



**SMITHS FALLS POLICE SERVICES BOARD
SPECIAL MEETING MINUTES
MONDAY, AUGUST 24, 2026
8:00 A.M.
TOWN HALL, COUNCIL CHAMBERS**

Members Present: Chair/Provincial Appointee, Chris Saumure
Council Representative, Councillor Chris McGuire
Provincial Appointee, Andrew Howard
Community Appointee, Rob Dopson
Absent: Vice Chair/Council Representative, S Pankow
Staff Present: Police Chief, Jodi Empey
Deputy Police Chief, Chris Kettyle
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
The Chair advised that this meeting was being held to discuss a time sensitive staffing issue.
3. AMENDMENTS TO THE AGENDA
Moved by A Howard
Seconded by C McGuire
THAT the August 24th, 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
THAT the Board move In Camera at 8:11 AM pursuant to:
A) 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)

Moved by: A Howard
Seconded by: R Dopson
THAT the Police Services Board revert back into open session at 8:33 AM.



Rise and Report: Chair Saumure advised that this item would be added under New Business and Deputy Chief Kettyle will speak to it.
Carried

6. CORRESPONDENCE

8. APPROVAL OF MINUTES

9. BUSINESS ARISING FROM THE PREVIOUS MEETING

10. NEW BUSINESS

A) Crime Intelligence Analyst

C Kettyle advised of the need to establish a Crime Analyst position. This is a staffing issue that will impact the next Police Services Board. A Memorandum of Understanding has been created for the Board's consideration.

The Board passed the following motion:

Moved by: A Howard

Seconded by R Dopson

THAT the Smiths Falls Police Service Board authorize the Chair to execute a Memorandum of Understanding (attached as Appendix A) between the Smiths Falls Police Service Board and the Smiths Falls Police Association.

Carried.

11. OPERATIONAL REPORT

12. DATE AND TIME NEXT MEETING

Meeting Date: September 1, 2026 at 8AM

13. ADJOURNMENT

Moved by: C McGuire

Seconded by: A Howard

THAT the Police Services Board adjourn its proceedings 8:38 AM and stand so adjourned until the next duly called Committee meeting.

Carried

Chair

Secretary