRE

The Woodstock Police Service **Communications Centre** serves as the **Primary Public Safety Answering Point (PSAP)** for all 9-1-1 calls made within Oxford County. Calls are dispatched to WPS officers or the Woodstock Fire Department and, when necessary, transferred to other agencies such as the Ontario Provincial Police or paramedic services.

In 2024, the Communications Centre handled **37,941** 9-1-1 calls and **21,015** calls for service. With a team consisting of **one supervisor, 12 full-time**, and **two part-time call-takers/dispatchers**, the Centre ensures efficient coordination of emergency responses. This dedicated team is essential to maintaining public safety and connecting the community to critical services.





USE OF FORCE STATISTICS

In compliance with provincial regulations, the Woodstock Police Service reports all use-of-force incidents annually to the Ministry of the Solicitor General. These reports ensure transparency and accountability, helping to evaluate the Service's adherence to training, policies, and legal standards.

In 2024, officers responded to **21,015 calls for service**, with only a small fraction requiring the use of force. A total of **59 incidents were reported**, representing **0.28%** of all interactions. Each incident underwent a thorough internal review to ensure actions were appropriate, justified, and consistent with policy.



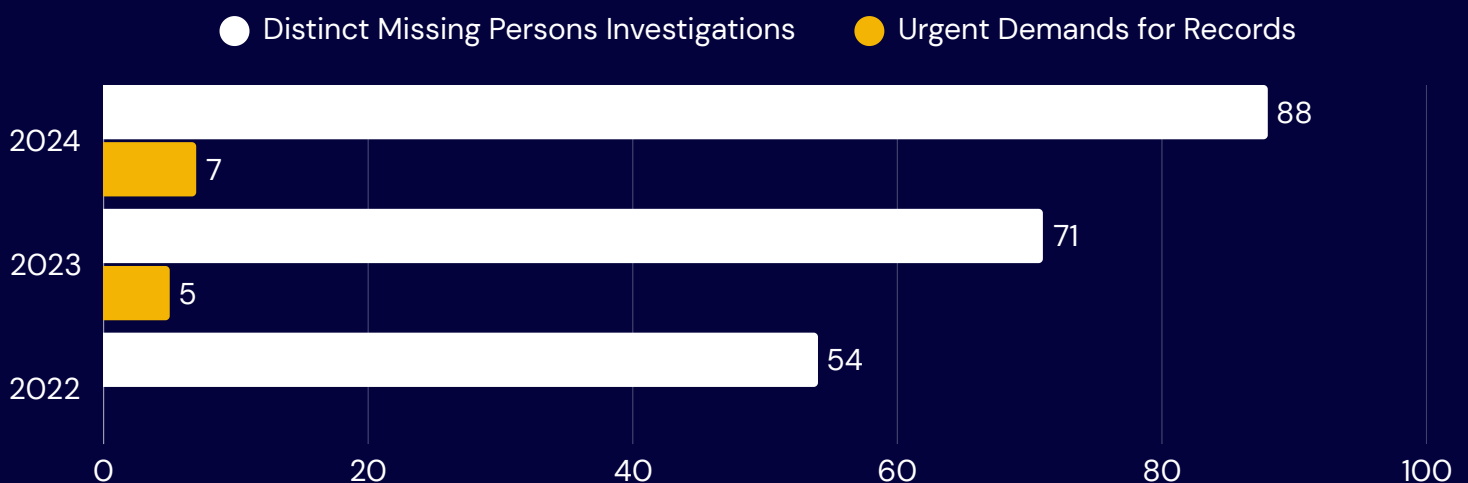
	Pistol Pointed	Shotgun Pointed	Carbine C-8 Rifle	Baton	OC Spray	Hands on	CEW- Taser Displayed or Pointed	CEW- Taser Deployed
2024	30	0	0	0	2	0	20	7
2023	21	1	5	0	2	1	5	4

MISSING PERSONS ACT STATISTICS

The **Missing Persons Act, 2018** grants officers authority under specific circumstances to make urgent demands for records without a judicial order. This authority may be exercised when officers reasonably believe the records could assist in locating a missing person and that delays in obtaining a judicial order could result in harm to the individual or risk the destruction of crucial records. Examples of such records include phone, financial, and health-related data that may provide vital clues to the whereabouts of the missing person.

