

TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING (BoPC)  
**Approved Minutes**  
**Wednesday, December 16, 2015 at 9:00 a.m.**

1. **CALL TO ORDER:** Chair Deputy Mayor Power called the meeting to order at 9:05a.m.
2. **PRESENT:** Chair Deputy Mayor Pat Power, Chief Burt McNeil, Rion Microys, Councillor Byron Mersereau, CAO<sup>1</sup> Gregory Barr, DoJ<sup>2</sup> Appointee Jane DeWolfe, and Executive Assistant Amy MacManus as Recording Secretary

3. **REGRETS:** N/A

4. **ADDITIONS TO AGENDA:**

- Under Section 8, Business Arising: Radio System Update

5. **APPROVAL OF AGENDA:**

**MOTION BoPC#-2015-12-16-01**

It was moved by DoJ Appointee DeWolfe, seconded by Rion Microys to approve the agenda as amended. Motion carried.

6. **APPROVAL OF MINUTES:** 18 November 2015

**MOTION BoPC#-2015-12-16-02**

It was moved by Councillor Mersereau, seconded by Rion Microys to approve the minutes from November 18, 2015 with the following amendments: Under Section 10, New Business: “ that the following be changed from “Police Chief McNeil mentioned that in the September 2015 Council Minutes it stated that Mayor Tompkins thought that it is illegal for the police car to park without its lights on.” to “Police Chief McNeil mentioned that the September 2015 Council meeting minutes stated that Mayor Tompkins discussed the belief it is illegal for a police car to park and do surveillance with the headlights off.”; Under Section 10, New Business - Breathalyzer: to reword and add additional information to the sentences “Chief McNeil stated that after speaking with the Director of Finance, there are funds available in the Capital Account that could be used for the purchase of a new breathalyzer. The Board discussed.” and replace it with “Chief McNeil stated the Director of Finance advised him there are funds available in the Capital Budget. The Board discussed and noted the budget allocation approved by Council for this item was \$6000.00 whereas the updated cost estimate net of a \$5000.00 Provincial Government contribution is approximately \$10,000.”

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<sup>1</sup> Chief Administrative Officer

<sup>2</sup> Department of Justice

**7. PRESENTATIONS: N/A**

**8. BUSINESS ARISING:**

a) Update from Council

Deputy Mayor Power notified the Committee that that Danny McClair has expressed interest in being a member of the BoPC and a motion will be going to Council to approve his appointment.

b) Radio System

Chief McNeil is undertaking training of the new radio system this afternoon. There have been some delays with the system and it will be January before the system is up and running. Discussion ensued.

**9. DEPARTMENT REPORTS:**

a) Chief's Report

Chief McNeil summarized the report and his activities for the month. Discussion ensued. CAO Barr will have DoF<sup>3</sup> Robinson examine the overtime costs for the month of November.

b) Departmental Financials November 30, 2015

Committee members discussed.

**10. NEW BUSINESS:**

a) Extension of DoJ Appointee

DoJ Appointee DeWolfe agreed to renew her appointment for another three year term.

b) Election of Officers for BoPC

The Board tabled the elections until January, when Danny McClair begins his appointment.

Late addition to the meeting: Terms of Reference

Councillor Mersereau stated that he hopes to have the Terms of Reference prepared for the January meeting. Chief McNeil and his staff are going to gather an up-to-date catalogue of the current services and activities of the Annapolis Royal Police Department. If a special meeting is required to complete the work, this will be determined at the January meeting.

**11. IN CAMERA: N/A**

**12. NEXT MEETING: January 13, 2016**

**13. ADJOURNMENT:**

Chair Deputy Mayor Power adjourned the meeting at 10:10 am.

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<sup>3</sup> Director of Finance