

# SAANICH POLICE BOARD AGENDA

**Date:** Tuesday, February 7, 2023

**Time:** 1430 hours

**Place:** Kirby Room

## 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 ƱSÁNEĆ (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		Ms. Niemi	
2. Introductions to the Board <ul style="list-style-type: none"><li>Staff Sergeant, Trina Stevens</li><li>Staff Sergeant, Paul Smith</li><li>Sergeant, Damian Kowalewich</li></ul>		Chief Duthie	
3. Approval of Agenda of February 7, 2023	Approve	Mayor Murdock	
4. Adoption of Minutes of January 10 <sup>th</sup> , 2023	Approve	Mayor Murdock	✓
5. Correspondence			
5.1 Campbell Construction re: 559 Kelvin Road	Information	Chief Duthie	✓
6. New Business Arising			
7. Divisional Updates (as needed)			
7.1 Community Engagement Division – Saanich Police Reserve Program Graduation – February 11, 2023	Information	Insp. Morgan	
8. Committee Reports (as needed)			
8.1 Finance		Ms. Murray	
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	BCAPB			
8.5.1	Meeting with Province – Reforming the Police Act	Information/ Decision	Mr. Cambridge	✓ ✓
8.5.2	Annual Conference Registration – May 25 and 26, 2023			
8.5.3	BCAPB AGM & Conference – Sponsorship Request			
8.6	CAPG		Mr. Cambridge	
9.	<b>Old Business</b>			
9.1	Police Board Calendar of Events	Information	Chief Duthie	✓
10.	<b>Adjournment and Date of Next meeting: Tuesday March 7, 2023</b>	Decision	Mayor Murdock	



**SAANICH POLICE BOARD**  
**Public Meeting Minutes**  
 Saanich Police Department · Kirby Room  
**Tuesday, January 10, 2023**

**PRESENT:**

**Chair:** Mayor Murdock

**Board Members:** J. Cambridge, L. Murray, S. Niemi

**Staff:** Chief Constable D. Duthie, Deputy Chief Constables G. Schenk and R. Warren, Inspectors D. Harris, T. Dyck, S. Morgan, S. Edwards, D. Underwood and J. Ko, Manager of Executive Services

**Recording Secretary:** A. De Medeiros

**REGRETS:** J. King, D. Jelks and P. Douglas

It was the consensus of the Board that, since there were insufficient members in attendance to meet quorum, that the meeting proceed with updates only.

**1. TERRITORIAL ACKNOWLEDGEMENT**

Mayor Murdock read the prepared Territorial Acknowledgment.

Chief Duthie acknowledged Deputy Chief, Gary Schenk's last meeting due to his upcoming retirement and thanked him for his tremendous contribution to the Department, Senior Leadership Team, and the Saanich Community. The Board thanked Deputy Schenk for his service and wished him well in his retirement.

**2. CORRESPONDENCE**

No items.

**3. NEW BUSINESS ARISING**

No items.

**4. DIVISIONAL UPDATES (AS NEEDED)**

No items.

**5. COMMITTEE REPORTS (AS NEEDED)****5.1 Finance**

Ms. Murray and Ms. Ko advised that, with regard to the budget there are no updates at this time. Council meetings to discuss the 2023 budgets will take place in the spring.

**5.2 Governance and Strategic Planning**

No updates.

**MS. NIEMI JOINED THE MEETING AND QUORUM WAS MET.**

**THE MEETING WAS CALLED TO ORDER AT 1450 HOURS.**

**6. APPROVAL OF AGENDA OF JANUARY 10, 2023**

**MOVED by Ms. Murray and SECONDED by Ms. Niemi: "That the agenda of the January 10, 2023, Police Board Public Meeting be approved as circulated."**

**CARRIED**

**7. ADOPTION OF MINUTES OF DECEMBER 6, 2022**

**MOVED by Ms. Murray and SECONDED by Ms. Niemi: "That the minutes of the December 6, 2022, Police Board Public meeting be adopted as circulated."**

**CARRIED**

**COMMITTEE REPORTS (CONTINUED)**

**5.3 Stakeholder Outreach**

No updates.

