

City of

KAWARTHA LAKES

POLICE SERVICES BOARD



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 **January 16th, 2020**.

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PRESENT

Mr. D. Thomas
Mr. D. Blackburn
Mr. A. Letham
Mr. P. O'Reilly
Ms. W. Percival
Mrs. C. English

MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT

Chief M. Mitchell
Insp. T. Hickey
Insp. K. Robertson

GUESTS:

Ms. Jeeti Sahota, Police Services Advisor, Ministry of Community Safety & Correctional Services

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.

Mr. Thomas noted that as per the Police Services Act, (Regulation 123/98, Section 28 (1) and (2)) the annual election of a Chair and Vice Chair of the Police Services Board takes place at the January meeting. Thereafter he withdrew from the Chair and turned the meeting over to Chief Mitchell. Chief Mitchell asked for nominations for the position of Chairperson of the City of Kawartha Lakes Police Services Board for the year 2020

MOVED BY: Mr. O'Reilly, SECONDED BY: Ms. Percival

Resolved that Mr. Don Thomas serve as Chairperson of the City of Kawartha Lakes Police Services Board for the year 2020

CARRIED

There being no further nominations for the position, Mr. Thomas was acclaimed as Chairperson.

Mr. Thomas assumed the Chair and asked for nominations for the position of Vice-Chairperson of the City of Kawartha Lakes Police Services Board for the year 2020.

MOVED BY: Mr. O'Reilly, SECONDED BY: Ms. Percival
Resolved that Mr. David Blackburn serve as Vice-Chairperson of the City of Kawartha Lakes Police Services Board for the year 2020. **CARRIED**

There being no further nominations for the position, Mr. Blackburn was acclaimed Vice Chairperson.

DECLARATION OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest.

APPROVAL OF AGENDA

The agenda was reviewed and one item, Report from Ministry, was added. Thereafter the agenda was approved as revised on motion of Mr. Blackburn, seconded by Mr. O'Reilly.

PRESENTATIONS/DEPUTATIONS:

Chief Mitchell introduced Julie Galley, newly appointed Full-time Communicator, and Robert Clancy, newly hired Constable to Board members, following which they were excused from the 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 December 16th, 2019 were previously circulated. It was MOVED By: Mr. Blackburn, SECONDED BY: Ms. Percival
Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, December 16th, 2019 be adopted as printed and circulated. **CARRIED.**

2. STATISTICAL REPORTS – December 2019

Copies of the Statistical Report for the Municipal Police Service for December 2019 were provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting year-end statistics reflect an increase in calls for service over 2019, continuing a trend which has been seen over the past three years. It was suggested this trend could be reflective of the increase in population which has occurred over the same period.

MOVED By: Mr. Letham, SECONDED By: Mr. Blackburn
Resolved that the Municipal Police Service Statistical Report for December 2019 be received. **CARRIED.**

3. ACCOUNTS TO BE APPROVED AS PAID

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

MOVED BY: Mr. Blackburn, SECONDED BY: Ms. Percival
Resolved that the Municipal Police Services accounts for the period December 2019 be approved as paid. **CARRIED**

4. CONSENT AGENDA

4.1 Ontario Association of Chiefs of Police – Media Release re Constable Selection Process. Copies of a Media Release from the OACP pertaining to a new on-line constable selection system process were previously provided (copy attached to official minutes).

Chief Mitchell noted the new recruitment selection process, which has been developed by the Ontario Association of Chiefs of Police, is designed to be more effective and efficient, more accessible and affordable.

4.2 Ontario Sex Offender Registry – Copies of a letter from the OSOF dated December 11, 2019 pertaining to the onsite assessment conducted by a representative from the Ontario Sex Offender Registry were previously distributed (copy attached to official minutes). Chief Mitchell provided a brief overview noting that the letter indicates the Services OSOR compliance rate was 97.9 percent, above the average provincial compliance rate of 97 percent, and commends D/Cst Amy Farr, KLPS OSOR Registrar, for her efforts.

