

Committee of the Whole Meeting

August 23, 2022

Time: 6:30 pm

AGENDA

1. Call to Order

2. Approval of Previous Minutes

3. Approval of the Agenda

4. Departmental Reports

- | | |
|--------------------------|----------|
| a. RCMP | Attached |
| b. BDVFD | Attached |
| c. Community Development | Attached |
| d. Finance | Attached |
| e. Public Works | Attached |
| f. CAO | Attached |

5. Correspondence

6. New Business

- a. RFD – Policing Services Review Terms of Reference and Process
- b. Berwick Fitness Centre Membership/Committee Update

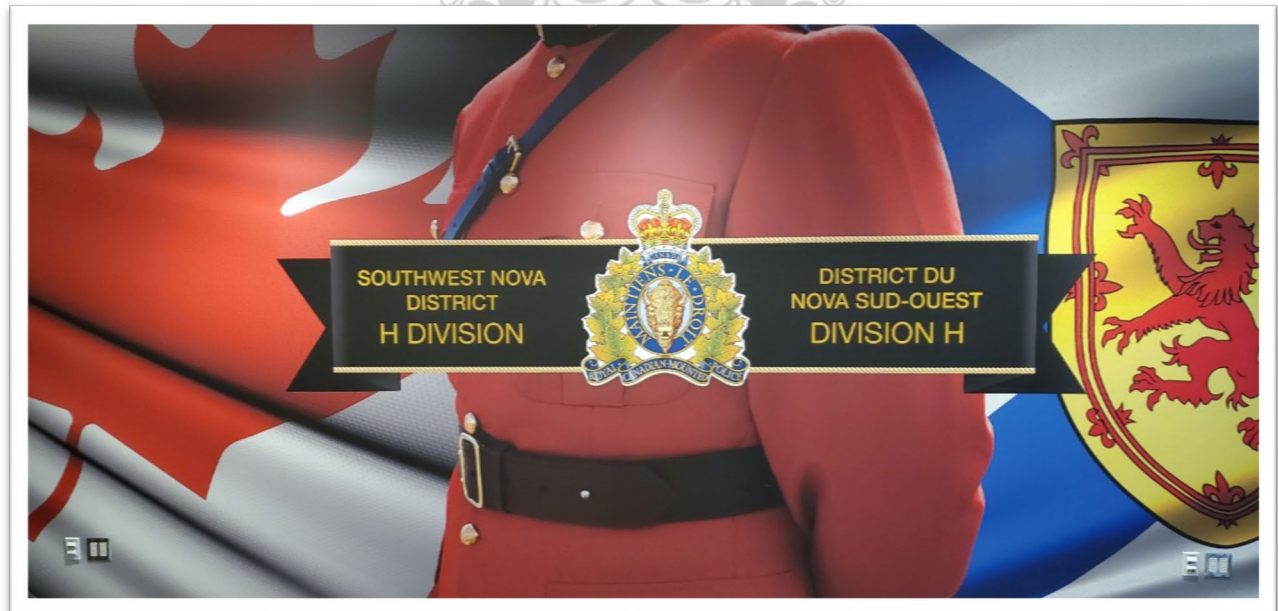
7. Mayor’s Update

8. In-Camera

- a. Personnel

9. Adjournment

Berwick Policing Report



June 2022
Kings District RCMP



RCMP·GRC



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Kings District Employees

Inspector Kurtis Kamotzki, Kings District Commander.

Forty general duty constables police Kings District as first responders. These officers are supervised by 8 corporals, 2 sergeants, and 1 staff sergeant.

The Kings East School Safety Resource Officer is Cst. Jennifer Britton, and the Kings West School Safety Resource Officer is Cst. Jeff Wilson.

Our Kings District General Investigation Section members are Cpl. Glenn O'Halloran, Cst. Kelly McPherson, and Cst. Jody Whiteway.

Our Kings District Street Crime Enforcement Unit members are Cst. Jason Sehl of Kentville Police Service, as well as Cst. Josée Lagace and Cst. Everett Smith of Kings District RCMP.

The Domestic Violence/Sexual Assault investigator is temporarily vacant. This is a temporarily funded position.

The Kings District Community Policing and Victims Services Officer is Cst. Kelli Gaudet.

