



## **AGENDA**

REGULAR MEETING OF THE TABER MUNICIPAL POLICE COMMISSION OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON WEDNESDAY, NOVEMBER 20, 2019 AT 4:30 PM.

	<b><u>MOTION</u></b>
<b>1. CALL TO ORDER</b>	
<b>2. ADOPTION OF THE AGENDA</b>	<b>X</b>
<b>3. DELEGATIONS</b>	
<b>4. ADOPTION OF THE MINUTES</b>	
ITEM No.4.1 Minutes of the Regular Meeting of Taber Municipal Police Commission: October 16, 2019	<b>X</b>
<b>5. BUSINESS ARISING FROM MINUTES</b>	
<b>6. ACTION ITEMS</b>	
ITEM No.6.1 Taber Municipal Police Commission Financial Information	<b>X</b>
ITEM No.6.2 Public Complaints Director Report	<b>X</b>
ITEM No.6.3 Chief of Police Report to the Commission	<b>X</b>
ITEM No.6.4 Strategic Plan Report Card	<b>X</b>
ITEM No.6.5 Commission Member Reports (Verbal)	<b>X</b>
<b>7. MEDIA INQUIRIES</b>	
<b>8. CLOSED SESSION</b>	<b>X</b>
ITEM No.8.1 Proposed Taber Municipal Police Commission Bylaw Amendment 21-2019 Closed Session to prevent disclosure of a draft of a bylaw or other legal instrument by which the local public body acts, in accordance with local public body confidences, Section 23(1)(a) of the Freedom of Information and Protection of Privacy Act.	



- ITEM No.8.2 Public Complaints Director of the Taber Municipal Police Commission Closed Session to prevent disclosure of information that reveals evaluative or opinion material compiled for the purpose of determining the applicants suitability, eligibility, or qualifications for employment or the award of contracts or other benefits when information is provided in confidence in accordance with Section 19 of the Freedom of Information and Protection of Privacy Act.
- ITEM No.8.3 Chief of Police Closed Session Report Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.8.4 Commission Action Plan Listing Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.

**9. OPEN SESSION** **X**

**10 CLOSE OF MEETING** **X**



## Taber Municipal Police Commission Request for Decision

**Meeting Date: November 20, 2019**

**Subject:**

Minutes of the Regular Meeting of Taber Municipal Police Commission: October 16, 2019

**Recommendation:**

The Taber Municipal Police Commission adopts the minutes of the Regular Meeting held on October 16, 2019, as presented.

**Background:**

N/A

**Legislation / Authority:**

Municipal Government Act, Section 208(1)(a)(c)

**Strategic Plan Alignment:**

N/A

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

Approval of minutes is in accordance with the Municipal Government Act, Section 208.



**Alternative(s):**

That the Taber Municipal Police Commission adopts the Minutes of the Regular Meeting held on October 16, 2019, as amended.

Attachment(s):     Minutes

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

MINUTES OF THE REGULAR MEETING OF THE TABER MUNICIPAL POLICE COMMISSION OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON WEDNESDAY, OCTOBER 16, 2019, AT 4:30 PM.

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**Chairperson**

Ken Holst

**Members**

Jack Brewin

John MacDonald

Wanda Osburne-Campbell

Wanda Renner

Martin Sorensen

Joe Strojwas

**Chief Administrative Officer**

Cory Armfelt

**Staff**

Graham Abela

Andrew Evanson

Raeanne Keer

**CALL TO ORDER**

Chair Holst called the meeting to Order at 4:30 PM.

**ADOPTION OF THE AGENDA**

Chair Holst inquired if there were any additions or deletions to the Agenda.

Chair Holst request the addition of Closed Session Agenda Item 8.3) Contractual Negotiations in accordance with Section 19 of the *Freedom of Information and Protection of Privacy Act*.

## ADOPTION OF THE AGENDA

RES. 99/2019      MOVED by J. MacDonald that the Taber Municipal Police Commission adopt the Agenda, as amended, to include the addition of Closed Session Agenda Item 8.3) Contractual Negotiations in accordance with Section 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

## DELEGATIONS

None.

## ADOPTION OF THE MINUTES

### **1) Minutes of the Regular Meeting of Taber Municipal Police Commission: September 11, 2019**

RES. 100/2019      MOVED by J. MacDonald that the Taber Municipal Police Commission adopts the minutes of the Regular Meeting held on September 11, 2019, as presented.

CARRIED UNANIMOUSLY

### **2) Minutes of the Special Meeting of Taber Municipal Police Commission: September 16, 2019**

RES. 101/2019      MOVED by Councillor Brewin that the Taber Municipal Police Commission adopts the minutes of the Special Meeting held on September 16, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM MINUTES**

None.

### **ACTION ITEMS**

#### **1) SRO Report**

Chief G. Abela presented the SRO Report to the Commission.

RES. 102/2019      MOVED by Councillor Strojwas that the Taber Municipal Police Commission accepts the School Resource Officer 2018/19 Report and SRO Partner Survey Results for information purposes.

CARRIED UNANIMOUSLY

#### **2) 2019 Police Youth Survey**

Senior Constable A. Evanson presented the 2019 Police Youth Survey to the Commission.

The Commission discussed the results of the presented survey.

RES. 103/2019      MOVED by M. Sorensen that the Taber Municipal Police Commission accepts the 2019 Police Youth Survey Report for information purposes.

CARRIED UNANIMOUSLY

#### **3) Strategic Plan Report Card**

Chief G. Abela presented the Strategic Plan Report Card to the Commission.

RES. 104/2019      MOVED by W. Osburne-Campbell that the Taber Municipal Police Commission accepts the September 2019 Taber Police Service Strategic Plan Report Card and update for information purposes.

CARRIED UNANIMOUSLY

60/2019

Meeting Date  
10/16/2019

## **ACTION ITEMS – CONT'D**

### **4) Public Complaints Director Report**

The Commission reviewed the Public Complaints Director Report.

RES. 105/2019      MOVED by J. MacDonald that the Taber Municipal Police Commission accepts the Public Complaints Director (PCD) report for information purposes.

CARRIED UNANIMOUSLY

### **5) Taber Municipal Police Commission Financial Information**

Chief G. Abela presented the August 31, 2019 – Final and September 30, 2019 – Interim Financial Statements to the Commission.

RES. 106/2019      MOVED by W. Renner that the Taber Municipal Police Commission accepts the Financial Information of August 31, 2019 – Final, and September 30, 2019 – Interim, for information purposes.

CARRIED UNANIMOUSLY

### **6) Chief of Police Report to the Commission**

Chief G. Abela presented the Chief of Police Report to the Commission.

RES. 107/2019      MOVED by Councillor Brewin that the Taber Municipal Police Commission accepts the Chief of Police, and Community Standards Reports for information purposes.

