

M I N U T E S
CHATHAM-KENT POLICE SERVICE BOARD MEETING
(REGULAR)

Boardroom

June 18, 2025

Chatham-Kent Police Headquarters

Time: 8:30 A.M.

PRESENT:

Mr. Patrick Weaver, Chair
Mrs. Darlene Smith-Vieira, Vice-Chair
Councillor Marjorie Crew
Mr. Douglas Sulman
Chief Kirk Earley
Deputy Chief, Jason Chickowski

Guest:

Emily S. Crawford, Solicitor, Legal Services, Municipality of Chatham-Kent.

Regrets:

Mayor Darrin Canniff
Ron LeClair, Police Services Advisor-Zone 6,
Inspectorate of Policing, Ministry of the Solicitor General

1. **Call to Order**

Welcome everyone and Guests

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

Mr. Patrick Weaver-Chair-declared a conflict on Report #4.1
Councillor Crew-declared a conflict on Report #4.5
Board Member Doug Sulman declared a conflict on #5.1

b) **Approval of Agenda**

Moved by Councillor Crew and seconded by Darlene Smith-Vieira
"MOTION TO APPROVE THE AGENDA"
Carried

c) **Approval of Minutes of May 14, 2025**

Moved by Councillor Crew and seconded by Doug Sulman
"MOTION TO APPROVE THE MINUTES OF May 14, 2025"
Carried

3. **Business Arising from Previous Minutes:** None

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

We will call upon Ms. Crawford to present her report

4.3 **Legal Services Year End Police Insurance Report 2024**

Ms. Emily S. Crawford, Solicitor of Legal Services-Municipality of Chatham-Kent

Ms. Crawford presented the Insurance and Claims Costs report for the year end of 2024.

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO RECEIVE THE REPORT AND THAT THE SUM OF \$115,897.85 BE TRANSFERRED FROM THE MUNICIPAL INSURANCE RESERVE (17176) TO THE CHATHAM-KENT POLICE LITIGATION RESERVE (17381) FOR CLAIMS OCCURRING IN 2024"

Carried

Thank you for your report Ms. Crawford.

CHAIR-Vice-Chair I will turn this portion of the meeting over to you due to my conflict with report #4.1-Elevations. Mr. Weaver exited the room.

VICE-CHAIR-Chief would you like to present Report #4.1

4.1 Special Constable Appointments, New Hires, Reclassifications, Elevations, Resignations, Retirements

The Chief presented the report

Special Constable Appointments

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO APPROVE THE FOLLOWING APPOINTMENTS"

-THAT SPECIAL CONSTABLES JENNIFER PEREIRA, RICCA NG, BRET DREW, AND QUENTIN FORGIE BE APPOINTED TO THE ROLE OF SPECIAL CONSTABLE EFFECTIVE MAY 15,2025."

Carried

New Hires

Moved by Doug Sulman and seconded by Councillor Crew

"MOTION TO APPROVE THE FOLLOWING NEW HIRES"

THAT MOLLIE DEROOY, PATRICK UZUMA, AND BRILEE GEBAL, BE HIRED AS CADETS LEVEL 1, EFFECTIVE MAY 26, 2025"

Carried

Reclassifications

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO APPROVE THE FOLLOWING RECLASSIFICATIONS"

-THAT FOURTH CLASS CONSTABLES NIC VAN EYK, JUSTIN CHRISTIAN, NOAH CARYN, JAMES MUHARREM, MITCH TETZLAFF, AND CAROL CHRISTOPOULOS BE ELEVATED TO THIRD CLASS CONSTABLES EFFECTIVE JUNE 24, 2025.

-THAT SECOND CLASS CONSTABLE TARYN APERS BE ELEVATED TO FIRST CLASS CONSTABLE EFFECTIVE AUGUST 23, 2025."

Carried

Elevations:

Moved by Doug Sulman and seconded by Councillor Crew

"MOTION TO APPROVE THE FOLLOWING ELEVATIONS:

-THAT INSPECTOR MIKE THOMPSON BE ELEVATED FROM INSPECTOR LEVEL 2 TO INSPECTOR LEVEL 1 EFFECTIVE JULY 29, 2025.

-THAT DATA ENTRY, CAITLYN WEAVER, BE ELEVATED FROM GRADE 6 LEVEL 3, TO GRADE 6 LEVEL 4, EFFECTIVE JUNE 15, 2025.

-THAT CRIME ANALYST, GRACE HYATT, BE ELEVATED FROM GRADE 7 LEVEL 2, TO GRADE 7 LEVEL 3, EFFECTIVE JULY 31, 2025.

THAT FULL-TIME ECO,- JAIME CHARLTON, BE ELEVATED FROM GRADE 7B LEVEL 3 TO GRADE 7B LEVEL 4, EFFECTIVE AUGUST 13, 2025.

-THAT FULL-TIME ECO'S DANIELLE BIRD-EVANS AND BROOK-LYN PHELAN, BE ELEVATED FROM GRADE 7B LEVEL 2 TO GRADE 7B LEVEL 3, EFFECTIVE AUGUST 17, 2025.

