

City of

KAWARTHA LAKES

POLICE SERVICES BOARD



Minutes of the **(hybrid) OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on **June 16th, 2022**.

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD

PRESENT

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 PRESENT

Chief M. Mitchell
Insp. K. Robertson
Insp. T. Hickey (by phone)

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, with one change noted, i.e. Date and Time of Next Meeting- Thursday, July 21st, 2022. With this change, the agenda was approved on motion of Ms. Percival, seconded by Mrs. Barkey.

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 April 21st, 2022 were previously circulated.

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

Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, April 21st, 2022 be adopted as printed and circulated.

CARRIED.

2. **STATISTICAL REPORTS – April and May 2022**

Copies of the Statistical Report for the Municipal Police Service for April and May 2022 were provided (copy attached to official minutes). Chief Mitchell referenced the increase in sick time which was experienced during March and April, but noted that numbers for May were showing a more positive trend.

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

Resolved that the Municipal Police Service Statistical Report for April and May 2022 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 April and May 2022 were previously distributed (copy attached to official minutes).

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

Resolved that the Municipal Police Services accounts for the period April and May 2022 be approved as paid. **CARRIED.**

4. **CONSENT AGENDA**

4.1 **Memorandum from the Ministry of the Solicitor General re Police Services Board Members and Elections** – Copies of a Memorandum dated April 25, 2022, pertaining to the responsibilities of police services board members running in upcoming elections in 2022 were previously provided (copy attached to official minutes). It was confirmed the memorandum advises that a board member should disclose their decision to be a candidate in a provincial or municipal election as soon as possible, and may wish to consider taking a leave of absence.

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

Resolved that Consent Agenda Item 4.1, Ministry of the Solicitor General Memorandum re Police Board Members and Elections be received. **CARRIED.**

4.2 **Executive Council of Ontario - Order in Council re Reappointment of Ms. W. Percival** – Copies of an Order in Council from the Executive Council of Ontario confirming the reappointment of Wanda Percival for a three year period effective May 31, 2022 were previously provided (copy attached to official minutes). Board members extended congratulations to Ms. Percival on her reappointment.

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

Resolved that Executive Council of Ontario Order in Council pertaining to the re-appointment of Ms. Wanda Percival for a further three years, 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 **Emergency Services Golf Tournament** – Copies of a letter from Mrs. B. Truax on behalf of the Emergency Services Golf Tournament were previously provided (copy attached to official minutes). Mr. Thomas confirmed that the Board has previously provided sponsorship for a hole in the tournament at a cost of \$150. It was noted that monies raised by the tournament support the Kawartha Lakes Food Bank, and also provide bursaries for local students seeking further education for careers in emergency services.

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

Resolved that the Kawartha Lakes Police Services Board sponsor a hole at the Emergency Services Golf Tournament at a cost of \$150.

CARRIED.

6.2 **Missing Persons Report** – Chief Mitchell referenced the recent tragic event over the past weekend related to the drowning death of an autistic child, Draven Graham, and asked Insp. Tom Hickey, the officer in charge, to provide the Board with an overview of the police response during the incident. Insp. Hickey provided details related to the exhaustive search; its timelines; the actual search operation, including the need for specific search grids to be established, explored and reported; the assistance provided by the Ontario Volunteer Emergency Response Team and the OPP Underwater Search and Recovery dive team; family liaison efforts throughout the search; and media and public communication updates throughout. He confirmed that the search had ended with the recovery of Draven's body in the river Monday afternoon, approximately 24 hours after he had gone missing.

Insp. Hickey noted that some concern was expressed at the time that an Amber Alert was not activated. He confirmed that an Amber Alert is only to be used in the event of child abduction and has very strict conditions associated with it. In his opinion, while an Amber Alert would not have changed the outcome, a similar type of system for vulnerable missing persons could be valuable.

Chief Mitchell also noted that some individuals have since raised the possibility of initiating a program used in the US called Project Lifesaver, which is strategically designed for "at risk" individuals who are prone to the life-threatening behaviour of wandering. He confirmed that the program requires outfitting individuals with armbands and that ensuring the armbands are always operational (the battery requires updating every 60 days) can become difficult.

The Chief also explained challenges with the Vulnerable Persons Registry, a voluntary registry that provides police with emergency contact information, detailed physical descriptions, known routines and special needs of such an individual. This information can assist officers dealing with an emergency, however, it doesn't alert the general public. Discussion followed regarding possible options to address this type of emergency in future. It was suggested that something on a local basis that could be triggered by police when a vulnerable individual (child or adult) goes missing would be of benefit. In this regard, Chief Mitchell agreed to reach out to the OPP Detachment Commander to look at options, and provide a report as a starting point.

