



# **Springfield Police Board Annual Report 2018**

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## Message from the Chair of the Springfield Police Board

With the municipal election in October of 2018, a new Council was elected and interviews for new Police Board members were conducted. As a result, the Board post-poned the December 2018 meeting to January 2019. The present Board will be sitting, publicly, in March, June, September and December 2019. Only one Board member returned.

This report was compiled by the last Chair, Heather Erickson, with the exception of the financial reporting.

The Board will be finalizing the Strategic Plan, Risk Assessment, Communication Plan and a Self-Evaluation of the Board as well as developing policy and procedures. The Board will also be establishing priorities for the Police Service with community consultation. The implementation of these established priorities will be delegated to the Chief.

Regards,

Anne Wowchuk  
Chair of Springfield Police Board

## STATUS REPORT ON STRATEGIC OBJECTIVES

In April of this year the decision was made not to extend Chief Martin's period of employment beyond the probationary stage. In early May the successful candidate of the Senior Constable interview process was offered the position of Interim Chief and accepted. I will base this report on what has been achieved through his activities since his swearing in.

The first objective is Community Safety. Part of this is initiating youth programs in the community. For two consecutive years, Sgt. Monkman has provided the schools in the RM of Springfield with a safety initiative called Personal Safety by the Community Safety Net assisted by the Oakbank Credit Union mascot Pockets as well as engaging youth in naming the Springfield Police Service mascot, MASWA. Chief Kane supports this initiative but also others. In June he attended a D.A.R.E. graduation at Ecole Dugald at the invitation of Paul Laporte under the auspices of the Ste. Anne Police Department, as did the Chair of the Police Board and the Reeve, Bob Bodnaruk. The Chair and the Chief also officiated at and attended the Grade XII Graduation at the Ridgeland Colony School and their field day and picnic on June 21st. which fostered relationships with members of the Colony. While serving, Cst. Ward enhanced the safety on our roads and subsequently this task has been adopted by one of our seasonal employees. There is a visible increase in the amount of SPS officers on patrol and the times of patrolling have been extended to midnight and sometimes later. Rather than complaints, SPS is being complimented for their initiatives on social media.

The second, Communication and Collaboration, has been enhanced since Chief Kane commenced his duties in early May. He first made it his business to walk around the urban area of Oakbank and talk to citizens he encountered, attended community events such as the Cooks Creek Pancake Breakfast and Canada Day celebrations in Dugald and conversing with residents, and he attended two Police Board meetings at which he provided reports on his initiatives to the assembled audience. He had made a point of establishing relationships with Manitoba Justice, the Police Commission, the local schools, both CN and CP Police, the City of Winnipeg Chief, the RCMP Detachment S/Sgt., the Administration of the Municipality, COPPS, and others.

Insofar as Fiscal Responsibility and Sustainability, Chief Kane has translated the one vacant full-time position that currently exists into three seasonal officers and thus with the same amount of dollars, has increased the amount and duration of patrol hours for the months when crime is at its peak. He has with Council and Administration investigated possible new locations for the Springfield Police Service, looked into new radio systems, cooperated with the current IT providers, and researched possible sources of call in service. He has endeavoured to maintain costs within the existing 2018 budget and will subsequently be working with our Finance Officer to prepare the 2019 budget.

In my opinion, he has excelled in the last priority with has to do with staff. He inherited a staff of two and has promoted a positive, cooperative, and respectful work environment that promotes efficient and effective service to the public. There has been a definite decrease in the amount of sick time used and a visible increase in employee satisfaction.

The foregoing has been validated several times at public forums by one of the current Councilors and is borne out by compliments received from business owners who have experienced a decrease in vandalism and mischief since the visibility of the Springfield Police Service has increased.

