



## WOODSTOCK POLICE SERVICE BOARD

### PUBLIC MEETING AGENDA

**DATE:** May 16, 2022

**Time:** 3:00 p.m.

**LOCATION:** Woodstock Police Service Headquarters and via Zoom

1. Call to Order
2. Welcome
3. Approval of Agenda  
**Recommendation: The Board approves the agenda as circulated (or with the following additions)**
4. Declaration of Pecuniary Interest
5. Approval of Minutes from April 11, 2022  
**Recommendation: That the Board approves the minutes of April 11, 2022 as circulated.**
6. Business arising from the minutes
7. Verbal Report from the Chair
8. Verbal Report from the Chief
9. Statistics/Reports – Deputy Chief
  - a. Calls for Service Statistic
  - b. Calls for Service Report
  - c. Charge Comparison
  - d. Report on Complaint Investigations
  - e. Other reports as necessary**Recommendation: That all statistics and reports under item 9 be received**
10. Financial Statements – Summary for period ending April 30, 2022  
**Recommendation: That the Financial Statements as presented be accepted for information**
11. Community Safety and Policing Grant – Provincial Priorities
12. Collection of Identifying Information
13. Unfinished Business

14. Closed Session
15. **Recommendation: That the Board adjourns to Closed Session at \_\_\_\_\_ 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. P15, S. 35 of the *Ontario Police Services Act*.**
16. Motions arising from Closed Session
17. New Business (if necessary)
18. Date of Next Board meeting Monday, June 13, 2022 @ 3p.m. at Woodstock Police Service, via Zoom
19. Adjournment



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on April 14, 2022 via ZOOM and Woodstock Police Services at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Deb Tait, Council Representative; Balwant Rai, Community Member; Leslie Farrell, Provincial Appointee; and Amy Hartley, WPSB EA.

Also in attendance were Chief Daryl Longworth, Kristi Lampman, Human Resources Coordinator, Ron LeClair, Zone 4 Police Advisor and Marcia Shelton, Inspector, attended at 3:36 pm.

### 1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 3:00 p.m.

### 2. 2022 NOMINATIONS FOR BOARD ACTING VICE CHAIR

Moved by: Deb TAIT

Seconded by: Balwant RAI

That Leslie Farrell be nominated as Board Acting Vice Chair for 2022

CARRIED

Leslie Farrell agreed to let her name stand.

### 3. NOMINATIONS CLOSE

Moved by: Deb TAIT

Seconded by: Ken WHITEFORD

That nominations do now close.

CARRIED

### 4. ELECTION OF BOARD ACTING VICE CHAIR

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that Leslie Farrell be elected Board Acting Vice Chair for 2022.

CARRIED

5. APPROVAL OF AGENDA

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board approve the agenda as circulated.

CARRIED.

6. There were no declarations of pecuniary interest.

7. MINUTES

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board approve the minutes of March 14, 2022 as circulated.

CARRIED.

8. BUSINESS ARISING FROM THE MINUTES

None.

9. VERBAL REPORT FROM CHAIR

None.

10. VERBAL REPORT FROM CHIEF

- Chief Longworth advised that members of WPS were invited to and attended Baisakhi Festival on April 2. As a result, WPS has been invited to numerous other events by the organizers.

- There is an upcoming training for WPS Members and Staff starting May 9. As part of a Wellness Initiative the training will focus on operational stress, wherein a psychological counsellor from Cambridge will be helping attendees design and develop resiliency and understand physiologically how stress can impact the workplace and body. Chief Longworth is hoping to run as many sessions as possible if interest persists.

- Chief Longworth noted that on May 1, the Ontario Police Memorial will be held in Toronto. He advised that 11 or 12 members have expressed interest in attending.

