

**TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
November 10th, 2010
Draft Minutes**

A meeting of the Board of Police Commissioners was held on Wednesday, November 10th, 2010 in Council Chambers at Town Hall.

Present: Chair Jim McGinis, Councillor Kathie Fearon, Councillor Pat Power, Deputy Mayor Doug Shaffner, Mayor Phil Roberts, Chief Burt McNeil, Member at large Jim MacIntosh, Department of Justice Appointee Jane DeWolfe and Administrative Charles Cranton as recording secretary.

Regrets: Business Representative Brian Keevill

CALL TO ORDER

Chair Jim McGinnis called the meeting to order at 9:05 am

APPROVAL OF AGENDA

November 10, 2010

It was moved by Jane DeWolfe, seconded by Jim MacIntosh, that the agenda dated November, 2010 be approved. Motion carried.

APPROVAL OF MINUTES

October 13, 2010

It was moved by Jim MacIntosh, seconded by Councillor Fearon, that the Board of Police Commissioners minutes dated October 13, 2010 be approved. Motion carried.

PRESENTATIONS

There were no presentations

BUSINESS ARISING

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Item	Decision /Action	Responsibility	Target date
1. Training & Conference	<p>Cheif McNeil reported that Cst. Campbell & Cst. Foster have completed a 4D Crisis Intervention coursing. Cst. Foster attended a screening & calibration course. Chief McNeil and Corp Chase have passed the online portion of CIPIC training, they will now need to attend a 4 day workshop in the spring to complete the training. Cst. Foster will be completing SOCO (scene of crime) training in the future.</p> <p>Chair McGinis attended a Department of Justice working group meeting regarding the Independent Investigation Unit. One positive item is when the unit investigates a case in the municipality, it will do so at no cost to the municipality. The trade-off is there may be times in which they require extra members and may ask the local police department to supply a member for a few days.</p>	Chair McGinis & Chief McNeil	
2. False Alarm Report	The Town of Annapolis Royal False Alarm bylaw has been reviewed. It clarifies the timeline for sending a bill.	Board	
3. Basement Renovations	<p>Chief McNeil reported that the new estimate for the basement renovations is \$ 33,000, which is \$ 6,000 over budget.</p> <p>Councillor Fearon questioned if the public washroom could be shared with the ARPD. Chief McNeil it would still require a redesign not likely to result in any savings. Chair McGinnis felt it would not be a good idea since it the ARPD may have an individual under arrest and potentially could left watching the individual as well as member of the general public coming in to use the washroom.</p> <p>The Board feels it is very important that the basement renovations move forward. The current space is not suitable for a four person police department. There have also been 2 court cases lost as a result of inadequate service due to space limitations. It is felt that completing this project in stages would not be beneficial, nor would a redesign of the project. A number of the members suggested asking the Town if the Public Washroom could be closed and used as the ARPD washroom, thus eliminating the need for a separate washroom to be constructed. Chair McGinis suggested having the estimate revised for Council consideration based the ARPD using the existing washroom.</p>	Chief McNeil	

4. Meeting with Officers		Chair McGinis	
5. Speed Limits in Town		Chief McNeil	
6. Legal Aid and protection for the officers from ARPD		Chair McGinis & Chief McNeil	
7. Police Commission By-Law & Police Manual Review	<p>A new Annapolis Royal Board of Police Commissioners has been developed to replace the current bylaw. The changes of the bylaw include updated references to the Police Act, updated references to the size of the board and length of the terms, and references to the regular meeting schedule.</p> <p><u>Motion 1</u> Moved by Councillor Fearon, seconded by Jane DeWolfe, that a recommendation be made to council that the new Annapolis Royal Board of Police Commissioners Bylaw be adopted. Motion carried.</p>	Chair McGinis, Jane DeWolf & Chief McNeil	
8. DOJ Audit			
9. Community Meeting			
10. Municipal Parking Tickets			

DEPARTMENTAL REPORT

Item	Decision / Action	Responsibility	Target Date
1. September Occurrence Stats			
2. Chief's Report	Some required training credentials are unable to be obtained until late spring. The ARPD's administrative assistant is the only individual currently with these credentials and her term is scheduled to end on December 31, 2010. The ARPD needs the term extended until May 31st,		

	2011. <u>Motion 2</u> Moved by Jim MacIntosh, seconded by Jane DeWolfe, that a recommendation be made to Council that the term of ARPD Administrative Assistant be extended to May 31st, 2011. Motion carried.		
3. Chief's Overtime for Approval			

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date

OTHER

IN CAMERA

NEXT MEETING

December 15th, 2010 at 9:00 am

ADJOURNMENT

Moved by Jim MacIntosh the meeting be adjourned.