

TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
Approved Minutes, Wednesday, 13 September 2017 @ 9:00 a.m.

1. CALL TO ORDER:

Chair Elliot called the meeting to order at 9:04 am.

2. PRESENT:

Chair Owen Elliot, Jane DeWolfe, Jim McGinis, Danny McClair, Chief Tim Moser, Mayor Bill MacDonald as ex-officio, CAO Greg Barr, and Recording Secretary Monica Mills

3. REGRETS:

Deputy Mayor Pat Power

4. ADDITIONS TO AGENDA:

-Under In Camera, Personnel

5. APPROVAL OF AGENDA:

MOTION BOPC#2017-09-13-01

It was moved by Jane DeWolfe, seconded by Danny McClair that the agenda dated September 13, 2017 be approved as amended. **Motion carried.**

6. APPROVAL OF MINUTES:

a.) July 12th, 2017

MOTION BOPC#2017-09-13-02

It was moved by Jim McGinis, seconded by Jane DeWolfe that the minutes dated July 12, 2017 be approved as amended. **Motion carried.**

7. PRESENTATIONS: none

8. BUSINESS ARISING:

a.) Update from Council

Chair Elliot stated that upon review of the previous Council minutes, that there were no updates from Council.

b.) Police vehicle

Chief Moser informed the Board that the new vehicle would arrive by the end of September or early October. The new vehicle would still require the installation of police equipment prior to being functional for the department. He reported on the repairs and maintenance of the current police cars. Adding that he was able to obtain free engine repair for the Dodge by negotiating with Dodge Canada. It was agreed that a letter of appreciation should be sent from the Board of Police Commissioners to the Kentville Board of Police Commissioners for the loan of one of their police vehicles. Chief Moser will draft a letter for the Board.

c.) Change in criminal record check fees

The Board reviewed the proposed changes to the criminal record check fees. Chief Moser explained that it is a generally accepted practice that people pay a minimum of \$25.00 for record checks. He added that it is also rare for a department to provide record checks for residents from outside their jurisdiction. He explained that the proposed fees, \$10.00 for residents and \$25.00 was reasonable. He stated that the fee may be waived by the discretion of the Chief if the check was required for volunteer work. The Board discussed the matter. It was agreed that the effective date would reflect council approval.

MOTION BOPC#2017-09-13-03

It was moved by Danny McClair, seconded by Jim McGinis that it be recommended to Council that the proposed fees for criminal record checks, \$10.00 for residents, \$25.00 for non-residents be approved. Motion carried.

9. DEPARTMENT REPORTS:

a.) Chief's Reports – July 2017, August 2017

The Board reviewed the Chief's reports.

b.) Departmental Financials – July 2017, August 2017

The Board reviewed the financials ending August 2017. Chief Moser reported that he was on track for keeping a balanced budget.

10. NEW BUSINESS:

a.) Annual Nova Scotia Chiefs' of Police and Police Governance conference
Chair Elliot and Chief Moser will be attending.

11. CORRESPONDENCE:

a.) Crossing flags

The Board discussed the correspondence.

MOTION BOPC#2017-09-13-04

It was moved by Jim McGinis, seconded by Jane DeWolfe that the meeting move in camera at 9:41 am.

12. IN CAMERA:

a) Personnel

MOTION BOPC#2017-09-13-05

It was moved by Jim McGinis, seconded by Jane DeWolfe that the meeting move out of camera at 9:54 am.

13. NEXT MEETING: October 11th, 2017

14. ADJOURN

Danny McClair moved that the meeting adjourn at 9:54 am.

Chair Owen Elliot

Recording Secretary Monica Mills