

Town of Annapolis Royal  
Board of Police Commissioners Meeting  
Approved Minutes  
**Wednesday, October 9, 2013, 9:00 am**

1. **CALL TO ORDER:** Chair Power called the meeting to order at 9:03 am
2. **PRESENT:** Chair Pat Power, Jerri Costa, Jane DeWolfe, Brian Keevill, Byron Mersereau, Chief of Police Burt McNeil, CAO Carol St-Amour, Recording Secretary Dawn Bourke.
3. **REGRETS:** None
4. **ADDITIONS TO AGENDA:**
  - Business arising 8 c) Status of New Police Vehicle
  - Business arising 8 d) Camera Update
  - Business arising 8 e) Portable Speed Monitor Device
  - Business arising 8 f) Police Department Priorities for October/November
5. **APPROVAL OF AGENDA:**

**MOTION 1**

It was moved by Jane DeWolfe seconded by Councillor Mersereau to approve the agenda as amended. **CARRIED.**
6. **APPROVAL OF MINUTES: September 11, 2013**

**MOTION 2**

It was moved by Jerri Costa seconded by Brian Keevill to approve the minutes of the Board of Police Commissioner meeting held September 11, 2013 as presented. **CARRIED.**
7. **PRESENTATIONS:** None
8. **BUSINESS ARISING:**
  - a) **Council Update**

Chair Power provided a recap of the Council meeting held September 16, 2013 and briefly highlighted various items for interest of the Commission.
  - b) **NSPB Conference Update**

Chair Power advised that both she and Police Chief McNeil attended the fall conference of the Nova Scotia Chiefs and Police Boards held September 12<sup>th</sup> to 14<sup>th</sup> in Amherst. Police Chief McNeil advised there will be a requirement for the purchase of new radios within 2 years as there will be a move away from the current radio equipment and everyone will be required to change, including EMS, public work and police departments. Brian Keevill questioned if there would be provincial funding for the change-over. Police Chief McNeil noted there may be funding available and further that there are two suppliers for the product. CAO St-Amour inquired as to what the associated costs may be for new system. Police Chief McNeil advised the portable radios will cost approximately \$2,000 each, \$3,000 for base radios and \$2000-2500 for car radios, approximate expenditure of \$15,000. Police Chief McNeil advised there was some discussion regarding bulk purchasing as a lot of different departments are going to need to purchase the equipment; the biggest expense will be the programming of the radios and then there will be a yearly fee for being on the system.

Chair Power advised the conference held various sessions including a cyber bullying youth panel which was dynamic and powerful, a session on electronic fingerprint submissions, a session on marijuana for medical purposes regulations and a panel on the economics of policing.

CAO St-Amour advised the Regional Municipal Caucus directed the CAO's to meet and discuss policing options which will be taking place next week. CAO St-Amour noted that David Walker, President of the Nova Scotia Association of Police Boards (NSAPB) is looking for representatives from a number of areas including the Town of Annapolis Royal. Chair Power advised that with respect to the new formation of the association the NSAPB would like to have a representative from each police board commission province wide.

### **MOTION 3**

It was moved by Jane DeWolfe, seconded by Jerri Costa to recommend to Council to approve the nomination of Chair Pat Power to be the Town of Annapolis Royal representative of the Nova Scotia Association of Police Boards. **CARRIED.**

#### **c) Status of New Police Vehicle**

Police Chief McNeil advised he will be picking up the new police vehicle tomorrow; and the decals will be installed next week with the Police decal on the back including the 532-2347 local police phone number and the Town Crest. Police Chief McNeil advised that currently 911 calls are routed through Truro. Councillor Mersereau noted the current Mayor is strong on branding and suggested the Town of Annapolis Royal National Historic District logo be made into a decal for the new police vehicle. Police Chief McNeil noted this was not a part of the quote estimate for the decaling package. It was agreed to obtain a quote for the National Historic District decal.

