



Public Minutes

DATE OF MEETING: Thursday, January 16, 2025

LOCATION: 4th Floor Boardroom, WPS Headquarters

MEMBERS PRESENT: Mayor Drew Dilkens
Councillor Jo-Anne Gignac
John Elliott
Sophia Chisholm
Robert de Verteuil
Councillor Jim Morrison

STAFF PRESENT: Chief Jason Bellaire
Deputy Chief Jason Crowley
Deputy Chief Karel DeGraaf
Superintendent Paolo DiCarlo
Superintendent Jill Lawrence
Gary Francoeur, Director of WPS Corporate Communications
Constable Bianca Jackson, WPS Corporate Communications

RECORDER: Administrative Director

1. Agenda

1.1 Agenda

2. Call to Order

Meeting is called to order at 12:00 p.m.

3. Election of Chair and Vice Chair

Administrative Director calls for nominations for Chair of the Windsor Police Service Board.

Motion to nominate Councillor Jo-Anne Gignac to serve as Chair of the Windsor Police Service Board Moved by J. Elliott Seconded by D. Dilkens

Councillor Gignac accepts the nomination.

Administrative Director calls for any further nominations a second time.

Administrative Director calls for any further nominations a third time.

Seeing none:

BE IT RESOLVED THAT the Windsor Police Service Board elects Councillor Jo-Anne Gignac to serve as Chair for the 2025 term.

The motion carried

Administrative Director calls for nominations for Vice Chair of the Windsor Police Service Board.

Motion to nominate Sophia Chisholm to serve as Vice Chair of the Windsor Police Service Board Moved by J. Morrison Seconded by J. Gignac

Sophia Chisholm accepts the nomination

Administrative Director calls for any further nominations a second time.

Motion to nominate Robert de Verteuil to serve as Vice Chair of the Windsor Police Service Board Moved by J. Elliott Seconder – There is no seconder for the nomination.

Administrative Director calls for any further nominations a third time.

Seeing none:

BE IT RESOLVED THAT the Windsor Police Service Board elects Sophia Chisholm to serve as Vice Chair for the 2025 term.

The motion carried

Councillor Jo-Anne Gignac takes the Chair at 12:04 p.m. and thanks the Board members for their confidence and support and thanks Mayor Drew Dilkens for his commitment and service as Chair of the Windsor Police Service Board.

4. Approval of Agenda

Motion to approve the Public Agenda for the meeting of Thursday, January 16, 2025, Moved by J. Morrison Seconded by J. Elliott

BE IT RESOLVED THAT the Public agenda for the Windsor Police Service Board meeting of January 16, 2025, be approved as circulated.

The motion carried

5. Conflict of Interest and Pecuniary Interest

NONE

Appointment of Committee Members

a) Finance Committee

Motion to appoint J. Morrison and R. de Verteuil to the 2025 Finance Committee Moved by D. Dilkens
Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board appoints J. Morrison and R. de Verteuil to serve on the 2025 Finance Committee.

The motion carried

b) Human Resources Committee

Motion to appoint J. Elliott and D. Dilkens to the 2025 Finance Committee Moved by S. Chisholm
Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board appoints J. Elliott and D. Dilkens to serve on the 2025 Human Resources Committee.

The motion carried

c) Cybersecurity Committee

Motion to appoint R. de Verteuil and J. Elliott to 2025 Cybersecurity Committee Moved by S. Chisholm
Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board appoints R. de Verteuil and J. Elliott to serve on the 2025 Cybersecurity Committee.

The motion carried

d) Zone 6 Representative

Motion to appoint S. Chisholm as the 2025 Zone 6 Representative Moved by D. Dilkens
Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board appoints S. Chisholm to serve as the Zone 6 representative for the Board.

The motion carried

6. Approval of the Minutes

6.1 Public Minutes of December 12, 2024

Motion to approve the Minutes of December 12, 2024, Moved by J. Elliott Seconded by D. Dilkens

BE IT RESOLVED THAT the Public Board Minutes of the Windsor Police Service Board of December 12, 2024, be approved as circulated.

The motion carried

7. Business Arriving from the Minutes

NONE

8. Monthly Reports

8.1 Crime Stoppers

Motion to receive the Crime Stoppers Report Moved by D. Dilkens Seconded by S. Chisholm

BE IT RESOLVED THAT the Board receives for information the Crime Stoppers Report as circulated.

The motion carried

8.2 PSA Complaints

Motion to receive the PSA Complaints Report Moved by S. Chisholm Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the PSA Complaints Report as circulated.

