

**TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
Draft Minutes, Wednesday, 13 February 2013, 9:00 am**

**1. CALL TO ORDER:** Chair Power called the meeting to order at 9:05 am

**2. PRESENT:** Chair Power, Jane De Wolfe, Brian Keevill, Jerri Costa, Councillor Mersereau, Chief of Police McNeil, CAO St-Amour, Recording Secretary Bourke.

**3. REGRETS:**

**4. ADDITIONS TO AGENDA:**

New Business:           c) Department of Justice Representative  
Business Arising:       c) Follow up Crime Prevention  
In Camera:               b) Personnel

**5. APPROVAL OF AGENDA:**

**Motion # 1**

It was moved by Councillor Mersereau, seconded by Jane DeWolfe, to approve the agenda as amended. **CARRIED.**

**6. APPROVAL OF MINUTES:** January 16, 2013

**Motion #2**

It was moved by Jerri Costa, seconded by Brian Keevill to approve the minutes of the Board of Police Commissioners meeting held January 16, 2013 as presented. **CARRIED.**

**7. PRESENTATIONS:** none

**8. BUSINESS ARISING:**

**a) Update from Council**

Chair Power advised information that arises from Town Council which may relate to the Board will be brought forward to the Board. Chairman Power noted Councillor Paquette is preparing an events protocol and it may be good information for the Department for awareness of big events and their dates. The idea is for all Council members to be aware and what is expected at each event, and the document will be circulated to the management team.

**b) 2013-14 Proposed Budget**

Discussion was held regarding the 2013-14 proposed budget. Councillor Mersereau distributed a copy of the 2013/14 budget information, adding a column for the 2011/12 Year Ended March 31, 2012 for comparison purposes.

**c) Follow Up Crime Prevention**

Chair Power requested an update regarding the Crime Prevention grant to be used for safe driving habits and educating the public that had a deadline January 31, 2013. Chief McNeil noted that particular grant was a special event make work project, not applied for. Chief McNeil advised that safe driving habits and educating the public is done by talking with groups, attending their event and making a presentation.

## **9. REPORTS:**

### **a) January 2013 Financials**

"Fiscal Year Period April 01, 2012 to January 31, 2013" – Incomplete Statement of Income and Expense

The Board reviewed the financials.

### **b) Chief's Report January Statistics**

Chief McNeil presented his report for January 2013 and reviewed such. Chief McNeil advised the carrier will provide a printout of the cell phone usage. Chair Power inquired with regards to electronic harassment. Chief McNeil noted electronic harassment is a specialized field, involves seizing computers which would go to Halifax for analysis. Councillor Mersereau noted there were 46 calls, cleared about 2/3<sup>rd</sup>, and inquired of the open ones, in total how many are open from previous months? Chief McNeil advised 30+ are either open investigations or pending court; 15-20 would be minor investigations.

### **Motion #3**

It was moved by Jane DeWolfe, seconded by Jerri Costa to adopt the Chief of Police Report for the month of January, 2013 as presented. **CARRIED.**

### **c) Department Overtime for Approval**

Chief McNeil approved his departmental overtime for the officers that report to him.

## **10. NEW BUSINESS:**

### **a) Boots on the Street Program**

Chair Power noted it has been in the newspaper lately the Halifax Police Department have indicated there will be no staffing reductions, so Boots on the Street may be protected for this year. Chief McNeil advised it was a 5 year project, does not think the program will get cut in 2014 as the federal government is pushing law and order and the province has seen great results from the program. Councillor Mersereau inquired if the staffing was reduced would the grant be cut. Chief McNeil advised if one position is cut, the grant would be cut, the grant in the amount of \$100,000 is for 4 bodies not 3.5 bodies. Chair Power advised Fred Sanford could provide the information. CAO St-Amour will contact Fred Sanford regarding the Boots on the Street grant.

### **b) Publishing Departmental Statistics**

Chair Power noted there was some e-mail traffic from a citizen to the Mayor asking about a Police Report. Discussion was held.

### **Motion #4**

It was moved by Councillor Mersereau, seconded by Brian Keevill to recommend to Council that a copy of the Chief's Report specifically the Statistics summary portion be published in the Town Crier. **CARRIED.**

### **c) Department of Justice Appointee**

It is the preference of the Board to have Jane DeWolfe reappointed as the Department of Justice appointee for another 3 year term.

**OTHER:**

Councillor Mersereau suggested a statement of objectives, including Operational Objectives as tied to the budget be considered for the purpose of setting objectives for the police department.

The Annapolis Royal Police Department is committed to the safety of the community and residents of Annapolis Royal.

Operationally there are 5 objectives that speak to this commitment:

- 1) Excellence in Service delivery;
- 2) Focus Resources and Develop Strategies to Prevent and Reduce Crime in Annapolis Royal;
- 3) Continue with High Visibility Traffic Education and Enforcement Initiatives;
- 4) Increase Community Engagement/Outreach including, but not limited to Youth and Senior communities;
- 5) Ensure a Current Public Safety Plan is in Place and is followed.

Councillor Mersereau noted the objectives fit the purpose of the Town of Annapolis Royal Police Department. Chief McNeil advised a list of priorities was prepared last year and will be coming up again for review. Councillor Mersereau noted it would be useful for Council to see the list and get a better understanding of what the Police Department does. CAO St-Amour advised the document is the Strategic Plan which was most recently updated by Administration April last year, but not approved formally by Council. Councillor Mersereau suggested going with broad focus areas and then looking at particular areas.

Chair Power advised the Operational Objectives will be addressed at the next Strategic Plan Meeting.

Chair Power reviewed the Annual Report for 2011 from the Office of Police Complaints Commissioners, mostly statistics, 2010-2011 0 complaints for the Town of Annapolis Royal.

**IN CAMERA:**

- **Labour Negotiations**
- **Personnel**

**Motion #5**

It was moved by Jane DeWolfe, seconded by Brian Keevill to move in camera at 10:33am.

**CARRIED.**

**Motion #6**

It was moved by Jane DeWolfe, seconded by Brian Keevill to come out of camera at 11:05 a.m.

**CARRIED.**

**ADJOURNMENT:**

**Motion #7**

It was moved by Jane DeWolfe, seconded by Brian Keevill that the meeting adjourn at 11:07 a.m. **CARRIED.**

**NEXT MEETING: March 13, 2013**

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Chair Pat Power

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Recording Secretary Bourke

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