



Cape Breton Regional Municipality

Board of Police Commissioners Agenda

Wednesday, September 3, 2025

10:00 a.m.

**Council Chambers
Second Floor, City Hall
320 Esplanade, Sydney, Nova Scotia**

Call to Order

Land Acknowledgment

1. Administration of the Oaths of Office for Newly Appointed

Commissioners – Noelle Gouthro: Christa Dicks, Municipal Clerk / Director of Corporate Information Services

2. Roll Call

3. Approval of Agenda: (Motion required)

4. Approval of Minutes: (Previously circulated)

➤ **June 18, 2025**

5. Standard Operating Procedures – Police Commission

Communications: Christa Dicks, Municipal Clerk / Director of Corporate Information Services (See page 4)

6. Body-Worn, In-Car, and Downtown Cameras Update: Christa

Dicks, Municipal Clerk / Director of Corporate Information Services (See page 8)

7. Police Commission Policies: Christa Dicks, Municipal Clerk /

Director of Corporate Information Services (See page 9)

8. Nova Scotia Policing Standards: Robert Walsh, Chief of Police (See

page 11)

9. Summary of Police-Reported Crime Statistics in Canada, 2024:

Robert Walsh, Chief of Police (See page 14)

10. Commissioner Agenda Requests:

10.1 Funding Request: Commissioner Tom Vickers (See page 16)

11. Divisional Reports: Inspector Bill Turner and Inspector Joe Farrell

(See page 17)

12. Correspondence:

12.1 Reappointment to the Cape Breton Regional Municipality

Board of Police Commissioners: Councillor Glenn Paruch,
Chair of the CBRM Board of Police Commissioners (See page
24)

Adjournment



To: **CBRM Police Commission**
Submitted by: **Demetri Kachafanas, CAO**
Date: **September 3, 2025**
Subject: **Standard Operating Procedures – Police Commission Communications**

Origin

Commission requested action item.

Legislation and Related Policies

Nova Scotia Police Act

Recommendation

That the Board of Police Commissioners adopt the proposed operating procedure for intake and triage of Commission emails, as presented, and direct the Clerk to implement it.

Background

At the December 13, 2023, Commission meeting, members identified the need for a clear and consistent process for handling emails received by the Commission. Specifically, the Board noted that:

- The Commission must ensure compliance with the *Police Act* and *Police Regulations* of Nova Scotia.
- Complaints and inquiries should be directed to the appropriate body while maintaining the Commission's governance mandate.
- A documented process further supports transparency, consistency, and accountability in how correspondence is managed.

Discussion

A Standard Operating Procedure (SOP) has been drafted and attached for the Commission's consideration and approval. The SOP establishes:

1. **Centralized Intake** – All emails are received by the Municipal Clerk, logged, and acknowledged.
2. **Classification** – Emails are screened to determine if they are:
 - **Governance matters** (policy, priorities, budgets, strategic issues, or complaints about the Chief); or
 - **Operational matters** (individual complaints about officers, incidents, investigations, or service delivery).

3. **Routing –**
 - o Governance matters are placed on the Commission’s agenda.
 - o Operational matters are referred to the Chief or redirected as appropriate.
4. **Acknowledgement –** Standard templates provide consistent responses to correspondents, ensuring transparency and clarity.
5. **Recordkeeping –** A log of correspondence is maintained, with governance items forming part of agenda correspondence packages.

This process:

- Reinforces the Commission’s role in governance and oversight, not operations.
- Ensures compliance with the *Police Act* (s.52–55 on Board functions; s.71–74 on complaints).
- Provides clarity to the public and efficiency for staff.

Financial Implications

None.

Options

1. CBRM Police commission may adopt the recommendation as presented.
2. CBRM Police Commission may adopt the recommendation with modifications.
3. CBRM Police Commission refuses the recommendation in part or in whole.

Attachments

Draft Standard Operating Procedure – Police Commission Communications

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Christa Dicks, Municipal Clerk



Title	Police Commission Communications Standard Operating Procedure
Date	
Revision Date	
Replaces	

Purpose

To establish a clear process for the receipt, classification, and routing of emails sent to the Police Commission, in compliance with the *Nova Scotia Police Act*, and *Police Act Regulations*.

Step 1 – Intake

- Clerk monitors the Commission inbox daily.
- Log each email (date, sender, subject, summary, routing).
- If imminent safety risk, the Clerk advises sender to call 911 and where appropriate contacts 911 directly or notifies the police on-duty manager by calling 902-563-5151.

Step 2 – Classification & Routing

1. **Policy, priorities, budgets, strategic issues, community input** → *Governance*. Summarize for Commission agenda.
2. **Complaint about the Chief** → *Governance*. Direct to Commission Chair; addressed in camera.
3. **Complaint about officer/incident** → *Operational*. Forward to Chief and Professional Standards Manager for processing.
4. **Serious incident (death, serious injury, sexual assault, or significant public interest)** → *Operational*. Refer the complainant to CBRPS. Where the serious incident may have resulted from the actions of a police officer, on or off duty, refer the complainant to the Serious Incident Response Team (SIRT).

5. **RCMP member conduct** → *Out of Scope*. Direct to Civilian Review and Complaints Commission (CRCC).

Step 3 – Acknowledgement

Standard reply templates are used:

- **Governance item:** “Thank you for your inquiry. Your message relates to the Commission’s governance role. It has been recorded and will be presented to the Board.”
- **Operational complaint (municipal):** “Complaints about specific officers or incidents are managed under the *Police Act*. Your message has been forwarded appropriately. You may also contact the CBRPS at 902-563-5100 or by contacting the Office of the Police Complaints Commissioner at polcom@novascotia.ca.”
- **Serious incident:** Please contact 911 if this is an immediate emergency or 902-563-5151 if needing local police assistance. Matters involving death, serious injury, sexual assault, or major public interest that may have resulted from the actions of a police officer, on or off duty, in Nova Scotia are investigated by SIRT. Please contact SIRT directly at sirt@novascotia.ca.
- **RCMP complaint:** The municipality does not address complaints related to the RCMP. Complaints about RCMP members are handled by the CRCC. Please contact the CRCC at www.crcc-ccetc.gc.ca

Step 4 – Records & Confidentiality

- The Clerk maintains correspondence logs and includes governance items in agenda packages for their review and advancement in accordance with agenda setting policies.
- The Clerk refers complaint files and personnel matters to the Chair for scheduling confidential meetings in accordance with the *Police Act* and related policies.
- Communications items are considered confidential by the Clerk, the Chief and Members of Commission until they are deemed public through the agenda review process.



**Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9**

INFORMATION REPORT

To: Police Commission

Submitted by: Christa Dicks, Municipal Clerk / Director Corporate Information Services

Date: September 3, 2025

Subject: Body-Worn, In-Car, and Downtown Cameras

PURPOSE

The purpose of this memo is to update Commission on body-worn, in-car, and downtown cameras.

DISCUSSION

At the last Commission meeting, June 18th, 2025, it was identified that we would be proceeding immediately with all camera projects by posting a Request for Proposals (RFP). Unfortunately, the RFP posting was delayed following the announcements of the Nova Scotia Policing Review, notably the recommendations and announcements on interoperability and technology.

Following the release of the review, a greater evaluation was performed for what would be needed to ensure interoperability and that the RFP would capture what was needed.

During this period, we also continued to create foundational documents that will guide the process (e.g. Use Guidelines and Privacy Impact Assessments).

In addition to working on the foundational documents, we will further offset the delay in RFP posting by assigning two managers and a member of the IT department to the project, once the RFP has been awarded.

The RFP for solutions is currently open and will be awarded within the second week of September.

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Christa Dicks, Municipal Clerk



**Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9**

STAFF REPORT

To: CBRM Police Commission
Submitted by: Demetri Kachafanas, CAO
Date: September 3, 2025
Subject: Commission Policies

Origin

Staff initiated.

Legislation and Related Policies

Nova Scotia Police Act

Recommendation

That the Board of Police Commissioners, in alignment with CBRM Council's organizational wide policy review, undertake a review of board policies, procedures, and terms of reference and where required, make recommendations to Council for adoption.

Background

Effective governance requires clear, transparent, and updated policies that guide the roles, responsibilities, and actions of the Commission and its members. Over time, governance documents may become outdated, inconsistent, or misaligned with organizational needs, stakeholder expectations, and evolving standards.

To maintain public trust and ensure efficient operations, it is timely that the Commission conduct a structured review of all governance policies and terms of reference.

Discussion

The review should include, but not be limited to, the following governance-related documents:

- Authority to Create Board Policies
- Board Roles and Responsibilities
- Role of Chair, Vice Chair, Meetings, Procedures Policy
- Communications
- Stakeholder Engagement
- Complaints Against Chief of Police
- Matters of Immediate Strategic Significance

Proposed policy principles:

- **Relevance and Alignment:** Policies reflect current legislative frameworks, Commission mandates, and community expectations.
- **Clarity and Consistency:** Duplication is removed, and clear guidance for members and staff is provided.
- **Transparency and Accountability:** Policy mechanisms support openness and build public confidence.
- **Community Engagement:** Policies prioritize communication and meaningful stakeholder input.

- **Operational Effectiveness:** Governance documents provide clear guidance for decision-making, meetings, and oversight functions.

A comprehensive review of the Commission's governance framework will strengthen accountability, enhance public trust, and ensure that policies remain effective tools in guiding the Commission's work.

Approval is sought from the Commission to proceed with the proposed review.

Financial Implications

None.

Options

1. CBRM Police Commission may accept the recommendation as presented.
2. CBRM Police Commission may adopt the recommendation with modifications.
3. CBRM Police Commission refuses the recommendation in part or in whole.

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Christa Dicks, Municipal Clerk



Justice

Public Safety and Security Division

1690 Hollis Street
PO Box 7
Halifax, NS B3J 2L6

Phone: [REDACTED]
Email: [REDACTED]

MEMORANDUM

TO: Chief Robert J. Walsh, Cape Breton Regional Police Service

FROM: Chris MacNeil, Managing Auditor, Public Safety Audit Function

DATE: July 8, 2025

RE: Request For All Agency Policies/Procedures Addressing *Nova Scotia Policing Standards*

Chief Walsh,

As the Public Safety Audit Function prepares for its first audit(s) starting in the fall of 2025, and as we previously indicated that we would, we are now formally requesting digital copies of all written policies, procedures, and/or protocols your agency has that you believe address any of the *Nova Scotia Policing Standards*.

We will gladly accept this information via whatever means best suits your operational needs, including USB key, secure file transfer protocol (SFTP), or email.

The deadline for submission of this information is on or before **August 1, 2025**, at which point—unless we have granted you an extension in writing—we will consider what we have received from you to be all that you have.

We appreciate your engagement in this process and look forward to hearing from you.

If you have any questions, comments, or concerns, please feel free to contact me.

Sincerely,

[REDACTED]

Chris MacNeil, CPA
Managing Auditor, Public Safety Audit Function

Cc: Deputy Chief Stephen MacKinnon, Cape Breton Regional Police Service

CAPE BRETON REGIONAL **POLICE**

"SERVING WITH YOU - FOR YOU"



Telephone: [REDACTED]
E-mail: [REDACTED]

Chief Robert J Walsh
Cape Breton Regional Police Service
865 Grand Lake Road
Sydney, Nova Scotia
B1P 6W2

August 12, 2025

Chris MacNeil
Managing Auditor, Public Safety Audit Function
Nova Scotia Department of Justice
1609 Hollis Street PO Box 7
Halifax, NS B3J 2L6

Re: Compliance Submission – Nova Scotia Policing Standards

Mr. MacNeil,

Further to my correspondence of July 23, 2025, and in accordance with the Ministerial Directive issued by Attorney General and Minister of Justice Barbara Adams, the Cape Breton Regional Police Service (CBRPS) remains fully committed to achieving and maintaining compliance with the 39 Nova Scotia Policing Standards. These standards, developed in direct response to recommendations from the Mass Casualty Commission, underscore our shared goal of ensuring consistent, accountable, and community-focused policing across the province.

