



**BOARD OF POLICE COMMISSIONERS  
MINUTES  
December 17, 2018**

**PRESENT:** Commissioner Steve Craig, Chair  
Commissioner Carole McDougall, Vice-Chair  
Commissioner Tony Mancini  
Commissioner Carlos Beals  
Commissioner Natalie Borden

**REGRETS:** Commissioner Lindell Smith  
Commissioner Anthony Thomas

**STAFF:** Chief Jean-Michel Blais, Halifax Regional Police  
Chief Superintendent Lee Bergerman, Halifax District Detachment, RCMP  
Deputy Chief Robin McNeil, Halifax Regional Police  
Superintendent Colleen Kelly, Halifax Regional Police  
Inspector Robert Doyle, Halifax District Detachment, RCMP  
Jane Fraser, Chief Financial Officer  
Duncan Read, Solicitor, HRM Legal Services  
David Perusse, Legislative Assistant

*The following does not represent a verbatim record of the proceedings of this meeting.*

*The agenda, supporting documents, and information items circulated to the Board are available online:  
[www.halifax.ca](http://www.halifax.ca)*

*The meeting was called to order at 12:30 p.m. The Board recessed at 2:13 p.m. and reconvened at 2:21 p.m. The Board moved into an In Camera (In Private) session at 2:42 p.m. and reconvened in public session at 3:04 p.m. and adjourned at 3:06 p.m.*

## **1. CALL TO ORDER**

The Chair called the meeting to order at 12:30 p.m.

### **1.1 Presentation to Commissioner Mason**

Commissioner Wayne Mason was presented with gifts from Chief Jean-Michel Blais, Halifax Regional Police, and Chief Superintendent Lee Bergerman, Halifax District Detachment, RCMP, in thanks for their work and contributions as a member of the Board of Police Commissioners.

### **1.2 Notice of Annual Election of Chair and Vice-Chair**

Commissioner McDougall provided notice to the Board that at the next regular meeting of the Board in January 2019, elections for the position of Chair and Vice Chair will be held.

## **2. APPROVAL OF MINUTES – November 19, 2018**

MOVED by Commissioner Mancini, seconded by Commissioner McDougall

**THAT the minutes of November 19, 2018 be approved as presented.**

**MOTION PUT AND PASSED.**

## **3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

Commissioner Mancini requested that Item 9.1.5 HRM Police Services Review – Update, be moved to take place prior to Item 9.1.3 Review of Draft Halifax Regional Police Operating Budget 2019/2020.

MOVED by Commissioner Borden, seconded by Commissioner Beals

**THAT the agenda be approved as amended.**

Two-thirds vote required.

**MOTION PUT AND PASSED.**

## **4. BUSINESS ARISING OUT OF THE MINUTES - NONE**

## **5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS -NONE**

## **6. CONSIDERATION OF DEFERRED BUSINESS – NONE**

## **7. CORRESPONDENCE, PETITIONS & DELEGATIONS**

### **7.1 Correspondence**

#### **7.1.1 Halifax Regional Police Association Correspondence and Response**

The Legislative Assistant noted that correspondence was received from the Halifax Regional Police Association, dated November 27, 2018, which was circulated to members of the Board and noted on the agenda.

**7.2 Petitions - None**

**7.3 Presentations - None**

**8. INFORMATION ITEMS BROUGHT FORWARD - NONE**

**9. REPORTS**

**9.1 STAFF**

**9.1.1 HRP Strategic Plan Deliverables**

The following was before the Board:

- A staff presentation titled "HRP Business Plan Update"

Carole Lee Reinhardt, HRP Policy and Business Initiatives Coordinator, provide the Board with a presentation and update on the HRP Strategic Plan.

Responding to questions from members of the Board, Reinhardt explained that the difference between the Cadet Program and the Police Sciences Program, is that the former project encompasses the screening and recruitment process for new HRP members, while the latter is reflective of the HRP's work to have the Cadet Training Program accredited by the Provincial Department of Higher Education.

The Chair requested that the Board be provided with a presentation and update on the results of the HRP Employee Engagement & Recognition Initiative. They additionally requested that the updated HRP Strategic Plan be provided to the Board for their January 14, 2019 meeting so that the Board can sign off on it.

Chief Blais indicated that the Board can expect and full presentation on the Employee Engagement & Recognition Initiative at their February meeting.

Commissioner McDougall requested that HRP staff provide the Board with their preliminary report on the Employee Engagement & Recognition Initiative for the January 2019 regular meeting if it is possible.

The Chair thanked Reinhardt for the presentation.

