



**BOARD OF POLICE COMMISSIONERS  
MINUTES  
January 16, 2017**

**PRESENT:** Commissioner Steve Craig, Chair  
Commissioner Tony Mancini  
Commissioner Waye Mason  
Commissioner Ed MacMaster  
Commissioner Jeff Mitchell

**REGRETS:** Commissioner Steve Graham, Vice-Chair  
Commissioner Sylvia Parris

**STAFF:** Mr. Jacques Dubé, Chief Administrative Officer  
Chief Jean-Michel Blais, Halifax Regional Police  
Inspector Jason Popik, Halifax District Detachment, RCMP  
Ms. Amanda Whitewood, Chief Financial Officer and Director, Information  
Communication Technology  
Superintendent Colleen Kelly, Halifax Regional Police  
Inspector Jim Butler, Halifax Regional Police  
Ms. Kathleen Patterson, Policy and Business Initiatives Coordinator, Halifax  
Regional Police  
Mr. Craig Horton, Financial Coordinator, Halifax Regional Police  
Ms. Katherine Salsman, Solicitor, Legal Services  
Ms. Jennifer Weagle, Legislative Assistant

*The following does not represent a verbatim record of the proceedings of this meeting.*

*The agenda, supporting documents, and information items circulated to the Board are available online:  
<http://www.halifax.ca/boardscom/bpc/170116bopc-agenda.php>*

*The meeting was called to order at 12:33 p.m. and adjourned at 2:59 p.m.*

**1. CALL TO ORDER**

Commissioner Steve Craig, Chair, called the meeting to order in Halifax Hall, 2<sup>nd</sup> Floor 1841 Argyle Street, Halifax.

The Chair noted that Commissioner Graham is unable to attend the meeting today, but is listening to the meeting via telephone. He clarified that in order to participate in the meeting, you must be present, so Commissioner Graham is not permitted to speak, only to listen.

**2. APPROVAL OF MINUTES – December 19, 2016**

MOVED by Commissioner Mitchell, seconded by Commissioner Mancini

**THAT the minutes of December 19, 2016 be approved as circulated.**

**MOTION PUT AND PASSED.**

**3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

MOVED by Commissioner Mancini, seconded by Commissioner Mitchell

**THAT the agenda be approved as presented.**

**MOTION PUT AND PASSED.**

**4. BUSINESS ARISING OUT OF THE MINUTES - NONE**

**5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS - NONE**

**6. CONSIDERATION OF DEFERRED BUSINESS – NONE**

**7. CORRESPONDENCE, PETITIONS & DELEGATIONS - NONE**

**8. INFORMATION ITEMS BROUGHT FORWARD – NONE**

**9. REPORTS**

**9.1 STAFF**

**9.1.1 Overview of HRM Finances – Amanda Whitewood, Chief Financial Officer**

The following information was before the Board:

- Fiscal Framework 2017 to 2020 presentation dated January 16, 2017

Mr. Jacques Dubé, Chief Administrative Officer, introduced Ms. Amanda Whitewood, Chief Financial Officer and Director, Information Communication Technology.

Ms. Whitewood presented a summary of HRM's Fiscal Framework 2017 to 2020. A copy of the presentation is on file and online.

Responding to questions about compensation (page 16 of the presentation), Ms. Whitewood indicated that for budget planning for the outcomes of collective bargaining, anticipated funding is set aside in a reserve, and when that figure is negotiated and agreed to it is transferred over to the HRP budget.

Mr. Dubé commented on the sensitivity of this matter since arbitration hearings are currently underway.

Responding to questions about health and wellness services currently provided by HRM Human Resources to HRP, Ms. Whitewood clarified that includes the Employee Assistance Program (EAP), wellness program, and ergonomic assessments. Chief Blais noted that the HRM EAP program is a 1-800 number for all HRM employees to access services and support through a referral program, but HRP has a separate program of peer support and referral. He commented on the increased inherent risks to HRP employees, compared to other HRM employees, which necessitates a service tailored to HRP.

Responding to questions about reserve funding, Ms. Whitewood clarified that reserves have been grouped and sorted differently that other years so they are easier to understand, but commitments and balances remain the same.

Responding to questions regarding management of capital costs vs. expansion of capital cost, Ms. Whitewood discussed the need to decommission old assets. Mr. Dubé indicated that HRM uses life cycle costing as a cost containment mechanism.

The Chair thanked Ms. Whitewood for attending.

