



## NEW WESTMINSTER POLICE BOARD

OPEN AGENDA

Tuesday, 16 November, 2021 at 1400

Council Chamber, New Westminster City Hall and

By Zoom: <https://us02web.zoom.us/j/88644230155>

✓ Indicates Attachment

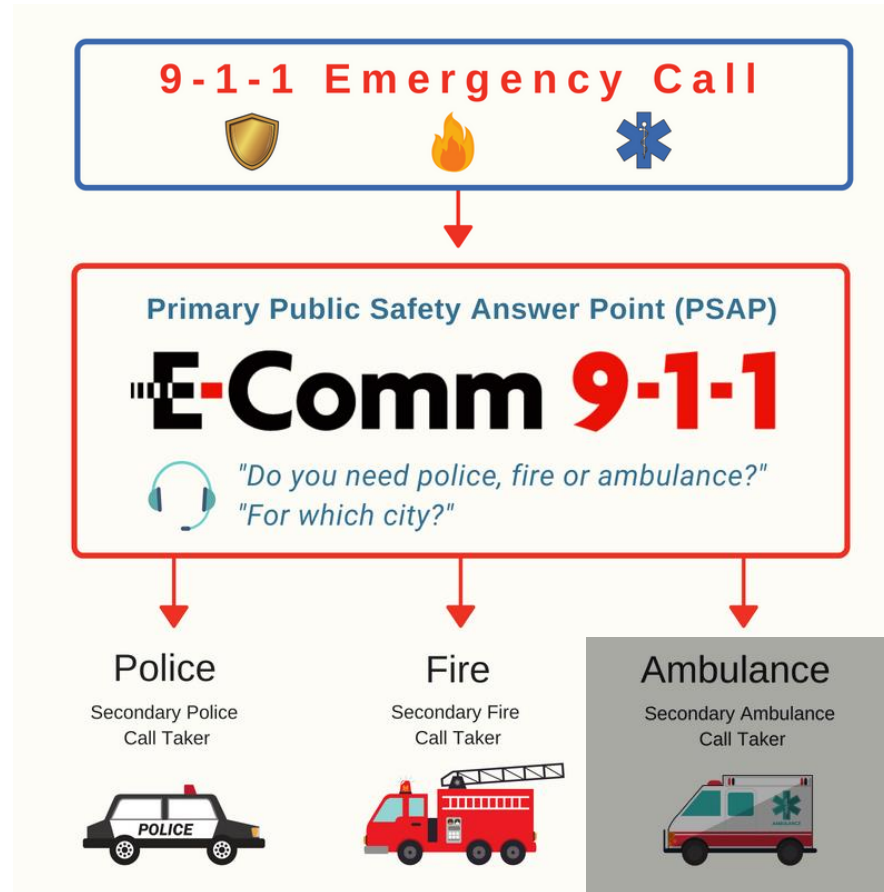
<b>1</b>	<b>ADOPTION &amp; PRESENTATIONS</b>	
✓	1.1 Adoption of Open Agenda: 16 November, 2021	<i>Police Board</i>
	1.2 2020 Alexa and Distracted Driving Awards Presentation	<i>Chief Constable Jansen</i>
✓	1.3 E-Comm Presentation: <i>Oliver Grüter-Andrew, President &amp; CEO</i>	
	1.4 Delegations:	
	1.4a <i>Quentin Vandermerwe, Downtown Resident Association</i>	
	1.4b <i>Patrick Service, Kruger Products</i>	
<b>2</b>	<b>CONSENT AGENDA</b>	<i>Police Board</i>
✓	2.1 Approval of Open Minutes: 19 October, 2021	
	2.2 Police Board Member Reports	
✓	2.3 Policy	
✓	2.4 Statistics: October 2021	
✓	2.5 Police Board Correspondence:	
	2.5a Letter from New Westminster Downtown BIA	
	2.5b Letters from Sapperton Business Association	
	2.5c Letter from Kruger Products L.P.	
	2.5d Letter from CAPG re 2021 Conference	
	2.5e 2020/2021 Annual Report of the Office of the Police Complaint Commissioner (OPCC)	
✓	2.6 PSSG Letter re BC Provincial Policing Standards on Police Stops (BCPPS 6.2.1) and Response from Vancouver Police Department	
<b>3</b>	<b>ONGOING BUSINESS</b>	
✓	3.1 GOVERNANCE: 2022 Budget Approval	<i>Jacqueline Dairon</i>
	3.1a Capital Budget	
	3.1b Operational Budget	
<b>4</b>	<b>NEW BUSINESS</b>	
✓	4.1 Indigenous Land Acknowledgment	<i>Inspector McDaniel</i>
	<b>NEXT MEETING</b>	
	<b>Date:</b> Tuesday, 18 January, 2021 at 0930	
	<b>Location:</b> Council Chamber, New Westminster City Hall and by Zoom	
	<b>ADJOURNMENT OF OPEN MEETING</b>	

