



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, reported that there was a clean audit of the police component of the City audit, and answered 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