



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
MARCH 12, 2024 – 5:10 P.M.
COMMUNITY ROOM ONE PEEL PLAZA / MS TEAMS**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Maika White, Secretary
Donna Reardon
Greg Norton (MS Teams)
Charles Bryant

Absent

Michael Costello

Staff

Robert Bruce, Chief of Police
Honey Dwyer, Deputy Chief of Police
Daphne Waye, Recording Secretary

Media

Andrew Bates, Reporter | Brunswick News Inc.

1. Call to Order

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' March 12, 2024, 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 and that it was also being held by MS Teams.

2. Approval of Minutes

2.1 February 13, 2024, Minutes

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Open Session minutes of February 13, 2024, be approved.
(O2403-01)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 March 12, 2024, Agenda

Moved by Commissioner Reardon, seconded by Secretary White:

RESOLVED, that the agenda distributed for March 12th, 2024, be adopted.
(O2403-02)

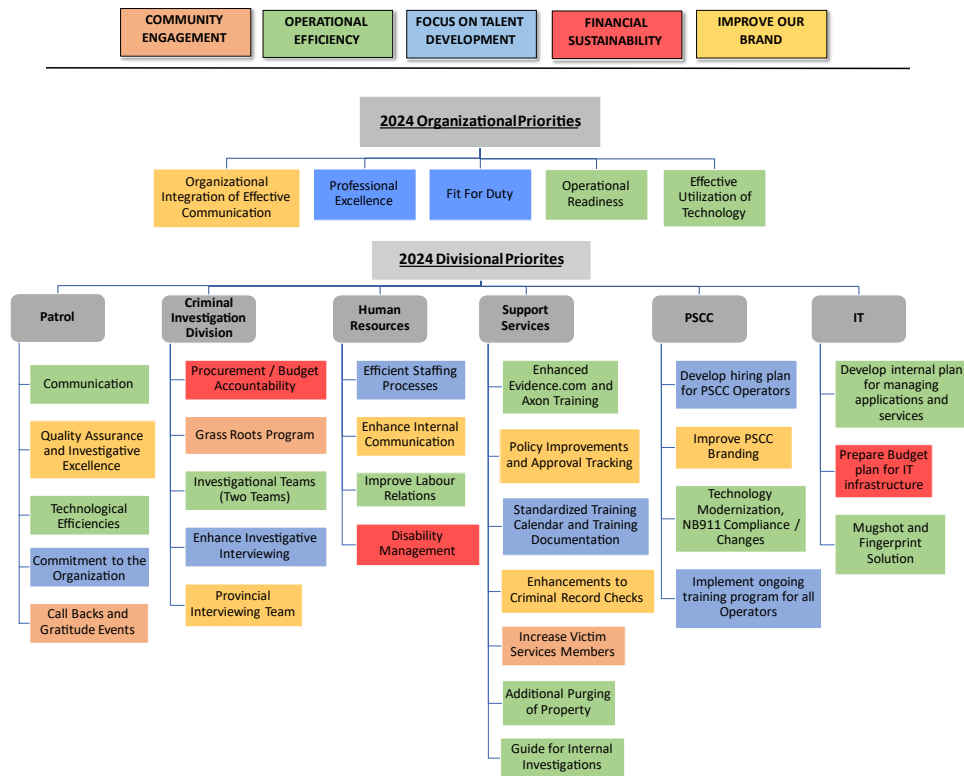
MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

6. Delegations / Presentations

6.1 2024 SJP Priorities



Chief Bruce stated that one of the police force's goals for this year is a "holistic" approach to wellness to keep officers healthy and on the job. Of the five top-level priorities, one of the new entries includes "Fit for Duty," or a project to include a "holistic approach to health and wellness".

He added that they are finding that they have to not only be mentally fit, but physically fit, psychologically fit, resilient, prepared, also mentioning succession planning, disability management and support for officers and their families. That includes monthly sessions and peer support.

When asked how they would measure the success of the initiative, Chief Bruce replied that it could be measured through sick time, how many people were going on WorkSafe NB leave and how many were coming off of it. When asked if the organization is helpful enough in their wellness piece, he responded that they are keeping people at work that are healthy and enjoy their job. Their members face a lot of things that they wouldn't ask the general public to do, so they have to support them."

The other of the five priorities include better operational readiness, effective communication, professional excellence and effective use of technology. The goals relate to the force's strategic plan and are derived from divisional meetings and advisory meetings throughout the year, an end-of-year debrief, and division-by-division priority-setting meetings.

He noted that the family protection unit, which works on intimate partner violence and sex assault, has become more resource-intensive, with warrants and trauma-informed interviewing proving more difficult. He said that the alternate response unit or online reporting are ways they have been able to manage situations without sending out uniformed officers. That also applies to effective use of technology, where he said they are looking at ways to maximize officers being on the road rather than handling management tasks. With the force's new record management system, they have planned to replace three sergeants with civilian staff so the sergeants can go back on the road, which should happen shortly.

He said professional excellence and effective communications are "carry-overs" likely to show up every year, giving community sessions on fraud prevention and increased callbacks for those who report tips or incidents as examples of how to achieve that. One of the divisional priorities listed for criminal investigations includes establishing two investigative teams, which he said would draw from each of the major crime, family protection, and street crime units.

