

**Town of Annapolis Royal
Board of Police Commissioners Meeting
Approved Minutes
May 13, 2020 at 9:00 am**

1. CALL TO ORDER: Chair Knox called the meeting to order at 9:04 am.

2. PRESENT: Chair Kenneth Knox, Vice-Chair Jim McGinis, Councillor John Kinsella, Deputy Mayor Pat Power, Chief Tim Moser, CAO Sandi Millett-Campbell, Recording Secretary Taylor Robinson, and one member from the public. All members joined via Zoom meeting from home.

3. REGRETS: None

4. ADDITIONS TO AGENDA

- i. Under Section 9. BUSINESS ARISING v. Police Commission By-Law

5. APPROVAL OF AGENDA

MOTION #BOPC-2020-05-13-01

It was moved by Councillor Kinsella, seconded by Jim McGinis to approve the agenda as amended.

Motion carried.

6. APPROVAL OF THE MINUTES

- i. Board of Police Commissioners – April 8, 2020

To correct spelling of Jim McGinis name under Section 5. APPROVAL OF THE MINUTES.

MOTION #BOPC-2020-05-13-02

It was moved by Councillor Kinsella, seconded by Jim McGinis to approve the minutes as amended.

Motion carried.

7. PRESENTATIONS – None

8. PUBLIC INPUT

- i. Welcome Public Member, Don Droy

The Board welcomed Mr. Droy and asked to introduce himself. Mr. Droy stated that he is a Justice Rep appointee and is very excited to be joining the group.

9. NEW BUSINESS – None

10. BUSINESS ARISING

- i. Update from Council

Deputy Mayor Power and Councillor Kinsella explained that Council has been very busy with other projects, mainly concerning matters related to COVID-19.

ii. Triton Criminal Record Checks & LiveScan – Update

Chief Moser reported that he has not received anything back from Tritan, but believes the delay is due to COVID-19. Chair Knox noted that it would be good to ask for the MOU back to review and develop the package for Council to vote on since it is a timely matter. The Board agreed. Councillor Kinsella mentioned that due to COVID-19, Council will be allowed to amend the budget in September if need be. The Board decided that they will secure the official MOU and start to assemble the package.

iii. Ratification of Electronic Vote – Budget Approval

MOTION #2020-05-13-03

It was moved by Jim McGinis, seconded by Councillor Kinsella to ratify the electronic vote that the Board of Police Commissioners approves the draft budget for the Annapolis Royal Police Service for the 2020/2021 fiscal year.

iv. Ratification of Electronic Vote – Appointment

MOTION #2020-05-13-04

It was moved by Councillor Kinsella, seconded by Jim McGinis to ratify the electronic vote that the Board of Police Commissioners approves that Cst. Cleaves be re-appointed as Acting Corporal until May 31, 2020.

v. Police Commission By-Law

Chief Moser discussed the revisions that were done on the By-Law by legal that was sent out to all Board members via email. He reported that there were no major changes that stood out but suggested that all Board members review the amendments. The Board agreed to examine the By-Law and appointed Chief Moser to provide clarity and make recommendations to some of the comments made on the document. CAO Millett-Campbell will find out if the By-Law has gone to council for a first and second reading.

11. DEPARTMENT REPORTS

i. Chief's Reports

Chief Moser reported on the Department's monthly activities regarding meetings, administration, and personnel. The monthly activity was mainly based on new procedures surrounding COVID-19. There was a considerable amount of coordination and conversations focused on PPE and new protocols.

ii. Department Financials

The Board reviewed and discussed the monthly financials. It was noted that overtime has increased, but fuel costs have decreased due to less travelling out of town.

12. CORRESPONDENCE – None

MOTION #BOPC-2020-05-13-05

It was moved by Councillor Kinsella, seconded by Jim McGinis to move in-camera at 9:44 am.

Motion carried.

13. IN CAMERA

Business Items:

- i. Personnel Update
- ii. Negotiations

MOTION #BOPC-2020-05-13-06

It was moved by Jim McGinis, seconded by Councillor Kinsella to move out of in-camera at 10:32 am. **Motion carried.**

MOTION #BOPC-2020-05-13-07

It was moved by Jim McGinis, seconded by Deputy Mayor Power to instruct Chief Moser and CAO Millett-Campbell to start the process of finding one casual employee for the Police Department. **Motion carried.**

14. NEXT MEETING: June 10, 2020 at 10:00 am

15. ADJOURNMENT: Councillor Kinsella moved adjournment at 10:33 am.

Chair Kenneth Knox

Recording Secretary Taylor Robinson