



Agenda

Pembroke Upper Ottawa Valley OPP Detachment Board Meeting

Chair: Mayor Gervais
Wednesday, October 22, 2025
Council Chambers
1:00 p.m.

- 1. Land Acknowledgement**
- 2. Call to Order**
- 3. Disclosure of Pecuniary Interest and General Nature Thereof**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
 - June 23, 2025 – Regular Meeting
 - August 27, 2025 – Special Meeting
- 6. Business Arising from the Minutes**
- 7. OPP Report**
 - a. OPP Detachment Commander's Update
 - Quarterly Report (July – September 2025)* – to be provided at meeting
- 8. New Business**
 - a. Community Watch Meeting Update*- Chair Gervais
 - b. Meeting Dates for 2026– Clerk Charbonneau
- 9. Correspondence**
- 10. Date of Next Meeting**
 - January 2026 – Date to be confirmed.
- 11. Motion to Adjourn**

*= no attachments

Pembroke Police Services Board Meeting – Draft Minutes

City Hall, Council Chambers
Pembroke, Ontario
July 23, 2025
1:00 p.m.

Present:

Ron Gervais, Mayor
Patricia Lafreniere, Councillor
Christine Reavie
Michael St Jean
Dez Bair-Patel

Also Present:

Acting Inspector Steven Bosa, OPP
Director Sauriol, Planning, Building and By-Law Enforcement (item 8.a)
Victoria Charbonneau, Recording Secretary

1. Land Acknowledgement

2. Call to Order

The Chair called the meeting to order at 1:00 p.m.

3. Disclosure of Pecuniary Interest & General Nature Thereof

There were no disclosures of pecuniary interest.

4. Approval of Agenda

Motion:

Moved by Dez Bair-Patel

Seconded by Michael St. Jean

That the agenda of the Pembroke Police Services Board meeting of July 23, 2025, be amended to address item 8.a first followed by item 7.a.

Carried

5. Minutes

- Receive minutes of May 21, 2025

Motion:

Moved by Christine Reavie

Seconded by Councillor Lafreniere

That the minutes of the Pembroke Police Services Board meeting of May 21, 2025, be received as circulated.

Carried

6. Business Arising from the Minutes

7. **OPP Report**

- Quarterly Report (April-June 2025)

Acting Inspector Bosa presented the Q2 report as attached in the July 23, 2025, meeting agenda package. The overview can be captured in totality by viewing the YouTube recording of the meeting at a time stamp of approximately 1:18 p.m. Highlights included:

- Staffing updates – 4 new probationary Constables members come to the detachment area. Several recruits are in line to come to the detachment in the near future
- Overall collisions are up Year to date (YTD)
- There has been more traffic engagement, with a focus on public education
- Violent crime there is a noted uptake
- Offences in uttering threats
- This could be in part to efforts to support high data integrity and catching calls for service properly
- Property crime is down
- Trafficking is up 213% YTD 47 charges compared to 14. This is due in part to some large cases being closed recently (e.g. case charging 32 individuals)
- Patrol hours have dipped YTD. Due to Officers responding for calls for service
- Foot patrol hours are projected to be increased in the next quarter
- Mental Health Calls for service remains consistent with 2024. There are 2 MCERT officers who are taking a very proactive approach and working with MESA team to do more foot patrols
- Overdoses are lower than they have been in the past 3 years
- Victim referrals are up, can also be correlated with the uptake in violent crimes
- Does the OPP lobby for changes in the judicial system for addresses drug charges? Response included that this is being addressed at the Provincial/Federal level
- What do probationary Constables do during probation? Do they stay in the area? Response included that probationary constables are typically placed where they request if it can be accommodated (3 years). They are paired up with a seasoned partner who trains them etc.

8. **New Business**

a. Current By-Law Practices and Challenges – Chair Gervais and Director Sauriol Discussion was had over a notice of motion brought forward by Deputy Mayor Abdallah to the July 15, 2025 Council meeting (attached in the meeting package). The motion was withdrawn at the meeting, due to noted conversations with the Mayor, CAO and OPP representatives. Chair Gervais thought it would be beneficial to bring to the PSB for some notation on the contents for future reference. The overview can be captured in totality by viewing the YouTube recording of the meeting at a time stamp of approximately 1:02 p.m. Highlights included:

- OPP do not typically do by-law enforcement after the new CSPA Act (2023)
- It can be asked by Council, however, it has to be mutually agreed upon. However, by-laws calls would be prioritized accordingly and need to be fit into the priority system of all other detachment calls at any given time (calls for service can include, mental health, domestic violence, community safety etc.)

- Every by-law enforcement call would also be deemed as a call for service and billed accordingly. From a financial and response time standpoint, there is likely more effective approaches to address by-law matters.
- The City addresses by-law complaints with city employed by-law enforcement officers and contracts out animal control services to Pro-Tec 5.
- If a noise complaint happens outside of City hours, police are called and investigate/collect notes or evidence and relay to city. It is then determined if a fine should be laid.
- A proactive collaboration between the City and OPP for mental health calls and/or out of city's jurisdiction or compromised staff safety police have proven to be a positive working relationship to address community by-law and safety needs while keeping staff safe.
- It was iterated from board members that with the information provided based on current spheres of jurisdiction from the city and OPP and the collaborative work arrangement to address by-law and community safety is the best way to address issues.
- Question regarding scheduling staff after hours to address matters and if this would cost less than having OPP calls for service after hours. Response included that two staff would need to be scheduled which would increase costs significantly.
- Is the detachment at its full compliment after these hires? Response included that there are approximately 8 vacant positions (barring transfers, promotions, vacancies etc.)
- [OPP.ca/Careers](https://opp.ca/Careers), can be shared

Direction: During planning of the 2026 budget, explore opportunities for supporting targeted social media ads regarding OPP recruitment. Work with OPP representatives to assist in off-setting the costs for some targeted social media advertisements to support recruitment for the OPP detachment.

DIRECTION:

b. Board Insurance Update* – Clerk Charbonneau

Highlights included:

- Insurance renewal for the Police Service Board is underway with Intact Insurance (renewal date of November 1, 2025)
- The insurance costs were included in the approved 2025 budget

DIRECTION:

c. PSB Crime Stoppers Collaboration Activities Update – Clerk Charbonneau

Highlights from the report discussion included:

- Your TV may be interested in promoting a 30-minute recorded session on the Crime Stoppers public education taping that can be broadcast
- Discussion over where potential places to affix signage to poles and what the process with the city to do so is. Potential spaces for signage included:
 - Parking lots

- Board is in favour of the signage
- Depending on signage costs
- Service clubs Kiwanis and Rotary (for presentations)

DIRECTION:

- Have staff look at what city owned poles the signage can be affixed to and feasible areas to place signage for public view
- Reach out to yourTV about potential of creating a taping of the Crime Stoppers 101 session, look into seeing if this can also be shared (online)

d. Cops and Kids Fishing Derby*- Chair Gervais

Highlights included:

- August 9th at 9:00 a.m. at the Waterfront Park and Marina
- Always a successful event and good opportunity for public outreach, collaboration and fun for children

9. Correspondence

- a. OAPSB meeting material

10. Date of Next Meeting

The next meeting is scheduled for October 22, 2025, beginning at 1:00 p.m.

11. Motion to Adjourn

Motion:

Moved by Christine Reavie

Seconded by Michael St. Jean

That the July 23, 2025, Pembroke Police Services Board meeting adjourns at 1:51 p.m.

