

**LACOMBE POLICE COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, May 20, 2015**

**Attendees:** Jonathan Jacobson, Chair  
Peter Bouwsema, City of Lacombe Councillor  
Robert Huff, Commission Member at Large  
Donna Korpess, Commission Member at Large  
Tom Tack, Commission Member at Large  
John Walker, Commission Member at Large

**Regrets:** Tammy Gagnon, Vice-Chair

**Others:** Chief Steve Murray, Lacombe Police Service  
Inspector Lorne Blumhagen, Lacombe Police Service  
Barbara Wilton, Human Resources Manager  
Ross Pettibone, Recording Secretary

**1. Call to Order**

Jonathan Jacobson called the meeting to order at 9:01 A.M.

**2. Adoption of Agenda**

The Agenda was adopted as amended to move Item 7.2 to Item 4.1 (Photo Radar Presentation) and to include under New Business "June Social" as Item 7.2.

*MOVED by John Walker* that the agenda be adopted as amended.

**CARRIED UNANIMOUSLY**

**3. Adoption of Minutes**

- 3.1 April 15, 2015 Meeting Minutes, amended to update Item 8.1 Next Meeting (May 20, 2015).
- 3.2 April 24, 2015 Special Meeting Minutes, as presented.

*MOVED by John Walker* that the April 15 Minutes be adopted as amended and the April 24, 2015 Meeting Minutes be adopted as presented.

**CARRIED UNANIMOUSLY**

**4. Presentations**

Matheus Bergonzine, Kaitlin Grovet, and Jonathan Jacobson presented a proposal to Commission Members for information on establishing a Photo Radar Fund, and outlined tangible benefits (community traffic safety) from the photo radar enforcement program, the potential of an income stream to fund capital projects, and a long-term goal for the City to achieve independent financial stability.

## 5. Reports

### 5.1 Chief of Police Monthly Report-April 10, 2015 – May 15, 2015

- 5.1 a PROS Mayor's Report – March 2015.
- 5.1 b Lacombe Police Service CPO1 Traffic Unit Report – April 2015.
- 5.1 c SRO Report – April 2015.
- 5.2 General Ledger Department Report - (Period 4 May 14, 2015)
- 5.3 Public Complaints Director 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 reported on an incident involving ramming of an LPS vehicle by a fleeing vehicle and subsequent guidance provided to LPS Staff.
- Chief Murray reported on staffing efforts to obtain experienced replacements for two departing members and one civilian staff member.
- Chief Murray reported on pending adoption of standardized School Resource Officer protocols following an upcoming meeting to discuss the partnership with Wolf Creek School Board and funding consistency between partner municipalities.
- Chief Murray reported on efforts to obtain further satisfaction survey responses representing a cross section of the community.
- Chief Murray and Tom Tack, Public Complaints Director, provided an overview of one public complaint received in relation to preparation of transcripts for trial that was addressed to the satisfaction of the complainant. Commission members reviewed the complaint process.
- Chief Murray reported on revenues and expenses to April 30.
- Chief Murray informed Commission members that the intent of the neighbourhood empowerment constable will be to provide more consistent presence and responses within an assigned neighbourhood, if implemented.
- Commission Members were informed that a Community Peace Officer (CPO) had been recognized with a commendation after his professional conduct was witnessed during an interaction with an abusive citizen.
- Chief Murray reported that the CPO and two members were assisting with rail safety week to increase awareness.
- Chief Murray reported on the May 12 DARE graduation ceremonies for 131 students in the Lacombe Upper Elementary and Terrace Ridge schools.

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

**CARRIED UNANIMOUSLY**

### 5.4 Policy Facility Update

Chief Murray reported on Police Facility progress, and final modifications to address earlier cost reductions. The project had been tendered on schedule.

## 6. Old Business

### 6.1 Monthly Commission Sub-Committee Updates

Commission members reported on work progress for their various subcommittees.

- Administrative Support: Donna Korpeess deferred the report until next meeting (June 24).
- Professional Development: Robert Huff provided a draft of professional development opportunities for possible inclusion in section 2.7 of the Commission Policy Manual. Commission member input was requested for submission to Robert or Jonathan prior to next meeting.
- Public Complaint Director: Tom Tack inquired about business cards and letterhead for the Police Commission. The final proposal would be aligned with the oversight standards audit for the PCD role (pamphlets, complaint forms, etc.).
- Commissioner Selection Sub-committee: Deferred to next meeting.

### 6.2 Updated Annual Work Plan

Commission members reviewed and amended the Commission Annual Work Plan by removing a duplicate Budget Meeting item.

**MOVED** by *Peter Bouwsema* that the Commission Annual Work Plan be accepted as amended.

**CARRIED UNANIMOUSLY**

### 6.3 Reserve and Surplus Update

Michael Minchin, Director of Corporate Services, presented a summary of reserve year end balances, expected expenditure for the fingerprint scanner, 10 year capital plan updates for fleet, and surplus directed towards the new Police Facility. The Commission would bring forward discussion of future capital expenditures to target transfers to reserve at the next meeting and subsequent forwarding to Corporate Services by end of June.

### 6.4 Draft CAO Policy

Deferred to next meeting.

### 6.5 Review of Data Required for Resourcing Proposals

Deferred to next meeting. The Chair would forward a draft to Councillor Bouwsema for his information.

## 7. New Business

### 7.1 Lacombe Police Commission Self Assessment

A self-assessment document was chosen and distributed for completion by next meeting.

### 7.2 June Social

Robert Huff invited Commission members to meet informally on June 20 at 3:00 p.m. Further Information would be distributed separately.

7.3 Coffee with Council

Chief Murray provided further comments to the Trade Show comments received. A dispatch review report would be presented at the next Commission meeting. Chief Murray clarified that 911 responsibility will remain with the Province. 911 call routing to Red Deer or Lacombe for subsequent handling would be reviewed.

8. Information

8.1 Next Meeting

June 24, 2015, 9:00 a.m.

**MOVED** by Peter Bouwsema that the Commission schedule its next meeting for June 24, 2015 at 9:00 a.m.

**CARRIED UNANIMOUSLY**

8.2 Correspondence

Addressed in Item 5.3.

9. In Camera

**MOVED** by Peter Bouwsema that the Commission move In Camera at 11:24 a.m. to discuss two personnel items.

**CARRIED UNANIMOUSLY**

**MOVED** by Donna Korpess that the Commission return to open meeting at 12:45 p.m.

**CARRIED UNANIMOUSLY**

10. Emerging Items

(None)

11. Adjournment

**MOVED** by John Walker to adjourn the meeting at 12:46 p.m.

**CARRIED UNANIMOUSLY**

**NEXT MEETING** of the LPC is scheduled for 9:00 A.M., June 24, 2015.



Chairperson



Secretary