



## WOODSTOCK POLICE SERVICE BOARD

### PUBLIC MEETING AGENDA

**DATE: June 26, 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 May 29, 2023  
**Recommendation: That the Board approves the minutes of May 29, 2023 as circulated.**
6. Business arising from the minutes
7. Correspondence
  - i. OAPSB Conference Report – Vice Chair
8. Verbal Report from the Chair
9. Verbal Report from the Chief
10. 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**
11. Financial Statements – Summary for period ending May 31, 2023  
**Recommendation: That the Financial Statements as presented be accepted for information**
11. Board Report – Administrative Review of SIU Investigation (23-OVI-30)

12. By-law Review
  - i. By-law 02/2010 – A By-law Governing the Mileage Allowance of the Board
  - ii. By-law 03/2010 – A By-law governing the Remuneration of the Board Members
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, September 11, 2023 @ 3p.m. at Woodstock Police Service, via Zoom
19. Adjournment



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on May 29, 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 (attended at 3:36 pm); Leslie Farrell, Provincial Appointee; Connie Lauder, Council Representative; 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

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

### 2. WELCOME

Ken WHITEFORD welcomed everyone.

### 3. APPROVAL OF AGENDA

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board approve the agenda as circulated and amended.

*Amendment:*

*i. Amended to move Item 12b. from Closed to Open session.*

CARRIED

4. There were no declarations of pecuniary interest.

### 5. MINUTES – April 17, 2023

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

resolved that the Board approve the minutes of April 17, 2023 as circulated.

CARRIED

## 6. BUSINESS ARISING FROM THE MINUTES

None.

## 7. CORRESPONDENCE

a) Report from OACP Meeting

Moved by Connie LAUDER

Seconded by Leslie FARRELL

resolved that the Board receive the report from Daryl STEVENSON as information.

CARRIED

b) Baker Inquest

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

resolved that the Board receive the correspondence dated April 24, 2023.

CARRIED

## 8. VERBAL REPORT FROM CHAIR

- Chair Whiteford thanked L. Farrell for filling and covering as the Chair during Ken's leave of absence.

- L. Farrell will be attending the OAPSB Conference in Niagara Falls on behalf of the Board.

- Chair Whiteford inquired about hosting an appreciation lunch for staff. Chief Wilkinson noted that himself and Becky would look after coordinating a date and having Todd's Dogs cater the event again.

Resolved that the Board authorize the Chief to proceed in organizing the staff lunch for the WPS Staff at the Board's expense to be catered to by Todd's Dogs.

Moved by: Connie LAUDER

Seconded by: Leslie FARRELL

CARRIED

## 9. VERBAL REPORT FROM CHIEF

- Chief Wilkinson advised that interviews for the Youth in Policing Initiative (YIPI) were held last week. Six interviews in total were conducted and two positions are available this year. The YIPI program has previously been

successful and the students keep in contact with WPS and ask them to speak at their schools.

- The funeral service for Eric Mueller was held in Kanata at the Canadian Tire Center. An officer from WPS attended overnight, costs of the attendance are split between the Woodstock Police Association and WPS.

- Chief Wilkinson noted that VASOC (Victims Assistance) is looking for additional volunteers to provide crisis assistance, emotional assistance and tragic event services. Recruitment for volunteers is ongoing.

- April 26, 2023 was Administrative Professionals Day. WPS recognizes all the hard work by the clerks and administrative staff. Chief Wilkinson acknowledged that these professionals are an essential function of WPS.

- The Grandparents scam is still occurring involving money scams. Residents are encouraged to be aware and cautious when speaking with individuals on the phone and sharing personal and confidential information.

- May 1, 2023 was First Responders Day. Chief Wilkinson extended thanks and appreciation to all Fire, Emergency Services and Police staff for their involvement in keeping the community safe.

- The first week of May was Mental Health Week; posts were made on social media to promote this week by WPS. The Protocol Committee deals with apprehension under the Mental Health Act. This includes a revision of the 'hand-off' protocol with the hospital. This Committee meets 3 to 4 times a year. Results from this revision have decreased wait times by officers at the hospital immensely.

- In cooperation with Operation Sharing and the CRU Team the BEAT Patrol team are hearing positive responses from the Downtown BIA.

- During the week of May 4, the Tim Hortons smile cookie campaign took place. All proceeds are donated to the United Way. In total 550 volunteer hours were donated and raised a total of \$120,000.

- May 5, 2023 is the day of awareness of the Murdered and Missing Indigenous Women and Girls and Two Spirited people.

- May 6, 2023 is Emergency Preparedness Week, an event was held in the parking lot of WPS to help inform and educate the public about emergency preparedness.