**5.4 Human Resources**

Mr. Cambridge advised that with Ms. Collins' departure from the Board, a new committee chair will need to be appointed. He further noted that, the committee will be meeting in January.

**MOVED by Ms. Murray and SECONDED by Ms. Niemi: "That the Board appoint Mr. Jim Cambridge as Chair of the Human Resources Committee."**

**CARRIED**

**5.5 BCAPB**

Mr. Cambridge updated that the BCAPB has an upcoming meeting with staff from the Ministry of Public Safety and Solicitor General to discuss reforming the *Police Act*. He advised that he would have an update for the Board at the February meeting.

**5.3 CAPG**

Mr. Cambridge advised that the AGM will take place August 19<sup>th</sup>, 2023, with further details to come.

**8. OLD BUSINESS**

No items.

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

**MOVED by Ms. Murray and SECONDED by Mr. Cambridge: "That the January 10<sup>th</sup>, 2023, Police Board Public Meeting is adjourned at 1459 hours and that the Board move to an in-camera meeting."**

**CARRIED**

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

**From:** Wayne Farey <[REDACTED]>  
**Sent:** Monday, January 23, 2023 9:18 AM  
**To:** Dean Duthie <[DDUTHIE@saanichpolice.ca](mailto:DDUTHIE@saanichpolice.ca)>  
**Subject:** 559 Kelvin rd

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

Good morning Constable Duthie

We own and operate a General contracting firm ( Campbell Construction Ltd )

With two facilities located at Kelvin Rd and Ardersier Rd , both located in the District of Saanich.

Early last week we noticed campers setting up across the street from our front entrance at 559 Kelvin Rd.

I received a call of safety concerns from one of our employees as he left the office at 6:30 pm

I made a call to your dispatch outlining our concerns with regards to camping along Kelvin Rd.

When I came to work the next morning all the campers set up on the street were gone.

With this email , we would like to commend the Sannich Police department for the quick actions to with hold the law and bylaws.

We only wish that other departments within Greater Victoria would follow suit.

Again thank you , we know you're jobs are not easy, and we are here to support in anyway possible.

Sincerely  
Wayne

Regards,  
Wayne Farey  
*President*



559 Kelvin Road  
Victoria, B.C V8Z 1C4

**BC Association of Police Boards**  
**2023 Annual General Meeting & Conference**

**8.5.2**

May 26 & 26, 2023

Best Western 153 Baker Street, Nelson, BC V1L 4H1

*The 2023 conference is hosted by the Nelson Police Board and will be held in Nelson, British Columbia. The overall theme is "Bridges – Connecting Communities". The venue for the conference is the Best Western Hotel. This will be an informative and exciting conference, of relevance to both veteran and newly-appointed board members and police executives.*

**Target Audience:** Police board members, police executive and community representatives from throughout the Province who have an interest in sharing ideas and building partnerships.

Name of Attendee: \_\_\_\_\_

Board/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Which day(s) attending:

Thursday, May 25<sup>th</sup>    8:15 – 9:15 Breakfast     9:30 – 3:00 Conference     12:15-1:00 Lunch

3:30-5:00 Reception  Cold War Bunker Tour at Museum (where reception is being held)

Friday, May 26<sup>th</sup>    8:30-9:30 Breakfast     9:30 – 12:30 Conference     12:30 Lunch

1:15-2:45 AGM     5:30 – 8:00 Dinner

Dietary Restriction: \_\_\_\_\_

Registration Fee: (payable to: BC Association of Police Boards)

➤ Registration for Conference: \$275 per person EARLY BIRD (member or non-member) – \$325 after March 1, 2023 (registration includes breakfast and lunch for both days, Thursday reception and banquet on Friday)

➤ Companion Registration for Conference: \$175 per person (registration includes breakfast and lunch for both days, Thursday reception and banquet on Friday)

➤ Name of Companion(s) \_\_\_\_\_  
\_\_\_\_\_

➤ Additional Guest(s) for banquet (Friday, May 26) # \_\_\_\_\_ Cost: \$75 per guest  
Name of Guest(s) \_\_\_\_\_

➤ Cold War Bunker Tour at Museum # \_\_\_\_\_ Cost: \$5

Total: \_\_\_\_\_

**Accommodations:**

Best Western Hotel, 153 Baker Street, Nelson, BC V1L 4H1 (accommodation reservations can be made by calling 1-888-255-3525, group code BCAPB Conference or by using this link [https://www.bestwestern.com/en\\_US/book/hotel-rooms.62096.html?groupId=J80RW4N0](https://www.bestwestern.com/en_US/book/hotel-rooms.62096.html?groupId=J80RW4N0) (\$150 per night plus taxes)

Hume Hotel, 422 Vernon St, Nelson, BC V1L 4E5  
(accommodation reservations can be made by calling (250) 352-5331,  
group code BC ASCN of POLICE BOARDS)  
(\$150 per night plus taxes)

**RESERVATIONS MUST BE MADE BY MARCH 18, 2023**

**Additional Information:** A full package of information will be forwarded to you in the near future.

Email registration to [bcapbs@gmail.com](mailto:bcapbs@gmail.com) or via regular mail to: BCAPB Attention:  
Veronica Bandet, 1127 Fort Street, Victoria BC, V8V 3K9

Cheques should be payable to BC Association of Police Boards and mailed to the above address.

For further information please contact Veronica Bandet  
via email [bcapbs@gmail.com](mailto:bcapbs@gmail.com) or 250-216-1205

**Deadline to Register is April 30, 2023**

BC ASSOCIATION OF POLICE BOARDS PRESENTS  
 2023 CONFERENCE & ANNUAL GENERAL MEETING  
 Hosted by the Nelson Police Board  
 MAY 25 & 26, 2023  
 Best Western 153 Baker Street, Nelson, BC V1L 4H1

## BRIDGES – Connecting Communities: Day 1

Thursday, May 25

Time	Event
8:15-9:15	Breakfast
8:30-3:00	Arrival/Registration
9:30-9:45	<ul style="list-style-type: none"> <li>• Opening Remarks – Charla Huber, President BC Association of Police Boards and Mayor Janice Morrison, Chair, Nelson Police Board</li> <li>• Introduction of _____ territorial welcome</li> <li>• Greetings from _____ territorial welcome</li> </ul>
9:45-10:15	Provincial Updates: <ul style="list-style-type: none"> <li>• Introduction of Minister Mike Farnworth- _____ Police Board</li> <li>• Minister Mike Farnworth, Minister of Public Safety and Solicitor General (TBD)</li> </ul>
10:15 – 10:25	Brittney Anderson, MLA, Nelson-Creston (TBD)
10:25-12:15	Joint Dialogue Session with BC Association of Municipal Police Chiefs <ul style="list-style-type: none"> <li>• Dave Jones, President BC Association of Municipal Chiefs of Police, Vancouver Transit Police Chief</li> <li>• Charla Huber, President BC Association of Police Boards, Victoria Esquimalt Police Board</li> </ul>
12:15-1:00	Lunch
1:00-3:00	Speaker (TBD) and panel
3:30-5:00	<b>Welcome Reception – Nelson Museum</b>  Chief Constable Donovan Fisher, Nelson Police Department Mayor Janice Morrison, Chair, Nelson Police Board  Bunker Tour  Entertainment provided by: vocal ensemble Lalin, directed by Allison Girvan.
8:30	Hospitality Suite hosted by the BC Police Association at Best Western Hotel

*Dress Attire for Conference is West Coast Casual*



BC ASSOCIATION OF POLICE BOARDS PRESENTS  
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## BRIDGES – Connecting Communities: Day 2

