



## WOODSTOCK POLICE SERVICE BOARD

### PUBLIC MEETING AGENDA

**DATE: September 8, 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 June 9, 2025  
**Recommendation: The Board approves the minutes of June 9, 2025 as circulated.**
6. Approval of Emergency Meeting Minutes from August 21, 2025  
**Recommendation: The Board approves the Emergency Meeting minutes of August 21, 2025 as circulated.**
7. Business Arising from the Minutes
8. Verbal Report from the Chair
9. Verbal Report from the Chief
10. Correspondence
  - a. Ontario Police College Basic Constable Training March Past and Review Ceremony – Thursday, September 18, 2025
11. 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 11 be received.**

12. Financial Statements – Summary for period ending August 31, 2025
13. Board Report – Administrative Review of SIU Investigation (SIU #25-OCI166)
14. Board Report No. 3 – 2025  
**Recommendation: That the Board ratify the email vote conducted on July 2, 2025, approving and directing the payment of \$50.00 for the annual OAPSB Zone 4 Membership Fee.**
15. Unfinished Business
16. 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.***
17. Motions arising from Closed Session
18. New Business (if necessary)
19. Date of next Board meeting Monday, October 6, 2025 @ 3:00 P.M. at Woodstock Police Service Headquarters and via Zoom.
20. Adjournment



## **WOODSTOCK POLICE SERVICE BOARD**

The Woodstock Police Service Board met on June 9, 2025 at Woodstock Police Service Headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Leslie Farrell, Provincial Appointee; Connie Lauder, Council Representative; Mayor Jerry Acchione, 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.

### **1. CALL TO ORDER**

Chair Whiteford called the meeting to order at 3:00 p.m.

### **2. WELCOME**

Chair Whiteford welcomed everyone.

### **3. APPROVAL OF AGENDA**

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board approve the agenda as circulated.

CARRIED.

### **4. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

### **5. APPROVAL OF MINUTES – MAY 12, 2025**

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the Board approve the minutes of May 12, 2025 as circulated and amended.

CARRIED.

## 6. BUSINESS ARISING FROM THE MINUTES

None.

## 7. VERBAL REPORT FROM CHAIR

- Chair Whiteford presented the King Charles III Coronation Medal to Chief Wilkinson. The medal is a Canadian honour created to commemorate the coronation of King Charles III on May 6, 2023. It recognizes individuals who have made significant contributions to Canada or a particular region or community, or who have achieved outstanding success abroad that brings credit to the country.
- Chair Whiteford noted that he attended the OAPSB Conference held June 3-5. He commented that it was a valuable event and advised that he will provide a written report by email.

## 8. VERBAL REPORT FROM CHIEF

- Chief Wilkinson expressed his gratitude for receiving the King Charles III Coronation Medal.
- On May 12 the Woodstock Police Service Canine Unit, Uniform Patrol, and Auxiliary Unit attended the One World Festival at Central Public School. The festival was a vibrant celebration of culture, featuring music, dance, traditional dress, student projects, and a variety of delicious foods.
- Chief Wilkinson thanked Inspector Taylor and Constable Van Parys for their participation in the 7<sup>th</sup> annual Woodstock and District Developmental Services (WDDS) Runway of Stars fashion show. The event celebrates inclusion and raises funds for vital programs in Oxford County.
- May 16-24 was Canada Road Safety Week. The WPS Traffic Unit laid various charges during this period.
- Victims and Survivors of Crime Week took place in May. Six members of the WPS were recognized for their collaborative efforts with Victim Assistance Services of Oxford County (VASOC) and for making the most referrals to VASOC.
- On May 24 WPS Officers joined the community at College Avenue Secondary School for the 2025 IG Wealth Management Walk for

Alzheimer's.