- The CRU Team will be partnering up with Woodstock Fire Services to help with the VON Sakura House labyrinth.
- WPS is ready to assist and participate in the Victoria Day parade.
- A canine demonstration day is planned for June.
- As of Friday, June 2, the SIU will have cleared their investigation relating to a WPS Officer charged with an incident involving a police cruiser and arrest.

10. STATISTICS/REPORTS – Deputy WILKINSON

- 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 Leslie FARRELL

resolved that the Board receive all statistics and reports presented in Item 9. CARRIED

11. FINANCIAL STATEMENTS

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board receive the financial statements ending April 30, 2023 in Item #10.

CARRIED

12. LETTER RE BAKER INQUEST – IMPLEMENTATION STRATEGIES

Moved by: Leslie FARRELL

Seconded by: Daryl STEVENSON

Resolved that the Board receives results of the inquest, and ask the Chief to respond to the inquest.

CARRIED.

12b. BY-LAW REVIEW

- i) By-law 01/2019 – A By-law governing the Proceedings of Meetings

Resolved that the Board defer amendment of By-law 01/2019 until the Police Services Act amendment receives royal assent.

ii) By-law 01/2010 – By-law governing the Expense Allowances, Conference, Conventions, Seminars, Training Courses and Workshops of the Board

Resolved that the By-law be amended to reflect the following:

- Update Schedule A to bring it up to date and reflect current rates;
- Amend Section 3.7 to remove reference to the last sentence of this Section.

13. UNFINISHED BUSINESS

None.

14. CLOSED SESSION

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

resolved that the Board adjourns to Closed Session at 4:19 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

15. CLOSED SESSION RISES

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

resolved that the Board does now rise from Closed Session and reconvenes at 4:44 pm

CARRIED

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

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Leslie FARRELL

Seconded by Connie LAUDER

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

CARRIED

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

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of April 30, 2023.

CARRIED

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

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

CARRIED

CLOSED SESSION # 4 - STATUS OF LEGAL CASES - CHIEF

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

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

CARRIED

CLOSED SESSION # 5 – RESIGNATION

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

resolved that the Board receive the resignation letter dated April 27, 2023.

CARRIED

CLOSED SESSION # 6 – TEMPORARY SUSPENSION

No resolution required.

CLOSED SESSION # 7 – WEBSITE UPDATE

CLOSED SESSION # 8 – OTHER ITEMS IF NECESSARY

- Daryl STEVENSON inquired about the Auxiliary dinner

17. NEW BUSINESS

None

18. Date of Next Board Meeting MONDAY, June 26, 2020 at 3pm at the Woodstock Police Service Headquarters.



19. ADJOURNMENT

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

resolved that the Board does now adjourn at 4:47 pm CARRIED

*"Original Signed by"*

---

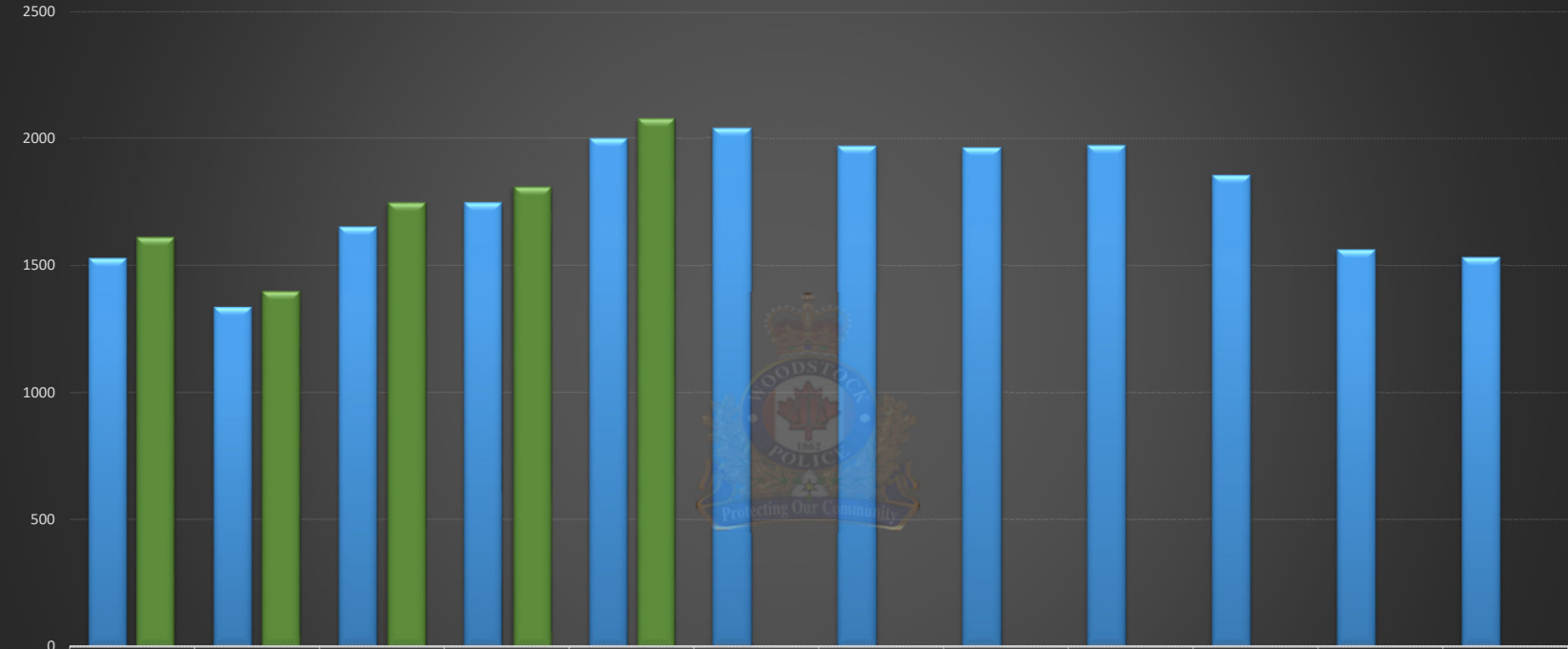
Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed by"*

