

**Board of Police Commissioners
Approved Minutes
January 13, 2021 at 10:00 a.m.**

1. Call to Order	Chair Droy called the meeting to order at 10:01 a.m.
2. Present	Don Droy (Chair), Deputy Mayor Power (Vice-Chair), Mike Bernard, Police Chief Mark Kane, Chief Administrative Officer Sandi Millet-Campbell, Recording Secretary Taylor Robinson. All members joined via Zoom.
3. Absent	Mayor Boyer
4. Additions to the Agenda	None
5. Approval of the Agenda	MOTION #BoPC2021-01-13-01 It was moved by Deputy Mayor Power, seconded by Mike Bernard to approve the January 13, 2021 agenda as presented. Motion carried.
Edits to the Minutes	i. Change under section 2. PRESENT “Mayor Amery Power” to “Mayor Amery Boyer”.
6. Approval of the Minutes	MOTION #BoPC2021-01-13-02 It was moved by Mike Bernard, seconded by Deputy Mayor Power to approve the December 9, 2021 minutes as amended. Motion carried.

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW BUSINESS:

i. Police Constable Term Position

Chief Kane explained that the term position is needed to allow some breathing room for the Police Department for training. Chief Kane reported the closing date for the position was January 8, 2021 and there were four applications received. Two applicants are experienced officers and the other two are from the Police Academy. Interviews are taking place virtually later in the day and Chief Kane noted that he is hoping to have them hired by the second week of February.

ii. Police Cars

Chief Kane explained the various reasons why the Police Department requires two working police cars. Chief Kane mentioned that both cars should be marked due to safety reasons. The Board briefly discussed the potential opportunity to purchase a new vehicle and agreed to keep the prospect in mind for the 2022/23 fiscal year.

MOTION #BoPC2021-01-13-03

It was moved by Mike Bernard, seconded by Deputy Mayor Power to recommend to Council that the Police Department maintain two working vehicles, and follow the recommendation from Chief Kane to have both vehicles marked. **Motion carried.**

10. BUSINESS ARISING

i. Update from Council

Deputy Mayor Power stated that there were no matters pertaining to the Police Department from Council or Committee of the Whole.

ii. Relocation of Police Department

Chief Kane proposed the idea of constructing a new Police Department building on the piece of land beside Public Works, but the Town needs to know if the land is capable of having a structure on it. CAO Millett-Campbell stated that it will cost around \$3000 to have the testing completed. The Board discussed the pros and cons of the suggested idea and agreed to have the testing performed as it will help the Town with future uses too.

MOTION #BoPC2021-01-13-04

It was moved by Deputy Mayor Power, seconded by Mike Bernard to recommend to Council to approve the Geotech assessment on the Town property PID #05287016 to a maximum of \$3,500. **Motion carried.**

11. DEPARTMENT REPORTS:

i. Chief's Reports

Chief Kane highlighted all the meetings, and training that the Police Department participated in within December 2020. It was recognized that auxiliary volunteer, Officer Campbell, had 404 volunteer hours in 2020 and the "Cram the Cruiser" event was a huge success. Chief Kane updated the Board that he is in the process of developing a new interview package, that the updated alarm system is now completely finished, and the new radios should be installed by the end of the month. The Board agreed that the mileage reports are no longer necessary to include as long as Chief Kane monitors the fuel usage.

ii. Departmental Financials

The Board reviewed the financials for December 2020. Chief Kane noted that nothing stands out for the month as there were no irregular expenses. It was noted that the Police Department is on target with 88% of their budget been used. The Board quickly discussed the upcoming training costs and Chief Kane explained that there is enough room in the budget to cover the remainder of the year.

12. CORRESPONDENCE: None

MOTION #BoPC2021-01-13-05

It was moved by Mike Bernard, seconded by Deputy Mayor Power to move in-camera at 11:02 p.m. to discuss a personnel matter. **Motion carried.**

13. IN CAMERA:

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

Approval of Minutes:

- i. Board of Police Commissioners, In-Camera – December 9, 2020

Business Items:

- i. Personnel

MOTION #BoPC2021-01-13-07

It was moved by Deputy Mayor Power, seconded by Mike Bernard to move out of in-camera at 11:23 a.m. **Motion carried.**

14. NEXT MEETING: February 10, 2021 at 10:00 a.m.

15. ADJOURNMENT: Deputy Mayor Power moved adjournment at 11:23 a.m.

Chair Droy

Recording Secretary Taylor Robinson