

**AGENDA
CHATHAM-KENT POLICE SERVICE BOARD MEETING
(REGULAR)**

**Boardroom
Chatham-Kent Police Headquarters**

**October 21, 2026
Time: 8:30 a.m.**

1. Call to Order
2.
 - a) Declaration of Conflict of Interest
 - b) Approval of Agenda
 - c) Approval of Minutes of September 16, 2026
3. Business arising from previous Minutes: None
4. Reports from Chief of Police:
 - 4.1 New Hires, Elevations, Promotions, Resignations, Retirements and Appointments
 - 4.2 Insurance Coverage and Claims Costs-2025-presented by Emily S. Crawford, Director, Legal Services
5. Reports from Deputy Chief: None
6. Acknowledgement letters:
 - 6.1 Letter dated September 25, 2026, Inspectorate of Policing, Ryan Teschner, Inspector General of Policing of Ontario-Canadian Police and Peace Officer's Memorial Service
7. Consent Agenda:
 - 7.1 2027-Annual PGO Membership Invoice-\$8,016.33
 - 7.2 Holiday Toy Drive 2026-Salvation Army- Auction Account yearly request \$2,000.00
8. Sponsorship/Donation New Requests-Auction Account: None
9. OAPSB-Zone 6-Update
10. Non-agenda items:
11. The date and time of the next regular meeting is scheduled for November 18, 2026, at 8:30 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, NOVEMBER18, 2026, FOLLOWING THE REGULAR SESSION WHICH STARTS AT 8:30 AM.

12. Adjournment

MINUTES
CHATHAM-KENT POLICE SERVICE BOARD MEETING
(REGULAR)

Boardroom
Chatham-Kent Police Headquarters

September 16, 2026
Time: 8: 32 A.M.

PRESENT:

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

1. **Call to Order**
Welcome everyone and Guests

2. a) **Declaration of Conflict of Interest**
Chair Mr. Patrick Weaver declared a personal conflict on Report #4.1 under the title "Retirement"

- b) **Approval of Agenda**
Moved by Darlene Smith-Vieira and seconded by Councillor Crew
"MOTION TO APPROVE THE AGENDA"
Carried

- c) **Approval of Minutes of June 17, 2026**
Moved by Doug Sulman and seconded by Councillor Crew
"MOTION TO APPROVE THE MINUTES OF JUNE 17, 2026"
Carried

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

Chief & Deputy Chief would you like to present the board commendations #4.2, #4.3 & letter of recognition #5.1 prior to presenting Report#4.1.

4.2 **Board Citation for Life Saving Measures Board Citation CK26031177**

The Chief presented the report on Medical Assistance call – Infant not breathing and unresponsive - CK26031177

On Sunday, May 3, 2026, at approximately 9:09 pm, the mother of a newly born child called 911 reported that her two-month-old infant son was unresponsive, cold and not breathing. Emergency Communications Operator (ECO) Abigail Case took the initial call and immediately transferred it to Chatham-Kent Medical Services (EMS) as this was

ultimately a medical-related call. She utilized her experience and skill set by generating an incident during the transfer for her co-worker to immediately dispatch a call for service to all available Chatham police units.

At approximately 9:10 pm, Constable Brigley arrived on scene and was met by family members who were holding an infant, who was pale and unresponsive. Constable Brigley quickly took control and continued CPR and rescue breaths on the infant child. Constable Brigley's life saving efforts were successful resulting in the infant breathing on his own and regaining consciousness.

Chatham-Kent Paramedics arrived on scene at approximately 9:15 pm, taking over the care and monitoring of the infant's vital signs. The infant and his mother were eventually escorted to the Chatham-Kent Health Alliance Emergency Department. The infant was triaged in Chatham and ultimately transported to the London Children's hospital for further care. We are pleased to report that he has made a full recovery. ECO Case confidently decided, based on what she initially heard, that an immediate police response was necessary for life saving measures, after transferring the call to EMS dispatch.

This was a standout incident in which an ECO's experience and intuitive decision-making enabled an immediate response that ultimately saved a young life. Equally, the actions of Constable Brigley during an emotional and chaotic situation were instrumental in preserving the young infant. Together, their coordinated efforts exemplify our shared commitment to public safety and demonstrates the profound impact of communication and teamwork during critical incidents.

