



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, March 19, 2018 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:15 p.m. Present were: Mary Anne Silverthorn, Chair, Provincial Appointee; Nancy O'Grady, Vice Chair, Provincial Appointee; Sandra Carnegie, Member, Shawn Shapton, Member, and Mayor Trevor Birtch. Also in attendance were Chief Bill Renton, Deputy Chief Darren Sweazey, Inspector Paul Hess, and Marilyn Pearson, Executive Assistant.

CALL TO ORDER

Chair Mary Anne Silverthorn called the meeting to order at 4:15 p.m.

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 – FEBRUARY 12, 2018

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board approves the Minutes of February 12, 2018 as typed and circulated. CARRIED

3. CLOSED SESSION

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board adjourns to Closed Session at 4:30 pm to discuss Labour Relations with Chief Renton, Deputy Sweazey, and Staff from Woodstock City Hall - Laird Crooks, Human Resource Manager, and Marcy Macdonald, Human Resource Coordinator. CARRIED

4. CLOSED SESSION RISES

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board does now rise from Closed Session and reconvenes at 4:45 p.m. CARRIED

VERBAL REPORT FROM THE CHAIR

- Chair Silverthorn thanked Becky Jonker and Kristi Lampman for looking after all the set up arrangements to make Cst. L.A. Maitland's retirement farewell such a wonderful event.
- 2018 Budget Presentation is on Woodstock City Council Agenda on March 22nd.
- OAPSB Bulletin highlights major PSB changes including mandatory Board Member training
- CAPG Update – In April Mary Anne will be participating in lobby days with Ministers in Ottawa.

VERBAL REPORT FROM THE CHIEF OF POLICE

- Chief Renton advised that the Fentanyl working group is going well
- In February contract negotiations took up a fair amount of his time
- Chief Renton provided an update on the court Security Committee meetings with regards to items that need to be addressed in the cell block area. Mr. Subic from MAG recently attended a risk assessment tour of the facility.

5. COMMUNICATIONS

Moved by Shawn Shapton

Seconded by Sandra Carnegie

resolved that the following Communications be received by the Board:

- a) Cst. Dopf, Christine, Preston & Hudson dated February 2018, re: thanks for floral welcome to Gwen Maria
- b) The Honourable Justice Michael H. Tulloch, dated February 26, 2018, re: Independent Street Checks Review Meeting with WPSB
- c) The Honourable Justice Michael H. Tulloch, dated February 26, 2018, re: Independent Street Checks Review Meeting with WPS
- d) Dean Howard, President and CEO, CBA Canada, dated February 26, 2018, re: recently acquired by NFP
- e) Mark Hunter, Chair, School of Public Safety, Fanshawe College, dated March 9, 2018, re: Program Advisory Committee Invitation – Public Safety Leadership Program
- f) Trish dated February 26, 2018, re: Fraud Investigation Thank you to Cst. Paul Bezzo dedication to City of Woodstock CARRIED

6. MEDIA RELATIONS

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the February and March Activities covered in Radio, Newspaper, Rogers TV, and Snapd be received by the Board. CARRIED

7. STATISTICS

Moved by Shawn Shapton

Seconded by Nancy O'Grady

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

- a) 2018 Calls for Service Statistics
- b) 2014-2018 Calls for Service Report
- c) 2016/2017 Charge Comparison Report
- d) 2018 Report on Complaint Investigations
- e) February 2018 Monthly Activity Report – Court Constable
- f) 2017 Use of Force Report CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

8. HEALTH AND SAFETY COMMITMENT POLICY

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board approves and authorizes Board Chair to sign the 2018 Health and Safety Commitment Policy. CARRIED

9. 2019-2021 BUSINESS PLAN

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that Shawn Shapton and Sandra Carnegie represent the Board on the 2019-2021 Business Plan Committee with Inspector of Operations Paul Hess. CARRIED

BUILDING ADDITION

Deputy Chief Sweazey provided an update to the Board on the building project advising that as of March 9, 2018, Everstrong Construction is no longer completing the list of deficiency items. The City of Woodstock has hired A.P. Hurley Construction to provide estimates and time required to complete identified items using holdback monies from the original project as payment.

