



WOODSTOCK POLICE SERVICE BOARD

The Woodstock Police Service Board met on December 8, 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 Nick Novacich; and Jamie Taylor, Inspector. Kristi Lampman, Human Resources Coordinator; and David Tilley, Zone 4 Police Advisor 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 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 – NOVEMBER 10, 2025

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

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

CARRIED.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. VERBAL REPORT FROM CHAIR

- Chair Whiteford reported that the Ontario Association of Police Service Boards' (OAPSB) Labour Conference was very informative, and noted that some of the presentations are available on the OAPSB website.
- Chair Whiteford also advised that, effective January 1, 2026 OAPSB will be changing its name to Police Governance Ontario.

8. VERBAL REPORT FROM CHIEF

- On November 10th the Chief, along with members of the OPP and Aylmer Police participated, in the Remembrance Day Ceremony for recruits at the Ontario Police College with just under 500 recruits in attendance.
- On November 11th, the Service attended the City's Remembrance Day Service at the Cenotaph. The Honour Guard took part in the march, and the Chief received positive feedback from a community member who was very impressed by the Honour Guard's professionalism and appearance.
- The Auxiliary Unit, together with the OPP Auxiliary attended the United Way Oxford annual Student Stair Climb at the Reeves Community Centre in support of fundraising efforts.
- Members of the Service attended Toyota's Employee Fair Day, engaging with staff about safety initiatives and community partnerships.
- November 2nd to the 8th marked Crime Prevention Week across the province, underscoring that community safety and well-being is a shared responsibility at home, at school, at work and online. This year's theme was *Working Together to Protect*. The Service's media officer shared several updates on social media to keep the community informed about crime prevention.
- The Service hosted Take Your Kids to Work Day. Several employees' children, along with youth from the City, visited headquarters for a tour and an introduction to policing.

- On November 3rd, Constable Akeem Guy proudly represented the Woodstock Police Service at the 33rd Annual Association of Black Law Enforcers Scholarship and Awards Gala. The event celebrates excellence in policing, recognizes the achievements of Black law enforcement professionals, and supports future leaders through academic scholarships.
- On November 20th Staff Sergeant Beattie, Inspector Becks, and Inspector Taylor visited Conestoga College to meet with students in the Advanced Police Studies Program. They connected with students and highlighted the benefits of working for Woodstock Police. Positive feedback was received from Conestoga administration, who described Staff Sergeant Beattie as "quite the salesman." Several students expressed new interest in Woodstock after the presentation.
- On November 24th WPS Members attended the official 'Zonta Says No' flag raising at Museum Square alongside community partners. The event marks the start of the 16 Days of Activism (November 25 – December 10), a global campaign uniting organizations around the world to speak out against violence towards women and promote meaningful change through advocacy, education and awareness.
- Near the end of the month a carjacking occurred in which an individual was assaulted by three masked males in a parking lot on Norwich Avenue. The suspects stole his vehicle after the assault. The Criminal Investigations Branch has done excellent work on the case. The vehicle has been recovered and the investigation remains ongoing.
- The Criminal Investigation Bureau launched an investigation into a 32-year-old male who was subsequently charged with luring a person under 14 years of age by telecommunication. The male was arrested. Chief Novacich reminded parents and guardians to speak to their children about online safety and to report any suspicious or inappropriate online interactions.
- On November 26th officers responded to a rollover collision in which a vehicle sustained significant damage. The driver was located a short distance away and failed a roadside screening test. The 41-year-old male was transported to the station for further testing and was charged with impaired driving and blood alcohol concentration 80 plus.
- On November 25th a pedestrian was struck by a vehicle at 12:35 a.m. at Dundas and Wellington Street. The individual was transported to

London Health Sciences Centre with critical injuries and, unfortunately, passed away a few days later. The investigation remains ongoing, with collision reconstruction work still underway. Chief Novacich expressed condolences to the family and all those affected.

- Chief Novacich noted that the Ontario Police College Graduation will be held on December 19th, with two WPS graduates, and extended an invitation to the Board to attend.

9. CORRESPONDENCE

- A) 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 for 2026 and donate \$5000 from the Public Relations Reserve Fund.
CARRIED.
- B) Thank You Card from Routly Family
Circulated among Board members as information.

10. STATISTICS/REPORTS – INSPECTOR JAMIE TAYLOR

- 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 Jerry ACCHIONE

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

CARRIED.

11. FINANCIAL STATEMENTS

Moved by Connie LAUDER

Seconded by Daryl STEVENSON

Resolved that the Board receive the financial statements ending November 30, 2025.