In fulfillment of the Department of Justice's request of July 8, 2025, I am providing the complete set of CBRPS policies, procedures, and protocols addressing each of the 39 standards, as outlined in the attached document. This includes core operational and administrative policies, as well as additional Standard Operating Procedures (SOPs) that reflect our commitment to priority public safety areas, such as, but not limited to:

- **Intimate Partner Violence**
- **Sexual Assault Investigations**
- **Human Trafficking Response**
- **Crisis Intervention and De-escalation**
- **Critical Incident Response and Emergency Management**

These submissions demonstrate that CBRPS meets the *spirit and intent* of each standard and, where relevant, align with best practices and lessons learned from policing partners.

We recognize that policing standards and SOPs are **dynamic, living documents**, evolving in response to emerging risks, changes in legislation, and advances in policing best practices. As such, we have established an internal review process to ensure that all policies remain current, consistent with provincial requirements, and reflective of the community needs we serve.

CBRPS continues to prioritize:

1. **Full alignment with the 39 Policing Standards**, including comprehensive coverage of the five key technical areas identified by the Department of Justice:
 - Emergency Management
 - Police Investigations
 - Police Service Delivery
 - Records Management
 - Use of Force
2. **Ongoing collaboration** with the Department of Justice, other Nova Scotia police agencies, and municipal partners to promote operational consistency and continuous improvement.
3. **Transparency and accountability** through proactive policy review, public communication, and audit readiness.

We value the Public Safety Audit Function's role in ensuring accountability and consistency across Nova Scotia's policing landscape and welcome constructive engagement throughout the audit process. Should additional clarification or supporting documentation be required, my office will respond promptly.

***Please note: all policy, procedure and protocol documentation has been sent to you by FedEx on a USB drive, which you will receive within 2 business days.**

Through this submission, CBRPS reaffirms its dedication to public safety, professionalism, and the principles of fairness, equity, and community trust that form the foundation of these provincial policing standards.

Sincerely,



Chief Robert J. Walsh
Cape Breton Regional Police Service

Summary of Police-Reported Crime Statistics in Canada, 2024

Statistics Canada, Canadian Centre for Justice and Community Safety Statistics, Uniform Crime Reporting Survey, 2024

	Canada			Nova Scotia			CBRM		
	2023	2024	% Change	2023	2024	% Change	2023	2024	% Change
Police-reported crime rate (per 100,000)	6,345.75	6,133.52	-3.34	6,467.48	6,632.27	2.55	4,299.46	3,891.59	-9.49
Crime Severity Index	81.20	77.89	-4.08	74.41	75.45	1.40	44.54	42.65	-4.24
CSI - Violent	100.92	99.87	-1.04	96.39	94.49	-1.97	50.75	58.00	14.29
CSI Non-Violent	74.00	69.76	-5.73	66.26	68.48	3.35	42.44	36.87	-13.12
Weighted Clearance Rate	64.85	35.54	1.98	32.92	32.33	-1.79	38.76	44.99	16.07
WCR - Violent	54.01	53.65	-0.67	51.70	51.58	-0.23	59.76	62.37	4.37
WCR – Non-Violent	24.41	25.17	3.11	22.00	21.71	-1.32	28.73	34.07	18.59

* The police reported crime rate is defined as the volume of crime per 100,000 population including all Criminal Code violations, excluding traffic violations.

* The Crime Severity Index is calculated based on two factors, the volume of crime and the severity of crime. More serious crimes are given more weight and impact in the Crime Severity Index more than less serious crimes.

* Clearance Rates are defined as “the number of criminal incidents solved by the police in the year divided by the number of criminal incidents reported in the year.”¹ “The weighted clearance rate is based on the same principles as the Police Reported Crime Severity Index (CSI), whereby more serious offences are assigned a higher “weight” than less serious offences.

