



SMITHS FALLS POLICE SERVICES BOARD

Minutes of the in person meeting October 21, 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

G. Wight- Guest

1. Call to Order

Chair Pankow called the meeting to order 8:09am and read the Land Acknowledgement for October 21, 2025.

2. Chairs Remarks:

Met with other board members, talked about common challenges, Procedures, lots of work. Plan to meet again in the future

3. Additions to the Agenda-

Chief- Dispatcher staffing in New Business d)
Chief- In- Camera- Identifiable Individual h)
Chief- New Business- Portable Radio Purchases e) (merged with c)

Approval of Agenda
Motion by: A. Howard
Seconded by: C. Saumure

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 8:13 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- Identifiable Individual- Chief
- b) HR- Identifiable Individuals- Chief
- c) HR- Identifiable Individual-Chief
- d) HR- Identifiable Individual- Chief
- e) HR- Identifiable Individual- Chief
- f) HR- Identifiable Individual- Board Chair
- g) Approval of Septembers In- Camera Minutes

THAT the Smiths Falls Police Services Board revert to an open session at 10:02 am
Carried 5-0

Rise and Report

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

6. Correspondence – NONE

7. Minutes from the Previous Meeting

Motion by: A. Howard

Seconded by: C. Saumure

THAT the Smiths Falls Police Services Board approve the Minutes from the meeting September 23, 2025 as presented.

Carried 5 -0

8. Business arising from previous meeting.

- a) Policies and Procedures – Board Chair

Chair has engaged with Dave Preston to assist the board with the Policy and Procedure. Dave Preston has received all the new and old Policies and Procedure- updating and reviewing is underway.

b) 2025 Budget Monitor- Chief

Riding high on the Travel and Staff training and Overtime lines- this is due to the new act and the Detective involved in the missing person file. Salary Recovery line has almost \$200,000.00 back into that line. OT is still lower compared to last year. Under the grant line- one time grant for Police Protocol \$76,393.96 back into our salary line. Court Security goes back into salary. Overtime is unpredictable- once we have new officers on the road this will help.

c) 2026 Budget & Capital- Chief

Working with the town on salaries for 2026- better picture once everything is put together. Salary/ benefits is a big part of the operational/ administrative budget. Looking to increase the travel and training budget. Some budget lines will be adjusted accordingly- draft budget will be available for next meeting.

Overview PowerPoint presented by the Chief on the Capital budget.

- Vehicles- shuffling the fleet
- NG911
- CAD Mapping (Biometrics) defer to 2026
- ALPR
- Ballistic Helmets

Low on Portable Radios- requesting to the board to add an additional 6 radios out of capital expenses.

Motion by: C. Saumure

Second by: A. Howard

All in Favor

9. New Business

a) Grant Update (CSP Prov. & Local) – Chief

Overview PowerPoint presented by the Chief on Grant approval.

Successful with the Community safety and Policing Provincial and Local Grants- press release has gone out online for those services that were successful.

Local allocation: \$60, 893.02 goes straight into salary recovery.

Provincial allocation: \$299,353.48 going to support salary for 2 officers, increased the crime unit by 1 officer already to help with the priorities- \$252, 853.48 going back into the salary recovery, \$15,000 going back into Overtime budget, \$7,000 to go into vehicle use (car 105), \$10,000 to support a Victim Advocate that attends the station once a week, \$5,000 to support the DBIA and

the Chambers of Commerce (retail theft/ prevention), \$8,000 to administer the project with our community partners- back into our budget line, funds will go to the grant writer who helps put all the grants together.

C. McGuire- How much of the \$300,000 is new spending and covers existing budget.

Grant goes from April 2025 – understanding is that some will go into this year and some will go from January -March 2026

b) Agreement with BPS (backup site NG911) – Chief

The original backup was at the Fire Service then moved to a smaller room in Town Hall- not feasible on what the Police service needs. Chief reached out to Brockville for a proper back up support for any 911 support during a complete power failure or emergency- Brockville also works with Owen Sounds for NG911 support. MOU done up and signed.

c) Cruiser

There was a Hybrid cruiser available in Sudbury- after getting prices from PCPG on a brand new 2026 Hybrid the pricing was the same. Chief sent all board member the specs and reached out to Ford. Looking to purchase local.

SUVs are the most practical and seem standard across the province due to all the equipment required under the new act and that are police rated vehicles. Looking forward to trying out the hybrid

2025 to lighten up 2026 budget if budget allows.

Chief is looking for Board approval for a pre-budget approval- delivery mid 2026.

Authorization to go ahead with the purchase- order.

Motion by: A. Howard
Second by: C. Saumure
All in Favor

d) Investigation from Cornwall Police- Chief

Chief's complaint to have investigated was if the force used on a female was reasonable and justified. Due to a conflict of interest the Chief reached out to Cornwall Police to take on the investigation. Cornwall had full access to all the

video footage and did a full review of the case. The matter is still before the courts. The board had a chance to review the report also reviewed with the Deputy Chief and the Use of Force instructors. The determination was that the officers did not conduct themselves in any wrongdoing for the force that was used and justified to prevent being assaulted further. Two recommendations were to purchase spit hoods to have a policy in place and to review it with the board- which has been done.

10. Operational Report – Power point presented by Deputy Chief

11. Date and Time Next Meeting
Next meeting- November 18, 2025 @ 8:00 am

12. Adjournment
Motion by: C. Saumure
Seconded by: C. McGuire
All in favor
THAT the Smiths Falls Police Services Board meeting adjourned at 10:55 am
Carried 5-0

Shawn Pankow, Chair
Smiths Falls Police Services Board

Stephanie McFadden, Secretary
Smiths Falls Police Services Board

Date: