



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
DECEMBER 6, 2022 – 5:15 P.M.
COMMUNITY ROOM, ONE PEEL PLAZA**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Maika White, Secretary
Donna Reardon
Greg Norton (via teleconference)
Michael Costello
Charles Bryant

Staff

Robert Bruce, Chief of Police
Craig Lavigne, Financial Controller, CSJ
Daphne Waye, Recording Secretary

Media

Marlo Glass / Brunswick News Inc.
Brad Perry, 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' December 6, 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.

2. Approval of Minutes

2.1 November 8, 2022, Minutes

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Open Session minutes of November 8, 2022, be approved.
(02212-01)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 December 6, 2022, Agenda

Moved by Commissioner Costello, seconded by Commissioner Bryant:

RESOLVED, that the agenda for December 6, 2022, be adopted. (O2212-02)

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 Holiday in a Box Campaign

Chief Bruce updated the board around the Saint John Police Force ***Holiday in a Box Campaign***.

He mentioned that the campaign is meant to provide less fortunate adults in the community with a little holiday joy. The holiday season is always tough on marginalized people but specifically, adults, when the focus is and should be on young people.

The members of the Saint John Police Force led the way by stepping up last year in conjunction with the community and were able to contribute 467 boxes making a positive contribution to those who count on them the most.

While they have challenged the community members and families to contribute to this initiative, the Command staff is challenging every family of the SJPF to fill at least one gift box each. These boxes, which can cost less than \$50, provide an opportunity to offer someone who may otherwise be forgotten, to feel they matter, even if just in a small way.

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Holiday in a Box Campaign update by Chief Bruce, be received and filed. (O2212-03)

MOTION CARRIED UNANIMOUSLY

6.2 Festive R.I.D.E.

Chief Bruce mentioned that the Saint John Police are partnering with New Brunswick Justice and Public Safety, Kennebecasis Regional Police Force, and the MADD Saint John & Area Chapter to conduct their annual Festive R.I.D.E. Campaign during the month of December to Reduce Impaired Driving Everywhere.

According to MADD Canada, every year, hundreds of Canadians are killed, and thousands are injured in crashes involving alcohol, cannabis and/or other drugs. MADD Canada's latest statistics show that nearly 87,000 federal charges and provincial short-term suspensions are laid for impaired driving annually. That averages out to about ten charges and short-term suspensions handed out to drivers every hour.

Their mission is to decrease instances of impaired driving through education, deterrence, and enforcement to reduce motor vehicle collisions and injuries.

Throughout the month of December, police, and public safety officers, including experts in drug recognition, will conduct checkpoints and roaming patrols at various locations throughout the Saint John and the Kennebecasis Valley targeting impaired driving infractions.

Chief Bruce stated that as the holiday season approaches and celebrations begin to please plan ahead and designate a sober driver. He added that it is our collective responsibility, police, and community together, to ensure that our roads are safe.

If you encounter a driver that you believe is impaired, please call 911." Constable Travis Jones, Festive R.I.D.E. Coordinator.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the update from Chief Bruce around the Festive R.I.D.E. campaign be received and filed. (O2212-04)

MOTION CARRIED UNANIMOUSLY

6.3 Coffee with a Cop Update

As mentioned at the November 8th board meeting, Chief Bruce gave the board an update around the Saint John Police Force's new pilot program "Coffee with a Cop" which will provide residents of the city's priority neighbourhoods the chance to speak with an officer and share issues that affect them.

He mentioned that he along with Deputy Chief Honey Dwyer have been 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, and mentioned that they do not go where they are not invited.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the update from Chief Bruce around the Coffee with a Cop pilot program, be received and filed. (O2212-05)

MOTION CARRIED UNANIMOUSLY

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report / October 2022

Chief Bruce reported that during the month of October there was one (1) complaint, one (1) complimentary correspondence and one (1) grievance.

Moved by Commissioner Costello, seconded by Commissioner Reardon:

RESOLVED, that the Internal Monthly Report / October 2022 be received and filed. (O2212-06)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget / October 31, 2022

Craig Lavigne, Financial Controller reported that the preliminary unaudited operating budget results show a surplus of \$3,001 year to date. Overall wages and benefits are over budget by (\$61) and goods and services are under budget by \$3,062 year to date.

Professional fees and purchases services are over budget 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 and overall, the Commission is anticipated to have a slight deficit of (\$2,528).

Moved by Secretary White, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of October 31, 2022, be received and filed as presented. (O2211-07)

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget / October 31, 2022

Craig Lavigne, Financial Controller reported that the Force's preliminary unaudited October 31, 2022, operating budget results show a surplus of \$600,563. Overall wages and benefits are under budget by \$455,296 and can be largely attributed to vacancies. Goods and services are under budget by \$145,267 due to a variety of factors.

Insurance deductible is over budget 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.

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

Moved by Commissioner Costello, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of October 31, 2022, be received and filed as presented. (O2212-08)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget / October 31, 2022

Craig Lavigne, Financial Controller reported that the Public Safety Communication Centre's (PSCC) preliminary unaudited October 31, 2022, operating budget shows a surplus of \$118,467 year to date. Overall wages and benefits are under budget by \$22,358 and goods and services are under budget by \$71,685 year to date.

PSCC is anticipated to have a surplus of \$102,207 which is a combination of surplus in wages and the difference in goods and services and is mainly due to delays with the implementation of the new CAD system.

