

**SMITHS FALLS POLICE SERVICES BOARD**  
**Minutes of the in person meeting June 10, 2025**

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

Members Present:	S. Pankow, Mayor	Staff: J. Empey, Chief
	R. Dopson, Council Appointee	Staff: C. Kettyle, Deputy Chief
	C. Saumure, Provincial Appointee	
	S. McFadden, Secretary	
	C. McGuire, Councilor	
	A. Howard, Provincial Appointee	

1. Call to Order

Chair Pankow called the meeting to order 8:03 am and read the Land Acknowledgement for June 10, 2025.

2. Chairs Remarks:

Chief: Special Olympics Toll Run/ Friday toll raised approximately \$15,500 on that day alone- Big success!

Special Olympics Golf Tournament tomorrow- more funds will be raised

Introduction of Brock Woods- President of the Smiths Falls Police Association

3. Additions to the Agenda- NONE

- Incident from the weekend – New Business
- YIPI Grant initiative – New Business
- Confidential Digital Communications- In Camera

Approval of Agenda

Motion by: C. McGuire

Seconded by: R. Dopson

4. Declaration of Interest - NONE

5. In Camera

Motion by: C. McGuire

Seconded by: R. Dopson

That the Smiths Falls Police Services Board move In Camera at 8:08 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*.

- a) HR Staffing update- Chief
- b) Identifiable Individual- HR- Board Chair
- c) Identifiable Individual- HR- Chief
- d) Approval of April In- Camera Minutes

THAT the Smiths Falls Police Services Board revert to an open session at 8:33 am  
Carried 5-0

#### Rise and Report

- a) HR Staffing update- Chief
- b) Identifiable Individual- HR- Board Chair
- c) Identifiable Individual- HR- Chief
- d) Approval of April In- Camera Minutes
- e) Confidential Digital Communications

#### 6. Correspondence – NONE

Introduced- Andrew Howard

#### 7. Minutes from the Previous Meeting

Motion by: R. Dopson

Seconded by: C. Saumure

THAT the Smiths Falls Police Services Board approve the Minutes from the meeting March 12, 2025 & April 15<sup>th</sup> as presented.

Carried 5 -0

#### 8. Business arising from previous meeting.

- a) Policies and Procedure Update CSPA (Board Chair)

Stephanie to put the Policies and Procedures on a USBs for board members to pick up at the station. Board members will meet after July meeting to discuss and look over all Policies.

- b) Budget Monitor for April & May
  - No issues, OT is still lower than this time last year (about \$20,000)
  - Building costs- Building manager has been a great assistance/support.
  - Summer months do take a hit to our overtime budget with holidays.
- 9. New Business
  - a) New Proposed bylaw- Community Support Recognition (Board Chair)
    - Need to approve a By Law- Regarding proceeds of Crime  
Only the Chair received a copy- defer to July meeting.
  - b) OAPSB Zone 2 meeting Agenda- June 20, 2025, in Casselman (Board Chair)  
  
No Members can attend.
  - c) Incident on the weekend- notified the chair, press release was sent out, not going to comment further but upon review it was deemed to be an institutional conflict- an outside agency will be conducting the investigation. Service not to be named yet as their board is not yet aware. The board and public will be notified of any updates as we have them.
  - d) YIPI Grant- This grant was long and drawn out. We were successful for 4 students at the end of May. We had to get going quickly- my staff took it head on and Cst. Keogan will oversee the program. Funding was just over \$26,000 this is a great opportunity for the youth in our community. After looking into all the expenses and wages the service might need to cover approximately \$2,000 of wages. The program will run from end of June to August 17<sup>th</sup>- student will be utilized across the community. Interviews will be conducted; we have had tons of interests. Hoping to have the board engaged in an end of program celebration with certificates.
- 10. Operational Report – Power point presented by Deputy Chief
- 11. Mental Health Stats/ Business Quarterly Report
- 12. Date and Time Next Meeting  
Next meeting- July 15, 2025 @ 8:00 am

13. Adjournment

Motion by: C. McGuire

Seconded by: R. Dobson

All in favor

THAT the Smiths Falls Police Services Board meeting adjourned at 9:18 am

Carried 5-0

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Shawn Pankow, Chair  
Smiths Falls Police Services Board

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Stephanie McFadden, Secretary  
Smiths Falls Police Services Board

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Date: