



**BOARD OF POLICE COMMISSIONERS  
MINUTES  
May 15, 2017**

**PRESENT:** Commissioner Steve Craig, Chair  
Commissioner Steve Graham, Vice-Chair  
Commissioner Tony Mancini  
Commissioner Wayne Mason  
Commissioner Carlos Beals

**REGRETS:** Commissioner Carole McDougall  
Commissioner Sylvia Parris

**STAFF:** Bruce Zvaniga, Acting Chief Administrative Officer  
Deputy Chief Bill Moore, Halifax Regional Police  
Inspector Robert Doyle, Halifax District Detachment, RCMP  
Superintendent Colleen Kelly, Halifax Regional Police  
Kathleen Patterson, Policy and Business Initiatives Coordinator, Halifax Regional Police  
Katherine Salsman, Solicitor, HRM Legal Services  
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/170515bopc-agenda.php>*

*The meeting was called to order at 12:36 p.m., and recessed at 1:28 p.m. The Board reconvened at 1:34 p.m. and adjourned at 1:57 p.m.*

**1. CALL TO ORDER**

The meeting was called to order at 12:36 p.m.

Roundtable introductions were held for the benefit of new members.

Carlos Beals was sworn-in as Commissioner of the Board of Police Commissioners.

**2. APPROVAL OF MINUTES – April 24, 2017**

MOVED by Commissioner Mancini, seconded by Commissioner Mason.

**THAT the minutes of April 24, 2017 be approved as presented.**

**MOTION PUT AND PASSED.**

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

Additions:

9.3 Nova Scotia Association of Police Governance update – *Commissioner Graham*

MOVED by Commissioner Graham, seconded by Commissioner Mancini

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

Two-third majority vote required.

**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**

**7.1 Correspondence - None**

**7.2 Petitions - None**

**7.3 Presentations**

**7.3.1 Overview of the Nova Scotia Human Rights Commission – *Christine Hanson, CEO, Nova Scotia Human Rights Commission***

The following information was before the Board:

- An information package on Human Rights Education from the Human Rights Commission

Christine Hanson, CEO, Nova Scotia Human Rights Commission, addressed the Board of Police Commissioners, presenting an overview of the Nova Scotia Human Rights Commission. The presentation included:

- The mandate of the NS Human Rights Commission is to promote and protect rights in Nova Scotia, including:
  - Dispute resolution
  - Education
  - Informing public policy making
- The Commission gets on average 1800 calls/walk ins through the year.
- Many inquiries involve the accommodation of mental and physical disabilities.
- Commissioners are appointed by the Governor in Council.
- Education is a priority to the Commission; they offer assistance to organizations to do human rights training and have an updated online education platform.
- Informing public policy making is also a priority of the Commission, with a focus on reconciliations with First Nations communities and addressing the plight of African Nova Scotians.
- 2015-2024 is the UN International Decade for People of African Descent. The UN working group of experts came to Halifax in November 2016 and have issued a preliminary recommendation report, which speaks to the issues of clarification of land titles and street checks. Their final report will be presented to the Human Rights Council in Geneva in September 2017.

Christine Hanson discussed the agreement that was reached at the April 24, 2017 Board of Police Commissioners meeting, to have the Human Rights Commission and Halifax Regional Police participate in a collaborative effort to open a discussion on the use of street checks and direct staff to return with a report on the scope of the collaboration and any other details concerning an approach regarding street checks. Christine Hanson advised that experts are currently being vetted to analyze the data with HRP staff and a recommendation will be brought back to the Board.

Discussion ensued on the work of the NS Human Rights Commission.

The Chair thanked Christine Hanson for her presentation and for working with Halifax Regional Police and the Board on the issue of street checks.