The Family of the Infant child presented the Citation to Constable Cole Brigley and ECO Abigail Case.

Moved by Darlene Smith-Vieira and seconded by Mayor Canniff

"MOTION TO RECEIVE AND APPROVE THE CITATION TO CONSTABLE COLE BRIGLEY AND EMERGENCY COMMUNICATIONS OFFICER (ECO) ABIGAIL CASE"

Carried

4.3 Board Citation for Life Saving Measures CK25031779

The Chief presented the report on Medical Assistance call – Lifesaving efforts - CK25031779

On Sunday, June 1, 2025, at 9:43 pm Chatham-Kent Police Service received an emergency call regarding a disturbance in progress and that one person involved had been stabbed with an edged weapon by another individual.

Constable Justin Christian was on duty and responded immediately to the scene. Upon arrival, he was approached by a male who was suffering from a severe arm injury and bleeding heavily. The individual was in obvious distress and ran toward Constable Christians seeking assistance, expressing his belief that he was going to die. The injury was causing significant arterial bleeding, making it evident to Constable Christian this was a life-threatening emergency.

Constable Christian maintained a calming presence and reassured the victim that help was on the way and then applied a tourniquet to the victim's arm, which successfully controlled the bleeding until Paramedics were able to take-over the victim's treatment.

Through investigation, it was determined that an acquaintance of the victim was responsible for the stabbing and that individual was arrested and charged with Aggravated Assault and Possession of a Dangerous Weapon.

Although there were other members of the Chatham-Kent Police Service that contributed to the successful outcome of this incident, it was the immediate action on behalf of Constable Christian that is to be recognized. Constable Christian stayed composed under stress, responding to a call for service with skill and urgency. His quick thinking and confident application of first aid made a critical difference in the outcome for this victim as well as the outcome of the subsequent investigation

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO RECEIVE AND APPROVE THE CITATION TO CONSTABLE JUSTIN CHRISTIAN "

Carried

5. **Reports from Deputy Chief:**

5.1 **Deputy Chief Letter of Recognition-CK26049465**

The Deputy Chief presented the report on Commercial Break, Enter and Theft Investigations-CK26049465.

On Tuesday, July 7, 2026, a local business on King Street in Chatham reported a break and enter in which approximately \$10,000 worth of property was stolen.

Constable Trent Fox obtained video footage from the business, as well as the downtown CCTV camera system, which captured the offence. Constable Fox continued canvassing the area for additional footage and successfully obtained further video evidence that assisted him and fellow officers, Constables Cole Brigley and Garrett Sanchez, in identifying a suspect responsible for the break and enter.

The officers conducted patrols in targeted locations and spoke with individuals known to police, which ultimately led to the positive identification and arrest of the suspect. Upon arrest, some of the stolen property was recovered; however, the officers continued to pursue every available investigative avenue to locate the remaining outstanding property.

Working collaboratively and drawing upon their knowledge of individuals involved in similar offences, the effective use of tombstone data, and solid investigative police work, the officers were able to locate the remainder of the stolen property.

The tenacity, teamwork, and attention to detail demonstrated throughout this investigation, combined with their knowledge of their patrol areas, prior police interactions, and strong investigative instincts, led to the successful resolution of this occurrence. The suspect was charged with Break and Enter, Theft, and Possession of Property Obtained by Crime, and all stolen property was recovered and returned to its owner.

Constables Fox, Sanchez, and Brigley should be proud of the exceptional level of service they provided to their community in investigating and solving this crime in the downtown core. In recognition of their professionalism, dedication, and successful efforts, they are deserving recipients of this Deputy Chief's Letter of Recognition.

Moved by Mayor Canniff and seconded by Councillor Crew

"MOTION TO RECEIVE THE REPORT AND APPROVE THE LETTER OF RECOGNITION TO CONSTABLES TRENT FOX, COLE BRIGLEY AND GARRETT SANCHEZ"

Carried

Chair Mr. Patrick Weaver declared a personal conflict on Report #4.1 under the title "Retirement"-Mr. Weaver exited the meeting.