A nighttime photograph of emergency vehicles. In the foreground, a police car is visible with its red and blue lights flashing. Behind it, an ambulance is parked with its red lights on. The scene is dark, with the primary light sources being the emergency vehicle lights.

## 9-1-1 Answering and Delays

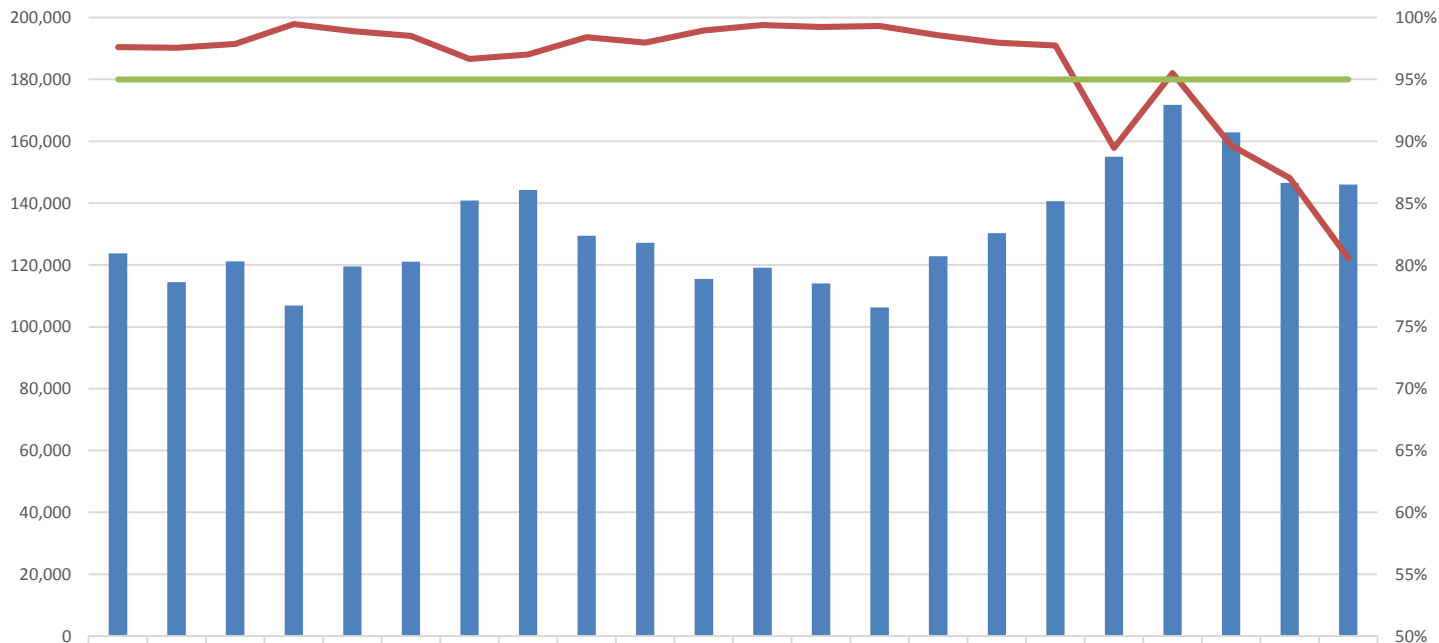
### New Westminster Police Board - November 16, 2021

