



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 **March 19th, 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. K. Robertson
Insp. T. Hickey*

*Due to COVID-19 restrictions, participated by teleconference.

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.

APPROVAL OF AGENDA

The agenda was reviewed and one further item was added, i.e.5.2 – Towing Tender. With this revision noted, the agenda was approved on motion of Mr. Blackburn, seconded by Ms. Percival.

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 February 20th, 2020 were previously circulated. It was
MOVED By: Mr. O'Reilly, SECONDED By: Mr. Blackburn

*Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, February 20th, 2020 be adopted as printed and circulated. **CARRIED.***

2. **STATISTICAL REPORTS – February 2020**

Copies of the Statistical Report for the Municipal Police Service for February 2020 were provided (copy attached to official minutes). Chief Mitchell noted positive decreases in break and enters, fraud and sick time. With regard to the latter it was agreed that staff absences/illnesses related to COVID-19 would be tracked.

MOVED By: Ms. Percival, SECONDED By: Mr. Blackburn

Resolved that the Municipal Police Service Statistical Report for February 2020 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 February 2020 were previously distributed (copy attached to official minutes). Chief Mitchell noted a number of capital expenses incurred during February, confirming all were planned and included in the budget.

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

Resolved that the Municipal Police Services accounts for the period February 2020 be approved as paid. **CARRIED**

4. **CONSENT AGENDA**

There were no items on the Consent Agenda.

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

5.1 **OAPBS/Zone 3 Update** – Mr. Blackburn advised that a recent email from the OAPSB Zone 3 Secretary had indicated a Zone 3 meeting might be held in April for the purposes of an election for the Board Executive, however due to restraints related to the current COVID-19 pandemic such a meeting could not be confirmed at this time. Mr. Thomas suggested that perhaps a Zone 3 meeting for this purpose could be held at the OAPSB Conference currently scheduled for May, by which time it is hoped the restrictions may be lifted.

5.2 **Towing Tender** – Mr. Thomas noted one submission had been received to the Service's request for tenders for the provision of towing. He proposed that he and the Chief receive the submission and forward it to Sgt. Murtha for review and a recommendation to be dealt with at the Board meeting in April.

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

Resolved that the tender submission for the provision of towing services be received, initialled by the Chair and Chief, and referred to Sgt. D. Murtha for review and recommendation. **CARRIED.**

6. **NEW BUSINESS:**

6.1 **Pandemic Planning** – Chief Mitchell provided an overview on the Service's plans related to the COVID-19 Pandemic. He confirmed that the Service is receiving information and guidelines from the Provincial Government, the Municipality, the Health Unit, Ontario Association of Chiefs of Police, and numerous other police services and organizations. As well, the local Emergency Control Group is meeting weekly. With regard to internal

operations, he advised a standing order has been issued for Service personnel and will be added to as necessary. A phased deployment strategy has been developed and will be implemented as the situation necessitates. A number of actions, including the use of personal protective equipment by officers (when there is a known or suspected risk of exposure), restricted access to the Police Building, and cancellation of all meeting room bookings, etc., have been taken to limit potential spread.

Board members expressed their appreciation for the steps being taken by the KLPS in order to limit the spread of the virus, while still meeting the need to provide service to the community. Chief Mitchell confirmed he would continue to keep Board members apprised of the Service's response as the pandemic situation evolves.

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

Resolved that the Chief's verbal report on 2020 COVID-19 Pandemic Planning be received.

CARRIED.

7. REPORT OF THE CHIEF

Chief Mitchell provided a brief update, advising that all forms and necessary documentation pertaining to the Service's 2019/20 RIDE grant had been finalized, submitted and approved by the Ministry.

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

Resolved that the Chief's Verbal Report be received.

CARRIED.

- 8. QUESTION PERIOD** – In response to a question, Chief Mitchell confirmed that plans for the Community Survey were currently on hold, due to the COVID-19 Pandemic.

9. MOTION TO MOVE INTO IN-CAMERA SESSION

MOVED By: Ms. Percival, 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

10. REPORT FROM CLOSED MEETING:

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

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. Blackburn, SECONDED BY: Mr. O'Reilly

Resolved that the meeting adjourn.

CARRIED.

The Chair thanked all members for their participation in the meeting and noted a decision related to time, place and process for the next meeting will be made in consideration of the pandemic situation. The meeting adjourned at 10:05 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2020

CHAIRPERSON,
City of Kawartha Lakes Police Services Board