Carried

Chair

Recording Secretary

Pembroke Police Services Board Meeting – Draft Minutes

City Hall, Council Chambers
Pembroke, Ontario
August 27, 2025
1:00 p.m.

Present:

Ron Gervais, Mayor
Patricia Lafreniere, Councillor (virtual)
Michael St Jean
Dez Bair-Patel (entered at 1:14 p.m.)

Regrets

Christine Reavie

Also Present:

Acting Inspector Steven Bosa, OPP
Victoria Charbonneau, Recording Secretary

1. Land Acknowledgement

2. Call to Order

The Chair called the meeting to order at 1:10 p.m.

3. Disclosure of Pecuniary Interest & General Nature Thereof

There were no disclosures of pecuniary interest.

4. Approval of Agenda

Motion:

Moved by Micheal St.Jean

Seconded by Councillor Lafreniere

That the agenda of the Pembroke Police Services Board meeting of August 27, 2025, be approved as presented.

Carried

5. Minutes

6. Business Arising from the Minutes

7. OPP Report

8. New Business

- a. OPP Community Engagement Plan – A/Inspector – Interim Detachment Commander Bosa

- The Inspector is consulting with Pembroke PSB and other local PSB Boards and municipalities to assist in informing the OPP Engagement Plan. The Engagement Plan will help to create an Action Plan for the detachment.
- There will also be public consultation through an online survey.
- The public survey will provide the opportunity for the community to access and identify what the public feels their priorities for OPP are with a focus on for the next 3 years within the detachment area.
- The detachment action plan will be for the covers entire detachment area.
- Consultations are taking place for the public to identify and articulate priorities of the community.
- The Survey will rank different types of crime in order of priority and subsections will be provided under each crime category.
- Clarifications were made advising that the plan is the OPP's plan overall and that the Police Service Boards and municipalities are being consulted to provide valuable feedback to help shape the survey. The survey results will help to inform and help steer the overall Engagement and Action plans.
- Questions regarding breaking down the concerns and answers from each area so answers can be collated locally for other information purposes was asked. Response included that the OPP will look into having survey participants identify their area of residence and this can be used to collate information for each geographic area, however, the overall plan will be for the entire detachment area.
- The PSB Board indicated general support for the noted key priorities for the UOV OPP Community Engagement Plan consisting of:
 - Public safety and crime prevention
 - Community engagement and partnerships
 - Support for vulnerable populations
 - Traffic and road safety
 - Emergency response and preparedness

DIRECTION:

Staff is directed to provide a report to Council on the noted identified priorities recommending endorsement.

9. Correspondence**10. Date of Next Meeting**

The next meeting is scheduled for October 22, 2025, beginning at 1:00 p.m.

11. Motion to Adjourn**Motion:**

Moved by Dez Bair- Patel

Seconded by Micheal St. John

That the August 27, 2025, Pembroke Police Services Board meeting adjourns at 1:40 p.m.

Carried

Chair

Recording Secretary

DRAFT

Calls For Service (CFS) Billing Summary Report

RENFREW Co. - Pembroke C

Max Date Loaded Oct 17, 2025

Billing Category <i>(Billing categories below do not match traditional crime groupings)</i>	2025				2024			
	July to September	Year to Date	Time Std	YTD Weighted Hrs	July to September	Year to Date	Time Std	YTD Weighted Hrs
Violent Criminal Code	84	301	14.80	4,454.80	112	323	14.80	4,780.40
Property Crime Violations	92	311	6.20	1,928.20	131	436	6.20	2,703.20
Other Criminal Code Violations (Excluding traffic)	73	222	7.10	1,576.20	80	222	7.10	1,576.20
Drug Possession	18	73	5.90	430.70	23	112	5.90	660.80
Drugs	6	48	88.10	4,228.80	7	25	88.10	2,202.50
Operational	641	1847	3.90	7,203.30	738	2409	3.90	9,395.10
Operational2	98	308	1.70	523.60	117	365	1.70	620.50
Statutes & Acts	148	436	3.50	1,526.00	158	489	3.50	1,711.50
Traffic	50	202	3.80	767.60	69	185	3.80	703.00
Total	1210	3748		22,639.20	1435	4566		24,353.20

Note to Detachment Commanders:

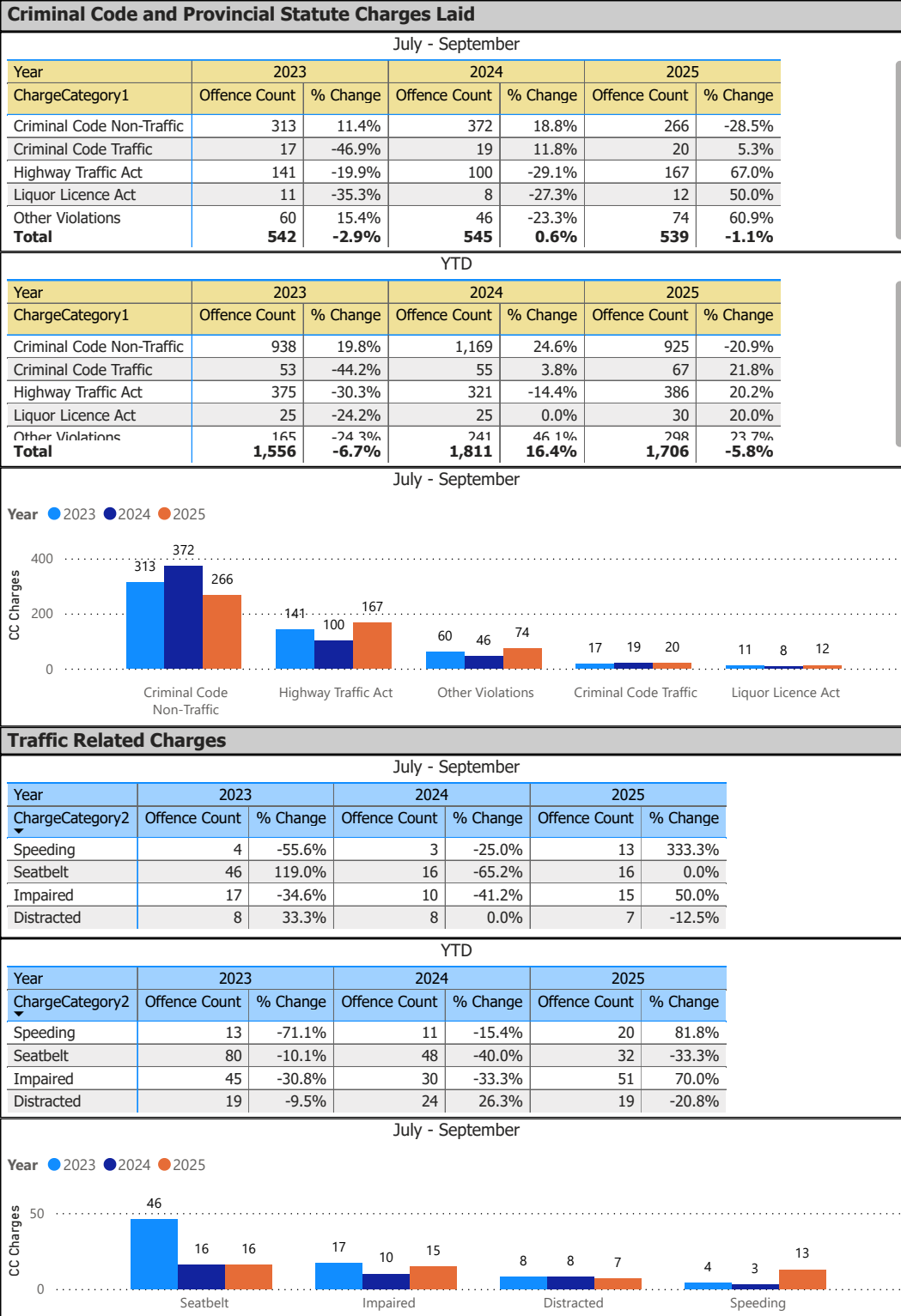
- **The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.**
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2025 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Detachment Board reports or Statistics Canada reporting.