¹ <https://www23.statcan.gc.ca/imdb/p3Var.pl?Function=DEC&Id=199470>

CBRM Police-Reported Crime Rate / 100,000	2022	2023	2024	% Change 22-24	% Change 23-24
Total, all violations [0]	4,583.12	4,299.46	3,891.59	-15.09	-9.49
Total, all Criminal Code violations (including traffic) [25]	4,518.76	4,237.83	3,840.99	-15.00	-9.36
Total, all Criminal Code violations (excluding traffic) [50]	4,353.82	4,074.72	3,701.15	-14.99	-9.17
Total violent Criminal Code violations [100]	975.56	913.19	790.28	-18.99	-13.46
Total property crime violations [200]	2,553.56	2,380.16	2,222.71	-12.96	-6.62
Total other Criminal Code violations [300]	824.70	781.38	688.16	-16.56	-11.93
Total Federal Statute violations [400]	64.37	61.64	50.60	-21.39	-17.91
Total Drug violations [401]	59.34	55.95	48.76	-17.83	-12.85
Total Criminal Code traffic violations [900]	164.94	163.10	139.84	-15.22	-14.26
Youth Criminal Justice Act [6450]	2.01	1.90	0.92

.. Not available for a specific reference period

Source: Statistics Canada. Table 35-10-0178-01 Incident-based crime statistics, by detailed violations, police services in the Atlantic provinces <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510017801>

2024 Rate Comparisons: CBRPS, Provincial, National and Selected Cities

*Note: Moncton includes the Codiac Region which is comprised of Moncton, Dieppe and Riverview, NB

Crime Rate / 100,000	Nova Scotia	Canada	CBRPS	St. John's	Halifax	Moncton*	Fredericton	Saint John	Thunder Bay
Total, all Criminal Code violations (excluding traffic)	6,120.73	5,672.34	3,701.15	6,483.87	6,019.68	8,129.38	6,739.88	6,073.05	6,866.57
Total Violent Criminal Code violations	1,538.03	1,433.46	790.28	1,794.51	1,358.25	2,000.69	1,644.01	1,528.82	2,223.51
Total property crime violations	3,532.51	3,235.96	2,222.71	3,528.82	3,814.48	4,644.90	3,783.65	3,518.20	3,596.67
Total other Criminal Code violations	1,050.19	1,002.92	688.16	1,160.54	846.95	1,483.80	1,312.23	1,026.03	1,046.40

- CBRPS crime rates were **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- CBRPS Criminal Code violations (excluding traffic) were **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- The rate of CBRPS violent criminal code violations was **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- The rate of CBRPS property crime violations was **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- The rate of CBRPS other criminal code violations was **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.

Crime Severity Index	Nova Scotia	Canada	CBRPS	St. John's	Halifax	Moncton*	Fredericton	Saint John	Thunder Bay
Overall Crime Severity index	75.45	77.89	42.65	76.95	74.19	105.35	90.44	76.54	107.70
Violent Crime Severity Index	94.49	99.87	58.00	94.16	94.45	105.10	105.54	95.01	206.31
Non-Violent Crime Severity Index	68.48	69.76	36.87	70.71	66.72	106.34	85.17	69.80	69.20

- The CBRPS crime severity index was **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- The CBRPS violent crime severity index was **lower** overall than in compared jurisdictions as well as the National rate and Nova Scotia.
- The CBRPS non-violent crime severity index was **lower** overall than in compared jurisdictions as well as National rate and Nova Scotia.

Weighted Clearance Rate	Nova Scotia	Canada	CBRPS	St. John's	Halifax	Moncton*	Fredericton	Saint John	Thunder Bay
Weighted clearance rate Total	32.33	35.54	44.99	31.20	30.18	22.97	37.99	35.74	47.92
Violent weighted clearance rate	51.58	53.65	62.37	46.93	50.03	41.16	56.23	50.23	58.57
Non-violent weighted clearance rate	21.71	25.17	43.07	22.83	18.94	15.78	28.96	27.69	35.24

- The CBRPS overall weighted clearance rate was **higher** than the Nova Scotia rate, the National rate, and the rate in other major Atlantic Canadian cities, but lower than the rate in Thunder Bay, a city of similar size.
- The CBRPS weighted clearance rate for violent crime was **higher** than the Nova Scotia rate, the National rate, the rate in other major Atlantic Canadian cities and the rate in Thunder Bay, a city of similar size.
- The CBRPS weighted clearance rate for non-violent crime was **higher** than the Nova Scotia rate, the National rate, the rate in other major Atlantic Canadian cities and the rate in Thunder Bay, a city of similar size.



