

SAANICH POLICE BOARD AGENDA

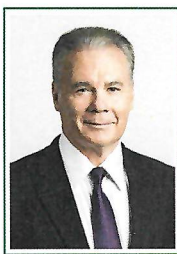
Date: Tuesday, January 5, 2021

Time: 1430 hours

Place: Virtual Meeting – Public Link: [SPD YouTube](#)

Public Meeting Business:

SUBJECT	DISCUSSION INFORMATION APPROVE DECISION	PERSON RESPONSIBLE	ATTACHMENTS
1. Adoption of Agenda of January 5, 2021	Approve	Mayor Haynes	
2. Adoption of Minutes of December 1, 2020	Approve	Mayor Haynes	✓
3. Correspondence			
4. New Business Arising			
5. Divisional Updates (as needed)			
6. Committee Reports (as needed)			
6.1 Finance		Mr. Crawford and Ms. Murray	
6.2 Governance and Strategic Planning		Ms. Murray	
6.3 Human Resources		Ms. Collins	
6.4 BCAPB 6.4.1 Training and Funding Gaps JIBC 6.4.2 BCAPB Membership 2021 6.4.3 AGM (virtual) – March 6, 2021 6.4.4 Call for Resolutions	Discussion Approve Information Decision	Ms. Collins	✓ ✓ ✓ ✓
6.5 CAPG		Ms. Collins	
7. Canadian Heraldic Authority - Shoulder Flash	Approve	Inspector Bryant	✓
8. Old Business			
9. Adjournment and Date of Next meeting: February 2, 2021	Decision	Mayor Haynes	



CHAIR OF THE POLICE BOARD

FROM THE DESK OF MAYOR GEORGE V. HARVIE

December 7, 2020

* VIA E-MAIL: PSSG.Minister@gov.bc.ca

The Honourable Mike Farnworth, MLA
Minister of Public Safety and Solicitor General (PSSG)
PO Box 9010 Stn Prov Gov
Victoria, BC V8W 9E2

Dear Minister Farnworth:

RE: Capacity and Funding Gaps at the JIBC

As you are aware, the Justice Institute of British Columbia (JIBC) provides police recruit training to all municipal police departments in British Columbia. The JIBC, located in New Westminster, provides training in policing, firefighting, probation, driver education, corrections, paramedicine, security, sheriffs and a variety of other areas of study. Demands for improvement, training and development are consistently increasing in all disciplines, including police recruit training at the JIBC Police Academy.

On September 18, 2020, the Honorable Mike Farnworth, Minister of Public Safety and Solicitor General, contacted all Mayors of Cities with municipal Police Boards and outlined policing priorities, goals and objectives for policing and law enforcement across British Columbia. This written communication outlined a number of priorities for the municipal Police Boards and accordingly, police departments, to assess and further strengthen relationships and public trust. One of the ten key priority items was for Police Boards to remain engaged with the JIBC to ensure recruiting needs are being met and appropriately budgeted for. The Delta Police Department (DPD) is working with a committee representing different agencies, to identify and address gaps within the JIBC curriculum and operations. However, this does not meet the DPD's current or future needs and lacks urgency as the challenges relating to recruit training are time sensitive.





CHAIR OF THE POLICE BOARD

FROM THE DESK OF MAYOR GEORGE V. HARVIE

The Police Academy has not seen a provincial grant increase for ten years and this has resulted in elimination of positions and decrease in secondments to keep the budget stable. Additionally, the Police Academy has been operating at a \$700,000 to \$800,000/yearly deficit over the past two years. The 2019 deficit was balanced with \$800,000 in special funding. For 2020, however, there is no special funding forthcoming and a deficit is being projected.

These challenges are being compounded by the COVID-19 restrictions which led to reduced seat availability and modified instruction plans for 2020. The JIBC was not able to meet the needs of the DPD with sufficient recruit training in 2020. With the development of the Surrey Police Service (SPS), the Delta Police Board has growing concerns about the JIBC's ability to meet the training needs of municipal police departments under the current funding model and structure.

In 2021 and into the foreseeable future, there will be an unprecedented demand for police training in British Columbia. The SPS will begin to recruit and enroll a large number of recruits for training at the JIBC. This will require additional funding and resources. As the JIBC is already operating at deficits and shortages of resources, the Delta Police Board is concerned that these costs will be applied to all municipal police departments. The Delta Police Board believes a strategic plan in collaboration with all stakeholders is required immediately to avoid a policing resources and funding crisis in British Columbia.

The DPD and Delta Police Board are committed to working collaboratively with our policing partners and stakeholders in seeking solutions to these ongoing training challenges.