- The Woodstock Police Service recognizes June as Pride Month and is proud to stand alongside our community in support of equality, acceptance, and inclusion.
- On May 31, Inspector Taylor had the honour of attending the 40<sup>th</sup> Annual Inspection of the Navy League Cadet Corps Unicorn. The WPS congratulates all cadets, officers, and volunteers for making the milestone event a success.
- Chief Wilkinson noted that the WPS Drug Unit assisted the Stratford Drug Unit in Project Weston, where five individuals faced a combined 48 charges. Police seized a loaded 9mm Glock handgun, 11 rounds of 9mm ammunition, multiple high-capacity magazines, brass knuckles, and drugs including cocaine, fentanyl, methamphetamine, oxycodone/hydromorphone pills, LSD, Psilocybin, and other substances. The drugs had a street value of \$100,000.

9. STATISTICS/REPORTS – DEPUTY CHIEF NOVACICH

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

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

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

10. WPSB SPONSORSHIP TO THE JEFF PINCOMBE CHARITY GOLF TOURNAMENT

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board approve the attached sponsorship in the amount of \$1000.00 to support the Jeff Pincombe Charity Golf Tournament.  
CARRIED.

11. 2024 ANNUAL REPORT

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board approve the 2024 Annual Report and direct that it be submitted to the City of Woodstock in accordance with section 41(1) of the *Community Safety and Policing Act*, by no later than June 30, 2025.

CARRIED.

12. DIVERSITY PLAN

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board approve the 2025-2027 Diversity Plan pursuant to section 37(1)(e) of the *Community Safety and Policing Act*.

CARRIED.

- A) Municipal and Police Board Diversity Plan requirements under the *Community Safety and Policing Act*.

The Board was made aware of the fact that the City of Woodstock has a Diversity Plan that will need to be updated in accordance with section 28(1) of the *Community Safety and Policing Act*.

13. UNFINISHED BUSINESS

None.

14. CLOSED SESSION

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board adjourns to Closed Session at 3:31 p.m. 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.

CARRIED.

CLOSED SESSION RISES

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board does now rise from Closed Session and reconvenes at 4:45 p.m.

CARRIED.

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

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

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

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

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of June 9, 2025.

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

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

CARRIED.

CLOSED SESSION # 4 – BOARD MEMO – REPLACEMENT OF OFFICERS

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board accept the recommendation in the Chief's report dated June 9, 2025 to the Board about the replacement of certain sworn officers.

CARRIED.

CLOSED SESSION # 5 – STATUS OF COLLECTIVE AND CONTRACT AGREEMENTS

No motion arising.

CLOSED SESSION # 6 – BOARD ONLY SESSION

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board continue the extension of hours for the WPSB Executive Assistant until September 8, 2025.

CARRIED.

CLOSED SESSION # 7 – OTHER ITEMS AS NECESSARY

None.

16. NEW BUSINESS

None.

15. Date of Next Board Meeting Monday, September 8, 2025 at 3:00 p.m. at the Woodstock Police Service Headquarters.

16. ADJOURNMENT

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board does now adjourn at 4:46 p.m.

CARRIED.

*"Original Signed by"*

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Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed by"*

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Leslie Farrell, Vice Chair  
Woodstock Police Service Board





## **WOODSTOCK POLICE SERVICE BOARD**

The Woodstock Police Service Board met for an Emergency Meeting on August 21, 2025 at Woodstock Police Service Headquarters and via Microsoft Teams at 10:00 a.m.

Present were: Ken Whiteford, Provincial Appointee; Connie Lauder, Council Representative; Mayor Jerry Acchione, Council Representative; Daryl Stevenson, Community Appointee; and Leslie Farrell, Provincial Appointee joined via Microsoft Teams.

Also in attendance was Chief Rod Wilkinson.

### **1. CALL TO ORDER**

Chair Whiteford called the meeting to order at 9:57 a.m.

### **2. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

### **3. CLOSED SESSION**

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board adjourns to Closed Session at 9:57 a.m. to discuss personal matters about identifiable individuals pursuant to S. 44(2)(b) 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 # 1 – PERSONNEL MATTER**

The Chief discussed a personnel matter with the Board.

4. CLOSED SESSION RISES

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board does now rise from Closed Session and reconvenes at 10:35 a.m.

