

**LACOMBE POLICE COMMISSION  
REGULAR MEETING MINUTES  
Thursday, January 12, 2023**

**Attendees:** Cameron Penstone, Vice-Chair  
Sonja Dykslag, Commission Member at Large  
Elaine Willette-Larsen, Commission Member at Large  
Ken Kulak, Public Complaints Director  
John Soderberg, Commission Member at Large  
Cora Hoekstra, City of Lacombe Councillor

**Others:** Chief Lorne Blumhagen, Lacombe Police Service  
Diane Piché, Director of Corporate Service  
Jennifer Peterson, Secretary

**Regrets:** Corey Gish, Chair

**1. CALL TO ORDER**

1.1. Vice-Chair Penstone called the meeting to order at 8:58 am.

**2. LAND ACKNOWLEDGEMENT**

2.1. Vice-Chair Penstone read the Land Acknowledgement.

**3. ADOPTION OF ORGANIZATIONAL AGENDA**

3.1 January 12, 2023, Organization Agenda was presented for adoption.

(23.01) **MOVED by Elaine Willette-Larsen**, Seconded by *Cora Hoekstra*, to adopt January 12, 2023, organizational agenda as amended to have 4.1. Oath of Office and Swearing-in of Reappointed Members tabled to the February 9, 2023, meeting.

**CARRIED UNANIMOUSLY**

**4. ORGANIZATIONAL AGENDA**

**4.1 Oath of Office and Swearing-in of Reappointed Members**

This item has been tabled to the February 9, 2023, meeting.

**4.2 Annual Election**

Chief Blumhagen called for nominations for Commission Chair.

Commissioner Kulak nominated Corey Gish for the position of Commission Chair. Commissioner Gish said she would accept the nomination prior to her absence from this meeting.

Chief Blumhagen called for a second and then a third for nomination of the Chair position. No other nominations were received.

(23.02) **MOVED by John Soderberg, Seconded by Sonya Dykslag**, that nominations cease.

**CARRIED UNANIMOUSLY**

Commissioner Corey Gish was acclaimed as Chair.

Chief Blumhagen opened nominations for Commission Vice-Chair.

Commissioner Willette-Larsen nominated Cameron Penstone for the position of Commission Vice-Chair. Commissioner Penstone accepted the nomination.

Chief Blumhagen called for a second and then a third for nominations for the Vice-Chair position. No other nominations were received.

(23.03) **MOVED by Ken Kulak, Seconded by Sonya Dykslag**, that nominations cease.

**CARRIED UNANIMOUSLY**

Commissioner Cameron Penstone was acclaimed as Vice-Chair. Vice-Chair Penstone proceeded with January 12, 2023, meeting.

## **5. ADOPTION OF AGENDA**

5.1. January 12, 2023, Lacombe Police Commission Agenda was presented for adoption.

(23.04) **MOVED by Elaine Willette-Larsen, Seconded by Cora Hoekstra**, to adopt January 12, 2023, regular meeting agenda as presented.

**CARRIED UNANIMOUSLY**

## **6. ADOPTION OF MINUTES**

6.1. December 8, 2022, Lacombe Police Commission meeting minutes were presented for adoption.

(23.05) **MOVED by John Soderberg, Seconded by Elaine Willette-Larsen**, to adopt the meeting minutes for December 8, 2022, as amended to read *8.2 Central Alberta Crime Prevention Centre (CACPC) – Input Request*.

**CARRIED UNANIMOUSLY**

## **7. PRESENTATIONS**

7.1. There were no presentations at this meeting.

## **8. REPORTS**

8.1. \*Chief of Police Monthly Reports: December 1, 2022 – January 1, 2023

Chief Blumhagen's report was presented to the Commission as information. The key items that were shared are as follows:

- The part to repair the sprinkler system has arrived and should be installed within the week.
- The SRO vehicle has been ordered but is not in production. Ford has indicated that if it is not in production by March, LPS will need to move away from a Hybrid and order a standard vehicle.
- The console for dispatch has arrived, now waiting on the connection cables before the console can be installed. The cables are delayed six to eight weeks.

8.2. \*School Resource Officer Report and Statistics

Constable Wilzer's (SRO) report was presented as information. A discussion occurred regarding a false allegation that a school received and how the incident was handled quickly and professionally.

8.3. \*Budget and Variance Report (Actual vs Budget 2022)

The Actual vs Budget report was presented. The finance department is working on reconciling the books for 2022. Lacombe Police Services is anticipating a \$75,000 surplus after the final adjustments. This is due to grant funding being over budget by \$50,000, WCB payments and early staff vacancies. All outstanding grant funding was received at the end of 2022.

8.4. Public Complaints Director Report

PDC Kulak advised the Commission that a complaint received two days before the meeting is ongoing.

8.5. Chair Report

Chair Gish's report was presented for review.

8.6. Vice-Chair Report

Vice-Chair Penstone presented his report on his monthly activities.

