



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on June 6, 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.

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

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

3. There were no declarations of pecuniary interest.

### 4. MINUTES

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board approve the minutes of May 16, 2022 as circulated.  
CARRIED.

### 5. BUSINESS ARISING FROM THE MINUTES

None.

## 6. VERBAL REPORT FROM CHAIR

- K. Whiteford noted that this would be the last meeting for Chief Longworth. On behalf of the Board he thanked Chief Longworth for his contributions and wished him the best on his future endeavors. K. Whiteford noted that there may be potential for a small get together to celebrate.
- K. Whiteford provided a short recap of the OAPSB Conference he attended on May 26 & 27. He noted that the OAPSB is considering renaming themselves.

## 7. VERBAL REPORT FROM CHIEF

- Chief Longworth advised that on Thursday June 9, 2022 there is a Women in Law Enforcement banquet. Some of the WPS Communicators will be receiving an award for 30 years in service. Marci Shelton will be attending along with those receiving an award.
- . Chief Longworth advised the Board that the awards ceremony will be held off until the Fall to be able to recognize all awards received throughout the year.
- A downtown cleanup day took place in conjunction with the Woodstock BIA. In total 18 other people along with members from the WPS volunteered and helped clean up. The BIA is hoping to make this a monthly event.
- A new website will be launching, Marci Shelton has been apart of the implementation team and will be providing a more detailed presentation in the fall. The new website will be based off a similar model to the Kingston Police Service which includes online reporting.
- Chief Longworth and Deputy Wilkinson will be participating in the Men in Heels event on Friday which raises money and awareness from DASO.
- As Chief Longworth is approaching his retirement, he thanked the Board for their support and organization during his service.

8. 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: Leslie FARRELL

Resolved that the Board receive all statistics and reports presented in Item 8.

CARRIED.

9. FINANCIAL STATEMENTS

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receive the financial statements ending May 31, 2022 in Item 9.

CARRIED.

10. WPS DIVERSITY AND INCLUSION PLAN

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board receive the Diversity Plan as information.

CARRIED.

11. CONTRACT EXTENSION FOR 911 SERVICES PROVIDED TO OXFORD COUNTY

Moved by: Balwant RAI

Seconded by: Deb TAIT

Resolved that the Board authorizes the Chair to sign the attached one-year extension to the current PPSAP Agreement between the County of Oxford and the Woodstock Police Services Board.

CARRIED.

12. 2022 COMMUNITY SURVEY

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board receives the attached report on the results of the

2022 Community Survey.  
CARRIED.

13. 2022 WPS INTERNAL NEEDS SURVEY

Moved by: Leslie FARRELL

Seconded by: Deb TAIT

Resolved that the Board receives the 2022 WPS Internal Needs Survey Report.

CARRIED.

14. DISCONNECTING FROM THE WORKPLACE DIRECTIVE

Moved by: Deb TAIT

Seconded by: Balwant RAI

Resolved that the Board receives the report regarding the Disconnecting from Work Policy.

15. 2021 WPS ANNUAL REPORT

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board approve the 2021 WPS Annual Report.

16. UNFINISHED BUSINESS

17. CLOSED SESSION

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board adjourns to Closed Session at 3:40 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.

18. CLOSED SESSION RISES

Moved by: Leslie FARRELL

Seconded by: Deb TAIT

Resolved that the Board does now rise from Closed Session and reconvenes at 3:54 pm.

CARRIED.

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

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by: Balwant RAI

Seconded by: Leslie

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: Deb TAIT

Seconded by: Leslie FARRELL

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

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by: Lelsie FARRELL

Seconded by: Balwant RAI

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

CARRIED.

CLOSED SESSION # 4 - STATUS OF LEGAL CASES – DEPUTY

CHIEF

Moved by: Deb TAIT

Seconded by: Balwant RAI

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

CARRIED.

CLOSED SESSION # 5 – RESIGNATION OF AUXILLIARY MEMBER

Moved by: Balwant RAI

Seconded by: Leslie FARRELL

Resolved that the Board receive the letter of resignation.

CARRIED.

CLOSED SESSION # 6 – TERMINATION OF MOU – POLICE SCREENING

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board receive the report termination of services by Profile Screening Services Inc..

CARRIED.

20. BOARD ONLY SESSION

21. NEW BUSINESS

22. Date of Next Board Meeting MONDAY, September 12, 2022 at 3pm via Zoom and at the Woodstock Police Service Headquarters.

23. ADJOURNMENT

Moved by: Deb TAIT

Seconded by: Leslie FARRELL

Resolved that the Board does now adjourn at 3:58 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, Acting Vice Chair  
Woodstock Police Service Board