



Alberta Association of Police Governance Minutes

Annual General Meeting

May 4, 2024

In-Person; Lethbridge AB, 8:00AM-9:00AM

1. Call to Order

The meeting was called to order at 8:03am and quorum confirmed by attendee list. 23 voting members are in attendance. Instructions for the meeting motion protocols, speaking and voting were provided.

Voting Members Represented

Town of Coaldale	Tsuut'ina Nation Police Commission
Grande Prairie Police Commission	City of Cold Lake
Lethbridge Police Commission	Calgary Police Commission
Town of High Level	Town of Rocky Mountain House
Fort Saskatchewan Policing Committee	Blackfalds Policing Committee
Taber Policing Committee	Edmonton Police Commission
Camrose Police Commission	Pincher Creek Police Advisory Committee
City of Lloydminster	Lakeshore Regional Police Commission
Lacombe Police Commission	Medicine Hat Police Commission
St. Albert Policing Committee	Town of Barrhead
Rocky View County	

2. Approval of the Agenda

MOVED Rocky Mountain House and **SECONDED** Taber that the Agenda be approved as presented. **CARRIED**

3. Approval of the AGM Minutes of June 3, 2023 held in St. Albert

The Annual General Meeting minutes of June 3, 2023 were circulated in the AGM package.

MOVED Fort Saskatchewan and **SECONDED** Lethbridge that the Minutes be approved as provided. **CARRIED**

4. Business Arising from the Minutes

None noted.

5. Chair's Annual Report

The Chair, Ian Sanderson (St. Albert Policing Committee), provided a verbal report to summarize the work of the AAPG since the last AGM. It has been a challenging year for all of us. Public scrutiny increased downloaded tasks and involvement in issues that are not exclusively police matters. The demands for cooperation and innovation to different responses has increased. For those in Governance, we see the toll these demands and challenges are taking on our police women and men. We have been faced with shifting priorities at government levels. We want to make sure our voices are heard and we are consulted as new legislations and regulations are forthcoming. For AAPG it has been a busy year with a lot of behind the scenes work and advocacy. Our efforts have been in the following areas:

- This was a year that we needed to reapply for our Ministry grant. We made application and requested an increase to the grant to offset some of the additional responsibilities and tasks. Initially, the request was denied, but we did receive a smaller increase and our agreement is in place for another three years.

- We continued building relationships and working with our partners by attending the CAPG AGM in July and the conference in St John's Newfoundland in August. We attended the ABMunies and Safer Cities Conferences, as well as numerous points of intersection with the Police Amendment Act Consultations. We tried to be diligent in communicating with our members regarding the consultations.
- We value our partnerships with ABMunies and the RMA, with all three of us providing representation on the ALERT-CAC. AAPG went through that process this year and submitted our nominees. The ALERT Board Chair, at the time, came back to us in December and had questions about our process. We spent significant time clarifying how the process took place. In the New Year, we received a letter from the Chair of the ALERT Board that they planned to dissolve the CAC, which came as a surprise to us. We are continuing dialogue and have written a joint letter, along with our partners at RMA and ABMunies, to the Minister. We have been told a response is forthcoming and we will be able to sit down and discuss things.
- We sit on the AB Interim Police Advisory Board (AIPAB). There is a lot of concern as to the status of this Board. We have not seen the current or former Minister attend any meetings. The AIPAB has requested a meeting with the Minister and this will occur in early July in Calgary. The government's intention seems to be to move forward with civilian oversight and governance, but the status of this advisory group to the Minister is in question and the AIPAB lack answers. We hope to update you on the status in the coming months.
- We have engaged in a very positive way with the Provincial government with ongoing work for Governance and Oversight Training. We provided technical assistance as subject matter experts and worked to form the job description and recruitment process for the Police Review Commission's Governance Advisor.
- Later today you will hear more about a Ministry exercise we participated in to figure out how much it costs to establish a Policing Committee. These are going to be legislated when the regulations are adopted. The government has been very clear they want a Policing Committee in every city with a population over 5000; any towns under 5000 must have a Regional Committee. The questions municipalities have had are: How much is this mandate going to cost us? How will it be funded? We went to the communities who have these committees and got their input. Fort Saskatchewan and other communities were involved in that exercise. We were also involved in setting up the process and who would be involved in consultation around the Police Amendment Act Consultations.
- Looking ahead our goal as a Board is to continue to move forward in our Strategic Plan, and the increased grant we received will certainly help those endeavors. We know there is a lot of work forthcoming. There is likely to be 21 new Policing Committees formed in Province after the legislation comes forward. That will be a lot of work for AAPG to help these committees get formed and working. There is a big concern right now about transparency. Everyone put a lot of time and effort into the Police Amendment Act Regulation consultations and we were informed recently that there would not be a "What We Heard" Report coming out from those consultations. We have identified our concern with the Provincial Government on the lack of transparency with respect to those consultations and we will continue to request answers.
- We as a Board have been discussing and researching the possibility of potentially increasing the footprint of AAPG at the Provincial level by partnering with another possible large conference where we would have a much larger attendance. The balance we need to find is still meeting the need of our members, but also going into the communities and help people understand what is going on with respect to governance and oversight in the province. One of the things we would like member input on is, we know we are faced again with a very serious fire season in the province and attendance at this conference can be affected by the fire situation in Alberta. We are considering whether we should adjust the timing of our conference that would be more conducive for the people that come from municipal backgrounds. We would appreciate your feedback on your conference evaluation form.

