



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
JUNE 7, 2022 – 5:07 P.M.
COMMUNITY ROOM, ONE PEEL PLAZA**

PRESENT

Commissioners

Tamara Kelly
Katelin Dean
Maike White (via teleconference)
Greg Norton
Michael Costello
Charles Bryant

Absent

Joanna Killen

Staff

Chief Robert Bruce
Doug Evans, Legal Counsel
Craig Lavigne, Financial Controller, CSJ
Daphne Waye, Recording Secretary

Media

Marlo Glass, Brunswick News
Timothy Herd, CHSJ / Wave News

1. Call to Order

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' June 7, 2022, Open Session meeting and called the meeting to order. Chair Kelly reminded those in attendance that the meeting was being recording in compliance with the Privacy Policy.

1.2 Presentation – Edward W. Keyes, Q.C.

Chair Kelly presented Mr. Edward W. Keyes, Q.C. with a gift from the Saint John Board of Police Commissioners for their appreciation of his ten (10) years of service on the board. Mr. Keyes was appointed to the board when it was established on February 17, 1998, and was a member for a range of terms ending on November 19, 2021.

Chief Bruce also presented Mr. Keyes with a plaque from the Saint John Police Force and thanked him for his commitment and leadership over his ten years of service.

2. Approval of Minutes

2.1 Open Session Minutes of May 3, 2022

Moved by Vice Chair Dean, seconded by Commissioner Bryant:

RESOLVED, that the Open Session minutes of May 3, 2022, be approved.

MOTION CARRIED UNANIMOUSLY (O2206-01)

3. Adoption of Agenda

Moved by Commissioner Costello, seconded by Vice Chair Dean:

RESOLVED, that agenda for June 7, 2022, be adopted. (O2206-02)

MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

5.1 That the letter from the Director of Legislative Services / City Clerk dated May 2, 2022, informing the Saint John Board of Police Commissioners that Common Council adopted a resolution to receive for information the letter from the board re: 'Election of Officers', be received and filed.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the recommendation set out in the consent agenda item respectively be adopted. (O2206-03)

MOTION CARRIED UNANIMOUSLY

6. Delegations and Presentations

6.1 Community Engagement Strategy



Community Engagement

Introduction

Saint John Police Community Engagement

Presented to the Saint John Board of
Police Commissioners

By Robert M. Bruce, Chief of Police

June 7, 2022



Community Policing



- Has been evolving for over 100 years
- Means many things to many people
- Every member of the Saint John Police is a Community Police Officer

What does Community Policing mean in Saint John?



- Speaking and consulting with stakeholders, partners, the Chief's Advisory Council, the Chief's Community Action Group and citizens of Saint John
- Face to face meetings in priority neighbourhoods
- Utilizing community surveys

Mission



Proactive police engagement:

- Timely
- Proactive
- Familiar
- Consistent

Community Engagement Focus



- #1 priority of the Saint John Police 5 year Strategic Plan
- Strengthens community commitment
- Builds trust and confidence
- Bridges the policing relationship with groups

Leadership

Accountability

Professionalism

Inclusiveness

Integrity

Valour

Community Engagement Sergeant



Sergeant Tammy Spence -23 years of service as of today

- Prior Community Police Officer
- Working out of each community office weekly
- Program oversight
- Assess and address community needs by involving specific community groups
- Ensure resources are deployed in a timely and efficient manner



Platoon Assignments



Beginning in 2022, members on each platoon are placed in special assignments that support Community Engagement:

1. Neighbourhood Officers
2. Traffic Management Officers
3. Media Officers
4. Foot Patrols

Neighbourhood Officers



- Four police officers
- One member for each area of the City
- One office for each area of the City
- Assigned to patrol rotations– 24/7 coverage

