



LETHBRIDGE POLICE COMMISSION MEETING  
MINUTES

Wednesday, November 24, 2021  
Council Chamber, City Hall  
6:00 p.m.

In Attendance:

Commission Members:

Chair Rob Van Spronsen, Members Victoria Chester, Belinda Crowson, Diane Conley, Dawna Coslovi, Rachel Hopf, John Middleton-Hope, Douglas Thornton

Lethbridge Police Service Executive:

Deputy Chief Scott Boyd, Inspector Russell Lawrence, Inspector Jason Doberstein, Inspector Jason Walper

Other:

Financial Manager Kamran Ali, Executive Officer Kristen Saturley, Communications Manager Craig Albrecht, Legal Counsel to Lethbridge Police Service Lee Cutforth, Executive Assistant to the Chief of Police Carmen Hellawell, Clerk David Sarsfield

**1. Meeting Called to Order**

Chair van Spronsen opened the meeting of the Lethbridge Police Commission for November 24, 2021, the time being 6:00 pm.

**2. Reconciliation Statement**

Chair Van Spronsen read the Reconciliation Statement.

**3. Conflict of Interest Declaration**

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

**4. Consent Agenda**

The following Minutes were circulated for approval:

a. Minutes of October 27, 2021 Police Commission Meeting

Moved by Douglas Thornton, seconded by Diane Conley, that the consent agenda be adopted as presented.

CARRIED

**5. Approval of Agenda**

Moved by Belinda Crowson, seconded by Diane Conley, that the Agenda for the November 24, 2021 Lethbridge Police Commission Meeting, be adopted as amended.

CARRIED

**7. Standing Items**

**a. Criminal Investigation Division Update**

Moved by Diane Conley, seconded by John Middleton-Hope, that the Criminal Investigation Division Update Report, dated November 24, 2021 be received as information.

CARRIED

**b. Support Services Division Update**

Moved by Dawna Coslovi, seconded by Douglas Thornton, that the Support Services Division Updates, dated November 24, 2021, be received as information.

CARRIED

**c. Field Operations Division Update**

Moved by Diane Conley, seconded by Belinda Crowson, that the Field Operations Division Updates dated November 24, 2021, be received as information.

CARRIED

**e. Monthly Compliments**

Moved by John Middleton-Hope, seconded by Victoria Chester, that the report on the monthly compliments received by the Lethbridge Police Service be received as information.

CARRIED

**f. Update on Lethbridge Police Service Action Plan**

Moved by Belinda Crowson, seconded by John Middleton-Hope, that the report on the Lethbridge Police Service Action Plan be received as information.

CARRIED

**g. Change Management Task Force**

Moved by Diane Conley, seconded by Douglas Thornton, that the Change Management Task Force Report be received as information; and

FURTHER THAT the Terms of Reference for the Change Management Task Force be adopted as amended.

CARRIED

**9. Committees**

**a. Finance Committee**

Moved by Dawna Coslovi, seconded by Belinda Crowson, that the Finance Committee Report be accepted as information; and

FURTHER THAT the 2021 budget deficit be covered by the Budget Shortfall Budget Appropriation Unexpended.

CARRIED

**d. Website Adhoc Committee**

Moved by Diane Conley, seconded by Douglas Thornton, that the Website Adhoc Committee Report be accepted as information.

CARRIED

**e. Alberta Association of Police Governance**

Moved by Rachel Hopf, seconded by Diane Conley, that the update on the Alberta Association of Police Governance be accepted as presented.

CARRIED

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

There were no inquiries from the public.

**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 Diane Conley, seconded by Dawna Coslovi, that the Police Commission move into closed session, the time being 4:00 p.m., pursuant to provisions of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Moved by Diane Conley, seconded by Dawna Coslovi, that the Commission Only Closed Session adjourn, the time being 5:08 p.m.

CARRIED

*Commission Members*

*Clerk*

*Police Chief*

*Legal Counsel to Lethbridge Police Service*

- a. Human Resources Matters**
- b. Policy and Governance Matters**
- c. Professional Standards**
- d. Complaints**

Moved by Belinda Crowson, seconded by John Middleton-Hope, that the Commission Only Closed Session Meeting discussions, reports, and documents relating to:

Human Resources Matters  
Policy and Governance Matters  
Professional Standards  
Complaints

remain confidential, pursuant to Sections 17, 18, 20, 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 Commission Only Closed Session.

CARRIED

Moved by Rachel Hopf, seconded by Belinda Crowson, that Extension Request File No. 2020-087 be extended to March 30, 2022; and

BE IT RESOLVED THAT Extension Request File No. 2018-027 be extended to April 27, 2022; and

BE IT RESOLVED THAT the following Extension Requests be extended to January 26, 2022:

Extension File No. 2019-085  
Extension File No. 2020-096

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 Belinda Crowson, that the Police Commission, Lethbridge Police Executive, and Staff Members move into closed session, the time being 5:20 p.m., pursuant to provisions of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Moved by Belinda Crowson, seconded by Diane Conley, that the Closed Session adjourn, the time being 5:52 p.m.

CARRIED

*Commission Members  
Lethbridge Police Service Executive and Staff  
Clerk*

- a. **Monthly Compliments**
- b. **Police Chief Report**
- c. **Change Management Task Force**

Moved by Belinda Crowson, seconded by Douglas Thornton, that the Closed Session Meeting discussions, reports, and documents relating to:

Monthly Compliments  
Future Meetings  
Change Management Task Force

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

FURTHER BE IT RESOLVED THAT the Police Commission proceed with the confidential direction provided during the Closed Session.

CARRIED

**12. New Business**

**a. Schedule of Police Commission Meetings for 2022**

Moved by Dawna Coslovi, seconded by Douglas Thornton, that the Lethbridge Police Commission Meetings for 2022 continue to be held on the last Wednesday of the month starting at 6:00 p.m., except for the months of July, August, and December.

CARRIED

**b. Executive Director Position**

Moved by Douglas Thornton, seconded by Dawna Coslovi, that the proposal to establish an Executive Director position for the Lethbridge Police Commission be received for information; and

FURTHER THAT the Commission refer it to the Human Resources and Finance Committees to develop feedback and recommendations for the January meeting.

CARRIED

**13. Next Meeting**

The next regular meeting is scheduled for January 26, 2022 at 6:00 pm.

**14. Meeting Adjournment**

Moved by Dawna Coslovi that the Lethbridge Police Commission Meeting for November 24, 2021 adjourn, the time being 8:07 pm.

CARRIED

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Rob Van Spronsen, Chair

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David Sarsfield, Clerk