

Cape Breton Regional Municipality

Board of Police Commissioners Minutes

November 17, 2025

10:08 a.m. at City Hall Council Chambers

Commission Members

Commissioner Glenn Paruch, Chair

Commissioner Kim Sheppard-Campbell, Vice-Chair

Commissioner Ken Tracey, Citizen Appointee

Commissioner Matthew Conner, Citizen Appointee

Commissioner Noelle Gouthro, Provincial Appointee

Staff

Cecil P. Clarke, Mayor

Demetri Kachafanas, KC, Chief Administrative Officer

Christa Dicks, Municipal Clerk / Director of Corporate Information Services

Robert Walsh, Chief of Police

Stephen MacKinnon, Deputy Chief of Police

Reginald Hutchings, Superintendent

Desiree Magnus, Communications / Public Relations Advisor

Eldon MacDonald, Deputy Mayor / Councillor, District Five

Steven MacNeil, Councillor, District Eight

Christina Lamey, Communications Manager

Spencer Merrill, Information Technology Technician

Yuecong Cao, Administrative Assistant, Clerk's Department

Kelly McDonald, Recording Secretary

Absent

Commissioner Paul Nickituk (Leave of absence)

Commissioner Tom Vickers, Citizen Appointee (Regrets)

The following does not represent a word for word record of the proceedings of this meeting. The agenda, reports, supporting documents, information items circulated, and video (if available) are online at www.cbrm.ns.ca.

Commissioner Glenn Paruch, Chair, called the meeting to order.

Land Acknowledgment

Roll Call

1. Approval of Agenda

Motion

Moved by Commissioner Sheppard-Campbell, seconded by Commissioner Tracey, to approve the November 17, 2025, CBRM board of police commission agenda as presented.

Motion Carried

2. Approval of Minutes

Motion

Moved by Commissioner Tracey, seconded by Commissioner Conner, to approve the CBRM board of police commission minutes from:

- September 3, 2025

Motion Carried

3. Board of Police Commission Communications Update

Christa Dicks, Municipal Clerk / Director of Corporate Information Services, reviewed the information report included in the agenda package regarding the CBRM board of police commissioners communications email. Director Dicks noted that one submission has been received and is being addressed through operations.

For Information Only

4. Publishing Calls for Service

Desiree Magnus, Communications / Public Relations Advisor, provided an update on the publication of weekly calls for service and advised that calls for service are now being shared publicly through social media to increase transparency around service volume and service levels. Desiree Magnus noted that crime statistics alone do not fully reflect the work of officers, and that coordinating with Communications, the Dispatch Centre, and the records management system, calls are being refined to properly categorize the calls to more accurately represent police activity. Desiree Magnus further advised that these figures will be posted each Monday on the CBRM Facebook page and that the process will continue to be refined to ensure the information remains accurate and reflective of services provided.

Discussion took place regarding positive feedback from the community and businesses and media release procedures. It was requested for staff to provide further clarification on media release criteria at a future meeting.

For Information Only

5. Technology Updates

Director Dicks reviewed the information report included in the agenda package regarding body worn cameras, downtown cameras, computer aided dispatch, online reporting, and mobile data terminals. Chief Walsh expressed sincere appreciation for the support of the implementation of recent technological advancements, noting that these improvements will have a significant positive impact on public safety.

For Information Only

6. Commission Policies

Director Dicks reviewed the staff report included in the agenda package noting that a copy of the Travel Policy for Civilian Police Commissioners is available on the CBRM website. The following motion was then put forward:

Motion

Moved by Commissioner Sheppard-Campbell, seconded by Commissioner Tracey, to recommend to Council to direct staff to perform a review of the 2016 Travel Policy for Civilian Police Commissioners.

Motion Carried

7. Commissioner Agenda Requests

7.1 Funding Request

Chair Paruch reviewed the commission agenda request form included in the agenda package. The following motion was then put forward:

Motion

Moved by Commissioner Sheppard-Campbell, seconded by Commissioner Tracey, to recommend to Council, an allocation of \$25,000 to support upcoming activities and strategic initiatives of the CBRM Commission for the upcoming 2026 / 27 fiscal year.

Discussion:

- Clarification that Commissioners' travel expenses will be taken from the allocated funding referenced in the motion.

Motion Carried

Adjourned at 10:25 a.m.

Commissioner Glenn Paruch
Chair

Christa Dicks
Municipal Clerk
/ km