



Amherst Board of Police Commissioners
Regular Meeting
Agenda

Date: **Tuesday, October 21, 2025**
Time: **3:00 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. Call To Order	
1.1 Territorial Acknowledgement	
"I would like to acknowledge that our gathering today is taking place in Mi'kma'ki (MEEG-MA-GEE), the traditional, unceded and ancestral territory of the Mi'kmaw people. I would also like to acknowledge that Nova Scotia has another unique people, the people of African descent whose legacy and contributions date back over 400 years predating confederation of this land. We are all treaty people."	
1.2 Approval of Agenda	
1.3 Acceptance of Minutes - September 9, 2025	1 - 2
2. Plaque Presentation - Inspector Tom Wood	
3. NSCPA/NSAGPA Fall Conference Verbal Update	
4. Strategic Plan Verbal Update	
5. Chief's Report	3 - 6
6. Public Safety Audit Function Presentation - Chris MacNeil	7 - 17
7. Next Meeting	
8. Closed Session	
8.1 Approval of the Closed Session Agenda	
8.2 Acceptance of Closed Session Minutes - September 9, 2025	
8.3 MGA 22(2)(h) - public security	

8.4 MGA 22(2)(e) - contract negotiations

8.5 MGA 22(2)(e) - contract negotiations

9. Adjournment

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

Date: September 9, 2025
Time: 3:30 pm
Location: Council Chambers, Town Hall

Members Present Commissioner, Hal Davidson, Vice Chair
Commissioner Nic Furlong (via Zoom)
Commissioner Angela Ryan Bourgeois
Commissioner George Baker

Member Regrets Commissioner Charlie Chambers
Commissioner Caprice Barbour

Staff Present Dwayne Pike, Chief of Police
Tim Hunter, Deputy Chief
Jason MacDonald, Chief Administrative Officer
Natalie LeBlanc, Municipal Clerk/Board Secretary

1. Call To Order

The Vice-Chair called the meeting to order at 3:30 PM.

1.1 Territorial Acknowledgement

The Vice-Chair gave the Territorial Acknowledgement.

1.2 Amendments to Agenda

There were no amendments to the agenda.

1.3 Approval of Agenda

Moved By Commissioner Ryan Bourgeois

Seconded By Commissioner Baker

That the agenda be approved as circulated.

Motion Carried

1.4 Acceptance of Minutes - June 17, 2025

The Vice-Chair called for any errors or omissions in the minutes. There being none, the minutes of the June 17, 2025, meeting of the Amherst Board of Police Commissioners were accepted as included in the agenda package.

2. APD Strategic Plan Update

Chief Pike reviewed his memo included as part of the agenda package.

3. APD Inspector Position Verbal Update

Chief Pike gave a verbal update on the APD Inspector position, noting that since the retirement of Brian Gairns, a competition was held with Tom Wood being the successful candidate.

4. Chief's Report

Chief Pike reviewed his report, included in the agenda package.

5. Next Meeting

The next meeting was scheduled for Tuesday, October 21, 2025, at 3:00 p.m.

6. **Closed Session**
Moved By Commissioner Baker
Seconded By Commissioner Ryan Bourgeois
To go into Closed Session.

Motion Carried

7. **Adjournment**
There being no further business, the Chair adjourned the meeting.

Natalie LeBlanc
Municipal Clerk/Board Secretary

Hal Davidson
Vice-Chair

DRAFT

Chief's Report
Amherst Board of Police Commissioners
October 21st 2025
This report covers the month of September 2025



TRAINING:

PROS Training: Our newest dispatcher, Brett Holmes attended PROS training in Dartmouth from September 8th to the 12th which coincides with his extensive on-the-job training with our in-house dispatch trainers. Brett has been hired part time and will be covering shortages and busy times in the dispatch centre.

Crisis Intervention Team Training: 4 APD members completed the Crisis Intervention Team training which was jointly hosted by APD and Mental Health from September 22nd to the 26th in the Francis Smith Community Room. The instructors included professionals from NS Mental Health and Police officers from the Truro Police Service. This training certifies members in Crisis Intervention and utilizes the resources available to help our most vulnerable population. This same training was held in September of 2023 (7 members certified) and in June of 2022 (8 members were certified). At this time, the majority of our operational members have been trained and certified as the tools, skills and knowledge gained is an incredible asset when approaching mental health calls and people in crisis.



Upcoming Training: Scheduled training for the month of October includes Major Case Management, Major Case Team Leader, a Sexual Assault investigators Seminar in Halifax and a Financial Crimes Seminar for our Major Crime Unit staff.

