

ITEM	ISSUE
1.	T. Lemay reported that S. Dainty took the oath with Daniel Scissons, CAO/Clerk on Monday April 18, 2016 as Dan was not able to attend the PSB meeting today.
2. Call To Order	T. Lemay called the meeting to order at 1:05 p.m. and welcomed S. Dainty to her first PSB board meeting. S. Dainty was given numerous items of correspondence to review.
3. Adoption of Agenda	<p>Additions or Deletions</p> <p>Moved by S. Dainty and seconded by P. Wilson that the agenda be adopted as presented. Motion carried.</p>
4. Pecuniary Interests	No pecuniary interests were declared.
5. Presentations	There were no presentations
6. Adoption of Minutes	<p>a) <u>Adoption of minutes of meeting held March 24, 2016.</u> Moved by P. Wilson and seconded by T. Lemay that the draft minutes previous circulated be adopted as presented. Motion carried.</p> <p>b) <u>Adoption of minutes of meeting held April 9, 2016.</u> Moved by P. Wilson and seconded by T. Lemay that the draft minutes previous circulated be adopted as presented. Motion carried.</p>
7. Correspondence	a) Various items of correspondence were circulated electronically to members prior to the meeting. – received for information
8. Financial	<p>a) <u>Detailed Budget Trial Balance to March, 2016.</u> Moved by P. Wilson and seconded by T. Lemay that the detailed trial balance provided by the Municipal Treasurer, be approved. Motion carried.</p> <p>b) <u>Report on Town Budget and PSB Budget Request.</u> T. Lemay reported that the Town budget would be adopted on May 2, 2016 and that the PSB request of \$18,051 will likely be approved.</p> <p>c) <u>Invoice from ComBEtek – Safe on 17 & FB invoice. (March)</u> Moved by P. Wilson and seconded by T. Lemay to pay the invoice from ComBEtek multimedia in the amount of \$206.69 for the Safe on 17 Facebook campaign. Motion carried.</p> <p>d) <u>Invoice for Showcase booth.</u> PSB rented an 8x8 booth, totaling \$423.68, at the 2016 Petawawa Spring Showcase, April 29 to May 1st. Approval was noted in the March 24th minutes.</p> <p>e) <u>MTO Grant Application – Road Safety Challenge.</u> T. Lemay</p>

reported that she had applied for a grant through the MTO for aid with the distracted driving campaign; PSB was awarded and has received \$750.

- f) Invoice for Distracted Driving banner from SpeedPro. Moved by S. Dainty and seconded by P. Wilson to pay the SpeedPro invoice in the amount of \$225.00 + HST. Motion carried.

9. Business Arising

- a) Spring Showcase (April 29-May 1) preparation. P. Wilson discussed having the OPP participate in the booth. Distracted Driving, E-cop website, Safe on 17 will all be items that can be promoted at the booth. P. Wilson reviewed the potential set up and discussed the pledge cards, thumb rings, magnets and various other assorted materials that would be distributed. It was agreed that set up for the booth will take place on Thursday April 28th at 1pm.
- b) Responses to solicitation fund letters to businesses – in support for the distracted driving campaign
P. Wilson reported that Petawawa Electric and Petawawa Hyndai have both contributed \$100 towards the campaign. P. Wilson also indicated that she was speaking with Gloria Neville and Lisa Edmonds who are potentially interested in supporting the rental of the simulator. Further follow up will occur.
- c) Distracted Driving Campaign presentation to Council – April 25th
T. Lemay discussed the presentation that will be made before Council on Monday April 25th; A. Insp. Mark Wolfe and Eastern Regional Commander and Chief Superintendent, Daniel Redmond will be present. T. Lemay will introduce the PSB Distracted Driving campaign and invite Council to take the pledge and add their thumbprint/signature to the banner. A. Insp Mark Wolfe will speak to the OPP focused patrol on distracted driving which will occur the week of May 2-8th.
- d) Installation of an oversized stop sign with flashing light at intersection of Black Bay road and Petawawa Boulevard. T.Lemay reported that this request was given approval by Town resolution and the County has subsequently installed the new sign. The flashing light will take more time before it is operational.
- e) Placement and installation of “Leave the Phone Alone” road signs with Public Works. T. Lemay indicated that she and P. Wilson went with T. Renaud and sourced locations along Petawawa Boulevard to install the five “Leave the Phone Alone” signs. It was determined that 2 would face West and 3 East. Approval of the locations by the County is being sought and once confirmed the signs will be installed. A photo opportunity will be planned.
- g) Request for proposal from Brian Cook to re-vamp the PPSB web site. The quote from B. Cook is \$850 for the list of proposed