Section 8 of the Act mandates that police services must report annually on their use of urgent demands for records. In turn, police service boards are required to ensure this information is made accessible to the public, promoting transparency and accountability in the application of this significant investigative tool.

In 2024, the Woodstock Police Service conducted **88 missing persons investigations** and made **seven urgent demands for records** under the Act. These efforts reflect the Service's commitment to using every available resource to ensure the safety and well-being of individuals reported missing.



ANNUAL BUDGET

Category of Expenditure	2024 Budget	2024 Actual	Variance
Personnel Costs	\$17,085,663.00	\$16,523,225.70	\$562,437.30
Police Service Board	\$103,437.00	\$181,761.18	(\$78,324.18)
Administrative Expenses	\$4,301,067.00	\$4,569,726.93	(\$268,659.93)
Grant Expenses	\$105,000.00	\$105,283.08	(\$283.08)
Building Maintenance and Utilities	\$318,446.00	\$352,794.18	(\$34,348.18)
Fleet	\$306,448.00	\$333,086.20	(\$26,638.20)
Total Expenditures	\$24,831,389.00	\$24,596,264.76	\$235,124.24
Revenues	(\$3,916,669.00)	(\$4,256,412.40)	\$339,743.40
Net Budget Allocation	\$20,914,720.00	\$20,339,852.36	\$574,867.64



COMPLAINTS

Effective April 1, 2024, the *Community Safety and Policing Act (CSPA)* was proclaimed into force and introduced substantial changes to Ontario's police oversight system. One of the most notable changes is the replacement of the **Office of the Independent Police Review Director (OIPRD)** with the newly established **Law Enforcement Complaints Agency (LECA)**. LECA is now responsible for receiving, screening, and overseeing public complaints related to police conduct, policies, and services. This transition is intended to enhance transparency, accountability, and the overall effectiveness of the complaints process.

	2024	2023	2022
Total Complaints Received	23	23	12
Conduct Complaints	19	19	11
Service Complaints	1	2	2
Policy Complaints	0	0	0
Carried Over from Prior Year	1	4	1
Total Complaints Managed	24	27	13

NOTE: The total number of complaints managed includes all complaints received during the year, those carried over from a previous year, as well as complaints withdrawn before screening or still pending screening. This can result in the total exceeding the number of categorized complaints.

For more information about how to make a complaint, please visit our website at:

<https://www.woodstockpolice.ca/en/about-us/publiccomplaints.aspx>

COLLECTION OF IDENTIFYING INFORMATION

The Woodstock Police Service's annual report on the Collection of Identifying Information ensures compliance with *Ontario Regulation 400/23*, promoting accountability and transparency. This report typically includes data on attempts to collect identifying information and interactions involving individuals from racialized groups.

For this reporting period, there were **no recorded attempts to collect identifying information** and **no interactions involving individuals from racialized groups**.





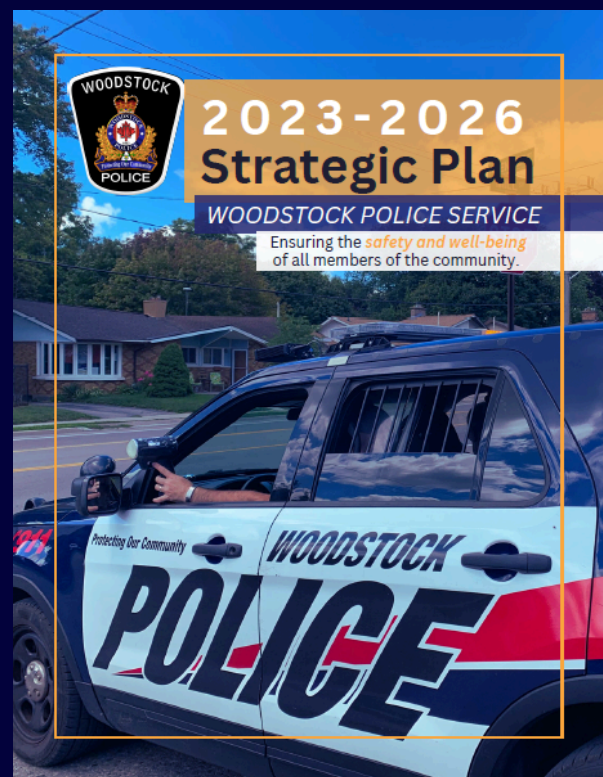
STRATEGIC PLAN ACHIEVEMENTS

The Woodstock Police Service continues to make significant progress toward achieving the goals outlined in the 2023-2026 Strategic Plan. Guided by our three key priorities — **Improved Community Safety**, **Fostering Community Collaboration and Engagement with the Community**, and **Enhancing Organizational Excellence** — we have implemented initiatives that not only align with these priorities but also demonstrate measurable outcomes.

