

LETHBRIDGE POLICE COMMISSION MEETING  
MINUTES

Wednesday, June 24, 2020  
Council Chamber, City Hall  
6:00 p.m.

In Attendance:

Commission Members:

Chair Simon Griffiths, Vice-Chair Rob vanSpronsen, Members Dawna Coslovi, Rachel Hopf, Victoria Chester, Dianè Conley, Bruce Thurber, Chris Spearman and Blaine Hyggen

Lethbridge Police Service Executive:

Chief Scott Woods, Inspector Jason Walper, Inspector Russell Lawrence, and Acting Inspector Dwayne Smith, Acting Inspector Woods

Other:

Financial Manager Kamran Ali, Deputy City Clerk David Sarsfield

**1. Meeting Called to Order**

Chair Griffiths opened the meeting of the Lethbridge Police Commission for June 24, 2020, the time being 6:20 pm.

**2. Reconciliation Statement**

Chair Griffiths read the Reconciliation Statement.

**3. Conflict of Interest Declaration**

Chair Griffiths called for a Declaration of Conflict of Interest. None were noted.

**4. Consent Agenda**

Moved by Victoria Chester, seconded by Rob vanSpronsen, that the consent agenda be adopted as presented;

And that the following be received as information:

- a. Minutes of May 27, 2020 Police Commission Meeting;
- b. Minutes of June 10, 2020 Police Commission Meeting;
- c. Minutes of June 10, 2020 Finance Committee Meeting;
- d. Minutes of June 16, 2020 Human Resources Committee Meeting; and
- e. Minutes of June 9, 2020 Policy and Governance Committee.

CARRIED

**5. Approval of Agenda**

The following items were added under New Business:

- a. Boards, Committees and Commissions Day Presentation;
- b. Financial Questions; and
- c. Alberta Association of Police Governance Report

Moved by Diane Conley, seconded by Victoria Chester, that the Agenda for the June 24, 2020 Lethbridge Police Commission Meeting, be adopted as amended.

CARRIED

**6. 2020 Lethbridge Public Service Performance Evaluations**

Moved by Victoria Chester, seconded by Blaine Hyggen, that the 2020 Lethbridge Police Service Performance Evaluations be received as information.

CARRIED

**7. Authority to Donate Unclaimed Items**

Moved by Diane Conley, seconded by Rob vanSpronsen, that the request to authorize the Lethbridge Police Service to:

1. Donate unclaimed items; as provided in Attachment 1; and
2. Acquire unclaimed unique items for Police use that would benefit police operations, investigations or training, as provided in Attachment 2

be recommended for approval, and be forwarded to a City Council meeting for consideration.

CARRIED

**8. Standing Items**

**a. Criminal Investigation Division Update**

Moved by Bruce Thurber, seconded by Blaine Hyggen, that the Criminal Investigation Division Update Report, dated June 24, 2020 be received as information.

CARRIED

**b. Lethbridge Police Service Month in Review**

Moved by Rachel Hopf, seconded by Victoria Chester, that the Lethbridge Police Service Month in Review Report, for the month of May 2020, be received as information.

CARRIED

**c. Support Services Division Update**

Moved by Rob vanSpronsen, seconded by Dawna Coslovi, that the Support Services Division Updates, dated June 24, 2020, be received as information.

CARRIED

**d. Monthly Compliments**

Moved by Diane Conley, seconded by Bruce Thurber, that the Monthly Compliments, for the Month of May 2020, be received as information.

CARRIED

**9. Terms of Reference**

The draft Terms of Reference for the Police and Governance Committee were amended to include a review of the policies of the Lethbridge Police Service.

Moved by Victoria Chester, seconded by Diane Conley, that the Terms of Reference for the Finance Committee, Human Resources Committee, and the Policy and Governance Committee be adopted as amended.

CARRIED

**10. Inquiries from the Public to the Police Commission**

**a. Rebecca Reunions and Jaisie Walker – Future of the Walk**

**b. Jason Laurendeau and Dustin Fox – Police Budget and Search Process for a New Chief of Police**

**c. Tony Sprado**

**11. Closed Session**

**Commission Members Only Closed Session**

The Lethbridge Police Commission met in closed session to discuss items pursuant to the provision of the *Freedom of Information and Protection of Privacy Act*.

Moved by Rachel Hopf, seconded by Blaine Hyggen, that the Police Commission move into closed session, the time being 4:02 p.m., pursuant to provisions of the *Freedom of Information and Protection of Privacy Act*.  
CARRIED

**Adjournment of Commission Members Only Closed Session**

Moved by Victoria Chester, seconded by Dawna Coslovi, that the Commission Only Closed Session adjourn, the time being 5:15 p.m.  
CARRIED

**a. LERB File No. 037-19 Update**

*Commission Members  
Clerk*

Moved by Rob vanSpronsen, seconded by Diane Conley that the response for LERB File No. 037-19 be sent to the complainant and the Chief of Police;

And that this item and discussion, remain confidential, pursuant to Sections 17, 18, and 20 and 24 of the *Freedom and Information and Protection of Privacy Act*.

CARRIED

**c. Information Report**

*Commission Members  
Clerk*

Moved by Dawna Coslovi, seconded by Bruce Thurber that the update on the Information Report, be received as information;

And that this item, and discussion, remain confidential, pursuant to Sections 17, 18, and 24 of the *Freedom and Information and Protection of Privacy Act*.

CARRIED

**d. Human Resources Policy**

*Commission Members  
Clerk*

Moved by Rob vanSpronsen, seconded by Bruce Thurber that the update on the Human Resources Policy, be received as information;

And that this item, and discussion, remain confidential, pursuant to Section 24 of the *Freedom and Information and Protection of Privacy Act*.

