

2018

CORNWALLIS POLICE BOARD

ANNUAL REPORT



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It is our pleasure to present the Board's 2018 Annual Report for the Cornwallis Police Board. The Board's most important functions are to provide civilian oversight and governance of the Department and work with the Chief Constable to ensure our communities are safe and secure.

MESSAGE FROM THE CHAIR

2018 saw a municipal election and change in the composition of the police board. Kurt Wasserberg was elected to council and appointed the position of chair of the Police Board.

I would like to thank the former police board chair Mike Waddell for his diligent work in leading the board forward and strengthening the relationship between the Board, Constable Drader and CAO Donna Anderson.

On November 22, 2018 Constable Drader received the Governor General of Canada - Police Exemplary Service Medal for both 20 years and 30 years of Service. This was awarded at the Association of Chiefs of Police annual Gala in Winnipeg. I extend my congratulations and the boards to Chief Constable Drader. We are proud to have him as employee on the police force.

2018 saw the deployment of a portable radar traffic speed and safety sign unit. The unit was deployed on traffic hot spots on roads in the R.M. The radar speed sign was purchased by the RM of Cornwallis with the assistance of a grant received through a Criminal Property Forfeiture Grant application.

Moving ahead into 2019 holds great promise with the potential of further equipment upgrades.

Thank-you to all involved in the workings of the board and a special thank-you to our staff member Chief Constable Darwin Drader for his continued diligence in providing quality service and policing for the R.M.

Kurt Wasserberg, Chair

VISION STATEMENT

“PARTNERS IN OUR COMMUNITY”

MISSION STATEMENT

**“BUILDING A SAFER COMMUNITY
THROUGH QUALITY SERVICE AND
EXCEPTIONAL RELATIONSHIPS”**

1 POLICE BOARD

The Cornwallis Police Board saw a change on the board for 2018 with the Municipal Election in October. We welcomed Kurt Wasserberg as the Cornwallis Councillor appointment. We thank Mike Waddell for his years of dedicated service to the board.

Chair – Kurt Wasserberg

Member – Chuck Elliot

Member – Reg Atkinson

2 STRATEGIC PLAN & BOARD ACTIVITIES

The board completed the strategic plan in 2017.

3 FINANCIAL PLAN

The financial plan for the Cornwallis Police Department is located under "Appendix A".

Chief Constable Drader applied for and was approved for a Criminal Property Forfeiture Grant under *The Criminal Property Forfeiture Act*. The grant received was in the amount of \$8,205.22. This grant was used for the purchase of a new Speed Sign with Message Board.



Board Member Remuneration

	Honorarium	Mileage	Total
Charles Elliott	0.00	0.00	0.00
Reg Atkinson	0.00	0.00	0.00

4 MEETINGS

The board held four meetings in 2018; January 29, April 9, July 16 and October 1, 2018.

The meeting minutes are attached "Appendix B".

5 AWARDS

On November 22, 2018 Chief Constable Drader attended the Annual Manitoba Association of Chiefs of Police (MACP) Excellence in Policing Awards Gala held in Winnipeg. Chief Constable Drader received the Police Exemplary Service Medal for both 20 years and 30 years of dedicated service. Congratulations Constable Drader on achieving these very distinguished awards.



Chief Constable Drader was presented the awards by MACP President Scott Kolody.

APPENDIX "A"

RURAL MUNICIPALITY OF CORNWALLIS
POLICE DEPARTMENT FINANCIAL
YEAR ENDED DECEMBER 31, 2018

Police Expenses		Annual Budget	YTD Actual
Staff			
	Salary / Benefits	\$74,871.31	\$73,299.77
	Training & Education	\$650.00	\$100.00
Automotive / Equipment			
	Insurance	\$1,200.00	\$1,176.50
	R&M / Equipment	\$4,000.00	\$2,835.69
	Fuel	\$8,500.00	\$9,073.12
	Equipment	\$1,500.00	\$1,220.86
	Equipment – CPF Grant	\$0.00	\$17,517.28
Office			
	Telephone	\$2,600.00	\$2,620.54
	Office	\$1,000.00	\$1,420.48
Total		\$94,321.31	\$109,264.24
Police Board Expenditures			
	Police Board Honorariums ¹	\$1,500.00	\$0.00
	Meals	\$200.00	\$0.00
	Mileage & Travel	\$300.00	\$0.00
Total		\$2,000.00	\$0.00

1. All Council Member expenses are budgeted and accounted for under the General Budget of the Municipality.

“APPENDIX B”

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, January 29, 2018.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Donna Anderson, CAO

CALL TO ORDER – Chair Waddell

The meeting was called to Order at 7:05 P.M.

APPROVAL OF MINUTES – The minutes of the October 16, 2017 meeting of the board were approved as amended.

APPROVAL OF AGENDA – The agenda was adopted as presented

NEW BUSINESS –

- **Review of Police Unaudited Financials to December 31, 2017**

The board reviewed the unaudited financials for the police budget to December 31, 2017, the report was accepted as presented.

- **Monthly Statistics Review October – December 2017**

Chief Constable Drader reviewed the statistical information with the board and answered any questions they had. The committee also reviewed the annual comparisons.

- **Budget 2018**

The committee reviewed the draft budget as presented.