- The Community Survey has been sent out for public input. WPS is requesting that the public fill out the survey as the information gathered will be used to develop the Strategic Plan.
- An Internal Needs Survey has been sent out to all WPS Members. Information gathered will also be used to develop the Strategic Plan. Previously, there was 79% response rate and Chief Longworth is hoping for the same level of response. The survey will provide an internal census of the organization which will also provide information on the Diversity Plan.
- Chief Longworth advised the Board that a new website is currently being developed. Inspector Shelton is overseeing this project. Hoping the new website will be user friendly and that public engagement will increase.
- Officers Kelly Hackney and Joel Harrington are coordinating the Kids and Kops Youth Baseball program. This program has been very successful when ran previously and hoping for another great year. A Jumpstart application has been submitted for funding. Community partners that are involved include Oxford County Housing, and Big Brothers and Big Sisters. This program is open to families who may not be in County or Community housing but have a need to be able to participate in a program like this.
- In response to K. Whiteford, Chief Longworth advised that the Police Academy will hopefully be back and running in the fall.
- L. Farrell commented that the WPS social media and engagement with the community over social platforms has been effective and positive. Chief Longworth noted that Shaylynn Jackson has been on top of all the events and activities happening within the community.

11. STATISTICS/REPORTS – Deputy WILKINSON

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report
- D) Report on Complaint Investigations
- E) Other Reports as necessary – 911 Statistics Report

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board receive all statistics and reports presented in Item 11.

CARRIED.

12. FINANCIAL STATEMENTS

Moved by: Leslie FARRELL

Seconded by: Deb TAIT

Resolved that the Board receive the financial statements ending March 31, 2022 in Item 12.

CARRIED.

13. MUNICIPAL ELECTIONS ACT

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the Board approve the attached draft policy on Rules for the Use of WPSB Resources During the Election Period pursuant to the Municipal Elections Act.

CARRIED.

14. AUXILIARY UNIT REPORT

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board accept the report for information.

CARRIED.

15. UNFINISHED BUSINESS

None.

16. CLOSED SESSION

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board adjourns to Closed Session at 3:42 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.P15, s.35 of the Ontario Police Services Act.

CARRIED.

17. CLOSED SESSION RISES

Moved by: Deb

Seconded by: Balwant

Resolved that the Board does now rise from Closed Session and reconvenes at 4:17 pm.

CARRIED.

18. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 8

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board approve the Closed Session Agenda as amended.  
CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT  
b) STAFFING ACTIVITY

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of March 31, 2022.

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by: Leslie FARRELL

Seconded by: Deb TAIT

Resolved that the Board receive the monthly tracking report for information.  
CARRIED.

CLOSED SESSION # 4 - STATUS OF LEGAL CASES - CHIEF

Moved by: Leslie FARRELL

Seconded by: Deb TAIT

Resolved that the Board receive the updates presented in Item #4.  
CARRIED.

CLOSED SESSION # 5 – RESIGNATIONS

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receive the resignation letters as information.  
CARRIED.

CLOSED SESSION # 6 – HEALTHCARE SPENDING

Moved by: Balwant RAI

Seconded by: Deb TAIT

Resolved that the Board receive the letter dated March 22, 2022 from Rodney Freeman as information.

CARRIED.

CLOSED SESSION # 7 – 2021 ATTENDANCE RECORD

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board approves continuing the Attendance Recognition Program for fulltime Uniform and Civilian Members employed for a minimum of one year, before being eligible, and currently on duty with the Woodstock Police Service, who in 2021 had "0" Sick Days and 3 or less Sick Days as detailed in the 2021 Attendance Record Summary Report dated December 31, 2021.

CARRIED.

CLOSED SESSION # 8 – 2021 SICK TIME USAGE REPORT

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receive as information.

CARRIED.

19. BOARD ONLY SESSION

20. NEW BUSINESS

21. Date of Next Board Meeting MONDAY, May 16, 2022 at 3pm via Zoom and at the Woodstock Police Service Headquarters.

22. ADJOURNMENT

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board does now adjourn at 4:20 pm

CARRIED.