Neighbourhood Officer - East



Constable Matthew Innes

- East side
- Office: 77 Golden Grove Road



Neighbourhood Officer - North



Constable Phil Mahar

- North End
- Office: Nick Nicolle Centre – 85 Durham Street



Neighbourhood Officer - West



Constable Heather Coughlan

West side

Office: Carleton Community Center – 120 Market Place



Neighbourhood Officer - South



Constable Arlene Palmer

- South End
- Office: Pulse Inc. – 251 Wentworth Street



Special Traffic Initiatives



- 11 special traffic initiatives in 2022
- Several initiatives are held multiple weeks
- Education and enforcement
- Increases visibility, awareness and face to face contact with the public

Media Relations



- Engagement with media partners
- Information sharing across communication platforms
- More proactive releases
- Increases visibility and profile of SJPF

Foot Patrols



- 6 specific community foot patrol zones
- 2-3 foot patrols per week
- May - September
- Includes senior management, regular members, neighbourhood officers, and auxiliary members
- Meet the community face to face and address issues together

Crescent Valley

Old North End

Uptown

Waterloo Village

Lower West

**Shopping
District**

Public Engagement



- Issue identification through community engagement
- Work together to analyze the problem
- Work collaboratively to develop effective solutions
- Create partnerships, assign roles and take ownership

**Together a
safe,
secure,
healthy
community**

Current Engagements/ Strategies



- Chief's Advisory Committee (quarterly)
- Chief's Community Action Group (quarterly)
- Local schools
- Local non-profits
- Community Organizations
- 5 priority neighbourhoods (quarterly)
 - Community Meetings to be held by the fall

Evaluation and Assessment



- Strategic Plan
- Community Engagement Sergeant
- Neighbourhood Officers
- Community Feedback
- Alternate Funding Opportunities – youth and combatting drug and gun violence

Outcomes



- Builds trust and credibility with our residents and community partners
- Reduces chronic crime and traffic issues
- Increases visibility – sense of safety
- Includes community in problem solving
- Improves our footprint in the community

Conclusion



Our sustainability as a police organization is contingent on our community support.

That support will come from engaging our community in all aspects of the police service delivery model.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Saint John Board of Police Commissioners receive and file the Saint John Police Community Engagement presentation by Chief Robert Bruce. (O2206-04)

MOTION CARRIED UNANIMOUSLY

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report / April 2022

Chief Bruce reported that during the month of April there was one (1) complaint, zero (0) complimentary correspondences and one (1) grievance.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Internal Monthly Report / April 2022 be received and filed. (O2206-05)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Unaudited Financial Results as of April 30, 2022

Craig Lavigne, Financial Controller reported that the preliminary unaudited operating budget results show a deficit of (\$15,525) year to date. Overall wages and benefits are over budget by (\$1,512) and goods and services are over budget by (\$13,913) year to date.

Professional fees and purchases services are over budget due to costs associated with finalizing the Collective agreement and various service procured year to date. It is anticipated that these budget lines will be one budget for year end.

Moved by Vice Chair Dean, seconded by Commissioner Bryant:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of April 30, 2022, be received and filed as presented. (O2206-06)

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Unaudited Financial Results as of April 30, 2022

Craig Lavigne, Financial Controller reported that the Force's preliminary unaudited April 30, 2022, operating budget results show a surplus of \$219,131. Overall wages and benefits are under budget by \$570,116 and can be attributed to vacancies, retirements, and wage recoveries. Goods and services are over budget by (\$350,985) due to a variety of factors.

Insurance deductible is overbudget due to more claims than anticipated. Professional services variance is due to a larger number of legal services obtained to date relating to factors such as finishing the collective agreement for the Police association. Other purchased services and repairs and maintenance are related to timing of goods and service received year to date.

The largest year to date variance is for vehicle purchases. The Police have received several vehicles to date this year and have funding available in their vehicle reserves. Transfers to and from reserves are done annually and the funding to cover the cost of vehicles will be completed before the end of the year with a resolution from the board.

