

**TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
Approved Minutes of Meeting Held  
Wednesday, April 23rd, 2014, 10:30 am**

1. **CALL TO ORDER:** Chair Power called the meeting to order at 10:36 am.
2. **PRESENT:** Chair Pat Power, Councillor Byron Mersereau, Jane DeWolfe, Brian Keevill, Rion Microys, Police Chief Burt McNeil, Recording Secretary Dawn Bourke.
3. **REGRETS:**
4. **ADDITIONS TO AGENDA:**  
Business Arising (3) Strategic Plan Initiative Update  
Business Arising (4) Location of Cameras In Town  
Business Arising (5) Purchase of Intoxilizer
5. **APPROVAL OF AGENDA:**  
**MOTION #BoPC-2014-APR-23-01**  
It was moved by Jane DeWolfe, seconded by Brian Keevill, to approve the agenda as amended.  
**CARRIED.**

6. **APPROVAL OF MINUTES: March 12, 2014**  
**MOTION #BoPC-2014-APR-23-02**  
It was moved by Councillor Mersereau, seconded by Jane DeWolfe to approve the minutes of March 12, 2014 as amended, Page 1, 8. ii. delete “Ellen McMaster” and insert “Alan McMaster”.  
**CARRIED.**

Chair Power noted with regards to the Citizen Commission Appointee that was a process problem not a personality problem.

7. **PRESENTATIONS:** None
8. **BUSINESS ARISING:**

**(1) Swearing In of Citizen Appointee to Board – Rion Microys**

Chair Power advised that Rion Microys will be sworn in as a member of the Board of Police Commissioners.

Rion Microys took the Oath of Office for Members of a Municipal Board of Police Commissioners. Police Chief McNeil formally executed the document. Chair Power welcomed Rion Microys to the Board.

## **(2) Update from Council**

Chair Power provided an update from Council, noting there were a lot of budget meetings, the Department heads attended one of the special meetings, the Police Chief attended to review operating and capital items, Council will be approving and passing the budget in total, there are a few budget lines items that are under discussion, the Police Chief pled his case well for the amounts in several of the line items including fuel, nothing has been changed from the way the budget was presented. Councillor Mersereau advised the allocation for heat, furnace fuel, electricity, and cleaning will be adjusted according to a formula based on square footage. A discussion was held regarding non-discretionary expenses. Chair Power advised that Traffic Authority Superintendent McLean provided an update on the proposed stop sign at St Anthony and St George Streets advising he met with the Provincial Inspector who indicated installing a stop sign may cause more difficulty, recommended a larger mirror, awaiting the written recommendation.

## **(3) Strategic Plan Initiative Update**

Councillor Mersereau distributed copies of the Annapolis Royal Police Department – 2014 Strategic Planning Initiatives. Chair Power advised that citizens are pleased when they see the police providing foot and bike patrols. Councillor Mersereau advised the list did not designate which items the Commission should be involved with, most items are internal to the Police Department. Chair Power advised the Elsa Riley of the Welcome Wagon would like to see something included with the Welcome Wagon basket regarding the Police Department, such as hours of operation. Chair Power commented it is a good document and extended thanks. Councillor Mersereau advised the Strategic Planning Initiatives is an internal document. Police Chief McNeil advised the bike rodeo was held during the Easter Eggstravaganza and was attended by 2 kids. Rion Microys suggested this may have been better attended if it was advertised on the poster for the Easter Eggstravaganza. Considerable discussion was held regarding the Bike Rodeo.

## **(4) Location of Cameras in Town**

Chair Power advised Council has discussed the necessity to get the broken camera fixed, also considering additional cameras, locations to be reviewed, and Council would like input from the Police Department with suggestions of location for the placement of additional cameras. Chair Power noted that Council has been discussing Fortier Mills and the Public Works Leaf Yard. Police Chief McNeil noted that the cameras would have to be integrated in the existing system and the signal needs to be bounced back to the computer, making their placement important. Police Chief McNeil advised he is awaiting approval to purchase a camera to replace the broken camera.

## **5) Intoxilizer Purchase**

Councillor Mersereau asked when does the intoxilizer have to be purchased out of the capital budget, this year or next year or two years down the road. Police Chief McNeil suggested in two years; there is \$5,000 from the Province towards the purchase of an intoxilizer, and the funds can be kept for a year, designated towards the intoxilizer. Police Chief McNeil noted fingerprinting is the big issue as of July 14, 2014, the card reader costs approximately Fifteen Thousand Dollars up to Twenty Five Thousand Dollars and the Municipal Police Departments are discussing group purchasing.

## **9. DEPARTMENT REPORTS:**

### **(1) March Departmental Financials**

Discussion was held regarding the March 2014 Departmental Reports. Chair Power advised the Department did an excellent job in keeping to the budget.

### **(2) Chief's Report March 2014**

Police Chief McNeil distributed copies of his report for March 2014 and reviewed such. Councillor Mersereau advised that there is no issue with people updating training, but questioned the one day pay to travel there and one day pay to travel back and suggested a review of the general travel policy.

## **10. NEW BUSINESS:**

### **(1) 2014 – 15 Departmental Budget Preparation**

Chair Power noted this item was previously discussed under Council Update. Councillor Mersereau suggested that prior to the budget being adopted by Council, it would be valuable to have the members of the Board review the Protective Services budget at the May meeting.

### **(2) Police Review**

Chair Power advised this item is still something that Council and the Department want to discuss, perhaps a level of service survey. Councillor Mersereau mentioned that a formal review would require invite of public views to discuss maintaining the Police Department in Town and the question of level of service and the costs associated with this. Police Chief McNeil mentioned there should not be public discussions regarding levels of service until the contract negotiations are completed. Councillor Mersereau advised the biggest issue is scheduling; and it is an operational matter.

### **(3) High Risk Protocol Meeting, 24 April**

Police Chief McNeil advised the meeting is for Police Members and Victim Services regarding the process of handling situations and there is a new protocol being presented.

11. **IN CAMERA:** None

12. **NEXT MEETING:** CHANGE OF DATE to Thursday, May 15 at 9 am

Chair Power advised there is a Police Advisory Board meeting in Middleton May 13th.

13. **ADJOURN**

### **MOTION #BoPC-2014-APR-23-03**

It was moved by Brian Keevill, seconded by Councillor Mersereau to adjourn the meeting at 11:35 am. **CARRIED.**

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Chair Pat Power

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Recording Secretary Bourke