

# KENTVILLE POLICE COMMISSION MINUTES

## February 25th, 2022

### PRESENT

Chairman Steven Pearl, Commissioner Deborah Mahoney, Commissioner Cathy Maxwell, Commissioner Paul Walker, Commissioner Gillian Yorke, Chief James Butler, D/Chief Martin Smith, and Recording Secretary Dawn Fitch.

### CALL TO ORDER AND ROLL CALL

Chairman Pearl called the meeting to order at 1:00 pm

### APPROVAL OF AGENDA

It was moved by Commissioner Walker and seconded by Commissioner Mahoney

**that the agenda be approved**

**MOTION CARRIED**

### APPROVAL OF MINUTES January 28th, 2022

It was moved by Commissioner Yorke and seconded by Commissioner Walker

**to approve the minutes**

**Minutes approved**

Guest Speaker David Walker was unable to attend due to snowstorm

### BUSINESS ARISING FROM THE MINUTES

#### **(a) Police Bylaw - Chair**

Chairman Pearl is looking for update on the Police Commission bylaw. Chief Butler advised he sent some suggestions to the CAO. CAO made some adjustments to the bylaw which is going to CAC in March. The budget goes to the Board for approval. It then goes onto Council for final approval. The budget sits with Finance as pending until then. The CAO has the authority to move the bylaw to Council.

#### **(b) Budget Discussion**

Budget implications was discussed under Chief's Reports.

## **NEW BUSINESS**

### **(a) Crisis Action Planning**

Commissioner Yorke was wondering if Kentville Police Service had one of these plans considering the recent occupation/protest of truckers in Ottawa and ongoing local protests/convoys on Covid restrictions. Chief Butler advised that we do have an operational plan. He advised we have good relationships with the RCMP, Bridgewater PS and Annapolis Royal PS and could get help if needed. We have source risk assessments and ongoing planning. With a limited capacity it was felt best to keep the convoy moving and it worked, proactive aspect.

## **REPORTS**

### **(a) Chief's Reports (attached)**

Chief Butler briefly explained one category of the new Report to Commission. He advised he feels the Mental Health Act is under represented. The clearance stats were explained somewhat as well. There are approximately 3,600-3,800 calls for service per year. Chief Butler talked about peak times for calls. There was some discussion on the new sergeant position request which is a long term strategic position. It is as much about prevention and co-ordination as calls for service. The last increase in staff was 2 years ago, which was the GIS position. Chief Butler explained that position. It was noted there is lots of discussion ongoing on policing in the Province on both Federal and Provincial levels. Chief Butler advised he submitted the grant application for the Community Navigator position. The Community on Patrol bicycle one is not open yet. We have 2 auxiliary members now with 2 to train. The training has not been done yet due to COVID.

### **(b) S/Cst Wood's Reports (attached)**

Chief Butler noted that the bylaw report is consistent. There is a new process in place for cancellation of parking tickets. The cancellation has to be okayed by the Chief or Deputy Chief. Sp Cst Wood is very fair, takes good notes and is well trained. His bylaw role is increasing. He assists the officers as well as a result of his training and being an auxiliary member. There was some discussion on parking including the winter parking ban. There is a request by a citizen to go to Council to review the parking by law especially the winter parking ban. The officers have a great deal of discretion; taking into consideration the weather.

Commissioner Walker seconded by Commissioner Yorke  
moved

**to accept the Chief's Reports**

**MOTION CARRIED**

**(c) Chair's Report**

Chairman Pearl advised his report is built into his notes  
above.

**(d) Financial Report (attached)**

Chief Butler briefly went over the budget highlighting a  
couple of areas (Cst Overtime and vehicle maintenance)  
that are up. The vehicle maintenance contract is up in April  
and we will be seeking quotes. The new cruiser has not  
arrived yet, is supposed to be in a shipyard in Ontario. We  
may get it in March. There is money in reserve for next  
year's vehicle. Overall we are at 82.4 % and we should be  
at 83.3%. There are no known variables for a budget  
increase that should impact us.

Commissioner Yorke seconded by Commissioner Mahoney  
moved

**to accept the Financial Report**

**MOTION CARRIED**

Commissioner Maxwell arrived at 2:09 pm

**IN CAMERA**

Commissioner Walker seconded by Commissioner  
Mahoney moved at 2:10 pm

**to enter in camera session**

**MOTION CARRIED**

Commissioner Maxwell seconded by Commissioner Walker  
moved

**to approve the minutes from the in camera session of  
January 28, 2022**

**MOTION CARRIED**

Commissioner Maxwell, seconded by Commissioner Walker moved

**to come out of in camera**

**MOTION CARRIED**

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned.

APPROVED