# How 9-1-1 works



# 911 Service Levels

LMD 911 Calls Answered and Service Levels to October 31, 2021



**911 Target: 95/5**

95% of calls answered  
in 5 seconds

Oct 2021 Service level:  
81%

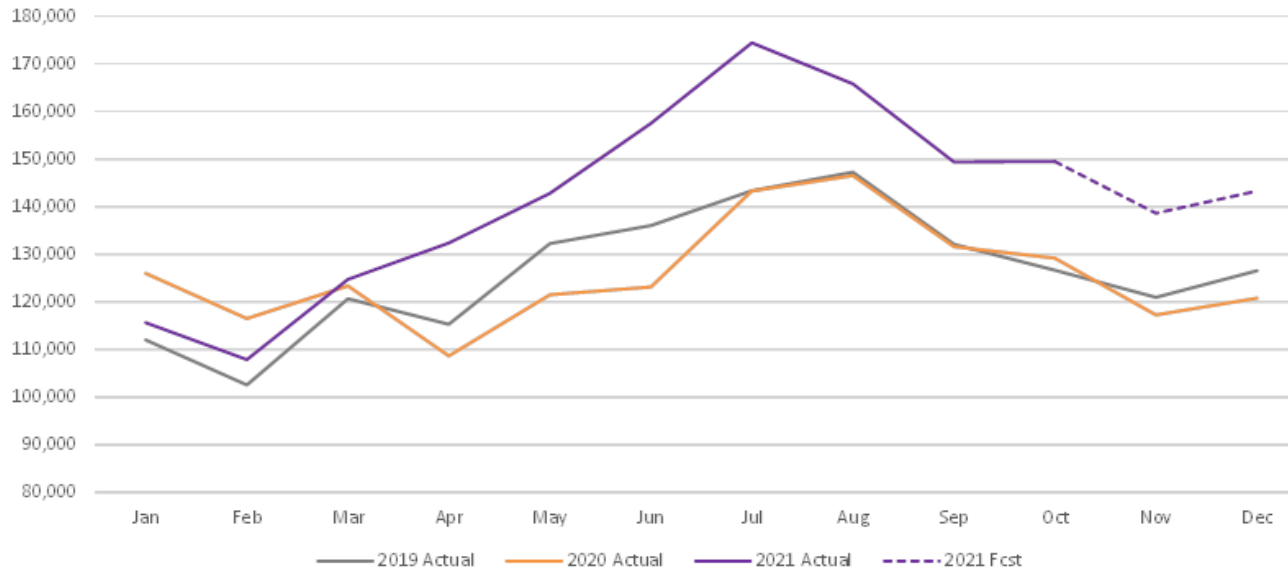
Oct 2021 – 15.7%  
increase in call volume  
over Oct 2020

**AHT: 118.2s in Oct  
2021 vs. 49.5s in Oct  
2020**



# 911 Call Volumes Increasing

911 LMD volume - forecasts vs 2019-20 and 2021 actual



All regions 9-1-1 call volumes have increased 10% over 2020 from Jan-Jul and 22% over 2020 in the last 3 months.

