



SAANICH POLICE BOARD

Public Meeting Minutes

Saanich Police Department · Kirby Room

Tuesday, March 5th, 2024

PRESENT:

Chair: Mayor Murdock

Board Members: G. Beckett, J. Cambridge, C. Morton, L. Murray

Staff: Chief Constable D. Duthie, Deputy Chiefs R. Warren and P. Douglas, Inspectors, D. Underwood, P. Smith, and D. Kowalewich and J. Ko, Manager of Executive Services

Recording Secretary: A. De Medeiros

REGRETS: S. Edwards, D. Robertson

The meeting was called to order at 1435 hours.

1. TERRITORIAL ACKNOWLEDGEMENT

Mr. Cambridge read the prepared Territorial Acknowledgment.

2. APPROVAL OF AGENDA OF MARCH 5, 2024

MOVED by Mr. Morton and **SECONDED** by Mr. Cambridge: "That the agenda of the March 5, 2024, Police Board Public Meeting be approved as circulated."

CARRIED

3. ADOPTION OF MINUTES OF FEBRUARY 6, 2024

MOVED by Mr. Morton and **SECONDED** by Ms. Murray: "That the minutes of the February 6, 2024, Police Board Public meeting be adopted as circulated."

CARRIED

Chief Duthie introduced and provided a brief bio of new staff members, Ms. Melissa Scherrens in the position of Coordinator of Volunteers and Crime Prevention Programs and Mr. Jason Hallman as Communications Advisor, working alongside the Police Information Communications Officer.

The Board congratulated Ms. Scherrens and Mr. Hallman and welcomed them to the Department.

4. CORRESPONDENCE

4.1 Spectrum PAC re: Elimination of police liaison program
Received for information.

5. NEW BUSINESS ARISING

No items.

6. DIVISIONAL UPDATES

6.1 Administration Division Report

Inspector Stevens provided an overview of the completed and ongoing projects of the Administration Division and highlighted all the various functions and responsibilities of the Division.

Chief Duthie noted that, Inspector Stevens has been the Officer In Charge (OIC) of the Administration Division since her promotion to the rank of Inspector in the summer of 2023. Since then, she has successfully adapted to her role and managed what is one of the biggest Divisions in the Department. He further added that feedback from various members of the Division has been exceptional speaking to Inspector Stevens' leadership. The Board thanked Inspector Stevens for the update.

7. COMMITTEE REPORTS (AS NEEDED)

7.1 Finance

Ms. Murray advised there were no updates and that Chief Duthie, Ms. Ko and herself would be attending this evening's Council meeting for budget deliberations.

7.2 Governance and Strategic Planning

No items.

7.3 Stakeholder Outreach

7.3.1 Amended Stakeholder Outreach Committee Terms of Reference

Ms. Beckett advised that a committee meeting had taken place February 27th, 2024 in order to discuss the Committee's Terms of Reference as well as the collaboration with the Department and development of a work plan. It was the recommendation of the Committee that the Board approve the Terms of reference Amendments as presented.

MOVED by Ms. Beckett and SECONDED by Ms. Murray: "That the Saanich Police Board approve the amended Stakeholder Outreach Committee Terms of Reference as circulated March 5, 2024. "

CARRIED

7.3.2 Board Equity, Diversity, and Inclusion Training

Deputy Douglas advised that, as discussed at the February 27, 2024, Stakeholder Outreach meeting, Staff Development has identified two courses that would be appropriate for members of the Board to participate in. The identified online courses offer training on standardized terms and language as well as cultural awareness. The program details were provided for the Board's consideration and approval.

MOVED by Ms. Beckett and **SECONDED** by Ms. Murray: "That the proposed Equity, Diversity and Inclusion Training be made available to the Board for the Board's completion by of December of 2024. "

CARRIED

7.4 Human Resources

No items.

7.5 BCAPB

No items.

7.6 CAPG

Mr. Cambridge advised that the annual conference will be held August 8 – 11th in Halifax and discussion took place regarding whether any members would be interested in attending. Ms. Murray advised that she is interested in attending.

8. OLD BUSINESS

8.1 Board Calendar of Events

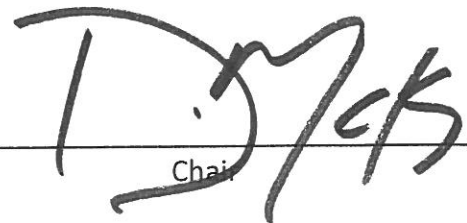
Received for information.

9. ADJOURNMENT AND DATE OF NEXT MEETING: MARCH 5, 2024

MOVED by Ms. Murray and **SECONDED** by Mr. Cambridge: "That the March 5th, 2024, Police Board Public Meeting is adjourned at 1514 hours and that the Board move to an in-camera meeting.

CARRIED

The next Police Board meeting will be held on Tuesday April 2, 2024, at 1430 hours.


Chair