



WOODSTOCK POLICE SERVICE BOARD

The Woodstock Police Service Board met on March 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; 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 Kristi Lampman, Human Resources Coordinator joined via Zoom.

Regrets: Mayor Jerry Acchione, Council Representative

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 Daryl STEVENSON

Seconded by Connie LAUDER

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 – February 10, 2025

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board approve the minutes of February 10, 2025 as circulated.

CARRIED.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. VERBAL REPORT FROM CHAIR

- Chair Whiteford reminded members of the Zone 4 Meeting on September 10 that we will be hosting. He inquired about any arrangements regarding location that have been explored or finalized. The Deputy Chief advised that the Executive Assistant for Senior Management is currently researching venue options, including Sally Creek and the Holiday Inn. Board Member Connie Lauder suggested that South Gate may be able to provide breakfast.
- Chair Whiteford noted that a Public Relations Reserve Fund Policy will be brought forward at the April meeting.

8. VERBAL REPORT FROM CHIEF

- Chief Wilkinson noted that he, the Deputy, and Inspector Taylor attended the Coldest Night of the Year event. The Board was the lead sponsor and there was significant recognition through signage and expressions of gratitude for the Board's donation. Chief Wilkinson also thanked the Auxiliary Members who attended.
- Chief Wilkinson wished all those celebrating a peaceful and joyful Ramadan filled with reflection, compassion and a strong sense of community.
- Chief Wilkinson acknowledged the passing of two former officers. Ron Rudy began his career as an Auxiliary Officer with the Woodstock OPP detachment, later becoming a Constable and retiring after 36 years of service with the Woodstock Police Service. Bill Spence dedicated 23 years of service to the Norwich, Oxford Community, and City of Woodstock Services. Members of the Service attended both funerals to pay their respects.
- Chief Wilkinson commended all members of the Service for their hard work and professionalism in handling a significant volume of high-risk incidents in recent weeks. These included complex arrests, drug-related offences, firearms investigations, armed robberies, vehicle thefts, and cases of impaired driving. Chief Wilkinson assured the public that these matters are being taken seriously and that investigations are ongoing.

- Chief Wilkinson reported that the recruitment team attended Fanshawe College, engaging with prospective candidates and generating several applications as a result.
- Chief Wilkinson recognized Constable Wubs for receiving the King's Coronation Medal. Whether leading the Honour Guard Unit, volunteering with St. John Ambulance, or serving as a Volunteer Firefighter, Constable Wubs has consistently demonstrated dedication to his community and country.
- Saturday, March 8 marked International Women's Day. Chief Wilkinson thanked the dedicated women of the Woodstock Police Service, both sworn officers and civilian members, for their hard work, commitment and contributions to making a difference in the community.

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. INSPECTORATE OF POLICING POLICY, PROCESS AND REPORTING LISTS – ZONE 4 MEETING – FEBRUARY 19

Information only.

11. BOARD MEMO – 2024 MISSING PERSONS ACT ANNUAL REPORT

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board receive the Annual Report pursuant to Section 8 of the *Missing Persons Act*.

CARRIED.

12. BOARD MEMO – 2024 FREEDOM OF INFORMATION ANNUAL REPORT

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board receive the Freedom of Information Annual Report for information.

CARRIED.

13. UNFINISHED BUSINESS

None.

14. CLOSED SESSION

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board adjourns to Closed Session at 3:30 p.m. to discuss the security of the property of the board, personal matters about identifiable individuals, labour relations or employee negotiations, 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)(a), (b), (d), 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 Leslie FARRELL

Resolved that the Board does now rise from Closed Session and reconvenes at 4:33 p.m.

CARRIED.

15. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 9

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board approve the Closed Session Agenda as circulated and amended by adding three discussion items to # 9 – Other Items as Necessary.

CARRIED.

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

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board receive for information the Staffing Report and

Staffing Activity Report dated as of March 10, 2025.
CARRIED.

CLOSED SESSION # 3 - OVERTIME - CHIEF

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

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

CARRIED.

CLOSED SESSION # 4 - DETAILED FINANCIAL STATEMENT - PERIOD ENDING DECEMBER 31, 2024 - DRAFT 1

Information only.

CLOSED SESSION # 5 - 911 PRIMARY PUBLIC SAFETY ANSWERING POINT AGREEMENT

Information only.

CLOSED SESSION # 6 - BOARD MEMO - SCST APPOINTMENT OF S.Y.

Moved by Connie LAUDER

Seconded by Leslie FARRELL

Resolved that the Board formally appoint S.Y. as a Special Constable with the Woodstock Police Service as of March 4, 2025.

CARRIED.

CLOSED SESSION # 7 - BOARD MEMO - SCST APPOINTMENT OF V.S.

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board formally appoint V.S. as a Special Constable with the Woodstock Police Service as of March 4, 2025.

CARRIED.

CLOSED SESSION # 8 - BOARD MEMO - 2024 PUBLIC SECTOR SALARY DISCLOSURE

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board receive the report on the 2024 Public Sector Salary Disclosure.

CARRIED.

CLOSED SESSION # 9 – OTHER ITEMS AS NECESSARY

Three items were discussed as part of the amendments to the agenda and the following resolution was passed regarding one of the items:

Zoom vs. Teams Plan

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board retain the Zoom plan for 2025 and that the cost be borne by the Board.

CARRIED.

16. NEW BUSINESS

None.

17. Date of Next Board Meeting Monday, April 7, 2025 at 3:00 p.m. at the Woodstock Police Service Headquarters.

18. ADJOURNMENT

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board does now adjourn at 4:36 p.m.

CARRIED.

"Original Signed by"

Ken Whiteford, Chair
Woodstock Police Service Board

"Original Signed by"

Leslie Farrell, Vice Chair
Woodstock Police Service Board