---

Leslie Farrell, Vice Chair  
Woodstock Police Service Board

# 2023 WPS Calls for Service



	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2022	1529	1337	1653	1749	2001	2039	1971	1963	1973	1855	1563	1533
2023	1614	1402	1749	1811	2078							

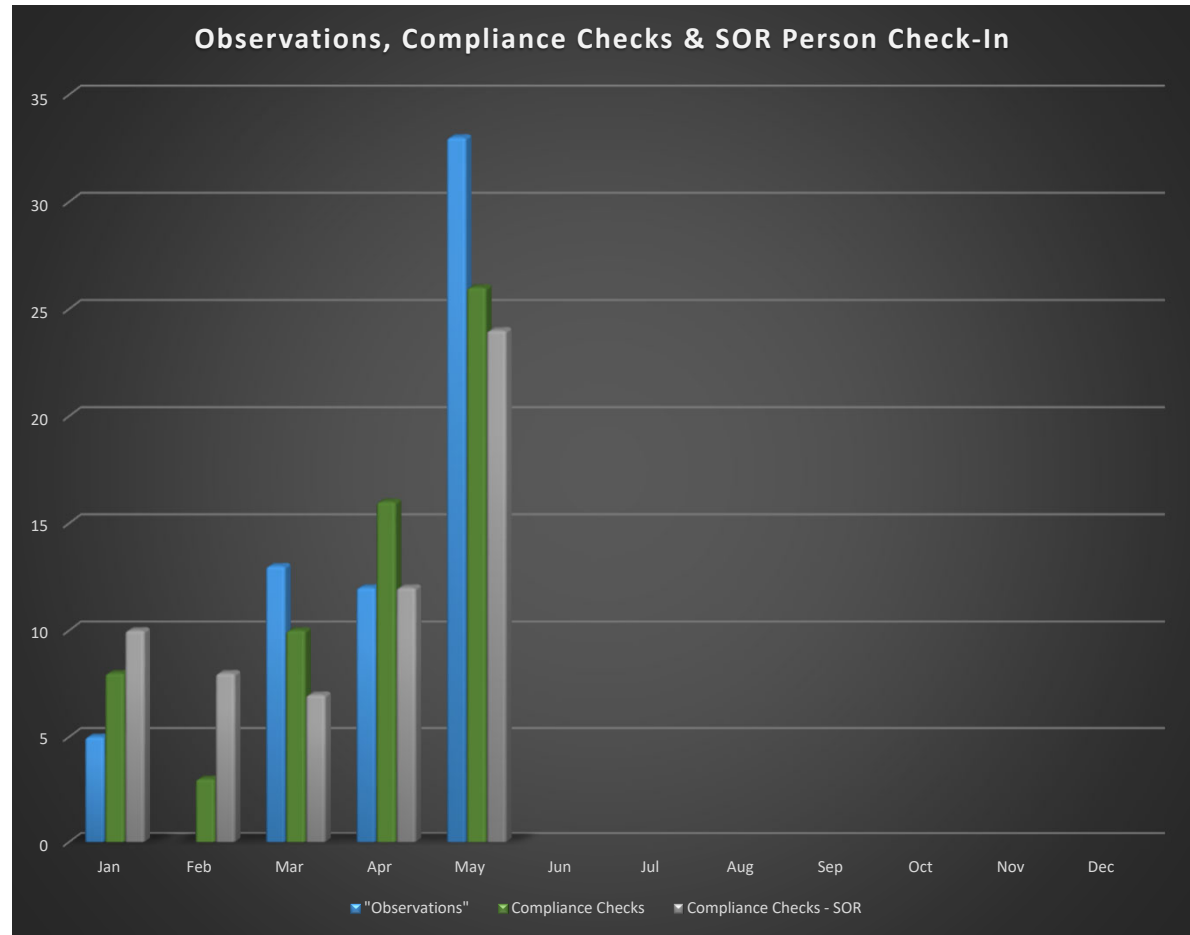


**2023 Report  
Complaint Investigations**

<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>	5	
- Conduct	2	
- Service	3	
- 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	1	
Discreditable Conduct		
Excessive/Unnecessary Use of Force	1	
Unlawful/Unnecessary Exercise of Authority		
Unsatisfactory Work Performance	1	
Other Service Complaints - Unknown	2	
<b><u>Dispositions</u></b>		
Not Dealt with- Section 59 (frivolous, vexatious, bad faith, outdated, not affected)	2	
Informal Resolution without a Hearing		
- Conduct		
- Service		
- Policy		
Withdrawn by Complainant	1	
Unsubstantiated through investigation	1	
Police Service Act Hearing		
Lost jurisdiction		
Early Resolution		



	"Observations"	Compliance Checks	Compliance Checks - SOR
Jan	5	8	10
Feb		3	8
Mar	13	10	7
Apr	12	16	12
May	33	26	24
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			
	<b>63</b>	<b>63</b>	<b>61</b>



