



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, April 11, 2016 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:15 p.m. Present were Chair Shawn Shapton, Member; Mary Anne Silverthorn, Vice Chair, Provincial Appointee; Nancy O'Grady, Member, Provincial Appointee; Mayor Trevor Birtch, Member and Sandra Carnegie, Community Member. Also in attendance were, Deputy Chief Darren Sweazey, Inspector Paul Hess, and Marilyn Pearson, Executive Assistant. Chief Bill Renton sent regrets.

### CALL TO ORDER

Chair Shapton called the meeting to order at 4:15 p.m.

### FINANCIAL DISCUSSION

Patrice Hilderley, Director of Client Services, City of Woodstock, briefly attended the meeting to discuss budget deficit from 2015 at \$22,000.00.

- This deficit will go into the 2016 Operating Budget.
- It is a smaller deficit than in past years that resulted from the transfer of monies into reserves in December 2015. Without this transfer there would have been a \$26,000.00 surplus.
- Board will wait until mid-October to review 2016 Operating Budget numbers to decide if a transfer from reserves is required.

### PRESENTATION BY CONSTABLE NIKKI VANLEEUEWEN – COMMUNITY SERVICE/MEDIA RELATIONS OFFICER

- Constable VanLeeuwen gave a very informative powerpoint presentation on the role of the Community Service/Media Relations Officer and the numerous projects she and Constable Tyler Allard, High School Liaison Officer coordinate and facilitate each year. Volunteer Auxiliary Members are needed to run many of the programs. A Youth in Policing Initiative (YIPI) grant provides employment for one youth for 8 weeks over the summer to learn and assist as needed.

#### Highlights of the presentation include:

- Earn a Bike Program – 3 local Tim Horton Owners sponsor this program where youth complete a week of volunteer work to earn a free bike;
- Kids 'n Cops Day Camp and the Fishing Derby, are favourite events that children from Big Brothers/Big Sisters participate in.
- Community Service Camp Day is a popular program
- Skateboard/Bike Park – free icecream coupons are issued for those wearing a helmet and those in need of a helmet are donated by local insurance companies.
- School bike rodeos are held in May and June; Safety Expo for Grades 2 & 3 sponsored by the Oxford County Injury Prevention Team; Race Against Drugs for Grade 5 – \$4,000 in sponsorship is needed to run this program -1400 youth are involved; unfortunately the RCMP pulled out of this program; Values Influences and Peers (VIP) is a year-long program for Grade 6.
- Anti-bullying, understanding consequences from improper use of cell phones are examples of ongoing awareness programs at the schools.
- The Torch Relay, Outdoor Farm Show, Alzheimer's - Finding Your Way, Oxford

County Elder Abuse (OCEAN) and the Citizen's Police Academy are other annual events that WPS are involved with.

- Thanks was extended to Constable Vanleeuwen for organizing excellent programs and keeping the public informed with media releases, Facebook and Twitter.

1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board approves the Agenda as circulated. CARRIED

2. MINUTES – MARCH 21, 2016

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board approves the Minutes of March 21, 2016 as amended. CARRIED

VERBAL REPORT FROM THE CHAIR

- Chair Shapton enjoyed attending a great afternoon at the graduation of 265 recruits at OPC including Joel Harrington on April 1, 2016.
- Sergeant Masseur's retirement farewell is on his last day – April 15<sup>th</sup>

VERBAL REPORT FROM THE CHIEF OF POLICE

Deputy Chief Sweazey reported on the following:

- Senior admin are conducting interviews for new/experienced recruits
- Internal renovations have started for the building project

3. COMMUNICATIONS

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the following communications be received by the Board:

- a) Note of Thanks from Judi Bell and the Sobeski Family re: floral tribute, compassion & respect from WPS CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

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

5. STATISTICS

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

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

- a) 2016 Calls for Service Statistics
- b) 2011-2016 Calls for Service Report
- c) 2015/2016 Charge Comparison Report
- d) 2016 Report on Complaint Investigations Report
- e) Jan 2015 – Feb 2016 Mental Health Calls Woodstock Police CARRIED

## UNFINISHED BUSINESS

PROCUREMENT POLICY – Deferred to a future meeting

## NEW BUSINESS

### 6. MEMO RE: BILL 113 RECORDS CHECKS LEGISLATION

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board approve recommendations in the Bill 113 Records Checks Legislation Memo dated March 31, 2016. CARRIED

### BUILDING ADDITION UPDATE

- Outside work has been delayed approximately 6 weeks
- IT has moved into part of the front VASOC office so internal renovations to the washroom area can be done

### 7. CLOSED SESSION

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that the Board adjourns to Closed Session at 5:16 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 Mayor Trevor Birtch

Seconded Nancy O'Grady

resolved that the Board does now rise from Closed Session and reconvenes at 5:30 p.m. CARRIED

## MOTIONS ARISING FROM CLOSED SESSION - #9 - #20

### 9. CLOSED SESSION AGENDA

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board approves the Closed Session Agenda. CARRIED

### 10. PERSONNEL – STAFFING REPORT

Moved by Sandra Carnegie

Seconded by Nancy O'Grady

resolved that the Board receives the Staffing Report dated April 04, 2016. CARRIED

11. PERSONNEL – CONFIRMATION TO THE RANK OF STAFF SERGEANT –  
ROD WILLKINSON

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that the Board confirms the promotion of Rod Wilkinson to rank of Staff Sergeant effective April 11, 2016 on recommendation of Chief Renton. CARRIED

12. CLOSED SESSION – #4

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives report under #4 in Closed Session. CARRIED

13. CLOSED SESSION – #5

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board receives report under #5 in Closed Session. CARRIED

14. DIVISION 4 - LEASE EXTENSION

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives Lease Extension reports under #6 in Closed Session. CARRIED

15. CLOSED SESSION – #7

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board receives report under #7 in Closed Session as information. CARRIED

16. OPERATING STATEMENT – APRIL 06, 2016

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Operating Statement dated April 06, 2016. CARRIED

17. CLOSED SESSION – REPORT #9

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

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

18. CLOSED SESSION – REPORT #10

Moved by Sandra Carnegie

Seconded by Nancy O'Grady

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

19. CLOSED SESSION – REPORT #11

Moved by Sandra Carnegie

Seconded by Nancy O’Grady

resolved that the Board receives verbal report from Inspector Hess under #11 in Closed Session. CARRIED

20. CLOSED SESSION – #12

Moved by Mayor Trevor Birtch

Seconded by Nancy O’Grady

resolved that the Board receives report under #12 in Closed Session as information. CARRIED

21. ADJOURNMENT

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board does now adjourn at 5:35 p.m. CARRIED

The next meeting to be held on May 09, 2016 at the Woodstock Police Headquarters at 4:15 p.m.

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Shawn Shapton, Chair  
Woodstock Police Services Board

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Mary Anne Silverthorn, Vice Chair  
Woodstock Police Services Board