

Rural Municipality of Victoria Beach

Police Board

2018 Annual Report

OUR VISION: A safe Victoria Beach.

OUR MISSION: To provide community oversight to the provision of police services to the citizens of Victoria Beach.

The Police Board of the Rural Municipality of Victoria Beach has prepared and provided the following 2018 Annual Report in accordance with the Manitoba Police Commission, Manitoba Police Boards: Policy and Procedural Manual dated 1?24/2013; Section 5.2; Annual Report.

The Rural Municipality of Victoria Beach passed By-law 1546 establishing a Police Board on February 15, 2013. John Gow continues as Chair, Councillor Steven Axworthy was appointed by Council in August, 2018 and replaces Councillor Linda McMillan as Vice Chair and Al Rear continues as Secretary.

PROGRESS REPORT

The Board with the assistance of Chief Robichaud of Ste. Anne held interviews for the position of Chief Constable in April, 2018 and selected Gary Clarke to succeed Chief Constable MacPherson on December 1, 2018.

The Board completed a Performance Review of our Police Chief on May 25, 2018.

The Board completed the RMVB Police Board Policy, and the Procedure Manual and the Victoria Beach Police Board Complaint Procedure and approved both on November 3, 2018. Attachments D and E.

HIGHLIGHTS

The Board began the process of recruiting a new Chief Constable in January 2018 after receiving Chief Constable MacPherson's intention to resign December 1, 2018. The job description was reviewed and a posting of the position was placed in the Winnipeg Free Press and circulated to the Manitoba Municipal police services. Interviews were held on April 9, 2018 and Gary Clarke was selected. Sergeant Clarke had served on The Winnipeg Police Service for 22 years and the Victoria Beach Police Service for 5 years.

On May 14, 2018 the Chair met with Andrew Minor, Executive Director, Manitoba Police Commission to review the Board's membership, progress on Policy and Procedure Development, budget process, members training needs and Chief Constable's Performance Review.

In August after the July Municipal election Councillor Steven Axworthy was appointed to the Board replacing outgoing Councillor Linda McMillan.

The Board received several complaints in August regarding the conduct of the Chief Constable. These were reviewed and responses sent to the complainants. One complainant was advised he could further pursue his complaint with LERA.

On August 8, 2018 the Board and the Chief Constable met with the incoming Reeve to address several issues. This resulted in the Board's submitting to Council proposals on "Fire, EMS, Police Protocol" and an "Alcohol and Drug Safe Work Drug Environment Policy" (Fit for Duty) that would apply to all Municipal Employees.

On September 18, 2018 the Board arranged to have Andrew Minor meet with Council to provide them with information regarding the respective roles and responsibilities of the Police Board and of Council in respect of the provision of police services.

On November 3, 2018 the Board met with Chief Constable MacPherson to conduct his exit interview as he was retiring on November 30, 2018. The Board also on that day met with Sergeant Gary Clarke to develop his Performance Goals as Chief Constable for 2019, his first year in that position. The Board and Sergeant Clarke also developed a Budget Proposal for the Police Service in 2019 for submission to Council and the Board began the process for a Community Outreach Initiative seeking community input and feedback on the Victoria Beach Police Service.

FINANCIAL REPORT

The 2018 year-end Financial Report for the RMVB Police Service and Police Board is included as Appendix A.

POLICE BOARD MEETINGS

The RMVB Police Board had 6 planning meetings for personnel, budget and strategic planning.

The RMVB Police Board held 4 Public Meetings, advertised in the Winnipeg Municipal Office, at Victoria Beach, in the Victoria Beach Herald, and on the RMVB website.

Agendas and Minutes of these meetings are included as attachment B.

VICTORIA BEACH POLICE STATISTICS

Attachment C

Approved the 12 day of April, 2019, in the City of Winnipeg, in the Province of Manitoba.



