

**MINUTES**  
**BRIDGEWATER BOARD OF POLICE COMMISSIONERS**  
**March 6<sup>th</sup> , 2025**

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on March 6<sup>th</sup> , 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, Mike Conklin, Fay Patey and David Mitchell.

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

Regrets: Commissioner Cheryl Fougere

Guests: DOJ - Charcy Marchand, executive director and Tim Mills, two members of the public.

**ORDER**

Call to order: 5:30PM.

**ADDITIONS/DELETIONS**

**DECLARATION OF CONFLICT OF INTEREST**

**AGENDA**

**25-008** Moved by Commissioner Mitchell and second by Commissioner Champoux to approve the March Agenda. Motion Carried.

## **TRAINING**

### **Dept of Justice - Charcy Marchand & Tim Mills, Public Safety Division**

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Department of Justice representatives attended the commission meeting as the training opportunity.

The goals and objectives of this visit:

- Provide and overview of the Public Safety & Security Division within DOJ
- Discuss the principals of policing
- Outline the role of Police Board Governance
- Discuss authorities & functions of a police board as per the Police Act
- Discuss the roles and responsibilities of board members

The Minister of Justice is responsible to ensure an adequate and effective level of policing throughout the Province.

Municipal Board Functions:

- Setting Priorities & Objectives
- Policy & Planning
- Community Relations

It is not the Board's function to get involved with the operations of the police service.

Board members are required to take an Oath of Office and understand the Code of Conduct under Police Act Regulations, Section 79.

The Board Chair is responsible for meeting logistics, new member orientation, police chief appraisal and acts as the board's spokesperson.

DOJ will provide the slide deck, which will be circulated to commission members for reference.

It was determined upon the conclusion of the presentation, the Bridgewater Board of Police Commissioners is functioning properly.

## **MINUTES**

- 25-009** Moved by Commissioner Patey and seconded by Commissioner Spencer to approve the Minutes of the February 6<sup>th</sup> , 2025 regular meeting.  
MOTION CARRIED.

## **CORRESPONDENCE & INFORMATION**

### **OLD/ BUSINESS**

#### **AOP Funding Update**

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To date, the chief has not received updates on the status of the AOP funding.

It is hoped, once the Province finalizes their budget, BPS will be updated.

#### **2025-26 Operating Budget**

*doc# 25-006A*

The final draft of the 2025-26 Operational Budget has been circulated.

A few additional changes include funding for the new ICE Unit, both training and equipment as well as HR and IT support.

### **NEW BUSINESS**

#### **ICE Funding & Training**

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Two members will participate in three weeks of training HQ in Halifax, hosted by the Canadian Police College starting in late April. Computers and equipment will be provided and funded by the Department of Justice.

#### **Operational Review from Council**

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Commissioner Cheryl Fougere added this topic to the agenda for discussion.

All departments in the Town of Bridgewater will be undergoing an operational review to identify efficiencies and deficiencies. It was suggested, the Police Commission discuss and explore this review for the Bridgewater Police Service.

Until further information is received on terms, cost, etc., it is difficult to make a firm decision, however, all agreed it is worth exploring.

- 25-010** Moved by Commissioner Patey seconded by Commissioner Conklin for the PC to explore (in conjunction with Town Council) an operational review and set aside funding in the 2025-26 Operational Budget. Motion Carried.

**February monthly report**

**doc # 25-007**

The Provincial Act Fines and the amount outstanding was discussed.

Board members are interested in information on percentages of fines typically received. What percentage of funds are typically collected?

Outstanding fines under the Motor Vehicle Act are more likely to be paid as the mv branch can flag individuals and collect prior to having a license or vehicle permit issued. Liquor Control and dog fines are less likely to be paid as there is no course of action.

Chief will inquire about percentages and data and report at the April meeting.

The Senior Safety program report, included in the month end was discussed. -

Questions raised in terms of housing and medical care were noted as two items which appear monthly, with little update as to progress.

Chief Feener advised of statistics and additional data, provided by the Senior Safety Coordinator; which will be circulated to the Board via email.

Further to this, Commission members are interested in additional information and data which the Department of Seniors hold.

**25-011** Moved by Commissioner Spencer and seconded by Commissioner Patey, requesting the Board Chair write a letter to the Department of Seniors seeking clarification on the data and what actions are being taken within the Senior Safety Program and send a request to Town Council to do the same. MOTION CARRIED.

Attending guest and resident of Bridgewater, Bill Roger, took a moment at the conclusion of the meeting to raise the topic of equity, diversion and inclusion.

He wanted to make the Board aware of free training on this topic, taking place in Halifax on April 10<sup>th</sup> for consideration.

Dave Walker, NSAPG member, spoke for a moment, to advise of the NSAPG AGM taking place May 22 and 23 in Truro. Board Chair, Darren Lipsett will ensure the Bridgewater Board is represented.

Bridgewater Board of Police Commissioners  
Regular Meeting  
March 6<sup>th</sup> , 2025

**25-012** Moved by Commissioner Spencer / Seconded by Commissioner Conklin to add \$10,000 to the Operational Budget for potential operational review, to be allocated as appropriate. Motion Carried

**25-013** Moved by Commissioner Patey / Seconded by Commissioner Champoux, recommend to Town Council for the Town of Bridgewater, the proposed operating budget of \$4,723,071 for the 2025/26 Fiscal Year. Motion Carried.

**NEXT MEETING**

The next meeting is scheduled for Thursday, May 1<sup>st</sup> , 2025.

**ADJOURNMENT**

**25-014** Moved to adjourn the meeting by Commissioner Mitchell. Motion Carried

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Patty Sleep  
Recording Secretary

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Darren Lipsett  
Board Chair