



**BOARD OF POLICE COMMISSIONERS  
MINUTES  
April 16, 2018**

**PRESENT:** Commissioner Steve Craig, Chair  
Commissioner Carole McDougall, Vice-Chair  
Commissioner Wayne Mason  
Commissioner Carlos Beals  
Commissioner Tony Mancini  
Commissioner Natalie Borden

**STAFF:** John Traves, Municipal Solicitor, HRM Legal Services  
Chief Jean-Michel Blais, Halifax Regional Police  
Inspector Robert Doyle, Halifax District Detachment, RCMP  
Martin Ward, Solicitor, HRM Legal Services  
David Perusse, 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:  
[www.halifax.ca](http://www.halifax.ca)*

*The meeting was called to order at 12:34 p.m., and the Board adjourned at 2:57 p.m.*

## **1. CALL TO ORDER**

The Chair called the meeting to order at 12:34 p.m.

Round table introductions were held for the benefit of new members.

### **1.1 Presentation to Commissioner Sylvia Parris**

The Chair, Chief Jean-Michel Blais, and Inspector Robert Doyle, presented former Commissioner Sylvia Parris with gifts in thanks for their years of service on the Board.

### **1.2 Swearing in of Commissioner Natalie Borden**

Natalie Borden was sworn-in as Commissioner of the Halifax Board of Police Commissioners.

## **2. APPROVAL OF MINUTES – February 26, 2018**

MOVED by Commissioner McDougall, seconded by Commissioner Mason

**THAT the minutes of February 26, 2018 be approved as presented.**

**MOTION PUT AND PASSED.**

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

Added item:

11.3 Contract Negotiations/Litigation – Private and Confidential Correspondence

MOVED by Commissioner McDougall, seconded by Commissioner Mason

**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**

The Legislative Assistant noted that the Municipal Clerk's Office has received correspondence dated April 12, 2018, which was circulated to members of the Board.

### **7.2 Petitions - None**

### **7.3 Presentations - None**

## 8. INFORMATION ITEMS BROUGHT FORWARD - NONE

## 9. REPORTS

### 9.1 STAFF

#### 9.1.1 Halifax Regional Police New Facilities Business Case

The following was before the Board:

- Presentation titled "*HRP New Facilities Update*"

Chief Blais, Halifax Regional Police, provided the Commission with a presentation on the business case for the proposed new Halifax Regional Police facilities. The presentation noted the current shortcomings of the aging facilities located at 1975 Gottingen Street, and outlined some of the options for new facilities moving forward.

Responding to questions of clarification from members of the Board, Chief Blais noted the following:

- Having enough space for evidence storage is always an ongoing issue.
- The HRP will likely be looking towards implementing a cloud based solution for the growing amount of data and digital evidence that they are increasingly required to maintain.
- The Chief noted the savings implications of the more centralised location for the new facilities. They also noted that the HRP may be required to relocate from 1975 Gottingen Street, as the current site may not be large enough to host centralised operations.

The Chair thanked Chief Blas for the presentation.

#### 9.1.2 Board of Police Commissioners Annual Report to Regional Council – Update

The following was before the Board:

- Draft report from the Board of Police Commissioner to Regional Council.

The Chair explained that a recent By-Law has changed how the Municipality, and the Board of Police Commissioners in particular, approaches the governance of police services within the HRM. Part of the new By-Law requires that the Board presents an annual report to Regional Council.

Commissioners were provided with a draft copy of the annual report outlining the business of the Board of Police Commissioners in 2017. Members of the Board were asked for their feedback on what should be included in the report. The Chair noted that they would be looking to forward the finalized report to Regional Council in June or July of 2018.

## 9.2 MEMBERS OF BOARD OF POLICE COMMISSIONERS

Commissioner McDougall, Vice-Chair, took the Chair at 1:29 p.m.

### 9.2.1 Commissioner Craig - HRM Police Services Complaint Communications Plan

MOVED by Commissioner Craig, seconded by Commissioner Mancini

**THAT the Board of Police Commissioners request the HRM Chief of Police and the RCMP Chief Superintendent prepare a comprehensive HRM police services complaint communications plan. The intent is to inform citizens, when they feel they have been treated improperly or have concerns about the actions of police officers, on their rights and procedures to make complaints about police officers. The plan should consider all the ways to launch a complaint, the timelines for resolution and, if not satisfied with the complaint decision what options are available to have the decision reviewed by other organizations (s).**

Commissioner Craig spoke to the purpose of the motion, noting that the public needs to know how the police complaints process works, and how they can effectively file a complaint. They further noted that Superintendent Colleen Kelly, and Inspector Robert Doyle have struck a working group to address this request.

**MOTION PUT AND PASSED.**

Commissioner Craig retook the Chair at 1:39 p.m.

**9.2.2 Commissioner McDougall - Board of Police Commissioners Policy Manual**

The following was before the Board:

- Halifax Board of Police Commissioners Policy Manual dated April 2018
- Motion Memo dated April 16, 2018

Commissioner McDougall provided the Board with a brief overview of the revised Board of Police Commissioners Policy Manual, and thanked Commissioners Mason, Mancini, Parris, and Graham for their work in preparing the document before the Board.

