

ATTENDING

Councillor Chris Goddard, Chair
Councillor, Ty Walsh
Bruce Morse, PAB, DOJ
Melvin Hart, Citizen Representative
Pat Jodrie, Citizen Representative
Secretary, Roger Flynn, Office Administrative Coordinator
Inspector Bill Collier, RCMP

ABSENT WITH REGRETS

Jen Boyd, CAO
Mark Childs, Citizen Representative
Sgt. Harold Prime, RCMP
Mayor, Mike Trinacty

1. CALL TO ORDER

The meeting was called to order by the Chair at 6:30 PM

2. APPROVAL OF THE AGENDA

a. IT WAS REGULARLY MOVED BY AND SECONDED BY THAT THE AGENDA OF THE POLICE ADVISORY COMMITTEE MEETING OF BE APPROVED AS **CIRCULATED**.

Motioned Carried

3. APPROVAL OF THE MINUTES

THE MINUTES OF THE POLICE SERVICES ADVISORY BOARD MEETING WERE ACCEPTED AS **CIRCULATED**.

4. NEW BUSINESS

a. Review of the Bylaw Enforcement Officer Job Description

The Board discussed the inclusion of criminal background check requirements within the newly renamed "Community Compliance Officer" job description. Members emphasized the importance of ensuring that individuals in this role meet appropriate screening standards, given the level of public interaction, authority, and trust associated with the position.

IT WAS REGULARLY MOVED BY AND SECONDED BY THAT THE COMMUNITY COMPLIANCE OFFICER JOB DESCRIPTION BE APPROVED AS AMENDED.

- a requirement for a criminal record check, with consideration given to the inclusion of a Vulnerable Sector Check, in alignment with municipal policies and best practices.

Motion Carried

b. Inquiry of 2025 Break & Enters

The Board noted increase in B&E incidents and requested more detailed breakdown (residential vs. commercial), and status updates (e.g., solved vs. under investigation).

It was noted by the RCMP that increases are linked to cost-of-living pressures and substance use issues. Inspector Collier agreed to explore providing more detailed reporting while respecting privacy concerns. As well confirming investigations that remain active where applicable.

c. Use of ATVs in Town of Berwick: Re: Bylaw

Concerns were raised regarding unsafe ATV operation on public streets. Discussion included enforcement challenges, such as limitations on pursuing offenders, as well as safety concerns for pedestrians. It was noted that ATV use also serves as an economic driver within the community. The Board recommended reviewing and potentially updating the municipal bylaw, including consideration of designated routes and alignment with other municipalities.

d. [Kings PAB Package](#)

The Board reviewed external Police Advisory Board materials (Kings County example) as reference for reviewing local practices within our own committee.

5. Reports

Introduction of RCMP District Representative

- The RCMP District Representative, Inspector Bill Collier, introduced themselves and advised they will serve as the primary contact for policing matters with the PAB moving forward. He will attend meetings regularly and provide updates on behalf of the district.

- The current report was described as lengthy and potentially containing unnecessary information by Inspector Collier. Future reporting will contain statistical data with an emphasis on local trends and issues, staffing updates, community policing activities.
- Inspector Collier provided an overview of a new district policing model: Transitioning to a 24-hour “watch system” which would consist of; one Sergeant per watch, two Corporals, and approximately ten Constables which will Increased supervision and operational efficiency. The reallocation of supervisory roles from office-based to operational duties with the potential for increased staffing based on provincial analysis.
- Inspector Collier advised that most Police Advisory Boards meet quarterly rather than every two months, asked to consider adjusting meeting frequency, or maintaining flexibility for additional meetings as required.
- Community Consultation the Board members advised they will be conducting outreach with local businesses; results will be shared with RCMP to inform policing priorities. It was also discussed the potential for a public engagement session with the RCMP. Inspector Collier indicated willingness to participate in a structured, agenda-based session.
- Police Advisory Board Training. It was noted that some Board members have not received formal Police Advisory Board training. The RCMP offered to assist with providing contacts with the Department of Justice to arrange training opportunities. Training would include roles, responsibilities, and governance expectations.

6. The next regular meeting will be held **May 19th, at 6:30pm.**

7. ADJOURNMENT

IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING
OF POLICE ADVISORY COMMITTEE BE ADJOURNED AT 7:53 pm

Motioned Carried

Approved by Committee on Month Day, 2025

As recorded by Roger Flynn, Office Administrative Coordinator