4.1 **New Hires, Reclassifications, Elevations, Promotions, Retirement & Resignation**

New Hires

Moved by Councillor Crew and seconded by Mayor Canniff

"MOTION TO APPROVE THE FOLLOWING NEW HIRES"

-THAT JODIE FOSTER BE RENEWED AS CONTRACT PART-TIME TEMPORARY ADMIN CLERK, DATA ENTRY CLERK, GRADE 2 LEVEL 1, EFFECTIVE JULY 15, 2026, TO JULY 14, 2027.

-
- THAT HUNTER TWIGG BE HIRED AS A FULL-TIME PERMANENT ADMIN CLERK – RECORDS SUPPORT, GRADE 2 LEVEL 1, EFFECTIVE JULY 27, 2026.
 - THAT EMILY VERKAIK BE HIRED AS A PART-TIME CONTRACTED ADMIN CLERK – RECORDS SUPPORT, GRADE 2 LEVEL 1, EFFECTIVE JULY 27, 2026, TO DECEMBER 31, 2026.
 - THAT ASHLEY LINDSAY BE HIRED AS A FULL-TIME PERMANENT ADMIN CLERK – DEMS, GRADE 2 LEVEL 1, EFFECTIVE JULY 27, 2026.
 - THAT DHARMIK SHAH BE HIRED AS A FULL-TIME PERMANENT INFORMATION SERVICES TECHNICIAN – DATA ANALYTICS, GRADE 4 LEVEL 4, EFFECTIVE JULY 13, 2026.
 - THAT SHERRI KELLER BE HIRED AS A CONTRACT PART-TIME TEMPORARY QUARTERMASTER, EFFECTIVE AUGUST 10, 2026, TO JANUARY 09, 2027.
 - THAT PATRICIA JACKSON BE HIRED AS A FULL-TIME EXPERIENCED ECO, GRADE 3B LEVEL 4, EFFECTIVE AUGUST 24, 2026.
 - THAT SHAWN MATHER BE HIRED AS A FIRST CLASS CONSTABLE (+15 YEARS), EFFECTIVE SEPTEMBER 14, 2026.
 - THAT JOHN KOPINAK BE HIRED AS A CONTRACTED FULL-TIME TEMPORARY ADMIN CLERK – CRIMINAL RECORD CHECKS, GRADE 2 LEVEL 1, EFFECTIVE SEPTEMBER 21, 2026, TO DECEMBER 31, 2026.
 - THAT JORDAN DENINE BE HIRED AS AN EXPERIENCED SPECIAL CONSTABLE, GRADE 3B LEVEL 2, EFFECTIVE SEPTEMBER 14, 2026.
 - THAT MIKALA BEAULE BE HIRED AS AN EXPERIENCED SPECIAL CONSTABLE, GRADE 3B LEVEL 2, EFFECTIVE SEPTEMBER 17, 2026.”

Carried

Reclassifications

Moved by Doug Sulman and seconded by Councillor Crew

“MOTION TO APPROVE THE FOLLOWING RECLASSIFICATIONS”

- THAT THIRD-CLASS CONSTABLES BRANDON MARTINS, CORNELIUS UNGER, VANESSA VEGSO, CONNER QUINTON, DANIEL CHAN, TESS DICKSON, DEAN VANHERPE, GARRETT SANCHEZ AND JACQUELINE BROWN BE RECLASSIFIED TO SECOND CLASS CONSTABLES EFFECTIVE SEPTEMBER 24, 2026.
- THAT FOURTH-CLASS CONSTABLES MOLLIE DEROOY, PATRICK UZOMA AND BRILEE GEBAL BE RECLASSIFIED TO THIRD CLASS CONSTABLES EFFECTIVE OCTOBER 03, 2026.”

Carried

Elevations:

Moved by Mayor Canniff and seconded by Doug Sulman

“MOTION TO APPROVE THE FOLLOWING ELEVATIONS”

- THAT MADISON PARRY, PART-TIME ECO, BE ELEVATED FROM GRADE 3B LEVEL 1 TO LEVEL 2, EFFECTIVE JUNE 14, 2026.
- THAT JENNIFER PEREIRA AND RICCA NG, SPECIAL CONSTABLES, BE ELEVATED FROM GRADE 4B LEVEL 2 TO LEVEL 3, EFFECTIVE JULY 08, 2026.”