*"Original Signed By"*

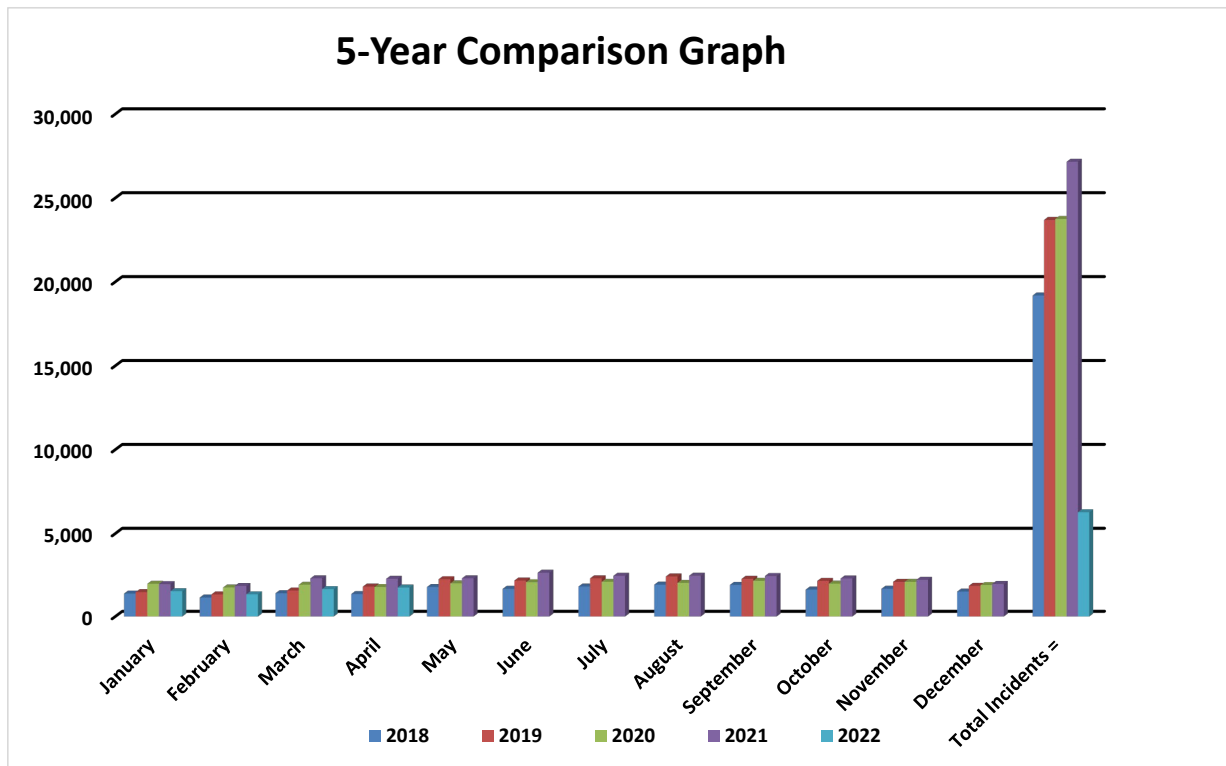
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Ken Whiteford, Chair  
Woodstock Police Service Board



## Calls For Service Report - 5 Year Comparison

	2018	2019	2020	2021	2022	5-Year Monthly Average	911 calls included
January	1,384	1,473	1,977	1,954	1,529	1,663	1,780
February	1,147	1,332	1,752	1,844	1,337	1,482	1,577
March	1,405	1,567	1,918	2,303	1,653	1,769	1,912
April	1,357	1,808	1,779	2,275	1,749	1,794	2,053
May	1,782	2,250	1,998	2,302		2,083	
June	1,672	2,171	2,069	2,643		2,139	
July	1,809	2,304	2,095	2,456		2,166	
August	1,923	2,419	2,029	2,462		2,208	
September	1,907	2,275	2,155	2,443		2,195	
October	1,625	2,150	1,986	2,295		2,014	
November	1,675	2,089	2,094	2,215		2,018	
December	1,503	1,852	1,898	1,966		1,805	
<b>Total Incidents =</b>	<b>19,189</b>	<b>23,690</b>	<b>23,750</b>	<b>27,158</b>	<b>6,268</b>	<b>21,440</b>	
<b>Overall Difference</b>		<b>4,501</b>	<b>60</b>	<b>3,408</b>	<b>-20,890</b>		
<b>% (+/-)</b>		<b>23.46%</b>	<b>0.25%</b>	<b>14.35%</b>	<b>-76.92%</b>		







