



## WOODSTOCK POLICE SERVICE BOARD

### PUBLIC MEETING AGENDA

**DATE:** Monday, February 13, 2023

**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 January 30, 2023  
**Recommendation: That the Board approves the minutes of January 30, 2023 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 January 31, 2023  
**Recommendation: That the Financial Statements as presented be accepted for information**
11. OASPB Zone 4 Membership Renewal  
**Recommendation: That the Board approve and direct payment in the amount of \$50.00 to be made for the 2023 OAPSB Zone 4 Membership fee.**

12. 2023 Budget Discussion
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, March 13, 2023 @ 3p.m. at Woodstock Police Service, via Zoom
19. Adjournment



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on January 30, 2023 at Woodstock Police Service headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Mayor Jerry Acchione, Council Representative; Connie Lauder, Council Representative; Leslie Farrell, Provincial Appointee; Daryl Stevenson, Community Appointee; and Amy Hartley, WPSB EA.

Also in attendance were Chief Rod Wilkinson; Deputy Chief Nick Novacich; Kristi Lampman, Human Resources Coordinator; David Tilley, Zone 4 Police Advisor.

### 1. CALL TO ORDER

Amy HARTLEY called the meeting to order at 3:00 p.m.

### 2. NOMINATION AND ELECTION OF BOARD CHAIR

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

That Ken WHITEFORD be nominated as Board Chair for 2023.

CARRIED.

Ken WHITEFORD agreed to let his name stand.

### NOMINATIONS CLOSE

Moved by Connie LAUDER

Seconded by Leslie FARRELL

That nominations do now close.

CARRIED.

### ELECTION OF BOARD CHAIR

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that Ken WHITEFORD be elected Board Chair for 2023.

CARRIED.

3. NOMINATION AND ELECTION OF VICE CHAIR

Moved by: Ken WHITEFORD

Seconded by: Connie LAUDER

That Leslie Farrell be nominated as Board Acting Vice Chair for 2023.  
CARRIED.

Leslie Farrell agreed to let her name stand.

NOMINATIONS CLOSE

Moved by: Jerry ACCHIONE

Seconded by: Ken WHITEFORD

That nominations do now close.  
CARRIED.

ELECTION OF BOARD VICE CHAIR

Moved by: Ken WHITEFORD

Seconded by: Connie LAUDER

Resolved that Leslie Farrell be elected Board Vice Chair for 2023.  
CARRIED.

The meeting was then turned over to 2023 Board Chair Ken WHITEFORD.

4. APPROVAL OF AGENDA

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board approve the agenda as circulated.  
CARRIED.

5. There were no declarations of pecuniary interest.

6. MINUTES – December 12, 2022

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

resolved that the Board approve the minutes of December 12, 2022  
as circulated.  
CARRIED.

7. BUSINESS ARISING FROM THE MINUTES

None

8. VERBAL REPORT FROM CHAIR

Nothing to report

## 9. VERBAL REPORT FROM CHIEF

- Chief Wilkinson advised the Board that a Christmas lunch was held on December 14, 2022 for members of WPS

- Chief Wilkinson noted that the New Year's Eve shift was good and there was not a large influx of incidents reported during both Christmas week and New Year's Eve

- 14 members from WPS attended the funeral for Daryl Pierzschala in Barrie on January 14. Chief Wilkinson mentioned that the OACP, CACP and other police Chiefs have been vocal regarding bail reform and changes to the legislation. In response to L. Farrell, Chief Wilkinson noted that incidents like this take a toll on all police members. Chief Wilkinson advised that the Peer Support Team was engaged and wellness initiatives were provided.

- Chief Wilkinson welcomed Daryl Stevenson, the Board's new community member. Daryl had his swearing in on January 5.

- On December 19 WPS made a significant traffic stop wherein 23 charges were laid, a crossbow, drugs and money totaling \$50,000 were seized.

- Chief Wilkinson thanked the Woodstock Navy Vets organization for delivery of stuffed animals from their teddy bear toss night. The bears are placed in cruisers and are provided to children when the officers need to interact with them on calls.

- There has been a change of members on the Core Beat, Cst. Ruitenbeek and Cst. Whetstone along with Sgt. Minielly will be walking the downtown core as part of the Community Response Unit. These members continue to meet with business owners and address community issues.