OPP Detachment Board Report
Records Management System
July - September 2025



Detachment: 3M - UPPER OTTAWA VALLEY

Location code(s): 3M20 - PEMBROKE

Area(s): 3172 - Pembroke, 3231 - Pembroke Downtown Core

Data source date:

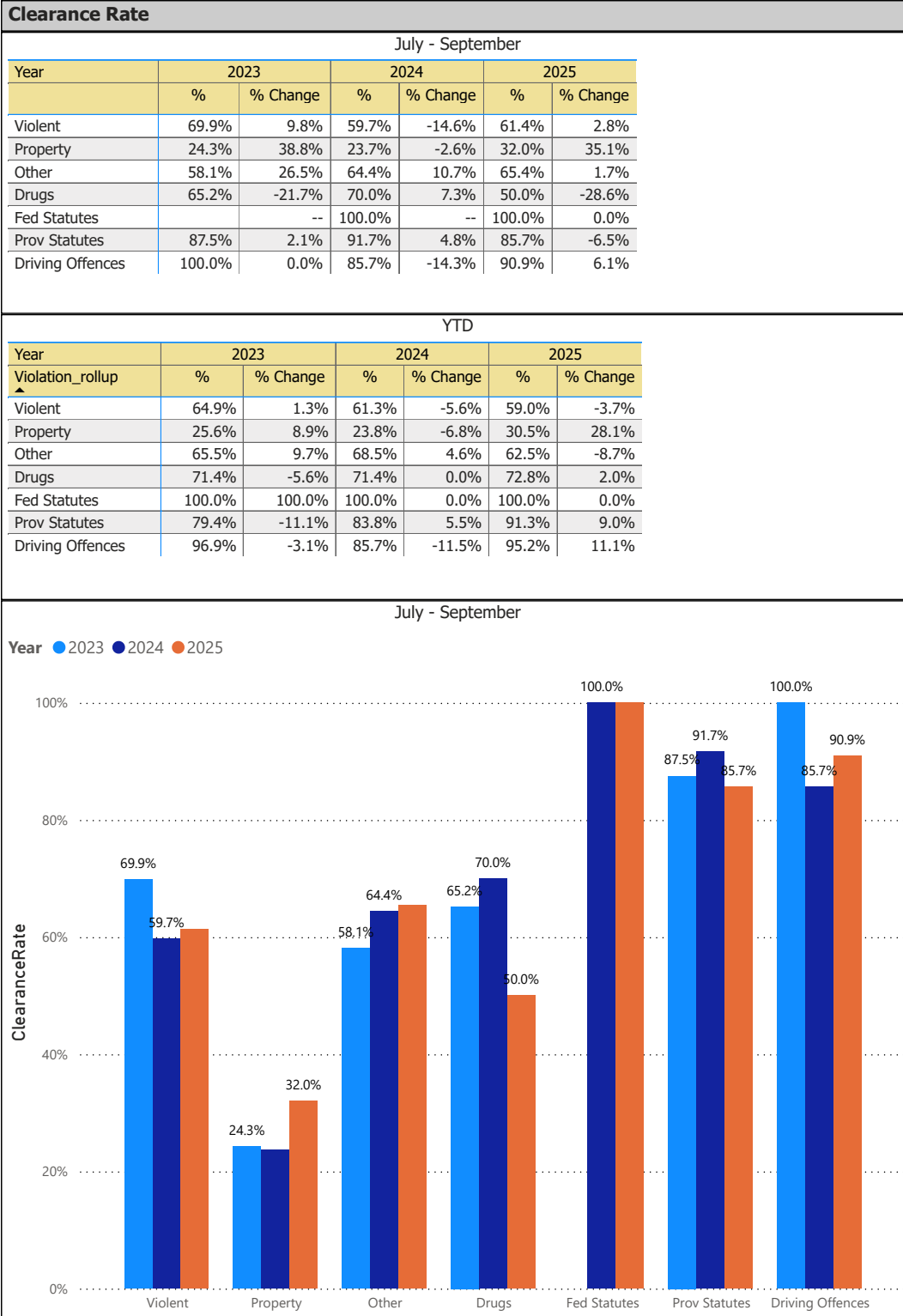
17-Oct-25

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17-Oct-2025 1:39:44 PM



OPP Detachment Board Report
Records Management System
July - September 2025



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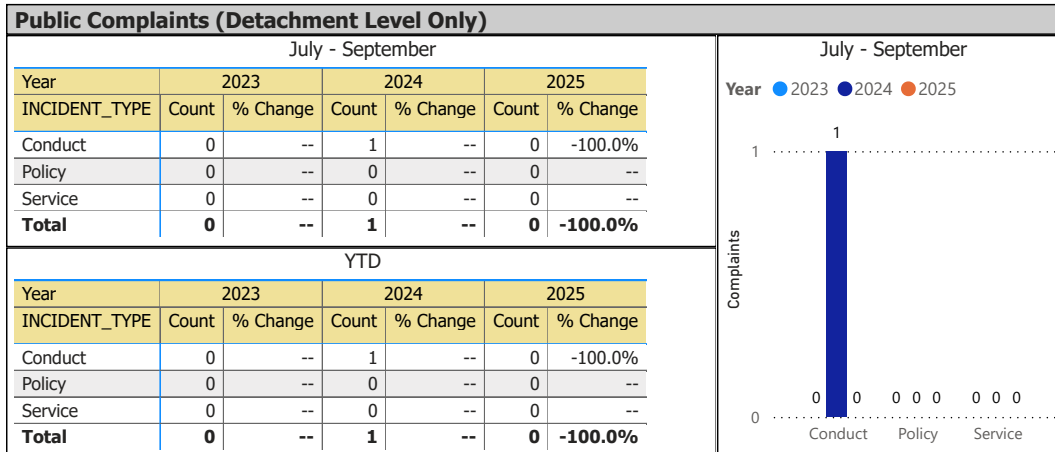
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OPP Detachment Board Report Records Management System July - September 2025



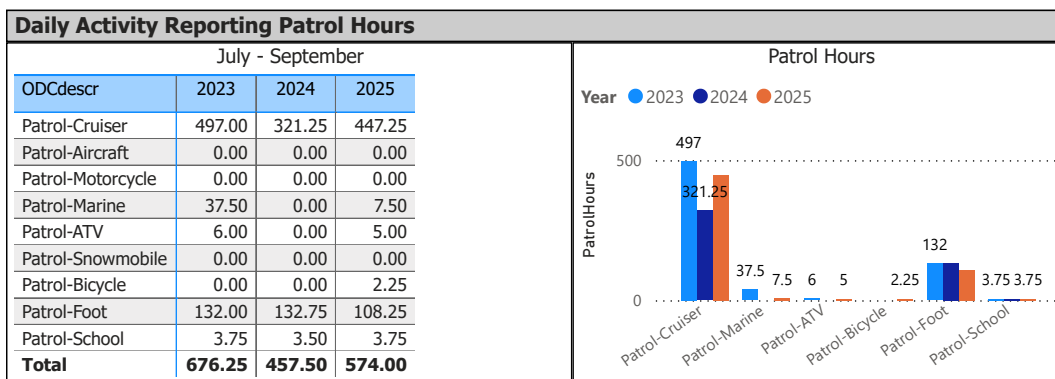
Data source: RMS Data Feed

Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:

