



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

**354 Main Street, Kentville Town Hall  
June 13, 2024, 1:00 p.m.**

**Present:**

Commissioner Virginia Brooke, 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: Commissioner Samantha Hamilton**

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

**2. APPROVAL OF THE AGENDA**

Correspondence – Attorney General

It was moved by Commissioner Gerrard and Commissioner Brooke that the agenda of June 12, 2024 be approved.

**MOTION CARRIED**

**3. APPROVAL OF MINUTES**

It was moved by Commissioner Brooke and Commissioner Gerrard that the minutes of the BOPC meeting of April 24, 2024 be approved.

**MOTION CARRIED**

It was moved by Commissioner Gerrard and Commissioner Brooke that the minutes of the Special meeting of the BOPC of May 27, 2024 be approved.

**MOTION CARRIED**

It was moved by Commissioner Brooke and Commissioner Gerrard that the minutes of the closed session of the BOPC meeting of May 27, 2024 be approved.

**MOTION CARRIED**

#### **4. Presentation**

None.

Potential presentation by Alisha Christie on housing and homelessness in Kentville in July.

#### **5. CHIEFS REPORT**

Chief Smith presented his reports for April and May with highlights including increased training hours, increased foot traffic hours in the downtown, increased use of force training, and African Canadian Experience training. Review of pallet community on Exhibition Street. Review of new data tracking, for subjects of complaints to identify Kentville residents and county residents.

*See reports for more information*

#### **6. OLD BUSINESS**

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

- Chief Smith presented the draft strategic plan and reviewed the foundational elements of the plan. Members provided minor comments on the plan.

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

- Member might consider purchasing webinar package.

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

- Commissioner Yorke outlined the tentative dates for the review and approval of the town's operating budget.

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

- Discussion of public engagement event in September, needing volunteers, timing, etc.

##### **(e) Town Survey Dates**

- September town survey, with edits to improve police sections.

##### **(f) BoPC Work Plan**

- Review of existing work plan.

##### **(g) Propose Bylaw Change**

- Review of members terms, and terms with respect to the bylaw and the act.
- Review of code of conduct for committee and board members.

##### **(h) Housing Updates**

- Chief Smith gave an update earlier in the meeting.

Commissioner Yorke left the meeting for a personal matter.

#### **7. NEW BUSINESS**

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

- ACTION: Commissioner Gerrard to review process of Chief evaluation.

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

- ACTION: Commissioner Gerrard to research self evaluation of the board.

## 7. CORRESPONDENCE

Letter from the Attorney General outlining the review of police services which will include interviews with police departments and municipal police boards.

ACTION: Commissioner Brooke to reach out to Charcy Marchand regarding the questions.

Congratulations to Commissioner Virginia Brooke for her appointment to Nova Scotia Association of Police Governance as Vice President.

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

It was moved by Commissioner Gerrard and Commissioner Peerless

**That the Kentville Board of Police Commissioners move into a closed session to discuss personnel, budget and contract matters at 2:30pm.**

**MOTION CARRIED**

It was moved by Commissioner Peerless and Commissioner Gerrard

**That the Kentville Board of Police Commissioners move back to open session at 2:53pm.**

**MOTION CARRIED**

## 9. ADJOURNMENT

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