



Amherst Board of Police Commissioners
Regular Meeting
Agenda

Date: **Wednesday, December 14, 2022**
Time: **3:30 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. Call To Order	
1.1 Amendments to Agenda	
1.2 Approval of Agenda	
1.3 Approval of Minutes - October 11, 2022	1 - 2
2. Discussion / Information Items	
2.1 Strategic Planning Session	
3. Delegations / Presentations	
3.1 Long Service Medals	3 - 3
4. Business Arising	
4.1 Capital Budget	4 - 7
5. Reports	
5.1 Chief's Report	8 - 11
6. Next Meeting	
7. In Camera	
7.1 Approval of In Camera Agenda	
7.2 Approval of In Camera Minutes	
7.3 MGA 22(2)(h) - public security	

7.4 MGA 22(2)(h) - public security

7.5 MGA 22(2)(c) - personnel matters

7.6 MGA 22(2)(d) - labour relations

8. Adjournment

**Town of Amherst
Amherst Board of Police Commissioners
Minutes**

Date: October 11, 2022
Time: 3:00 pm
Location: Council Chambers, Town Hall

Members Present Commissioner Sandy Fairbanks, Chair
Commissioner Hal Davidson, Vice Chair
Commissioner Paul Calder, Provincial Appointee
Commissioner Lloyd Bruce, Citizen Appointee
Commissioner Holly MacDonald, Citizen Appointee

Members Absent Commissioner Sheila Christie
Commissioner George Baker

Staff Present Dwayne Pike, Chief of Police
Tim Hunter, Deputy Chief
Kim Jones, Director, Corporate Communications/Municipal Clerk

Others Present Councillor Landry
Sharon Bristol, Community Well Being Manager

1. Call To Order

The Chair called the meeting to order at 3:00 p.m.

1.1 **Amendments to Agenda**
There were no amendments to the agenda.

1.2 **Approval of Agenda**
Moved By Commissioner MacDonald
Seconded By Commissioner Calder
That the agenda be approved as circulated.

Motion Carried

1.3 **Approval of Minutes**
Moved By Commissioner Davidson
Seconded By Commissioner Calder
That the minutes of the September 21, 2022 meeting be approved as circulated.

Motion Carried

2. Presentation

2.1 **Advisory Committee to Reduce Poverty**
Councillor Landry presented to the Board on behalf of the Advisory Committee to Reduce Poverty.

3. Discussion / Information Items

3.1 **Policy Review - Changes to Emergency Vehicle Operation**
Chief Pike reviewed his report, included as part of the agenda package.

3.2 Queen Jubilee

Commissioners Davidson, MacDonald and Fairbanks were chosen to form a committee to review the nominations for the Queen Jubilee Award, confirm details with each nominee and then prepare a synopsis for each to send out to APD staff so they can decide who to vote for.

4. Reports

4.1 Chief's Report

The Chief's report was reviewed, included as part of the agenda package.

5. Next Meeting

The next meeting was scheduled for December 14, 2022 at 3:00 p.m.

6. In Camera

Moved By Commissioner Calder

Seconded By Lloyd Bruce

To go in camera.

Motion Carried

7. Adjournment

Moved By Commissioner Calder

To adjourn the meeting.

Kimberlee Jones
Municipal Clerk

Sandy Fairbanks
Chair

December 14, 2022 – Long Service Medals Presentation

- a. Sgt Robert MacPherson – 30 years
- b. Staff Sergeant Brian Gairns – 30 years
- c. D/Chief Tim Hunter – 30 years
- d. Cst Tasha Estabrooks – 15 years
- e. Sgt Kevin Girouard – 15 years
- f. Sgt Chris Jobe – 15 years

MEMORANDUM

TO: Amherst Board of Police Commissioners
From: Dwayne Pike, Chief of Police
Date: December 14, 2022
Subject: Capital Budget Approval – 2023/2024

Prior to the Capital Budget being approved by Council, The Amherst Board of Police Commissioners are required to review and approve the items that have been identified as Capital needs for the Amherst Police Department. Capital expenditures refer to the use of funds to purchase or pay for an asset that is expected to be used for longer than a single reporting period or fiscal year and usually exceed \$5,000. Capital purchases usually include vehicles, equipment or projects that can depreciate over time. Operational budgets on the other hand, are expenditures or costs that occur within the specified time frame of a fiscal year.