CARRIED UNANIMOUSLY



## **ACTION ITEMS – CONT'D**

### **7) Commission Member Reports (Verbal)**

The Commission presented their verbal reports.

RES. 108/2019      MOVED by M. Sorensen that the Taber Municipal Police Commission accepts the Commission Member Reports for information.

CARRIED UNANIMOUSLY

### **MEDIA INQUIRIES**

None.

RES. 109/2019      MOVED by Councillor Strojwas that the Taber Municipal Police Commission moves into Closed Session to prevent the disclosure of:

- Evaluative or opinion material compiled for the purpose of determining the applicant's suitability, eligibility, or qualifications for employment or for the award of contracts or other benefits when the information is provided or reveals the identity of a participant in a formal employee evaluation process when the information is provided in confidence in accordance with Section 19; and,
- Positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY AT 5:12PM

## CLOSED SESSION

### 1) Chief of Police Closed Session Report

**Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Closed Session Agenda Item 9.1) Chief of Police Closed Session Report: C. Armfelt, Chief Administrative Officer, Chief G. Abela, Chief of the Taber Police Service, and R. Keer, Administrative Assistant.

### 2) Commission Action Plan Listing

**Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Closed Session Agenda Item 9.2) Commission Action Plan Listing: C. Armfelt, Chief Administrative Officer, Chief G. Abela, Chief of the Taber Police Service, and R. Keer, Administrative Assistant.

Chief Abela left the meeting at 5:57 PM, and did not return.

## CLOSED SESSION

### 3) Contractual Negotiations

Closed session to prevent the disclosure of evaluative or opinion material compiled for the purpose of determining the applicants suitability, eligibility, or qualifications for employment or for the award of contracts or other benefits when the information is provided or reveals the identity of a participant in a formal employee evaluation process when the information is provided in confidence in accordance with Section 19 of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Closed Session Agenda Item 9.3) Contractual Negotiations: C. Armfelt, Chief Administrative Officer, Chief G. Abela, Chief of the Taber Police Service, and R. Keer, Administrative Assistant.

## OPEN SESSION

RES. 110/2019      MOVED by W. Osburne-Campbell that the Taber Municipal Police Commission reconvene into Open Session.

CARRIED UNANIMOUSLY AT 6:14 PM

RES. 111/2019      MOVED by J. MacDonald that the Taber Municipal Police Commission accept the Chief of Police Closed Session Report for information purposes.

CARRIED UNANIMOUSLY

RES. 112/2019      MOVED by Councillor Strojwas That the Taber Municipal Police Commission approves the draft employment contract for the Chief of the Taber Police Service, and requests that the Chief Administrative Officer and Mayor sign the contract on behalf of the Town of Taber.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 113/2019      MOVED by Councillor Strojwas that this Regular Meeting of the Taber Municipal Police Commission is hereby Closed.

CARRIED UNANIMOUSLY AT 6:15 PM

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER



## Taber Municipal Police Commission Request for Decision

**Meeting Date: November 20, 2019**

**Subject:**

Taber Municipal Police Commission Financial Information

**Recommendation:**

The Taber Municipal Police Commission accepts the Financial Information of September 30, 2019 – Final, and October 31, 2019 – Interim, for information purposes.

**Background:**

The report of the final financial information for the period ending September 30, 2019 – Final, and October 31, 2019 – Interim for review and discussion.

**Legislation / Authority:**

The Police Act, Section 31(1)

**Strategic Plan Alignment:**

Governance:

Strengthen our core infrastructure and services in a fiscally responsible manner

**Financial Implication:**

None

**Service Level / Staff Resource Implication:**

None



**Justification:**

In accordance with the Police Act, Section 31, where a commission has been established, the commission shall, in the carrying out of its responsibilities, oversee the police service and for that purpose shall allocate the funds that are provided by the Council.

**Alternative(s):**

The Taber Municipal Police Commission could seek clarification on any item.

Attachment(s):     September 30, 2019 - Final  
                              October 31, 2019 - Interim

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

TOWN OF TABER  
Commission - Police  
For the Nine Months Ending Monday, September 30, 2019

