

**Town of Annapolis Royal  
Board of Police Commissioners Meeting  
Approved Minutes  
December 7, 2023 at 12:00 pm**

1. Call to Order	Chair Bernard called the meeting to order at 12:00 pm
2. Present	Mike Bernard (Chair), Roy Stagg, Police Chief Mark Kane, Paul Kellogg, Councillor Sanford, CAO Sandi Millett-Campbell, and Recording Secretary Kim Dunning
3. Regrets	Deputy Mayor Michael Tompkins
4. Additions to the Agenda	New Business: ii. Require a member Appointed by the Minister of Justice of the Province of Nova Scotia
5. Approval of the Agenda	<b>MOTION #BoPC2023-12-07-01</b> It was regularly moved and seconded to approve the agenda with an addition. <b>Motion carried.</b>
<b>Edits to the Minutes</b>	
6. Approval of the Minutes	<b>MOTION #BoPC2023-12-07-02</b> It was regularly moved and seconded to approve the minutes of November 23, 2023. <b>Motion carried.</b>

7. PRESENTATIONS:  
None

8. PUBLIC INPUT:  
None

9. NEW BUSINESS:

- i. Recommendation to Change to Quarterly Meetings from January 2024  
Chief Kane would like to recommend that the Board changes the meetings from monthly to quarterly. It was agreed to go ahead with the change and as this is a bylaw it will need to go through Council and then Ministerial approval.

**MOTION #BoPC2023-12-07-03**

It was regularly moved and seconded to recommend to Council to approve the change to quarterly meetings for the Board of Police Commissioners By-law with the understanding that the by-law requires updating and Ministerial approval. **Motion carried.**

- ii. Require a Member Appointed by the Minister of Justice of the Province of Nova Scotia  
CAO Millett-Campbell informed the Board that there should be a member appointed by the Minister of Justice, Roy Stagg offered to take this position on, as he has been working on this himself. He will require the link and information to be sent to him.

**ACTION:** Send information and link to Roy Stagg

**NAME:** Kim Dunning

**DATE:** As soon as possible

10. UNFINISHED BUSINESS:  
None

11. DEPARTMENT REPORTS:

Chief's Reports

Chief Kane and his officers have been engaging the community and have placed a Mitten Tree in their building for anyone to donate a pair of gloves, hats, etc. for anyone who needs them. This is a huge success.

Chief Kane also advised that the new auxiliary has started and is having orientation.

12. ROUNDTABLE

CAO Sandi Millett-Campbell

CAO Millett-Campbell wanted to thank Chair Bernard for his commitment to the Board of Police Commissioners and will be missed.

Chair Mike Bernard

Chair Bernard said that he is going to miss this Board but is still on other committees.

Councillor Holly Sanford

Councillor Sanford wanted to wish Chair Bernard all the best, and quarterly is a good step for recruiting more people. She also wanted to welcome new member Paul Kellogg as she wasn't at the last meeting.

Roy Stagg

Roy Stagg advised that he will not be at the next meeting, and on December 6, 2023, he had a meeting with CAO Millett-Campbell. He is currently working on a letter that he would like to submit on behalf of the Board regarding the Police Officer Program Funding that have never been raised. He will send the letter to CAO Millett-Campbell for Council to review at their meeting on December 20, 2023. It was also suggested to make other municipalities aware of what we are doing, and Roy Stagg said he can do this via email.

**MOTION # BoPC2023-12-07-04**

It was regularly moved and seconded to recommend to Council to send a letter to the Minister of Justice on behalf of additional officer program funding. **Motion carried.**

**ACTION:** Send letter to CAO Millett-Campbell for Council meeting

**NAME:** Roy Stagg

**DATE:** Before December 20, 2023

Paul Kellogg

Pual Kellogg wants to listen and learn and support and ask questions as he is new to this board. He said that he will miss Chair Bernard background with this group.

13. CORRESPONDENCE:

None

14. IN CAMERA: Under Section Under Section 22(2) of the Municipal Government Act

**MOTION #BoPC2023-12-07-05**

It was regularly moved and seconded to move in camera at 12:28 pm. **Motion carried.**

**MOTION #BoPC2023-12-07-07**

It was regularly moved and seconded to move out of camera at 12:46 pm. **Motion carried.**

15. NEXT MEETING January 10, 2024 at 10:00 am

16. ADJOURNMENT

The meeting adjourned 12:47 pm

  
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Mike Bernard, Chair  
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Kim Dunning, Recording Secretary