## HIGHLIGHTS OF ACTIVITIES AND ACHIEVEMENTS

- Decision by Chief to fill existing vacancy with Senior Constable.
- Interviews for the position were held in February and March.
- On March 14, 2018 Renee Riglin resigned from the Police Board.
- Chief hired in 2017 was evaluated and found not to be a good fit and was released in April.
- Chief position offered to person selected as Senior Constable to commence employment as Interim Chief.
- Chair of Board hosted breakfast meeting at local restaurant to introduce the Kane family to the staff of the Springfield Police Service and the Human Resource Officer.
- Interim Chief Kane commenced employment in early May.
- Meeting with Executive Director of the Manitoba Police Commission and the Director of Policing, Department of Justice to discuss the future of the Springfield Police Service.
- Chair of Board introduced Interim Chief Kane to the CAO and staff of the RM Administration and to the new Staff Sergeant of the RCMP Oakbank Detachment his first day of employment.
- Chair of Board introduced Interim Chief Kane to the Executive Director of the Manitoba Police Commission on his second day of employment.
- Chair and Chief Kane attended D.A.R.E. Graduation ceremonies in Ecole Dugald at invitation of Paul Laporte under the auspices of the Ste. Anne Police Department.
- Chair and Chief Kane attended and officiated at the Grade XII Graduation ceremonies at Ridgeland Colony to meet the community of the colony.
- Police Board held several meetings during the summer months to discuss policy development, reviewing the Strategic Plan, interim Chief's plans for use of budget for vacant position, evaluation of the interim Police Chief, and governance.
- Effective September 15, 2018 Keith Sharpe resigned from the Police Board.
- The Chair participated in the swearing in of the three seasonal officers hired to increase coverage for the spring, summer and fall months.
- October 24, 2018 was the municipal election at which time the existing Springfield Police Board, with the exception of the Provincial Appointee, Angela Temple, dissolved pending the formation of a new Board by the new Council.

### **Police Board Financial**

With the exception of the Councillor, (Heather Erickson) only one Board member submitted financial claims. Board member Angela Temple indemnity totaled \$1,115.00 and mileage in the amount of \$238.29. Total expenses incurred was \$1353.29.

### **Police Services Financial**

**See attached Appendix "A": Police Service Financial Report**

## **POLICE BOARD MEETINGS**

### **Regular Meetings**

March 28, 2018

June 27, 2018

September 12, 2018

December 19, 2018

### **Minutes from regular meetings**

**Please see attached Appendix “B”: Minutes from regular meetings**

### **Special Meetings**

April 25, 2018	Meeting of Chair and Executive Director of Manitoba Police Commission regarding evaluation of the Springfield Police Board
April 27, 2018	Meeting of Chair with Human Resources and Josee Lemoine of Pivot regarding review of Strategic Plan
April 30, 2018	Swearing in of Interim Chief Kane
May 17, 2018	Meeting of Chair of Police Board, CAO, and the Executive Director of the Manitoba Police Commission and Director of Municipal Policing, Manitoba Justice to discuss municipal policing
July 11, 2018	Police Board meeting to discuss Self Evaluation and Strategic Plan
July 25, 2018	Police Board meeting to discuss Policy Development, Strategic Plan and to obtain legal opinion on policy
August 30, 2018	Meeting of Council, the Springfield Police Board, Springfield Police, Senior Administration, Executive Director of the Manitoba Police Commission, Director of Policing (Manitoba Justice), S/Sgt. RCMP Oakbank Detachment and Superintendent from D Division RCMP to discuss the future of the Springfield Police Service

### **Selection Board Meetings and Interviews**

February 9, 2018	Interviews for Senior Constable position
March 7, 2018	Interviews for Senior Constable position and Secondary interviews
March 14, 2018	Telephone notification of results
August 29, 2018	Chair participated in interview of seasonal constable

In addition to these meetings, there were numerous meetings to discuss Chief evaluations, personnel matters, and orientation of out of province Chief.

