



SMITHS FALLS POLICE SERVICES BOARD

Minutes of the in person meeting September 23, 2025

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

Members Present: S. Pankow, Mayor
R. Dopson, Council Appointee
C. Saumure, Provincial Appointee
S. McFadden, Secretary
C. McGuire, Councilor
A. Howard, Provincial Appointee

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

R. Dopson- Regret

1. Call to Order

Chair Pankow called the meeting to order 8:09 and read the Land Acknowledgement for September 23, 2025.

2. Chairs Remarks:

Recognized and congratulated the 4 YIPI students and the program- represented the service admiralty.

Shout out to the police service and their hard work over a busy summer with numerous events and have the police presence there. A lot of the officers gave up their vacation over the summer to be present and available for the community events.

3. Additions to the Agenda-

In Camera- Identifiable individual

Approval of Agenda

Motion by: C. McGuire

Seconded by: C. Saumure

4. Declaration of Interest - NONE

5. In Camera
Motion by: C. Saumure
Seconded by: A. Howard

That the Smiths Falls Police Services Board move In Camera at 8:12 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- Identifiable Individual- Chief
- b) HR- Identifiable Individual- Chief
- c) HR- Identifiable Individuals update- Chief
- d) HR- Identifiable Individual- Chief
- e) HR- Identifiable Individual- Chief
- f) HR- Identifiable Individual- Board Chair
- g) Approval of April In- Camera Minutes

THAT the Smiths Falls Police Services Board revert to an open session at 9:10 am
Carried 4-0

Rise and Report

- a) HR- Identifiable Individual- Chief
- b) HR- Identifiable Individual- Chief
- c) HR- Identifiable Individuals update- Chief
- d) HR- Identifiable Individual- Chief
- e) HR- Identifiable Individual- Chief
- f) HR- Identifiable Individual- Board Chair
- g) Approval of April In- Camera Minutes
- h) HR- Identifiable Individual- Chair (added)

6. Correspondence – NONE

7. Minutes from the Previous Meeting

Motion by: C. McGuire

Seconded by: A. Howard

THAT the Smiths Falls Police Services Board approve the Minutes from the meeting July 15, 2025 as presented.

Carried 4 -0

8. Business arising from previous meeting.

a) Budget Monitor July & August – Chief

Focused more on August- Over budget on overtime as we don't have control overdue to the missing person file and ongoing sick/vacation. When compradors were done from August 2024- now we are \$52,576 less in our over time spending compared to this time last year. Over budget in travel but we have a victim support grant that helps with the travel expenses. Staff training budget was increased but travel was left the same. Staff training has been on going- some offsets from a grant- hopefully will be successful again next year as this helps with meal, travel and training expenses. Salary recovery has a lot more back compared to last year this time- no more no less clause has made a positive impact on this line.

We had problems with our phone lines early this month- previous IT/Admin signed with Sangoma a company that is not well known who are not very helpful. We need an upgrade on our telephone lines where we can get Bell Canada support if something were to happen- Well under budget in that line.

Complex maintenance- issues with HVAC and soundproofing needed in our cell area as well.

Equipment- Defibrillator were set to expire, the importances of having a dfib on hand if you are first to the call is high. The pads and batteries we can no longer get. In the works with MP. Reid as its very important for him to have them in the cruisers. MP. Reid provided the defibrillators in the first place- talks on coming together again for the new sets. This would be an out of budget expense- can afford half within the budget.

Importance to see the cost savings in in the salary line.

Can't discuss one grant as its not public knowledge yet- happy about it and we will be in a good position for this year.

b) Policies and Procedures – Board Chair

We talked about this last meeting- staff have done a great job of preparing several policies and procedures that need to be looked at- still lots of work to do. Looking for board support to reach out the consultant recommended by the Chief. Hopefully by end of year have all the policies and Procedures done.

Board members looking for all policies in word- board secretary told members to drop off their USB's and they can be added.

Consultant will need all the Policies and Procedures.

Motion to move forward with the Consultant

Motion by: C. Saumure

Seconded by: A. Howard

9. New Business
a) OAPSB upcoming meeting- Board Chair

Nothing to report

- b) New board appointment- Board Chair

Chris Saumure- Reappointed for 2 years.

- c) 2026 Budget- Chief

Started to put together all the salary and capital budget items together. One of the asks for 2026 under the capital budget will be body worn cameras- important piece for public and officer safety and transparency. Working with AXON for pricing and bundling- once information is received it will be passed onto the board for review. The Quote for now (not the whole bundle) about \$45,000 annually over a 5 year period. Will look into operational budget or capital- also looking into opportunity for body worn camera grants. Not all services use body worn but lots do. Lots of framework and studies done with the benefit of body worn cameras. Hybrid vehicle- Sudbury has I stock will look to see if it's still available. Cost Sharing with other service- will look into AXON. If body cams have to be put to 2027 that's an option too. Especially will the cost of the new water tower and NG911 For the vehicle investigate further- once information is provided the board will be aware and look into pre budget approval.

- d) Grant Updates – Chief

Wish I could give an update- waiting on one grant to be releases publicly first.

Yipi- coming up

MCRT- waiting on our notification- OPP has already heard about there grant back in April. Still hopeful we will hear soon.

CSP Local and Provincial- coming soon

VSG- Still waiting

NG911- opened up a year and will be applying got that to help cover off on training and IT Support as an oversight to NG911.

- e) New members- Chief

Three new members have been hired and will be heading to OPC (Dev) early October:

Cameron Beasley
Robert McDowall
Robert Crawford

f) YIPI program, success, cost to service- Chief

Great Program- it came on strong and fast. The cost to the service was \$356.13 (omers coverage) will come out of the salary recovery. The Yipi grant was \$24,368 allocated from the ministry. Very positive feedback from the 4 members. Now that we have the program established, we will have a better understanding and be able to plan in advance for the student's arrival. When events weren't on they helped within the service.

g) New Dev Centre- OPC Facility- Chief

New Centre in Cornwall for OPC- this is the first time in history that OPC will have a secondary location. The government has committed to fund some upgrades to OPC Aylmer.

h) CACP Conference- Chief

Conference was in Victoria, BC- Spoke a lot about bail reform/public safety across Canada as well as firearms, illegal drugs and the boarder. Very interesting conference

i) CISO update with OPS – Deputy Chief

Looking to get into a partnership with OPS- Brett Lacey has been assigned in this role as our Analyst. Brett has started working on the training requirements and equipment needed for this role. We are excited about this role- we can now utilize the data that we have. This is all funded through CISO- hopes that the funding will grown year to year. Looking at the crime stats and hot spot areas for organized crime. We have seen a lot more firearms in the last year and aware of the ongoing impact of drugs. We will keep the board posted as things move forward- endless potential.

10. Operational Report – Power point presented by Deputy Chief

Deputy Chief presented for both operational reports for July and August.

Chief discussed the bail dashboard that is being created- online monitoring system.

11. Date and Time Next Meeting

Next meeting- October 21, 2025 @ 8:00 am

12. Adjournment

Motion by: A. Howard

Seconded by: C. McGuire

All in favor

THAT the Smiths Falls Police Services Board meeting adjourned at 10:12 am

Carried 4-0

Shawn Pankow, Chair
Smiths Falls Police Services Board

Stephanie McFadden, Secretary
Smiths Falls Police Services Board

Date: