

SAANICH POLICE BOARD AGENDA

Date: Tuesday, May 2, 2023

Time: 1430 hours

Place: Virtual Meeting

Territorial Acknowledgment:

It is appropriate that we begin by acknowledging that the District of Saanich lies within the territories of the ɫəkʷəŋən (lay-kwung-gen) peoples represented by the Songhees and Esquimalt Nations and the ƵSÁNEĆ (weh-saanich) peoples represented by the Tsartlip (Sart-Lip), Pauquachin (Paw-Qua-Chin), Tsawout (Say-Out), Tseycum (Sigh-Come) and Malahat (Mal-a-hat) Nations.

We are committed to celebrating the rich diversity of people in our community. We are guided by the principle that embracing diversity enriches the lives of all people. We all share the responsibility for creating an equitable and inclusive community and for addressing discrimination in all forms.

Public Meeting Business:

| SUBJECT | DISCUSSION INFORMATION APPROVE DECISION | PERSON RESPONSIBLE | ATTACHMENTS |
|---|--|------------------------------|-------------|
| 1. Territorial Acknowledgement | | Mr. Cambridge | |
| 2. Introduction of Staff Sergeant Trina Stevens | | Chief Duthie | |
| 3. Approval of Agenda of May 2, 2023 | Approve | Mayor Murdock | |
| 4. Adoption of Minutes of February 7, 2023 | Approve | Mayor Murdock | ✓ |
| 5. Correspondence | | | |
| 6. New Business Arising 6.1 Police Board Vice - Chair | Approve | Ms. Murray | |
| 7. Divisional Updates (as needed) | | | |
| 8. Committee Reports (as needed) | | | |
| 8.1 Finance | | Ms. Murray and Mr. Cambridge | |
| 8.2 Governance and Strategic Planning | | Ms. Murray and Mr. Cambridge | |
| 8.3 Stakeholder Outreach | | Ms. Niemi and Mr. Jelks | |
| 8.4 Human Resources | | Ms. King and Mr. Cambridge | |
| 8.5 CAPG 8.5.1 2023/2024 CAPG Membership Dues 8.5.2 CAPG Conference | Approve | Mr. Cambridge | ✓ |

| | | | |
|---|-----------------------------|---------------|--------|
| 9. Old Business 9.1 Police Board Calendar of Events 9.2 Police Board Training 9.3 Police Board Evaluation | Information / Discussion | Mayor Murdock | ✓ ✓ |
| 10. Adjournment and Date of Next meeting: Tuesday June 6, 2023 | Decision | Mayor Murdock | |



SAANICH POLICE BOARD
Public Meeting Minutes
 Saanich Police Department • Kirby Room
Tuesday, February 7, 2022

PRESENT:

Chair: Mayor Murdock

Board Members: J. Cambridge, J. King, L. Murray, D. Jelks

Staff: Chief Constable D. Duthie, Deputy Chief Constable P. Douglas, Inspectors D. Harris, T. Dyck, S. Morgan, S. Edwards, D. Robertson and J. Ko, Manager of Executive Services

Recording Secretary: A. De Medeiros

REGRETS: Ms. Niemi, R. Warren, D. Underwood

The meeting was called to order at 1432 hours.

1. TERRITORIAL ACKNOWLEDGEMENT

Ms. Murray read the prepared Territorial Acknowledgment.

2. INTRODUCTION TO THE BOARD: STAFF SERGEANT PAUL SMITH AND SERGEANT DAMIAN KOWALEWICH

Chief Duthie introduced Staff Sergeant (SSgt.) Paul Smith and Sergeant (Sgt.) Damian Kowalewich to the Board. The Board thanked SSgt. Smith and Sgt. Kowalewich for their contributions to the Department and congratulated them for their recent success in the Inspector Eligibility Competition.

3. APPROVAL OF AGENDA OF FEBRUARY 7, 2023

MOVED by Mr. Cambridge and **SECONDED** by Ms. King "That the agenda of the February 7, 2023, Police Board Public Meeting be approved as circulated."