For the 2022/2023 fiscal year, 4 projects/items were approved. A new marked Patrol Vehicle was purchased for \$65,000, and a new Treadmill for the APD gym for was purchased for \$7,245.00 (\$8000 was approved for spending). The Police vehicle was ordered the previous year and was delivered and in use by May 2022. The treadmill was delivered in July 2022. The other 2 approved items include HVAC review/repairs for the building (\$18,000 approved) which is still ongoing and a new in-house software system for our building cameras for \$8,500 that IT and Deputy Chief Hunter are working on. These items are expected to be completed by the end of the current fiscal year.

For the 2023/2024 Capital Budget, we have identified 4 items for the Police Department. Other items had been identified but other options were made available to avoid unnecessary spending. This included:

Bylaw Truck: The bylaw truck that had been in use did not pass its recent inspection. The vehicle, a 2010 Ford Ranger was determined to have too many mechanical and structural problems and was not worth fixing. Initially, the purchase of a bylaw truck was included in the 2023/2024 Capital Budget, but after some discussion among staff, it was determined that a truck from another department (Recreation or Public Works) loaned to APD would be a workable solution for what we needed.

Dispatch Console: A new dispatch console was initially slated and approved for the 2018/2019 year to replace our current console. Our current console is 22 years old and is used to tie our radio systems together for use in one unit and enable us to page the fire department. The original price at the time was estimated to be \$50,000. It was decided in the fall of 2018 to abandon this purchase as the consoles we were looking at were not compatible with the TMR2 radio systems.

If our dispatch console fails, the biggest issue we will have at this time will be paging for the fire department. With the possibility of changes in the future of policing in our area, it was decided to wait and determine what kind of console would best fit our needs once some of the bigger decisions were made. As a result, we have changed our request to finding an option for paging the fire department comes at a significantly lower cost. The dispatch console will be moved to the 2024/25 Capital Budget plan.

2023/2024 Capital Budget Requests:

Paging System for the Amherst Fire Department - \$15,000: Amherst Dispatch, which works out of the Amherst Police Department provide dispatching services to the Amherst Fire Department. At this time, our current console, which is over 20 years old is able to page out AFD members, but if the aging console fails, it will require that any paging be done from the fire hall location and will have an impact on the human resources of the fire department. We have been advised that Bell will be able to research a solution for this issue and provide us with the means and technology to page the AFD members so we do not have to rely on our current console.

Ballistic Vests – 20 units - \$30,000.00: The majority of our regular ballistic vests will expire in March of 2024. These were purchased in 2019 and have a warranty expiry of 5 years. These vests, unlike the hard body armour recently purchased, is mandatory equipment for our members and must be worn when on duty. Our replacement plan would be to purchase 20+ vests, which include the Kevlar inserts, the outside carrier with molle and the applicable attachments (radio cases and magazine holders). These vests are designed to protect against threat levels below high-powered rifles and firearms and are standard issue.

New Voice Recorder for phone lines/radio transmissions - \$18,000.00: Both APD radio communications and selected telephone lines are recorded and kept for a period of time to ensure that we have that information available for criminal proceedings as well as any civil proceedings. As a dispatch centre for both Police, fire and Public Works (after hours) it is imperative that we have this information saved. Our current recorder is over 10 years old and requires replacement as the software it uses is no longer compatible with current systems. The CPU, Recorder Hardware and RAID controller are all not supported by current software and require an upgrade. With the purchase of a new recorder, there is also a maintenance agreement that will cost approximately \$2500 per year after the 1st year. This maintenance cost comes out of our annual operational budget.

Containment and Carbine Equipment - \$16,500.00: While the majority of our members are carbine trained, we have 12 members who have been selected to do extra training and exercises as a “*Carbine and Containment Team*”. These members have been provided with their own Hard Body Armour and Ballistic Helmets for this purpose, but at this time, require extra carbines and other equipment to ensure that each member can fulfil the expectations placed on them in the case of a high-risk incident such as a barricaded person or an active attack. The extra carbines ensure that our team can be properly deployed in groups of 2 to contain a scene and can switch

in and out without having to worry about sharing and transferring weapons in the middle of a live incident and would leave extra carbines for the patrol units. For this purchase, we are interested in adding 4 more Carbines to our inventory which would include the carbine, optics, charging handles, lights, slings and other necessary accessories. This will be added to the current inventory of 5 fully-functional Carbines and 5 for which accessories are being purchased in this year's operational budget. This will give us a total of 14 carbines for our members to access and use if required and would ensure that more members responding to a higher risk have the appropriate equipment to do so.

