

MINUTES
BRIDGEWATER BOARD OF POLICE COMMISSIONERS
February 5, 2026

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on February 6, 2026 at the Bridgewater Police Service, 45 Exhibition Drive, Bridgewater, NS commencing at 5:30 pm with Board Chair Cheryl Fougere presiding.

In attendance: Commissioners Mike Conklin Commissioner David Mitchell, Commissioner Darren Lipsett, Commissioner Diane Spencer, Commissioner Palma Champoux

Also present: Chief Scott Feener, Deputy Chief Danny MacPhee, Acting CAO Mark Flint, and Recording Secretary Jillian Croft.

Regrets: Commissioner Alaa Ali

ORDER

Meeting called to order by Board Chair Cheryl Fougere called the meeting to order at 5:30PM.

LAND ACKNOWLEDGEMENT

Board Chair Fougere acknowledges, the Town of Bridgewater is in Mi'kma'ki, the ancestral territory of the Mi'kmaq people.

ADDITIONS/DELETIONS

None

DECLARATION OF CONFLICT OF INTEREST

None

AGENDA

26-007

Moved by Commissioner Conklin and second by Commissioner Spencer to approve the February Agenda. Motion Carried.

MINUTES

26-008

Moved by Commissioner Conklin and seconded by Commissioner Spencer to approve the Minutes of the January 8th, 2026 regular meeting. Motion carried

CORRESPONDENCE & INFORMATION

BPS Monthly Report

Chief Feener spoke about the BPS monthly report. The report reflects training that has taken place and spoke of upcoming Capital Projects including the marked vehicle from last years budget will be up and operation shortly.

Chief Feener spoke about Interviews that were conducted this week. More on this topic in camera.

The finalization of converting to Office 365 should be completed by the end of February

Chief Feener reports there were a couple occurrences that are not normal everyday occurrences. Deputy Chief MacPhee noted that CID is working on a major file for the Armed Robbery that occurred at the Esso, and also a smash and grab at the same location.

Board Chair Fougere asked if there are any trends in the monthly report that should be flagged, or are the calls for service pretty consistent? Chief Feener say they are pretty consistent. Noted that smash and grabs and armed robberies aren't a normal occurrence, but other calls for service, for example shoplifting, those are staying pretty consistent. The total call volume is consistent for this time of the year.

Chief Feener also spoke of an attempted theft of a vehicle, where K9 was successful in tracking down two suspects who were arrested.

Also attached to the monthly report was the month end report from the School Safety Resource Officer and Senior Safety Program.

Commissioner Conklin asked about the smoking bylaw charge.

Commissioner Conklin also was looking for clarification on the use of electronic handheld device. Asking if these charges are hard to get a conviction on? Chief Feener says it's changing under the new traffic safety act and going forward; this could fall under distracted driver.

Commissioner Spencer noted that in December there were a lot of checks for vulnerable persons. This falls under wellness checks.

Discussion was had about the Traffic Safety Act – Board Chair Fougere speaking of the AMANS document. Chief Feener spoke of speed trailers and traffic light cameras.

Discussion was had about the construction at the intersection of LaHave / Aberdeen. The new lane has been a huge improvement.

SOP's were also included in the BPS Report. Deputy MacPhee has been updating SOP's in relation to the DOJ Audit. The SOP's also reflect the new procedures for hate crime and Deputy MacPhee is also working on a few more SOP's that will be in next months report.

Chief Feener and Deputy Chief MacPhee had a meeting with the MP Fancy and she wanted to go out on a ride along. The meeting with MP Fancy was a few hours discussing policing and what is affecting our community. Chief Feener and Deputy Chief MacPhee pointed out to her what's being downloaded to the police with no funding – example would be Fingerprints/Livescan for things that are non-criminal in nature and not police's responsibility. Other topics of discussion with MP Fancy were bail reform, illegal drug intoxications, changes to the control substance act.

MP Fancy's ride along was on a Saturday night. She was showed the livescan. Pointed out that Immigration fingerprints was never a police responsibility but has been downloaded to us. She will bring that forward to the immigration minister. The Board did have questions regarding immigration fingerprints. Dept Chief MacPhee spoke about BPS doing it for immigration. Talking about the volume increase. On average, the staff are doing 8-10 immigration fingerprints a week. Each fingerprint appointment is approximately 10-15 minutes, and sometimes can take up to 1 hour. BPS's Livescan system is failing. Each immigration fingerprint appointment takes a dispatcher away for a significant time period, and away from their police dispatch responsibilities.