We have introduced body-worn cameras to increase transparency and accountability, expanded our fleet of drones to support evidence gathering and public safety, and grown our traffic unit to enhance road safety across the city. In support of community safety, we have collaborated with other police services and agencies to conduct joint investigations and execute warrants, leading to significant seizures of illegal drugs and weapons. Our ongoing collaboration with schools, businesses, and community organizations continues to foster trust

and strengthen relationships with those we serve. Additionally, members of the Service have participated in a variety of specialized training programs aimed at improving individual skills and overall organizational performance - reinforcing our commitment to professionalism, innovation, and excellence in policing.

To view our 2023-2026 Strategic Plan, please visit our website at:
<https://www.woodstockpolice.ca/en/about-us/strategic-plan.aspx>



JOIN THE WPS

Looking for a career where you can make a real difference? The Woodstock Police Service is always seeking dedicated, community-minded individuals to join our team. Whether you're interested in becoming a sworn officer, civilian staff, or a special constable, we offer exciting opportunities to **GROW**, **SERVE**, and **PROTECT**.

Visit www.woodstockpolice.ca to explore current openings, learn about our application process, and see how you can contribute to making Woodstock a safer and stronger community. With a focus on diversity, equity, and professional development, there's no better time to step up and be part of something bigger.



Your future starts here - join us today!

CONNECT WITH US



615 Dundas Street,
Woodstock, ON N4S 1E1



@woodstockpolice



519-537-2323
(non-emergent line)
519-421-2800
(administration line)



@woodstockpoliceservice



woodstockpolice.ca



@woodstock_ps



In Loving Memory



Joseph "Joe" Moses

April 24, 1931 - November 11, 2024

Retired Chief Joseph "Joe" Moses served our community with dedication and pride for 35 years, leaving a lasting mark on the Woodstock Police Service. His leadership, integrity, and commitment to public safety made a difference in countless lives. We are grateful for his years of service and will always remember his contributions.

WOODSTOCK POLICE SERVICE BOARD DIVERSITY PLAN



2025 - 2027



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TERRITORIAL ACKNOWLEDGEMENT

The Woodstock Police Service is situated on the traditional territories of the Indigenous Peoples and covered by the Upper Canada Treaties. The Woodstock Police Service Board (WPSB) acknowledges the history of the traditional territory on which the Service stands. We respect the longstanding relationships of the local Indigenous groups, the Haudenosaunee, Lanape, and Anishinaabek of this land and place in Southwestern Ontario. The WPSB recognizes the Indigenous communities in close proximity to the city of Woodstock: Chippewas of the Thames First Nation; Oneida Nation of the Thames; Munsee-Delaware Nation; Mississaugas of New Credit First Nation; and Six Nations of the Grand (which consists of Mohawk, Cayuga, Seneca, Onondaga, Oneida and Tuscarora Nations).



KEY TERMS

Accessibility: A general term for the degree of ease that something (e.g., device, service, physical environment and information) can be accessed, used and enjoyed by persons with disabilities. The term implies conscious planning, design and/or effort to make sure something is barrier-free to persons with disabilities. Accessibility also benefits the general population, by making things more usable and practical for everyone, including older people and families with small children. [1]

Anti-racism: An active and consistent process of change to eliminate individual, institutional and systemic racism, as well as the oppression and injustice racism causes.[2]

Discrimination: Treating someone unfairly by either imposing a burden on them or denying them a privilege, benefit or opportunity enjoyed by others, because of their race, religion, citizenship, family status, disability, sex, gender, gender identity or other personal characteristics (note: this is not a legal definition).[3]

Diversity: The presence of a wide range of human qualities and attributes within an individual, group or organization. Diversity includes such factors as age, sex, race, ethnicity, physical and intellectual ability, religion, sexual orientation, gender, gender identity, educational background and expertise.[4]



[1] "Appendix 1: Glossary of Human Rights Terms," Ontario Human Rights Commission, Accessed June 13, 2024, <https://www.ohrc.on.ca/en/teaching-human-rights-ontario-guide-ontario-schools/appendix-1-glossary-human-rights-terms>.