CARRIED.

5. MOTIONS ARISING FROM CLOSED SESSION - # 1

CLOSED SESSION # 1 – PERSONNEL MATTER

No motion arising.

6. ADJOURNMENT

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the Board does now adjourn at 10:36 a.m.

CARRIED.

*"Original Signed by"*

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Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed by"*

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Leslie Farrell, Vice Chair  
Woodstock Police Service Board

**From:** Sharon Seepersad <sharons@oacp.ca>

**Sent:** August 29, 2025 10:58 AM

**Subject:** #External: APL: Ontario Police College Basic Constable Training March Past and Review Ceremony - Thursday, September 18, 2025

**CAUTION:** This email originated from outside of the Woodstock Police Service. Do not click links or open attachments unless you recognize the sender and know the content is safe.



**DATE:** August 29, 2025

**TO:** All Chiefs of Police  
Commissioner Thomas Carrique, OPP  
Regional Commander Matt Peggs, RCMP  
All Deputy Chiefs of Police  
All Deputy Commissioners, OPP

**RE:** Ontario Police College Basic Constable Training March Past and Review Ceremony - Thursday, September 18, 2025

Good Morning,

On behalf of the Ontario Police College (OPC), the Ontario Association of Chiefs of Police is pleased to inform you that the OPC Basic Constable Training March Past and Review Ceremony for classes BC-2521 to BC-2530 will be held on **Thursday, September 18, 2025, at 1300 hours**.

All police officers attending are requested to wear their No. 1 dress uniform.

On this occasion, 512 recruits are expected to march past.

Prior to the Ceremony, a reception will be held at OPC, 10716 Hacienda Road, Aylmer, ON, in lounge "A" between 1130 and 1230 hours. This reception is reserved for Chiefs of Police, Senior Officers, platform guests and ministry guests.

To assist with planning, please confirm your attendance by completing the [Microsoft Form](#) by Wednesday, September 10, 2025.

Please note that the ceremony can be viewed on the Ontario Police College Virtual Academy (OPCVA).

Should you have any questions, please contact Brittany Alward, Assistant to the Director of OPC at (519) 773-4201 or [Brittany.alward@ontario.ca](mailto:Brittany.alward@ontario.ca).

