

**LACOMBE POLICE COMMISSION  
REGULAR MEETING MINUTES  
Thursday, April 16, 2020**

**Attendees:** Corey Gish, Chair  
Judy Lucht, Vice-Chair (remote)  
Reuben Konnik, City of Lacombe Councillor  
Sonja Dykslag, Commission Member at Large (remote)  
Elaine Willette-Larsen, Commission Member at Large (remote)  
Edith McKinlay, Commission Member at Large (remote)  
John Walker, Commission Member at Large (remote)

**Others:** Chief Lorne Blumhagen, Lacombe Police Service  
Tim Boston, Network Administrator  
Ross Pettibone, Secretary

**Regrets:** Diane Piche, Director of Corporate Services  
Brad Pears, Public Complaint Director

**1. CALL TO ORDER**

Chair Gish called the meeting to order at 9:02 a.m., held electronically.

**2. ADOPTION OF AGENDA**

2.1 April 16, 2020 LPC Agenda.

(20.24) **MOVED by Elaine Willette-Larsen** to adopt the agenda as presented.

**CARRIED UNANIMOUSLY**

**3. ADOPTION OF MINUTES**

3.1 March 19, 2020 Lacombe Police Commission meeting minutes.

(20.25) **MOVED by John Walker** to adopt March 19, 2020 meeting minutes as presented.

**CARRIED UNANIMOUSLY**

3.2 No Business arising from minutes.

**4. PRESENTATIONS**

N/A

## 5. REPORTS

### 5.1 \*Chief of Police Monthly Report: March 1, 2020 – April 1, 2020

Chief Blumhagen provided the Commission with an overview of activities, statistical information, budget, and human resources. The following items from the above report were highlighted:

- \$2,700 in expenditures for personal protective equipment related to COVID-19.
- Reduced expenses (\$43,000) due to lower overtime, schedule changes and a leave of absence.
- Two service directives issued.
- Property of public concern closed for 90 days.
- Temporary appointment of SGT to Acting Staff SGT. for oversight needs for 3 months and ease of command transition during pandemic.
- SRO position reallocated to other duties.

### 5.1a \*School Resource Officer Report and Statistics (March)

### 5.2 \*Budget Reports

Chief Blumhagen reviewed the Actual vs. Budget report for Quarter 1 (the 3 months of January to March, 2020). Some court overtime savings resulted from cancelled trials due to the pandemic. Budget items were trending favourably.

The Statement of Revenue and Expenditures for the year ended December 31, 2019 was reviewed as presented last meeting, with an update to wage and benefit expenses following an adjustment to the sick time bank. The Commission Chair would draft a letter to administration and finance requesting a meeting to discuss options regarding the three year budget and the audited 2019 deficit.

### 5.3 \*Public Complaints Director Report (No complaints)

### 5.4 Chair Report

Chair Gish provided her report on meetings with the LPS Chief.

### 5.5 Vice-Chair Report

Vice-Chair Lucht had nothing to report.

### 5.6 Council Rep. Report

Councillor Konnik provided his report on council business.

(20.26) **MOVED by Edith McKinlay** to accept reports (5.1/5.1a/5.2/5.3/5.4/5.5/5.6) as information.

**CARRIED UNANIMOUSLY**

## **6. OLD BUSINESS**

### **6.1 Chief Evaluation and Letter to Chief**

This item was discussed in camera in 9.1.

### **6.2 LPC Policy Manual-Annual Review**

Commissioner Walker reported that following his review of the Edmonton Police Commission's filing system, the current policy manual's treatment of record management was sufficient. Members voted to approve the current version of the policy manual following its review.

(20.27) **MOVED by John Walker** that the Commission accept the Lacombe Police Commission Policy Manual as presented.

**CARRIED UNANIMOUSLY**

### **6.3 2019 LPS/LPC Annual Report**

Chief Blumhagen reported earlier corrections had been completed. Commission members suggested minor revisions prior to public release. Correspondence would be drafted for Council to determine their preferences for a presentation of the annual report from the Police Commission.

(20.28) **MOVED by Edie McKinlay** that the Police Commission accept the 2019 Annual Report as revised.

**CARRIED UNANIMOUSLY**

## **7. NEW BUSINESS**

### **7.1 Next Meeting Confirmation (May 21, 2020)**

Commission members confirmed May 21, 2020 as the next meeting in City Hall Council Chambers, with remote attendance as before.

### **7.2 Commission Photo Update**

Commissioners deferred the photo update.

## **8. INFORMATION**

Commissioners discussed the following information items.

8.1 AAPG Winter Newsletter.

8.2 AAPG AGM Rescheduling Memo. Four members now attending.

8.3 Covid-19 Preparedness Update: Chief Blumhagen updated members on the business continuity plan developed for LPS.

8.4 Respectful Workplace Policy (March 23). Following updates to occupational health

and safety regulations members would include the new policy in their commission manual binders.

**9. IN CAMERA**

9.1 Item 6.1 final approvals.

(20.29) **MOVED by Reuben Konnik** to enter *In Camera* at 10:05 a.m. for discussion of a labour item.

**CARRIED UNANIMOUSLY**

(20.30) **MOVED by John Walker** to return to *Open Meeting* at 10:10 a.m.

**CARRIED UNANIMOUSLY**

(20.31) **MOVED by Edie McKinlay** that Commissioner Dykslag and Chair Gish draft a letter to recognize the completion of the police chief's performance assessment and the positive results that it collected.

**CARRIED UNANIMOUSLY**

**10. STANDING ITEMS**

Commissioners reviewed the following standing items for information.

- 10.1 LPC Annual Work Plan – Budget will be completed prior to an updated human resource plan.
- 10.2 Adjustments and Personnel – No changes pending Covid-19
- 10.3 Human Resource Plan revisions– Discussion of the HR Plan would occur after the budget was developed.
- 10.4 Commissioner Succession Planning

**11. ADJOURNMENT**

(20.32) **MOVED by John Walker** to adjourn the meeting at 10:17 a.m.

**CARRIED UNANIMOUSLY**

<Original Signed>

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Chairperson

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Secretary