



Public Minutes

DATE OF MEETING: Thursday, August 29, 2024

LOCATION: 4th Floor Boardroom, WPS Headquarters

LIVESTREAMED AT: <https://www.facebook.com/windsorpoliceservicesboard/>

MEMBERS PRESENT: Mayor Drew Dilkens (Chair)
Councillor Jo-Anne Gignac
John Elliott
Sophia Chisholm
Councillor Jim Morrison

PRESENT BY TEAMS: Graham Wight, Police Services Advisor, Inspectorate of Policing
Mayor Michael Prue, Board Advisor, Town of Amherstburg

REGRETS: Robert de Verteuil

STAFF PRESENT: Chief Jason Bellaire
Deputy Chief Jason Crowley
Deputy Chief Karel DeGraaf
Gary Francoeur, Director, Corporate Communications
Constable Bianca Jackson, Corporate Communications
Constable Anne Suthers, Corporate Communications
Inspector Chris Werstein
Superintendent Paolo DiCarlo
Kent Rice, Windsor Police Association

RECORDER: Administrative Director

1. Agenda

1.1 Agenda

2. **Closed Session:** The Board met in closed session on August 29, 2024, for consideration of confidential matters pursuant to Section 44 of the *Community Safety and Policing Act (CSPA)*, namely for subject matter related to personal matters, labour relations, potential litigation, information from province, contractual negotiations, financial information.

3. **Call to Order** at: 2:05 p.m.

4. **Declarations of Conflict & Pecuniary Interest by Members** **NONE**

5. Approval of Agenda

Motion to approve the Public Agenda for the meeting of Thursday, August 29, 2024, with the addition of Communications Item: 12.3 OASP Labour Conference, Moved by J. Gignac, Seconded by S. Chisholm

RESOLVED THAT the Board agenda of August 29, 2024, be adopted with the addition of Communications Item: 12.3 OASP Labour Conference.

The motion carried

6. Approval of the Minutes

6.1 Public Minutes of June 20, 2024

Motion to approve the Minutes of June 20, 2024, Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board Minutes of June 20, 2024, be approved as circulated.

The motion carried

7. **Business Arriving from the Minutes** **NONE**

8. **Delegations** **NONE**

9. Monthly Reports

9.1 Professional Standards Report

Motion to receive the Professional Standards Report Moved by S. Chisholm, Seconded by J. Gignac

RESOLVED THAT the Board receive the Professional Standards Report as circulated.

The motion carried

9.2 Section 32 Reports

Motion to receive the Section 32 Reports Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board receive the Section 32 Reports as circulated.

The motion carried

9.3 Crime Stoppers Report

Motion to receive the Crime Stoppers Report Moved by S. Chisholm, Seconded by J. Elliott

RESOLVED THAT the Board receive the Crime Stoppers Report as circulated.

The motion carried

9.4 Crime Statistics Report (Verbal)

Verbal report and discussion regarding Crime Statistics in the City of Windsor was held. Thirty-five percent of all crimes against a person are attributed to Intimate Partner Violence (IPV) and thirty-six percent of all crimes against property are attributed to shoplifting. For further details, refer to the WPSB Facebook livestream record:

<https://www.facebook.com/windsorpoliceservicesboard/> starting at Minute: 1:58

Motion to receive the Verbal Crime Statistics Report Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Windsor Police Service Board receive the verbal Crime Statistics in the City of Windsor Report.

The motion carried

9.5 Information and Privacy

Motion to receive the Information and Privacy Report Moved by J. Elliott, Seconded by S. Chisholm

RESOLVED THAT the Board receive the Information and Privacy Report as circulated.

The motion carried

10. Quarterly Reports

10.1 Use of Force Q2 Report

Motion to receive the Use of Force Q2 Report Moved by J. Gignac, Seconded by J. Morrison

RESOLVED THAT the Board receive the Use of Force Q2 Report as circulated.