**Appendix "A": Police Service Financial Report**

RM of Springfield For Department and Police Board use  
 Current Year Comparison of Actual to Budget for Police  
 For the Twelve Months Ending Monday, December 31, 2018  
Report Generated 3/10/2019

	<b>2018</b>	<b>2018</b>	<b>2018</b>	<b>2018</b>
	<b>ANNUAL</b>	<b>YTD</b>	<b>REMAINING</b>	<b>REMAINING</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	
<b>Other Revenue</b>				
Sale of Police Dept revenue:				
10-0000-4272 Policing Fines				0.0%
10-2000-4271 Sale of Police Dept Service revenue		(12,366.24)	12,366.24	0.0%
Total Sale of Police Dept revenue		(12,366.24)	12,366.24	0.0%
Fines:				
10-0000-4272 Policing Fines				0.0%
10-2000-4272 Policing Fines	(70,000.00)	(24,020.39)	(45,979.61)	65.7% <sup>1</sup>
Total Fines	(70,000.00)	(24,020.39)	(45,979.61)	65.7%
Other				
<b>Total Other Revenue</b>	<b>(70,000.00)</b>	<b>(36,386.63)</b>	<b>(33,613.37)</b>	<b>48.0%</b>
<b>General Operating Expenses</b>				
Police:				
10-2100-5130 PS - Salaries	256,343.00	240,438.81	15,904.19	6.2%
10-2100-5140 PS - Part time support	32,410.00	29,127.65	3,282.35	10.1%
10-2100-5200 PS - Mileage/parking/airfare	230.00	168.57	61.43	26.7%
10-2100-5202 PS - Reservations	600.00	406.50	193.50	32.3%
10-2100-5219 PS - Internet	3,304.00	1,552.27	1,751.73	53.0%
10-2100-5220 PS - Telephone & Cellular	11,658.00	9,254.37	2,403.63	20.6%
10-2100-5221 PS - Advertising	250.00	1,238.02	(988.02)	-395.2%
10-2100-5222 PS - Membership Fees	625.00	506.25	118.75	19.0%
10-2100-5223 PS - Registration Fees	3,000.00	110.00	2,890.00	96.3%
10-2100-5231 PS - Training, Education, Seminars		700.00	(700.00)	0.0%
10-2100-5236 PS - Insurance	2,746.00	2,571.43	174.57	6.4%
10-2100-5242 PS - Litigation/Special Prosecutions/Other	6,096.00	3,342.90	2,753.10	45.2%
10-2100-5255 PS - Snow Clearing/Grass Cutting	1,690.00	925.36	764.64	45.2%
10-2100-5256 PS - Cleaner	2,800.00	2,098.66	701.34	25.0%
10-2100-5280 PS - Building Outsourced Services	480.00	638.53	(158.53)	-33.0%

10-2100-5282 PS - Repairs/Mtc - Vehicles	5,395.00	5,737.44	(342.44)	-6.3%
10-2100-5284 PS - Rep/mtc - Communications	9,105.00	357.58	8,747.42	96.1%
10-2100-5300 PS - Postage	25.00	101.74	(76.74)	-307.0%
10-2100-5330 PS - Insurance - Autopac	6,535.00	6,323.00	212.001	3.2%
10-2100-5340 PS - Hydro	2,500.00	2,440.58	59.42	2.4%
10-2100-5350 PS - Natural Gas	1,370.00	985.38	384.62	28.1%
10-2100-5400 PS - Meals		61.37	(61.37)	0.0%
10-2100-5416 PS - Clothing	3,000.00	3,179.99	(179.99)	-6.0%
10-2100-5461 PS - Stationery & Supplies	4,855.00	1,685.92	3,169.08	65.3%
10-2100-5463 PS - Computer Supplies	8,700.00	9,387.21	(687.21)	-7.9%
10-2100-5464 PS - Equipment	5,000.00	6,871.19	(1,871.19)	-37.4%
10-2100-5491 PS - Gasoline	10,000.00	9,788.52	211.48	2.1%
<u>Total Police</u>	<u>378,717.00</u>	<u>339,999.24</u>	<u>38,717.76</u>	<u>10.2%</u>

***Appendix "B": Minutes from regular meetings***

**R.M. of Springfield Police Board Meeting  
Wednesday March 28 2018  
7:00 P.M.  
Municipal Office Council Chambers**

**MINUTES**

**Present:** Heather Erickson (Chair)  
Michael Breward (Vice Chair)  
Keith Sharpe  
Angela Temple  
Sandra Martin (Chief Constable)

**Regrets:** None

**1) Call to Order**

The Meeting was called to order at 7:03 PM.

