



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on Monday, September 11, 2017 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:15 p.m. Present were: Chair Sandra Carnegie, Community Member; Mary Anne Silverthorn, Vice Chair, Provincial Appointee; Nancy O'Grady, Provincial Appointee; and Mayor Trevor Birtch. Also in attendance were Chief Bill Renton, Deputy Chief Darren Sweazey, Inspector Paul Hess and Marilyn Pearson, Executive Assistant. Shawn Shapton, Member, sent regrets.

### CALL TO ORDER

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

#### 1. APPROVAL OF AGENDA

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board approves the Agenda as circulated. CARRIED

#### 2. MINUTES – JUNE 12, 2017

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board approves the Minutes of June 12, 2017 as typed and circulated. CARRIED

### VERBAL REPORT FROM THE CHAIR

- Chair Carnegie welcomed everyone back from summer vacation
- Hopes everyone is adjusting well in the new addition

### VERBAL REPORT FROM THE CHIEF OF POLICE

- Chief Renton commented that it has been a busy summer
- Elizabeth Wettlaufer sentencing took place on June 26
- WPS Committee Members are busy planning the Arrest ALS Gertz fundraising event and will be assisting in activities and with security on September 30
- Chief, Inspector Hess, Becky Jonker and Kristi Lampman participated at the United Way Day of Caring Event at Roch Carrier School on June 8<sup>th</sup>
- Narcan kits have arrived, presently waiting for pouches
- Robinson retrial has been announced – charged with second degree murder
- Chief and Deputy attended the CACP Conference in Montreal in July, along with CAPG President Mary Anne Silverthorn
- 2016 Annual Report is being printed this week and will be posted on the WPS website along with a Media Release

#### 3. COMMUNICATIONS

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the following Communications be received by the Board:

- a) Brittany, United Way, dated June 21, 2017, re: Thank you - Participation in Day

- of Caring
- b) Phil Pang, Global News, dated June 19, 2017, re: Thank you – organization/courtesy/professionalism for journalists at Wettlaufer Trial
  - c) Rhonda Hendel, DASO, dated June 19, 2017, re: Men in Heels & Lunch on Wheels thanks for pledges & participation and support
  - d) Shelby Knox, dated June 2017, re: Citizen's Police Academy- an eye opening experience
  - e) Marie-France Lalonde, Minister, MCSCS, dated June 29, 2017, re: vacancies on PSB's.
  - f) Tony Loparco, Director, SIU, dated July 21, 2017, re: 2016-2017 SIU Annual Report
  - g) Larry Moore, Fanshawe College, dated July 27, 2017, re: Excellent speaker - Ident Officer Michelle Wilkinson - Guest speaker at Police Foundations Class
- CARRIED

4. MEDIA RELATIONS

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

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

5. STATISTICS

Moved by Nancy O'Grady

Seconded by Mary Anne Silverthorn

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

- a) 2017 Calls for Service Statistics
  - b) 2011-2017 Calls for Service Report
  - c) 2016/2017 Charge Comparison Report
  - d) 2017 Report on Complaint Investigations
  - e) April 1, - June 30, 2017 Canine Officer Report – Cst. Skillings
  - f) April 1, - June 30, 2017 Community Service/Media Relations Officer Report – Cst. Nikki VanLeeuwen
- CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

6. 2016 ANNUAL REPORT

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board receives the 2016 Annual Report as presented by Chief Renton. CARRIED

7. OAPSB CONFERENCE REPORT

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the report from Mary Anne Silverthorn, who attended the Ontario Association of Police Services Boards Conference June 21-24, 2017 in Collingwood be received by the Board. CARRIED

8. CAPG CONFERENCE REPORT

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the report from Nancy O'Grady, Mary Anne Silverthorn, and Mayor Trevor Birtch who attended the Canadian Association of Police Governance Conference July 13-16, 2017 in Montreal be received by the Board. CARRIED

9. 2017 OAPSB LABOUR SEMINAR

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board authorizes attendance of Mary Anne Silverthorn and Sandra Carnegie at the OAPSB Labour Relations Conference on November 16 & 17, 2017 in Toronto. CARRIED

10. CITY OF WOODSTOCK FINANCIAL REPORT FOR 2016

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Corporation of the City of Woodstock Consolidated Financial Report for the period ending December 31, 2017 be received by the Board. CARRIED

11. RANGE INSPECTION REPORT

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Range Inspection Report from B.D. (Bryan) Martin, Superintendent, Chief Firearms Officer, MCSCS, confirming range compliance on June 27, 2017. CARRIED

12. BUILDING ADDITION

Moved by Nancy O'Grady

Seconded by Mary Anne Silverthorn

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

13. CLOSED SESSION

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board adjourns to Closed Session at 4:38 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

14. CLOSED SESSION RISES

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board does now rise from Closed Session and reconvenes at 5:34 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #15 - #38

15. CLOSED SESSION AGENDA

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board approves the Closed Session Agenda. CARRIED

16. PERSONNEL – STAFFING REPORT

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Staffing Report dated September 05, 2017.