Chief Constable Drader also provided a Request for Purchase of Equipment and Donation for the committees review. The following recommendations to Council were made:

- That we recommend to Council that they consider within the Grant Budget for the Municipality a grant to the Manitoba Peace Officers Memorial Fund.
- That we recommend to Council that they consider the purchase of a Stand Alone Multi DVD

- That we recommend to Council that they consider the purchase of a Radar Speed Display Trailer with Variable Message Board.

A copy of the request with corresponding documentation will be forwarded for Council's information.

The committee also passed the following:

That we recommend to Council that they consider a reserve allocation in the amount of \$12,500.00 for a four year period for the replacement of the police vehicle. This allocation is to match the depreciation of the new vehicle.

- **In-Camera Discussion**

The committee discussed a personnel matter.

- **Next meeting date**

The next meeting will be held on April 9, 2018 at 7:00 p.m. or at the call of the chair.

ADJOURN -

The meeting was adjourned at 8:10 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, April 9, 2018.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Donna Anderson, CAO

CALL TO ORDER – Chair Waddell

The meeting was called to Order at 7:00 P.M.

APPROVAL OF MINUTES – The minutes of the January 29, 2018 meeting of the board were approved as amended.

APPROVAL OF AGENDA – The agenda was adopted as presented

NEW BUSINESS –

- Review of Police Unaudited Financials to March 31, 2018

The board reviewed the unaudited financial information to March 31, 2018 and it was accepted as presented.

- Monthly Statistics Review January – March 2018

Chief Constable Drader reviewed the statistical information with the board and answered any questions they had. The committee also reviewed the annual comparisons.

- Personnel – MACP Annual Meeting

The committee authorized Constable Drader to attend the Manitoba Association of Chiefs of Police annual meeting of May 3, 2018, with associated accommodation expensed being approved.

- Equipment Update

The committee discussed the proceeds of Crime 2018 Application. Constable Drader will include a portion of the trailer costs and a new radar detector detector on the application.

- Review and Approval of the 2017 Annual Report

- **Inquiries**

Chair Waddell inquired about ATV/ORV's and the concerns that have been raised and received. The committee discussed these issues in relation to the legal operation of ORV's as per the ACT.

- **Next meeting date**

The next meeting will be held on July 2, 2018 at 7:00 p.m. or at the call of the chair.

ADJOURN -

The meeting was adjourned at 7:42 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, July 16, 2018.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Donna Anderson, CAO

Andrew Minor, Executive Director,
Manitoba Police Commission

CALL TO ORDER – Chair Waddell

The meeting was called to Order at 7:19 P.M.

APPROVAL OF MINUTES – The minutes of the April 9, 2018 meeting of the board were approved as amended.

APPROVAL OF AGENDA – The agenda was adopted as presented

NEW BUSINESS –

- Review of Police Unaudited Financials to June 30, 2018

The board reviewed the unaudited financial information to June 30, 2018 and it was accepted as presented.

- Monthly Statistics Review April - June 2018

Chief Constable Drader reviewed the statistical information with the board and answered any questions they had.

- Personnel – MACP Fall Meeting and Gala

The committee authorized Constable Drader to attend the Manitoba Association of Chiefs of Police fall meeting and gala on November 22, 2018, with associated accommodation expensed being approved.

- Equipment Update

The committee discussed the proceeds of Crime 2018 Application. There has been no correspondence received as of today regarding the application. The committee reviewed the quotations received for the

- **Provincial Offenses Act (POA)**

Constable Drader informed the issues he has been dealing with regard to the new act at the Brandon Courthouse.

- **Andrew Minor – Executive Director – Manitoba Police Commission**

Mr. Minor spoke to the board appointments regarding the 2018 October 24th election. Mr. Minor suggested that a letter be sent to Council letting them know what their requirement will be regarding appointing the new members. In the interim, following the election, Chuck Elliot would step into the Chair position until the new appointments will be made.

- **Next meeting date**

The next meeting will be held on October 1, 2018 at 7:00 p.m. or at the call of the chair.

ADJOURN -

The meeting was adjourned at 8:13 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, October 1, 2018.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Donna Anderson, CAO

CALL TO ORDER – Chair Waddell

The meeting was called to Order at 7:06 P.M.

APPROVAL OF MINUTES – The minutes of the July 16, 2018 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as amended, with the inclusion of the transition following the municipal election.

NEW BUSINESS –

- Review of Police Unaudited Financials to September 30, 2018

The board reviewed the unaudited financial information to September 30, 2018 and it was accepted as presented verbally.

- Four Year Review

The committee discussed milestones received in this last term:

- Purchase of New police vehicle
- Moving the chief constable position to that of a full-time position
- Various equipment purchases, Criminal Property Forfeiture Grant has provided funding
- Darwin provided an update to the board on the latest purchase, which was in conjunction with Municipal Budget / CPF Grant, the portable radar sign.
- Board Governance – Complaint process
- Chair Waddell would still like to make a joint meeting possible before the election with members of the Brandon and Riverdale police boards being invited.

- Next meeting date

The next meeting will be held at the call of the chair. This will probably be November / December with the new council board member.

ADJOURN -

The meeting was adjourned at 7:40 pm.

Original Signed by "K. Wasserberg"

Chair