John R. Gow, Chair



For Al Rear, Secretary

Rural Municipality of Victoria Beach
 Police Board - 2018 Annual Report
 Police Services and Police Board - 2018 Financial Statement

<u>POLICE SERVICES</u>			
Police Salaries:			
Chief of Police & 5 Constables	\$191,439.29		
Staff Appreciation	\$920.00		
Workers compensation	<u>\$1,061.99</u>	\$193,421.28	
Equip. & Clothing:			\$4,923.23
Vehicles:			
Maintenance & Repairs	\$10,450.78		
Fuel	\$6,994.44		
Insurance	<u>\$3,880.00</u>	\$21,325.22	
Materials & Supplies:			\$4,472.00
Insurance:			\$159.44
Training/Travel/Memberships:			\$1,850.59
Phone/Cell/Internet			\$6,520.75
Hydro/Septic			<u>\$1,200.00</u>
TOTAL POLICE SERVICES EXPENDITURES:			\$233,872.51
<u>POLICE BOARD</u> (Mileage @ \$0.50/km, Meetings @ \$75/Half Day, \$150/Full Day)			
John Gow		\$837.48	
Alvin Rear		\$670.95	
TOTAL POLICE BOARD EXPENDITURES:			\$1,508.43
 TOTAL 2018 EXPENDITURES - RMBV POLICE & POLICE BOARD			 <u><u>\$235,380.94</u></u>

R M of Victoria Beach – Police Board

Public Meeting

Tuesday January 9, 2018

705 – 1661 Portage Avenue, Winnipeg

1. Welcome and introduction of Board Members
2. Approval of Minutes from Public Meeting of October 4, 2017
3. Review of Agenda (additions/deletions)
4. Police Board Update
5. Chief Constable Stewart MacPherson VB Police Update, Fall/Winter 2017 and Review of 2017 Police Activity
6. Questions from the floor.
7. Schedule and location of 2018 Public Meetings
 - April 10, Senior Scene, Victoria Beach, 7:00 p.m.
 - July 10, Senior Scene, Victoria Beach, 7:00 p.m.
 - October 4, Senior Scene, Victoria Beach, 7:00 p.m.
8. Adjourn

R M of Victoria Beach-Police Board
Open Meeting
Friday, January 9, 2018 at 7:00 pm
RM VB Offices 1661 Portage Ave Winnipeg Manitoba

Present

John Gow

Linda McMillan

Al Rear

Stewart MacPherson

- Motion by Linda to approve Oct 27, 2018 meeting minutes Seconded by Stewart.
- Notes for agenda received from Linda for discussion at meeting.
- Police Board Update by John Gow (see attachment).
- Discussion with Stewart on hiring new Chief Constable.
- John and Andrew will develop job description to be sent out to WPS, RCMP and Brandon Police Service as well as newspapers.
- Chief Constable's Report
 - New vehicle required. SUV or truck to replace 2009 Chev Uplander Van .
 - Require 2 summer police. Looking at aspiring police personnel.
 - 2108 police training: Firearms at WPS range
 - Naloxone training on line
 - Parking on green space at pier. Have 7 signs. Need signs for green space.
 - Would like to close off David/Ateah and Pine/Ateah
 - Co-operation with NRO. Meet regularly re bear/fishing issues at the pier.
 - HTA instead of by-law for drive in restricted area.

Action items from Chief Constable's report:

To investigate buying a used SUV. (Stewart and Andrew Minor)
Negotiate with council in regards to parking restrictions on green space. (Police Board)
Discussion with conservation (Stewart)
Contact RCMP regarding provincial parking tickets. (Stewart)

APPROVED:



Al Rear, Secretary

Date: April 10/18



John R. Gow, Chair

Date: April 10/18

R M of Victoria Beach – Police Board

Public Meeting Tuesday April 10, 2018

Senior Scene, 3 Ateah Road, Victoria Beach

Time 7:00 PM

1. Welcome and introduction of Board Members.
2. Approval of Minutes from Public Meeting of January 9, 2018.
3. Review of Agenda (additions/deletions).
4. Police Board Update.
5. Chief Constable Stewart MacPherson VB Police Update Winter 2017/18 and Review of Police Activity.
6. Questions from the Floor.
7. Schedule and location of remaining 2018 Public Meetings.
July 10 Senior Scene, Victoria Beach, 7:00 pm
October 4, Senior Scene, Victoria Beach, 7:00 pm
8. Adjourn

R M of Victoria Beach Police Board
Open Meeting
Tuesday April 10, 2018 at 7:00 pm
East Beaches Senior Scene
3 Ateah Rd Victoria Beach Manitoba

Present:

John Gow

Linda McMillan

Al Rear

Stewart MacPherson

2 guests

Motion by Linda to approve January 9, 2018 meeting minutes. Seconded by Al Rear.

