

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MARCH 8, 2017**

Attendees: Robert Huff, Chair
Judy Lucht, Vice-Chair
John Walker, Commission Member at Large
Luke Bannis, Commission Member at Large
Peter Bouwsema, City of Lacombe Councillor

Regrets: Sonja Dykslag, Commission Member at Large
Susanne West, Commission Member at Large

Others: Chief Lorne Blumhagen, Lacombe Police Service
Kristin Teskey, Recording Secretary
Crystal McKean, Administrative Coordinator

1. Call to Order

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

2. Adoption of Agenda

MOVED by Luke Bannis to adopt the agenda as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

MOVED by John Walker that the February 8, 2017 Regular Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

No business arising from minutes.

4. Reports

- 4.1 Chief of Police Monthly Report – February 1, 2017 – February 28, 2017
- 4.1 a PROS Occurrence Statistics Report – no report
- 4.1 b Lacombe Police Service Community Peace Officer Traffic Unit Report – February, 2017
- 4.1 c School Resource Officer Report and Statistics – February, 2017
- 4.2 General Ledger Department Report/Payments - to February 28, 2017
- 4.3 Public Complaints Director Report – February, 2017

Discussion Items / Action Plans:

Acting Chief Blumhagen provided the Commission with an overview of activities, statistical information, and human resources. The following items from the above reports were discussed further:

- The Chief suggested that the Mayor's report and CPO report contain small portions of data and that an annual report which compiles the data to show trend analysis would be more useful to the Commission.
- Chief Blumhagen advised that there would be no Policy changes until after the April 6, 2017 Audit.
- The Chief is in discussions with CP rail regarding rail monitoring; no system that the Service could have access to but did provide an emergency contact number.
- The General Ledger revenue reporting is behind schedule for the first few months until revenue is received.
- Need to review funding for the SRO position with WCPS and Lacombe County.
- The PCD did not receive any complaints in February.

4.4 Chair Report

- Chair conducted interview for the Administrative Coordinator for the Commission on March 3, 2017.
- AAPG Proposal to host the 2018 Conference in Lacombe has been submitted.

4.5 Vice Chair Report

- Went on LPS Ride Along on January 13, 2017, had a tour of the dispatch and fire services areas.
- Vice Chair advised that the LPS Chief prefers Commission members be responsible for scheduling their LPS ride along and to follow up with report to Commission at the next meeting.

MOVED by Peter Bouwsema to accept all reports (4.1/4.2/4.3/4.4/4.5) as presented.

CARRIED UNANIMOUSLY

5. Old Business

5.1 Attendance at Lacombe & District Chamber of Commerce Spring Trade Show

Members are to forward availability to Commissioner Bannis via email. Commissioner Bannis is in charge of booth set up for the trade show.

5.2 LPC/LPS Strategic Plan

The LPC and LPS Strategic Plans have been combined into one joint document. Commissioner Bouwsema suggested that the Administrative Coordinator seek confirmation of requirements from the Solicitor General office regarding combining the two documents; clarify if any items need to be distinct or unique to either the Commission or the LPS. Commission decided to change the order of the document to show the opening statements of the Commission, the Chief of Police, followed by the mission, vision, and values. Adoption deferred to next meeting.

6. New Business

6.1 LPC Members self assessment

Self Evaluation Questionnaire is to be completed and returned to Administrative Coordinator by March 31, 2017. Results will be compiled and presented at next meeting.

6.2 Building Utilities, maintenance & budget implications

Michael Minchin, Corporate Services Director, City of Lacombe provided a memo indicating the rising costs of utilities and suggested the Commission request an adjustment be made to the 2017 funding request to the City. Further discussion indicated the need for a mechanical system monitoring contract with Johnson Controls.

***MOVED** by John Walker to request that Council consider an increase to the 2017 Lacombe Police Commission budget in the amount of \$21,948 due to revised natural gas and electricity consumption estimates for the Lacombe Police Station as well as add \$10,000 for an annual contract for mechanical system monitoring with Johnson Controls.*

CARRIED UNANIMOUSLY

6.3 Livescan purchase/revenue/budget

Project is underway; approximately \$4000 over budget that can be covered by reserves. Revenue items will not all be realized until later in 2017.

7 Information

7.1 Next Meeting

Commission members confirmed the next regular meeting for April 12, 2017 at 9:00 am. Chief Blumhagen request to have June Meeting moved to June 7, 2017.

8 In Camera

***MOVED** by John Walker to enter In Camera at 10:46 AM.*

CARRIED UNANIMOUSLY

***MOVED** by Peter Bouwsema to return to Open Meeting at 11:15 AM.*

CARRIED UNANIMOUSLY

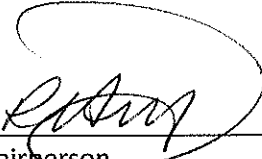
Discussion Items / Action Plans:

- AAPG – No accommodation required for Thursday, May 11, 2017
- LPS/LPC Annual Reports – obtain Solicitor General’s Office Comments regarding combining the two reports
- Training – ACCPA Conference – May 2-3, 2017 Early Bird registration by March 31 - Commissioner Judy Lucht would like to attend

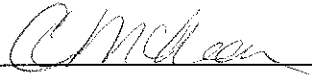
10 Adjournment

MOVED by John Walker to adjourn the meeting at 11:30 AM.

CARRIED UNANIMOUSLY



Chairperson



Secretary