Kings District has 10 Detachment Service Assistants who perform administrative functions at the 3 Kings District offices.



School Safety Resource Officers

School Safety Resource Officers work as a resource to our local schools. Members provide presentations to every grade level from P-12 on current topics such as human trafficking, fentanyl, cybercrime, bullying, drug awareness and appropriate use of social media. Schools often request other presentations, which are customized to meet their needs. SSROs update the National SafePlan every year for each Kings County School. SSROs do the initial investigation in cases that stem from schools. SSROs also provide support for school events that occur after traditional school hours.

Cst. Wilson's service area is from Annapolis County line to Central Kings Rural High School, encompassing 11 schools. Cst. Britton's service area is from Coldbrook District School to LE Shaw Elementary, encompassing 12 schools.

Distracted driving presentations, human trafficking awareness presentations, and lock down safety drills have been ongoing at several schools throughout the reporting period.

Both district SSROs worked closely with the schools within the entire district. Both Cst. Wilson and Cst. Britton remain heavily involved in the delivery of the mandated objectives while assisting other investigations that require their skills and experience with youth.

Highlights

School Safety Resource Officer on the Scene!

Throughout June, SSRO Cst. Wilson has been kept busy attending various school-related events and responding to school-related service calls throughout the western half of Kings County. Of note:

- **Tuesday, June 28th**
 - Attended the graduation at the Berwick Appledome
 - Visited Welsford Group Home and informed the youth there to not be on the Somerset Elementary School property during supervised school hours
- **Wednesday, June 29th**
 - Attended the outdoor senior graduation for Western Kings District High School
- **Thursday, June 30th**
 - Presented a Safety Award to Orchards Away (in Berwick) for showing very good safety awareness at both crossings in the TIOB school zone

Help Reduce Distracted Driving

Driving requires your full attention. Here are some tips to help avoid distracted driving:



- **Plan your route ahead of time.** Before you get in the car, know where you're going and how you're getting there. Plan how much time you'll need to reach your destination, road closures to avoid and best time to leave. If you use a GPS system, program your route prior to starting the car. If possible, set your GPS to call out the turns. Have the volume set so you can hear the instructions and do not need to glance down to view the GPS.
- **Put your cellphone away.** Keep your cellphone out of your reach. Reduce the temptation to use it by keeping it out of sight, like in a bag, and turn the ringer off. Most smartphones can now be setup to send an auto reply when you receive a text or phone call while driving.
- **Notify your passengers.** Passengers in your vehicle is a common distraction. Some provinces limit the number of passengers that are allowed with a younger driver. Advise your passengers to be quiet if a risky situation arises on the road. Silence can help when deciding on the safest actions to take.
- **Avoid eating and drinking while driving.** If you need to take a drink, wait until you are stopped at a red light.
- **Keep music or radio at a reasonable volume.** Music should never be so loud that you won't hear a siren, or the screech of brakes from another vehicle.
- **Keep personal grooming for the home.** Don't apply makeup, shave, use creams or brush your teeth while driving.
- **Secure objects in the vehicle.** Place any items like purses, backpacks, and coats in the trunk or safely behind the seat on the ground so they will not go flying if you have to brake in an emergency. Don't reach for items while driving.

You can't always predict when you will begin feeling drowsy. Remember that if you are struggling to stay awake, you shouldn't be behind the wheel. Everyone gets tired, so here are some tips to help reduce the risk of fatigued driving:

- Plan ahead to make sure you get enough sleep before you go on a trip
- On long trips, switch drivers every few hours; you shouldn't be driving to the point of exhaustion
- Don't schedule trips during your usual wake-up and bed times
- Drive during daylight hours when possible
- Travel with someone who can help keep you alert

(Source: *Distracted Driving & Fatigued Driving*, CYCP, www.rcmp.gc.ca)

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Annual Performance Plan

The Kings District Annual Performance Plan runs from April 1st, 2022 to March 31st, 2023. Objectives of Kings District Annual Performance Plan are:

- **Safe Roads and Safe Highways in Nova Scotia**
To date, Kings District members have charged 11 people with impaired driving, issued 9 roadside suspensions for alcohol consumption, issued 306 traffic enforcement charges and conducted 35 check stops.
- **Reduction of Cybercrime in Nova Scotia**
Community resource officers and Senior Safety Coordinator continue to educate students and seniors on Cybercrime.
- **Reduce Crime Against People**
Members continue to conduct physical checks on offenders/accused who are on court ordered curfews or house arrest with the goal to prevent recidivism.
- **Intelligence-Led Policing**
As this is a National Policing Strategic priority, Kings District officers continue to advance challenging investigations by cultivating and managing confidential human sources.

