



TOWN OF KENTVILLE BOARD OF POLICE COMMISSIONERS MINUTES

**354 Main Street, Kentville Town Hall
January 26, 2024, 1:00 p.m.**

Present:

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

Staff present: Chief Marty Smith and Deputy Chief Ken Reade Jr

Regrets: Recording Secretary Jennifer West

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

It was moved by Commissioner Gerrard and Commissioner Peerless that the agenda of January 26, 2024 be approved.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

It was moved by Commissioner Gerrard and Commissioner Peerless that the minutes for the in camera meeting held on November 21, 2023 be approved.

MOTION CARRIED

It was moved by Commissioner Peerless and Commissioner Gerrard that the minutes for the Open Session meeting held on December 14, 2023 be approved.

MOTION CARRIED

It was moved Virginia and Craig Gerrard that the minutes for the in-camera meeting held on December 14, 2023 be approved.

MOTIONS CARRIED

4. Celebrate KPS' Work: Constable Andrew Waters, SCEU

5. CHIEFS REPORT

Chief Smith presented his reports with highlights including budget shortfalls and staffing.

See reports for more information

5. CHIEFS REPORT – YEAR END

Chief Smith presented his report with highlights including breakdown of stats over the past five years, tracking crime. Action items coming forward: Lunenburg/Kings Crime Reduction Partnership bring attention.

See reports for more information

6. OLD BUSINESS

Review of Action Items

(a) Strategic Plan

- Next meeting February 7th
- Hope to have draft on paper for mid-year

(b) KPS Member Presentations

- Not until April after budget, CNIS

(c) Manual Review

- Making steady progress

(d) Business Cards

- Printed by Jennifer, and distributed to members

(e) Funding for CAPG

- Gillian Yorke to connect with Jeff Lawrence about increasing training budget to reflect opportunity to attend

(f) Funding for Board Training

- Gillian to talk to Jeff Lawrence to increase training budget in order to have access to online resources and conferences across the province

(g) Work Plan 2023-2024

- Reviewed our completions, will create a document to post online to show the community the work that's been completed for the 2023 year

(h) Timeline for Review of Police Budgets

- March is expected to go over the budget with the committee. We might need to hold a special meeting to accommodate the timelines.

(i) Community Engagement Survey

- Come back to February meeting, intend to host one in the Spring and feel more confident doing one on our own with minimal staff support.

(j) Proposed TOK Bylaw Change, staggered terms for Board Members

- Pushed to February

(k) Web presence

- Satisfied with how things are working now, KPS domain has changed
- Link back to BoPC page on the KPS page

(l) Housing and Homelessness

- Questions about impact on our services, and non-service members and the impacts on our budget

(m) Follow up Budget

- Items previous discussed above.

(n) Calendar Update

- Moved to February

(o) Place Holders for Future Meetings

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7. NEW BUSINESS

(a) Department of Justice Presentation

- March 22nd meeting. About an hour in time.

(b) Work Plan 2024

- Will bring to next meeting to map out the year.

(c) Sharepoint File Structure

- Updated, looks great!

(d) Election 2024 Chair and Vice Chair

- Gillian, Chair
- Virginia, Vice Chair

(e) CAPG Membership Renewal

- We were sent an invoice for \$1100, but ought to have been \$800

(f) Reports on recently attended meetings

- \$4100 for chrysalis house

(g) Budget 2024-25

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7. CORRESPONDENCE

Received one piece through the police commission website and group email. Follow up has been made, and resources provided to the individual.

8. IN CAMERA

- a. Personnel, Budget, Collective Bargaining, Other

It was moved by Commissioner Virginia and Commissioner Craig

That the Kentville Board of Police Commissioners move into a closed session to discuss personnel, budget and contract matters.

MOTION CARRIED

It was moved by Commissioner Peerless and Commissioner Craig

That the Kentville Board of Police Commissioners move back to open session.

MOTION CARRIED

9. ADJOURNMENT

There being no further matters to discuss, it was moved that the meeting adjourn.

The next meetings are set for
February 23, 2024, at 1pm
March 22, 2024 at 1pm
April 24, 2024 at 1pm