

Minutes
Bridgewater Board of Police Commissioners
March 5, 2026

Minutes of the Regular Meeting of the Bridgewater Board of Police Commissioners held on March 5, 2026 at the Bridgewater Police Service, 45 Exhibition Drive, Bridgewater, NS commencing at 5:30 pm with Board Chair Cheryl Fougere presiding.

In attendance: Commissioner Champoux, Commissioner Ali, Commissioner Spencer, Commissioner Lipsett.

Regrets: Commissioner Mitchell, Commissioner Conklin

Also present: Chief Feener, Deputy Chief MacPhee, Deputy CAO Mark Flint, Recording Secretary Jillian Croft.

Order

Call to order at 5:30 by Board Chair Fougere

Additions/Deletions to Agenda

26-010 Deletion of SOPs from Agenda

Land Acknowledgement

Acknowledged that the Town of Bridgewater is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.

Declaration of Conflict of Interest

None

Minutes

26-013 Moved by Commissioner Palma and seconded by Commissioner Lipsett to approve the minutes of the February 5, 2026 regular meeting as amended. Motion Carried.

Correspondence & Information

BPS Monthly Report

doc# 26-009

Chief Feener saying that February was a busy month with an increase in calls from service from January. No major or significant calls to discuss. CID continues to investigate the Robbery/Smash and Grab from last month. Shoplifting calls continuing at a steady rate. Suspects from these shoplifting calls are being taken to court and released on an undertaking. Crown is now release on stricter conditions.

Commissioner Palma asked about staff vacancies, Chief Feener to discuss in camera.

Board Chair Fougere asking about how things are scored and reflected on the Monthly Report to Commission. Deputy MacPhee spoke on how they are scored in accordance with STATs Canada. They reflect the more serious offence. This report is based off the most serious call type. Deputy MacPhee says that most offenders would have multiple charges under the same occurrences call type, but for this report, only the most serious would be reflected.

Commissioner Lipsett wondering about call volume this year vs last year for the same time period. Chief Feener responding, saying last year this report wasn't compiled for Commission, so it's had to tell since this was just created.

Board Chair Fougere says it's a general consensus that this report is very helpful and shows insight to the Board of what's happening for calls.

Deputy Chief MacPhee says it will be interesting to see if the call volume / call types go down over the next few months.

Updated SOP's

doc# 26-010

Incorrect SOPs were attached to this meeting (duplicate of last month's SOP's). Next month's meeting we will have the correct SOPs sent out. Deleting this line item from this month's meeting.

CAPG Summit March 23-24, 2026

doc #26-011

Board Chair Fougere speaking of the CAPG Summit. Each Board is allowed to send three members for each registration fee of \$99. It's a virtual meeting.

Board Chair Fougere is unable to participate on the 23rd. Commissioner Lipsett and Commissioner Spencer are also unable. No one in attendance at this meeting is able to attend. Board Chair Fougere will reach out to the Board Members not in attendance to see if they are interested. If so, Recording Secretary will register those wishing to participate.

NSAPG Community Safety Board

doc #26-012

To engage Members / different Police Boards, to advise of protocol. This is part of the policing review. Commissioner Lipsett asking if there is an opportunity for dialogue. Commissioner Lipsett asking if Chief Feener and Deputy Chief MacPhee have had any contact with Justice. Chief Feener said not since November.

With the change in the Ministers this may be set back, and a slower roll out process.

Chief Crowhurst

doc # 26-016

This is an annual award in Chief Crowhurst's honor, which is awarded to the APA Cadet that has the highest marks in Legal. In the past \$500 was given out annually with a 5-year commitment from the commission. Now, with two cadet classes each year, this would have to be divided by two, or increase the amount to \$1,000 therefore each cadet receives the \$500 as originally intended.

26-015 Motion - Commissioner Palma made a motion to increase the amount to \$1,000/year, and confirm another 5-year commitment. Commissioner Lipsett seconded the motion. Motion passed.

Unfinished/Old Business

None

Memo – Current Service Charges

doc # 26-013

As a result of the motion from last meeting, the commission wanted a break-down of the fees charged by Bridgewater Police vs other Police Agencies. Provided to Commission were current charges compiled from other Police Agencies in Nova Scotia compared to BPS. BPS are similar to other agencies, but Halifax and Amherst were higher.

Board Chair Fougere said the comparison chart was very useful and thanked Chief Feener for doing the work.