New police chief has been selected.

No Provincial Police Board meeting scheduled for this year.

Stewart reported that break-ins are increasing.

2 summer constables have been hired, 1 male and 1 female.

Question from the floor; if they had training. Stewart ensured they had all necessary training.

Question regarding Emergency Measures status. Felt it was not moving forward. Plan in place since 2015. Matter referred to Council.

Adjourned at 8:00 pm

Approved

A handwritten signature in black ink, appearing to be 'John Gow', written over a horizontal line.

John Gow, Chair

R M of Victoria Beach – Police Board

Public Meeting Tuesday July 10, 2018

Senior Scene, 3 Ateah Road, Victoria Beach

Time 7:00 PM

1. Welcome and introduction of Board Members.
2. Approval of Minutes from Public Meeting of April 10, 2018.
3. Review of Agenda (additions/deletions).
4. Police Board Update.
5. Chief Constable Stewart MacPherson, VB Police Update Spring 2018 and Review of Police Activity.
6. Questions from the Floor.
7. Schedule and location of remaining 2018 Public Meetings.

October 4, Senior Scene, Victoria Beach, 7:00 pm

8. Adjourn

R M of Victoria Beach Police Board
Public Meeting
Tuesday July 10, 2018 at 7:00 pm
East Beaches Senior Scene
3 Ateah Rd Victoria Beach Manitoba

Present:

John Gow

Linda McMillan

Al Rear

Stewart MacPherson

Gary Clarke

6 guests

Motion by Linda to approve April 10, 2018 meeting minutes. Seconded by Al Rear. Carried.
Victoria Beach Police Board Complaint procedure read. Motion by Al Rear, seconded by Linda McMillan. Carried.

Andrew Minor of Manitoba Police Board not aware of Victoria Beach elections in July.

Chief Constable Stewart McPherson report

Started with full staff May long weekend

All training has been completed.

All shifts are covered.

Not many call-outs so far this season.

There then was a question period for Chief Constable Stewart McPherson.

Michelle Carson wanted to know the procedure of reporting a call to police.

As well as the policy of ATV/Snowmobile in the municipality.

Kathy Gagnon requested a stop sign at the corner of 8th and Alexander. To be referred to Council for action..

Leona Brisson requested traffic control at David and Ateah . Referred to Council for action.

Next meeting Oct 4th , East Beaches Senior Scene.

Adjourned at 8:30

Approved October 4, 2018



John R. Gow, Chairman

Al Rear, Secretary



R M of Victoria Beach – Police Board

Public Meeting Thursday, October 4, 2018

Senior Scene, 3 Ateah Road, Victoria Beach

Time 7:00 PM

1. Welcome and introduction of Board Members.
2. Approval of Minutes from Public Meeting of July 10, 2018.
3. Review of Agenda (additions/deletions).
4. Police Board Update.
5. Chief Constable Stewart MacPherson, VB Police Update
Summer/Fall 2018 and Review of Police Activity.
6. Questions from the Floor.
7. Adjourn

R M of Victoria Beach-Police Board
Open Meeting
Thursday, October 4, 2018 at 7:00 pm
East Beaches Senior Scene, Victoria Beach, MB

Present John Gow
Al Rear
Steven Axworthy
Stewart McPherson
Gary Clarke
2 guests

Board members were introduced.

Minutes of July 10 minutes accepted.

On August 8, John Gow, Al Rear, Stewart McPherson and Gary Clarke met with Reeve-elect Penny McMorris to discuss several issues.

