



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
MAY 14, 2024 – 5:00 P.M.
COMMUNITY ROOM ONE PEEL PLAZA / MS TEAMS**

PRESENT

Commissioners

Tamara Kelly, Chair
Maike White, Secretary (MS Teams)
Donna Reardon
Michael Costello
Charles Bryant

Absent

Katelin Dean, Vice Chair
Greg Norton

Staff

Robert Bruce, Chief of Police
Honey Dwyer, Deputy Chief of Police
Frank Szalai, Senior Financial Manager
Daphne Waye, Recording Secretary

Media

Paul Hutchings, 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' May 14, 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 April 9, 2024, Minutes

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Open Session minutes of April 9, 2024, be approved. (O2405-01)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 May 14, 2024, Agenda

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the agenda distributed for May 14, 2024, be adopted. (O2405-02)

MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

5.1 That the letter from Common Council dated May 13, 2024, regarding the following resolution, which was adopted, namely; **Saint John Board of Police Commissioners:** Notwithstanding the policy adopted by Common Council on October 29, 2012, regarding appointments to agencies, boards and commissions Michael Costello be reappointed for a one-year term from July 31, 2024, to July 31, 2025, be received and filed.

Moved by Commissioner Reardon, seconded by Commissioner Bryant:

RESOLVED, that the recommendation set out in the consent agenda item respectively be adopted. (O2405-03)

MOTION CARRIED UNANIMOUSLY

6. Delegations / Presentations

6.1 Coffee with a Cop: Fraud Awareness and Prevention for Seniors

Chief Robert Bruce stated that the Saint John Police launched a series of fraud prevention sessions aimed at empowering the senior members of the community.

The initiative is a direct response to the fraudulent activities targeting the elderly population, which is often the most vulnerable due to a lack of familiarity with digital platforms and the increasing sophistication of scams. In the last 3 years, those aged sixty-five (65) and over are making up a larger percentage of fraud victims in Saint John.

The educational sessions are designed to increase awareness about different types of prevalent fraud schemes such as phone, online, and mail scams, and he added that the sessions will provide practical strategies for recognizing, preventing, and reporting such fraudulent activities. By investing in preventative measures, they can safeguard the community's most vulnerable members, reducing their victimization and the associated costs to the community and law enforcement.

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report – April 2024

Chief Bruce reported that during the month of April there was one (1) complaint, zero (0) complimentary correspondences and zero (0) grievances.

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Internal Monthly Report – April 2024 be received and filed. (O2405-04)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget March 2024

Frank Szalai, Senior Financial Manager, reported that the Police Commission's March 31, 2024, unaudited preliminary operating budget results show a surplus of \$14,489 year to date.

Overall wages and benefits are under budget by \$131 and goods and services are under budget by \$14,358 year to date.

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of March 31, 2024, be received and filed as presented. (O2405-05).

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget March 2024

Frank Szalai, Senior Financial Manager, reported that the Force's preliminary unaudited March 31, 2024, operating budget results show a surplus of \$855,093 year to date.

Overall wages and benefits are under budget by \$509,712. There are potential uncertainties due to the ongoing union negotiations, which are being monitored closely to maintain the financial health of the organization. Goods and services are under budget by \$345,381. The majority is related to delayed recognition of expenses in the books, the favourable variance is expected to diminish as these entries are finalized.

The March 2024 YTD financials, when compared to the budget, show significant timing / accounting favourable variances totaling \$394K, which are expected to be resolved and align with the budget.

Despite these variances, the organization faces realized unfavourable variances of \$44K, due to insurance costs (\$37K) and higher than anticipated building rental costs (\$7K),

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of March 31, 2024, be received and filed as presented. (O2405-06)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget March 2024

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of March 31, 2024, shows a surplus of \$127,958 year to date.

Overall wages and benefits are under budget by \$103,268 and goods and services are underbudget by \$24,690 year to date.

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

Moved by Commissioner Reardon, seconded by Commissioner Costello

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of March 31, 2024, be received and filed as presented. (O2405-07)

MOTION CARRIED UNANIMOUSLY

8.5 Highlights of Monthly Activity Report / April 2024

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

Activity	April 2024	YTD – 2024	YTD - 2023
Calls for Service – PSCC <i>(processed by the PSCC for the SJPF only)</i>	4,993	18,924	18,613
Incident Reports <i>(police files generated)</i>	792	2,991	2,579
Violent Crimes <i>(Assault, Robbery, Weapons Offences, Threats)</i>	115	453	425
Property Crimes <i>(Thefts, Break & Enter, Possession of Stolen Property, Mischief)</i>	284	963	706
Mental Health Act	39	123	107
Mental Health <i>RELATED</i> Calls for Service <i>(Incidents related to or caused by mental health issues)</i>	194	668	674
Arrests	96	372	426
Persons Charged / Charges Recommended	149	589	661
Impaired Driving	7	25	29
Motor Vehicle Accidents	169	654	615
Citations (POPA)	85	448	463
Training	1069.5	4,474.5	2,857
Auxiliary	144	448.5	438
Alternative Response Unit	171	658	1,450
Online Reporting	86	256	YTD data not available
In-Person (Walk-Ins) <i>(processed by the PSCC where a CAD call was generated)</i>	31	99	YTD data not available
In-Person (Walk-Ins) (Incident Reports Generated) <i>(police files generated as a result of Calls for Service)</i>	17	54	YTD data not available

Moved by Commissioner Reardon, seconded by Commissioner Bryant:

RESOLVED, that the Highlights of Monthly Activity Report / April 2024 be received and filed. (O2405-08)

MOTION CARRIED UNANIMOUSLY

9. New Business

10. Adjournment

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Saint John Board of Police Commissioners May 14, 2024, Open Session meeting be adjourned. (O2405-09)

MOTION CARRIED UNANIMOUSLY

The Chair declared the meeting adjourned at 5:13 p.m.

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

Chair Tamara Kelly

Secretary Maike White