

City of

**KAWARTHA LAKES**

*POLICE SERVICES BOARD*



Minutes of the **(hybrid) OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on **February 17<sup>th</sup>, 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\*

\*Participated via Microsoft Teams

**MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT**

Chief M. Mitchell  
Insp. K. Robertson  
Const. M. Stratford

**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 approved 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 January 20<sup>th</sup>, 2022 were previously circulated. It was  
MOVED BY: Mr. Letham, SECONDED BY: Mr. O'Reilly  
*Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, January 20<sup>th</sup>, 2022 be adopted as printed and circulated. CARRIED.*

**2. STATISTICAL REPORTS – January 2022**

Copies of the Statistical Report for the Municipal Police Service for January 2022 were

provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting the most significant change from previous months to be an increase in sick time. He confirmed that this is largely due to the impact of the Omicron variant, and reported 168 hours of sick time, 140 hours of self-isolation, and 72 hours of modified duties (able to work from home) during January. Thus far in February there have been 36 hours of sick time, 168 hours of self-isolation, and 48 hours of modified duties.

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

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

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

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

**4. CONSENT AGENDA**

**4.1 Ontario Association of Chiefs of Police (OACP) Labour Conference** – Information pertaining to the OACP Labour Conference taking place March 23 and 24, 2022 was previously provided (copy attached to official minutes). Mr. Thomas indicated his intention to attend and asked that any other Board members wishing to attend to please contact him.

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

***Resolved that Consent Agenda Item 4.1, Information pertaining to the OACP Labour Conference, be received.*** **CARRIED.**

**4.2 January 26, 2022 Correspondence Regarding the Peace Officer Exemplary Service Medal** – Copies of a letter to Chief Mitchell advising of the inclusion of Special Constables – Court Security as participants in the Peace Officer Exemplary Service Medal (POESM) program were previously provided (copy attached to official minutes). Chief Mitchell confirmed this is an internal awards process whereby officers achieving 20 and 30 years of service are recognized.

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

***Resolved that Consent Agenda 4.2, Correspondence regarding the Peace Officer Exemplary Service Medal, be received.*** **CARRIED.**

**4.3 Follow-up Letter to Politicians re Town Hall Meeting** – Copies of a letter dated January 31, 2022, pertaining to the Town Hall meeting held in October 2021, were previously provided. Chief Mitchell noted this 'follow-up' letter had been shared with numerous agencies and public officials and was being provided for Board members information. Discussion followed regarding the concerns expressed in the letter and Board members expressed the viewpoint that the Service is doing what it can to address these concerns. It was noted however that a number of these issues are not entirely a police

matter, and will require societal change.

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

***Resolved that Consent Agenda Item 4.3, Follow up Letter to Politicians re Town Hall meeting, 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 **KLPS Strategic Plan 2022-2025** – Copies of the KLPS Strategic Plan 2022-25 were previously provided (copy attached to official minutes). Chief Mitchell confirmed the Plan, which will provide direction for the Service for the next 3 years, has been finalized based on previous Board input, and is now ready to be posted on the Service's website. Board members expressed appreciation for the efforts involved in the document's preparation.

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

***Resolved that the KLPS Strategic Plan 2022-25 be received, and approved for publication on the Service's website.***

**CARRIED.**

**7. REPORT OF THE CHIEF**

7.1 **PSB 2022-003 - Use of Force Annual Report** – Copies of Report PSB 2022-03, **Use of Force Report**, were previously provided (copy attached to official minutes). In the absence of Insp. Hickey, 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, advising that in 2020, the reporting structure was changed to include the perceived race of the subject involved with the police. Further the submission format was changed in that all reports are now completed electronically, and after review by the Service's Trainer and Analyst are submitted to the Ministry of the Solicitor General for data tracking purposes.

During 2021, a total of twenty-three reports were submitted by KLPS officers, involving a total of fifty-four options (10 reports involved more than one force option being utilized). Every deployment of a use of force option was accompanied by the officer (s)' use of verbal interaction. Over the past 8 years, the use of force report submissions reflect a slight downward trend. Special note was made of the fact that in 2021, officers responded to 493 mental health-related calls. Of those 493 interactions, officers used force that required the submission of a use-of-force report 6 times (0.012%).

Board members expressed appreciation for the comprehensive report.

