

TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS
Approved Minutes of Meeting held
Wednesday, December 11, 2013, 9:00 am

CALL TO ORDER: Chair Pat Power called the meeting to order at 9:00 am.

PRESENT: Chair Pat Power, Jerri Costa, Jane DeWolfe, Brian Keevill, Councillor Byron Mersereau, CAO Carol St-Amour, Police Chief Burt McNeil, Recording Secretary Dawn Bourke.

REGRETS: None

ADDITIONS TO AGENDA: None

APPROVAL OF AGENDA:

MOTION 1

It was moved by Jerri Costa, seconded by Councillor Mersereau to approve the agenda as presented. **CARRIED.**

APPROVAL OF MINUTES: November 13, 2013

MOTION 2

It was moved by Jane DeWolfe, seconded by Brian Keevill to approve the minutes of the November 13, 2013 Board of Police Commissioners meeting with the following amendment Page 2, Item 9.1 – last sentence delete “and suggested increasing the budget by \$3,000.00 for the year 2013/14” and insert “and advised his updated estimated fuel cost for the balance of 2013/14 was \$2500-3000.”. **CARRIED.**

PRESENTATIONS: None

BUSINESS ARISING:

(1) Update from Council

Chair Power advised that at the November meeting of the Town Council a motion was passed that the 2 hour parking signs be removed from Victoria Street between St. Anthony and St. James Streets. Chair Power also noted that at the Committee of the Whole meeting held December 4, 2013 discussion has begun between the Town and School Board regarding the proposed student drop off on Champlain Drive. Town Council prefers the School Board consider a pull-in/cut-in for student drop-off rather than on Champlain Drive taking into consideration safety issues. Councillor Mersereau advised that the student drop-off matter was referred to the Traffic Flow Advisory Committee and was discussed at their last meeting held December 9, 2013.

(2) Tender Sale of Unmarked Police Car

Chair Power advised the 1999 Ford Crown Victoria Tender for Sale has been advertised, as is, where is, and the deadline for bids is January 6, 2014 at 1:30 pm.

(3) Administrative Support

Chair Power noted the Administrative Assistant Position for the Annapolis Royal Police Department is being advertised, part-time for 9 hours per week, with a closing date of December 18, 2013 at 3:00 pm.

Chair Power noted the 9 hours per week will continue until the end of March 2014 and may be increased to 12 hours per week thereafter.

9. DEPARTMENT REPORTS:

(1) November Departmental Financials

Police Chief McNeil advised there is an increase cost of \$540.00 for insurance for the new police car (Charger), Councillor Mersereau noted that in hindsight there was no allowance for the increase in insurance premium on the new police car. Police Chief McNeil advised that vehicle registration is also included in the line item insurance. Police Chief McNeil advised Vehicle Maintenance is at \$3,575.00 noting two unexpected body jobs had to be done, one a deer hit the Charger and the other was to repair/rill the holes where the lights were on the Chevrolet.

Chair Power advised revenue in the amount of \$375.00 was received to date for parking infractions. Councillor Mersereau advised that the revenue for fines to date is \$4,500 and the budgeted amount for the year was \$4,900.

(2) Chief's Report

Police Chief McNeil distributed copies of his report for November 2013.

Brian Keevill suggested advertising check point stops. Police Chief McNeil advised check stops will be conducted. It was agreed to advertise Check Point Stops in the upcoming Town Crier.

Police Chief McNeil advised he received quotes on portable speed monitors from Absolute Traffic Services, all different quotes; the 400S actually is a 450 model, cost range from \$3,007. to \$4,435., the signs also have battery packs that last approximately 2 weeks, there is a package at a cost of \$459.00 that will collect data whether the sign is on or off, the bracket has a key lock. The capital budget for the portable speed monitor signs was \$3500.00.

Police Chief McNeil noted as previously mentioned there will be a new radio system coming on line, Bell Mobility is one of the suppliers, tentative 90 day quote less installation and program is \$8,971., with an estimate of \$2,500. to program, plus installation, plus tax, range of \$12,000. to purchase the required equipment. 2015 is when the system is coming on line and it will be compulsory. Jane DeWolfe inquired if the province is providing any financial assistance. Police Chief McNeil advised that it is unknown at this time and was bringing figures forward for future capital budget items.

Police Chief McNeil advised the new camera for the wharf will cost \$1,950. for a total of \$2722. including tax and installation, travel time and mileage for the technician. The other new camera would cost approximately \$6,314. installed. Police Chief McNeil advised the reason for difference is the new camera is that it is a totally different camera, it is compatible with the existing system, provides a zoom of 10X, and is high definition.

Police Chief McNeil advised the November mileage for the unmarked police vehicle was 1099 kilometers and the reason for the increase in mileage was because the marked car was getting repaired from the 16-20th of November. Brian Keevill noted this is all the more reason the Department requires two cars.

Discussion was held regarding the theft of 132 sheets of OSB from Fortier Mills.

10. NEW BUSINESS:

(1) Report on Economics of Policing

Chair Power advised the a document prepared following presentation at the September 2013 Provincial Conference on the Economics of Policing was e-mailed to all Board members.

Jerri Costa advised that she would like to resign from the Board of Police Commissioners due to personal reasons.

MOTION 3

It was moved by Jane DeWolfe, seconded by Brian Keevill to move in-camera at 9: 55 am.

CARRIED.

11. IN CAMERA:

Reason (c) Personnel Matter

MOTION 4

It was moved by Jane DeWolfe, seconded by Brian Keevill to come out of in-camera at 10:07 am. **CARRIED.**

MOTION 5

It was moved by Councillor Mersereau, seconded by Jane DeWolfe that the Board of Police Commissioners recommends to Council that over time records be reviewed and updated and the lieu bank be brought up-to-date accordingly. **CARRIED.**

13. ADJOURN

MOTION 6

It was moved by Jane DeWolfe, seconded by Brian Keevill to adjourn the meeting at 10:09 am. **CARRIED.**

12. NEXT MEETING: January 15, 2014 at 9 am.

Chair Pat Power

Recording Secretary Bourke