[2] Ibid.

[3] Ibid.

[4] Ibid.

KEY TERMS CONTIUED

Equity: Fairness, impartiality, even-handed. A distinct process of recognizing differences within groups of individuals, and using this understanding to achieve substantive equality in all aspects of a person's life.[1]

Inclusion: Inclusive processes, policies, services, program and practices are accessible to and usable by as many people as possible, regardless of race, ethnic origin, gender, age, disability, language, etc. An inclusive environment is open, safe, equitable and respectful. Everyone can enjoy a sense of trust, belonging and involvement, and everyone is encouraged to contribute and participate fully.[2]

Indigenous: Indigenous people identify as being descended from the Original Peoples of what is currently known as Canada. In this context, Indigenous peoples include people who may identify as First Nations (status and non-status), Métis and/or Inuit and any related identities.[3]



[1] "Appendix 1: Glossary of Human Rights Terms," Ontario Human Rights Commission, Accessed June 13, 2024, <https://www.ohrc.on.ca/en/teaching-human-rights-ontario-guide-ontario-schools/appendix-1-glossary-human-rights-terms>.

[2] "Data Standards for the Identification and Monitoring of Systemic Racism," Government of Ontario, Accessed June 13, 2024, <https://www.ontario.ca/document/data-standards-identification-and-monitoring-systemic-racism/glossary>.

[3] Ibid.

2022 EMPLOYEE CENSUS

In January 2022, the Woodstock Police Service conducted an employee census. The census was a voluntary, anonymous survey that asked questions about gender, ethnicity, religious affiliation, and sexual orientation. The purpose of the employee census was to gather information on the demographic profile of our current members. The results from this census provided a necessary baseline required to measure progress in this area and to facilitate future demographic comparisons. The employee census will be conducted every five years.

There was a 66% response rate to the 2022 census of the total 119 sworn and civilian members, as well as cadets, deployed at the time that the census was taken.

CENSUS HIGHLIGHTS:

- **37%** of sworn members, civilian members, and cadets identified as female.
- **9%** identified as members of racial minority groups.
- **47%** reported a religious affiliation with Christianity, **46%** reported no religious affiliation, and **9%** identified with other religions.
- **93%** identified as heterosexual, while **7%** identified with another sexual orientation.
- The **top seven languages spoken** were English, French, Punjabi, Hindi, Urdu, Arabic, and Vietnamese.

STATEMENT OF PRINCIPLES

The Woodstock Police Service Board is committed to fostering a police service that reflects the rich diversity of the community we serve. We believe that a diverse and inclusive police force is essential for building trust, promoting public safety, and upholding the principles of justice and equality for all.

We recognize that our community encompasses individuals from various racial, ethnic, cultural, religious, socioeconomic, gender, sexual orientation, and age backgrounds. It is our fundamental belief that our police service must mirror this diversity to adequately and effectively understand, connect with, and serve every member of our community.

To uphold this principle, we are dedicated to implementing and upholding the following core principles:



- 1. Equitable Representation**
- 2. Inclusive Practices**
- 3. Community Engagement**
- 4. Accountability and Transparency**
- 5. Continuous Improvement**

In upholding these principles, we reaffirm our unwavering commitment to promoting diversity, equity, and inclusion within our police service and beyond. By embracing the richness of our community's diversity, we strengthen our ability to fulfill our mission of serving and protecting all residents with fairness, compassion and integrity.

EQUITABLE REPRESENTATION

The Woodstock Police Service Board is committed to recruiting, hiring, and retaining a diverse workforce that reflects the demographics of the community we serve. We will actively seek out candidates from underrepresented groups and create pathways for their inclusion and advancement within our organization.

The Board will make efforts to gather demographic data about the community that we serve including information on race, ethnicity, gender, age, sexual orientation, religion, socioeconomic status, and other relevant diversity metrics. The Board will also analyze the aforementioned data to identify areas where the police service may be lacking in diversity representation compared to the community it serves.