On September 18 John Gow arranged to have Andrew minor, Ex Dir of the Manitoba Police Board, to present to VB council the responsibilities of the VB Police Board and VB council in respect of the VB Police and the role of the Manitoba Police Commission.

Chief Constable Stewart McPherson advised the Board and the RM that he will be retiring on November 30, 2018 and not January 3, 2019 as previously announced.

The Board is planning to canvas all the various organizations in the RM to elicit their responses to a questionnaire on the services provided by the RMVB Police. We hope to have all responses in by June 30, 2019 so that we can share them at our Public meeting on July 9, 2019.

The proposed dates for 2019 public meetings are:

Wednesday January 9 in Winnipeg 6.30 pm at RM office 1661 Portage Ave
Tuesday April 9 in VB 7.00 pm at East Beaches Senior Scene 3 Ateah Road
Tuesday July 9 in VB 7.00 pm at East Beaches Senior Scene 3 Ateah Road
Tuesday October 8 in VB 7.00 at East Beaches Senior Scene 3 Ateah Road

Meeting adjourned at 8.05.

Al Rear
Secretary


Approved: John Gow, Chair,


Al Rear, Secretary

Jan 9/19

Victoria Beach Police ANNUAL Report

2018

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Service Call Type	Current Year to Date Calls	Previous Year to Date Calls
Abandoned Auto	0	0
Alarm	60	40
Annoying Phone Calls	3	3
Applicant Interview	3	4
Arrests	4	5
Assist	176	130
Assault	0	3
Assault Police Officer	1	0
Attempt B & E	2	1
Bicycle Auction	0	1
B & E Residential	26	43
B & E Commercial	0	0
By-laws		
Bears	95	89
Cats	2	1
Dogs	20	15
Others	7	2
Camping	2	1
Driving in Restricted Area w/o permit	20	15
Dumping	7	2
Glass on Beach	2	0
Hunting	0	0
Fire without permit	24	7
Fire on Beach	16	8
Firearm/Pellet Gun	1	3
Fireworks	10	4
Noise	37	19
Parking (PON)	68	48
Check Stop	4	0
Check on Well Being	3	5
Civil Dispute	0	0
Compassionate to locate	0	1
CON issued	1	2
Court	2	3
Crime Stoppers	0	0
Curfew Checks	2	0
Damage	3	5
Danger	20	23
Dispute	11	13
Disturbance	4	5
Drugs	2	1

Domestic	7	7
Escort	0	4
Extra-Judicial Measure	0	0
Fatality	0	0
Fire	7	5
Fraud	4	2
Harassment	0	1
Highway Traffic Act	53	28
Hit & Run	1	2
Impaired	1	0
Inquiry	5	4
Indecent Act	0	0
Intoxicated Person Detention Act	3	1
Insecure Property	3	4
Intelligence Report	2	1
Investigations	45	33
Lost & Found	37	45
Liquor & Gaming Control Act	5	3
Manner of Driving	1	10
Marine	6	12
Medic	8	8
Meeting	55	30
Mental Health Act	3	4
Mischief	10	7
Missing Person	8	4
Motor Vehicle Collison	12	12
Notification	3	1
ORV Act	16	26
Park & Walk	54	74
Presentations	1	0
Prevent a Breach of Peace	0	2
Property Returned	3	4
Property Destroyed	0	1
Public Mischief	0	0
Public Relations	77	39
Radar	70	27
Search & Rescue	28	0
Serve Documents	37	11
Sexual Assault	5	1
SOCO (fingerprint/photograph)	0	8
SPAT (special attention)	33	55
Spot Check	21	6
Sudden Death, Natural Causes	4	2
Suspicious	31	58
Theft	27	19
Traffic	9	25
Training	7	7

Trespass	4	0
Utter Threat	4	0
Vandalism	0	1
Warning Tickets	19	54
Warrants	25	0
Wilful Damage	1	0
911 Emergency	1	1
Total # of Calls for Service	1394	1151

RMVB POLICE BOARD

POLICY and PROCEDURE MANUAL

1. Police Services:

1.1 The RMVB Police Board, through regular reviews of service delivery methods and outcomes with the Chief Constable, shall endeavor to insure the delivery of effective police services to the Community.