Sincerely,



**Sharon Seepersad**

Director, Administration/Member  
Services

Ontario Association of Chiefs of Police

**Mobile:** 416-986-9797

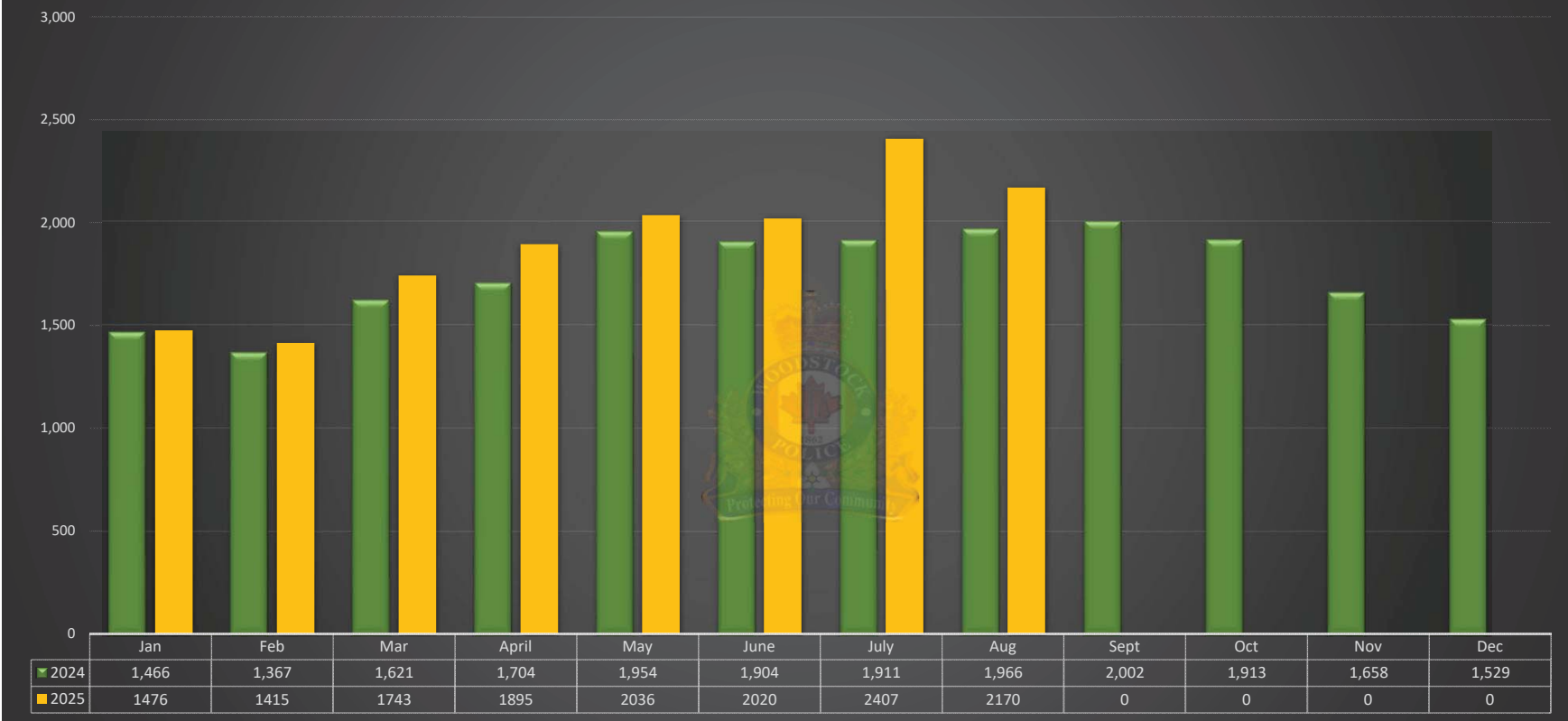
**Email:** [sharons@oacp.ca](mailto:sharons@oacp.ca)

40 College Street, Suite 605

Toronto, ON M5G 2J3

[www.oacp.ca](http://www.oacp.ca)