**2) Approval of Agenda**

The agenda was approved.  
Moved By: Keith Sharpe  
Seconded By: Angela Temple

**Carried**

### **3) Approval of December 20, 2017 Meeting Minutes**

Moved by: Michael Breward  
Seconded by: Keith Sharpe

**Carried**

### **4) Unfinished Business:**

#### **4.1 Review and Revision of Strategic Plan**

It has been decided by the Board and Chief that priority will be given to working with a contract person to revisit the Strategic Plan and monies have been allocated for the task. This will be done as soon as possible in the future and from there, objectives and goals for the remainder of 2018 will be formulated. In the meantime, there have been requests from the public for more traffic control, more patrols of the various areas of the municipality, thus increasing visibility, and Chief Martin has arrived at some goals for the SPS in the meantime which will direct the day to day operations.

#### **4.2 Self Evaluation of Police Board**

Self Evaluation of the board is mandated in the Manitoba Police Board Policy and Procedure Manual and the Board will make this a priority. An evaluation of board effectiveness should be undertaken at least every three years.

#### **4.3 Probationary Period Performance Review of Chief Constable**

This was deferred pending inclusion of the entire Evaluation Committee. Due to weather conditions and an injury, it has been deferred. Chief Martin questioned if the Board had a date in mind. Chief Martin's schedule was flexible and it will be left to the Chief to set a date.

#### **4.4 Chicken Daze – Follow up From Previous Meeting**

The RM of Springfield has recently updated the Special Events application process and created a detailed event review guide. As part of that process the Chicken Daze organizing committee, ADHOC Events met with RM of Springfield Administration representatives, including Springfield Police Service and Springfield Fire Chief Hudson. RCMP Acting Corporal Nixon also attended.

Chair Erickson queried why the Chair of the Police Board was not included in the meeting and when was the meeting held? The subject was raised at a Police Board meeting and also in Council and the ADHOC Events committee were to provide answers to questions raised at that meeting. One of the questions was how were the revenues dispersed and to whom? It had been suggested at least some of the funds were going to charitable organizations. Chair Erickson further questioned if a representative of the ADHOC Events committee could provide the Police Board and Council with a detailed report of the revenues and expenses of the 2017 event and where and to what organizations the net revenues were distributed or deposited.

Chief Martin gave a brief update on information she gathered from others relative to Chicken Daze. RCMP did report a number of issues with vandalism, alcohol related offences, disturbing the peace. Unfortunately, RCMP were impacted by a fatality and SPS had worked earlier in the day. SPS had a number of parking violations. Chief Martin explained RM staff have made a drastic change in planning. Shawn Wilkinson, Recreational Director has met with ADHOC Committee and all issues will be addressed. The site is to be sectioned off. RCMP and SPS will have resources working into the evenings. SPS will be in the parade and with the 3<sup>rd</sup> officer coming on board with SPS, can help the RCMP out. A detailed emergency plan will be provided. LGCA issue the license and were impressed with the new RM process for events.

Martin further advised Springfield Police Service will curb any alcohol leaving the grounds and is confident the ADHOC Committee have done a great job addressing the concerns of past events.

Chair Erickson asked Russell Phillips, CAO, if Council provided an incentive to the ADHOC Committee. Mr. Phillips was not aware of any. Chief Martin will speak to the RM Recreation Director further on this matter and report back.

Chair Erickson further questioned Chief Martin as to why the Police Board was not invited to attend the meeting. Martin was under the assumption it was the Administrative Staff that was to meet with the ADHOC Committee. Chair Erickson will obtain a detailed report from the Committee.

#### **4.5 Annual Risk Management Audit**

Michael Breward has had numerous job requirements but will coordinate with Chief Martin by the end of April to move forward on the Audit.

