



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, April 8, 2019 at the Police Headquarters, 615 Dundas Street, Woodstock at 4:00 p.m. Present were: Mary Anne Silverthorn, Chair, Provincial Appointee; Mayor Trevor Birtch, Vice Chair; Deb Tait, Member; Balwant Rai, Community Member; and Ken Whiteford, Provincial Appointee, Also in attendance were Chief Bill Renton, Deputy Chief Darren Sweazey, Inspector Marcia Shelton, Inspector Paul Hess, Kristi Lampman, Human Resource Coordinator and Marilyn Pearson, Executive Assistant.

CALL TO ORDER

Mary Anne Silverthorn called the meeting to order at 4:00 p.m. Constable Mohamad Hussein was introduced to the Board. Constable Hussein graduated from the Ontario Police College on April 3, 2019 and has now been assigned to a Coach Officer.

1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approves the Agenda as amended, under #14 add Nomination for CAPG Board and renumber the balance of the items. CARRIED

There were no Declarations of Pecuniary Interest.

2. MINUTES – MARCH 18, 2019

Moved by Deb Tait

Seconded by Balwant Rai

resolved that the Board approves the Minutes of March 18, 2019 as typed and circulated. CARRIED

VERBAL REPORT FROM THE CHAIR

- Chair Silverthorn, Ken Whiteford and Chief Renton attended the graduation ceremony at the Ontario Police College on April 3rd and had the opportunity to personally meet Constable Hussein's proud family.
- Chair Silverthorn advised that Chief Renton's retirement notice has been released to the Media. An internal/external job posting for Chief of Police position has been posted on the WPS website and circulated through the MCSCS until April 30, 2019.

VERBAL REPORT FROM THE CHIEF OF POLICE

Highlights from Chief Renton's report included:

- Letters of thanks have been sent to area police services that assisted WPS during funeral of Detective Constable Jason Geerts.
- An update was provided on Fentanyl overdoses that occurred on the weekend – one dealer has been arrested.

3. COMMUNICATIONS

Moved by Mayor Trevor Birtch

Seconded by Deb Tait

resolved that the following Communications be received by the Board:

- a) J.A. John Cain, Chief Superintendent, Commander, West Region, OPP, dated March 12, 2019, re: Death of Officer Jason Geerts
- b) Bill and Sue Renton and family, dated March 2019, re: Thank you for your kindness and support – passing of William Renton, Chief's father CARRIED

4. MEDIA RELATIONS

Moved by Balwant Rai

Seconded by Mayor Trevor Birtch

resolved that the March and April activities covered in Radio and Newspaper be received by the Board. CARRIED

5. STATISTICS

Moved by Ken Whiteford

Seconded by Deb Tait

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

- a) 2019 Calls for Service Statistics
- b) 2015-2019 Calls for Service Report
- c) 2018/2019 Charge Comparison Report
- d) 2019 Report on Complaint Investigations CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

ONTARIO SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (OSPCA)

Inspector Hess provided an update on changes to the OSPCA after June 28th with animal cruelty laws and enforcement being downloaded from the OSPCA to local police services. He also included statistics on calls received.

ORIENTATION –TRAVEL AND TRAINING EXPENSES

Chair Silverthorn provided an overview on procedures for the Board travel and training budget. Each Board Member is allocated 1/5 of the total budget line for their travel and training expenses which may include: conference registration, accommodations, meals, travel, parking and any other related expenses. Receipts must accompany all expenses and be submitted on an Expense Form. By November 1st of each year, if the entire budget line has not been used, any outstanding travel or training expenses may be submitted by a Member for review and approval by the Board.

BOARD BY-LAW COMMITTEE

Chair Silverthorn advised that an update will be provided to the Board as sections of the Board Procedure Bylaw are reviewed and revised by the Committee.

BUSINESS PLAN COMMITTEE

Inspector Hess advised that a meeting with the Business Plan Committee has not been scheduled to date. The Board reviewed results of the 2018 Residential and Community Survey.

6. NOMINATION FOR CAPG BOARD

Moved by Mayor Trevor Birtch

Seconded by Ken Whiteford

resolved that the Woodstock Police Services Board supports the nomination of Mary Anne Silverthorn as a Member of the Canadian Association of Police Governance Board for 2019/20. CARRIED

7. CLOSED SESSION

Moved by Ken Whiteford

Seconded by Mayor Trevor Birtch

resolved that the Board adjourns to Closed Session at 4:40 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 Deb Tait

Seconded by Mayor Trevor Birtch

resolved that the Board does now rise from Closed Session and reconvenes at 5:10 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION – #9- #25

9. CLOSED SESSION AGENDA

Moved by Ken Whiteford

Seconded by Deb Tait

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

10. STAFFING REPORT

Moved by Mayor Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board receives the Staffing Reports dated April 4, 2019.