## 2021/2022 Charge Comparison

	Other Provincial Offences	HTA - Radar	HTA - Offences	Criminal Code	*Youth Criminal Justice Act	Control Drug & Substances Act	Total		
<b>2021 (Jan.- Apr.)</b>	315	208	211	623	23	46	<b>1426</b>		
<b>2022 (Jan.- Apr.)</b>	364	208	182	537	0	58	<b>1349</b>		
<b>% Change</b>	<b>13%</b>	<b>0%</b>	<b>-16%</b>	<b>-16%</b>	<b>####</b>	<b>21%</b>	<b>-6%</b>		

## 2022 Officer Stats

**April**

	HTA - Offences	Other Provincial Offence (LLA, CAIA, TPA)	Traffic - Parking Violations & Bylaw	HTA - Radar	Criminal Code	Criminal Code - Impaired Charges	Youth Criminal Justice Act	Control Drug & Substances Act	Observations	Compliance Checks <i>Total</i>	Total
<b>Total</b>	44	16	60	35	129	3	0	10	20	11	328
										<b>OSOR</b>	6

2022-05-05



## 2022 Report Complaint Investigations

<b>Total Officers (actual authorized strength)</b>	84	
<b>Total Chief's Complaints 2022</b>	1	
<b>Total Public Complaints 2022</b>	5	
- Conduct	3	
- Service	2	
- Policy		
<b>TOTAL CHIEF INITIATED COMPLAINTS UNDER INVESTIGATION</b>	1	
<b>TOTAL PUBLIC COMPLAINTS UNDER INVESTIGATION</b>	1	
<b>Allegations</b>		
Incivility/Insubordination	0	
Neglect of Duty	0	
Discreditable Conduct	3	
Excessive/Unnecessary Use of Force	1	
Unlawful/Unnecessary Exercise of Authority	1	
Unsatisfactory Work Performance	1	
Other Service Complaints - Unknown		
<b>Resolutions</b>		
Not Dealt with- Section 59 (frivolous, vexatious, bad faith, outdated, not affected)	2	
Informal Resolution without a Hearing	0	
- Conduct	0	
- Service	0	
- Policy	0	
Withdrawn by Complainant	1	
Unsubstantiated through investigation	0	
Police Service Act Hearing	0	
Lost jurisdiction	0	
Early Resolution	1	



## MEMO

TO: DEPUTY CHIEF R. WILKINSON  
FROM: SPC J. GREEN, CIVILIAN MANAGER  
DATE: 04APR22  
**RE: 9-1-1 STATS REPORT – APRIL 2022**

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Deputy Chief Wilkinson,

Please accept my 9-1-1 Stats Report for April 2022.

<b>TOTAL 9-1-1 CALLS RECEIVED</b>	<b>2774</b>
CALL TRANSFERRED TO O.P.P.	836
CALLS TRANSFERRED TO AMBULANCE	971
CALLS TRANSFERRED TO TILLSONBURG FIRE	24
CALLS TRANSFERRED TO OTHER AGENCIES	33
CALLS REQUIRING WOODSTOCK POLICE and/or WOODSTOCK FIRE	910
9-1-1 HANGUP INCIDENTS CREATED*	92

\* NOTE – COMMUNICATOR CREATED INCIDENT BASED ON 9-1-1 HANGUP REQUIRING FOLLOWUP BY UNIFORM PATROL or CALLBACK FOR FURTHER INFORMATION BY COMMUNICATOR

***Due to updated statistical gathering methods (BELL SMC, KOMUTEL SIT2), Communicators were not required to enter an additional 304 calls for service for dropped and/or unregistered 9-1-1 calls which led to a decrease of 77% of 911 events type occurrences.***

Respectfully submitted,

911 CAD EVENT TYPES ENTERED MARCH 2021 = 396  
911 CAD EVENT TYPES ENTERED MARCH 2022 = 92  
DIFFERENCE OF 304 EVENTS or 77%