Recommendation

We are requesting that the Amherst Board of Police Commissioners approve the 2023/2024 Capital Budget of the Amherst Police Department which includes \$15,000 for a Paging System for the Amherst Fire Department, \$30,000 for bullet-proof vests, \$18,000 for a new recorder and Containment/Carbine equipment for \$16,500.00. The total requested for 2023/24 is \$79,500.00

**Capital Budget
Amherst Police Department**

Projects	Project Budget	Funding Sources	
		General Operating	Long Term Debt
YEAR 1 - 2023/24			
Body Armour and attachments - 20 Units	30,000	30,000	
Dispatch - AFD Paging System	15,000	15,000	
Multisuns Voice Recorder	18,000	18,000	
Containment Equipment - 4 Carbines and accessories	<u>16,500</u>	16,500	
Total	<u>79,500</u>	<u>79,500</u>	<u>-</u>

YEAR 2 - 2024/25			
Watch Guard Body Cameras	30,000	30,000	
Containment Team Equipment	25,000	25,000	
APX500 Radio Base and install	10,000	10,000	
Patrol Vehicle # 1	65,000	65,000	
Patrol Vehicle # 6	65,000	65,000	
Dispatch Console and Software	<u>105,000</u>		105,000
Total	<u>300,000</u>	<u>195,000</u>	<u>105,000</u>

YEAR 3 - 2025/26			
Patrol Vehicle #2	65,000	65,000	
APD Server	<u>26,000</u>	26,000	
Total	<u>91,000</u>	<u>91,000</u>	<u>-</u>

YEAR 4 - 2026/27			
Hard Body Armour - 20 sets	30,000	30,000	
Crime Prev/SRO Vehicle	50,000	50,000	
Patrol Vehicle #3	<u>65,000</u>	65,000	
Total	<u>145,000</u>	<u>145,000</u>	<u>-</u>

YEAR 5 - 2027/28			
Truck - vehicle # 5	75,000	75,000	
MCU vehicle	<u>50,000</u>	50,000	
Total	<u>125,000</u>	<u>125,000</u>	<u>-</u>

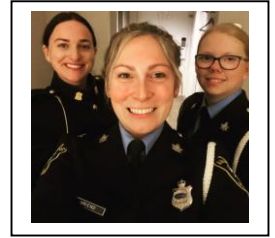
Chief's Report
Amherst Board of Police Commissioners
December 14, 2022

This report covers the month of October & November 2022



TRAINING

AWLE Conference – Cst Andrea Vriend & Cst Caitlin MacKenzie attended the Atlantic Women in Law Enforcement Conference – November 23rd to the 25th in Charlottetown, PEI. This year there were several speakers who discussed relevant and pertinent subjects related to women in policing, including Domestic and Animal violence, Surviving Murder, Post-Traumatic Stress Disorder and Diversity. They also reviewed several case studies and hosted the annual AWLE Reception and Regimental Dinner which included AWLE Awards.



Drug Recognition Expert – Education Update: Our 4 DRE's attended their bi-annual 8-hour training in Halifax. Sergeant Jason Galloway, Cpl Jeff Walsh, Cst Dave Hirtle and Cst Jeff Goodwin are required to keep their certifications updated by regular testing and training. Which includes updates in case law, reviewing curriculum and protocol, and advanced topics in impaired by drug investigations.

Crisis Negotiator Training: From October 3rd to the 7th APD hosted a Crisis Negotiator Course with the assistance of Monique Rollins and CCI (Canadian Critical Incident Inc). Crisis negotiators play an important role in de-escalating incidents and in planning operations and are an essential part of the critical incident team. By hosting this course, we were able to share the cost of the training among many other police agencies who are attending with our members including, Fredericton Police, Kennebecasis Regional, Westville Police, Charlottetown Police and Stellarton Police. We trained 5 of our members including Sgt Galloway, Sgt Graham, Cpl McNair, Cpl Walsh and Cpl Hebert.