Board members thanked Chief Mitchell and Insp. Hickey for their thorough report and commended the members of the Service for their professionalism and caring response in dealing with this very difficult tragedy.

7. REPORT OF THE CHIEF

7.1 Report PSB 2022-010 – 1st Quarter Budget Update – Copies of Report PSB 2022-010, *1st Quarter Budget Update*, were previously provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting that in general, all budget line items are trending appropriately at this time, based on the Board approved estimates.

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

Resolved that Report PSB 2022-010 be received.

CARRIED.

7.2 Report PSB 2022-011 – 2021 Budget Actuals – Copies of Report PSB 2022-011, *2021 Budget Actuals*, were previously provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting better than budgeted variances for a number of line items, including Administration, Police Operations, Police Services Board, and Training. As a result, a surplus of \$298,137 was realized for the year. The surplus was broken down into area rate \$201,557, safe restart \$48,901, and general rate \$47,678. Board members expressed appreciation for these positive financial results, especially in light of the challenges presented by the pandemic.

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

Resolved that Report PSB 2022-011, 2021 Budget Actuals, be received.

CARRIED.

7.3 Report PSB 2022-012 – Next Generation 9-1-1 Update – Copies of Report PSB 2022-012 – *Next Generation 9-1-1 Update*, were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, referencing previous Board Report PSB 2018-018 and confirming that the Next Generation 9-1-1 (NG 9-1-1) is an initiative aimed at updating the 9-1-1 service infrastructure in the United States and Canada to improve public emergency communications services in a growing wireless mobile society. He advised that the Service's own NG 9-1-1 transition project is underway, with a deadline of March 2025, at which time all analog 9-1-1 networks will be decommissioned. He reported that due to the complex technical nature of the project, he has engaged the firm of Barkwell Holland Group Inc. to conduct a NG 9-1-1 Communications Needs Assessment. He noted that while this is an operational matter, there are additional financial implications beyond what was originally budgeted in 2020 and 2021. He was therefore seeking the Board's endorsement of these additional expenses (approximately \$17,000 once the Needs Assessment is completed).

Board members noted the importance of this project, and were in agreement with proceeding as outlined by the Chief.

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

Resolved that Report PSB 2022-012 be received, and the recommendation to continue the NG911 project as outlined therein, be approved.

CARRIED.

7.4 Report PSB 2022-013 – Preferred Towing Contract – Change in Ownership – Copies of Report PSB 2022-013 were previously provided (copy attached to official minutes). Insp. Robertson confirmed that the Service’s preferred towing contract holder, Tow-All Inc., has a new owner. The City’s procurement division has advised that the contract can continue under the new ownership as long as all of the contract requirements are met. This is currently being confirmed.

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

Resolved that Report PSB 2022-013 be received, and that the Service’s preferred towing contract remain in place with Tow-All Inc. under the new ownership, as long as all contractual obligations can be met. **CARRIED.**

7.5 Kawartha Lakes Police Services 2021 Annual Report – Copies of the *Kawartha Lakes Police Services Board 2021 Annual Report* were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, noting the report highlights the positive work done by the members of the Service throughout the year. He referenced a number of items addressed in the Report, including the community consultation and public survey report; development of a new Mission Statement; creation of a Community Safety and Well Being Plan (in conjunction with the Municipality and other agencies); additional resources allocated to the Community Response Unit; etc. He reviewed the statistical graphs contained in the Report related to cost of policing, crime prevention initiatives, community satisfaction with the police service, emergency calls for service, etc. In closing his review, he noted the significant contribution of every member of the Service during the past year, particularly in light of the difficulties brought on by operating while in a pandemic, and following the tragic loss of a fellow officer.

Board members expressed appreciation for the Report, commenting on the excellent content and visual displays. It was confirmed that an accessible version will be posted on the website. It was suggested that hard copies be made available at the Lindsay Public Library, the Municipal Service Centres, and also be provided to members of Council.

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

Resolved that the Kawartha Lakes Police Services 2021 Annual Report be received. **CARRIED.**

7.6 Verbal Report – Chief Mitchell provided a brief verbal update, noting in particular the recent provincial mandate related to development of a ‘right to disconnect’ policy, and its implication for the Service. He confirmed discussions with the Lindsay Police Association are taking place with a view to implementing a policy that allows critical operations (communications) to be maintained while ensuring employee wellness.

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. 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: Mrs. Barkey
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 11:25 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2022

CHAIRPERSON,
City of Kawartha Lakes Police Services Board