Account	Description	2019	2019	Variance	Used	2018	2019	Variance
		Total	Actual			Actual	Actual	
		Budget	Annual			YTD	YTD	
<b>Revenues:</b>								
1-21-10-412-0000	Sales of Services	-121,733.00	-125,692.69	-3,959.69	103.25%	-90,139.60	-125,692.69	-35,553.09
1-21-10-531-0010	Fines Police	-496,500.00	-426,182.89	70,317.11	85.84%	-341,976.50	-426,182.89	-84,206.39
1-21-10-532-0010	Fines Animal Control Dogs	-3,000.00	-640.00	2,360.00	21.33%	-1,435.00	-640.00	795.00
1-21-10-539-0000	Other Fines	-3,000.00	-2,150.00	850.00	71.67%	-2,200.00	-2,150.00	50.00
1-21-10-590-0000	Sundry Revenue		-3,728.63	-3,728.63	0.00%		-3,728.63	-3,728.63
1-21-10-840-0010	Transfers from Provincial Gov Conditional	-499,832.00	-335,383.99	164,448.01	67.10%	-471,375.70	-335,383.99	135,991.71
1-21-10-850-0011	Transfers from Local Government - MD	-52,500.00	-58,505.46	-6,005.46	111.44%	-42,582.92	-58,505.46	-15,922.54
1-21-10-850-0012	Transfers from Local Government - Barnwell				0.00%	-166.99		166.99
1-21-10-990-0000	Operating Contingency/Debt Recovery	-45,000.00		45,000.00	0.00%			
	<b>Total Revenues</b>	<b>-1,221,565.00</b>	<b>-952,283.66</b>	<b>269,281.34</b>	<b>77.96%</b>	<b>-949,876.71</b>	<b>-952,283.66</b>	<b>-2,406.95</b>
<b>Expenditures:</b>								
2-21-10-110-0000	Salaries - Out of Scope	233,230.00	180,371.57	-52,858.43	77.34%	162,195.80	180,371.57	18,175.77
2-21-10-111-0000	Police Assoc Wages - Full Time	1,598,888.00	1,086,029.07	-512,858.93	67.92%	1,061,857.82	1,086,029.07	24,171.25
2-21-10-113-0000	CUPE Wages - Full Time Clerical	377,211.00	259,475.16	-117,735.84	68.79%	213,136.61	259,475.16	46,338.55
2-21-10-114-0000	CUPE Wages - Part Time Clerical	41,528.00		-41,528.00	0.00%			
2-21-10-117-0000	CUPE Wages - Casual	128,205.00	133,548.54	5,343.54	104.17%	148,844.75	133,548.54	-15,296.21
2-21-10-118-0000	CUPE Wages - Casual Guards	73,389.00	62,847.60	-10,541.40	85.64%	64,019.78	62,847.60	-1,172.18
2-21-10-130-0000	Employer Statutory & Benefits Contributions	520,373.00	399,480.64	-120,892.36	76.77%	376,650.72	399,480.64	22,829.92
2-21-10-210-0000	Commission Honorarium	5,000.00		-5,000.00	0.00%			
2-21-10-211-0000	Travel and Subsistence	28,550.00	20,730.08	-7,819.92	72.61%	11,581.79	20,730.08	9,148.29
2-21-10-213-0000	Training - External	48,000.00	39,150.38	-8,849.62	81.56%	6,159.06	39,150.38	32,991.32
2-21-10-214-0000	Memberships, Conferences, Registration Fees	22,900.00	6,949.00	-15,951.00	30.34%	5,290.55	6,949.00	1,658.45
2-21-10-215-0000	Express, Cartage, Freight	2,850.00	2,654.97	-195.03	93.16%	1,798.81	2,654.97	856.16
2-21-10-216-0000	Postage	1,300.00	775.10	-524.90	59.62%	680.41	775.10	94.69
2-21-10-217-0001	Communications - Telephone Land Lines	14,050.00	11,237.74	-2,812.26	79.98%	9,646.41	11,237.74	1,591.33
2-21-10-217-0002	Communications - Telephone Mobile	6,290.00	3,984.56	-2,305.44	63.35%	4,004.35	3,984.56	-19.79
2-21-10-217-0003	Communications - Data	4,000.00	2,354.09	-1,645.91	58.85%	2,345.16	2,354.09	8.93
2-21-10-221-0000	Advertising, Promotion, Public Relations	5,600.00	2,048.89	-3,551.11	36.59%	2,029.76	2,048.89	19.13
2-21-10-223-0000	Subscriptions and Publications	500.00	896.34	396.34	179.27%	319.00	896.34	577.34
2-21-10-232-0000	Professional Services - Legal	5,500.00	278.95	-5,221.05	5.07%		278.95	278.95
2-21-10-235-0000	Professional Services - Management	6,000.00		-6,000.00	0.00%			
2-21-10-236-0000	Professional Services - Information Technology				0.00%	680.00		-680.00
2-21-10-238-0020	Professional Services - Veterinary Cat Control	15,000.00	18,598.19	3,598.19	123.99%	10,938.62	18,598.19	7,659.57
2-21-10-239-0000	Professional Services - Other	27,200.00	16,789.13	-10,410.87	61.72%	18,645.00	16,789.13	-1,855.87
2-21-10-252-0010	Contracted Repairs, Maintenance - Building	7,750.00	7,135.33	-614.67	92.07%	876.09	7,135.33	6,259.24
2-21-10-252-0020	Contracted Repairs, Maintenance - Building Janitor	31,000.00	26,336.40	-4,663.60	84.96%	22,815.03	26,336.40	3,521.37
2-21-10-253-0010	Contracted Repairs, Maintenance - M&E & Furnishing	9,500.00	2,950.76	-6,549.24	31.06%	4,912.80	2,950.76	-1,962.04
2-21-10-255-0010	Contracted Repairs, Maintenance - Vehicles	17,000.00	9,019.77	-7,980.23	53.06%	6,784.22	9,019.77	2,235.55

Account	Description	2019	2019	Variance	Used	2018	2019	Variance
		Total	Actual			Actual	Actual	
		Budget	Annual			YTD	YTD	
2-21-10-256-0010	Contracted Repairs, Maintenance - Land Improvement		634.40	634.40	0.00%	936.96	634.40	-302.56
2-21-10-259-0010	Contracted Repairs, Maintenance - Other		80.00	80.00	0.00%	220.00	80.00	-140.00
2-21-10-263-0000	Rental / Lease of Equipment & Furnishings	10,140.00	7,082.37	-3,057.63	69.85%	6,775.85	7,082.37	306.52
2-21-10-265-0000	Rental / Lease of Vehicle	1,500.00		-1,500.00	0.00%	105.45		-105.45
2-21-10-271-0000	Licenses, Permits and Software Support	44,614.00	40,327.45	-4,286.55	90.39%	25,904.11	40,327.45	14,423.34
2-21-10-274-0000	Insurance Premiums	25,150.00	15,557.93	-9,592.07	61.86%	19,198.68	15,557.93	-3,640.75
2-21-10-290-0000	Towing	1,500.00		-1,500.00	0.00%	100.00		-100.00
2-21-10-351-0000	Purchases from Local Government	76,000.00	58,422.00	-17,578.00	76.87%	49,896.00	58,422.00	8,526.00
2-21-10-511-0000	Stationery, Office Supplies	13,800.00	9,186.61	-4,613.39	66.57%	7,575.97	9,186.61	1,610.64
2-21-10-512-0000	Clothing & Boots	19,000.00	12,916.26	-6,083.74	67.98%	5,174.55	12,916.26	7,741.71
2-21-10-513-0000	Janitorial Supplies	3,400.00	1,074.31	-2,325.69	31.60%	705.26	1,074.31	369.05
2-21-10-515-0000	Catered or Purchased Foods	2,000.00	1,220.67	-779.33	61.03%	570.23	1,220.67	650.44
2-21-10-516-0000	Pharmaceutical & First Aid	1,100.00	526.07	-573.93	47.82%	967.14	526.07	-441.07
2-21-10-517-0000	Promotional Materials	1,000.00	462.39	-537.61	46.24%	977.57	462.39	-515.18
2-21-10-519-0000	General Goods and Supplies - Other	1,600.00	198.14	-1,401.86	12.38%	416.07	198.14	-217.93
2-21-10-521-0000	Gas, Oil, Antifreeze, Etc.	36,000.00	24,959.86	-11,040.14	69.33%	28,137.35	24,959.86	-3,177.49
2-21-10-522-0000	Tires & Batteries	7,000.00	293.00	-6,707.00	4.19%		293.00	293.00
2-21-10-523-0000	Machine & Equipment Parts	1,500.00	675.84	-824.16	45.06%	718.65	675.84	-42.81
2-21-10-523-0010	Vehicle Parts		336.92	336.92	0.00%	171.54	336.92	165.38
2-21-10-523-0020	Building Furnishings & Supplies	1,400.00	705.00	-695.00	50.36%	158.94	705.00	546.06
2-21-10-523-0030	Computer Equipment & Supplies	1,000.00	128.88	-871.12	12.89%		128.88	128.88
2-21-10-524-0000	Small Equipment and Tools	22,400.00	17,231.30	-5,168.70	76.93%	15,606.16	17,231.30	1,625.14
2-21-10-525-0000	Safety Equipment and Supplies		38.77	38.77	0.00%	12.95	38.77	25.82
2-21-10-532-0000	Ground Materials and Fertilizer		252.17	252.17	0.00%	219.90	252.17	32.27
2-21-10-538-0000	Building, Plumbing and Electrical Supplies	2,500.00	3,139.69	639.69	125.59%	458.39	3,139.69	2,681.30
2-21-10-543-0000	Natural Gas	4,500.00	2,695.40	-1,804.60	59.90%	3,458.63	2,695.40	-763.23
2-21-10-544-0000	Electricity	20,300.00	15,247.02	-5,052.98	75.11%	15,962.32	15,247.02	-715.30
2-21-10-690-0000	Amortization	194,968.00	146,226.00	-48,742.00	75.00%	142,501.00	146,226.00	3,725.00
2-21-10-813-0000	Bank Charges		969.37	969.37	0.00%	778.77	969.37	190.60
2-21-10-940-0000	Contributions to Capital Fund	115,600.00	86,699.70	-28,900.30	75.00%	86,699.70	86,699.70	
	Total Expenditures	3,838,786.00	2,740,929.78	-1,097,856.22	71.40%	2,550,620.68	2,740,929.78	190,309.10
	Net Operating	2,617,221.00	1,788,646.12	-828,574.88	68.34%	1,600,743.97	1,788,646.12	187,902.15