INCLUSIVE PRACTICES

The Woodstock Police Service Board will foster a culture of inclusivity and respect within our police service, where every member is valued for their unique perspectives and experiences. Discrimination, harassment, and bias will not be tolerated in any form, and we will ensure ongoing training and education to promote cultural competency and understanding among our staff.

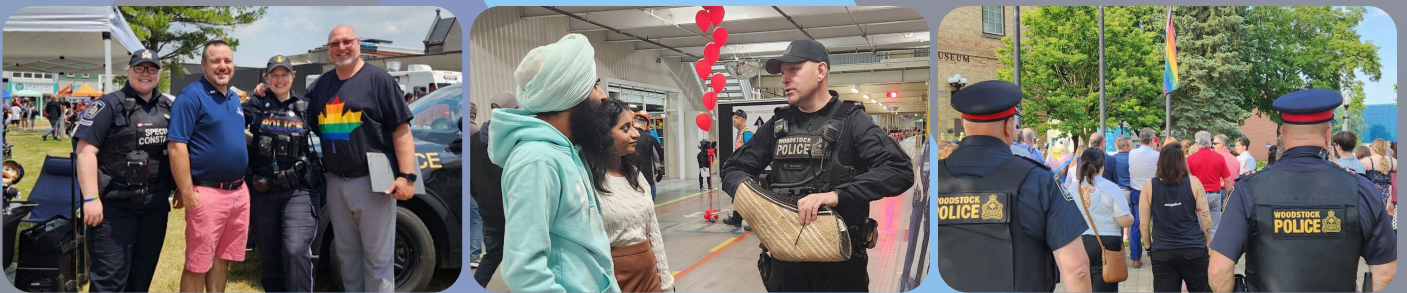
We will implement recruitment strategies that target underrepresented groups in law enforcement, including minorities, women, 2SLGBTQQIA+ individuals, and people from diverse socioeconomic backgrounds.

We will review and provide feedback to the Service regarding job descriptions and qualifications to remove any unnecessary barriers to entry for diverse candidates.



COMMUNITY ENGAGEMENT

The Woodstock Police Service Board will actively engage with all segments of our community to build trust, enhance transparency, and foster collaborative relationships. We recognize the importance of listening to the concerns and priorities of marginalized and vulnerable populations and will work to address their needs through inclusive policing strategies. By participating in local events and collaborating with community organizations, we aim to ensure that our approach to policing is reflective of and responsive to the diverse voices within the community. Additionally, we will prioritize training for our officers on cultural competency and implicit bias to better serve all residents.



ACCOUNTABILITY & TRANSPARENCY

The Woodstock Police Service Board will hold itself accountable to the principles of diversity and inclusion by regularly monitoring our progress towards diversity goals, assessing outcomes, and making adjustments as needed. We will provide transparent reporting on our diversity initiatives and outcomes to ensure accountability to the public we serve. This includes sharing updates through public reports and engaging with community stakeholders to ensure our efforts remain meaningful and effective.



CONTINUOUS IMPROVEMENTS

The Woodstock Police Service Board is committed to ongoing learning and improvement in our diversity and inclusion efforts. We will solicit feedback from stakeholders, evaluate best practices, and adapt our policies and practices to better meet the evolving needs of our diverse community and to identify and eliminate any barriers to diversity and inclusion. By fostering a culture of continuous improvement, we aim to create a more inclusive and equitable environment, ensuring that our service evolves in tandem with the changing dynamics of our community.



Municipal and Police Board Diversity Plan Requirements under the CSPA

MUNICIPAL DIVERSITY PLANS

Section 28(1) of the *Community Safety and Policing Act* states:

“Every Municipality that maintains a municipal board shall prepare and, by resolution, approve a diversity plan to ensure that the **members of the municipal board appointed by the municipality** are representative of the diversity of the population in the municipality.”

POLICE BOARD DIVERSITY PLANS

Section 37(1)(e) of the *Community Safety and Policing Act* states:

“A police service board shall prepare and adopt a diversity plan to ensure that the **members of the police service** reflect the diversity of the area for which the board has policing responsibility.”

To: David Creery, Chief Administrative Officer
From: Marcy Macdonald, Manager of Human Resources
Re: HR020 – Diversity, Equity, and Inclusion Policy

AIM

To recommend Council's consideration for adopting HR020 - Diversity, Equity, and Inclusion policy.