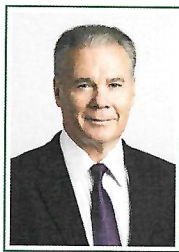
Regards,

A handwritten signature in blue ink that reads "George V. Harvie". The signature is fluid and cursive, with the first name "George" and last name "Harvie" clearly legible.

Mayor George V. Harvie,
Chair, Delta Police Board

cc: Delta Police Board
Chief Constable Neil Dubord
Ms. Brenda Butterworth-Carr, Assistant Deputy Minister & Director Policing and Security





CHAIR OF THE POLICE BOARD

FROM THE DESK OF MAYOR GEORGE V. HARVIE

Branch, PSSG

Ms. Anne Kang, Assistant Deputy Minister, Ministry of Advanced Education, Skills and Training

Dr. Michel Tarko, CEO and President, JIBC



Board Secretary

From: BCA Police Boards <bcapbs@gmail.com>
Sent: Wednesday, December 23, 2020 9:45 AM
To: Board Secretary
Cc: Saanich (Mary Collins)
Subject: BCAPB 2021 Membership Renewal
Attachments: Saanich.pdf

Sending on Behalf of Leah Zille

Via Email: Secretary@spdboard.ca

Dear Mayor Haynes,

On behalf of the BCAPB Executive, please find enclosed the BC Association of Police Boards membership renewal for 2021.

Despite the upheaval COVID-19 has brought to 2020, BCAPB has continued to be active. Highlights have included regular discussions with Police Services on issues related to or impacting police governance, work on the JIBC Police Academy Recruit Curriculum Evaluation Steering Committee, participation on the Advisory Committee on Provincial Policing Standards (ACOPPS), the UBCM Community Safety Committee, the Provincial Committee on Diversity and Policing (PCDP), and the BC Police Based Victim Services Partner and Stakeholder table. We continue to liaise with the Municipal Chief's, the Justice Institute of BC, the BC Police Association and the Canadian Association of Police Governance.

In the coming year, our work will focus on:

1. Our submission to the Provincial Government Special Committee on Reforming the Police Act
2. Working with Police Services and the BC Municipal Chiefs;
3. Work with Police Services to provide Police Board member training/orientation;
4. Continue to support opportunities related to Workplace Psychological Health and Safety;
5. To support and follow the resolutions that were adopted at the 2020 AGM; and
6. Prioritize other issues as they are identified.

Given the pandemic, we will not be hosting a conference in 2021. Rather, we will be holding our AGM (virtually) and arranging a joint dialogue session with the BC Association of Municipal Chiefs of Police. Details will be circulated in the near future.

The BCAPB looks forward to your Board's continued participation in the organization in 2021.

Sincerely,

Leah Zille
 President, BCAPB

Attachment

British Columbia Association of Police Boards

Invoice

2021 Annual Membership Fee

BC Association of Police Boards

Amount Due: \$850.00

Date: December 23, 2020

To: Mayor Fred Haynes
Chair, Saanich Police Board
770 Vernon Avenue
Victoria BC V8X 2W7

Please make cheque payable to:

British Columbia Association of Police Boards

And forward to:

Attn: Veronica Bandet
BC Association of Police Boards
1127 Fort Street
Victoria BC V8V 3K9

If you have any questions regarding this invoice, please contact me at 250-216-1205 or Leah Zille, President, BCAPB at 604-808-3809.

Thank you.

Veronica Bandet
Executive Assistant to the BCAPB

Telephone: 250-216-1205 Email: bcapbs@gmail.com
Address: 1127 Fort Street, Victoria, B.C. V8V 3K9



BCAPB Notice of Annual General Meeting

Saturday, March 6, 2021

Virtual AGM, 10:30 am

In accordance with the BC Association of Police Boards constitution and by-laws, notice is hereby given of the ANNUAL GENERAL MEETING. The Annual General Meeting is scheduled for Saturday, March 6, 2021, at 10:30 am. This will be a virtual AGM.

Attached is a call for resolutions along with information regarding submissions of resolutions for your consideration. Timelines are tight on the preparation of resolutions so we encourage Boards to circulate this item to all their Board members so that it can be on their January agenda. It requires immediate action.

Thank you and if you have any questions please contact me at 604-808-3809 or Veronica Bandet, Administrative Assistant at 250-216-1205.

Sincerely,

Leah Zille
President, BCAPB

Attachments

CALL FOR RESOLUTIONS

BRITISH COLUMBIA ASSOCIATION OF POLICE BOARDS ANNUAL CONFERENCE AND MEETING

An important part of each Annual Meeting of the BCAPB is the consideration of Resolutions forwarded by member boards.

