

MINUTES
BRIDGEWATER BOARD OF POLICE COMMISSIONERS
January 5, 2017

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on Thursday, January 5th , 2017, in the Community Room of the Police Service Building, 45 Exhibition Drive, Bridgewater, Nova Scotia commencing at 5:30 p.m. with Chairperson Pat Cappello presiding. Those in attendance: Commissioners David Mitchell, Palma Champoux, Jennifer McDonald, Virginia Oickle, David Carey, Wayne Thorburne.

Also present: Deputy Chief Scott Feener, Town CAO Ken Smith and Commission Recording Secretary Patty Sleep.

Guests: Faye Patey, Strategic Planning Consultant, Sgt Danny MacPhee and Sgt Terry Brekker

ADDITIONS/DELETIONS TO AGENDA

Swearing in of Commissioner David Mitchell.

ELECTION OF CHAIR & VICE-CHAIR

Board Chair Pat Cappello turned the meeting over to CAO, Ken Smith to conduct the swearing in of Commissioner David Mitchell.

Immediately following, the Elections were held for the positions of Board Chair and Vice-Chair.

CAO, Ken Smith called for nominations three times for CHAIR. The only nomination was made by Commissioner Thorburne for Pat Cappello who accepted this position

Pat Cappello called for nominations three times for Vice Chair. Commissioner Oickle nominated Dave Carey who accepted this nomination.

TRAINING OPPORTUNITY

Training opportunity not offered.

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MINUTES

- 17-001** Moved by Commissioner McDonald and seconded by Commissioner Champoux that the minutes of the November 3rd , 2016 regular meeting be approved as circulated. MOTION CARRIED.

CCORRESPONDENCE - INFORMATION

CAPG Update

Nothing to report at this time.

NSAPG Update

The new NSAPG Executive list was provided by Pat Cappello. Pat will provide additional updates at the next meeting, which will include the late Nora Folkner's replacement.

BBUSINESS ARISING & UNFINISHED BUSINESSs

Strategic Plan - Consultation Report

doc # 17-003

Fay Patey attended the meeting to discuss the Strategic Planning Consultation Report (*doc 17-003*) which was circulated to the Board.

Moving forward with this three-year Strategic Plan may involve taking a step back as the involvement from staff and members of the general public has been minimal. The staff survey, which was circulated via email, resulted in approximately 13% of staff who participated; the public meeting held at the Fire Hall also had record low attendance.

The idea of sending a second survey was suggested, although it was agreed, it would most likely have a similar return. Police Commission members are likely to receive more feedback from staff on a one on one/ face to face basis. All members agreed, conversations between the Police Board and staff members would allow for open communication and subsequently build trusting, honest relationships.

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Other suggestions from the board included:

- Board to submit report to membership
- Sharing of monthly Minutes
- Listen to the needs & wishes of the Front line workers

Ms. Patey reviewed the recommendations with the Board, as outlined in the report (*doc. 17-003*) and each were discussed briefly. She suggests a separate document for a Strategic Plan, complete no later than September 2017. Her services are available, if needed to assist further. A thumb drive will be provided to BPS with all information gathered to date.

NEW BUSINESS

OJT Summer Cadets

The Deputy informed Board members, in the month of February BPS Management attend Atlantic Police Academy to interview potential On the Job Training Cadets.

Any members of the Board wishing to participate in this trip are welcome to do so. It includes a tour of the facility as well as the opportunity to meet the cadets during interviews.

Commissioners Jennifer McDonald and Dave Carey expressed interest. The Deputy will inform interested Commissioners of dates, once confirmed.

BPS Monthly Report – November

doc # 17-001

BPS November monthly report was circulated to Board members.

Dept of Justice Audit

doc # 17-002

BPS has been informed by the Department of Justice, they have implemented an annual audit process for all Municipal police agencies. Commencing in 2017 all agencies will be audited on a specific area each year.

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BPS is slotted for May with the focus on major crime investigation files. The audit team is comprised of a member from Cape Breton Regional, New Glasgow Police Service and an RCMP member.

Q. What kind of staff time does this require?

A. The Deputy advised, this type of audit takes approximately 2 days with preliminary work being completed prior to, including files pulled, reports, etc.

BPS Monthly Report - December

doc # 17-004

The December monthly report was circulated to members. No discussion or questions on this document.

NEXT MEETING

The next meeting is scheduled for Thursday, February 2nd, 2017 at 5:30 p.m. in the Community Room of the Police Service Building.

ADJOURNMENT

17-002 Moved by Commissioner Thorburne that the January 7th, 2016 regular meeting of the Bridgewater Board of Police Commissioners be hereby adjourned. MOTION CARRIED. (Time: 621 p.m.)

Returned to Regular meeting 721pm

17-003 Moved by Commissioner Oickle and seconded by Commissioner Mitchell, the Bridgewater Board of Police Commissioners write a letter to Bridgewater Town Council seeking permission for Bridgewater Police Service to explore current and future By Law Enforcement. MOTION CARRIED.

Meeting adjourned at 7:22 pm.

Patty Sleep
 Commission Recording Secretary

Pat Cappello
 Chairperson