The Board wishes to see what the increase has been over the past few years. The livescan does capture this.

25-009 Motion from Commissioner Mitchell – Motion to direct the Board Chair to write a letter to the Federal Government to compensate for the new Livescan, and also to assistance for salary compensation. Commissioner Palma seconded it. All in favour. Motion passed.

Senior Safety update – The Commission wrote a letter of support for more funding for this program. Currently, they are lobbying for funding for a second full time senior safety staff member. Board Chair Fougere has a conversation with Minister Adams. They are putting all the data together to make a pitch for funding. Lisa Bennett has committed to attend the meeting.

SSRO Update – Commissioner Spencer says the kids love him. He's actively meeting parents and seems very engaged. He's been a great fit for the school.

UNFINISHED OLD/BUSINESS

Board Chair Fougere thanked everyone again for attending the two - Tuesday night sessions. The results from the sessions showed they were of great value. The concession is that everyone walked away feeling a sense of accomplishment.

Commissioner Palma feels the format was excellent. Commissioner Lipsett says the results reflects the feedback from the community.

Chief Feener did speak with Patrick Hirtle, and it seems he still has the boards information/format from the last Strategic Plan, and he is able to help out with the new plan. It's something he could easily assist with.

Chief Feener and Deputy Chief MacPhee will have a meeting with Patrick to see what his availability is, and in what timeline he could produce the first draft.

NEW BUSINESS

Capital budget – key topics of discussion were patrol vehicle, Livescan and a new call logger. Under preapprovals. The vehicle takes a year to get. Livescan is failing and needs replacement. Logger is unsupported due to new changes in windows. Logger should be in place before the old one crashes. All this information was provided to the town for the budget. Patrol vehicles are hard to get quickly. It's similar to the K9 vehicle. Also, replacement of two services and CCTV was added to capital budget. More discussion in camera.

Request was made for a copy of the capital budget for board – finance can print a copy for just the police.

Operating Budget – \$10,000 for operation review is in this year's budget. Left it in for next year as this was talked about for the strategic plan. \$13,000 legal increase. Increased salary position for \$85,000 Communication / IT person, \$15,000 for body worn cameras. \$20,000 PROS increase, and Crown's cost have gone up. Also, \$20,000 increase for training – member being sent to the IDENT course, which is 8 weeks in Ottawa.

Commissioner Palma – wanted to know, under Police Commission, there is an increase of \$13,000? Chief Feener explained this was legal cost for contracts. The question was raised by the board why Legal Services, Professional Services/Fees and Board Expenses are all titled under the Police Commission when they are not all Police Commission expenses. Chief Feener is not sure why finance has all this under police commission title. The commission expenses for the year should only have been meals for meetings, training and conferences. Consensus of those in attendance is that Legal Services and Professional Services shouldn't fall under the Police Commission Title as it's misleading. Commissioner Mitchell will speak with the town about getting these amended to not show under Police Commission title, and any line items under Police Commission should only be related to the governance board.

Board Chair Fougere had questions regarding By-law Enforcement and Crossing Guard Labour/Equipment as well as the RMS system, funding for DNA databank and catch all for other. Commissioner Conklin asked about PROS and Crown cost increase. Chief Feener says crown budget was \$10,000 and we are at \$10,500 and we are only ½ way through as they bill quarterly. PROS budget was \$20,000 and it went to \$37,500. PROS is managed by the RCMP and it is per user as apposed to HRP using Versadex, which is billed as a max user per day. With PROS we are paying for individual usage for all staff, even if they aren't working. Would be good to find another RMS System.

Commissioner Conklin wanted to know about the \$85,000 for IT / Communication specialist. Chief Feener wants to create a new position. This would help our current IT staff member streamline his position. They could do the downloading, could help dispatch with e-disclosure and criminal record checks. It is an increase to the civilian compliment we currently have. The IT/Communication Specialist would help with a major aspect of the strategic plan that's been identified by Commission.

