

City of  
KAWARTHA LAKES  
POLICE SERVICES BOARD



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on March 16<sup>th</sup>, 2023

**MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PRESENT**

Mr. D. Blackburn  
Mr. D. Elmslie  
Ms. W. Percival  
Ms. K. Chiasson

**MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT**

Chief M. Mitchell  
Insp. T. Hickey

**CALL TO ORDER**

Ms. W. Percival called the Open Meeting of the City of Kawartha Lakes Police Services Board to Order at 0928 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 was approved on motion of Mr. Elmslie, seconded by Mr. Blackburn. **CARRIED**

**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 February 16<sup>th</sup>, 2023 were previously circulated.

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. Elmslie

*Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, February 16<sup>th</sup>, 2023 be adopted as printed and circulated.*

**CARRIED**

2. **STATISTICAL REPORTS – February 2023**

Copies of the *Statistical Report for the Municipal Police Service* for February 2023 were provided (copy attached to official minutes). Chief Mitchell provided a brief overview, noting that the number of criminal charges and theft under are still elevated for this time of year, and that there has been a lot of good cooperation between the business community and staff.

MOVED BY: Ms. Barkey, SECONDED BY: Mr. Elmslie

***Resolved that the Municipal Police Services Statistical Report for February 2023 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 2023 were previously distributed (copy attached to official minutes). Chief Mitchell clarified that the cost for uniforms, under both Court Security and Police Operations, are in accordance with the budget.

MOVED BY: Ms. Barkey, SECONDED BY: Mr. Elmslie

***Resolved that the Municipal Police Services Accounts for the period February 2023 be approved as paid.*** **CARRIED**

**4. CONSENT AGENDA**

There were no items for consent agenda.

**5. OLD BUSINESS/STANDING ITEMS**

**5.1 OAPSB/Zone 3 – Update** – Ms. Percival congratulated Mr. Blackburn for being elected Second Vice Chair for Zone 3.

**5.2 Information Update: Invitation to the 2023 OAPSB Spring Conference** – Please notify Ms. Percival ASAP to take advantage of early registration (April 1<sup>st</sup>, 2023).

**6. NEW BUSINESS**

**6.1 PSB2023-008 – 2022 Budget Actuals** – Copies of PSB2023-008, *2022 Budget Actuals*, were previously provided (copy attached to official minutes). Chief Mitchell noted that, for the first time in several years, the Police Service is in a deficit position (\$51,855.00), but that deficit will be offset by funds from the contingency reserve. Factors are outlined in the Report.

MOVED BY: Mr. Elmslie, SECONDED BY: Mr. Blackburn

***Resolved that Report PSB2023-008, 2022 Budget Actuals, be received and approved.*** **CARRIED**

**7. REPORT OF THE CHIEF**

**7.1 PSB2023-NG911 – Funding Announcement** – Copies of PSB2023-NG911, *Funding Announcement*, were previously provided (copy attached to official minutes). On March 1<sup>st</sup>, 2023 the City of Kawartha Lakes Police Service was notified that it has been allocated \$620 000 in provincial funding to support NG911 project. Given that the expenditures must be used by March 31<sup>st</sup>, 2023, a tight timeline, Chief

Mitchell is hopeful that there will be an extension to that deadline. Note that fire services are included with funding for police services, while provincial funding for paramedic service is separate.

MOVED BY: Ms. Barkey, SECONDED BY: Mr. Blackburn

***Resolved that Report PSB2023-NG911, Funding Announcement, be approved.***

**CARRIED**

**7.2 132-2023-616\_SG Outgoing - March 6 Correspondence from Solicitor General re: Changes to Basic Constable Training** – Copies of 132-2023-616 Outgoing, March 6 Correspondence from Solicitor General re: Changes to Basic Constable Training, were previously provided (copy attached to official minutes). Basic Constable Training (BCT) has been expanded by 6 days to include mental health crisis response training and immediate rapid deployment training, but there will be no additional costs to the BCT program fee.

8. **VERBAL REPORT OF THE CHIEF** – Chief Mitchell presented a brief verbal report on several matters, including:

- (1) Police Service Inspections - Inspector General's Office announced areas for inspection for 2023-2024. Of note, the current Municipal/OPP Shared Service Agreement is expired. Chief Mitchell will reach out to the OPP to get a new agreement in place.
- (2) OACP Labour Conference, April 12-13<sup>th</sup>, 2024 – This is an excellent education opportunity; the budget can accommodate two members of the Board to attend.
- (3) April 20 Planning Session – Chief Mitchell proposed using the scheduled regular Board meeting on April 20<sup>th</sup>, 2023 as the Strategic Planning Session. The meeting will run from 0930 – 1200 hours.
- (4) Police Week – This year's theme for Police Week (May 15<sup>th</sup> – May 21, 2023) is "Your Police Services: Helping Build Safer Communities".
- (5) Trial ATV Route – To date, only minimal incidents / complaints have been made regarding the trial ATV route.

Ms. Percival thanked Chief Mitchell for his interview on CBC Radio Morning, expressing appreciation for both the information he provided, as well as his response to the questions.

MOVED BY: Mr. Elmslie, SECONDED BY: Ms. Barkey

***Resolved that the Verbal Report of the Chief be accepted.***

**CARRIED**

9. **MOTION TO MOVE INTO CLOSED MEETING**

MOVED BY: Ms. Barkey, 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 3594 of the Police Services Act.***

**CARRIED**

10. **REPORT FROM CLOSED MEETING**

There was no report from the Closed Meeting.

11. **CONFIRMATION BY-LAW**

MOVED BY: Mr. Elmslie, SECONDED BY: Ms. Barkey

*Resolved that any motions passed in Closed portion of the City of Kawartha Lakes  
Police Services Board meeting be approved.*

**CARRIED**

12. **ADJOURNMENT**

MOVED BY: Mr. Blackburn

*Resolved that the meeting adjourn.*

Meeting adjourned at 1053 hours.

**READ AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

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**CHAIRPERSON,  
City of Kawartha Lakes Police Services Board**