

Mattawa Regional Ontario Provincial Police Detachment Board

Draft Minutes

March 26, 2025 held at the Mattawa Detachment Office
in the Meeting Room at 6:30 pm

Attendance: Beverly Bell (Mattawan), Inspector William McMullan, Teresa Taillefer (Member at Large, Chair), Laura Ross (Mattawa), Sargent Lianne St. Pierre

Regrets: Dean Grant (Calvin), Shelley Belanger (Papineau-Cameron),

1. Call to Order: That the meeting be called to Order at 6:30 pm
2. Approval of the Agenda: That the agenda be approved as presented with addition of attendance at the conference be added to new business.
MOTIONNED by: Laura Ross SECONDED by Beverly Bell CARRIED
3. Declaration of Conflict of Interest: No declaration was made.
4. Approval of the Minutes of September 25, 2025: That the minutes be approved as presented with addition of Lianne St. Pierre to the attendance list.
MOTIONNED by: Laura Ross SECONDED by Beverly Bell CARRIED
5. Business Arising from the Minutes:
 - a. Oath of Office: As per the Community Safety and Policing Act (2019), all members must have completed the Oath. Teresa Taillefer confirmed that copies of all Oaths are on file. No further action required.
 - b. Criminal Records Check: As per the Community Safety and Policing Act (2019) all members must have a criminal record check. A copy of the letter was sent to her. ACTION: Shelley Belanger will process an application asap.
 - c. Official Name: A copy of the minutes or by-law is required for the official name change. ACTION: Teresa Taillefer to forward a copy of the minutes to the OPP contact.
 - d. Email Address: The email address is mroppdb@gmail.com. Going forward members are to sent requests or any correspondence to this email.
 - e. Website: The website has been developed and is now live at <https://www.mattawaregionaloppdetachmentboard.com/>. The cellphone view needs some adjustments.
 - f. 2024 – 25 Q3 and Q4 Treasurer's Report: That the Q3 and Q4 treasurer's report be approved at presented.
MOTIONNED by: Beverly Bell SECONDED by: Laura Ross. CARRIED

- g. Ontario Provincial Police Q3 Report: Lianne St. Pierre reviewed the report.
 - h. OPP Appreciation: Deferred
 - i. Meeting Structure Policy: Deferred
 - j. Letter to Municipalities: Deferred until obtain insurance
6. New Business:
- a. Logo: Once prepared by the OPP, the logo must go on the website.
 - b. OPP Satisfaction Survey: Residents were sent a copy of the survey some time ago but this Board has not yet seen the results. ACTION: Lianne St. Pierre to follow up.
 - c. Detachment Local Action Plan: The Board understood that a local plan would be shared some time this fiscal year. ACTION: Lianne St. Pierre to follow up.
 - d. Secretary-Treasurer Position: OAPSB has, in their resource folder, copy of the requirements for this position. ACTION: Teresa to get a copy.
 - e. Meeting with the Engagement/Training Officer Ontario Association of Police Service Boards (OAPSB): The material provided was shared with the group.
 - f. OAPSB Board Drop In: There is a monthly virtual drop in for assistance.
 - g. Mandatory Board Member Training – Solicitor General: All Board Members need to forward screenshots verifying that all the modules are done. ACTION: All members.
 - h. Terms of Reference Comparison: The OAPSB Engagement/Training Officer suggested that the MROPPDB compare the Terms of Reference to the Terms Example provided. ACTION: Teresa to complete the comparison for presentation at the next meeting.
 - i. Minimal Required Policies: The list was reviewed.
 - j. 2025-26 Elections: The June Meeting is the beginning of the fiscal year and there will need to be an election for the Chair and Vice-Chair position.
 - k. 2025-26 OAPSB Membership: The membership fee was paid at a cost of \$561.21. The fee was less than expected due to the size of our household population.
 - l. Provincial Appointee: A public announcement should be made as soon as possible for the addition of this member. The OAPSB has honorarium rate to be used.

- m. 2025-26 Workplan: That the workplan be approved as presented.
MOTIONNED by Beverly Bell. SECONDED by: Laura Ross. CARRIED
- n. 2025-26 Draft Budget: That the budget be approved as presented.
MOTIONNED by Beverly Bell. SECONDED by: Laura Ross. CARRIED
- o. 2025-26 Levies: That the levies be approved as presented.
MOTIONNED by Beverly Bell. SECONDED by: Laura Ross. CARRIED
- p. Year End Report to the Municipalities: This is required. ACTION: Teresa Tallefer to prepare a draft for discussion.
- q. Conference: The Conference will be in June. ACTION: Teresa Tallefer to send out email to everyone to see if it works into anyone's agenda.
- r. Meeting Dates: June 25, 2025, September 24, 2025, December 10, 2025, March 25, 2026

7. Consent Agenda

- a. Email from OAPSB

8. Adjournment: That the meeting be adjourned at 8:15 pm. MOTIONNED by Beverly Bell.

Next Meeting: June 25, 2025