CARRIED

11. NOTICE OF RETIREMENT – PART-TIME OCCASIONAL POLICE OFFICER

Moved by Ken Whiteford

Seconded by Deb Tait

resolved that the Board receives Notice of Retirement dated March 26, 2019 from a Part-time Occasional Police Officer effective June 14, 2019 with regret. CARRIED

12. LETTER OF RESIGNATION – PART-TIME OCCASIONAL OFFICER

Moved by Deb Tait

Seconded by Balwant Rai

resolved that the Board receives Letter of Resignation dated April 1, 2019 from a Part-time Occasional Police Officer effective April 1, 2019 with regret. CARRIED

13. LETTER OF RETIREMENT – FULL-TIME COMMUNICATIONS DISPATCHER

Moved by Balwant Rai

Seconded by Mayor Trevor Birtch

resolved that the Board receives Letter of Retirement dated April 1, 2019 from a Full-time Communications Dispatcher effective June 30, 2019 with regret. CARRIED

14. MOU – SPECIAL CONSTABLE - CADET

Moved by Mayor Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approves MOU removing Cadet in Training wording and replacing with Special Constable Cadet throughout the 2018-2019 Civilian Contract. CARRIED

15. MOU – SICK LEAVE ACCUMULATION

Moved by Ken Whiteford

Seconded by Deb Tait

resolved that the Board approves MOU amending Article 14 – Sick Leave Accumulation in both the 2018-2019 Uniform and Civilian Contracts. CARRIED

16. CLOSED SESSION - #3

Moved by Deb Tait

Seconded by Balwant Rai

resolved that the Board receives correspondence under #3 in Closed Session. CARRIED

17. OPERATING STATEMENT

Moved by Balwant Rai

Seconded by Deb Tait

resolved that the Board receives the Operating Statement dated April 4, 2019. CARRIED

18. CLOSED SESSION - REPORT #5

Moved by Ken Whiteford

Seconded by Mayor Trevor Birtch

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

19. CLOSED SESSION – REPORT #6

Moved by Mayor Trevor Birtch

Seconded by Balwant Rai

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

20. TRANSFER FROM RESERVES

Moved by Deb Tait

Seconded by Balwant Rai

resolved that \$16,539.87 Invoice dated March 15, 2019 be transferred from 0170-51159-0000 Reserve for Information Technology to the revenue account 0500-69263-0000 to pay IS Associates Inc. be approved. CARRIED

21. HICKS MORLEY INVOICE

Moved by Mayor Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approves payment of Hicks Morley Invoice dated March 26, 2019 out of the Legal Fees account. CARRIED

22. MAJOR CASE MANAGEMENT INSPECTION - COMPLETION

Moved by Mayor Trevor Birtch

Seconded by Balwant Rai

resolved that the Board receives the Major Case Management Inspection – Service Improvement Plan that has been fully completed and returned to Duane Sprague, Police Services Advisor on April 2, 2019. CARRIED

23. HUMAN RIGHTS TRIBUNAL OF ONTARIO

Moved by Deb Tait

Seconded by Ken Whiteford

resolved that the Board receives a Human Rights Tribunal of Ontario Decision dated March 13, 2019 under #10 in Closed Session. CARRIED

24. CLOSED SESSION REPORT #11

Moved by Deb Tait

Seconded by Ken Whiteford

resolved that updates under #11 in Closed Session be received by the Board. CARRIED

25. HEALTH CARE SUPPLEMENT REQUEST

Moved by Mayor Trevor Birtch

Seconded by Balwant Rai

resolved that the Board approves Health Care Supplement Request from a retired Uniform Member under #12 in Closed Session. CARRIED

26. ADJOURNMENT

Moved by Deb Tait

Seconded by Balwant Rai

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

Woodstock Police Services Board
April 08, 2019

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The next Police Services Board Meeting is scheduled for Monday, May 13, 2019 at Woodstock Police Service Headquarters in Board Room #2 at 4:00 p.m.

Mary Anne Silverthorn, Chair
Woodstock Police Services Board

Mayor Trevor Birtch, Vice Chair
Woodstock Police Services Board