



## WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on February 12, 2024 at Woodstock Police Service Headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Leslie Farrell, Provincial Appointee; Mayor Jerry Acchione, Council Representative; Connie Lauder, Council Representative; and Kristin Barnim, WPSB EA.

Also in attendance were Chief Rod Wilkinson; Deputy Chief Nick Novacich; Kristi Lampman, Human Resources Coordinator; Jamie Taylor, Inspector

Regrets: Daryl Stevenson, Community Appointee

### 1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 2:55 p.m.

### 2. WELCOME

Ken WHITEFORD welcomed everyone.

### 3. APPROVAL OF AGENDA

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

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

*Amendments:*

i. *Amended to add b to item 7 for Zone 4 Fees*

ii. *Amended to add Records and Retention by law to item 8*

CARRIED.

4. There were no declarations of pecuniary interest.

### 5. APPROVAL OF MINUTES – January 15, 2024

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board approve the minutes of January 15, 2024 as

circulated.  
CARRIED.

#### 6. BUSINESS ARISING FROM THE MINUTES

None.

#### 7. CORRESPONDENCE

a) CAPG 2024 Membership Renewal

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board approve payment in the amount of \$1,599.62 for the 2024 CAPG Membership fee.

CARRIED.

b) Zone 4 2024 Fee

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board approve payment in the amount of \$50.00 for the 2024 Zone 4 fee.

CARRIED.

#### 8. VERBAL REPORT FROM CHAIR

- Chair Whiteford asked Board members for their thoughts on social media for the Board. The Board agreed to trial social media, namely Facebook and Instagram, for a six-month period.
- Chair Whiteford advised of the letter received from the Information and Privacy Commissioner of Ontario dated February 1, 2024.
- Chair Whiteford advised Board members that a copy of the Records and Retention by-law from the city was received and sections that were pertinent to the Board in terms of records were identified. Contact was made with the city to establish how the by-law for the Board could be put together.

#### 9. VERBAL REPORT FROM CHIEF

- Chief Wilkinson advised that Citizens Police Academy will take place in March. Applications are due by February 19, 2024 at 4:00 p.m. Applications can be located on the WPS Facebook page or website. Click the link and complete the form.

- January 24<sup>th</sup> was Bell's "Let's Talk Day." The WPS recognizes the importance of mental health and wellness and works every day to break down the stigma attached to mental health.
- February 2–4 WPS participated in the "Choose to Include" donut campaign for the Special Olympics. The event was very successful.
- Chief Wilkinson advised that WPS is still hiring communicators, special constables and constables. If you know anyone who is interested in joining the WPS please have them submit an application.

10. STATISTICS/REPORTS – DEPUTY CHIEF NOVACICH

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

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

CARRIED.

11. 2023 CIICC MANDATED YEARLY REPORT – DEPUTY CHIEF NOVACICH

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the board receive the Collection of Identifying Information in Certain Circumstances report as information.

CARRIED.

12. UNFINISHED BUSINESS

- Chair Whiteford advised that we do not have an annual presentation from the auditor regarding the status of the financial operation of the Service which is a fiduciary responsibility of the board. The Board will inquire regarding a presentation by the auditor in March or April.

- C. Lauder noted that in a 7-6 vote, Thames Valley District school board trustees rejected a staff recommendation to reintroduce a school resource officer program.

13. CLOSED SESSION

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board adjourns to Closed Session at 3:41 p.m. 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.

#### 17. CLOSED SESSION RISES

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board does now rise from Closed Session and reconvenes at 4:48 p.m.

CARRIED.

#### 18. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 8

##### CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

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 Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of February 12, 2024.

CARRIED.

##### CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

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

CARRIED.

##### CLOSED SESSION # 4 - STATUS OF LEGAL CASES – DEPUTY

CHIEF

Moved by Connie LAUDER

Seconded by Leslie FARRELL

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

CARRIED.

CLOSED SESSION # 5 – SICK TIME REPORT

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board approves continuing the Attendance Recognition Program for full-time Uniform and Civilian Members employed for a minimum of one year, before being eligible, and currently on duty with the Woodstock Police Service, who in 2023 had "0" sick days and 3 or less sick days as detailed in the 2023 Attendance Record Summary Report dated December 31, 2023.

CARRIED.

CLOSED SESSION # 6 – BOARD MEMO – BOARD APPOINTMENT OF ALL PREVIOUS MEMBERS

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board formally appoint all members of the Woodstock Police Service hired before January 1, 2024.

CARRIED.

CLOSED SESSION # 7 – OTHER ITEMS AS NECESSARY

a) Police Constable and K9 Handler, D. Skillings, introduced the newest member of the K9 unit to the Board. The K9 had his first deployment two weeks ago when an incident occurred at the local Peavey Mart. A competition to name the K9 is being held from February 14 – 25.

b) A grievance from the WPA was received today, February 12, 2024.

19. NEW BUSINESS

None.

20. Date of Next Board Meeting MONDAY, March 18, 2024 at 3:00 p.m. at the Woodstock Police Service Headquarters.

21. ADJOURNMENT

Moved by Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board does now adjourn at 4:51 p.m.

CARRIED.

*Original Signed by*

---

Ken Whiteford, Chair  
Woodstock Police Service Board

*Original Signed by*

---

Leslie Farrell, Vice Chair  
Woodstock Police Service Board