CARRIED

17. PERSONNEL – RETIREMENT – COMMUNICATOR

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board receives retirement letter dated June 14, 2017, from a full-time Communicator effective November 30, 2017, with regret. CARRIED

18. PERSONNEL – RESIGNATION – COMMUNICATOR

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives resignation email dated August 14, 2017, from a part-time Communicator effective August 14, 2017, with regret. CARRIED

19. PERSONNEL – RESIGNATION – SPECIAL CONSTABLE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board receives resignation letter dated August 14, 2017, from a part-time Special Constable effective August 14, 2017, with regret.

20. PERSONNEL – RESIGNATION – COMMUNICATOR

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

resolved that the Board receives resignation letter dated September 03, 2017, from a full-time Communicator effective September 19, 2017, with regret. CARRIED

21. PERSONNEL – RESIGNATION – COMMUNICATOR

Moved by Mayor Trevor Birtch

Seconded by Nancy O’Grady

resolved that the Board receives resignation letter dated June 30, 2017, from a full-time Communicator effective July 28, 2017, with regret. CARRIED

22. PERSONNEL - CLOSED SESSION - #4

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

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

23. PERSONNEL - CLOSED SESSION - #5

Moved by Nancy O’Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives correspondence from the Woodstock Police Association under #5 in Closed Session. CARRIED

24. PERSONNEL - APPROVAL OF APPOINTMENT OF SPECIAL CONSTABLE

Moved by Mary Anne Silverthorn

Seconded by Nancy O’Grady

resolved that the Board authorizes Chair to endorse the approval of Appointment of a Special Constable effective September 1, 2017. CARRIED

25. PERSONNEL – RECRUITING AUXILIARY POLICING UNIT

Moved by Nancy O’Grady

Seconded by Mayor Trevor Birtch

resolved that the Board approves the report under #7 in Closed Session regarding the appointment of seven additional auxiliary officers as recommended in the report dated September 1, 2017, by Deputy Chief Darren Sweazey. CARRIED

26. CLOSED SESSION - #8

Moved by Nancy O’Grady

Seconded by Mary Anne Silverthorn

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

27. CLOSED SESSION - #9

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board approves Health Care Spending request from two retired Uniform Members under #9 in Closed Session. CARRIED

28. PROPOSAL FOR THE JEFF PINCOMBE BURSARY

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board endorses Chief Renton's nomination for the Jeff Pincombe Bursary; further that the application be forwarded to the Hardie Foundation Selection Committee. CARRIED

29. OPERATING STATEMENT – DATED SEPTEMBER 07, 2017

Moved by Nancy O'Grady

Seconded by Mayor Trevor Birtch

resolved that the Board receives the Operating Statement dated September 07, 2017. CARRIED

30. CLOSED SESSION – REPORT #12

Moved by Mary Anne Silverthorn

Seconded by Mayor Trevor Birtch

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

31. CLOSED SESSION – REPORT #13

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

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

32. RADIO SYSTEM INFRASTRUCTURE REPORT

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that Board receives Deputy Chief's Radio System Upgrade Report under #14 in Closed Session CARRIED

33. FIRE COALITION AGREEMENT

Moved by Mayor Trevor Birtch

Seconded by Mary Anne Silverthorn

resolved that the Board reviews and approves the 2018-2022 Fire Coalition Agreement as presented. CARRIED

34. 2018 BUDGET TIMETABLE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the 2018 Budget timetables dated July 26, 2017 be received by the Board. CARRIED

35. 2018 BUDGET COMMITTEE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that Sandra Carnegie and Shawn Shapton represent the Woodstock Police Services Board on the 2018 Budget Committee. CARRIED

36. 2018 CONTRACT COMMITTEE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that Sandra Carnegie and Mary Anne Silverthorn represent the Woodstock Police Services Board during 2018 Contract Negotiations. CARRIED

37. CLOSED SESSION - #20

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that the Board receives updates from Frank Cowan Insurance under #20 in Closed Session. CARRIED

38. INSURANCE LOSS RESERVE

Moved by Mayor Trevor Birtch

Seconded by Nancy O'Grady

resolved that \$74,744.92 be transferred from 0170-51152-0000 Insurance Loss Reserve to the Revenue Account 0500-69236-0000 to pay for the police portion of a Frank Cowan Invoice dated July 31, 2017. CARRIED

39. ADJOURNMENT

Moved by Mayor Trevor Birtch

resolved that the Board does now adjourn at 5:40 p.m. CARRIED

The next meeting to be held on Tuesday, October 10, 2017 at the Woodstock Police Service Headquarters at 4:00 p.m.

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Sandra Carnegie, Chair  
Woodstock Police Services Board

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Mary Anne Silverthorn, Vice Chair  
Woodstock Police Services Board