



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on January 11, 2021 at Woodstock Police Service headquarters and via ZOOM at 3:00 p.m.

Present were via ZOOM: Mayor Trevor Birtch; Balwant Rai, Community Member (attended at 3:13pm); Ken Whiteford, Provincial Appointee; Leslie Farrell, Provincial Appointee; Deb Tait, City Councilor (attended at 3:20pm); Amy Hartley, WPSB EA; Greg Colgan, Woodstock Sentinel Review

Also in attendance were Chief Daryl Longworth, Deputy Chief Rod Wilkinson, and Acting Inspector Heidi Becks.

### 1. CALL TO ORDER

Amy HARTLEY called the meeting to order at 3:03 p.m. and carried out the duties of the election of the Board Chair for 2021 by calling for nominations.

### 2. 2021 NOMINATIONS FOR BOARD CHAIR

Moved by Ken WHITEFORD

Seconded by Leslie FARRELL

That Ken WHITEFORD be nominated as Board Chair for 2021.

CARRIED

Ken WHITEFORD agreed to let his name stand.

### 3. NOMINATIONS CLOSE

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

That nominations do now close.

CARRIED

### 4. ELECTION OF BOARD CHAIR

Moved by Leslie FARRELL

Seconded by Trevor BIRTCH

Resolved that Ken WHITEFORD be elected Board Chair for 2021.

CARRIED

The meeting was then turned over to 2021 Board Chair Ken WHITEFORD.

The Board agreed that the election of the Vice Chair be postponed until all Board members were present and be dealt with later in Unfinished Business.

5. APPROVAL OF AGENDA

The following additions will be included:

- New business – Pay Equity
- New Business – Letter from Minister of Solicitor General
- New business – Approval of Membership Fees

Moved by Leslie FARRELL

Seconded by Trevor BIRTCH

Resolved that the Board approve the agenda as amended.

CARRIED

6. There were no declarations of pecuniary interest.

7. MINUTES – January 11, 2021

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

Resolved that the Board approve the minutes of December 14, 2020 save and except for the following change:

11. FINANCIAL STATEMENTS

- *\$180,000 revenue shortfall is still being anticipated. Revenue was lower because of COVID but less monies were required to be spent.*
- *Budget lines are 92% spent as of November 31<sup>st</sup>.*

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

None

9. VERBAL REPORT FROM CHAIR

- Thanked the Board for their support and look forward to a successful year.

10. VERBAL REPORT FROM CHIEF

- Front doors will be closed due to provincial lockdown, those that require access can utilize the phone out front of headquarters and can book an appointment if necessary
- Community Response Unit (CRU) operational on January 4, final

phase of enhanced service delivery plan. consists of two officers responsible for identifying areas of crime and risks to the public and coming up with solutions with public for these risks and areas that require attention. Excited for future of use of unit.

- Ministry deadline for Community Safety and Well-being has been extended until July.
- Virtual coffee with the Chief is on Jan 29 @ 11am. Will be live taking questions from the community.
- Responding to 480 incidents related to COVID.
- Trying to engage and receive more assistance from By-law, however there is staffing issues and are hoping to utilize them to assist with cases and incidents as necessary in the coming year.

#### 11. 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 Deb TAIT

Seconded by Leslie FARRELL

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

CARRIED

#### 12. FINANCIAL STATEMENTS

- Revenue was predicted to have a \$180,000 shortfall; however, it appears to be closer \$160,000
- Chief advised that a few of the line items have not been posted
- Police Building Maintenance is over budget by \$4,300 related to COVID due to increase of cleaning supplies

Moved by Trevor BIRTCH

Seconded by Deb TAIT

resolved that the Board receive the financial statements ending December 31, 2020 in Item 12.

CARRIED

#### 13. UNFINISHED BUSINESS

##### a. 2021 NOMINATIONS FOR BOARD VICE CHAIR

Moved by Deb TAIT

Seconded by Balwant RAI

That Trevor BIRTCH be nominated as Board Vice Chair for 2021

CARRIED

Trevor BIRTCH agreed to let his name stand.

b. NOMINATIONS CLOSE

Moved by Deb TAIT

Seconded by Balwant RAI

That nominations do now close.

CARRIED

c. ELECTION OF BOARD VICE CHAIR

Moved by Deb TAIT

Seconded by Balwant RAI

Resolved that Trevor BIRTCH be elected Board Vice Chair for 2021.

CARRIED

14. CLOSED SESSION

Moved by Deb TAIT

Seconded by Balwant RAI

resolved that the Board adjourns to Closed Session at 3:38 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.P15, s.35 of the Ontario Police Services Act.

CARRIED

15. CLOSED SESSION RISES

Moved by Deb TAIT

Seconded by Trevor BIRTCH

resolved that the Board does now rise from Closed Session and reconvenes at 4:00 pm.

CARRIED

16. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 6

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Deb TAIT

Seconded by Leslie FARRELL

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 Leslie FARRELL

Seconded by Deb TAIT

Resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of January 11, 2021.

CARRIED

CLOSED SESSION # 3 - COVID-19 - CHIEF

Moved by Deb TAIT

Seconded by Trevor BIRTCH

Resolved that the Board receives for information the verbal report of Chief LONGWORTH.

CARRIED

CLOSED SESSION # 4 - OVERTIME - CHIEF

Moved by Deb TAIT

Seconded by Leslie FARRELL

Resolved that the Board receive the monthly tracking report as information.

CARRIED

CLOSED SESSION # 5 - STATUS OF LEGAL CASES – DEPUTY  
CHIEF

Moved by Leslie FARRELL

Seconded by Balwant RAI

Resolved that the Board receive the status updates presented in Item #5. CARRIED

CLOSED SESSION #6– OTHER ITEMS IF NECESSARY

a) COMMUNITY SAFETY AND POLICING GRANT – PROVINCIAL STREAM

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

Resolved that the Board receive the information as present in Item #6.

CARRIED

17. NEW BUSINESS

a) PAY EQUITY

Moved by Deb TAIT

Seconded by Balwant RAI

Resolved that the Board receive the notice provided by the Chief and grant permission for canvassing for a new Pay Equity consultant.

CARRIED

b) LETTER FROM MR. MARIO DI TOMMASO, DEPUTY SOLICITOR GENERAL

Moved by Leslie FARRELL

Seconded by Balwant RAI

Resolved that the Board receive letter from Mr. Mario Di Tommaso dated January 8, 2021 as information.

CARRIED

c) BOARD MEMBERSHIPS

Moved by Balwant RAI

Seconded by Trevor BIRTCH

Resolved that the Board renew their memberships in CAPG, OAPSB and Zone 4 and approve the following expenditures for these memberships.

CAPG: \$1,500.00

OAPSB: \$4,449.73 + %578.46 (HST) = \$5,028.19

Zone 4: 5 x \$10.00 = \$50.00

CARRIED

18. Date of Next Board Meeting MONDAY, February 8, 2021 at 3pm at the Woodstock Police Service Headquarters.

19. ADJOURNMENT

Moved by Leslie FARRELL

Seconded by Trevor BIRTCH

resolved that the Board does now adjourn at 4:07 pm CARRIED

*"Original Signed By"*

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Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed By"*

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Trevor Birtch, Vice-Chair  
Woodstock Police Service Board