



**BOARD OF POLICE COMMISSIONERS
MINUTES
March 9, 2023**

PRESENT: Commissioner Becky Kent, Chair
Commissioner Harry Critchley, Vice Chair
Commissioner Lindell Smith
Commissioner Lisa Blackburn
Commissioner Gavin Giles

REGRETS: Commissioner Yemi Akindoju
Commissioner Anthony Thomas

STAFF: Cathie O'Toole, Chief Administrative Officer
Josh Bates, Policy Advisor, Board of Police Commissioners
Martin Ward, Solicitor
Iain MacLean, Municipal Clerk
Andrea Lovasi-Wood, Legislative Assistant

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

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

The meeting was called to order at 4:33 p.m., and adjourned at 6:55 p.m.

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 4:33 p.m. and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people, and that we are all treaty people.

2. COMMUNITY ANNOUNCEMENTS

Commissioners noted special community announcements and acknowledgements.

3. APPROVAL OF MINUTES – January 30, 2023 and February 6, 2023

MOVED by Commissioner Smith, seconded by Commissioners Giles

THAT the minutes of January 30, 2023 and February 6, 2023 be approved as circulated.

MOTION PUT AND PASSED.

4. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Additions:

- Item 11.1 – Commissioner Blackburn - Board of Police Commissioners Endorsement of the Public Safety Strategy

Deletions: None

MOVED by Commissioner Blackburn, seconded by Commissioner Critchley

THAT the agenda be approved as amended.

MOTION PUT AND PASSED.

Later in the meeting, as provided for in section 37 (1) of Administrative Order One, *Respecting the Procedures of the Council*, Commissioner Critchley requested that Item 10.3.1 Commissioner Critchley - HRM BOPC Human Resources study re Understaffing, Long-term Absences and Mental Health Claims at Halifax Regional Police (the "Human Resources Study") be considered prior to item 10.2.3.

5. BUSINESS ARISING OUT OF THE MINUTES – NONE

6. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE

7. CONSIDERATION OF DEFERRED BUSINESS – NONE

8. CORRESPONDENCE, PETITIONS & DELEGATIONS

8.1 Correspondence – None

8.2 Petitions – None

8.3 Presentation

8.3.1 Halifax Regional Police Extra Duty Police Policy – Matt Stickland

The following was before the Board:

- Request to present dated January 12, 2023
- Presentation dated March 9, 2023

Matt Stickland gave a presentation and responded to questions of clarification from the Board.

9. INFORMATION ITEMS BROUGHT FORWARD – NONE

10. REPORTS

10.1 HALIFAX REGIONAL POLICE/ROYAL CANADIAN MOUNTED POLICE CHIEF UPDATES

Chief Dan Kinsella, Halifax Regional Police spoke to Employee Appreciation Day activities, summary of key operational activities, recruitment as well as recent and upcoming Halifax Regional Police initiatives and responded to questions of clarification from the Board.

Chief Superintendent Jeffrey Christie, Officer in Charge, Halifax District Royal Canadian Mounted Police (Halifax District RCMP) spoke to recent and upcoming Halifax District RCMP public engagement sessions, upcoming renovations to the Musquodoboit Harbour detachment, upcoming officer staffing, summary of key operational activities as well as recent and upcoming Halifax District RCMP initiatives and responded to questions of clarification from the Board.

10.2 STAFF

10.2.1 Auditor General's Follow-up Review of 2021 Halifax Regional Police Information Technology Audit

The following was before the Board:

- Auditor General report dated February 13, 2023
- Presentation dated March 9, 2023

Evangeline Colman-Sadd, Municipal Auditor General gave a presentation and responded to questions of clarification from the Board.

Chief Kinsella, Halifax Regional Police responded to questions of clarification from the Board.

10.2.2 Understaffing, Long-term Absences and Mental Health Claims at Halifax Regional Police: An Overview of Issues and Recommendations for Improvement

The following was before the Board:

- Staff report dated February 1, 2023
- Staff presentation dated March 9, 2023

Melanie Gibson, Manager Labour Relations gave a presentation and responded to questions of clarification from the Board.

Craig Horton, Financial Business Partner and Chief Dan Kinsella, Halifax Regional Police responded to questions of clarification from the Board. Kinsella agreed to provide the Board details of the costs associated with the Safeguarding Program, Employee and Family Assistance Program and other early detection programs targeted to returning people to work.

Britt Wilson, Executive Director of Human Resources requested the Board consider an amendment to the motion proposed in Item 10.3.1 Commissioner Critchley - HRM BOPC Human Resources study re Understaffing, Long-term Absences and Mental Health Claims at Halifax Regional Police (the "Human Resources Study"). Specifically, that the proposed motion reflected a partnership between Halifax Regional Municipality Human Resources department and Halifax Regional Police. Wilson responded to questions of clarification from the Board.