-THAT SPECIAL CONSTABLE (PLATOON), CHRIS DUROCHER, BE ELEVATED FROM GRADE 7B LEVEL 2 TO GRADE 7B LEVEL 3, EFFECTIVE JULY 31, 2025.

-THAT SPECIAL CONSTABLES NOLAN HAKR AND BRENT ESTOESTA-BOUNDY, BE ELEVATED FROM GRADE 7 LEVEL 2 TO GRADE 7 LEVEL 3, EFFECTIVE JULY 31, 2025.

-THAT SPECIAL CONSTABLES (IDENT) JENNIFER PEREIRA AND RICCA NG, BE ELEVATED FROM GRADE 8B LEVEL 1 TO GRADE 8B LEVEL 2, EFFECTIVE JULY 8, 2025."

Carried

Resignations

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO APPROVE THE RESIGNATION OF PART-TIME ECO LINDSAY BAXTER, EFFECTIVE MAY 15, 2025."

Carried

Retirements

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO APPROVE THE FOLLOWING RETIREMENTS:

-CONSTABLE CHERYL MCVICAR HAS TENURED HER RETIREMENT NOTICE, EFFECTIVE APRIL 30, 2026.

-THE RETIREMENT DATE OF STAFF SERGEANT KATE MCARTHUR WAS INADVERTENTLY PRESENTED AT THE CKPSB MEETING OF MAY 14, 2025, AS BEING EFFECTIVE APRIL 3, 2026. THE REPORT CONTAINED A SMALL TYPOGRAPHICAL ERROR REGARDING THE EFFECTIVE DATE. THE RETIREMENT NOTICE SUBMITTED BY STAFF SERGEANT KATE MCARTHUR IS EFFECTIVE APRIL 30, 2026.

Carried

VICE-CHAIR- Thank you Chief- I will now turn the meeting back over to our Chair to conclude the meeting

4.2 Board Citation-Citizens Police Academy

The Chief presented the report on the Board Citation for the Citizen's Police Academy.

The Citation letter is posted on the website.

The Chief presented to commendations to: Staff Sergeant Shawn Mungar and Sergeant Ken Lauzon

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO RECEIVE THE REPORT AND TO PRESENT THE COMMENDATIONS TO STAFF SERGEANT SHAWN MUNGAR AND SERGEANT KEN LAUZON"

Carried

Congratulations!

4.4 2024 Annual Report-Operational Support Branch

The Full Report is posted on our website.

The Chief gave a brief presentation on the 2023 Annual Report-Operational Support Branch then turned the report over to Inspector Greg Cranston to expand on the report.

The Operational Support Branch is comprised of Public Information and Equity, Diversity and Inclusion Officer, Chaplaincy Unit, Critical Incident Response Team (CIRT), Canine, Professional Standards and the Training Unit. There are 26 sworn and civilian staff that make up this Branch. All Members have specialized Training in their respective fields.

In 2024, Inspector Matthew Stezycki was assigned to oversee and manage the Operational Support Branch. Acting Staff Sergeant Ken Lauzon oversaw Professional Standards, Sergeant Lynette Rosina was the Public Information Officer and oversaw the Equity, Diversity and Inclusion Unit, Sergeant Brent Middel oversaw the career Development and Training, Sergeant Fraser Leontowicz oversaw CIRT while Acting Sergeant Nicle Kadour oversaw the Chaplaincy program.

The annual report outlines a brief overview and statistical information on the various units in the Operational Support Branch.

Other presenters were:

Sergeant Ken Lauzon-presented the Professional Standards Branch and Training & Career Development Unit

Chaplain Michael Koppes-presented the Chaplaincy report

Thank you, the report was very informative.

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

Carried

4.5 Wish Centre Golf Tournament-Sponsorship

Councillor Crew declared a conflict on Report #4.5-she exited the room prior to the report being presented

The Chief presented the report. The Board has received a request to sponsor the 2025 Wish Centre Golf Tournament being held September 27, 2025, at Hidden Hills Golf Course.

We previously have sponsored the Crime Stoppers Golf Tournament by being a hole sponsor and entering a team- I would suggest we do the same for the Wish Centre Golf Tournament.
Hole Sponsor \$150.00 and Enter a Team \$500 for a total of \$650.00 to be paid from the Auction Account.

Moved by Darlene Smith-Vieira and seconded by Chair-Mr. Weaver

"MOTION TO RECEIVE THE REPORT AND TO APPROVE THE SPONSORSHIP OF THE WISH CENTRE GOLF TOURNAMENT IN THE AMOUNT OF \$650.00 (\$150-HOLE SPONSOR AND TEAM FEE OF \$500) TO BE PAID FROM THE AUCTION ACCOUNT"

Carried

Councillor Crew re-entered the meeting.

5. **Reports from Deputy Chief:**

Mr. Sulman exited the meeting.

5.1 **Towing RFP and Contracts**

Deputy Chief Chickowski presented the report.

The Board contracts for Towing expired on April 1, 2025. A request for Proposal (RFP) was conducted in order to select those whom the Board should award contracts for the next here years (April 1, 2025-March 27, 2028).