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- THAT GRACE HYATT, CRIME ANALYST, BE ELEVATED FROM GRADE 3 LEVEL 3 TO LEVEL 4, EFFECTIVE JULY 31, 2026.
 - THAT BROOK-LYN PHELAN, FULL-TIME ECO, BE ELEVATED FROM GRADE 3B LEVEL 3 TO LEVEL 4, EFFECTIVE AUGUST 17, 2026.
 - THAT MELISSA DAIGNEAU BE ELEVATED FROM GRADE 3 LEVEL 3 TO LEVEL 4, EFFECTIVE SEPTEMBER 05, 2026.
 - THAT KARLY SOUCIE, MEGAN DEBRESSER AND ALLY PIROUET BE ELEVATED FROM GRADE 2 LEVEL 1 TO LEVEL 2, EFFECTIVE SEPTEMBER 15, 2026.
 - THAT NELSON DAS NEVES BE ELEVATED FROM INSPECTOR LEVEL 2 TO LEVEL 1, EFFECTIVE SEPTEMBER 01, 2026."

Carried

Promotions

Moved by Doug Sulman and seconded by Mayor Canniff

"MOTION TO APPROVE THE FOLLOWING PROMOTIONS"

- THAT CADETS MATTHEW MARENTETTE AND MIKE COTTINGHAM BE PROMOTED TO FOURTH CLASS CONSTABLES, EFFECTIVE JUNE 29, 2026.
- THAT LISA RODGER ,AS A RESULT OF A PROMOTIONAL PROCESS BE PROMOTED TO THE RANK OF SERGEANT, EFFECTIVE AUGUST 10, 2026."

Carried

Retirements

Moved by Councillor Crew and seconded by Doug Sulman

"MOTION TO APPROVE THE FOLLOWING RETIREMENTS"

- CONSTABLE LARRY JOHNSON TENURED THEIR RETIREMENT WITH CKPS, EFFECTIVE JULY 31, 2026.
- CONSTABLE CHRIS ROBB HAS TENURED THEIR RETIREMENT WITH CKPS, EFFECTIVE SEPTEMBER 29, 2026.
- SERGEANT MIKE CURRAN HAS TENURED THEIR RETIREMENT WITH CKPS, EFFECTIVE SEPTEMBER 24, 2026. "

Carried

Resignations

Moved by Doug Sulman and seconded by Councillor Crew

- SPECIAL CONSTABLE ERIC JAMIESON HAS TENURED THEIR RESIGNATION WITH CKPS, EFFECTIVE JUNE 15, 2026.
- PART-TIME PERMANENT ECO EMILY VERKAJK TENURED THEIR RESIGNATION WITH CKPS, EFFECTIVE JULY 07, 2026.
- CHAPLAIN TIM LUIMES TENURED THEIR RESIGNATION WITH CKPS, EFFECTIVE JULY 09, 2026."

Carried

4.4 Final Year-End Report for 2025

The Chief presented the final year-end report for 2025, as prepared by Financial Co-Ordinator Kaley Veldboom detailing the operating budget.

The 2025 year-end variance will be in a surplus position of \$4,661.12. Consistent with our standard practice, the surplus will be shared equally with the Municipality, resulting in a final CKPS surplus of \$2,330.56 for 2025.

The 2025 surplus reflects disciplined financial management while supporting strategic investments in staffing and organizational capacity. It also demonstrated a more accurate alignment of the budget with the true cost of delivering effective, professional, and sustainable policing services to the community.

Moved by Darlene Smith-Vieira and seconded by Councillor Crew

"MOTION TO RECEIVE THE REPORT FOR APPROVAL AND INFORMATION PURPOSES"

Carried

4.5 Special Investigations Unit Parallel Investigation #25-OCI-483 and Chatham-Kent Police Service IA-25-061

The Chief presented the report Special Investigations Unit Parallel Investigation #25-OOCl-483 and Chatham-Kent Police Service IA-25-061.

As per Sec. 81 and O. Reg 603/20 of the Community Safety and Policing Act (CSPA) if an investigation is conducted by the Special Investigations Unit (SIU), the Chief of Police shall investigate,

- a) The members' conduct in relation to the incident;
- b) The policing provided by the member in relation to the incident; and
- c) The procedures established by the chief of police as they relate to the incident.

