

**LACOMBE POLICE COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, APRIL 16, 2014**

**Attendees:** Tammy Gagnon, Chairperson  
Peter Bouwsema, City of Lacombe Councillor  
Robert Huff, Commission Member at Large  
Jonathan Jacobson, Commission Member at Large  
Casey Kooyman, Commission Member at Large  
Donna Korposs, Commission Member at Large

**Regrets:** Tom Tack, Commission Member at Large

**Others:** Chief Steve Murray, Lacombe Police Service  
Bert Assen, Human Resource Manager  
Ross Pettibone, Recording Secretary

**1. Call to Order**

Tammy Gagnon called the meeting to order at 9:10 AM.

**2. Adoption of Agenda**

**MOVED** by Peter Bouwsema that the agenda be adopted as amended (with the addition of work plan items 6.2 LPS Annual Report under Old Business and 7.2 LPS Business Plan Annual Review under New Business, and Personnel Matter under In Camera). A new standing item will be included in the Agenda under Reports as Item 5.5 Police Facility Design Committee.

**CARRIED**

**3. Adoption of Minutes**

3.1 March 26, 2014 Meeting Minutes

**MOVED** by Jonathan Jacobson that the March 26, 2014 Minutes be adopted as circulated.

**CARRIED**

**4. Presentations**

(None)

**5. Reports**

5.1 Chief of Police Monthly Report-March 22, 2014 – April 11, 2014:

- 5.1 a PROS Mayor's Report – March 2014
- 5.1 b Lacombe Police Service CPO1 Traffic Unit Report – March 2014
- 5.1 c SRO Report – March 2014
- 5.2 Public Complaints Director Report (to March 31, 2014)

- 5.3 General Ledger Department Report – April 2014
- 5.4 Oversight Standards Audit (Chair)
- 5.5 Police Facility Design Committee (Chair/CAO)

**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 progress in transitioning all LPS policies and service directives to electronic versions for improved portability and member access.
- Chief Murray informed the Commission of staff development initiatives through training and leadership courses.
- Chief Murray reported on recent operational policy decisions made by members appropriately, and the resulting positive outcome.
- Chief Murray provided a summary highlighting recent LPS vehicle fleet maintenance, and bringing new and old vehicles into and out of the LPS service fleet and related costs.
- Chief Murray informed Commission members that real time in-house fingerprinting was expected to be operational in the fall.
- Chief Murray reported on automated enforcement activity at high collision locations to reduce speeds and increase safety, clarified that reporting of ticketing in school zones was for distracted driving (while using cell phones), and explained how PROS occurrence clearance rates upon file conclusion are determined, confirming that the clearance rates are monitored for alignment with province-wide results.
- Commission members discussed budgeted revenue and expenses and Chief Murray will follow up on GL reporting for year to date reporting of dispatch answering costs.
- Commission members were informed that the Police Facility Design Committee had scheduled site visits for April 25. An RFP to select a design consultant is being developed.
- Chief Murray and Commission Members discussed public feedback and comments received at the Annual 2014 Lacombe Trade Show April 11/12.

5.4 Oversight Standards Audit

Deferred.

***MOVED*** by Peter Bouwsema to accept all reports (5.1/5.2/5.3/5.5) as presented.

**CARRIED**

## **6. Old Business**

### **6.1 LPC Draft Strategic Plan – 2014 Work Plan and Schedule**

Chair Gagnon informed the Commission members of progress on the Strategic Plan, with the plan tentatively to be presented at the next LPC meeting in May.

### **6.2 LPS/LPC Annual Report**

- Commission members were informed that Statistics Canada releases justice statistics by April, and police services typically release reports to community mid-year. The LPC/LPS Annual Report will be completed for review at the June 18 LPC meeting, with an update on LPS annual report next meeting.

## **7. New Business**

### **7.1 2014 Annual General Meeting - AAPG Resolutions**

Commission Members reviewed and discussed resolutions to be presented at the May 3 Annual General meeting of the Alberta Association of Police Governance (AAPG). The commission was in support of the following resolutions:

- Edmonton Police Commission: Police Funding
- Taber Police Commission: Equitable Funding
- Calgary Police Commission: Roadside Drug Screen Tool
- Calgary Police Commission: Information Sharing and Protection of Vulnerable Persons
- Calgary Police Commission: Legislated Confidentiality Guarantee in Complaint Mediation
- Calgary Police Commission: Statutory Withdrawal of Complaint Upon Successful Alternate Dispute Resolution

***MOVED*** by *Peter Bouwsema* that the Lacombe Police Commission accept and support the above resolutions for the AAPG Conference.

**CARRIED**

### **7.2 LPS Annual Business Plan Review**

Commission members deferred discussion of the LPS Annual Business Plan to the May meeting.

## **8. Information**

8.1 Next Meeting – Due to some scheduling conflicts, the Commission agreed to reschedule the May 21, 2014, 9:00 A.M. meeting to Wednesday, May 28 at 9:00 a.m.

8.2 Mail to Chair – Two letters were received for information.

**MOVED** by Peter Bouwsema to accept the letters from Alberta Justice and Solicitor General as information.

**CARRIED**

**In Camera**

**MOVED** by Peter Bouwsema that the Commission move *in camera* to discuss legal and personnel issues at 10:39 a.m.

**CARRIED**

**MOVED** by Peter Bouwsema that the Commission return to open meeting at 11:20 a.m.

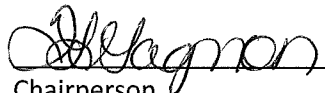
**CARRIED**

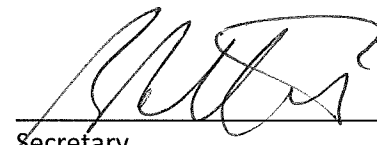
**Adjournment**

**MOVED** by Casey Kooyman to adjourn the meeting at 11:24 a.m.

**CARRIED**

**NEXT MEETING** of the LPC is scheduled for 9:00 AM, May 28, 2014.

  
Chairperson

  
Secretary