AGENDA
CHATHAM-KENT POLICE SERVICE BOARD MEETING
(REGULAR)

Boardroom
Chatham-Kent Police Headquarters

November 18, 2026
Time: 8:30 A.M.

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1. Call to Order

2. a) Declaration of Conflict of Interest
   b) Approval of Agenda
   c) Approval of Minutes of October 21, 2026

***Note: A Motion was previously adopted by the Board at the October 21st, 2026, CKPSB Meeting for Elevations.**

The Motions for Elevations for Item #4.1 contained a typographical error.
The Motion named **Bret Drew and Quentin Forgie** to be elevated from Grade 3B Level 2 to Level 3, effective November 6, 2026. The names were included in error on the October CKPS report due to a typographical error in preparing the report. The employees are not due for an elevation.
Item #4.1 Elevations will be amended by striking and removing the names ~~**Bret Drew and Quention Forgie**~~ from the Minutes/Motion.

The draft Minutes have been amended and will be presented to the Board to be approved as amended/corrected.

3. Business arising from previous Minutes: None

4. Reports from Chief of Police:
   4.1 New Hires, Renewals, Reclassifications, Elevations, Resignations and Retirements
   4.2 Board Procedure Updates-Board Policy

5. Reports from Deputy Chief:
   5.1 2027 Fleet Acquisitions

6. Acknowledgement letters:
   6.1 Certificate of Appreciation to Chatham-Kent Police Service for supporting MADD Canada with an add in the MADD Message Yearbook-2026.

7. Consent Agenda:
   7.1 2025 Chatham Goodfellows Campaign- Annual Sponsorship Request
   The Board has donated yearly to the campaign "No Child Without a Christmas"
   - donated $2,000.00 last year from the Auction Account.

8. 2027 Schedule of Chatham-Kent Police Services Board Meetings

9. Sponsorship/Donation New Requests-Auction Account: None

10. OAPSB-Zone 6-Update

11. Non-agenda items:

12. The date and time of the next regular meeting is scheduled for December 16, 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, DECEMBER 16, 2026, AND/OR JANURY 20, 2027, FOLLOWING THE REGULAR SESSION WHICH STARTS AT 8:30 AM.

13. Motion to go into Closed Session
The Board will move into Closed Session Meeting pursuant to Section 44 1(a) subsections (2) or (3) of the *Community Safety and Policing Act*, 2019, for the following reasons:
-CSPA-44 (2) (d) – labour relations-collective agreement
- CSPA Sec.44(2) (b)-personal matter

14. Motion to Reconvene in Open Session

15. Motions arising from Closed Session

16. Adjournment

MINUTES
CHATHAM-KENT POLICE SERVICE BOARD MEETING
(REGULAR)

Boardroom **October 21, 2026**
Chatham-Kent Police Headquarters **Time: 8:35 A.M.**

PRESENT:
Mr. Patrick Weaver, Chair
Councillor Marjorie Crew
Chief Kirk Earley
Deputy Chief, Jason Chickowski
Virtual-TEAMS Meeting:
Mayor Darrin Canniff
On-Line Cellular Attendance
Mrs. Darlene Smith-Vieira, Vice-Chair
Guest:
Tom Gervais, Police Services Advisor-Zone 6,
Inspectorate of Policing, Ministry of the Solicitor General
Ms. Emily S. Crawford, Director of Legal Services
Regrets:
Mr. Douglas Sulman

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

2. a) **Declaration of Conflict of Interest**
   Chair- Mr. Patrick Weaver declared a conflict on Item#7.2-Holiday Toy Drive 2026 under the Consent Agenda-daughter is a co-convener.

   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 September 16, 2026**
   Moved by Mayor Canniff and seconded by Councillor Crew
   "MOTION TO APPROVE THE MINUTES OF SEPTEMBER 16, 2026"
   Carried

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

4. **Reports from Chief of Police**:
   Chief we will have our guest Emily Crawford present report #4.2 prior to your Chief's reports.

4.2 Insurance Coverage and Claims Costs-2025-presented by Emily S. Crawford, Director, Legal Services

Ms. Emily S. Crawford, Director of Legal Services, presented the report on Insurance Coverage and Claims Costs for 2025

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").

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.

Moved by Councillor Crew and seconded by Darlene Smith-Vieira
"MOTION TO APPROVE THE REPORT AND TO APPROVE THE TRANSFER OF FUNDS FROM THE MUNICIPAL INSURANCE RESERVE (17176) TO THE CHATHAM-KENT POLICE LITIGATION RESERVE (17381) IN THE AMOUNT OF $33,755.52 FOR CLAIMS OCCURRING IN 2025."
Carried

Thank you so much Emily, we appreciate the services provided to the Board by you and the legal services team!

