

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

**Date:** January 31, 2023  
**Time:** 3:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Commissioner Sandy Fairbanks, Chair  
Commissioner Hal Davidson, Vice Chair  
Commissioner George Baker  
Commissioner Paul Calder  
Commissioner Lloyd Bruce  
Commissioner Holly MacDonald

**Staff Present** Dwayne Pike, Chief of Police  
Tim Hunter, Deputy Chief  
Kim Jones, Director, Corporate Communications/Clerk  
Natalie LeBlanc, Deputy Clerk

---

**1. Call To Order**

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

**1.1 Amendments to Agenda**

There were no amendments to the agenda.

**1.2 Approval of Agenda**

**Moved By Commissioner Bruce**

**Seconded By Commissioner Calder**

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

**Motion Carried**

**1.3 Approval of Minutes - October 11, 2022**

**Moved By Commissioner Bruce**

**Seconded By Commissioner Davidson**

**That the minutes of the October 11, 2022 Amherst Board of Police Commissioners meeting be approved as circulated.**

**Motion Carried**

**1.4 Election of Chair and Vice Chair**

**Moved By Commissioner Baker**

**Seconded By Commissioner Calder**

**To move this item to the end of the agenda.**

**Motion Carried**

**2. Discussion / Information Items**

**2.1 Strategic Planning Session**

The Board agreed they should have a separate strategic planning session outside of their regular meetings. Chief Pike will forward the Strategic Plan from 2012 to all Board members for further discussion at the next meeting to start the process.

### 3. Business Arising

#### 3.1 Capital Budget

Commissioner MacDonald arrived at 3:22 p.m. during the review of the Chief's report.

**Moved By Commissioner Baker**

**Seconded By Commissioner Calder**

**That the Amherst Board of Police Commissioners approve the 2023/2024 Capital Budget of the Amherst Police Department which includes \$15,000 for Paging System for the Amherst Fire Department, \$30,000 for bullet-proof vests, \$18,000 for the Multisuns Upgrader and Containment/Carbine equipment for \$16,500.00, for a total request for 2023/24 of \$79,500.00, and further that this be forwarded to Council for their consideration.**

**Motion Carried**

### 4. Delegations/Presentation

#### 4.1 Long Service Medals

Mayor Kogon attended to present long service awards to Staff Sergeant Brian Gairns, 30 years, Deputy Chief Tim Hunter, 30 years, and Cst. Tasha Estabrooks, 15 years. Others receiving awards that were not in attendance included Sgt. Robert MacPherson, 30 years, Sgt. Kevin Girouard, 15 years, and Sft. Chris Jobe, 15 years.

#### 4.2 Promotion – Tom Wood to Corporal

Tom Wood also attended and was recognized for his promotion to Corporal.

### 5. Reports

#### 5.1 Chief's Report

Chief Pike reviewed his report, included in the agenda package. Information item only; no direction given or action required.

### 7. In Camera

**Moved By Commissioner Davidson**

**Seconded By Commissioner Bruce**

**To go in camera.**

**Motion Carried**

### Election of Chair and Vice Chair

Commissioner Baker nominated Commissioner Calder for the position of Chair. There being no other nominations Commissioner Calder accepted the nomination.

Commissioner Baker nominated Commissioner Davidson for the position of Vice Chair. There being no other nominations Commissioner Davidson accepted the nomination.

### 8. Adjournment

**On motion by Commissioner Calder the meeting was adjourned.**

**Motion Carried**

---

Kimberlee Jones  
Municipal Clerk

---

Sandy Fairbanks  
Chair