Revenue is anticipated to be on budget for year end.

Moved by Vice Chair Dean, seconded by Secretary White:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of October 31, 2022, be received and filed as presented. (O2212-09)

MOTION CARRIED UNANIMOUSLY

8.5 SJPF and PSCC - 2023 Operating Budget

The purpose of the report was to provide the Saint John Board of Police Commissioners with an update on the 2023 Operating Budgets for the Saint John Police Force and the Public Safety Communication Centre.

The Finance Committee approved the General Fund Operating Budget at its meeting held on November 21, 2022 and submitted the budget to Common Council for receive and file.

The operating budget for the Police Force approved by the Finance Committee was \$28,134,829 which is a reduction of \$112,650 based on the budget approved and submitted by the Commission. PSCC's operating budget was approved for \$2,894,857 which represented a reduction of \$81,600.

The reductions were associated with the implementation of the new records management system and the new CAD systems. There is a very strong likelihood that the two systems would not be operational until later in 2023, therefore the full annual operating cost for these budgeted costs would not be incurred in 2023. These budgeted items could be reduced with no impact to the projects or the operations of the Force or PSCC and better align budgets with actual costs.

There was also a correction for Extra Duty Revenue for Police which was increased by \$50,000 to a total of \$100,000 to align with previous year budget.

Moved by Secretary White, seconded by Commissioner Costello:

RESOLVED, that the Saint John Board of Police Commissioners receive and file the adjusted 2023 Operating Budgets for the Saint John Police Force and the Public Safety Communication Centre. (O2212-10)

MOTION CARRIED UNANIMOUSLY

8.6 Highlights of Monthly Activity Report / October 2022

Activity	October 2022	YTD – 2022	YTD - 2021
Calls for Service – PSCC (<i>processed by the PSCC for the SJPF only</i>)	4,918	47,641	46,952
Incident Reports (<i>police files generated</i>)	686	6,924	7,791
Violent Crimes (<i>Assault, Robbery, Weapons Offences, Threats</i>)	93	775	710

Property Crimes (<i>Thefts, Break & Enter, Possession of Stolen Property, Mischief</i>)	161	1,795	1,999
Mental Health Act	15	242	328
Mental Health <i>RELATED</i> Calls for Service	126	1,645	1,479
Arrests (<i>Data not available for December</i>)	87	1,239	1,300
Impaired Driving	8	79	79
Motor Vehicle Accidents	187	1,555	1,519
Tickets Issued (POPA)	37	1,142	919
Training	1,273.5	8,367	Not available
Auxiliary	77	1,270	694.5
Alternative Response Unit	422	4,656	Not available

Moved by Commissioner White, seconded by Vice Chair Dean:

RESOLVED, that the Highlights of Monthly Activity Report / October 2022 be received and filed. (O2212-11)

MOTION CARRIED UNANIMOUSLY

8.7 Proposed 2023 SJBPC Meeting Schedule

The proposed 2023 Saint John Board of Police Commission schedule for the second (2nd) Tuesday of the month was submitted for the board to review.

Pursuant to section 4 (4.1) of the 2012 By-Laws Respecting the Procedures of the Saint John Board of Police Commissioners, regular meetings shall be held monthly on the first (1st) Tuesday of each month except the month of August for the purpose of transacting all Board business. In addition, the Chair is permitted to schedule a special or emergency meeting on any date.

At the December 4, 2018, meeting of the board, a resolution was adopted to amend the submitted Proposed 2019 Meeting Schedule, changing the dates of the board meetings to the second (2nd) Tuesday of the month to accommodate board members schedules.

On December 14, 2021, the board adopted a resolution to return to holding their monthly board meetings on the first (1st) Tuesday of the month in accordance with Section 4 (4.1) of the By-Laws Respecting the Procedures of the Saint John Board of Police Commissioners 2012.

Chief Bruce was consulted to provide feedback around the proposed meeting dates for 2023.

He stated that moving the Board meetings to the second (2nd) Tuesday of each month provides ample time to properly prepare all board reports and presentations.

Currently with the meetings being held on the first (1st) Tuesday of each month, it requires staff to rush to gather information and prepare for the meeting.

Moving the board meetings to the second (2nd) Tuesday of the month will be both an efficient and effective way of proper preparation.

Moved by Secretary White, seconded by Commissioner Costello:

RESOLVED, that the Proposed 2023 Saint John Board of Police Commissioners Meeting Schedule second (2nd) Tuesday of the month, be approved. (O2212-12)

MOTION CARRIED UNANIMOUSLY

9. New Business

Chief Bruce mentioned that he wanted to publicly recognize Timothy Herd, who has recently moved on as a reporter from CHSJ / Wave News, for his professional excellence in journalism. Chief Bruce added that Mr. Herd covered the Board and policing very well with his journalistic integrity, impartiality, and fairness, which was a tribute to journalism, and he would like to present him with the Chief's Certificate of Excellence.

Unfortunately, Mr. Herd was not present at the meeting and Chief Bruce is hoping that at a further date he will be able to make this presentation to him either at a board meeting or at police headquarters.

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 Saint John Board of Police Commissioners December 6th, 2022, Open Session meeting be adjourned. (O2212-13)

MOTION CARRIED UNANIMOUSLY

The Chair declared the meeting adjourned at 5:45 p.m.