

2019

CORNWALLIS POLICE BOARD

ANNUAL REPORT



CORNWALLIS POLICE BOARD 2019 ANNUAL REPORT

It is our pleasure to present the Board's 2019 Annual Report for the Cornwallis Police Board. The Board's most important functions are to provide civilian oversight and governance of the Department and work with the Chief Constable to ensure our communities are safe and secure.

MESSAGE FROM THE CHAIR

The year 2019 saw a continuation of providing outstanding service of policing by Constable Drader in the R.M. by responding to all inquiries in a timely manner and show strong policing presence and enforcement of all municipal by-laws and provincial statutes. During the year the R.M. lowered some of the speed limits on municipal roads and the changes had to be enforced by the R.M. police service. At the request of the Shilo Military Police our speed reader was employed on Royal Road in CFB Shilo in the last part of the year.

I take this opportunity to formally thank the Police Board Members, CAO and Constable Drader for the ongoing excellent working relationship in our organization. I am looking forward to working with you in the year 2020 with all the challenges and changes it may bring.

Kurt Wasserberg, Chair

VISION STATEMENT

“PARTNERS IN OUR COMMUNITY”

MISSION STATEMENT

**“BUILDING A SAFER COMMUNITY
THROUGH QUALITY SERVICE AND
EXCEPTIONAL RELATIONSHIPS”**

1 POLICE BOARD

The Cornwallis Police Board remained the same for the year 2019.

Chair – Kurt Wasserberg

Member – Chuck Elliot

Member – Reg Atkinson

2 STRATEGIC PLAN & BOARD ACTIVITIES

The board completed the strategic plan in 2017.

3 FINANCIAL PLAN

The financial plan for the Cornwallis Police Department is located under “Appendix A”.

Board Member Remuneration

	Honorarium	Mileage	Total
Charles Elliott	0.00	0.00	0.00
Reg Atkinson	0.00	0.00	0.00

4 MEETINGS

The board held five meetings in 2019; January 7, February 1, April 8, July 24 and October 7, 2019.

The meeting minutes are attached “Appendix B”.

APPENDIX "A"

**RURAL MUNICIPALITY OF CORNWALLIS
POLICE DEPARTMENT FINANCIAL
YEAR ENDED DECEMBER 31, 2019**

Police Expenses		Annual Budget	YTD Actual
Staff			
	Salary / Benefits	\$80,855.00	\$78,620.79
	Training & Education	\$650.00	\$100.00
Automotive / Equipment			
	Insurance	\$1,350.00	\$1,346.55
	R&M / Equipment	\$4,000.00	\$2,876.04
	Fuel	\$8,500.00	\$7,084.63
	Equipment	\$1,500.00	\$927.18
	Mileage & Travel	\$0.00	\$773.77
Office			
	Telephone	\$2,600.00	\$2,884.30
	Office	\$1,000.00	\$1,855.58
Total		\$100,455.00	\$96,468.84
Police Board Expenditures			
	Police Board Honorariums ¹	\$500.00	\$0.00
	Meals	\$200.00	\$0.00
	Mileage & Travel	\$300.00	\$0.00
Total		\$1,000.00	\$0.00

1. All Council Member expenses are budgeted and accounted for under the General Budget of the Municipality.

“APPENDIX B”

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Tuesday, January 8, 2019.

PRESENT: Chair – Kurt Wasserberg
Vice Chair – Charles Elliot
Darwin Drader – Chief Constable
Donna Anderson, CAO

ABSENT: Member – Reg Atkinson

CALL TO ORDER – CHAIR WASSERBERG

The meeting was called to Order at 1:00 P.M.

APPROVAL OF MINUTES – The minutes of the October 1, 2018 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- **Review of Police Unaudited Financials to December 31, 2018**

This item was moved to the next board meeting.

- **Personnel**
 - Chair Wasserberg thanked all in attendance and expressed his gratitude to Mr. Atkinson and Mr. Waddell for their dedicated work on the board.
 - In preparation for job succession the board should begin the process of what would be required to have a part-time / casual employee join the staff.
- **Budget 2019**
 - The board had a quick review and will look at the budget further at the next meeting.
 - The committee also discussed the 2019 CPF grant.
- **Next meeting date**

The next meeting will be held on February 1, 2019 at 11:00 am at Murray Chev Olds meeting room.

ADJOURN -

The meeting was adjourned at 1:27 pm.

“Original Signed K. Wasserberg”

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held at Murray Chev Olds on Friday, February 1, 2019.

PRESENT: Chair – Kurt Wasserberg
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Donna Anderson, CAO

CALL TO ORDER – CHAIR WASSERBERG

The meeting was called to Order at 11:10 A.M.

APPROVAL OF MINUTES – The minutes of the January 8, 2019 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as amended.

NEW BUSINESS –

- **Review of Police Unaudited Financials to December 31, 2018**

The committee reviewed the financials to December 31, 2018 and they were accepted as presented.

- **Budget 2019**

- The board reviewed the proposed budget for 2019 and accepted as presented.
- The committee also discussed the 2019 CPF grant. Radio System.