GENERAL OPERATIONAL UPDATES:

Know our Number – In line with our strategic Priorities, the Amherst Police Department has started a “*Know our Number* campaign”. Our goal is to ensure that as many people as possible remember our emergency number and call police when we are needed or to advise police of problems or matters that we should be attending to. [#APDKnowOurNumber](#)



Safe-Approach-Rescue Vehicle – On September 29th, 2025, Amherst Fire Fighters Association (AFFA) Representative Tim Cook presented Sgt. Aaron Graham a donation to go towards outfitting the donated GardaWorld vehicle. This vehicle, when fully operational can be used in a wide variety of situations from a mobile command post to a secure vehicle for approaching scenes. The AFFA also provided the Amherst Police Department with a generator for operational use during deployments and critical incidents.

Counterfeit \$100 Bills: The Amherst Police Department received 2 complaints concerning counterfeit \$100 bills being passed in town. The incidents were reported on the 21st and 22nd of September. As a result, our Facebook page was utilized to advise the public of the phoney bills and provided some advice on how to identify counterfeit currency.

PIN Checking incidents: The Amherst Police also received reports concerning PIN-Checking, which is a technique used by suspects who position themselves close to a victim during a debit or credit card transaction, attempting to observe and capture the PIN number as it is entered. Once obtained, suspects may then attempt to steal the card through distraction or theft, using the PIN to make fraudulent purchases or withdraw cash. Again, this issue was shared on our Social Media pages to advise the public and provided tips and precautions to safeguard our personal and banking information.

Police Pursuits/Failing to stop: During the month of September Police had 4 incidents of motorists failing to stop for police. This compares to 4 incidents in August and 7 incidents in July. There were no incidents in June and 10 incidents in May.

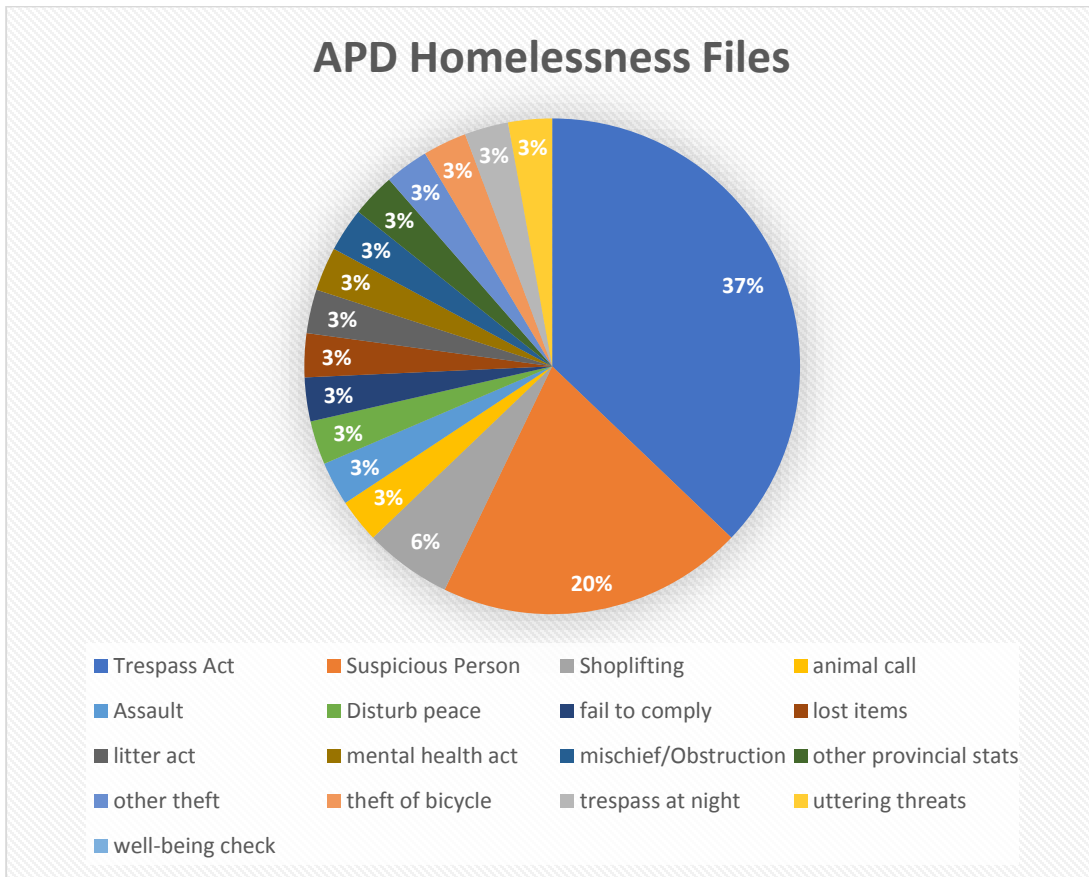
- On September 11th, Police received a complaint about a person who was allegedly driving while impaired. Patrols located the vehicle which immediately pulled into a local residence and the driver fled on foot but was stopped at Taser-point. The 28-year-old male is now facing charges of refusal of a demand (alcohol), resist/Obstruct Police and flight from Police.
- On September 16th, Police observed a vehicle on South Albion Street with a vehicle that had a plate that did not match the vehicle description. Police recognized the driver and as it pulled into a parking lot, Police pulled in front of it and activated the emergency lights. The vehicle backed up and turned at a high rate of speed, exiting back on to South Albion and towards a construction zone. The officer did not pursue. A second officer observed the vehicle pull into the Irving parking lot but spotted police and again fled towards the trans-Canada highway towards New Brunswick. RCMP were notified but the vehicle was not located. The driver is still at large and is facing several charges in relation to this incident.
- On September 19th, Police attempted to stop a vehicle that was travelling on East Pleasant Street near Church Street. The vehicle did not have a plate, but police recognized the driver. Police attempted to intercept the car and block it off and activated the emergency lights. The subject car pulled around the police and fled at a high rate of speed. The pursuit was called off as the vehicle headed back onto Albion Street and out of town. The driver is still at large and is facing numerous charges in relation to this incident.
- On September 21st an off-duty officer spotted a vehicle in the Robert Angus Drive area which was in very poor shape. A window was broken, and the plate did not match the vehicle. Two police vehicles approached the area as the officers recognized the vehicle description from other incidents earlier in the month. As the emergency lights were activated, the vehicle bolted through a parking lot, back onto Robert Angus Drive, cutting off traffic and headed out of town on Church Street. Police did not pursue. The off-duty officer was able to recognize the driver, who is still at large and facing several charges in relation to this incident.