10.2.3 Halifax Regional Police Quarterly Fiscal Update

The following was before the Board:

- Staff report dated March 3, 2023

Chief Dan Kinsella and Craig Horton, Financial Business Partner, Halifax Regional Police responded to questions of clarification from the Board. Kinsella agreed to provide the Board information regarding increased overtime spending and increased extra-duty costs.

10.2.4 Halifax Regional Police Quarterly Strategic Plan Update

The following was before the Board:

- Staff report dated March 1, 2023

Chief Dan Kinsella, Halifax Regional Police spoke to the topic. Kinsella and Neera Ritcey, Director, Corporate Affairs, Halifax Regional Police responded to questions of clarification from the Board.

10.2.5 Canadian Association of Police Governance Membership Renewal

The following was before the Board:

- Staff memorandum dated March 9, 2023

MOVED by Commissioner Smith, seconded by Commissioner Blackburn

THAT the Board of Police Commissioners approve the annual renewal of the Commission's membership in the Canadian Association of Police Governance in the amount of \$5,202.

MOTION PUT AND PASSED.

10.2.6 Canadian Association of Police Governance 2023 Webinar Series

The following was before the Board:

- Staff memorandum dated March 9, 2023

MOVED by Commissioner Blackburn, seconded by Commissioner Smith

THAT the Board of Police Commissioners approve the registration of the Board of Police Commissioners in the Canadian Association of Police Governance 2023 Webinar Series as outlined in Attachment A of the staff memorandum dated March 9, 2023.

MOTION PUT AND PASSED.

10.3 MEMBERS OF BOARD OF POLICE COMMISSIONERS

10.3.1 Commissioner Critchley - HRM BOPC Human Resources study re Understaffing, Long-term Absences and Mental Health Claims at Halifax Regional Police (the "Human Resources Study")

The following was before the Board:

- Request for Consideration form from Commissioner Critchley

MOVED by Commissioner Critchley, seconded by Commissioner Blackburn

THAT the Board of Police Commissioners:

- 1. Endorse the recommendations included in the Human Resources Study, received by the Board of Police Commissioners March 9, 2023;**
- 2. Request that the Chief Administrative Officer in collaboration with the Chief Officer of the Halifax Regional Police to, in consultation with and with the approval of the Board of Police Commissioners, direct Human Resources & Corporate Communications in partnership with Halifax Regional Police to prepare a plan for the implementation of the**

recommendations in the Human Resources Study, which plan shall be received for the Board's review and approval at a future meeting; and

3. Request that the Chief Administrative Officer in collaboration with the Chief Officer of the Halifax Regional Police to, in consultation with and with the approval of the Board of Police Commissioners, direct Human Resources & Corporate Communications in partnership with Halifax Regional Police to take immediate action with respect to recommendation E(ii) of the Human Resources Study by beginning to examine the total amount of time worked by HRP employees, including overtime and extra duty, to determine if there is a correlation between time worked and sick leaves usage and available staffing resources.

Commissioner Blackburn proposed that the Halifax Regional Police Association be included in the collaboration in parts 2 and 3 of the motion. As provided for in section 53 (2) of Administrative Order One, *Respecting the Procedures of the Council*, the amendment was accepted as friendly.

The motion now read:

MOVED by Commissioner Critchley, seconded by Commissioner Blackburn

THAT the Board of Police Commissioners:

1. Endorse the recommendations included in the Human Resources Study, received by the Board of Police Commissioners March 9, 2023;
2. Request that the Chief Administrative Officer in collaboration with the Chief Officer of the Halifax Regional Police to, in consultation with and with the approval of the Board of Police Commissioners, direct Human Resources & Corporate Communications in partnership with Halifax Regional Police and Halifax Regional Police Association to prepare a plan for the implementation of the recommendations in the Human Resources Study, which plan shall be received for the Board's review and approval at a future meeting; and
3. Request that the Chief Administrative Officer in collaboration with the Chief Officer of the Halifax Regional Police to, in consultation with and with the approval of the Board of Police Commissioners, direct Human Resources & Corporate Communications in partnership with Halifax Regional Police and Halifax Regional Police Association to take immediate action with respect to recommendation E(ii) of the Human Resources Study by beginning to examine the total amount of time worked by HRP employees, including overtime and extra duty, to determine if there is a correlation between time worked and sick leaves usage and available staffing resources.

MOTION PUT AND PASSED.

