



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, May 11, 2015 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:00 p.m. Present were Chair Mary Anne Silverthorn, Provincial Appointee; Nancy O'Grady, Vice Chair, Provincial Appointee; Mayor Trevor Birtch, and Shawn Shapton, Member. Also in attendance were Chief Bill Renton, Deputy Chief Daryl Longworth, Inspector Darren Sweazey, and Marilyn Pearson, Executive Assistant. Sandra Carnegie, Community Member arrived at 4:30 p.m.

### CALL TO ORDER

Chair Silverthorn called the Meeting to order at 4:00 p.m.

#### 1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board approves the Agenda with the following amendment – under 12 b) add Citizens Police Academy. CARRIED

### WOODSTOCK POLICE SERVICE COMMUNICATIONS CENTRE

Jason Green, Communications Dispatcher, provided an overview of the Communications Centre including duties and responsibilities, fire communications serving 19 stations, back-up centre, patrol zones, software infrastructure, and related statistics.

#### 2. MINUTES – APRIL 13, 2015

Moved by Nancy O'Grady

Seconded by Shawn Shapton

resolved that the Board approves the Minutes of April 13, 2015 as typed and circulated. CARRIED

### VERBAL REPORT FROM CHAIR

- Chair Silverthorn thanked Vice Chair O'Grady for assisting at the Auxiliary appreciation recognition dinner in her absence.

### VERBAL REPORT FROM THE CHIEF OF POLICE

- Chief Renton reported on some of the events he has recently attended including: the Auxiliary appreciation dinner, Battle of the Atlantic Ceremony of Remembrance, Change of Command Ceremony – London Police Service, and the OHIA Workshop in Niagara.

#### 3. COMMUNICATIONS

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the following communications be received by the Board:

- a) Auxiliary Staff Sergeant Deb Klemp, dated April 28, 2015, re: thanks and appreciation for Auxiliary appreciation dinner CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the May Media Releases covering Radio, Newspaper, & Rogers TV be received by the Board. CARRIED

5. STATISTICS

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the following statistical reports be received by the Board:

- a) 2015 Monthly Calls for Service Statistics
- b) 2011-2015 Calls For Service & 5 Year Monthly Average Report
- c) 2015 Report on Complaint Investigations Report CARRIED

6. DRAFT – WOODSTOCK POLICE SERVICE DIRECTIVE EMERGENCY RESPONSE 1018WPS

Moved by Nancy O’Grady

Seconded by Mayor Trevor Birtch

Resolved that the Board receives Woodstock Police Service Directive – Emergency Response 1018WPS CARRIED

2015 CITIZENS POLICE ACADEMY

Members Shawn Shapton, Sandra Carnegie, and Mayor Trevor Birtch commended Staff Sergeant Neil Butler and his committee that led an outstanding, informative, and educational Citizens Police Academy Program. All three Board Members who attended gained valuable information and experiences from the program. As a small token of appreciation a letter of thanks will be sent to Staff Sergeant Butler and copied to all Members that assisted in delivering this awesome program!

7. CLOSED SESSION

Moved by Mayor Trevor Birtch

Seconded by Nancy O’Grady

resolved that the Board adjourns to Closed Session at 4:40 pm to discuss:

- Personal matters about identifiable individuals, including Woodstock Police Service Members
- Labour relations or employee negotiations
- Intimate financial matters

as outlined in Section 35 of the *Ontario Police Services Act*. CARRIED

8. CLOSED SESSION RISES

Moved by Shawn Shapton

Seconded by Nancy O’Grady

resolved that the Board does now rise from Closed Session and reconvenes at 5:20 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #9 - #19

9. CLOSED SESSION AGENDA

Moved by Shawn Shapton

Seconded by Sandra Carnegie

resolved that the Board approves the Closed Session Agenda as amended. CARRIED

10. STAFFING REPORT

Moved by Sandra Carnegie

Seconded by Nancy O'Grady

resolved that the Board receives the Staffing Report dated May 2015. CARRIED

11. RETIREMENT NOTICE – CIVILIAN MEMBER

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives retirement notice effective June 30, 2015 from a Civilian Member with regret. CARRIED

12. RECRUITING AUXILIARY POLICING UNIT – REPORT DATED MAY 5, 2015

Moved by Sandra Carnegie

Seconded by Shawn Shapton

resolved that the Board approves the report under #3 in Closed Session regarding the appointment of six additional Auxiliary Officers as recommended in the report dated May 5, 2015 by Deputy Chief Daryl Longworth. CARRIED

13. 2014 INSPECTION REPORT OF THE WOODSTOCK POLICE SERVICE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board receives email notification from Police Services Advisor, Peter Osinga, regarding the completion of the Inspection process. CARRIED

14. CLOSED SESSION – REPORT #5

Moved by Shawn Shapton

Seconded by Sandra Carnegie

resolved that the Board receives Year-End Reports under #5 in Closed Session. CARRIED

15. MEMORANDUM OF UNDERSTANDING

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board approves and authorizes the Board Chair and Vice Chair to sign the Memorandum of Understanding for the three Collective Agreements as presented. CARRIED

16. OPERATING STATEMENT – MAY 06, 2015

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Operating Statement dated May 06, 2015 be received by the Board. CARRIED

17. CLOSED SESSION – REPORT #9

Moved by Sandra Carnegie

Seconded by Shawn Shapton

resolved that the Board receives report under #9 in Closed Session. CARRIED

18. CLOSED SESSION – REPORT #10

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board receives report under #10 in Closed Session. CARRIED

19. REQUEST FROM WOODSTOCK POLICE ASSOCIATION

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Freedom of Information request from the Woodstock Police Association be denied. CARRIED

20. ADJOURNMENT

Moved by Sandra Carnegie

Seconded by Shawn Shapton

resolved that the Board does now adjourn at 5:25 p.m. CARRIED

The next meeting is scheduled for Monday, June 08, 2015 at 4:00 p.m. at Woodstock Police Service Headquarters.

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Mary Anne Silverthorn Chair  
Woodstock Police Services Board

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Nancy O'Grady, Vice Chair  
Woodstock Police Services Board