



SMITHS FALLS POLICE SERVICES BOARD
Minutes of the in person meeting November 20, 2024

Facebook Live: <https://www.facebook.com/smithsfallspolice>
Youtube Live: <https://www.youtube.com/channel/UCBFFXhpEIk-x8oDEMxY8MzQ/live>

Members Present: S. Pankow, Mayor
R. Dopson, Council Appointee
J. Aunger-Ritchie, Provincial Appointee
C. Saumure, Provincial Appointee
S. McFadden, Secretary

Staff: J. Empey, Chief
C. Kettyle, Deputy Chief

C. McGuire, Councilor (Virtual)

1. Call to Order

Chair Pankow called the meeting to order at 8:03 am and read the Land Acknowledgement for November 20, 2024.

2. Chairs Remarks:

Solicitor General Kerzner to meet with the Chief/ Deputy and Chair Pankow.

3. Cheque Presentations

RNJ
Special Olympics
WAK
Big Brothers, Big Sisters

4. Introduction of new Constable Andrew Simmons.

5. 20 year service medal presented to Aaron Tompkins.

6. Additions to the Agenda

New Business (g) - Emergency Funding

7. Declaration of Interest - NONE

8. In Camera

Motion by: J. Aunger-Ritchie
Seconded by: C. Saumure

That the Smiths Falls Police Services Board move In Camera at 8:19 am to discuss items pertaining to intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their

disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public in accordance with Section 44 of the *Community Safety And Policing Act*.

- HR staffing Update- Chief
- Identifiable individual- HR
- IT staffing update- Chief
- IT infrastructure- Chief
- Reference the Board wording for STD (contract) Chief
- Board Policies and Procedures- Chair
- Biometric for prisoners- Chief
- Board honorarium under the new act- Chair
- Approval of in camera minutes

THAT the Smiths Falls Police Services Board revert to an open session at 9:39 am
Carried 5-0

Rise and Report

- HR staffing Update- Chief
- Identifiable individual- HR
- IT staffing update- Chief
- IT infrastructure- Chief
- Reference the Board wording for STD (contract) Chief
- Board Policies and Procedures- Chair
- Biometric for prisoners- Chief – Open session
- Board honorarium under the new act- Chair – Open session
- Approval of in camera minutes

9. Correspondence - NONE

10. Minutes from the Previous Meeting – October 16, 2024

Motion by: J. Aunger-Ritchie

Seconded by: C. Saumure

THAT the Smiths Falls Police Services Board approve the Minutes from the meeting October 16, 2024 as presented.

Carried 5 -0

11. Business Arising from the Previous Meeting

- a) Intoxilyzer & ALPR – Asking for approval to move one intoxilyzer up to 2024 budget under complex maintenance. Training has to begin early January 2025. Units cost approx. just over \$12,000 per unit.

Approved:

Motion by: J. Aunger-Ritchie

Seconded by: R. Dopson

12. New Business

a) IT infrastructure – Collaboration with Owen Sound Police Service- Chief

Collaborating with Owen Sound Police Service- They are looking after our NG911. After a full overview and visit from Owen Sound it was best suited for Owen Sound to take over the full IT infrastructure for SFPS. A lot of changes and protocol to be in compliance. Chief looked into other services but Owen Sound has been the most cost effective route to go. The MOU between Owen Sound and SFPS has been shared with the PSB. They have been very helpful thus far to help keep us in compliance with OPTIC. Owen Sound salary is coming out of the NG911 Grant for IT Support (Salary recovery)

b) Cruiser maintenance tenders

Deadline for Tender applications is today @ 1:00 pm. The board will sit down with the Chief and a few members of the service to open up the packages. Tenders will have to ensure that we are priority if we have an emergency breakdown. Tender will be for the next two years.

c) Budget Monitor – October

- Salary line will be going up closer to the end of the month with two new recruits starting.
 - PT wages are running high and have been for a while with staffing shortage/ Mat leave/ illness/ Training.
 - Overtime is running very high and the year is not over yet. (More staffing will help this)
 - PT vacation wages in lieu of time off.
 - Office supplies- running high but reallocated the office chairs under the maintenance line.
 - Complex maintenance you will see is high due to work to the generator. The generator failed last time the power went out.
- Other lines we are on a good path to end 2024- Grant applications will be maxed out to help our community partners and off set our Salary/training/ travel.

d) IOP correspondence

Data collection/ Analytics that we will be providing information. As a board, we will need to complete and submit the form with the assistance from the service.

e) 2025 Budget –

Full public Presentation on the vision for 2025 in the eyes of the Chief and Deputy Chief.

The board followed up with questions and concerns.

Compliance and salary is a huge part of the budget increase.

S. Pankow gave a comparison from 2015- current on Policing budget, approx. 3.3% annual increase over the last 10 years.

Draft approved- Carried 5-0

f) Fingerprint fees

Looking at revenue- started to look into taking over the fingerprint fees. Triton currently does our finger printing and we get a cut back. Other services do their own so it is an option. It would be a big undertaking but would be a revenue options. More information to come and a topic of increasing fees for fingerprinting for a future meeting.

g) Emergency funding

Disclosure Protocol- the SOLGEN just notified the Chief that a cost recovery amount of \$76, 393.96 in salary recovery.

h) Biometric for Prisoners

A proposal to the board about prisoner care and control- in lieu of having personnel looking over the prisoners in cells and having the dispatchers watching them on camera. A company that has been approved is Biometrics (Cornwall and Sarnia is already using them) the system measures someone's heartrate and breathing rate- a detection system that's put on the wall in each cell. This is to ensure the safety of prisoners while in our care. The units will add a layer of protection for the board/ Service. Board wants to support the purchase of two systems for now to test out.

i) Board Honorarium

Stephanie will look into other boards on what the boards receive.

13. Operational Report – Power point presentation from Chief Empey on behalf of Deputy Chief Kettyle

14. Date and Time Next Meeting

Next meeting- “Special Meeting” December 4, 2024

13.

Adjournment

Motion by: R. Dopson

Seconded by: C. Saumure

All in favor

THAT the Smiths Falls Police Services Board meeting adjourned at 11:07 am

Carried 5-0

Shawn Pankow, Chair
Smiths Falls Police Services Board

Stephanie McFadden, Secretary
Smiths Falls Police Services Board

Date:

DRAFT