**City Hall
320 Esplanade
Sydney, NS B1P 7B9**

Commission Agenda Request Form			
<input checked="" type="checkbox"/> Included on Agenda (Submitted to Municipal Clerk's Office by 4:30 pm seven days before the meeting)	<input type="checkbox"/> Late Item (Submitted to Municipal Clerk's Office by Noon the day before the meeting)	<input type="checkbox"/> Discussion	<input type="checkbox"/> Motion/Action
Date of Meeting: Sept 3/25			
Subject: Funding Request			
Motion for Commission to Consider: That CBRM Council include in the next budget a line item to provide funding for the CBRM Police Commission.			
Rationale: Recommendation 110 © of the Mass Casualty Commission. Municipalities should provide adequate funding to police boards to permit them to conduct independent research, seek legal advice, maintain records and otherwise discharge their governance role.			
Outcome Sought: That the governing body will be independent in their funding and not reliant on funding from the body they govern.			
<i>Submitted by:</i> Tom Vickers <i>Date:</i> Aug. 21/25	<i>Received by Clerk's Department (date):</i> August 21, 2025		



Divisional Report

June 1, 2025 – August 27, 2025

Calls for Service

June 1, 2024 - August 27, 2024

Area	Calls for Service
North	3121
Central	7817
East	4879
Other	5510
Online Reporting	100
Total	21,427

June 1, 2025 – August 27, 2025

Area	Calls for Service
North	2994
Central	8312
East	3779
Other	4325
Online Reporting	147
Total	19,557

***Other** category contains calls with no specific address unable to be categorized to a division, abandoned 9-1-1 calls, license plate checks, information requests, etc.*

Collision Reporting Center

June 19, 2025 – August 27, 2025

Month	Number of Customers
June	52
July	152
August	83
Total	287

Collision Reporting Center opened June 19, 2025

HIGHLIGHTS AND INITIATIVES

- Opened a Collision Reporting Center that now handles the reporting and processing of minor vehicle collisions within our jurisdiction, that do not require a police officer to attend. Since its launch, the Center has achieved a 100% satisfaction rating through the online customer survey.
- Arrested and charged a 4th person connected the murder of Jeffrey Pearson.
- Hired four new Special Constables as a result of an ongoing recruitment campaign to restore full compliment in our Prisoner Care Facility.
- Celebrated two of our officers becoming Canadian Citizens with MP Mike Kelloway visiting them on shift to present them with an official certificate from the House of Commons to mark the special occasion in the presence of their colleagues.
- Participated in the Law Enforcement Torch Run and Opening Ceremonies of the Special Olympics Provincial Summer Games. Special Olympics is the charity of choice for police right across Canada; we raise funds through the Law Enforcement Torch Run to help athletes experience sports opportunities like the Summer Games.
- Partnered with the Glace Bay Unity Coalition to unveil a student-made African Nova Scotian Quilt on display in our Community Room at the CBRPS building in Glace Bay.

Training:

- Psychology of Criminal Harassment, Virtual (5)
- Outlaw Motorcycle Gang Investigator Course, Sydney (5)
- Advanced Motorcycle Safety Training, Sydney (10)
- CCIS Training, Dartmouth (1)
- Forensic Ident Course, Ottawa (1)
- Indigenous Policing Workshop, Calgary (1)

Patrols:

- Attended calls relating to incidents of Assault, Assault with a Weapon, Suspicious Fires, Theft, Vandalism, Deceased Persons, Missing Persons, Attempted Suicide/Suicide, Break and Enter, Motor Vehicle Accidents, Domestic Violence, Mental Health assistance, and Impaired Driving
- Increased foot patrol in commercial districts to address concerns from business owners
- Addressed citizen complaints regarding speeding, off road vehicles and loud mufflers
- Conducted checks on a daily basis in relation to high-risk offenders on conditional sentence orders and release orders through the courts
- Assisted investigative units with vehicle stops
- Monitored and enforced compliance through patrol and property checks

Prisoner Care Facility:

June	July	August
130	173	79

Prisoner Care Facility Total: 382

Membertou:

- Responded to 425 calls for service, laid 43 charges and conducted 528 property checks
- Attended various meetings with Chief & Council, Interagency, Membertou Schools, and various other meetings
- Carried out foot patrols and property checks on local businesses

K-9 Unit:

- Responded to 34 calls for K-9 service including, Alarms, Arrest Warrants, Assault with a Weapon, Break and Enter, IPTA, Domestic Assault/Threat, Missing Persons, Motor Vehicle Collisions, Public Relations, Robbery, Weapons complaints, assist patrol members, Street Crime Unit, Major Crime Unit and ERT
 - Located / arrested 4 persons, located 6 articles
- Assisted patrols with 60 calls for service

School Resource Officers:

- Attended various events including Safe Grad celebrations
- Dealt with incidents including bullying, assaults, threats, working with school administration and parents to address issues internally through suspensions and restitution or through further police investigation and the Court system where warranted
- During the summer months when schools are closed, School Resource Officers were assigned to patrols

Community Officer:

- Attended CBRPS Community Offices in Marion Bridge, Charlotte Street and Dominion.
- Attended meetings with community groups including Undercurrent Glace Bay, Sydney Downtown Business Association, and Marion Bridge Community Group.
- Carried out information sessions at SPEC, Greenfield and Malcolm Munroe Schools, and Sydney Mines Community Cares Organization on Cyberbullying, internet safety and vaping.
- Assisted with filling over 3500 backpacks with school supplies for kids through the Townhouse Backpack Program.
- Attended numerous events throughout CBRM including the CBU Youth Run, Canadian Tire Jump Start Program, Family Day at Two Rivers Wildlife Park, Marion Bridge Summer celebration events, Making Waves concerts, Coal Dust, Seaside, Port Morien and Table Head Days, Caribbean Festival, and a local car show.
- Attended the first “Coffee with a Cop” Event hosted by the Sydney Downtown Business Association.
- Assisted with foot patrol in the downtown core.
- Assisted the Senior Safety Navigator with various safety presentations for seniors throughout CBRM.

Senior Safety Navigator:

- Conducted Senior Safety Sessions for groups at the Every Women's Center, Reserve Mines Seniors & Pensioners Club, Sydney Mines Seniors Complex, North Sydney Seniors Complex, Old Sydney Society Staff.
- Attended a presentation at Harbourview Hospital in Sydney Mines, "How to Improve your Memory" with Alzheimer's Society Regional Coordinator of Education.
- Attended presentations at New Waterford Seniors Club, Glace Bay Hospital Day Program, and Harbourview Hospital on Osteoarthritis with R.N. Danny McDonald from Geriatric Care.
- Attended several community events providing information on Senior Safety to community members.
- Assisted with the preparation of 400 vials containing lifesaving information for emergencies as part of the Vials for Life Program through the VON.
- Received 34 general information requests from 211 Nova Scotia.

OPERATIONAL SUPPORT

Traffic Safety Unit:

- Responded and/or assisted in over 245 occurrences
 - Enforced over 132 *Motor Vehicle Act* charges
- Addressed several complaints throughout CBRM regarding stop signs, parking, speeding, loud mufflers and other traffic related issues.
- Responded to and investigated 8 Motor Vehicle Collisions.
- Provided traffic support for events throughout CBRM such as parades, road relays, and outdoor Entertainment events.

Street Crime/Drug Unit:

- Executed 2 search warrants and seized illegal drugs and cash resulting in 32 charges
- Managed an ongoing investigation into a large number of discovered stolen vehicles
- Assisted other sections of CBRPS with executing search warrants, conducting surveillance and assisting Patrols

Community Safety Enforcement Unit:

- Assigned 15 new files and laid 43 charges including, Theft, Motor Vehicle Act, Property Damage, Domestic Assault, and various breaches
- Assisted patrols, Investigative sections, Safer Communities, and other outside agencies with ongoing investigations providing surveillance and information gathering in response to complaints of increased criminal activity
- Assisted Street Crime Unit in the execution of warrants resulting in several charges.
- Engaged in initiatives to address concerns raised in downtown cores.

