



REVISED - November 20, 2024

Attachments 1 and 2 updated to reflect change in budget update meeting date.

Item No. 10.2.2

Board of Police Commissioners for the Halifax Regional Municipality November 20, 2024

TO: Chair Kent and Commissioners of the Board of Police Commissioners for the Halifax Regional Municipality

FROM: Cathie O'Toole, Chief Administrative Officer

DATE: November 8, 2024

SUBJECT: Board of Police Commissioners 2025 Meeting Schedule

ORIGIN

Staff-initiated report.

RECOMMENDATION

It is recommended that the Board of Police Commissioners for the Halifax Regional Municipality approve the proposed meeting schedule for 2025 as outlined in Attachment 1 of this report.

BACKGROUND

The Board of Police Commissioners for the Halifax Regional Municipality (BoPC) currently meets the first Wednesday of each month starting at 1:00 p.m. in-person at the HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth. The BoPC's monthly meetings are currently scheduled for five hours, with a scheduled end time of 6:00 p.m.

DISCUSSION

The recommended meeting schedule [Attachment 1] provides for six regular meetings in 2025 (January 8, 2025, February 3, 2025, April 2, 2025, June 4, 2025, September 3, 2025 and December 3, 2025) held at the Harbour East Marine Drive meeting space beginning at 1:00 p.m. Meetings are scheduled for five hours in duration, with a scheduled end time of 6:00 p.m. The exception to this practice is the January 8th meeting scheduled from 3:00 to 4:00 p.m. for the annual elections of Chair and Vice Chair. The BoPC's 2025 regular meeting dates satisfies the *Police Act* requirement that the BoPC meet every three months [*Police Act*,

2004, S.N.S. 2004, c. 31, section 49]. If additional meetings are required, they can be added through motion or called by the chair of the BoPC to address a specific item or issue.

The recommended meeting schedule [Attachment 1] also includes meetings for the BoPC's review of the Halifax Regional Police (HRP) 2025/2026 operating budget and the Royal Canadian Mount Police Halifax Regional Detachment (RCMP HRD) 2025/2026 staff complement request.

The Halifax Regional Municipality (HRM) election on October 19, 2024 impacted the amount of time normally allotted for the BoPC's budget review process as outlined in the "Board of Police Commissioners Budget Timeline (Non election years)"¹ due to need for the new Council to appoint three members of Council to the BoPC [*Police Act*, 2004, S.N.S. 2004, c. 31, section 44(4)(a)]. These appointments will be made by the new Council after their swearing in ceremony on November 5, 2024. The BoPC's 2025/26 budget review meetings cannot begin until after the three Council appointees are sworn in as commissioners of the BoPC at its first post-election meeting on November 20, 2024.

Accordingly, the BoPC's 2025/26 budget review meetings, which normally begin in September, cannot begin until December and will need to conclude on January 15, 2025 so that the BoPC's recommendations to Council regarding HRP's 2025/26 operating budget and the RCMP HRD's 2025/26 staff complement request can inform HRM's larger budget approval process that needs to be completed before the start of the 2025 fiscal year on April 1, 2025. The BoPC's 2025/26 budget review process will start at the BoPC's previously approved December 4, 2024 meeting with presentations of HRP's business plan summarizing HRP's high level budget requests and RCMP HRD's business plan summarizing RCMP's resource requests. The December 4, 2024 meeting will also include regular BoPC agenda items. The December 18, 2024 meeting will include presentations of HRP's draft operating budget and RCMP HRD's staffing complement request.

As a result of the shortened budget review timeline, it is recommended that the BoPC 2025/26 budget review include one public participation meeting instead of the two set out in the "Board of Police Commissioners Budget Timeline (Non election years)". The public participation session scheduled for January 8, 2025 would be held virtually from 4:00 to 9:00 p.m. in order to allow for members of the public who cannot attend an in-person meeting during the afternoon to speak [See Attachment 1]. In the event that at the scheduled end time of the January 8th public participation session there are speakers remaining who have yet to speak the Clerk's Office will record their names and schedule a special meeting so that the BoPC can receive their comments.

