



# **TOWN OF KENTVILLE BOARD OF POLICE COMMISSIONERS MINUTES**

**354 Main Street, Kentville Town Hall  
April 24, 2024, 1:00 p.m.**

**Present:**

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

**Staff present:** Chief Marty Smith, Deputy Chief Ken Reade Jr. and Recording Secretary Jennifer West

**Regrets:**

**1. CALL MEETING TO ORDER AND ROLL CALL**

**2. APPROVAL OF THE AGENDA**

It was moved by Commissioner Craig Gerrard and Commissioner Virginia Brooke that the agenda of April 24, 2024 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 and in camera meetings held on March 22, 2024 be approved as amended.

**MOTIONS CARRIED**

**4. Presentation**

Ginger MacPhee, Executive Director of Chrysalis House, gave a presentation about Chrysalis House programs and services. Review of statistics around domestic violence, reporting of violence to police, and the epidemic of domestic violence in Nova Scotia and the lack of awareness thereof. Discussion of the value of the Crisis Community Navigator, and Kentville officers, for Chrysalis House. Discussion of core funding and fundraising.

**5. CHIEFS REPORT**

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Chief Smith presented his report with highlights including Camp Courage, recruitment session, and call statistics. Review of statistics associated with domestic violence.

*See reports for more information*

## **6. OLD BUSINESS**

### **(a) Strategic Plan**

- Request to schedule a meeting to review the draft of the strategic plan.

### **(b) CAPG Webinars**

- Commissioners Yorke and Brooke and Chief Smith met with CAO Lawrence regarding increasing the operating budget for the board to include webinars and conferences.

### **(c) Town of Kentville budget**

- Members also talked to the CAO about long term retention and signing bonuses. Support for long term retention supports.

### **(d) Capital and Operating Budgets for Board review**

- The capital budget was approved by Council. Capital purchases are in progress or complete.

### **(e) Community Engagement Session Target Dates**

- Commissioners request to set a goal for this event, to back plan. Recommend the end of September or beginning of October.  
ACTION: Review of member terms in the Police Act, MGA and Police regulations.
- Discussion of council member appointments in committees and commissions.

### **(f) Propose Town of Kentville Bylaw Change**

- Recommend working on this document in the coming months.

### **(g) Housing and Homelessness**

- Chief Smith reported that the crisis navigator received a tour of the new pallet community in Lower Sackville and brought back many learnings to KPS and Open Arms. Chief Smith plans to meet with the Department of Community Services regarding the impacts on the town by the incoming pallet community.

## **7. NEW BUSINESS**

### **(a) Evaluation of Chief**

- Members have decided that there should be a 6-month review of the chief. Discussion of creating a subcommittee or the full board participation. Consent for all members participation.
- ACTION: Chair Yorke will review past practice and share review matrix with members for sharing, evaluation and returning to the Chair.

### **(b) Self-Evaluation of Board**

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- Table to April.

**(c) Update on Recruitment from Police Academy**

- Plan to begin interviews in May.

**7. CORRESPONDENCE**

**8. PUBLIC COMMENTS**

**8. IN CAMERA Relating to Personnel, Budget, Collective Bargaining**

It was moved by Commissioner Brooke and Commissioner Gerrard

**That the Kentville Board of Police Commissioners move into a closed session to discuss personnel, budget and contract matters at 3:15pm.**

**MOTION CARRIED**

It was moved by Commissioner Gerrard and Commissioner Peerless

**That the Kentville Board of Police Commissioners move back to open session at 3:29pm.**

**MOTION CARRIED**

**9. ADJOURNMENT**

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