The motion carried

8.3 Crime Statistics Report - Verbal

Motion to receive the Verbal Crime Statistics Report Moved by S. Chisholm Seconded by J. Elliott or further details, refer to the WPSB Facebook livestream record:

<https://www.facebook.com/windsorpoliceservicesboard/> starting at Minute: 5:43

BE IT RESOLVED THAT the Windsor Police Service Board receives the Verbal Crime Statistics Report.

The motion carried

8.4 Human Resources

Motion to receive the Human Resources Monthly Report Moved by D. Dilkens Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Human Resources Monthly Report as circulated.

The motion carried

8.5 Freedom of Information

Motion to receive Freedom of Information Report Moved by J. Elliott Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Freedom of Information Report as circulated.

The motion carried

8.6 Calls for Service

Motion to receive the Calls for Service Report for November 2024 Moved by J. Elliott Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the November 2024 Calls for Service Report as circulated.

The motion carried

9. Quarterly Reports

9.1 Use of Force

Motion to receive the Use of Force Report Moved by S. Chisholm Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Use of Force Report as circulated.

The motion carried

9.2 Calls for Service CCP/POP

Motion to receive the Calls for Service CCP/POP Report Moved by J. Elliott Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Q4 2024 Calls for Service CCP/POP Report as circulated.

The motion carried

9.3 Youth Crime Statistics Q4 Report

For further details, refer to the WPSB Facebook livestream record:

<https://www.facebook.com/windsorpoliceservicesboard/> starting at Minute: 11:30

Motion to receive the Youth Crime Statistics Q4 Report Moved by S. Chisholm Seconded by J. Elliott

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Q4 Youth Crime Statistics Report as circulated.

The motion carried

9.4 Amherstburg Policing Activities Report

Motion to receive the Amherstburg Policing Activities Report Moved by D. Dilkens Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Amherstburg Policing Activities Report.

The motion carried

10. New Business

10.1 Memo Administrative Director – New and Updated Policies

Motion to receive Memo from Administrative Director re: New and Updated Policies Moved by S. Chisholm Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Memo from the Administrative Director re: New and Updated Policies as circulated.

The motion carried

10.1.1 – 10.1.20 Updated and New Policies

Motion to adopt WPSB Policies as circulated Moved by S. Chisholm Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board adopts the following policies as circulated, with amended signature line to reflect new Chair of the WPSB.

- **Citizen Rewards by the Windsor Police Service**
- **Witness Protection and Security**
- **Vehicle Pursuits**
- **Underwater Search and Recovery Units**
- **Tactical Units**
- **Police Response to High-Risk Individuals**
- **Internal Task Forces**
- **Joint Forces Operations**
- **Criminal Intelligence**
- **Communications and Dispatch**
- **Bail and Violent Crime**

- Marine Unit and Waterways Policing
- Traffic Management Enforcement and Road Safety
- Informant and Agents
- Police Action at Labour Disputes
- Policing First Nations Occupations and Protests
- Criminal Investigation Management and Procedure
- Investigations into Homicides
- Criminal Harassment
- Arrest

The motion carried

10.2 All Chiefs Memos

Motion to receive for information All Chiefs Memos Moved by D. Dilkins Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the All Chiefs Memos as circulated.

The motion carried

10.3 Board 2024 Travel Summary

Motion to receive for information the 2024 Windsor Police Service Board Travel Summary Moved by D. Dilkins Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the 2024 Windsor Police Service Board Travel Summary.

The motion carried

10.4 Inspectorate of Policing Letter

Motion to receive for information the correspondence from the Inspectorate of Policing dated December 10, 2024 Moved by S. Chisholm Seconded by J. Elliott

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the correspondence from the Inspectorate of Policing dated December 10, 2024, as circulated.

The motion carried

10.5 OAPSB 2025 Annual Conference

Motion to approve attendance at the 2025 OAPSB Annual Conference Moved by R. de Verteuil Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board approves Board members and Board staff to attend the OAPSB 2025 Annual Conference to be held in London, Ontario.

The motion carried

10.6 Waiver of Fees Report

Motion to approve the Waiver of Fees for groups named in the Waiver of Fees Report Moved by R. de Verteuil Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board approves that the waiver of fees continues for: Apartment Watch/CERV; Neighbourhood Watch; Block Parent; Safety Village; Crime Stoppers; Crossing Guards and Camp Brombal.

The motion carried

11. Adjournment

Motion to adjourn the Public meeting of the Windsor Police Service Board Moved by S. Chisholm Seconded by R. de Verteuil

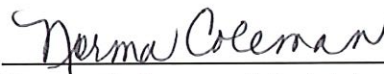
BE IT RESOLVED THAT the Windsor Police Service Board adjourn the Public meeting of January 16, 2025 at 12:25 p.m.

The motion carried

Date of next meeting: March 20, 2025


Jo-Anne Gignac, Chair

3/25/25
Date


Norma Coleman, Administrative Director

3/25/25
Date