4.1 New Hires, Elevations, Promotions, Resignations, Retirements and Appointments

New Hires
Moved by Councillor Crew and seconded by Darlene Smith-Vieira
"MOTION TO APPROVE THAT ABBI STONER BE HIRED AS A FINANCE GENERALIST, GRADE 3 LEVEL 1 EFFECTIVE OCTOBER 5, 2026.
Carried

Elevations:
Moved by Darlene Smith-Vieira and seconded by Mayor Canniff
"MOTION TO APPROVE THE FOLLOWING ELEVATIONS"
-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.
-THAT SAM HOLLAND, ECO, BE ELEVATED FROM GRADE 3B LEVEL 3 TO LEVEL 4, EFFECTIVE OCTOBER 20, 2026.

~~-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."~~

Carried

Amended

-THAT DAVID CORRADO, DERRICK RICCIOTTI, LAUREN OSWALD, ZACH ZIMMERMAN, SPECIAL CONSTABLES, BE ELEVATED FROM GRADE 3B LEVEL 2 TO LEVEL 3, EFFECTIVE NOVEMBER 6, 2026."

Carried

Promotions

Moved by Mayor Canniff and seconded by Councillor Crew

"MOTION TO APPROVE THE FOLLOWING PROMOTIONS"

-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."

Carried

Resignations

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO APPROVE THE FOLLOWING 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."

Carried

Retirements

Moved by Councillor Crew and seconded by Darlene Smith-Vieira

"MOTION TO APPROVE THE FOLLOWING RETIREMENTS:

-SERGEANT SHAWN MUNGAR HAS TENURED THEIR RESIGNATION WITH CKPS, EFFECTIVE MAY 30, 2027.

Carried

Appointments

Moved by Darlene Smith-Vieira and seconded by Mayor Canniff

"MOTION TO APPROVE THE FOLLOWING APPOINTMENTS"

-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."
Carried

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

Moved by Mayor Canniff and seconded by Councillor Crew
"MOTION TO RECEIVE THE CORRESPONDENCE"
Carried

VICE CHAIR: The Chair has acknowledged a conflict in Item #7.2 of the consent agenda, and I will request that he vacates the meeting for the Consent Agenda.

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

Moved by Councillor Crew and seconded by Mayor Canniff
"MOTION TO RECEIVE THE CORRESPONDENCE AND TO PAY THE PGO MEMBERSHIP FEES NOTED IN ITEM #7.1 FROM THE BOARD RESERVE AND TO PAY THE DONATION NOTED IN ITEM #7.2 FROM THE AUCTION ACCOUNT"
Carried

Vice Chair: has requested that the Chair return to the meeting. Mr. Weaver re-entered the meeting.

8. **Sponsorship/Donation Requests- Auction Account:** None

9. **PGO-Zone 6 Update**
Darlene Smith-Vieira reported no Zone 6 updates at this time; however, she commented on the number of informative emails from the PGO and hopes everyone is receiving the emails.
The Chair commented that the PGO is ensuring each board is fully supported throughout the transition of the upcoming municipal election and appointments.

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

11. **Date and time of next meeting**
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, NOVEMBER 18, 2026, FOLLOWING THE REGULAR SESSION WHICH STARTS AT 8:30 AM.

Moved by Darlene Smith-Vieira seconded by Councillor Crew.
Carried

Chair: this concludes our business noted on the Regular Agenda we do not have any matters to be addressed in-camera this month, may I ask for an adjournment, please.

12. **Adjournment**
Moved by Darlene Smith-Vieira
"MOTION TO ADJOURN"
Carried

Time: 8:52 a.m.

Mr. Patrick Weaver, Chair
Chatham-Kent Police Service

CKPSB REGULAR

ITEM # 4.1

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

Board Report Number:	**4.1 (Regular)**
Date of Report:	**November 10, 2026**
Date of Board Meeting:	**November 18, 2026**
Reference:	**New Hires, Reclassifications, Elevations**
Recommendation:	**Receive and approve the report**

New Hires

It is recommended that Jackson Moon, Ashley Howell, Kennedy Weldon, Alexis Botterill, Brett Wegrzyn and Ethan Mosco be hired as Cadets, Level 1, effective November 2, 2026.

