

TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
Approved Minutes
Wednesday, January 15, 2014, 9:00 am

1. **CALL TO ORDER:** Chair Power called the meeting to order at 10:02 am
2. **PRESENT:** Chair Pat Power, Jerri Costa, Brian Keevill, Councillor Byron Mersereau, CAO Carol St-Amour, Recording Secretary Bourke.
3. **REGRETS:** Jane DeWolfe
4. **ADDITIONS TO AGENDA:**
 11. In camera, (1) Cost of Living
5. **APPROVAL OF AGENDA:**
MOTION 1
It was moved by Councillor Mersereau, seconded by Jerri Costa to approve the agenda as amended. **CARRIED.**
6. **APPROVAL OF MINUTES:** December 11, 2013
MOTION 2
It was moved by Brian Keevill, seconded by Jerri Costa to approve the Board of Police Commissioners Minutes of December 11, 2013 as amended: Page 2, Department Reports (1) November Departmental Financials amend the first sentence to read “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.”; Page 2, (1) November Departmental Financials, second paragraph, last sentence insert “for the year” prior to “was \$4,900.”; Page 2 Chief’s Report, second paragraph, delete “\$4,035” and insert “\$4,435”; Page 3, first sentence delete “1999” and insert “1099”. **CARRIED.**
7. **PRESENTATIONS:** none
8. **BUSINESS ARISING:**
(1) Update from Council
Chair Power advised that at the Committee of the Whole meeting discussion was held regarding the 2014/15 budget and timelines, and a preliminary draft budget will be presented sometime after February 22nd; the Management Team has a meeting scheduled for Tuesday January 21st and the Police Chief is a part of the Management Team. All department heads will be using the same types of forms for budget reporting. It was noted the Police Chief prepares the first draft of the Protective Services budget, subsequently the Board reviews and then the budget is presented to Council.

Chair Power advised that with regards to the police vehicle fuel, Council would appreciate due diligence and perhaps less use of police vehicles outside of Town boundaries. Chair Power advised of a recommendation from the Traffic Flow Advisory Committee regarding the installation of a stop sign on St. George Street at the corner of St. Anthony Street, on a temporary basis to see how it is going to work, tentatively to be installed in the spring of 2014.

(2) Administrative Support in Department

Chair Power advised that Jackie Longmire was hired as Administrative Support, she has previous experience, started work on the 6th of January; and things are getting put in order.

(3) Tender sale of unmarked police car

Chair Power advised that at the Committee of the Whole Meeting a recommendation was put forth to accept the only tender received in the amount of \$300.00 plus HST from H.E. Bent for the sale of the 1999 Ford Crown Victoria, as is, where is.

9. DEPARTMENT REPORTS:

(1) December Departmental Financials

Discussion was held regarding the December financials. Councillor Mersereau noted expenditures are up about 7.4%, to an extent a fair amount of that is probably beyond the departments' control.

(2) Chief's Report

Police Chief McNeil reviewed his report for the month of December 2013. There was a check point and 30 vehicles were checked. Chair Power noted a question arose at Council with regards to if there is a portion of the parking ticket that shows as a warning; Police Chief McNeil advised there is a separate warning ticket. Police Chief McNeil advised the Department had more complaints about people parking in designated handicapped parking without a sticker; it is the officer's discretion to give a warning or a ticket; usually warnings outweigh the charges.

Jerri Costa passed on a compliment to the police department as her friend was parked on the wharf and got stuck on ice and a nice policeman helped her out.

Jerri Costa extended thanks to the Town's Public Works Department staff for doing such an excellent job of snow removal during the recent consecutive snowstorms, they did a great job efficiently.

It was noted that the mileage sheet for the unmarked police car was attached to the Chief's report and the car continues to accumulate about 20 kilometers /day.

10. NEW BUSINESS:

(1) 2014 – 15 Departmental Budget Preparation

This item was discussed under Update from Council.

(2) Street Parking on St. James Street

Chair Power read an unsigned letter regarding parking on St. James Street, that the writer was unable to drive up or down St. James Street due to vehicles parked on the street in all directions, which is made worse by snow on road ways. There was no way to respond to the letter as it was unsigned.

Police Chief McNeil inquired if anyone applied for the position of member of the Board of Police Commissioners. Chair Power advised one application was received and it will be presented to Council January 20th.

Chair Power asked Jerri Costa if she would continue attending the meetings until March and Jerri Costa indicated she would.

Chair Power mentioned one item as an update from Council, which is to start the process for the Policing Review. Chair Power will contact Fred Sanford and ask who initiates the Police Review (Board of Police Commissioners or Council). Police Chief McNeil noted that until the contract is settled with the union, the RCMP should not enter into any talks, there cannot do the review. CAO St-Amour advised that a needs assessment (what are the community needs and what are the expectations) will be undertaken. Police Chief McNeil suggested a community consultation for the determination of community needs.

11. IN CAMERA:

MOTION 3

It was moved by Brian Keevill, seconded by Jerri Costa to move in-camera at 9:48 am.

CARRIED.

MOTION 4

It was moved by Councillor Mersereau, seconded by Brian Keevill to come out of in-camera at 10:14 am. **CARRIED.**

12. NEXT MEETING: February 12, 2013 at 9 am

13. ADJOURN

MOTION 5

It was moved by Brian Keevill, seconded by Jerri Costa to adjourn the meeting at 10:15 am. **CARRIED.**