10.3.2 Commissioner Critchley – Appointment of members to Board of Police Commissioner's policy subcommittee

The following was before the Board:

- Request for Consideration form from Commissioner Critchley

MOVED by Commissioner Critchley, seconded by Commissioner Giles

THAT the Board of Police Commissioners appoint Commissioners Harry Critchley, Gavin Giles, and Lindell Smith to the Board of Police Commissioners' newly created Policy Subcommittee for a term of one (1) year.

MOTION PUT AND PASSED.

10.3.3 Commissioner Smith – Budget Process Refresh and Board Policy Update

The following was before the Board:

- Request for Consideration form from Commissioner Smith

MOVED by Commissioner Smith, seconded by Commissioner Blackburn

THAT the Halifax Board of Police Commissioners (BoPC) request that the Chief Administrative Officer (CAO) provide a staff report outlining changes to the BoPC's Policy Handbook and By-law P-100 that update and outline a budget process that aligns with BoPC's legislated requirements under the Nova Scotia Police Act and follows past approved Council and Board direction related to the budget process. This report should include policy updates that include:

- 1. Presentation of all capital items within HRM's budget that impact the delivery of Policing services. (Direction approved July 2019);**
- 2. Incorporating public consultation into the board budget process (Direction approved January 2022);**
- 3. Incorporate the approval of staffing and budget decisions related to the HRP budget, within the two-step process that was outlined in the Oct 18th 2022 staff report on Development of Budget and Approval Process for HRP;**
- 4. Providing the BoPC with further detailed budget breakdown information related to HRP's budget earlier in the budget process; and**
- 5. Outlining a timeline on when the budget process engagement should begin.**

Cathie O'Toole, Chief Administrative Officer responded to questions of clarification from the Board.

Commissioner Smith proposed the staff report also include a review of budget format. As provided for in section 53 (2) of Administrative Order One, *Respecting the Procedures of the Council*, the amendment was accepted as friendly.

The motion now read:

MOVED by Commissioner Smith, seconded by Commissioner Blackburn

THAT the Halifax Board of Police Commissioners (BoPC) request that the Chief Administrative Officer (CAO) provide a staff report outlining changes to the BoPC's Policy Handbook and By-law P-100 that update and outline a budget process and format that aligns with BoPC's legislated requirements under the Nova Scotia Police Act and follows past approved Council and Board direction related to the budget process. This report should include policy updates that include:

- 1. Presentation of all capital items within HRM's budget that impact the delivery of Policing services. (Direction approved July 2019);**
- 2. Incorporating public consultation into the board budget process (Direction approved January 2022);**
- 3. Incorporate the approval of staffing and budget decisions related to the HRP budget, within the two-step process that was outlined in the Oct 18th 2022 staff report on Development of Budget and Approval Process for HRP;**

4. **Providing the BoPC with further detailed budget breakdown information related to HRP's budget earlier in the budget process; and**
5. **Outlining a timeline on when the budget process engagement should begin.**

MOTION PUT AND PASSED.

11. ADDED ITEMS

11.1 Commissioner Blackburn - Board of Police Commissioners Endorsement of the Public Safety Strategy

The following was before the Board:

- Request for Consideration form from Commissioner Blackburn

MOVED by Commissioner Blackburn, seconded by Commissioner Critchley

THAT the Board of Police Commissioners endorse the Public Safety Strategy and its intended actions.

Commissioner Critchley proposed that the Board recommend that the Budget Committee fund the public safety budget requests outlined in the Public Safety Strategy. As provided for in section 53 (2) of Administrative Order One, *Respecting the Procedures of the Council*, the amendment was accepted as friendly.

The motion now read:

MOVED by Commissioner Blackburn, seconded by Commissioner Critchley

THAT the Board of Police Commissioners:

1. **Endorse the Public Safety Strategy and its intended actions; and**
2. **Recommend that the Budget Committee fund the public safety budget requests outlined in the Public Safety Strategy.**

MOTION PUT AND PASSED.

12. ITEMS FOR FUTURE CONSIDERATION – NONE

13. IN CAMERA (IN PRIVATE)

13.1 In Camera (In Private) Minutes – January 30, 2023 and February 6, 2023

This matter was dealt with in public.

MOVED by Commissioner Smith, seconded by Commissioner Critchley

THAT the In Camera (In Private) minutes of January 30, 2023 and February 6, 2023 be approved as circulated.

MOTION PUT AND PASSED.

13.2 SECURITY MATTER - *Private and Confidential Report*

This matter was dealt with in public as follows:

The following was before the Board:

- Private and confidential report dated February 13, 2023

14. NOTICES OF MOTION – NONE

15. DATE OF NEXT MEETING – April 3, 2023

16. ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Andrea Lovasi-Wood
Legislative Assistant