Traffic Enforcement and Proactive Patrols Update

In addition to the above, for the month of June there were 6 violation tickets issued on Highway 101 near Berwick. There were 0 violation tickets issued on Highway 1 near Berwick.

Members continue to conduct traffic enforcement on the main street and other areas of high traffic volume. 14 other motor vehicle associated traffic tickets were enforced 0 tickets regarding ATVs. There were 0 impaired operations of motor vehicle violations in this period and 6 checkpoints were conducted.

There were 396 patrols conducted with 7 foots patrols done in the parks and various sidewalks in the community. Police visibility continues to be high resulting in a reduction in offences.

Calls for Service

In the month of June, Kings District responded to 1136 service calls. There were 62 service calls in Berwick during this reporting period. See the attached chart for breakdown of the service calls.

| Type of Crime & Occurrence Type | June Kings | June Berwick |
|---------------------------------|------------|--------------|
| | 2022 | 2022 |
| Crimes Against Persons | | |
| Offences Related to Death | 0 | 0 |
| Sexual Offences | 10 | 0 |
| Assault | 18 | 0 |
| Kidnapping/Hostage/Abduction | 0 | 0 |
| Robbery | 0 | 0 |
| Extortion / Intimidation | 3 | 0 |
| Criminal Harassment | 6 | 3 |
| Indecent Harassing Comm. | 8 | 0 |
| Uttering Threats | 20 | 0 |
| Property Crime | | |
| Arson | 1 | 0 |
| Break and Enter | 20 | 2 |
| Unlawfully in a Dwelling House | 0 | 0 |
| Theft Over | 1 | 0 |
| Theft of Motor Vehicle | 1 | 0 |
| Theft of Other MV / Motorcycle | 2 | 0 |
| Take MV w/o Consent | 0 | 0 |
| Theft Under | 25 | 0 |
| Shoplifting | 17 | 0 |
| Theft (mail, bicycle, et al) | 2 | 0 |
| Theft from Motor Vehicle | 2 | 0 |
| Possession of Stolen Goods | 2 | 0 |
| Fraud | 8 | 0 |
| Identity Theft | 1 | 0 |
| Mischief | 45 | 1 |
| Drug Enforcement | | |
| Possession | 3 | 0 |
| Trafficking | 2 | 0 |
| Import/Export | 1 | 0 |
| Production | 0 | 0 |
| Other | 1 | 0 |

| Type of Crime & Occurrence Type | June Kings | June Berwick |
|--|--------------|--------------|
| Traffic | | |
| Dangerous Op of MV | 2 | 1 |
| Impaired by Alcohol | 13 | 1 |
| Impaired by Drug | 0 | 0 |
| Failure/Refusal | 0 | 0 |
| Driving while Disqualified | 3 | 0 |
| Fail to Stop or Remain | 10 | 0 |
| Seatbelt Violation | 2 | 0 |
| Intersection Violation | 6 | 2 |
| Speeding Violation | 44 | 3 |
| Insurance Violation | 3 | 0 |
| Road Side Suspension (Alcohol) | 1 | 0 |
| Road Side Suspension (Drug) | 1 | 0 |
| Collision - Fatal | 0 | 0 |
| Collision - Non - Fatal Injury | 11 | 1 |
| Collision - Reportable | 27 | 0 |
| Collision - Non Reportable | 21 | 0 |
| Off-Road Vehicle Collision | 1 | 0 |
| Municipal By-laws | 0 | 0 |
| Other Traffic Offence/Violation | 125 | 20 |
| Other Traffic Related Duties | 12 | 1 |
| Checkstop | 14 | 6 |
| Other | | |
| 911 Call | 23 | 2 |
| Breach of Court Order | 19 | 1 |
| Liquor Act | 6 | 1 |
| Mental Health Act | 49 | 1 |
| Missing Person | 81 | 0 |
| Municipal Bylaw - Other | 10 | 0 |
| Other | 280 | 9 |
| Suspicious P V P | 49 | 1 |
| Trespass At Night | 0 | 0 |
| HPA (COVID-19) - Offences only | 0 | 0 |
| HPA (COVID-19) - Other activities | 0 | 0 |
| QUA (COVID-19) - Offences Only | 0 | 0 |
| QUA (COVID-19) - Other Activities | 3 | 0 |
| Total Founded & SUI Occurrences | 1,034 | 57 |
| Total Occurrences* | 1,136 | 62 |
| <i>*Includes Unfounded and Unsubstantiated</i> | | |



