



**MINUTES - OPEN SESSION MEETING  
SAINT JOHN BOARD OF POLICE COMMISSIONERS  
JULY 5, 2022 – 5:00 P.M.  
COMMUNITY ROOM, ONE PEEL PLAZA**

**PRESENT**

**Commissioners**

Tamara Kelly, Chair  
Maïke White, Secretary  
Michael Costello  
Charles Bryant

**Absent**

Katelin Dean, Vice Chair  
Greg Norton

**Staff**

Chief Robert Bruce  
Doug Evans, Legal Counsel  
Craig Lavigne, Financial Controller, CSJ  
Daphne Wayne, 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' July 5, 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.

## 2. Approval of Minutes

### 2.1 Adoption of June 7, 2022, minutes

Moved by Commissioner Costello, seconded by Secretary White:

***RESOLVED, that the Open Session minutes of June 7, 2022, be approved.***  
**(O2207-01)**

MOTION CARRIED UNANIMOUSLY

## 3. Adoption of Agenda

### 3.1 July 5, 2022, Agenda

Moved by Secretary White, seconded by Commissioner Bryant:

***RESOLVED, that the agenda for July 5, 2022, be adopted. (O2207-02)***

MOTION CARRIED UNANIMOUSLY

## 4. Disclosure of Conflict of Interest

4.1 There were no members in conflict of interest with any items on the agenda.

## 5. Consent Agenda

5.1 There were no items on the Consent Agenda.

## 6. Delegations and Presentations

### 6.1 Chief's Community Action Group (CCAG)

The Saint John Police announced the implementation of the Chief's Community Action Group (CCAG). The focus of this group is to bring together representatives with the shared mission of a safe, healthy Saint John from across a broad spectrum to proactively address the significant issues faced in the city such as homelessness, substance use, mental health, and youth poverty.

Chief Bruce stated that these issues and challenges affect the entire community in a very real way. Individual agencies do an outstanding job dealing with the complexities of these specific issues, with limited resources and infrastructure, however, they feel, as group, that because all these issues intersect at some point, that they need to look at a more coordinated, integrated, collaborative way of addressing them if they are going to make a substantial and sustainable difference in our community. He added

that he cannot think of a more dedicated group to engage in shifting the paradigm on how they address these important social issues.

The CCAG has created six subcommittees: Homelessness, Substance Use, Youth Issues, Mental Health, Quick Reaction Teams, and Discharge Planning. These subcommittees are led by on-the-ground practitioners with diverse representation from a cross section of agencies, including municipal and provincial government (member agencies are listed below). These subcommittees are in their infancy stages and are still seeking individuals from both the public and private sector who want to participate by making a positive contribution to the city and who can offer specific insight, expertise, or a kind and willing heart. Chief Bruce stated that this is our city, and they know there are many people out there who can and are willing to make a difference in addressing these complex issues.

Member agencies:

1. Addictions and Mental Health, Saint John
2. Avenue B Harm Reduction
3. Centre for Research, Education and Clinical Care of At-Risk Populations (RECAP)
4. Child Protection Services, Department of Social Development
5. City of Saint John
6. Correctional Services, Justice & Public Safety New Brunswick
7. Coverdale Centre for Women Inc.
8. Dalhousie Medical New Brunswick, Dalhousie University
9. Government of New Brunswick
10. Hestia House
11. Horizon Health - Mobile Crisis Services & Emergency Mental Health
12. Human Development Council
13. John Howard Society New Brunswick
14. Moms Stop the Harm
15. Office of the Attorney General - Crown Prosecutions, Saint John
16. Public Health New Brunswick, Department of Health
17. Outflow Ministry Saint John
18. River Stone Recovery Centre
19. Saint John Learning Exchange
20. Saint John Police Force
21. Saint John Regional Correctional Centre
22. Teen Resource Center (TRC)

Moved by Secretary White, seconded by Commissioner Costello:

***RESOLVED, that the Saint John Board of Police Commissioners receive and file the verbal overview around the Chief's Community Action Group (CCAG) by Chief Bruce. (O2207-03)***

MOTION CARRIED UNANIMOUSLY

## 7. Consideration of Issues Separated from Consent Agenda

## 8. General Correspondence

### 8.1 Internal Monthly Report / May 2022

Chief Bruce reported that during the month of May there was one (1) complaint, one (1) complimentary correspondence and zero (0) grievances.

