



**SAANICH POLICE BOARD**  
**Public Meeting Minutes**  
Saanich Police Department · Virtual Meeting  
**Tuesday, May 2, 2023**

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**PRESENT:**

**Chair:** Mayor Murdock

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

**Staff:** Chief Constable D. Duthie, Deputy Chief Constables R. Warren and P. Douglas, Inspectors D. Harris, S. Morgan, D. Underwood, D. Robertson and J. Ko, Manager of Executive Services

**Recording Secretary:** A. De Medeiros

**REGRETS:** Ms. Niemi, D. Dyck, and S. Edwards

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The meeting was called to order at 1436 hours.

**1. TERRITORIAL ACKNOWLEDGEMENT**

Mayor Murdock read the prepared Territorial Acknowledgment.

**2. INTRODUCTION TO THE BOARD: STAFF SERGEANT TRINA STEVENS**

Chief Duthie introduced Staff Sergeant (SSgt.) Trina Stevens and highlighted her career with the Saanich Police Department and advised that, per the Board's previous decision, SSgt. Stevens was placed in the number one position for promotion to the rank of Inspector when a vacancy becomes available on the senior leadership team.

SSgt. Stevens thanked the Board for the opportunity and advised that she is looking forward to working closely with the Board in the future.

**3. APPROVAL OF AGENDA OF MAY 2, 2023**

**MOVED** by Ms. Murray and **SECONDED** by Mr. Cambridge "That the agenda of the May 2, 2023, Police Board Public Meeting be approved as circulated."

**CARRIED**

**4. ADOPTION OF MINUTES OF FEBRUARY 7, 2023**

**MOVED** by Mr. Jelks and **SECONDED** by Ms. King: "That the minutes of the February 7, 2023, Police Board Public meeting be adopted as circulated."

**CARRIED**

**5. CORRESPONDENCE**

No items.

## 6. NEW BUSINESS ARISING

### 6.1 Police Board Vice-Chair

Ms. Murray advised that, as a follow up to previous discussion and her recent Police Board Governance training, it is a requirement that the Board elect a Vice Chair to act on behalf of Mayor Murdock in the event that he is not able to attend meetings or other board matters.

**MOVED by Mr. Cambridge and SECONDED by Ms. King: "That Ms. Linda Murray be appointed Vice Chair of the Saanich Police Board."**

**CARRIED**

## 7. DIVISIONAL UPDATES (AS NEEDED)

No updates.

## 8. COMMITTEE REPORTS (AS NEEDED)

### 8.1 Finance

No updates.

### 8.2 Governance and Strategic Planning

Ms. Murray advised that as a follow up to the Board's workshop, the committee is currently working on a drafting a Service and Policy Complaint Policy for introduction at the next Board meeting.

### 8.3 Stakeholder Outreach

No updates.

### 8.4 Human Resources

Mr. Cambridge advised that the collective bargaining team has successfully negotiated a new contract with the Saanich Police Association effective January 1, 2023, to December 31, 2024. Mayor Murdock, along with fellow board members, thanked Mr. Cambridge and the SPD Executive Team for all their work in the negotiations.

### 8.5 CAPG

#### 8.5.1 2023/2024 CAPG Membership Dues

**MOVED by Mr. Cambridge and SECONDED by Ms. King: "That the 2023/2024 CAPG Membership Dues be approved for payment as circulated."**

**CARRIED**

#### 8.5.2 CAPG Governance Conference and AGM – St. Johns Newfoundland

Mr. Cambridge advised that he is interested in attending on behalf of the Board this August 2023. Discussion took place and as no other members were interested in attending, it was agreed that Mr. Cambridge attend.

**MOVED by Ms. Murray and SECONDED by Mr. Jelks: "That the Board approve the registration and attendance of Mr. Cambridge at the 2023 CAPG Governance Conference in St. John's Newfoundland in August 2023."**

**CARRIED**

## 9. OLD BUSINESS

### 9.1 Police Board Calendar of Events

Received for information.

### 9.2 Police Board Training

Mayor Murdock advised that he met with Director of Police Board Governance, David Pilling, regarding the board training currently underway. He noted that Ms. Murray and Mr. Cambridge are enrolled in the training. He further noted that it is an expectation of appointment. Mayor Murdock encouraged board members to register at their convenience.

Ms. Murray further added that, although time consuming and in depth, the training is helpful and relevant to what each member contributes.

### 9.3 Police Board Survey

Mayor Murdock further reminder the board that, on behalf of ministry staff, the Board is highly encouraged to complete the survey.

## 10. ADJOURNMENT AND DATE OF NEXT MEETING: JUNE 6, 2023

**MOVED by Ms. Murray and SECONDED by Ms. King "That the May 2<sup>nd</sup>, 2023, Police Board Public Meeting is adjourned at 1455 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.

  
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Chair