#### **d) Status of Camera**

Police Chief McNeil advised he has not yet received a call back regarding an estimate to fix the camera, but will call later today and find out how much it will cost to fix and when it can be fixed by.

#### **e) Portable Speed Monitor**

It was generally agreed that the portable speed monitor will be a deterrent for people driving vehicles too fast and further the monitor was a budgeted item for the 2013/2014 year. It was agreed to obtain three quotes for a portable speed monitor.

#### **f) Police Department Priorities for October/November**

Police Chief McNeil advised there will be two constables on patrol on Halloween night. Councillor Mersereau noted that at a meeting held in April of 2013 discussion was held regarding objectives such as offering the elementary school students to visit and tour the police department. Police Chief McNeil noted that would require bussing. Discussion was held respecting the bike rodeo and it was noted that the Police Chief, Constable Foster and Brian Orde held a bike rodeo and the six children attended. Councillor Mersereau mentioned the plans as time permits to have a police officer visit the public assembly places such as King's Theatre, churches, etc. to discuss their critical incident plans. Police Chief McNeil noted this matter will be ongoing, and that the banks and schools have a plan in place. Jerri, traffic issue, my little area is getting more built up and more people coming, cars are not speeding by, people are not conscious of lowering their speeds.

Police Chief McNeil noted that Dawn Bourke and Greg Morrell attended the PROS course in Dartmouth and both can now access the computer system. Police Chief McNeil advised that Dawn Bourke will be required to take the CPIC course and the PROS Supervisor level. It was noted the administrative assistance for the Police Department has not occurred yet. Chair Power thanked the Police Chief for being amiable.

Jerri Costa departed the meeting at 9:45 am

## **7. DEPARTMENT REPORTS**

### **a) September Departmental Financials**

Jane DeWolfe noted the commission does not receive the financial information regarding the revenues for police protection. CAO St-Amour advised the Grants in Lieu of Taxes has no revenue to date of the budgeted \$13,371.00, Parking \$355.00 received to date, Fines \$3,063.11 received to date and Boots on the Streets received \$25,000 to date of the budgeted amount of \$100,000.00.

Police Chief McNeil noted that line item 01-22190z may increase due to travel expenses for the Chair.

### **b) Chief's Report - September**

Police Chief McNeil reviewed the report for the month of September. Police Chief McNeil advised he attended the Men's Supper at United Church and was the guest speaker and he met the new Minister.

Chair Power inquired as to the billing of the false alarms at the school bus garage. Police Chief McNeil advised he will meet with Sandi Millett-Campbell for the purpose of billing the School Board for the false alarms.

Chair Power brought up the topic of winter parking. It was agreed that the winter parking matter will be the same as last year and further to place an article in the November Town Crier similar to last year.

Chair Power asked the Police Chief to inquire of the policing staff if there were any issues with garbage obstructing roadways.

Police Chief McNeil advised two squealing tire tickets were issued at the school, which slowed other students down.

Chair Power noted the mileage sheets for the unmarked car were included with the agenda package.

Police Chief McNeil advised that everyone passed the qualifications for both hand guns and shot guns.

## **8. NEW BUSINESS:**

### **a) Department of Justice Presentation 11 am**

Chair Power noted a meeting has been scheduled for today at 11am with representatives from the Department of Justice, Town Council and the Board of Police Commissioners for the purposes of reviewing governance issues and roles and responsibilities.

Chair Power advised the Nova Scotia Department of Justice along with Nova Scotia Community Counts is holding a free 3 hour Workshop in Coldbrook November 22, 2013 regarding online tool crime prevention and reduction profiles and policy view on community counts which provides statistical information about crime and associated risk factors.

**9. IN CAMERA:** None

**10. NEXT MEETING:** November 13, 2013

**11. ADJOURN**

**MOTION 4**

It was moved by Brian Keevill, seconded by Jane DeWolfe to adjourn the meeting at 9:55 am.

**CARRIED.**

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Chair Pat Power

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Recording Secretary Bourke