Major Crime/Domestic Violence Unit:

- Assigned 52 new investigations and laid 38 criminal code charges, including, Murder, Sexual Assaults, Robbery, Major Assaults, Domestic Violence, Criminal Harassment, Uttering Threats, Break and Enters, Fraud, Weapon Violations, Breach Violations, and charges under the Youth Criminal Justice Act
 - Currently managing 76 active investigations
- Executed search warrants and production orders along with sealing orders
- Prepared Court documentation for upcoming trials
- Received 303 domestic-related files, resulting in 114 Criminal charges

General Investigation Section/Arson Investigator

- Assigned 110 new files for investigation, including sexual offences, assaults, Property Damage and breaches of court orders. A total of 63 charges were laid.
- Currently managing 13 Arson investigations
- Prepared and executed judicial authorizations related to assigned investigations
- Assisted other units with criminal investigations

Internet Child Exploitation Unit (ICE) / Computer Forensic Unit:

- Worked on over 42 active investigations including child luring, child pornography, and sexual assault
- Forensically analyzed 24 devices and completed 4 drone operations.

- Supported ongoing investigations into Homicides, Robberies, Drug related offences, Assaults, and Domestic Violence where cell phone warrants are executed by the unit

Forensic Identification Unit:

- Responded to 57 calls for service including: Missing Persons, Arson, Deceased Persons, Break & Enter, Home Invasion, Assault, Robbery, Weapons Complaint, Assist Other Agency requests, Motor Vehicle Collisions, Recovered Stolen Vehicle, DNA Orders, Fingerprint Identifications, and Search Warrants
- Maintained exhibit control for all evidence seized by the police service, and managed all photographic evidence
- Conducted lab work associated with file exhibits submitted by Major Crime, General Investigation Unit, Arson Investigation Unit and Patrols for processing
- Liaised with outside agencies such as Deputy Fire Marshall's office, Sexual Assault Program, Sheriff and Correction Services, Nova Scotia Firearms Officer, RCMP Forensic Lab, and Alcohol & Gaming
- Maintained SOCO (Scenes of Crime Officer) files

Marine Unit:

- Recovered a victim of drowning in Sydney Harbour
- Patrols made on Bras d'Or Lakes and Mira
- The Marine Unit continues to train on a monthly basis

Solid Waste:

- Investigated over 104 complaints associated with illegal dumping, resulting in 7 charges and several warnings. Currently managing numerous active investigations.
- Assisted Patrols with calls for service

Mental Health Liaison Officer:

- Acts as a liaison between the NSHA and the CBRPS to help address systemic issues and resolve particular situations involving individuals with mental health disorders
- Assisted officers with cases involving emotionally disturbed persons and incidents involving patients within the Cape Breton Regional Hospital

Polygraph

- Used Forensic Polygraph in 6 Criminal Investigations and conducted 16 Pre-Employment Polygraph Examinations
- Assisted Major Crime Unit, General Investigative Section, Arson Investigator and Patrols with several investigations, conducting interviews, analysis of statements and advising on interview strategy and technique
- Registered 21 individuals for the National Sex Offender Registry

*Office of Councillor Glenn Paruch
CBRM Board of Police Commissioners Chair*

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August 27, 2025

VIA EMAIL

**Noelle Gouthro
94 Martina Drive
Sydney, NS B1L 1H1
Email: noelle103@msn.com**

Re: Reappointment to the Cape Breton Regional Municipality Board of Police Commissioners

Dear Noelle,

On behalf of the CBRM Board of Police Commissioners, I am pleased to extend a congratulations and welcome to you on your reappointment to the CBRM Board of Police Commissioners by the Department of Justice.

Your selection to serve in this vital role is a reflection to your dedication to public service, integrity, and commitment to justice. We are confident that your insight will be instrumental in advancing the Commission's mission to ensure transparency, accountability, and excellence in law enforcement practices.

We look forward to working with you and please know that the Commission and Clerk's Office are here to support you in any way we can during your three-year term from August 5, 2025, to August 4, 2028.

Yours truly,

**Councillor Glenn Paruch
CBRM Board of Police Commissioners Chair**
/km