In a letter dated December March 25, 2026, SIU Director Joesph Martino, notified the CKPS Chief of Police that SIU file# 25-OCI-483 has been concluded, "as there are no reasonable grounds to believe that either subject official committed a criminal offence in connection with the events under investigation. The Director further noted conduct by a member that may constitute a breach of paragraph F2 if CKPS Policy L#.03.003-Prisoner Care and Control and section 27 of the Police Code of Conduct. While the policy required physical checks of prisoners every 30 minutes, the evidence suggested that this did not occur. As a result, the matter was referred to the Service for review and the Law Enforcement Complaints Agency (LECA).

On June 51, 2926, LECA notified the CKPS they had reviewed the information provided by the SIU and referred the information to CKPS for investigation.

A parallel investigation was conducted by CKPS Professional Standards Branch. As a result of the investigation, the following findings were made:

- LE.03.003-Prisoner Care and Control, Section F- the review determined one physical check had not been completed prior to the 30 minutes elapsing. The physical check was completed shortly thereafter.

- LE.03.006-Search of Persons Section E8-The review concluded that the search of the Complainant was conducted in accordance with procedure and that the level of search was reasonable in circumstances
- LE.09.004-SIU Investigations- The SIU was contacted by the CKPS SIU Liaison Officer and CKPS continued to assist the SIU as required throughout the investigation

Based on a review and analysis of all available information, the Professional Standards Branch determined that the search of the Complainant and CKPS cooperation with the SIU were conducted in accordance with applicable legislation, policy and procedure. The review also determined that the Prisoner Control Officer did not comply with the required thirty minutes physical prisoner checks under LE.03.003-Prisoner Care and Control. This matter has been addressed through appropriate accountability process.

Overall, the review found CKPS policies provide adequate and appropriate guidance to members involved in the incident and the identified prisoner-check compliance issue has been addressed.

Moved by Doug Sulman and seconded by Councillor Crew

"MOTION TO RECEIVE AND APPROVE THE REPORT"

Carried

6. **Acknowledgement Letters:**

- 6.1 Thank you Letter dated June 17, 2026, from Police Governance of Ontario for sponsoring the 2026 Spring Conference and AGM.
- 6.2 Invite to attend CKPA Member Appreciation Banquet- Links of Kent-October 24, 2026, at 6:00 p.m.

Moved by Darlene Smith-Vieira and seconded by Doug Sulman

"MOTION TO RECEIVE THE CORRESPONDENCE"

Carried

7. **Consent Agenda:**

- 7.1 Sponsorship Renewal Request-2026-CK Back to School Program (Donated \$500.00 in 2025- Auction Account)
- 7.2 Sponsorship Renewal Request-Courageous K9 Yearbook Advertising (Donated \$329.00 plus HST-Auction Account)

Moved by Doug Sulman and seconded by Councillor Crew

"MOTION TO RECEIVE THE CONSENT AGENDA AND TO PAY THE DONATIONS IN #7.1 AND #7.2 FROM THE AUCTION ACCOUNT"

Carried

8. **Sponsorship/Donation Requests- Auction Account**

- 8.1 Sponsorship request letter from AWIP Wellness Committee to support the Wellness Retreat being held October 16-18, 2026-Women in Policing.
-Replenish Sponsor \$1,000 - \$1,500 (Women's Health Initiative Sponsorship-Auction Account)

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO RECEIVE THE SPONSORSHIP REQUEST AND TO SPONSOR THE AWIP WELLNESS COMMITTEE IN THE AMOUNT OF \$ 1,500 FROM THE AUCTION ACCOUNT"

Carried

9. **OAPSB-Zone 6 Update**

- Zone 6 Board's Meeting being held September 24, 2026, St. Thomas Golf and Country Club
-Breakfast and Joint OACP Session 8:00 a.m.
-Zone 6 Board Meeting 10:00 a.m.
Virtual attendance is available.

PGO representative Mr. Weaver will continue his position held on the provincial board until a replacement is voted in at the AGM.