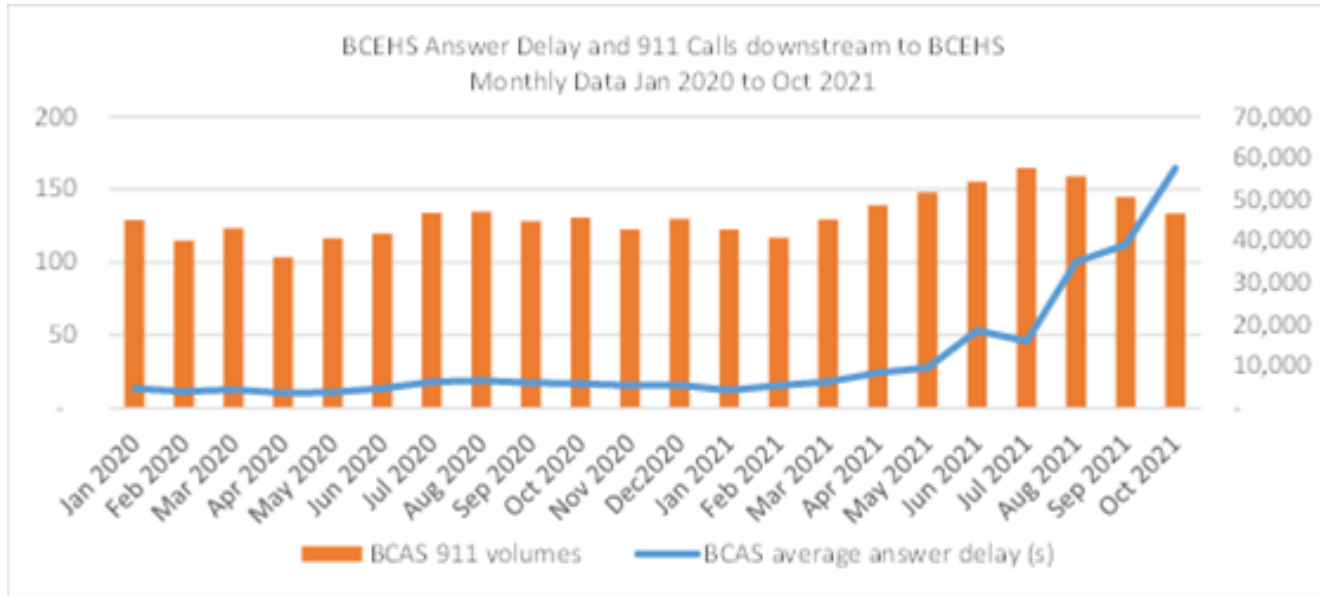
But 2020 was the outlier year with no growth YoY.

Communities are 'catching up' as life goes back to normal.

BCEHS volume has been significantly increasing over the last 2 years, 16% higher (Jan-Jul) when compared to 2020 and 43% higher when compared to 2019.



# 911 BCEHS Downstream Wait Times Increasing



2019 avg. BCEHS answer delay was 15 secs.

Since Apr 2021, answer delay has exceeded 20 secs with Aug average figure at 86 secs.

The frequency and duration of long delays have increased every month (except for Jul).



# BCEHS call answer delay impact on 9-1-1 staffing and staff budgets.

- Very high 9-1-1 Service Level (95% of calls answered within 5 seconds) drives need for high staffing numbers
- Meeting workload demand (which is calculated as Average Call Handle Time (AHT) x Call Volume) becomes untenable during certain high peak intervals in the day, in recent months
- Analysis shows every additional 10 seconds of AHT requires 4-6 staff FTE to meet Service Level
- 2021 9-1-1 staffing budget is 47 FTEs. An AHT of 65 seconds equates to 57 FTEs.
- The average AHT for August was 86 seconds which would have required ~ 70 FTE, equating to a shortfall of 23 FTE (~50% over budget)



# E-Comm/BCEHS joint mitigation efforts

## Implemented:

- Priority queue for urgent scenarios requiring escalated support
- Emailed forms for abandoned EHS 9-1-1 calls and ambulance cancels
- Priority queue upgrade (ANI/ALI) and additional trunks to reduce busy signals

## In progress:

- New and Follow-up queues for EHS dispatchers to improve efficiency
- RAN recordings and E-Comm call taker scripting to improve public experience

## Under evaluation:

- Additional trunk lines to reduce busy signals for LMD and Interior callers
- CAD to CAD data transfer to replace forms and improve EHS efficiency
- EHS staff onsite at Pender to provide triage/support during hold times







## NEW WESTMINSTER MUNICIPAL POLICE BOARD

October 19, 2021 at 0930

Via ZOOM

### MINUTES of Open Meeting

<b>PRESENT:</b>	Mayor Jonathan Côté	Chair
	Ms. Heather Boersma	
	Mr. Karim Hachlaf	
	Ms. Shirley Heafey	
	Mr. Sasha Ramnarine	
<b>STAFF:</b>	Chief Constable Dave Jansen	
	Deputy Chief Paul Hyland	
	Inspector Trevor Dudar	
	Inspector Diana McDaniel	
	Inspector Chris Mullin	
	Inspector Andrew Perry	
	Ms. Jacqueline Dairon	Finance Supervisor
	Ms. Heather Corbett	Acting Board Secretary

The meeting was called to order at 9:30am.

