

**GRANDE PRAIRIE POLICE COMMISSION
MEETING MINUTES**

December 21, 2023

Al Robertson Room, Centre 2000

Attendees: Commissioner Dan Wong
Commissioner Natalia Reiman
Commissioner Timothy Burnham
Commissioner Donna Koch
Commissioner Lois Duke
Commissioner Sandeep Sharma
Commissioner Warren Travasso
Councillor Kevin O'Toole
Councillor Dylan Bressey

Others: Lorrie Sitler, Executive Director (Commission)
Dwayne Lakusta, Chief of Police
Greg Redl, Superintendent
Darrin Balanik, Executive Director (GPPS)
Jacqueline Daigneault (Admin), City of Grande Prairie

Regrets: John Respet, Superintendent

1. CALL TO ORDER

Chair Wong called the meeting to order at 3:17 pm. Welcomed the 2 new provincial appointees, Commissioner Travasso and Commissioner Sharma.

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

Add under Section 7.5 c:

- i. December 12, 2023, Personnel Committee Minutes
- ii. 6-month review process for Chief of Police
- iii. Executive Director Contract Discussion

Motion to approve the agenda as amended.

Moved by Councillor Bressey
Carried Unanimously

Chair

ED

4. APPROVAL OF MINUTES

Motion to approve the minutes of November 9, 2023, Monthly Meeting as presented.

Moved by: Commissioner Koch
Carried Unanimously

5. INQUIRIES BY THE PUBLIC

None

6. BUSINESS ARISING

None

7. STANDING ITEMS

7.1 Chair Report

- Reminders: Enhanced Security Clearances (forms, fingerprinting at RCMP detachment). Executive Director will resend email.
- Online learning modules were due the end of October for most members. Need to get them completed.
- Commission Self Evaluations will be sent out by Executive Director
- January – Organizational meeting and election of Executive

7.2 Chief's Report

a) Transition Update

- Introduction to Darren Balanik, Executive Director of Administrative Operations – 32 years of experience. Currently working on HR plan with team and transition document for RCMP and public safety Canada.
- Completed the recruitment for IT director – IT manager at City of Grande Prairie. The successful candidate joins in January to support building IT System.
- Crest shared with the public – lots of positive feedback.
- January 1, GPPS takes over Mobile Outreach and Municipal Enforcement Services
 - Full analysis will be completed to ensure resources are being deployed efficiently.
- Supt. Redl is working on the recruitment strategy and plans. He and S/Sgt. Lefebvre went to Edmonton to learn best practices. This was a successful trip and they made great connections for future support. Working on development of the training syllabus with Lethbridge college.
- EPS Recruiter came to GP to support with experienced officer recruitment and provided coaching.
- First advertisement for experienced officers will be posted on January 2 with a May 27 start date.
- Agreement in principle with Northwestern Polytech for facility usage for recruit training. Preliminary contract- leasing office space on campus creating a place to advertise recruiting, conduct interviews, and be in a great demographic pool for recruiting. 3 office spaces, used to conduct interviews and a breakout room for facilitators training cadets.

Chair

ED

- Began procurement for uniforms and equipment. Uniforms to arrive at the end of January, we will be testing varieties of equipment (body armor, shirts, jackets, etc.).
- The first Grand Prairie Police Service marked vehicle will be on the road in Q1. There is a 9-month delay on police vehicles – both will be used for officers in town, recruiting efforts, advertising, etc. These are regular vehicles with GPPS markings.
- Chief Lakusta met with City Resources – GP is far ahead of the curve. Connections set up for balance between intervention and enforcement.
- Councillor Bressey – dates for experienced officers, are there dates for cadets? Chief Lakusta - these will be in Q1 & Q3 with 2 classes for experienced officers, 1 for new recruits. Working through HR plan to ensure successful deployment.
- Councillor O’Toole - experienced officers, is their course not as long as new officers? Chief Lakusta - they are less, at 3-6 weeks. This is due to recognizing the experience they bring. They know tactics and operations. We will ensure they are introduced to city programs.
- Chair Wong inquired about class sizes. Chief Lakusta- classes of 8 in beginning. We will get a better idea of numbers once advertising.
- Commissioner Duke - how to change the culture that may be coming over from RCMP? Chief Lakusta - expectations right from the start. Handpicking, and building culture.
- Chair Wong – will the values of the Commission be shared to ensure alignment. Chief Lakusta - Absolutely
- Councillor Bressey - the type of communication conversations with Supt. Brachmann to ensure we compliment what the RCMP is doing (patrols wise). Chief Lakusta - once we deploy, we will ensure to communicate on this and ensure that the relationship continues.
- Commissioner Burnham brought up that there are certain skeptics in the community or those who are opposed to the transition. In our engagement and personal conversations, there are many common misinformed viewpoints, is it possible to put together an FAQ with current, accurate info? Chief Lakusta - Erica Fisher’s task, to market and tell a story with the FAQ. Looking at website, waiting for training soon in the new year.
- Commissioner Burnham asked about moving enforcement services over. There is lots of respect for RCMP, concern for peace officers in community. This opportunity could be positive for culture. Are there thoughts or plans on how to address and enhance? Chief Lakusta - Supt. Respet is completing a review, including 1:1 Interviews with each peace officer to identify common themes and address these as needed.
- Chair Wong asked for written reports in the future. Chief Lakusta will provide written reports starting in January.