- Chief Wilkinson noted that only one arrest was made during the holiday season RIDE Campaign. A total of 26 locations were set up and approximately 3,300 vehicles were checked.

- January is Crime Stopper month. WPS has expressed their commitment in supporting our partnership with Crime Stoppers Oxford. Crime stoppers remains an invaluable tool in safety of the citizens of Woodstock by assisting police in solving crime anonymously. This year's theme for the month is "stand up, stand together" which promotes all of us working together.

- Chief Wilkinson spoke briefly about the Memphis, Tennessee incident. The death of Tyre Nichols at the hands of the Memphis Officers is inhumane and inexcusable. Chief Wilkinson has expressed WPS condolences through social media to the family and friends of Mr. Nichols. As a Police Service,

we will always continue to be accountable, professional and transparent for our actions. Officer must always be able to articulate any use of force.

#### 10. STATISTICS/REPORTS – Deputy NOVACICH

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report
- D) Report on Complaint Investigations

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

resolved that the Board receive all statistics and reports presented in Item 10.

CARRIED.

#### 11. 2023 BUDGET PRESENTATION

Chief Wilkinson presented a revised version of the 2023 budget by means of a slide deck and responded to Board questions. The Board decided that any finalization of the budget would be deferred to the February meeting. Presentation to City Council is still planned for Thursday, March 2.

#### 12. UNFINISHED BUSINESS

None

#### 13. CLOSED SESSION

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

resolved that the Board adjourns to Closed Session at 4:17 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.

14. CLOSED SESSION RISES

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

resolved that the Board does now rise from Closed Session and reconvenes at 5:30 pm

CARRIED.

15. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 9

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

resolved that the Board approve the Closed Session Agenda as circulated.

CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT

b) STAFFING ACTIVITY

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

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

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

resolved that the Board receive the monthly tracking report for information.

CARRIED.

CLOSED SESSION # 4 - STATUS OF LEGAL CASES - CHIEF

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

resolved that the Board receive the updates presented in Item #4.

CARRIED.

CLOSED SESSION # 5 - RESIGNATION LETTER

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board receives the letter.

CARRIED.

CLOSED SESSION # 6 - REPORT #01-2023

Moved by: Leslie FARRELL

Seconded by: Connie LAUDER

Resolved that the Board adopts the recommendation in Report No. 01-2023.

CARRIED.

16. NEW BUSINESS

None

17. Date of Next Board Meeting MONDAY, February 13, 2023 at 3pm at the Woodstock Police Service Headquarters.

18. ADJOURNMENT

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

resolved that the Board does now adjourn at 5:32 pm

CARRIED.

*"Original Signed by"*

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Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed by"*