Overall year end forecast shows the force being on budget. A few areas of concern that will need to be mitigated is the higher insurance deductible costs, any unanticipated legal costs and higher fuel cost. There will still be a lot of variability around the overall cost of goods and services due to raising inflation which has already having a significant impact on the city.

The use of forecasting allows management to best decide how to utilize funds based on current results, along with known upcoming expenditures and budget variance to guide decision making to ensure financial management of the forces annual operating budget.

Revenue is anticipated to fall short of budget due to earlier than expected Secondment that was budgeted for 2022.

Moved by Commissioner Costello, seconded by Vice Chair Dean:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of April 30, 2022, be received and filed as presented. (O2206-07)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Unaudited Financial Results as of April 30, 2022

Craig Lavigne, Financial Controller reported that the Public Safety Communication Centre's (PSCC) preliminary unaudited April 30, 2022, operating budget show a surplus of \$7,294 year to date. Overall wages and benefits are under budget by \$11,808 and goods and services are over budget by (\$4,514).

Overall, the goal for the year will be to continue to focus on getting the Centre to 100% staffing level which will keep salaries and benefits on budget for the year. Revenue is anticipated to be slightly underbudget for the year.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of April 30, 2022, be received and filed as presented. (O2206-08)

MOTION CARRIED UNANIMOUSLY

8.5 Highlights of Monthly Activity Report / April 2022

Activity	March	YTD – 2022	YTD - 2021
Calls for Service – PSCC (processed by the PSCC for the SJPF only)	4,513	16,839	17,843
Incident Reports (police files generated)	678	2,467	2,958
Violent Crimes (Assault, Robbery, Weapons Offences, Threats)	71	246	281
Property Crimes (Thefts, Break & Enter, Possession of Stolen Property, Mischief)	211	618	703
Mental Health Act	23	99	150
Mental Health RELATED Calls for Service	138	647	520

Arrests (<i>Data not available for December</i>)	131	461	478
Impaired Driving	10	34	27
Motor Vehicle Accidents	120	626	582
Tickets Issued (POPA)	215	528	456
Training	1,414	3,860.50	Not available
Auxiliary	108	162.5	333
Alternative Response Unit	435	1,811	Not available

Moved by Commissioner Costello, seconded by Vice Chair Dean:

RESOLVED, that the Highlights of Monthly Activity Report / April 2022 be received and filed. (O2206-09)

MOTION CARRIED UNANIMOUSLY

8.6 Purchase of New Vehicles

The Saint John Police Force as part of its fleet replacement requirements needs to replace six patrol vehicles in 2023. Four of the vehicles being replace will surpass end of life in 2023 and two were damaged beyond repair. It is critical to replace vehicles to ensure operational needs are met and to minimize excessive maintenance cost.

The base cost for each vehicle is \$57,055.50 and the anticipated cost for fit up is \$15,000 per vehicle for a total cost of \$432,333 (plus applicable HST).

The cost for the vehicles will be funded from the Police vehicle reserves which as the funding available to cover the cost. The vehicles are not anticipated to arrive until 2023 based on current projections.

The purchase of these vehicles align with the Forces fleet strategy, meets the operational needs of the Force and Common Council's priority of Green. The City's procurement department has reviewed the vehicle request and facilitated the pricing and procurement of the vehicles.

Moved by Vice Chair Dean, seconded by Commissioner Bryant:

RESOLVED, that the Saint John Board of Police Commissioners approve the purchase of six (6) Ford Explorer Hybrid AWD Police Interceptors at a tender price of \$432,333 (plus applicable HST) and authorize the City of Saint John to issue a purchase order to Downey Ford. (O2206-10)

MOTION CARRIED UNANIMOUSLY

9. New Business

At this time, the media were invited to ask questions of the board.

10. Adjournment

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the meeting of the Saint John Board of Police Commissioners held on June 7, 2022, be adjourned at 5:46 p.m. (O2206-11)

MOTION CARRIED UNANIMOUSLY

Chair Tamara Kelly

Vice Chair Katelin Dean