



TOWN OF KENTVILLE BOARD OF POLICE COMMISSIONERS MINUTES

**354 Main Street, Kentville Town Hall
July 17, 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 and Recording Secretary Jennifer West

Regrets: Deputy Chief Ken Reade Jr.

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

Addition: In Camera, Letter from the Chief to the Board

It was moved by Commissioner Virginia Brooke and Commissioner Craig Gerrard that the agenda of July 17, 2024 be approved.

MOTION CARRIED

3. APPROVAL OF MINUTES

It was moved
That the minutes of the BOPC meeting of June 13, 2024 be approved.

MOTION CARRIED

It was moved
That the minutes of the In Camera meeting of the BOPC of June 13, 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

No presentation.

5. CHIEFS REPORT

Chief Smith presented his reports for June with highlights including high call volume, many issues in Centre Square which staff are trying to address, use of force training, review of budgets, strategic planning meeting and staff wellness initiatives. Staff attended the nine-day Camp Courage, for young women interested in first responding. Bob Ennis was a past Chief in Kentville who passed away recently. An award and scholarship have been created in his name and the Chief is working to fundraise for this account. Chief Smith has been selected to run in a leg of the Special Olympics torch run in Italy in 2025.

Discussion of the condition of centre square and the debris of alcohol, garbage and drugs.

Discussion of members' exposure risk to new drugs, and people who repeatedly use and overuse them.

Discussion of society ideals and morals, and how to provide care with dignity while being safe for members.

Discussion of supporting members who are dealing with drug abuse cases.

See reports for more information

6. OLD BUSINESS

(a) Strategic Plan

- Chief Smith has sent the document to members for final review, and it should be evaluated every 6 months.

(b) Operating Budget Update

- Chair Yorke shared that the budget has been approved, past and accepted by Council.

(c) CAPG Webinars

- The national event in August is being held in Halifax. All community members are interested in attending.
- ACTION: Members to choose the webinars they are interested in.

(d) Town of Kentville Survey

- ACTION: Jennifer to send draft survey to members, and results from last years survey.
- ACTION: Promote survey through the August tax bill

(e) TOK Bylaw Change

- Chair Yorke brought forward ways that the CAO and Board can better communicate requests and proposals.
- ACTION: Jennifer and Gillian to meet to talk about developing this template
- Clarity is needed around the jurisdiction of the Police Act and the Town's bylaw.

(f) Housing and Homelessness

- Chief Smith shared that the pallet community is nearly finished, with only the shared kitchen facility not completed.

(g) Deloitte Survey

- Commissioner Virginia Brooke thanked members for completing the survey.

(h) Department of Justice Policing Survey

- Chair Yorke thanked members for filling it out, however the challenge is that it is administered by towns and counties.

7. NEW BUSINESS

(a) Self Evaluation of Board

- Chair Yorke suggested that the group be accountable for the work they set out to complete, and what they didn't get to, and additional things that were completed.
- ACTION: Jennifer to develop a qualitative self evaluation tool.

(b) Letter to Council re: hiring needs

- Chief Smith explained that human resources is the largest proportion of work that he does for the department (hiring, internal conflict, WCB, return to work plan).

It was moved by Commissioner Craig Gerrard and Commissioner Jaimie Peerless

That the Board of Police Commissioners write a letter to the Town of Kentville CAO and Council to express their support for the addition of human resources support.

MOTION CARRIED

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

It was moved by Commissioner Virginia Brooke and Commissioner Craig Gerrard

That the Kentville Board of Police Commissioners move into a closed session to discuss personnel, budget and contract matters at 2:22pm.

MOTION CARRIED

It was moved by Commissioner Virginia Brooke and Commissioner Jaimie Peerless

That the Kentville Board of Police Commissioners move back to open session at 3:50pm.

MOTION CARRIED

9. ADJOURNMENT

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

Meeting, Board of Police Commissioners, July 17, 2024

Approved September 20, 2024

Next meetings, September 20th, October 16th.

DRAFT