**9.1.2 Second Quarter 2018/19 Financial Report**

The following was before the Board:

- HRP report titled "2018/2019 Halifax Regional Police Operating Financials"
- A staff presentation titled "2018/19 Halifax Regional Police 2<sup>nd</sup> Quarter Operating Financials"

Craig Horton, HRP Financial Coordinator, provided the Board with a presentation on the HRP Second Quarter 2018/19 Financial Report. Horton outlined the key figures in the report, noting a 2018/2019 net operating surplus projection of \$870,600. Horton explained that this figure is reflective of the net amount resulting from revenue/cost recovery surplus projections, compensation savings projections, overtime deficit projections, and non-compensation deficit projections.

Responding to questions from members of the Board, Horton noted that "Unforeseen Legal Expenses" refers to payouts for legal settlements with former employees.

Horton noted that the HRP Third Quarter 2018/19 Financial Report should be coming before the Board for their February 2019 meeting.

The Chair thanked Horton for the presentation.

### **9.1.3 Review of Draft Halifax Regional Police Operating Budget 2019/2020**

The following was before the Board:

- Proposed Halifax Regional Police 2019/20 & 2020/21 Operating Budget Situation (Summary)

Chief Blais and Craig Horton provided the Board with an overview of the updated HRP 2019/20 & 2020/21 budget documents. With respect to “Document #1”, Chief Blais and Horton walked the Board through the three (3) budget scenarios; scenario one based on a 2.9% tax increase (“Scenario 1”), scenario two based on a 2.1% tax increase (“Scenario 2”), and scenario three based on a 1.9% tax increase (“Scenario 3”).

Chief Blais and Horton outlined the changes to the budget documents requested by the Board relating to scenario 2 and scenario 3 which were highlighted in yellow. The noted changes relating to Estimated Budget Pressures were as follows:

- **A4 Biological Casework Analysis Agreement** – The original projected increase for the contract was 5%, but based on preliminary discussions with the Director of Contracts in the Finance Department, the amount may be as low as 2.5%.
- **A7 Removal of Secondment for 6 Months Related to International Missions** – Based on discussions with Ottawa, HRP is anticipating a half-year secondment starting in September of 2019, which would remove the item as a pressure as currently outlined in Scenario 1.

With regards to changes listed under Revenue/Cost Recovery Increases/Cost Savings/Efficiencies/Transfers/Contributions from Reserves, the following changes were noted:

- **C2 Miscellaneous Cost Recovery Increases** – Changes resulting from additional amounts received for 911 services through Integrated Emergency Services.
- **C4 Vacancy Management** – The twenty-four (24) new officers coming into HRP through the Cadet Program are not new Full Time Employees (FTEs), rather, they are backfilling existing approved positions. They will be filling vacancies, and replacing retiring officers who earn higher salaries than entry level personnel.
- **C5 Outside Policing** – Credited amount based on an examination of a downward trend in expense in past years.
- **C6 External DNA Analysis** – Credited amounts based on an examination of a downward trend in expense in past years.
- **C7 Police Specific Software Licensing and Maintenance** – Based on a reduction in the budget for police specific software licensing and maintenance.
- **C8 Security (Access Control/CCTV/Cameras, etc.)** – Based on the implementation of dual access controls, anticipate achievable savings as outlined in Scenario 3.
- **C9 Equipment Repairs & Maintenance** – Based on an assessed 30% reduction in allocated budget.

The Chief noted that the Additional Officer Program, which provides Provincial funding for additional sworn officers, is not anticipated to change, and thus amounts are not reflected in the budget documents.

Responding to questions from members of the Board, Chief Blais and Horton noted that the three scenarios presented in the budget documents do not reflect a change in the overall number of FTEs. With respect to the Biological Casework Analysis Agreement, it was noted that HRP staff anticipate a final agreement in January of 2019. With regards to the rationale underlying the opportunities for savings and reduced pressures outlined in scenario 2 and scenario 3, it was noted that many are reflective of a conservative observation of trends from previous years as reflected in Document 4 of the budget documents. The Chief further noted that even with the savings and reduced budget pressures outlined in scenario 2 and scenario 3, there would continue to exist enough latitude in the budget to allow HRP to respond to any increases in workloads and policing costs if required to do so.

A discussion ensued among the Board and staff regarding whether HRP staff should be directed to come back to the Board with additional budget scenarios. Commissioner Mancini noted that the Board might consider requesting that HRP staff come back with a 4th budget scenario that includes a reduction in FTEs to have as an option on the table.

The Board recessed at 2:13 p.m. and reconvened at 2:21 p.m.

