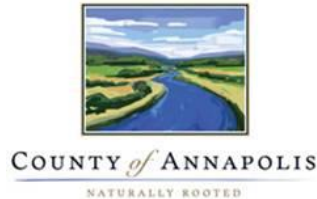


AGENDA

1. Call to Order
2. Approval of Agenda
3. New Board Welcome – CAO
 - 3.1. Welcome to New Members
 - 3.2. Swearing In Ceremony
 - 3.3. Appointment of Chair
 - 3.4. Appointment of Vice Chair
4. Approval of Minutes – November 13, 2025
5. New Police Advisory Board Policy Review – CAO
6. RCMP Reports
 - 6.1. Quarterly Report for January to March 2026
 - 6.2. Town of Middleton Q1 Statistics
7. 2026 Policing Priorities for Town of Middleton
8. Anything by Members
9. Next Meeting Date
10. Adjournment



A regular meeting of Joint Police Advisory Board was held at the County of Annapolis Council Chambers on Thursday, November 13th, 2025, starting at 11:03am.

PRESENT

Chairing the meeting, Nile Harding, Warden Diane Le Blanc, Councillor Sandra Fournier, Citizens Carol Greentree, Patricia Leslie, William Street, S.SGT Maxwell RCMP, CAO Ashley Crocker Town of Middleton, CAO Rob Frost County of Annapolis and Recording Secretary Tina Halliday

Regrets: Councillor John Bartlett

Also in attendance: Cheryl Mason, Interim Manager of Protective Services and Jason Haugh from Municipal Affairs

1. WELCOME

At 11:03am, Chair Harding welcomed everyone to the Joint Police Advisory Board meeting.

2. ADDITIONS TO AGENDA

Motions to add the following items to the agenda;

251113.02-Moved by Warden D. Leblanc and seconded by S. Fournier, to add item 5 c. Dept of Justice Email/Dane Berringer to the agenda. **Motion carried.**

251113.01 Moved by Chair N. Harding and seconded by S. Fournier to add item d. Presentation of RCMP welcome packages to the agenda. **Motion carried.**

3. APPROVAL OF THE AGENDA

251113.03 It was moved by B. Street and seconded by C. Greentree to approve the agenda as amended. **Motion carried.**

4. APPROVAL OF THE MINUTES**Approval of the Previous Meeting Minutes**

2025.09.18 Meeting Minutes were approved as circulated with a small spelling change noted for Carol Greentree's name on the previous minutes. Need to remove the "e" from the first name.

5. NEW BUSINESS**a. Roles and Responsibilities of a Police Advisory Board**

CAO Rob Frost gave a brief presentation to the committee about the Roles and Responsibilities of a Police Advisory Board. *This presentation has been attached to this document for future reference.*

b. Update by Staff Sgt. Maxwell on police presence at Rotary Park in Middleton

A short background was presented indicating that there was a perceived lack of police presence from some community members that are concerned about the amount of loitering and drinking and driving around Rotary park as well as other parks around the Town. Concerns from citizens were forwarded to Staff Sgt. Maxwell by both Chair N. Harding and Councillor S. Fournier.

Quarterly Report (see attached):

2nd Qtr- July to Sept

1579 Calls received. Approximately the same as last year at the same time.

Some of the standout items;

- Ytd 33 controlled drug and substance act investigations on the go vs 21 last year.
- Intelligence led policing- citizens are reporting that these things that are going on.
- Reduction in property crime but increases in other things such as fraud. *They are trying to combat the fraud by having Sharon Elliott do more presentations to seniors to help protect the most vulnerable.*
- Theft over \$5000 is down but under \$5000 is up greatly due to the state of the economy and people stealing necessities from grocery stores etc.
- Traffic violations up from last year.
- Impaired drivers up this year due to increased enforcement
- 17 check stops this year vs 5 last year
- Police visibility and community engagement priority- regularly in schools doing breakfast programs. *Sharon is always doing one on one with community members.*
- Traffic authority is another way police visibility is increasing.
- Domestic Violence- have added a RCMP Domestic Violence Reviewer position as a quality addition to their team which will give them a strong investigator to lean on

with lots of experience that can help guide and offer assistance and advice to other investigating officers that may not have had the exposure and experience with these types of cases.

-With respect to Rotary Park- RCMP are taking this very seriously- will be making targeted enforcement in regards to these concerns. In their office, a Crime Reduction Initiative is in place, making sure to document patrols to these areas of concern.

-They are putting the work in and if they don't get the results they want, they will go back to the drawing board to figure out which direction to move.

