

City of
KAWARTHA LAKES
POLICE SERVICES BOARD



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on January 16th, 2025.

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD

PRESENT

Ms. V. Barkey (virtually)
Mr. D. Blackburn
Mr. D. Elmslie
Ms. W. Percival
Mr. C. McDonald
Ms. K. Chiasson

MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT

Chief K. Robertson
Insp. T. Hickey
Insp. D. Hagarty
Sgt. R. Boutin
Const. B. Johnson

CALL TO ORDER

Chief Robertson 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.

Chief Robertson noted that as per the Community Safety and Policing Act (2019), Sections 36 (1) and (2), the annual election of a Chair and Vice Chair of the Police Services Board takes place at the January meeting. He therefore asked for nominations for the position of Chairperson of the City of Kawartha Lakes Police Services Board for the year 2025.

Ms. Percival nominated Ms. Barkey for the position of Chair of Kawartha Lakes Police Services Board, seconded by Mr. Elmslie. There were no further nominations for the position. Ms. Barkey was acclaimed as Chairperson.

Chief Robertson asked for nominations for the position of Vice-Chairperson of the City of Kawartha Lakes Police Services Board for the year 2025. Ms. Percival nominated Mr. Elmslie for the position of Vice Chair of Kawartha Lakes Police Services Board, seconded by Mr. McDonald. There were no further nominations for the position, and Mr. Elmslie was acclaimed Vice Chairperson.

DECLARATION OF CONFLICT OF INTEREST

There were no declarations of Conflict of Interest.

APPROVAL OF AGENDA

The amended agenda was reviewed and was approved on motion of Mr. Elmslie, seconded by Ms. Percival.

Additions to the Agenda – PSB2025-004 – New Officer Appointment **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 December 19th, 2024 were previously circulated.

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

Resolved that the minutes of the Open Meeting of the City of Kawartha Lakes Police Services Board, December 19th, 2024 be adopted as printed and circulated. **CARRIED**

2. **STATISTICAL REPORTS – December 2024**

Copies of the *Statistical Reports for the Municipal Police Service* for December 2024 were provided (copy attached to official minutes). Chief Robertson provided a brief overview, noting:

- The total for the end of the year is approximately 1600 calls higher than last year, a considerable increase over 2022. This is indicative of the work faced by officers with the increased number of calls for service. There are several collaborations with community organizations to assist with increased calls. Human resource numbers will increase in 2025 as well, to alleviate work load (6 constables, 1 sergeant).
- Motor Vehicles – increased were weather related
- Sick Time down considerably over November and also over 2023, in general

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

Resolved that the Municipal Police Services Statistical Reports for December 2024 and 2024 in its entirety be received. **CARRIED**

3. **ACCOUNTS TO BE APPROVED AS PAID**

Copies of the *Municipal Police Services Accounts* for the period December 2024 were previously distributed (copy attached to official minutes).

MOVED BY: Ms. Percival, SECONDED BY: Mr. McDonald

Resolved that the Municipal Police Service Accounts for the period December 2024 be approved as paid. **CARRIED**

4. **CONSENT AGENDA**

There were no items for the Consent Agenda.

5. **OLD BUSINESS/STANDING ITEMS**

5.1 **OAPSB/Zone 3 Updates** – No updates.

6. **NEW BUSINESS**

6.1 **Board Per Diem and Expense Rates** – Copies of *Police Services Board Member Per Diem and Expense Rates* were previously provided (copy attached to official minutes).

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

Resolved that the Board accept the Board Per Diem and Expense Rates report.

CARRIED

6.2 **Proposed 2025 Meeting Schedule** – Copies of the *Proposed 2025 Meeting Schedule* were previously provided (copy attached to official minutes). All meetings will begin at 0930 hours, except for the months of September, October and November, which will begin at 1500 hours.

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

Resolved that the proposed 2025 Meeting schedule be received, with changes to meeting times from September to November.

CARRIED

7. **REPORT OF THE CHIEF**

7.1 **PSB2025-001 – 2024 Member Training** – Copies of PSB2024-001, *2024 Member Training*, were previously provided (copy attached to official minutes). Ongoing training of members of a police service is critical to the success of the service and its members. Insp Hickey tracked training in 2024 (who, where, time invested in training). In total 32 members of the KLPS embarked on training initiatives representing a commitment of 1572 hours of training. This does not represent other training commitments that members have embarked on for their own personal development. Additionally, all members must complete personal wellness training, Before Operational Stress (BOS) program.

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

Resolved that the 2024 Member Training Report be received.