COMMENTS

This policy will represent the City of Woodstock's commitment to creating and maintaining a workplace culture where all employees feel valued, equal, and included. We aim to embrace and encourage differences which will ultimately provide new perspectives, more innovation, broaden our recruitment talent pool, and improve employee performance.

In February 2022, all City of Woodstock employees were assigned and completed Diversity and Inclusion training using our HRdownloads online training platform. The learning outcomes for this course included explaining what diversity and inclusion are, how they differ, and why both matter for all workplaces, defining unconscious bias and exploring common biases that affect our judgement, as well as outlining a six-step framework for understanding and adopting inclusive behaviour in the workplace.

Human Resource and the Management team will continue to look for opportunities to train, educate and encourage our employees to ensure those of various backgrounds feel welcome and supported in doing their best work at the City of Woodstock.

RECOMMENDATION

That Woodstock City Council adopt Council Policy HR020 - Diversity, Equity, and Inclusion.

Authored by: Marcy Macdonald, Manager of Human Resources

Approved by: David Creery, Chief Administrative Officer



City of Woodstock Policy Manual

Subject:	Diversity, Equity, and Inclusion Policy
Policy Number:	HR020
Revision:	00
Approved by Council:	April XX, 2023
Amended:	

Statement of Principle

The City of Woodstock is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion. In doing so, we recognize our employees are the most valuable assets we have, and inclusion and diversity is a shared responsibility. Achieving diversity requires commitment to human dignity, equity and inclusion that must find full expression in our organizational culture, values, norms, and behaviours.

Administration

This Policy reflects our ongoing commitment to create a diverse, equal, and inclusive culture in which our differences are recognized. We embrace and encourage differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, and other characteristics that make our community unique.

As the City of Woodstock continues to develop a work environment that is built on the premise of diversity, equity, and inclusion, it encourages and enforces:

- Respectful communication and cooperation between all employees, customers, Council appointees, residents, businesses and visitors.
- Better decision making on how to organize and optimize resources by working together to effectively eliminate barriers.
- Delivery of strong performance and growth by being able to attract, engage and retain diverse talent.
- Innovation by drawing on the diverse perspectives, skills, and experiences of our employees.
- Effective adaptation and response to our changing demographics and societal expectations, with the willingness to challenge and alter workplace norms, as deemed necessary.
- Flexibility of work arrangements to balance and accommodate the diverse needs of

individuals at different career and life stages, where applicable.

- A sense of belonging where everyone feels welcome and included in our community through events, employment and programming.
- An environment where all employees can be their full selves without fear of discrimination, harassment, and with full support of Management.

Key Terms When Discussing Diversity, Equity, and Inclusion

Allyship – A lifelong process of building relationships based on trust, consistency, and accountability with marginalized individuals and/or groups of people.

Bias – Prejudice in favour of or against one thing, person, or group compared with another, usually in a way considered to be unfair.

Discrimination – Treating someone unfairly by either imposing a burden on them, or denying them a privilege, benefit, or opportunity enjoyed by others, because of their race, citizenship, gender, family status, disability, or other personal characteristics.

Diversity – The concept which includes acceptance and respect. It is understanding everyone is unique and recognizing their differences including race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, transgender, age, record of offences, marital status, family status, disability, neurodiversity, education as well as socio-economic status. It is exploring these differences in a safe, positive, and nurturing environment. It is about moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity contained within each individual.

Equity – The rights of the individual to an equitable share of the goods and services in society. Equality means that each person is given the exact same resources and opportunities to achieve success with no regard to individual differences. Equity recognizes that each person is unique and, as such, may require different resources and opportunities to succeed. Equity focuses on outcomes and results and recognizes that creating equal results sometimes requires treating people differently from each other.

Gender Identity – A person's thoughts about or experiences of gender (male, female, both male and female or neither male nor female) and how the meaning is interpreted, regardless of the sex assigned at birth.

Gender Expression – A person's gender-related behaviours, mannerisms, and appearance that are associated with gender, regardless of whether it conforms to traditional gender stereotypes or the sex assigned at birth.

Inclusion – Acknowledging and valuing people's differences to enrich social planning, decision-making, and quality of life for everyone while fostering belonging. In an inclusive municipality everyone has a voice, is accepted, and are recognized as valuable and contributing members of society.

Intersectionality – Acknowledgement that everyone has their own unique experiences of discrimination and oppression, therefore everything and anything that can marginalize people must be considered (gender, race, class, sexual orientation...).

