



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, May 09, 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, Chief Bill Renton, Deputy Chief Darren Sweazey, Inspector Paul Hess, and Marilyn Pearson, Executive Assistant.

CALL TO ORDER

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

INTRODUCTION OF CONSTABLE JOEL HARRINGTON

- Constable Joel Harrington was introduced to the Board by Chief Renton. Joel graduated with “phenomenal” marks from the Ontario Police College and was sworn in by Justice Graham on April 13, 2016. Joel was a Special Constable and volunteered on the Auxiliary Unit prior to being selected as a recruit at OPC. Congratulations was extended to Constable Harrington for a long and rewarding policing career!

PRESENTATION BY ADMINISTRATIVE SERGEANT DON MACKENZIE – AUXILIARY UNIT

- Administrative Sergeant Don MacKenzie is also the Liaison Officer for the Woodstock Police Service Auxiliary Unit who provides professional guidance, leadership and training to the unit. He presented a slide show of photos from the 60 events that auxiliary officers volunteered at over an 86 day period in 2015. Sergeant MacKenzie remarked, “The big grins on their faces says it all about their passion for their invaluable volunteer role at WPS.”
- It was noted that the total volunteer hours have progressively increased over the previous six years from 2010 at 1500 hours compared to 4000 hours in 2015.
- These “hard working” volunteers are an incredible asset to the Woodstock Police Service – presently at 14 Members with 2 vacancies from Members that were hired as recruits and are now full-time officers with the Woodstock Police Service.
- An annual recognition dinner will be held for the Auxiliary Unit on May 12th.

1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board approves the Agenda as circulated. CARRIED

2. MINUTES – APRIL 11, 2016

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board approves the Minutes of April 11, 2016 as typed and circulated.
CARRIED

VERBAL REPORT FROM THE CHAIR

- Chair Shapton took a moment to convey our thoughts with the 1st responders involved with the fires in Fort McMurray.
- Chair Shapton thanked Chief, Deputy, Constable Allard and Constable VanLeeuwen for their professional demeanour in attending the planning meetings in preparation for the upcoming public meeting on Teen Suicides.
- Chair Shapton congratulated Chief Renton on an award he received from the Ontario Homicide Investigators Association (OHIA) award of merit. This distinction recognizes members of the policing community who, through their dedication and service, have made a lasting contribution to the profession of homicide investigation in the Province of Ontario and to OHIA homicide training and education. Congratulations Chief!

VERBAL REPORT FROM THE CHIEF OF POLICE

Chief Renton reported on the following:

- Thanked Board for cards and well thoughts during loss of his mother-in-law
- Update provided on discussions at the small-mid-sized Chief's meeting held in Barrie that Chief and Deputy attended.
- Chief attended YMCA fundraiser, Battle of Atlantic Ceremony, BIA Meeting and will be attending the final session of the Citizen's Police Academy on May 10th.

3. COMMUNICATIONS

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the following communications be received by the Board:

- a) Lindsay & Family dated April 2016 re: baby floral welcome
- b) Mary Anne Silverthorn, Chairperson of the 2016 DASO Fashion Show, dated April 11, 2016 re: fashion show fundraiser CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

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

5. STATISTICS

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

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) 2016 Report on Complaint Investigations Report CARRIED

UNFINISHED BUSINESS

PROCUREMENT POLICY – Inspector Hess discussed background information and research he has done on Procurement Policies from City of Woodstock and area police services. Draft Woodstock Police Service Directive to be prepared for June Meeting.

