

MINUTES
CHATHAM-KENT POLICE SERVICES BOARD MEETING
(REGULAR)

Boardroom
Chatham-Kent Police Headquarters
Electronic Meeting-Skype for Business-Due to Covid-19 Restrictions

May 12, 2020
Time: 10:16 A.M.

PRESENT:

Mr. Pat Weaver, Chair
Councillor Marjorie Crew, Vice-Chair
Mayor Darrin Canniff
Ms. M. Darlene Smith
Mr. Don Fuoco
Chief Gary Conn
Deputy Chief Kirk Earley

Motion #

GUESTS:

Mr. David Taylor, Manager, Legal Services
Mr. David Tilley, Operations Unit, Public Safety Division Ministry of the Solicitor General

1. **Call to Order**

Welcome everyone and Guests

2. a) **Declaration of Conflict of Interest**

None declared

b) **Approval of Agenda**

Moved by M. Darlene Smith and seconded by Councillor Crew
"MOTION TO APPROVE THE AGENDA"

#2717

Carried

c) **Approval of Minutes of March 10, 2020**

Moved by Mayor Canniff and seconded by Councillor Crew
"MOTION TO APPROVE THE MINUTES OF MARCH 10, 2020"

#2718

Carried

(Note: Meeting cancelled in April due to Covid-19 Restrictions)

3. **Business Arising from Previous Minutes:**

January 21, 2020 Meeting a Motion was passed for support for the MADD Message Yearbook"

Moved by Councillor Crew and seconded by M. Darlene Smith

"MOTION TO RECEIVE THE CORRESPONDENCE AND TO PURCHASE THE HONOUR ROLL LISTING ADVERTISEMENT IN THE MADD MESSAGE YEARBOOK IN THE AMOUNT OF \$169.00, FROM THE AUCTION ACCOUNT"

#2701

Carried

Inadvertently, the Motion did not include HST; the invoice is for \$169.00 plus HST of \$21.97 for a grand total of \$190.97.

A Motion will be required to correct the total amount owing of \$190.97, to be paid from the Auction Account.

Moved by Mayor Canniff and seconded by Councillor Crew

"MOTION TO CORRECT THE TOTAL AMOUNT OWING OF \$190.97 FOR THE ADVERTISEMENT IN THE MADD MESSAGE YEARBOOK, FROM THE AUCTION ACCOUNT"

#2719

Carried

4. **Reports from Chief of Police:**

4.1 New Hires, Promotions, Reclassification, Elevations, Retirements

The Chief presented the report

New Hires

Moved by Don Fuoco and seconded by Mayor Canniff

"MOTION TO APPROVE THE FOLLOWING NEW HIRES:

-THAT ARIC ROY BE HIRED AS CADET, LEVEL 1, EFFECTIVE MONDAY APRIL 6, 2020;

-THAT JESSICA MALLORY BE HIRED AS A PERMANENT PART-TIME EMERGENCY COMMUNICATION OPERATOR, GRADE 7B, LEVEL 1, EFFECTIVE MONDAY APRIL 6, 2020"

2720

Carried

Promotions

Moved by Councillor Crew and seconded by Don Fuoco

"MOTION TO APPROVE THE FOLLOWING PROMOTIONS:

-THAT CADETS GRANT RENDERS, TYLER BERGSMA AND SYDNYE GAGNER BE PROMOTED TO THE RANK OF FOURTH CLASS CONSTABLES EFFECTIVE APRIL 9, 2020;

-THAT FIRST CLASS CONSTABLE DOUG COWELL BE PROMOTED TO THE RANK OF SERGEANT EFFECTIVE JUNE 1, 2020;

-THAT SERGEANT GREG CRANSTON BE PROMOTED TO THE RANK OF STAFF SERGEANT EFFECTIVE JUNE 1, 2020."