8.7. Council Rep. Report

There was no January Council Rep report presented at the meeting.

(23.06) **MOVED** by *John Soderberg*, Seconded by *Sonya Dykslag*, to accept reports (6.1/6.2/6.3/6.4/6.5/6.6/6.7) as information.

**CARRIED UNANIMOUSLY**

**9. OLD BUSINESS**

9.1. Lacombe Police Commission Members' Self-Assessment Goal Setting

This item has been tabled for February 9, 2023, meeting.

9.2. Review of the 2021 -2023 Human Resource Plan

Chief Blumhagen provided an update on the 2021 -2023 Human Resource Plan. Key points identified were achieved.

- Maintained sworn member at ALERT.
- The Staff Sergeant position requirement was completed in October 2021.
- The Crime Reduction members were reassigned during the pandemic to patrol. They are back working on crime reduction within the City.
- Sergeant Kristian was seconded to the City in 2022 with an extension into 2023. The

secondment was not identified in the 2021-2023 HR Plan but did not impact the plan. The 2024 – 2026 Human Resource Plan will address the needs of the service should a retirement resignation be received.

The 2024-2026 Human Resource Plan will be completed and presented to the Commissioners at the end of the year.

9.3. 2023-2025 Strategic Plan/KPI

The Strategic Plan 2023-2026 document was reviewed. The Commissioners support the pictures' changes and approve the final document's release. The 2023- 2025 Strategic Plan will be posted on the Lacombe Police Commission website and forwarded to the members.

9.4. LPS Provincial Audit Update

At the end of December, Staff Sergeant Zens forwarded the draft audit package to Chief Blumhagen for review. The final document will be sent to the Province at the end of January. The in-house audit is to begin in March.

## 10. NEW BUSINESS

10.1. 2023 – 2024 Lacombe Police Commission Meeting Dates

The draft 2023-2024 meeting dates were presented to the Commission for discussion. The Commissioners agreed that the meetings would remain the second Thursday of each month, with July 13, 2023, removed and August 10, 2023, set as a closed-door budget meeting.

(23.07) **MOVED by John Soderberg, Seconded by Sonya Dykslag,** to approve the 2023 – 2024 Lacombe Police Meeting schedule as amended to remove July's meeting date and set the August meeting as a closed-door budget meeting.

**CARRIED UNANIMOUSLY**

10.2. Minister Ellis & Bill 6; Police Amendment Act – AAPG Concerns (January 13)

A request to provide feedback on the Police Act Amendments was received from the Alberta Association of Police Governance (AAPG). A discussion occurred regarding the response.

The Commissioners agreed that an email would be sent to AAPG advising them that the Commission is not in a position to provide feedback, as they were not consulted on the changes or have seen the amendments. They will ask that they are consulted or asked to be part of the committee when developing the Regulation of the amended Police Act.

10.3. LPC Policy Manual Annual Review Committee

Commissioner Willette-Larsen, Penstone, Soderberg and Councillor Hoekstra have volunteered to review the LPC Policy Manual. Ms. Peterson will assist with the process.

## 11. INFORMATION

11.1. Recruit Class #155 Graduation, February 10, 2023, at Edmonton City Hall

Chief Blumhagen asked the Commissioner to let him know if they would like to attend as soon as possible. The formal invitation has not yet been received.

11.2. Request for Proposal (RFP) for AAPG Conference and AGM 2024

The RFP submitted to host the 2024 AAPG Conference & AGM was shared with the Commissioners.

11.3. 2023 AAPG Conference & AGM Registration Open for June 2 and 3

Registration has opened for the June 2 and 3 AAGG Conference & AGM. Members will confirm attendance at the February meeting.

**12. STANDING ITEMS**

Commissioners acknowledged standing items.

12.1. LPC Annual Work Plan Review

12.2. The Next Meeting Confirmation

Commissioners confirmed the next meeting date to be February 9, 2023, in the Community Room at Lacombe Police Services.

**13. IN-CAMERA**

(23.08) **MOVED by Cora Hoekstra**, Seconded by *Elaine Willette-Larsen*, to enter In-Camera at 10:53 am to discuss the following:

**CARRIED UNANIMOUSLY**

13.1. Labour (*FOIP Section 24*)

13.2. Legal (*FOIP Section 17*)

(23.09) **MOVED by Cora Hoekstra**, Seconded by *Sonya Dykslag*, to return to Open Meeting at 11:19 am.

**CARRIED UNANIMOUSLY**

(23.10) **MOVED by Elaine Willette-Larsen**, Seconded by *Sonya Dykslag*, to extend the investigation of PSR 2022 005 for six months.

**CARRIED UNANIMOUSLY**

**14. ADJOURNMENT**

**DECLARED by Vice-Chair Penstone** that the regular meeting is adjourned at 11:21 am.

\_\_\_\_ Original Signed \_\_\_\_  
Chairperson

\_ Original Signed \_\_\_\_\_  
Secretary