CARRIED

**Commission Members with Lethbridge Police Executive**

The Lethbridge Police Commission, Lethbridge Police Executive and Staff Members met in closed session to discuss items pursuant to the provision of the *Freedom of Information and Protection of Privacy Act*.

Moved by Diane Conley, seconded by Victoria Chester, that the Police Commission and Lethbridge Police Executive move into closed session, the time being 5:20 pm, pursuant to provisions of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Moved by Victoria Chester, seconded by Diane Conley, that the Closed Session adjourn, the time being 6:18 pm.

CARRIED

**a. Closed Session Discussions**

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

Moved by Dawna Coslovi, seconded by Chris Spearman, that the Closed Session Meeting discussions, reports, and documents relating to:

Professional Standards Unit Monthly Report  
Monthly Compliments (Verbal)  
Information Request  
Chief of Police Report

remain confidential, pursuant to Sections 17, 18, and 20, and 24 of the *Freedom and Information and Protection of Privacy Act*.

CARRIED

**b. Finance Committee Report**

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

Moved by Victoria Chester, seconded by Dawna Coslovi, that the Police Commission direct that the closed meeting discussions, reports, and attachments with respect to the Finance Committee Report remain confidential pursuant to Sections 23 and 24 of the *Freedom of Information and Protection of Privacy Act*; and

FURTHER BE IT RESOLVED THAT the Police Commission proceed with the confidential direction provided during the closed session.

CARRIED

**c. Policy and Governance Committee Report**

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

Moved by Rob vanSpronsen, seconded by Victoria Chester, that the Policy and Governance Committee Report be received as information;

And that Section 2.13(10) of the Policy Manual be amended to read as follows:

*Time is made available at each meeting for members of the public who wish to provide input to the Lethbridge Police Commission. Members of the public who wish to speak, must pre-register with the Commission's Clerk before the start of the meeting. Information required for pre-registering include: name, contact information, and subject / nature of input.*

- (a) When called upon by the Chair, each speaker will have five minutes to provide their comments. The Commission may, by a two-thirds majority vote, agree to hear a member of the public for such longer time as the Commission may agree.*
- (b) Comments are to be directed to the Chair and will be received by the Commission for information.*
- (c) Complaints about the conduct of a police officer or any ongoing investigations are not topics for this forum. Complaints need to be directed to either the Public Complaint Director or to the Duty Staff Sergeant at the Lethbridge Police Service.*

CARRIED

- e. Extension File No. 2019-051**
- Extension File No. 2019-085**
- Extension File No. 2020-006**
- Extension File No. 2020-010**

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

Moved by Rob vanSpronsen, seconded by Diane Conley, that the following Extension Requests be extended to October 28, 2020;

File No. 2019-051  
File No. 2019-085  
File No. 2020-006  
File No. 2020-010

And that the Reports associated with these extensions remain confidential, pursuant to Sections 17, 18 and 20 of the *Freedom and Information and Protection of Privacy Act*.

CARRIED

**j. Working Group**

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

Moved by Dawna Coslovi, seconded by Diane Conley, that the Lethbridge Police Commission and the Lethbridge Police Service form a Working Group to conduct an assessment of the policies, procedures and practices of the Lethbridge Police Service; and

FURTHER BE IT RESOLVED that the Lethbridge Police Commission meet with the Lethbridge Police Chief to establish a framework which would include engagement, communication, and designate outcomes; and

FURTHER BE IT RESOLVED that a report be prepared for the Lethbridge Police Commission outlining the framework and proposed timeline.

CARRIED

**12. New Business**

**a. Boards, Committees and Commissions Day Presentation**

The date for the Boards, Committees and Commissions Day has been changed to September 14, 2020. The Police Commission submission will be forwarded by the Clerk.

**b. Financial Question**

Questions about financial matters from Victoria Chester will be forwarded to the Financial Manager for the Lethbridge Police Service.

**c. Alberta Association of Police Governance Report**

The Alberta Association of Police Governance Conference is being rescheduled.

**13. Next Meeting**

The next meeting is scheduled for September 30, 2020; 6:00 pm.

11. **Closed Session (continued)**

**Commission Members Only Closed Session**

The Lethbridge Police Commission met in closed session to discuss items pursuant to the provision of the *Freedom of Information and Protection of Privacy Act*.

Moved by Chris Spearman, seconded by Blaine Hyggen, that the Police Commission move into closed session, the time being 9:02 p.m., pursuant to provisions of the *Freedom of Information and Protection of Privacy Act*.  
CARRIED

**Adjournment of Commission Members Only Closed Session**

Moved by Chris Spearman, seconded by Dawna Coslovi, that the Commission Only Closed Session adjourn, the time being 10:20 p.m.  
CARRIED

**b. Human Resources Committee Report**

*Commission Members  
Clerk*

Moved by Dawna Coslovi, seconded by Rob vanSpronsen that the Police Commission direct that the closed meeting discussions, reports, and attachments with respect to the Human Resources Committee Report remain confidential pursuant to Section 24 of the *Freedom of Information and Protection of Privacy Act*; and

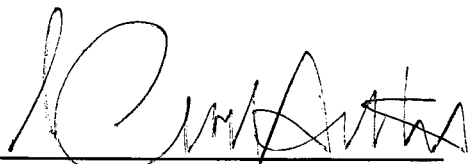
FURTHER BE IT RESOLVED THAT the Police Commission proceed with the confidential direction provided during the closed session.

CARRIED

14. **Meeting Adjournment**

Moved by Diane Conley that the Lethbridge Police Commission Meeting for June 24, 2020 adjourn, the time being 10:25 pm.

CARRIED

  
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Simon Griffiths, Chair

  
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David Sarsfield, Clerk