

**Town of Amherst  
Amherst Board of Police Commissioners  
Minutes**

**Date:** January 28, 2025  
**Time:** 3:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Commissioner Paul Calder, Chair  
Commissioner Hal Davidson, Vice Chair  
Commissioner Charlie Chambers  
Commissioner Angela Ryan Bourgeois  
Commissioner Sandy Fairbanks

**Members Absent** Commissioner Caprice Barbour  
Commissioner Nic Furlong

**Staff Present** Dwayne Pike, Chief of Police  
Tim Hunter, Deputy Chief  
Natalie LeBlanc, Municipal Clerk / Board Secretary

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**1. Call To Order**

The Chair called the meeting to order at 3:00 p.m.

**1.1 Territorial Acknowledgement**

The Chair gave the Territorial Acknowledgement.

**1.2 Amendments to Agenda**

There were no amendments to the agenda.

**1.3 Approval of Agenda**

**Moved By Commissioner Fairbanks**

**Seconded By Commissioner Chambers**

**That the agenda be approved as circulated.**

**Motion Carried**

**1.4 Acceptance of Minutes - December 10, 2024**

The Chair called for any errors or omissions in the minutes. There being none, the minutes of the December 10, 2024 meeting of the Amherst Board of Police Commissioners were accepted as included in the agenda package.

**2. Board Member Orientation Part 2 - Department of Justice Representatives Charcy Marchand and Tim Mills**

Charcy Marchand, Director of Public Safety and Policing, and Tim Mills, Safety Investigator, attended via zoom to give a Board member orientation presentation. The Board Secretary will provide a copy of the presentation to Board members.

**3. APD Strategic Plan Verbal Update**

Chief Pike gave an update on the Amherst Police Department Strategic Plan, indicating the online survey will close the end of this month and that results will be compiled and presented to the Board at their next meeting.

**4. 2025/26 Amherst Police Department Capital Budget  
Moved By Commissioner Fairbanks  
Seconded By Commissioner Davidson**

**That the Amherst Board of Police Commissioners approve the 2025/2026 Capital Budget of the Amherst Police Department which includes \$85,000 for a replacement for Patrol Vehicle #6, \$20,000 for a mobile radar speed sign, \$26,000 for a new server, \$60,000 to replace our Crime Prevention vehicle, \$40,000 to replace the Live Scan Fingerprint system, and \$24,000 for Police Dress Uniforms, for a total request for 2025/26 of \$255,000.00, and further that this budget request be forwarded to Council for approval.**

**Motion Carried**

**5. Chief's Report**

Deputy Chief Hunter left the meeting at 4:15 p.m.

Chief Pike reviewed his report, included in the agenda package. Information item only.

**6. Next Meeting**

The next meeting was scheduled for Tuesday, February 25, 2025 at 3:00 p.m.

**7. Closed Session**

**Moved By Commissioner Davidson  
Seconded By Commissioner Fairbanks  
To go into Closed Session.**

**Motion Carried**

**8. Adjournment**

There being no further business, the Chair adjourned the meeting.

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Natalie LeBlanc  
Municipal Clerk / Board Secretary

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Paul Calder  
Chair