In all these cases, the pursuits were terminated as per policy and as a public safety issue. All pursuit files are subject to a review to ensure that members are following policy.

Shoplifting/Theft Complaints: In September, Police responded to 19 complaints of shoplifting. This compares to 15 complaints in August and 12 In July. In total for September police also responded to 24 additional complaints of theft of which 4 were complaints of stolen bikes, and 2 gas drive offs.

Homelessness Files: As you are aware, APD has been tracking homelessness complaints for the past few years. For the month of September, APD logged 36 complaints associated to homelessness. This compares to 43 in August and 38 complaints in July. As in previous homelessness stats, the vast majority of complaints are around 2-3 of the same people. Many of the complaints are concerning trespassing type issues and suspicious persons.

APD Homelessness Files



OPERATIONAL STATS – PROS Occurrences - September 2025

Total Occurrences:	461
911 Act	7
Aeronautics Act	1
Animal calls	6
Arson – Damage to Property	1
Assault	17
Assault with a weapon/Assault causing harm	3
Assist General Public	6
Assist other agency	14
Breach of peace	2
Break and enter – residence	2
Cannabis Act	1
Vehicle checkpoint	1
Child youth and family services act	2
Controlled Drugs and Substances Act	13
Crime Prevention	28
Criminal Harassment	7
Dangerous driving	4
Demonstrations/protests	1
Disturb the peace	6
Driving complaint	1

Fail to comply with order	4
Refusal to comply with demand (alcohol)	1
False alarms	28
Firearms Act	2
Fraud	12
Harassing communications	10
Indecent Act	1
Other Provincial/territorial statutes	15
Information file	1
Items lost/found	21
Liquor Act	3
Litter Act	2
Mental Health Act	21
Mischief	12
Motor Vehicle Act	16
Municipal Bylaws	9
Flight from Police	4
Operation while impaired	2
Theft	20
Parking	5
Person reported missing	1
Property check	4
Roadside suspensions	1
Sexual offenses	2
Suspicious person/vehicle/property	40
Taking motor vehicle without consent	1
Theft of bicycle	4
Shoplifting	19
Traffic collision	5
Trespass Act	33
Trespass at night	4
Counterfeit money	2
Uttering threats	8
Wellbeing check	21

Department of Justice Audit Reports

ACCOUNTABILITY TOOLS FOR GOVERNANCE BODIES

Chris MacNeil
Managing Auditor



Agenda

- ▶ Legal Authorities and Role of:
 - Minister of Justice
 - Public Safety Audit Function (PSAF)

- ▶ PSAF Audits:
 - Scope
 - Risk-Based Planning
 - Notification Letters to Final Reports
 - Follow Up

- ▶ The Present Moment:
 - First Audit(s) to Begin in Sept. 2025

- ▶ Questions?