#### 1. ADOPTION

##### 1.1. Adoption of Open Agenda: 19 October, 2021

##### MOVED AND SECONDED

THAT The New Westminster Police Board approve the October 19, 2021, Open Agenda.

**CARRIED**

##### 1.2. Delegations

There were no Delegations.

#### 2. CONSENT AGENDA

##### 2.1. Approval of Open Minutes: 21 September, 2021

##### 2.2. Police Board Member Reports

##### 2.3. Statistics: September 2021

**2.4. Proposed 2022 Administration Fees**

**2.5. Proposed 2022 Police Board Meeting Dates**

**2.6. Correspondence**

- c) E-Comm 2020 Annual Report
- d) CAPG 2023 Conference Call for Proposals

**MOVED AND SECONDED**

THAT Item 2.6a and 2.6b be removed from the Consent Agenda;

THAT the New Westminster Police Board accept the On-Table correspondence as 2.6f; and,

THAT the New Westminster Police Board approve the remaining items on the Consent Agenda.

**CARRIED**

**ITEMS REMOVED FROM CONSENT**

**2.7. Correspondence**

- a) Letter from New Westminster Downtown Residents Association
- b) Letter from Community Member
- f) On-Table Letter from Community Member

Police Board members thanked the community for the correspondence and noted that all three letters note concerns with safety and the conditions in the downtown New Westminster area. Staff were asked to provide some perspective on how these issues are being viewed and handled by the NWPB.

Chief Constable Jansen provided some comments in response, covering the following topics:

- Homelessness and the NWPB's role, as identified by policy, and by using a compassionate approach;
- Open drug use, the role of front line officers on this issue, and the development of guidelines and principles regarding safe drug supply;
- The increase in population in New Westminster and associated issues;
- The City's work on five areas, and the NWPB's involvement in these areas:
  - Need to improve general cleanliness and the provision for 24 hour, public toilets in the Downtown;
  - Homeless outreach and added emergency shelter capacity;
  - Opioid epidemic and illicit drug response;
  - Business support and engagement;

- Need to work with Fraser Health in addressing mental health issues which are contributing to increasing homelessness and illicit drug use;
- The NWPB operational review, being completed by a consultant team, which will be the most extensive and exhaustive review of all areas of the NWPB, including:
  - NWPB organizational structure and span of control including possible efficiencies through re-alignment of Department priorities or structural changes;
  - Human resourcing, including current and future optimum staffing and deployment, related to service demands, crime severity, population, demographics, and geography;
  - Operational deployment data related to calls for service, response times, proactive policing time, administrative time, workload by time of day, day of week including comparisons to industry standards and best practices;
  - Analysis on work conducted by sworn and civilian support units and services to determine optimized level of support to frontline operations;
  - The Department's human resource management, recruiting, retention, talent management and professional development systems. review occurring;
- General comments on crimes being committed, including statistics from Vancouver PD on the correlation between mental health and the potential for being a victim of crime.

Discussion ensued and the Police Board provided the following feedback:

- Appreciation was shown for the community concerns surrounding safety and the notion of a compassionate approach by the NWPB with respect to homelessness;
- Supportive of the City's approach of a housing first strategy - while it doesn't address mental health issues, it is an important starting point;
- There are strong points to concentrate on, including finding opportunities to collaborate; providing the community with access to community supports, and the NWPB's ongoing commitment to compassion within the community;
- The upcoming collaboration between the City and the Canadian Mental Health Association (CMHA) regarding alternative crisis health care management will be a positive step forward. More information will be brought to Council within the next month and will come to the Police Board as well.

**MOVED AND SECONDED**

THAT The New Westminster Police Board receive the correspondence.

**CARRIED**

**3. ONGOING BUSINESS**

**3.1. Loud Vehicle Report**

Inspector Dudar, Patrol Division, provided a brief summary of the report, highlighting the following items:

- Scope of the issue
- Vehicle Noise Standards
- Enforcement and Powers
- Vehicle Inspection and Decibel Meters
- Case Law
- Current Status and Approach

In addition, Chief Constable Jansen noted that, in writing the report, staff had looked for statistics to include; however, as the most common way of reporting loud vehicle offences are Notice of Orders, these are time-consuming to review because they are obtained through a manual process.

