



## **WOODSTOCK POLICE SERVICE BOARD**

The Woodstock Police Service Board met on February 10, 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; Connie Lauder, Council Representative; Daryl Stevenson, Community Appointee; and Kristin Barnim, WPSB EA.

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

### **1. CALL TO ORDER**

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

### **2. WELCOME**

Chair Whiteford welcomed everyone.

### **3. APPROVAL OF AGENDA**

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board approve the agenda as circulated.

CARRIED.

### **4. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

### **5. APPROVAL OF MINUTES – January 13, 2025**

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board approve the minutes of January 13, 2025 as circulated.

CARRIED.

## 6. BUSINESS ARISING FROM THE MINUTES

None.

## 7. VERBAL REPORT FROM CHAIR

- Chair Whiteford canvased whether any Board Members were able to attend the Ontario Association of Police Service Boards Zone 4 Meeting on February 19, 2025.

## 8. VERBAL REPORT FROM CHIEF

- Chief Wilkinson acknowledged that February is Black History Month, a time to learn, reflect and recognize the impact of Black history while celebrating diversity, equity and unity.
- Chief Wilkinson noted that the Tim Hortons Special Olympics Donut Campaign was a success.
- Chief Wilkinson attended a Special Olympics Awards Banquet in York, where PC Ernest received the Rising Flame award which recognizes an individual who demonstrates exceptional promise of leadership and continued contributions to the Ontario Law Enforcement Torch Run.
- Chief Wilkinson noted that recruitment is ongoing for a part-time records clerk and a part-time property management assistant. Additionally, several police constable positions remain open. Chief Wilkinson invited interested applicants to submit their applications.
- Chief Wilkinson advised that a former member of the Service, Bill Spence, had passed away over the weekend. He served with both the Oxford Community Police Service and the Woodstock Police Service.

## 9. STATISTICS/REPORTS – DEPUTY CHIEF NOVACICH

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

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board receive all statistics and reports presented in Item 9.

CARRIED.

10. COLDEST NIGHT OF THE YEAR SPONSORSHIP

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board will assume the role of lead sponsor for the Coldest Night of the Year.

Recorded vote requested –

Yes: Leslie Farrell, Jerry Acchione, Connie Lauder

No: Ken Whiteford, Daryl Stevenson

CARRIED.

11. BOARD POLICY REVIEW

A) Tactical Unit Support Policy

B) Hostage Rescue Team Support Policy

C) Explosives Policy

D) Underwater Search and Recovery Unit Policy

E) Public Order Unit Policy

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the Board approve all policies under Item 11.

CARRIED.

12. UNFINISHED BUSINESS

None.

13. CLOSED SESSION

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board adjourns to Closed Session at 3:29 p.m. to discuss personal matters about identifiable individuals, labour relations or employee negotiations, litigation or potential litigation affecting the board, including matters before administrative tribunals, and a trade secret or scientific, technical, commercial or financial information that belongs to the board and has monetary value or potential monetary value pursuant to S. 44(2)(b), (d), (e) and (i) 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 Connie LAUDER

Seconded by Jerry ACCHIONE

Resolved that the Board does now rise from Closed Session and reconvenes at 4:44 p.m.

CARRIED.

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

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 and amended by adding three discussion items to # 8 – Other Items as Necessary.

CARRIED.

CLOSED SESSION # 2 - PERSONNEL REPORTS a) STAFFING REPORT  
b) STAFFING ACTIVITY

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of February 10, 2025.

CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

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

CARRIED.

CLOSED SESSION # 4 – BOARD MEMO – REPLACEMENT OF OFFICERS –  
OMERS WAIVER

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that consideration of the Board Report dated February 10, 2025 from the Chief to the Board be deferred.

CARRIED.

CLOSED SESSION # 5 – NOTICE OF RETIREMENT – PC J.M.

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive the retirement letter with regret.  
CARRIED.

CLOSED SESSION # 6 – NOTICE OF RESIGNATION – AUXILIARY MEMBER  
N.H.

Moved by Daryl STEVENSON  
Seconded by Jerry ACCHIONE  
Resolved that the Board receive the resignation letter.  
CARRIED.

CLOSED SESSION # 7 – BOARD MEMBER EMAIL VOTE REGARDING SCST  
S.J. RESIGNATION ACCEPTANCE – RATIFICATION OF VOTE – JANUARY 21,  
2025

Moved by Connie LAUDER  
Seconded by Daryl STEVENSON  
Resolved that the Board ratify the email vote conducted on January 21,  
2025, regarding the acceptance of the resignation of SCST S.J.  
CARRIED.

CLOSED SESSION # 8 – OTHER ITEMS AS NECESSARY

Three items were discussed as part of the amendments to the  
agenda.  
No motions arose from the discussions.

14. NEW BUSINESS

None.

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

16. ADJOURNMENT

Moved by Connie LAUDER  
Seconded by Leslie FARRELL  
Resolved that the Board does now adjourn at 4:48 p.m.  
CARRIED.

*"Original Signed by"*

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Ken Whiteford, Chair  
Woodstock Police Service Board

*"Original Signed by"*

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Leslie Farrell, Vice Chair  
Woodstock Police Service Board