7.3 Public Complaint Director Report

Nothing to report.

7.4 Executive Director Report

- Completed onboarding with Commissioner Sharma and Commissioner Travasso.
- Commissioner Sharma asked for Commission folders in SharePoint to save items.

Chair

ED



The folder is called Commission members and each member has their own folder.

- Invitations for formal swearing in ceremony went out this week. There has been a positive response to this already. The Minister of Public Safety & Emergency Services has confirmed attendance.
- Honorarium forms for December will be sent out tomorrow and those must be submitted the same day.
- Commission Self-Evaluations will be sent out.
- Dan and Lorrie met with Indalma regarding the logo. The Commission would like to build off the crest. Indalma wants \$10,000.00. Lorrie spoke with procurement and is waiting to find out if we could work with someone locally for a significantly lower cost.

7.5 Committee Updates

a) Finance Committee – Chair, Commissioner Burnham

- Discussed timing of financial updates and how they could fit in to Commission meetings. Councillor Bressey asked if this was the City's year end financials? Executive Director Sitler - Quarterly updated financials. Once finance completes the first quarter it is late April. The chief will receive it by early May. Council only gets a wrapped-up number, council requested that they wanted quarterly updates from the Commission. To be in the right sequencing, it would be May 28.
- Executive Director Sitler was clear that it wasn't right that Budget went to CLT prior to the Commission and is working on timelines. There will only be 2 quarterly updates to Council in 2024 and the budget will be different treated differently than 2024.
- Chair Wong ask if this is what is received at the Committee meeting? Executive Director Sitler - Our intent is that we won't participate in the Council quarterly update meeting, as it is the City finance department's responsibility. Quarterly update will come to Commission to provide how we are doing in the transition.
- Councillor Bressey said it would be nice if we could be treated differently as we are a separate body from the city, not a city department.

b) Policy & Governance Committee – Chair, Commissioner Koch

i. November 3, 2023, meeting minutes

Motion to accept the minutes of the November 3, 2023, Policy and Governance Committee meeting as presented.

Moved by: Commissioner Koch

Carried Unanimously

ii. Stakeholder Engagement Summary

Motion to distribute the Stakeholder Engagement Summary to engagement session attendees and post on the webpage.



Moved by: Commissioner Duke

Carried Unanimously

iii. Vision, Mission, and Values

Motion to approve the Vision, Mission, and Values as presented..

Moved by: Councillor O'Toole

Carried Unanimously

iv. Strategic Priorities, Objectives, and Initiatives

- Commissioner Burnham asked about the potential to come up with a “report card” for the community? Currently financially driven, may be beneficial to find a different reporting strategy for the public? Should fall under Communications Plan.
- Commissioner Travasso asked where would Crime reduction fit? Chair Wong – crime reduction would fall under operations once GPPS is operational.
- Councillor Bressey asked about a simple way to show the community our progress.
- Chair Wong agreed that there is lots that could be captured under the communications plan

Motion to accept the Strategic Priorities, Objectives, and Initiatives as presented.

Moved by: Commissioner Burnham

Carried Unanimously

c) Personnel Committee – Chair, Commissioner Reiman

i. December 14, 2023, meeting minutes

- Feedback that other individuals could be added aside from committee members for the information conversations.
- 2 members coming in part way through, they can have opportunity in closed session to learn about chief’s hiring.

Motion to accept minutes of the December 14, 2023, Personnel Committee Meeting as presented.