If the BoPC wishes to maintain two public participation sessions the first public participation session (virtual) would be scheduled for December 11, 2024 and the second public participation session (in-person) would be scheduled for January 8, 2025 [see Attachment 2].

When public participation is completed the BoPC will meet on January 15, 2025 to consider the recommendations regarding HRP's operating budget and RCMP HRD's staffing complement. A March 17, 2025 meeting is scheduled as a contingency if Council refers HRP's 2025/26 operating budget and/or RCMP HRD's staffing complement back to the BoPC for reconsideration.

The recommended meeting schedule [Attachment 1] also includes a meeting on March 3, 2025 to allow the BoPC to meet with the Policing Policy Strategist to discuss and develop a work plan for the upcoming year as part of the BoPC's obligation under section 6(2) of [By-law P-100, Respecting the Board of Police Commissioners for the Halifax Regional Municipality](#) to provide an annual report to Regional Council by June 1st each year which includes an overview of the BoPC's work plan for the coming year.

¹ See Reference 1 – Board of Police Commissioners Budget Timeline (Non election years) in [Board Roles and Responsibilities](#), BoPC Policy Manual, .

FINANCIAL IMPLICATIONS

No financial implications at this time.

COMMUNITY ENGAGEMENT

No community engagement was required.

ALTERNATIVES

The Board of Police Commissioners for the Halifax Regional Municipality could choose to:

1. Approve the proposed 2025 Board of Police Commissioners meeting schedule as outlined in Attachment 2 of this report.
2. Adjust the proposed 2025 Board of Police Commissioners meeting schedule as outlined in Attachment 1 of this report.
3. Adjust the proposed 2025 Board of Police Commissioners meeting schedule as outlined in Attachment 2 of this report.

LEGISLATIVE AUTHORITY

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

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

ATTACHMENTS

Attachment 1 – Proposed 2025 Meeting Schedule with one public participation session for BoPC's 2025/2026 budget review meetings

Attachment 2 – Proposed 2025 Meeting Schedule with two public participation sessions for BoPC's 2025/2026 budget review meetings

Report Prepared by: Andrea Lovasi-Wood, Legislative Assistant, Municipal Clerks Office 902.240.7164

Proposed 2025 Meeting Schedule

BOARD OF POLICE COMMISSIONERS FOR THE HALIFAX REGIONAL MUNICIPALITY

Date: 1st Wednesday of the Month *when possible, at least every three months

Time: 1:00 p.m. – 6:00 p.m. *when possible

Location: Meetings may be held virtually or in-person (HEMDCC Meeting Space, Main Floor Alderney Landing, 60 Alderney Drive, Dartmouth) depending upon Board needs. Meeting locations will be posted with each meeting’s agenda which can be found at <https://www.halifax.ca/city-hall/agendas-meetings-reports>.

Month	Date
December 2024	December 4, 2024 (Approved 2024 meeting) Budget - HRP Business Plan, RCMP Business Plan
December 2024	December 18, 2024 Budget - HRP Draft Budget, RCMP Staffing Complement
January	January 8 3:00 to 4:00 p.m. - Regular Meeting (Virtual) 4:00 to 9:00 p.m. - Budget - Public Participation (Virtual)
January	January 15 Budget - Recommendation
February	Monday February 3
February	Monday February 24 Budget update (If required)
March	Monday March 3 BoPC Work Plan Session
April	April 2
June	June 4
September	September 3
December	December 3

Notes:

- **Additional meetings for the purposes of Budget consideration and public engagement will be scheduled during November and December, 2025 as required in consultation with Finance.**
- **Some of these sessions will require evening meetings.**

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

Other Dates:

- | | | |
|------------------------------|---|---------------------------------|
| • January 1 – New Years Day | • July 1 – Canada Day | • October 13 – Thanksgiving |
| • February 17 – Heritage Day | • August 4 – Natal Day | • November 11 – Remembrance Day |
| • April 18 – Good Friday | • September 1 – Labour Day | • December 25 – Christmas |
| • April 21 – Easter Monday | • September 30 – Truth & Reconciliation Day | • December 26 – Boxing Day |
| • May 19 – Victoria Day | | |

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December 2024	December 11, 2024 from 4:00 to 9:00 p.m. Budget - Public Participation (Virtual)
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