

**1TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
MINUTES  
March 10, 2010  
9:00 a.m.**

A meeting of the Board of Police Commissioners was held on Wednesday, March 10, 2010 in Council Chambers at Town Hall. In attendance were Chair Jim McGinis, Deputy Mayor Doug Shaffner, Councillor Kathie Fearon, Mayor Phil Roberts, Chief Burt McNeil, Jane DeWolfe, Business Representative Brian Keevil and Administrative Assistant Jackie Longmire as recording secretary. Councilor Sherman Hudson was also in attendance.

Regrets: CAO Amery Boyer

**CALL TO ORDER**

Jim McGinis called the meeting to order at 9:35 a.m.

**APPROVAL OF AGENDA** March 10, 2010

*It was moved by Kathie Fearon, seconded by Doug Shaffner, that the agenda dated March 10, 2010 be approved as presented. Motion carried*

**APPROVAL OF MINUTES** February 10, 2010

*It was moved by Jim MacIntosh, seconded by Kathie Fearon, that the Board of Police Commissioners minutes dated February 10, 2010 be approved, as presented. Motion carried.*

**BUSINESS ARISING**

- {a} Training and Conference – Cpl. Chase and Cst. Foster are now able to conduct breathalyser tests but there is no room in the Department to set up the machine. An agreement has been reached with Bridgetown and Digby to use the facilities at either detachment.

Chief McNeil sits on the Board of the Valley Mental Health Group and has attended seminars. There is a movement for mental health training and awareness for all officers. Bridgetown does have an appointed mental health representative and chief McNeil is able to call on that individual if necessary.

- {b} False Alarm Report – The report was reviewed with no issues noted.

- {c} Foodbank space – The renovation estimate of approximately \$27,000.00 was

discussed during the special Committee of the Whole meeting. More details will be made available as they are known. It was noted that the project would have to go to tender.

- {d} Meetings with Officers – Jim McGinis met with all of the officers with the exception of Cpl. Chase. Concerns were raised over the legal aid and protection for officers which is not detailed in the employment agreement. It was agreed that such a clause is normal or standard in employment agreements for officers. The officers are considering joining the union based on the omission of the clause from the agreements. Jim McGinis will discuss the issue with CAO Boyer.
- {e} Possible increase in the size of the Board – The Board has the option to increase its members from 5 to 7. Brian Keevil would assume one position and a seat would become open for a member of Council.

***It was moved by Jim MacIntosh, seconded by Doug Shaffner, to recommend to Council that the Annapolis Royal Board of Police Commissioners expand from 5 to 7 members. Motion carried with one nay vote recorded.***

## DEPARTMENTAL REPORT

- {a} February Occurrence Report - The report for February was reviewed with no issues noted.
- {b} Chief's overtime for approval – An agreement has been reached that results in overtime in the form of lieu time being paid to Chief McNeil when he is covering shifts or on call time. If Chief McNeil covers a shift for another officer on his regular scheduled day off, he is entitled to 1.5 hours in lieu time for every hour covered. If Chief McNeil covers an on-call shift for another officer he is entitled to one hour of lieu time for every four hours of on-call time covered. All of the accumulated hours will be banked and used for time off at the Chief's discretion.

***It was moved by Kathie Fearon, seconded by Jim MacIntosh to approve the overtime report for January, 2010. Motion carried.***

## NEW BUSINESS

- {a} Chief's Report – Chief McNeil provided a written report that was reviewed with no issues noted.
- {b} Oath of DOJ Appointee – Jane DeWolfe's application is waiting final approval.
- {c} Criminal Records Checks – Chief McNeil is recommending that a fee of \$10.00 be charged for criminal records checks completed for individuals who are not residents or tax-payers of Annapolis Royal.

***It was moved by Kathie Fearon, seconded by Jim MacIntosh, that a recommendation be made to Council to charge a fee of \$10.00 each for all criminal records checks that are completed for individuals who are not residents or tax payers of Annapolis Royal. Motion carried.***

{e}      Parking by permit only signs located at Petit Parc and AWEC – As Traffic Authority, Chief McNeil questioned the need or legality of the parking by permit only signs that are located at Petit Parc and AWEC. It was the understanding of the Board that the signs were posted to deter vehicles and passengers who might gather in the areas. Chief McNeil will look into the issue further and determine if the signs are legal.

{f}      Other  
  
Speed limits - Chief McNeil has received a response from the Provincial Traffic Authority regarding the reduction of speed limits within the town. Based on the response; Chief McNeil does not recommend that the speed limits be reduced. The letter will be forwarded to the Environment Committee. It was suggested that rumble strips be created to deter speeding in some areas. Chief McNeil will get the details on rumble strips and provide more information at the next meeting.

Distance from Annapolis Royal – Jim McGinis asked what the acceptable distance from Town was when officers are considering the purchase of a house in the area. It was agreed that the member should have a reasonable response time of approximately 15 minutes for emergencies. There is no policy that dictates how far an officer can live from Town; the details will be discussed at the next meeting.

## INCAMERA

The following motion was made as a result of an in camera session:

***It was moved by Kathie Fearon, seconded by Doug Shaffner, that Chief McNeil receive compensation of 1.5 hours of lieu time for every hour of shift covered, while on a regular scheduled day off, for another officer and 1 hour of lieu time for every 4 hours of on call time covered for another officer; all hours will be banked to be used as time off.***

**NEXT MEETING -** April 14, 2010 at 9:00 am

## ADJOURNMENT

***It was moved by Jim MacIntosh that the meeting adjourn.***

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Jim McGinis, Chair

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Jackie Longmire, Recording Secretary