# 2025 WPS Calls for Service

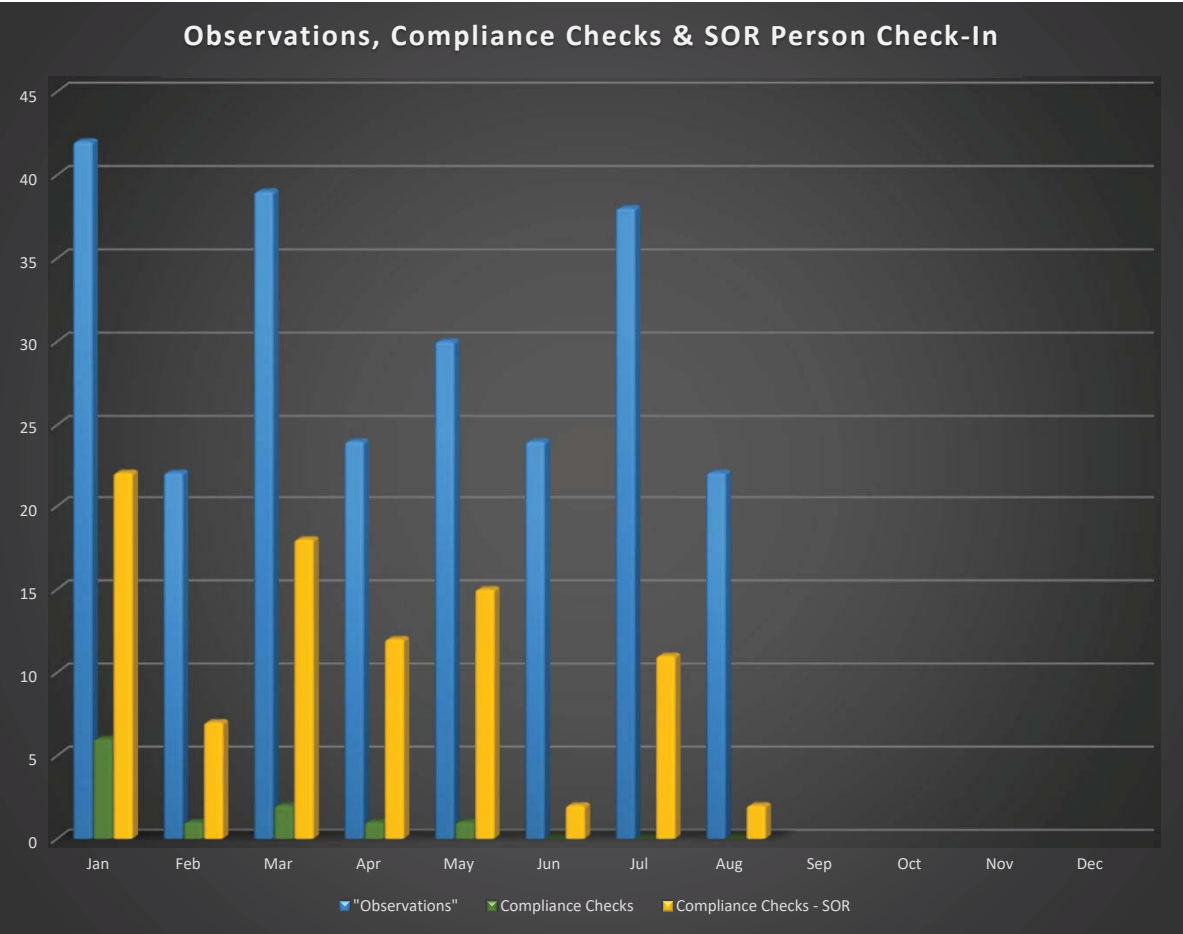


2025

## 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	2024 to date	year to date
Calls for Service	1	Calls for Service		1517	1439	1785	1918	2075	2044	2447	2193					15418	21015		
	2	911 Calls		2925	2938	3075	3090	3286	3465	3633	3276					25688	37941		
	3	OPP Transfer		763	784	798	899	864	1060	1019	882					7069	10497		
	4	London CACC		1235	1145	1113	1114	1198	1149	1226	1095					9275	13656		
	5	County Fire / Other		68	68	143	81	60	97	115	138					770	1224		
	6	WPS and WFD		859	941	1021	1056	1164	1159	1273	1161					8634	12574		
	7	911 Hang Ups		83	78	95	100	122	131	116	105					830	1265		
Community Patrol / CRU / Core	1	Log foot beat hours	Incidents	21	13	25	12	7	47	69	60					254	415		
			Foot Beat Hours	31	20.5	38.75	18.25	15	85.5	118	176					503	680		
	2	Bike & Park	Park patrol													0	0		
			Bike patrol					1	5	9	7					22	23		
	3	Focused Patrols														0	9		
Criminal Investigation Services	1	Impaired Driving		9	5	8	2	9	4	13	6					56	103		
	2	Criminal Charges Arrests		96	100	165	74	139	122	142	147					985	1441		
				117	85	105	85	124	110	136	129					891	1396		
	3	Controlled Drugs and Substance Act														0	0		
				5	4	10	0	16	2	12	14					63	120		
Police Complaints	4	Youth Criminal Justice		14	6	5	6	8	3	5	3					50	91		
	5	Warrants Executed		38	26	30	27	35	29	23	32					240	426		
	1	LECA Complaints		3	1	2	2		2	2						12	19		
	2	Internal Chiefs														0			
	3	Concluded		2	1	2	2	1	2		1					11			
Road Safety	1	HTA Radar		55	34	82	102	43	44	60	41					461	825		
	2	HTA Offences		72	57	49	72	65	42	70	31					458	950		
	3	Provincial Offence (LLA, CAIA, TPA)		21	14	16	27	20	18	30	22					168	312		
																0			
	4	By-Law / Parking		85	73	41	1	2		3	3					208	315		
		R.I.D.E		1	1	2		2	3	1	2					12	52		
		Vehicles Checked		225	160	300		308	240	160	85					1478	3683		
		Stolen Vehicles		2	9	5	5	3	11	2	4					41			
		Recovered		3	1	4		6	8	2	4					28			
		Arrest Made		1	1	1		2	3		2					10			

