

City of

KAWARTHA LAKES

POLICE SERVICES BOARD



Minutes of the **(Virtual) OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on **May 20, 2021**.

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PARTICIPATING

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

MEMBERS OF THE MUNICIPAL POLICE SERVICE PARTICIPATING

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

GUESTS:

Ms. Jeet Sahota, Police Services Advisor, Ministry of the Solicitor General

CALL TO ORDER

Mr. Thomas called the Open meeting of the City of Kawartha Lakes Police Services Board to order at 0930 hours and welcomed all to the virtual 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 one further item, i.e. 6.5 – Staff Recognition, was added. Thereafter the agenda was approved as revised on motion of Mrs. Barkey, seconded by Mr. O'Reilly.

PRESENTATIONS/DEPUTATIONS:

There were no Presentations/Deputations 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, 2021 were previously circulated. It was

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

Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, March 18th, 2021 be adopted as printed and circulated. **CARRIED.**

2. **STATISTICAL REPORTS – March and April 2021**

Copies of the Statistical Report for the Municipal Police Service for March and April 2021 were provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting that as in previous months, the increased number of incidents overall relates to the collection of property check data. He also confirmed that the increased number of thefts relates to multiple offences by one individual. In response to a question, he confirmed that the increase in sick time was not COVID related.

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

Resolved that the Municipal Police Service Statistical Report for March and April 2021 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 March and April 2021 were previously distributed (copy attached to official minutes).

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

Resolved that the Municipal Police Services accounts for the period March and April 2021 be approved as paid. **CARRIED**

4. **CONSENT AGENDA**

4.1 **Ministry of the Solicitor General - Letter dated April 13, 2021 re Ontario Sex Offender Registry** - Copies of a letter from the Ministry of the Solicitor General dated April 13, 2021, related to the Ontario Sex Offender Registry, were previously distributed (copy attached to official minutes). Chief Mitchell confirmed the letter relates to an OSOR annual site assessment and subsequent follow-up work required, advising that the OSOR has commended D/Const. Farr for her diligence and commitment to maintaining the OSOR portfolio.

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

Resolved that Consent Agenda item 4.1, Ministry of the Solicitor General Letter dated April 13, 2021 re the Ontario Sex Offender Registry, be received. **CARRIED.**

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

5.1 **OAPBS/Zone 3 Updates** –Mr. Thomas reported there was nothing new to report with regard to the OAPSB or Zone 3.

6. **NEW BUSINESS:**

6.1 **Report from the Ministry of the Solicitor General** – Ms. Jeeti Sahota provided a brief update from the Ministry of the Solicitor General noting:

(1) work continues on regulations required to bring Community Safety and Policing Act into force. Ministry has posted 5 regulations, looking for feedback, and others will be posted as they are developed.

(2) Section 7 of the new Act will require each OPP to have a Board, Section 10 Boards will no longer exist

(3) Virtual information sessions regarding the CPSA are planned for early 2022

(4) Ministry is continuing to provide COVID support through assistance with PPE procurement; provision of rapid test kits will be sent as they are needed.

In response to a question, Ms. Sahota confirmed that there are no Service inspections contemplated at this time.

Brief discussion took place regarding the target date of July 1st for submission of municipalities' Community Safety and Well-being Plans, and it was noted that this deadline will likely be delayed due to the pandemic. It was confirmed that the Kawartha Lakes CSWB plan will be presented to Kawartha Lakes Council at their June Committee of the Whole meeting.

Mr. Thomas thanked Ms. Sahota for her report.

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

RESOLVED that the verbal update from the Ministry of the Solicitor General be received.

CARRIED.

6.2 ***Chief's Letter dated April 9, 2021, to Off Road Vehicle Task Force*** – Copies of a letter from Chief Mitchell to the CKL Off-Road Vehicle (ORV) Task Force were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, advising that the letter was in response to an invitation from the ORV Task Force to comment on their recommendations pertaining to ORV travel routes through Lindsay. Chief Mitchell noted while it is the CKL Council's responsibility to determine the route, his letter was intended to provide the Task Force and Council with information to assist in making this decision, and to confirm that the Service will support Council with whichever direction is taken on this matter. He also noted that his letter advises Council that the KLPS does not currently have its own off-road vehicles to provide a motorized presence on the trail system, and Council may need to request the Service to increase its capacity in this area.

Board members were supportive of the information provided to Council by Chief Mitchell.

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

Resolved that Chief Mitchell's letter dated April 9, 2021, to the Off-Road Vehicle Task Force be received.

CARRIED.

6.3 ***Chief's Letter dated May 13, 2021 re Policing Requirements at CECC*** – Copies of a letter dated May 13, 2021, from Chief Mitchell to Solicitor General Sylvia Jones regarding policing requirements at the Central East Correctional Center were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, referencing the provincial decision to discontinue funding for three KLPS officers at the Central East Correctional Center, and this decision's implications on the Service's ability to provide a level of service which is deemed to be necessary. He confirmed the letter advises the Solicitor General that there is a growing liability in the number of incidents reported to the KLPS by Corrections and that which can be realistically accomplished with available resources. Further, his letter affirms that municipally funded police resources cannot be diverted to service the provincial institution.

Board members were supportive of Chief Mitchell's on-going efforts in this regard. Mr. Letham advised that he, as Mayor, continues to discuss this matter with MPP Laurie Scott.