17-Oct-2025

Daily Activity Reporting



Data source (Daily Activity Reporting System) date:

17-Oct-2025

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OPP Detachment Board Report
Records Management System
July - September 2025

Drug Crime

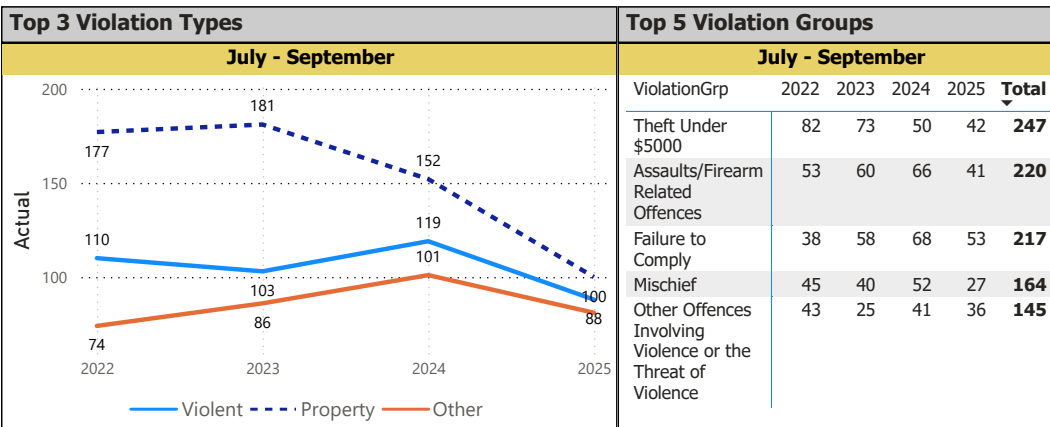
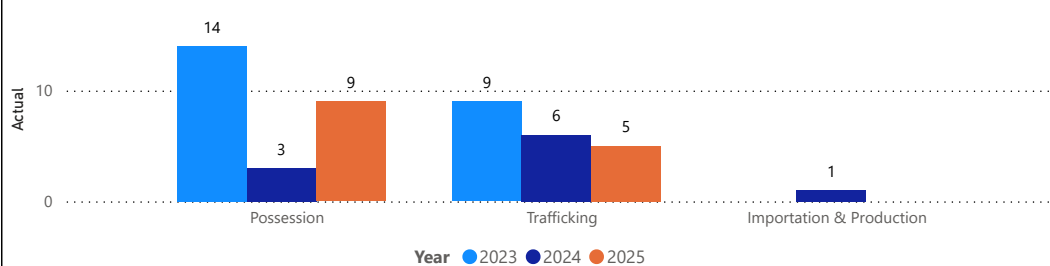
July - September

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	14	366.7%	3	-78.6%	9	200.0%
Trafficking	9	200.0%	6	-33.3%	5	-16.7%
Importation & Production	0	--	1	--	0	-100.0%
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	23	283.3%	10	-56.5%	14	40.0%

YTD

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	34	41.7%	33	-2.9%	28	-15.2%
Trafficking	15	15.4%	21	40.0%	53	152.4%
Importation & Production	0	--	1	--	0	-100.0%
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	1	--	0	-100.0%
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	49	32.4%	56	14.3%	81	44.6%

July - September



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OPP Detachment Board Report
Records Management System
July - September 2025

eTicketing Warnings

July - September

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	87	-30.4%	283	225.3%

YTD

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	259	-20.3%	637	145.9%

July - September

Type ● Warning



Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.

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OPP Detachment Board Report
Collision Reporting System
July - September 2025

Fatalities in Detachment Area - Incidents									
July - September									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	0	0	--	0	0	--	0	0	--
2024	0	0	--	0	0	--	0	0	--
2025	0	0	--	0	0	--	0	0	--
YTD									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	0	0	--	0	0	--	0	0	--
2024	0	0	--	0	0	--	0	0	--
2025	0	0	--	0	0	--	0	0	--
Fatalities in Detachment Area - Persons Killed									
July - September									
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle				
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change			
2023	0	--	0	--	0	--			
2024	0	--	0	--	0	--			
2025	0	--	0	--	0	--			
YTD									
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle				
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change			
2023	0	--	0	--	0	--			
2024	0	--	0	--	0	--			
2025	0	--	0	--	0	--			
Primary Causal Factors in Fatal Motor Vehicle Collisions									
July - September					YTD				
	2023	2024	2025		2023	2024	2025		
Speeding	0	0	0	Speeding	0	0	0		
Speeding % Change	--	--	--	Speeding % Change	--	--	--		
Distracted	0	0	0	Distracted	0	0	0		
Distracted % Change	--	--	--	Distracted % Change	--	--	--		
Alcohol/Drugs	0	0	0	Alcohol/Drugs	0	0	0		
Alcohol/Drugs % Change	--	--	--	Alcohol/Drugs % Change	--	--	--		
Wildlife	0	0	0	Wildlife	0	0	0		
Wildlife % Change	--	--	--	Wildlife % Change	--	--	--		
NoSeatbelt	0	0	0	NoSeatbeltYTD	0	0	0		
NoSeatbelt YoY%	--	--	--	NoSeatbeltYTD YoY%	--	--	--		
July - September									

Data source (Collision Reporting System) date:
17-Oct-2025

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OPP Detachment Board Report Records Management System July - September 2025

Mental Health Act Occurrences		
July - September		
Year	Occurrences	Unfounded
2023	89	0
2024	121	0
2025	137	1

YTD		
Year	Occurrences	Unfounded
2023	321	0
2024	378	1
2025	398	2

Mental Health Act Occurrences by Occurrence Type		
July - September		
Year	2025	
OccurrenceType	Occurrences	Unfounded
▲	2	0
Ambulance Assistance	1	0
Assault	3	0
Assist Other Police Agency	1	0
Attempt or threat of suicide	26	0
Bail violations	1	0
Indecent acts	1	0
Intimate Partner Violence	3	0
Mental health act	88	1
Mischief	3	0
Missing person	1	0
Motor vehicle collision	1	0
Neighbour dispute	1	0
Noise complaint	1	0
Police information	1	0
Robbery	1	0
Suspicious person	1	0
Unlawfully at large	1	0
Total	137	1

