



## 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 Special Meeting Minutes from August 21, 2025  
**Recommendation: The Board approves the special 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. 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.**
11. 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.**
12. Unfinished Business

13. 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.**
14. Motions arising from Closed Session
15. New Business (if necessary)
16. Date of next Board meeting Monday, October 6, 2025 @ 3:00 P.M. at Woodstock Police Service Headquarters and via Zoom.
17. 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 a Special 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

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.