CARRIED

4. ADOPTION OF MINUTES OF JANUARY 10, 2023

MOVED by Mr. Murray and **SECONDED** by Ms. King: "That the minutes of the January 10, 2023, Police Board Public meeting be adopted as circulated."

CARRIED

5. CORRESPONDENCE

5.1 Campbell Construction re: 559 Kelvin Road.
 Received for information.

6. NEW BUSINESS ARISING

6.1 Police Honours Awards

Received for information.

7. DIVISIONAL UPDATES (AS NEEDED)

7.1 Community Engagement Division – Saanich Police Reserve Program Graduation

Inspector Morgan provided the Board a brief overview of the Saanich Police reserve program which includes over 200 hours of training as outlined by the Ministry of Solicitor General's Office such as use of force, crime prevention, legal issues, traffic, and police tactics. Inspector Morgan invited the Board to attend the Saanich Police Reserve Graduation Ceremony taking place February 11, 2023, at the Bay Street Armoury.

8. COMMITTEE REPORTS (AS NEEDED)

8.1 Finance

MOVED by Ms. Murray and SECONDED by Ms. King: "That Mr. Jim Cambridge be appointed to the Saanich Police Board Finance Committee."

CARRIED

8.2 Governance and Strategic Planning

Ms. Murray updated the following:

- She will communicate with Board Secretary, Ms. De Medeiros regarding setting a date for the Board's workshop in the next few weeks.
- She attended a meeting regarding the Strategic Planning Survey findings presented by MNP, a further meeting to follow regarding the priorities identified.

8.3 Stakeholder Outreach

No updates.

8.4 Human Resources

No. updates.

8.5 BCAPB

8.5.1 Meeting with the Province – Reforming the Police Act

Mr. Cambridge updated the Board on topics discussed at the January 20th meeting including E-Comm, Police Board mandatory training, ministry evaluation, modernization of police and two factor authentication.

8.5.2 Annual Conference Registration – May 25 and 26, 2023

Discussion took place regarding the conference. Mayor Murdock, Ms. Murray and Mr. Cambridge advised that they will not be available to attend the conference.

MOVED by Ms. Murray and SECONDED by Mr. Cambridge: "That the Board approve the registration of any Board member who wishes to attend the BCAPB Annual Conference May 25th and 26th, 2023 in Nelson, B.C."

CARRIED

8.5.3 BCAPB Conference – Sponsorship Request

MOVED by Ms. Murray and SECONDED by Mr. Jelks: “That the Saanich Police Board provide sponsorship of a coffee break at the 2023 BCAPB Annual Conference.”

CARRIED

8.6 CAPG

Mr. Cambridge advised that the 2023 CAPG annual conference will take place in Newfoundland in August with further details to come.

9. OLD BUSINESS

9.1 Police Board Calendar of Events

Received for information.

10. ADJOURNMENT AND DATE OF NEXT MEETING: JANUARY 10, 2023

MOVED by Ms. Murray and SECONDED by Mr. Cambridge “That the February 7th, 2023, Police Board Public Meeting is adjourned at 1503 hours and that the Board move to an in-camera meeting.

CARRIED

The next Police Board meeting will be held on Tuesday, March 7, 2023, at 1430 hours.

Chair

Canadian Association of Police
Governance
78 GEORGE STREET, SUITE 204
Ottawa ON K1N 5W1

**BILL TO**

Anita De Medeiros
Saanich Police Board
770 Vernon Avenue
Victoria BC V8X 2W7

INVOICE 3954A

DATE 31-03-2023 TERMS Net 30

DUE DATE 30-04-2023

| ACTIVITY | AMOUNT |
|--|----------|
| Membership Dues:2023/2024 Membership Dues Police Boards & RCMP/Municipal Advisory Committees Service size 101 to 250 Annual Membership dues | 1,560.60 |