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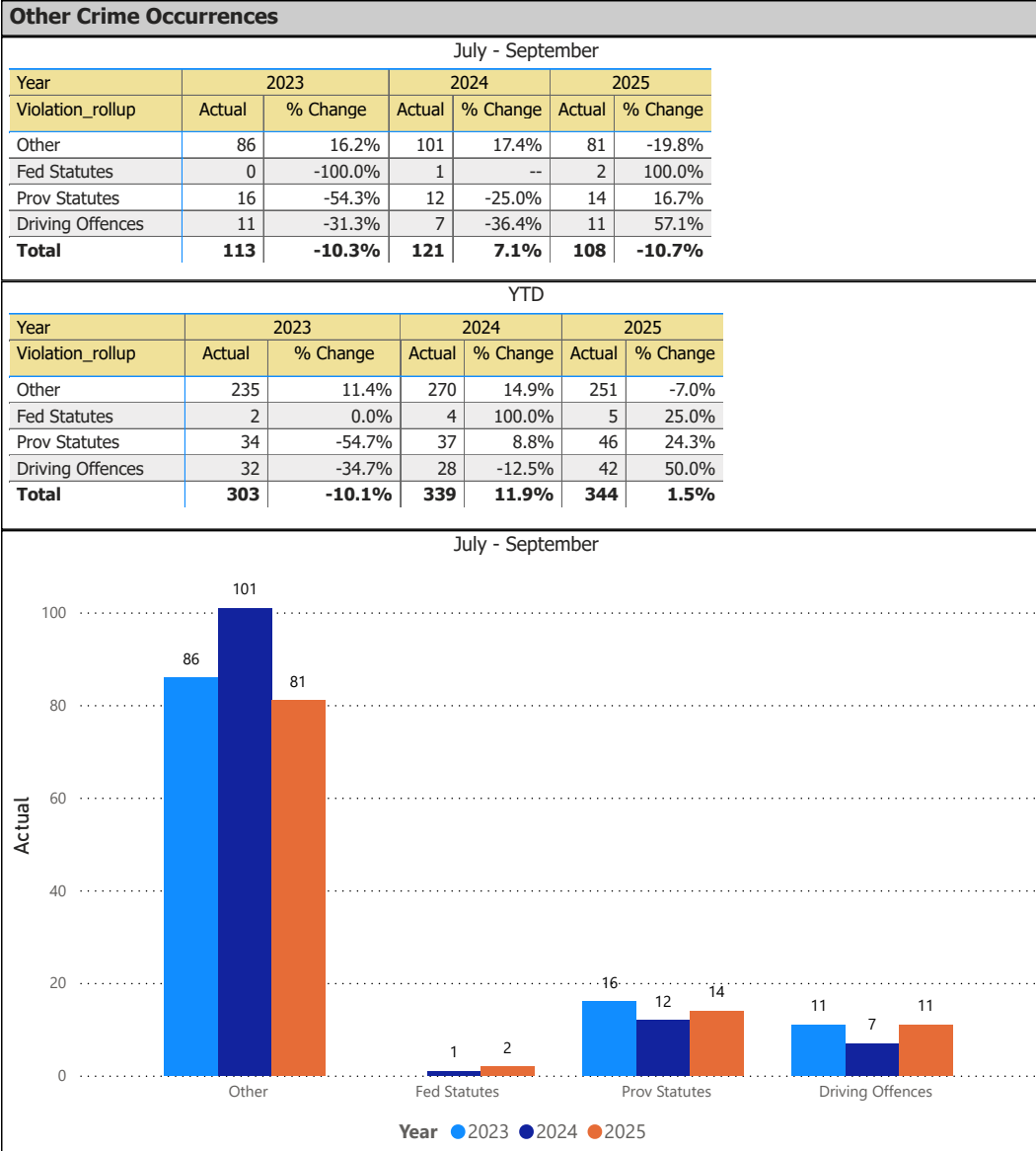
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OPP Detachment Board Report
Records Management System
July - September 2025



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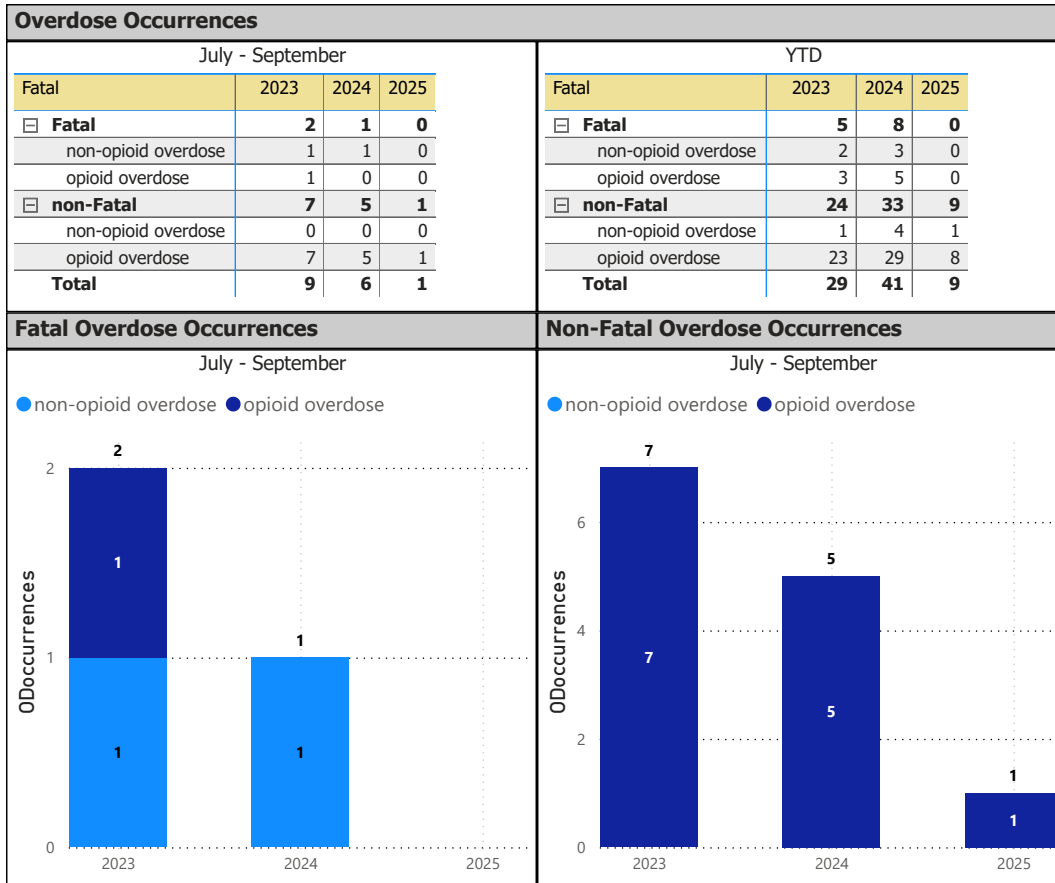
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July - September 2025



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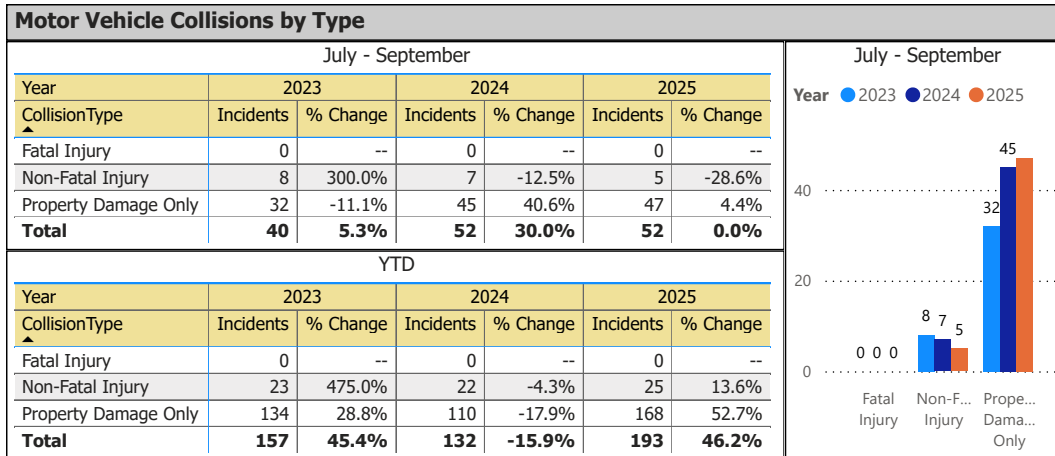
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OPP Detachment Board Report
Collision Reporting System
July - September 2025