### **7.3.2 Overview of the Office of the Information & Privacy Commissioner - Nova Scotia – Catherine Tully, Information and Privacy Commissioner for Nova Scotia**

The following information was before the Board:

- Correspondence from the Office of the Information & Privacy Commissioner dated May 5, 2017

Catherine Tully, Information and Privacy Commissioner for Nova Scotia, addressed the Board of Police Commissioners, presenting an overview of the Office of the Information & Privacy Commissioner (OIPC) for Nova Scotia. The presentation included:

- The work of the OIPC includes:
  - Access to information appeals and privacy complaints
  - Proactive consultations
  - Outreach and education to organizations, municipalities and the public
- 400 public bodies are covered by access to privacy law.
- 26,000 public health custodians have access to information.
- A Municipal police force cannot collect, use, or disclose personal information unless authorized under the law, and the Municipal Government Act specifies accuracy, retention and direction rules for the collection of personal information.
- The OIPC has a tool called a Privacy Impact Assessment, that they suggest be used for the street check review.
- The OIPC would be happy to provide HRP with feedback on their practices with regard to the collection of personal information, including assessing risks and suggest a mitigation policy.

Responding to questions from Board members, Catherine Tully advised that the OIPC would be willing to consult with the Board on the development of Board policy.

The Chair thanked Catherine Tulley for the presentation and for offering to work with Halifax Regional Police and the Board.

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

## **9. REPORTS**

### **9.1 STAFF**

#### **9.1.1 Budget Impacts of Reduced Fees for Volunteer Criminal Record Checks**

The following information was before the Board:

- A staff recommendation report dated May 10, 2017

MOVED by Commissioner Mancini, seconded by Commissioner Mason

**THAT the Board of Police Commissioners receive this report as information on the potential impact and that this information be used in the overall 2018-2019 budget discussions.**

Deputy Chief Bill Moore indicated that when online criminal record checks were implemented in 2011, the current vendor was a sole source, although there are now other vendors. Staff will be going back to market on this service, and will keep the Board up to date on the results.

### **MOTION PUT AND PASSED.**

#### **9.1.2 Repayment of Fees for Fingerprints for Employment Purposes**

The following was before the Board:

- A staff recommendation report dated May 15, 2017
- An extract of the minutes of the January 10, 2011 Board of Police Commissioners meeting

MOVED by Commissioner Mancini, seconded by Commissioner Mason

**THAT the Board of Police Commissioners:**

- 1. Clarify their direction on the fee schedule of Criminal Record Checks, providing direction on the collection of the \$25 fee for the Receiver General on employment related fingerprint checks of criminal record checks.**
- 2. Direct Halifax Regional Police to make contact with the applicants by mail to verify their present address for the purpose of issuing refund cheques.**

Deputy Chief Bill Moore advised that the practice in place has been to charge employment related Criminal Record checks requiring fingerprinting the \$25 Receiver General fee in addition to the \$50 fee. It was determined through a recent review that the practice in place is not in alignment with the intended original direction of the Board. A review of the minutes from that time are not clear as to the intended direction.

Deputy Chief Moore advised that HRP staff would like clarification from the Board as to direction moving forward; whether the \$25 Receiver General fee comes out of the \$50 fee, or if the fee should be \$50 plus the \$25 Receiver General fee.

MOVED by Commissioner Mason, seconded by Commissioner Mancini

**THAT the first part of the motion be amended to read:**

**The Board of Police clarify their direction on the fee schedule of Criminal Record Checks, providing direction that the \$25 fee from the Receiver General come out of the \$50 fee charged by Halifax Regional Police for employment related fingerprint checks of criminal record checks.**

Deputy Chief Moore advised that this will reduce HRP revenue by approximately \$17,000 per year.

It was requested that the motion be split.

