

**Board of Police Commissioners Meeting
Approved Minutes
June 19, 2024 at 9:30 am**

1. Call to Order	Chair Stagg called the meeting to order at 9:30 am
2. Present	Roy Stagg (Chair), Police Chief Mark Kane, Deputy Mayor Michael Tompkins (Vice Chair), Councillor Holly Sanford, Paul Kellogg, CAO Sandi Millett-Campbell (left at 9:55 am), and Recording Secretary Kim Dunning
3. Regrets	None
4. Additions to Agenda	None
5. Approval of Agenda	MOTION #BoPC2024-06-19-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried
Edits to the Minutes	None
6. Approval of Minutes	MOTION #BoPC2024-06-19-02 It was regularly moved and seconded to approve the minutes of March 13, 2024 as presented. Motion carried

MOTION #BoPC2024-06-19-03

It was regularly moved and seconded to move in camera at 9:31 am to discuss Personnel matters. **Motion carried.**

MOTION #BoPC2024-06-19-05

It was regularly moved and seconded to move out of camera at 9:33 am. **Motion carried.**

7. **Presentations**
None

8. **Public Input**
None

9. **New Business**

i. **Parking**

Chair Stagg had heard that Police Officers need to carry their equipment from their personal vehicles and are concerned with the distance and also the possibility of having them vandalized and if there were in the parking outside the Police Station there are cameras. They asked if the parking outside the building could be allocated to police officers, and CAO Millett-Campbell responded that the parking is owned by Parks Canada, and it is a case of who gets there first gets the spot. They also added that there isn't any allocated parking for staff. Recommendation for this to go to the Traffic Flow Advisory Committee for their review.

ACTION: Add to TFAC agenda

NAME: Recording Secretary Dunning

DUE: July 1, 2024

- ii. Unaudited Fiscal Year End March 2024
For information only.

10. **Unfinished Business**

None

11. **Department Reports**

i. **Chief's Report**

Chief Kane reported that they are monitoring the front counter to find out how many people are coming to the Police Department. In April there were 96; in May there were 64 and in June 36 (nine were from the County from June), in total 196 people came through the doors. A question was asked why residents from the County of Annapolis are coming here, and they are trying to find out if they can report something here and criminal checks. They added that this does take up time as some can be a few minutes and others are nearly an hour.

Chief Kane gave an update on yesterday's event with Town Hall and the Police Department (this was discussed in camera). CAO Millett-Campbell added that this will be on the Town's Leadership meeting on Thursday and a process will be established. They added that they saw the Police Department had put a notice out on Facebook, and Chief Kane thanked them to aiding when they were off. Chair Stagg would like to thank CAO Millett-Campbell and Chief Kane for keeping the Town and staff safe.

Councillor Sanford asked how the Police Department were dealing with Triton, and Chief Kane responded that they did have an officer away for a week for vacation but is currently around \$1,100 increase.

Chief Kane added that the total number of calls from March 1, 2024, to June 18, 2024, is 130 calls for service, and just on Friday there were 11 calls for one officer to deal with. Deputy Mayor Tompkins asked if there was a way to track the out-of-town calls, and Chief Kane will investigate this and share this information out in an email.

Chief Kane added that they are working with Bridgetown RCMP, and there is the possibility of the Town's officers being involved in a door knock incident as this would be a good experience, and to identify people who are committing crimes outside the Town.

On a positive note, Chief Kane has a couple of people interested in joining the Police Department on a casual basis, and one had an interview yesterday and a follow-up on their resume. The two auxiliaries will be starting next week.

ACTION: Share the number of out-of-town calls received with this Committee during March 1, 2024 to June 18 2024

NAME: Chief Kane

DUE: July 1, 2024

Chief Kane advised that roughly two weeks ago they had to attend a call where they needed to use the Automated External Defibrillator. They have one in their office and one in the police vehicle. They need to replace the pads and battery at a cost of roughly \$1,500. They would like to know what the situation is regarding the ones in the gym and library, as the batteries need to be replaced every two years and will require a service. The Fire Department has advised that they can complete the service part, but still need to replace the pads and battery. They added that someone should be keeping a track of where these are, when batteries need to be replaced, etc. Deputy Mayor Tompkins suggested that the one at the gym should be under recreational and the two with the Police Department should come out of the equipment maintenance funds. Further investigation is required.

Chief Kane would like to have an area in Town Hall for his officers to use as somewhere to rest between shifts as they don't have time to drive home and be back in an hour. They want to ensure that the Town keeps their officers as there isn't the option for most of them to live close by. A suggestion is to convert half the upstairs old chambers with a partition, and this would allow them access down the clocktower stairs. Deputy Mayor Tompkins suggested using the file/storeroom as an option and Chief Kane added that this is a fire exit, so could be a concern. The first step would be contacting the Fire Marshall to establish what needs to be done/involved.

12. Roundtable

Chair Stagg wanted to thank all the officers for what they have done, and Chief Kane added that next week there will be Use of Force training session and will share the information with this committee. Chair Stagg also added that they would like to arrange a meet and greet the police officers and BOPC.

13. Correspondence

Correspondence from the Office of the Attorney General and Minister of Justice
For information only.

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

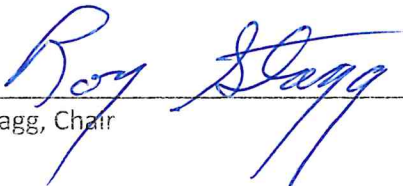
MOTION #BoPC2024-06-19-06

It was regularly moved and seconded to move in camera at 10:20 am to discuss Legal advice and Security issues. **Motion carried.**

MOTION #BoPC2024-06-19-07

It was regularly moved and seconded to move out of camera at 10:52 am. **Motion carried**

15. Next Meeting
September 11, 2024 at 10:00 am
16. Adjournment
The meeting adjourned at 11:02 am



Roy Stagg, Chair



Kim Dunning, Recording Secretary