

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

**Date:** March 28, 2023  
**Time:** 3:00 pm  
**Location:** Council Chambers, Town Hall

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

**Members Absent** Commissioner Holly MacDonald

**Staff Present** Dwayne Pike, Chief of Police  
Tim Hunter, Deputy Chief of Police  
Sarah Wilson, Director of Finance  
Natalie LeBlanc, Municipal Clerk/Board Secretary  
Cindy Brown, Administrative Assistant

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**1. Call To Order**

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

**1.3 Amendments to Agenda**  
There were no amendments to the agenda.

**1.4 Approval of Agenda**  
**Moved By Commissioner Fairbanks**  
**Seconded By Commissioner Baker**  
That the agenda be approved as circulated.

**Motion Carried**

**1.5 Approval of Minutes - January 31, 2023**  
**Moved By Commissioner Davidson**  
**Seconded By Commissioner Fairbanks**  
That the minutes of the January 31, 2023 meeting be approved as circulated.

**Motion Carried**

**2. Discussion / Information Items**

**2.1 Operating Budget**  
Commissioner Bruce arrived at 3:18.  
**Moved By Commissioner Davidson**  
**Seconded By Commissioner Bruce**  
That the Amherst Board of Police Commissioners support and approve the request for additional positions for staffing in the Major Crime Unit and in Crime Prevention by adding 1 additional police position to the Amherst Police Department and permanently adding the civilian Crime Prevention position (Option 4) which will cost approximately \$203,000 annually. This will result in a 3-person team in the Major Crime Unit and a full-time permanent Civilian Crime Prevention Coordinator.

**Motion Carried**

Sarah Wilson left the meeting at this time.

**2.2 Strategic Planning**

Discussion ensued around the facilitation of a new APD Strategic Plan. The Board agreed this should be a fairly straight-forward process that someone in-house could facilitate. Chief Pike will look into options for a facilitator, as well as community engagement opportunities, and report back at the next meeting. Commissioner Davidson would like to include members of the Inclusion, Diversity and Equity Committee, the Poverty Reduction Advisory Committee and the Accessibility Advisory Committee as part of community engagement, the Board agreed.

**3. Reports**

**3.1 Chief's Report**

Chief Pike presented his report included as part of the agenda package. Information item only; no direction given.

**4. Next Meeting**

The next meeting will be scheduled for Tuesday, April 25, 2023 at 3:00 p.m.

**5. In-Camera**

**Moved By Commissioner Davidson  
Seconded By Commissioner Fairbanks  
That the agenda be approved as circulated.**

**Motion Carried**

Before adjourning the meeting, the Board recognized a moment of silence for fallen officers Const. Travis Jordan, Const. Brett Ryan and Sgt. Maureen Breau all recently killed in the line of duty.

The Chair also took a moment to thank Commissioner Bruce for his time on the Board, which will expire March 31, 2023.

**6. Adjournment**

**Moved By Commissioner Bruce  
Seconded By Commissioner Fairbanks  
To adjourn the meeting.**

**Motion Carried**

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Natalie LeBlanc  
Municipal Clerk / Board Secretary

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Paul Calder  
Chair