

**Board of Police Commissioners Meeting
Special Meeting (Zoom)
Approved Minutes
February 11, 2026 @ 12:00 pm**

1. Call to Order	Department of Justice Representative/Chair Stagg called the meeting to order at 12:00 pm
2. Present	Department of Justice Representative/Chair Roy Stagg, Police Chief Mark Kane, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, Vice Chair Michael Tompkins and CAO Sandi Millett-Campbell Department of Justice Representative/Chair Stagg would like to share their thoughts and prayers to all the people of Tumbler Ridge in British Columbia, and why we are here to support our Police Services getting the job done.
3. Regrets	None
4. Absents	Paul Kellogg
5. Additions to Agenda	None
6. Approval of Agenda	MOTION #BoPC2026-02-11-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.

7. **Public Input**
None

8. **New Business**

- i. Annapolis Royal Police Department Draft Budget 2026
Chief Kane asked for questions first. Vice Chair Tompkins asked about the previous year including stand-by salary, what the figure is for this year. Chief Kane responded that it is

\$3,750, and CAO Millett-Campbell added that the reason is that there are two people on after 6:00 pm. Chief Kane advised that as the Police Agreement was changed last year to include two officers, and the new amount is the calculation costs to cover this.

Chair Stagg asked if the police training course had increased, and Chief Kane responded no, but would go into detail later during the meeting. They advised that the Criminal Record checks have decreased significantly, and Vice Chair Tompkins had suggested increasing the figure to \$10,000, but Chief Kane advised that the Triton line would need to change on the main budget, as this is used to pay staff to deal with criminal checks (increase would be approximately \$2,500). Vice Chair Tompkins added that the current budget is at \$7,000, which is more than for the 2026 budget and would like it to reflect a more realistic number. CAO Millett-Campbell asked the question that at the beginning of last year the numbers were reduced quite a bit, and if you take the average for the year there are concerns that the figure may be too high and not achievable. Chief Kane advised that the system they have here only allows a certain type of criminal check, which is a basic criminal check, and other agencies can complete independent police information checks.

Vice Chair Tompkins asked when the contract for the RCMP PROS would be up for renewal, if there is an option to change this. Chief Kane added that there isn't an option to get this changed as this is part of their contract rules. They also added that if there is an increase in revenue, then this can be used to increase the Triton line for additional hours, as they have concerns with increasing the criminal record checks now. Councillor Sadkowski added that they would be more comfortable at keeping it at the figure listed on the document as fines seem to be lower than the \$6,000 listed. Chief Kane advised that for the fines, this does depend on when the court

hears the cases. Chair Stagg and Deputy Mayor Skinner-Robertson agreed with Councillor Sadkowski of leaving the amount at \$5,000. Vice Chair Tompkins still disagrees with this as the current figures for December 2025 are \$7,300 for criminal record checks and \$4,600 for fines and there are still four months left. CAO Millett-Campbell will check with Director of Finance (DoF) Melony Robinson on what the actual figures are now.

Chief Kane advised that for Police OH&S line was created for things that the police services are obligated to do, and body armor that was purchased five years ago has expired and needs to be replaced at a cost of \$8,300 and the two Automated External Defibrillators in their vehicles and these will expire in February 2027 and replacement costs for these will be around \$1,000. CAO Millett-Campbell advised that they have received the information from DoF Robinson regarding the fines lines as of January 31, 2026, are at \$4,698 and the criminal checks are at \$8,140.

Chair Stagg asked Chief Kane if there were any other lines they would like to discuss, and Chief Kane responded for police training and courses that during a previous meeting there were changing with the Policing Standards and the increase of costs for police training. They have received an offer with the Police Academy to use the range near the Town and not send officers to Truro for training. This year they will be sending someone to complete the taser training, and one person to complete the firearm instructor training. They may have a need to train someone for the use-of-force and might be able to move this to 2027. Sending officers to Prince Edward Island (PEI) costs will increase to cover travel, accommodation, food, etc. so once they can get an in-house trainer costs will be reduced. They would like to increase the Police Training and Courses to \$10,500 to ensure there is enough funding for the year.

Deputy Mayor Skinner-Robertson asked if the amount is the same as last year, and Chief Kane responded that there is an increase due to the Police Agreement for having two officers on. They also added that the previous year there was a grant included that isn't on there now and wanted to be totally transparent to everyone. The fuel lines do not sustain the police services, and a request for decision has been sent to Council for approval for an increase in fuel lines. Deputy Mayor Skinner-Robertson asked if the forecast is higher than last year, and Chief Kane responded that for salary, police training and courses and OH&S lines are higher, and the total request is \$15,000 more than last year, and the Triton line is down dramatically by \$21,000. CAO Millett-Campbell confirmed that the only changes to the document are for police training and courses increasing by \$1,500 and OH&S increase by \$1,000. Vice Chair Tompkins asked about the fuel increase and where it came from and Chief Kane responded that they are having to drive to Digby for court, and not here. Fluctuation in fuel prices, mental health calls that officers have to drive to, and domestic incidents where there is a need to drive someone somewhere. CAO Millett-Campbell added that the new training officer will be joining, so there will be a need to fully equip them with clothing and equipment. Chief Kane wanted to remind everyone that they are still under audits, and trying to stay ahead.

MOTION #BoPC2026-02-11-02

It was regularly moved and seconded to recommend to Council the budget process for the Annapolis Royal Police Service 2026-2027 budget for Police Protective Services of \$566,420.17 and Law Enforcement of \$15,050.00. **Motion carried.**

- ii. Move BoPC March Meeting

Chair Stagg advised that Deputy Mayor Skinner-Robertson would like to change the Wednesday, March 11, 2026 date due to a conflict. It was agreed to move the BoPC meeting to Thursday, March 12, 2026 at 10:00 am. Chief Kane added that the Strategic Plan must be worked on at that meeting.

ACTION: Add Strategic Plan to March's agenda

NAME: Recording Secretary Dunning

DUE: March 1, 2026

9. Unfinished Business

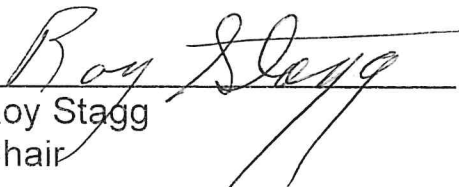
None

10. Next Meeting

March 12, 2025 at 10:00 am

11. Adjournment

The meeting adjourned at 12:38 pm



Roy Stagg
Chair



Kim Dunning
Recording Secretary