Moved by Doug Sulman seconded by Mayor

"MOTION TO RECEIVE THE VERBAL REPORT"

Carried

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

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

The date and time of the next regular meeting is scheduled for October 21, 2026, at 8:30 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, OCTOBER 21, 2026, FOLLOWING THE REGULAR SESSION WHICH STARTS AT 8:30 AM.

Moved by Darlene Smith-Vieira seconded by Doug Sulman

Carried

Chair: this concludes our business noted on Regular Agenda-we shall enter In-Camera/Closed Session to conduct our In-Camera Agenda.

May I have a Motion to move into In-Camera

12. **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:

- CSPA Sec. 44 (2) (c)- Labour relations or employee negotiations
Two matters under Sec. 44 (2) (k):
- CSPA Sec. 44 (2) (k) -policing governance
- CSPA Sec. 44 (2) (k)-Title Modernization-future organizational growth

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- CSPA Sec.44(2) (b)-personal matter about an identifiable individual
 - CSPA Sec. 44(2) (e)-matter before administrative tribunal

Moved by Doug Sulman seconded by Darlene Smith-Vieira "
"MOTION TO MOVE INTO IN-CAMERA/CLOSED SESSION"

Carried

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

Moved by Doug Sulman seconded by Darlene Smith-Vieira

"MOVED TO RECONVENE IN OPEN SESSION"

Carried

14. **Motions arising from Closed Session**

Motions were read during the CKPS Meeting on Wednesday date, 2026

-SEE ATTACHED

Moved by Doug Sulman and Councillor Crew

Carried

15. **Adjournment**

Moved by Doug Sulman

"MOTION TO ADJOURN"

Carried

Time: 10:50 a.m.

CKPSB Closed Session/In-Camera Report

Wednesday, September 16, 2026

Time: 9:30 am – 10:47 am

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

The Board received information on:

- CSPA Sec. 44 (2) (c)- Labour relations or employee negotiations
- CSPA Sec.44(2) (b)-personal matter about an identifiable individual
- CSPA Sec. 44(2) (e)-matter before administrative tribunal

The Board directed the Chief on:

Two matters under Sec. 44 (2) (k):

- CSPA Sec. 44 (2) (k) -policing governance
- CSPA Sec. 44 (2) (k)-Title Modernization-future organizational growth

Read during the Board Meeting on Wednesday September 16, 2026

**REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICE BOARD**

Board Report Number: 4.1 (Regular)

Date of Report: October 13, 2026

Date of Board Meeting: October 21, 2026

Reference: New Hires, Elevations, Promotions,
Resignations, Retirements and
Appointments

Recommendation: Receive and approve the report

New Hires

It is recommended that Abbi Stoner be hired as a Finance Generalist, Grade 3 Level 1 effective October 5, 2026.

Elevations

It is recommended that Mikala Beaule, Special Constable, be elevated from Grade 3b Level 2 to Grade 3b Level 3, effective October 7, 2026, in accordance with the offer of employment.

It is recommended that Sam Holland, ECO, be elevated from Grade 3b Level 3 to Level 4, effective October 20, 2026.

It is recommended that David Corrado, Derrick Ricciotti, Lauren Oswald, Zach Zimmerman, Bret Drew and Quentin Forgie, Special Constables, be elevated from Grade 3b Level 2 to Level 3, effective November 6, 2026.

Promotions

It is recommended that Cadets Reese Oltrop, Coleton Diewold, Nick Belanger, Joshua King, Clayton Shreve and Dane Bishop be promoted to Fourth Class Constables, effective September 29, 2026.

Resignations

Chaplain Romeo Fernandes has tendered their resignation with CKPS, effective September 15, 2026.

Auxiliary Stephen Hessel has tendered their resignation with CKPS, effective September 16, 2026.

Corporate Communications employee, Shelomi Legall, has tendered their resignation with CKPS, effective October 15, 2026.

Constable Trey Kameka has tendered their resignation with CKPS, effective October 19, 2026.

Retirements

Sergeant Shawn Mungar has tendered their resignation with CKPS, effective May 30, 2027. Sergeant Mungar will have completed over 37 years of Service with CKPS.

Appointments

It is recommended that Erin Lawton, Dennis Horne, Gulshan Sharma, Zinedine Machado, Garrett Drew, Zak Jawad, Michelle Buxton and Samantha Kubica be appointed as Auxiliary Members, effective September 22, 2026.

