



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held at the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD ROOM** on **Monday, April 15th, 2019**

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PRESENT

Mr. D. Thomas
Mr. D. Blackburn
Mr. A. Letham
Mr. P. O'Reilly
Mr. S. Polito
Mrs. C. English

MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT

Chief M. Mitchell
Insp. W. Herbert
Insp. T. Hickey

CALL TO ORDER

Mr. Thomas called the Open meeting of the City of Kawartha Lakes Police Services Board to order at 0930 hours.

CONFIRMATION OF QUORUM

Thereafter a quorum was confirmed.

DECLARATION OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest. With regard to review of the accounts, Mr. Polito requested that the minutes reflect that he is not affiliated with the vehicle maintenance service provider, i.e. Polito Ford.

APPROVAL OF AGENDA

The agenda was reviewed and approved on motion of Mr. Blackburn, seconded by Mr. O'Reilly.

PRESENTATIONS/DEPUTATIONS:

There were no Deputations/Presentations in the Open Meeting.

1. MINUTES OF PREVIOUS MEETING

Copies of the minutes of the (Open) Meeting of the City of Kawartha Lakes Police Services Board held on March 18th, 2019 were previously circulated.

MOVED By: Mr. Polito, SECONDED By: Mr. Letham

*Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, March 18th, 2019 be adopted as printed and circulated. **CARRIED.***

2. CONSENT AGENDA:

- 2.1 **Canadian Association of Police Governance:**
2.1.1 **Notice of Meeting & Agenda**

2.1.2 Call for Nominations

Copies of a Notice of Meeting and Agenda, as well as a Call for Nominations, received from the Canadian Association of Police Governance were previously provided (copies attached to official minutes). It was noted the Conference is taking place on August 8 to 11, 2019 in Calgary, Alberta.

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. O'Reilly

Resolved that consent agenda items 2.1.1 and 2.1.2 be received.

CARRIED.

3. **STATISTICAL REPORTS – March 2019**

Copies of the Statistical Report for the Municipal Police Service for March 2019 were provided (copy attached to official minutes). Chief Mitchell provided a brief update, noting a slight increase in incidents and traffic tickets.

MOVED By: Mr. O'Reilly, SECONDED By: Mr. Blackburn

Resolved that the Municipal Police Service Statistical Report for March 2019 be received.

CARRIED.

4. **ACCOUNTS TO BE APPROVED AS PAID**

Copies of the *Municipal Police Services Accounts* to be approved as paid for the period March 2019 were previously distributed (copy attached to official minutes).

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. Polito

Resolved that the Municipal Police Services accounts for the period March 2019 be approved as paid.

CARRIED

5. **OLD BUSINESS/STANDING ITEMS:**

5.1 **OAPSB Zone 3** – Update (S. Polito) – Mr. Polito reported the next meeting of Zone 3 is planned to take place at the OAPSB Spring Conference on May 24th.

6. **NEW BUSINESS:**

6.1 **Meeting Dates** - Mr. Thomas noted the next meeting was scheduled for May 27th, which is immediately after the OAPSB Conference in Windsor. Discussion followed and it was agreed that the May meeting would be cancelled, with the next meeting taking place on June 24th.

6.2 **Purchasing Policy** – Mr. Thomas advised he had recently thoroughly reviewed the Service's Purchasing Policy and use of Service credit cards with both the Chief and the Office Manager and was confident that all necessary and appropriate steps are taken to ensure any purchases have been properly approved, vetted and recorded.

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. O'Reilly

Resolved that the Chair's verbal report on the Service's purchasing policy be received.

CARRIED.

7. **REPORT OF THE CHIEF**

7.1 **Office of the Independent Police Review Director's (OIPRD) Letter re Police Strip Searches** – Copies of a letter from the OIPRD related to the latest systemic review report on Police Strip Searches were previously distributed (copy attached to official minutes). Chief Mitchell gave a brief overview, noting the letter advises that the Report

(Breaking the Golden Rule: A Review of Police Strip Searches in Ontario) provides a template for strip search procedures, and includes 50 detailed recommendations on how Ontario Police Services should conduct, document, and receive training on strip searches. He confirmed that the Service's related policies and procedures will be in compliance with the recommendations noted in the Report, to ensure safety for both prisoners and staff.

MOVED BY: Mr. Polito, SECONDED BY: Mr. Blackburn

Resolved that the OIPRD Letter, and verbal report be received.

CARRIED.

7.2 Mental Health Crisis Program – 1st Year Review - Copies of the report entitled *Mental Health Crisis Program – One Year Review* were previously provided (copy attached to official minutes). Chief Mitchell provided an overview noting that KLPS officers utilize the Health IM program as a means of determining risk and communicating observations to hospital triage and/or to community mental health agencies during encounters with individuals in crisis. The report data was collected between March 16, 2018 and February 28, 2019 with 237 MHS crisis calls completed. The report provides details related to call volume, call outcomes, hospital wait times, and demographics.

Members were appreciative of the information provided in the report, and noted in particular the lower than expected average hospital wait time of one hour and four minutes.

MOVED BY: Mr. O'Reilly, SECONDED BY: Mr. Polito

Resolved that Report PSB 2019-006 be received.

CARRIED.

7.4 Chief's Verbal Report - Chief Mitchell provided a verbal report on a number of matters including: Constable Ryan Boutin's receipt of the Outstanding Police Officer award from Fleming College; and the possible need for additional specific training for officers as a result of the recent decision by the OSPCA to discontinue animal cruelty enforcement.

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. O'Reilly

Resolved that the Chief's verbal report be received.

CARRIED.

8. MOTION TO MOVE IN TO IN-CAMERA SESSION

MOVED By: Mr. Polito, SECONDED By: Mr. Blackburn

Resolved that the Board adjourn the public portion of its meeting to move IN CAMERA to discuss confidential items pertaining to legal and personnel matters, in accordance with Section 35(4)(b) of the Police Services Act.

CARRIED

9. REPORT FROM CLOSED MEETING:

The Chair noted there was nothing to report from the Closed Meeting.

10. CONFIRMATION BY LAW

MOVED By: Mr. O'Reilly, SECONDED By: Mr. Blackburn

Resolved that all motions passed in the Closed Session be ratified.

CARRIED

11. ADJOURNMENT

MOVED By: Mr. Polito, SECONDED BY: Mr. O'Reilly

Resolved that the meeting adjourn.

CARRIED.

Meeting adjourned at 10:43 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2019

CHAIRPERSON,
City of Kawartha Lakes Police Services Board