- RCMP cannot combat feelings with statistics. If people don't feel safe, statistics will not fix that. Officers are talking every day about things they can do to help with these feelings.

-Use of social media is a great way to promote RCMP presence out and about in the community. Everyone should consider doing more of this. Perhaps the Neighborhood watch groups could help with this.

-Have been arresting and charging people more than ever.

An important function of this PAB is to go out into community groups, such as Neighbourhood Watch groups, to act as a conduit to come back to share their concerns with the rest of the PAB. This is a good way to help support the community groups. RCMP always try to have a member at those meetings.

-Information files are well up from years past, which includes Crime Stoppers tips and people calling in with information as we've been asking them to do. That message is working and that helps the RCMP greatly.

If they want to take back the safety of their communities, people have to be able to talk to the police rather than protecting those people in their communities that are committing crimes. It's very hard to mend broken trust and this is a big step to repairing these relationships.

c. Discussion about Provincial Appointment

Former Chair of this committee, Dane Berringer has applied to be the Provincial Representative for this group. There has been more than one name put forward to be this representative, so they need to wait until a decision has been made. No correspondence has been received as there has been a delay with the Minister of Justice decision with the shuffling of the Cabinet. Dane is suggesting we reach out to Minister Baltzer and MLA Bowlby to see if we can have a representative appointed by the Minister. This will be dependent on how we move forward as a board.

Motion 251113.04 made by Warden D. Le Blanc, seconded by S. Fournier, to write to the Department of Justice/Minister to ask for a provincial representative to be

*appointed to our Police Advisory Board, explaining that we have been waiting for quite some time for this to happen. **Motion carried.***

****Suggestion that this committee would like to have some training opportunities about Police Advisory Boards. There is an understanding that the Province is revamping the program and that is what the delay has been up to this point.**

d. Presentation of RCMP Welcome Packages

- Offered 5 welcome packages to Staff Sgt. Maxwell as a gift for new members of the RCMP that join his detachment.
- We will continue to tweak these packages to include various centres and areas of interest as they evolve.
- There is a cadet that is about to graduate, and they will be the first to receive one.

Chair N. Harding took a moment to make some closing remarks before the meeting ended, to address the recent developments with the Town of Middleton's decision to withdraw from the joint committee. He states that while this outcome is disappointing it does not diminish what we have achieved here together. We've worked collaboratively and purposely to strengthen communication between municipal units and the RCMP. Some accomplishments that he thinks we've made are; development of the RCMP welcome packages, review and briefing of the Provincial Police Review and the continued dialogue and follow up with Staff Sgt Maxwell on the policing priorities and community specific concerns, including the increased patrols in the Town of Middleton. The intent of the Joint PAB has always been to foster collaboration and a mutual understanding among municipal partners and the RCMP. It's unfortunate that this cooperative effort has been set aside but he remains proud of the progress we have made and the respectful, forward looking approach that we have maintained. He extended his sincere thanks to all the members of this board, both municipal and citizen representation, for their commitment and professionalism. They have each played a meaningful role in advancing the goals of this advisory body. If the board transitions, the Municipality of the County of Annapolis will pause the PAB meetings until a new board structure is established, with the intent to resume regular meetings no later than February 2026, which would be in accordance with the Police Act requirements for quarterly meetings. Thank you once again for your dedication and for the constructive spirit you've brought to this table.

6. NEXT MEETING

The next meeting date will be decided by the committee once the changes are made to the structure of the committee.

7. **ADJOURNMENT**

The meeting was adjourned at 12:05pm.

Chair

Recording Secretary

DRAFT

POLICE ADVISORY BOARD POLICY	
Effective Date 2016-04-20	Revision Date

1 PURPOSE

- 1.1 The Police Advisory Board is established in accordance with the Police Act, and provides advice to council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the town.
- 1.2 Legislative Authority:
 - 1.2.1 Sub-section 23(1)(c) of the *Municipal Government Act* states that council may make policies providing for committees and conferring powers and duties upon them, except the power to expend funds.
 - 1.2.2 Sub-section 57(1) of the *Police Act* states that a municipality receiving policing services in whole or in part from the Royal Canadian Mounted Police shall establish a Police Advisory Board. Sections 57-68 describe the composition, conduct, functions and responsibilities of the board.

2 COMPOSITION

- 2.1 Total number of board members
 - 2.1.1 In accordance with the *Police Act*, the advisory board shall consist of seven (7) members:
 - Three (3) members of council;
 - Three (3) members appointed by council who are not council members or employees;
 - One (1) member appointed by the Minister of Justice.
- 2.2 Eligibility requirements and expertise
 - 2.2.1 All members, including councillors, must provide a clear criminal record check upon appointment to the Police Advisory Board, and every two (2) years thereafter, or at the start of a new term, whichever comes first. Members must also immediately disclose any new charges or convictions.

