

**GRANDE PRAIRIE POLICE COMMISSION
MEETING MINUTES**

August 10, 2023

2:15 PM

AI Robertson Room, Centre 2000

Attendees: Commissioner Dan Wong
Commissioner Natalia Reiman
Commissioner Timothy Burnham
Commissioner Donna Koch (Virtual)
Commissioner Lois Duke (Virtual)
Councillor Kevin O'Toole
Councillor Dylan Bressey (Virtual)

Others: Lorrie Sitler, Executive Director
Chris Manuel, City of Grande Prairie
Kathryn Anderson, City of Grande Prairie

1. CALL TO ORDER

Chair Wong called the meeting to order at 2:54 pm.

2. LAND ACKNOWLEDGEMENT

We respectfully acknowledge the Beaver, Cree, Dene, and Métis people as the original caretakers of these Lands and surrounding areas. We are grateful to live, learn, work and play on Treaty 8 territory within Turtle Island and acknowledge these Lands have been home to diverse and sovereign First Nations and Inuit People since Time Immemorial.

3. APPROVAL OF AGENDA

Motion to approve the agenda as posted.

Moved by: Councillor O'Toole

Carried unanimously

4. APPROVAL OF MINUTES

Motion to approve the Minutes of Regular Meeting of July 13, 2023, as amended.

Moved by: Commissioner Burnham

Carried unanimously

5. BUSINESS ARISING

5.1 Grande Prairie Police Service and Grande Prairie Police Commission Branding – Chris

Chair

ED

Manuel

- The Commission was presented with three branding strategy options. Chris Manuel explained each option and provided a recommendation for Option #3.
- Commission Members questioned the 3 options and were provided pros and cons for each option.
- Consensus of the Commission was that we cannot operate for a significant amount of time with no branding. A hybrid option would allow for internal work to be done while receiving high level work and professional results from a contracted source.

Motion to select Branding Option 3.

Moved by: Vice-Chair Reiman

Carried unanimously

6. STANDING ITEMS

6.1 Chair Report

- 2023 Work Plan
- The 2023 Grande Prairie Police Service Budget presentation to Council took place on July 24th. Council approved the 2023 Budget which includes:
 - Transition expenses incurred to date and will continue throughout 2023,
 - Recruitment, salary and benefit costs for the new Chief of Police and key positions that will be brought on after his arrival,
 - Commission operations and onboarding,
 - Branding,
 - Equipment needs for 2023 and to support growth of the service as the transition progresses,
 - Capital expenditures such as vehicles.
 - The 2023 Budget is being funded through transitional funding received from the Province of Alberta.
- Watched the CAPG “Challenges of Recruiting Police Officers” webinar.
- Participated in the CAGP virtual AGM.

6.2 Public Complaint Director Report

- Nothing to report.

6.3 Executive Director Report

- Working with transition team on community engagement with the Chief for October
- Meeting with potential strategic planning facilitators for November
- Completed change management workshop with the City, supporting HR working group with an action plan
- Took part in the CAPG webinars, Challenges of Recruiting Police Officers. Notes are in Commission OneNote
- Took part in CAPG AGM. Unfortunately, we did not receive information until a few days before the meeting. Made sure we are on the right email lists for future.

Chair

ED

- Completed FOIP training
- Assisted Chair in 2023 Budget presentation to Council
- Organizing Chief onboarding
- Developed a social media plan and schedule for approval at the Policy and Governance Committee meeting
- Will be away for September meeting, Jodie Boyne will support Commission at the meeting.

6.4 Committee Updates

a) Finance Committee

- June 5, 2023, Committee Meeting Minutes

Motion to receive the minutes of the June 5, 2023, Finance Committee meeting as presented/amended.

Moved by: Commissioner Burnham
Carried unanimously

b) Policy & Governance Committee

- Next Meeting on August 22nd
- July 6, 2023, Committee Meeting Minutes

Motion to receive the minutes of the July 6, 2023, Policy and Governance Committee meeting as presented/amended.

Moved by: Commissioner Koch
Carried unanimously

c) Personnel Committee

- July 27th, Committee meeting minutes
- Vice-Chair Reiman provided a summary of the meeting and let the Commission know the Committee would be implementing touchpoints with the Chief on a regular basis

Motion to receive the minutes of the July 27, 2023, Personnel Committee meeting as presented.

Moved by: Vice Chair Reiman
Carried unanimously

7. NEW BUSINESS

7.1 Police Transition Update - Chris Manuel

- Chris Manuel indicated the transition is meeting its milestones in alignment with anticipated timelines.
- Postings have gone out for 2 Superintendent positions, 1 Staff Sergeant and 2 Sergeant

positions. The positions will be integral to assisting the Chief with building the service. Applications for these 5 positions will be reviewed the last week of August. Deployed position recruitment will begin in the late fall and will be deployed in 2024. Recruitment for an IT Manager and Public Information Officer will begin shortly.

- Personnel Committee Handbook has been created for police service personnel.
- Discussion around recruitment information, GPPS website, and the application process.
- The applications for Canadian Police Information Centre (CPIC) and Net Connection Authorization Request (NCACR) have been commenced.
- Have been working on a 5 year shadow budget for the City. The 2024 Budget Proposal will be presented to the Finance Committee at their meeting on September 7th.
- Information provided on the collaboration with multiple departments. Moving forward positively with city departments and inter-governmental agencies.

8. INQUIRIES BY THE POLICE COMMISSION

No inquiries.

9. INQUIRIES BY THE PUBLIC

No inquiries.

10. ROUND TABLE

Nothing to report

11. CLOSED SESSION

- 11.1 Personnel – FOIP – Sec. 17(4)
- 11.2 Law Enforcement Matters – FOIP – Sec. 20(1)
- 11.3 Public Complaint Director – FOIP – Sec. 24(1)
- 11.4 Professional Standards – FOIP – Sec. 17(4)

Motion to move into Closed Session in accordance with Section 197 of the Municipal Government Act and specified sections of the Freedom of Information and Protection of Privacy Act.

Moved by: Vice Chair Reiman
Carried Unanimously

Motion to return to open session.

Moved by: Councillor O’Toole
Carried Unanimously

12. BUSINESS ARISING FROM CLOSED SESSION

No business arising from closed session.

13. NEXT MEETING – September 14, 2023, at 2:30 pm

14. ADJOURNMENT



Meeting adjourned by Chair Wong at 4:30 pm.

Date

Chairman

Date

Executive Director

Chair ED