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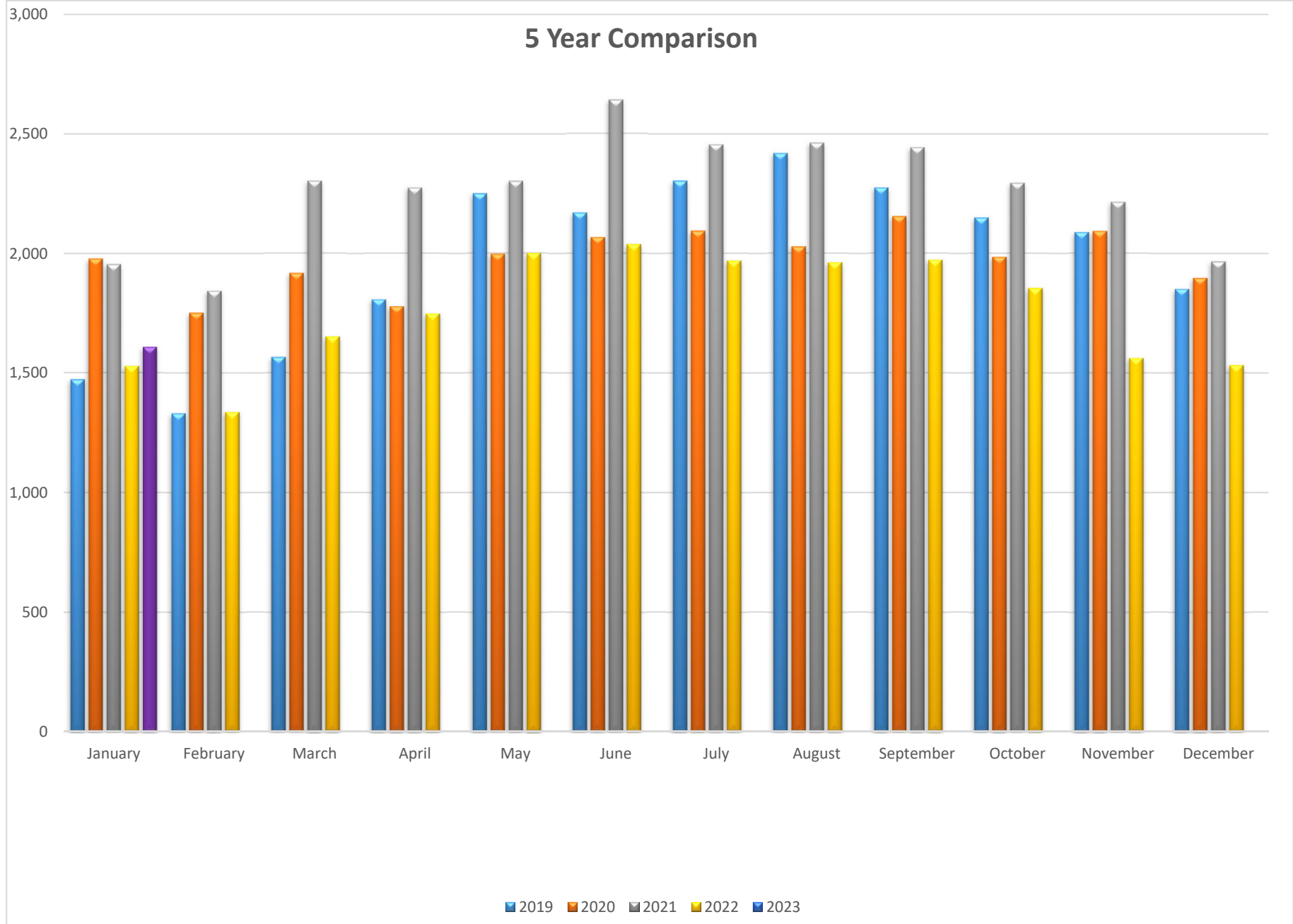
Leslie Farrell, Vice Chair  
Woodstock Police Service Board