Significant Investigations

Members have been very busy with responding to various types of calls yet have continue to be proactive with traffic enforcement limiting the serious incidences.

Attempted Break & Enter at Wilson's Pharmasave

File # 2022-786735

Kings District RCMP were dispatched to a glass break alarm at Wilson's Pharmasave in Berwick during the very early hours of June 12th. Immediate patrol was made by members and upon arrival it was noted that the lower half of the glass door to the smoke shop had been broken. Entry was not gained as there are security bars in place. There was no evidence at the scene aside from broken glass, and no video footage was available. At this time, police do not have any suspects, however the file remains open to gather intelligence.

Youth Criminal Harassment & Assault

File # 2022-860991

On June 25th, Kings District RCMP responded to a complain of a group of males attempting to assault a 10-year-old child on Commercial Street. Members responded and a 15-year-old youth was arrested and charged with assault and criminal harassment.

Should you have any questions or concerns regarding this report or any other community matters, please feel free to contact the undersigned.

Sgt. H. V. PRIME
Operations NCO
Kingston Detachment
Telephone: 902-765-3317

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Berwick & District Vol. Fire Department COTW Report for July 2022

Nine alarms to report as of July 14, 2022.

Equipment and Firehall Repairs: New electronic sign has been installed and a training session has been booked for July 16. No additional repairs to speak of to the hall or our vehicles.

We have received some equipment that will help us be more prepared in the event of a Hazmat incident. We have purchased two storm drain covers and a fuel spill holding tank.

Training: Driver training is ongoing to get more members qualified to operate our vehicles.

New Development/ Water Concerns: Our water sources throughout the town is limited for fire suppression. Morses pond is still down due to silt build up over the inlet pipe, this will need to be dredged. To access this water source, we must use a floating dock device which has its challenges come wintertime. The pond at the fire hall can no longer be used due to low water levels. We have a project outlined for installing a concrete holding tank where the original pond sits which would be filled with a drilled well. This pond was crucial for fire suppression considerations when the town hall was constructed.

Regards,

Luke Redden



Berwick & District Vol. Fire Department Aug. 2022

Nine alarms to report as of August 22, 2022.

Equipment: Our fleet has begun annual vehicle safety inspections; I believe our Tanker 21 (Mack Tanker) will require quite a few repairs to pass safety inspection. I will be able to give a more detailed report next month.

Training: We continue to practice on Monday nights although our attendance has been down a bit due to vacations, but we are still meeting weekly.

Gala Days: Captain Jaime Banks has offered to be the fire departments liaison for the Gala Days Committee. We are willing to help in any capacity to help make this weekend a success.

New Development/ Water Concerns: I would like to take this time to thank Jen Boyd for meeting with us and listening to our concerns on fire suppression issues within the town.

Regards,

Luke Redden



**TOWN OF BERWICK
REPORT TO COUNCIL
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Date: August 16, 2022

Monthly Manager Report:

From: Katie Verrette, Manager of Community Development

1) Meetings & Webinars

- Monthly REN Business Supports Response Team Meeting
- Town of Berwick Safety Meetings (Monthly Co-chair)
- Weekly Department Meeting
- All Staff Meeting (Monthly)
- Management Team Meetings (Bi-Weekly)
- COTW Meeting
- MPAL Program Introduction Meetings (Two)
- Valley Recreation Meeting (Kings County RNS Conf host 2023)
- Brainstorming Meeting (Farmers Market)
- Asset Management Kick Off Meetings

2) Ongoing Projects

- The boxcars are completely cleaned out and ready for finishing touches (electrical and interior finishes). DNR&R have assessed our application and are not willing to sell us the Trailhead parcel but have started the leasing process for the property. They anticipate they will have the information they need by the end of August to move the process forward and will reach out to us by the fall.
- We have ordered 3 new signs with support from the Province: entry signs on the East & West ends of Town and a new sign on the corner of Orchard and Commercial. Anticipated install date is September. With costs coming in lower than anticipated, we will also have the ability to create and replace other signs in Town throughout the coming months.
- We are in the beginning stages of exploring options for a local evening farmers market, with the goal of kicking things off late summer/early fall.