The report briefly explains the RFP process and the recommendations for awarding the contracts that scored the highest for each towing zone.

The Awarded Contractors for each Zone are detailed in the report.

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO RECEIVE THE REPORT AND TO APPROVE THE AWARDED TOWING CONTRACTS FOR 2025-2028"

Carried

Mr. Sulman re-entered the meeting

6. **Acknowledgement Letters:** None

7. **Consent Agenda:**

7.1 Sponsorship of CK Pride Week- Gold Sponsor \$500.00 Annual Request-(Gold Sponsor in 2024 \$500.00)

7.2 Sponsorship of United Way-We Love Back to School-Back-To-School Program- \$500.00 Annual Request-(\$500.00 donated in 2024)

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

“MOTION TO RECEIVE THE CONSENT AGENDA AND TO PAY ITEMS # 7.1 AND 7.2 FROM THE AUCTION ACCOUNT”

Carried

8. **OAPSB-Zone 6 Update**

No Zone 6 update. Save the date for the Members Appreciation Banquet-being held on October 24, 2025, at the Links of Kent, at 6:00 pm.

Mr. Sulman attended the OAPSB Conference in London, could you possibly give us a brief update.

Board Member Doug Sulman: It was my first time attending the OAPSB Conference. It was a very well attended conference; it had an excellent agenda, and it was a great opportunity to network with other police board members relating to the ever-evolving governance roles.

I wanted to support Mr. Weaver on his past 4 years as the outgoing Chair of the OABSP and witness his concise goodbye speech. He received a standing ovation in honour of his leadership over the past 4 years at the Gala Dinner. The success of his leadership has made our service and the board very well-known and highly respected as a leader in Chatham-Kent and throughout the province.

On behalf of our board, I would like to thank you Mr. Weaver for his dedication and public service. On Monday the Solicitor General, the Honourable Michael S. Kerzner presented Mr. Weaver with a King’s Charles III Coronation Medal. Glad to be in your company sir. Congratulations Mr. Weaver!

Moved by Doug Sulman seconded by Councillor Crew

“MOTION TO RECEIVE THE VERBAL REPORT”

Carried

9. **Non-agenda items:** None

10. **Date and time of next meeting**

The date and time of the next regular meeting is scheduled for September 10, 2025 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 44 1 (A) SUBSECTIONS (2) OR (3) OF THE *COMMUNITY SAFETY AND POLICING ACT, 2019* AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD WEDNESDAY, SEPTEMBER 10, 2025, at 8:30 AM

Moved by Darlene Smith-Vieira seconded by Councillor Crew

Carried

11. **Motion to go into Closed Session**

The Board will move into Closed Session Meeting pursuant to Section 44 1(a) subsection (2) or (3) of the *Community Safety and Policing Act, 2019*, for the following reasons:

- C.S.P.A. Sec 44 (2)(d)-labour relations or employee negotiations-dealing with succession planning

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- C.P.S.A. Sec. 44(2)(k)- information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record-commendation to protect the privacy of the victim
 - Two matters under:
CSPA Sec. 44 (2)(h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization
(1) municipal approval of transfer of reserves
(2) dealing with a financial review of the budgetary process with an organization
 - C.S.P.A. Sec. 44(2)(e) litigation or potential litigation affecting the board, including matter before administrative tribunals- advice that is subject to solicitor-client privilege

Moved by Doug Sulman seconded by Councillor Crew
"MOTION TO MOVE INTO IN-CAMERA/CLOSED SESSION"

Carried
Time: 9:37

12. **Motion to Reconvene in Open Session**

Moved by Councillor Crew seconded by Doug Sulman

"MOVED TO RECONVENE IN OPEN SESSION"

Carried
Time: 11:05

13. **Motions arising from Closed Session**

Motions were read during the CKPSB Meeting on Wednesday June 18, 2025

-SEE ATTACHMENT

14. **Adjournment**

Moved by Doug Sulman

"MOTION TO ADJOURN"

Carried
Time: 11:08 a.m.

Original signed by Mr. Patrick Weaver

Mr. Patrick Weaver, Chair
Chatham-Kent Police Service

CKPSB Closed Session/In-Camera Report

Wednesday, June 18, 2025

Time: 9:37am – 11:03 am

BOARD MEMBERS' PRESENT: Chair-Patrick Weaver, Vice-Chair-Darlene Smith-Vieira, Councillor Crew, Doug Sulman

The Board received information on:

- C.S.P.A. Sec 44 (2)(d)-labour relations or employee negotiations-dealing with succession planning
- C.P.S.A. Sec. 44(2)(k)- information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record-commendation to protect the privacy of the victim
- CSPA Sec. 44 (2)(h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization-municipal approval of transfer of reserves
- C.S.P.A. Sec. 44(2)(e) litigation or potential litigation affecting the board, including matter before administrative tribunals- advice that is subject to solicitor-client privilege

The Board directed the Chief

- C.S.P.A. Sec. 44(2)(h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.- dealing with a financial review of the budgetary process with an organization

Read during the Board Meeting on Wednesday June 18, 2025.