

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
Thursday, September 15, 2022**

Attendees: Cameron Penstone, Vice-Chair
Ken Kulak, Public Complaint Director
Sonja Dykslag, Commission Member at Large (remote)
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: Tracey McKinnon, Senior Manager of Financial Services

Regrets: Corey Gish, Chair

1. CALL TO ORDER

Vice-Chair Penstone called the meeting to order at 9:00 a.m.

2. LAND ACKNOWLEDGEMENT

Vice-Chair Penstone read the Land Acknowledgement.

3. ADOPTION OF AGENDA

September 15, 2022, Lacombe Police Commission Agenda was presented for adoption.

(22.44) **MOVED by Elaine Willette-Larsen**, Seconded by *Ken Kulak*, to adopt September 15, 2022, agenda as amended to include the 9.3 Victim Services online seminar.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

June 16, 2022, Lacombe Police Commission meeting minutes were presented.

(22.45) **MOVED by Cora Hoekstra**, Seconded by *Elaine Willette-Larsen*, adopt the meeting minutes for June 16, 2022, as presented.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

Vice-Chair Penstone presented Chief Blumhagen with *A First Bar to The Police Exemplary Service Medal* certificate and one bar strip in recognition of 30 years of loyal and exemplary service to public safety.

6. REPORTS

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

Chief Blumhagen's report was presented to the Commission as information. Additional information that was provided is as follows:

- Endured staff shortage over the summer due to holidays and injuries.
- The Kids N' Kops was hosted in July; twenty-four kids attended the program.
- All members have completed the mandatory Street Check training.
- Attended Criminal Intelligence Service training in Quebec City
- The two members started EPS training in August, with graduation scheduled in January 2023.
- The current recruits are scheduled to graduate on September 16, 2022.
- The 9 mm have been purchased, with training scheduled for the end of October. Once training is complete, the Glock 40 Cal will be retired.

6.2. *School Resource Officer Report and Statistics

Constable Wilzer's (SRO) report was presented to the Commission as information. Concerns were expressed about the totals not adding up. It was explained that information that does not pertain to the Commission is removed, causing the issue.

6.3. *Budget Report (Actual vs Budget 2022)

Ms. McKinnon presented the Actual vs Budget report for January to August. The provincial grants are received in December, and the 911 grant is received quarterly. Billing for the CPO monitoring contracts is done annually in December. The School Resource invoicing has been completed, with invoices being sent to the Wolf Creek School Division and Lacombe County. A surplus is projected for 2022.

6.4. *Public Complaints Director Report

PDC Kulak's report was presented. He advised the Commission that a complaint was received and in for investigation. A status update was forwarded in August.

6.5. Chair Report

Chair Gish's report was presented to the Commission as information.

6.6. Vice-Chair Report

Vice-Chair Penstone reported on his monthly activities was presented. He requested that the Commission members provide an update on where they are at with training to be included in the October training report.

6.7. Council Rep. Report

Councillor Hoekstra's report was presented to the Commission.

(22.46) **MOVED by Elaine Willette-Larsen, Seconded by Ken Kulak, 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. Strategic Plan/Key Performance Indicator (KPI)

Chair Gish, Vice Chair Penstone and Chief Blumhagen met with Ms. Vaughan to work the information into an easy-to-read format and to confirm the Mission, Vision, and Values statement. The document will be presented at the October meeting for adoption. The targets will be set at a later date.

Commissioner Willette-Larsen expressed her appreciation to the Chair, Vice Chair and Chief Blumhagen for their work in finalizing the document.

8. NEW BUSINESS

8.1. 2023 Budget Proposal

The 2023 Budget proposal was presented to the Commission for adoption. The proposed changes for 2023 are as follows:

- Increase of 3.1 % in revenue with the addition of CPO monitoring contracts, wage recovery, and records checks.
- Expenses are proposed to increase by 5.5%, or \$306,196. Primarily due to Police members and support staff wage and benefits incremental increases.

A discussion took place on the presented draft budget.

