



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on January 10, 2021 at Woodstock Police Service headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Mayor Trevor Birtch; Balwant Rai, Community Member; Deb Tait, City Councilor (absent at 3:10 pm); Leslie Farrell, Provincial Appointee; and Amy Hartley, WPSB EA.

Also in attendance were Chief Daryl Longworth, Deputy Chief Rod Wilkinson, Kristi Lampman, Human Resources Coordinator, Marcia Shelton, Acting Inspector, Ron LeClair, Zone 4 Police Advisor.

### 1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 3:02 p.m.

### 2. NOMINATION AND ELECTION OF BOARD CHAIR

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

That Ken WHITEFORD be nominated as Board Chair for 2022.

CARRIED

Ken WHITEFORD agreed to let his name stand.

### 3. NOMINATIONS CLOSE

Moved by Deb TAIT

Seconded by Trevor BIRTCH

That nominations do now close.

CARRIED

### 4. ELECTION OF BOARD CHAIR

Moved by Deb TAIT

Seconded by Balwant RAI

Resolved that Ken WHITEFORD be elected Board Chair for 2022.

CARRIED

5. The meeting was then turned over to 2022 Board Chair Ken WHITEFORD.

6. 2021 NOMINATIONS FOR BOARD VICE CHAIR

Moved by Deb TAIT

Seconded by Leslie FARRELL

That Trevor BIRTCH be nominated as Board Vice Chair for 2022

CARRIED

Trevor BIRTCH agreed to let his name stand.

7. NOMINATIONS CLOSE

Moved by Deb TAIT

Seconded by Balwant RAI

That nominations do now close.

CARRIED

8. ELECTION OF BOARD VICE CHAIR

Moved by Deb TAIT

Seconded by Balwant RAI

Resolved that Trevor BIRTCH be elected Board Vice Chair for 2022.

CARRIED

9. APPROVAL OF AGENDA

Moved by: Leslie FARRELL

Seconded by: Trevor BIRTCH

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

*Amendments:*

*i. Amended to include a "Board Only" session after the closed session.*

*ii. Amended to include "Meeting Schedule 2022 Change" as New Business*

CARRIED.

10. There were no declarations of pecuniary interest.

11. MINUTES

Moved by Deb TAIT

Seconded by Leslie FARRELL

Resolved that the Board approve the minutes of December 13, 2021 as circulated.

CARRIED.

12. BUSINESS ARISING FROM THE MINUTES

None.

13. VERBAL REPORT FROM CHAIR

- K. Whiteford wished the Board and WPS Staff a Happy New Year!

14. VERBAL REPORT FROM CHIEF

- Chief Longworth advised that any response in regards to COVID has been through complaint driven calls for service. WPS continues to focus on Engagement and Engagement with Enforcement.
- Members of the WPS who have been exposed since mid-December have been off due to exposure or illness. Senior Management is encouraging the use of PPS/safety equipment, and to handle as many calls over the phone as possible to decrease exposure and transmission. The Chief noted that K. Lampman has been navigating the Public Health directives and notifying staff of any changes in the policies.
- The Ontario Police College has delayed their January intake. WPS Seconded officers that were at the College have been sent home and back to work with the WPS until February 22 and will be required to return after this date.
- Chief Longworth advised that there has been a change of foot patrol officers downtown. The officers hold a 2-year tenure. A lot of interest was received when the new positions were posted.

15. 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: Trevor BIRTCH

Seconded by: Leslie FARRELL

Resolved that the Board receive all statistics and reports presented in Item 15.

CARRIED.

16. FINANCIAL STATEMENTS

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the Board receive the financial statements ending December 31, 2021 in Item 16.

CARRIED.

17. BY-LAW 01-2019 – AMENDMENT OF SECTION 4

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the Board approve the By-law 01-2019 as amended.

18. UNFINISHED BUSINESS

None.

19. CLOSED SESSION

Moved by: Balwant RAI

Seconded by: Trevor BIRTCH

Resolved that the Board adjourns to Closed Session at 3:36 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.

20. CLOSED SESSION RISES

Moved by: Leslie Farrell

Seconded by: Balwant RAI

Resolved that the Board does now rise from Closed Session and reconvenes at 4:22 pm.

CARRIED.

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

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by: Deb

Seconded by: Balwant

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: Trevor BIRTCH

Seconded by: Deb TAIT

Resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of December 31, 2021.

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

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: Trevor BIRTCH

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

CARRIED.

CLOSED SESSION # 5 - UPDATE ON 2020-2022 STRATEGIC PLAN

Moved by: Balwant RAI

Seconded by: Trevor BIRTCH

Resolved that the Board receive the update on the 2020-2022 Strategic Plan.

CARRIED

CLOSED SESSION # 6 – RESIGNATIONS

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

Resolved that the resignation letters considered be received by the Board.

CARRIED

22. BOARD ONLY SESSION

23. NEW BUSINESS

a. 2022 MEETING SCHEDULE

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the June meeting date be changed to June 6, 2022

24. Date of Next Board Meeting MONDAY, February 14, 2022 at 3pm  
via Zoom.

25. ADJOURNMENT

Moved by: Leslie FARRELL

Seconded by: Balwant RAI

resolved that the Board does now adjourn at 5:00 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