#2721

Carried

Reclassifications

Moved by M. Darlene Smith and seconded by Don Fuoco

“MOTION TO APPROVE THE FOLLOWING RECLASSIFICATIONS:

-THAT PART-TIME ECO KEELY SMITH BE ELEVATED TO FULL-TIME ECO EFFECTIVE MARCH 5, 2020;

-THAT THIRD CLASS CONSTABLE SCOTT NEVILLS BE ELEVATED TO SECOND CLASS CONSTABLE EFFECTIVE APRIL 13, 2020;

-THAT THIRD CLASS CONSTABLE AITKEN COREY BE ELEVATED TO SECOND CLASS CONSTABLE EFFECTIVE APRIL 13, 2020;

-THAT THIRD CLASS CONSTABLE CRAIG ZINK BE ELEVATED TO SECOND CLASS EFFECTIVE APRIL 13, 2020;

-THAT THIRD CLASS CONSTABLE KYLE BAKKER BE ELEVATED TO SECOND CLASS CONSTABLE EFFECTIVE APRIL 14, 2020.”

#2722

Carried

Elevations

Moved by Councillor Crew and seconded by Don Fuoco

“MOTION TO APPROVE THE FOLLOWING ELEVATIONS

-THAT FIRST CLASS CONSTABLE DOUG COWELL BE ELEVATED FROM 15 YEARS EXPERIENCE TO 23 YEARS EXPERIENCE, EFFECTIVE APRIL 26, 2020;

-THAT GRADE 6 LEVEL 1 FINANCIAL CLERK KALEY VELDBOOM BE ELEVATED TO GRADE 6 LEVEL 2 EFFECTIVE MAY 21, 2020;

-THAT GRADE 6 LEVEL 1 DATA ENTRY CLERK JENN PAUWELS BE ELEVATED TO GRADE 6 LEVEL 2 EFFECTIVE JUNE 10, 2020.”

#2723

Carried

Retirements

Moved by M. Darlene Smith and seconded by Mayor Canniff

“MOTION TO APPROVE THE RETIREMENT OF ECO CARRIE ALWARD EEFECTIVE MAY 29, 2020.”

#2724

Carried

Presented by: David V. Taylor, Manager, Legal Services

Mr. David Taylor, Legal Officer, Municipality of Chatham-Kent-Community Development-Legal Services presented the report. Mr. Taylor presented the report relating to Insurance Coverage for the CKPSB.

2019 Premiums paid \$102,501.42 (Liability, Property and Drone Premiums \$46,946.42 and Fleet Premiums \$55,555.00)

The combined total of the Liability Claims (\$49,216.05) and Vehicle amount (\$84,810.09) equaled \$134,026.14.

\$7,108.75 was paid out of the Municipal Insurance Reserve on behalf of the CKPSB for liability related claims.

2019 Reserve \$134,026.14 - \$7,108.75(Liability Claims Paid)=Surplus Reserve\$126,917.39 based on a net overpayment of claims costs for 2019.

It is recommended that \$126,917.39 be transferred to the CKPSB Reserve from the Municipal Insurance Reserve for a net overpayment of claims costs occurring in 2019.The Chief requested that the funds be transferred in to Police Litigation Reserve.

Moved by Mayor Canniff and seconded by Don Fuoco

“MOTION THAT THE NET OVERPAYMENT OF COSTS FUNDS \$126,917.39 BE TRANSFERRED FROM THE MUNICIPAL RESERVE INTO THE POLICE LITIGATION RESERVE”

#2725

Carried

4.3 **2019 Year End Report Administration Support Branch**

The Chief turned the report over to the Branch Commander, Inspector Michael Domony to present the report and a few presenters are here today that oversee the units and they will present as well.

The Administration Support Branch portfolio is comprised of a team of sworn and civilian members that collectively do an enormous amount of work behind the scenes.

The Administration Branch consists of Quartermaster, Property Coordinator, Information Technology Services (IT Department), Building and Fleet Logistics, Firearms/Property, Records Management Team, Court Services and Communication.

Presenters:

Inspector Michael Domony

Quartermaster-Katie Eagen

Firearms/Property-Dwayne June

Communication-Team Lead-Sheri Sommerville

The Full Report can be located on our website

Thank you so much for taking the time to present today and for your great report. We appreciate the details and information contained in the Report and the services, which your Unit provides.

Moved by Darlene Smith and seconded by Don Fuoco
"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2726

Carried

4.4 **4th Quarter of Board Auction Account-2019**

The Chief presented the 4th Quarter of Board Auction Account as of December 31, 2019 showing a Balance of \$22,121.27.

