

ITEM	ISSUE
1. Call To Order	<p>a) T. Lemay called the meeting to order at 1300 hrs.</p> <p>b) Election of Board Chair – At this point T. Lemay vacated the Chair. D. Recoskie called for nominations for the Chair. Moved by P. Wilson, seconded by S. Dainty that T. Lemay be nominated as Chair. T. Lemay accepted the nomination. D. Recoskie called for further nominations for the position of Chair. There were no further nominations. Motion to appoint T. Lemay as Chair of the Petawawa Police Services Board for 2017 was carried.</p>
2. Adoption of Agenda	<p>a) Moved by S. Dainty and seconded by P. Wilson that the agenda be adopted. Motion carried.</p>
3. Pecuniary Interests	<p>a) There were no disclosures of pecuniary interest.</p>
4. Presentations	<p>a) T. Lemay reported that a presentation will be forthcoming from the OPP regarding its carding/street check policy.</p> <p>P. Wilson expressed an interest in receiving a presentation from either an OPP representative or a Health Unit representative regarding the recent distracted driving campaign conducted at the local high schools. T. Lemay to coordinate the presentation.</p> <p>T. Lemay reported that Detachment Commander Inspector M. Wolfe will present the new Community Services Officer to the Board at a future meeting. Current Community Services Officer Constable Beth Ethier has retired.</p> <p>T. Lemay reported that Detachment Commander Inspector M. Wolfe will make a presentation regarding the RIDE program at a future meeting.</p>
5. Adoption of Minutes	<p>a) <u>Adoption of the minutes of meeting held November 16, 2016</u> – Moved by S. Dainty and seconded by T. Lemay that the minutes previously circulated be adopted as presented. Motion carried.</p>
6. Correspondence	<p>a) <u>Various items of correspondence were circulated electronically to members prior to the meeting</u> – received for information.</p>
7. Financial	<p>a) <u>Detailed Budget Trial Balance to December 31, 2016</u> – Moved by S. Dainty and seconded by P. Wilson that the detailed trial balance to December 31, 2016, which was provided by the Town Treasurer, be</p>

approved. Motion carried.

- b) Invoice from Design House – B. Biesenthal – Domain Name – Moved by P. Wilson and seconded by S. Dainty that the invoice in the amount of \$30.00 + HST be paid. Motion carried.
- c) Invoice for OAPSB 2017 membership – Moved by S. Dainty and seconded by P. Wilson that the invoice for the OAPSB 2017 membership in the amount of \$1,239.61 be paid. Motion carried.
- d) Constant Contact Invoice – Monthly Billing – December/January – Moved by P. Wilson and seconded by S. Dainty that the invoice for Constant Contact be approved for payment and that T. Lemay be reimbursed for this payment in the amount of \$20.00. Motion carried.
- e) Invoice for Lanyards (grant funds) – Moved by P. Wilson and seconded by S. Dainty that the invoice for Dynamicgift Canada Inc. in the amount of \$2,166.00 + HST be paid. Motion carried.
- f) Invoice for Signing Banners (grant funds) – Moved by S. Dainty and seconded by P. Wilson that the invoice for Speedpro Signs in the amount of 1,759.50 + HST be paid. Motion carried.
- g) Zone 2 Membership Invoice – Moved by S. Dainty and seconded by P. Wilson that the invoice for OAPSB Zone 2 membership in the amount of \$75.00 be paid. Motion carried.

8. Business Arising

- a) Board Input into OPP Action Plan – specific to Petawawa – discussion with Inspector M. Wolfe – Inspector M. Wolfe was not in attendance. T. Lemay indicated that the formal printed 2017 OPP Action Plan reflects province and detachment-wide objectives. Member municipalities, through the PSB's in the Detachment would communicate and discuss their additional/specific policing-related issues to and with the UOV Detachment Commander for resolution and action.

Town related issues will be assessed annually by the PSB and reflect input and comments from resident surveys as they are conducted and received.

- b) 2017 – Survey questions to be finalized – T. Lemay reported that the Police Services Board has been approved to submit a one page double sided insert into the next tax billing mail-out. The insert will contain survey questions on behalf of the Police Services Board. T. Lemay to compile draft questions and circulate. Comments to be provided to T. Lemay by February 1st.
- c) Update on grant application – Supporting Police Response to Sexual Violence and Harassment Grant, making a difference when

it really matters, best practices for supporting an effective response
– T. Lemay reported that the grant application was successful and that \$128,760.60 will be received over a two year period.

- d) Retirement of CSO Ethier – P. Wilson to attend the retirement celebration on behalf of the Police Services Board. D. Recoskie to inquire if the Police Services Board can make a presentation to CSO Constable Beth Ethier.
- e) 2017 Budget sent to Council – T. Lemay reported that the draft Police Services Board budget for 2017 was approved by Council at its budget workshop on January 12, 2017. D. Recoskie reported that the by-law to adopt the 2017 budget should be brought before Council on February 6, 2017.
- f) Setting of Meeting date/time/schedule for 2017 – Moved by T. Lemay and seconded by P. Wilson, that the meeting schedule for the Police Services Board for 2017 be set as follows: meetings to be held on the third Wednesday of each month at 1:00 p.m. Motion carried.
- g) Adoption of Board Goals – T. Lemay to forward draft goals as discussed. Goals to be approved at the February 15, 2017 meeting.
- h) Adoption of criteria for the Detachment Commander's evaluation – The draft criteria was discussed as well as the new proposed evaluation form. Members were asked to review the “objectives” section as well as the “as evidenced by” section and to provide comments to T. Lemay by February 1st. T. Lemay to then provide a draft at the next Police Services Board meeting.
- i) New draft policies for member expense claims, process for Detachment Commander evaluation, Board remuneration, process for seeking community input into annual Action Plan, PPSB website update procedure – T. Lemay to provide drafts for review at next meeting.

9. New Business


- a) Presentation of 2016 Year End report to Council – T. Lemay requested that the Police Services Board present its year-end report to Council on February 21st. T. Lemay to request that Inspector M. Wolfe invite OPP East Region Commander Chris Harkins to attend as well.
- b) SHOWCASE 2017 – April 28-30 – participation/preparation for – Board members discussed participating in the Showcase event. It was agreed to rent a booth; D. Recoskie directed to reserve the space. Further discussion took place regarding promotional/educational materials and applying for another MTO grant in the spring. T. Lemay to inquire with S. Gallant about renting the photo booth and/or tablets for part of the Showcase

	event. Further discussions to be held at next meeting.
10. Det. Commander's Report	<p>a) <u>Updates and review of Policing activities in Petawawa</u> – Inspector M. Wolfe was not present at the meeting. To be discussed at next meeting.</p> <p>b) <u>2016 Festive Ride campaign</u> – Inspector M. Wolfe was not present at the meeting. To be discussed at next meeting.</p> <p>c) <u>Street check policy</u> – Inspector M. Wolfe was not present at the meeting. To be discussed at next meeting.</p> <p>d) <u>Community Safety and Well-being project</u> – Board members briefly discussed community safety and community mobilization. To be discussed further at next meeting with Inspector M. Wolfe.</p>
11. Board Member Input	No additional input.
12. Date of Next Meeting	Wednesday, February 15, 2017 at 1300 hrs.
13. Adjournment	Moved by P. Wilson and seconded by T. Lemay that the meeting adjourn at 1553 hrs. Motion carried.

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



 Signature – Chair



 Date