Reserve & Reserve Funds to  
May 31, 2023

	Name	January 1, 2023	2023 Contributions	Reserve Fund Interest Earned	Transfers between Funds	Expenditures	Transferred to : Operating/Capita:	Balance May 31, 2023
0180-52031	Sick Leave Severance Reserve Fund	<b>739,421.09</b>	10,000.00	15,516.56			200,000.00	<b>564,937.65</b>
0170-51152-0000	Insurance Loss Reserve	<b>202,232.66</b>	5,000.00			(80,629.05)		<b>287,861.71</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>12,085.00</b>		5,322.20				<b>17,407.20</b>
0170-51157-0000	Honour Guard Reserve	<b>2,100.80</b>						<b>2,100.80</b>
0170-51158-0000	Labour Relations Reserve	<b>632.91</b>						<b>632.91</b>
0170-51159-0000	Reserve for Information Technology	<b>440,805.40</b>					150,000.00	<b>290,805.40</b>
0170-51161-0000	Canine Unit	<b>13,645.95</b>						<b>13,645.95</b>
0170-51166-0000	Capital Projects Reserve	<b>326,819.44</b>						<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>2,093,528.55</b>	15,000.00	20,838.76	-	(80,629.05)	350,000.00	<b>1,859,996.36</b>

Insurance proceeds pending  
vehicle replacement

Reserve for Information Technology - Opening balance has been increased to reflect the allocation of 2022 surplus.