- **Manitoba Police Board Commission**

- Send a letter to Andrew Minor confirming that the Board feels secure in their knowledge of the Board requirements.
- They would be open to training sessions if it could be planned in conjunction with a regular board meeting.

- **ALPR / Radio**

- Constable Drader informed the board that the fleetnet system which is currently being used is being phased out. Darwin has called to get pricing and is hoping to get the funding to purchase the new radio.
- Constable Drader has completed a tracking sheet from 2015 to 2018. This tracking recorded the unlicensed drivers, suspended drivers and uninsured vehicles. He has submitted this

information to MPI and requested their consideration in providing our force with the license plate reader.

- **Annual Statistics**

- The committee reviewed the annual statistics for 2018.

- **Next meeting date**

The next meeting will be held on April 8, 2019 at 6:00 p.m. in the Cornwallis meeting room.

ADJOURN -

The meeting was adjourned at 11:44 A.M.

“Original Signed K. Wasserberg”

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room, RM of Cornwallis on Monday, April 8, 2019.

PRESENT: Chair – Kurt Wasserberg
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Bev Storozinski, Admin Assistant

CALL TO ORDER – CHAIR WASSERBERG

The meeting was called to Order at 6:04 P.M.

APPROVAL OF MINUTES – The minutes of the February 1, 2019 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as amended.

NEW BUSINESS –

- **Review of Police Unaudited Financials to March 31, 2019**

The committee reviewed the financials to March 31, 2019 and they were accepted as presented.

- **Monthly Statistics**
 - The committee reviewed the first quarter statistics for January to March 2019.
- **Personnel – MACP Annual Meeting**
 - Constable Drader was authorized to attend the Manitoba Association of Chiefs of Police meeting on May 16, 2019 with accommodations being approved for May 15, 2019.
- **Review and approval of the 2018 Annual Report**
 - The 2018 annual report was reviewed and approved. The board will submit a copy to the Manitoba Police Commission.
- **Review and approval of the 2018 Strategic Plan Report**
 - The board reviewed the Strategic Plan Report as submitted by Chief Constable Drader.

- **Next meeting date**

The next meeting will be held on June 24, 2019 at 6:00 p.m. in the Cornwallis meeting room.

ADJOURN -

The meeting was adjourned at 6:20 P.M.

“Original Signed K. Wasserberg”

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room, RM of Cornwallis on Monday, June 24, 2019.

PRESENT: Chair – Kurt Wasserberg
Vice Chair – Charles Elliot
Member – Reg Atkinson

Darwin Drader – Chief Constable
Donna Anderson – CAO

CALL TO ORDER – CHAIR WASSERBERG

The meeting was called to Order at 6:00 P.M.

APPROVAL OF MINUTES – The minutes of the April 8, 2019 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- **Personnel – Long Term Planning**
 - To look at long term planning for the department
 - Coverage for days off / vacation coverage
 - Possibility of assistance from another police service
 - Andrew Minor to be asked to attend the October meeting
- **Report on R.M. ORV presentations , challenges**
 - Chair Wasserberg reviewed with the committee.
- **Criminal Property Forfeiture Grant Application**
 - Funding was not received for 2019.
- **Next meeting date**

The next meeting will be held on October 7, 2019 at 6:00 p.m. in the Cornwallis meeting room.

ADJOURN -

The meeting was adjourned at 6:25 P.M.

“Original Signed K. Wasserberg”

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room, RM of Cornwallis on Monday, October 7, 2019.

PRESENT: Chair – Kurt Wasserberg
Vice Chair – Charles Elliot
Member – Reg Atkinson
Darwin Drader – Chief Constable
Shelley Livingstone – Admin Assistant

Andrew Minor, Executive Director,
Manitoba Police Commission

5 CALL TO ORDER – CHAIR WASSERBERG

The meeting was called to Order at 6:00 P.M.

APPROVAL OF MINUTES – The minutes of the June 24, 2019 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted with additions.

NEW BUSINESS –

- **Review of Police Unaudited Financials to September 30, 2019**

The board reviewed the unaudited financial information to September 30, 2019 and it was accepted as presented.

- **Monthly Statistics Review April – September 2019**

The board reviewed the Monthly Statistics from April to September 2020 and accepted them as presented.

- **Personnel – Long Term Planning**

Mr. Minor spoke to the board regarding the long term planning letting them know what regulations need to be complied with regarding long term planning. He presented the board with the regulation. Mr. Minor also advised the board that at the moment the regulations are currently under review and it is expected that the report will be completed mid 2020.

- **Equipment**

Chief Constable Drader along with Mr. Loche from MPI, made a presentation to the board regarding the automated License Plate Reader.

- **Constable Drader Medical Leave**

Constable Drader reported to the board about his upcoming medical leave and timeline for his absence during the recovery period.

- **Complaint – Kerri Bachtold**

The Committee read the complaint and the incident report as prepared by Chief Constable Drader. Received and filed the complaint.

- **Next meeting date**

The next meeting will be held on January 7, 2020 at 6:00 p.m. in the Cornwallis meeting room.

ADJOURN -

The meeting was adjourned at 6:58 P.M.

“Original Signed K. Wasserberg”

Chair