Friday, May 26

Time	Event
8:30-9:30	Registration/Breakfast
9:30-10:00	<b>Provincial Updates</b> Speaker: Glen Lewis, Assistant Deputy Minister and Director of Police Services, Ministry of Public Safety and Solicitor General (TBD)
10:00-12:30	<b>World Café: Title?</b> Moderator: Charla Huber, Victoria and Esquimalt Police Board Facilitators: <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>
12:30-1:15	Closing Remarks/Farewell Speaker: Charla Huber  Lunch
1:15-2:45	BCAPB AGM (separate agenda)
2:45-3:00	BCAPB Executive Meeting (separate agenda)
3:00-5:30	Free time
5:30-8:00	<b>Banquet – Hume Hotel, 422 Vernon Street</b>
5:30	Reception - cash bar
6:00	Entertainment: <ul style="list-style-type: none"> <li>•</li> </ul> Recognition of retiring Board Members
6:45-8:00	Buffet Dinner
8:30	Hospitality Suite hosted by the BC Police Association at Best Western

*Dress Attire for Conference is West Coast Casual*

**From:** [BCA Police Boards](#)  
**To:** [Board Secretary](#)  
**Cc:** [James Cambridge](#)  
**Subject:** BCAPB 2023 Conference & AGM - Sponsorship Request  
**Date:** Wednesday, February 1, 2023 12:49:11 PM

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*Sending on Behalf of Charla Huber*

Mayor Dean Murdock  
Chair, Saanich Police Board  
c/o [Secretary@spdboard.ca](mailto:Secretary@spdboard.ca)

Dear Mayor Murdock:

**Re: Sponsorship Request – 2023 BCAPB Annual General Meeting and Conference**

In the past years, your board has provided sponsorship to our annual conference. Once again, the BC Association of Police Boards, once again, would like to invite you to sponsor our 2023 Conference and AGM. Historically, your board The 2023 Conference theme is “Bridges - Connecting Communities”. It is being hosted by the Nelson Police Board and will take place at the Best Western Hotel, Nelson, BC, on May 25 and 26, 2023. There will be opportunities to interact in joint dialogue and information-sharing sessions.

The opportunities for sponsorships range from a coffee break at \$500 each, a breakfast at \$600, a lunch at \$700, welcoming reception at \$700 and the plenary dinner at \$900.

In every case, sponsors will be acknowledged in the conference program. However, if you prefer to make a generic contribution in any amount we will be pleased to allocate your funding according to need, again with acknowledgment.

If your board is able to assist in this manner, cheques should be made payable to the **BC Association of Police Boards and forwarded to Veronica Bandet, BCAPB, 1127 Fort Street, Victoria BC V8V 3K9.**

Thank you for your consideration. We look forward to hearing from you at your convenience and if we can provide further information please contact me at 250-686-7592 or Veronica Bandet, Administrative Assistant at 250-216-1205.

Charla Huber, MA, CIHCM  
President  
BC Association of Police Boards

# CALENDAR OF EVENTS

## SAANICH POLICE BOARD

### FEBRUARY

1	0930-1100	Promotional Ceremony • Kirby Room
1	1300-1400	HR Committee Meeting • Microsoft Teams
3	1730	Retirement Event • Beachouse Restaurant
7	1430	Police Board Meeting • Kirby Room
11	1300	Reserve Constable Class Graduation • Ashton Armories at 724 Vanalman Avenue

### LOOKING AHEAD

#### MARCH

7	1430	Police Board Meeting • Kirby Room
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#### APRIL

4	1430	Police Board Meeting • SPD Kirby Room
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#### MAY

2	1430	Police Board Meeting • SPD Kirby Room
25/26		2023 BCAPB Conference • Best Western Hotel, Nelson, BC

#### JUNE

6	1430	Police Board Meeting • SPD Kirby Room
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#### JULY

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

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

5	1430	Police Board Meeting • SPD Kirby Room
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#### OCTOBER

3	1430	Police Board Meeting • SPD Kirby Room
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#### NOVEMBER

7	1430	Police Board Meeting • SPD Kirby Room
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#### DECEMBER

5	1430	Police Board Meeting • SPD Kirby Room
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