

Council Chambers
Pembroke, ON
September 19, 2013
3:00 p.m.

The regular meeting of the Pembroke Police Services Board was held in the Council Chambers – City Hall on **Thursday, September 19, 2013 at 3:00 p.m.** with Mike LeMay, Chair presiding. Also in attendance were Board Members Mayor Jacyno, Deputy Mayor Ron Gervais, Pauline Edmonds, Terry Harkins, Sergeant Nancy Graves, O.P.P, and Heidi Martin, recording secretary.

1. Approval of Agenda

MOTION: Moved by Terry Harkins
Seconded by Pauline Edmonds
THAT the agenda of the regular meeting of September 19, 2013 be approved.

CARRIED

2. Minutes

(i) Minutes of Previous Meeting

MOTION: Moved by Deputy Mayor Gervais
Seconded by Pauline Edmonds
THAT the minutes of July 25, 2013 regular meeting be approved.

CARRIED

(ii) Business Arising

Nil

3. Declaration of Conflict

Nil

4. Presentation and/or Delegations

Nil

5. Reports

(i) Chair Mike LeMay

Mr. LeMay reported that he and Inspector Smith made a presentation to City Council on September 3, 2013 highlighting the changes at the Police Services Board level and a brief update on the transition was also provided. Mr. LeMay stated that the information was well received.

(ii) Inspector Jeff Smith

In Inspector Smith's absence, Sergeant Graves reported that the transition is going well and that all new staff members are now being introduced to O.P.P policies and procedures. Mr. LeMay asked what the O.P.P policy is

in regards to the use of “Tasers”. Sergeant Graves responded that all front-line supervisors are trained and issued in the use of conductive energy weapons (CEWs or “Tasers”). She further explained that in the absence of the supervisor, the second in charge, who would also be trained, would carry the CEW. Mr. LeMay stated that as per the OAPSB Blast attached to the agenda, President Ken East will be meeting with O.P.P. Deputy Commissioner Vince Hawkes to discuss the section 10 Board governance responsibilities and authority as it pertain to this matter. Mr. LeMay suggested that members read the Media Q&A CEW Expansion for more details.

Deputy Mayor Gervais asked if the O.P.P. had cameras in their police cruisers or if they were considering cameras as part of their officer uniforms. Sergeant Graves responded that the O.P.P. did not have cameras in their cruisers or as part of their officer uniforms and that she was unsure what the future plans were.

Mr. Harkins stated that he has received a number of calls from the public commending the increased presence of O.P.P. officers within the City. He also mentioned that he has noticed the increase use of sirens however he was not aware of which emergency response service was using them. Sergeant Graves responded that sirens are used depending on the seriousness of the call. For example if it was a dangerous situation that required quick navigation through the City, the sirens would be used to alert the public.

6. **Old Business**

- (i) **Policy Revisions**
Nil

7. **New Business**

- (i) **Petawawa Police Services Board – Welcoming reception**

Mr. LeMay, explained that Board members will receive an invitation from Treena Lemay, Chair of the Petawawa Police Services Board inviting them to a reception on Thursday, October 23rd to welcome Inspector Smith to the detachment. He also mentioned that on Saturday, September 21, 2013, an Open House will be held at the detachment and encouraged everyone to stop in. Mayor Jacyno asked if a member of the Pembroke Police Services Board was part of the selection committee to which Mr. LeMay responded that he and a member from Laurentian Hills was part of the committee.

(ii) **Wise Owl Day Care Centre – Street Closure**

Mr. LeMay stated that a request for a road closure was recently submitted to the City for their consideration. He explained that it will be up to the City to decide if this request will be granted however he thought it would be a good opportunity to highlight what the O.P.P policy is for requests of this nature. Mr. LeMay stated that organizations requesting police presence can contact the detachment and provide the details of their event. The police officers on shift will be advised of the event and encouraged to drop by. Ms. Edmonds asked if organizations should contact the City and then the City in turn would contact the Police to which Mr. LeMay replied that the City should be contacted first. Mayor Jacyno replied that the City has a protocol to follow for events such as this and that the City will forward the request to other appropriate agencies. Sergeant Graves stated that the O.P.P have two processes, the first being a 4 hour Stand-by which is a paid duty and a Patrol-by which would just see officers on shift stop in if possible. Mr. LeMay stated that this is similar to the services that were provided by the previous Pembroke Police Services.

(iii) **Budget Report**

Nil

(iv) **Establishment of Protocols**

Mr. LeMay explained that the City and the Police Services Board in conjunction with the Detachment Commander will need to develop protocols and he supplied a sample in the agenda package. Deputy Mayor Gervais asked what other municipalities have done as he felt it would be a good starting place to draft the relevant documents for the City of Pembroke. Mr. LeMay replied that he is attending the OAPSB Municipal Policing Seminar next week with will ask what other Section 10 Boards have done and will bring back the information to the next meeting.

8. **Correspondence**

(i) **OAPSB – OPP Municipal Policing Seminar**

Mr. LeMay stated that he will be attending the Zone 2 meeting which is being held at Ottawa City Hall on September 30th. He asked that if anyone would like to attend and travel with him that they contact him by Monday.

9. **Information Items**

(i) **OAPSB – Expanded CEW Authorization**

Mr. LeMay indicated that the OAPSB Blast contains information in regards to CEW's or "Tasers" which was discussed earlier in the meeting.

10. Move to Caucus/Adjournment

MOTION: Moved by Terry Harkins
Seconded by Pauline Edmonds

THAT the meeting proceed in caucus to discuss certain personnel and legal matters.

CARRIED

The meeting adjourned at 3:20 p.m. on a motion by Deputy Mayor Gervais and seconded by Pauline Edmonds.

Chair

Recording Secretary