



## NEW WESTMINSTER MUNICIPAL POLICE BOARD

February 23, 2016 @ 10:45 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Christine Dacre	
	Ms. Carla Hotel	
<b>STAFF:</b>	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector P. Hyland	
	Inspector T. Matsumoto	
	Inspector C. Mullin	
	Mr. M. Wilson	
	Ms. S. Gardner	Board Secretary
<b>GUEST:</b>	Ms. D. Dyer	
<b>REGRETS:</b>	Mr. Allen Domaas	

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#### 1. ADOPTION OF AGENDA

**MOVED AND SECONDED** (Puri/Hotel)

**THAT:** the Agenda for the Open meeting of the New Westminster Police Board be approved.

**CARRIED**

#### 2. CONSENT AGENDA

- 2.1. Approval of Minutes from January 19, 2016
- 2.2. Police Board Members Reports
- 2.3. CAPG 2016 Membership Renewal
- 2.4. Letter from EComm re Next Generation Radio Program
- 2.5. Financial Statement January - December 2015
- 2.6. Statistics: January 2016
- 2.7. Divisional Reports: January 2016

**MOVED AND SECONDED**

**THAT** items 2.3 and 2.6 be removed from the Consent Agenda; and

**THAT** the remaining consent agenda items be approved.

**CARRIED**

**ITEMS REMOVED FROM THE CONSENT AGENDA**

**2.3 CAPG 2016 Membership Renewal**

Board member Puri commented on the increase in annual dues and the benefit of renewing by the March 1, 2016 date.

**MOVED AND SECONDED** (Puri/Dacre)

**THAT:** The membership renewal for the Canadian Association of Police Governance for the year 2015 be approved.

**CARRIED**

**2.6 Statistics: January 2016**

Board member Puri queried the increase in robberies. Staff noted that robberies increased by one over the previous January and are within the expected monthly range.

**3. ONGOING BUSINESS/DISCUSSION**

**3.1. BCAPB Conference & AGM – Nelson, BC May 26-28, 2016**

The following Board members confirmed their intention to attend the BCAPB Conference and AGM: Christine Dacre, Carla Hotel, Baj Puri and Allen Domaas.

- **AGM Resolutions – estimated due date May 2, 2016**

The item will be returned for review on the March agenda.

**3.2. CAPG Conference & AGM – Ottawa, ON Aug 12-14, 2016**

Attendees confirmed: Baj Puri. Preliminary interest to attend from other board members, item to be brought forward at a future meeting.

- **AGM Resolutions – due date May 13, 2016**

The item will be returned for review on the March agenda.

**3.3. Governance**

**Governance Calendar – Human Resources & Training Update – D/Chief Jansen  
Human Resources:**

The police department is now up to its full complement of 112 sworn members. This number includes four recruits that are attending Block Training at the JIBC. Two officer retirements are anticipated in 2016. The organization anticipates the hiring of two recruits for the Justice Institute training class in May 2016.

**Training:**

Sworn members are required to attend four mandated training days per year for the purposes of annual qualification and training. Criteria used include, Use

of Force, Driving, Rapid Deployment of Firearms, and Risk Management & Conflict Resolutions. Training also covers job specific training, recertification training and roll-call training.

**Review of Board Skills Matrix**

The board reviewed the working draft skills matrix to be used to assist in board member appointments and identifying core competencies required. The addition of Information Technology competency was proposed.

Agreed: Addition of new column, *OTHER* and the elimination of *Problem Solving Skills*. The matrix will be added to the Governance Manual and reviewed on a yearly basis.

**Review of Board Evaluation Tool**

Discussion ensued. In general, board members supported the document. Chair Coté noted the questionnaire will become the Annual Board Evaluation document.

Agreed: Agree/Disagree be replaced with a sliding Scale 1 to 5.

Removal of: *The Board effectively evaluates the Executive Assistant's performance.*

**Action items:**

- Executive Asst forward a revised draft Board Skills Matrix to members for completion and discussion at the next board meeting.
- Executive Asst forward a revised draft Evaluation Tool document to the Board for further review.

**4. NEW BUSINESS**

**4.1. BC Provincial Policing Standards**

- BCPPS 4.1.1 Video Surveillance Recordings in Police Buildings

Correspondence forwarded to BC Police Services advising that NWPB is in compliance with Provincial Policing Standards BCPPS 4.1.1.

**4.2. School Liaison Vehicle – D/Chief Jansen**

The NWPB applied for and was awarded a vehicle through the BC Civil Forfeiture Grant Program. The vehicle was forfeited under BC's Civil Forfeiture Act. The B.C. act allows the director of forfeiture to take civil court action against property deemed to be proceeds of unlawful activity or an instrument of unlawful activity. The vehicle will be used for the purpose of supporting crime reduction and awareness programs through the NWPB school liaison program.

**4.3. Commercial Truck Route Update – D/Chief Jansen**

On February 1, 2016 Front Street closed to all vehicular traffic for several months while work on deconstruction of the Front Street Parkade takes place. The

NWPD Traffic Unit and Commercial Vehicle Unit are engaging driver and carriers in providing direction and education regarding alternate routes. A report will be submitted by the traffic department in March to identify the issues and concerns resulting from the closure of Front Street, and to present potential solutions.

**5. CORRESPONDENCE/INFORMATION**

- 5.1. BC Police Services Division Annual Publication - Police Resources in BC, 2014**  
<http://www2.gov.bc.ca/assets/gov/law-crime-and-justice/criminal-justice/police/publications/statistics/2014-police-resources.pdf>

**ADJOURNMENT of Open Meeting**

Chair Jonathan Coté adjourned the meeting at 11:30 a.m.

**Next meeting:** March 15, 2016  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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MAYOR JONATHAN COTE  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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