



2015

CORNWALLIS POLICE BOARD

ANNUAL REPORT



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It is our pleasure to introduce the Board's 2015 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.

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 2015:

Chair – Mike Waddell

Member – Chuck Elliot

Member – Maureen Cousineau

2 STRATEGIC PLAN & BOARD ACTIVITIES

The board continues to work toward completing the strategic plan.

Board members attended training sessions throughout the year.

3 FINANCIAL PLAN

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

Chief Constable Drader applied for and was approved for a Criminal Property Forfeiture Grant under *The Criminal Property Forfeiture Act*. The grant received was in the amount of \$17,560.20. We have received one new piece of equipment with the additional to follow in the spring of 2016.

	<u>Board Member Remuneration</u>		
	Honorarium	Mileage	Total
Charles Elliott	91.20		91.20
Maureen Cousineau	72.96	62.32	135.28

4 MEETINGS

The board held five meetings in 2015; January 5, February 2, April 6, July 6 and October 5, 2015.

The meeting minutes are attached “Appendix B”.

APPENDIX "A"

RURAL MUNICIPALITY OF CORNWALLIS
POLICE DEPARTMENT FINANCIAL
YEAR ENDED DECEMBER 31, 2015

	Annual Budget	YTD Actual
Staff		
Salary / Benefits	\$42,259.00	\$42,322.06
Training & Education	\$ 650.00	\$ 638.75
Automotive / Equipment		
Insurance	\$ 1,800.00	\$ 897.47
R&M / Equipment	\$ 7,000.00	\$ 5,016.85
Fuel	\$ 7,000.00	\$ 4,945.08
Equipment	\$ 2,500.00	\$ 1,490.44
Office		
Telephone	\$ 2,400.00	\$ 2,070.71
Office	\$ 500.00	\$ 537.97
Total	\$64,109.00	\$57,919.33
Police Board Expenditures		
Police Board Honorariums ¹	\$ 1,500.00	\$ 164.16
Meals	\$ 200.00	\$ 0.00
Mileage & Travel	\$ 300.00	\$ 62.32
Total	\$ 2,000.00	\$ 226.48

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 Monday, January 5, 2015.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Maureen Cousineau

Donna Anderson, CAO
Darwin Drader, Chief Constable

CALL TO ORDER – CHAIR WADDELL

The meeting was called to Order at 6:05 P.M.

Chair Waddell was sworn in. Maureen Cousineau was also sworn in.

APPROVAL OF MINUTES – The minutes of the October 6, 2014 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- **Review of Financial to November 30, 2014**

The financials to November 30, 2014 were reviewed and received.

- **Budget 2015**

Chief Constable Drader presented the board with a proposal for consideration. He reviewed the items with the board.

- **Multi-Year Strategic Plan**

The board was provided a quick update. This will be a task that the board must accomplish this year.

The next meeting date was set to February 2, 2015 to review the budget and prepare a recommendation for Council.

ADJOURN -

The meeting was adjourned at 7:00 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, February 2, 2015.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Maureen Cousineau

Donna Anderson, CAO

CALL TO ORDER – CHAIR WADDELL

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

APPROVAL OF MINUTES – The minutes of the January 5, 2015 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- **Budget 2015**

The board members reviewed the budget and information received from Constable Drader. The board recommends to Council that the purchase of the Toughbook be included in the capital budget of the municipality to provide for a dedicated police computer. Constable Drader will also include this purchase in The Criminal Property Forfeiture Act Application. If approved the purchase will then be funded from the grant and not from the Municipal Budget.

The next meeting date was set to April 6, 2015.

ADJOURN -

The meeting was adjourned at 6:50 pm.

Original Signed “M. Waddell”

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, April 6, 2015.

PRESENT: Chair – Mike Waddell
 Vice Chair – Charles Elliot

 Donna Anderson, CAO
 Chief Constable Darwin Drader

CALL TO ORDER – Chair Waddell

The meeting was called to Order at 6:11 P.M.

APPROVAL OF MINUTES – The minutes of the February 2, 2015 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as amended. This included the addition of the Criminal Forfeiture Application and the Common Offence Disposition Report.

NEW BUSINESS –

- **Report on Manitoba Police Commission Training Session March 24, 2015**

Chief Constable Drader reported on the training session that he and Board member Maureen Cousineau attended on March 24, 2015.

The verbal report on the Manitoba Police Commission Training session of March 24, 2015 was received as presented.

- **Monthly Statistics Review – First Quarter 2015**

The 1st quarter statistical information as prepared by Constable Drader was received.

- **Criminal Forfeiture Application**

Constable Drader reported that he has submitted a Criminal Forfeiture Grant Application in the amount of \$17,560.20.

- **Common Offence Disposition Report**

Constable Drader went over a Common Offence Disposition Report with the board to bring better understanding of the courts process when dealing with the disposition of fines.

- **Review and approval of the 2014 Annual Report**

The annual report was approved by the Board. This report will then be submitted to The Manitoba Police Commission.

- **Review correspondence from Cathryn Palmer, President of the Canadian Association of Police Governance**

The correspondence from the Canadian Association of Police Governance was received as information.

Work on the Strategic Plan was tabled to the next meeting.

The next meeting date was set to July 6, 2015 at 6:00 P.M.

ADJOURN -

The meeting was adjourned at 6:45 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, July 6, 2015.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Maureen Cousineau

Donna Anderson, CAO
Darwin Drader – Chief Constable

CALL TO ORDER – Chair Waddell

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

APPROVAL OF MINUTES – The minutes of the April 6, 2015 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- Monthly Statistics Review – Second Quarter 2015

The second quarter statistical information reports as prepared by Constable Drader were reviewed and received.

- Review of Police Financials to June 30, 2015

The board reviewed the financials for the police budget to June 30, 2015, the report was accepted as presented.

- The Criminal Property Forfeiture Act Grant

The committee received correspondence from Minister of Justice, Gord Mackintosh regarding the award of a grant in the amount of \$17,560.20.

The committee will set up a meeting in September to work on the Strategic Plan.

The next meeting date was set to October 5, 2015.

ADJOURN -

The meeting was adjourned at 6:47 pm.

Original Signed "M. Waddell"

Chair

RURAL MUNICIPALITY OF CORNWALLIS POLICE BOARD

Minutes of a Cornwallis Police Board Meeting held in the Council Meeting Room of the Municipality on Monday, October 5, 2015.

PRESENT: Chair – Mike Waddell
Vice Chair – Charles Elliot
Member – Maureen Cousineau

Darwin Drader – Chief Constable

CALL TO ORDER – Chair Waddell

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

APPROVAL OF MINUTES – The minutes of the July 6, 2015 meeting of the board were approved as circulated.

APPROVAL OF AGENDA – The agenda was adopted as presented.

NEW BUSINESS –

- **Monthly Statistics Review – Third Quarter 2015**

The third quarter statistical information reports as prepared by Constable Drader were reviewed and received.

- **Review of Police Financials to September 30, 2015**

The board reviewed the financials for the police budget to September 30, 2015, the report was accepted as presented.

- **Personnel – MACP Annual meeting & Fall Gala**

The committee approved the attendance of Constable Drader at the Manitoba Association of Chiefs of Police annual meeting and Gala in Winnipeg on November 26, 2015. Further, hotel accommodations were approved for November 25 and 26th.

The next meeting date was left at the call of the Chair.

ADJOURN -

The meeting was adjourned at 7:00 pm.

Original Signed "M. Waddell"

Chair