(22.47) **MOVED by Elaine Willette-Larsen, Seconded by John Soderberg, to accept the proposed 2023 operating budget as presented.**

CARRIED UNANIMOUSLY

8.2. Lacombe Police Commission – Mission, Vision, and Values Statement

Following discussions, the Commission agreed to update the current Values statement. The Mission and Values statement will remain as is. The amended Values statement will be updated with Ms. Vaughan and on the LPC website.

(22.48) **MOVED by Cora Hoekstra, Seconded by Ken Kulak, that the Values Statement is amended to read as follows:**

- Respect:** For all people and the community we serve.
- Accountability:** To each other and those we serve.
- Honesty:** Being forthright and direct with our community and ourselves.
- Integrity:** Conducting ourselves in an ethical manner, maintaining confidentiality, trust, and objectivity.

CARRIED UNANIMOUSLY

8.3. Street Check Annual Report and New Act

Chief Blumhagen provided an update on the changes to the Act and required reporting. The Lacombe Police Service has completed the mandatory training and the Annual Report, which was presented to the Commission and submitted to the province.

8.4. Recommendation to Change the Monthly Commission Meeting Day

A request to change the monthly meeting for the third Thursday of the month to the second Thursday was presented for consideration. A discussion occurred on the request.

(22.49) **MOVED by Sonya Dykslag**, Seconded by *Cora Hoekstra*, that the regular Lacombe Police Commission meeting is scheduled for the second Thursday of the month, starting in November of 2022.

CARRIED UNANIMOUSLY

Following a discussion to amend the Lacombe Police Commission Policy Manual 2.11 Meeting of the Commission section (1), the following changes were presented:

“(1) At the annual organizational meeting in January, the Chair shall schedule all meetings occurring in that year. The yearly schedule is made public using, at a minimum, the Commission website. The meetings generally occur each month. Unless notified one (1) week in advance, all meetings begin at 9:00 A.M., at the Lacombe Police Service in the Community Room and are open to the public, subject to Section 18 of the FOIP Regulation. The Commission may choose to hold meetings at different locations within the community. The Agenda for the organizational meeting shall include:”

(22.50) **MOVED by Elaine Willette-Larsen**, Seconded by *Sonya Dykslag*, to adopt the changes as presented.

- 8.5. Reappointment or Recruitment Ad – Lacombe Police Commission Members 2023
Chair Gish and Commissioner Dykslag's second term expires on December 31, 2022. Both members have expressed interest in a third term. A letter requesting the Council's approval of a third term for Ms. Dykslag and Ms. Gish., ending December 31, 2025, will be forwarded to the mayor for consideration.

Commissioner Willette-Larsen's first term will expire on December 31, 2022. She has expressed interest in a second term ending December 31, 2025.

- 8.6. LPC Member Self-assessment
Commission Dykslag sent the link to the Commission members to complete the self-assessment. The results will be provided at the October meeting.

9. INFORMATION

- 9.1. Justice and Solicitor General 2021-2022 Annual Report
The report was provided to the Commission members by email.
- 9.2. AAPG Spring-Summer Newsletter
The newsletter was presented as information. The AAPG will be held in Rocky Mountain House on June 2 & 3, 2023.
- 9.3. Victim Services Update – Webinar
A webinar will be scheduled to discuss the proposed Victim Services redesign with Lacombe Commission and the Lacombe Police Chief, as there is a conflict with the planned September 16, 2022, meeting.

10. STANDING ITEMS

Commissioners acknowledged standing items.

- 10.1. LPC Annual Work Plan Review
10.2. Commission Member Training Report – Vice-Chair
10.3. The Next Meeting Confirmation
Commissioners confirmed the next meeting date to be October 20, 2022, in the Community Room at Lacombe Police Services.

11. IN-CAMERA

(22.51) **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)

(22.52) **MOVED by Cora Hoekstra**, Seconded by *Ken Kulak*, to return to Open Meeting at 11:42 a.m.

CARRIED UNANIMOUSLY

12. ADJOURNMENT

DECLARED by Vice-Chair Penstone that the regular meeting is adjourned at 11:43 a.m.

____ Original Signed ____
Chairperson

____ Original Signed ____
Secretary