The Chair opened the floor to questions. There were none.

MOVED Rocky View County and **SECONDED** Calgary that the Chairs report be received as presented. **CARRIED**

6. Treasurer's Report

GRANT funds: At the June 2023 AGM we reported to the members that the Board made a Grant Increase request to the Ministry to raise our funds, which had not been increased in over 15 years, from \$50,000 annually to \$100,000 annually and, due to the election, we had not received a reply. In September a response was received rejecting our request. However, we had a conversation with Minister Ellis at ABmunis and were invited to re-submit with additional information and negotiation of the amount. The Board resubmitted with an ask of \$75,000. We were advised late December our appeal was approved, resulting in a \$25,000 annual increase to Grant funds. The 3-year, April 2023 thru March 2025, Grant Agreement was signed February 2024 and we received and deposited our 2023 Grant Funds the end of March.

RESERVE funds: Following this deposit, the Board approved the purchase of a new 2-year GIC in the amount of \$50,000 to replace the reserve GIC cashed last summer to bridge the lack of Grant funds. Currently our Reserve funds include two (2) GIC's totaling \$80,376.88.

OPERATING funds: Also reported as anticipated at the last AGM, we closed 2023 with a \$20,651.93 cash deficit, supplemented by the \$42,460.00 2022 year-end cash carry forward. This significant deficit was created in-part due to our 2023 budget anticipating the requested raise in grant funds, and in-part due to a slight reduction in Conference income, because of cancellations arising from the Fire's occurring throughout the province in 2023. The lion's share of this deficit spending was expended early in 2023, with the hiring of an Event Planner to provide the Executive Director with support for the 2023 Conference. However, justification to request a grant increase was due to the foresight of future deficit spending, as the balanced budget enjoyed prior to the pandemic, was not sustainable given the inflation since.

In September the Board took steps to operate conservatively, including creation of a revised 2024 conservative budget, cancelling the January 2024 in-person Board meeting, and stepping back from Strategic Plan action items that had been proposed for the year. Since receiving our Grant funds, the Board has reviewed the 2024 Budget and will likely re-implement action on the strategic goals this Fall.

Our current Operating funds balance is \$48,662.42 with Conference accounts-receivable in process of just over \$10,000 and Conference accounts payable in process of just under \$23,000. Additional accounts receivable includes the 2024 Grant payment of \$75,000 anticipated this summer.