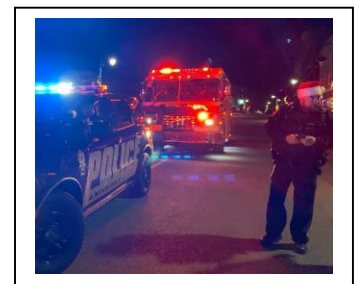
Search Warrant Training: October 24th -28th: Cst Wayne Gillam, who has been assigned to the Cumberland Integrated Street Crime Enforcement Unit, attended the 5-day 'Search Warrant' course that covers all the basics of writing judicial authorizations for any kind of investigation. The course ensures that not only can the candidates write a warrant, but have a full and complete understanding of the requirements for each kind of warrant. This course fully prepares candidate for the work completed in the Street Crime Unit.

Source Management Course: October 16th to 20th: Cst Wayne Gillam attended the 'Source Management Course' hosted by H Division RCMP. This 5-day course covers the essential principals and protocols around proactive source development and management paying close consideration to legal issues, tactical behavior and the psychology of influence and persuasion as well as the source payment process. As an information led unit, the development and handling of confidential human sources is critical to success for the Street Crime Unit.

OPERATIONAL

2022 Christmas Parade: The 2022 Annual Christmas Parade took place on November 19th with Amherst Police providing traffic support and leading the parade. It was very successful with an amazing public turnout.

Fraud & Scams Presentation: On November 21st, Chief Pike was invited to attend the Amherst Wesleyan Church to present to the Seniors Group on Frauds and Scams. Chief Pike discussed many of the recent scams that are circulating and how people can protect themselves from the many kinds of frauds that are occurring.



Remembrance Day: Remembrance Day ceremonies were held on November 11, 2022 with a good turnout from our members who marched in the procession to the Cenotaph.



Weapons Complaint – November 7th: Amherst Police are investigating an incident in which witnesses observed 4 males in a vehicle on Willow Street with what appeared to be a firearm. Witnesses were able to provide a detailed description of the vehicle and the occupants. Patrols immediately responded to the area and a short time later the vehicle was located and pulled over at the intersection of Church and Clifford Street. A search of the vehicle resulted in the seizure of 2 pellet guns (pistols), several knives and alcoholic liquor. The matter is still under investigation.



Major Crime Unit: Our Major Crime Unit continues to dealing with a very high number of tasks and are extremely busy. For 3 weeks during the month of October, Sgt Aaron Graham was temporarily moved from patrol to the Major Crime Unit to assist with the backlog of tasks and files in the MCU task que. Many of the outstanding tasks include multiple warrants, preparing court files and disclosure, interviews and reviewing an enormous amount of data from investigative files and warrant results. Sergeant Graham returned to patrol on November 4th. With the current resources to MCU, we are able to respond to priority complaints, but remains difficult to keep on top of the work generated and assigned by the unit and it is very difficult to be proactive. Our MCU members currently have a backlog of 15-20 warrants to write on various files, with new files coming in every day.

Homelessness: Amherst Police are still dealing with homelessness issues on a regular basis, but such calls are usually concerning one or two individuals on a very regular basis. As compared to 140 homelessness related calls in August, we had 93 in September, 58 such calls in October and 38 in November, with the majority of them received prior to November 11th, 2022.

Increases in thefts: Amherst Police have observed a *significant* increase in thefts over recent months, especially in the areas of shoplifting, thefts from donation bins and gas drive-offs. In some cases, we have utilized our social media to request assistance from the public and to make the public aware. For the first 11 months of 2021 we had 60 complaints of shoplifting. In 2022 during this time frame, we have received 123 complaints. Gas drive offs occur on an almost daily basis and sometimes multiple times in a day. In many cases, we also know that shoplifting incidents and gas drive-offs are not being reported by some victims, meaning that incident counts are likely much higher than our official stats.

Identity Fraud Update: The APD Major Crime Unit is continuing the investigation that resulted in several people being arrested on September 29th in relation to the fraudulent ordering and delivery of a truck. As a result of the search of a residence, police have confirmed that fentanyl was seized during the incident both during the search as well as during the personal search of two of the subjects. This highlights the increased risk for the public and our officers due to the volatility of fentanyl and the requirement for protocols to mitigate risk such as Narcan Kits and proper PPE. The members are also actively dealing with numerous stolen/located identification cards which have already resulted in more fraud investigations being opened and actively pursued. The investigation is continuing as there are numerous exhibits to be examined which will result in additional investigations to be opened and charges being laid.