MOVED BY: Ms. Percival, SECONDED BY: Mr. O'Reilly
Resolved that Consent Agenda Items 4.1 and 4.2 be received.

CARRIED.

5. OLD BUSINESS/STANDING ITEMS:

5.1 OAPBS/Zone 3 Update – It was confirmed that the Zone 3 meeting previously scheduled for January 10th in Lindsay had been cancelled, and no new meeting date has yet been provided.

5.2 Update From Ministry – Ms. Jeeti Sahota, Police Services Advisor, Ministry of Community Safety & Correctional Services, attended the meeting and provided a brief update, noting in particular the extensive work taking place with regard to the regulations related to the new Police Services Act. She confirmed that all inspections related to Major Case Management have been completed and the next area for inspection has not yet been identified. She also confirmed that there are currently a number of Board member positions throughout the province which are vacant, noting these appointments are made by the Public Appointments Secretariat.

Mr. Thomas thanked Ms. Sahota for the update.

6. NEW BUSINESS:

6.1 Board Per Diem and Expense Rates Copies of a document entitled “Board Remuneration” were previously provided (copy attached to official minutes). Mr. Thomas provided an overview, noting the remuneration rates indicated in the report were included in the 2020 budget which was approved in September 2019.

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

Resolved that the per diem rates remain as in the previous year. **CARRIED.**

6.2 Canadian Association of Police Governance

6.2.1 Annual Membership Renewal - Information pertaining to the renewal of the CKL Police Services Board’s membership in the Canadian Association of Police Governance was previously provided (copy attached to official minutes).

MOVED BY: Mr. O'Reilly, SECONDED BY: Ms. Percival

RESOLVED that the Kawartha Lakes Police Services Board renew its annual (2020) membership in the Canadian Association of Police Governance.

CARRIED.

6.2.2 2020 Call for Resolutions – Information pertaining to the CAPG Call for Resolutions to be presented at the CAPG Annual Meeting in July was previously provided (copy attached to official minutes).

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

Resolved that the information from the CAPG regarding Resolutions to be presented at the 2020 Annual meeting be received. **CARRIED.**

7. REPORT OF THE CHIEF

7.1 Report PSB 2020-001- 2019 Public Complaints Against Police Report - Copies of Report PSB 2020-001, *2019 Public Complaints Against Police Report*, were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, noting that Adequacy Standards Regulations Section 31 requires the preparation of an annual report for the Board relating to public complaints. As indicated in the report prepared by Insp. Robertson, the Office of the Independent Police Review Director received a total of 9 public complaints during 2019, six of which were screened out by the OIPRD, two were found to be unsubstantiated, and one is being investigated by the OPP.

Board members expressed their satisfaction with the low number of complaints, particularly when considering the number of incidents the Service deals with on an annual basis.

MOVED BY: Ms. Percival, SECONDED BY: Mr. Letham

Resolved that Report PSB 2020-01 be received.

CARRIED.

7.2 Report PSB 2020-002 – Experienced Officer Hire - Copies of Report PSB 2020-002, *Experienced Officer Hire*, were previously distributed (copy attached to official minutes). Chief Mitchell provided an overview, noting the report pertains to the authorized complement hiring of an experienced officer. He confirmed that Const. Robert Clancy, a former member of the RCMP and originally from Lindsay, is being recommended for appointment as a Constable for the Kawartha Lakes Police Service.

MOVED BY: Mr. Letham, SECONDED BY: Ms. Percival

Resolved that Report PSB 2020-002 be received and that the recommendation contained therein, that the Board appoint Robert Clancy as a Constable to the City of Kawartha Lakes Police Service, be approved.

CARRIED.

7.3 Report PSB 2020-003 – Preferred Towing Contract – Copies of Report PSB 2020-003, *Preferred Towing Contract*, were previously provided (copy attached to official minutes). Chief Mitchell provided a brief overview, advising that the contract between the Board and the current towing provider expires at the end of April. A draft towing tender consistent with past practice, and reflecting new conflict of interest wording prepared in consultation with the City's Finance Department has been prepared.