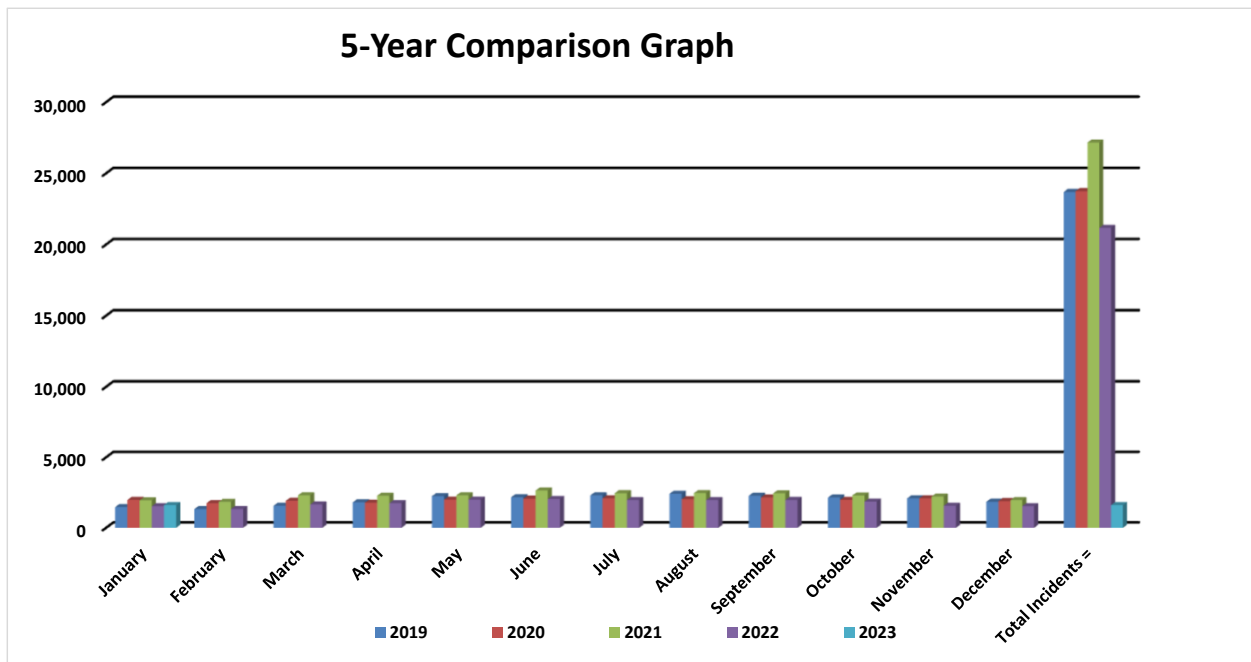


# 5 Year Comparison



## 5 year comparative graph

	2019	2020	2021	2022	2023
January	1,473	1,977	1,954	1,529	1,609
February	1,332	1,752	1,844	1,337	
March	1,567	1,918	2,303	1,653	
April	1,808	1,779	2,275	1,749	
May	2,250	1,998	2,302	2,001	
June	2,171	2,069	2,643	2,039	
July	2,304	2,095	2,456	1,971	
August	2,419	2,029	2,462	1,963	
September	2,275	2,155	2,443	1,973	
October	2,150	1,986	2,295	1,855	
November	2,089	2,094	2,215	1,563	
December	1,852	1,898	1,966	1,533	
<b>Total Incidents =</b>	<b>23,690</b>	<b>23,750</b>	<b>27,158</b>	<b>21,166</b>	<b>1,609</b>
<b>Overall Difference</b>		60	3,408	-5,992	-19,557