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

***Resolved that Report PSB 2022-003, 2021 Use of Force Report, be received.***

7.2 **PSB 2022-004 – CECC Summary for 2021** – Copies of PSB 2022-004, *CECC Summary for 2021* were previously provided (copy attached to official minutes). Const. Mike Stratford provided an overview of the report, noting that for the year 2021, the Service responded to 815 total incidents including 122 calls for drugs and/or overdoses, 236 assault calls, 86 mischief incidents, 17 weapons calls, six sexual assault reports, 15 threatening incidents, two death investigations, and 49 cases to assist other police agencies with ongoing investigations. Sixty-five criminal charges were laid.

Const. Stratford noted that the number of calls for service is well below the more than 1,100 logged in 2020, due in part to the Memorandum of Understanding with the CECC to reduce the number of minor incidents that are reported to the Service. He cautioned however that throughout the pandemic, the number of inmates is much less than in previous years (CECC capacity is 1200 inmates, currently between 400 and 500 inmates in custody). He also noted an increased number of suicide attempts (13) partially as a response to lockdowns and not enough staffing.

Board members thanked Const. Stratford for his informative report.

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

***Resolved that Report PSB 2022-004, CECC Report for 2021, be received.*** **CARRIED.**

7.3 **PSB 2022-005 – Court Security and Prisoner Transportation** – Copies of PSB 2022-005, *Court Security and Prisoner Transportation*, were previously provided (copy attached to official minutes). Chief Mitchell provided an overview, advising that under the Police Services Act, Ontario police agencies are responsible for assessing and providing security at provincial courthouses within their jurisdiction. In 2012, the provincial government committed to covering a port of the costs related to court security and prisoner transportation. Funding was phased in over multiple years, and reached the maximum amount of \$125 million in 2018 (which represented approximately 76% of the total cost for municipal police agencies at that time). Funding has not been increased since. Chief Mitchell confirmed that in 2021, the Kawartha Lakes Police Service received \$561,503 which represented 72% of the total court security budget of \$777,633. The remaining amount is paid through the municipal tax base.

In the fall of 2020, the Solicitor General hired an external consultant to review the existing CSPT model and recommend changes for the system to operate more efficiently. The Ministry is currently reviewing these recommendations but it is expected at this time that local police agencies will retain responsibility for providing court security in their respective jurisdictions. Other recommendations that are being considered include increased investment to improve infrastructure for virtual court appearances, contracting out of security screening at courthouse entrances, and changes to the existing transfer payment model to encourage municipal police agencies to adopt modernization recommendations.

Discussion followed during which Chief Mitchell advised that during the pandemic less

than 10 inmates in custody made in-person court appearances, compared to more than 100 in the same time period pre-pandemic. It was noted that the pandemic has shown there are other ways of doing business, such as utilizing video appearances which are more cost efficient and it is hoped this trend may continue.

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

*Resolved that Report PSB 2022-005 be received.*

**CARRIED.**

7.4 **2022 Organization Chart** – Copies of the Kawartha Lakes Police Service’s 2022 organization chart were provided for information purposes (copy attached to official minutes).

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

*Resolved that the 2022 KLPS Organization Chart be received.*

**CARRIED**

7.5 **Mandatory Blood Testing Act Update** – Chief Mitchell provided a verbal update pertaining to changes being proposed to the Mandatory Blood Testing Act (MBTA). He noted that as reported to the Board in August of 2021 (PSB Report 2021-010), he has concerns with regard to some fundamental issues with the process in MBTA cases, including who is responsible at each stage of the MBTA application process, and the need to ensure the provision of timely information to an applicant and their health care provider in order to provide the best opportunity to mitigate risk. Chief Mitchell confirmed he had requested a meeting to discuss his concerns and on February 15<sup>th</sup>, representatives from the Ministry of Health, Solicitor General and the Consent and Capacity Board met with him. He expressed his opinion that the Ministry representatives were receptive to the information provided and his hope that the amendments which are slated to come into force on July 1, 2022, will address the issues he raised.

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

*Resolved that the Chief’s verbal report on the Mandatory Blood Testing Act be received.*

**CARRIED.**

7.6 **Chief’s Verbal Report** – Chief Mitchell presented a brief verbal report on staffing matters, including: (1) Brittany Brown successful candidate for F/T Communicator; (2) experienced officer candidates are in background screening; and (3) P/T Communicator interviews and recruit testing are upcoming.

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

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

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

**CARRIED**

12. **ADJOURNMENT**

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

*Resolved that the meeting adjourn.*

**CARRIED.**

Meeting adjourned at 11:19 hours.

READ AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

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CHAIRPERSON,  
City of Kawartha Lakes Police Services Board