

AGENDA

Bridgewater Board of Police Commissioners

March 6th , 2025 @ 5:30 PM

Community Room – Bridgewater Police Service

Order

Additions/Deletions to Agenda

Declaration of Conflict of Interest

Training Opportunity

Dept of Justice – Charcy Marchand

Minutes

February 2025

Correspondence & Information

Unfinished/Old Business

AOP Funding Update

25-006A 2025-26 Operational Budget

New Business

ICE Funding & Training

Operational Review from Council

25-007 February Monthly Report

Sundry

Next Meeting

April 3, 2025

Adjournment

There will be an In-Camera meeting held immediately following this meeting to deal with matters under the Municipal Government Act, Section 22(c) Personnel.

MINUTES
BRIDGEWATER BOARD OF POLICE COMMISSIONERS
February 6, 2025

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on February 6th , 2025 the Bridgewater Police Service, 45 Exhibition Drive, Bridgewater, NS commencing at 5:30 pm with Board Chair Darren Lipsett presiding.

In attendance: Commissioners Palma Champoux, Diane Spencer, Cheryl Fougere and David Mitchell.

Also present: Chief Scott Feener, Deputy Chief Danny MacPhee, CAO Tammy Crowder and Recording Secretary Patty Sleep.

Regrets; Commissioners Mike Conklin and Fay Patey, as well as Deputy CAO Mark Flint.

Guests: Chris McNeil and Maria Jovellanos from DOJ as well as one member of the public.

ORDER

Call to order: 5:30PM.

ADDITIONS/DELETIONS

DECLARATION OF CONFLICT OF INTEREST

AGENDA

25-005 Moved by Commissioner Mitchell and second by Commissioner Champoux to approve the February Agenda. Motion Carried.

TRAINING

Presentation - DOJ Public Safety Audit Function Report

DOJ representatives Chris McNeil and Maria Javellanos attended the meeting to present a power point entitled Public Safety Audit Function Report - Accountability Tools for Governance Bodies.

The purpose of this visit was to discuss the upcoming audit process, authorities and mandate with the Chief, Deputy as well as the Bridgewater Board of Police Commissioners.

To prepare for the audit, DOJ will gather information about the BPS to become familiar with the agency and identify risks and gaps. This information, as well as high risk areas, assists DOJ in selecting audit topics. This assessment period, typically takes one year.

Once the audit date has been determined, BPS and the Police Commission will be notified in written format.

Upon completion, DOJ will discuss the initial draft with BPS on how to address the findings and recommendations in terms of operational needs, etc.

A second draft is then prepared, which includes the agency's input. A follow up by auditors then determines if satisfactory progress is being made.

Approximately one year later, prior to Final Report and conclusion, DOJ follow up to ensure implementation and compliance with recommendations.

MINUTES

- 25-006** Moved by Commissioner Champoux and seconded by Commissioner Mitchell to approve the Minutes of the January 2nd, 2025 regular meeting.
MOTION CARRIED.

CORRESPONDENCE & INFORMATION

OLD/ BUSINESS

Motorola Presentation- update

Motorola attended BPS in mid January to present on the new body worn cameras, as well as the new police related technology currently available.

Both BPS members and Police Commissioners attended and noted how and beneficial this new technology appears and how well it could be integrated with existing equipment.

Findings of this pilot project to be further discussed.

Policing Standards-update

During DOJ visit, BPS existing policing standards were reviewed and discussed and BPS is on the right track.

WCB Update

CAO, Tammy Crowder provided an update on the current situation with WCB annual premiums.

Unfortunately, policing premiums are lumped in with Town's, which has a significant impact. These numbers also do not provide a true indication of the total surcharge. Such things as speedy return to work programs and OHS training can result in surcharge refunds.

Tammy will continue to investigate and discuss with WCB and provide updates when available.

WCB numbers are provided every three years.

NEW BUSINESS

Memo -Part Time Communication Technicians

doc # 25-003

Questions were raised in terms of retention and turnover in the part time communication technician positions.

In the last two years, three part time communication technicians have come and gone, all with valid reason, as noted in the Memo.

Recent changes have been made to the number of guaranteed hours in an attempt to retain the dispatchers.

Full time is not an option at this point, as these positions are used to back fill for our six full time dispatchers, therefore a permanent, full time position does not meet our scheduling needs.

Memo- 3rd Party C/R check

doc#25-004

Chief Feener provided clarification to the Board in terms of revenue versus costs.

