

City of  
KAWARTHA LAKES  
POLICE SERVICES BOARD



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on May 18<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. V. Barkey  
Ms. K. Chiasson

**MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT**

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

Ms. Percival asked the Board members to take a moment of reflection for OPP Sergeant Eric Mueller who was killed in the line of duty.

**CALL TO ORDER**

Ms. Percival called the Open Meeting of the City of Kawartha Lakes Police Services Board to Order at 0931 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**

Presentation (The Opioid Crisis and the Early Warning Dashboard): Leslie McLaughlin, Substance and Harm Reduction Coordinator, HKPR Health Unit.

The presentation summarized the current approach that addresses the Opioid crisis, an Evidence Based Harm Reduction. This refers to policies, programs and practices that aim to reduce the adverse health, social and economic consequences of using legal and illegal psychoactive drugs. Partnerships are key to addressing the drug crisis.

Chief Mitchell thanked Ms. McLaughlin for her work. Ms. Percival commented on the importance of the information for consideration.

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

***Resolved that the Presentation be received.***

**CARRIED**

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

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

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

**CARRIED**

2. **STATISTICAL REPORTS – March and April 2023**

Copies of the *Statistical Report for the Municipal Police Service* for March and April 2023 were provided (copy attached to official minutes).

Chief Mitchell provided a brief overview, noting that this is the time of year to look at first quarter trends. He is pleased to see Calls for Service, Criminal and Provincial Incidents are down. He noted that COVID had reduced the number of traffic accidents but that number is up again.

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

***Resolved that the Municipal Police Services Statistical Report for March and April 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 March and April 2023 were previously distributed (copy attached to official minutes).

Chief Mitchell noted in the March accounts that a significant portion of the ALPR (Automated License Plate Recognition) Project costs are covered by grant funding; it shows as an expense but will be credited as funding is received from the province.

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

***Resolved that the Municipal Police Services Accounts for the period March and April 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** – Chief Mitchell shared an email requesting input from Boards on amendments to the Community Safety and Policing Act. Mr. Smeaton and

Mr. Blackburn will complete the survey on behalf of the Board prior to the deadline of May 22<sup>nd</sup>, 2023.

**6. NEW BUSINESS**

**6.1 2022 Budget Update** (attachment provided separately)

The area rated contingency reserve at year's end has now been reconciled with a final balance of \$807 592.

MOVED BY: Mr. Blackburn, SECONDED BY: Ms. Barkey  
*Resolved that 2022 Budget Update, be accepted as presented.*

**CARRIED**

**7. REPORT OF THE CHIEF**

**7.1 PSB2023-011** – Copies of PSB2023-011, *Preferred Towing Contract*, were previously provided (copy attached to official minutes).

After review of two submissions, Chief Mitchell recommended the renewal of the Preferred Towing Contract with Tow-All.

MOVED BY: Mr. Blackburn, SECONDED BY: Ms. Barkey  
*Resolved that Report PSB2023-011, Preferred Towing Contract, be approved.*

**CARRIED**

**7.2 PSB2023-012 – Appointment of Constable Matt McDonald** – Copies of PSB2023-012, *Appointment of Constable Matt McDonald*, were previously provided (copy attached to official minutes).

Chief Mitchell asked that the City of Kawartha Lakes Police Services Board appoint Constable Matt McDonald, previously a Special Constable in the Court Security Unit, as a member of the Kawartha Lakes Police Service (as required under Section 31(1)(a) of the Police Services Act).

MOVED BY: Mr. Elmslie, SECONDED BY: Mr. Blackburn  
*Resolved that Report PSB2023-012, Appointment of Cst. Matt McDonald, be approved.*

**CARRIED**

**7.3 PSB2023-013 – Closure of CRC** – Copies of PSB2023-013, *Closure of CRC*, were previously provided (copy attached to official minutes).

ASSI (Accident Support Services International) made the decision to close the Lindsay CRC; given the low number of collisions, it is not viable to replace the current employee who has moved to a new FT position with the Kawartha Lakes Police Service. The electronic Collision Reporting and Occurrence Management System (CROMS) will continue to be supported by ASSI. The CRC policy has been revised to reflect the closure. Utilizing officers who are assigned to non-front-line duties, many collision reports are continuing to be diverted to the police station which avoids dispatching an officer to the scene. The public will now call 911 or the non-emergency line and be directed accordingly.

MOVED BY: Mr. Blackburn, SECONDED BY: Mr. Smeaton  
***Resolved that Report PSB2023-013, Closure of CRC, be approved.*** **CARRIED**

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

- (1) Framework Agreement for Services with OPP- The OPP Municipal Policing Bureau are awaiting information on how the new Community Safety Policing Act (CSPA) will be structured. The OPP recommend holding off on renewing mutual aid agreements until the new Act and Regulations are in place. In the interim, the terms of the existing (expired) agreement, will remain in place.
- (2) 4 New Communicators – Four new PT Communications staff have been hired to replace three PT members accepting FT positions with other services and one FT member slated to retire in July.
- (3) Federal Funding Announcement – The Federal government announced funds to combat guns and gangs-related violence.
- (4) OAPSB Survey – The Solicitor General is requesting input from stakeholder groups on proposed amendments to the CPSA.
- (5) CCTV Grant – Call for applications is open until June 2<sup>nd</sup>, 2023.
- (6) Police Week – Police Week is currently running from May 15<sup>th</sup>-21<sup>st</sup>, 2023, with the theme of “Your Police Services: Helping Build Safer Communities”.
- (7) McHappy Day – Several staff participated in McHappy Day on May 10<sup>th</sup>, 2023, raising more than \$10 750 to support Canadian children and their families, as well as in Tim Hortons annual Smile Cookie Campaign.
- (8) Tip a Cop – This was a successful event in collaboration with the local Kelsey’s restaurant, raising over \$14 000 for the Canadian Cancer Society.
- (9) Kevin Walden – Chief Mitchell recognized the efforts of Community Services Officer Kevin Walden in coordinating all the above events. The Boys and Girls Club sent a letter of commendation for his outstanding efforts in support of the club.
- (10) Removal of Fees from Police College - Chief Mitchell feels the new removal of fees from Police College will have no impact on the September recruitment, but may remove future barriers.

MOVED BY: Mr. Elmslie, SECONDED BY: Mr. Blackburn  
***Resolved that the Verbal Report of the Chief be accepted.*** **CARRIED**

Ms. Percival commended the City of Kawartha Lakes Police Services for the outstanding community events, which speak to the strong relationship Kawartha Lakes Police Service has with the community.

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

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

*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**

12. **ADJOURNMENT**

MOVED BY: Mr. Blackburn

*Resolved that the meeting adjourn.*

Meeting adjourned at 1105 hours.

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

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