2023 EXTERNAL FINANCIAL REVIEW BY MNP: MNP has completed our 2023 External Audit, which was provided to membership in the AGM package. The report is very straight-forward with a couple items to highlight:

- a. ASSETS Accounts Receivable reflects the $\frac{3}{4}$ portion of Grant funds unpaid for 2023, paid in 2024.
- b. LIABILITIES Accounts Payable reflects the MNP fees for the annual Audit.
- c. INCOME reflects the change to membership fees made as of January 1st 2023, with removal of donations contributed by Calgary & Edmonton. Lower donations also reflect the 2023 Conference sponsorship by Rocky Mountain House as an in-kind item (reducing expense).

The Treasurer asked if there were any questions on the Financial Reports. There were none.

APPOINTMENT OF CPA FOR 2024 Financial Review: This spring, requests for proposals to complete the annual Financial Review and Tax filing of the Association for the four (4) fiscal years; 2024/2025/2026/2027 was completed. The Board reviewed the three (3) proposals received by the deadline. During this review it was identified that the Association has been paying for a full Audit and could save approximately \$2000 per year by changing to a Financial Review, which is satisfactory given ease of annual income and transactions. Following the review, the Board approved recommending to the membership approval of MNP, our historic CPA, at a cost of \$4500 for 2024, \$4700 for 2025, \$4900 for 2026 and \$5100 for 2027, exclusive of GST and administration fees.

MOVED Lethbridge and **SECONDED** Barrhead to Approve MNP Chartered Professional Accountants for 2024 Fiscal Year Review Engagement and Tax filing. **CARRIED**

MOVED Rocky Mountain House and **SECONDED** Grand Prairie to Accept the 2024 Treasurer's report **CARRIED**

7. Election of Board of Directors (7 Seats)

Pursuant to Bylaw Paragraph 7, AAPG members who received a voting card are eligible to vote for the position of Board of Director. A call for nominations was sent out on January 30, 2024 with Notice of the Annual General Meeting. As of April 5th, we received five (5) nominations for the AAPG Board of Directors were received to fill the (7) available Director positions for a 2-year term. Nominees are:

Dave McKenzie, Town of Barrhead - Incumbent

Noella Piquette, Lethbridge Police Commission - Incumbent (Replaced Rachel in January 2024)

Mardoche Kapsue, Fort Saskatchewan Policing Committee Incumbent (Replaced Gloria in January 2024)

Gwendoline Dirk, Medicine Hat Police Commission - New

Anne-Marie Lambert, Edmonton Police Commission - New

Robert Tanguay, Calgary Police Commission - Incumbent (Replaced T.J. in March 2024)

Edmonton and Calgary Police Commissions have a permanent seat on the AAPG Board. The individual nominees are Ratified by the membership as part of the election process. Nominations from the floor were called for three (3) times, emphasizing the need for membership representation, with no additional nominees made. Hearing no other Nominations, the following 6 candidates were declared elected by ACCLIMATION to the Board of Directors for the 2024/2026 term:

Dave McKenzie

Gwendoline Dirk

Mardoche Kapsue

Noella Piquette

Anne-Marie Lambert

Robert Tanguay

MOVED Taber and **SECONDED** Grand Prairie that the Nominees for 2024-2026 term be Acclaimed **CARRIED**

A question has been raised as to whether there could be two members from the same commission or committee on the Board. The AAPG Bylaws are silent on this item, so the Board is looking to the members for their input. There was some discussion. Likely increased interest to join the Board once more Policing Committees come on-line.

MOVED Calgary and **SECONDED** Lacombe to limit each community to be represented by only one member to the AAPG Board. **CARRIED**

As per the bylaws, the election of the Officers of AAPG will occur at the next regular meeting of the Board. The Chair declared the conclusion of the Elections portion of the Annual General Meeting.

8. Resolutions

AAPG received four (4) proposed resolutions before the submission deadline and these resolutions were distributed by email prior to the AGM.

a. **RESOLUTION 1 – To give police the tools they need to address public safety concerns related to hard drugs use in communities.** Submitted by Taber Police Commission and presented by John McDonald.

