

TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
Approved Minutes
Wednesday, July 13, 2016
9:00am

1. **CALL TO ORDER:** Chair Power called the meeting to order at 9am.

2. **PRESENT:** Chair Deputy Mayor Pat Power, Chief Burt McNeil, Councillor Byron Mersereau, CAO¹ Gregory Barr, DoJ² Representative Jane DeWolfe, Danny McClair, Rion Microys, and Executive Assistant Amy MacManus as Recording Secretary

3. **REGRETS:** N/A

4. **ADDITIONS TO AGENDA:**

- Under Section 9, Department Reports – Chief's Report: Police Staff Vacancy
- Under Section 10, New Business: Stat Holidays

5. **APPROVAL OF AGENDA:**

MOTION BoPC#-2016-07-13-01

It was moved by Danny McClair, seconded by Councillor Mersereau to approve the agenda as amended. Motion carried.

6. **APPROVAL OF MINUTES:** June 8, 2016

MOTION BoPC#-2016-07-13-02

It was moved by Councillor Mersereau, seconded by DoJ Appointee DeWolfe to approve the June 8, 2016 minutes with the following amendment: that under Section 9, Department Reports – Chief's Report, that details be added regarding the explanation of the extra 13 hrs of overtime (an officer had to go to Kentville for a mental health call). Motion carried.

7. **PRESENTATIONS:** N/A

8. **BUSINESS ARISING:**

a) Update from Council

Chair Power relayed updates from council.

b) Police Services Review – Current Service Levels Due 15 June 16

DoJ Representative DeWolfe relayed that the first meeting occurred. The second one will be scheduled after DoJ Representative DeWolfe and Chair Power meet with George. The next Police Services Review meeting will be held in September.

9. **DEPARTMENT REPORTS:**

a) Chief's Report

Chief McNeil summarized his report. The Board posed questions and the Chief responded. The Board

¹ Chief Administrative Officer

² Department of Justice

discussed how to fill the Constable Foster's position. It was decided to hold off advertizing for the vacant position until the Police Services Review has been undertaken. In the interim, Greg Morell will be offered a temporary full-time position. Re-listen min 45 – Greg to write a letter about? The Chief was directed to conduct a performance review of all part-time staff. The board requested that staff include reasons for overtime when completing their overtime logs. DoJ Representative DeWolfe will conduct an exit interview with Constable Foster on Friday afternoon at 3:30pm.

MOTION BoPC#-2016-07-13-03

It was moved by Councillor Mersereau, seconded by Rion Microys that we defer advertizing for a full-time replacement for the time-being and that the Chief and CAO develop an appropriate letter of offer to offer more regular employment to casual Constable Greg in the interim for a period of up to six months with the possibility of extension. Motion carried.

b) Departmental Financials 30 June, 2016
The Board reviewed the June financials.

10. NEW BUSINESS:

a) Stat Holidays
It was decided to seek clarity from a lawyer around the wording in the union contract pertaining to stat holiday pay. CAO Barr will contact the lawyer.

MOTION BoPC#-2016-07-13-04

It was moved by DoJ Appointee DeWolfe, seconded by Rion Microys to move in-camera at 10:20am.

11. IN CAMERA:

a) Personnel

MOTION BoPC#-2016-07-13-05

It was moved by Councillor Mersereau, seconded by Rion Microys that based on a successful performance review it is recommended Greg Morell be paid .50 cents less than the more senior part-time constable. Motion carried.

12. NEXT MEETING: 14 Sept 2016

13. ADJOURN

It was moved by Danny McClair to adjourn the meeting at 11:30am.

Chair Pat Power

Recording Secretary Amy MacManus