TOTAL DUE \$1,560.60

CALENDAR OF EVENTS

SAANICH POLICE BOARD

MAY

| | | |
|-------|------|---|
| 1 | 1000 | Promotion Ceremony –• SPD Kirby Room |
| 2 | 1430 | Police Board Meeting • SPD Kirby Room |
| 13 | 1730 | Saanich Police Ball • Hotel Grand Pacific, Victoria, BC |
| 25/26 | | 2023 BCAPB Conference • Best Western Hotel, Nelson, BC |

LOOKING AHEAD

JUNE

| | | |
|---|------|---------------------------------------|
| 6 | 1430 | Police Board Meeting • SPD Kirby Room |
|---|------|---------------------------------------|

JULY

| | | |
|---|------|--|
| 4 | 1430 | Police Board Meeting <i>discretion of the Chair</i> • SPD Kirby Room |
|---|------|--|

AUGUST

| | | |
|---|------|--|
| 1 | 1430 | Police Board Meeting <i>discretion of the Chair</i> • SPD Kirby Room |
|---|------|--|

SEPTEMBER

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|---|------|---------------------------------------|
| 5 | 1430 | Police Board Meeting • SPD Kirby Room |
|---|------|---------------------------------------|

OCTOBER

| | | |
|---|------|---------------------------------------|
| 3 | 1430 | Police Board Meeting • SPD Kirby Room |
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NOVEMBER

| | | |
|---|------|---------------------------------------|
| 7 | 1430 | Police Board Meeting • SPD Kirby Room |
|---|------|---------------------------------------|

DECEMBER

| | | |
|---|------|---------------------------------------|
| 5 | 1430 | Police Board Meeting • SPD Kirby Room |
|---|------|---------------------------------------|

From: [Mayor Dean Murdock](#)
To: [Anita De Medeiros](#)
Subject: FW: (External Email) BC Police Board Training Program - Register by March 31
Date: Friday, April 28, 2023 12:37:44 PM

Notice: This email came from an external source. Use caution if this message is unexpected or the sender is not known to you.

Hi Anita,

Could we include Police Board training and the Board evaluation on Tuesday's agenda?

Thanks very much,

Dean

From: Charlton, Katie A PSSG:EX <Katie.Charlton@gov.bc.ca>
Sent: Monday, March 20, 2023 2:29 PM
Subject: (External Email) BC Police Board Training Program - Register by March 31

This email sent from outside the District of Saanich. Use caution if message is unexpected or sender is not known to you.

Good afternoon,

We currently have seats available in upcoming Foundations 101 course cohorts, as part of the BC Police Board Training Program. Please see the dates below, and if you would like to register for one of the cohorts, please email policeboards@watsoninc.ca by March 31, 2023.

*These are **live** virtual classroom sessions that require your attendance. Participants must be available for all four virtual classroom sessions to enroll in the cohort.

Cohort 2 Virtual Classroom - Tuesdays 8:30am - 12:30pm PST

- April 11
- April 18
- May 2
- May 9

Cohort 3 Virtual Classroom - Wednesdays 4:30 - 8:45pm PST

- May 24
- June 7
- June 14
- June 21

Cohort 4 Virtual Classroom

- Monday May 29 12:30-4:30pm PST
- Tuesday June 6 8:30am-12:30pm PST
- Monday June 12 12:30-4:30pm PST

- Tuesday June 20 8:30am-12:30pm PST

If you have any questions, please don't hesitate to contact me by phone or email.

Katie Charlton (*She/Her*)

Senior Governance Advisor

Policing and Security Branch | Ministry of Public Safety and Solicitor General

katie.charlton@gov.bc.ca | Tel: 250-952-3070

Offering gratitude to the ɫəkw̓əŋən and W̱SÁNEĆ peoples on whose ancestral homelands I live and work.

We acknowledge that the District of Saanich lies within the territories of the ɫəkw̓əŋən peoples represented by the Songhees and Esquimalt Nations and the W̱SÁNEĆ peoples represented by the W̱JOLEŁP (Tsartlip), BOKEĆEN (Pauquachin), STÁUTW̱ (Tsawout), W̱SIKEM (Tseycum) and MÁLEXEŁ (Malahat) Nations.

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