Commissioner Palma had a question that related to revenue. The police revenue reduced by \$30,000. He was wondering why. Chief Feener says the \$30,000 last year was used for training purposes, from the province for ICE Training (Internet Child Exploitation) as well as grants. We brought it back down this year as that training has been completed.

Chief Feener spoke of the process for Fine Collection and informed the board that we (BPS) are charged by the Crown for each SOT's. The process was explained that when Police write a ticket, we get a bill from the Prosecutor's. They take a financial portion of our fines that are issued to cover their expense for prosecuting. The town is not getting 100% of the cost of a ticket. Approximately 70% of the ticket cost comes back to the town

For future meetings, the board would like a full breakdown.

Chief Feener says there are approximately \$500,000 in outstanding fines.

Acting CAO Flint circled back to the conversation regarding the Civilian Communications/IT Specialist. He wanted to confirm that we will no longer need the services of the Town of Bridgewater's Communication Specialist Bronwyn MacFair, if this position is created. Chief Feener confirmed we would not require her services, if we have our own in place.

Commissioner Conklin asked if Chief Feener has a candidate that would fit the job description. Chief Feener said yes. Deputy Chief MacPhee added that many people have media training and will have skill sets that are easily adaptable to our needs. Lynn Wagner at Municipal Joint Services Board has job descriptions that could be tailored, and Chief Feener and Deputy Chief MacPhee have spoken to her about a possible salary range. This job posting would be a unique position, and as of yet, no job description has been created. We wanted to see if it was approved first prior to involving others with job descriptions/salary.

Chief Feener did note that every staff member at BPS is cross trained in multiple areas and we work as a team filling info for vacancies when required. Just today Chief Feener noted that he responded to a weapons call with a Constable that the call was taken/dispatched by the Office Administrator who was covering for a dispatcher.

Commissioner Conklin was wondering about Criminal Records Check, and where is the revenue reflected? And is the cost comparable to other agencies that provides this service? Deputy Chief MacPhee suggest that fees for services should be relooked at.

Currently FOIP \$5, insurance requests are \$25. Deputy MacPhee spoke of what's provided to insurance companies for accident reports

26-010

Motion to write a report on what other agencies are charging for reports, i.e., criminal records checks, insurance request. Motion moved by Commissioner Mitchell and seconded by Commissioner Conklin.

Commissioner Conklin asked about the new AMANS – is that going to give the any municipality their own authority? When can we see the new act to start. Chief Feener says 2026 sometime is all we are being told. This would be another revenue stream, but there will be a cost to it. Chief Feener doesn't think that we will implement speed radar. Discussion changed to red-light cameras. Commissioner Mitchell asked if in the spring sitting if it's possible to get a red-light camera? Chief Feener would like to have this conversation in camera. Chief Feener feels it will be stressful to get the equipment once the technology is allowed, as every agency will be after the product.

Bridgewater Board of Police Commissioners
Regular Meeting
February 5, 2026

Commissioner Conklin would like to have the technology at the intersection of LaHave/Aberdeen at the new bridge. He was looking to know how many cameras would be required there. Chief Feener thinks at least four. At this time, we are unsure what the cost would be for the cameras.

Commissioner Lipsett had a budget question. He's wondering if the increase is feasible? Is this going to get kicked back from the town? What's the pulse of the town? Chief Feener stated he has had no direction from finance. Commission Mitchell was unable to tell us. Commissioner Mitchell says the town's goal is to have no tax rate increase this year.

Commissioner Palma asked, is it fair to say when looking at the big increase, it's due to wages, which are contractual? Chief Feener responded yes, we have no control over this, again reflecting the contract.

Chief Feener says there is a way to get dollar for dollar from the province. AOP – Additional Officer Program.

Acting CAO Flint asked about the \$153,000 increase in expenses. Wondering if it due to the total headcount of officers increasing? Chief Feener said no. That the increase is due to contract salaries.

Chief Feener finished by saying the final budget will be available for the March meeting.

NEXT MEETING

The next meeting is scheduled for March 5th, 2026.

ADJOURNMENT

26-011

Moved by Commissioner Fougere to adjourn the meeting. Motion Carried

Jillian Croft
Recording Secretary

Cheryl Fougere
Board Chair