Time: 10:57:59 AM

**Woodstock Police Service Board - May 31, 2023**

<u>Account</u>	<u>Description</u>	2023 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	\$0.00	\$15,000.00	0.00%
0500-63028-0000	ONTARIO - VICTIM SUPPORT GRANT	92,800.00	46,400.00	46,400.00	50.00
0500-63031-0000	ONTARIO - DIGITAL EVIDENCE MGMT SUBSIDY	0.00	13,424.00	(13,424.00)	0.00
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOV.	435,152.00	0.00	435,152.00	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	5,900.00	1,100.00	84.29
0500-63036-0000	COMMUNITY SAFETY & POLICING GRANT - LOCAL	332,569.00	83,142.40	249,426.60	25.00
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROV	152,008.00	38,504.88	113,503.12	25.33
0500-63038-0000	PROV - PROVINCIAL STRATEGY GRANT	12,750.00	12,750.00	0.00	100.00
0500-63039-0000	ONTARIO YOUTH IN POLICING GRANT	5,000.00	0.00	5,000.00	0.00
0500-63046-0000	NG911 GRANT	0.00	1,245,000.00	(1,245,000.00)	0.00
0500-63047-0000	CISO SPECIAL PROJECT FUNDING	0.00	36,239.17	(36,239.17)	0.00
0500-63048-0000	POLICE-ALPR GRANT - PROV	285,552.00	214,164.00	71,388.00	75.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	40,000.00	14,950.00	25,050.00	37.38
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	85,000.00	36,681.45	48,318.55	43.16
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	140,000.00	80,456.85	59,543.15	57.47
0500-69205-0000	COUNTY 911	48,033.00	0.00	48,033.00	0.00
0500-69207-0000	RECOV. FROM COUNTY COURT SECURITY	10,276.00	0.00	10,276.00	0.00
0500-69216-0000	POLICE - ALARM REVENUE	80,000.00	55,297.50	24,702.50	69.12
0500-69219-0000	REVENUE - PAID DUTY	20,000.00	3,481.85	16,518.15	17.41
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	3,500.00	391.06	3,108.94	11.17
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	3,727.65	2,272.35	62.13
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	80,000.00	80,000.00	0.00	100.00
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	343,689.00	176,639.79	167,049.21	51.40
0500-69259-0000	TRANS FROM SICK LEAVE SEVERANCE RES FUN	200,000.00	0.00	200,000.00	0.00
0500-69262-0000	PROPERTY AUCTION PROCEEDS	0.00	1,898.61	(1,898.61)	0.00
0500-69263-0000	TRANSFER FROM INFO TECHNOLOGY RESERVE	150,000.00	0.00	150,000.00	0.00
0500-69265-0000	WSIB REIMBURSEMENTS	520,000.00	328,029.82	191,970.18	63.08
0500-69267-0000	CANADIAN TIRE JUMPSTART CHARITIES	0.00	3,440.50	(3,440.50)	0.00
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	20,000.00	10,443.12	9,556.88	52.22

**Total Revenues**

<b>\$3,092,329.00</b>	<b>\$2,490,962.65</b>	<b>\$601,366.35</b>	<b>80.55%</b>
-----------------------	-----------------------	---------------------	---------------

**Expenditures**

0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$804,752.00	\$240,802.00	\$563,950.00	29.92%
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,723,815.00	\$640,615.90	\$1,083,199.10	37.16%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$2,000,808.00	\$761,957.96	\$1,238,850.04	38.08%

## Woodstock Police Service Board - May 31, 2023

<u>Account</u>	<u>Description</u>	2023 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$13,614,705.00	\$5,261,181.76	\$8,353,523.24	38.64%
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$102,428.00	\$28,382.00	\$74,046.00	27.71%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$3,517,607.00	\$2,309,750.74	\$1,207,856.26	65.66%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$5,000.00	\$0.00	\$5,000.00	0.00%
0500-72245-0412	VICTIMS SUPPORT GRANT EXPENSES - OTHR CH	\$92,800.00	\$45,590.27	\$47,209.73	49.13%
0500-72247-0412	POLICE -COMMUNITY ENGAGEMENT OFFICER GF	\$0.00	\$3,987.20	(\$3,987.20)	0.00%
0500-72248-0412	POLICE - CISO SPECIAL PROJECT EXPENSES	\$0.00	\$35,233.51	(\$35,233.51)	0.00%
0500-72250-0000	POLICE - BUILDING MAINTENANCE EXPENSES	\$354,876.00	\$118,856.67	\$236,019.33	33.49%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$306,448.00	\$101,260.68	\$205,187.32	33.04%
	<b>Total Expenditures</b>	<b>\$22,523,239.00</b>	<b>\$9,547,618.69</b>	<b>\$12,975,620.31</b>	<b>42.39%</b>
	<b>Total Revenues</b>	<b>(\$3,092,329.00)</b>	<b>(\$2,490,962.65)</b>	<b>(\$601,366.35)</b>	<b>80.55%</b>
	<b>Net Difference</b>	<b>\$19,430,910.00</b>	<b>\$7,056,656.04</b>	<b>\$12,374,253.96</b>	<b>36.32%</b>



## Report

**Subject:** Administrative Review of SIU Investigation (SIU #23-OVI-30)  
**From:** Inspector Heidi Becks  
**To:** The Chair and Members of the Woodstock Police Services Board  
**Date:** June 14<sup>th</sup>, 2023

---

### Recommendation

For Information only.

### Summary

On January 25, 2023, Woodstock Police Service (WPS) received a call for service in relation to a report of a hit and run motor vehicle collision involving a stolen vehicle. The driver of the stolen vehicle was arrested as a result of the police investigation. During the interaction with officers, the driver suffered a Special Investigations Unit (SIU) reportable injury.

The SIU investigated the incident and determined that there was no criminal conduct by the *subject official*.

