



## **WOODSTOCK POLICE SERVICES BOARD**

The Woodstock Police Services Board met on Monday March 9, 2020 at the Police Headquarters, 615 Dundas Street, Woodstock at 5:00 p.m. Present were: Mary Anne Silverthorn, Chair, Provincial Appointee, Mayor Trevor Birtch, Balwant Rai, Community Member and Ken Whiteford, Provincial Appointee. Also in attendance were Chief Daryl Longworth, Deputy Chief Darren Sweazey, Inspector Marcia Shelton, Acting Inspector Rod Wilkinson, Kristi Lampman, Human Resources Coordinator, Lynne Dunlop, Interim Executive Assistant to the Board and three guests, Chris Herapath, Zone 4 Advisor, and Greg Colgan, Woodstock Sentinel Review and Constable Marco D'Annibale.

Regrets: Deb Tait, City Councillor. Councillor Tait had been present for an earlier Board Only meeting; however, she left before this meeting.

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

Chair Silverthorn called the meeting to order at 5:00 p.m.

### **2. WELCOME**

Chair Silverthorn welcomed Greg Colgan, Woodstock Sentinel Review reporter, Chris Herapath, Zone 4 advisor, and Constable Marco D'Annibale.

### **3. INTRODUCTION / EDUCATION - CHIEF**

The Chief introduced Constable Marco D'Annibale who presented information on the Drug Recognition Expert Program (DRE). Officers are trained to recognize signs and symptoms of drug use in a driver, and are allowed to give expert testimony. This program is designed to help prevent collisions and reduce deaths and injuries caused by drivers impaired by drugs. The training is run through the RCMP at the Ontario Police College (2 weeks) with an additional week in the USA to complete the evaluation portion. The DRE technician administers a 12-step test to make a determination. Constable D'Annibale provided an example case.

Technicians are re-certified each year.

Chair Silverthorn thanked Constable D'Annibale for the informative presentation and for his dedication to this program. Constable D'Annibale left the room at 5:20 pm.

4. APPROVAL OF AGENDA

Moved by Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approve the agenda with additions. CARRIED

5. There were no declarations of pecuniary interest.

6. MINUTES - FEBRUARY 24, 2020

Moved by Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approve the minutes of February 24, 2020 as circulated.  
CARRIED

7. BUSINESS ARISING FROM THE MINUTES

- Chair Silverthorn has begun the task of sorting, culling, and filing past minutes and other documents of the WPSB.
- Negotiations: all agreements have been signed and delivered.
- The letter re: Sick Leave gift cards has been prepared and is ready to be signed.
- The deadline for applications for the position of Deputy is March 28, 2020.

8. VERBAL REPORT FROM CHAIR

- Chair Silverthorn thanked everyone in attendance at Elaina Taylor's Memorial Service and asks the Chief to pass on appreciation to those who served in the Honour Guard. The WPSB will help with meals that are being arranged through the Mayor's office
- Chair Silverthorn thanked the Chief and the Administrative Staff for the budget presentation to Woodstock City Council
- A letter has been sent to the Deputy acknowledging his letter of retirement and thanking him for his service

9. VERBAL REPORT FROM CHIEF

- the 2020 Budget was presented to Council. Thank you to the Board for your support in attending
- Current Proceeds of Crime Funding for MHeart comes to an end March 31st. Meetings have been held with MPP, LHIN and Ontario Health West; however, we will have no information about any funding coming from the Province until after the March 25 Provincial Budget.

10. STATISTICS/REPORTS - DEPUTY

- A) Calls for Service Statistics - Jan., Feb. 2020 and previous year
- B) Calls for Service Report - Jan., Feb. 2020 and previous years
- C) Charge Comparison Report - Jan.- Feb. 2020 and Jan.- Feb. 2019
- D) Report on Complaint Investigations - 2020

Moved by Trevor Birtch

Seconded by Balwant Rai

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

CARRIED

11. FINANCIAL STATEMENTS

The Chief reports that final 2019 budget figures are not available yet.

12. UNFINISHED BUSINESS

Woodstock Sentinel Review reporter Greg Colgan left the meeting. (5:38 pm)

13. CLOSED SESSION

14. Moved by Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board adjourns to Closed Session at 5:40 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

15. CLOSED SESSION RISES

Moved by Trevor Birtch

Seconded by Balwant Rai

resolved that the Board does now rise from Closed Session and reconvenes at 6:01 pm CARRIED

MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 9

1. CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Trevor Birtch

Seconded by Balwant Rai

resolved that the Board approves the Closed Session Agenda with additions. CARRIED

2. CLOSED SESSION # 2 - PERSONNEL REPORTS

a)&b) STAFFING REPORT and STAFFING ACTIVITY

Moved by Ken Whiteford

Seconded by Balwant Rai

resolved that the Board receives for information the Staffing Report and Staffing Activity Report from the Chief dated as of March 2020 CARRIED

c) NOMINATIONS FOR PINCOMBE BURSARY

Moved by Balwant Rai

Seconded by Trevor Birtch

resolved that the Board supports the Chief's nomination for the Pincombe Bursary. CARRIED

3. CLOSED SESSION # 3 - 2020 CONTRACT NEGOTIATIONS

Update by the Chair and the Chief received for information

4. CLOSED SESSION # 4 - CYBER INCIDENT UPDATE

The Chief has no update at this time.

5. CLOSED SESSION # 5 - OVERTIME

a) Uniform and Civilian Monthly Reports - no report

b) Monthly Overtime tracking

Received for information

6. CLOSED SESSION # 6 - FINANCIAL REVIEW 2019

The Chief had nothing further to add.

7. CLOSED SESSION # 7 - BUDGET 2020

The Chief has no update

8. CLOSED SESSION # 8 - OTHER BUSINESS

a) WORDING CHANGE MEMO

Moved by Ken Whiteford

Seconded by Balwant Rai

resolved that the Board approves the change in wording for the Uniform Contract Article 23 Training Courses Section 2, the Civilian Contract Article 19 Training Courses Section 2 and the Senior Officers' Contract Article 19 Training Courses Section 2 as per the memo to all WPSB Members and All Staff from Chair Silverthorn. CARRIED

b) LEGAL EXPENSE INVOICE

Moved by Trevor Birtch

Seconded by Ken Whiteford

resolved that the Board approve the payment of invoice received from Hicks Morley for the month of January 2020. CARRIED

9. CLOSED SESSION # 9 - STATUS OF LEGAL CASES INCLUDING FROM JAN. - CHIEF

no update

16. NEW BUSINESS

Upcoming Events

- March 23 @ 11 am Swearing in of one officer at the Courthouse
- April 1 - Graduation at the College - we have 4 recruits
- April 27 Awards Ceremony and Reception - 4-7 pm - Toyota Room of WDDS
- May 14 - Auxiliary Appreciation Dinner RSVP to Becky Jonker by April 22

Chair Silverthorn thanked Acting Inspector Rod Wilkinson for his attendance at WPSB meetings for the past three months. Staff Sergeant Kevin Talsma will attend for three months beginning in April.

17. Date of Next Board Meeting Mon. April 20, 2020 at 4 pm at the Woodstock Police Service Headquarters.

18. ADJOURNMENT

Moved by Balwant Rai

Seconded by Ken Whiteford

resolved that the Board does now adjourn at 6:10 pm CARRIED

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Mary Anne Silverthorn, Chair  
Woodstock Police Services Board

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Mayor Trevor Birtch, Vice Chair  
Woodstock Police Services Board