Contract Renewals

It is recommended that the contract of Jim Lynds, Part-Time Temporary Administrative Clerk (DEMS) be renewed from November 24, 2026 to November 23, 2027, at Grade 2 Level 2.

Reclassifications

It is recommended that Marko Sapateiro, Jack (John) Thompson and Thomas Michaud be reclassified from Second Class Constable to First Class Constable, effective December 14, 2026.

It is recommended that Trent Fox be reclassified from Third Class Constable to Second Class Constable, effective December 15, 2026.

Elevations

It is recommended that Sydney Thomson, ECO, be elevated from Grade 3b Level 2 to Level 3, effective November 15, 2026.

It is recommended that Meghan Myers, Data Entry, be elevated from Grade 2 Level 1 to Level 2, effective November 24, 2026.

It is recommended that Mike James, Special Constable, be elevated from Grade 3b Level 1 to Level 2, effective November 17, 2026.

Resignations

Chaplain Bill Sharrow has tendered their resignation with CKPS, effective October 26, 2026.

Special Constable Andria Dyer has tendered their resignation with CKPS, effective October 26, 2026.

Retirements

Administrative Clerk, Lori McKeon, has tenured their resignation with CKPS, effective March 31, 2027.

Prepared by:

Executive HR Coordinator,
Emily Murphy

Recommended by:

Chief of Police, Kirk Earley

CKPSB REGULAR

ITEM # 4.2

REPORT OF THE POLICE SERVICE

TO

THE CHATHAM-KENT POLICE SERVICES BOARD

Board Report Number:	**4.2 (Regular)**
Date of Report:	**October 20, 2026**
Date of Board Meeting:	**November 18, 2026**
Reference:	**Board Procedure Updates**

As the Board is aware, Staff Sergeant Nelson DasNeves has been reassigned to the Office of the Chief to conduct a complete review of both the Police Service and Board Procedures to ensure compliance with the Community Safety and Policing Act, 2019. At the same time, each procedure is placed into a new and modernized format.

As the review continues, subsequent procedures will be brought forward for review and will be posted on the Service website as per the CSPA.

At this time, the below listed Procedures require Board approval:

PSB.AI.02 - SKILLS DEVELOPMENT AND LEARNING

PSB.AI.07 -MANAGEMENT OF POLICE RECORDS

PSB.LE.04 - CRIMINAL INTELLIGENCE

PSB.LE.14 - COURT SECURITY

PSB.LE.19 - STOLEN OR SMUGGLED FIREARMS

PSB.LE.20 - PROPERTY AND EVIDENCE CONTROL

PSB.LE.22 - OFFICER NOTE TAKING

PSB.LE.025 - SUPERVISION

PSB.LE.33 - PRISONER TRANSPORTATION

PSB.LE.45 - VEHICLE PURSUITS

Recommendation:

Receive the report and approve the revised board procedures.

Recommended by:



Deputy Chief of Police, Jason Chickowski

Approved by:



Chief of Police, Kirk Earley

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 399/23: *General Matters under the Authority of the Lieutenant Governor in Council*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – AI-002

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board with respect to skills development and learning that the Chief of Police of the Chatham-Kent Police Service will prepare a skills development and learning plan that:

a. provides an overview of the Service's existing and anticipated future needs in relation to skills development and learning;

b. identifies the Service's skills development and learning objectives, including potential partnerships with other service providers;

c. addresses cost-effective and innovative delivery of skills development and learning;

d. addresses the provision of a program to coach or mentor new officers, including a selection process and training, for coach officers;

e. ensures the development and maintenance of the capabilities (*knowledge, skills and abilities*) of Members of members of the Service consistent with the Adequacy Standards Regulation;

f. emphasizes the importance of organizational learning; and

g. addresses the responsibility of members for career development and skills development and learning.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.AI.02 – SKILLS DEVELOPMENT AND LEARNING	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 395/23: *Investigations*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – AI-007

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board with respect to the management of police records that the Chief of Police of the Chatham-Kent Police Service will:

a. establish procedures on records management, including the collection, security, retention, use, disclosure and destruction of records in accordance with the requirements of relevant legislation;

b. comply with the procedures set out in the Ministry of the Attorney General's designated Ontario *Major Case Management Manual*; and

c. establish procedures regarding the Canadian Police Information Centre (CPIC) that are consistent with the *CPIC Reference Manual* and the Ministry of Public Safety's policy relating to CPIC Records.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.AI.07 – MANAGEMENT OF POLICE RECORDS	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 392/23 - *Adequate and Effective Policing*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-004