The motion carried

10.2 Calls for Service – CCP/POP Q2 Report

Motion to receive the CCP/POP Q2 Report Moved by J. Elliott, Seconded by S. Chisholm

RESOLVED THAT the Board receive the CCP/POP Q2 Report as circulated.

The motion carried

10.3 Youth Crime Statistics Q2 Report

Motion to receive the Youth Crime Statistics Q2 Report Moved by J. Gignac, Seconded by S. Chisholm

RESOLVED THAT the Board receive the Youth Crime Statistics Q2 Report

The motion carried

10.4 Amherstburg Detachment Policing Activities Q2 Report

Motion to receive the Amherstburg Detachment Policing Activities Q2 Report Moved by J. Elliott, Seconded by J. Gignac

RESOLVED THAT the Board receive the Amherstburg Detachment Policing Activities Q2 Report as circulated.

The motion carried

11. Human Resources

11.1 Promotions and Retirements

Motion to approve promotions Moved by J. Gignac, Seconded by S. Chisholm

RESOLVED THAT the Board approve the promotion of Constable Keith Hunter to the rank of Sergeant.

The motion carried

Motion to accept retirements Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board accept the retirement of Sergeant Edward Parent, Constable Robert Mousseau, Constable Holly Bedore, and Carlos Cardoso.

The motion carried

12. Communications

12.1 All Chiefs Memos

Motion to receive All Chiefs Memos Moved by S. Chisholm, Seconded by J. Elliott

RESOLVED THAT the Board receive All Chiefs Memos as circulated.

The motion carried

12.2 Tribunals Ontario – Ontario Civilian Police Commission

Motion to receive correspondence from Tribunals Ontario – Ontario Civilian Police Commission
Moved by J. Gignac, Seconded by S. Chisholm

RESOLVED THAT the Board receive the correspondence from Tribunals Ontario – Ontario Civilian Police Commission with respect to Deputy Chief Jason Crowley.

The motion carried

13. New Business

13.1 Policies New and Updated – Memo from Administrative Director

Motion to receive New and Updated Policies Memo Moved by J. Gignac,
Seconded by S. Chisolm

RESOLVED THAT the New and Updated Policies Memo from the Administrative Director be received as circulated.

The motion carried

13..1.1 Adequate and Effective Policing

Motion to adopt Adequate and Effective Policing Policy Moved by J. Gignac,
Seconded by J. Elliott

RESOLVED THAT the Board adopt the Adequate and Effective Policing Policy as circulated.

The motion carried

13..1.2 The Disclosure by the Chief of Police of Personal Information About Individuals

Motion to adopt The Disclosure by the Chief of Police of Personal Information About Individuals Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Disclosure by the Chief of Police of Personal Information About Individuals Policy as circulated.

The motion carried

13.1.3 The Administration of the Disclosure of Secondary Activities to the Chief of Police

Motion to adopt The Administration of the Disclosure of Secondary Activities to the Chief of Police Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt the Administration of the Disclosure of Secondary Activities to the Chief of Police Policy as circulated.

The motion carried

13.1.4 Handling of Discipline Within the Police Service

Motion to adopt the Handling of Discipline Within the Police Service Policy
Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Handling of Discipline Within the Police Service Policy as circulated.

The motion carried

13.1.5 Internal Complaints and Disclosure Against the Chief of Police or Deputy Chief of Police

Motion to adopt the Internal Complaints and Disclosure Against the Chief of Police or Deputy Chief of Police Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Internal Complaints and Disclosure Against the Chief of Police or Deputy Chief of Police Policy with amendment to Section 5 to read, Chair to report to the Board.

The motion carried

13.1.6 Chief of Police Performance Evaluation System

Motion to adopt the Chief of Police Performance Evaluation System was Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Chief of Police Performance Evaluation System Policy as circulated.

The motion carried

13.1.7 Electronic Monitoring of Employees

Motion to adopt the Electronic Monitoring of Employees was Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Electronic Monitoring of Employees Policy as circulated.

The motion carried

13.1.8 Board Members Code of Conduct, Complaints and Other Governance Responsibilities of Board Members

Motion to adopt the Board Members Code of Conduct, Complaints and Other Governance Responsibilities of Board Members Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Board Members Code of Conduct, Complaints and Other Governance Responsibilities Policy as circulated.