## **5) New Business:**

### **5.1 Announcement of Resignation of Renee Riglin and Acknowledgement of her Contributions to the Board**

Renee Riglin resigned from the Police Board, effective March 14th. Chair Erickson would like to thank Renee Riglin for her valuable service to the Board and her many contributions. Renee wrote a Communications Plan for the Board in 2017, collaborated with the Human Resource officer on a Job Description for Chief Constable and participated in the selection committee, and has been invaluable at critiquing all the Chair's submissions for Board review.

### **5.2 Discussion of filling vacancy on Board**

Chair Erickson advised there was some discussion of filling the vacancy on the Board at a recent working meeting. In the past, when positions are advertised for the Police Board, it specifies that the term of appointment will not extend past current council's term in keeping with section 31(2) of the Police Services Act. This does not apply to Angela Temple, the Provincial appointee, who will continue and can provide continuity to the incoming Council. There was a suggestion made to extend the term of the current Board but Council is responsible for the appointment of members to the Board and Chair Erickson will add this discussion as to how to proceed to the agenda of the upcoming Council meeting for a brief discussion as to how Council wish to proceed in this regard and the advisability of advertising to fill the current vacancy.

### **5.3 Presentation on Shift Schedules**

Chief Martin led the presentation on the schedules of Springfield Police Service. SPS work 10 hour shifts on a 4/10 schedule. Chief Martin will be adopting the scheduling of the Winnipeg Police Service, and noted it is currently being used by Altona Police and CN Police. Martin further noted having the 3<sup>rd</sup> officer will allow for doubling up on evening shifts and the need to be flexible in order to meet the concerns of the community, and provide more visibility. Martin is working on the new schedule which will be printed out 2 months in advance and distributed to other partners, such as RCMP. The new scheduling will allow for each officer to be off two weekends every month. Martin has had discussions with the RM Human Resources Department reviewing the proposed schedules to make sure it is compliant with current labour codes.

Martin further answered concerns relative to SPS working evenings and weekends. Traffic has become an issue and daytime break-ins. Martin advised SPS is giving the service maximum and with a small budget can't be on 24/7. It is an unfair

expectation of the community to provide 24/7 service. Supervision of other officers is a challenge and SPS is currently is not equipped with adequate dispatch or radio communication. It comes down to money.

#### **5.4 Review of Duties of Board Members**

The Police Board will review.

#### **5.5 Review of Policy Regarding Private and Public Police Board Meetings**

The Police Board will write policies that will feed from the Strategic Plan. A policy manual will be set up and can added to as new policies are written.

#### **5.4 Decision of Board and Chief Constable at Working Meeting to Focus efforts on a new Strategic Plan establishing priorities and objectives of the Board and the Board establishing policies for the effective practice of the SPS**

Chair Erickson advised some funds have been allocated in the current budget to access the same contractor that worked on the RM Strategic Plan to assist the Board and Chief Martin in creating a new Strategic Plan for SPS. This will be done as soon as possible and following that, the Board will concentrate on creating a policy manual that contains policies specific to the SPS.

#### **5.5 Adjustment to Minutes of June 28, 2018 meeting with respect to misspelling of name**

Kelly Bourns reported a misspelling of a name in the June 2017 minutes. The error has been corrected and the minutes have been re-posted to the Police Board web page.

#### **5.6 Approval of Annual Report**

The Board has had an opportunity to review the Annual Report sent electronically o March 16<sup>th</sup>. Chair Erickson asked if there were any further discussion regarding the Annual Report and made the motion for the Annual Report be accepted and submitted as is.

Moved By: Angela Temple

Seconded By: Michael Breward

**Carried**

**5.7 Request that members of the Board remain after adjournment to sign required documents**

Chair Erickson requested all board members remain after adjournment to sign the code of ethics, conflict of interest documents that are a requirement under the Manitoba Police Board Policy and Procedure Manual.