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board with respect to criminal intelligence that:

a. criminal intelligence will be provided by the Service using its own members;

b. the Chief of Police of the Chatham-Kent Police Service (the "**Service**") will establish procedures that includes processes relating to:

i. the collection of intelligence information, including:

- an intelligence collection plan that at a minimum addresses the resources to be used for the collection of intelligence information where needed; and
- the gathering of information covertly and overtly as needed;

ii. the processing and collation of intelligence information, including:

- the storage of intelligence information in record management systems or intelligence databases, as applicable; and
- the management and retrieval of collected intelligence information;

iii. the analysis and evaluation of intelligence information, including:

- the assessment of the reliability and validity of information and its source;
- the analysis of information to assess its usefulness; and
- the analysis and collation of information to create intelligence products;

iv. the dissemination of intelligence information, including:

- ensuring that appropriate classifications and restrictions, such as notices indicating the level of confidentiality clearance required, are included on intelligence products;
- protocols for the timely approvals and sharing of intelligence information within the police service;
- protocols for the timely approvals and sharing of intelligence information with other police services, law enforcement agencies, intelligence agencies such as Criminal Intelligence Service Ontario, appropriate government agencies and other organizations, as applicable;
- protocols for the timely approvals and sharing of intelligence information through intelligence databases, as applicable; and
- protocols for the exigent sharing of intelligence information where there is a potential imminent risk to life or critical infrastructure, and a process to record and track the dissemination of intelligence information;

v. the maintenance of intelligence information in a manner that ensures its security; and

c. the Chief will establish priorities and procedures for criminal intelligence, including strategic and tactical intelligence;

d. the Chief will promote the use of criminal intelligence analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement or problem-oriented policing initiatives or community-based crime prevention initiatives; and

e. the Chief will ensure that the members of the Service have the knowledge, skills and abilities to perform this function and the necessary tools and equipment.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.04 – CRIMINAL INTELLIGENCE	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 399/23 – *General Matters Under the Authority of the Lieutenant Governor in Council*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-014

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board (the "**Board**") with respect to Board policies, required under section 13 of Ontario Regulation 399/23 – *General Matters Under the Authority of the Lieutenant Governor in Council,* as it relates to court security that the Chief of Police (the "**Chief**") of the Chatham-Kent Police Service will:

a. prepare a court security plan, in consultation with the local court security committee, that adequately addresses local needs and circumstances, and meets the statutory responsibilities set out in Section 243 of the *Community Safety and Policing Act;*

b. establish procedures on court security that address supervision and training;

c. establish a local court security committee, to serve in an advisory capacity to the Chief, comprised of representatives from the police, Crown Attorney's Office, Judiciary, local legal Bar Association, victim services/organizations and Courts Services – Ministry of the Attorney General; and

d. ensure that police officers and special constables utilized for court security are supervised and have the knowledge, skills and abilities to perform their functions related to court security.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.14 – COURT SECURITY	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 82/25 – *Amending O.Reg. 395/23: Investigations*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-019

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board (the "**Board**") that the Chief of Police (the "**Chief**") of the Chatham-Kent Police Service (the "**Service**") will establish procedures and processes with respect to seized, stolen or smuggled firearms.

C DEFINITIONS

C1 The following definitions form part of this procedure.

a. **Crime Guns** - means any firearm that: (i) has been reported lost or stolen; (ii) is illegal/smuggled; (iii) is legally registered in Canada, but has been used in, or there are reasonable grounds to believe that it was intended to be used in an offence; and (iv) any Member that has reason to believe it is in the best interest of public safety.

b. **FATE** - means Firearms Tracing and Enforcement Program.

c. **Seized** - includes firearms which are: (i) found; (ii) recovered; (iii) seized; (iv) surrendered; or (v) evidentiary.

D POLICY REQUIREMENTS

D1 It is the policy of the Board that with respect to seized, stolen or smuggled firearms the Chief shall:

a. ensure complete compliance with legislative and constitutional requirements, and recognized legal principles;

b. ensure that Members act with full respect for human dignity and according to professional standards of skill, integrity and accountability;

c. maintains both officer and public safety as a priority;

d. develop and maintain procedures and processes with respect to seized, stolen and/or smuggled firearms that:

   i. ensures that any investigation of a stolen or smuggled firearm is in accordance with the Services' Criminal Investigation Management Plan;

   ii. requires that every firearm that comes into the possession of the Service is checked to determine if:

      1. it has been reported lost or stolen;

      2. it is legally registered in Canada; or

      3. smuggled;

e. address the sharing of crime analysis, criminal intelligence and other information on stolen or smuggled firearms with relevant law enforcement agencies as required by section 260(9) of the *Community Safety and Policing Act, 2019*; and

f. regularly reviews procedures for seized, stolen or smuggled firearms to remain current with case law, inquests inquiry findings and amendments to related legislation.