CARRIED.

12. BOARD MEMO – 2025 BUDGET SURPLUS

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that in the event of a 2025 budget surplus, the Board approve the transfer of any surplus monies to the Woodstock Police Service Sick Leave Severance Reserve Fund Account #0180-52031.

CARRIED.

13. BOARD REPORT – WOODSTOCK WISHES CHRISTMAS CAMPAIGN

Moved by Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board support the Woodstock Wishes Campaign in the amount of \$5000 with funds from the Public Relations Reserve Fund.

CARRIED.

14. BOARD REPORT – PROCUREMENT OF PROMOTIONAL ITEMS

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board approve the purchase of promotional material as detailed in a report from the Chief dated December 8 with funds being utilized from the Public Relations Reserve Fund.

CARRIED.

15. 2026 ONTARIO ASSOCIATION OF POLICE SERVICE BOARDS
MEMBERSHIP

Moved by Daryl STEVENSON

Seconded by Connie LAUDER

Resolved that the Board approve payment in the amount of \$5,186.70 for the 2026 OAPSB Membership Fee.

CARRIED.

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board approve payment in the amount of \$150.00 for the 2026 OAPSB Zone 4 Membership Fee.

CARRIED.

16. RECORDS RETENTION BY-LAW 05-2024

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board adopt the amendment to By-Law 05-2024, being the updated Appendix "A" (the schedule adopted by the City on October 2, 2025).

CARRIED.

17. BOARD REPORT NO. 12-2025

Moved by Leslie FARRELL

Seconded by Connie LAUDER

Resolved that the Board adopt policy WPSB-013 Board Member Roles, Responsibilities, and Qualifications.

CARRIED.

18. UNFINISHED BUSINESS

None.

19. CLOSED SESSION

Moved by Jerry ACCHIONE

Seconded by Connie LAUDER

Resolved that the Board adjourns to Closed Session at 3:41 p.m. to discuss personal matters about identifiable individuals, labour relations or employee negotiations, and financial information supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization, pursuant to S. 44(2)(b), (d), and (h) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, respectively; and further, that the Board may also receive education or training in accordance with s. 44(6) of the Act; and that in all circumstances, 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 Jerry ACCHIONE

Seconded by Daryl STEVENSON

Resolved that the Board does now rise from Closed Session and reconvenes at 4:36 p.m.

CARRIED.

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

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 – CHIEF

Moved by Jerry ACCHIONE

Seconded by Leslie FARRELL

Resolved that the Board receive for information the Staffing Report and Staffing Activity Report dated as of December 8, 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 – NOTICE OF RETIREMENT – R.E.

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board receive the retirement letter.

CARRIED.

CLOSED SESSION # 5 – NOTICE OF RETIREMENT – S.M.

Moved by Leslie FARRELL

Seconded by Jerry ACCHIONE

Resolved that the Board receive the retirement letter.

CARRIED.

CLOSED SESSION # 6 – BOARD REPORT NO. 13-2025

Moved by Daryl STEVENSON

Seconded by Jerry ACCHIONE

Resolved that the Board approve recommendation #1 contained within Closed Session Board Report No. 13-2025.

CARRIED.

Moved by Leslie FARRELL

Seconded by Daryl STEVENSON

Resolved that the Board approve recommendation #2 contained within Closed Session Board Report No. 13-2025.

CARRIED.

CLOSED SESSION # 7 – BOARD SELF-EVALUATION RESULTS

After further discussion, the Board was satisfied that the action taken in the Open portion of this meeting regarding the adoption of the new Policy WPSB-013 was sufficient response to the Self-Evaluation results.

Board Member, Connie Lauder, departed the meeting at 4:10 p.m.

CLOSED SESSION # 8 – BOARD ONLY SESSION

Discussion ensued regarding preparation for a staffing matter and direction was given to staff as to how to proceed.

CLOSED SESSION # 9 – OTHER ITEMS AS NECESSARY

None.

21. NEW BUSINESS

None.

22. Date of Next Board Meeting Monday, January 12, 2026 at 3:00 p.m. at the Woodstock Police Service Headquarters.

23. ADJOURNMENT

Moved by Daryl STEVENSON

Seconded by Leslie FARRELL

Resolved that the Board does now adjourn at 4:42 p.m.

CARRIED.

"Original Signed by"

Ken Whiteford, Chair
Woodstock Police Service Board

"Original Signed by"

Leslie Farrell, Vice Chair
Woodstock Police Service Board