

MINUTES
TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS
March 16, 2011
9:00 a.m.

Present: Vice Chair Jane DeWolfe, Councillor Pat Power, Business Representative Brian Keevill, Chief Burt McNeil, Ex-officio Mayor Phil Roberts, Administrative Assistant Monica Mills as recording secretary, Councillor Holger Mueller-Sparenberg (arrived at 9:45 am)

Regrets: Chair Jim McGinis

CALL TO ORDER: The meeting was called to order at 9:00am by Vice Chair DeWolfe.

APPROVAL OF MINUTES: It was moved by Brian Keevill, seconded Councillor Power by that the minutes dated February 16, 2011 be approved as amended.

ADDITIONS/DELETIONS TO AGENDA: N/A

APPROVAL OF AGENDA: It was moved by Councillor Power, seconded by Brian Keevill that the agenda dated March 16, 2011 be approved.

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
1. Training & Conference	Covered in item #1 under the heading Departmental Report.		
2. False Alarm Report	Covered in item #1 under the heading Departmental Report.		
3. Basement Renovations	Covered in item #1 under the heading Departmental Report.		
4. Meeting with Officers	Due to Chair McGinis' absence, this item will be covered at the next meeting.		
5. Speed Limits in Town	Chief McNeil reported that the signs are still pending. They will be under next year's budget beginning in April 2011.		

6. Legal Aid and protection for the officers from ARPD ¹ (Contract Status)	Chief McNeil reported that one constable had signed the contract and the other constable had concerns over the wording in the contract.		
7. DOJ ² Audit	Chief McNeil reported that he was still awaiting an update from the Department of Justice. He added that they were quite busy as it was their year-end.		
8. Community Meeting	Brian Keevill reported that Chair McGinis and Councillor Power attended the meeting. He added that one citizen did attend but left due to lack of attendants.		
9. Municipal Parking Tickets	Chief McNeil reported that he had been discussing the status with Charles Cranton and the Mr. Cranton stated that the ticket would be updated by the end of the week.		
10. Weapons By-Law	The revised by-law was discussed. Chief McNeil stated that many issues were included in the Criminal Code of Canada including the velocity of the projectiles. Mayor Roberts asked if the velocity of the projectile should be added into the by-law. Chief McNeil replied in the negative adding that it was unnecessary as it was covered in the Criminal Code. Mayor Roberts asked if it would be adequate to add in section 2 (A), "as defined by the criminal code". Chief McNeil stated that that would be a good idea as the intent for the by-law was to address hunting in the Town. Motion 1: It was moved by Councillor Power, seconded by Brian Keevill that the amended Weapons By-law be recommended to Council for approval. Motion carried.		
11. Status of recruitment for Corporal's position	Chief McNeil reported that he had received three résumés for the position. He added that the closing date is March 31, 2011. He added that the major draw-back was the salary. Vice Chair DeWolfe asked if there was a hiring committee. Brian Keevill stated that there was it included himself, Councillor Mueller-Sparenberg and Chief McNeil. Councillor Power suggested that CAO Boyer should be on the committee as she has extensive human resource experience.		
12. Priorities, Objectives and Goals	Brian Keevill reported that he, Peter Wyman and Councillor Mueller-Sparenberg met with Chief McNeil to discuss the priorities, objectives and		

¹ Annapolis Royal Police Department

² Department of Justice

³ Mothers Against Drunk Driving

	<p>goals for the police department on March 14, 2011. He stated that the following were discussed:</p> <ol style="list-style-type: none"> 1. The new speed limits and signage. 2. Safe Grad: Councillor Mueller-Sparenberg stated that the Lion's Club would also be involved 3. The School Liaison: Constable Foster is still visiting the schools. 4. MADD³ Drunk Driving Obstacle Course: It is a partnership with MADD, which educates teens the dangers of drinking and driving by letting them wear glasses that simulate the effects of alcohol on the system and getting the students to drive a golf cart around a obstacle course. 5. Walking patrols and biking patrols: It appears that everyone is in favour of the program. 6. Visits to the Seniors Home 7. Bike Rodeo Easter Weekend: Brian Keevill stated that he would verify that there were no scheduling conflicts with other events on that weekend. Vice Chair DeWolfe commented that it was an event that the late Grant Potter used to organize and it would be nice to continue it. Mayor Roberts stated that the website now has a calendar on the front page which will assist in coordinating events. 8. School Tours and fingerprinting Brian Keevill stated that Peter Wyman suggested that the next community meeting be held in the new Police Department. He added that there could be two meetings one for the business community and the other for the residents. <p>Councillor Power asked if the results of the meeting had to be sent to the Department of Justice. Chief McNeil replied in the negative adding that the results would be kept on file for the DOJ audit.</p>		
13. Review of the Police Budget to date	The police budget was discussed.		