TOWN OF TABER  
Commission - Police  
For the Ten Months Ending Thursday, October 31, 2019

Account	Description	2019	2019	Variance	Used	2018	2019	Variance
		Total	Actual			Actual	Actual	
		Budget	Annual			YTD	YTD	
<b>Revenues:</b>								
1-21-10-412-0000	Sales of Services	-121,733.00	-136,921.49	-15,188.49	112.48%	-94,920.31	-136,921.49	-42,001.18
1-21-10-531-0010	Fines Police	-496,500.00	-467,752.89	28,747.11	94.21%	-389,595.36	-467,752.89	-78,157.53
1-21-10-532-0010	Fines Animal Control Dogs	-3,000.00	-695.00	2,305.00	23.17%	-1,510.00	-695.00	815.00
1-21-10-539-0000	Other Fines	-3,000.00	-2,250.00	750.00	75.00%	-2,200.00	-2,250.00	-50.00
1-21-10-590-0000	Sundry Revenue		-3,881.88	-3,881.88	0.00%		-3,881.88	-3,881.88
1-21-10-830-0010	Transfers from Federal Gov Conditional		-4,200.00	-4,200.00	0.00%		-4,200.00	-4,200.00
1-21-10-840-0010	Transfers from Provincial Gov Conditional	-499,832.00	-335,383.99	164,448.01	67.10%	-471,375.70	-335,383.99	135,991.71
1-21-10-850-0011	Transfers from Local Government - MD	-52,500.00	-58,505.46	-6,005.46	111.44%	-42,582.92	-58,505.46	-15,922.54
1-21-10-850-0012	Transfers from Local Government - Barnwell				0.00%	-166.99		166.99
1-21-10-990-0000	Operating Contingency/Debt Recovery	-45,000.00		45,000.00	0.00%			
	<b>Total Revenues</b>	<b>-1,221,565.00</b>	<b>-1,009,590.71</b>	<b>211,974.29</b>	<b>82.65%</b>	<b>-1,002,351.28</b>	<b>-1,009,590.71</b>	<b>-7,239.43</b>
<b>Expenditures:</b>								
2-21-10-110-0000	Salaries - Out of Scope	233,230.00	210,667.96	-22,562.04	90.33%	189,499.76	210,667.96	21,168.20
2-21-10-111-0000	Police Assoc Wages - Full Time	1,598,888.00	1,261,598.04	-337,289.96	78.90%	1,234,529.07	1,261,598.04	27,068.97
2-21-10-113-0000	CUPE Wages - Full Time Clerical	377,211.00	295,068.63	-82,142.37	78.22%	255,807.25	295,068.63	39,261.38
2-21-10-114-0000	CUPE Wages - Part Time Clerical	41,528.00		-41,528.00	0.00%			
2-21-10-117-0000	CUPE Wages - Casual	128,205.00	158,699.89	30,494.89	123.79%	161,496.86	158,699.89	-2,796.97
2-21-10-118-0000	CUPE Wages - Casual Guards	73,389.00	71,947.82	-1,441.18	98.04%	73,526.70	71,947.82	-1,578.88
2-21-10-130-0000	Employer Statutory & Benefits Contributions	520,373.00	451,096.86	-69,276.14	86.69%	427,161.83	451,096.86	23,935.03
2-21-10-210-0000	Commission Honorarium	5,000.00		-5,000.00	0.00%			
2-21-10-211-0000	Travel and Subsistence	28,550.00	21,439.38	-7,110.62	75.09%	12,110.45	21,439.38	9,328.93
2-21-10-213-0000	Training - External	48,000.00	39,350.38	-8,649.62	81.98%	7,142.96	39,350.38	32,207.42
2-21-10-214-0000	Memberships, Conferences, Registration Fees	22,900.00	6,949.00	-15,951.00	30.34%	5,290.55	6,949.00	1,658.45
2-21-10-215-0000	Express, Cartage, Freight	2,850.00	3,178.69	328.69	111.53%	1,897.99	3,178.69	1,280.70
2-21-10-216-0000	Postage	1,300.00	834.88	-465.12	64.22%	770.41	834.88	64.47
2-21-10-217-0001	Communications - Telephone Land Lines	14,050.00	12,318.17	-1,731.83	87.67%	10,734.36	12,318.17	1,583.81
2-21-10-217-0002	Communications - Telephone Mobile	6,290.00	4,593.20	-1,696.80	73.02%	4,403.47	4,593.20	189.73
2-21-10-217-0003	Communications - Data	4,000.00	2,606.09	-1,393.91	65.15%	2,596.48	2,606.09	9.61
2-21-10-221-0000	Advertising, Promotion, Public Relations	5,600.00	2,267.84	-3,332.16	40.50%	2,243.96	2,267.84	23.88
2-21-10-223-0000	Subscriptions and Publications	500.00	896.34	396.34	179.27%	541.00	896.34	355.34
2-21-10-232-0000	Professional Services - Legal	5,500.00	278.95	-5,221.05	5.07%	5,000.00	278.95	-4,721.05
2-21-10-235-0000	Professional Services - Management	6,000.00		-6,000.00	0.00%	600.00		-600.00
2-21-10-236-0000	Professional Services - Information Technology				0.00%	680.00		-680.00
2-21-10-238-0020	Professional Services - Veterinary Cat Control	15,000.00	18,598.19	3,598.19	123.99%	14,622.75	18,598.19	3,975.44
2-21-10-239-0000	Professional Services - Other	27,200.00	16,789.13	-10,410.87	61.72%	22,011.41	16,789.13	-5,222.28
2-21-10-252-0010	Contracted Repairs, Maintenance - Building	7,750.00	7,135.33	-614.67	92.07%	1,518.89	7,135.33	5,616.44
2-21-10-252-0020	Contracted Repairs, Maintenance - Building Janitor	31,000.00	28,988.40	-2,011.60	93.51%	25,465.03	28,988.40	3,523.37
2-21-10-253-0010	Contracted Repairs, Maintenance - M&E & Furnishing	9,500.00	2,962.76	-6,537.24	31.19%	4,912.80	2,962.76	-1,950.04

