

**LACOMBE POLICE COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, DECEMBER 16, 2015**

**Attendees:** Jonathan Jacobson, Chair  
Peter Bouwsema, City of Lacombe Councillor  
Tammy Gagnon, Vice-Chair  
Robert Huff, Commission Member at Large  
Donna Korpress, Commission Member at Large  
John Walker, Commission Member at Large

**Others:** Chief Steve Murray, Lacombe Police Service  
Inspector Lorne Blumhagen, Lacombe Police Service  
Ross Pettibone, Recording Secretary  
Judy Lucht, 2016 Commission Member (Gallery)

**Regrets:** Tom Tack, Commission Member at Large

**1. Call to Order**

Jonathan Jacobson called the meeting to order at 9:04 A.M.

**2. Adoption of Agenda**

The Agenda was adopted as amended to include information items 8.2 (dispatch letter from CAO) and item 8.3 (Policing Responsibility/Authority Matrix)

*MOVED* by John Walker that the agenda be adopted as circulated

**CARRIED UNANIMOUSLY**

**3. Adoption of Minutes**

3.1 November 18, 2015 Meeting Minutes were approved as presented.

*MOVED* by Tammy Gagnon that the November 18, 2015 Minutes be adopted as presented.

**CARRIED UNANIMOUSLY**

**4. Presentations**

Chair Jacobson thanked departing member Korpress, referenced the process for appointment of new Commissioners and welcomed new member Judy Lucht in the gallery, starting in 2016. Commissioners were informed new member Luke Bannis was unable to attend.

**5. Reports**

5.1 Chief of Police Monthly Report-November 14, 2015 – December 11, 2015

5.1 a PROS Mayor's Report – November 2015

- 5.1 b Lacombe Police Service Community Peace Officer Traffic Unit Report – November, 2015.
- 5.1 c School Resource Officer Report and Statistics– November, 2015
- 5.1 d Serious Crime Update
- 5.2 General Ledger Department Report - (to October 13, 2015)
- 5.3 Public Complaints Director Report (Verbal) / Nothing to Report.

**Discussion Items / Action Plans:**

Chief Murray provided the Commission with an overview of activities, complaints, policy/operational statistical information, and human resources. The following items from the above reports were discussed by Commission members:

- Chief Murray updated the Commission on a recent meeting to review the Community Standards Bylaw with the CAO.
- Chief Murray informed Commission members of his involvement on the provincial victims of crime program committee that manages victims funding, and an honorarium payment to be forwarded to the City.
- Chief Murray updated the Commission he was awaiting costing for locating a probation officer in the new Lacombe Police Facility.
- Commission members were updated on a meeting the Chief attended with the Principals committee to discuss the SRO program. Chief Murray would forward the meeting minutes to Commissioner Huff, who will in turn assist in placing the item on the January School Board Agenda for discussion.
- Chief Murray presented an update on serious crimes in Lacombe in 2014 compared to 2015 and salary costs for increased resources and investigative time.
- Commission members discussed the General Ledger budget surplus and the inclusion of a separate line item in future for the new police facility.

**MOVED** by *John Walker* that the decision on the continuation of the Lacombe School Resource Officer (SRO) program position be placed on the agenda for the Wolf Creek School Board Meeting.

**CARRIED UNANIMOUSLY**

**MOVED** by *Robert Huff* to accept all reports (5.1/5.2/5.3) as presented.

**CARRIED UNANIMOUSLY**

5.4 Policy Facility Update

Chief Murray reported that with the favourable weather, the Police Facility construction had encountered no significant issues, with steel now in place.

**6. Old Business**

6.1 LPC Policy Manual Annual Review

Commission members reviewed amendments to the Policy Manual for adoption. Further updates were recommended: Section title 2.7 (page 10) would read “Commissioner Professional Development” and Item 2.9 (page 13) would include a new item stating “Upon the PCD’s request to the Chief of Police, access shall be provided to IAPro.” Page 14 would have the Signature line and the Report Template Attachment removed. Item 2.9 A to G would be

reformatted (numbered) and the former Item G will be rephrased to “provide reports in writing to the LPC at each meeting.” Members would approve the changes at the next meeting.

**MOVED** by *John Walker* that the Commission accept the Lacombe Police Commission Policy Manual as amended for information, for approval in January.

**CARRIED UNANIMOUSLY**

6.2 Seasonal Thank you to Police Service Members

The Police Commission nominated Robert Huff to provide the Commission’s traditional thank you to LPS members, for delivery on December 23 at 4:00 p.m.

**MOVED** by *Tammy Gagnon* that the Lacombe Police Commission provide thanks from the Commission to the Lacombe Police Service with a cost up to \$150.

**CARRIED UNANIMOUSLY**

6.3 LPS/LPC Budget Adoption

Commission members discussed the budget approved by Council and potentially using savings for an additional officer, in conjunction with interpretations of the Police Act by Council, administration and the Commission. A meeting with administration and the Chair will be scheduled for further discussion.

**MOVED** by *Donna Korpess* that the Commission receive the 2016 LPS/LPC Police Budget for information.

**CARRIED UNANIMOUSLY**

**7. New Business**

(None)

**8. Information**

8.1 Next Meeting

Commission members confirmed the next meeting for January 13, 2016 at 9:00 a.m.

8.2 Letter from Administration – Local Dispatch Proposal

Commission members accepted the letter from Administration indicating Council approval of the Local Dispatch proposal.

8.3 Alberta Policing Responsibility/Authority Matrix

Commission members accepted the list provided by Chief Murray outlining legislated responsibility for governance, policing, operations, administration, complaints, and prohibited actions, for information.

**9 In Camera**

(None)

**10 Upcoming Items**

Commission members briefly reviewed upcoming items for January, suggesting the January vote for Chair and Vice-Chair be done by secret ballot in subsequent years.

**11. Adjournment**

**MOVED** by *Peter Bouwsema* to adjourn the meeting at 11:37 a.m.

**CARRIED UNANIMOUSLY**

**NEXT MEETING** of the LPC is scheduled for 9:00 A.M., January 13, 2016.

  
\_\_\_\_\_  
Chairperson  
\_\_\_\_\_  
Secretary