To ensure adequate time for review, the BCAPB Board of Directors has set a deadline of February 5, 2021 for all Resolutions to be forwarded to the BCAPB.

Following review by the Resolutions Committee, resolutions will be distributed to members in advance of the General Meeting.

Voting on the Resolutions will take place virtually at our AGM, scheduled for Saturday, March 6, 2021.

Please refer to the BCAPB Resolutions Guidelines for assistance in drafting proposed resolutions.

This is your chance to ensure your voice is heard!

Please forward your resolution(s) to Veronica Bandet at bcapbs@gmail.com

Resolutions

What is a Resolution?

A resolution is a formal way of stating an intended or desired action/direction/position by a group.

Guidelines for Resolution Writing

1. Choose a topic that is important, relevant and deserving of an official BCAPB position.
2. Identify your Board as the author of a resolution.
3. WHEREAS clauses are factual clauses to support your resolution; they should be concise and to the point. Resolutions that have a page or more of WHEREAS clauses only serve to make the reader less amenable to your idea if he or she has to sort through multiple WHEREAS clauses in order to determine your point. The entire resolution should be no longer than one page.
4. RESOLVED clauses state your proposed policy change or position. Internal resolutions should be directed to the BCAPB (resolved that the BCAPB); external resolutions should be directed to the appropriate level of government or Minister/Ministry. Internal and external intents may not exist within the same RESOLVED clause, rather, separate resolved clauses are necessary if you want the BCAPB to take an action separate from the government. RESOLVED clauses should be only one sentence in length and must be able to stand alone as they are the only part of the resolution that will be debated or considered.

Other helpful tips: If possible have financial implications information in your resolution. Factual information to support your resolution should be available or included as an attachment to your resolution.

Format for a Resolution

- The TITLE identifies the topic/problem or issue or its proposed solution.
- The AUTHOR names the Police Board putting forward the resolution.
- The PREAMBLE is used for factual information that is necessary to support the RESOLVED section. Each PREAMBLE clause should be written as a separate paragraph, beginning with the word Whereas. The first word should begin with a capital letter. The PREAMBLE, regardless of its length and number of paragraphs, should never contain a period. Each paragraph should close with a semi-colon. The next to the last paragraph should close with a semi-colon, after which a connecting phrase such as Therefore or Therefore Be It or Now Therefore, Be It is added.
- The RESOLVED section indicates what action is proposed. There may be more than one Resolved clauses, each stated separately. The word RESOLVED is printed in capital letters, followed by a comma and the word THAT. Each resolved clause must be a separate paragraph and may be ended with a period or a semi-colon and in the case of the next to the last clause, be followed by the word AND,.
- If factual information is available it should be included as an attachment.
- Estimated cost of implementation if available should also be included.

Resolution Strategies

Here are some hints to help you get your resolution passed:

1. Be concise. The delegates will get copies of all resolutions and this means a lot of reading. If your resolution is too wordy, it will not get the attention it deserves. Try and limit your resolution to five "whereas" clauses: choose the strongest five facts and use the others in discussion and debate. Resolutions should not be longer than one page.
2. Be realistic. The resolved statements should include specific actions that are realistic and implementable. Resource availability (both human and financial) will affect the implementability of resolutions.
3. Be positive. A positive approach always works better than a negative one. Write positive statements, and address the issue positively when you are speaking to it.
4. Be knowledgeable. Know the facts about all parts of your resolution. Be aware of other resolutions that have been passed on your issue and be sure to state in your resolution why reaffirmation of the same stand is timely.
5. Gather support and assistance. Try to involve other members in supporting your resolution. Share your facts and ask others to speak pro to your resolution. This will not only help you get your resolution passed, it will also encourage other members to get involved.
6. Use your time on the floor wisely, time is limited. As the author, you will have an opportunity to speak to the resolution first. Remember that the delegates have a copy, so don't read it to them. Instead, take this opportunity to state some of the facts that might not be included in the "whereas" clauses.
7. Be available. Make sure you are available to the Delegates to answer questions. Be on time for all meetings.

Have your documentation handy. Make sure you have at least two copies of your documentation with you – questions may be asked that need further clarification.



SAANICH POLICE DEPARTMENT

Briefing Note

Date: October 21, 2020

Prepared for: Senior Management Team

Subject: Recommendation for Saanich Police-Specific Badge (Shoulder Flash)

Prepared by: Committee for Indigenous Cultural Awareness and Education

Background

Since 1906 the Saanich Police have had the municipal seal - and later, coat of arms - as the branding for our organization. When the municipality created its coat of arms in 1981 it was to represent the geographical area and the people it served by including a Garry Oak tree, a farmer, a black tailed deer, a cougar, and swan.