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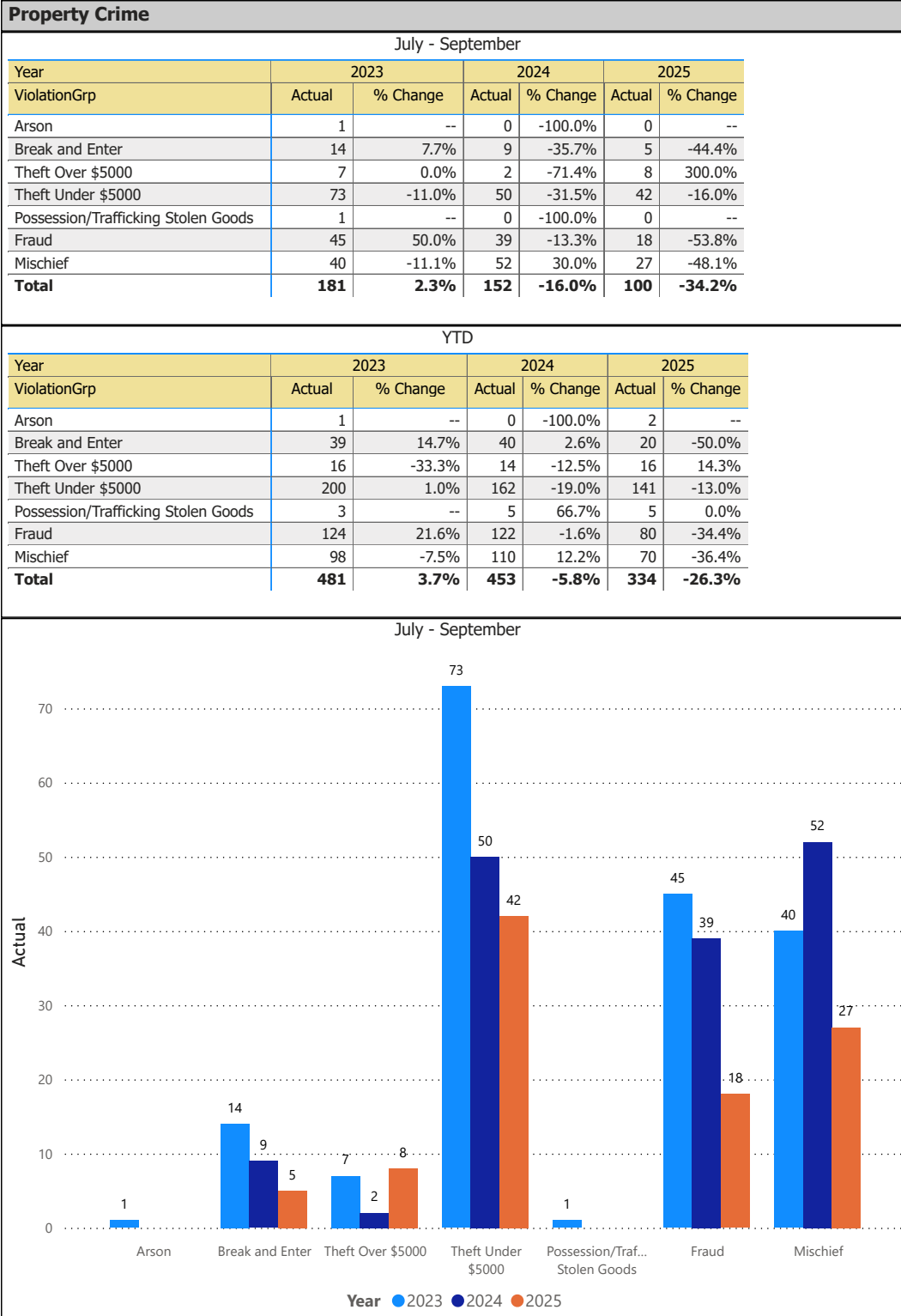
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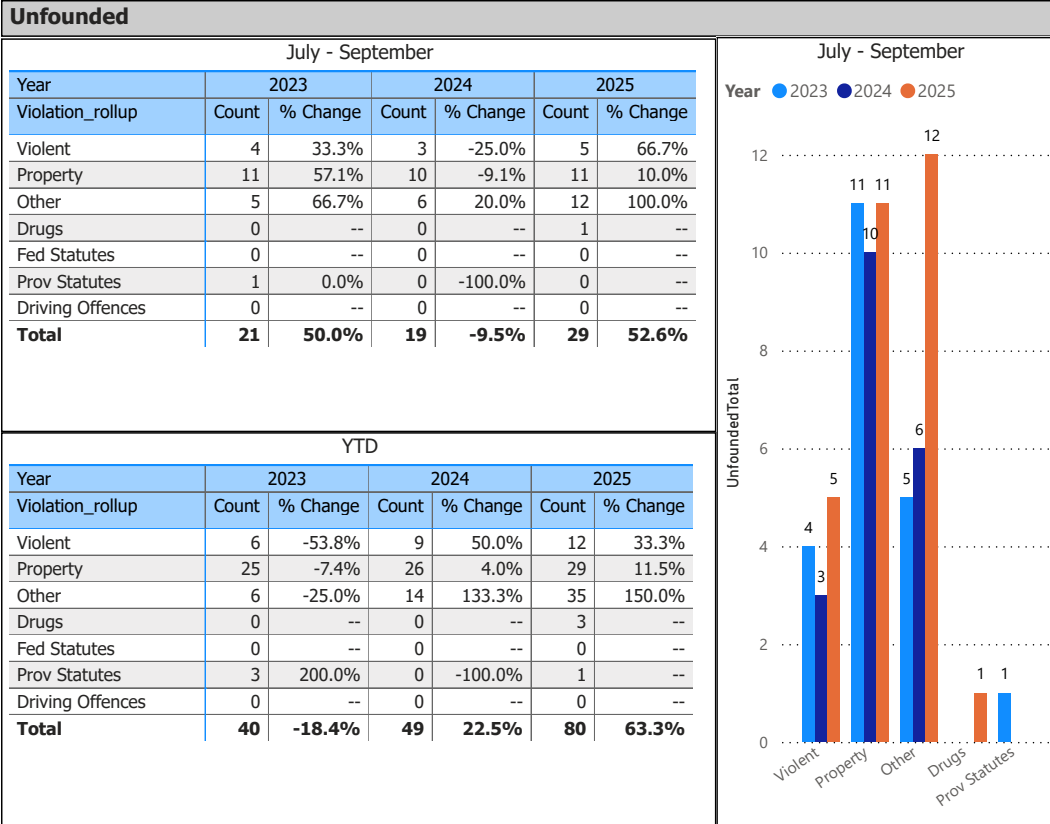
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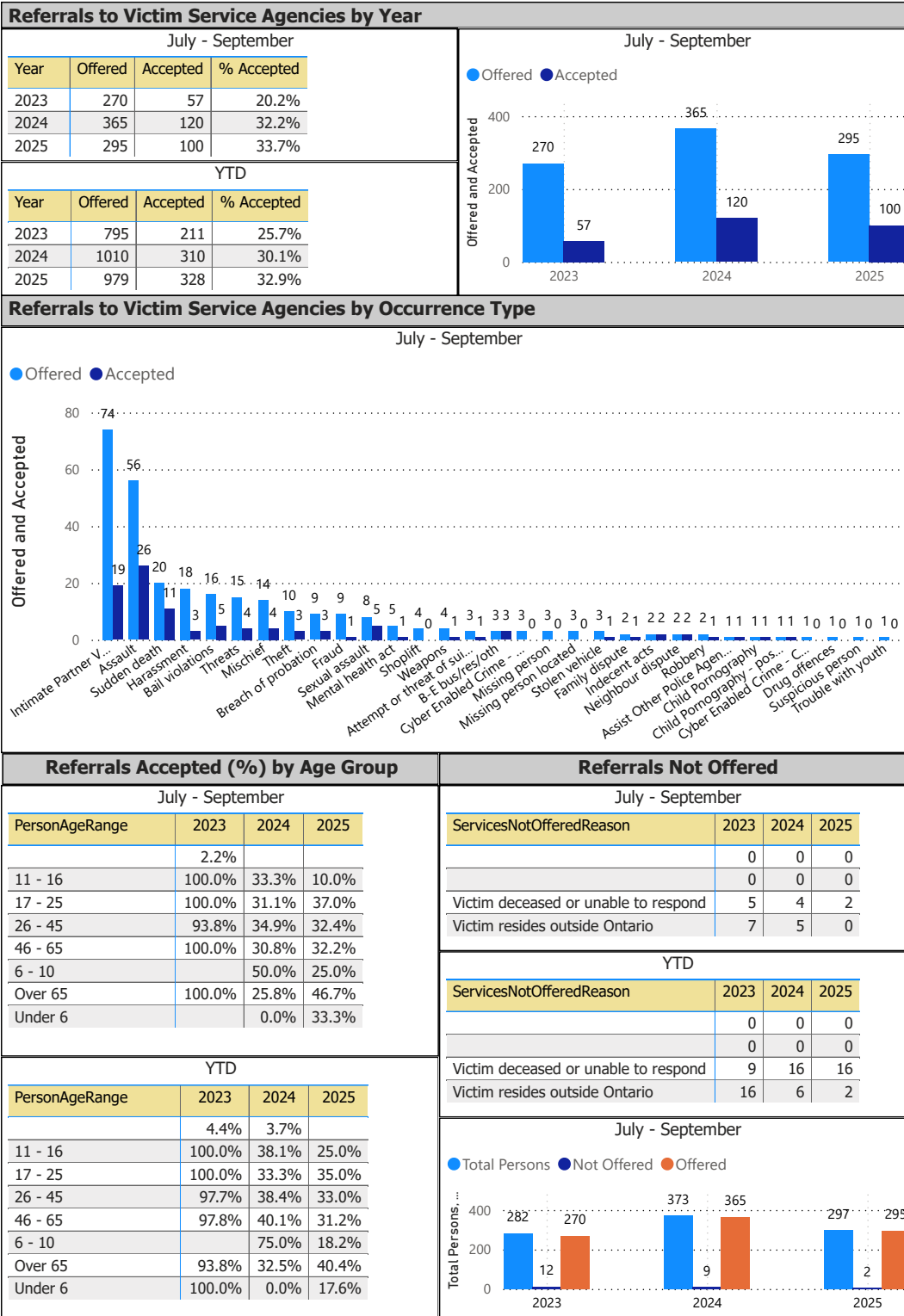
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OPP Detachment Board Report Records Management System July - September 2025