Commissioner Palma wanted to know if BPS's fees have increased over the past few years. Chief Feener confirmed that they have not increase fees in over 10 years. Chief Feener explains that the fingerprints are time consuming. They sometimes take approximately 1 hour to complete, which are facilitated by Dispatch staff. With the number of fingerprints that were completed by dispatch staff last year, resulted in almost a week of labour by the Dispatch staff over the past year to complete.

Board Chair Fougere feels it would make sense to try to recoup some of the labour fees by an increase.

Chief Feener feels we could up the cost for a completed files from its current \$25 charged, as a lot of time goes into preparing the files for Insurance Companies. It is costly to complete, especially when you have to redact and then approve it for release.

Commissioner Palma asked if there a way we can identify how much manpower is being used?

Deputy Chief MacPhee said it's hard to identify how much manpower was used, as some reports are much larger than others. Depends on what the insurance company is asking for.

Chief Feener spoke about FOIP files

Deputy CAO Flint asked if there is any downside to increasing these fees?

Chief Feener responding that the only downside would be complaints from the public.

Deputy MacPhee commented that if we start charging more to the Insurance companies, they will just go the FOIP route to circumvent the charges.

Board Chair Fougere recommendation to increase Insurance fees by 25%

Chief Feener said we need to look at each individual charge. He feels the charges for Criminal Record Checks for employment is fair, students are fair, but agrees that Insurance and Police Reports could be increased.

Board Chair Fougere asked how does \$50 for Insurance and legal requests sound?

Commission feels the bottom 4 – should all be \$50 - Accident Reports, Lawyer, Pardon, Fingerprints, with all other charges remaining the same. Chief Feener says he would be okay with these changes.

26-016 Motion – Commissioner Lipsett motioned to increase the fees (Accident Report, Lawyer, Pardon, Fingerprints) to \$50 and revisit this in March 2027. Commissioner Palma seconded it. Motion passed.

2026/2027 Capital Budget

doc # 26-014

Chief Feener spoke of the Capital Budget. Noted the upcoming need of replacement to radios in cars (not portables), in-car cameras, and to buy out a vehicle lease.

Commissioner Lipsett was asking about the cost of the police vehicles. Chief Feener gave the breakdown on what goes into getting a vehicle ready to be used as a police interceptor vehicle; silent partners, radios, decaling, center consols, lights etc.

Deputy Chief MacPhee says you need to look ahead, as there are only four producers. Deputy Chief MacPhee gave an explanation on what the silent partners are and why they are important to have a full backset - cleaning up etc.

The Dodge Durango's are being discontinued; Fords are who are manufacturing them now.

Chief Feener says one lightening should have been replaced this year, but we can get another two years out of that vehicle.

2026/2027 Operational Budget

doc #26-015

Chief Feener reporting that changes have been made to the Operational Budget to have Police Commission showing by itself, moving Legal and Professional Service to the Administrative side. This was a request from Commission from last meeting. Besides that, nothing really changed.

Chief Feener wanted it noted that the figures will remain the same, but we hadn't changed Small Equipment - that was to purchase body cameras. That's to be moved up to Licensing. Same as the Office 365 migrating networks, and a few adjustments but no overall financial changes. Commissioner Lipsett asked if this is the final draft that goes to council?

Chief Feener responded yes.

Commissioner Lipsett wanted to know what is the \$300,000 in overall increase from last year?

Chief Feener replied that the \$300,000 increase was mostly due to contractual salary increases.

26-014 Motion – Commissioner Lipsett motioned to present the Operational Budget to council, Commissioner Palma seconded. Motion passed

Strategic Plan Update

Chief Feener and Deputy MacPhee has a meeting with Mr. Patrick Hirtle. Mr. Hirtle worked on the presentation for the last Strategic Plan and still has the format saved. Mr. Hirtle has agreed to take the data that was compiled from our Strategic Planning Meetings and Lisa Bozek, to create our new plan. Mr. Hirtle is hoping to have the new Strategic Plan finished by next month's meeting.

Next Meeting

April 2nd, 2026

Adjournment

26-017 Moved to adjourn regular meeting by Commissioner Lipsett and seconded by Commissioner Champoux. Motion Carried.

In camera after regular meeting to discuss matters under the Municipal Government Act, Section 22 (c), Section 51 of the Nova Scotia Police Act .

Recording Secretary
Jillian Croft

Board Chair
Cheryl Fougere