3) Fitness Centre (from Fitness Centre Supervisor, A. Ross)

- The \$5/month promo for new members seems to be going well, with 81 memberships sold since June 27th. Of the 81, we have seen 18 new members purchase monthly memberships after their initial month expired.
- Currently, the BFC has 241 active members and visits have been quite brisk for the summer months.
- Both a staff and safety meeting were held in the month July.
- With the summer ending we are experiencing a change in staffing. Vanessa Loomer has been hired as we say goodbye to Chloe Gavel who will be heading to University. We are also excited to have added Laura Baxter back to the staff team.

Priorities for September 2022:

- Box Car Development
- Signage Design & Install
- Farmers Market Development

Monthly Recreation Report:

From: Natalie Palmer, Recreation Coordinator

1) Meetings & Webinars

- Weekly meetings with Community Development Department
- Gala Days Committee Meetings
- Police Services Advisory Committee Meetings
- Kings Recreation Meeting

2) Communications

- Continue to update social media for the Town of Berwick (Facebook, Instagram and Twitter) as well as the electronic sign, and other miscellaneous communications
- Continued promotion of community events on behalf of external organizations.
- Ongoing weekly promotion of Summer Concert series via social media, digital sign and radio station advertising.

3) Events

- **Summer Concert Series** has two installments remaining. Attendance has been steadily increasing throughout the summer with 80-100 people regularly attending these events.
- A **Terry Fox Run** event will be taking place on September 18th. Registration is open now, and promotion of the event will be ramping up for the next month including:
 - Writing and distributing a letter of support to local businesses to encourage team participation and fundraising.
 - Placing physical signs on greenspace around town including on the Harvest Moon Trail, Rainforth Park, in front of Town Hall, etc.
 - Posters with event details being placed in businesses around town.
 - Event being promoted online via our social media channels, website, Valley Events page, and on the Terry Fox Foundation website.
- A \$400 Community Festivals and Special Events grant was awarded. This will be used to host a community barbeque and washer toss tournament event aiming for mid-September.
- A **volunteer recognition event** will be taking place in early September. Planning is underway focusing on:
 - Sharing volunteer recognition nomination form with local organizations.
 - Securing a venue and planning the format for the event (planning on a breakfast/lunch event where selected volunteers are served).

- The Community Wide Yard Sale event took place on July 23rd. The event was a success, and had over 40 locations registered to participate.

4) Misc.

- Many summer student positions will be ending by the end of the month or the first week of September. We had a busy summer!

Priorities for September 2022:

- Begin planning a cultural event for Indigenous History Month.
- Solidify format for Apple Fund and start raising funds.

Monthly Programming Report:

From: Jordan Hebb, Recreation Programmer

1) Meetings & Webinars

- Sports Hall of Fame meetings (monthly)
- Community Development team meetings (weekly)
- Playground Committee Meeting
- Trails Nova Scotia Webinar
- Blue Route/HUBS info meeting
- Adaptive equipment meeting
- Multiple meetings with Anna Sherwood regarding ACF Grants, Planning and Reporting tools for the MPAL, Active Living Strategy etc.

2) Programming

- Summer Day Camps: Summer day camps continue to run smoothly, there are two weeks left (as of August 15th). The staff team has been great and the camps have received quite a few compliments about the leaders and activities they run.
- After School Program: Our recently hired After School Program Coordinator has started the registration process for after school program, we have 6 staff in total hired for the upcoming year and spots for the program are nearly full.

