

**TOWN OF ANNAPOLIS ROYAL  
BOARD OF POLICE COMMISSIONERS MEETING  
October 13, 2010  
Draft Minutes**

A meeting of the Board of Police Commissioners was held on Wednesday, October 13, 2010 in Council Chambers at Town Hall.

Present: Chair Jim McGinis, Councillor Kathie Fearon, Mayor Phil Roberts, Chief Burt McNeil, Member at large Jim MacIntosh, Business Representative Brian Keevill, Department of Justice Appointee Jane DeWolfe and Administrative Charles Cranton as recording secretary.

Regrets: Deputy Mayor Doug Shaffner

**CALL TO ORDER**

Chair Jim McGinnis called the meeting to order at 9:10 am

**ADDITIONS/DELETIONS TO AGENDA**

October 13, 2010

New Business: New Board of Police Commissioners for upcoming term

New Business: Proposed changes to the Police Act.

**APPROVAL OF AGENDA**

**It was moved by Jim MacIntosh, seconded by Kathie Fearon, that the agenda dated October 13, 2010 be approved with addition. Motion carried.**

**APPROVAL OF MINUTES**

September 13, 2010

**It was moved by Jane DeWolfe, seconded by Jim MacIntosh, that the Board of Police Commissioners minutes dated September 13, 2010 be approved as amended. Motion carried.**

**PRESENTATIONS**

There were no presentations

**BUSINESS ARISING**

<b>Item</b>	<b>Decision /Action</b>	<b>Responsibility</b>	<b>Target date</b>
1. Training & Conference	<p>Chief McNeil reported that Corporal Chase has completed the Drug Recognition course.</p> <p>Chief McNeil gave an overview of upcoming training options for the ARPD. Kathie Fearon suggested a chart be developed that easily displays the upcoming courses that are planned for each officer. It could also display the credentials already obtained by each officer.</p> <p>Chair Jim McGinis reported on the NSAPB conference that he and Chief McNeil recently attended. It was very worthwhile and he recommends that at least one board member along with the Police Chief attend each year.</p> <p><b><u>Motion # 3</u></b>  <b>It was moved Jim MacIntosh, seconded by Jane DeWolfe, that the Board of Police Commissioners recommends to Council that \$ 1,000 for Board Expenses be added to the Towns Budget for 2011/12. Motion carried.</b></p>	Chair McGinis & Chief McNeil	
2. False Alarm Report	Review of False Alarm bylaw tabled until next month		
3. Basement Renovations	Chief McNeil has received and reviewed the plans from the engineer. Due to some structural issues in regards to running a new beam under the floor joists, there may be some increased costs.		
4. Meeting with Officers	Chair Jim McGinis has only had a chance to meet with Corporal Chase. Everything is fine at the moment, however the Corporal is anxious to move ahead with the basement renovations.	Chair McGinis	
5. Speed Limits in Town	No update at this time.	Chief McNeil	
6. Legal Aid and protection for the officers from ARPD	Chief McNeil reported that Council supports the draft report that was developed. Chief McNeil has reviewed it and recommends its acceptance. The officers are currently reviewing the report.	Chair McGinis & Chief McNeil	

7. Police Commission By-Law & Police Manual Review	Pending	Chair McGinis, Jane DeWolf & Chief McNeil	
8. DOJ Audit	Chief McNeil met with one representative from the DOJ at the end of September. A date has not been confirmed, but the DOJ Audit is expected to be conducted next month. There will be 2 representatives required to conduct the audit.		
9. Community Meeting	Anticipated for the 3 <sup>rd</sup> week of November. Once a date is confirmed it will be advertised in the Town Crier.		
10. Municipal Parking Tickets	Charles Cranton gave an overview of the draft procedure being developed for filing a parking-infraction ticket with the court system. The procedure lays out the steps for issuing a parking-infraction ticket, issuing a summons and filing the offence with the Court system. Chief McNeil has reviewed the procedure with Charles. Councillor Fearon has reviewed the procedure as well and supports it.		

## DEPARTMENTAL REPORT

Item	Decision / Action	Responsibility	Target Date
1. September Occurrence Stats	<b><u>Motion # 4</u></b> <b>It was moved by Jane DeWolfe, seconded by Jim MacIntosh, that the Occurrence Stats report be approved. Motion carried.</b>		
2. Chief's Report	Chief McNeil reported that Corporal Chase is now considered a Drug Recognition expert as a result of the course he has recently completed.		
3. Chief's Overtime for Approval	Not available		

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## NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. New Board of Police Commissioners for upcoming term	<p>Chair Jim McGinis reported that the Town is doing a review of all its boards and committees in November. Jim MacIntosh will be stepping down from his position. Chair McGinnis praised Jim's contributions to the board since joining in its inception in 1987.</p> <p><b><u>Motion # 5</u></b></p> <p><b>It was moved by Jane DeWolfe, seconded by Kathie Fearon, that the Board recommends to Committee of the Whole the following membership for the upcoming term: 1. Chair Jim McGinis, 2. Deputy Mayor Doug Shaffner, 3. Councillor Kathie Fearon, 4. Brian Keevill, 5. Department of Justice Appointee Jane DeWolfe. Motion carried.</b></p>		
2. Proposed changes to the Police Act	<p>Chair Jim McGinis has received correspondence from the Depart of Justice stating they are looking to make changes to the Police Act. They will be holding information sessions at various locations and are inviting police boards to attend. Chair McGinis will be attending and has invited other members of the board to join him.</p>		

## OTHER

## IN CAMERA

## NEXT MEETING

November 10, 2010 at 9:00 am

## ADJOURNMENT

**Moved by Jim MacIntosh the meeting be adjourned.**