



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, September 12, 2016 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:10 p.m. Present were Chair Shawn Shapton, Member; Mary Anne Silverthorn, Vice Chair, 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. Absent was Nancy O'Grady, Provincial Appointee.

CALL TO ORDER

- Chair Shapton called the meeting to order at 4:10 p.m.
- Chair Shapton advised that no updates have been received on Nancy O'Grady's re-appointment.

PRESENTATION BY STAFF SERGEANT NEIL BUTLER – ALTERNATE LIGHT SOURCE

Staff Sergeant Neil Butler provided a very interesting presentation on an Alternate Light Source. This is a new piece of equipment that is used to search for trace evidence that will be used by members of the Ident. Department at crime scene investigations to identify many forms of evidence. Fingerprints, blood, semen, body fluids, and gunshot residue were some of the items described. During the presentation Board members had a chance to view trace evidence and various chemically treated fingerprints using wave lengths of light. This new piece of equipment proved very beneficial at the recent homicide investigation.

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 – JUNE 13, 2016

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board approves the Minutes of June 13, 2016 as typed and circulated.

CARRIED

VERBAL REPORT FROM THE CHAIR

- The 15th Anniversary of the 9-11 took place on September 11th. Please pass along our thanks to all 1st responders for the work they do.
- Chair Shapton, Chief Renton, Deputy Sweazey and Inspector Hess attended the graduation of Cst. Bob Bezzo at the Ontario Police College.
- Progress is being made on the building addition with the completion of the "shell" taking shape. Chair Shapton is attending site building meetings that are scheduled every 2 weeks.

VERBAL REPORT FROM THE CHIEF OF POLICE

Chief Renton reported on the following:

- It has been a busy summer, with one homicide investigation
- Youth Suicide – on leadership team that is developing a 2 year plan.
- Summer Traffic Blitz focused on distracted driving and most recently targeting speeding in school zones
- Active with RIDE checks
- Text with 911 (T9-1-1) came into effect on September 7th
- The 2015 Annual Report has been released. A presentation was made to Woodstock City Council at their September 1st meeting.

3. COMMUNICATIONS

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that the following communications be received by the Board:

- a) Mary Van Veen, Executive Director, Right to Life, dated June 20, 2016 re: note of thanks - Constable Marco D'Annibale
- b) W. Geoff Nelson, Chief of Police, Brantford Police Service, re: Note of Thanks - Inspector Paul Hess
- c) J. Robin dated July 10, 2016 re: thanks for assistance from Cst. Reeves
- d) David Jones, President Sonitrol, dated August 30, 2016 re: commending Staff Sgt. Shelton Constable Morris & Constable Murray
- e) Brittany Kinchen and Misha Medeiros, Make-a-Wish Southwestern Ontario dated July 29, 2016, re: donation from civilian dress down days – CRO Jayne Baker
- f) Nicole Zinn-Schadenberg, dated July 27, 2016, re: listening and being there – Staff Sergeant Marcia Shelton
- g) Elizabeth Warren, dated August 2016, re: going above and beyond – Cst. Paul Bezzo
- h) Woodstock District Development Services, dated August 2016, re: Ractivists at WDDS CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the June, July, August & September Media Releases covering Radio, Newspaper, & Rogers TV be received by the Board. CARRIED

5. STATISTICS

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

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

- a) 2016 Calls for Service Statistics
- b) 2012-2016 Calls for Service Report
- c) 2015/2016 Charge Comparison Report
- d) 2016 Report on Complaint Investigations Report
- e) June July & Aug Community Service/Media Relations Officer Report – Cst. Nikki Van Leeuwen

- f) January – August - High School Liaison Officer Report – Cst. Tyler Allard
- g) January – August Canine Officer Report – Cst. Dan Skillings CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

6. 2016 WPS SURVEYS – BUSINESS AND RESIDENTIAL

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives the 2016 Business and Residential Survey that will be used in the development of the 2016-2018 Business Plan. CARRIED

7. CRIME SEVERITY INDEX REPORTS

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the following Crime Severity Index Reports be received by the Board:

- a) Crime Severity Index: Frequently Asked Questions – July 2016
- b) Police-Reported Crime Statistics in Canada, 2015: Provincial & Territorial Profiles
- c) Crime Severity Index of Values – Tables of Data CARRIED

8. CAPG CONFERENCE REPORT – ATTENDED BY MARY ANNE SILVERTHORN

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Canadian Association of Police Governance (CAPG) Conference Report from Mary Anne Silverthorn who attended August 12 - 14, 2016 in Ottawa. CARRIED