This report summarizes the required review pursuant to section 34 of *Ontario Regulation 268/10 of the Police Service Act*.

### Report

On January 25, 2023, WPS received a call for service to the area of Dundas St. and Waterloo St. for reports of a hit and run motor vehicle collision involving a stolen vehicle.

Police attended the area and were advised by the caller that the stolen vehicle was travelling southbound on Wellington St, and proceeded to turn westbound onto Peel St. At this time the driver lost control and struck a pickup truck. The stolen vehicle continued westbound on Peel St., then across Mill St. onto Waterloo St. and followed Waterloo St. N across Dundas St. onto Winniett St.

The caller advised the stolen vehicle continued northbound on Winniett St. until it once again lost control and struck a construction fence at the corner of Drew and Winniett St. The caller further advised that they attempted to block the stolen vehicle in, however the stolen vehicle collided with the truck once again and then began driving southbound on Winniett St.(the wrong way down a one-way street). The stolen vehicle continued southbound until it came to Dundas St., where it turned westbound.

Directions were transmitted over the radio advising all officers that if they observe the vehicle they were not to engage in a pursuit as this was a property crime. Responding officers advised that they could observe a vehicle matching the description of the stolen vehicle from

approximately 500 m away and further advised that the vehicle appeared to be travelling at a high rate of speed continuing westbound on Dundas St., losing control and swerving into on coming eastbound traffic. At this time Police did not have their emergency lights activated.

The stolen vehicle then veered southwest onto Ingersoll Rd., where it continued to swerve into eastbound and westbound lanes colliding with both curbs, and spinning 360 degrees on multiple occasions.

The stolen vehicle then entered the S drive of the Westmount Motel located at 585076 Beachville Rd.

Officers were instructed not to enter the Westmount Motel. The caller, who had continued to follow the stolen vehicle entered the driveway of the Westmount Motel. The stolen vehicle then took off from the Westmount Motel, nearly colliding with the caller, and continued eastbound towards Dundas Street.

Responding Officers then observed the stolen vehicle approaching them at a high rate of speed on Ingersoll Rd. As the stolen vehicle approached the area of Park Row, the stolen vehicle mounted the curb nearly colliding with two civilian vehicles. This caused the driver of the stolen vehicle to lose control and begin a sideways slide at approximately 80km/hr towards a police cruiser, resulting in the stolen vehicle colliding with the police cruiser. The stolen vehicle struck the center front area of the police cruiser. The impact caused the air bags to deploy in the police cruiser.

Two officers approached the driver of the stolen vehicle and instructed the driver to show his hands, but the driver immediately dug his hands into his waistband area. He again was instructed to remove his hands from that area, and exit the vehicle, which he did not comply with. The two officers delivered closed hand strikes to the facial region and shoulder in attempts to gain compliance. This had no affect, and as a result, two additional officers approached the passenger side, opened the door, and observed that the driver was not wearing a seatbelt. These two officers then removed the driver from the vehicle, and grounded him in attempts to gain compliance.

Once on the ground the driver concealed his hands underneath him, and would not comply with police. Knee strikes were delivered to the torso of the driver by one officer. The driver continued to be uncooperative and resistive. Two officers were able to take control of the driver's hands in order to place him in handcuffs. Once in handcuffs, one officer observed a knife that was concealed under the driver's right arm.

EMS was called for both the driver and the officer operating the police cruiser involved in the collision. Both were transported to Woodstock General Hospital. The driver was diagnosed with a minor fractured vertebrae that required no medical treatment. He was released back into the custody of WPS to await a Show Cause Hearing.

WPS notified the Special Investigations Unit (SIU) and the SIU invoked their mandate. One officer was designated as the *subject official*, and has been unable to report for duty since this

incident due to injuries sustained. Three other officers were designated as *witness officials*, and all have remained on active duty.

On May 26, 2023, the SIU advised, in a letter from the Director, Joseph Martino, the file had been closed and no further action was contemplated. In the Director's view, there were no reasonable grounds in the evidence to proceed with criminal charges against the subject official.

*Ontario Regulation 268/10*, section 34 of the *Police Services Act* requires the Chief of Police to cause an investigation into any incident with respect to which the SIU has been notified. The purpose of this investigation is to determine if any changes are required to the policies or procedures of the service. The regulation also requires the police service to report the findings to the Police Services Board.