**9.1.2 Presentation - Halifax District RCMP – Inspector Jason Popik**

- (i) Annual Performance Plan
- (ii) 2016/17 District Operating Budget

The following was before the Board:

- “H” Division Annual Performance Plan (APP) 2016-2017
- RCMP Halifax District Budget
- 2015 Year in Review – “H” Division Nova Scotia RCMP

The Chair introduced Inspector Jason Popik, Halifax District Detachment, RCMP, who will be presenting on behalf of Chief Superintendent Bergerman who was unable to attend. The Chair noted that this presentation is for the information only of the Board, and that the Board does not have control over the RCMP Halifax District budget. He advised that the Chief Superintendent has direct control over the budget and HRM pays for RCMP services through the contract with fiscal services.

Inspector Jason Popik, Halifax District Detachment, RCMP, discussed operational activities of the Halifax District, noting the following:

- As of December 2016, the Halifax District had 18 members on leave out of 196 regular members.
- 51 members received training including sexual abuse training, resolving conflict, and Naloxone training.
- 99% of Halifax District members have received Naloxone training.
- Victim Services has a new Coordinator, who has 12 volunteers working with her on the program.

Inspector Popik discussed some notable Halifax District files of recent, including a home invasion regarding medical marijuana, and borderless crimes such as ATM thefts. He advised that borderless crimes such as this are being investigated by Street Crime Enforcement Unit (SCEU) teams across the province. As a result of this cooperation, 20 files were solved and six people were arrested.

Inspector Popik reviewed the “H” Division Annual Performance Plan (APP) 2016-17, a copy of which is on file and online, indicating that the APP is used to set, monitor and assess goals throughout the year.

Inspector Popik indicated that the 2015 Year in Review – “H” Division Nova Scotia RCMP booklet before the Board focuses on the activities of the Nova Scotia Division.

Inspector Popik reviewed the RCMP Halifax District Budget 2016/17, a copy of which is on file and online.

The Chair thanked Inspector Popik for presenting.

**9.1.3 Draft 2017/18 Halifax Regional Police Operating Budget and Draft 2017/18 Business Plan Deliverables – Chief Jean Michel Blais & Kathleen Patterson**

The following was before the Board:

- Draft 2017/18 Business Plan Deliverables
- Proposed Halifax Regional Police 2017/18 & 2018/19 Operating Budget Situation
  - Scenario #1: Increase of 1.733% in 2017/18, 0.698% increase in 2018/19
  - Scenario #2: Balanced to HRM Targets
  - Scenario #3: Decrease of 1.733% in 2017/18, 0% Change in 2018/19
- Reserves Associated with Halifax Regional Police
- Information from The Law Enforcement Survival Institute titled “Building Community Trust Requires Supporting Healthy Officers”

Chief Blais discussed matters forthcoming to the Board in the near future, including the Evidence Locker Audit follow up report, the Criminal Record Checks report, and the Citizen Satisfaction Survey report, which are all targeting the next regular meeting in February.

Chief Blais discussed next steps for the Street Check data analysis, as proposed by Dr. Christopher Giacomantonio, Research Coordinator, Halifax Regional Police, as follows:

1. Look at socioeconomic and demographic data relating to neighbourhoods in which street checks are conducted, to better understand the impacts of these factors on ethnic disproportionality in the street check data;
2. Look at the effectiveness of street checks quantitatively, in terms of any measurable impact of street checking levels on crime levels in an area or in general;
3. Look at the effectiveness of the practice qualitatively, in terms of situations in which street checks may have been used to support other operations (investigations, charges, warrants, etc.).
4. Consult with other stakeholders (community organizations, the Board, etc.) to determine which additional questions they may be interested in, which we can then examine through the data.

Ms. Parris noted that the final report by the United Nations Working Group of Experts on People of African Descent will not be available until the fall.

Ms. Kathleen Patterson, Policy and Business Initiatives Coordinator, Halifax Regional Police, reviewed the Draft 2017/18 Business Plan Deliverables, a copy of which is on file and online. Ms. Patterson, noting that items are not listed in priority order, and advised that this is a two year plan, and she meets monthly with superintendents to review progress. Ms. Patterson responded to questions from the Board, inviting feedback for additions, deletions or changes to the business plan deliverables.

With regard to Item 23 - HRP Leadership Profile – Integration of Competency Profile, Commissioner Mancini asked for more detailed information on this item at a future meeting.

Commissioner Mancini indicated that these business plan deliverables will be important to keep in mind during the future work planning session, and that the Board be careful during this work not to cross the line into operational matters.