The motion carried

13.1.9

Respecting the Right to Disconnect from Work

Motion to adopt the Respecting the Right to Disconnect from Work Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Respecting the Right to Disconnect from Work Policy as circulated.

The motion carried

13.1.10

Equal Opportunity, Discrimination and Workplace Harassment Prevention

Motion to adopt the Equal Opportunity, Discrimination and Workplace Harassment Prevention Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt the Equal Opportunity, Discrimination and Workplace Harassment Prevention Policy as circulated.

The motion carried

13.1.11

Human Resources

Motion to adopt the Human Resources policy Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt the Human Resources Policy as circulated.

The motion carried

13.1.12

Board Administrative Framework

Motion to adopt the Board Administrative Framework Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Board Administrative Framework Policy as circulated.

The motion carried

13.1.13

Administration of Public Complaints – Police Officer

Motion to adopt Administration of Public Complaints – Police Officer Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Administration of Public Complaints – Police Officer Policy as circulated.

The motion carried

- 13.1.14 Process for Selecting Chief of Police and Deputy Chief of Police
Motion to adopt Process for Selecting Chief of Police and Deputy Chief of Police
Moved by J. Gignac, Seconded by J. Elliott
RESOLVED THAT the Board adopt The Process for Selecting Chief of Police and Deputy Chief of Police Policy as circulated.
The motion carried
- 13.1.15 Management of Police Records
Motion to adopt the Management of Police Records Moved by J. Gignac
Seconded by J. Elliott
RESOLVED THAT the Board adopt The Management of Police Records Policy as circulated.
The motion carried
- 13.1.16 Police Response to Persons in Crisis – Mental Illness/Neurodevelopmental Disability
Motion to adopt the Police Response to Persons in Crisis – Mental Illness/Neurodevelopmental Disability Moved by J. Gignac,
Seconded by J. Elliott
RESOLVED THAT the Board adopt The Police Response to Persons in Crisis – Mental Illness/Neurodevelopmental Disability Policy as circulated.
The motion carried
- 13.1.17 Management of Police Service Board Records
Motion to adopt Management of Police Service Board Records Moved by
J. Gignac, Seconded by J. Elliott
RESOLVED THAT the Board adopt The Management of Police Service Board Records Policy as circulated.
The motion carried
- 13.1.18 Use of Board Issued Equipment and Technology
Motion to adopt Use of Board Issued Equipment and Technology Moved by
J. Gignac, Seconded by J. Elliott
RESOLVED THAT the Board adopt The Use of Board Issued Equipment and Technology Policy as circulated.
The motion carried

13.1.19

Institutional and Police Service Members Conflicts of Interest

Motion to adopt Institutional and Police Service Members Conflicts of Interest Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Institutional and Police Service Members Conflicts of Interest Policy as circulated.

The motion carried

13.1.20

Administration of Police Service

Motion to adopt Administration of Police Service was Moved by J. Gignac, Seconded by J. Elliott

RESOLVED THAT the Board adopt The Administration of the Police Service Policy as circulated.

The motion carried

13.2 Windsor Police Service Census Report

Motion to receive the Windsor Police Service Census Report 2023 Moved by J. Gignac, Seconded by S. Chisholm

RESOLVED That the Windsor Police Service Board receive the Windsor Police Service Board receive the Windsor Police Service Census Report 2023 as circulated.

The motion carried

14. Adjournment

Motion to adjourn Moved by J. Gignac, Seconded by S. Chisholm

THAT the Board adjourn the meeting of August 29, 2024, at 2:30 p.m.


The motion carried

DATE OF NEXT MEETING: September 19, 2024, at 1:45 p.m.



NORMA COLEMAN
ADMINISTRATIVE DIRECTOR

APPROVED THIS 19th DAY OF SEPTEMBER 2024



DREW DILKENS, CHAIR
WINDSOR POLICE SERVICE BOARD