

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, FEBRUARY 20, 2013**

Attendees: Colleen Robinson, Vice-Chair
Donna Korpess, Commission Member at Large
Tom Tack, Commission Member at Large
Robert (Bob) Huff, Commission Member at Large
Casey Kooyman, Commission Member at Large
Peter Bouwsema, City of Lacombe Councillor

Regrets: Tammy Gagnon, Chairperson

Others: Chief Gary Leslie, Lacombe Police Service
Inspector Steve Murray, Lacombe Police Service
Norma MacQuarrie, Chief Administrative Officer
Jennifer Peterson, Recording Secretary

Call to Order

Vice-Chair, Colleen Robinson, called the meeting to order at 9:08 AM.

Adoption of Agenda

Peter Bouwsema questioned the absence of the Community Standards Bylaw on the agenda. It was confirmed that it will be on the March meeting agenda.

MOVED by Peter Bouwsema that the agenda be adopted.

Seconded by Tom Tack

CARRIED

Adoption of Minutes

1. November 21, 2012 Regular Meeting Minutes

MOVED by Peter Bouwsema to accept the regular meeting minutes of November 21, 2012 as presented.

Seconded by Donna Korpess.

CARRIED

2. January 16, 2013 Regular Meeting Minutes

Norma MacQuarrie confirmed that section 2.12(10) of the Commission's Policy Manual states the minutes of meetings will include a seconder. The Commission discussed whether it is necessary and if the Commission would like to continue with that process.

MOVED by Peter Bouwsema that the recording of a seconder is not required for motions and that the Police Commission Policy Manual, Section 2.12 Meetings (10) be updated to reflect the change. Seconded by Donna Korpess.

CARRIED

Vice-Chair, Colleen Robinson will advise the Chair, Tammy Gagnon, of the change.

MOVED by Tom Tack to accept the January 16, 2013 minutes with the following amendments:

- Removal of all seconders;
- Under *Election of Executive Officers* remove “Ms. Gagnon” and replace with “Donna Korpess”;
- Under *Reports*, below paragraph on Human Resources, add:

“MOVED by Bob Huff to accept the Chief of Police reports and the January 2013 Monthly Operating Statement report as presented on January 16, 2013. CARRIED”

CARRIED

Reports

1. Chief of Police Monthly Report for January 2013

Chief Leslie provided the Commission with an overview of the January 2013 report, including the following:

- **Budget**
 - **Cell Phones** - The Chief explained that upon review of the 2013 budget it was evident that there would not be enough funds to purchase the sworn members cell phones and asked to defer the purchase of a laser radar for this year. The funds allocated for that purchase would be used to offset the cost of the new cell phones. Concerns regarding this request were discussed. As well, it was identified that the Lacombe Police Service needs to implement a cell phone policy that will address the use of the phone for personal and work.

MOVED by Donna Korpess to delete the purchase of one (1) laser radar from the 2013 Budget and use the funds to offset the acquisition for cell phones including a \$15 surcharge for sworn members own use in 2013.

CARRIED

MOVED by Bob Huff that the Lacombe Police Service establish a Cell Phone Policy with the completion and implementation set for the end of April.

CARRIED

- **Building Update** – Chief Leslie provided the Commission with pictures of the recent updates to the Police Station.
- **Police Vehicle** – Inspector Murray shared with the Commission, an incident where all the police vehicles were in use and one was in the shop, which left the night shift with no means to assist if needed. Because of this Inspector Murray asked for the Commission to revisit the discussion of replacement and purchase of an additional vehicle.

The Commission discussed the request and identified that the Lacombe Police Services does not have a matrix for their vehicles. Ms. MacQuarrie will provide Chief Leslie and Inspector Murray with a copy of the City's fleet management plan to be used as framework for the Lacombe Police Service.

MOVED by Bob Huff that a 10-year Capital Fleet Management Plan be established for the Lacombe Police Service.

CARRIED

- **Operations/Statistical Report on Activities:** the Edmonton Police Service has agreed to enter into a MOU with LPS to allow for LPS to practice on their range. To date there is no signed MOU. Chief Leslie met with the Red Deer RCMP to enter into a MOU which will allow for the LPS members to use their indoor range at a cost of \$400 per day. MOU is not finalized. The Chief is currently working on a MOU which will allow the LPS CPO to use OC spray.

In Camera

MOVED by Donna Korpass that the Commission move *in camera* at 10:30 AM.

CARRIED

MOVED by Bob Huff to return to open meeting at 10:50 AM.

CARRIED

- **AUDIT:** is completed. Chief Leslie thanked a number of personnel for their assistance to making it a success.
- **Additional Comments:** the LPS hosted the Alberta Association of Chiefs of Police Round Table Meeting at the LMC. March 6, 2013; the Chief is doing a presentation at the Wolf Creek School Division on the importance of another CPO or SRO. He has received complaints through the Webmaster regarding the CPO. They have been brought to the CPO's attention.

a) SRO Report

Chief Leslie provided an update on the SRO activities.

b) CPO Traffic Report

Chief Leslie provided the Commission with the CPO's stats for January 2013.

c) Mayor's Report

Chief Leslie reviewed the Mayor's Report for the month of January 2013 with the Commission.

2. January 2013 Monthly Operating Statement

MOVED by Bob Huff to accept the Chief of Police report and the January 2013 Monthly Operating Statement report as presented.

CARRIED

Old Business

1. AAPG – AGM Notice & Call for Resolutions

Norma MacQuarrie provided the Commission with the resolution that the Lacombe Police Commission will present at the AAPG AGM on May 4, 2013. After reviewing the Resolution the Commission asked that additional information is added to the "Background" regarding the importance to address bullying and other concerns that stem from bullying.

MOVED by Peter Bouwsema that Lacombe Police Commission makes this the resolution that is presented at the Alberta Association of Police Governance AGM on May 4, 2013 as amended.

CARRIED

New Business

1. Police Vehicle

Information was discussed under *Reports*.

2. Police Building

Information was discussed under *Reports*.

3. Telephone

Information was discussed under *Reports*.

4. AAPG 2013 Annual Conference & AGM

Norma MacQuarrie advised the Commission of the budget to attend this event and asked the Commission to let Doreen Simon know if they would be attending. Ms. Korress and Mr. Bouwsema expressed interest in attending. This has been tabled to the March meeting.

Norma MacQuarrie, CAO left Council Chambers at 11:20am.

Information

MOVED by Bob Huff to accept the letter and report from the Alberta Law Enforcement Review as information.

CARRIED

NEXT MEETING is scheduled for 9:00 AM, March 20, 2013.

- Peter Bouwsema will be away for the April 17, 2013 meeting.

Adjournment

MOVED by Bob Huff to adjourn the meeting at 11:25 AM.

CARRIED

Chairperson

Secretary