The resolution title was amended by removing the 's' from 'needs' and adding an 's' on the end of 'drug'. There were comments from those in attendance that although the group was grateful for Taber bringing it forward, the resolution lacked consultation, evidence and felt that the resolution belonged with CAPG. It was also commented that the concern was with those under the influence of drugs in public rather than those in possession. Taber thanked the group for their comments and understood.

MOVED Taber; No **SECONDER** **DEFEATED**

b. **RESOLUTION 2 – Development of a Police Governance Course.** Submitted by Edmonton Police Commission and presented by Ian Sanderson.

Comment from the floor regarding a news article that had just been released regarding a \$100,000 Federal Grant to CAPG for training and course development that will be Province specific and may meet this initiative. LET IT BE RESOLVED THAT the AAPG call upon the Provincial government to develop a new comprehensive, Alberta focused, Police Governance Certification Program for Commissions and Boards using curriculum development experts from a post-secondary institution who leverage current adult learning theory. Further,

be it resolved that the Government of Alberta and the AAPG partner with both the Edmonton and Calgary Police Commissions to collaborate on the use of employee expertise for this initiative.

MOVED Edmonton and **SECONDED** Grande Prairie.

CARRIED

- c. **RESOLUTION 3 – Roundtable on Workplace Harassment and Bullying.** Submitted by Calgary Police Commission and presented by Corwin Odland.

There was a question from the floor about a timeline with response as; there was not a specific timeline in mind.

LET IT BE RESOLVED THAT the Alberta Association of Police Governance should coordinate the hosting of a roundtable where the province, police commissions and committees, and police services can discuss challenges addressing workplace harassment and discrimination, share best practices, and develop recommendations for future improvement.

MOVED Calgary and **SECONDED** Grand Prairie.

CARRIED

- d. **RESOLUTION 4 – Public Complaints Directors for Policing Committees and Police Commissions in Alberta.**

Submitted by St. Albert Policing Committee and presented by Ian Sanderson.

From the floor Calgary suggested the resolution be amended to add: “whereby we request access to files within the central registry. Lacombe also asked there be a clear line of sight. Cold Lake expressed concerned of the complaints process.

THEREFORE, LET IT BE RESOLVED THAT AAPG opposes the elimination of Public Complaint Directors for Policing Committees and Police Commissions in the Province of Alberta through the Police Amendment Act Regulations. Further be it resolved that AAPG requests guidelines be developed to ensure the Public Complaints Director has the required knowledge, skill sets, updated training for the position and access to files within the central agency, and Further resolved that AAPG requests that, should the Province of Alberta proceed with the elimination of Pubic Complaint Directors from community Policing Committees and Police Commissions, the Province of Alberta create regulations to include a localized liaison for each community Policing Committee and Police Commission to provide line of sight reporting to and from the Provincial Review Agency.

MOVED St. Albert and **SECONDED** Camrose.

CARRIED

9. Other Business

- a. **Membership Report:** Welcome to three new members: Town of Jasper, Cold Lake and Morinville. Unfortunately, one member, Fort Macleod, cancelled their membership.

- b. **Outgoing Director Recognition:** Chair Sanderson thanked the following for their commitment to the AAPG BOARD:

Shazia Amiri – Edmonton Police Commission

Marco Jansen – Medicine Hat Police Commission

Gloria Brathwaite – Fort Saskatchewan Policing Committee

T.J. Zhang – Calgary Police Commission

Rachel Hopf – Lethbridge Police Commission

- c. **Other Member Identified Business:** A call was made to the membership and there was none.

- 10. Location & Save-the-Date of the next AGM:** Westlock will host tentatively on May 30th & 31st, 2025.

- 11. Requests for Proposal (RFP) to Host the 2026 Conference and AGM:** There is no call for proposals, as the Board selected The Board is in discussions with Taber to host the 2026 conference.

- 12. Adjournment** Motion to adjourn the AGM at 9:17 am

MOVED Pincher Creek and **SECONDED** Calgary that the annual general meeting be adjourned.

CARRIED

Signature:

Ian Sanderson, Chair
Alberta Association of Police Governance