Currently, BPS is under contract with four MOU's where revenue is generated. With the exception of CRTN the number of checks processed fluctuates on a daily basis.

CRTN guarantees a certain amount of checks and revenue per month, which covers part of the two full time Kentville dispatchers.

BPS Operational Budget is not artificially lowered by this revenue. If BPS were to lose this revenue, the budget would be reconfigured.

January monthly report

doc # 25-005

January month end circulated to Board members, with a brief discussion on the Provincial Act Fines.

The Chief explained the moratorium placed on fines during covid. The only course of action for payment is thru the Motor Vehicle Branch as individuals register vehicles and/or renew drivers license.

Board members are interested in figures stating what percentage of fines are typically never recovered. Chief has quarterly meeting with DOJ where he will discuss and report back.

2025-26 Operational Budget-draft

doc # 25-006

A Snap shot and rough draft of BPS Operational Budget provided. The timeline for completion is March 2025.

A few additions highlighted:

- \$7K – HR Support and Professional Services
- \$25K – IT through MJSB
- \$10K - Office 365
- \$6K – E Ticketing
- \$15k – Body Worn Cameras

Notes: Police Commission heading should be re-named as is inaccurate.

Performance Reviews – Chief & Members

Board Chair, Darren Lipsett received an e mail from Mark Flint, Deputy CAO where he explained a more formalized review process for the Chief is needed. A yearly evaluation on the Chief of Police is to be completed.

This evaluation is a work in progress, at this point, and updates will be provided.

NEXT MEETING

The next meeting is scheduled for Thursday, March 6th , 2025.

ADJOURNMENT

25-007 Moved by Commissioner Mitchell to adjourn the regular meeting.
Motion Carried

Patty Sleep
Recording Secretary

Darren Lipsett
Board Chair

Police Services
Schedule of Revenue and Expenditures

	2024-25		2025-26				Budget Variance POS/(NEG)	Budget % Change POS/(NEG)
	Annual Budget	Projected	Adjusted Baseline	Additions	Deletions	Proposed Budget		
REVENUE:								
Police Grants	\$ 465,878	\$ 465,878	\$ 487,080	\$ -	\$ -	\$ 487,080	\$ 21,202	4.6%
Police Fees for Services	600,000	400,000	500,000	-	-	500,000	(100,000)	-16.7%
Own Sources	9,000	12,500	10,000	-	-	10,000	1,000	11.1%
Fines	154,500	111,500	138,000	-	-	138,000	(16,500)	-10.7%
Other Police Revenues	115,000	119,990	165,000	-	-	165,000	50,000	43.5%
	<u>1,344,378</u>	<u>1,109,868</u>	<u>1,300,080</u>	<u>-</u>	<u>-</u>	<u>1,300,080</u>	<u>(44,298)</u>	<u>43.5%</u>
EXPENDITURES:								
Police Commission	20,000	22,000	20,000	-	-	20,000	-	0.0%
Administration	583,016	592,086	614,112	42,000	-	656,112	(73,096)	-12.5%
Crime Investigation	3,980,206	4,096,506	4,242,613	-	12,000	4,230,613	(250,407)	-6.3%
Training	36,700	32,700	31,700	-	-	31,700	5,000	13.6%
Building Maintenance	361,259	368,223	366,518	-	-	366,518	(5,259)	-1.5%
Police Automotive Services	158,215	153,710	146,200	10,500	17,000	139,700	18,515	11.7%
Detention & Custody	30,000	30,000	20,000	-	-	20,000	10,000	33.3%
Other								
Private Duty	6,000	6,000	6,000	-	-	6,000	-	0.0%
Clothing & Kit	30,000	30,000	30,000	-	-	30,000	-	0.0%
Senior Safety Contribution	8,372	8,372	8,372	-	-	8,372	-	0.0%
Telephone Services	12,000	12,000	12,000	-	-	12,000	-	0.0%
Cellular Telephone Services	9,000	9,000	9,000	-	-	9,000	-	0.0%
Internet/Network Access	8,000	8,000	8,000	-	-	8,000	-	0.0%
Computer Hardware/IT Peripherals	29,000	29,000	29,000	16,000	-	45,000	(16,000)	-55.2%
Small Equipment	20,000	20,000	20,000	25,000	-	45,000	(25,000)	-125.0%
Operating Reserves	200,000	200,000	200,000	-	-	200,000	-	0.0%
Crossing Guards	7,411	7,411	7,596	-	-	7,596	(185)	-2.5%
Law Enforcement	173,939	179,439	177,540	-	-	177,540	(3,601)	-2.1%
	<u>5,673,118</u>	<u>5,804,447</u>	<u>5,948,651</u>	<u>93,500</u>	<u>29,000</u>	<u>6,013,151</u>	<u>(340,033)</u>	<u>-6.0%</u>
EXCESS OF EXPENDITURES OVER REVENUE	<u>\$ 4,328,740</u>	<u>\$ 4,694,579</u>	<u>\$ 4,648,571</u>	<u>\$ 93,500</u>	<u>\$ 29,000</u>	<u>\$ 4,713,071</u>	<u>\$ (384,331)</u>	<u>-8.9%</u>