Time: 10:55:38 AM

## Woodstock Police Service Board - April 30, 2022

<u>Account</u>	<u>Description</u>	2022 BUDGET	<u>ACTUAL</u> Y.T.D.	DIFFERENCE	Percentage Spent
<b><u>Revenues</u></b>					
0500-63027-0000	ONTARIO - RIDE PROGRAMME	\$15,000.00	\$0.00	\$15,000.00	0.00%
0500-63028-0000	ONTARIO - VICTIM SUPPORT GRANT	98,700.00	49,350.00	49,350.00	50.00
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOV.	527,577.00	0.00	527,577.00	0.00
0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	0.00	8,000.00	0.00
0500-63035-0000	ONTARIO - HCEIT GRANT	7,000.00	0.00	7,000.00	0.00
0500-63036-0000	COMMUNITY SAFETY & POLICING GRANT - LOCAL	266,250.00	15,000.00	251,250.00	5.63
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROV	25,000.00	39,937.50	(14,937.50)	159.75
0500-63038-0000	PROV - PROVINCIAL STRATEGY GRANT	12,750.00	12,727.35	22.65	99.82
0500-63039-0000	ONTARIO YOUTH IN POLICING GRANT	10,000.00	0.00	10,000.00	0.00
0500-63040-0000	POLICE - PROFILE SCREENING	23,000.00	6,110.00	16,890.00	26.57
0500-63042-0000	ONT STRATEGY TO END HUMAN TRAFFICKING	17,400.00	0.00	17,400.00	0.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	40,000.00	5,060.00	34,940.00	12.65
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	85,000.00	18,560.91	66,439.09	21.84
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	257,794.00	87,048.16	170,745.84	33.77
0500-69205-0000	COUNTY 911	47,092.00	0.00	47,092.00	0.00
0500-69207-0000	RECOV. FROM COUNTY COURT SECURITY	51,541.00	0.00	51,541.00	0.00
0500-69210-0000	SOCIAL SERVICES RELIEF FUND-OXFORD COUN	0.00	9,000.00	(9,000.00)	0.00
0500-69216-0000	POLICE - ALARM REVENUE	80,000.00	55,736.50	24,263.50	69.67
0500-69219-0000	REVENUE - PAID DUTY	20,000.00	3,572.29	16,427.71	17.86
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	3,500.00	365.39	3,134.61	10.44
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	0.00	6,000.00	0.00
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	50,000.00	50,044.18	(44.18)	100.09
0500-69240-0000	TRANS FROM RESERVE RE LABOUR RELATIONS	75,000.00	0.00	75,000.00	0.00
0500-69244-0000	TRANS FROM RESERVE FOR CAPITAL PROJECTS	20,000.00	0.00	20,000.00	0.00
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	334,295.00	38,901.83	295,393.17	11.64
0500-69263-0000	TRANSFER FROM INFO TECHNOLOGY RESERVE	134,000.00	0.00	134,000.00	0.00
0500-69265-0000	WSIB REIMBURSEMENTS	465,000.00	136,646.07	328,353.93	29.39
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	20,000.00	8,017.55	11,982.45	40.09
<b>Total Revenues</b>		<b>\$2,699,899.00</b>	<b>\$536,077.73</b>	<b>\$2,163,821.27</b>	<b>19.86%</b>

**Expenditures**

0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$758,261.00	\$202,958.71	\$555,302.29	26.77%
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,659,310.00	\$503,456.63	\$1,155,853.37	30.34%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$1,854,359.00	\$487,913.84	\$1,366,445.16	26.31%
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$12,153,901.00	\$3,725,740.94	\$8,428,160.06	30.66%

## Woodstock Police Service Board - April 30, 2022

<u>Account</u>	<u>Description</u>	2022 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$101,671.00	\$25,623.53	\$76,047.47	25.20%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$2,966,687.00	\$829,430.82	\$2,137,256.18	27.96%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$10,000.00	\$0.00	\$10,000.00	0.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$63,900.00	\$73,751.84	(\$9,851.84)	115.42%
0500-72250-0000	POLICE - BUIDING MAINTENANCE EXPENSES	\$331,000.00	\$111,804.85	\$219,195.15	33.78%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$308,900.00	\$93,615.87	\$215,284.13	30.31%
	<b>Total Expenditures</b>	<b>\$20,207,989.00</b>	<b>\$6,054,297.03</b>	<b>\$14,153,691.97</b>	<b>29.96%</b>
	<b>Total Revenues</b>	<b>(\$2,699,899.00)</b>	<b>(\$536,077.73)</b>	<b>(\$2,163,821.27)</b>	<b>19.86%</b>
	<b>Net Difference</b>	<b>\$17,508,090.00</b>	<b>\$5,518,219.30</b>	<b>\$11,989,870.70</b>	<b>31.52%</b>