E MEASUREMENT METHODS/SYSTEMS

E1 The Chief or designate shall:

a. collect information with respect to the total number of seized, stolen or smuggled firearms; and

b. annually review all documentation submitted to the FATE program to ensure that all firearms which are seized or investigated, and that may be classified as Crime Guns have been reported to FATE.

F REPORTING

F1 The Chief or designate shall annually report:

a. a list of the firearms that have come into possession of the Service during the preceding calendar year; and

b. a list of which firearms are still being retained and which have been disposed of, along with the particulars of that disposal.

F2 As part of a separate Annual Report on Adequacy Regulation, the Chief shall report on compliance with this section of the policy.

F3 The Chief shall report on an exception basis. This applies to those circumstances where relating to seized, stolen or smuggled firearms have resulted in an "exceptional" circumstance, or a circumstance which may be detrimental to the Service and/or has resulted in significant issues of potential liability to the Board and/or the Service.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.19 – STOLEN OR SMUGGLED FIREARMS	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 392/23: *Adequate and Effective Policing (General)*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-020

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board (the "**Board**") with respect to property and evidence control and the collection, preservation, documentation and analysis of physical evidence that the Chief of Police (the "**Chief**") of the Chatham-Kent Police Service (the "**Service**") will:

a. ensure and report back on compliance by Members of the Service with sections 258, 259 and 260 of the *Community Safety and Policing Act*;

b. establish procedures, consistent with the advice from the Centre of Forensic Sciences and its current version of the *Laboratory Guide for the Investigator*, for the safe and secure collection, preservation, control, handling and packaging of evidence;

c. establish procedures for the secure collection, preservation and control of property;

d. ensure that an annual audit of property/evidence held by the Service is conducted by a supervisor not routinely or directly connected with the property/evidence control function, and report the results to the Board; and

e. where a Member who has responsibility for a property/evidence storage area is transferred or replaced, ensure that an inventory is taken of the property/evidence in that area.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.20 – PROPERTY AND EVIDENCE CONTROL	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-022

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board that the Chief of Police of the Chatham-Kent Police Service will establish procedures relating to officer note taking, including the secure storage and retention of police officer notes.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.22 – OFFICER NOTE TAKING	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 392/23 - *Adequate and Effective Policing*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-025

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board with respect to supervision that the Chief of Police of the Chatham-Kent Police Service (the "**Service**") will:

a. ensure that there is twenty-four (24) hour, seven (7) day per week supervision available to members of the Service;

b. establish procedures on supervision that set out the circumstances where a supervisor must be contacted and when a supervisor must be present at an incident, including for all major case incidents;

c. ensure that the procedures require that supervisor notification and attendance are recorded in related incident reports; and

d. establish a selection process to ensure that members appointed permanently to supervisory positions have the knowledge, skills and abilities required for the supervisory positions.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.25 – SUPERVISION	2007/03/14

A STANDARDS

A1 *Community Safety and Policing Act, 2019*

A2 Ontario Regulation 392/23: *Adequate and Effective Policing (General)*

A3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-033

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board, with respect to prisoner transportation, that the Chief of Police of the Chatham-Kent Police Service (the "**Service**") will:

a. establish procedures regarding prisoner escort, transportation, care and control and which procedures will require compliance by the Service's police officers and special constables with the same;

b. ensure that police officers and special constables used to escort and transport persons in custody have the knowledge, skills and abilities required to perform these functions; and

c. ensure that appropriate safety equipment is available to and used by police officers and special constables performing these functions.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.33 – PRISONER TRANSPORTATION	2007/03/14

A STANDARDS

B1 *Community Safety and Policing Act, 2019*

B2 Ontario Regulation 397/23 – *Vehicle Pursuits*

B3 Policing Standards Manual (2012), Ministry of Community Safety and Correctional Services – LE-045

B POLICY

B1 It is the policy of the Chatham-Kent Police Service Board, with respect to vehicle pursuits, that the Chief of Police of the Chatham-Kent Police Service (the "**Service**") will:

a. establish procedures consistent with the requirements of Ontario Regulation 397/23 – *Vehicle Pursuits;*

b. ensure that police officers, dispatchers, communications supervisors and road supervisors receive training accredited by the Minister of the Solicitor General on vehicle pursuits;

c. ensure that police officers receive training about the intentional contact between vehicles consistent with the requirements of Ontario Regulation 397/23 – *Vehicle Pursuits;*

d. address the use of tire deflation devices and officer training;

e. ensure that the particulars of each vehicle pursuit are recorded on a form and in a manner approved by the Minister of the Solicitor General; and

f. enter into agreements with neighbouring police services to determine under what circumstances decision-making responsibility for a pursuit will be, and will not be, transferred from one jurisdiction to another.