DOC 25 - 007

Monthly Report - February 2025

PERSONNEL & ADMINISTRATION

Chief and Deputy Chief met with the Department of Justice Audit team and reviewed BPS current SOPS.

A debrief was held with the Chief, Deputy and Sheriff to discuss threats on Courthouse and Crown's office.

A semi-annual meeting was held at the Justice Centre with staff from Courthouse, Legal Aid, Probation, Sheriff's Department and Crown's office, along with the Chief and Deputy.

Chief Feener participated in a Schools Plus meeting

A meeting was held with the Nova Scotia Chiefs of Police this month.

Chief and Deputy met with the Department of Justice and Health Services regarding an incident.

In early February, a meeting was held with the Chief, Deputy, CAO and Deputy CAO to discuss WCB rates.

Deputy Chief MacPhee attended a High Risk Domestic Violence Safety planning meeting with partners. This meeting was to discuss victims who move to our community.

DRE, Cst Derek Childs had a busy month teaching in Fredericton, Port Hawkesbury, Bridgewater, Yarmouth as well as HRP Cadets.

P/T Communication Technician Rebecca Messom completed the CPKN CPIC Q&N on line course. This is a prerequisite course for the CPIC maintenance training, scheduled for March.



Monthly Report – February 2025

FINANCIAL - January ending:

	<u>January 2025</u>	<u>YTD</u>	<u>2024/25 Budget</u>
Parking Fines	\$ 3,110.00	\$13,745.00	\$ 7,000.00
Parking Meter Revenue	\$ 1,464.26	\$21,463.03	\$ 22,500.00
Provincial Act Fines	\$ 4,425.89	\$35,638.90	\$125,000.00

Senior Safety Coordinator

Attached, please find the monthly report for January submitted by Ms. Lisa Bennett.

SSRO

Attached, please find the February monthly report for SSRO, submitted by Cst Will Creamer.

CID

Attached, please find the February monthly report for the CID, submitted by Det/Cst Jodi Arns.

K-9

Attached, please find the February monthly report for K-9 Unit, submitted by Cst Morgan Gibson.

Respectfully submitted,



Chief Scott Feener



K-9 Month End - February 2025

- Assisted with arrest of suspect relating to threats at the Bridgewater Court House
- Assisted with attempted murder file.
- Two training days focusing on building searches and suspect apprehension.
- Assisting with calls for service.
- Ongoing daily training.

Submitted by Cst Morgan Gibson



SSRO- February Report

School Matters:

- BJHS – patrol school zone during opening
- PVEC – patrol school zone during opening
- SSRCE – follow up meeting with R.E.D.
- SSRCE – Follow up on new reporting system to be implemented
- Monthly meeting with extra services
 - o Follow up meeting with PVEC/IWK to identified what services they provide
 - 1 referral made to Early Psychosis Intervention
- Foot patrols at identified locations at PVEC.
- BJHS – tile check of washrooms using ladder. Nothing noted
- PVEC – 2 assaults prevented. Issues happened over the weekend at a sporting event. All individuals involved spoken with separately than spoken to as a group in the conference room. (No further issues from those students this month)
- Follow up with student services. 5 students identified they were going to be fathers before the end of the school year and at a loss of what to do assisted in navigating for someone to talk to.

Police Occurrences:

- Disrupting the peace PVEC – Male trying to sign out female student who he is not the guardian of. PPA served and not allowed back to the school property.

