

**TOWN OF ANNAPOLIS ROYAL
BOARD OF POLICE COMMISSIONERS MEETING
Approved Minutes
Wednesday, March 13, 2019
9:00 a.m.**

1. CALL TO ORDER: Chair Elliot called the meeting to order at 9:04 a.m.

2. PRESENT: Councillor Owen Elliot (Chair), Deputy Mayor Pat Power, Chief Tim Moser, Kenneth Knox, Interim Chief Administrative Officer (CAO) Melony Robinson, and Recording Secretary Amy MacManus

3. REGRETS: Jim McGinis, Mayor William MacDonald (ex-officio)

4. ADDITIONS TO AGENDA:

- i. In-camera: personnel

5. APPROVAL OF AGENDA:

MOTION #BOPC-2019-03-13-01

It was moved by Deputy Mayor Power, seconded Kenneth Knox, to approve the agenda as amended.
Motion carried.

6. APPROVAL OF MINUTES:

- i. January 16, 2019

MOTION #BOPC-2019-03-13-02

It was moved by Deputy Mayor Power, seconded by Kenneth Knox, to approve the January 16, 2019 minutes as presented. **Motion carried.**

7. PRESENTATIONS:

8. BUSINESS ARISING:

- i. Update from Council

The Board discussed updates from Council, particularly having a Smoking By-law.

9. NEW BUSINESS:

- i. Ratification of Electronic Vote Held January 16, 2019 Regarding Extra and Off-Duty Employment Policy

MOTION #BOPC-2019-03-13-03

It was moved by Kenneth Knox, seconded Deputy Mayor Power, to ratify electronic motion that was made by electronic vote on January 16, 2019, MOTION #EVBOPC2019-01-16; to accept the amended draft as the Board's Policy, regarding extra and off-duty employment in accordance with Section 56 of the Nova Scotia Police Act. **Motion carried.**

- ii. Contract/Position Review

Item will be discussed in camera

iii. 2019/20 Budget Discussion

Chief Moser and Interim CAO Robinson presented the draft police budget. Discussion with the Board ensued.

MOTION #BOPC-2019-03-13-04

It was moved by Deputy Mayor Power, seconded by Kenneth Knox to recommend to council to approve the draft budget with the following alteration; line 01-22170 shall read \$3,530.00. **Motion carried.**

iv. Ad-hoc Addition to the Agenda: Strategic Planning & Business Plan

Chair Elliot brought forward that the Board needs to create a strategic plan and business plan for the Police Department. Discussion ensued. This will be undertaken once the new CAO begins.

v. Ad-hoc Addition to the Agenda: Lack of Training for Police Boards

The Board discussed the lack of training across Nova Scotia for police board members.

10. DEPARTMENT REPORTS:

i. Chief's Reports – January & February 2019

Chief Moser presented his reports and statistics since the last Board meeting in January. Discussion ensued.

ii. Departmental Financials – February 2019

Interim CAO Robinson presented the February financials for the Police Department. Discussion ensued.

11. CORRESPONDENCE:

MOTION #BOPC-2019-03-13-05

It was moved by Deputy Mayor Power, seconded by Kenneth Knox to move in-camera at 10:10 a.m. to discuss a personnel matter. **Motion carried.**

12. IN CAMERA:

i. In-camera: personnel

MOTION #BOPC-2019-03-13-06

It was moved Kenneth Knox, seconded by Deputy Mayor Power to move out-of-camera at 10:44 a.m. **Motion carried.**

MOTION #BOPC-2019-03-13-07

It was moved by Deputy Mayor Power, seconded by Kenneth Knox to recommend to council that Chief Moser receive a retroactive pay increase of 1.75% to January 1, 2019 as a result of an extremely satisfactory performance review. **Motion carried.**

Chief Moser and Interim CAO Robinson send out statistics and financials for April and the Board will make an electronic motion to send a recommendation to council for 2019/20 budget considerations.

13. NEXT MEETING: May 6, 2019 at 10:30 a.m.

14. ADJOURNMENT:

Deputy Mayor Power moved adjournment at 10:50 am.