



Petawawa Police Services Board Minutes

April 16, 2024 at 1:00 p.m.

Town of Petawawa Municipal Office

Present:

Councillor James Carmody
Deputy Mayor Theresa Sabourin
Sharon Dainty
Ryan McFadden
Michelle Chapin

Also Present:

Colin Howard, Director of Legislative Services/Clerk
Inspector Stephan Neufeld, Upper Ottawa Valley OPP
Acting Staff Sergeant Sarah Darraugh, Upper Ottawa Valley OPP

1. Call to Order

- (a) Colin Howard, Clerk/Secretary for the Petawawa Police Services Board, called the meeting to order at 1:00 p.m.
- (b) Oath of Office – James Carmody, Theresa Sabourin, Sharon Dainty, Ryan McFadden, and Michelle Chapin each took the Oath of Office for the appointment to the Petawawa Police Services Detachment Board in accordance with *Ontario Regulation 416/23* under the *Community Safety and Policing Act, 2019*, as amended.
- (c) Election of Board Chair (one year term) – At this point, C. Howard called for nominations for the position of Chair. Moved by S. Dainty and seconded by R. McFadden, that J. Carmody be nominated as Chair. J. Carmody accepted the nomination. C. Howard called for further nominations for the position of Chair. There were no further nominations. Motion to appoint J. Carmody as Chair of the Petawawa Police Services Board for 2024 was carried.

2. Adoption of Agenda (additions/deletions)

Moved by T. Sabourin and seconded by M. Chapin 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) February 21, 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) Police Retiree of Ontario Advertising Sponsorship

Received for information.

(c) MADD Appreciation Certificate and Sponsorship

Received for information.

7. Financial Report

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

Moved by S. Dainty and seconded by R. McFadden, that the detailed trial balance to April 9, 2024, which was provided by the Town Treasurer, be approved. Motion carried.

8. Old Business

(a) PPSB Calendar of Annual Events

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

9. New Business

(a) Year End Report to Council – May 6, 2024

J. Carmody confirmed the presentation of both the UOV OPP 2023 Year End Report, and the Petawawa Police Services Board 2023 Year End Report will be presented to Council on May 6, 2024.

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

J. Carmody commented on the Boards participation in the Showcase and discussed a participation schedule with the newest members. The Board discussed updating the handout brochure and having a copy of the Community Safety and Well Being Plan available at the booth.

(c) 2024 Goals

The Board reviewed the previous 2024 Goals that were established under the former Petawawa Police Services Board and agreed to report back at our next meeting on May 15, 2024, to formally finalize new goals for the Board under the *Community Safety and Policing Act, 2019*.

(d) Board Governance Discussion

J. Carmody provided a verbal update on Board Governance to the new members of the Board.

10. Detachment Commander's Report

(a) January – March 2024 first quarter report

Inspector S. Neufeld reported on the new *Community Safety and Policing Act, 2019* taking effect as of April 1, 2024, and that the policing landscape has changed because of the new Act. Inspector S. Neufeld commented on the required mandatory training police officers will be required to complete, and on the duties of a Detachment Board under Section 68 with respect to hiring of a Detachment Commander and conducting annual performance reviews. Inspector S. Neufeld also commented on Acting Staff Sergeant S. Darraugh, who will be filling the role of Staff Sergeant M. MacNeil, who is currently on assignment with the Killaloe Detachment. Before reviewing the first quarter report, Inspector S. Neufeld informed the Board of his upcoming retirement in April 2025 and that this would be his final year working with the Board.

Inspector S. Neufeld provided a summary of the first quarter report highlighting a significant decrease in calls for service for violent criminal code and property crime violations compared to the first quarter in 2023. Inspector Neufeld reported that Assault Level 1 and Break and Enters have both decreased significantly compared to 2023. Inspector Neufeld also reported that Landlord/Tenant disputes and Motor Vehicle Property Damage calls for action increased over the first quarter compared to 2023.

(b) Updates/report of policing activities in Petawawa

Inspector S. Neufeld reported on recent policing patrols which resulted in impaired charges from a traffic stop on February 24, 2024, in which the individual refused an approved screening device. Inspector Neufeld also reported on the ongoing investigation of the recovery of a stolen vehicle from Laurentian Valley located in the parking lot of the Petawawa Civic Centre. Inspector Neufeld was pleased to report the UOV OPP Detachment has awarded the Provincial Constable Brett Holland with the inaugural Member of the Year award for 2023.

Upcoming Detachment/Provincial initiatives and/or events

Inspector S. Neufeld reported on the recent Easter Long Weekend Campaign organized by the OPP to increase seat belt awareness. Inspector Neufeld commented that April is Fraud Prevention Month, and the OPP Anti-Rackets Branch and Serious Fraud Office Ontario will be launching the annual campaign. Inspector Neufeld also commented on the recent success of the Chili Fest luncheon hosted by the UOV OPP which raised \$3,300.00 for the Pembroke and Area Warming Centre.

11. Board Member Input/Report

R. McFadden – nothing to report.

M. Chapin – looking forward to the opportunity to be a member of the Board.

S. Dainty – asked about additional training required for Board members under the *Community Safety and Policing Act, 2019*.

T. Sabourin – happy to be a member of the new Board and excited about the opportunity.

J. Carmody – commented to the new members of the Board that our main role is that of an advisory oversight body to the Upper Ottawa Valley OPP.

12. Date of Next Meeting

(a) May 15, 2024 @ 2:30 p.m.

13. Adjournment

Moved by S. Dainty and seconded by R. McFadden that the meeting adjourn at 2:45 p.m. Motion carried.

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

Signature of the Chair



Date Minutes Approved

2024. May. 15