	"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	24	0	2
Jul	38	0	11
Aug	22	0	2
Sep			
Oct			
Nov			
Dec			
	241	11	89



Time: 10:59:13 AM

**Woodstock Police Service Board - August 31, 2025**

<u>Account</u>	<u>Description</u>	2025 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
<b><u>Revenues</u></b>					
0500-63025-0000	ONTARIO - POLICE DISCLOSURE PROTOCOL GRANT	\$0.00	\$202,350.27	(\$202,350.27)	0.00%
0500-63027-0000	ONTARIO - RIDE PROGRAMME	15,000.00	0.00	15,000.00	0.00
0500-63028-0000	ONTARIO - VICTIM SUPPORT GRANT	100,000.00	0.00	100,000.00	0.00
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOVERED	487,170.00	255,075.00	232,095.00	52.36
0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	8,000.00	0.00	100.00
0500-63035-0000	ONTARIO - HCEIT GRANT	7,000.00	11,182.00	(4,182.00)	159.74
0500-63036-0000	COMMUNITY SAFETY & POLICING GRANT - LOCAL	300,000.00	49,885.44	250,114.56	16.63
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROVINCIAL	38,000.00	22,892.54	15,107.46	60.24
0500-63038-0000	PROV - PROVINCIAL STRATEGY GRANT	12,750.00	39,836.00	(27,086.00)	312.44
0500-63039-0000	ONTARIO YOUTH IN POLICING GRANT	5,000.00	0.00	5,000.00	0.00
0500-63042-0000	ONT STRATEGY TO END HUMAN TRAFFICKING	0.00	17,400.00	(17,400.00)	0.00
0500-63046-0000	NG911 GRANT	280,670.00	531,130.04	(250,460.04)	189.24
0500-63049-0000	MOBILE CRISIS RESPONSE TEAM ENHANCEMENT	114,910.00	86,183.87	28,726.13	75.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	40,000.00	29,310.03	10,689.97	73.28
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	100,000.00	70,925.18	29,074.82	70.93
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	200,000.00	135,284.62	64,715.38	67.64
0500-69205-0000	COUNTY 911	49,970.00	0.00	49,970.00	0.00
0500-69207-0000	RECOVERED FROM COUNTY COURT SECURITY	123,430.00	0.00	123,430.00	0.00
0500-69216-0000	POLICE - ALARM REVENUE	65,000.00	43,094.00	21,906.00	66.30
0500-69219-0000	REVENUE - PAID DUTY	25,000.00	24,977.01	22.99	99.91
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	4,000.00	2,651.48	1,348.52	66.29
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	10,343.30	(4,343.30)	172.39
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	40,780.00	40,996.37	(216.37)	100.53
0500-69229-0000	DONATIONS - CANINE UNIT	0.00	7,351.00	(7,351.00)	0.00
0500-69240-0000	TRANS FROM RESERVE RE LABOUR RELATIONS	640,000.00	0.00	640,000.00	0.00
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	358,480.00	185,321.70	173,158.30	51.70
0500-69262-0000	PROPERTY AUCTION PROCEEDS	0.00	678.15	(678.15)	0.00
0500-69265-0000	WSIB REIMBURSEMENTS	800,000.00	722,882.37	77,117.63	90.36
0500-69268-0000	POLICE - HOSTED TRAINING REVENUE	0.00	640.00	(640.00)	0.00
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	20,000.00	0.00	20,000.00	0.00
<b>Total Revenues</b>		<b>\$3,841,160.00</b>	<b>\$2,498,390.37</b>	<b>\$1,342,769.63</b>	<b>65.04%</b>
<b><u>Expenditures</u></b>					
0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$954,470.00	\$502,159.26	\$452,310.74	52.61%
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,951,970.00	\$1,299,454.34	\$652,515.66	66.57%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$2,435,560.00	\$1,565,971.41	\$869,588.59	64.30%