3) Parks & Trails

- Spicer Park: The merry go round equipment has been installed in Spicer Park, an accessible swing is also supposed to be on its way and being installed in the park as well.
- Rainforth Park: The musical playground equipment (drum and xylophone) have both been installed, they were placed with the playground equipment closest to the tennis courts. Have heard some community response about them and they are a big hit with the kids.
- Brown Street Connector Trail: The construction of the Brown Street connector trail has begun, there has been a path dug out for where the gravel will be laid down.
- Mill Street Trail Head: The bike repair station has been installed at the Mill Street trail head.

4) Committees

- Sports Hall of Fame: Continuing to assist the Sports Hall of Fame committee with their upcoming induction ceremony on September 24th.
- Trails Committee: Yet to meet with the trails committee since becoming the MPAL but will hopefully have a meeting booked for September.
- Playground Committee: Had the first playground committee meeting on August 10th, plans to form a full committee and search for more volunteers in September.

5) Active Living Strategy

- In the early parts of planning and revising the towns Active Living strategy, hoping to have surveys ready to go out to the public, programs and school in September to begin collecting data.

6) Grants

- Working on a grant to help improve our winter equipment loan program to help more people stay active throughout the winter.
- Working on grant reports for some of the projects that have been completed within the last month.

Priorities for September 2022:

- Active Living Strategy Community Consultation
- Supporting ASP Coordinator in new role
- Committee focus – Trails and Playground

Monthly Finance Report

From: Lisa Buchan, Director of Finance

Date: August 23, 2022

Procurement

- The half-ton Pickup Truck has been tendered and closes on September 9, 2022

Audit

- The 2021/22 audit is scheduled to commence in September, with a week of field work at Town Hall. This is later than usual due to extenuating circumstances relating to staffing and the Town has notified Municipal Affairs of our situation, of which they are supportive.

Staff

- Two part-time accounting roles have been combined into one full-time Finance Clerk position and our new team member has joined us.
- Our Billing Clerk has confirmed their retirement date of December 31, 2022 and recruitment will begin shortly to allow appropriate time for transition.

Municipal Affairs Reporting Requirements

- Several reports including SOE-A, SOE-B, Capital Investment Plan and Financial Information Return

August 17, 2022

Committee of the Whole

- Public Works has been out painting crosswalks and as of August 16, 2022 we have two left to paint. We will be starting on the parking Tee's and a few other small paint jobs to end off the season.
- Gala day's work has started for Public Works to get everything ready for the event.
- Paving has been on-going a day or two each week. There has been much more to fix this paving season.
- We have been fixing many storm drain breaks and holes on Commercial St. There are four more to fix.
- The summer labourers have been working hard to keep the parks mowed and the grass around town looking good. As well, doing many other jobs that needs to be done.
- The path from Connell Park to Chute Park is finished and a crosswalk on Orchard St. will be added this fall. We have the park driveway/trail to finish going into Chute Park.
- The playground off of Hayden Ave. will be finished with some grass seed around the playground this fall.
- Wastewater return flow pipe will be started this week This pipe will return pond 3 water to mix with pond 1 water. This is done to reseed with bugs and helps keep the odor down. We had this pipe for many years, but over time has broken down to the point that it was costing more for the repairs than replacing it with a strong welded pipe. This is a 2022/2023 Capital Budget project.
- The new $\frac{3}{4}$ Ton truck is in at Middleton Bruce Motors getting ready to be delivered to Public Works, any day.
- The new crosswalk flashing lighting has been ordered.
- Wastewater tender for the new air system for pond # 2 is out and closes September 2, 2022.
- The Tender for the Parks $\frac{1}{2}$ ton is out and closes September 9,2022.

Thank You:
Tim Harding

Report to Committee of the Whole

From: Jen Boyd, Chief Administrative Officer

Date: August 23, 2022

Reviewed and/or prepared reports for the following meetings/events:

- AREA management team weekly telecons
- AREA Board meeting
- Berwick Electric Commission
- Bi-weekly solar garden project check-in meetings
- CUPE Labour Management Meeting
- Council and Special Council meeting
- Valley Community Fibre Network and Authority AGMs
- Valley REN Board and Liaison and Oversight Committee

Monthly meetings with all Town staff to provide updates from council meetings and learn about upcoming projects.

Continue to meeting with staff/departments to learn, assess and understand current practices.

Kick-off meeting with Council and senior staff for Asset Management program.

Introduction to B&DVFD Fire Chief and Deputy Chiefs.