MOVED by Commissioner McDougall, seconded by Commissioner Mason

**THAT the Board of Police Commissioners:**

- 1. Approve and adopt the revised Board of Police Commissioners Policy Manual, as circulated at the April 16, 2018 meeting of the Board of Police Commissioners.**
- 2. Make the approved Board of Police Commissioners Policy Manual available to the public by having it posting to the Board of Police Commissioner's webpage on Halifax.ca.**

Commissioner McDougall noted that it is expected that the Policy Manual will be amended and updated from time to time as needed. They further noted that the Policy Manual will be circulated to other police boards throughout the Province.

Commissioner Mason proposed the following amendment:

**THAT "Request a staff report outlining what changes/amendments to policy, as set out in the Board of Police Commissioners Policy Manual, may require approval from Halifax Regional Council," be added as item '3' of the motion.**

The amendment was considered by the Board as friendly.

Commissioner Mason further noted that when the Policy Manual is posted to Halifax.ca, they would like to see that it is set out in a similar fashion as to how it is displayed by the Vancouver Board of Police on their webpage; that the Policy Manual be available for download both as a whole document, as well as individually by sections which are clearly titled.

The **amended motion** was voted on as follows:

MOVED by Commissioner McDougall, seconded by Commissioner Mason

**THAT the Board of Police Commissioners:**

- 1. Approve and adopt the revised Board of Police Commissioners Policy Manual, as circulated at the April 16, 2018 meeting of the Board of Police Commissioners.**
- 2. Make the approved Board of Police Commissioners Policy Manual available to the public by having it posting to the Board of Police Commissioner's webpage on Halifax.ca.**
- 3. Request a staff report outlining what changes/amendments to policy, as set out in the Board of Police Commissioners Policy Manual, may require approval from Halifax Regional Council.**

**MOTION AS AMENDED PUT AND PASSED.**

**9.3 COMMISSIONER UPDATES - NONE**

**9.4 HRP/RCMP CHIEF UPDATES**

Chief Blais, HRP, noted to the Board that the HRP are currently in the process of launching an HRP recruitment campaign within the HRM. The goal of which is to ensure that the composition of the HRP continues to be reflective of the communities they serve.

Inspector Robert Doyle, RCMP, Halifax District Detachment, noted several Halifax District Detachment initiatives currently underway. Inspector Doyle spoke to the Board about the Halifax District Detachment's Eagle Feather Initiative. The initiative allows for the public and staff to swear an oath or to give affirmation using an eagle feather.

Another initiative noted by Inspector Doyle is the RCMP, Halifax District Detachment's drive to recruit female members to work in the Emergency Response Team.

Inspector Doyle further noted that the Halifax District Detachment is in the process of expanding their African Nova Scotian Experience Workshops, which are five-day workshops offered to Halifax District Detachment officers.

The Chair thanked Chair Blais and Inspector Doyle for the updates.

**10. ADDED ITEMS - NONE**

**11. IN CAMERA (In Private)**

*The Board of Police Commissioners may rise and go into an In Camera (In Private) session, in accordance with Section 51 of the Nova Scotia Police Act.*

The Board moved In Camera (In Private) at 1:53 p.m. and reconvened in public session at 2:55 p.m.

**11.1 Personnel Matters**

*A matter pertaining to an identifiable individual or group.*

**11.1.1 HRP Senior Officer Succession Planning**

This matter was addressed by the Board In Camera (In Private) and no further action was required.

**11.1.2 Chief of Police Performance Evaluation Process**

This matter was addressed by the Board In Camera (In Private) and the following motion was ratified in public session:

MOVED by Commissioner Mason, seconded by Commissioner Borden

**THAT the Board of Police Commissioners:**

- 1. Substantially endorse the Chief's Mandate Letter, as presented during the April 16, 2018 meeting of the Board, subject to the revisions requested by members during the April 16, 2018 In Camera (In Private) meeting of the Board of Police Commissioners.**
- 2. Direct the Chair of the Board of Police Commissioners to sign the Chief's Mandate Letter on behalf of the Board upon receipt of a revised draft incorporating the revisions requested by members of the Board during the April 16, 2018 In Camera (In Private) meeting of the Board of Police Commissioners.**

**MOTION PUT AND PASSED.**

**11.2 In Camera Information Item - Private and Confidential Correspondence**

**11.3 Contract Negotiations/Litigation**

*A matter pertaining to contract negotiations and legal advice.*

**11.3.1 Labour Relations– Private and Confidential Correspondence**

This matter was addressed by the Board In Camera (In Private) and no further action was required.

**12. NOTICES OF MOTION - NONE**

**13. DATE OF NEXT MEETING – May 28, 2018**

**14. ADJOURNMENT**

The meeting adjourned at 2:57 p.m.

David Perusse  
Legislative Assistant