

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
Thursday, March 19, 2020**

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

Others: Chief Lorne Blumhagen, Lacombe Police Service
Brad Pears, Public Complaint Director
Tabatha Robbins-Deutsch, Secretary

Regrets: Diane Piche, Director of Corporate Services

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2.1 March 19, 2020 LPC Agenda.

(20.19) **MOVED by John Walker** to adopt the agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 February 20, 2020 Lacombe Police Commission meeting minutes.

(20.20) **MOVED by Elaine Willette-Larsen** to adopt the February 20, 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: February 1, 2020 – March 1, 2020

5.1a *School Resource Officer Report and Statistics (February)

5.2 *Quarterly Budget Report (to December 31, 2019)

5.3 *Public Complaints Director Report (No complaints)

Discussion Items / Action Plans:

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

- Community order to shut down a city property for 90 days was received and implemented.
- Hired 2 new casuals and have begun training
- Ordered replacement SRO vehicle
- Calls to Johnson Controls are from sensors in the HVAC system
- Identified member for Alert
- Unaudited Financial Report to December 2019: Chief Blumhagen updated the commission on this topic in the agenda package. Net total is in a deficit for 2019. Questions were posed to the Chief by the members and discussion of the budget process was held.

5.4 Chair Report

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

5.5 Vice-Chair Report

Vice-Chair Lucht reported on recent activities verbally.

5.6 Council Rep. Report

Councillor Konnik provided his report on council business.

(20.21) **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 Sub-Committees Formation

Membership in the budget committee and policy manual review were confirmed, with further discussion as needed for the April meeting.

Budget Committee:

All Commission members were invited to attend meetings regarding budget.

Strategic Plan Review Committee:

Reuben Konnik and Judy Lucht volunteered as members to this Committee.

Policy Manual Review Committee:

Commission members were invited to take a thorough review of the policy

manual before the next meeting.

6.2 LPC Policy Manual

Commissioner Walker discussed record-keeping policies and discussions from Edmonton group and wondered if this should be part of the policy review. A potential conflict was identified in Section 2.2 (6) Selection of replacement members “may” be appointed for a 3-year term; Section 2.2 (9) has members appointed for remainder of the term should an incumbent depart early.

He will look at Edmonton’s policy and compare it to the Commissions policy and report back to the whole Commission.

Until City changes their policy the Commission will keep our policy as is.

It was clarified that the Policy manual is reviewed annually (not monthly). Further review comments will be brought forward to the April meeting.

6.3 April 24/25 Trade Show Volunteers List (Gary Moe Auto Group Sportsplex)

The Tradeshow has been cancelled.

7. NEW BUSINESS

7.1 Next Meeting Confirmation (April 16, 2020)

Commission members confirmed April 16, 2020 as the next meeting. The meeting will be moved to Lacombe Police Station instead of City Hall Council Chambers.

7.2 2019 Annual Report

Chief Blumhagen provided a verbal report and will follow up with an email of the full report to the Commission.

The Annual Report includes a letter from the chair, summary by the Chief including the LPS staff complement, ratios of service, calls for service statistics, etc., highlighting the new webpage, property crime statistics, ability to have a 5-year trend of crime statistics, and traffic collisions & enforcement, statistics. Also included were strategic priorities and budget breakdowns, staff medals and service awards, and school resource officer programs.

A discussion of national crime severity index vs. Lacombe’s crime statistics was held.

The final 2019 Annual Report will be presented for approval at the April meeting.

7.3 Commission Photo Update

Commissioners deferred the photo update to the April meeting.

8. INFORMATION

Commissioners discussed the following information items.

- 8.1 Alert Position: Chief Blumhagen updated the commission on the position status and commencement date.
- 8.2 LPS 2019 Provincial Police Standards Audit (Draft Report): Chief Blumhagen updated the commission on this document.
- 8.3 Covid-19 Preparedness: Chief Blumhagen and Chair Gish updated the commission on this topic. The City and the Police Service have both opened Emergency Command Centres. External mail is being quarantined for 24 hours. The Police Service front counter is being kept open. We continue to maintain public safety in the Community. Patrol and dispatch are primary functions and temporarily staff may be reassigned to these areas from other duties as needed. The Chief responded to questions from members.

Commissioner Dykslag joined the meeting via conference call from 10:12 am to 11:42 a.m.

9. IN CAMERA

(20.22) **MOVED by Elaine Willette-Larsen** to enter *In Camera* at 10:40 a.m. for discussion of a labour item.

CARRIED UNANIMOUSLY

(20.23) **MOVED by John Walker** to return to *Open Meeting* at 10:58 a.m.

CARRIED UNANIMOUSLY

10. STANDING ITEMS

Commissioners reviewed the following standing items for information.

- 10.1 LPC Annual Work Plan -- Amendments were discussed. Budget meetings will set for June/July.
- 10.2 Adjustments and Personnel – No changes pending Covid-19
- 10.3 Human Resource Plan revisions (April) – Discussion of HR Planning and budget planning process was held regarding keeping the HR Plan realistic and achievable.

11. ADJOURNMENT

(20.24) **MOVED by John Walker** to adjourn the meeting at 12:00 p.m.

CARRIED UNANIMOUSLY

<Original Signed>

Chairperson

Secretary