



**SMITHS FALLS POLICE SERVICES BOARD
MINUTES
TUESDAY JUNE 16, 2026
8:00 A.M.
TOWN HALL, COUNCIL CHAMBERS**

Members Present: Chair/Provincial Appointee, Chris Saumure
Vice Chair/Council Representative, S Pankow
Council Representative, Councillor Chris McGuire
Provincial Appointee, Andrew Howard
Community Appointee, Rob Dopson

Absent:

Staff Present: Police Chief, Jodi Empey
Deputy Police Chief, Chris Kettyle
Staff Sergeant Dan King
Secretary, K Costello

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Chair C Saumure read the Land Acknowledgement and called the meeting to order.

2. CHAIR'S REMARKS

J Empey advised the Board that condolences have been shared with the families of the two officers killed in the line of duty. Loss is a reminder of what is happening in our Province and systematic failures.

3. AMENDMENTS TO THE AGENDA

Moved by R Dopson

Seconded by A Howard

THAT the June 16, 2026 Police Services Board Meeting Agenda be approved as circulated.

4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

5. IN CAMERA/CLOSED SESSION

Moved by: S Pankow

Seconded by: A Howard

THAT the Board move In Camera at 8:12 AM pursuant to:

A) Sec 42(3) of the Community Safety and Policing Act, 2019

Adoption of In Camera Minutes (Secretary)

Rise and Report: The May 12, 2026 In Camera Minutes were reviewed and adopted.



- B) Sec 44(2)(e) of the Community Safety and Policing Act, 2019
Litigation and/or Potential Litigation (Vice Chair)
Rise and Report: The Board was updated on a litigation matter. To be brought forward as appropriate.
- C) Sec 44(2)(e) of the Community Safety and Policing Act, 2019
Litigation and/or Potential Litigation (Vice Chair)
Rise and Report: The Board was updated on a litigation matter. To be brought forward as appropriate.
- D) Sec 44(2)(b) of the Community Safety and Policing Act, 2019
Personal Matters about an Identifiable Individual, including Members of the Police Service or any other Employees of the Board (Chief)
Rise and Report: The Chief updated the Board on some Human Resources items. Information only.

Moved by: C McGuire

Seconded by: A Howard

THAT the Police Services Board revert back into open session at 8:41 AM.

Rise and Report: Chair Saumure provided the Rise and Report.

Carried

6. CORRESPONDENCE

June 5, 2026, 2026 Letter from Kelley Denham

Re: Unresolved Governance Issues

A Howard advised that delegations will be heard as the Board policies roll out spoke to this. People are asked to request a delegation to comment on the policies and work with the Board to bring about a structure that will have about the best outcome. These policies are subject to change.

8. APPROVAL OF MINUTES

Moved by S Pankow

Seconded by R Dopson

Recommended Motion: THAT the May 12, 2026 Police Services Board Meeting Minutes be approved as circulated.

Carried

9. BUSINESS ARISING FROM THE PREVIOUS MEETING

10. NEW BUSINESS

a) Board Policies Update (S Pankow)

S Pankow reviewed the history of the policies. Working group was formed and policies were reviewed. Overall, very few changes. Mostly clerical issues. Many of the Boards policies indicate that the Chief shall have policies regarding a certain subject matter.

The Chief has advised that all applicable policies are prepared. Board has had



adequate time to review their policies and are now at a point to share with the public for feedback. These are working documents and can be amended from time to time. S Pankow advised that it is not the Boards place to speak on the Chief's policies as they are operational.

Moved by R Dopson

Seconded by A Howard

THAT the Smiths Falls Police Services Board Policies, mandated under the Community Safety and Policing Act, be formally adopted;

AND THAT these policies be updated as the Board deems appropriate;

AND THAT these policies be posted on the website for public review and feedback.

Carried

b) 2026 Budget Monitor May (Chief)

J Empey advised that overtime is down by about \$24,000 however that may change shortly. All else looks good. Salary line is not accurate as Town is continuing to update their new payroll system into Asyst

c) Motion to Increase Capital Line for Cruiser (Chief)

Moved by S Pankow

Seconded by R Dopson

THAT the Police Chief be authorized to increase the capital budget line for the new 2026 Ford Explorer hybrid cruiser to an upset limit of \$15,000 to accommodate equipment, installation and a new radar unit.

AND FURTHER THAT the \$15,000 be taken from "Panasonic Tablets for Cruisers" to increase the capital line for the new cruiser.

Carried

d) Significant Town Events and Associated Police Costs (Chief)

C Kettle noted that the Downtown Business Association (DBA) have done a great job with Bike Nights. Each event we see more growth. With this comes a cost for all entities involved. Canada Day will have 3 events. There will be a large impact on police. Vacations have been cancelled - need all officers working. Asked OPP for assistance. Trying to come up with an operational plan. Looking at \$10,000 to \$15,000 for staffing for this event. There is an economic impact for these events. Also, an event is planned for August and September. Police will be ready. Need to manage volume and safety.

A Howard emphasized that the economic impact on the Town is fantastic. Brings people to Town. Wonderful that officers will come in to work Canada Day.

S Pankow questioned if they have talked with DBA regarding cost recovery. C Kettle advised that there had been discussions but does not think there has been any



resolution yet. Does not think there will be a direct cost for OPP. Leisure Days have lent the Police a trailer to have a base / command centre. Believes the DBA may be able to assist with the costs. Chief will advise the Board how much this costs.

C Saumure thinks the DBA should contribute something towards this. The event is very weather dependent but everyone has to plan in advance. Need to have a contingency plan.

J Empey noted there needs to be clarity on municipally significant events – feels Police are in the middle of coordinating these events. There needs to be more structure, organizers need a clear idea of what they need and deadlines need to be in place. Police's job is about public safety.

- e) Grant Updates – NG 911 Completion, YIPI Grant (Chief)
Successful with YPIP Grant. 24963.00. They are trained in First Aid and CPR. They will be at the July 1st Bike Night. 3 female and 1 male candidate. Over 21 applicants. Interviewed 10 and 4 were selected. They will be introduced to the Board and on August 21st there will be a reception for them. Board members invited. Chief is looking into Mental Health Support Grant. All finalized for NG911. Switched over in the background yesterday but formal switch to NG911 will be later this summer. Some training has taken place.
- f) Replacement Purchase of Livescan (Chief)
Technology piece to capture finger/palm prints. Current livescan has reached end of life. No replacement parts. New scan is \$27,000 – had budgeted \$7000 for this piece of equipment. There is the option to hang on to the current equipment and hope there are no repairs or we can purchase new. The maintenance money would go to new livescan and would be overbudget on that line. The funds can be found elsewhere in budget.
- Moved by S Pankow
Seconded by A Howard
*THAT the Chief be authorized to purchase a new livescan at a cost of \$27,000;
AND THAT the overage in the maintenance line of the budget be found elsewhere in the Police Services budget.*
Carried

11. OPERATIONAL REPORT

- a) Operational & Training Update (C Kettyle)
D King provided the update. Attached as Appendix A
A Howard requested a comparison from this time last year for these reports.



12. DATE AND TIME NEXT MEETING
Meeting Date: July 14, 2026 at 8AM

13. ADJOURNMENT
Moved by C McGuire
Seconded by R Dopson
THAT the Police Services Board adjourn its proceedings 9:51AM and stand so
adjourned until the next duly called Committee meeting.

Carried

Chair

Secretary