Time: 10:55:38 AM

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0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	0.00	8,000.00	0.00
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0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$12,153,901.00	\$3,725,740.94	\$8,428,160.06	30.66%

## Woodstock Police Service Board - April 30, 2022

<u>Account</u>	<u>Description</u>	2022 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$101,671.00	\$25,623.53	\$76,047.47	25.20%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$2,966,687.00	\$829,430.82	\$2,137,256.18	27.96%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$10,000.00	\$0.00	\$10,000.00	0.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$63,900.00	\$73,751.84	(\$9,851.84)	115.42%
0500-72250-0000	POLICE - BUIDING MAINTENANCE EXPENSES	\$331,000.00	\$111,804.85	\$219,195.15	33.78%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$308,900.00	\$93,615.87	\$215,284.13	30.31%
	<b>Total Expenditures</b>	<b>\$20,207,989.00</b>	<b>\$6,054,297.03</b>	<b>\$14,153,691.97</b>	<b>29.96%</b>
	<b>Total Revenues</b>	<b>(\$2,699,899.00)</b>	<b>(\$536,077.73)</b>	<b>(\$2,163,821.27)</b>	<b>19.86%</b>
	<b>Net Difference</b>	<b>\$17,508,090.00</b>	<b>\$5,518,219.30</b>	<b>\$11,989,870.70</b>	<b>31.52%</b>

WOODSTOCK POLICE SERVICE

Reserve & Reserve Funds to  
April 30, 2022

Name	January 1, 2022	2022 Contributions	Reserve Fund Interest Earned	Transfers between Funds	Expenditures	Transferred to Operating	Balance April 30, 2022
0180-52031 Sick Leave Severance Reserve Fund	<b>764,881.31</b>	10,000.00					<b>774,881.31</b>
0170-51152-0000 Insurance Loss Reserve	<b>213,567.30</b>	5,000.00					<b>218,567.30</b>
0170-51153-0000 Reserve for Legal Fees	<b>204,313.34</b>						<b>204,313.34</b>
0170-51156-0000 Reserve Building & Operations	<b>130,343.35</b>						<b>130,343.35</b>
0180-52032 Voice Radio Replacement Reserve Fund	<b>247,489.14</b>						<b>247,489.14</b> <b>Note: \$236,084.43 committed for radio proje</b>
0170-51157-0000 Honour Guard Reserve	<b>2,100.80</b>						<b>2,100.80</b>
0170-51158-0000 Labour Relations Reserve	<b>75,632.91</b>					75,000.00	<b>632.91</b>
0170-51159-0000 Reserve for Information Technology	<b>302,476.85</b>					134,000.00	<b>168,476.85</b>
0170-51161-0000 Canine Unit	<b>13,645.95</b>						<b>13,645.95</b>
0170-51166-0000 Capital Projects Reserve	<b>385,934.25</b>					20,000.00	<b>365,934.25</b>
0170-51171-0000 Reserve for Specialized Services & Wellness	<b>18,855.28</b>						<b>18,855.28</b>
0170-51172-0000 Reserve for Civilian Clothing	<b>2,273.33</b>						<b>2,273.33</b>
<b>Totals</b>	<b>2,361,513.81</b>	15,000.00	-	-	-	229,000.00	<b>2,147,513.81</b>
Sick Leave Severance Reserve Fund							
Original Dec 31, 2021 balance	151,224.66						
Allocation of 2021 Surplus	613,656.65						
Revised Balance	<b>764,881.31</b>						