**6. Adjournment**

A Motion was made by Michael Breward to adjourn the meeting.  
Seconded By: Keith Sharpe

**Meeting Adjourned @ 8:11 PM**

**R.M. of Springfield Police Board Meeting**  
**Wednesday June 27, 2018**  
**7:00 P.M.**  
**Municipal Office Council Chambers**

**MINUTES**

**Present:** Heather Erickson (Chair)  
Michael Breward (Vice Chair)  
Keith Sharpe  
Angela Temple  
Mark Kane (Chief Constable)

**Regrets:** None

**1) Call to Order**

The Meeting was called to order at 7:00 PM

**2) Introduction of Interim Chief Mark Kane**

The Chair introduced and welcomed the new Interim Chief and spoke briefly to his history. She invited the Chief to say a few words..

**3) Approval of Agenda**

The Chair requested a letter she received be added to **New Business**. Addition #6.6

The agenda was approved with addition.

Moved By: Michael Breward

Seconded By: Keith Sharpe

**Carried**

**4) Approval of March 28, 2018 Meeting Minutes**

Moved by: Keith Sharpe

Seconded by: Michael Breward

**Carried**

**5) Unfinished Business:**

**5.1 Review and Revision of Strategic Plan**

Chief Kane shared his ideas on how the current Strategic Plan can be revised to better reflect the needs of the community. Work on an updated Strategic Plan will continue in the future with the collaboration of the Board and the Chief.

**5.2 Self Evaluation of Police Board**

The Chair prepared a Self Evaluation tool that will be provided to all Board members during the In Camera session to be completed at home. The Chair will arrange dates throughout July and August to work with the Self Evaluations as a group to assess the overall effectiveness, and to discuss and create Springfield Police Board policies, Strategic Plan, etc.

**5.3 Probationary Period Performance Review of Chief Constable**

The probationary period performance review for Chief Constable will be conducted in early October 2018.

**5.4 Chicken Daze – Follow up From Previous Meeting**

The Chair has shared e-mail information with the Board on the reporting of the 2017 event but feels it does not satisfy the request of the constituent who raised the issue at a Police Board meeting as well as in a Council meeting.

Chief Kane provided an overview of the activities of the 2018 Chicken Daze event. The new S/Sgt. Lawson provided RCMP coverage, as did SPS, and the heightened visibility deterred much of what transpired the previous year. There were arrestable offences. The ADHOC committee provided extra security, at their expense, this year. Impact Security was hired with 20 security officers on Friday and 25 on Saturday. SPS took part in the parade and all were happy to see the presence. Keith Sharpe noted the accounting from ADHOC Committee should be a Council decision and not the Police Board. Paying SPS overtime during an event and who would be responsible to pay the overtime will be discussed in the future. It was noted that in other cities police officers are paid for attending special events.

Chief Kane reported there are two major events coming up in the community, Medieval Festival and the Burton Cummings concert.

**5.5 Annual Risk Management Audit**

The Annual Risk Management Audit is a requirement of the Police Board and Mr. Breward and Chief Kane will be liaising over the summer to get the audit completed.

## **5.6 Review of Policy regarding Private and Public Police Board Meetings**

The Chair reviewed the policy regarding In Camera as outlined on Page 31 of the Manitoba Police Boards: Policy and Procedure Manual. The Chair read aloud a draft policy in this regard. The Board will meet during the summer to consider this and other policies to include in the Springfield Police Board policy manual.

## **6) New Business:**

### **6.1 "Municipal Police board Policy in Manitoba", Strategic Plan, and Risk Assessment**

The Chair stressed the importance of the Board making itself available to deal with these issues during the summer. She also asked that if this is not possible, responsibility be delegated to those that can attend meetings to address these mandates, or the Chair. The Board decided to conduct the remainder of this conversation during the In Camera portion of the meeting.

### **6.2 Personnel – Chief Kane**

Chief Kane announced his proposal to trial a summer seasonal program as there is money in the budget remaining. The trial would start in August and end in October. Coverage next year would run from May to end of October. SPS has the budget for one more officer which could instead be used to increase coverage during the peak summer months by hiring and equipping seasonal officers. Chief Kane discussed this model with the Chief of Victoria Beach where it has been successfully implemented for quite a number of years. Mr. Breward agreed with Chief Kane's proposal as he felt it is warranted. It was agreed to trial for 2018.