9. PURCHASING AND PROCUREMENT POLICY

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board approves and authorizes Board Chair Shawn Shapton to endorse Woodstock Police Services Board Policy on Purchasing and Procurement #603WPS effective September 12, 2016; further that the draft Woodstock Police Service Directive 603WPS be reviewed by the Board. CARRIED

10. POLICY DEVELOPMENT – STREET CHECKS

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that policy be developed on “Street Checks” to meet deadline of January 1, 2017. CARRIED

11. RADIO SYSTEM INFRASTRUCTURE

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that report from Deputy Chief Darren Sweazey dated September 7, 2016 on the Radio Communications Centre be received by the Board. CARRIED

12. SHARED COURT SECURITY FUNDING REPORT FROM COUNTY OF OXFORD

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that the Shared Court Funding Report from the County of Oxford dated August 10, 2016 be discussed; further that Chair Shapton reply with Board's endorsement and comments on the report with a copy being sent to City of Woodstock. CARRIED

13. ONLINE AUCTION SET TO LAUNCH SEPTEMBER 19, 2016

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives the verbal report from the Chief on the Online Auction set to launch on September 19, 2016. CARRIED

14. OAPSB SURVEY

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that Board reviews and completes the Ontario Association of Police Services Board (OAPSB) Survey on changes to the Police Services Act. CARRIED

15. 2016 OAPSB LABOUR SEMINAR OCTOBER 20-21, 2016

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that Board authorizes Shawn Shapton to attend the Ontario Association of Police Services Board (OAPSB) Labour Seminar on October 20-21, 2016 in Toronto. CARRIED

16. BUILDING ADDITION UPDATE

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that updates on the building addition be received by the Board. CARRIED

17. CLOSED SESSION

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board adjourns to Closed Session at 5:45 pm to discuss:

- intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, 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. R.S.O. 1990, c. P.15, s.35. of the Ontario Police Services Act. CARRIED

18. CLOSED SESSION RISES

Moved by Mary Anne Silverthorn

Seconded Mayor Trevor Birtch

resolved that the Board does now rise from Closed Session and reconvenes at 6:15 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #19 - #35

19. CLOSED SESSION AGENDA

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board approves the Closed Session Agenda. CARRIED

20. PERSONNEL – STAFFING REPORT

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

resolved that the Board receives the Staffing Report dated September 12, 2016.

CARRIED

21. PERSONNEL – PARENTAL LEAVE REQUEST

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives parental leave request under #3 in in Closed Session.

CARRIED

22. PERSONNEL – RESIGNATION

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board receives correspondence and resignation of a Civilian Member effective August 24, 2016 under #4 in Closed Session. CARRIED

23. PERSONNEL – CONTINUING EDUCATION - TUITION FEE REQUEST

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board Approves the tuition to a Member to advance education to obtain Bachelor of Forensic Identification at Laurentian University by taking a Human Decomposition credit in the amount of \$711.15. Reimbursement to take place upon successful completion of each course and receipt fee of invoice. CARRIED

24. PERSONNEL – LEGAL INDEMNIFICATION REQUESTS

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board receives Legal Indemnification requests under #6 in Closed Session. CARRIED

25. PERSONNEL – RETIRED MEMBER EXTENDED HEALTH CARE BENEFITS

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board approves the extended Health Care Benefit enrollment of a retired Civilian Member turning 75. CARRIED

26. PERSONNEL – PERFORMANCE REVIEW COMMITTEE

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board establishes a Performance Review Committee for Chief Renton's evaluation that includes the following Members: Sandra Carnegie and Chair Shawn Shapton. CARRIED

27. CLOSED SESSION – REPORT #9

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

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

28. CLOSED SESSION – REPORT #10

Moved by Mary Anne Silverthorn

Seconded by Sandra Carnegie

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

29. CLOSED SESSION – REPORT #11

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives correspondence under #11 in Closed Session. CARRIED

30. OPERATING STATEMENT – SEPTEMBER 07, 2016

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Operating Statement dated September 07, 2016. CARRIED

31. CLOSED SESSION – REPORT #13

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

resolved that the Board receives report under #13 in Closed Session. CARRIED

32. BUDGET COMMITTEE UPDATE

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that a date be confirmed for the next Budget Committee meeting. CARRIED

33. CLOSED SESSION – REPORT #15

Moved by Sandra Carnegie

Seconded by Mary Anne Silverthorn

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

34. RIDE-ALONG REPORT UPDATES

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board RIDE along report updates be received. CARRIED

35. 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

36. ADJOURNMENT

Moved by Sandra Carnegie

resolved that the Board does now adjourn at 6:19 p.m. CARRIED

The next meeting to be held on Tuesday, October 11, 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