May 12, 2022

Board Report – May, 2022 – OPEN SESSION

RE: ***Community Safety and Policing (CSP) Grant – Increase in Sworn Complement***

In April, 2022 the Woodstock Police Service was notified that we had been successful in our grant application for funding under the Community Safety and Policing Grant offered through the Ministry of the Solicitor General. The grant provides funding in the amount of \$458,644 over the next three years that is to be used primarily for the creation of a new sworn position within the police service as a Community Engagement Officer (CEO). The CEO will be an active sworn member of WPS and assigned to the Community Response Unit, responsible for providing immediate response along with MHEART clinicians to persons in crisis. The CEO will review and track mental health and addiction related incidents so as to assist in a proactive response to community safety issues recognizing that emergency response is only one component of an effective intervention or response to a call for service. Collaboration with other agencies to resolve these non-criminal issues before they rise to crisis or criminal activity, will increase a sense of community safety and well being and is in keeping with Oxford County's Community Safety and Well-Being Plan.

The funding provided through the CSP Grant will provide full funding for a sworn 1<sup>st</sup> Class Constable for 2022-2025. Current staffing and work load within WPS precludes us from using existing resources to fill the position and meet the criteria set out in the grant without diminishing service in other areas. As a result, I am recommending that the Woodstock Police Services Board approve the authorized sworn complement of the WPS to 85 members.

**Recommendation:**

**That the Board approve the increase the sworn complement of WPS to 85 sworn members.**

Daryl Longworth  
Chief of Police

## **Woodstock Police Service**

615 Dundas Street

Woodstock, Ontario N4S 1E1

TELEPHONE: 519-421-2800 (*Administration*)  
TELEPHONE: 519-537-2323 (*Communications Centre*)  
FAX: 519-421-2287 (*Admin Fax*)



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TO: Chief D. Longworth

CC: Insp. Marci Shelton & Insp. Becks

FROM: Deputy Chief Rod Wilkinson

DATE: May 5, 2022

**RE: 2021 CIICC Mandated Yearly Report – Collection of Identifying Information in Certain Circumstances Report (O. Reg. 58/16)**

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The Woodstock Police Service is responsible for preparing the annual report regarding the collection of identifying information in certain circumstances, in accordance with Ontario Regulation 58/16.

During the period of January 1, 2021 to December 31, 2021, the Woodstock Police Service (WPS) recorded a total of zero (0) regulated interactions as defined by the Regulation.

In June 2015, the Ministry of Community Safety and Correctional Services (MCSCS) announced the Government of Ontario would move forward on regulating street checks to ensure a fair and consistent approach throughout the province.

In October 2015, MCSCS published draft Regulations and, in March 2016, announced Ontario would prohibit carding and street checks and set out new rules for Police Interactions (O. Reg. 58/16). The implementation date of the new legislation was January 1, 2017.

In addition to the rules, initial and ongoing training for officers was also prescribed. Initial training took place in 2016, with refresher training required every three years. During the course of 2019, sworn members of the Organization were required to complete the 3-year refresher training for “Collection of Identifying Information in Certain Circumstances” (CIICC), as mandated by the Ministry.

As noted, there were no regulated interactions as defined by O. Reg. 58/16. The contents of the annual report to the Board, made under section 14 of the Regulation requires the following to be reported annually:

### 2020 CIICC

Number of attempted collections	0
Number of attempts in which Identifying Information was collected	0
Number of individuals from whom identifying information was collected	0
Number of times the following provisions were relied upon to advise the individual of his/her rights that they were not required to provide identifying information to police:	0
i) might compromise the safety of the individual	0
ii) would likely compromise an ongoing police investigation	0
iii) might allow confidential informant to be identified	0
iv) might disclose the identity of a person contrary to law	0
Number of times an individual not provided a receipt because they didn't indicate they wanted one	0
Number of times a receipt was not provided as doing so might:	0
i) compromise the safety of the individual	0
ii) might delay the officer from responding to another matter	0
Number of times officers permitted access to identifying information that has been restricted	0

Because there was no regulated interaction with members of the public reported, there is no evidence of disproportionate collection of information.