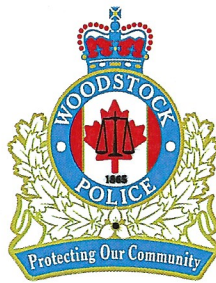
In the SIU Director's letter dated May 26, 2023, Mr. Martino notes that the SIU was not notified until the morning after the incident. This investigation has determined that the delay wasn't due to any concerning reasons. Steps will be made to mitigate the risk of late notifications in the future, however there are no recommendations for any changes to the Service's policies and/or procedures at this time.

#### **Attachments**

Nil

**Prepared By:** Inspector Heidi Becks

**Approved By:** Chief Rod Wilkinson



**WOODSTOCK POLICE SERVICES BOARD**

**BY-LAW 02-2010**

A By-law Governing the Mileage Allowance of the Board

**TABLE OF CONTENTS**

<b>SECTION</b>		<b>PAGE NO.</b>
<b>1.</b>	<b>PREAMBLE</b> Preamble .....	<b>1</b>
<b>2.</b>	<b>INTERPRETATIONS</b> Definitions .....	<b>1</b>
<b>3.</b>	<b>APPLICATION</b> General .....	<b>2</b>
<b>4.</b>	<b>ENACTMENT</b> Repeal..... Effective Date .....	<b>3</b> <b>3</b>
<b>5.</b>	<b>SCHEDULE A</b> Mileage Rate/Date Set.....	<b>4</b>



## BYLAW 02 -2010

### **A BY-LAW GOVERNING EXPENSE ALLOWANCE, CONFERENCES, CONVENTIONS, SEMINARS, TRAINING COURSES, AND WORKSHOPS OF THE WOODSTOCK POLICE SERVICES BOARD (the "Police Services Board")**

#### **1. PREAMBLE**

- 1.1 To provide for payment of a mileage allowance for use of personal vehicles when on Board business in accordance with the Policy of the City of Woodstock.

NOW THEREFORE THE WOODSTOCK POLICE SERVICES BOARD ENACTS AS FOLLOWS:

#### **2. INTERPRETATIONS**

For the purposes of this By-law:

- Definitions
- 2.1 *Board* means the Woodstock Police Services Board;
- 2.2 *Chair* means the Member elected as Chair of the Board by its Members pursuant to Section 28(1) of the *Act*;
- 2.3 *Vice Chair* means the Member elected as Chair of the Board by its Members pursuant to Section 28(2) of the *Act*;
- 2.4 *Member* means a Member of the Woodstock Police Services Board and includes the Chair and Vice-Chair;
- 2.5 *City* means the City of Woodstock;
- 2.6 *Service* means the Woodstock Police Service;

#### **3. APPLICATION**

- General Application*
- 3.1 Effective January 01, 2010 mileage allowance will be paid at the rate of \$.46 per kilometer while travelling outside the City of Woodstock.

**4. ENACTMENT**

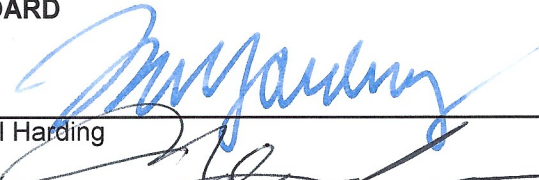
*Repeal* 4.1 By-law No.2007-02 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed.

*Effective Date* 4.2 This By-law shall come into force on January 01, 2010.

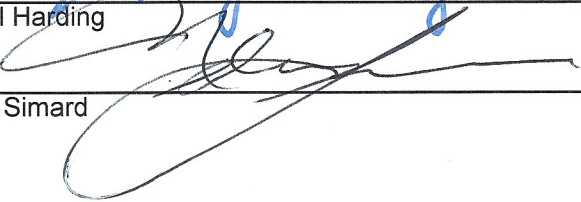
**ENACTED AND PASSED** this 12<sup>th</sup> day of April 2010.

**WOODSTOCK POLICE SERVICES BOARD**

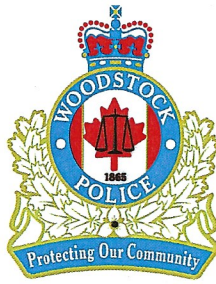
Chair

  
\_\_\_\_\_  
Michael Harding

Vice Chair

  
\_\_\_\_\_  
Nelson Simard





**WOODSTOCK POLICE SERVICES BOARD**

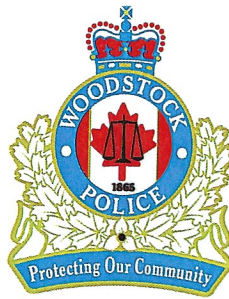
**BY-LAW 03-2010**

A By-law Governing the Remuneration of Board Members.