CARRIED

7.2 **PSB2025-002 – 2024 Use of Force Reports Summary**– Copies of PSB2024-002, *2024 Use of Force Reports Summary*, were previously provided (copy attached to official minutes). Insp Hickey noted that Use of Force has been on a downward trend for the last 10 years, and is the lowest it's been since 2014. Chief Robertson is very proud of the way officers conduct themselves.

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

Resolved that the 2024 Use of Force Reports Summary be received.

CARRIED

7.3 Letter of Intent to Retire L. Rutherford – Copies of the *Letter of Intent to Retire: L. Rutherford* were previously provided (copy attached to official minutes). Chief Robertson noted Ms. Rutherford has been a member of the service for 30 years in several roles: dispatcher, records, court file management, records department, finishing as assistant in criminal investigations branch. Chief Robertson wished her well in her retirement. There is a succession plan in place so that a new individual will be able to shadow Ms. Rutherford for a month.

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

Resolved that the Letter of Intent to Retire: L. Rutherford be received. **CARRIED**

7.4 Kawartha Lakes Police Service Summary Report (MH Calls Report) 2024-01-01 to 2024-12-31 - Copies of *Kawartha Lakes Police Service Summary Report (MH Calls Report) 2024-01-01 to 2024-12-31*, were previously provided (copy attached to official minutes).

Insp Brendan Johnson discussed the report for 2024:

- 216 individuals; 360 calls (may be low due to repeated calls for the same person in the same shift); average wait time was 54 minutes
- On par with 2023 (403 calls, 202 individuals, wait time was 54 minutes)
- Some longer wait times at RMH are due to other medical crises that take precedence, additional medical issues for individuals that require attention, aggression from individuals
- Busiest months – June, July, August (some of September)

Chief Robertson clarified that the 54-minute wait time is actually quite quick, due, in part to the relationship with RMH and the work of the MH Crisis Nurse who facilitates that relationship.

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

Resolved that the Kawartha Lakes Police Service Summary Report (MH Calls Report) 2024-01-01 to 2024-12-31 Report be received. **CARRIED**

7.5 PSB2025-003 - Public Complaints Board Report for 2024 - Copies of PSB2024-003, *Public Complaints Board Report for 2024*, were previously provided (copy attached to official minutes). Insp Hickey explained that the Law Enforcement Complaints Agency (LECA) is responsible for the intake of all public complaints against the police in Ontario.

- Of 16 complaints, one was a substantiated public complaint against members of the CKL Police Service and was resolved informally with the involved officer, rectified with additional training
- One ongoing complaint – Review was ordered
- Only .009% of calls for service resulted in complaint

MOVED BY: Mr. McDonald, SECONDED BY: Ms. Percival

Resolved that the Public Complaints Board Report be received. **CARRIED**

- 7.6 **PSB2025-004 – New Officer Appointment** – (Copies attached to the official minutes.)
Constable George Korakas has been hired as an experienced police officer, with a swearing in ceremony scheduled for January 20, 2025. There will be some financial savings recognized as this officer will be at a lower level of pay than the officer that he is replacing.

MOVED BY: Mr. Elmslie, SECONDED BY: Mr. Blackburn
Resolved that the Board appoint Constable George Korakas as a Police Officer with the Kawartha Lakes Police Service effective January 27, 2025, as required under Section 37(1)(c) of the Community Safety and Policing Act. **CARRIED**

1. **VERBAL REPORT OF THE CHIEF**

(1) Transitions to New Roles – There have been many staff transitioning into their new roles including:

- S/Sgt
- CECC investigator
- CRU Sgt and Constable
- Patrol Sgt
- 3 P/T Comms started their training

(2) Surveys

- There have been numerous lengthy surveys to complete recently: two from the IG's office, one from Stats Canada. All require in-depth information and require extensive research in order to complete them.

Grant Applications with tight timelines for submissions:

- RIDE Grant for 2024-2025 was released January 10th, 2025, due by February 7th, 2025 (funds must be spend by March 31st, 2025)
- Mental Health Crisis Grant

MOVED BY: Ms. Percival, SECONDED BY: Mr. McDonald
Resolved that the Verbal Report of the Chief be received.

CARRIED

2. **MOTION TO MOVED INTO CLOSED MEETING**

MOVED BY: Ms. Percival, 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**

3. **REPORT FROM CLOSED MEETING**

In accordance with Section 44 of the Community Safety and Policing Act, 2019, the City of Kawartha Lakes Police Services Board met in a closed session following the public meeting to discuss items pertaining to the following subject matter:

1. Update on Human Resources

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

Resolved that the Board receive the report from the Closed Meeting.

CARRIED

4. **CONFIRMATION BY-LAW**

5. **ADJOURNMENT**

MOVED BY: Mr. McDonald

Resolved that the meeting adjourn.

Meeting adjourned at 1100 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2025.

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