**PRESENT**

**Commissioners**

Tamara Kelly, Chair

Katelin Dean, Vice Chair

Donna Reardon (via teleconference)

Michael Costello

Charles Bryant

**Absent**

Maike White, Secretary

Greg Norton

**Staff**

Robert Bruce, Chief of Police

Doug Evans, Legal Counsel

Craig Lavigne, Financial Controller, CSJ

Daphne Waye, Recording Secretary

**Media**

Timothy Herd, CHSJ / Wave News

Emma McPhee / Brunswick News Inc.

**Guests**

Courtney Pyrke

Matthew Martin

1. **Call to Order**

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners’ November 8, 2022, Open Session meeting and called the meeting to order. She reminded those in attendance that the meeting was being recorded in compliance with the Privacy Policy.

1. **Approval of Minutes**

2.1 September 13, 2022, Minutes

2.2 October 4, 2022, Minutes

Moved by Vice Chair Dean, seconded by Commissioner Bryant:

 ***RESOLVED, that the Open Session minutes of September 13, 2022, and October 4th, 2022, be approved.* (O2211-01)**

MOTION CARRIED UNANIMOUSLY

1. **Adoption of Agenda**

3.1 November 8th, 2022, Agenda

Moved by Commissioner Costello, seconded by Vice Chair Dean:

 ***RESOLVED, that the agenda for November 8th, 2022, be adopted.*** **(O2211-02)**

MOTION CARRIED UNANIMOUSLY

1. **Disclosure of Conflict of Interest**

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

1. **Consent Agenda**

5.1 There were no items on the Consent Agenda.

1. **Delegations and Presentations**

6.1 Coffee with a Cop

The Saint John Police Force is piloting a new program “Coffee with a Cop” that will provide residents of the city’s priority neighbourhoods the chance to speak with an officer and share issues that affect them.

Chief Bruce mentioned that the force has already been using the concept as a recruiting strategy, going to universities, colleges, and high schools to share information about opportunities within the Saint John Police Force. For the month of November, the program will be piloted in the city’s five priority neighbourhoods and one seniors’ centre. He added that they are going to try to find out what the issues are, what kind of issues that they think they can deal with and then, if they find it to be successful, they will continue with their neighbourhood officers, and it could also then open up to other community groups.

For the pilot, Chief Bruce and Deputy Chief Honey Dwyer will be hosting the sessions at the neighbourhood community centers, and the topics have ranged from crime and policing to homelessness etc. The police force has increased its community engagement in recent months, renewing neighbourhood policing and foot patrols in June.

At 5:12 p.m. Courtney Pyrke and Matthew Martin left the meeting.

1. **Consideration of Issues Separated from Consent Agenda**
2. **General Correspondence**

8.1 Internal Monthly Report / September 2022

Chief Bruce reported that during the month of September there was one (1) complaint, two (2) complimentary correspondences and zero (0) grievances.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

 ***RESOLVED, that the Internal Monthly Report / September 2022 be received and filed.* (O2211-03)**

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget / September 30, 2022

Craig Lavigne, Financial Controller reported that the preliminary unaudited operating budget results show a deficit of ($3,230) year to date. Overall wages and benefits are over budget by ($2,378) and goods and services are over budget by ($852) year to date.

Moved by Commissioner Costello, seconded by Commissioner Bryant:

 ***RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of September 30, 2022, be received and filed as presented.* (O2211-04)**

MOTION CARRIED UNANIMOUSLY

 8.3 SJPF Operating Budget / September 30, 2022

Craig Lavigne, Financial Controller reported that the Force’s preliminary unaudited September 30, 2022, operating budget results show a surplus of $113,680. Overall wages and benefits are under budget by $296,005 and can be largely attributed to vacancies. Goods and services are over budget by ($182,325) 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.

Overall year end forecast shows the force having a minor deficit. A few areas of concern that will need to be mitigated are the higher insurance deductible costs, any unanticipated legal costs and higher fuel costs.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

 ***RESOLVED, that the Saint John Police Force’s Unaudited Financial Results as of September 30, 2022, be received and filed as presented.* (O2211-05)**

MOTION CARRIED UNANIMOUSLY

8.4PSCC Operating Budget / September 30, 2022

Craig Lavigne, Financial Controller reported that the Public Safety Communication Centre’s (PSCC) preliminary unaudited September 30, 2022, operating budget shows a surplus of $97,380 year to date. Overall wages and benefits are under budget by $18,506 and goods and services are under budget by $71,685 year to date.

General Services are driving the surplus in goods and services and is a result of timing on the implementation of the new CAD system. Revenue is anticipated to be slightly under budget 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 September 30, 2022, be received and filed as presented.* (O2211-06)**

MOTION CARRIED UNANIMOUSLY

8.5 Highlights of Monthly Activity Report / September 2022

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **September 2022** | **YTD – 2022** | **YTD - 2021** |
| Calls for Service – PSCC (*processed by the PSCC for the SJPF only*) | 5,138 | 42,723 | 42,294 |
| Incident Reports (*police files generated*) | 763 | 6,238 | 7,073 |
| Violent Crimes (A*ssault, Robbery, Weapons Offences, Threats)* | 86 | 682 | 634 |
| Property Crimes (*Thefts, Break & Enter, Possession of Stolen Property, Mischief*) | 206 | 1,634 | 1,816 |
| Mental Health Act | 25 | 227 | 310 |
| Mental Health *RELATED* Calls for Service | 165 | 1,518 | 1,341 |
| Arrests (*Data not available for December)* | 140 | 1,152 | 1,158 |
| Impaired Driving | 6 | 71 | 68 |
| Motor Vehicle Accidents | 147 | 1,368 | 1,357 |
| Tickets Issued (POPA) | 70 | 1,080 | 837 |
| Training | 1,353 | 7,094 | Not available |
| Auxiliary | 107 | 1,193 | 684.5 |
| Alternative Response Unit | 512 | 4,234 | Not available |

Moved by Vice Chair Dean, seconded by Commissioner Bryant:

 ***RESOLVED, that the Highlights of Monthly Activity Report / September 2022 be received and filed.* (O2211-07)**

MOTION CARRIED UNANIMOUSLY

1. **New Business**

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

1. **Adjournment**

Moved by Vice Chair Dean, seconded by Commissioner Costello:

***RESOLVED, that the Saint John Board of Police Commissioners November 8th, 2022, Open Sesson meeting be adjourned. (O2211-08)***

MOTION CARRIED UNANIMOUSLY

***The Chair declared the meeting adjourned at 5:27 p.m.***

Chair Tamara Kelly Vice Chair Katelin Dean