

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

1. Call to Order	Chair Droy called the meeting to order at 10:05 a.m.
2. Present	Don Droy (Chair), Deputy Mayor Power (Vice-Chair), Mayor Amery Boyer, Mike Bernard, Police Chief Mark Kane, Chief Administrative Officer Sandi Millet-Campbell, Recording Secretary Taylor Robinson. All members joined via Zoom.
3. Absent	None
4. Additions to the Agenda	Move 10. BUSINESS ARISING to 13. IN CAMERA Business Item i. Public Safety
5. Approval of the Agenda	MOTION #BoPC2021-02-10-01 It was moved by Deputy Mayor Power, seconded by Mike Bernard to approve the February 10, 2021 agenda as amended. Motion carried.
Edits to the Minutes	None
6. Approval of the Minutes	MOTION #BoPC2021-02-10-02 It was moved by Mike Bernard, seconded by Deputy Mayor Power to approve the January 13, 2021 minutes as presented. Motion carried.

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW BUSINESS:

i. Budget

Chief Kane went over the 2021-22 police services budget as it was previously evaluated by himself and the Director of Finance, Melony Robinson. It was noted that stat pay has increased, while stand by pay decreased since Chief Kane will be instituting a new schedule with 10-hour shifts. Other items that were discussed were IT services, fine revenues, and training costs. The Board agreed to accept the budget as presented.

MOTION #BoPC2021-02-10-03

It was moved by Deputy Mayor Power, seconded by Mike Bernard to recommend to Council to accept the 2021-22 budget as presented and discussed. **Motion carried.**

ii. Criminal Record Checks

Chief Kane stated that the current fee for a Town resident to get a criminal record check is \$25 which he then asked the Board to increase the charge to \$30. It was explained that criminal record checks take a lot of work and staff time, and \$30 is a standard price at other departments. Chief Kane reminded the Board that they only charge for a criminal record check if it is for employment purposes, while one for volunteering is free. The Board agreed to increase the fee from \$25 to \$30 and asked that the information be shared with the public via Town Crier and website.

MOTION #BoPC2021-02-10-04

It was moved by Mike Bernard, seconded by Deputy Mayor Power to increase the criminal record check charge to \$30. **Motion carried.**

10. BUSINESS ARISING

i. Update from Council

Deputy Mayor Power informed the Board that Council is discussing the need for the second police vehicle in the budget meetings. Chief Kane explained the need for the second working vehicle. The Board understood and supported his judgment.

11. DEPARTMENT REPORTS:

i. Chief's Reports

Chief Kane highlighted all the meetings, and training that the Police Department participated in within the month of January. It was recognized that Constable Scheffer has been visiting the local schools and participating in the breakfast program. Chief Kane shared that Constable Lack will be starting on February 12, 2021, and the department will have a small swearing-in ceremony at 10:00 a.m. with staff present. Chief Kane also noted that they are still looking for auxiliary members, the upgrade for the new radios are being tested, and they will be switching to the new RCMP police and access system later in the week.

ii. Departmental Financials

The Board reviewed the financials for the previous month. Chief Kane noted that nothing stands out for the month as it was a slower month and there were no irregular expenses.

12. CORRESPONDENCE: None

MOTION #BoPC2021-02-10-05

It was moved by Mike Bernard, seconded by Mayor Boyer to move in-camera at 11:08 a.m. to discuss a public safety matter. **Motion carried.**

13. IN CAMERA:

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

Approval of Minutes:

- i. Board of Police Commissioners, In-Camera – January 13, 2021

Business Items:

- i. Public Safety

MOTION #BoPC2021-02-10-07

It was moved by Mayor Boyer, seconded by Deputy Mayor Power to move out of in-camera at 11:43 a.m. **Motion carried.**

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

15. ADJOURNMENT: Deputy Mayor Power moved adjournment at 11:44 a.m.

Chair Droy

Recording Secretary Taylor Robinson