



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 10.2.2**  
**Board of Police Commissioners**  
**August 2, 2023**

**TO:** Chair Kent and Commissioners of Board of Police Commissioners

**SUBMITTED BY:** - Original Signed -

Cathie O'Toole, Chief Administrative Officer

**DATE:** July 20, 2023

**SUBJECT:** **Revisions to Approved 2023 Meeting Schedule**

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**ORIGIN**

Staff originated report.

**LEGISLATIVE AUTHORITY**

*Police Act*, 2004, S.N.S 2004, c. 31, section 49, provides:

49 The board must hold a board meeting at least every three months.

**RECOMMENDATION**

It is recommended that the Board of Police Commissioners approve the revised 2023 meeting as outlined in Attachment 1 of the staff report.

**BACKGROUND**

On December 14, 2022 the Board of Police Commissioners (BoPC) approved its 2023 meeting schedule with Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street, Halifax listed as the Board's in-person meeting location. On February 6, 2023 the BoPC approved a revised 2023 meeting schedule which changed the BoPC's in-person meeting location to the Harbour East Marine Drive Community Council (HEMDCC) Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth.

A staff report entitled "Budget Process Refresh and Board Policy Update", will be tabled at the Board of Police Commissioners (BoPC) August 2, 2023 meeting. This staff report recommends that the BoPC adopt a schedule for the BoPC's review of Halifax Regional Police's annual budget. The proposed budget review schedule includes additional meetings to be added to the Board's approved meeting schedule.

## **DISCUSSION**

The “Budget Process Refresh and Board Policy Update” staff report proposes that the Board of Police Commissioners (BoPC) schedule two public participation meetings to continue the BoPC’s practice of including members of the public in the Halifax Regional Police (HRP) budget process. It is proposed that the two public participation meetings (one virtual one in person) be scheduled outside of the BoPC’s regular monthly meetings and be scheduled in October and November (See Attachment 1).

The revised 2023 meeting schedule includes other modifications meant to provide a consistent time and location for meetings as well incorporate feedback heard since the Boards move to the Harbour East Marine Drive Community Council meeting space. The meeting start time is changed to 4:00 p.m. to allow for consistency and predictability because the existing meeting schedule has the meeting start time alternate every month, with either a 12:30 p.m. or 4:30 p.m. start. The meeting length is increased from three to four hours as BoPC meetings regularly run over time to complete the meeting’s agenda and often include the deferral of items to future meetings. The proposed 4:00 p.m. to 9:00 p.m. meeting will include a 30-minute supper break.

The BoPC currently meets monthly on the first Wednesday of the month. Given the BoPC’s increasing workload, including an earlier review of HRP’s 2024/25 operating budget, it is recommended that an additional monthly meeting be scheduled as a contingency, beginning in September. The review of HRP’s 2024/25 operating budget also includes two public participation meetings in October and November, one public participation session will be held in-person and the other will be held virtually to accommodate the needs of the public.

## **FINANCIAL IMPLICATIONS**

No financial implications at this time.

## **RISK CONSIDERATION**

No risk considerations were identified.

## **COMMUNITY ENGAGEMENT**

No community engagement was required.

## **ENVIRONMENTAL IMPLICATIONS**

No environmental implications were identified.

## **ALTERNATIVES**

The Board of Police Commissioners could suggest an alternative meeting schedule. Meeting times and locations can be modified through the Agenda Review process and may be held virtually.

## **ATTACHMENTS**

Attachment 1 – Proposed Revised 2023 Meeting Schedule

A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Andrea Lovasi-Wood, Legislative Assistant, Office of the Municipal Clerk, 902.240.7416

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**Proposed Revised 2023 Meeting Schedule  
Halifax Board of Police Commissioners**

**Date:** First Wednesday of the month

**Time:** 4:00 p.m. – 9:00 p.m.

**Location:** Meetings may be held virtually or in-person (HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth) depending upon Board needs and public health directives.

Meeting locations will be posted on each meeting's agenda which can be found at

<https://www.halifax.ca/city-hall/agendas-meetings-reports>.

<b>Date</b>	<b>Time</b>	<b>Location</b>
January 11, 2023	12:30 – 3:30 p.m.	Halifax Hall – 2nd Floor City Hall, 1841 Argyle Street, Halifax
Monday January 16, 2023 Special Public Consultation Meeting re Halifax Regional Police Budget	4:30 – 7:30 p.m.	Halifax Hall – 2nd Floor City Hall, 1841 Argyle Street, Halifax
Monday February 6, 2023	4:30 – 7:30 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
Monday March 6, 2023	12:30 – 3:30 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
Monday April 3, 2023	4:30 – 7:30 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
May 3, 2023	12:30 – 3:30 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
June 7, 2023	4:30 – 7:30 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
July 5, 2023 – if required	12:30 – 3:30 p.m.	Virtual
August 2, 2023 – if required	4:30 – 7:30 p.m.	Virtual
September 6, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
September 20, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
October 4, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
October 18, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
October 25, 2023 Public Consultation Meeting #1 re Halifax Regional Police Budget	4:00 – 9:00 p.m.	Virtual Meeting <b>or</b> HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
November 1, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
November 15, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
November 22, 2023 Public Consultation Meeting #2 re Halifax Regional Police Budget	4:00 – 9:00 p.m.	Virtual Meeting <b>or</b> HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
November 29, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth
December 13, 2023	4:00 – 9:00 p.m.	HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth

**Please be advised that meeting times and locations are subject to change**