NEW BUSINESS

6. POLICE WEEK

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receive the May 15-21, 2016 Police Week Report from Chief Renton. CARRIED

7. CORRESPONDENCE FROM SOCIAL PLANNING COUNCIL OXFORD RE: FOOD FOR INMATES

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board receive correspondence as information from Ashley Farrar, Executive Director, & Patrick McMahon, Chair, Food Secure Committee, Social Planning Council Oxford dated May 3, 2016 re: response from WPSB letter dated March 24, 2016 – food for inmates. CARRIED

BUILDING ADDITION UPDATE

- Soil contamination removal has caused a delay in exterior project
- Footings in, cement peers completed
- Prefab walls will be installed next – June/July
- Internal work is continuing
- Some plumbing costs are coming out of WPS Building Maintenance Budget
- Regular onsite meetings are being held

8. CLOSED SESSION

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board adjourns to Closed Session at 4:50 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

9. CLOSED SESSION RISES

Moved by Mayor Trevor Birtch

Seconded Mary Anne Silverthorn

resolved that the Board does now rise from Closed Session and reconvenes at 6:00 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #10 - #28

10. CLOSED SESSION AGENDA

Moved by Sandra Carnegie

Seconded by Nancy O'Grady

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

11. PERSONNEL – STAFFING REPORT

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

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

12. PERSONNEL – CONFIRMATION TO THE RANK OF SERGEANT – SEAN KELLY

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board confirms the promotion of Sean Kelly to rank of Sergeant effective May 09, 2016 on recommendation of Chief Renton. CARRIED

13. RESIGNATION – AUXILIARY MEMBER

Moved by Sandra Carnegie

Seconded by Nancy O'Grady

resolved that the Board receives resignation of an Auxiliary Member effective April 25, 2016. CARRIED

14. RESIGNATION – SPECIAL CONSTABLE

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board receives resignation of a Special Constable effective May 01, 2016. CARRIED

15. CONTINUING EDUCATION REQUEST

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board approves the tuition to a Member to advance education to obtain Bachelor of Forensic Identification at Laurentian University by taking Forensic Biology at \$711.00 plus \$118.00 in material. Reimbursement to take place upon successful completion of each course and receipt fee of invoice. CARRIED

16. APPROVAL OF APPOINTMENT OF SPECIAL CONSTABLE

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board authorizes Chair to sign the approval of Appointment of a Special Constable effective April 28, 2016. CARRIED

17. CLOSED SESSION – REPORT #8

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board receives correspondence under #8 in Closed Session.

CARRIED

18. COMMUNITY POLICING PARTNERSHIP (CPP) PROGRAM

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board authorizes Chair to sign the Community Policing Partnership (CPP) Program grant renewal effective April 1, 2016 – March 31, 2017. CARRIED

19. 1000 OFFICERS PARTNERSHIP PROGRAM

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board authorizes Chair to sign the 1000 Officers Partnership Program grant renewal effective April 1, 2016 – March 31, 2017. CARRIED

20. CLOSED SESSION – REPORT #11

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board continues to review reports under #11 in Closed Session.

CARRIED

21. CLOSED SESSION – REPORT #12

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board completes survey under #12 in Closed Session. CARRIED

22. CLOSED SESSION – REPORT #13

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives Chairs Report under #13 in Closed Session.

CARRIED

23. OPERATING STATEMENT – MAY 06, 2016

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

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

CARRIED

24. TRANSFER FROM CAPITAL PROJECTS RESERVE

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that \$137,689.46 be transferred from the Capital Projects Reserve to the revenue account 0500 – 69244 - 0000 Transfer from Capital Projects Reserve to pay for and equip three 2015 front-line Dodge Chargers. CARRIED

25. CLOSED SESSION – REPORT #15

Moved by Nancy O’Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives report under #15 in Closed Session. CARRIED

26. CLOSED SESSION – REPORT #16

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board receives report under #16 in Closed Session. CARRIED

27. CLOSED SESSION – REPORT #17

Moved by Sandra Carnegie

Seconded by Nancy O’Grady

resolved that the Board receives verbal report as information from Inspector Hess under #17 in Closed Session. CARRIED

28. CLOSED SESSION – REPORT #18

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives updates under #18 in Closed Session. CARRIED

29. ADJOURNMENT

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board does now adjourn at 6:06 p.m. CARRIED

The next meeting to be held on June 13, 2016 at the Woodstock Police Headquarters at 4:15 p.m.

Shawn Shapton, Chair
Woodstock Police Services Board

Mary Anne Silverthorn, Vice Chair
Woodstock Police Services Board