There are twenty-eight total divisional priorities, including staffing plans and internal communication as well as quality assurance on patrol.

Moved by Secretary White, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Board of Police Commissioners receive and file the 2024 SJP Priorities presentation. (O2403-03)

MOTION CARRIED UNANIMOUSLY

7. **Consideration of Issues Separated from Consent Agenda**
8. **General Correspondence**
- 8.1 Internal Monthly Report – January 2024

Chief Bruce reported that during the month of February there were zero (0) complaints, zero (0) complimentary correspondence and zero (0) grievances.

Moved by Secretary White, seconded by Vice Chair Dean:

RESOLVED, that the Internal Monthly Report – February 2024 be received and filed. (O2403-04)

MOTION CARRIED UNANIMOUSLY

- 8.2 SJBPC Operating Budget January 2024

Chief Bruce reported that the Police Commission's January 31, 2024, unaudited preliminary operating budget results show a surplus of \$5,332 year to date.

Overall wages and benefits are over budget by \$34 and goods and services are under budget by \$5,366 year to date.

The year-end results for the Saint John Board of Police Commissioners are in line with prior expectations.

Moved by Commissioner Reardon, seconded by Commissioner Bryant:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of January 31, 2024, be received and filed as presented. (O2403-05).

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget January 2024

Chief Bruce reported that the Force's preliminary unaudited January 31, 2024, operating budget results show a surplus of \$212,399 year to date.

Overall wages and benefits are over budget by \$19,565 and is a result of retirement related payouts that are not yet offset with the appropriate accounting entries.

Goods and services are under budget by \$231,964. The majority is related to delayed recognition of expenses in the books, the favourable variance is expected to diminish as these entries are finalized. Additional explanations are located in the report to the board.

Moved by Commissioner Reardon, seconded by Commissioner Bryant:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of January 31, 2024, be received and filed as presented. (O2403-06)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget January 2024

Chief Bruce reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of January 31, 2024, shows a surplus of \$69,874 year to date.

Overall wages and benefits are under budget by \$44,408 and goods and services are underbudget by \$25,466 year to date.

The detailed explanations around Salaries and Wages and Goods and Services are included in the report to the board.

Moved by Commissioner Reardon, seconded by Commissioner Bryant:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of January 31, 2024, be received and filed as presented. (O2403-07)

MOTION CARRIED UNANIMOUSLY

8.5 Highlights of Monthly Activity Report February 2024

Chief Bruce went through the following information contained in the report.

Activity	February 2024	YTD – 2024	YTD - 2023
Calls for Service – PSCC (processed by the PSCC for the SJPF only)	4,588	9,076	9,031

Incident Reports (<i>police files generated</i>)	701	1,426	1,280
Violent Crimes (<i>Assault, Robbery, Weapons Offences, Threats</i>)	139	220	190
Property Crimes (<i>Thefts, Break & Enter, Possession of Stolen Property, Mischief</i>)	184	466	327
Mental Health Act	20	45	57
Mental Health <i>RELATED</i> Calls for Service (<i>Incidents related to or caused by mental health issues</i>)	149	294	340
Arrests	87	183	195
Persons Charged / Charges Recommended	108	267	312
Impaired Driving	2	10	16
Motor Vehicle Accidents	120	335	320
Citations (POPA)	109	213	267
Training	data not available	data not available	YTD data not available
Auxiliary	118.5	210	167
Alternative Response Unit	215	474	639
Online Reporting	50	107	YTD data not available
In-Person (Walk-Ins) (<i>processed by the PSCC where a CAD call was generated</i>)	26	46	YTD data not available
In-Person (Walk-Ins) (Incident Reports Generated) (<i>police files generated as a result of Calls for Service</i>)	14	27	YTD data not available

Moved by Secretary White, seconded by Commissioner Bryant:

RESOLVED, that the Highlights of Monthly Activity Report / February 2024 be received and filed. (O2403-08)

MOTION CARRIED UNANIMOUSLY

Commissioner Reardon left the meeting at 5:30 p.m.

8.6 ABC Reporting Template – December 31, 2023

Due to the timeline of financial processes, including the necessity of board review and approval of the ABC report, the report was submitted at the March 2024 meeting and was not able to be ready within the 45-day timeframe noted in the policy, as the financial period was still open during the last board meeting with the expected release date for the report to be after the March 12 Board meeting.

Moved by Secretary White, seconded by Vice Chair Dean:

RESOLVED, that the Saint John Board of Police Commissioners receive and file the Agencies, Boards, and Commissions Policy – Standard Reporting Template for the period December 31, 2023, as presented, and forward a copy to Common Council. (O2403-09)

MOTION CARRIED UNANIMOUSLY

9. New Business

10. Adjournment

Moved by Commissioner Bryant, seconded by Secretary White:

RESOLVED, that the Saint John Board of Police Commissioners March 12, 2024, Open Session meeting be adjourned . (O2403-10)

MOTION CARRIED UNANIMOUSLY

The Chair declared the meeting adjourned at 5:29 p.m.

At this time, the media were invited to ask questions of the board and the Chief of Police.

Chair Tamara Kelly

Secretary Maika White