

**Board of Police Commissioners Meeting
Unapproved Minutes
December 11, 2024 at 10:06 am**

1. Call to Order	Chair Stagg called the meeting to order at 10:06 am
2. Present	Roy Stagg (Chair), Police Chief Mark Kane, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, Paul Kellogg, CAO Sandi Millett-Campbell as Recording Secretary
3. Regrets	None
4. Absent	Kim Dunning
5. Additions to Agenda	None
6. Approval of Agenda	MOTION #BoPC2024-12-11-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried
Edits to the Minutes	None
7. Approval of Minutes	MOTION #BoPC2024-12-11-02 It was regularly moved and seconded to approve the minutes of June 19, 2024 as presented. Motion carried

8. **Presentations**

None

9. **Public Input**

None

10. **New Business**

i. Welcome / Swearing in New Members

Chair Stagg welcomed the new members. Chief Kane swore in the two new Council members prior to the meeting starting.

ii. Quarterly Financials

Chief Kane updated the new members on the budget process, and they will review the items that are timing difference. This Committee reviewed the Civil forfeiture grant, and Chief Kane answered any question on budget and noted that the budget is on track for year end.

iii. Request for Training Board Members

The Department of Justice will facilitate training for the new Board members. Chair Stagg will organize the training for the Board members, and the training will be set up as a virtual meeting if possible.

ACTION: Arrange training session for new Board members

NAME: Chair Roy Stagg

DUE: March 6, 2025

iv. **Police Audit**

Chief Kane updated the Board on the new policing standards which included having an audit. The audit was held on November 22, 2024. The review covered several items such as, moving to a digit record system, policy and procedures, training records, staffing, employment process, equipment storage and tracking, and the facility itself. Some of the items might be mandatory to meet the standards and other items could be recommended. Once the audit report is received then the Department will have a year to remedy the items on the standard list. CAO Millett Campbell mentioned that the timing is off due to the Provincial Service Exchange has not been agreed upon and the items might change. It seems that items are being rushed through. The Department is currently ahead from previous years.

11. **Unfinished Business**

i. **Request for Parking Changes**

Chair Stagg confirmed that the cameras will be installed once the new internet provider is completed.

ii. **Discussion on start time of BoPC Meetings**

Chair Stagg would like to suggest changing the start time due to the in-camera discussion when the public is in the building. Coucillor Sadkowski suggested that we investigate a sound machine for outside the chamber door. CAO Millett-Campbell will add this to the budget for next year, as all the departments would benefit from it.

12. **Department Reports**

i. **Chief's Report**

Chief Kane reported the following average of 37 visits at the front counter and approximately 100 calls to service from September 1 to November 30, 2024. There have been several domestic calls that were attended this quarter and advised that domestic calls require more than one officer for this type of call. They are currently working with a joint file with RCMP on a drug related file. Chief Kane updated the members on all the extra committees that they attend above and beyond their role here. The Cadet program is running this year, and the department is doing the winter hat tree again this year. Chief Kane gave a brief update on the new grant funding projects, such as the expression wall at the skateboard park and the new virtual simulator that staff are working on this year.

13. **Roundtable**

Paul Kellogg would like to acknowledge that older vehicles do not have their lights turned on and are driving around town with no parking lights. They also noted that several cars have been seen driving the wrong way on St George Street. Chief Kane will include a notice in his next newsletter.

Deputy Mayor Skinner-Robertson reported that throughout her canvassing during the election it was brought to the attention the speeding on St. George Street.

14. **Correspondence**

None

15. IN CAMERA: Under Section Under Section 22(2) of the Municipal Government Act, deferred to next meeting.

16. Next Meeting

March 12, 2025 at 10:00 am

17. Adjournment

The meeting adjourned at 11:08 am



Roy Stagg, Chair



Sandi Millett-Campbell, Recording Secretary

