

TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
**Approved Minutes**  
**Wednesday, September 23, 9:00 a.m.**

1.       **PRESENT:** Chair Deputy Mayor Pat Power, Chief McNeil, DOJ<sup>1</sup> Representative Jane DeWolfe, Rion Microys, Councillor Byron Mersereau, CAO<sup>2</sup> Barr, and Executive Assistant Amy MacManus as Recording Secretary
2.       **REGRETS:** N/A
3.       **CALL TO ORDER:** Chair Power called the meeting to order at 9:05am
4.       **ADDITIONS TO AGENDA:**
  - Under Section 7, Business Arising: Remove Item B- Strategic Initiative Update
  - Under Section 10, New Business: Discussion about vacancy on the Board
  - Under Section 10, New Business: Misappropriation of Town Funds
5.       **APPROVAL OF AGENDA:**  
          **MOTION #BoPC 2015-09-23-01**  
It was moved by DOJ Representative DeWolfe, seconded by Rion Microys to approve the agenda as amended. Motion carried.
6.       **APPROVAL OF MINUTES:** July 29, 2015  
          **MOTION #BoPC 2015-09-23-02**  
It was moved by Rion Microys, seconded by DOJ Representative DeWolfe to approve the minutes from the July 29, 2015 meeting as presented. Motion carried.
7.       **PRESENTATIONS:** N/A
8.       **BUSINESS ARISING:**
  - a)       Update from Council  
Breathalyzer – Chief McNeil stated that he will hold off purchasing a new breathalyzer until next year as it exceeds this year’s allotted budget by \$3000.00 (the cost is \$5,000.00). The Board discussed.
  - b)       Strategic Initiatives Update- removed from the agenda.
  - c)       Radio System MOU  
The Board discussed the status of the new radio system. The Board approved the draft of the MOU but asked that an additional signature line be added to the document.

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<sup>1</sup> Department of Justice

<sup>2</sup> Chief Administrative Officer

**MOTION #BoPC 2015-09-23-03**

It was moved by Councillor Mersereau, seconded by Rion Microys that the Chief of Police and the CAO be authorized to complete the contract in the form presented, with the addition of another signature line in the document. Motion carried.

**9. DEPARTMENT REPORTS:****a) Chief's Report**

Chief McNeil summarized the calls received by the Police Department for the month of August. The Board discussed.

Chief McNeil relayed that he spoke with Fred Stanford regarding the possibility of having a Department of Justice Operational Audit for the Annapolis Royal Police Department. Mr. Stanford's response was that the Department is too short staffed to conduct a review this year.

**b) Departmental Financials August 31, 2015**

The Board discussed the figures presented.

**10. NEW BUSINESS:****a) By-law Enforcement of Town Policies**

CAO Barr relayed that there will be upcoming discussions around by-law enforcement at next week's management meeting. Chief McNeil will be in attendance and the Police Department's role in by-law enforcement will be discussed at that point.

**b) Intersection Protocol**

Deputy Mayor Power and Councillor Mersereau sought clarification for Council on Chief McNeil's opinion on having four stop signs at the lights at the intersection of Highways 1 & 8. The issue will be put on the next Traffic Flow Committee agenda.

**c) Update from NSAPG<sup>3</sup> conference**

Deputy Mayor Power and Chief McNeil summarized their attendance at the NSAPG conference.

**d) Board of Police Commissioners Vacant Seat – Discussion**

The Board discussed how to best approach filling the vacant seat.

**e) Email regarding "Misappropriation of Town Funds"**

Chief McNeil read the email that was submitted by Councillor Paquette regarding "misappropriation of town funds". Chief McNeil stressed that this is a serious charge and is actually a charge of criminal conduct. The email pertained to officers driving outside town limits when on duty, not criminal conduct. However, because of the use of the phrase "misappropriation of town funds", it has turned the complaint into a charge of criminal conduct and as such Chief McNeil has had to contact the Nova Scotia Police Commission Complaints Office.

Chief McNeil and the Board discussed the concerns raised in the email. It was decided to address the concern in writing. The Chief will write his response and submit it to Chair Power. The Chair will then draft a response to the complainant. Chief McNeil agreed to limit officers driving out of town boundaries.

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<sup>3</sup> Nova Scotia Association of Police Governance

**11. IN CAMERA:**

**MOTION #BoPC 2015-09-23-04**

It was moved by DoJ Representative DeWolfe, seconded by Rion Microys to move the meeting in-camera at 11:02 a.m.. Motion carried.

- a) **Contract Negotiations**
- b) **Personnel**

**MOTION #BoPC 2015-09-23-05**

It was moved by DoJ Representative DeWolfe, seconded by Rion Microys to move the meeting out of camera at 11:30 a.m.. Motion carried.

**MOTION #BoPC 2015-09-23-06**

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve all items proposed in the email from Lisa Wight from TMC Law (dated August 17, 2015) in relation to the APA negotiations with the exception of Item #4 and #6 and authority given for Councillor Mersereau and CAO Barr to continue negotiations on behalf of the Town of Annapolis Royal. Motion carried.

**12. NEXT MEETING:** October 14, 2015

**13. ADJOURN**

The meeting was adjourned at 11:30am.

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Chair Deputy Mayor Power

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Recording Secretary Amy MacManus