Account	Description	2019	2019	Variance	Used	2018	2019	Variance
		Total	Actual			Actual	Actual	
		Budget	Annual			YTD	YTD	
2-21-10-255-0010	Contracted Repairs, Maintenance - Vehicles	17,000.00	11,180.72	-5,819.28	65.77%	7,433.65	11,180.72	3,747.07
2-21-10-256-0010	Contracted Repairs, Maintenance - Land Improvement		634.40	634.40	0.00%	936.96	634.40	-302.56
2-21-10-259-0010	Contracted Repairs, Maintenance - Other		80.00	80.00	0.00%	220.00	80.00	-140.00
2-21-10-263-0000	Rental / Lease of Equipment & Furnishings	10,140.00	8,003.42	-2,136.58	78.93%	7,645.30	8,003.42	358.12
2-21-10-265-0000	Rental / Lease of Vehicle	1,500.00		-1,500.00	0.00%	105.45		-105.45
2-21-10-271-0000	Licenses, Permits and Software Support	44,614.00	40,327.45	-4,286.55	90.39%	25,933.06	40,327.45	14,394.39
2-21-10-274-0000	Insurance Premiums	25,150.00	15,557.93	-9,592.07	61.86%	19,198.68	15,557.93	-3,640.75
2-21-10-290-0000	Towing	1,500.00		-1,500.00	0.00%	100.00		-100.00
2-21-10-351-0000	Purchases from Local Government	76,000.00	58,422.00	-17,578.00	76.87%	49,896.00	58,422.00	8,526.00
2-21-10-511-0000	Stationery, Office Supplies	13,800.00	10,092.18	-3,707.82	73.13%	7,847.17	10,092.18	2,245.01
2-21-10-512-0000	Clothing & Boots	19,000.00	15,835.26	-3,164.74	83.34%	7,622.78	15,835.26	8,212.48
2-21-10-513-0000	Janitorial Supplies	3,400.00	1,092.53	-2,307.47	32.13%	705.26	1,092.53	387.27
2-21-10-515-0000	Catered or Purchased Foods	2,000.00	1,276.76	-723.24	63.84%	800.85	1,276.76	475.91
2-21-10-516-0000	Pharmaceutical & First Aid	1,100.00	651.09	-448.91	59.19%	967.14	651.09	-316.05
2-21-10-517-0000	Promotional Materials	1,000.00	462.39	-537.61	46.24%	992.47	462.39	-530.08
2-21-10-519-0000	General Goods and Supplies - Other	1,600.00	211.21	-1,388.79	13.20%	447.65	211.21	-236.44
2-21-10-521-0000	Gas, Oil, Antifreeze, Etc.	36,000.00	27,238.29	-8,761.71	75.66%	30,991.81	27,238.29	-3,753.52
2-21-10-522-0000	Tires & Batteries	7,000.00	293.00	-6,707.00	4.19%	2,455.68	293.00	-2,162.68
2-21-10-523-0000	Machine & Equipment Parts	1,500.00	789.58	-710.42	52.64%	808.60	789.58	-19.02
2-21-10-523-0010	Vehicle Parts		354.55	354.55	0.00%	177.04	354.55	177.51
2-21-10-523-0020	Building Furnishings & Supplies	1,400.00	705.00	-695.00	50.36%	158.94	705.00	546.06
2-21-10-523-0030	Computer Equipment & Supplies	1,000.00	128.88	-871.12	12.89%		128.88	128.88
2-21-10-524-0000	Small Equipment and Tools	22,400.00	19,031.24	-3,368.76	84.96%	16,011.98	19,031.24	3,019.26
2-21-10-525-0000	Safety Equipment and Supplies		38.77	38.77	0.00%	12.95	38.77	25.82
2-21-10-532-0000	Ground Materials and Fertilizer		252.17	252.17	0.00%	219.90	252.17	32.27
2-21-10-538-0000	Building, Plumbing and Electrical Supplies	2,500.00	3,158.19	658.19	126.33%	501.50	3,158.19	2,656.69
2-21-10-543-0000	Natural Gas	4,500.00	2,894.73	-1,605.27	64.33%	3,748.05	2,894.73	-853.32
2-21-10-544-0000	Electricity	20,300.00	17,062.62	-3,237.38	84.05%	17,704.86	17,062.62	-642.24
2-21-10-690-0000	Amortization	194,968.00	162,473.00	-32,495.00	83.33%	158,334.00	162,473.00	4,139.00
2-21-10-813-0000	Bank Charges		1,008.79	1,008.79	0.00%	904.38	1,008.79	104.41
2-21-10-940-0000	Contributions to Capital Fund	115,600.00	96,333.00	-19,267.00	83.33%	96,333.00	96,333.00	
	Total Expenditures	3,838,786.00	3,113,855.08	-724,930.92	81.12%	2,923,779.09	3,113,855.08	190,075.99
	Net Operating	2,617,221.00	2,104,264.37	-512,956.63	80.40%	1,921,427.81	2,104,264.37	182,836.56



## Taber Municipal Police Commission Request for Decision

**Meeting Date: November 20, 2019**

**Subject:**

Public Complaints Director Report

**Recommendation:**

The Taber Municipal Police Commission accepts the Public Complaints Director (PCD) report for information purposes.

**Background:**

The Public Complaints Director Report is supplied for Commission information. In most cases, this communication is provided simply as information to the Commission and no comment is needed. In some cases, the Commission may wish to seek clarification on the matter from its administration or from the originator of the communication, or even to challenge the matter through Commission discussion. Placing the communication on the Commission's agenda allows these opportunities.

**Legislation / Authority:**

The Police Act, Section 28.1(3)(g)

Taber Municipal Police Commission Policy Manual Section 2.9,(5)

**Strategic Plan Alignment:**

Define & Practice Good Governance

**Financial Implication:**

None



**Service Level / Staff Resource Implication:**

N/A

**Justification:**

N/A

**Alternative(s):**

The Commission could seek clarification on any of the matters from the PCD

Attachment(s): Public Complaints Director Report October 2019

**APPROVALS:**

**Originated By:**

Allen Herbst

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

2019/11/01

Ken Holst  
Chair  
Taber Municipal Police Commission

Re: Public Complaints Director Monthly Report for October 2019.

Dear Chair Holst,

This letter is to report that there have been no new public complaints reported to me in 2019.

Other than that, I have nothing further to add.

Sincerely,

Allen Herbst  
Public Complaint Director  
Taber Municipal Police Commission



## Taber Municipal Police Commission Request for Decision

**Meeting Date: November 20, 2019**

**Subject:**

Chief of Police Report to the Commission

**Recommendation:**

The Taber Municipal Police Commission accepts the Chief of Police, and Community Standards Report for information purposes.

