

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
Thursday, May 19, 2022**

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

Others: Chief Lorne Blumhagen, Lacombe Police Service
Jennifer Peterson, Secretary

Guest: Tracey McKinnon, Senior Manager of Financial Services

Regrets: Diane Piché, Director of Corporate Service

1. CALL TO ORDER

1.1 Chair Gish called the meeting to order at 9:01 a.m.

2. LAND ACKNOWLEDGEMENT

2.1 Chair Gish read the Land Acknowledgement.

3. ADOPTION OF AGENDA

The May 19, 2022, agenda was amended to include the following:

- 7.2 Strategic Plan/Key Performance Indicators (KPI) Update
- 8.1 Police Commission and LPS Association Liaison Committee Policy
- 8.2 Volunteer of Distinction

(22.33) **MOVED by** *Cameron Penstone*, Seconded by *Sonya Dykslag*, to adopt May 19, 2022, agenda as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

April 21, 2022, Lacombe Police Commission meeting minutes were presented.

(22.34) **MOVED by** *Elaine Willette-Larsen*, Seconded by *Cameron Penstone*, adopt the meeting minutes for April 21, 2022, as presented.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

- 2021 Budget to Actual Final Report –Tracey McKinnon
Ms. McKinnon provided an overview of the 2021 audited budget. The key information highlighted is as follows:
 - A surplus of \$186,000 was transferred to police reserves.
 - The revenue was down \$51,000.
 - Goods and Services were over. This is due to an insurance payment for the replacement of a cruiser.
 - Grants are under budget. This is due to the timing of disbursements by the province.
 - Permits and fines are below budget. The budget amount has been adjusted for 2022.
 - A transfer from Reserves to cover the Alberta First Responders Radio Communications System upgrade
 - The expenses were under budget. This is primarily due to staff vacancies and extended leave.

A discussion occurred regarding the balance in Capital and Operating reserves and the IT Reserves for equipment replacement. Ms. McKinnon will provide a report showing the reserve transfers based on a 10-year average at June’s meeting.

6. REPORTS

- *Chief of Police Monthly Reports: April 1, 2022 – May 1, 2022
Chief Blumhagen's report was presented to the Commission as information. No questions or comments arose from the information.

Commissioner Kulak expressed gratitude for the presence of the Lacombe Police members at the funeral of a young resident. The family was very appreciative of the community support.

6.1a *School Resource Officer Report and Statistics

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

- *Budget Report (Actual vs Budget 2022)
Ms. McKinnon presented the 2022 Q1 Actual vs Budget report. After reviewing the information, the Commissioner requested that the previous year’s budgeted amounts are added to the report.
- *Public Complaints Director Report
There were no complaints received this month.
- Chair Report
Chair Gish presented her report on the LPC monthly activities.
- Vice-Chair Report
Vice-Chair Penstone presented his report on the LPC monthly activities.
- Council Rep. Report
Councillor Hoekstra's report was presented to the Commission members on the monthly activities to Council. She shared the Keep Alberta RCMP Community Engagement report

with the Commission. The information was presented at the May 9, 2022, Council Meeting.

(22.35) **MOVED** by *Ken Kulak*, Seconded by *Cameron Penstone*, to accept reports (6.1/6.1a/6.2/6.3/6.4/6.5/6.6) as information.

CARRIED UNANIMOUSLY

7. OLD BUSINESS

- Lacombe Police Commission Bylaw 78 - Review

Chair Gish shared a working document that outlined the requirements in the bylaw as per the Police Acts and recommendations that could be put forward when a formal document is presented to Council. It was discussed that the Police Act is under review, and the recommended changes are going to Cabinet for consideration. The changes could impact the Commission; therefore, it was decided that a letter would be sent to the Mayor requesting the delay of the review of Bylaw 78 until the Police Act changes are approved.

Chair Gish will prepare and send the letter to Mayor Creasey asking that the review of Bylaw 78 is tabled to a later date.

- Strategic Plan/Key Performance Indicator (KPI) Update

The draft LPS/LPC Strategic Plan and draft KPI were shared with the Commission. The Commissioners were asked to review the information and provide feedback at June's meeting.

8. NEW BUSINESS

- Police Commission and LPS Association Liaison Committee

Commissioner Dykslag shared that during the Chief's evaluation interviews, a recommendation was made for Lacombe Police Association to meet with the Commission annually. Ms. Dykslag presented a draft policy to create a formal meeting between the Commission and the Association. A discussion occurred on the information presented and the requirements for the formal meeting. It was determined that more research is needed before moving forward with the request.

- Volunteer of Distinction

Commissioner Dykslag will provide the Mayor with a brief write-up of Edith McKinlay and Judy Lucht. Ms. McKinlay and Ms. Lucht are being honoured for their commitment to the Police Commission at the Volunteer of Distinction event held on June 14, 2022.

9. INFORMATION

- N/A

10. STANDING ITEMS

Commissioners acknowledged standing items.

- LPC Annual Work Plan Review
 - LPC Binder Update in June
 - The Next Meeting Confirmation
- Commissioners confirmed the next meeting date to be June 16, 2022, in the Community Room at Lacombe Police Services.

11. IN-CAMERA

(22.36) **MOVED by Elaine Willette-Larsen**, Seconded by *John Soderberg*, to enter In-Camera at 10:56 a.m. to discuss the following:

CARRIED UNANIMOUSLY

- Labour (FOIP Section 24)
- Legal (FOIP Section 17)

(22.37) **MOVED by Cameron Penstone**, Seconded by *Elaine Willette-Larsen*, to return to Open Meeting at 11:28 a.m.

CARRIED UNANIMOUSLY

(22.38) **MOVED by John Soderberg**, Seconded by *Ken Kulak*, that the Commission directs the Chief to proceed with hiring two recruits.

CARRIED UNANIMOUSLY

12. ADJOURNMENT

DECLARED by Chair Gish that the regular meeting is adjourned at 11:30 a.m.

__Original signed__
Chairperson

_____ Original signed __
Secretary