- 2.2.2 If a member appointed by council is unable to carry out their duties by reason of illness, absence or other reason, council may appoint another person to be a member of the advisory board in their place.
 - 2.2.3 Members must be free from conflicts of interest that would interfere with the performance of their duties.
 - 2.2.4 Members must be able to commit to regular meetings, training, and participation requirements.
 - 2.2.5 Citizen members must be a resident of the Town of Middleton, be at least 18 years of age, and not be an employee of the Town.
- 2.3 Recruitment for citizen members
- 2.3.1 There should be a fair, transparent, and consistent process for the recruitment and appointment of citizen members to the Police Advisory Board (PAB), ensuring that the Board reflects the community and is composed of individuals capable of contributing to effective governance and oversight.
 - 2.3.2 Vacancies for citizen members shall be publicly advertised by the Town. The recruitment process will be open and accessible, encouraging applications from a broad range of residents.
 - 2.3.3 Applicants shall be required to complete an application form, which will include questions designed to assess the applicant's interest, experience, understanding of governance, and ability to contribute to the work of the Board.
 - 2.3.4 The Town shall make reasonable efforts to promote diversity and inclusion in recruitment and encourage applications from individuals of varied backgrounds, experiences, and perspectives.
- 2.4 Appointment and term of citizen members
- 2.4.1 Staff will review applications and make appointment recommendations to Council based on:
 - The skills, knowledge, and experience of applicants
 - The ability to represent the broader community
 - The need for a balanced and effective Board composition
 - Representation reflective of the diversity of the community
 - 2.4.2 Citizen members shall be appointed by Council

2.4.3 Citizen members shall be appointed for a term of one (1) year, unless otherwise determined by Council, and may be eligible for reappointment.

2.5 Quorum

2.5.1 The standard measure for quorum shall be 50% plus 1 of the total number of board members unless otherwise defined in this policy.

3 FREQUENCY OF MEETINGS

3.1 The board shall meet at least every three (3) months at such time and place as directed by the chairperson, or board at a preceding meeting, by providing notice of all such meetings to all board members at least five (5) business days in advance of the meeting. This five-day notice provision does not apply to re-scheduled meetings due to weather, lack of a quorum at a meeting, or another deemed emergency need for a meeting by the chairperson.

3.2 All approved meeting minutes, and records of the board shall be open to the public except as expressly prohibited by law, or not yet approved by the board.

3.3 Meetings shall be open to the public, but all matters relating to discipline, personnel conduct, contract negotiations and security of police operations may be conducted in private. (in accordance with Police Act)

3.4 The Chief Administrative Officer of the Town and the Chief Officer for Annapolis District RCMP shall receive notice of the meetings of the board and are entitled to attend but not entitled to vote.

4 DUTIES, RESPONSIBILITIES, APPLICABLE LEGISLATIVE REQUIREMENTS

4.1 The function of the Police Advisory Board is to provide advice to council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the town. The Board shall not exercise jurisdiction relating to complaints, discipline, personnel conduct or the internal management of the Royal Canadian Mounted Police.

4.2 Specifically, the Police Advisory Board shall:

4.2.1 Determine, in consultation with the chief officer or the chief officer's designate, priorities, objectives and goals respecting police services in the community;

4.2.2 Ensure the chief officer establishes programs and strategies to implement the priorities, objectives and goals respecting police services;

- 4.2.3 Ensure there is a mechanism in place for the chief officer to report on the progress of the priorities, objectives and goals respecting police services to the board at least yearly;
 - 4.2.4 Ensure that community needs and values are reflected in policing priorities, objectives, goals, programs and strategies;
 - 4.2.5 Ensure that police services are delivered in a manner consistent with community values, needs and expectations;
 - 4.2.6 Act as a conduit between the community and the police department;
 - 4.2.7 Recommend policies, administrative and organizational direction for the effective management of the police department; and
 - 4.2.8 Review with the chief officer or the chief officer's designate information provided by the chief officer respecting complaints and internal discipline.
- 4.3 Receive and review information from council and its committees, and make recommendations, as requested.
- 4.3.1 In the event the Police Advisory Board fails to provide a report or recommendation to council within any set deadline established by council; council may proceed with a decision regarding a matter without awaiting the board's report or recommendation.

