

**1TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
MINUTES  
April 14, 2010  
9:00 a.m.**

A meeting of the Board of Police Commissioners was held on Wednesday, April 14, 2010 in Council Chambers at Town Hall. In attendance were Chair Jim McGinis, Deputy Mayor Doug Shaffner, Councillor Kathie Fearon, Mayor Phil Roberts, Chief Burt McNeil, Jane DeWolfe, Business Representative Brian Keevil and Administrative Assistant Jackie Longmire as recording secretary.

Regrets: CAO Amery Boyer and Jim MacIntosh

**CALL TO ORDER**

Jim McGinis called the meeting to order at 9:00 a.m.

Jane DeWolfe has received approval of her appointment to the Board as the Department of Justice appointee. Jane was sworn in and became a voting member of the Board.

**APPROVAL OF AGENDA** April 14, 2010

*It was moved by Doug Shaffner, seconded by Kathie Fearon, that the agenda dated April 14, 2010 be approved as presented. Motion carried*

**APPROVAL OF MINUTES** February 10, 2010

*It was moved by Jane DeWolfe, seconded by Kathie Fearon, that the Board of Police Commissioners minutes dated March 10, 2010 be approved, as presented. Motion carried.*

**BUSINESS ARISING**

- {a} Training and Conference – Constables Joel Foster and Nicole Campbell will be attending a Coach Officers course from April 25 – 28. The course will allow the officers to train cadets.

Chief McNeil is considering sending one member on the SOCO training course. He said that he will require a commitment from the officer attending the training: the course costs \$3,000.00.

Chief McNeil plans to attend the Chief's Conference at the end of the month.

- {b} False Alarm Report – The report was reviewed with no issues noted.

- {c} Foodbank space – Chief McNeil has not received any additional details from Harry Jost. He said that the Department recently had a case thrown out of Court as a result of poor quality video evidence. The poor quality is a result of limited space in the department and the lack of proper interview room and proper recording equipment.
- {d} Meetings with Officers – Jim McGinis met with all of the officers. Concerns about office space and employment agreements were raised. There are times that evidence is laying in plain sight and the space does not look very professional. The two issues seems to create a high level of frustration for the members.

Chief McNeil met with the officers with the exception of Constable Foster. The employment agreements continue to be an issue and vacation discrepancies were recently noted. Chief McNeil, CAO Boyer and Jim McGinis will meet to discuss the employment contract issues. The main issues are: legal fees in the event of a lawsuit and vacation privileges that are equal to other Town staff members.

It was suggested that the officers meet with a union representative to compare contracts.

- {e} Possible increase in the size of the Board – Council approved the recommendation from the Board to increase the size from 5 to 7 members. Council had recommended that the Board define criteria for its members but the Board did not feel that criteria was necessary. The only requirement noted was that any new Board members be residents or tax payers of the Town. The current Board of Police Commissioners By-law was reviewed and changes reflecting the increase in the membership of the Board were made. CAO Boyer will determine if legal review is required.

***It was moved by Jane DeWolfe, seconded by Doug Shaffner to recommend to Council that the Board of Police Commissioners By-law be amended to reflect the increase in members.***

- {f} Speed limits in Town – At a previous meeting it was suggested that rumble strips be installed on St. George Street in an effort to curb speeders. Chief McNeil said he has considered the option but has determined that the strips may cause noise and vibration issues in the area. The possibility of a 3-way stop at the 201 intersection was suggested. Chief McNeil will discuss the issue with Laurie Emms, Traffic Authority for the County of Annapolis.

Chief McNeil said that the officers have been conducting early morning radar checks in the area and have only issued 2 tickets for speed infractions and both where within the school zone.

- {g} Distance from Annapolis Royal – It had been previously stated a distance of 15 minutes from the Town was an acceptable living distance for the officers. Chief McNeil said that 15 minutes was not acceptable considering varying speeds and how the actual distance could vary based on the minute limitation. He suggested that a radius of 15 kms. From the St. George Street/Prince Albert Road intersection would be more appropriate.

***It was moved by Councillor Fearon, seconded by Jane DeWolfe, that a recommendation be made to Council that a clause be inserted in the current employment agreements that an acceptable living distance from the Town of Annapolis Royal be a radius of 15kms from the St. George Street/Prince Albert Road intersection when employed and an officer of the Annapolis Royal Police Department.***

- {h} Parking by permit only signs – Chief McNeil has discussed the signs with the administration at the High School and all concerns have been addressed. The signs at Petit Parc were erected to solve a loitering problem but that problem no longer exists. Chief McNeil said he will be removing the signs on both locations and will deal with any situations that may arise as a result of no signs at either location.
- {i} Legal aid and protection – These concerns were addressed during the officer meetings.

## **DEPARTMENTAL REPORT**

- {a} March Occurrence Report - The report for March was reviewed with no issues noted.
- {b} Chief's overtime for approval – A total of 37.75 hours have been banked to date.

***It was moved by Doug Shaffner, seconded by Kathie Fearon to approve the overtime report for March, 2010. Motion carried.***

## **NEW BUSINESS**

- {a} Chief's Report – Chief McNeil will be attending regular mental health meetings and the Chief's conference this month. He talked about a break and enter in Town and there are a few leads in the case.
- {b} Oath of DOJ Appointee – Jane DeWolfe took the oath at the beginning of the meeting.
- {c} Other

Comments and suggestions – Jim McGinis said that he has received a few comments and suggestions that should be passed along to all members. Comments received regarding over-use of the police vehicle and the need for officers to more, the police vehicle being seen on Dugway Road often and the Police speeding on Champlain Drive. It was noted that loitering at the Granville Ferry Irving has decreased with the presence of the vehicle in the area. Chief McNeil is addressing all the issues.

Policies, Objectives and Goals – Jim McGinis said that with the recent turnovers in the office there has been no chance to determine items that need to be

addressed in the Department. Brian Keevil will assist Mr. McGinis with the  
review of POGS and will meet with the Chief to draft a list of items to be addressed  
like school meetings, etc.

**NEXT MEETING -** May 12, 2010 at 9:00 am

**ADJOURNMENT**

*It was moved by Jane DeWolfe that the meeting adjourn.*