



TOWN OF KENTVILLE BOARD OF POLICE COMMISSIONERS MINUTES

**354 Main Street, Kentville Town Hall
January 17, 2025, 1:00 p.m.**

Present:

Commissioner Virginia Brooke, Commissioner Cate Savage and Commissioner Samantha Hamilton.

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

Regrets: None

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

It was moved by Commissioner Samantha Hamilton and Commissioner Cate Savage that the agenda of January 17, 2025 be approved.

MOTION CARRIED

3. APPROVAL OF MINUTES

It was moved by Commissioner Samantha Hamilton and Commissioner Cate Savage That the minutes of the BOPC meeting of October 16, 2024 be approved.

MOTION CARRIED

It was moved by Commissioner Samantha Hamilton and Commissioner Virginia Brooke That the in camera minutes of the BOPC meeting of October 16, 2024 be approved

MOTION CARRIED

4. PRESENTATION

- (a) Recap of Department of Justice's (DOJ) Public Safety Audit Function Unit (MS)
For discussion later in the meeting.

- (b) Future Possibilities: DOJ intro (January or February); Kentville Business Community, local Restorative Justice, local Seniors Outreach, KCS Parent Committee, Paramedics, other? Chief Smith indicated that there are no presentations scheduled.

ACTION: Chief Smith will reach out to the Department of Justice for a swearing in and training at the next Board meeting. Chief Smith has some other options for potential presentations.

5. CHIEFS REPORT

Chief Smith presented his report for November to December with highlights including training new officers, internal vs. external training, operating budget information, backcheck revenue, and fines. The year end report is being compiled which will provide statistics for call volumes and each type of call, including domestic violence. Chief Smith does not expect a major variance in any of the categories. KPS has started tracking calls relating to the unhoused community, and approximately 25% of calls are for this category. Organizations that support the unhoused community are at full capacity. Statistics show that shoplifting has increased from last year with correlation with the unhoused community.

See reports for more information

6. OLD BUSINESS

(a) Strategic Plan

Chief Smith reported that the strategic plan is being implemented, with objectives being tasked and actioned.

(b) Resident Survey

Commissioner Virginia Brooke invites members to give suggestions for questions for the next resident survey.

(c) Change Requests in Progress

Chief Marty Smithy gave an update on some parts of the operating budget. Deputy Chief Ken Reade is creating a policy for KPS and fire services to share a drone for scene management, aerial photography, lost persons, and other services. Budgets should both be completed by April.

(d) Onboarding Manual

Commissioner Virginia Brooke will send an onboarding package to Commissioner Cate Savage.

(e) Public Engagement

Chief Smith gave an update about the Coffee with a Cop event which was well received and very well attended. KPS will plan another one in the spring. The Christmas food and toy drive raised a lot of money and awareness for local organizations. The brunch fundraiser raised almost \$5000 for the Make a Wish Foundation. Community engagement is a strong part of the strategic plan. Officers regularly visit coffee shops in town to be seen and connect with residents and business owners.

7. NEW BUSINESS

(a) New Board Members

Moved to In camera session.

(b) Self Evaluation of the Board

Moved to the next meeting.

(c) Nova Scotia Policing Standards

The audit committee from Department of Justice met with Chief, Deputy Chief, Chair and CAO to talk through the upcoming 39 police standards.

(d) Nova Scotia Association of Police Governance Update

Moved to next month.

(e) Next BOPC Dates

February 21, 2025. 1pm.

(f) Workplan 2025

Moved to next month.

Election of a chair and vice chair will take place at the next meeting.

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

It was moved by Commissioner Samantha Hamilton and Commissioner Virginia Brooke

That the Kentville Board of Police Commissioners move into a closed session to discuss personnel, budget and contract matters at 2:49pm.

MOTION CARRIED

It was moved by Commissioner Cate Savage and Commissioner Samantha Hamilton

That the Kentville Board of Police Commissioners move back to open session at 2:55pm.

MOTION CARRIED

It was moved by Commissioner Cate Savage and Commissioner Samantha Hamilton

That the Board recommend Penni Hart as the citizen representative to the Kentville Board of Police Commissioners, and further

that the Board recommend Brent Platt as the Department of Justice Ministerial Appointee to the Kentville Board of Police Commissioners.

MOTION CARRIED

9. ADJOURNMENT

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

Next meeting,
February 21, 2025