



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, September 10, 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; Shawn Shapton, Member, and Mayor Trevor Birtch. Also in attendance were Chief Bill Renton, Deputy Chief Darren Sweazey, Inspector Paul Hess, Kristi Lampman, Human Resource Coordinator and Marilyn Pearson, Executive Assistant. Absent was Sandra Carnegie, Community Member.

CALL TO ORDER

Chair Mary Anne Silverthorn called the meeting to order at 4:15 p.m. and welcomed Kristi Lampman to this meeting and all future monthly meetings of the Board.

1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board approves the Agenda as circulated. CARRIED

2. MINUTES – JUNE 11, 2018

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board approves the Minutes of June 11, 2018 as typed and circulated.

CARRIED

VERBAL REPORT FROM THE CHAIR

- Chair Silverthorn attended "Coffee with Cops" (Inspector Hess and Cst. McEwen) at McDonalds – a positive way to say hello, with good response from the public.
- Pleased to hear that the Mental Health Engagement and Response Team (MHEART) has been launched.
- Chair provided a report on her attendance at the Canadian Association of Police Governance (CAPG) in Winnipeg, where she was re-elected President.
- The First Nations session included their rituals and focused on aboriginal funding issues
- Chair Silverthorn also attended the Canadian Association of Chiefs of Police (CACP) conference in Halifax. At the Chief's meeting a presentation was made by Minister Blair on organized crime and reduction.
- The importance of and the support of CACP to Special Olympians was noted in their wonderful presentation and information.

VERBAL REPORT FROM THE CHIEF OF POLICE

- June 1 - Chief and Inspector attended charity BBQ for cancer at Woodstock Print & Litho
- June 2 – Inspector participated in the Law Enforcement Torch Run
- June 5 – Inspector attended the Sea Cadets Annual Review at Southside Park
- June 6 – Chief, Deputy and Inspector attended Tim Horton's Camp Day
- June 7 – From an invitation from London Police Service, Inspector Hess joined

Western's Centre for Research and Education on Violence Against Women and Children to develop training for our members in the area of violence in the workplace and workplace harassment as it relates to OHS (C-168 amendments) Inspector Hess still involved in this project.

- June 10-13 - Deputy and Inspector attended OACP Conference in Gravenhurst
- June 14 - Chief and Deputy support DASO at Men in Heels fundraiser
- June 19 - Chief attended coffee with seniors at Chartwell Oxford Gardens
- June 19 - Deputy attended Children's Aid Society AGM
- June 20 – Operation Zero – joint initiative with OPP for 2 days in each police jurisdiction – highly effective with good enforcement and education
- Special Constable Deb Klemp and Auxiliary Members attended Annual Shadow night at Boston Pizza for Special Olympics
- June 22 – Deputy and Inspector attended Coffee with Cop
- June 28 – Chaplain Colin Nanton's farewell and introduction of new Chaplain Jason Tucker
- July 03 – Jaqueline Passek – Special Olympics 5 pin bowler was recognized by Chief Renton
- Human Trafficking Grant has been received - \$17,500.00 – more to follow when plans, enforcement and education is prepared.
- Coplogix – online reporting of minor offences is still a work in progress
- Sexual Assault Review – Inspector Hess still actively involved with the police committee on the development of the protocol which will be presented to OACP in hopes of a consistent approach across the province.
- Fentanyl issue is still alive in our community – Chief is sitting on the committee to develop a Drug Strategy for Oxford County to address Opioid and other substance Misuse – meetings have been held with the consultants, work on the plan continues
- July 7 – Bachus MC 1% had their annual party, well policed with no issues
- July 26 – 4th Class Constable Emma Crombeen graduated from the Ontario Police College
- Deputy worked with City and Bylaw for introduction/education on City's new "No Stopping" in school zones
- August 3 – MPP Hardeman was given a tour of the court house cells – to seek assistance with our court security issues
- August 15 – Employee appreciation day BBQ
- August 17 – Coffee with a Cop
- August 23 – Chief and Inspector attended the opening ceremonies of the Canadian National Baseball U13
- August 30 – Chief and Deputy attended the swearing in of Mark Mitchell
- August 31 – send off for YIPI student
- August 31 – Chief met with MPP Hardeman on the court security concerns. He has agreed to speak to the Minister of Attorney General
- Sept 4 – MHEART Soft Launch – one week into the program, Clinicians are in the cruisers with our Members Monday-Friday, 10:00 am – 9:00 pm which captures approximately 70% of our mental health calls. Inspector Hess will provide an updated report at next WPSB meeting.

- Sept. 5 & 6 – Operation Zero with the OPP – again good charges and educational benefits.
- Speed Spy Radar is here and Media Release was done, utilized in the problem areas for speeding, very helpful when dealing with citizen complaints as well as providing analytics to identify areas we need to target enforcement
- Sept 11 – Chief and Deputy to attend a meeting with the County working group on Court Security
- Sept. 13 – Inspector Hess to do “Catch a Thief Thursday” on Twitter, Facebook and Web page.
- Inspector working on a needle pick up protocol with City of Woodstock and Board of Health.