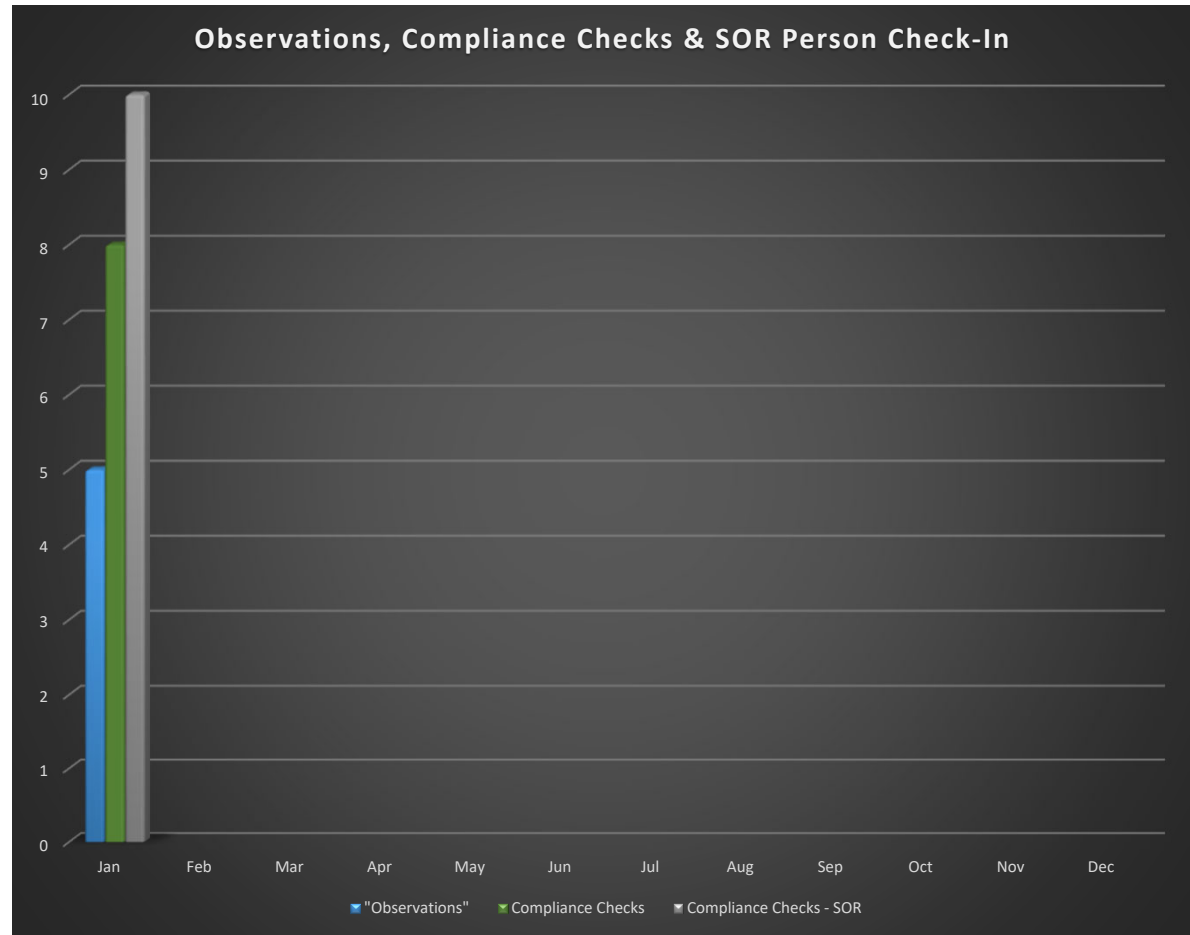
Prepared by N.Novacich



## 2023 Report Complaint Investigations

<b>Total Officers (actual authorized strength)</b>	85	
<b>Total Chief's Initiated Complaints 2023</b>	0	
<b><u>Total Public Complaints 2023 (OIPRD)</u></b>	1	
- Conduct		
- Service	1	
- Policy		
<b>TOTAL CHIEF INITIATED COMPLAINTS UNDER INVESTIGATION</b>		
<b>TOTAL PUBLIC COMPLAINTS UNDER INVESTIGATION</b>		
<b><u>Allegations of Misconduct</u></b>		
Incivility/Insubordination		
Neglect of Duty		
Discreditable Conduct		
Excessive/Unnecessary Use of Force		
Unlawful/Unnecessary Exercise of Authority		
Unsatisfactory Work Performance		
Other Service Complaints - Unknown		
<b><u>Dispositions</u></b>		
Not Dealt with- Section 59 (frivolous, vexatious, bad faith, outdated, not affected)	1	
Informal Resolution without a Hearing		
- Conduct		
- Service		
- Policy		
Withdrawn by Complainant		
Unsubstantiated through investigation		
Police Service Act Hearing		
Lost jurisdiction		
Early Resolution		

	"Observations"	Compliance Checks	Compliance Checks - SOR
Jan	5	8	10
Feb			
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			
	<b>5</b>	<b>8</b>	<b>10</b>



Time: 1:18:17 PM

## Woodstock Police Service Board - December 31, 2022-Draft 2

<u>Account</u>	<u>Description</u>	2022 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
<b><u>Revenues</u></b>					
0500-63027-0000	ONTARIO - RIDE PROGRAMME	\$15,000.00	\$15,562.00	(\$562.00)	103.75%
0500-63028-0000	ONTARIO - VICTIM SUPPORT GRANT	98,700.00	98,700.00	0.00	100.00
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOV.	527,577.00	435,152.48	92,424.52	82.48
0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	8,000.00	0.00	100.00
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	291,052.19	(24,802.19)	109.32
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROV	25,000.00	155,452.13	(130,452.13)	621.81
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	10,000.00	0.00	100.00
0500-63040-0000	POLICE - PROFILE SCREENING	23,000.00	10,231.00	12,769.00	44.48
0500-63042-0000	ONT STRATEGY TO END HUMAN TRAFFICKING	17,400.00	17,400.00	0.00	100.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	40,000.00	28,647.81	11,352.19	71.62
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	85,000.00	103,629.96	(18,629.96)	121.92
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	257,794.00	260,417.48	(2,623.48)	101.02
0500-69205-0000	COUNTY 911	47,092.00	47,090.00	2.00	100.00
0500-69207-0000	RECOV. FROM COUNTY COURT SECURITY	51,541.00	51,541.00	0.00	100.00
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	76,593.00	3,407.00	95.74
0500-69219-0000	REVENUE - PAID DUTY	20,000.00	62,139.46	(42,139.46)	310.70
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	3,500.00	7,034.39	(3,534.39)	200.98
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	8,662.28	(2,662.28)	144.37
0500-69223-0000	SALE OF USED VEHICLES	0.00	18,971.94	(18,971.94)	0.00
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	50,000.00	50,044.18	(44.18)	100.09
0500-69236-0000	TRANS. FROM INSURANCE LOSS RESERVE	0.00	16,334.64	(16,334.64)	0.00
0500-69240-0000	TRANS FROM RESERVE RE LABOUR RELATIONS	75,000.00	75,000.00	0.00	100.00
0500-69244-0000	TRANS FROM RESERVE FOR CAPITAL PROJECTS	20,000.00	59,114.81	(39,114.81)	295.57
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	334,295.00	286,206.61	48,088.39	85.62
0500-69255-0000	WSIB SURPLUS REFUND	0.00	127,523.52	(127,523.52)	0.00
0500-69259-0000	TRANS FROM SICK LEAVE SEVERANCE RES FUN	0.00	44,717.94	(44,717.94)	0.00
0500-69262-0000	PROPERTY AUCTION PROCEEDS	0.00	4,632.11	(4,632.11)	0.00
0500-69263-0000	TRANSFER FROM INFO TECHNOLOGY RESERVE	134,000.00	134,000.00	0.00	100.00
0500-69265-0000	WSIB REIMBURSEMENTS	465,000.00	697,206.07	(232,206.07)	149.94
0500-69267-0000	CANADIAN TIRE JUMPSTART CHARITIES	0.00	4,430.00	(4,430.00)	0.00
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	20,000.00	12,552.83	7,447.17	62.76
<b>Total Revenues</b>		<b>\$2,699,899.00</b>	<b>\$3,239,767.18</b>	<b>(\$539,868.18)</b>	<b>120.00%</b>