Microaggressions – An indirect, subtle, or unintentional statement, act or incident of discrimination against members of a marginalized group.

Multiculturalism – The presence and support of several distinct cultural or ethnic groups within a society.

Prejudice – A preconceived opinion that is not based on reason or actual experience.

Psychological Safety – The belief that you won't be punished or humiliated for speaking up with ideas, questions, concerns, or mistakes.

Sexual Orientation – A person's physical, romantic or emotional attraction to people of the same and/or opposite sex and/or gender (such as heterosexual, gay, lesbian, bisexual, asexual).

Transgender – A person whose gender identity or gender expression is different from that typically associated with the sex assigned at birth.

Transition – is the process by which a person begins living as a different gender with which they identify, rather than the sex assigned at birth. This may include medical treatment or procedures, using a different name or pronoun, and using different facilities (restroom, locker room).

Scope

All City employees, including Council appointees, residents, businesses, and visitors are all expected to treat each other with dignity and respect.

Application

All employees of the City of Woodstock:

1. Have a responsibility to always treat others with dignity and respect.
2. Are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other city-sponsored and participative events.
3. Are expected to speak up and challenge discrimination and inappropriate behaviour when it is known to exist or is experienced.
4. Are required to complete diversity awareness training as assigned to enhance their knowledge to fulfill this responsibility.

In accordance with our Workplace Violence and Harassment, and Code of Conduct policies and procedures, all employees are expected to demonstrate respect for their colleagues.

The City of Woodstock is an equal opportunity employer, who ensures employment is based on job requirements and builds inclusive practices into their teams to show commitment to fostering a workplace culture where people feel included, valued and able to contribute their best work.

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Municipal Diversity Plan for Appointments to the London Police Service Board Policy

Policy Name: Municipal Diversity Plan for Appointments to the London Police Service Board Policy

Legislative History: Enacted May 13, 2025 (By-law No. CPOL.-411-125)

Last Review Date: May 13, 2025

1. Policy Statement

In accordance with the *Community Safety and Policing Act, 2019*, City Council will consider the following when making appointments or re-appointments to the London Police Service Board:

the need to ensure that the London Police Service Board is representative of London, having regard for the diversity of the population in the area; and

this Municipal Diversity Plan.

Specific actions pertaining to the appointment of public members and Members of Council to the London Police Service Board are outlined below.

2. Applicability

This Plan applies to members of the public and Members of Council who are appointed to the London Police Service Board.

3. The Policy

The City of London is committed to recruiting and selecting members to the London Police Service Board that reflect the diversity of the community. This includes efforts to remove barriers to the recruitment, selection and retention of members of systemically disadvantaged groups, including women, young adults (ages 18 to 30), Indigenous people, people with disabilities, racialized people, newcomers and immigrants, people with diverse sexual orientation, gender diverse and trans people. This also means fair representation of all geographic areas of London.

Civic Administration conducts widespread outreach to the public about vacancies on the London Police Service Board, as well as targeted outreach to promote diversity in appointments.

The Anti-Racism and Anti-Oppression Framework and Equity Tool is applied to recruitment and public engagement endeavours relating to appointments to the London Police Service Board. Civic Administration also offers training to Council Members prior to candidate interviews that covers unconscious bias and the foundations of anti-racism and anti-oppression.

The City will continue to work on reducing barriers to appointment for underrepresented groups. This includes actions taken as part of the City's Anti-Racism and Anti-Oppression Framework. City Council may amend the Anti-Racism and Anti-Oppression Framework or adopt new equity initiatives, which Civic Administration will apply to the appointments process.

City Council appoints Members of Council to the London Police Service Board on the recommendation of the Strategic Priorities and Policy Committee. This Plan will be distributed to Members of Council for consideration in any process to appoint or reappoint a Member of Council or public member to the London Police Service Board.

This Plan will be published on the Internet in accordance with the regulations made under the *Community Safety and Policing Act, 2019*, if any.

4. Plan Review and Reports

In accordance with the *Community Safety and Policing Act, 2019*, the City will publish reports on the implementation of this Plan in accordance with any regulations.

This Plan will be reviewed in accordance with the Policy for the Establishment and Maintenance of Council Policies.

Last modified: Wednesday, May 14, 2025