5 WORKING GROUPS

- 5.1 The board may establish working groups to explore specific issues related to community safety, policing, and/or to other responsibilities. A working group may include additional members from the community who are not Advisory Board members.
- 5.2 The Chair of a working group must be a member of the Police Advisory Board.

I, Ashley Crocker, Chief Administrative Officer of the Town of Middleton, do hereby certify that the Policy, of which the foregoing is a true copy, was duly passed at a duly called meeting of the Town Council of the Town of Middleton held on the 20th day of April 2026.

Ashley Crocker
Chief Administrative Officer

Policy Adoption	
Date of 7-day notification to Council	April 10, 2026
Date of Approval	April 20, 2026

Annapolis RCMP Detachment

Town of Middleton Police Advisory Board Report



May

2026



HUMAN RESOURCES

The present Annapolis District complement of staff includes the following:

- 1 - Staff Sergeant (District Commander)
- 4 - Corporals (Detachment Supervisors)
- 18 - General Duty Constables
- 1- Cpl and 2 Cst Street Crime Enforcement Unit
- 1- General Investigation Section Officer (GIS)
- 1 – Community Programs officer
- 1 - Senior Safety Coordinator
- 3 - Detachment Assistants

ACTIVITIES/EVENTS

Adam Burns provided a list of community activities he has participated in. Some of those include

- Check-ins with youth on my caseload – weekly or bi-weekly
- Facilitate breakfast program every Tuesday and Thursday morning
- Cops N’ Kids camp – 80 students to Brigadoon for the weekend. Completely free to students (MRHS,BRCS,AWEC)
- Attend Wilmot Neighbourhood Watch monthly meeting
- Attend Middleton Neighbourhood watch monthly meeting
- Attend MADD monthly meeting (president)
- Attend MRHS SAC monthly meeting (chair)
- Plan police day (may 13th)
- Attend Family Matters monthly board meeting (vice chair)
- Set up an attended MADD checkpoint

- Attended a meeting with community partners lead by DCS in regards to a youth
- Discussion with “girls group” at LEC around internet safety and intimate images
- Discussion with “guys group” at LEC around internet safety and intimate images
- Meeting with principle at BRCS
- Meeting with principle at MRHS

CRIME PICTURE

Investigations/calls for service take up most of the member’s time during a scheduled shift. The members continue to respond and investigate a variety of incidents/occurrences.

List of incidents for the 2026 1st quarter has been submitted.

Mental Health

Middleton RCMP responded to **8** calls to this point in 2026. We are happy to report that there has been progress in the manner which the court assists in the process of having people mentally assessed.

Utilization of the Mental Health Mobile Crisis Team remains a major part of our service which results in a reduction of time spent in the emergency department.

Drugs

Members within the Detachment continue to focus on the drug trade and prolific offenders in Middleton. The detachment has active drug targets that are being investigated through different means of investigation.

There has been 1 Drug possession file and 3 production files which have not led to charges at this time.

Prolific Offenders

To reduce crime committed by chronic repeat offenders the Detachment continues to identify, apprehend and charge those who disregard the Court imposed conditions. Members regularly perform checks of offenders on Conditional Sentence Orders (CSO) and Court orders to ensure compliance.

Persons Crimes / Criminal Code

The RCMP responded to **2** instances of Assault causing Bodily Harm / Assault with a weapon which resulted in charges. There were 20 “common assaults” for the year, where 1 instance resulted in charges.

During this year there are **2** sexual assault related investigations with neither having charges laid to this point.

Property Offences

There were **29** break and enter files this year, 9 remaining open, and 2 files are currently before the courts where charges are supported. There have been 24 frauds reported. Some are well on the way to charges but with internet crimes, these take a little longer to deal with. There were 58 reported thefts. 5 of those have persons charged, and 14 remain under investigation. These range from shoplifting to motor vehicles. 50 mischief related incidents.

Training/Resources

Training both online and in person continues with members attending mandatory training sessions on a regular basis.

Fleet is almost back to full strength.

Forward looking Infrared (FLIR) unit and 2-night vision units were obtained for the district.

DJI Mavic 3T Drone has been acquired through the RCMP and will be “stationed” at the Middleton Detachment. We have two of the few trained Advanced Pilot Operators from Yarmouth to Windsor.

Road Safety

Road safety continues to be an important strategic priority for detachment members.

For the review period, RCMP responded to **37** collisions. There were 2 non-fatal collision where there was some sort of injury to an occupant of one of the vehicles.

Continued partnerships with the Department of Natural Resources, SouthWest Nova Traffic Services, and Commercial Vehicle Compliance, when possible, to concentrate in the areas where we were receiving complaints where. We have also been on patrols using our side-by-side to ensure trail and Wildlife Act safety is being adhered to in some of the more remote parts of the detachment area.