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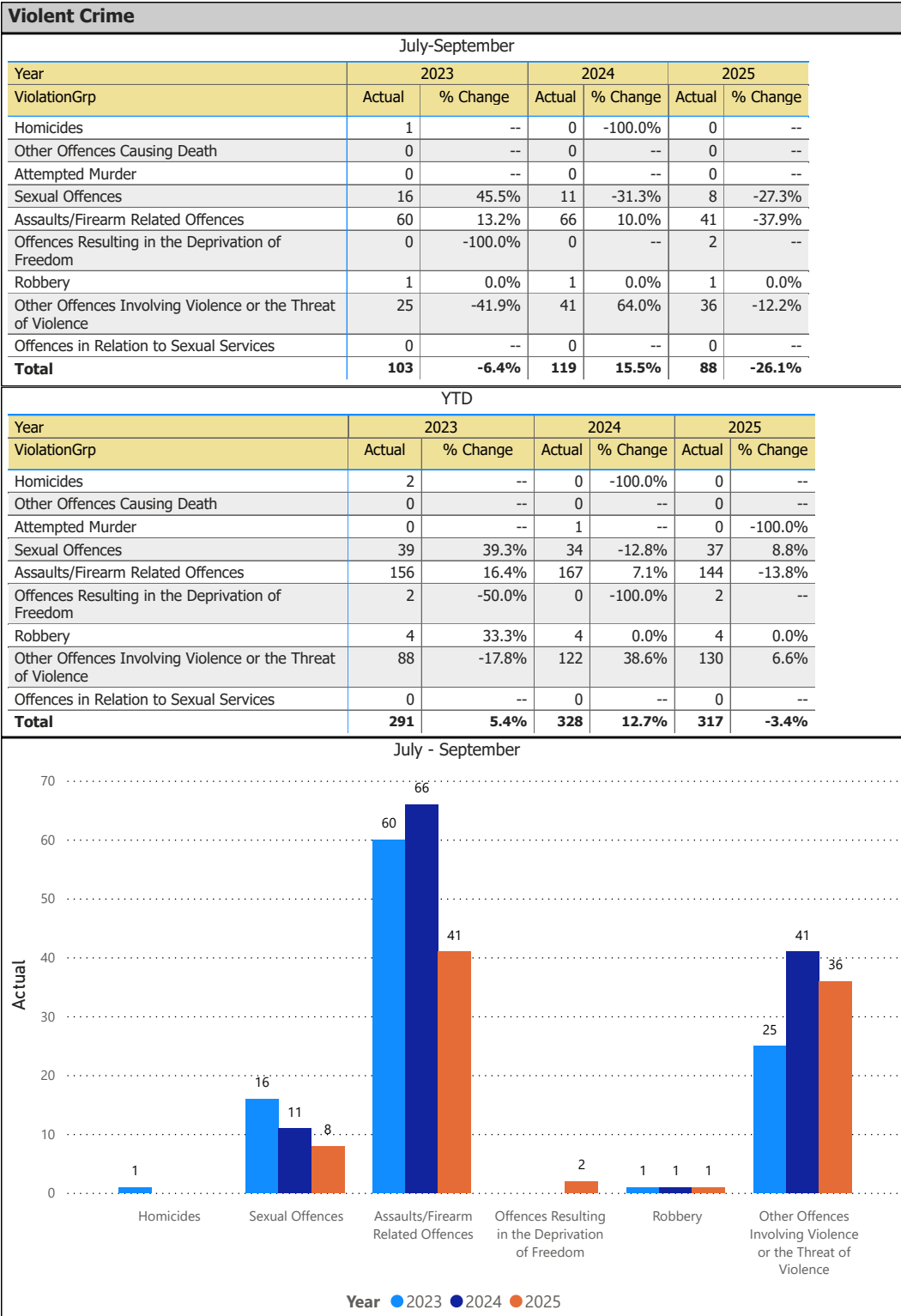
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OPP Detachment Board Report **Records Management System** **July - September 2025**