**Background:**

This Department Report (s) is supplied for Commission information. In most cases, this communication is provided simply as information to the Commission and no comment is needed. In some cases, though, the Commission may wish to seek clarification on the matter from its administration or from the originator of the communication, or even to challenge the matter through Commission discussion. Placing the communication on the Commission's agenda allows these opportunities.

**Legislation / Authority:**

The Police Act, Section 32(1)

**Strategic Plan Alignment:**

Continue the growth of Taber as a healthy and safe community  
Maintain locally based, public safety oriented police service, and locally-based emergency services

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

Not at this time

**Justification:**

To keep the Commission informed of departmental happenings.



**Alternative(s):**

The Commission could seek clarification on any of the matters from Administration or the Chief.

Attachment(s): Chief of Police Report to Commisison Oct. 2019

Community Standards Unit Report Oct. 2019

**APPROVALS:**

**Originated By:**

Graham Abela

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

# Taber Municipal Police Commission Report

October 2019

The report is broken into our three functions of police, dispatch and the Community Standards Unit, followed by a section on budget, police complaints, crime analyses, etc., strategic planning, and other. In each of these functions, there is information for you. Some of the slots may be empty, but next month perhaps not.

## Police

### *Community Involvement:*

- Members of the Taber Police Service participated in the wellness walk this past month. The event went over very well however; the numbers from the schools were down. TCAPS will most likely undertake a different approach next year.
- Taber Police officers assisted with the COPS, pops and Pizza event in support of Special Olympics and the Law Enforcement Torch Run at Boston Pizza.
- Cst, Nguyen participated in the Town of Taber Halloween night at the Community Center.

### *Training:*

- Chief Abela and Cst. Motz attended the Joint Workplace Health and Safety training in Lethbridge.
- All members received refresher training and re-qualified in the use of patrol carbine.
- Sgt. Kehler and Sr. Cst. Gyepesi attended the learning to lead conference held in Taber.

### *Equipment:*

- New computers for our cars have arrived and we will be installing this week.

### *Operational:*

- Taber Police called upon the assistance of the Safe Community and Neighbourhoods organization in the province to assist with a drug house. A warning letter was issued to the Landlord and the tenants were evicted. This piece of Legislation is an excellent tool for law enforcement to increase safety within community and deter criminal activity.



*Personnel:*

- Our hiring process is well underway. We have interviewed, polygraphed and psych tested two candidates and are waiting on those results.

*Policy:*

- We have spent many hours updating our privacy policy. We will be meeting over the coming weeks to develop a roll out plan to make sure we are complaint.

## **Communications/911**

*Equipment:*

*Personnel:*

- We are in the process of hiring two communication operators.

*Training:*

- 

*Operational:*

## **Strategic Plan**

No report this meeting

## **Community Standards Unit**

Please see attached reports.

## Crime Trend Analysis/Chairs Report/Benchmarking

### CHAIR'S REPORT

October

	TOTAL 2019 YTD	Comparison 2018 YTD	% Difference	Comparison 2018 Dec 31
<b>TRAFFIC</b>				
- Impaired Operation/Related Offences	41	43	-5%	51
- Dangerous Operation of Motor Vehicle	6	2	200%	2
- Traffic collisions	98	125	-22%	146
- Other criminal code	6	1	500%	2
- Provincial Traffic Offences	1553	1600	-3%	1965
<b>LIQUOR ACT</b>				
	113	115	-2%	131
<b>OTHER CRIMINAL CODE</b>				
- Other criminal code	246	222	11%	260
- Offensive weapons	14	10	40%	12
- Corruption (Public Mischief)	7	8	-13%	10
<b>DRUG ENFORCEMENT</b>				
- Trafficking	19	9	111%	10
- Possession	20	46	-57%	54
- Other	7	14	-50%	13
<b>CRIMES AGAINST A PERSON</b>				
- Sexual offences	10	9	11%	10
- Robbery/Extortion/Harassment/Threats	60	103	-42%	116
- Offences - Death Related or Endangering Life	1	1	0%	1
- Kidnapping/Hostage/Abduction	4	2	100%	4
- Assaults	49	83	-41%	95
<b>CRIMES AGAINST PROPERTY</b>				
- Theft under \$5000	204	141	45%	178
- Theft over \$5000	29	23	26%	31
- Possession of Stolen Goods	25	17	47%	22
- Fraud	60	33	82%	38
- Break and Enter	33	22	50%	30
- Arson	1	1	0%	1
- Mischief	127	118	8%	130
<b>BYLAW</b>				
- Traffic	60	42	43%	48
- Other (non-traffic calls)	441	447	-1%	499



## Police Complaints

Monthly Incidents Received -- October 2019

Incident type	Month	YTD 2019	YTD 2018	YTD % change
Section I : Investigative incidents received				
Citizen Contact	0	1	2	-50%
Complaint - External	0	0	4	-400%
Complaint - Internal	2	2	1	100%
Information	0	0	0	0%
Statutory Complaint	0	0	0	0%

**Community Standards Unit**  
**Monthly Report**

**Report for October, 2019**

## Community Standards Unit Monthly Report-October, 2019

During the month of October 2019, there were 23 Bylaw related calls for service. These 23 complaints included sixteen dog related calls, two complaints for cat related calls, two calls for animal concerns, and one found bike.

Of the dogs related calls for service, seven of the calls were for dogs at large and four of these were returned to their owners. Two calls were for dogs barking excessively in residential areas. The owners received warnings and were given ideas to help limit the barking. Three calls for dogs displaying aggressive behaviour. One dog acted aggressively on two different dates and was deemed aggressive under the Dog Control Bylaw. One call for service involved a dog chasing a person riding a bike. The owner received fines and had to obtain a Town of Taber Dog Licence. One call service involved a dog being struck by a moving vehicle on a roadway.

Of the cat related calls for service, one call was for a cat intruding on a property and causing damage to that individual's cat. Owner of the intruding cat was located and advised to keep the cat indoors. The other call for service was for a cat that was struck by a moving vehicle on a roadway.

Of the two calls for animal concerns, both were for dogs being exposed to the weather by a lack of shelter. Suggestions given to the owners on ways to provide adequate shelter for the changes of weather.

Two notices were issued during the month of October. One was issued, under the Land Use Bylaw, to a property for someone dwelling in a travel trailer on a residential property as a second dwelling. The other notice was issued to obtain a Town of Taber Business Licence. Both notices were complied with.