Moved by: Commissioner Reiman

Carried Unanimously



ii. 6-month review process for Chief of Police

- Councillor Bressey asked when there would be an opportunity for the Commission to give feedback before the PC Committee brings their recommendation?
- Chair Wong explained that this is a semiformal checkpoint prior to the annual review
- Commissioner Reiman suggested that this be a January agenda item to have quick conversation.
- Executive Director Sitler provided clarification that her 6-month review was a probationary review, chief does not receive a probationary review until a year, this is just a check point.

Motion to accept the 6-month review process for the Chief of Police as presented.

Moved by: Commissioner Koch

Carried Unanimously

iii. Executive Director Contract – will be discussed in closed session.

8. NEW BUSINESS

8.1 Correspondence

- a) Public Safety and Emergency Services - Provincial Appointee Email and FAQs

Motion to accept as information.

Moved By: Commissioner Burnham

Carried Unanimously

- b) CAPG – Joint Meeting Statement

Motion to accept as information.

Moved By: Commissioner Travasso

Carried Unanimously

- c) AAPG – Christmas Card and Conference Invitation

Motion to accept as information.

Moved By: Commissioner Sharma

Carried Unanimously



8.2 2024 Conference Attendance – Chair Wong

a) AAPG Conference

- \$23,750 for conferences in 2024 is in budget. AAPG is 260 PP if we do early bird. Travel is 1260 PP.
- This offers exposure to others in AB dealing with the same police act and who share similar responsibilities.
- 2 Councillors should have this covered under their budget.
- 4 Scenarios presented
 - Scenario 1 - If all could go to APPG, and 3 to CAPG. Lorrie will also attend. Total spending would be 23,740.
 - Scenario 2- 5 attend AAPG, 4 attend CAPG similar numbers.
 - Scenario 3 - 5 attend AAPG, 3 attend CAPG, with \$4800 left.
 - Scenario 4 - Everyone attends, 4 at CAPG would be over budget but would be an explainable variance – not recommended.
- Commissioner Reiman expressed discomfort with more than 3 at CAPG. 2-3 would be best. Councillor Bressey agreed that 1-2 was good for CAPG. Commissioner Burnham stated that although he would not be able to attend, the emphasis should be on provincial.

Motion to have as many as possible attend AAPG in Lethbridge from May 3 – 4, 2024.

Moved by: Councillor O’Toole

Carried Unanimously

b) CAPG Conference

Motion to have Chair and two others as determined by Commission attend CAPG in Halifax, Nova Scotia, from August 8 - 11, 2024, and register for the virtual option so other members can participate.

Discussion

- Commissioner Koch asked what if the Chair is the same person every year, this doesn’t build capacity.
- Commissioner Reiman asked if there are concurrent sessions? Is there a benefit to having more than one person in commission attend? Although it is harder to attend alone. Chair Wong confirmed there are no concurrent sessions.
- Chair Wong agrees with building capacity.

Moved by: Councillor Bressey

Chair

ED

Carried Unanimously

9. ROUND TABLE

None

10. CLOSED SESSION

10.2 Personnel – FOIP – Sec. 17(4)

10.3 Law Enforcement Matters – FOIP – Sec. 20(1)

10.4 Public Complaint Director – FOIP – Sec. 24(1)

10.5 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: Commissioner Burnham

Carried Unanimously

Motion to return to open session.

Moved by: Commissioner Duke

Carried Unanimously

11. BUSINESS ARISING FROM CLOSED SESSION

11.1 Executive Director Contract

Motion to provide the Executive Director and Chief of Police with the 2024 COLA increase provided to all other City of Grande Prairie Out of Scope Employees.

Moved by: Commissioner Reiman

Carried Unanimously

11.2 Executive Director Contract

Motion to have the Personnel Committee revise the Executive Director's contract as discussed, to have the Executive Director be a Commission Employee and to present the Executive Director with the contract in early January 2024. The contract will be subject to ratification at a future commission meeting.

Moved by: Commissioner Reiman

Carried Unanimously

12. NEXT MEETING – January 18, 2024, at 3:00 pm in Al Robertson Room, Centre 2000

Chair

ED

Motion to move monthly Commission meeting start times to 3:00 pm starting January 18, 2024.

Moved by: Councillor Bressey
Carried unanimously

13. ADJOURNMENT

Chair Wong adjourned the meeting at

Date

Chairman

Date

Executive Director

Chair

ED