Prepared by:



Executive HR Coordinator,
Emily Murphy

Recommended by:



Chief of Police, Kirk Earley

Municipality Of Chatham-Kent**Legal Services**

To: Chatham-Kent Police Services Board
From: Emily S. Crawford, Director, Legal Services
Date: October 1, 2026
Subject: Insurance Coverage and Claims Costs – 2025

Recommendation

It is recommended that:

1. \$33,755.52 be transferred from the Municipal Insurance Reserve (17176) to the Chatham-Kent Police Litigation Reserve (17381) for claims occurring in 2025.

Background

The Municipality's insurer is Marsh.

Legal Services manages the insurance and claims reserve for the Municipality, including all boards and committees of Council. This includes the Chatham-Kent Police Services Board ("CKPSB").

Legal Services manages the relationships with external legal counsel assigned to defend CKPSB in litigation. CKPSB's usual litigation defence counsel is Shillington McCall, based out of London. This law firm has extensive experience handling civil police claims. Their hourly billing rates are considered reasonable and are monitored by Legal Services.

In most instances, in order to provide better service and at no cost to CKPSB, Legal Services will defend claims on behalf of CKPSB rather than send claims out to external legal counsel.

Insurance Coverage

Insurance is the transfer of risk from one entity to another. CKPSB transfers the risk of future unknown litigation to its insurance company. The cost of purchasing this transfer of risk is the insurance premium that is paid annually to the insurance company.

Not all risk is covered by insurance. Some claims against CKPSB, such as punitive damages or Human Rights complaints, are not covered by the insurance policy.

Insurance Coverage and Claims Costs -2025

Insurance for these types of claims cannot be purchased in the marketplace. These types of claims remain the risk of CKPSB but can be handled internally by Legal Services on behalf of CKPSB. This is similar to the service provided by Legal Services to the Municipal Corporation.

The two main areas of litigation risk for CKPSB are (i) general liability and (ii) fleet auto. These areas of risk are protected through the purchase of insurance, within limits. Building fire insurance is provided through the Municipality's property insurance program.

CKPSB transfers the liability risk for claims above \$250,000 and below \$50 million to the insurance company, through the payment of the insurance premium. The risk for the first \$250,000 and above \$50 million belongs to CKPSB.

CKPSB transfers the fleet property risk to the insurer subject to two levels of deductibles. If fault of the collision is due to another driver, the deductible is \$1,000. If the fault of the collision is the police driver, the deductible is \$100,000, (which essentially makes the cost of repairs and write-offs for vehicles a self-insured expense for almost all vehicles).

CKPSB also carries a further form of insurance, aviation insurance, to cover drones. Coverage is provided by Canadian Aviation Insurance Group (CAIG). The policy provides coverage for up to \$10,000,000 per occurrence and the annual premium is \$3,951.13 including tax. The drone physical damage protection is provided by the property policy with a \$2,500 deductible.

Claims

Claims against CKPSB are paid from one of two sources.

The first source for paying claims is the insurance company, which pays all claims covered under the insurance policy for liability between \$250,000 and \$50 million. Insurance also currently pays all fleet property claims for damage to police vehicles above \$1,000 which are the fault of another driver.

The second source for paying claims is the insurance reserve, which pays all liability claims as follows: (a) below \$250,000 or the first \$250,000 on claims above that amount and (b) all claims which are not covered by the insurance policy.

Current Claims

Legal Services maintains a database wherein it tracks all claims and litigation files. Legal Services will summarize some of the major claims that CKPS faces in a closed session with the Board.

Claims and Insurance Expenses 2025

Insurance Coverage and Claims Costs -2025

In 2025, CKPSB paid \$324,374.49 in insurance premiums. This consists of Liability and Property (\$158,6096.36) as well as Fleet premiums (\$161,814.00) and Aviation premiums (\$3,951.13).

In 2025, an allocation of \$128,975.81 was paid into the Municipal Insurance Reserve (17176) from CKPSB. This consists of allocations for liability claims (\$59,072.68) and fleet claims (\$69,903.13).

