

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, APRIL 17, 2013**

- Attendees:** Tammy Gagnon, Chairperson
Colleen Robinson, Vice-Chair
Casey Kooyman, Commission Member at Large
Tom Tack, Commission Member at Large
Bob Huff, Commission Member at Large
- Regrets:** Peter Bouwsema, City of Lacombe Councillor
Donna Korpress, Commission Member at Large
- Others:** Chief Gary Leslie, Lacombe Police Service
Norma MacQuarrie, Chief Administrative Officer, City of Lacombe
Doreen Simon, Recording Secretary

1. CALL TO ORDER

Chair Tammy Gagnon called the meeting to order at 9:07 AM.

2. ADOPTION OF AGENDA

MOVED by Colleen Robinson that the agenda be adopted as circulated. **CARRIED**

3. ADOPTION OF MINUTES

3.1 March 20, 2013 Regular Meeting Minutes

MOVED by Bob Huff to accept the regular meeting minutes of March 20, 2013 as circulated.

CARRIED

3.2 April 12, 2013 Special Meeting Minutes

MOVED by Bob Huff to accept the special meeting minutes of April 12, 2013 as circulated.

CARRIED

Business Arising from the April 12, 2013 Minutes

Tom Tack and Bob Huff will meet to review documents on ethical guidelines received from Camrose and Edmonton AAPG. A draft ethical guidelines document will be brought forward at the LPC May 2013 meeting.

The Commission inquired on how complaints are handled, if they are under the Alberta Standards, Police Act or Regulations or are they Policy driven. Who handles complaints, the Chief of Police or the Commission? The Commission agreed it is important to be aware of the process.

In-Camera agenda items 9.1 Legal Matter and 9.2 Personnel Matter were reviewed at this time 9:19 AM.

4. PRESENTATIONS

5. REPORTS

5.1 Chief of Police Monthly Report - March 2013

Chief Leslie provided the Commission with an overview of the March 2013 report, including Complaints, compliments; policy; operations/statistical report on activities; training and seminars and human resource issues.

Commission Member, Casey Kooyman, left the meeting at 10:27 AM.

a) Mayor's Report

The Mayor's Report for the month of March 2013 was provided for the Commission's information.

b) LPS – CPO1 Traffic Unit Report

The CPO1 Traffic Unit Report for the month of March 2013 was provided for the Commission's information. Chief Leslie advised that the CPO will be attending two weeks of CVSA training in Leduc – one week in April and one week in May.

c) SRO Report

The SRO's Report for the month of March 2013 was provided for the Commission's information.

5.2 General Ledger Department Report - March 2013

General Ledger Department Report for March 2013 was provided for the Commission's information. Chief Leslie informed the Commission the increase in expenses were due to plumbing repairs in the cell block area as well as furnace repairs.

MOVED by Colleen Robinson that the Commission accept all the reports as presented.

CARRIED

6. **OLD BUSINESS**

6.1 Community Standards Bylaw

The Commission was provided with a revised draft copy of the Community Standards Bylaw for consideration and approval. The Commission discussed resources and capacity for enforcement and administration of the Community Standards Bylaw. Chief Leslie will check with City of Red Deer on who handles false alarm enforcements – the RCMP or the City. A suggestion was made to have two separate bylaws for alarms and community standards.

MOVED by Tom Tack that the Chief of Police be directed to draft two separate bylaws, one on alarms and one on Community Standards; and that the Chief meet with the CAO to determine where the resources will come from to accommodate administering tickets for the false alarms; and that the Chief will bring a report back to the Commission.

CARRIED

Commission Member, Tom Tack, left Council Chambers at 10:50 AM.

Commission Member, Tom Tack, returned to Council Chambers at 10:53 AM.

6.2 LPS Cell Phone Policy

The Commission was provided with a draft LPS Cell Phone Policy for review and approval.

MOVED by Tom Tack that the Lacombe Police Commission receive the LPS Cell Phone Policy as information and bring this item forward to the next meeting.

CARRIED

7. **NEW BUSINESS**

7.1 Order for Time Extension

The Commission was advised that a current investigation as referred to the Minister for investigation by another police service is ongoing and requires additional time to complete. A request for time extension to October 30, 2013 is before the Commission for consideration.

MOVED by Tom Tack that the Lacombe Police Commission proceed with the *Order for Time Extension* to October 30, 2013.

CARRIED

8. **INFORMATION**

8.1 Compliance Strategy Group letter re: Performance Management & Research Needs

MOVED by Colleen Robinson to accept the Compliance Strategy Group letter re: Performance Management & Research Needs, as information.

CARRIED

9. **IN CAMERA**

MOVED by Colleen Robinson to go in-camera at 9:19 AM.

CARRIED

MOVED by Colleen Robinson to return to regular meeting at 10:20 AM.

CARRIED

NEXT MEETING is scheduled for 9:00 AM, May 15, 2013.

10. **ADJOURNMENT**

MOVED by Bob Huff to adjourn the meeting at 11:05 AM.

CARRIED

Chairperson

Secretary