Moved by Don Fuoco and seconded by M. Darlene Smith
"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2727

Carried

4.5 **Reconciliation of Board Auction Account-2019**

The Chief presented the report on the Reconciliation of Board Auction Account. Balance of the Auction Account Balance as of December 31, 2019 is \$22,121.27

Moved by Councillor Crew and seconded by Mayor Canniff
"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2728

Carried

5. **Reports from Deputy Chief:** None

6. **Acknowledgement Letters:**

6.1 Thank you Letter/Email from Paula Ehlers dated April 7, 2020

Moved by Councillor Crew and seconded by M. Darlene Smith
"MOTION TO RECEIVE THE CORRESPONDENCE"

#2729

Carried

7. **Consent Agenda:** None

8. **Financial Assistance Request to the Kent Athletic Youth Organization (KAYO)**

Vice-Chair Marjorie Crew presented her request to the Board to match the donation made by the CK Police Association in the amount \$1,500.00 to support the KAYO with their rental facility payment. If the Board matches the amount of \$1,500.00 this will allow support to the youth organization to meet their rental requirement of \$3,000.00.

Due to Covid-19 their fundraising has been very limited due to their session of fundraising at Riverview Bingo being cancelled due to the social distancing restrictions.

Moved by Councillor Crew and seconded by Mayor Canniff

“MOTION THAT THE POLICE SERVICE BOARD MATCH \$1500.00 IN FINANCIAL ASSISTANCE TO THE KENT ATHLETIC YOUTH ORGANIZATION (KAYO) FOR RENTAL ASSISTANCE. THESE FUNDS WILL BE SUPPLIED THROUGH THE AUCTION ACCOUNT”

#2730

Carried

9. **Non-agenda items:**

Councillor Crew asked Deputy Chief Kirk Early to give a brief overview of how they have responded and what they are doing to keep the Chatham-Kent Police safe.

The Deputy Chief advised that the Chief and he met in early March and immediately rolled out our Pandemic Procedure. A Covid-19 Committee was formed with members from the executive senior association and our junior association. The Members chosen are also members that are on the Healthy & Safety Committee, to ensure all items are addressed. PPE standards were put in place and our service had a sufficient amount of PPE masks, gloves and sanitizers. We had a surplus and the Chief authorized sharing some of our supply with Public Health. We also put in place screening questions; each officer was equipped with a cue card to be inserted into their notebooks for easy reference. Every member is screened at this point, headquarters is locked down and we have a decontamination procedure. The white trailer parked outside is a shower station that will limit the exposure to be brought into the station. The safety of our members are our main concern, making sure they remain healthy in order that they can care for the community and return safely each evening to their families.

Councillor Crew thanked the Deputy Chief for the update and for keeping our members safe.

Darlene Smith-Board Member thanked the Deputy Chief for the updates via emails in keeping our members informed and for all you are doing to keep the members/staff safe.

The Mayor commented on what a fantastic job the Police Department has done over the last few months, and that he is very impressed.

Don Fuoco-Board Member, thank you for all you are doing and we are very blessed to be living in the CK area and keeping the covid numbers low compared to larger city centers.

The Chair-On behalf of the whole Board and myself I would like to point out to the Chief and Deputy Chief the appreciation for the services provided through these most interesting times has been exemplarily and we are truly appreciative. It is funny to watch the commercials and the multi-corporates, media and all their public relations with the end tag line being “Stay Safe” and we simply do not want any members of our police service to think we do’nt acknowledge that they are ones keeping us safe. It is truly appreciated!!! Thank you so much!

10. **Date and time of next meeting tentatively scheduled for June 9, 2020**

The date and time of the next regular meeting is scheduled for June 9, 2020 at 10:00 A.M.

Board Resolution re: Next Closed Session Meeting-MOTION

THE BOARD WILL CONVENE IN CLOSED SESSION TO DISCUSS MATTERS THAT IT IS OF THE OPINION FALLS UNDER SECTION 35 (A) OR (B) OF THE POLICE SERVICES ACT AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD TUESDAY, JUNE 9, 2020.

Moved by M. Darlene Smith seconded by Mayor Canniff

#2731

Carried

11. **Adjournment**

Moved by Councillor Crew

“MOTION TO ADJOURN”

Carried

Time: 11:02 a.m.

Pat Weaver, Chair
Chatham-Kent Police Services