**TABLE OF CONTENTS**

<b>SECTION</b>		<b>PAGE NO.</b>
<b>1.</b>	<b>PREAMBLE</b> Preamble .....	<b>1</b>
<b>2.</b>	<b>INTERPRETATIONS</b> Definitions .....	<b>1</b>
<b>3.</b>	<b>APPLICATION</b> General .....	<b>1</b>
	Activities .....	<b>1</b>
	Remuneration Increase .....	<b>1</b>
<b>4.</b>	<b>ENACTMENT</b> Effective Date .....	<b>2</b>
<b>5.</b>	<b>SCHEDULE "A"</b> Remuneration/Date Set .....	<b>3</b>





## BYLAW 03 -2010

### A BY-LAW GOVERNING REMUNERATION OF THE WOODSTOCK POLICE SERVICES BOARD (the "Police Services Board")

#### 1. PREAMBLE

To provide remuneration rate of pay per annum for all Members of the Board.

NOW THEREFORE THE WOODSTOCK POLICE SERVICES BOARD ENACTS AS FOLLOWS:

#### 2. INTERPRETATIONS

For the purposes of this By-law:

- |             |     |   |
|-------------|-----|---|
| Definitions | 2.1 | <i>Board</i> " means the Woodstock Police Services Board;   |
|             | 2.2 | <i>Chair</i> " means the Member elected as Chair of the Board by its Members pursuant to Section 28(1) of the Act;      |
|             | 2.3 | <i>Vice Chair</i> " means the Member elected as Chair of the Board by its Members pursuant to Section 28(2) of the Act; |
|             | 2.4 | <i>Member</i> " means a Member of the Woodstock Police Services Board and includes the Chair and Vice-Chair;            |

#### 3. APPLICATION

- |                                  |     |  |
|----------------------------------|-----|--|
| <i>General Application</i>       | 3.1 | Effective January 1, 2010 remuneration for Board Members will be set at \$5,000.00 per annum to be paid on a monthly basis.  |
| <i>Activities</i>                | 3.2 | This remuneration includes all activities of Board Members.  |
| <i>Increases to Remuneration</i> | 3.3 | Effective January 1, 2011 and thereafter, increases to Board Member remuneration will be calculated using the same percentage increase as received by Members of the Woodstock Police Association. |

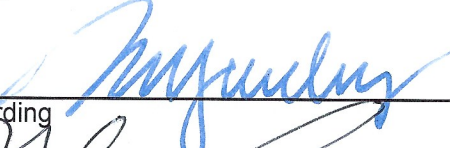
**4. ENACTMENT**

*Effective Date*      4.1      This By-law shall come into force on the January 1, 2010.

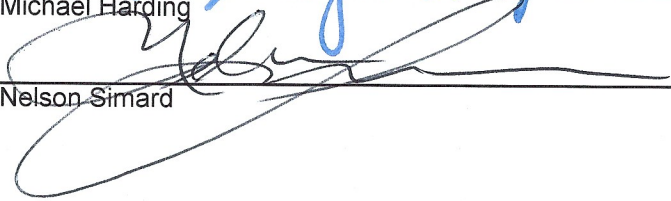
**ENACTED AND PASSED** this 12<sup>th</sup> day of April 2010.

**WOODSTOCK POLICE SERVICES BOARD**

Chair

  
\_\_\_\_\_  
Michael Harding

Vice Chair

  
\_\_\_\_\_  
Nelson Simard





Woodstock Police Services Board - Remuneration

Current rate as of December 31, 2012

**\$442.22** per month

**\$5,306.64** per year

Date		% Increase		Increase	Monthly Rate		Yearly rate
1-Jan-13		1.26%		\$5.57	\$447.79		\$5,373.50
1-Jul-13		1.26%		\$5.64	\$453.43		\$5,441.21
1-Jan-14		2.50%		\$11.34	\$464.77		\$5,577.24
1-Jan-15	1.05	1.50%		\$23.24	\$488.01		\$5,856.10
1-Jul-15	1.025	1.25%		\$12.20	\$500.21		\$6,002.50
1-Jan-16	1.05	1.50%		\$25.01	\$525.22		\$6,302.63
1-Jul-16	1.025	1.25%		\$13.13	\$538.35		\$6,460.20
1-Jan-17	1.05	1.50%		\$26.92	\$565.27		\$6,783.21
1-Jul-17	1.025	1.25%		\$14.13	\$579.40		\$6,952.79

**2017 Woodstock Police Service Board Members are:**

Name

Sandra Carnegie

Chair

Mary Anne Silverthorn

Vice Chair

Nancy O'Grady

Mayor Trevor Birtch

Shawn Shapton

Prepared by Marilyn Pearson, EA  
Woodstock Police Service & Board