3. COMMUNICATIONS

Moved by Nancy O’Grady

Seconded by Mayor Trevor Birtch

resolved that the following Communications be received by the Board:

- a) Larry Moore, Fanshawe College, dated July 12, 2018, re: Thanks from Police Foundations Program
- b) Tony Loparco, SIU Director, dated July 25, 2018, re: SIU’s 2017 Annual Report
- c) Name Protected Letter dated July 28, 2018 re: sorry for poor choice
- d) Dylan Catunto, Co-op Student, and Michelle Bunell, Teacher, St. Mary’s High School dated June 2018 re: Co-op Experience
- e) Taylor Leis, dated June 2018 re: Tour while being Mayor for the Day CARRIED

4. MEDIA RELATIONS

Moved by Nancy O’Grady

Seconded by Shawn Shapton

resolved that the June, July, August & September Activities covered in Radio, Newspaper, Rogers TV, and Snapd be received by the Board. CARRIED

5. 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) 2017/2018 Charge Comparison Report
- d) 2017 Report on Complaint Investigations
- e) April 1 – June 30, 2018 – Community Service/Media Relations Officer Report – Cst. Nikki VanLeeuwen
- f) April 1 – June 30, 2018 – High School Officer Report – Cst. Tyler Allard CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

6. 2018 CITIZEN'S POLICE ACADEMY

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the comments from participants attending the 2018 Citizen's Police Academy be received by the Board. CARRIED

2017 ANNUAL REPORT

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

Resolved that the Board receives Chief Renton's 2017 Annual Report as circulated. CARRIED

BUILDING ADDITION

Chief advised that an Open House will be held this Fall.

7. CLOSED SESSION

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board adjourns to Closed Session at 4:47 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

8. 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 5:09 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #9 - #23

9. CLOSED SESSION AGENDA

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board approves the Closed Session Agenda. CARRIED

10. PERSONNEL – STAFFING REPORT

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board receives the Staffing Report dated September 6, 2018. CARRIED

11. CONTINUING EDUCATION REQUEST

Moved by Nancy O'Grady

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 Credits – Footwear Impression Evidence and Law and Fire Scene Management with tuition fee of approximately \$755.00 each starting January 2019. Reimbursement to take place upon successful completion of each course and receipt fee of tuition invoice. CARRIED

12. PART-TIME SPECIAL CONSTABLE RESIGNATION AND NEW RECRUIT

Moved by Shawn Shapton

Seconded by Mayor Trevor Birtch

resolved that the Board receives the resignation of a Part-Time Special Constable on August 29, 2018 and Personnel Order #39/2018 of a new Recruit. CARRIED

13. PROPOSALS FOR THE JEFF PINCOMBE BURSARY

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board endorses Chief Renton's two nominations for the Jeff Pincombe Bursary; namely Constable Steven Robb and Constable Jordan Wubs; further that the applications be forwarded to the Hardie Foundation Selection Committee. CARRIED

14. OPERATING STATEMENT

Moved by Nancy O'Grady

Seconded by Shawn Shapton

resolved that the Board receives the Operating Statement dated September 6, 2018. CARRIED

14. CLOSED SESSION - REPORT #4

Moved by Shawn Shapton

Seconded by Mayor Trevor Birtch

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

15. CLOSED SESSION - REPORT #5

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

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

16. TRANSFER FROM RESERVES – INSURANCE LOSS RESERVE

Moved by Shawn Shapton

Seconded by Mayor Trevor Birtch

resolved that \$2,507.89 portion of Invoice dated July 31, 2018 be transferred from 0170-51152-0000-Insurance Loss Reserve to the revenue account 0500-69236-0000 to pay a Frank Cowan Invoice be approved. CARRIED

17. TRANSFER FROM RESERVES – INFORMATION TECHNOLOGY RESERVE

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that \$7,921.30 Invoice dated June 06, 2018 be transferred from 0170-51159-0000-Information Technology Reserve to the revenue account 0500-69263-0000 to pay an Attache Group Inc. Invoice be approved. CARRIED

18. HICKS MORLEY INVOICE

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board approves payment of Hicks Morley Invoice dated June 26, 2018 out of the Legal Fees account. CARRIED

19. WELLNESS INITIATIVE

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board receives Wellness Committee email reports dated July 19, 2018 and June 26, 2018. CARRIED

20. MOU FOR 2018-2019 UNIFORM AND CIVILIAN CONTRACTS

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

resolved that the Board authorizes Chair and Vice Chair to endorse MOU's amending the 2018-2019 Uniform & Civilian Contracts relating to O.H.I.P. and Health Care Article effective January 1, 2019. CARRIED

21. MOU FOR 2018-2019 SENIOR OFFICERS' ASSOCIATION (SOA) CONTRACT

Moved by Shawn Shapton

Seconded by Nancy O'Grady

resolved that the Board authorizes Chair and Vice Chair to endorse an MOU amending the 2018-2019 SOA Contract relating to O.H.I.P. and Health Care Article effective January 1, 2019. CARRIED

22. 2019 BUDGET COMMITTEE

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that Shawn Shapton and Chair Mary Anne Silverthorn represent the Board on the 2019 Budget Committee. CARRIED

23. CLOSED SESSION – REPORT #11

Moved by Mayor Trevor Birtch

Seconded by Shawn Shapton

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

PRESENTATION TO NANCY O'GRADY

Nancy O'Grady was thanked by Chair Silverthorn for her dedication, commitment, and leadership on the Board for the past eight years. A plaque was presented to Nancy as a small token of appreciation. Nancy's term as a Provincial Appointee expires on October 4, 2018.

24. ADJOURNMENT

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board does now adjourn at 5:20 p.m. CARRIED

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

Mary Anne Silverthorn, Chair
Woodstock Police Services Board

Shawn Shapton, Member
Woodstock Police Services Board