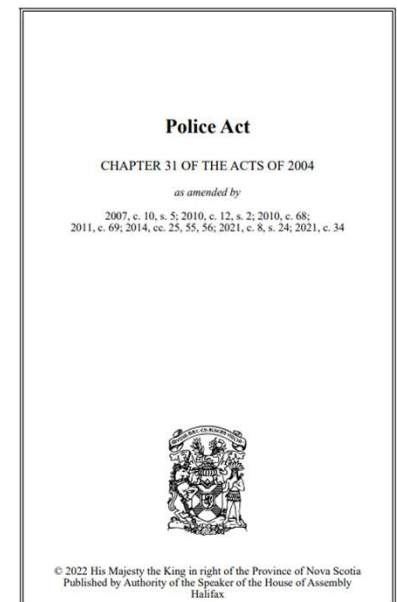
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Ministerial Authorities and Mandate

- ▶ NS Minister of Justice’s Constitutional Authority over Policing:
 - **Section 92(14)** of the [Constitution Act of 1867](#): “Administration of Justice”
 - **Section 3** of Nova Scotia’s *Police Act*: “The Minister is the constituted authority for the administration of justice within the Province...”

- ▶ Nova Scotia [Police Act](#) **Section 5(1)**:
 - “The Minister shall ensure that an adequate and effective level of policing is maintained throughout the Province.”

- ▶ Nova Scotia *Police Act* **Section 5(3)(a)**:
 - “(3) For the purpose of subsections (1) ... the Minister may ... (a) issue a directive ... to a police department”
 - Nova Scotia’s [Policing Standards](#) were issued by way of s. 5(3)(a) [directive](#), to help ensure an adequate and effective level of policing is maintained.



Authority for and Role of Audit Function

- ▶ Legislative Authority under Nova Scotia *Police Act*
 - **Section 6(e)**: “The Minister may ... determine the adequacy and effectiveness of police services ... through a **system of audits...**”

- ▶ Province has committed FTEs, in a discrete unit, who primarily audit police services to determine their adherence to the *Nova Scotia Policing Standards*
 - Our reports/recs are presented both up to the Minister of Justice and to the Police Board, per their shared responsibilities under the *Act*
 - Both governance bodies are then able to use the information contained in the report to help them fulfil their legislated obligations
 - We also provide advisory services in appropriate circumstances

Public Safety Audit Function (PSAF)

- ▶ Built on evidence-based standards and guidance
- ▶ Similar to other professional internal and external audit functions
- ▶ Using consistent approaches
- ▶ With guided quality assurance and improvement program

Scope of PSAF Audits

- ▶ PSAF audits of police services have initiated and include, but are not limited to, evaluating whether:
 - Their policies, procedures, and/or actions are adequate, effective, and/or compliant with the Province of Nova Scotia's *Police Act*, *Police Regulations*, and the *Nova Scotia Policing Standards*.

- ▶ In essence, we will be checking to see if police policies are in accordance with the *Nova Scotia Policing Standards*, and whether police are following their own policies in practice.

Starting Points for Risk-Based Audit Planning

- ▶ Legislation/regulations/standards;
- ▶ Publicly available data (e.g. [UCR](#), [PAS](#), [SiRT](#), [OPCC](#), [CRCC](#));
- ▶ Policies and procedures;
- ▶ Police Board meeting agendas, attachments, and minutes;
- ▶ Meetings/correspondence with police, boards, oversight bodies, other interested parties;
- ▶ Strategic plans, business plans;
- ▶ External and internal reports;
- ▶ Research studies; and/or
- ▶ Media, Hansard, etc.

Roadmap to Law Enforcement Audits



(Police Governance Bodies receive the yellow-highlighted/underlined information.)

Reporting → Follow Up

- ▶ Report drafts: First → Second → Final for presenting to the Board
 - Audit team meets with police service to discuss each draft
 - Drafts include recommendations for improvement which police respond to
 - Responses to recommendations are published in Final Report

- ▶ Presentation and discussion of Final Report with the Board

- ▶ PSAF staff will generally follow up on audit recommendations one year post release date, then again two years post release date:
 - Results of follow-up work are typically published in a separate report
 - Follow up can be shortened based on public safety risks
 - Minister can determine at any point in the process if the agency or agencies are non-compliant

The Present Moment

- ▶ Preliminary requests for all police agency policies addressing Standards
 - Sent July 8, 2025, with policies due on or before August 1, 2025
- ▶ First Audit Notification Letter(s) were sent in September 2025
 - Audits usually take between 6 – 8 months
 - Limited scoped audits are generally shorter
- ▶ PSAF has begun meeting with the selected Boards and Police Agencies

Thank you! Questions?
(PSAF@novascotia.ca)