**Expenditures**

0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$758,261.00	\$664,710.40	\$93,550.60	87.66%
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## Woodstock Police Service Board - December 31, 2022-Draft 2

<u>Account</u>	<u>Description</u>	2022 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,659,310.00	\$1,640,594.67	\$18,715.33	98.87%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$1,854,359.00	\$1,793,266.85	\$61,092.15	96.71%
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$12,153,901.00	\$12,275,423.75	(\$121,522.75)	101.00%
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$101,671.00	\$77,625.01	\$24,045.99	76.35%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$2,966,687.00	\$3,187,791.59	(\$221,104.59)	107.45%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$10,000.00	\$9,600.00	\$400.00	96.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$63,900.00	\$110,807.32	(\$46,907.32)	173.41%
0500-72246-0412	POLICE - SPECIAL VICTIMS UNIT GRANT-OTHR CH	\$0.00	\$1,935.47	(\$1,935.47)	0.00%
0500-72247-0412	POLICE -COMMUNITY ENGAGEMENT OFFICER GF	\$0.00	\$877.09	(\$877.09)	0.00%
0500-72250-0000	POLICE - BUILDING MAINTENANCE EXPENSES	\$331,000.00	\$363,298.94	(\$32,298.94)	109.76%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$308,900.00	\$339,782.22	(\$30,882.22)	110.00%
	<b>Total Expenditures</b>	<b>\$20,207,989.00</b>	<b>\$20,465,621.73</b>	<b>(\$257,632.73)</b>	<b>101.28%</b>
	<b>Total Revenues</b>	<b>(\$2,699,899.00)</b>	<b>(\$3,239,767.18)</b>	<b>\$539,868.18</b>	<b>120.00%</b>
	<b>Net Difference</b>	<b>\$17,508,090.00</b>	<b>\$17,225,854.55</b>	<b>\$282,235.45</b>	<b>98.39%</b>



WOODSTOCK POLICE SERVICE

Reserve & Reserve Funds to  
12/31/2022 - Draft 1

	Name	January 1, 2022	2022 Contributions	Reserve Fund Interest Earned	Transfers between Funds	Expenditures	Transferred to Operating/Capital	Surplus Allocation	Balance 12/31/2022 - Draft 1
0180-52031	Sick Leave Severance Reserve Fund	<b>764,881.31</b>	10,000.00	12,391.76			47,851.98		<b>739,421.09</b>
0170-51152-0000	Insurance Loss Reserve	<b>213,567.30</b>	5,000.00				16,334.64		<b>202,232.66</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>		6,133.19			241,537.33		<b>12,085.00</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>					59,114.81		<b>326,819.44</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	18,524.95	-	-	573,838.76	-	<b>1,821,200.00</b>

**Replace Portable & Mobile Radios 11083**

Expense to Date	555,452.90
City contribution	(275,000.00)
Police Share	280,452.90
Financed in 2021 from Police Reserve Fund	(38,915.57)
Financed in 2022 from Police Reserve Fund	(241,537.33)
Balance to finance in 2022	-