2. Community Liaison:

2.1 The RMVB Police Board shall provide liaison between the community and the Police Service through annual outreach to stakeholder groups to elicit their feedback on the provision of police services;

2.2 Address the feedback received at a Public Meeting(s);

2.3 Receive and respond to written and signed complaints or issues concerning the Chief Constable.

3. Budget:

3.1 The RMVB Police Board in collaboration with the Chief Constable shall prepare an annual draft budget for the upcoming Fiscal Year prior to the end of the current Fiscal Year;

3.2 Submit the draft budget to the RMVB Council for its review and approval/amendment.

4. Financial Management:

- 4.1 The RMVB Police Board shall review expenditures on a quarterly basis with the Chief Constable;
- 4.2 Identify areas of over/under expenditures;
- 4.3 Develop a plan with the Chief Constable to address areas of over expenditure;
- 4.4 Encourage innovative and cost effective service delivery methods.

5. Personnel:

5.1 The RMVB Police Board shall provide support and direction to the Chief Constable through an annual Performance Review;

5.2 Conduct quarterly reviews of the Chief Constable's progress on the objectives established in his/her Performance Review;

5.3 Ensure that succession planning is an element of the Chief Constable's Performance Review.

6. Communication:

- 6.1 The RMVB Police Board shall cause to be posted on the RMVB Website monthly reports of calls for service including comparison of current year to previous year statistics.


6.2 The RMVB Police Board shall complete an Annual Report and forward same to the Manitoba Police Commission and the RMVB Council by March 31 of the following year.

7. Meetings:

7.1 The RMVB Police Board, in addition to the mandated Public Meetings may, at the call of the Chair, a request from a Board Member or a request from the Chief Constable hold a private meeting. Such meetings will normally involve:

- a. Matters involving public security;
- b. Sensitive financial information;
- c. Personal information or
- d. Routine planning and development of the police service for discussion at a quarterly Public Meeting.

APPROVED November 3, 2018

A handwritten signature in black ink, appearing to read 'John Gow', with a long horizontal flourish extending to the right.

John Gow
Chair

A handwritten signature in blue ink, appearing to read 'Al Rear', with a stylized, cursive style.

Al Rear
Secretary

VICTORIA BEACH POLICE BOARD

COMPLAINT PROCEDURE

1. COMPLAINTS REQUIRING POLICE INTERVENTION:

- Contact the Victoria Beach police department

2. COMPLAINTS AGAINST POLICE CONSTABLES:

- Contact the Chief Constable
- All complaints must be in writing, dated and signed
- Action taken to be documented and presented to the Police Board

3. COMPLAINTS AGAINST THE CHIEF CONSTABLE:

- To be presented to a member of the Police Board.
- All complaints to be in writing, dated and signed. The Police Board is not compelled to initiate a conduct review of an unsigned complaint.
- Complaint will be presented to the Police Board and handled as per procedure in Manitoba Police Boards Policy and Procedure manual.
- Police Chief will be given the complaint in writing.
- Police Board will meet with the Police Chief for discussion, his/her account of the issue and plan of action.
- The Police Board's decision will be presented to the Police Chief in writing with an expectation and/or plan of action.
 - The complainant will be informed in writing of action taken.
 - The Police Board chairperson will ensure that a written copy of all recommendation/decisions are kept on file.

4. COMPLAINT AGAINST POLICE CHIEF INVOLVING OTHER INTERVENTIONS

- If the complaint is about an alleged criminal offence committed by the Chief:
- The Minister of Justice could assign the investigation into an alleged offence to another police service or independent investigation unit.

- LERA (Law Enforcement Review agency) to be informed if a complaint falls with LERA's purview.
 - If the Police Board determines the Chief has violated an administrative policy or process, the complaint must be forwarded to the municipality for administrative review.

APPROVED November 3, 2018

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JOHN GOW
Chair

A handwritten signature in blue ink, appearing to read 'Al Rear', with a stylized, cursive style.

AL REAR
Secretary