



Petawawa Police Services Board Minutes

**February 21, 2024 at 2:30 p.m.
Town of Petawawa Municipal Office**

Present:

Councillor James Carmody
Sharon Dainty
Ryan McFadden

Also Present:

Colin Howard, Director of Legislative Services/Clerk
Staff Sergeant Mary Ann MacNeil, Upper Ottawa Valley OPP

1. Call to Order

James Carmody, Chair for the Petawawa Police Services Board, called the meeting to order at 2:30 p.m.

2. Adoption of Agenda (additions/deletions)

Moved by S. Dainty and seconded by R. McFadden that the agenda be adopted as presented. Motion carried.

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Adoption of Minutes

(a) January 23, 2024

Moved by R. McFadden and seconded by S. Dainty, that the minutes previously circulated be adopted as amended. Motion carried.

5. Presentations

There were no presentations.

6. Correspondence

- (a) Various items of correspondence circulated electronically to members prior to meeting

Received for information.

- (b) OAPSB Training and Information Session Notice

Received for information. The Board is already attending the planned local training session for the transition to Detachment Boards on March 5, 2024.

- (c) New Mandatory Online Learning for the Public Safety Sector

The Board provided direction to the Clerk to coordinate and enroll board members for the new mandatory online training.

7. Financial Report

- (a) Detailed Budget Trial Balance to February 9, 2024 – provided by Town Treasurer

No expenses to report. Received for information.

- (b) Constant Contact/E-Cop Subscription Renewal

Moved by R. McFadden and seconded by S. Dainty, that the Board renew their Constant Contact/E-Cop Subscription in the amount of \$122.50 plus HST and be authorized for payment. Motion carried.

8. Old Business

- (a) E-Cop & Facebook

J. Carmody reviewed the statistics as follows: E-Cop currently has 362 active contacts receiving E-Blasts; 6 E-Blasts have been circulated for the month of January. J. Carmody reported the PPSB Facebook page has 1,364 likes and 1,549 followers; 6 posts were made on Facebook in January.

- (b) PPSB Calendar of Annual Events

J. Carmody presented the calendar of annual events. Received for information.

9. New Business

- (a) Policy 1.16 Review – A policy to govern the proceedings of an Electronic Meeting.

The review of policy 1.16 was deferred. To be brought forward at a future meeting after the Town of Petawawa's procedural by-law has been reviewed which relates to the proceedings of an electronic PSB meeting.

(b) Set Date for the Year End Report to Council

The Board discussed available dates and proposed presenting the PPSB Year End Report on April 2 or 15, 2024 or May 6 or 21, 2024.

Staff Sergeant M. MacNeil will confirm with Inspector S. Neufeld which date of either April 15th or May 6th is the preferred date for the year-end presentation.

(c) Petawawa Showcase Participation - April 26-28, 2024

Moved by S. Dainty and seconded by R. McFadden that the Board approves the Gallant Media invoice for Showcase booth rental in the amount of \$586.40 plus HST. Motion carried.

The Board discussed a schedule of attendance for the upcoming tradeshow.

10. Detachment Commander's Report

(a) Updates/report of policing activities in Petawawa

Staff Sergeant M. MacNeil provided an update on a major investigation involving suspected fentanyl and cocaine that was seized, with multiple charges being laid to 11 individuals. Staff Sergeant M. MacNeil reported on the recent commercial motor vehicle incident on Hwy 17 that resulted in the closure of the highway for approximately 3 hours because of spilling the truck's load of lumber onto the roadway.

Staff Sergeant M. MacNeil also reported that the missing persons investigation is still active, and the search continues for Brianna.

(b) Upcoming Detachment/Provincial initiatives and/or events

Staff Sergeant M. MacNeil reported on the upcoming OPP seatbelt campaign for March and the scheduled transition meeting for the new Community Safety and Policing Act at the Best Western. Staff Sergeant M. MacNeil also reported on the upcoming three-month review of the victim specialist program set to occur and the recent staffing fulfillments at the detachment of two sergeant vacancies and four new recruits scheduled to start in May.

11. Board Member Input/Report

(a) Closed Meeting Policy 1.9 – Monitoring the Performance of the Detachment Commander

Moved by S. Dainty, and seconded by R. McFadden, that the meeting be closed pursuant to Section 35 (4) of the *Police Services Act, RSO 1990, c. P.15*, as amended, to discuss the performance review of the Detachment Commander and to approve the minutes from the January 23, 2024, Closed Meeting. Motion carried.

The PPSB went into closed session at 3:37 p.m.

The PPSB reconvened to open session at 3:52 p.m.

A closed meeting was held. The performance review of the Detachment Commander was completed and reviewed with the Acting Inspector, and the previous set of Closed Meeting Minutes were approved. There is nothing further to report.

12. Date of Next Meeting

(a) April 16, 2024

13. Adjournment

Moved by S. Dainty and seconded by R. McFadden that the meeting adjourn at 3:55 p.m. Motion carried.

Minutes recorded and respectfully completed for presentation by C. Howard.

Signature of the Chair



2024 April 16

Date Minutes Approved