**Woodstock Police Service Board - August 31, 2025**

<u>Account</u>	<u>Description</u>	2025 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$16,042,210.00	\$9,835,082.91	\$6,207,127.09	61.31%
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$131,620.00	\$180,629.15	(\$49,009.15)	137.24%
0500-72231-0170	WPSB-COMMUNITY ENGAGEMENT-MEETINGS & L	\$0.00	\$6,000.00	(\$6,000.00)	0.00%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$4,409,030.00	\$2,819,208.15	\$1,589,821.85	63.94%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$5,000.00	\$0.00	\$5,000.00	0.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$100,000.00	\$2,240.34	\$97,759.66	2.24%
0500-72247-0412	POLICE -COMMUNITY ENGAGEMENT OFFICER GF	\$0.00	\$2,594.59	(\$2,594.59)	0.00%
0500-72250-0000	POLICE - BUILDING MAINTENANCE EXPENSES	\$320,400.00	\$221,058.20	\$99,341.80	68.99%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$306,450.00	\$196,573.57	\$109,876.43	64.15%
	<b>Total Expenditures</b>	<b>\$26,656,710.00</b>	<b>\$16,630,971.92</b>	<b>\$10,025,738.08</b>	<b>62.39%</b>
	<b>Total Revenues</b>	<b>(\$3,841,160.00)</b>	<b>(\$2,498,390.37)</b>	<b>(\$1,342,769.63)</b>	<b>65.04%</b>
	<b>Net Difference</b>	<b>\$22,815,550.00</b>	<b>\$14,132,581.55</b>	<b>\$8,682,968.45</b>	<b>61.94%</b>



WOODSTOCK POLICE SERVICE

Reserve & Reserve Funds to  
July 31, 2025

	Name	January 1, 2025	2025 Contributions	Reserve Fund Interest Earned	Transfers between Funds	Expenditures	Transferred to Operating/Capital	Balance July 31, 2025	
0180-52031	Sick Leave Severance Reserve Fund	<b>1,251,107.94</b>	10,000.00	10,019.29		149,086.76		<b>1,122,040.47</b>	Includes \$ 745,084.15 surplus for 2024
0170-51152-0000	Insurance Loss Reserve	<b>212,232.66</b>	5,000.00					<b>217,232.66</b>	
0170-51153-0000	Reserve for Legal Fees	<b>204,313.34</b>						<b>204,313.34</b>	
0170-51156-0000	Reserve Building & Operations	<b>130,343.35</b>						<b>130,343.35</b>	
0180-52032	Voice Radio Replacement Reserve Fund	<b>20,387.97</b>		411.19				<b>20,799.16</b>	
0170-51157-0000	Honour Guard Reserve	<b>2,100.80</b>						<b>2,100.80</b>	
0170-51158-0000	Labour Relations Reserve	<b>640,989.65</b>					640,000.00	<b>989.65</b>	Potential Transfer
0170-51159-0000	Reserve for Information Technology	<b>440,805.40</b>						<b>440,805.40</b>	
0170-51161-0000	Canine Unit	<b>13,645.95</b>						<b>13,645.95</b>	
0170-51166-0000	Capital Projects Reserve	<b>326,819.44</b>						<b>326,819.44</b>	
0170-51171-0000	Reserve for Specialized Services & Wellness	<b>18,855.28</b>						<b>18,855.28</b>	
0170-51172-0000	Reserve for Civilian Clothing	<b>2,273.33</b>						<b>2,273.33</b>	
	Totals	<b>3,263,875.11</b>	15,000.00	10,430.48	-	149,086.76	640,000.00	<b>2,500,218.83</b>	

## Report

**Subject:** Administrative Review of SIU Investigation (SIU #25-OCI166)  
**From:** Inspector Jamie Taylor  
**To:** The Chair and Members of the Woodstock Police Services Board  
**Date:** September 5, 2025

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### Recommendation

For Information only.

