



WOODSTOCK POLICE SERVICE BOARD

The Woodstock Police Service Board met on January 13, 2025 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; Daryl Stevenson, Community Appointee; and Kristin Barnim, WPSB EA.

Also in attendance were Chief Rod Wilkinson; and Jamie Taylor, Inspector; and Kristi Lampman, Human Resources Coordinator and David Tilley, Zone 4 Police Advisor joined via Zoom.

Regrets: Deputy Chief Nick Novacich; and Connie Lauder, Council Representative.

1. CALL TO ORDER

Chair Whiteford called the meeting to order at 3:00 p.m.

2. WELCOME

Chair Whiteford welcomed everyone.

The meeting was then turned over to WPSB EA, Kristin Barnim to run the nominations and elections.

3. NOMINATION AND ELECTION OF BOARD CHAIR

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

That Ken Whiteford be nominated as Board Chair for 2025.

CARRIED.

Ken Whiteford agreed to let his name stand.

CLOSURE OF NOMINATIONS

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

That nominations for Board Chair now be closed.

CARRIED.

ELECTION OF BOARD CHAIR

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that Ken Whiteford be elected as Board Chair for 2025.

CARRIED.

4. NOMINATION AND ELECTION OF VICE CHAIR

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

That Leslie Farrell be nominated as Board Vice Chair for 2025.

CARRIED.

Leslie Farrell agreed to let her name stand.

CLOSURE OF NOMINATIONS

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

That nominations for Board Vice Chair now be closed.

CARRIED.

ELECTION OF BOARD VICE CHAIR

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that Leslie Farrell be elected Board Vice Chair for 2025.

CARRIED.

The meeting was then turned over to 2025 Board Chair Ken Whiteford.

5. APPROVAL OF AGENDA

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board approve the agenda as circulated.

CARRIED.

6. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

7. APPROVAL OF MINUTES – December 4, 2024

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board approve the minutes of December 4, 2024 as

circulated.
CARRIED.

8. BUSINESS ARISING FROM THE MINUTES

None.

9. VERBAL REPORT FROM CHAIR

- Chair Whiteford asked if any members had conflict with the dates listed in the important dates schedule. Following discussion, it was agreed that the October Board meeting would be rescheduled to October 6, as the original date of October 13 falls during the Thanksgiving holiday.

A) 2025 Important Dates Schedule

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board endorse the schedule of meetings as amended.

CARRIED.

10. VERBAL REPORT FROM CHIEF

- Chief Wilkinson reported that the Woodstock Wishes Campaign was a great success. Heart FM and Stages helped provide the financial means to help families enjoy a unique and special Christmas. The campaign was well-received, and there are plans to continue it next year.
- Chief Wilkinson expressed gratitude to the Woodstock Navy Vets for their donation of teddy bears. These bears are used to comfort children during police interactions, whether the circumstances are positive or challenging.
- Chief Wilkinson thanked members of the Auxiliary Unit and Oxford Paramedics for their efforts in the 17th annual Fill-a-Cruiser event. The teams were stationed at Sobey's, Zehrs, and No Frills, managing to fill four cruisers and three paramedic buses with donations.
- Chief Wilkinson also thanked St. Johns Ambulance and their therapy dogs for their visits throughout 2024. The therapy dogs visit the station twice a month, providing significant emotional support and boosting the morale of members.

- On January 12th Chief Wilkinson attended the funeral of Retired Chief of Police Joseph Opthof's at Brock and Visser.

11. STATISTICS/REPORTS – INSPECTOR TAYLOR

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report
- D) Other reports as necessary

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

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

CARRIED.

12. CANADIAN ASSOCIATION OF POLICE GOVERNANCE (CAPG) 2025 MEMBERSHIP RENEWAL

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board approve payment in the amount of \$1,665.00 for the 2025 CAPG Membership fee.

CARRIED.

13. BOARD POLICY REVIEW

- A) Public Order Unit Policy **
- B) Purchasing Policy
- C) Management of Police Records Policy
- D) Speed Detection Devices Policy
- E) Equipment – Body Armour Policy
- F) Bail and Violent Crime Policy
- G) Preliminary Perimeter Control and Containment Policy
- H) Tactical Unit Support Policy **
- I) Hostage Rescue Team Support Policy **
- J) Major Incident Command Policy
- K) Crisis Negotiation Policy
- L) Explosives Policy **
- M) Ground Search for Lost and Missing Persons Policy
- N) Underwater Search and Recovery Policy **
- O) Canine Unit Policy
- P) Complaints of Misconduct Policy

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board approve policies B), C), D), E), F), G), J), K), M), O) and P) under Item 13.

CARRIED.

14. PROCEEDINGS BY-LAW 01-2024 – AMENDMENT OF SECTION 12

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board approve Proceedings By-Law 01-2024 as amended.

CARRIED.

15. EXPENSE ALLOWANCE BY-LAW 02-2024 – AMENDMENT OF SECTION 3.7

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board approve Expense Allowance By-Law 02-2024 as amended.

CARRIED.

16. INSPECTORATE OF POLICING DATA COLLECTION INITIATIVES SURVEY RESPONSES REVIEW

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board approve the survey responses as presented.

CARRIED.

17. UNFINISHED BUSINESS

None.

18. CLOSED SESSION

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board adjourns to Closed Session at 3:53 p.m. to discuss personal matters about identifiable individuals and labour relations or employee negotiations pursuant to S. 44(2)(b) and (d) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, respectively, and 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.

CARRIED.

CLOSED SESSION RISES

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board does now rise from Closed Session and reconvenes at 4:42 p.m.

CARRIED.

19. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 11

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board approve the Closed Session Agenda as circulated.

CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT

b) STAFFING ACTIVITY

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of January 13, 2025.

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 - BOARD MEMO - APPOINTMENT OF S. COUCE

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board formally appoint S. Couce as a police officer with the Woodstock Police Service as of January 7, 2025.

CARRIED.

CLOSED SESSION # 5 - PERSONNEL ORDER # 83/2024

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board receive the resignation outlined in Personnel Order # 83/2024.

CARRIED.

CLOSED SESSION # 6 – PERSONNEL ORDER # 84/2024

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board receive the resignation outlined in Personnel Order # 84/2024.

CARRIED.

CLOSED SESSION # 7 – NOTICE OF RESIGNATION – CADET D.W.

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board receive the resignation letter.

CARRIED.

CLOSED SESSION # 8 – NOTICE OF RETIREMENT – PC G.C.

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive the retirement letter with regret.

CARRIED.

CLOSED SESSION # 9 – BOARD REPORT NO. 1 – 2025

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board approves the recommendation contained within Closed Session Report No. 1 – 2025.

CARRIED.

CLOSED SESSION # 10 – BOARD ONLY SESSION

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board continue the extension of hours for the WPSB Executive Assistant until April 4, 2025.

CARRIED.

CLOSED SESSION # 11 – OTHER ITEMS AS NECESSARY

None.

14. NEW BUSINESS

None.

15. Date of Next Board Meeting Monday, February 10, 2025 at 3:00 p.m.
at the Woodstock Police Service Headquarters.

16. ADJOURNMENT

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board does now adjourn at 4:46 p.m.

CARRIED.

"Original Signed by"

Ken Whiteford, Chair
Woodstock Police Service Board

"Original Signed by"

Leslie Farrell, Vice Chair
Woodstock Police Service Board