Moved by Commissioner Costello, seconded by Secretary White:

***RESOLVED, that the Internal Monthly Report / May 2022 be received and filed. (O2207-04)***

MOTION CARRIED UNANIMOUSLY

### 8.2 SJBPC Operating Budget / May 2022

Craig Lavigne, Financial Controller reported that the preliminary unaudited operating budget results show a deficit of **(\$18,433)** year to date. Overall wages and benefits are over budget by **(\$1,242)** and goods and services are over budget by **(\$17,191)** year to date.

Professional fees and purchases services are over budget due to legal costs incurred and various service procured year to date. It is anticipated that these budget lines will be on budget for year end.

Moved by Secretary White, seconded by Commissioner Costello:

***RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of May 31, 2022, be received and filed as presented. (O2207-05)***

MOTION CARRIED UNANIMOUSLY

### 8.3 SJPF Operating Budget / May 2022

Craig Lavigne, Financial Controller reported that the Force's preliminary unaudited May 31, 2022, operating budget results show a surplus of \$379,341. Overall wages and benefits are under budget by \$671,489 and can be attributed to vacancies, retirements, wage recoveries and retroactive payments not paid to date. Goods and services are over budget by **(\$292,149)** 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 Commissioner Bryant:

***RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of May 31, 2022, be received and filed as presented. (O2207-06)***

MOTION CARRIED UNANIMOUSLY

#### 8.4 PSCC Operating Budget / May 2022

Craig Lavigne, Financial Controller reported that the Public Safety Communication Centre's (PSCC) preliminary unaudited May 31, 2022, operating budget show a surplus of \$19,297 year to date. Overall wages and benefits are under budget by \$9,149 and goods and services are under budget by \$10,149 year to date.

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 Secretary White, seconded by Commissioner Costello:

***RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of May 31, 2022, be received and filed as presented. (O2207-07)***

MOTION CARRIED UNANIMOUSLY

8.5 Highlights of Monthly Activity Report / May 2022

| <b>Activity</b>   | <b>May</b> | <b>YTD –<br/>2022</b> | <b>YTD -<br/>2021</b> |
|---|------------|-----------------------|-----------------------|
| Calls for Service – PSCC ( <i>processed by the PSCC for the SJPF only</i> )                   | 4,797      | 21,636                | 22,830                |
| Incident Reports ( <i>police files generated</i> )  | 730        | 3,197                 | 3,874                 |
| Violent Crimes ( <i>Assault, Robbery, Weapons Offences, Threats</i> )                         | 89         | 336                   | 348                   |
| Property Crimes ( <i>Thefts, Break &amp; Enter, Possession of Stolen Property, Mischief</i> ) | 206        | 824                   | 934                   |
| Mental Health Act   | 31         | 130                   | 202                   |
| Mental Health <i>RELATED</i> Calls for Service  | 167        | 814                   | 705                   |
| Arrests ( <i>Data not available for December</i> )  | 130        | 591                   | 616                   |
| Impaired Driving  | 9          | 43                    | 32                    |
| Motor Vehicle Accidents   | 150        | 776                   | 712                   |
| Tickets Issued (POPA)   | 208        | 741                   | 526                   |
| Training  | 1,513      | 4,374                 | Not available         |
| Auxiliary   | 128        | 290.5                 | 430                   |
| Alternative Response Unit   | 408        | 2,219                 | Not available         |

Moved by Secretary White, seconded by Commissioner Costello:

***RESOLVED, that the Highlights of Monthly Activity Report / May 2022 be received and filed. (O2207-08)***

MOTION CARRIED UNANIMOUSLY

## 9. New Business

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

## 10. Adjournment

Moved by Commissioner Bryant, seconded by Secretary White:

***RESOLVED, that the meeting of the Saint John Board of Police Commissioners held on June 7, 2022, be adjourned at 5:25 p.m. (O2207-09)***

MOTION CARRIED UNANIMOUSLY