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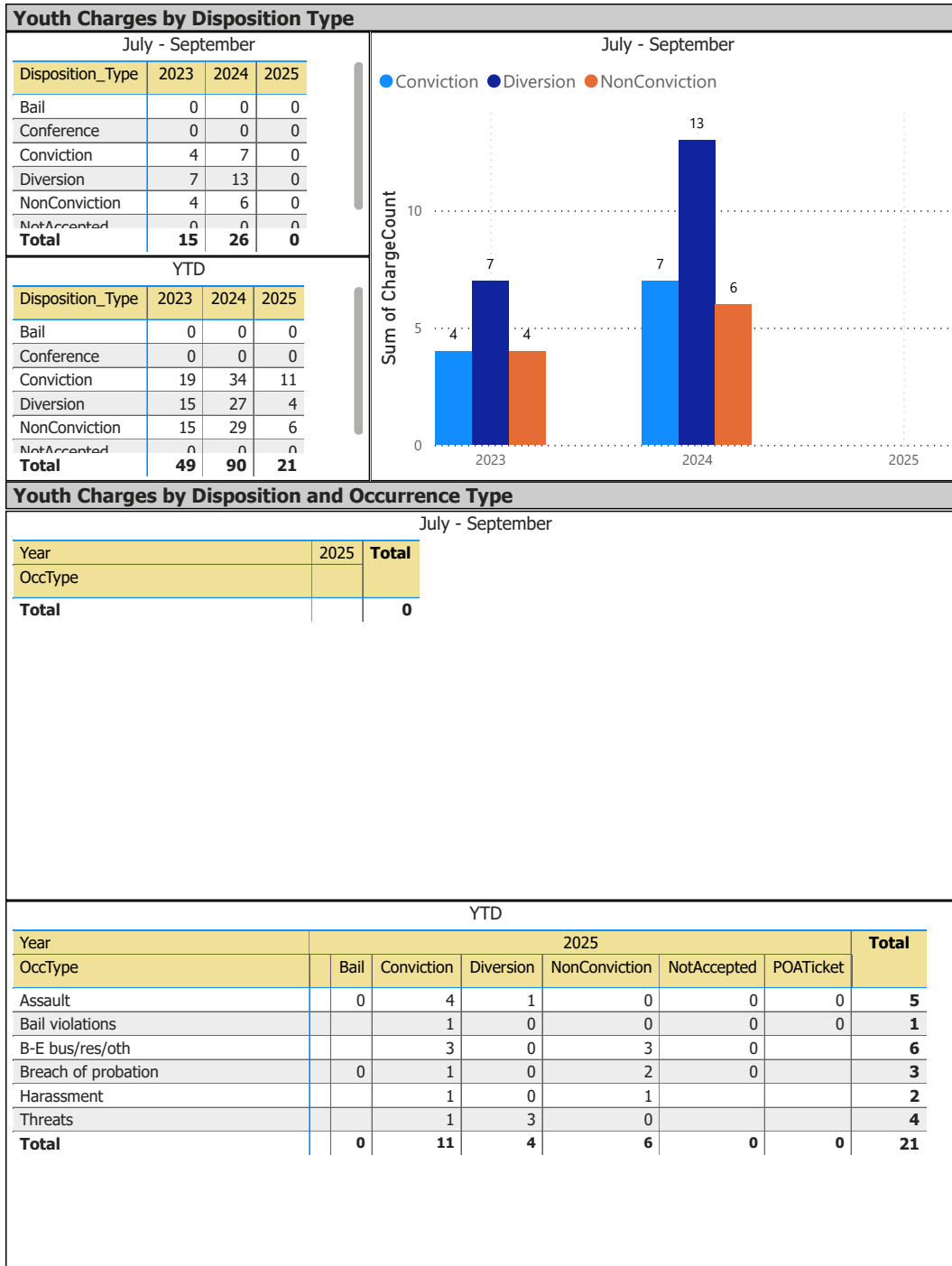
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OPP Detachment Board Report
Records Management System
July - September 2025



The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

Detachment: 3M - UPPER OTTAWA VALLEY

Location code(s): 3M20 - PEMBROKE

Area(s): 3172 - Pembroke, 3231 - Pembroke Downtown Core

Data source date:

17-Oct-2025

Report Generated on:

17-Oct-2025 1:49:19 PM

OPP Detachment Board Report
Report Information Page

Report Data Source Information:

Data Sources Utilized

- Niche RMS – CTSB Data Feed
- Collision Reporting System (eCRS)
- POIB File Manager
- Daily Activity Reporting System

Niche RMS

RMS data presented in this report is dynamic in nature and any numbers may change over time as the OPP continue to investigate and solve crime.

The following report tabs acquire their data from the OPP Niche RMS – CTSB Data Feed

- Complaints (Public Complaints Section Only)
- Charges
- Warnings
- Violent Crime
- Property Crime
- Drug Crime
- Clearance Rate
- Unfounded
- Other Crime
- Youth Charges
- MHA – Mental Health Act
- Overdose
- Victim Services

Collision Reporting System (eCRS)

Traffic related data for Collisions and Fatalities are collected from the OPP eCRS application.

The following report tabs acquire their data from the OPP eCRS (Collision Reporting System)

- Collisions
- Fatalities

DAR (Daily Activity Reporting)

Patrol hours are collected from the OPP DAR application.

The following report tabs acquire their data from the OPP DAR (Daily Activity Reporting)

- Complaints (Patrol Hours Section Only)



Pembroke Upper Ottawa Valley OPP Detachment Board
Pembroke Police Services Board
1 Pembroke Street East
Pembroke, ON K8A 3J5

Pembroke Upper Ottawa Valley OPP Detachment Board Report

To: Pembroke Police Services Board

From: Victoria Charbonneau
Municipal Clerk

Date: October 22, 2025

RE: **2026 Meeting Dates Pembroke Upper Ottawa Valley OPP Detachment Board**

Recommendation:

That the Pembroke Upper Ottawa Valley OPP Detachment Board approve the 2026 meeting schedule as presented.

Background:

Per the Boards Terms of Reference, “the Board shall meet a minimum of four (4) times per year, and more frequently at the discretion of the Chair. Meetings shall be held in Council Chambers at Pembroke City Hall”.

Financial Implication:

There are no financial implications associated with the Pembroke Upper Ottawa Valley OPP Detachment Board meeting schedule. The Board is supported by existing resources within the Board’s operating budget. Honorariums paid are stipulated in the Council Remuneration and Expense by-law and accounted for annually in the operating budget.

Discussion:

The schedule reflected below are the proposed dates for the 2025 Meeting Dates Pembroke Upper Ottawa Valley OPP Detachment Board:

Wednesday January 21, 2026 1:00 p.m. – 3:00 p.m.

Wednesday May 20, 2026 1:00 p.m. – 3:00 p.m.

Wednesday July 22, 2026 1:00 p.m. – 3:00 p.m.

Wednesday September 30, 2025 1:00 p.m. – 3:00 p.m.

Respectfully submitted,

Victoria Charbonneau
Municipal Clerk