



Present: Commissioner Virginia Brooke, Commissioner Samantha Hamilton, Commissioner Penny Hart,

Staff present: CAO Chris McNeill, Chief Marty Smith, Recording Secretary Alana Marshall, and Recording Secretary Ashley Sheffield

Regrets: Deputy Chief Ken Reade, Commissioner Cate Savage, Ministerial Appointee

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

It was moved by Commissioner Penny Hart and Commissioner Samantha Hamilton

That the Board approved the agenda of October 23rd 2025.

MOTION CARRIED

3. APPROVAL OF MINUTES

It was moved by Commissioner Penny Hart and Commissioner Samantha Hamilton

That the minutes of the BOPC meeting of September 18, 2025 be approved.

MOTION CARRIED

4. PRESENTATIONS

(a) Seniors Outreach Trishe Coleman

(b) Next month: Social or Mental Health

5. CHIEF'S REPORTS – September 2025:

Participated in the Caribbean Festival

Handed out Youth Program information.

Lockdown drills done at KCA and NSCC Kingstec.

Call volume about the same as previous year.

Touched on specialized training that occurred this past month for members.

Finances on track overall with Backcheck doing very well.

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

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- (a) Meeting dates reminder: 3rd Thursday of each month. Next meeting is November 20th 2025 at 1pm; Commissioner Penny Hart to join virtually. December meeting is December 11th.
 - (b) Police Service and Town of Kentville:
 - Fall Events – Trunk or Treat was cancelled. KPS to be at the scavenger hunt at Oakdene Park. Treats to be handed out by patrol on Halloween.
 - Meeting with the Kentville Business Community – Went well; brochures handed out. Over 100 businesses within TOK; approximately 9 business owners in attendance.
 - Action Item: Chair Virginia Brooke to attend and provide information to the public.
 - (c) Publishing KPS Policies for Public Viewing – Added for public viewing.
 - (d) Policing Review – Meeting scheduled for November 3rd with Chris MacNeil to review the standards.
 - (e) TOK Bylaw 200 – Comes back for second reading on Monday and changes can still be made. Reflects the Police Act.
 - (f) Traffic Calming – Deferred
 - (g) Downtown Issues - Deferred
 - (f) Action Items (Work teams)
2025-2026 Workplan Review - Deferred
- Work Team Progress – Action Item: Chair Virginia Brooke to follow up.

7. NEW BUSINESS

- (a) Strategic Plan Review – Chief Smith reviewed the Strategic Plan and discussion arose about Hate Crimes and how they are likely underreported. A sergeant was sent for training and an information session to be held for the public. Spoke briefly of the Youth Program and the Annual Wellness Symposium. Equipment – focusing on getting PROS in the cars yet there are barriers.
 - Action Item: Chief Smith to reach out to IT Jason Bethune about a workplan.
 - Annual training up to date; IARD refresher to come. Specialized training opportunities are continuous.
 - Action Item: Chief Marty Smith to complete a summarized report of what is going well and what could be improved within KPS.
 - Action Item: To add succession plan to plan for the long term.
- (b) DOJ Audit of Policing Standards for KPS
 - As stated above, meeting is scheduled for November.
- (c) NSCPA/NSAPG Fall Conference Review: Two-day conference, a lot of discussion around the standards and the review.

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- (d) New Cadet Proposal: Was a proactive way to alleviate staffing issues. Classes are full for 2026 however, if approved by the town, the APA would waitlist the chosen cadet.
Action Item: Chair Virginia Brooke to draft a letter to ask Council (December CAC) to maintain the funding for this initiative.
 - (e) Data re: Calls in Downtown Core: Met with the Oasis Group; their mandate is to alleviate housing issues. They are potentially opening another building in the downtown core to which may alleviate loitering issues. Call volume for downtown core makes up approximately 1/3 of KPS calls for service.
 - (f) CCN Data: CCN vacancy has created more time consuming work for the officers and it is taking away more proactive police work. Application process ends the first week of November.

8. CORRESPONDENCE

- (a) KPS New Cadet Proposal – See above.

9. PUBLIC COMMENTS

None.

It was moved, seconded and carried that the meeting be adjourned at 3:35pm.

10. IN CAMERA – Called to Order at 3:40pm with a quorum of 3 members

- (a) Personnel (Chief Smith)

11. ADJOURNMENT

It was moved by

That there being no further business, that the Board adjourn at 4pm.

Motion Carried.

Minutes approved by