

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
Thursday, March 9, 2023**

Attendees: Corey Gish, Chair
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
Tracey McKinnon, Senior Financial Manager
Jennifer Peterson, Secretary

Regrets:

1. CALL TO ORDER

1.1. Chair Gish called the meeting to order at 8:59 am.

2. LAND ACKNOWLEDGEMENT

2.1. Chair Gish read the Land Acknowledgement.

3. ADOPTION OF AGENDA

3.1. March 9, 2023, Lacombe Police Commission Agenda was presented for adoption.

(23.17) **MOVED by Elaine Willette-Larsen**, Seconded by *Cameron Penstone*, to adopt March 9, 2023, regular meeting agenda as amended, adding under Information 9.2 Grande Prairie Police Service and 9.3 Organizational Review of Administrative Support.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1. February 9, 2023, Lacombe Police Commission meeting minutes were presented for adoption.

(23.18) **MOVED by Cora Hoekstra**, Seconded by *Cameron Penstone*, to adopt the February 9, 2023, minutes as presented.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

5.1. There were no presentations.

6. REPORTS

6.1. *Chief of Police Monthly Reports: February 1, 2023 – March 1, 2023

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

- The complaint received last July is still open and is awaiting the criminal matter to be resolved. The issue is before the courts in August.
- An online complaint was received and resolved through an in-person meeting.
- Shared a compliment the LPS received regarding assisting an individual and the family following an event.
- Cst. Geleynse attended interviewing training and has been invited back as a syndicated leader.
- The SRO vehicle, F150, has been picked up and will be equipped in April. The current SRO vehicle's lease was bought out, and the unit will be transitioned into the fleet.

6.2. *School Resource Officer Report and Statistics

Constable Wilzer's (SRO) report was presented as information.

6.3. *Budget and Variance Report (Actual vs Budget 2023)

Tracey McKinnon, Senior Manager of Finance, presented the Actual vs Budget 2022 report. She highlighted that expenses are on target. The revenue is good. The Fine Revenue is lower than budgeted and was adjusted in the 2023 Operational Budget. An explanation of the wage expenses was discussed, which included WCB payments and new hires. Training expenses for new hires will decrease in 2023 due to the lowered training costs.

The 2023 Actual vs Budget report has not changed much from the previous month due to the 2022 year-end being the priority.

Ms. McKinnon presented the Police Reserve Balance report. She explained that no other Operational expenses would be added for 2022. Capital Reserve is the planning for future purchases. With the cost of vehicles increasing, the amount might need to be adjusted to accommodate future purchases. The IT Reserves are based on the average for ten years. Currently, there is no cap on reserves. Reserve Policy will be presented in the coming weeks and shared with the Commission.

6.4. Public Complaints Director Report

PCD Kulak advised the Commission that a complaint was received for this period and resolved. He shared that the Alberta Law Enforcement Review Board (LERB) Appeal Rules were updated in February. The updated information will be forwarded to the Commissioner.

6.5. Chair Report

Chair Gish provided her report, which included a meeting with the LPS Chief to review the LPC meeting agenda and a virtual meeting with John Respet, Director of Contract Policing and Policing Oversight. Chair Gish shared that Mr. Respet will be the Commission's primary contact. A copy of the matrix, bylaw and the portion of the manual dealing with member recruitment to assist with creating the provincial appointments was shared with Mr. Respet. She also advised him that the Lacombe Police Commission is ready for an audit should one be required in 2023.

6.6. Vice-Chair Report

Vice-Chair Penstone presented his report, which included attending the Recruit Graduation in Edmonton at City Hall and reviewing the LPC Policy Manual.

6.7. Council Rep. Report

Councillor Hoekstra's report was present for review, adding Coffee with Council was held on Tuesday at the Active Living Fair, and it was good. Ms. Hoekstra recommended that due to the changes to the Police Act, the full review of the Policy Manual should be tabled until later. The Commissioners support the recommendation.

(23.19) **MOVED by Sonya Dykslag**, Seconded by *Elaine Willette-Larsen*, to accept reports (6.1/6.2/6.3/6.4/6.5/6.6/6.7) as information.

