

**TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
October 12, 2011
Agenda a3**

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

Present: Chair Jim McGinis, Councillor Holger Mueller-Sparenberg, Deputy Mayor Pat Power, Brian Keevill, Jerri Costa, ex-officio Mayor Phil Roberts, Chief Burt McNeil and Administrative Assistant Monica mills as recording secretary.

Regrets: Vice Chair Jane DeWolfe

ADDITIONS/DELETIONS TO AGENDA

October 12, 2011

APPROVAL OF AGENDA

It was moved by Brian Keevill, seconded by Deputy Mayor Power that the agenda dated October 12, 2011 be approved. Motion carried.

APPROVAL OF MINUTES

September 14, 2011

It was moved by Deputy Mayor Power, seconded by Councillor Mueller-Sparenberg that the minutes dated September 14, 2011 be approved. Motion carried.

PRESENTATIONS

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Meeting with Officers	Chair McGinis stated that he had spoken with the constables and had no issues to report.	Chair McGinis	
2. DOJ Audit	Chair McGinis stated that they were still waiting for a date when the	Chair McGinis	

	Department of Justice would present the findings of their audit. He added that it was typical to wait for the results of the audit, he added that they would meet with the Chief of police prior to making their presentation to the Board.		
3. Swearing in of new board member	Chair McGinis stated that the new member of the Board, Jerri Costa, would be sworn in at the next meeting. At that time, the Board will also have to elect a new Chair, Vice Chair and secretary. Chair McGinis explained that the secretary would be responsible for filing any paperwork should there ever be a complaint against the Chief of police.		
4. St. James Street Issue	Any further complaints or discussion regarding this issue. If not it will be removed from the next agenda. Chief McNeil reported that no new issues have been reported. Brian Keevill requested that the saw horses be removed from the barricade. Chief McNeil stated that he would contact Public Works to get this done.	Chief McNeil	
5. Municipal Parking Tickets	Chief McNeil stated that the department started issuing parking tickets on October 1, 2011 and approximately six have been issued. Councillor Mueller-Sparenberg stated that members of council have received two letters of complaints regarding the tickets. Chief McNeil stated that the tickets are being issued for illegal parking such as; parking on a crosswalk, parking in front of a fire hydrant or parking in a no parking zone. He added that CAO Boyer was in contact with the superintendent of Public Works to confirm if any parking spaces have been removed. Chief McNeil stated that in terms of employees parking in front of businesses that is the responsibility of the business owner to notify their employees of where to park. Chair McGinis suggested not ticketing tourists rather leaving a warning on the vehicle stating welcome to the Town and that they had parked illegally. Chief McNeil stated that he would have Constable Foster create such a notice. The Board suggested putting a notice in the November Town Crier reminding the public of the parking tickets.	Chief McNeil	
6. Vacant Cpl's position.	Chief McNeil reported that he had spoken with the candidate on October 11, 2011 and the candidate has lowered the price on his house in an attempt to sell it quicker. Chief McNeil strongly advised that the deadline for the candidate to start his position be extended until January 12, 2012 as he is an ideal candidate. He added that the position is currently being filled by	Chief McNeil	

	<p>Constable Cliff Thompson. Jerri Costa asked what the next course of action would be if the candidate was unable to sell his house by January. Chief McNeil replied that the position would have to be advertised again.</p> <p>Recommendation:</p> <p>It was moved by Councillor Mueller-Sparenberg, seconded by Brian Keevill that the writing of a letter to Nathan Kardish extending the deadline for employment to January 12,2012 be approved by Council. Motion carried.</p>		
7. Review of Police Budget to date	The Board discussed the budget.	Board	
8. School Zone Signage	<p>Update - Further discussion on hold until Minister Estabrook's bill has been dealt with in the House of Commons regarding changing the speed limits in school zones.</p> <p>Mayor Roberts suggested erecting school zones signs and a sign that stated that speed fines double in school zones, without mention of speed limits. Chief McNeil stated that he would discuss this with the superintendent of public works.</p>	Chief McNeil	
9. Patrols French Basin Trail and around Town (Bicycle/Foot)	<p>The board decided that the patrols could be reported in the Chief's report.</p> <p>Chief McNeil stated that auxiliary policeman, Greg Morrell, and Constable Campbell were doing a lot of foot patrols on the trail.</p>	Chief McNeil	
10. Up-Coming Board Position	This item has been previously discussed on the agenda. Mayor Roberts suggested that the four other applicants be encouraged to attend the meetings. Administrative Assistant Monica Mills stated that Vice Chair DeWolfe wrote letters to the other candidates and did encourage them to attend the meetings, as there would more vacancies in the future.	Board	
11. No Parking Signs North Side of Lower St. George Street	<p>Chief McNeil stated that the no parking signs had been erected and this seems to have resolved the issues.</p> <p>Mayor Roberts commented that there is still an issue with parking at the Pickles and Mills building, when customers park diagonally their cars are on the street. Chief McNeil stated that the owners of the building</p>	Chief McNeil	

	have been contacted but they are unwilling to move the posts. He added that he would discuss the issue with the tenant of the building.		
12. Skateboard Park Safety Checklist	The Board discussed the new safety checklist. Brian Keevill suggested that the safety checklist be made into a monthly format to save on paper. The revised checklist will be brought for the Board's review at the next meeting.	Chief McNeil	
13. Board of Police Commissioner's Training	Chief McNeil stated that there would be joint training with Kentville later in the fall. Deputy Mayor Power and Councillor Mueller-Sparenberg stated that ADEDA had governance training and they felt it would be beneficial for the Board. Chiar McGinis replied that the responsibilities and duties of the Board were covered in the Police Act. It was decided that the training would be discussed at a later date.	Chief McNeil	
14. Winter Parking	The Board decided that the winter parking ban should be advertised in the Town Crier as well as the Spectator.	Chief McNeil	

DEPARTMENTAL REPORT

Item	Decision / Action	Responsibility	Target Date
1. Chief's Report	Chief McNeil stated that the majority of the report had been discussed in earlier items of the agenda.	Chief McNeil	
2. September Stats	The Board reviewed the statistics for September.	Chief McNeil	
3. Chief's Overtime for Approval	The Board discussed the Chief's Overtime. Motion: It was moved by Brian Keevill, seconded by Councillor Mueller-Sparnebrg that the Chief's overtime report be approved. Motion carried.	Chief McNeil	

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
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1.Fall Conference 2011 Nova Scotia Chiefs of Police Association & Nova Scotia Association of Police Boards	Chief McNeil stated that the conference was very informative. Councillor Mueller-Sparenberg agreed adding that the Minister stated that the Boots to the Streets program would continue.	Chief McNeil Councillor Muller- Sparenberg	
2. Public Meetings	Brian Keevill suggested that a public meeting be held in conjunction with the Board of Trade to encourage attendance. It was decided that the meeting would be held in conjunction with the grand opening of the Public Works building and all residents and business owners would be encouraged to attend.		

OTHER

IN CAMERA

NEXT MEETING

November 16, 2011 at 9:00 am

ADJOURNMENT: It was moved by Brian Keevill, seconded by Deputy Mayor Power that the meeting be adjourned at 10:10am. Motion carried.