Throughout its existence, the Saanich Police has always upheld a high degree of integrity, accountability, compassion, and honour. Over the past 15 years, our police department has made changes to improve our department's community appearance and the connection with the community we serve. Some of those changes include, but are not limited to, updating our uniforms, rebranding our police vehicles, including multilingual greetings at our police entrance, and enhancing our connections with minority outreach groups.

This proposal in no terms is meant to forget the past, the traditions, or the members of the Saanich Police that have served before us. However, since 1906 we have seen significant changes within our community, some positive and some negative. With each of those monumental changes we have grown as a police department and a community.

Proposal

The Committee for Indigenous Cultural Awareness and Education is proposing a Saanich Police distinctive version of the National Municipal Police Service Badge be sought through the [Canadian Heraldic Authority](#).

The municipal coat of arms lacks a significant foundation that our community was built on.

The Municipality of the District of Saanich is located on the traditional lands of the W̱SÁNEĆ and Ləḵʷəŋən (Lekwungen) peoples. At the beginning of every course, seminar, or event, the facilitator will acknowledge the traditional territory and its people. Although the Saanich Police have made significant connections to our diverse community, the Committee for Indigenous Cultural Awareness and Education feels incorporating our badge to include aspects of the W̱SÁNEĆ and Ləḵʷəŋən peoples is important. There have been grave injustices to the members of these traditional territories and the traditional territories of other Indigenous communities. Some members of our police department have had family members who have been victimized by those social injustices (i.e. residential schools) since the inception of the Saanich Police. Including Indigenous art into our badge helps in recognizing those who truly called this area home, the traditional territories, and honour the W̱SÁNEĆ and Ləḵʷəŋən peoples.

Recently another division of the municipality, Saanich Parks, have made significant steps to change their service delivery model to *“provide stronger and more visible leadership in a range of areas, including but not limited to: multiculturalism, inclusion, and Indigenous reconciliation.”*

Over the past decade(s) we have seen municipal police forces update their coat of arms or police vehicles. Each agency has done so for different reasons. Each are unique to them and this recommendation to update our coat of arms is not simply to "follow the crowd" but to honour the W̱SÁNEĆ and Ləḵʷəŋən peoples and their traditional lands on which our police department is situated. This proposal is to initiate the process to establish the badge, which could lead to the replacement of the municipal crest in our regalia and branding in a later process.

Procedural Process

The Committee for Indigenous Cultural Awareness and Education recognizes that this is a significant venture both in time and cost with multiple steps that need to be taken. Those steps include the following:

1. Senior Management approval to commence process
2. Police Board approval to commence
3. Preparation of Letter and Attachments
4. Opening of the file with Governor General of Canada
 - You send your request to the Canadian Heraldic Authority (CHA).
 - As the creation of heraldic emblems is part of the Canadian Honours System, you need to have contributed to the well-being of your community to be granted heraldic emblems.
 - The Chief Herald of Canada reviews your request and makes a recommendation to the Deputy Herald Chancellor who then signs a warrant permitting the grant to be made to you.
 - An invoice for the processing fee is sent to the applicant.
5. Research and written concept
 - A herald works with you to determine the themes to be included in your emblems.

- The Chief Herald of Canada reviews and approves the concept developed by the herald.
- A [written proposal](#), including all of the design elements and their significance, is sent to you for your approval.

6. Preliminary artwork

- You sign a contract with an artist of the CHA.
- The CHA artist creates a colour illustration of your arms, flag and/or badge.
- This [preliminary artwork](#) is sent to you for your approval, along with the artist's invoice.

7. Final art and calligraphy of the grant document

- You choose one of [two formats](#) for the grant document.
- You sign two contracts for artists of the CHA to do the final painting and the calligraphy on the grant document.
- The artist paints your heraldic emblems; the artist's invoice is sent then to you.
- The calligrapher adds the text to the grant document; the calligrapher's invoice is then sent to you.
- The chief herald of Canada signs and seals the document.

8. Mailing and publication

- The grant document, [symbolism page](#) and photographs of the emblems are mailed to you once all payments have been made.

Conclusion

The first of the steps above is to confirm support from the Senior Management Team of the Saanich Police Department. We hope to garner your support before continuing to the approval process with the Saanich Police Board. The approval of this proposed Saanich Police badge will be an important step towards inclusivity and reconciliation with indigenous communities of the District of Saanich.

Respectfully submitted,

Committee for Indigenous Cultural Awareness and Education