Continue to lead the Valley REN IMSA update per the IMSA Working Group.

The contract with GP Joule has been signed for the solar garden project. Staff continue to work with property owners and consultants on access road to site for construction.

Priorities for the next month

- Establish Review Committee for Policing Services Review and engage resources for community engagement.
- Draft and complete Asset Management Policy, Road Map and Level of Service documents. Meet with KMCC governance committee to update on Asset Management program.
- Prepare for Municipal Planning Strategy review Council workshop.
- Prepare Boundary Review survey and tax bill insert.

REQUEST FOR DECISION

Policing Services Review

Terms of Reference and Process



To: Town Council
From: Jen Boyd, CAO
Date: August 23, 2022
Subject: Policing Services Review Terms of Reference and Process

References/Attachments

1. Proposed Terms of Reference for the Policing Services Review (attached)
2. Proposed Policing Services Review Process (attached)
3. Protocol – Review of Policing Services Options
4. Issue Report – May 17, 2022
5. Police Services Advisory Committee Minutes

Legislation

- Nova Scotia Police Act (2004) – Section 36 – allows for a municipality to change the method of policing with ministerial approval.
- Nova Scotia Justice – Protocol – Review of Policing Services Options – provides the framework for how a policing services review is conducted.

Recommendation

That Council conduct a review of policing options for the Town of Berwick and adopt the attached Terms of Reference for this review.

That Council approve a budget of \$15,000 from Operating Reserves, for the policing services review.

Background

The Police Services Advisory Committee (PSAC) made a request to Council to conduct a review of policing services for the Town of Berwick. On June 14, 2022, Council approved PSAC's request and directed staff to draft a Terms of Reference and budget for Council's consideration and approval.

REQUEST FOR DECISION

Policing Services Review

Terms of Reference and Process



A proposed Terms of Reference is attached for Council's consideration.

There are two significant pieces of work required for a review: 1) Establishing the policing needs and expectations of the community, and 2) determining what a Town force would require and potentially submit a proposal through the Review Committee process.

Staff recommends that outside resources will be required to support the Review Committee process.

The proposed Review Committee structure and membership will be presented to Council in October 2022.

Financial Implications

Staff recommend that a budget of \$15,000 be approved from operating reserves to engage a consultant(s) and cover costs associated with the review.

Alternatives

1. That Council not proceed with a policing services review.
2. That Council direct staff to identify other projects to defer and complete the review internally.

Community Engagement/Communication

A community engagement plan will be developed to establish the communities needs and expectations.

CAO Comments

Staff have discussed the resources required to complete the policing services review and do not have the capacity internally to commit to the review at this time. I support hiring outside resources to complete the community engagement, as well as to assist with determining what a Town force would require.

CAO Initials: JB

Target Decision Date: September 6, 2022

Policing Services Review Terms of Reference

Purpose

The Town of Berwick has passed a resolution to conduct a review of policing options, which will include:

1. Reviewing the current delivery of policing services in the community.
2. Identifying any shared services, amalgamated services, or municipal contracted services.
3. Identifying options for the delivery of policing services.

Composition

The Town of Berwick will establish a Review Committee with representation from the Department of Justice, Police Services Advisory Committee, and members of Council as applicable. Other members can be appointed, such as citizens of the community, to participate on the Review Committee.

The proposed Review Committee structure and membership will be presented to Council in October 2022.

Mandate and Deliverables

The mandate of the Review Committee is to provide advice and recommendations to Council after examining options related to policing in the Town of Berwick. To fulfill its mandate, the Review Committee will be guided by the following scope of work:

- Review the current delivery of policing services for the Town of Berwick.
- Conduct an analysis of how the Town of Berwick costs and service levels compare to other jurisdictions.
- Review and document the current and future policing needs of the community and undertake community consultation on these needs.
- Review the options for the delivery of policing services for the Town of Berwick, which could include a Request for Proposal from other policing service providers. All options will clearly identify anticipated costs and how the identified community policing needs will be met.
- Present the findings and recommendations to Council.

Role of Minister

Under the *Police Act*, the NS Minister of Justice must determine the effectiveness and efficiency of policing in the province of Nova Scotia; any changes to policing models must therefore be approved by the Minister.

Policing Services Review Process

