

POLICE ADVISORY BOARD
Wednesday, May 21, 2025 at 1:30 PM
Council Chambers
181 Coldbrook Village Park Drive

A G E N D A

1. Roll Call
2. Amendments to the Agenda All
3. Approval of the Agenda All
4. Disclosure of Conflict-of-Interest Issues All
5. Approval of the Minutes of February 19, 2025 All
6. Business Arising from the Minutes All
7. New Business
 - a. Policing Priorities All
 - b. Work Plan Update *Report to follow* Terry Brown
8. RCMP Activity Report *Report to follow* RCMP
9. Round Table Discussion All
10. Correspondence All
11. Date of Next Meeting All
 - a. September 17, 2025 at 1:30 pm
12. Adjournment Chair

Accommodations are available for this meeting: please submit your request at
www.countyofkings.ca/accommodationsrequest

POLICE ADVISORY BOARD

Wednesday, February 19, 2025, 1:30 pm

Draft Minutes

Meeting, Date and Time

A meeting of the Police Advisory Board (PAB) was held on Wednesday, February 19, 2025 at 1:30 pm in Council Chambers at 181 Coldbrook Village Park Drive.

Attending

Committee Members

Councillor Christina Sappington – Chair
Councillor Bob Best – Vice Chair
Councillor Robbie Hiltz
Mike Schroeder – Citizen Member: Central
Nicole Vandenhof – Provincial Appointee

Ex-officio Member

Mayor Dave Corkum (until 2:13 pm)

Members of the Royal Canadian Mounted Police (RCMP)

S/Sgt. Ed Nugent (until 2:08 pm)

Department of Justice

Charcy Marchand – Director, Public Safety & Policing (from 1:55 pm – 2:45 pm)
Tim Mills – Safer Communities & Neighbourhoods (from 1:55 pm – 2:45 pm)

Municipal Staff

Terry Brown – Manager of Inspection & Enforcement
Craig Gibson – Emergency Services Coordinator
Laurie-Ann Clarke – Recording Secretary

Regrets

Debra Windle-Smith – Citizen Member: East

1. Call to Order

Craig Gibson, Emergency Services Coordinator, called the meeting to order at 1:30 pm

2. Swearing in or Affirming of New Board Members

Councillor Hiltz was sworn in.

3. Election of Chair

Mr. Gibson called for nominations for PAB Chair. Councillor Best nominated Councillor Sappington and she accepted the nomination. There were no other nominations. Councillor Sappington was acclaimed as Chair and took over chairing the meeting.

- 4. Election of Vice Chair** Councillor Hiltz nominated Councillor Best and he accepted the nomination. There were no other nominations. Councillor Best was acclaimed as Vice Chair.
- 5. Amendments to the Agenda** None
- 6. Approval of the Agenda** **On motion of Councillor Best and Councillor Hiltz, that the Police Advisory Board approve the February 19, 2025 meeting agenda as circulated.**
- 7. Disclosure of Conflict-of-Interest Issues** There were no conflict-of-interest issues disclosed.
- 8. Approval of Minutes**
- a. December 18, 2024** **On motion of Mr. Schroeder and Ms. Vandehof, that the minutes of the Police Advisory Board meeting held on December 18, 2024, be approved as circulated.**
- 9. Business Arising from the Minutes** None.
- 10. RCMP Activity Report** S/Sgt. Nugent provided a review of the RCMP Activity Report included in the meeting [agenda package](#).
- 11. New Business**
- a. Police Board Training** Charcy Marchand and Tim Mills from the Department of Justice made a presentation on the role of the Police Advisory Board.
- b. 2025 Meeting Schedule** Mr. Gibson shared a proposed 2025 meeting schedule for PAB, noting that under section 7.1 of By-Law 111, the PAB is required to pass a motion setting a meeting schedule at the first meeting of each calendar year.
- On motion of Councillor Best and Mr. Schroeder, that the Police Advisory Board meet quarterly (February, May, September and December) on the third Wednesday of the month at 1:30 pm at the Municipal Complex.**
- The question was called on the motion. **Motion carried.**
- c. Nova Scotia Association of Police** Mr. Gibson shared that he had been in contact with David Walker, President of the Nova Scotia Association of Police Governance (NSAPG). Until such a time that a PAB representative has been named

Governance Update to the NSAPG, communications from the board will be filtered through Mr. Gibson.

- d. **Police Advisory Board Work Plan** Mr. Gibson reviewed the 2025/2026 PAB Work plan included in the meeting [agenda package](#) which was prepared by staff and approved by the Chief Administrative Officer.

On motion of Councillor Hiltz and Mr. Schroeder, that the Police Advisory Board accept the work plan as presented.

The question was called on the motion. Motion approved.

- 12. Round Table Discussion** The Chair asked for an update on the vacant citizen member position. Staff advised that the advertisement for the position would run until the end of February and at that time, interviews would be conducted to select a new member.

- 13. Adjournment** **On motion of Ms. Vandenhof and Councillor Hiltz, the meeting adjourned at 3:05 pm.**

Approved by:

Police Services Advisory Committee

Month-Day-Year