CSU Monthly Stats – 2019	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	2019
Calls for Service	27	24	20	32	45	57	55	58	42	23	383
Municipal Bylaw – Other	0	1	2	6	5	5	4	1	1	2	27
Bylaw Parking Offences	1	1	2	1	4	5	2	10	2	6	34
Items Lost and Found	5	3	2	4	4	11	13	5	4	1	41
Bylaw – Traffic	0	0	0	0	0	0	0	0	0	0	0
Provincial Moving/Non-Moving	8	4	5	2	3	6	4	14	9	17	72
Total Notices issued	4	12	1	7	99	64	58	46	18	2	247





## Taber Municipal Police Commission Request for Decision

**Meeting Date: November 20, 2019**

**Subject:**

Strategic Plan Report Card

**Recommendation:**

The Taber Municipal Police Commission accepts the October 2019 Taber Police Service Strategic Plan Report Card and update for information purposes.

**Background:**

The Strategic Plan Report Card and update are provided quarterly to the Commission. This update allows the Commission to see within our plan where we are focusing our strategic attention and achieving our organizational goals. This report also allows us to comply with the Provincial Standards. The report is supplied for Commission information. In most cases, this communication is provided simply as information to the Commission and no comment is needed. In some cases, though, the Commission may wish to seek clarification on the matter from the Chief, or discuss the contents of the report. Placing the communication on the Commission's agenda allows these opportunities.

**Legislation / Authority:**

The Police Act, Section 32(1)  
Alberta Police Standards

**Strategic Plan Alignment:**

Establish appropriate communication protocols between Council and Administration

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

To keep the Commission informed of Strategic Plan Updates, successes and challenges.





**Alternative(s):**

The Commission could seek clarification on any of the matters from the Chief.

Attachment(s): Strategic Plan Report Card October 2019

**APPROVALS:**

**Originated By:**

Graham Abela

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

## Community Safety Priorities

Goals	Person(s) Responsible	Measurement	Percent Complete	Target Completion Date	Comments	Connection to Core Service	Budget Impact
<p><b>Goal 1:</b> Public Safety: the public deserves to feel safe in their homes and community. The police service can make plans and produce reports of our efforts and assess public safety through analysis of criminal activity. Trends from the reports can be identified and acted upon where necessary.</p>							
	Chief of Police	Perception of public safety will be monitored through the Taber Police Service Community Survey and assessed for trends against previous surveys. Suggest that 80% satisfaction is a target.	50%	Every 3 years	<a href="#">Proofs 2016-2021\Community Survey</a>	1, 2	
	Chief of Police	Basic crime analysis will be conducted monthly in the Police Chiefs Report to the Commission. Trends will be monitored and addressed when encountered.	60%	Monthly, every second Thursday	<a href="#">Proofs 2016-2021\Chief's Reports to</a>	1	
	Chief of Police	Advanced yearly crime analysis will be conducted and a complete report submitted to the Commission and provided to the Taber Town Council and Community. Data will be identified and assessed to determine if we are meeting regional/provincial/national trends.	60%	Yearly, April 1	<a href="#">..\Commission Reports\Commission Reports\April 2017\Crime Analysis 2016 - MC</a>	1	
	Chief of Police	Community Standards Unit report will be included in the monthly Police Chief's report to Commission. This report outlines the activities of the Community Standards Unit.	60%	Monthly, every second Thursday	<a href="#">Proofs 2016-2021\Chief's Reports to</a>	1	
	Chief of Police	The 911 activity report will be reviewed each month to ensure that we are complying with 911 standards, reported in Police Chief's report to the Commission.	60%	Monthly, every second Thursday	<a href="#">Proofs 2016-2021\Chief's Reports to</a>	1, 2	
	Chief of Police	Complaints against police will be monitored monthly and reported through the Police Chief's report to Commission.	60%	Monthly, every second Thursday	<a href="#">Proofs 2016-2021\Chief's Reports to</a>	1	
	Sr. Constable Johnson	Use of force incidents will be monitored and a yearly report generated to identify trends and establish early warning interventions if there are any concerns.	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\Yearly control tactics</a>	1	
	Chief of Police	An annual report will be provided to the community that outlines our efforts, examines our budgets, assesses our crime, examines police complaints etc.	60%	Yearly, April 1	<a href="#">Proofs 2016-2021\Annual Reports</a>	1, 2, 3	

Sr. Constable Vowles	A cell block audit will be conducted annually to ensure that clients who are lodged in our cells are safe, their property looked after and paper work is in order.	60%	Yearly report to Chief of Police for furtherance to Commission. Jan. 1	<a href="#">Proofs 2016-2021\...</a>	1	
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**Goal 2:**  
 Safety of Property: The public expects that their property is safe from vandalism and theft. Also, property in our care is dealt with respectfully and administered properly.

Chief of Police	Monthly crime analysis through report to the Police Commission will allow for trends to be identified and assessed regarding property crime.	60%	Monthly, every second Thursday	<a href="#">Proofs 2016-2021\Chief's Reports to Commission</a>	1	
Chief of Police	Advanced yearly crime analysis will be conducted and a complete report submitted to the Commission and provided to the Taber Town Council and Community. Trends will be identified and assessed.	60%	Yearly, March 1	<a href="#">..\..\Crime Analysis</a>	1	
Chief of Police	A review of the Community Survey will allow us to measure perceptions of the public as it relates to the safety of property.	50%	Every three years	<a href="#">Proofs 2016-2021\Community Survey</a>		
Sergeant Kehler	A yearly exhibit audit will be conducted and a report submitted outlining any issues or concerns with exhibit continuity, exhibit storage and destruction of exhibits in our care.	60%	Yearly, October 1	<a href="#">Proofs 2016-2021\Exhibit Room Audit</a>	1	

**Goal 3:**  
 Safety of Police: Police officer and other staff that work for the Taber Police be well trained and well equipped.

Sergeant Kehler	An annual training plan will be created and assessed yearly in a report to the Chief of Police.	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\TPS Training Plan 2016-2018</a>	1, 2	
Sr. Constable Johnson	Every three years, a use of force training plan will be submitted for approval and a yearly report will be generated to the Chief of Police to ensure compliance.	66%	Yearly, January 1	<a href="#">Proofs 2016-2021\Use of force training plan</a>	1	
Sr. Constable Johnson	An inventory of use of force equipment, and repairs, out of service issues, etc. will be completed and recorded for review. An audit of any issue or concerns will be provided to the Chief of Police.	40%	Yearly, April 1	<a href="#">Proofs 2016-2021\Use of force training plan\Use of Force Equipment Inventory</a>	1	

Sr. Constable Johnson	Use of force incidents will be monitored and a yearly report generated to identify trends and establish early warning interventions if there are any concerns.	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\Yerly Use of Force training summary</a>	1	
HR Dave Duske	Workers compensation reports will be reviewed in an effort to decrease the number of claims.	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\WCB Yearly Review</a>	1, 2	