#### Annual report

14. (1) This section applies to,
  - (a) an annual report provided by a municipal chief of police to a board under section 31 of Ontario Regulation 3/99 (Adequacy and Effectiveness of Police Services) made under the Act; and
  - (b) the annual report provided by the Commissioner under subsection 17 (4) of the Act.
- (2) A chief of police shall ensure that his or her annual report includes the following information in relation to attempted collections of identifying information:
  1. The number of attempted collections and the number of attempted collections in which identifying information was collected.
  2. The number of individuals from whom identifying information was collected.
  3. The number of times each of the following provisions was relied upon to not do something that would otherwise be required under subsection 6 (1):

- i. subsection 6 (2),
  - ii. clause 6 (3) (a),
  - iii. clause 6 (3) (b), and
  - iv. clause 6 (3) (c).
4. The number of times an individual was not given a document under clause 7 (1) (b) because the individual did not indicate that they wanted it.
  5. The number of times each of the following clauses was relied upon to not do something that would otherwise be required under subsection 7 (1):
    - i. clause 7 (2) (a), and
    - ii. clause 7 (2) (b).
  6. The number of attempted collections from individuals who are perceived, by a police officer, to be within the following groups based on the sex of the individual:
    - i. male individuals, and
    - ii. female individuals.
  7. For each age group established by the chief of police for the purpose of this paragraph, the number of attempted collections from individuals who are perceived, by a police officer, to be within that age group.
  8. For each racialized group established by the chief of police for the purpose of this paragraph, the number of attempted collections from individuals who are perceived, by a police officer, to be within that racialized group.
  9. A statement, based on an analysis of the information provided under this subsection, as to whether the collections were attempted disproportionately from individuals within a group based on the sex of the individual, a particular age or racialized group, or a combination of groups and if so, any additional information that the chief of police considers relevant to explain the disproportionate attempted collections.
  10. The neighbourhoods or areas where collections were attempted and the number of attempted collections in each neighbourhood or area.
  11. The number of determinations, referred to in subsection 9 (5), that section 5 or clause 9 (4) (a) was not complied with.
  12. The number of determinations, referred to in subsections 9 (6) and (7), that section 5, 6 or 7 was not complied with.
  13. The number of times members of the police force were permitted under subsection 9 (10) to access identifying information to which access must be restricted.
- (3) A chief of police shall establish age groups for the purpose of paragraph 7 of subsection (2).
- (4) A chief of police shall establish racialized groups for the purpose of paragraph 8 of subsection (2) and shall do so in a way that allows the information required by subsection (2) relating to the racialized groups to be comparable to the data referred to in the following paragraphs, as released by the Government of Canada on the basis of its most recent National Household Survey preceding the period covered by the chief of police's annual report:
1. For each derived visible minority group set out in the National Household Survey, the number of individuals who identified themselves as being within that group.
  2. The number of individuals who claimed Aboriginal identity.
- (5) This section does not require the inclusion of information about anything that occurred before January 1, 2017.

**Chiefs of police must review practices and report**

15. (1) If an annual report referred to in section 14 reveals that identifying information was attempted to be collected disproportionately from individuals perceived to be within a group or combination of groups, the chief of police shall review the practices of his or her police force and shall prepare a report setting out the results of the review and his or her proposals, if any, to address the disproportionate attempted collection of information.

(2) A municipal chief of police shall provide his or her report to the relevant board, and the Commissioner shall provide his or her report to the Minister of Community Safety and Correctional Services.

(3) When a board receives a report from a municipal chief of police under subsection (2), and when the Minister of Community Safety and Correctional Services receives a report from the Commissioner under subsection (2), the board or the Minister, as the case may be,

- (a) shall publish the report on the Internet in a manner that makes it available to the public free of charge and may make the report available to the public free of charge in any other manner that the board or the Minister, as the case may be, considers appropriate; and
- (b) shall consider the report and the proposals, if any, set out in the report and consider, in the case of a board, whether to give directions under clause 31 (1) (e) of the Act or, in the case of the Minister, whether to give directions to which the Commissioner would be subject under subsection 17 (2) of the Act.

**Recommendation(s):**

**It is recommended that the Board receive this Report for their information.**