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

Resolved that the Board receive and endorse Chief Mitchell's letter of May 13, 2021 related to Policing Requirements at the CECC. **CARRIED.**

6.4 **KLPS 2020 Annual Report** – Copies of the Kawartha Lakes Police Service 2020 Annual Report were previously provided (copy attached to official minutes). Chief Mitchell confirmed that police services are required by regulation to provide an annual report. He provided a brief overview of the information contained in the 2020 Report, noting in particular the impact of the COVID 19 pandemic on police services. He referenced the Service's vision, mission and values, and results achieved during the previous year relating to a number of service matters including provision of community-based crime prevention initiatives, community satisfaction, emergency calls for service, clearance rates for violent crime, property crime and youth crime, etc.

He noted that a requirement of the report is to indicate the actual cost of policing for the previous fiscal year, including a comparison between the actual and estimated cost of policing as projected in the business plan or approved budget. He referenced page 8 of the Report, and sought Board members' approval of the 2020 year-end financial report. He noted the actual cost of policing in 2020 as \$8,373,447 as opposed to an approved budget of \$8,400,763, resulting in a better than budget surplus of \$27,316. He extended thanks to the City's Communications Department for assistance in preparation of the Report, and the CKL CAO for his assistance in ensuring the Service received the provincial COVID-19-associated funding related to its operations.

Board members expressed appreciation for the comprehensive report, and the Service's adaptability in addressing the changing needs of its community.

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

Resolved that the 2020 CKL Police Service Annual Report and the 2020 year-end financial report contained therein be received. **CARRIED.**

6.5 **Staff Recognition** – Mr. Thomas called upon Mayor Letham to present Chief Mitchell with a certificate of appreciation for the Chief's 30-year commitment to policing. Mayor Letham noted May is Employee Appreciation Month and it seemed very appropriate to recognize Chief Mitchell's exemplary service as an employee of the Kawartha Lakes Police Service. He referenced Chief Mitchell's initial employment with the Lindsay Police Service in 1990, his service on the UN Mission to Afghanistan in 2009, his appointment as Inspector in 2011, his appointment as Chief of Police in 2018, and his receipt of the Order of Merit, also in 2018. Mayor Letham expressed his opinion that the City of Kawartha Lakes is very fortunate to have Chief Mitchell leading the Police Service. All Board members offered their congratulations to Chief Mitchell for his excellent service.

Chief Mitchell thanked Board members for the recognition, but noted it is due in large part to the great team he works with every day.

7. **REPORT OF THE CHIEF**

7.1 **PSB 2021-006** — Copies of Report PSB 2021-006, *Police Presence on Trails and ATV Proposal*, were previously provided (copy attached to official minutes). Chief

Mitchell advised the report relates to a proposed donation from the Kawartha ATV Association (KATVA) of two ATV machines to the KLPS for the purpose of increasing visibility and enforcement on the trail systems. He confirmed that Board Policy 3000-043 Expense Policy/Donations does allow for such donations. He also provided additional information pertaining to unbudgeted costs associated with the donation, e.g. required personal equipment, outfitting ATVs for police use, etc, as well as storage and trailering requirements and additional staffing costs to increase KLPS presence on area trails. He also referenced the discussions/deliberations currently occurring at CKL Council related to a proposed ORV route through the town of Lindsay to connect the north and south trail heads.

Board members discussed this matter in some detail, noting in particular the current public debate related to the suitability of ORVs travelling through the town of Lindsay. It was suggested that accepting this donation was not appropriate at this time and should therefore be deferred. In response to a question, Chief Mitchell agreed to provide further information pertaining to the safety of ORVs on roadways.

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

Resolved that Report PSB 2021-006 be received, and that a decision with regard to the donation of two ATVs from KATVA be deferred. **CARRIED.**

7.2 Report PSB 2021-007- KLPS Auxiliary Unit – Update – Copies of Report PSB 2021-007, *KLPS Auxiliary Unit – Update*, were previously provided (copy attached to official minutes). Insp. Hickey provided an overview, noting that the Board had previously endorsed the creation of an Auxiliary Unit in 2021. He reported that policies, operational manuals, training and hiring plans have now been developed, with assistance from Dylan Robichaud (current KLPS member) and Mike Daley (former KLPS member). It is being proposed that these two individuals be trained and in place as the inaugural members of the Unit, by end of summer 2021. The recruitment and training of four other Auxiliary members will follow, with the hopes of having all in place and operational by the end of 2021. Insp. Hickey noted that Section 52(1) requires that the Board seek approval of the Solicitor General of Ontario to appoint Auxiliary members.

Board members discussed this initiative and were appreciative of the efforts of Insp. Hickey and Messrs. Robichaud and Daley in getting the Unit operational.

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

Resolved that Report PSB 2021-007, KLPS Auxiliary Unit Update, be received and that the Board endorse the recommendation to appoint Auxiliary members Mike Daley and Dylan Robichaud. **CARRIED.**

7.3 Chief's Verbal Report – Chief Mitchell presented a brief verbal report on a number of matters, including:

- (1) Service is participating in data sharing agreement with Health Unit, EMS and Hospital to ensure coordinated response to opioids, overdoses and addictions
- (2) Service is one of 20 Ontario police agencies participating in Lakehead University study of how police fared during pandemic. Study has been approved for funding through Social Sciences and Humanities Research Council of Canada.
- (3) Year-end report for Community Safety and Policing Grant has been submitted by

deadline of April 30th. Service receives \$97,000 annually through this program.

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

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: Mrs. Barkey, SECONDED By: Mr. O'Reilly

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 confirmed there was nothing to report from the Closed meeting.

11. **CONFIRMATION BY LAW**

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

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

CARRIED

12. **ADJOURNMENT**

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

Resolved that the meeting adjourn.

CARRIED.

Meeting adjourned at 11:15 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2021

CHAIRPERSON,
City of Kawartha Lakes Police Services Board