

**Town of Annapolis Royal
Board of Police Commissioners Meeting
Approved Minutes
September 9, 2020 at 10:00 a.m.**

1. CALL TO ORDER: Chair Droy called the meeting to order at 10:05 a.m.

2. PRESENT: Chair Don Droy, Vice-Chair Jim McGinis, Mayor MacDonald, Councillor John Kinsella, Deputy Mayor Pat Power, Chief Tim Moser, Chief Administrative Officer (CAO) Sandi Millett-Campbell, 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 #BOPC2020-09-09-01

It was moved by Jim McGinis, seconded by Councillor Kinsella to approve the September 9, 2020 agenda as presented. **Motion carried.**

6. APPROVAL OF THE MINUTES

i. Board of Police Commissioners – July 8, 2020

MOTION #BOPC2020-09-09-02

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to approve the minutes of July 8, 2020 as presented. **Motion carried.**

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW BUSINESS

i. New Board Member

The application and resume for Mike Bernard was previously circulated. CAO Millett-Campbell reported that Committee of the Whole recommended the approval of the new member which will be put forward to Council on September 21, 2020.

ii. Hiring Committee

CAO Millett-Campbell explained that Chief Moser has been approved for Long-Term Disability so the Town will need to hire a new Chief of Police and suggested that they develop the Hiring Committee. The job ad was posted on September 2, 2020 with the closing on September 18, 2020 at 1:00 p.m. The Board discussed and decided that the Hiring Committee will consist of Chair Droy, Mayor MacDonald, Deputy Mayor Power, and CAO

Millett-Campbell. The Committee will meet on September 22, 2020 to discuss the applicants and decide who will get chosen to be interviewed.

10. BUSINESS ARISING

- i. Update from Council
Deputy Mayor Power and Councillor Kinsella did not have anything to update from Council.
- ii. Extension for Corporal Cleaves
CAO Millett-Campbell reminded the Board that they will have to extend Constable Cleaves as acting Corporal for another pay period as Chief Moser is unable to perform full duties as Chief. The Board agreed.

MOTION #BOPC2020-09-09-03

It was moved by Deputy Mayor Power, seconded by Jim McGinis to recommend to Council to extend Constable Cleaves as acting Corporal until October 19, 2020. **Motion carried.**

- iii. Relocation of Police Station
CAO Millett-Campbell updated the Board on the progress of finding a relocation for the police station. The Fire Department was asked if they would be interested in sharing their location but ultimately decided against the idea as they feel it would cause conflict with events and losing space.
- iv. Policy for New Hires
Chief Moser reported that he has drafted a policy for new hires and is waiting for the new police contract to be signed.
- v. Policy for Promotions
Chief Moser reported that he has drafted a policy for promotions and is waiting for the new police contract to be signed.

11. DEPARTMENT REPORTS

- i. Chief's Reports
The Board reviewed the Department's monthly activities.
- ii. Department Financials
The Board reviewed the monthly financials. Deputy Mayor Power inquired about the Police Vehicle Maintenance which Chief Moser explained was an electrical issue with the police car that had to be repaired.

12. CORRESPONDENCE: None

MOTION #BOPC2020-09-09-04

It was moved by Deputy Mayor Power, seconded by Jim McGinis to move in-camera at 10:20 a.m. to discuss personnel and public safety. **Motion carried.**

13. IN CAMERA

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

- i. Board of Police Commissioners, In-Camera – July 8, 2020

Business Items:

- i. Personnel
- ii. Public Safety

MOTION #BOPC-2020-09-09-06

It was moved by Councillor Kinsella, seconded by Jim McGinis to move out of in-camera at 11:07 p.m. **Motion carried.**

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

15. ADJOURNMENT: Councillor Kinsella moved adjournment at 11:08 a.m.

Chair Don Droy

Recording Secretary Taylor Robinson