

City of
KAWARTHA LAKES
POLICE SERVICES BOARD



Minutes of the **OPEN MEETING** of the **CITY OF KAWARTHA LAKES POLICE SERVICES BOARD** held on February 20th, 2025.

MEMBERS OF THE CITY OF KAWARTHA LAKES POLICE SERVICES BOARD PRESENT

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

MEMBERS OF THE MUNICIPAL POLICE SERVICE PRESENT

Chief K. Robertson
Sgt Brendan Johnston

CALL TO ORDER

Ms. Barkey 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 CONFLICT OF INTEREST

There were no Declarations of Conflict of 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 or deputations.

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 16th, 2025 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, January 16th, 2025 be adopted as printed and circulated.

CARRIED

2. **STATISTICAL REPORTS – January 2025**

Copies of the *Statistical Reports for the Municipal Police Service* for January 2025 were provided (copy attached to official minutes). Chief Robertson provided a brief overview, noting:

- Calls are continuing to trend on the high side, particularly Young Persons – increasing youth charges will be monitored
- Theft Under – incidents are significantly higher; the bulk of charges is shoplifting
- Sick Time – is in a good place; one was an anticipated absence due to surgery

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

Resolved that the Municipal Police Services Statistical Reports for January 2025 be received. **CARRIED**

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

Copies of the *Municipal Police Services Accounts* for the period January 2025 were previously distributed (copy attached to official minutes). Chief Robertson noted the following in the January 2025 Accounts:

- Psychological Testing – re: new hires
- OAPSB – Board memberships
- Health IM – annual software licence for mental health evaluations
- Ministry of Finance – regular quarterly fee for OPTIC
- Nice Inform – annual budgeted fee for call recording system
- Mobile Data Terminal – annual contract for cars and communications
- Community Response Grant – to purchase new vehicle
- Fitness Fees – budgeted to pay \$200 for every member towards fitness memberships

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

Resolved that the Municipal Police Service Accounts for the period January 2025 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** – Mr. Blackburn noted there will be Zone Meetings at the Spring Conference in June; OAPSB monthly training sessions are every third Thursday of the month.

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

Resolved that the Board receive the verbal report on Zone 3. **CARRIED**

6. **NEW BUSINESS**

6.1 Board Member Survey – Police Governance in Ontario Project

Ms. Barkey reminded Board members that completion of the survey is voluntary as the survey is being conducted by a student at Trent University.

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

Resolved that the Board receive the information regarding the Police Governance in Ontario Project. **CARRIED**

6.2 Policing Insight Statement – Ms. Percival clarified that she and Chief Robertson completed the required survey. The survey focused on policing in our area, with a focus on response time, as well as new initiatives.

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

Resolved that the Board receive the information regarding the Policing Insight Statement. **CARRIED**

7. REPORT OF THE CHIEF

7.1 PSB2025-005 – New Communications Supervisor - Copies of PSB2025-005, *New Communications Supervisor*, were previously distributed (copy attached to official minutes). Dylan Robichaud will be the new Supervisor in Communications, bringing a vast amount of knowledge and experience in managing budgets and people. He will take over the role later in the spring.

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

Resolved that the Board receive the Report of the Chief. **CARRIED**

8. VERBAL REPORT OF THE CHIEF

(1) Communications Staffing – Four new part-time staff were hired. However, three of the candidates withdrew and or resigned. A new posting is going out today, February 20th, 2025.

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

Resolved that the Verbal Report of the Chief be received. **CARRIED**

9. MOTION TO MOVED INTO CLOSED MEETING

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

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

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. Collective Bargaining Update
2. Personnel Issues

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

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

CARRIED

11. **CONFIRMATION BY-LAW**

Moved By: Mr. Elmslie SECONDED BY: Mr. Blackburn

Resolved that any motions passed in the 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 11:00 hours.

READ AND ADOPTED THIS _____ DAY OF _____, 2025.

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