Discussion followed related to the term of the contract, and other amendments suggested by the Finance Department. It was agreed the term for the contract would be two years, with an option to extend for one further year.

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

Resolved that Report PSB 2020-003, Preferred Towing Contract, be received and that a new tender for preferred towing be issued, to take effect May 1st 2020. CARRIED.

7.4 Report PSB 2020-004 – 2019 Use of Force Reports Summary - Copies of Report PSB 2020-004, *Use of Force Report*, were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, noting that all police officers are required to submit a “Use of Force” Report, when a member draws a handgun, discharges a firearm, when a weapon other than a firearm is used on a member of the public, or when any force is used that results in an injury that requires medical attention. He briefly reviewed the information contained within the report prepared by Inspector Hickey, noting that a total of 36 reports had been submitted during 2019. It was noted that every deployment of a use of force option was accompanied by the officer (s)’ use of verbal interaction. It was confirmed that all Use of Force reports submitted by KLPS officers are reviewed to ensure compliance with Provincial legislation and the Service’s own policies on the use of force.

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

Resolved that Report PSB 2020-004, Use of Force Report, be received. CARRIED

7.5 Report PSB 2020-005 – Community Response Unit Annual Report – Copies of Report PSB 2020-005, *Community Response Unit Annual Report*, were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, noting the Community Response Unit (CRU) was established in 2016 in partnership with the Ross Memorial Hospital to assist those suffering from mental health problems. In 2019 a similar partnership was developed with FourCast Addiction Services. He confirmed that Report PSB 2020-005, prepared by Sgt. Murtha, details the Unit’s activities in 2019, noting that the increase from one to two full days per week meant quicker response times and better service for those in crisis. The scope also expanded to include a number of issues experienced by seniors in the community such as dementia and Alzheimer’s, improper housing and homelessness, elder abuse, etc. Chief Mitchell noted the CRU activities are a budgeted expense and are partially supported through the Community Safety Partnership provincial grant.

Board members expressed appreciation for the report, and for the benefits of this Unit to our community.

MOVED BY: Mr. Letham, SECONDED BY: Mr. O’Reilly

Resolved that Report PSB 2020-005 be received. CARRIED.

7.6 Chief’s Verbal Report – Chief Mitchell presented a brief verbal report on a number of matters, including (1) the Community Safety and Policing Grant Interim Report has been submitted as required; (2) as discussed at the November and December 2018 Board meetings, the Service is transitioning to an online records check service, effective in February; (3) during recent RIDE Program traffic stops, officers seized a handgun, drugs (including purple fentanyl) and a large amount of currency; (4) the Honours and Awards Night is taking place on January 31st (Board members invited to attend); and (5) Chaplain Vic Gayed (KLPS Chaplain since 2015) has accepted a Chaplain’s position with the Sprucedale Youth Detention Centre

- MOVED BY: Ms. Percival, SECONDED BY: Mr. Blackburn
Resolved that the Chief's Verbal Report be received. **CARRIED.**
8. **QUESTION PERIOD** – There were no questions in the open meeting .
9. **MOTION TO MOVE INTO IN-CAMERA SESSION**
MOVED By: Ms. Percival, SECONDED By: Mr. Letham
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**
10. **REPORT FROM CLOSED MEETING:**
The Chair reported that the Board had approved the re-appointment of the CKL Police Services Board Secretary; as per the following motion:
MOVED BY: Mr. Blackburn, SECONDED BY: Ms. Percival
Resolved that Christina English be reappointed as Board Secretary for 2020 at the same rate as the previous year. **CARRIED.**
11. **CONFIRMATION BY LAW**
MOVED By: Mr. O'Reilly, SECONDED By: Mr. Blackburn
Resolved that all motions passed in the Closed Session be ratified. **CARRIED**
12. **ADJOURNMENT**
MOVED By: Mr. Letham, SECONDED BY: Mr. O'Reilly
Resolved that the meeting adjourn. **CARRIED.**

Meeting adjourned at 10:45 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2020

CHAIRPERSON,
City of Kawartha Lakes Police Services Board