



TOWN OF KENTVILLE BOARD OF POLICE COMMISSIONERS MINUTES

354 Main Street, Kentville Town Hall

July 27, 2023, 1:00 p.m.

Present:

Commissioner Virginia Brooke, Commissioner Craig Gerrard, Commissioner Gillian Yorke (chair)
Commissioner Samantha Hamilton, Commissioner Jaimie Peerless

Staff present: Chief Jim Butler, Deputy Chief Marty Smith
Recording Secretary Carla MacDonald

Regrets:

Jennifer West

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

Addition: N/A

It was moved by Craig Gerrard and second by Virginia Brooke that the agenda of July 27, 2023 be approved.
MOTION CARRIED

3. APPROVAL OF THE MINUTES

It was moved by Commissioner Craig Gerrard and Commissioner Virginia Brooke that the minutes for the Open Session meeting held on June 30, 2023 be approved.
MOTION CARRIED

It was moved by Commissioner Virginia Brooke and Commissioner Craig Gerrard that the minutes for the in-camera meeting held on June 30, 2023 be approved.
MOTIONS CARRIED

4. CHIEFS REPORTS

See reports for more information

Points for Discussion

- Reports of increased vandalism, Kentville Business Community has contacted Kentville Police Service with their concerns. Chief Butler reported an increase in a younger demographic in the Town who are tenting and gatherings in Centre Square at certain times of morning and evening.
- Kentville Police Officers are doing special checks in Centre Square because of this activity.
- Is loitering in front of a Businesses for example illegal, as there is a concern that this does or will keep residents/tourist from the downtown area, they may not feel safe. Chief Butler stated that Police Officer's do not have the authority to remove anyone, if an Officer is driving by or walking by, they cannot differentiate who is loitering. The Business owner or property owner would have the authority to display a no loitering sign and ask individuals to not loiter.
- At present, The Town of Kentville does not have a prohibition for tenting on Town owned property.
- Since last year there has been a 1.8 growth in homelessness.

Kentville Police Service Financial Discussion:

- Chief Butler reported it has been suggested to CAO Troke that Police Commission have their own Budget, to refrain from spending by the Police Commission taken from KPS Operating Budget.
- BACKCHECK; Chief Butler expressed his opinion to remove revenue generated by Backcheck from Operating Budget and be recorded as a Surplus (there is a risk to the Town of Kentville if the RCMP decide to no longer allow KPS to access their secure data bases which will cause the closure of BACKCHECK and the loss of revenue this service provides.
- A recommendation that the Police Commission have a conversation with CAO and Finance Director regarding this risk of BACKCHECK Revenue being taken away and the long term impact to the tax payer and a letter to Council regarding the concern to have Council aware of the risk and present this to Council ahead of Budget.

5. OLD BUSINESS

(a) Symbols on Uniforms, Review of Policy

- Was discussed that at the May 19, 2023 BOPC meeting there was a motion that directed Chief Jim Butler to revise the Uniform and Equipment Policy to reflect the wearing of symbols.

Note: Copy of Discussion from May 19, 2023 BOPC Meeting and Motion below.

Commissioner Yorke reviewed the options for the Board to support either accept all symbols or support no symbols in the Kentville Police Service uniforms policy, which is enforced by the Chief of Police. Discussion about the enforcement of a policy around wearing symbols. Discussion of the meaning of symbols, and the meaning of the thin blue line symbol. Discussion of symbols that support communities that are protected by human rights legislation. Members express complete support for all first responders. Chief Butler suggested adopting the draft policy on symbols for a set amount of time.

It was moved by Commissioner Gerrard and Commissioner Hamilton

That the Kentville Board of Police Commissioners direct the Chief revise the Uniform and Equipment Policy to reflect the wearing of symbols.

MOTION CARRIED

- 12-month review of National Truth Day of Reconciliation Policy have been changed #6, line added.

(b) Strat Plan Review (GY, JP and all) - No Report

- Was a discussion if there needs to be two Strat Plans, suggestion that working with Kentville Police Service in collaboration to have one Strat Plan.
- Chief Butler suggested to have two board members and two police members to make up a Strat Plan Committee. Committee should use guiding principles such as to what is important to the Residents and the Town in general and should this new Strat Committee be formed it should meet by fall of 2023.
- Commissioner Virginia Brooke recommended to create one Strat Plan Committee and to try for one year and do a satisfaction survey and the end of the first year and get feedback from the public and the survey presented to the BOPC.

(c) BOPC Manual Review – Progress & Plan (VB and all)

- Commissioner Virginia Brooke gave her gratitude to all those who sat down with interviews of a 200-page Board of Governance that talked about what should be in manual.

(d) Action Items – follow up

- i. CAPG membership is secure.
- ii. Commissioner Yorke will speak with CAO Troke regarding Budget in September.
- iii. Budget funding for CAPG/Hfx, 2024 (GY, CAO)

iv. Add Budget funding for Training (GY, CAO)

v. Commissioner Yorke reported that a Draft letter has been sent. Commissioner Yorke to email David Walker to see what conversations could happen between NSFM.

vi. Jennifer West will report on Generic email for BOPC at the September 21, 2023 meeting.

vii. BOPC info for web presence (JW + all) (what we do, who we are, how to contact?) [May have already been done by JW?]

6. NEW BUSINESS

(a.) Extra-duty Policy (JB)

- Chief Butler expressed his opinion regarding this Policy should not exist.
- Cannot provide police presence at private functions.
- KPS support making presence at school functions, this is a good opportunity to create positive rapport with students /future residents.
- Police not obligated to provide their presence at private events.

(b.) Off Duty Policy (JB)

- Chief explained that a Police Officer cannot have a job outside of the KPS if it conflicts with their current Police Officer position and is a conflict with Police Act.

(c.) General policy re BOPC email – discussions points

i.

ii.

iv.

v.

(d.) APA Cadet Training (MS)

(e.) NSAPG Fall Conf. Sept 13-15, Attendees?

(f.) Recap of CAPG AGM held July 18, 2023 (VB)

(g.) Planning: set tentative date for Fall Open House.

(h.) Planning: Set Tentative dates for fall meetings of BOPC

7. CORRESPONDENCE

8. IN CAMERA

a. Personnel

It was moved by Commissioner Peerless and Commissioner Hamilton

That the Kentville Board of Police Commissioners move into a closed session at 2:39 p.m. to discuss a personnel matter.

MOTION CARRIED

2. ADJOURNMENT

Due to a time restraint with another meeting scheduled to use Council Chambers and not all items discussed on Agenda, it was moved that the meeting adjourn at 3:00 p.m.