PREVIOUS ISSUE	EFFECTIVE DATE
PSB.LE.45 – SUSPECT APPREHENSION PURSUITS	2007/03/14

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

Board Report Number: **5.1 (Regular)**

Date of Report: **October 20, 2026**

Date of Board Meeting: **November 18, 2026**

Reference: **2027 Fleet Acquisitions**

Recommendation: Approve the purchase of life-cycled vehicles

On an annual basis, the Chatham-Kent Police Service reviews fleet vehicles to ascertain those that are due for replacement as per the pre-determined life cycle appropriate for its use has been reached. These are usually replaced through the purchase of new vehicles. On occasion there may be circumstances, depending on a number of factors, which may cause that number to fluctuate slightly. (E.g., Collisions, costly repairs etc.)

The Service is now in the process of replacing several front-line vehicles which are high mileage vehicles and/or have been in service for the pre-determined life cycle (3 years or 150,000 km) or longer. The replacement vehicles will be used for General Patrol. The replacement vehicles will include nine (9) Durango's.

These vehicles will be purchased through the Provincial Police Co-operative Group (PCPG), which offers discounted pricing for policing agencies across the province. The cost associated with the purchase of these vehicles through our normal life cycle budget is **$846,000** including the required equipment packages. The purchase price per vehicle falls within anticipated budgeted costs.

Capital Costs covered through Annual Lifecycle Budget:

9	2027 Durango	$62,000	$558,000
9	Equipment Packages - Durango	$32,000	$288,000
			$846,000

Prepared/Recommended by:

Inspector Matt Stezycki

Approved by:



Chief Kirk Earley

CKPSB REGULAR
ITEM # 6.1

madd
MESSAGE

In Appreciation To:

Chatham-Kent Police Service

for supporting MADD Canada with your ad in the MADD Message Yearbook



Thank You!

2026

Chatham–Kent Police Service

CKPSB REGULAR
ITEM # 7.1

Inter-Office Memorandum

To: Chatham-Kent Police Services Board and Chatham-Kent Police Association

From: Greg Cranston

Date: 05 Nov 2026

Re: 2026 Chatham Goodfellows Campaign

The 2026 Chatham Goodfellows campaign is well underway; this will mark the 72nd year the organization has committed to ensure "No Child is Without a Christmas". Over the years the Chatham-Kent Police Services Board and the Chatham-Kent Police Association have both generously donated money that has been utilized to purchase children's toys and food baskets. Keeping in line with previous years I am requesting the Chatham-Kent Police Services Board and the Chatham-Kent Police Association consider donating $2000.00 in support of this charitable cause.

If approved, please mail cheques to: Chatham Goodfellows. P.O. Box 114, Chatham, ON N7M 5K1 or you may give to me and I will hand deliver.

Thank-you for your consideration,

Greg Cranston

Chatham-Kent Police Service

Chatham Goodfellows Board member.

Recommended: _____ Approved: _____

2027 SCHEDULE OF CHATHAM-KENT POLICE SERVICES BOARD MEETINGS

(MEETING DATES/TIME ARE SUBJECT TO CHANGE WITHOUT NOTICE TO ACCOMMODATE UNEXPECTED SCHEDULING CONFLICTS AFFECTING BOARD MEMBERS)

DATE:		TIME:
JANUARY 20	REGULAR	8:30 A.M.
	IN-CAMERA	Following Regular Mtg.
FEBRUARY	NO MEETING SCHEDULED	
MARCH 10	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
APRIL 14	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
MAY 12	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
JUNE 16	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
JULY	NO MEETING SCHEDULED	
	DUE TO VACATIONS	
AUGUST	NO MEETING SCHEDULED	
	DUE TO VACATIONS	
SEPTEMBER 15	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
OCTOBER 20	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
NOVEMBER 17	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.
DECEMBER 15	REGULAR	8:30 A.M
	IN-CAMERA	Following Regular Mtg.