## Community Collaboration Priorities

Goals	Person(s) Responsible	Measurement	Percent Complete	Target Completion Date	Comments	Connection to Core Service	Budget Impact
<b>Goal 1:</b>							
Maintain our auxiliary police program.							
	Sr. Constable Dube	Participation of the number of hours and shifts that are completed by the auxiliary staff.	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\Yearly</a>	1, 3	
	Sr. Constable Dube	Maintain the auxiliary training regimen (report).	60%	Yearly, January 1	<a href="#">Proofs 2016-2021\Yearly</a>	1, 3	
	Chief of Police	Hold a yearly appreciation night as a focus group for auxiliary feedback.	60%	Yearly	<a href="#">Proofs 2016-2021\Yearly Auxiliary report</a>		
	Chief of Police	Invite auxiliary and participate in the Town of Taber volunteer night.	60%	Yearly, when scheduled	<a href="#">Proofs 2016-2021\Yearly Auxiliary report</a>	3	
<b>Goal 2:</b>							
Strengthen our volunteer partnerships with Citizens on Patrol.							
	Constable Valgardson	Monthly report of the number of patrol shifts, volunteer hours and number of complaints generated by COP.	60%	Monthly	<a href="#">Proofs 2016-2021\Citizen on</a>	1, 3	
<b>Goal 3:</b>							
Reinvigorate and strengthen our Wise Owl Program.							
	Sgt. Kehler	Increase in memberships.	20%	Bi-annually	<a href="#">Proofs 2016-2021\Wise Owl</a>	1, 3	
	Sgt. Kehler	Record and report on the number of presentations.	40%	Bi-annually	<a href="#">Proofs 2016-2021\Wise Owl</a>	3	

<b>Goal 4:</b> Maintain our School Resource Officer program. The SRO program is highly recognized by the public as an excellent program.							
Sr. Constable Nguyen/SRO	The SRO will compile a yearly report that outlines the activities of the program. It will include the number of matters dealt with by the SRO, the number of threat assessments, etc.	60%	Yearly, July 1	<a href="#">Proofs 2016-2021\SRO Reports and Survey</a>	1, 3		
Sr. Constable Evanson	A short survey will be sent yearly to our school partners to assess the SRO program.	60%	Yearly, December 1	<a href="#">Proofs 2016-2021\SRO Reports</a>	1, 3		
Sr. Constable Evanson	Every three years, Taber youth will be surveyed, similar to the adult survey, to understand the perceptions and attitudes towards policing in our youth.	66%	Every 3 years	<a href="#">Proofs 2016-2021\Youth Survey</a>			

## Community Awareness Priorities

Goals	Person(s) Responsible	Measurement	Percent Complete	Target Completion Date	Comments	Connection to Core Service	Budget Impact
<b>Goal 1:</b> Increase the profile of the police service in the community.							
	Executive Officer	Increase our presence on social media. Measure our reach by recording likes and shares on Facebook. Report to Commission in police Chief's monthly report.	60%	Every month	<a href="#">Proofs 2016-2021\Social Media Study</a>	3	
<b>Goal 2:</b> Obtain funding for a website for the Taber Police Service.							
	Chief of Police Executive Officer	Sustainable funding for the website. Maintain our website with relevant information to inform the public.	100% 60%	2017 Budget year Continuing		3 3	\$15,000 \$1500/year
<b>Goal 3:</b> Report to the Taber Municipal Police Commission the number of citizen contacts and complaints against police received by the police service.							
	Chief of Police	Each month a report generated from IAPRO will be provided to the Taber Municipal Police Commission and assessed against the previous year.	60%	Monthly at each Commission meeting	<a href="#">Proofs 2016-2021\</a>	1	

## People and Technical Priorities

Goals	Person(s) Responsible	Measurement	Percent Complete	Target Completion Date	Comments	Connection to Core Service	Budget Impact
<b>Goal 1:</b>							
Provide adequate and effective dispatch services to our community and clients.							
	Dana Bell	Establish a set of metrics to measure dispatch efficacy.	10%	January 1, 2017			2
	Dana Bell	Once the dispatch metrics are established, assess dispatch service against metrics and provide a monthly report to the Chief of Police with a culminating report at year end.	40%	January 1, 2018 and each year thereafter	<a href="#">Proofs 2016-2021\Communications Quality Assurance Metrics</a>		1, 2
<b>Goal 2:</b>							
Employee safety in the workplace is of utmost importance and we must strive to maintain our Health and Safety Program.							
	Sr. Constable Gyepesi	The Taber Police will participate in the Town of Taber Workplace Health and Safety Program and will participate in	60%	Yearly, depends on external audit team			1, 2
	Dana Bell	We will hold weekly safety meeting and minutes will be recorded of those meeting and stored electronically for review.	60%	Weekly, Wednesday mornings	<a href="#">..\..\Health and Safety</a>		1, 2
<b>Goal 3:</b>							
Ensure that police receive yearly performance assessment against the established Police Sector Council competencies. Ensure non-police staff are also performance assessed.							
	Sergeant Meggison	Complete yearly performance assessments on all subordinate staff under his supervision. And ensure where others are not supervised by you, that their assessments are also completed. Completion of the assessments is the measurement of success.	60%	Yearly	<a href="#">Proofs 2016-2021\Yearly Performance Assessments</a>		1, 2
	Dana Bell	Complete all yearly performance assessments on staff under your supervision.	60%				1, 2
	Sergeant Meggison	Establish a set of metrics to determine police performance efficacy.	20%	2017 February 1			1
	Sergeant Meggison	Once the performance metrics are established, performance assess each officer against the metrics and provide a quarterly report to the Chief of Police.	0%	March 1, 2017 and each year thereafter			1
<b>Goal 4:</b>							
Ensure our dispatch clients can provide feedback to tell how we are doing and to voice their compliments or concerns.							
	Executive Officer	Conduct a yearly assessment survey of our dispatch clients and	60%	Yearly, August of each	<a href="#">Proofs 2016-</a>		2

provide a report to the Chief of Police.

year

[2021\Dispatch](#)

**Goal 5:**

Become 911 Alberta Standard compliant.

Dana Bell	Successfully implement all applicable 911 standards.	80%	2017 Sept 01		1, 2	
Dana Bell	Receive a successful audit from the Alberta 911 Standards Committee.	0%	Every 2 years		1, 2	
Dana Bell	Create a backup 911 center at the Taber Firehall.	100%	Sept 17	<a href="#">Proofs 2016-</a>	1, 2	\$10,000



## Taber Municipal Police Commission Request for Decision

**Meeting Date:** November 20, 2019

**Subject:**

Commission Member Reports (Verbal)

**Recommendation:**

The Taber Municipal Police Commission accepts the Commission Member Reports for information.

**Background:**

Updates are provided verbally to inform the Commission of individual Commission-related activity. This could come in the form of meeting attendance and activity intended to strengthen the Commission's reputation and visibility.

**Legislation / Authority:**

MGA, Section 207(c)

**Strategic Plan Alignment:**

No Strong Alignment.

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

The service level will remain status quo.

**Justification:**

To keep all of the Commission informed of activity.

**Alternative(s):**

The Commission could seek clarification on any of the matters.





Attachment(s): None.

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_