

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
Thursday, October 20, 2022**

Attendees: Corey Gish, Chair
Cameron Penstone, Vice-Chair
Ken Kulak, Public Complaint Director
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
Diane Piché, Director of Corporate Service
Jennifer Peterson, Secretary

Guest: Brenda Vaughan, Strategic Plan/KPI Consultant
Tracey McKinnon, Senior Manager of Financial Services

Regrets: Sonja Dykslag, Commission Member at Large

1. CALL TO ORDER

Chair Gish called the meeting to order at 8:58 a.m.

2. LAND ACKNOWLEDGEMENT

Chair Gish read the Land Acknowledgement.

3. ADOPTION OF AGENDA

October 20, 2022, Lacombe Police Commission Agenda was presented for adoption.

(22.53) **MOVED by Elaine Willette-Larsen, Seconded by Cameron Penstone, to adopt October 20, 2022, agenda as amended to move 7.1 2022-2024 Strategic Plan/KPI to Presentations.**

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

September 15, 2022, Lacombe Police Commission meeting minutes were presented.

(22.54) **MOVED by Elaine Willette-Larsen, Seconded by Cora Hoekstra, adopt the meeting minutes for September 15, 2022, as presented.**

CARRIED UNANIMOUSLY

5. PRESENTATIONS

5.1. 2022-2024 Strategic Plan/KPI – Brenda Vaughan

Ms. Vaughan presented the draft 2022-2024 Strategic Plan for final discussion. A discussion around the proposed strategic plan took place, with the following being agreed upon:

- The date will be amended to 2023-2026
- The title page will remove the phrase, Commitment, Compassion, Courage, and Care and replace it with *Policing Excellence*
- The final document will be sent to the City's marketing department for branding.
- The final copy will be presented at the December 8, 2022, Lacombe Police Commission meeting for final approval, after which it will be placed on the Lacombe Police Commission website.

(22.55) **MOVED** by *Cora Hoekstra*, Seconded by *Cameron Penstone*, to adopt the 2023-2026 Strategic Plan as amended per the discussion.

CARRIED UNANIMOUSLY

Chair Gish thanked Ms. Vaughan for her strengths and work in building the 2023-2026 Strategic Plan.

Ms. Vaughn left the meeting at 9:26 a.m.

6. REPORTS

6.1. *Chief of Police Monthly Reports: September 1, 2022 – October 1, 2022

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

- A professional standards matter is being dealt with by management.
- Received a phone complaint, but no formal complaint has been filed.
- Training of the 9 mm Glock pistol has been completed.
- Two members had attended a two-day Provincial Use of Force meeting.
- A CPO Contract meeting was held, and positive feedback was received. These meetings are to occur a couple of times a year.
- Sergeants and civilian staff meetings have been planned for 2023.

6.2. *School Resource Officer Report and Statistics

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

6.3. *Budget and Variance Report (Actual vs Budget 2022)

Ms. McKinnon presented the Actual vs Budget report for January to September. A few items addressed are that Fines revenue is below the budgeted amount for 2022; this has been adjusted for 2023, and Wages are showing a surplus, even with the recruits starting in August. The budget will not see a significant increase in the projected 2022 surplus.

6.4. *Public Complaints Director Report

PDC Kulak's report was presented. He advised the Commission that a phone complaint was received, with no formal complaint filed. He is follow-up with Chief Blumhagen and Staff Sergeant Zens on a complaint received in July.

6.5. Chair Report

Chair Gish's report was presented to the Commission on her monthly activities.

6.6. Vice-Chair Report

Vice-Chair Penstone reported on his monthly activities. He highlighted attending the EPS Grad ceremony for LPS recruits and recommends to the members that if they can, they should attend the February 10, 2023, ceremony.

6.7. Council Rep. Report

Councillor Hoekstra's presented her report to the Commission.

(22.56) **MOVED by Elaine Willette-Larsen, Seconded by John Soderberg, 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. Lacombe Police Commission Members' Self-assessment

Chair Gish reminded the Commission that if they have not completed the self-assessment, to do so as soon as possible. Commissioner Dykslag will present the results at the November 10, 2022, meeting.

7.2. Memorandum of Understanding (MOU) and Review of Bylaw 78

Chair Gish provided a summary of the email received from Director Piché regarding the review of Bylaw 78 and formalizing a Memorandum of Understanding. It was agreed that it is something that both parties would like to pursue. Director Piché will forward current MOUs in place with the City and LPS to the Chair for review. This item is to be moved to *Standing Items* until completed.

7.3. RFP Host the AAPG Annual General Meeting and Conference 2024

An extension was received to submit an RFP to host the AAPG Annual General Meeting and Conference in 2024. Upon discussion, it was agreed to send a letter of interest to AAPG's Executive Director.

7.4. Presentation of 2023 Annual Provisional Budget to Council

Ms. McKinnon presented the final 2023 draft LPS Operating Budget that will be discussed with Council at the Budget Workshop on November 1, 2022.

8. NEW BUSINESS

8.1. Commission Member Training Report – Vice Char

Vice-Chair Penstone provided a verbal update on Commission members' training progress. A review of the training requirements per the Policy Manual, and recommended changes, if required, will be presented at the February 2023 meeting.

9. INFORMATION

9.1. Police Community Grant Program

Chief Blumhagen provided an overview of the program. Upon review, it was determined that there is nothing at this time for the Lacombe Police Service.

9.2. 3rd Party Record Check Contract

Chief Blumhagen advised that a 30% increase in the contract was submitted for approval and waiting on approval of the request.

9.3. LPS- Alberta Provincial Policing Standard Audit – Cycle 5

A letter to advise the Commission that the Lacombe Police Service will be audited in 2023 was presented as information. Upon a discussion of the audit, it was decided that an inquiry would be sent to the Justice and Solicitor General regarding the Lacombe Police Commission being audited.

9.4. Victim Services

Chief Blumhagen provided an update on the recommended changes to Victim Services. The Victim Services Redesign Discussion conference call with the Alberta Justice and Solicitor General will be rescheduled.

10. STANDING ITEMS

Commissioners acknowledged standing items.

10.1. LPC Annual Work Plan Review

10.2. FOIP Training November 10, 2022

10.3. The Next Meeting Confirmation

Commissioners confirmed the next meeting date to be November 10, 2022, in the Community Room at Lacombe Police Services.

11. IN-CAMERA

(22.57) **MOVED by Elaine Willette-Larsen**, Seconded by *John Soderberg*, to enter In-Camera at 11:36 a.m. to discuss the following:

CARRIED UNANIMOUSLY

11.1. Labour (FOIP Section 24)

11.2. Legal (FOIP Section 17)

(22.58) **MOVED by Cameron Penstone**, Seconded by *Ken Kulak*, to return to Open Meeting at 11:07 a.m.

12. ADJOURNMENT

DECLARED by *-Chair Gish* that the regular meeting is adjourned at 11:08 a.m.

____ Original Signed ____
Chairperson

_____ Original Signed _____
Secretary