DEPARTMENTAL REPORT

Item	Decision / Action	Responsibility	Target Date
1. Chief's Report	Chief McNeil reported that in the month of February the police department investigated 17 complaints. He stated that Cst. Foster has returned from his		

	<p>training in Cape Breton. Cst. Foster has met with Sgt. Craig Patten I/C of New Minas RCMP I-Dent. Sgt. Patten reported that Cst. Foster is doing well. He added that a new lens and flash will be needed for the camera and that these will be purchased in the new fiscal year. Chief McNeil stated that both constables will be attending a School Resource Officer course which will help them development mediating skills and assist them in their school programs. Chief McNeil stated that the PROS training that was scheduled for March, has been rescheduled for June. Councillor Power asked who would be attending the training. Chief McNeil stated that Cst. Thompson would be attending so that he could input his files into the system. He reported that Jackie Longmire's token for PROS has been reactivated, and she is assisting with inputting information. Vice Chair DeWolfe asked why the Police Department had two systems (PROS and CPIC). Chief McNeil explained that PROS is where occurrences are recorded and CPIC is the national registry of the occurrences. Chief McNeil added that the two systems could not be incorporated as not every police department uses PROS.</p>		
2. February Stats	<p>Covered in item #1 under the heading Departmental Report. Motion 2: It was moved by Councillor Power, seconded by Brian Keevill that the Chief's Report and the February Statistics be approved. Motion carried.</p>		

3. Chief's Overtime for Approval.	<p>Chief McNeil reported that his report is from January to March 12. He added that he will be away from March 27 until April 2 and that he would be using vacation time not in lieu time. Motion 3: It was moved by Brian Keevill, seconded by Councillor Power that Chief McNeil's overtime be approved. Motion carried.</p>		
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NEW BUSINESS

1. Resignation of Assistant Jackie	<p>Chief McNeil reported that her token has been reactivated and that everything is up to date.</p>		
2. Format of Agenda	<p>The format was discussed. Some items are discussed in the Chief's Report; therefore, they do not need there own item line on the agenda. It was decided that: Training and Conferences and False Alarm Report would be eliminated as they are covered in the Chief's Report. The item</p>		

	<p>Community Meeting will be eliminated in the next month's agenda. Vice Chair DeWolfe commented that Basement Renovations can be eliminated as they are completed.</p> <p>Mayor Roberts commented that Speed Limits should remain on the agenda as it also covered the proposed stop signs at Mileboard Corner. He added that perhaps the item could be changed to Signage Issues, as that would cover all signage issues. Chief McNeil stated that he would provide updates on the priorities, objectives and goals in his report.</p>		
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General Discussion:

Councillor Power asked about the progress of organizing the police station. Chief McNeil replied that it was a work in progress. He added that they were waiting for some shelves to be installed. He added that he wanted to install shelves in the front entrance to put some pamphlets for the public.

Mayor Roberts stated that the Environment Committee made a proposal that the Market should expand, as there is a waiting list of vendors for the summer market. They proposed that the two vacant parking spots in front of the old Post Office could be used for two vendors. Mayor Roberts asked Chief McNeil if he, as the traffic control authority, saw any issues with this. Chief McNeil replied in the negative adding that it would be a matter of getting Public Works to set up barricades to reserve the spaces for the vendors the night before the market. Councillor Power asked if it would force people to walk on the street. Chief McNeil replied in the negative as the sidewalk would be unaffected.

NEXT MEETING

April 13, 2011 at 9:00 am

ADJOURNMENT

It was moved by Brian Keevill, seconded by Councillor Power that the meeting be adjourned at 10:00am.