

**Town of Annapolis Royal
Board of Police Commissioners Meeting
Approved Minutes
July 8, 2020 at 10:00 a.m.**

1. CALL TO ORDER: Vice-Chair McGinis called the meeting to order at 10:02 a.m.

2. PRESENT: Vice-Chair Jim McGinis, Councillor John Kinsella, Deputy Mayor Pat Power, Don Droy, Chief Tim Moser, CAO Sandi Millett-Campbell, Community Development Coordinator Ken Knox, and Recording Secretary Taylor Robinson. All members joined via Zoom meeting from home.

3. REGRETS: None

4. ADDITIONS TO AGENDA: None

5. APPROVAL OF AGENDA

MOTION #BOPC2020-07-08-01

It was moved by Councillor Kinsella, seconded by Don Droy to approve the agenda as presented.
Motion carried.

6. APPROVAL OF THE MINUTES

i. Board of Police Commissioners – June 10, 2020

MOTION #BOPC2020-07-08-02

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to approve the minutes of June 10, 2020 as presented. **Motion carried.**

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW BUSINESS

i. Welcome Constable Janet Shefter

The Board welcomed Constable Janet Shefter who was sworn in June 29, 2020 at Town Hall and all agreed that she will be a great addition to the police force.

ii. New Board Members

Jim McGinis stated that he will be stepping down at the end of the term in November and mentioned that Don Droy would be willing to step up as Acting Chair in the meantime.

Councillor Kinsella nominated Don Droy to take on the Chair position until the end of term in November. CAO Millett-Campbell informed the Board that an individual has shown interest in joining the Board of Police Commissioners and will be appointed at the next Council meeting.

MOTION #BOPC2020-07-08-03

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to appoint Don Droy as the Chair of the Board of Police Commissioners until the end of term in November. **Motion carried.**

10. BUSINESS ARISING

i. Update from Council

Councillor Kinsella reported that Council is interested in getting for information on the relocation of the police station. Deputy Mayor Power stated that Council approved Corporal Cleaves extension and has had some criticism over the 4-hour parking signage.

ii. Triton Criminal Record Checks & LiveScan – Update

Chief Moser explained that Triton is not developing any new partnerships and noted that he did not know if that meant currently or indefinitely. The Board is hopeful that they will reach back out in the future.

iii. Extension for Corporal Cleaves

CAO Millett-Campbell reminded the Board that there are no meetings in August and suggested that Corporal Cleaves extension be lengthened again. Chief Moser agreed and noted that nothing will be changing so it should be extended to September.

MOTION #BOPC2020-07-08-04

It was moved by Jim McGinis, seconded by Councillor Kinsella to recommend to Council to extend Constable Cleaves as acting Corporal until September 21, 2020. **Motion carried.**

iv. Relocation of Police Station

Community Development Coordinator Knox presented a PowerPoint presentation which reviewed potential relocations with their advantages and disadvantages to each. Councillor Kinsella noted that there is nothing in the budget for this fiscal year to do any renovations or construction for the Police Department. CAO Millett-Campbell advised that the Board identify their needs to make a recommendation for Council as the matter needs direction to start moving forward for next year. Chief Moser suggested that they need to have a short- and long-term plan since the current location is not acceptable. The Board agreed.

MOTION #BOPC2020-07-08-05

It was moved by Deputy Mayor Power, seconded by Jim McGinis to recommend to Council to recognize that the current space for the Police Department is not adequate for legislation and operational needs therefore Council should explore alternative options. **Motion carried.**

v. Policy for New Hires

Chief Moser explained that he reached out to colleagues to ask about a policy for new hires. The response was that they have a process, not a policy. Chief Moser agreed that they should follow the guidelines in the HR policy for new hires and not have a separate one as it is sufficient. CAO Millett-Campbell reminded the Board that the Union Representatives in the

contract negotiations have asked for the policy to be established. The Board discussed what action they should make and ultimately asked for Chief Moser to draft a policy for new hires.

vi. Policy for Promotions

Chief Moser also asked his colleagues about a policy for promotion in which they responded the same. The Board discussed the same reasoning for a new hire policy and asked Chief Moser to draft policy for promotions as well.

11. DEPARTMENT REPORTS

i. Chief's Reports

Chief Moser reported on the Department's monthly activities. Only thing to note was that an officer was involved an attempted murder case in the local area. Deputy Mayor Power reiterated that Constable Janet Shefter will be an excellent addition to the team.

ii. Department Financials

The Board reviewed the monthly financials.

12. CORRESPONDENCE: None

MOTION #BOPC2020-07-08-06

It was moved by Jim McGinis, seconded by Councillor Kinsella to move in-camera at 11:24 a.m. to discuss contract negotiations and personnel matters. **Motion carried.**

13. IN CAMERA

Under Section 22(2) of the Municipal Government Act: Approval of Minutes:

i. Board of Police Commissioners, In-Camera – June 10, 2020

Business Items:

- i. Contract Negotiations
- ii. Personnel
- iii. Personnel

MOTION #BOPC-2020-07-08-08

It was moved by Councillor Kinsella, seconded by Jim McGinis to move out of in-camera at 12:23 p.m. **Motion carried.**

14. NEXT MEETING: September 9, 2020 at 10:00 a.m.

15. ADJOURNMENT: Councillor Kinsella moved adjournment at 12:24 p.m.

Chair Don Droy

Recording Secretary Taylor Robinson