changes. The site is older and needs a refresh and an easier platform navigation. As B. Cook indicates it needs to be adapted for multiple platforms. Moved by S. Dainty and seconded by P. Wilson to accept B. Cook's quote for revising the PSB website. Motion carried.

- f) OAPSB Spring Conference (May 11) - S. Dainty is not able to attend. Confirmation that T. Lemay and P. Wilson are registered.
- g) Comments on analytics provided from Brian Cook P. Wilson had requested that verification of usage of the PSB website. The analytics support that the site is being accessed.
- h) Suggestion for changes to the website – There was a discussion about formatting and content of the website. Board members are requested to review the site and write down some proposed changes and bring them forward at the May meeting.

10. New Business

- a) Zone 2 meeting in Perth on April 15th P. Wilson reported that it was a good meeting. The following is a list of the presenters and their respective topics: David Tilley, Police Services Advisor, Ministry of Community Safety and Correctional Service provided ministry updates. Stephanie Gray, provided updates on the Lanark County situation table. Fred Kaustinen, Executive Director of the OAPSB, spoke of emerging civilian governance. OPP Superintendents Philbin and Bedard, reported on technology, communication centres and OPP costing and billing formulas. Presentation material from the speakers were circulated to the Board members
- b) Updates and review of policing activities in Petawawa. Ideas on soliciting community input into the 2017 Action Plan. T. Lemay led the discussion on the means to obtain community input into the upcoming 2017 OPP Action Plan. The board has been asked to think on this matter for discussion at the May meeting.
- c) Billboards in storage (status) T. Lemay indicated that there is a fee for the storage of older billboards previously commissioned by the PSB. A request will be made to relocate those billboards to Public Works for storage. The billboard that was created in partnership with Bernadette McCann house will be donated to them if they are interested in acquiring it to place at other locations in Renfrew County.
- d) Travel insurance coverage policy for Board members T. Lemay has requested an update from Daniel Scissons CAO/Clerk. At present the matter is under review by the Town insurance provider.

11. Det. Commander's Report

a) Updates and review of Policing activities in Petawawa

CALLS FOR SERVICE		Public Complaints	Secondary Employment
For the Month of March	YTD		
90	293	0	0

A. Insp M. Wolfe discussed the increase foot patrols and presence in the community in key public locales including schools and the Civic Centre. With respect to motor vehicle collisions there were none during the period of this report. Fraud is on the rise and so there are a number of community mobilization efforts, education and investigations being conducted. The message -NEVER give away any personal information; when in doubt take a name and number and call the Police. A. Insp M Wolfe spoke of Community Action Tables and the use of those locally to efficiently and effectively resolve disputes or high service calls. This method of resolution is working as the decrease in billable calls for service is indicating. A. Insp. M. Wolfe noted that on Highway 17 there were a number of focused patrols conducted for speeding and aggressive driving in April. Also of note, the Upper Ottawa Valley Detachment is leading the province in civilian data entry and mental health response.

b) April's quarterly billing report - A. Insp. M. Wolfe
See attached document summarizing the OPP billing summary

12. Board Member Input

13. Date of Next Meeting

Wednesday May 18, 2016 at 1 pm

14. Adjournment

Moved by P. Wilson and seconded by S. Dainty that the meeting adjourn at 3:50 hrs. Motion carried.

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


Signature - Chair


Date