Responding to questions from members of the Board, Horton noted that if the opportunities for savings and reduction of pressures identified for scenario 2 and scenario 3 were applied to scenario 1, then it would result in the same budget amounts for scenarios 2 and 3.

MOVED by Commissioner Borden, seconded by Commissioner McDougall

**THAT the Board of Police Commissioners:**

- 1. Approve the proposed Halifax Regional Police Operating Budget for 2019/2020, as reflected in the scenario 1 based on a 2.9 tax increase, as presented at the December 17, 2018 meeting of the Board of Police Commissioners; and**
- 2. Recommend that Halifax Regional Council approve the proposed Halifax Regional Police Operating Budget for 2019/2020, as approved by the Board of Police Commissioners at their December 17, 2018 meeting.**

**MOTION PUT AND PASSED.**

The Chair thanked Chief Blais and Horton for the presentation and overview.

**9.1.4 RCMP, Halifax District Detachment 2018/2019 Budget Review and Update**

The following was before the Board:

- A presentation titled "Halifax District RCMP Budget Review Update"

Inspector Robert Doyle, Halifax District Detachment, RCMP, provided the Board with an updated presentation on the RCMP, Halifax District Detachment 2018/2019 Budget. As part of the presentation, Inspector Doyle outlined the RCMP positions funded under the Additional Officer Program while noting the risks to the Municipality if the program and funding from the Province was reduced or discontinued. Inspector Doyle additionally noted that the average post per RCMP officer is approximately \$146,315.

The Chair thanked Inspector Doyle for the presentation.

#### **9.1.5 HRM Police Services Review - Update**

Caroline Blair-Smith, Senior Advisory to the CAO, provided the Board with an update on the Police Services Review, noting that the review is progressing on schedule with an expected final report coming forward in June of 2019. They noted that the consultants held twenty-two (22) meetings with staff during November, and will be back on site in January. They added that the next steps in the process will be a comparative study.

The Chair thanked Caroline Blair for the update.

#### **9.1.6 HRP Chief of Police Recruitment - Update**

The Chair provided a brief update to the Board on the HRP Chief of Police Recruitment, noting that Knightsbridge Robertson Surette will be posting the final job description for the position on their website that day.

### **9.2 MEMBERS OF BOARD OF POLICE COMMISSIONERS - NONE**

#### **9.2.1 Updated Proposal for Changes to Board Statistics Reporting – Commissioner Borden**

The Board agreed to defer consideration of this item to the January 14, 2019 meeting of the Board.

### **9.3 COMMISSIONER UPDATES**

The Board agreed to defer consideration of this item to the January 14, 2019 meeting of the Board.

#### **9.3.1 Management Employee Relations Committee - Update**

#### **9.3.2 Canadian Association of Police Governance Board – Update**

#### **9.3.3 Nova Scotia Association of Police Governance Board – Update**

### **9.4 HRP/RCMP CHIEF UPDATES**

The Board agreed to defer consideration of this item to the January 14, 2019 meeting of the Board.

## **10. ADDED ITEMS - NONE**

### **11. IN CAMERA (In Private)**

*The Board of Police Commissioners may rise and go into an In Camera (In Private) session, in accordance with Section 51 of the Nova Scotia Police Act.*

The Board moved into an In Camera (In Private) session at 2:42 p.m. and reconvened in public session at 3:04 p.m.

#### **11.1 Approval of In Camera (In Private) Minutes – November 19, 2018**

The following was dealt with by the Board In Camera (In Private), with the following being ratified in public session:

MOVED by Commissioner Borden, seconded by Commissioner Beals

**THAT the Board of Police Commissioners approve the November 19, 2018 In Camera (In Private) minutes as presented.**

**MOTION PUT AND PASSED.**

**11.2 Personnel Matter – Chief Secondary Employment Request**

*A matter pertaining to an identifiable individual or group.*

The following item was dealt with by the Board In Camera (In Private), and the following was ratified in public session:

MOVED by Commissioner McDougall, seconded by Commissioner Mancini

**THAT the Board of Police Commissioners approve the secondary employment request of Chief Jean-Michel Blais, Halifax Regional Police, as set out in the private and confidential correspondence dated November 23, 2018.**

**MOTION PUT AND PASSED.**

**11.3 Personnel Matter – Exhibit Update**

*A matter pertaining to an identifiable individual or group.*

The following item was dealt with by the Board In Camera (In Private), and no further action was required.

**12. NOTICES OF MOTION - NONE**

**13. DATE OF NEXT MEETING**

- January 14, 2019

**14. ADJOURNMENT**

The meeting adjourned at 3:06 p.m.

David Perusse  
Legislative Assistant