



**Present:** Commissioner Samantha Hamilton, Commissioner Penny Hart, and Commissioner Paula Huntley

**Staff present:** Chief Marty Smith and Deputy Chief Ken Reade

**Regrets:** CAO Chris MacNeill, Recording Secretary Ashley Sheffield

**1. CALL MEETING TO ORDER AND ROLL CALL** – By Vice Chair Samantha Hamilton- all here with Commissioner John Andrew arriving late.

**2. APPROVAL OF THE AGENDA**

It was moved by Commissioner Paula Huntley and Commissioner Penny Hart

That the Board approved the agenda of January 15<sup>th</sup>, 2026.

**MOTION CARRIED**

**3. APPROVAL OF MINUTES**

It was moved by Commissioner Paula Huntley and Commissioner Penny Hart

That the minutes of the BOPC meeting of December 11<sup>th</sup>, 2025 be approved.

**MOTION CARRIED**

**4. PRESENTATIONS**

- (a) Swearing in of new members – Kim Clarke and John Andrew
- (b) Board Chair & Vice Chair Nomination – Commissioner Penny Hart nominated Commissioner Paula Huntley as board chair, Paula accepted. Commissioner Paula Huntley nominated Commissioner Samantha Hamilton as Vice Chair, Samantha accepted.
- (c) Emme Manuel – Kentville Police Community Crisis Navigator
- (d) Next month: DOJ – Police Comm. Training

**5. CHIEF'S REPORTS – December 2025:**

Many members received awards for long service

Deputy Chief Ken Reade – update on the Police Cadet Recruitment Program – Social media posts and word of mouth is giving us a high number of applicants.

**6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**

- (a) Annual election of Chair and Vice-Chair  
See 4(b)
- (b) Meeting dates reminder: 3<sup>rd</sup> Thursday of each month. Next meeting is February 19<sup>th</sup>, 2026 at 1pm.
- (c) Police Service, Town of Kentville and public engagement:  
Nothing scheduled in January
- (d) TOK Bylaw 200
- (e) RFD from Council re: Surveillance Cameras  
Work in Progress
- (f) Request to Council for new cadet  
Discussed how HRP is using retired members to help fill in gaps
- (g) Downtown and homeless related issues  
Deputy Chief Ken Reade is doing the panel meeting next week at the Fire Hall held by John Lohr.
- (h) Action item: Work Teams
  - (a) 2025-2026 Work Plan, review  
Commissioner Penny Hart suggested to review the objectives
  - (b) Work Teams – Composition and assignments  
Action Team – Penny Hart, Paula Huntley and Samantha Hamilton

**7. NEW BUSINESS**

- (a) \*\* Swearing in of new BOPC members– moved to 4(a)
- (b) Data Tracking re: Occurrences in downtown core/CCN Data  
Chief Smith will ask Emme (CCN) to track time

(c) Make Onboarding doc available to BPOC members  
TOK link to Kim

(d) Other?  
John Andrew advised there is a volunteer group working with the TOK for a warming centre.

**8. CORRESPONDENCE**  
No correspondence

**9. PUBLIC COMMENTS**  
No public comments

**It was moved, seconded and carried that the meeting be adjourned at 2:50 pm.**

**10. IN CAMERA**

**11. ADJOURNMENT**

It was moved by Commissioner Paula Huntley and Commissioner John Andrew

**That there being no further business, that the Board adjourn at 2:50pm.**

**MOTION CARRIED**

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**Minutes approved by**