In 2025, \$95,220.29 was paid out of the Municipal Insurance Reserve (17176) on behalf of CKPSB for all claims (these costs were all incurred in response to Fleet Claims only, and no costs were incurred for liability claims). As a result, there is an overage of \$33,755.52. It is therefore recommended that \$33,755.52 be transferred from the Municipal Insurance Reserve (17176) to Police Litigation Reserve (17381) for 2025. The approval in this report is to effect this transfer of funds.

Consultation

Financial Services was consulted in the preparation of this report.

Prepared by:

**Emily
Crawford**

Digitally signed by Emily
Crawford
Date: 2026.10.02 09:02:43
-04'00'

Emily S. Crawford
Director, Legal Services

Consulted and confirmed the content of
the consultation section of the report by:

Michael St. Denis

Digitally signed by Michael St.
Denis
Date: 2026.10.02 08:57:51 -04'00'

Michael St. Denis
Financial Analyst I, Financial Services

c Chief of Police Kirk Earley

**Inspectorate
of Policing****Service d'inspection
des services policiers****Office of the Inspector
General of Policing**777 Bay St.
7th Floor, Suite 701
Toronto ON M5G 2C8**Bureau de l'inspecteur général
des services policiers**777, rue Bay
7^e étage, bureau 701
Toronto ON M5G 2C8

September 25, 2026

Dear Chiefs of Police, Board Chairs and Police Association Presidents,

As we approach this year's Canadian Police and Peace Officers' Memorial Service on Sunday, I will join many of you, along with families, colleagues, and communities from across the country, in honouring the police and peace officers who made the ultimate sacrifice in the line of duty.

This has been an especially difficult year for the policing community across Ontario and Canada, marked by a number of tragic losses. Each one is a reminder of the risks police and peace officers face in service to their communities and of the families, friends and colleagues whose lives are forever changed by these tragedies.

As we remember those we have lost, we also recognize the families and loved ones who continue to live with that absence every day. In their grief, they are supported by police officers, civilian members, leaders, and police associations who come together to provide comfort, solidarity, and ongoing support, ensuring they do not face their loss alone.

As we gather to remember those who made the ultimate sacrifice, let us also reaffirm our commitment to supporting one another and to honouring their memory through service, professionalism, and dedication to the communities we are privileged to serve.

I know this occasion carries a heavy weight for many of you. Thank you for your continued leadership and for the support you provide to your members, your communities, and one another.

Sincerely,

Ryan Teschner

Inspector General of Policing of Ontario

Police Governance Ontario
 PO Box 43058
 London RPO Highland, ON N6J 0A7
 Tel 1-800-831-7727
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Ontario
 Association of
 Police Services
 Boards

INVOICE 973 PO NUMBER

2026-10-02

BILL TO

MESSAGE

Chatham-Kent Police Service Board
 Carol Holling
 24 Third Street PO Box 366
 Chatham, ON N7M 5K5

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Force Size 101-200 Annual	7,094.10	7,094.10
SUBTOTAL			7,094.10
SALES TAX			922.23
SHIPPING & HANDLING			0.00
TOTAL			8,016.33
PAYMENT/CREDIT/WRITE OFF/DISCOUNTS APPLIED			(0.00)
TOTAL DUE BY 2026-10-02			8,016.33

Thank you for your business!

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL OPEN INVOICE
8,016.33	0.00	0.00	0.00	8,016.33

[Submit payment online here](#)

Carol Holling

From: Kayla Johnson
Sent: September 14, 2026 4:39 PM
To: Carol Holling
Cc: Caitlyn Weaver
Subject: Holiday Toy Drive 2026

Follow Up Flag: Follow up
Flag Status: Flagged

Good Afternoon,

Caitlyn Weaver and I are the organizers of the annual toy drive benefiting the local Salvation Army. This is our third year coordinating the event, and we look forward to helping bring joy to families in our community.

As the demand for services has been especially high this year, we are hoping to begin the process a little earlier. We are requesting a \$2,000 donation to assist in the purchase of children's toys, which will be provided to the local Salvation Army for distribution to families in need.

We are also requesting that the CKPS Association match your donation, as they have generously done in the past.

Respectfully,

Caitlyn and Kayla

Kayla Johnson

Recruitment Coordinator | Administrative Clerk
Training, Recruitment and Career Development

CHATHAM-KENT POLICE SERVICE

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