

**Board of Police Commissioners
Approved Minutes
March 10, 2021 at 10:00 a.m.**

1. Call to Order	Chair Droy called the meeting to order at 10:00 a.m.
2. Present	Don Droy (Chair), Deputy Mayor Power (Vice-Chair), Mayor Amery Boyer, Mike Bernard, Police Chief Mark Kane, Chief Administrative Officer Sandi Millet-Campbell, Recording Secretary Taylor Robinson. All members joined via Zoom.
3. Absent	None
4. Additions to the Agenda	Under 9. NEW BUSINESS iii. Membership to Nova Scotia Police Governance Under 10. BUSINESS ARISING iv. Relocation of Police Department
5. Approval of the Agenda	MOTION #BoPC2021-03-10-01 It was moved by Mike Bernard, seconded by Deputy Mayor Power to approve the March 10, 2021 agenda as amended. Motion carried.
Edits to the Minutes	None
6. Approval of the Minutes	MOTION #BoPC2021-03-10-02 It was moved by Deputy Mayor Power, seconded by Mike Bernard to approve the February 10, 2021 minutes as presented. Motion carried.

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW BUSINESS:

i. Equipment & Clothing Plan

Chief Kane informed the Board that he is in the process of developing a five-to-ten-year service life plan for equipment and clothing to reveal the expenditures per ten-year period. This plan will help break down the costs that will help to prepare capital and operating budgets in the upcoming years. Chief Kane noted that it will not be ready prepared early enough for the 2021-22 fiscal year but hopes to utilize the plan in the 2022-23 budget.

ii. Updated Budget

Chief Kane went over the line items that changed in the updated budget. Stand-by pay, stat pay, salaries, insurance, and pensions were items that were noted. The Board did not have any concerns with the amendments and agreed to resubmit it to Council for approval.

MOTION #BoPC2021-03-10-03

It was moved by Mike Bernard, seconded by Deputy Mayor Power to recommend to Council to approve the updated 2021-22 Police Services budget as presented. **Motion carried.**

iii. Membership to Nova Scotia Police Governance

Chief Kane shared that Community Development Coordinator Ken Knox received an email from the Nova Scotia Police Governance to ask if the Town would like to renew their membership pay the arrears of \$200. Deputy Mayor Power explained what the membership entails and acknowledged that it is a good group to belong to as a Board. The Board agreed and decided that Chair Droy should be the point of contact for the membership.

Action: Update contact information with organization

Responsibility: CAO Millett-Campbell

Date: As soon as possible

MOTION #BoPC2021-03-10-04

It was moved by Deputy Mayor Power, seconded by Mayor Boyer that the Board pay the \$200 for the past dues for the Nova Scotia Police Governance and that the Chair, Don Droy be made the main point of contact for the group. **Motion carried.**

10. BUSINESS ARISING

i. Update from Council

Mayor Boyer reported that Council is currently working on the budget for the 2021-22 fiscal year and the strategic plan. Deputy Mayor Power mentioned that Council received the first draft of the police services budget and forwarded it to budget discussions. It was also noted that Council discussed the Town Hall public washrooms and the potential lost revenues from the NSPI Tidal Power Plant closure.

ii. Marking of 2nd Police Vehicle

Chief Kane asked the Board whether to use money in the current fiscal year or next for the marking of the 2nd police vehicle. The cost is \$1400 plus HST. CAO Millett-Campbell suggested to use this year's money as there is some leftover. The Board agreed.

MOTION #BoPC2021-03-10-05

It was moved by Mike Bernard, seconded by Deputy Mayor Power to get the 2nd police vehicle marked up to the maximum of \$1400 plus HST from the 2020-21 budget. **Motion carried.**

iii. Triton

Chief Kane and CAO Millett-Campbell attended a meeting with Triton to discuss the possibility of offering an online portal to carry out criminal record checks as a sub-contractor. In the future, there is a possibility of joining a third party vendor. It was explained that the service will be offered completely online and to anyone in Nova Scotia. Chief Kane and CAO Millett-Campbell indicated that this could be a great opportunity and has future potential to help make the department revenue mutual. The Board continued to discuss the prospective fees and revenue for Triton. Chief Kane promptly mentioned that it is his hope to eventually have the live scan machine for more efficient and improved operational work for police services within the Town.

iv. Relocation of the Police Department

Chief Kane reported that he is currently in the process of making a rough layout and getting price points for the renovations to the space they are currently in. It was noted that police departments need specific items and materials that can be costly. Chief Kane stated that it is his hope to have a better concept of pricing and a better diagram of the needed changes by the next meeting.

11. DEPARTMENT REPORTS:

i. Chief's Reports

Chief Kane highlighted all the meetings, and training that the Police Department participated in within the month of February. It was recognized that Constable Schefter has been continuing to visit the local schools and participating in the breakfast program. Chief Kane shared that

Constable Lack was sworn in on February 12, 2021 and has been doing well. The department was recently able to purchase a drug screening device in which the costs were covered by the Province. Chief Kane also noted that they have had four application for auxiliary members, the department has assisted the RCMP with a couple of events, they are awaiting batteries for the new radios, and they will hopefully have full access to the new RCMP portal access within the next few weeks.

ii. Departmental Financials

The Board reviewed the financials for the previous month. Chief Kane noted that police clothing and equipment are abnormally higher due to the purchases of body armor and patches. Chief Kane also got a new cellphone as the Town switched providers.

12. CORRESPONDENCE:

i. Potential Legislation Letter & Response

For information purposes. The Board quickly discussed the future of destroying equipment.

MOTION #BoPC2021-03-10-06

It was moved by Deputy Mayor Power, seconded by Mike Bernard to move in-camera at 11:30 a.m. to discuss a personnel matter. **Motion carried.**

13. IN CAMERA:

Under Section Under Section 22(2) of the *Municipal Government Act*:

Approval of Minutes:

- i. Board of Police Commissioners, In-Camera – February 10, 2021

Business Items:

- i. Personnel

MOTION #BoPC2021-03-10-08

It was moved by Mike Bernard, seconded by Mayor Boyer to move out of in-camera at 11:42 a.m. **Motion carried.**

14. NEXT MEETING: April 14, 2021 at 10:00 a.m.

15. ADJOURNMENT: Deputy Mayor Power moved adjournment at 11:42 a.m.

Chair Droy

Recording Secretary Taylor Robinson