Traffic Violations

Middleton RCMP issued a total of **119** Summary Offence Tickets and **19** warnings in 2026.

Impaired drivers:

In **2026**, during this reporting period, **2** drivers were arrested and charged for impaired driving. This total includes Alcohol and Drugs.

This reporting period there have been **10** calls for service relating to impaired operation incidents with **2** still awaiting toxicology results.

In **2026**, **1** Roadside suspension and **8** people charged Driving while disqualified or license suspension.

Street Crime Enforcement Unit

The Street Crime Enforcement Unit (SCEU) position has benefited our jurisdiction. The team has been working hard to maintain an impact on combatting the drug trafficking issue being faced in this area.

Senior Safety Coordinator

Sharon Elliott continues to be very active with monthly Caregiver Support Group and aids seniors dealing with mental health issues. She continues to work hard and communicates with her partners to ensure the best care possible is offered to seniors. Sharon has completed countless presentations and seminars to the Seniors in the area. RCMP are included on many of these presentations.

Thank you,

S/Sgt. Grant Ryland
Detachment Commander, Digby RCMP
A / District Commander – Annapolis District RCMP



Middleton Town 2026 Q1 Statistics

Unclassified

(2026-01-01 to 2026-03-31; Zones MD and MI)

Total Calls for Service

Calls for Service Type	Month				Total
	January	February	March		
Common Police Activities	9	14	22	45	
Crime Prevention			2	2	
Crimes Against Persons	3	3	4	10	
Drug Enforcement		4		4	
Other Criminal Code	6	4	10	19	
Other Federal Statutes		1	2	3	
Property Crime	15	18	16	49	
Provincial Statutes {except traffic}	4	9	4	17	
Traffic Offences	24	24	13	61	
Total	61	77	73	211	

Crimes Against Person

Calls for Service Type	Month				Total
	January	February	March		
Assault Person	2	2	2	6	
Harassment	1		1	2	
Uttering Threats		1	1	2	
Total	3	3	4	10	

Property Crimes

Calls for Service Type	Month				Total
	January	February	March		
Break & Enter - Res	1	1	1	3	
Fraud	2	6	3	11	
Mischief	4	4	4	12	
Mischief Property Damage	1		2	3	
Shoplifting	3	2		5	
Theft From Vehicle		1		1	
Theft of MV			1	1	
Theft Over \$5000	1	1		2	
Theft Under \$5000	3	3	5	11	
Total	15	18	16	49	

Middleton Town 2026 Q1 Statistics

Unclassified

(2026-01-01 to 2026-03-31; Zones MD and MI)

Drug Enforcement

Calls for Service Type	Month			
	January	February	March	Total
Drug Possession	0	1	0	1
Drug Production	0	3	0	3
Total	0	4	0	4

Traffic

Calls for Service Type	Month				
	January	February	March	Total	
Collision Prop Damage	1	3	5	9	
Dangerous Op MV	2			2	
Distracted Driving		1		1	
Driving while Disqualified	1	1	3	5	
Impaired Op MV - Alcohol	1	1		2	
Insurance Violation	1	2	1	4	
Other Traffic Offence/Violation	13	11	3	27	
Other Traffic Related Duties	1		1	2	
Road Side Suspension - Drug		1		1	
Seatbelt Violation	4	3		7	
Speeding Violation		1		1	
Total	24	24	13	61	

Tickets	January	February	March	Total
Dangerous Driving	1	0	0	1
License suspended	1	1	3	5
Insurance	1	2	1	4
Speeding	0	1	0	1
Impaired	1	2	0	3
Other	1	5	0	6
Total	5	11	4	20

Middleton Town 2026 Q1 Statistics

Unclassified

(2026-01-01 to 2026-03-31; Zones MD and MI)

Other

Calls for Service Type	Month			Total
	January	February	March	
911 Call			1	1
Assist Other Agency			3	3
Breach of Probation	1			1
Crime Prevention			2	2
Disturb the Peace	2		5	7
Fail to Comply with Order	3	2	4	9
False Alarm	3	2	4	9
Fire Prevention Act		1		1
Firearms Act		1	1	2
Liquor Act	1			1
Mental Health	3	2	3	8
Offensive Weapons			1	1
Other	5	7	6	18
Other CC		1		1
Other Federal Statutes			1	1
Other Provincial Statute Violation		1		1
Sudden Death		3		3
Suspicious P V P	1	2	4	7
Wellbeing Check		6	5	11
Total	19	28	40	87