

Present: T. Lemay, P. Wilson, Acting Inspector M. Wolfe,  
C. Mitchell

ITEM	ISSUE
1. Call To Order	a) The meeting was called to order at 1420 hrs.
2. Adoption of Agenda	a) The agenda was amended by adding Item 5 b) Minutes of December 3, 2015. Item 9 e) Third party requests for OPP reporting documents  b) Moved by T. Lemay and seconded by P. Wilson, that the agenda be approved as amended. Motion carried.
3. Pecuniary Interests	a) There were no disclosures of pecuniary interest.
4. Presentations	a) There were no presentations.
5. Adoption of Minutes	a) Adoption of minutes of meeting held November 15, 2015. Moved by T. Lemay and seconded by P. Wilson, that the draft minutes previously circulated be adopted as presented. Motion carried.  b) Adoption of minutes of meeting held December 3, 2015. Moved by P. Wilson, and seconded by T. Lemay that the draft minutes previously circulated be adopted as presented. Motion carried.
6. Correspondence	a) Various items of correspondence were circulated electronically to members prior to the meeting – received for information.  b) A letter to PSB regarding Pine View School zone safety - was received from J. Neville on December 10, 2015. Previous correspondence with Ms. Neville had occurred between T.Lemay when Councillor G. Serviss indicated that speed was a concern in front of Pine View School. T. Lemay requested the SAM board be placed in both directions to capture data. The recorded SAM data was circulated to the County of Renfrew, the OPP and the Director of Public Works for the Town. A letter to that effect was drafted by T. Lemay and sent to J. Neville on January 13, 2016.  c) Christmas card from Commissioner Hawkes and Deputy Commissioners – received for information.
7. Business Arising	a) Provincial appointee - T. Lemay indicated that she had yet to hear any further developments on the Provincial appointee position.  b) Distracted Driving signs – T. Lemay reported that the signs had been ordered and were picked up and being stored at Public Works.

- c) Survey and Facebook page for Highway 17 project – T. Lemay reported that Shawn Behnke was working on a campaign called “Safe on 17”. There will be an online petition and a link to the Northern communities.
- d) Spring Showcase preparation – Petawawa Spring Showcase will take place from April 15-17<sup>th</sup>. P. Wilson reported that it is unlikely that we will be able to afford or be able to rent the distracted driving simulator. Other options will need to be explored.
- e) Response from letters of support to businesses – The letters requesting sponsorship of the distracted driving simulator were mailed on January 4<sup>th</sup>. P. Wilson has received no phone calls or responses to date.

8. Financial

- a) Detailed Budget Trial Balance to December 31, 2015 – This item was tabled until the next meeting.
- b) Payment of 1 (one) invoice to Design House for work on e-cop website – Moved by T. Lemay and seconded by P. Wilson that Invoice #3740 in the amount of \$237.30 from Design House be approved for payment. Motion carried.
- c) Payment of invoice for Constant Contact – Moved by P. Wilson and seconded by T. Lemay that the subscription to Constant Contact in the amount of \$20.00 be paid. Motion carried.

9. New Business

- a) Suggestion for 2016 goals and budget – This item was tabled until the next meeting.
- b.) Review of PSB Responsibilities using Good Governance check list. – This item was tabled until the next meeting.
- c) Focused educational programs on discouraging distracted driving. P. Wilson provided the Committee with samples of the thumb rings that she acquired from a promotional company. Specific programs material has yet to be determined.
- d) Revision of PPSB website – This item was tabled until the next meeting.
- e) Third party requests for OPP reporting documents – There have been recent inquiries into obtaining OPP reporting documents. A. Insp. M. Wolfe has indicated that the detachment or staff is not permitted to release the information to the public, they release the information to the Police Services Board and the summary of those reports are indicated in the minutes of the PSB meetings. The PSB minutes are adopted at Council as information and are posted with the Council package on the Town website. T. Lemay will look into

drafting a policy regarding this issue.

10. Det. Commander's Report

a) Updates and review of policing activities in Petawawa - December 2015 –

A. Insp. M. Wolfe presented his report indicating that there were 14 Community Mobilization Strategies within the Town of Petawawa for 2015. The strategies were developed to reduce victimization, reduce calls and call outs and engage community partnerships all while supporting the OPP Strategic Plan.

Shawn Peever and Beth Ethier completed 79 presentations of the "OPP Kids Program" to area schools. This program is interactive and addresses many of the challenges and concerns facing the youth of today.

The OPP conducted 9 Focused Patrols in 2015, including road safety, school bus safety and mischief complaints.

A. Insp. M. Wolfe reported that incidents of fraud are on the rise, not only in the Ottawa Valley. The crimes are not local and tend to occur online or through the phone. The best policy is to never give personal information if you are not sure and if it sounds too good to be true it probably is.

Based on the monthly report, there has been an increase in possession charges, a direct result of focused work by the department. Property crime has increased, but A. Insp. M. Wolfe indicated that the increase is tied to the drug crime resulting in skewed numbers and clearance rates, which affect the ability of the OPP to lay charges.

A. Insp. M. Wolfe reported there would be a targeted speed campaign on snowmobiles and a review of snowmobile usage of railway beds.

CALLS FOR SERVICE		Public Complaints	Secondary Employment
For the Month of December	YTD	0	0

b) Reporting Format – frequency and explanatory legend (attached to minutes)

A. Insp. M. Wolfe has provided the Police Services Board with a billing summary report for December. The report will be provided quarterly to allow for more accurate data. (January, April, July and October) A. Insp. M. Wolfe noted that if the public initiates a call then the response to the call is billable. All actions, programs or interventions initiated by the OPP are not billed to the Town.

11. Board Member Input	<p>T. Lemay discussed attending the OAPSB Conference in Niagara Falls May 11-14. Moved by T. Lemay and seconded by P. Wilson that should either member wish to attend the OAPSB Conference they make the arrangements to do so through the PSB funding budget.</p> <p>Insp. M. Wolfe indicated that he would be looking at conducting Criminal reference checks only on Tuesday and Thursdays as there is new legislation requiring an armed officer to be on duty when the station is open to the public. This change will be supported with some communication to key user groups and through various media outlets. A. Insp. M. Wolfe indicated that there is a move to have this service provided on-line with a third party payment option in the future.</p>
12. Date of Next Meeting	The next meeting will be held Wednesday March 16, 2016 at 1300 hrs. in the Town board room.
13. Adjournment	Moved by P. Wilson and seconded by T. Lemay that the meeting be adjourned at 1545 hrs. Motion carried.

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

  
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 Signature – Chair

  
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 Date