Submitted by Cst Will Creamer



CID February Month End

- Continued investigation and obtained additional judicial authorization for ongoing Fraud files.
- Conducted additional witness statements in relation to historical sexual assault file.
- Assisted with threats file where male from Nineveh threatened to blow up the court house.
- Stabbing investigation. Female charged with attempted murder and aggravated assault and a male charged with assault in relation to domestic violence incident.

Submitted by Sgt M. Bennett



Lunenburg County Seniors' Safety Program

Monthly Report – January 2025

Prepared: February 03, 2025

The LCSSP is a free confidential community-based non-profit service that works collaboratively with BPS, RCMP, and many community partners to help address the safety concerns of older adults (55 years of age+), residing in Lunenburg County. Service is provided through awareness campaigns, advocacy, community outreach projects, educational programs, community presentations and one to one service.

As we start 2025, we are pleased to welcome new faces to the LCSSPS Board and we warmly welcome back familiar Board Members. Looking forward to doing great things for our seniors in the communities.

LCSSP January highlights:

- The popular **“Warmline”** program has come to end. Seniors Connections will be taking on existing clients through **“Connecting with A Friendly Voice”** and are now accepting calls. This is a free service for those 55+, available 7 days a week from 9 am – 11 pm AST. **1-855-892-9992** Please share this number.
- There’s been ongoing collaboration with the Coordinator of **“Connecting with a Friendly Voice”**; discussions on joint training opportunities, resource sharing, meeting volunteers (they are in Ontario) to give better context to the local challenges of our older adults. This is a welcomed service that doubles as another way to check in on our older adults and any new concerns they may have. They have also invited LCSS to participate in online training opportunities.
- LCSSP engaging presentation on **Jan. 7** at Soul’s Harbour.
- **Jan. 8** Online training - **Elder Abuse: Sound the Alarm: The Silent Epidemic of Elder Abuse**
PRESENTERS: **Drs Cheryl Murphy and Mark Bosma.**
- **Jan. 22** zoom training/refreshers with Senior Safety Coordinators – **Compassion Fatigue: Sarah Scott**
- **Would like to share the NSH 2025-2029 Community Health Plan • Western Zone link**
<https://static1.squarespace.com/static/58d93c67b8a79bb89e7df56c/t/67856e0378c29b579455d221/1736797703186/FINAL+WZ+2025-2029+CHP+EN.pdf>
- Currently working on the **Annual Report for the Department of Seniors and LTC.**, due February 15th.
- **Currently working on presentation asks for NSCC, BMO and 2 Senior Safety Academies.**

Special request for used iPhones – Used iPhones are repaired and other working cell phones (android or flip phones) are distributed to seniors, and others in need, to keep them connected to essential service providers, healthcare and emergency services. For isolated older adults this can be extremely important. If you have a cell phone not being used, please consider donating to either the Lunenburg County United Way or LCSSP for redistribution.





Lunenburg County Seniors' Safety Program Monthly Report – January 2025

Prepared: February 03, 2025

- Collaborative client specific meetings with Western Housing Authority, SSRH/NSHA, CCC, Adult Protection. Mental Health/Addictions, Palliative Care and SSODA.
- Collaborations for clients also include St. Vincent de Paul, PHA, SSRH, MLA offices, Service Canada and many more.
- Collaborative visits with RCMP, Continuing Care and PHA

Referrals:

New Referrals: **11** + Re Referrals: **6** Home/site Visits: **18** Active clients: **61** Closed files: **10**

New Referrals Service Area in Municipal Units (#'s have been rounded either up/down)	%
MODC	12 %
MODL	47 %
Mahone Bay	12 %
Lunenburg	6%
Bridgewater	23 %

Referral Source:

Community Partner **53%** Self/Family **29%** RCMP **12%** BSP **6%**

Areas of concern: Safe/affordable/accessible Housing, Seniors' Mental Health/Addictions, Adult Protection, Hoarding, Scams/Fraud, Cost of living, Community resources/connections, Health Care (no primary care physician). LCSSP is seeing an increase of complex issues and concerns at the time of referrals/intakes. This translates into clients being active clients longer and collaboration with multiple disciplinarys.

LCSSP Client Emergency Contingency Fund (CECF):

The CECF continues to serve the community in partnership with other organizations to help mitigate risk for seniors experiencing financial hardship. **The end of January, 2025 float count balance: \$555.04: unchanged.**

*'Thank you to all Lunenburg County Seniors' Safety Program supporters.
We couldn't do what we do without you.'*