MOVED by Commissioner Mason, seconded by Commissioner Mancini

**The Board of Police clarify their direction on the fee schedule of Criminal Record Checks, providing direction that the \$25 fee from the Receiver General come out of the \$50 fee charged by Halifax Regional Police for employment related fingerprint checks of criminal record checks.**

**MOTION PUT AND PASSED.**

MOVED by Commissioner Mancini, seconded by Commissioner Mason

**THAT the Board of Police Commissioners direct Halifax Regional Police to make contact with the applicants by mail to verify their present address for the purpose of issuing refund cheques.**

**MOTION PUT AND PASSED.**

The Board recessed at 1:28 p.m. and reconvened at 1:34 p.m.

## **9.2 MEMBERS OF BOARD OF POLICE COMMISSIONERS - None**

### **9.3 COMMISSIONER UPDATES**

#### **9.3.1 Work Plan Update – Commissioner Mancini**

The following was before the Board:

- Board of Police Commissioners Workplan draft
- Halifax Board of Police Commissioners and Halifax RCMP Detachment Advisory Board Terms of reference – Accountabilities and Work Plans – draft dated May 1, 2017
- Presentation dated May 15, 2017

Commissioner Mancini reviewed with the Board the Board of Police Commissioners work plan development process to date. The Commissioner advised that former Commissioners Fred Honsberger and Mike Moreash were invited to work with Commissioner Mancini and Kathleen Patterson, HRP Policy and Business Initiatives Coordinator, to refine and develop the priority areas identified through the work plan sessions held by the Board and staff earlier in the year, which was done through several meetings held recently.

Kathleen Patterson reviewed the Work Plan draft document before the Board.

Commissioner Mancini suggested that the next step would be to form a working group of Commissioners to advance the work plan to confirm resources, timelines, who leads the work, and establish priorities.

MOVED by Commissioner Mancini, seconded by Commissioner Graham

**THAT the Board of Police Commissioners strike a working group to further develop the work plan and recommend adoption by the Board.**

Those showing interest in being a part of the working group included Commissioners Mason, McDougall, Mancini, Parris, and Graham, and Kathleen Patterson.

**MOTION PUT AND PASSED.**

**9.3.2 Canadian Association of Police Governance 28<sup>th</sup> Annual Conference – July 14-16 Montréal**

The following information was before the Board:

- CAPG 28<sup>th</sup> Annual Conference Preliminary Conference Program

The Chair noted that the Canadian Association of Police Governance 28<sup>th</sup> Annual Conference will be held in Montréal July 14-16, 2017. Commissioner Mason will be attending on behalf of the Board, and Commissioner Graham will also be attending as an Executive member of the CAPG (costs paid for by the CAPG). The Chair noted that if any other members are interested in attending to get in touch with the Legislative Assistant.

**9.3 Nova Scotia Association of Police Governance update – Commissioner Graham**

Commissioner Graham updated that the Nova Scotia Association of Police Governance conference will be held jointly with the Nova Scotia Association of Chiefs of Police in Pictou from September 27 to 29, 2017. Andrew Graham of Queen's University, an authority in police governance, will be attending as a speaker.

**9.4 HRP/RCMP CHIEF UPDATES**

Deputy Chief Bill Moore circulated a document "Follow-up from Drug Exhibit Inventory" dated May 15, 2017 to members, a copy of which is available on file and online.

Inspector Robert Doyle, Halifax District Detachment, RCMP, noted a sharp rise in the number of calls received relating to mental health issues. RCMP staff will be doing an analysis of calls received and staff hours associated with those calls.

**10. ADDED ITEMS - NONE**

**11. IN CAMERA (IN PRIVATE)**

No In Camera session was held.

**11.1 Approval of In Camera Minutes – April 24, 2017**

The following motion was approved during the public session:

MOVED by Commissioner Mancini, seconded by Commissioner Mason

**THAT the In Camera minutes of April 24, 2017 be approved as presented.**

**MOTION PUT AND PASSED.**

**12. DATE OF NEXT MEETING – June 19, 2017**

**13. ADJOURNMENT**

The meeting adjourned at 1:57 p.m.

Jennifer Weagle  
Legislative Assistant