10. CLOSED SESSION

Moved by Nancy O'Grady

Seconded by Shawn Shapton

resolved that the Board adjourns to Closed Session at 4:55 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

11. CLOSED SESSION RISES

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board does now rise from Closed Session and reconvenes at 5:15 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #12- #32

12. CLOSED SESSION AGENDA

Moved by Shawn Shapton

Seconded by Nancy O'Grady

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

13. PERSONNEL – STAFFING REPORT

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Staffing Report dated March 7, 2018. CARRIED

14. PERSONNEL – AUXILIARY MEMBER RESIGNATION

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board receives resignation from an Auxiliary Member effective March 1, 2018, with regret. CARRIED

15. PERSONNEL – PART-TIME RECORDS CLERK

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board receives resignation from a Part-Time Records Clerk effective March 16, 2018 with regret. CARRIED

16. PERSONNEL – 2017 AUXILIARY ANNUAL REPORT

Moved by Shawn Shapton

Seconded by Sandra Carnegie

resolved that the Board receives the Woodstock Police Service 2017 Auxiliary Unit Annual Report. CARRIED

17. CLOSED SESSION – REPORT #6

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives correspondence under #6 in Closed Session. CARRIED

18. PUBLIC SECTOR SALARY DISCLOSURE REPORTING

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board receives a copy of the 2017 Public Salary Disclosure Reporting submission. CARRIED

19. ZONE 4 MEETING MINUTES

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Zone 4 Minutes dated January 9, 2018 hosted by Niagara Police Service be received by the Board. CARRIED

20. OPERATING STATEMENT

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board receives the 2017 Year End Operating Statement dated dated March 14, 2018 and 2018 Operating Statement dated March 13, 2018. CARRIED

21. INVOICE FROM HICKS MORLEY

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

resolved that the Board approves payment of invoices from Hicks Morley dated February 23, 2018 out of the Labour Relations Account. CARRIED

22. 2017 WOODSTOCK POLICE SERVICES BOARD TRAVEL AND TRAINING EXPENSES

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives 2017 WPSB Travel and Training Expenses spreadsheet as submitted to Patrice Hilderley for year-end accounting records. CARRIED

23. CLOSED SESSION - REPORT #10

Moved by Nancy O'Grady

Seconded by Sandra Carnegie

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

24. TRANSFER FROM RESERVES – INSURANCE LOSS RESERVE

Moved by Shawn Shapton

Seconded by Sandra Carnegie

resolved that \$4,901.41 portion of Invoice dated January 31, 2018 be transferred from 0170-51152-0000-Insurance Loss Reserve to the revenue account 0500-69236-0000 to pay a Frank Cowan Invoice. CARRIED

25. RESERVE FOR LEGAL FEE ACCOUNT TRANSFER

Moved by Nancy O'Grady

Seconded by Shawn Shapton

resolved that the following amounts of money be moved from the Reserve for Legal Fees 0170-51153-0000 Account to the following Reserve Accounts:

\$100,000.00 to Insurance Loss Reserve – 0170-51152-0000

\$ 80,000.00 to Capital Projects Reserve – 0170-5116-0000

\$120,000.00 to Sick Leave Severance Reserve – # to be supplied by Patrice

CARRIED

26. CLOSED SESSION - REPORT #12

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

resolved that the Board receives update under #12 in Closed Session. CARRIED

27. 2018-2019 UNIFORM AND CIVILIAN CONTRACT

Moved by Sandra Carnegie

Seconded by Shawn Shapton

resolved that the Board ratifies the 2018-2019 Uniform and Civilian Contract Agreements with the Woodstock Police Association as presented. CARRIED

28. MCSCS CORRESPONDENCE RE: INSPECTION ON THE INVESTIGATION AND REPORTING OF FIREARMS DISCHARGES CAUSING DEATH OR INJURY

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the MCSCS correspondence dated January –June 2017 regarding the Inspection on the Investigation and Reporting of Firearms Discharges Causing Death or Injury be received by the Board. CARRIED

29. WELLNESS INITIATIVE

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that Shawn Shapton and Nancy O'Grady represent the Board on the Wellness Committee. CARRIED

30. CLOSED SESSION - REPORT #18

Moved by Mayor Trevor Birtch

Seconded by Sandra Carnegie

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

31. 2017/2018 R.I.D.E. GRANT REPORT

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board Chair sign the 2017/2018 final R.I.D.E. Grant Report. CARRIED

32. GREAT WEST LIFE EXPERIENCE UPDATE REPORT

Moved by Sandra Carnegie

Seconded by Mayor Trevor Birtch

resolved that the Board receives Great West Life Experience Update Report for the 6 month period from September 1, 2007 – February 28, 2018 from Sharon Piesz, Consultant – Benefit Services, CBA Canada. CARRIED

33. ADJOURNMENT

Moved by Mayor Trevor Birtch

resolved that the Board does now adjourn at 5:15 p.m. CARRIED

The next meeting is scheduled for Monday, April 09, 2018 at the Woodstock Police Service Headquarters at 4:15 p.m.