### Summary

On April 25, 2025, Woodstock Police Service (WPS) attended Reeve Street near the Oxford County building in the City of Woodstock for a report of an intoxicated male who was assaultive and threatening the complainant.

The responding officer arrived onscene and located the intoxicated male. The officer made every effort to de-escalate the intoxicated male who was belligerent and got in the face of the officer. The male was arrested for public intoxication for his own safety. In effort to gain and maintain control of this male he was taken to the ground using empty hand techniques. The male was transported to the police station where he complained of a sore rib. The male was transported to the hospital where he was diagnosed with a fractured rib. As a result of the fractured rib the Special Investigations Unit (SIU) was notified.

The SIU investigated the incident and there was no criminal conduct by the responding officer. No subject official was designated.

This report summarizes the required review pursuant to section 81(4) of the Community Safety and Policing Act and Special Investigations Unit Act.

### Report

On April 25, 2025, Police were dispatched to Reeve Street near the Oxford County building. The complainant was walking his dog when the subject approached him and began swearing at him and clenching his fists. The complainant feared the subject was going to assault him. The subject

then grabbed the complainant by the shirt causing his shirt to rip. The complainant managed to break free and call the police. The subject threatened the complainant that he was going to kill him. Police arrived on scene and located the subject who was slurring his words and had a strong odour of alcoholic beverage on his breath. The responding officer formed the opinion that the subject was intoxicated and arrested him for public intoxication. The subject resisted arrest and was taken to the ground in effort to gain control and place the subject in handcuffs. The subject was transported to the Woodstock Police Station where he complained of a sore rib. As a result, the subject was transported to the Woodstock Hospital where he was diagnosed with a fractured rib.

WPS notified the Special Investigations Unit (SIU), and the SIU invoked their mandate. No officers were designated as the *subject official* or *witness officials*, and all officers remained on active duty.

On August 11, 2025, the SIU advised, in a letter from Bill Marshall the Investigative Manager of the SIU, the file had been closed, and no further action was contemplated. In the Director's view, there were no reasonable grounds in the evidence to proceed with criminal charges against the subject official.

*Section 81 (4) of the Community Safety and Policing Act and Special Investigations Unit Act* requires the Chief of Police to cause an investigation into any incident with respect to which the SIU has been notified. The purpose of this investigation is to determine if any changes are required to the policies or procedures of the service. The regulation also requires the police service to report the findings to the Police Services Board.

In the SIU Director's letter dated August 11th, 2025, Mr. Marshall noted that despite invoking the mandate, they have terminated the investigation into the incident resulting in an injury to a male on April 25, 2025. There are no recommendations for any changes to the Service's policies and/or procedures at this time.

## **Attachments**

Nil

**Prepared By:** Inspector Jamie Taylor

**Approved By:** Chief Rod Wilkinson

To: **Woodstock Police Service Board**

From: **Woodstock Police Service Board Chair**

Re: **OAPSB Zone 4 2025 Membership Fee – Email Vote Ratification**

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**RECOMMENDATION**

That the Board ratify the email vote conducted on July 2, 2025, approving and directing the payment of \$50.00 for the annual OAPSB Zone 4 Membership Fee.

Moved by: Daryl Stevenson

Seconded by: Jerry Acchione

**AIM**

To ratify and formally record the Board's email vote.

**BACKGROUND**

On June 18, 2025, the Board received the 2025 Membership Form from Kirsten Stevenson, OAPSB Zone 4 Secretary/Treasurer. An email vote was subsequently conducted to approve the payment.

**COMMENTS**

The motion was carried by email vote in accordance with Board procedures.