



Present: Commissioner Virginia Brooke, Commissioner Penny Hart, and Commissioner Cate Savage

Staff present: Chief Marty Smith, and Recording Secretary Ashley Sheffield

Regrets: Deputy Chief Ken Reade, CAO Chris McNeill, Commissioner Samantha Hamilton, Ministerial Appointee

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

It was moved by Commissioner Cate Savage and Commissioner Penny Hart

That the Board approved the agenda of December 11th, 2025.

MOTION CARRIED

3. APPROVAL OF MINUTES

It was moved by Commissioner Cate Savage and Commissioner Penny Hart

That the minutes of the BOPC meeting of November 20th, 2025 be approved.

MOTION CARRIED

4. PRESENTATIONS

- (a) Dr. Madeline Ferracuti (she/her) MD, FRCPC
Psychiatrist
Child and Youth Mental Health and Addictions
- (b) Next month: Social Worker or CCN Emme Manuel
- (c) Swearing in of new BOPC member, Paula Huntley

5. CHIEF'S REPORTS – November 2025:

Call volume in November went down a fair bit, October was approximately 380, compared to around 280 in November.

Remembrance Day Parade had a good turn out

Home Invasion file with 4 people charged

Break and enter with over \$1000 of tools recovered

Training – IARD (Immediate Action Reactive Deployment) ongoing

2 Sergeants away on Critical Incident training

Community Crisis Navigator has been filled by Emme Manuel

Street Crime position will be filled by Cst. Mark Hall and he will be starting in January

Peggy Jolley started as our new Office Manager this week

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Meeting dates reminder: 3rd Thursday of each month. Next meeting is January 15th, 2026 at 1pm.

(b) Police Service, Town of Kentville and public engagement:

Cram the Cruiser very successful were very successful

Holiday Brunch was also successful with nearly \$2700 being donated to Children’s Wish Foundation

(c) TOK Bylaw 200 – First and second reading completed
Action item – Chair Virginia Brooke to follow up

(d) RFD from Council re: Surveillance Cameras – No update
Action Item – Chief Marty Smith to have an ETA for next meeting

(e) Request to Council for new cadet
Will be brought to the council meeting Monday night
Action Item – Chief Marty Smith – Create a high level succession plan to provide to council in the spring

(f) Downtown issues
Clearly a need to mental health and addictions
Action Item – Chair Virginia Brooke to request to the board be included on the AVCAS dashboard mailouts
Action item – Commissioner Cate Savage to see if the board can be involved in KBC items involving downtown issues

(g) Action item: Work Teams – postponed to the new year

7. NEW BUSINESS

(a) ** Swearing in of new BOPC member, Paula Huntley – move to 4(c)

(b) Data Tracking re: Occurrences in downtown core/CCN Data

New CCN will provide data on an ongoing basis

- (c) Revised Onboarding doc
- (d) Code of Conduct (MGA)
Suggested that there be a Code of Conduct review in January

8. CORRESPONDENCE

- (a) Sent to Council re: new cadet
- (b) Sent to Council re: patrol levels in core of Kentville

9. PUBLIC COMMENTS

It was moved, seconded and carried that the meeting be adjourned at 2:44pm.

10. IN CAMERA – No In Camera

11. ADJOURNMENT

It was moved by Commissioner Penny Hart and Commissioner Paula Huntley

That there being no further business, that the Board adjourn at 2:44pm.

MOTION CARRIED

Minutes approved by