### **6.3 Equipment/Proposed relocation of SPS – Chief Kane**

Chief Kane provided a report on the Equipment requirements and cost to hire 3 Seasonal Officers. SPS does not have a proper radio dispatch and it is imperative to the safety of the officers to have a system in place. Chief Kane is looking into the different options. The Dispatch system must be operable prior to hiring officers.

SPS has spares of vests and each officer must have the proper Body Armour which costs approx. \$1200.00, but has a 5 year life span. Chief Kane presented the total cost for additional equipment. With the cost of additional equipment would still be under budget for the year.

SPS is currently looking into options of relocating from the Municipal Building. Oakbank would be a suitable location for Headquarters although the service is responsible for the entire municipality. Discussions are ongoing working with Administration to lease or purchase, and what the financial impact would be to the budget.

#### **6.4 Manitoba Police Commission Resolution – May 17, 2018**

On May 17, 2018 the Manitoba Police Commission passed a resolution approving a document entitled “Municipal Police Board Policy in Manitoba” from which the Chair read excerpts. A copy of the new document has been provided to the Chair and that will be turned over to the newly appointed Board after the election in October.

#### **6.5 D.A.R.E. Graduation at Ecole Dugald and similar program offered by Constable Monkman**

The Chair, Chief Kane and Reeve Bob Bodnaruk, at the invitation of Auxiliary Officer Paul LaPorte of the Ste. Anne Police Service, attended the D.A.R.E. graduation at Ecole Dugald School on June 11, 2018.

Constable Monkman of the Springfield Police Service has delivered a similar program "Community Safety Net" to local schools for two year which she briefly described. She has been very involved in engaging youth with her “Name the Moose Contest”, her participation in Safe Halloween at Cooks Creek Community Club, and her escorting of the Easter Bunny to the same club this spring.

Chief Kane will look into the D.A.R.E. program being delivered by SPS, should stay in the area.

#### **6.5 Grade XII Graduation at Richland Colony School**

At the invitation of Robert Pankratz, the Principal of the Richland Colony School, the Chair attended, accompanied by Chief Kane, the graduation of 4 students from Grade XII at the colony. Scholarships were presented on behalf of Dennis Smook, MLA and the Chair of the Police Board. Chief Kane spoke and handed out awards. Both also attended their field day and picnic.

#### **6.6 Request by Chair Erickson to change next meeting date**

The Chair received correspondence that during election and campaigning for Council, the Chair is not able to chair the meeting that is scheduled for September 19, 2018. The Chair requested the September Police Board meeting be moved to Wednesday, September 12, 2018.

**Moved by: Michael Breward**

**Seconded by: Angela Temple**

**Carried**

Colleen Draper will be advised of the change of date and update the website and the Clipper.

**7) In Camera**

The Chair briefly mentioned what is relevant subject matter for In Camera discussions and made the announcement that Board is going In Camera at the request of a member.

**8) Out of Camera**

**9) Adjournment**

**R.M. of Springfield Police Board Meeting  
Wednesday September 12, 2018  
7:00 P.M.  
Municipal Office Council Chambers**

**MINUTES**

**Present:** Heather Erickson (Chair)  
Michael Breward (Vice Chair)  
Keith Sharpe  
Angela Temple  
Mark Kane (Police Chief)

**Regrets:** None

**6) Call to Order**

The Meeting was called to order at 7:03 PM

**7) Adoption of Agenda**

Mr. Speer requested the following additions to the agenda:

**5) Unfinished Business:**

- (iv) Comprehensive Policing Initiatives
- (v) Status of the RCMP D Division Reports to RM
- (vi) Cannabis Policy Update
- (vii) Heatherdale Intersection

**6) New Business:**

- (vi) Animal Control Bylaw

The agenda was approved with additions.