Chief Blais reviewed the Proposed Halifax Regional Police 2017/18 & 2018/19 Operating Budget Situation

- Scenario #1: Increase of 1.733% in 2017/18, 0.698% increase in 2018/19
- Scenario #2: Balanced to HRM Targets

- Scenario #3: Decrease of 1.733% in 2017/18, 0% Change in 2018/19

Chief Blais indicated that, as discussed at the last meeting, there are costs for HRP services assumed by other business units, but noted there are also costs for services for other business units assumed by HRP, including services for Fire, RCMP, and 911. Chief Blais noted he does not have figures for these services available.

Responding to questions with regard to vacancy management increasing overtime costs, Chief Blais noted that shift work will be able to absorb some of those costs, although there still may be events that necessitate overtime. He indicated that there are systemic issues with judicial processes that drive overtime, such as officers not being permitted to release custody of people at hospitals until a doctor has seen them, and coordination for witnesses.

In response to questions regarding Scenario 1, Section C Service Enhancements, Chief Blais clarified that these service enhancements were included to meet the business goals presented in the 2017/18 Business Plan Deliverables presented earlier.

Chief Blais clarified at the request of the Board that the four full time Civilian Communications Radio Technicians were proposed based on a full watch system, so that there is one on duty for each shift.

Chief Blais discussed an emphasis for the need of the Health and Wellness Coordinator position included in the service enhancements. He distributed information from The Law Enforcement Survival Institute titled "Building Community Trust Requires Supporting Healthy Officers". Chief Blais clarified at the request of the Board that Halifax Fire does not have an equivalent position, but that Fire and Police share health and wellness strategies and the Employee Assistance Program coordinators for Fire and Police share the same work space.

MOVED by Commissioner Mason, seconded by Commissioner Mitchell

**THAT the Board of Police Commissioners request the Chief of Police prepare a budget for consideration by the Board as per Scenario 1, that:**

1. **shall consider a reduction in vacancy management (A1) by \$100,000 rather than \$400,000,**
2. **include service enhancements B(1) thru B(5), and**
3. **looks to increase revenue/cost recovery by:**
  - a) **consultation with the CAO to restore the \$50,000 interest from the Q322 reserve, and**
  - b) **look to cost savings from reduction in part time staff that result from approving conversion to full time staff under B(2).**

Chief Blais confirmed that staff will have this information before the Board for their next meeting on January 23, 2017.

**MOTION PUT AND PASSED.**

#### **9.1.4 Off Duty Employment Approval Request – Chief Jean Michel Blais**

The following information was before the Board:

- A memorandum from the Chief Blais dated December 6, 2016.

MOVED by Commissioner Mancini, seconded by Commissioner MacMaster

**THAT the Board of Police Commissioners approve the off duty employment approval request from Chief Jean Michel Blais.**

**MOTION PUT AND PASSED.**

**9.1.5 Nomination of Board Representative to the Management Employee Relations Committee**

The following was before the Board:

- A memorandum from the Legislative Assistant dated January 12, 2017.

MOVED by Commissioner Mancini, seconded by Commissioner Mason

**THAT the Board of Police Commissioners nominate Commissioner Ed MacMaster as a representative to the Management Employee Relations Committee.**

**MOTION PUT AND PASSED.**

**9.1.6 Work Plan Session Discussion**

The following was before the Board:

- A memorandum from the Legislative Assistant dated January 12, 2017.

The Board discussed date, time and location options for the work planning sessions.

**MOVED by Commissioner Mancini, seconded by Commissioner MacMaster**

**THAT the Board of Police Commissioners approve the following dates, times and locations for Board work planning sessions:**

- February 23, 2017 – 9:00 am to 12:00 pm – Harbour East-Marine Drive Community Council meeting space, Alderney Gate, 60 Alderney Drive, Dartmouth
- March 1, 2017 (if required) – 1:00 to 4:00 pm – Fairbanks Centre, 54 Locks Road, Dartmouth

**MOTION PUT AND PASSED.**

**9.2 MEMBERS OF BOARD OF POLICE COMMISSIONERS - NONE**

**9.3 COMMISSIONER UPDATES - NONE**

**10. ADDED ITEMS - NONE**

**11. IN CAMERA (IN PRIVATE) - NONE**

**12. DATE OF NEXT MEETING – January 23, 2017 (special meeting, if required) & February 27, 2017 (regular)**

The Chair noted that at agenda review, it was agreed that dashboard reports will be moved to Information Items.

**13. ADJOURNMENT**

The meeting adjourned at 2:59 p.m.

Jennifer Weagle  
Legislative Assistant