

**TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MINUTES
January 16, 2013 9:00 a.m.**

PRESENT: Chairman Power, Vice-Chair Keevil, Jerri Costa, Jane DeWolfe, Councillor Mersereau, Police Chief McNeil, CAO¹ St-Amour, Recording Secretary Bourke.

REGRETS:

CALL TO ORDER: Chairman Power called the meeting to order at 9:00 a.m.

ADDITIONS TO AGENDA:

Other Business Item #1: Newtown Connecticut School Shooting

In camera – Item #2:

APPROVAL OF AGENDA:

Motion 1:

It was moved by Jane DeWolfe, seconded by Vice-Chair Keevil that the agenda dated January 16, 2013 be approved with the amendment of additional agenda items. **Motion carried.**

APPROVAL OF MINUTES: November 28, 2012

Motion 2:

It was moved by Jerri Costa, seconded by Councillor Mersereau that the minutes dated November 28, 2012 be approved as presented. **Motion carried.**

PRESENTATIONS: None

BUSINESS ARISING:

¹ Chief Administrative Officer

Item	Decision /Action	Responsibility	Target date
1.Provincial Regulation re: Speed Limits Within Town	Chairman Power advised that a newspaper article in the January 14, 2013 Chronicle Herald states that “the province is considering lowering speed limits on residential streets to less than 50 kilometers per hour as it would provide a safer environment for vehicles, pedestrians and other road users”. It was noted in the article that a letter from Don Hill had prompted the study. Chairman Power advised that Town Council has decided speed zones already posted less than 50 km will remain in place.		

DEPARTMENTAL REPORTS

Item	Decision / Action	Responsibility	Target Date
1. Nov & Dec 12 Dept Financials	Chairman Power advised that the report provided by the DOF ² reflects the totals to the end of December 2012. Discussion was held regarding the Protective Services operating budget & actuals from April 1, 2012 to December 31, 2012. Councillor Mersereau suggested that there may be an error with regards to payroll deductions further noting the standby expenditure seems unusually high. CAO St-Amour advised that this item is paid quarterly.	Board	
2. Chief's Report, November & December Stats	<p>Chairman Power thanked Chief McNeil for preparing 2 separate reports for the 2 months. Police Chief McNeil reviewed both the November and December 2012 reports. Chief McNeil noted that it was a very quiet Christmas and New Year's.</p> <p>Jane DeWolfe noted that the Board does not see the revenue from fines and inquired if it is possible to view this item. Chief McNeil advised that he does not receive the funds as it is processed by the Town staff. CAO St-Amour advised that the budgeted revenue from fines is \$ 4,000 and the actual to November 2012 is \$3,095.80.</p> <p>Discussion was held regarding trial dates and the increase from 30 days to 60 to days for people to appeal. Chief McNeil advised that the courts are looking at trial dates in July 2013 now. Chairman Power advised that it would be an advantage to have scheduled trial dates which would allow for scheduling staff and overtime.</p>		

² Director of Finance

3.Dept Overtime for Approval	Chairman Power noted that there is paperwork regarding approval for overtime. Chief McNeil advised that it has already been calculated as far as the DOF and further noted that it is mainly stand-by time from July until present. Councillor Mersereau stated that with most budgets the biggest line item is salary and wages and that we have to be vigilant how we spend funds. Chief McNeil advised that he has changed his shift 23 times to accommodate both budget and staffing considerations.	Chief McNeil	
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1.Grant Opportunity	Chairman Power noted there is a grant available from the Province for a one-time community crime prevention and reduction investment and further the deadline for submissions is the end of January 2013. Chairman Power advised the grant could cover costs associated with equipment and supplies, honorariums, fees for services, and events and activities but cannot be used for staff wages, travel outside the province and retroactive funding requests. Councillor Mersereau suggested that as it covers reduction it may provide funding to discuss safe driving habits, speeding and crosswalks issues including educating pedestrians. Chief McNeil will look into the grant today, but his understanding is during previous conversations that the Lighthouse Project was the provinces focus.	Chair	

<p>2.Dept Budget 2013 - 2014</p>	<p>Chairman Power advised that there is a target date of January 22, 2013 to complete departmental budgets as part of the budget process and inquired how far Chief McNeil is along. Chief McNeil advised that he sent budgeted items to the DOF yesterday and now the DOF will put in the calculations for wages and mandatory deductions. Chairman Power advised that there is no cost associated with auxiliary members and Councillor Mersereau clarified that there is a cost for uniforms. Chief McNeil added that there are some costs associated with training such as first aid training</p> <p>Chairman Power noted that Councillor Mersereau made an earlier reference that Council is going to be very tight on departmental budgets so be prepared and further that there will not be any automatic budget increases as in previous years.</p> <p>Chairman Power inquired what capital items are being budgeted for. Chief McNeil advised that he checked with the DOF yesterday and there was a 5 year plan which included the purchase of a new vehicle and further that the department will need a new vehicle in the coming year. Chief McNeil advised that the 2009 marked car has 190,000 kilometers and the old Ford has 155,000 miles further noting that it is costing money each year for repairs and maintenance. Chairman Power requested a copy of the draft budget.</p>	<p>Chief / Board</p>	
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OTHER

1. Newtown Connecticut School Shooting

Jerry Costa inquired if there is any training for the police department for school shootings should they occur; and do we know of any mentally disturbed people who would do that and further have we discussed school protection. Chief McNeil advised that his staff just finished training for any emergency in any building which includes active shooters; or someone who is portraying violence towards other people. Chief McNeil advised that the schools are prepared as they have their own program in place since the Columbine shooting. Chief McNeil noted that all police departments are trained the same way in the event they may be called in to assist. Councillor Mersereau noted that we are focused on schools but it is not isolated to schools.

Chief McNeil advised that the RCMP are bringing a domestic violence presentation to King’s Theatre and further that the RCMP

have some money for it so maybe in regards to grants this may be something for consideration.

CAO St-Amour inquired of the members how they would like to receive their agenda information in the future. It was agreed to send PDF via email and also the financials by way of an Excel spreadsheet.

Motion 3:

It was moved by Jerri Costa and seconded by Jane DeWolfe to move in camera at 10:05 a.m. **Motion carried.**

IN CAMERA :

1. Labour Negotiations

Motion 4:

It was moved by Jerri Costa and seconded by Jane DeWolfe that the meeting move out of camera at 10:20 a.m. **Motion carried.**

NEXT MEETING: 13 February 2013

ADJOURNMENT:

Motion 5:

It was moved by Jerri Costa and seconded by Jane DeWolfe that the meeting be adjourned at 10:35 a.m. **Motion carried.**

Chairman Pat Power

Recording Secretary Bourke