Moved By: Keith Sharpe

Seconded By: Michael Breward

**Carried**

**8) Approval of Minutes of June 27, 2018 Meeting**

Moved By: Michael Breward  
Seconded By: Angela Temple

**Carried**

**9) Unfinished Business**

**(i) Review and Revision of Strategic Plan – Ongoing**

The Police Board has not had an opportunity to further address the Strategic Plan but hope to work on it in the near future.

**(ii) Self -Evaluation of Police Board**

The previous self-evaluation process did not have productive results. The current Board members have been asked to provide a short narrative of the contribution to the Board.

**(iii) Annual Risk Management Audit – Ongoing**

The Risk Assessment process is ongoing. There is not enough to report at this time.

**(iv) Comprehensive Policing Initiatives**

Carry over from previous Police Board Meeting. Chair Erickson attended a meeting on August 30<sup>th</sup> that included Department of Justice, Police Commissioners Office, Council, Reeve, Springfield Police Service, and RCMP. Various items were discussed but no decisions were made.

**(v) Status of the RCMP D Division Reports to RM**

Speer has requested reports from RCMP D Division and has not provided. This would be a council request, not the Police Board to request reports from D Division.

**(vi) Cannabis Policy Update**

Mr. Speer requested further information on what we are doing come October 17<sup>th</sup>. The issue has been deferred to Council and nothing has been decided. The Federal Government was slow to get information to the Provincial level, Municipal is waiting for information from Province. Chief Kane reported Cannabis will be discussed at the November 22<sup>nd</sup> MACP (Manitoba Association of Chiefs of Police)

**(vii) Heatherdale Intersection**

Mr. Speer reported the intersection of Heatherdale is horrendous, and it continues to be a concern. Chief Kane advised it was to be discussed at the September 28<sup>th</sup> Aggregate Task Force Meeting.

**10) New Business**

**(i) Announcement of Resignation in Writing of Keith Sharpe effective September 15, 2018**

Mr. Sharpe emailed his resignation from the board, effective September 15, 2018. The board would like to thank Mr. Sharpe for all his contributions to the Police Board.

**(ii) Announcement of commencement of duties of new casual Constable and update on staffing**

Police Chief Kane reported Constable David Williamson and Constable Kevin Swansburg have joined the service. An additional Constable will be starting in the next few weeks. That will bring our numbers to four, which will provide more coverage and be out more and visible in the communities. Police Service has received feedback from the community that is nice to see the extra coverage.

**(iii) Positive Ticket Campaign**

The campaign has been very well received and there is a total of 4 businesses that have come on board. Recently the Esso has joined the campaign.

Springfield Police Service will be working in the highschool in the upcoming week and will attend the school once a week. This will allow getting to know the student population and hear what is going on. The second stage of the initiative will be to plan and fund a Cadet program for youths 14-18.

**(iv) Brief Review of progress of current Police Board from 2014 to present**

Chair Erickson provided a brief report of the progress of the Police Board, since selected as the Councillor to have the responsibility of the Police Service and Board, in October 2014.

**(v) Announcement that this is the last regular meeting of the current Springfield Police Board and Chair's thanks to all present and past members who have served**

This is the last meeting of the current board. Chair Erickson thanked all those that have served on the Board, past and present. Chair Erickson thanked Council for giving her the opportunity to serve the public as Chair and member of the Springfield Police Board and to personally thank Andrew Minor for all his support over the years.

An ad will be placed in the Clipper prior to the October election and all those interested in serving the new Board can submit their resumes. There is a lot of work to be done in the future and we need good people to step up and offer their services to continue to ensure this community is a safe and great place to live.

**(vi) Animal Control Bylaw**

Mr. Speer voiced concerned with the allowance of exotic animals in the RM and its inclusion in the proposed Animal Control bylaw. The committee that worked on the proposed animal control bylaw felt it was better to allow exotic animal owners to advise the RM, than to not know about what types of animals are in the RM.

**11) In Camera**

- (i) Personal Matters**
- (ii) Risk Assessment**

Motion to go in Camera: Michael Breward  
Seconded By: Angela Temple

**Carried**

- 8) Out of Camera**
- 9) Adjournment**