Halloween – October 31st: Halloween was a success this year with very few calls for service and made for an opportunity for our members to mingle with the public and do proactive foot patrols in high traffic areas. Social media posts on our Facebook page documented some of the contact our members had with many of the kids out trick or treating.



Traffic Inspection Blitz – October 18/19: Amherst Police worked closely with Provincial Compliance officers in doing an inspection blitz, utilizing trained compliance staff to do inspections on vehicles identified by APD members on Patrols. Drivers were required to report to the Amherst Police Department for inspections resulting in 6 vehicles receiving rejection stickers, one vehicle receiving a warning and 1 vehicle being deemed prohibited from operating. Violations checked included mufflers and exhaust, suspension, tires, glass breaks/cracks, headlights and other lighting as well as body rust/repair issues.

Drug Charges – October 19th: The Cumberland County Integrated Street Crime Enforcement Unit (SCEU) arrested an adult male as part of an ongoing investigation. SCEU conducted a traffic stop on a vehicle on Crescent Ave and arrested a 41-year-old Amherst man. During a search of his vehicle, police located and seized Cocaine. The man was later released on conditions and will appear in Amherst Provincial Court on March 27, 2023 at 9:30 a.m. He will be charged with Possession of Cocaine for the Purpose of Trafficking. The investigation is continuing.

Stabbing – October 17th: Police responded to a complaint of a stabbing on October 17th at approximately 10:50pm that an adult male had been stabbed during an altercation with another man. During the investigation, officers received a second call that provided more information about the stabbing and resulted in the arrest of 24-year-old Riley Fillmore (Coish). The injured male was taken to the Cumberland Regional Health Care Centre where he was treated for serious but non-life-threatening injuries. Fillmore/Coish was charged with aggravated assault and possession of a weapon following an investigation. Fillmore was remanded into custody but later released by the courts on conditions. He is scheduled to appear in Amherst provincial court on a later day to answer the charges.

Weapons Charges – SCEU: On October 12, the Cumberland County Integrated Street Crime Enforcement Unit (SCEU) conducted a search warrant in Springhill that yielded a number of weapons which included a loaded rifle, a loaded shotgun, ammunition and edged weapons which included a home-made ‘battle axe’ and a machete. A 32-year-old male and a 25-year-old male, both from Springhill are facing numerous charges as a result of the incident.

Break and Enter – October 5th: As a result of an ongoing complaint from a property owner, Amherst Police conducted a property check at a building on Industrial Park Drive which led to the arrest of 40-year-old Vincent Porter. As a result of this incident, Porter was charged with break and enter, assaulting a police officer, resisting arrest, damage to property and breach of probation. Porter remains in custody at this time as a result of the charges.

Theft of Wire – October 3rd: Amherst Police arrested and charged 55-year-old Wayne Porter in relation to the theft of wire from Nova Scotia Power. As a result of a complaint of the theft from the Power Trucks that had been parked at a local motel on South Albion Street, police, with the assistance of the public, were able to quickly locate and arrested the subject and recovered a large amount of stolen copper. The stolen wire was destined for power restoration efforts as a result of Hurricane Fiona. Porter was held in custody and appeared in court but was later released on conditions and is scheduled to appear in court to answer to the charges on a later date.

OPERATIONAL STATS – NOVEMBER 2022

Occurrences:	476	Criminal Code Charges:	68
Impaired by Alcohol:	1	CDSA:	0
Impaired by Drug:	0	CBCA:	0
Traffic Tickets:	10	PPA:	5
HPA:	0	Traffic Written Warnings:	4
Vehicle Checks:	69	LCA:	0
Foot Patrol Hours:	8 hrs 21 min	Bike Patrol Hours:	0
Parking Tickets:	3	Warnings:	2

OPERATIONAL STATS – OCTOBER 2022

Occurrences:	572	Criminal Code Charges:	83
Impaired by Alcohol:	3	CDSA:	0
Impaired by Drug:	0	CBCA:	0
Traffic Tickets:	14	PPA:	5
HPA:	0	Traffic Written Warnings:	3
Vehicle Checks:	59	LCA:	1
Foot Patrol Hours:	8 hrs 50 min	Bike Patrol Hours:	0
Parking Tickets:	12	Warnings:	3

