



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held at the **CITY OF KAWARTHA LAKES Council Chambers** on **September 17th, 2020.**

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PRESENT

Mr. D. Thomas, Chair
Mr. P. O'Reilly, Vice Chair
Mrs. V. Barkey
Mr. A. Letham
Ms. W. Percival
Mrs. C. English, Board Secretary

MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT

Chief M. Mitchell
Insp. T. Hickey
Insp. K. Robertson
By Invitation: Cst. Neil Finn

CALL TO ORDER

Mr. Thomas called the Open meeting of the City of Kawartha Lakes Police Services Board to order at 0930 hours and thanked City staff for their assistance in preparing the Council Chambers for the meeting.

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 two further items, i.e. Old Business item 5.2, Response to Canadian Civil Liberties Association, and New Business item 6.1, Board Report 002-20 – Laptop Purchase for Board Members, were added. Thereafter the agenda was approved as revised on motion of Mr. O'Reilly, seconded by Ms. Percival.

PRESENTATIONS/DEPUTATIONS:

Cst. Neil Finn provided an informative power point presentation related to the Service's use of forensic identification and his role as Forensic Identification Officer

Board members thanked Cst. Finn for his interesting presentation, following which he was 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 August 20th, 2020 were previously circulated.

MOVED By: Mr. Letham, SECONDED By: Mrs. Barkey

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

2. STATISTICAL REPORTS – August 2020

Copies of the Statistical Report for the Municipal Police Service for August 2020, were previously provided (copies attached to official minutes). Following brief discussion, it was

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

Resolved that the Municipal Police Service Statistical Report for August 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 August 2020 were previously distributed (copy attached to official minutes). Following brief discussion, it was

MOVED BY: Mrs. Barkey, SECONDED BY: Mr. O'Reilly

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

4. CONSENT AGENDA

4.1 OAPSB Email re Use of Body Worn Cameras - Copies of an email from the OAPSB pertaining to a request from the Ontario Privacy Commissioner (OPC) pertaining to the use of body worn cameras (BWCs) and the need for an effective governance framework related to their use were previously distributed (copy attached to official minutes). Chief Mitchell noted that the KLPS's response to both questions raised by the Privacy Commissioner, i.e. (1) Is your police service currently using BWCs? and (2) Does your police service plan to purchase or deploy BWCs before March 31, 2021, was "no".

MOVED BY: Ms. Percival, SECONDED BY: Mrs. Barkey

Resolved that Consent Agenda Item 4.1, Email from OAPSB be received and that the Secretary be directed to respond to the OPC, advising that the Kawartha Lakes Police Service does not currently use BWCs and is not planning to purchase or deploy same before March 31, 2021. CARRIED.

4.2 OPP Letter dated August 31, 2020 re Collision Reporting Centre - Copies of a letter from the OPP Central Region Headquarters, advising of the termination of the arrangement between the OPP and Accident Support Services International in relation to the Kawartha Lakes Collision Report Centre, were previously provided (copy attached to official minutes). Chief Mitchell noted this change in OPP practice will not affect KLPS practice.

MOVED BY: Mrs. Barkey, SECONDED BY: Mr. Letham

Resolved that Consent Agenda Item 4.2, letter from the OPP re the Collision Reporting Centre, be received. **CARRIED.**

5. OLD BUSINESS/STANDING ITEMS:

5.1 **OAPSB/Zone 3 Update** – Mr. Thomas reported that there had been no recent updates from Zone 3 or the OAPSB in general.

5.2 **Response Letter to Canadian Civil Liberties Association** - Mr. Thomas noted correspondence from the aforementioned organization which was received at the August 20th meeting regarding the Kawartha Lakes Police Service's access to Ontario's database of individuals who have had a positive test for COVID-19. He confirmed that as directed by the Board at the August meeting, Chief Mitchell had reviewed the matter thoroughly and had provided a response to the CCLA as well as the Information and Privacy Commissioner of Ontario on August 28th, 2020. Mr. Thomas noted Board members had also been provided a copy of the Service's response via email on that date.

6. NEW BUSINESS:

6.1 **Board Report 002-20 – Laptop Purchase for Board Members** – Copies of Board Report 002-20 were previously provided (copy attached to official minutes). Mr. Thomas provided a brief overview, noting the report deals with the use of personal laptop computers which may have little or no security as related to Board documents. He confirmed that the City Council representatives on the Board have laptop computers supplied and maintained by the City. He proposed that the Police Service supply members with laptop computers which would be purchased by the Board, would remain the property of the Police Service, would be loaded with the latest security and software programs, and would be maintained by the Service's IT personnel. He noted that while this is an unbudgeted 2020 expense, the Board has sufficient funds on hand, due to COVID-19 restrictions which have significantly reduced travel and conference attendance expenses.

MOVED BY: Mr. Letham, SECONDED BY: Mrs. Barkey

Resolved that Board Report 002-20 be received, and that the recommendation contained therein, i.e. that the Board endorse the purchase of four laptop computers (three for Board members and a replacement for the Board Secretary), be approved.

CARRIED.

7. REPORT OF THE CHIEF:

7.1 **Verbal Report** - Chief Mitchell provided a brief verbal report, advising that (1) the Service was currently assisting in the execution of a search warrant at a large scale grow-op on Highway 35 South; (2) the OPP is transitioning from the old Provincial Common radio channel to a new public safety radio network but the KLPS has already entered into an agreement with the OPP to maintain radio interoperability with the new system; (3) the Service has partnered with KLH housing on a grant application to enhance security at KLH building properties, e.g. CCTV coverage; and (4) the Cop Shop event has been postponed for 2020 due to COVID-19 concerns.

- MOVED BY: Mr. O'Reilly, SECONDED BY: Mrs. Barkey
Resolved that the Chief's verbal report be received. **CARRIED.**
8. **QUESTION PERIOD** – There were no further questions raised in the Open meeting.
9. **MOTION TO MOVE INTO IN-CAMERA SESSION**
MOVED By: Mr. Letham, SECONDED By: Ms. Percival
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 the following motion had been passed in the Closed meeting:

MOVED By: Ms. Percival, SECONDED By: Mr. O'Reilly
Resolved that the KLPS 2020 Operations and Capital Budget estimates as prepared and reviewed by the Board (including the use of \$225,000 from the Service's contingency reserve, thereby resulting in a 1.49% increase) be approved and forwarded to the City of Kawartha Lakes Council. **CARRIED.**
11. **CONFIRMATION BY LAW**
MOVED By: Mrs. Barkey, SECONDED By: Ms. Percival
Resolved that all motions passed in the Closed Session be ratified. **CARRIED**
12. **ADJOURNMENT**
MOVED By: Ms. Percival
Resolved that the meeting adjourn. **CARRIED.**

The meeting adjourned at 10:50 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2020

CHAIRPERSON,
City of Kawartha Lakes Police Services Board