

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
TUESDAY, JULY 16, 2013**

Attendees: Tammy Gagnon, Chairperson
Colleen Robinson, Commission Member at Large
Peter Bouwsema, City of Lacombe Councillor
Casey Kooyman, Commission Member at Large

Regrets: Donna Korpress, Commission Member at Large
Tom Tack, Commission Member at Large
Robert Huff, Commission Member at Large

Others: Chief Stephen Murray, Lacombe Police Service
Cst. Rachael Gabrielson
Cst. John Hubbard
Norma MacQuarrie, Chief Administrative Officer
Doreen Simon, Recording Secretary

1. Call to Order

Chair Gagnon called the meeting to order at 9:05 AM.

2. Adoption of Agenda

MOVED by Tammy Gagnon that the agenda be adopted.

CARRIED

3. Adoption of Minutes

3.1 June 20, 2013 Regular Meeting Minutes

MOVED by Tammy Gagnon that the June 20, 2013 Minutes be adopted as circulated.

CARRIED

4. Presentations

5. Reports

5.1 Chief of Police Monthly Report for June 15 to July 12, 2013

Chief Murray provided the Commission with an overview of activities, complaints, compliments, and policy/operational/statistical information, training, and seminars and human resource issues. He highlighted his attendance at a City Council meeting to present recommendation for accelerated hiring of one additional member sooner than January 1, 2014, which passed unanimously. An employment offer was accepted for a front counter position, two other applicants agreed to join LPS casual pool for support functions, and a new constable accepted the employment offer to join LPS, as soon as he was able to relocate.

- Two additional HR updates were discussed in camera.

Discussion Items / Action Plans:

- City IT engaged the assistance of an outside service provider and the after-hours intercom system in the police station lobby is now operational.
- Ongoing Police Commission attendance by on-duty members, and introduction of Cst. Rachael GABRIELSON and Cst. John HUBBARD.

- 5.1 a Mayor's Report – June 2013
- 5.1 b Lacombe Police Service CPO1 Traffic Statistics Report
- 5.1 c SRO Report

- 5.2 General Ledger Department Report – June 2013

- 5.3 Public Complaints Director Report – July 2013

The Commission received the above Reports for information.

MOVED by Colleen Robinson to accept all reports as presented.

CARRIED

Old Business

1. Community Standards Bylaw

Norma MacQuarrie provided the Commission with a revised copy after legal review of the Community Standard Bylaw for discussion. The Commission members agreed to the changes and directed Administration to forward the Draft Bylaw to Council for review and approval.

MOVED by Colleen Robinson to adopt the Community Standards Bylaw as amended and forward to Council for consideration of three readings.

CARRIED

New Business

1. Preparing LPC Agenda Packages

Chief Murray presented a draft process further to the May 15 LPC meeting discussion for Police Commission Agenda preparation.

MOVED by Colleen Robinson that the procedure for Meeting Agenda Packages be adopted for use.

CARRIED

2. Commission Strategic Plan

Chief Murray presented a verbal report on the Lacombe Police Commission Strategic Plan along with his Chief of Police Strategic Plan.

MOVED by Peter Bouwsema to accept the Chief's Report as information.

CARRIED

3. Chief of Police Ethical Guidelines

The Commission agreed to defer the July 16, 2013 Agenda Item 7.4 Chief of Police Ethical Guidelines to the September 2013 meeting of the Lacombe Police Commission.

4. Website – Meeting Minutes and Agenda Items

Chief Murray provided a verbal report to Police Commission members that an investigation will occur regarding advertising/posting the LPC Agenda and Minutes on the City website.

MOVED by Peter Bouwsema to accept the update as information.

CARRIED

Information

1. The Commission received the Alberta Justice and Solicitor General – Audit Report on Lacombe Police Services (LPS).

In Camera

MOVED by Peter Bouwsema that the Commission move *in camera* at 11:15 AM.

CARRIED

MOVED by Peter Bouwsema to return to open meeting at 11:30 AM.

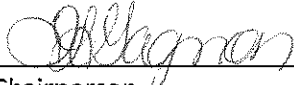
CARRIED

NEXT MEETING is scheduled for 9:00 AM, September 10, 2013.


Adjournment

Meeting adjourned at 11:35 AM.

CARRIED



Chairperson



Secretary