CARRIED UNANIMOUSLY

7. OLD BUSINESS

7.1. Letter on Police Service Regulation Amendments – Calgary Police Commission

The Commission discussed the concerns outlined in the letter and the direction they would like to take in responding to Calgary. The consensus is that Commissioner Penstone, Willette-Larsen, Soderberg and Councillor Hoekstra will provide a draft response addressing Lacombe Police Services' concerns. Chair Gish will review and send it on behalf of the Commission.

7.2. Policy Manual Review

The Commissioners discussed the level of review to be completed on the policy for 2023. The Commissioners agree that the updates to the policy manual will be minimal, and a full review will be completed once the regulations to the amended Police Act are released.

8. NEW BUSINESS

8.1. Chief's Self-assessment

The self-assessment has been completed. Chair Gish will meet with Chief Blumhagen to review the information.

8.2. Lacombe Police Service/Lacombe Police Commission Annual Report

Chief Blumhagen presented the draft report for discussion. A few grammatical errors were identified and will be corrected. A Commission member photo is to be added. Once amended, the final document will be sent to the City of Lacombe's Marketing Department for final formatting before being released electronically.

(23.20) **MOVED by John Soderberg**, Seconded by *Ken Kulak*, that the 2022 Lacombe Police Service/Lacombe Police Commission Annual Report is approved per the edits identified.

CARRIED UNANIMOUSLY

8.3. Lacombe Police Service/Lacombe Police Commission Community Survey

The survey was presented for discussion. The Commission members agreed to the following changes: have the age read 17 and under and 18-24 and add kilometers with the miles behind in brackets. The survey will be put on a City's iPad and brought to the next meeting for review and trial before kicking it off at the April trade show. The survey will roll out to the public from April 21 to June 30. Community Moment, social media and utility bills will be used to advise residents

of the study. After the trade show, residents can complete the survey online or on the paper form. Will check to see if the survey can be available at the library and farmer's market.

8.4. Commission Member Internal Training – Verbal Update

Vice-chair Penstone shared that all members have the training modules and continue working on completing them. Ride Along, and site tours are available for all members. If anyone would like to participate, let him or Chief Blumhagen know, and they will arrange it.

9. INFORMATION

9.1. Annual LPS Street Check Report for 2022

The provincial required report was presented to the Commission as information. The Lacombe Police Services reported that no street checks were completed in 2022.

9.2. Grande Prairie Police Service

Chief Blumhagen advised the Commission that Grande Prairie voted to move forward with a municipal police service. Plans are in place to be self-sufficient by 2026. A discussion occurred around additional municipalities moving into Municipal Policing Model.

Further discussion on this item has been tabled to In-Camera.

9.3. Organizational Review of Administrative Support

Chief Blumhagen shared that in 2012 an organizational review of administrative support was completed, and a report was created. A discussion occurred in conducting another review of the services to see where the Lacombe Police Service is compared to 2012. It was determined that the Commission Members would like to review the 2012 report and have a cost provided before a recommendation is made. This item will be returned to the Commission on April 12, 2023, meeting for further discussion.

10. STANDING ITEMS

Commissioners acknowledged standing items.

10.1. AAPG AGM & Conference June 2 & 3

The hotel will be booked for Thursday and Friday nights.

10.2. LPC Annual Work Plan Review

The April Trade Show will be added to the work plan.

10.3. Policy Manual Review

A complete overview of the manual is to be completed by the committee. The PCD changes in the Police Act Amendment will be addressed in the amendments.

10.4. Commission Member Photo

This item was completed at the March 9, 2023, meeting.

10.5. Trade Show Attendance April 21 & 22

Commission Dykslag sent out the timeslots for the members to sign-up to work the trade show.

10.6. The Next Meeting Confirmation

Commissioners confirmed the next meeting date to be April 13, 2023, in the Community Room at Lacombe Police Services.

11. IN-CAMERA

(23.21) **MOVED by** *Cameron Penstone*, Seconded by *Ken Kulak*, to enter In-Camera at 11:12 am to discuss the following:

CARRIED UNANIMOUSLY

11.1. Labour (*FOIP Section 24*)

11.2. Legal (*FOIP Section 17*)

(23.22) **MOVED by** *Elaine Willette-Larsen*, Seconded by *Cora Hoekstra*, to return to Open Meeting at 11:44 am.

CARRIED UNANIMOUSLY

12. ADJOURNMENT

DECLARED by *Chair Gish* that the regular meeting is adjourned at 11:46 am.

__Original Signed____
Chairperson

_____ Original Signed _____
Secretary