



Petawawa OPP Detachment Board Minutes

September 17, 2025 at 2:30 p.m.

Town of Petawawa Public Works Boardroom

Present:

Councillor James Carmody
Deputy Mayor Theresa Sabourin
Sharon Dainty
Michelle Chapin
Olivia Fraser

Also Present:

Colin Howard, CAO/Deputy Clerk
Dawn Recoskie, Director of Legislative Services/Clerk
Staff Sergeant Christopher Miller, Upper Ottawa Valley OPP
Acting Inspector Steven Bosa, Upper Ottawa Valley OPP

1. Call to Order

James Carmody, Chair, called the meeting to order at 2:30 p.m.

- Oath of Office – Olivia Fraser took the Oath of Office for the appointment to the Petawawa OPP Detachment Board in accordance with Ontario Regulation 416/23 under the *Community Safety and Policing Act, 2019*, as amended.

2. Adoption of Agenda (additions/deletions)

The agenda was amended by adding thereto Item 6 (b) Resident Email Correspondence Requesting Crossing Guard at Butler Boulevard/Murphy Road/Herman Street, and Item 9 (e) National Seniors Day Event.

Moved by Theresa Sabourin and seconded by Michelle Chapin that the agenda be adopted as amended. Motion carried.

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Adoption of Minutes

(a) June 18, 2025

Moved by Theresa Sabourin and seconded by James Carmody, that the minutes of the meeting held June 18, 2025, be adopted as presented.
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) Resident Email Correspondence Requesting Crossing Guard at Butler Boulevard/Murphy Road/Herman Street

Board members reviewed the email correspondence from Petawawa resident Melanie Sweetman.

Staff Sergeant Miller reported the OPP did not have any calls for service or data to support her claim that a student was hit by a car at that intersection. There were no calls for service in 2024 or 2025 to-date for this intersection.

D. Recoskie reported Council has only mandated a crossing guard at the intersection of Herman Street and Doran Road, and once the new PXO with flashing lights is installed at this location the crossing guard position will eventually be phased out.

Staff Sergeant Miller offered to have the OPP prepare a media release and social media messaging about pedestrian/crosswalk safety.

Staff was directed to respond to Ms. Sweetman's email and indicate the Board does not support the installation of a crossing guard at the 4-way stop controlled intersection.

7. Financial Report

(a) Detailed Budget Trial Balance to September 8, 2025 – provided by Town Acting-Treasurer

Moved by Michelle Chapin and seconded by Olivia Fraser, that the detailed trial balance to September 8, 2025, which was provided by the Town Acting-Treasurer, be approved. Motion carried.

8. Old Business

(a) PDB Calendar of Annual Events

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

9. New Business

(a) myFM Radio Advertising

The Board has unused radio advertising to use. D. Recoskie was directed to contact myFM to have radio advertising completed in October regarding pedestrian and Halloween safety.

(b) South Ottawa Valley OPP Detachment Community Feedback

Acting Inspector Bosa provided an example of the community feedback survey from the South Ottawa Valley OPP Detachment and suggested the UOVOPP Detachment area may wish to conduct a similar survey. He indicated Inspector Neufeld will be back to the UOVOPP Detachment in early October so the Board may wish to defer this discussion until the next meeting to review with Inspector Neufeld.

This item was deferred to the next meeting of the Board for review with Inspector Neufeld.

(c) McFarlan Rowlands Insurance Renewal

Moved by Theresa Sabourin and seconded by Olivia Fraser, that the Board approves the renewal of the annual insurance expenditure in the amount of \$3,888.00 plus HST. Motion carried.

(d) Black Cat Speed Awareness Monitoring

J. Carmody presented the speed data for Carla Street, Steffen Street, Airport Road, Radtke Road, Gutzman Road, and Schwanz Road. Airport, Radtke, and Schwanz show speeding worthy of a directed patrol by the OPP.

Staff Sergeant Miller indicated a directed patrol was recently completed on Radtke Road and only one speeding ticket was issued in three days of patrolling. Staff was directed to place the speed monitor back on Radtke Road to collect further data.

Staff was also directed to include the total number of vehicles in the data presented in the agenda package moving forward.

(e) National Seniors Day Event

T. Sabourin reported the Town is hosting a National Seniors Day event at the Petawawa Civic Centre on October 1, 2025. She was happy to report that a representative from the OPP will be providing a presentation regarding fraud. The event is open to seniors 50+ and pre-registration is required at eventbrite.ca, there is space available for 100 participants.

10. Detachment Commander's Report

(a) Updates/report of policing activities in Petawawa

Staff Sergeant C. Miller provided an update on the 713 calls for service that were responded to since the last Board meeting in June. There were 17 false alarms, 5 bear calls, 4 calls regarding animals in hot cars, 16 fraud cases, 12 noise complaints, 57 domestic violence calls with 12 criminal charges laid, 22 gas thefts at one local gas bar, 9 impaired charges, 9 speeding tickets issued on Biesenthal Road with 1 for stunt driving, 2 speeding tickets issued on Albert Street, 11 on Laurentian Drive, and 8 on Airport Road. Officers also issued 6 Provincial Offences Notices and 2 warnings on the Petawawa portion of the Algonquin Trail.

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

UOVOPP officers participated in 14 community events over the summer months including the Kids & Cops Fishing Derby (68 children participated), the Emergency & Protective Services Unit event, Ottawa Valley Stomp, and provided marine support for the Water & Dirt Festival as well as a Garrison 3RCR event.

Staff Sergeant Miller provided an update on staffing, 1 sergeant started in July, 3 new recruits in August, 2 constables started in September, 2 new recruits will join in November, and 2 additional new recruits will join in February 2026.

Acting Inspector Bosa indicated he will be returning to the Renfrew OPP Detachment in October following the return of Inspector Neufeld to UOVOPP Detachment.

11. Board Member Input/Report

Olivia Fraser – thanked the Board for the warm welcome.

Theresa Sabourin – commented on the success of the Emergency & Protective Services Unit event and thanked the OPP for their participation.

Michelle Chapin – nothing to report.

Sharon Dainty – reported she participated in a Zoom training session regarding Critical Thinking in Police Governance. Sharon also reported that she is still awaiting an update on her Provincial Appointment.

James Carmody – welcomed Olivia Fraser to the Board and thanked Acting Inspector Bosa for his service to UOVOPP while Inspector Neufeld was on secondment to East Region.

12. Date of Next Meeting

(a) To be determined.

13. Adjournment

Moved by Olivia Fraser and seconded by Michelle Chapin that the meeting adjourn at 4:16 p.m. Motion carried.

Minutes recorded and respectfully completed for presentation by D. Recoskie.

Signature of the Chair



Date Minutes Approved

2025 Oct 14