Discussion ensued and the Police Board noted that the majority of complaints received are usually in specific places and during the summer, when windows are most often ajar. Therefore, the possibility of implementing a public communication program next summer (with the City Bylaws department) for loud vehicle noise mitigation may be in order.

**MOVED AND SECONDED**

THAT The New Westminster Police Board receive the “Loud Vehicle Report” for information; and

THAT NWPB communications and traffic staff be directed to work City communications and Bylaws to target enforcement and education and report back to the Police Board with a strategy in Spring 2022.

**CARRIED**

**4. NEW BUSINESS**

There was no new business.

**ADJOURNMENT of Open Meeting**

Chair Jonathan Cote adjourned the meeting at 10:03 hrs.

**Next meeting**

The next meeting of the New Westminster Police Board will take place on November 16, 2021 at 1400, in Council Chambers at New Westminster City Hall.

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MAYOR JONATHAN COTE  
CHAIR

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HEATHER CORBETT  
RECORDING SECRETARY

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# Professional Development & Increment Program

**AB120**

Revised: November, 2021

**AB120****Risk Assessment: Low**

## **POLICY**

1. The New Westminster Police Department will provide limited financial assistance to those employees, sworn and civilian, interested in expanding their education and training through enrollment in approved courses.
2. All full-time employees of the New Westminster Police Department (NWPD) who meet the requirements of this policy are entitled to request the reimbursement of tuition or course fees. Tuition requests for the increment program have an annual maximum of \$750. Requests outside the increment program or paid department training program require an advanced education letter of request, approval, and a letter of agreement and may require a service commitment. Advanced education requests will be reviewed by the senior management team and approval will be based on budget availability and course relevance. All reimbursements will be provided upon successful completion of approved courses.
3. Sworn members of the NWPD are further entitled to Increment benefit pay increases as is governed by this Policy and the Collective Agreement between the New Westminster Municipal Police Board and the NWPOA.

## **REASONS FOR POLICY**

4. To ensure all NWPD employees are aware of the professional development benefits available to them including:
  - a) Approved courses;
  - b) Selection criteria;
  - c) Application process;
  - d) Reimbursement guidelines;
  - e) Service commitments; and
  - f) Increment payment for Sworn Members.

5. Professional Development is a shared responsibility between the member and the employer. The guiding principles of Professional Development are to:
- a) Enhance the knowledge skills, abilities and the professional development of members;  
and
  - b) Meet the succession, development, and leadership requirements of the department.

### Calls for Service

	Sept	Oct	Oct avg range	YTD 2020	YTD 2021	YTD +/-	YTD % chg
Queensborough (NWA)	163	148	130-179	1347	1459	112	8%
West End (NWB)	148	156	176-199	1739	1510	-229	-13%
Mid-Uptown (NWC)	538	579	592-632	5659	5584	-75	-1%
Downtown (NWD)	362	424	344-448	3882	4052	170	4%
East End (NWE)	212	207	222-279	2332	2049	-283	-12%
Water (NWF)	0	0	0-1	4	4	0	-
Skytrain Stns (NWG)	39	32	19-31	278	313	35	13%
Spec. Locations (NWH)	113	133	132-136	1214	1163	-51	-4%
Other	20	8	19-39	244	211	-33	-14%
<b>Total Calls For Service</b>	<b>1595</b>	<b>1687</b>	<b>1666-1912</b>	<b>16699</b>	<b>16345</b>	<b>-354</b>	<b>-2%</b>

Above normal range

Within normal range

Below normal range

### Monitored Occurrence Types

	Oct 2021	Oct 2020	Oct avg range	2021 YTD	2020 YTD	+/-	% change
<b>Persons Crimes</b>							
All Persons Offences	84	75	41-89	866	792	74	9%
Assault	52	34	20-47	433	404	29	7%
Domestic Violence	47	42	44-58	488	487	1	0%
Family Violence	19	23	24-34	214	238	-24	-10%
Robbery	4	3	0-5	48	26	22	85%
Sex Assaults	4	9	2-8	48	50	-2	-4%
Indecent Acts	4	1	0-4	26	27	-1	-4%
Other Sex Offences	1	2	1-3	25	30	-5	-17%

<b>Property Crimes</b>	<b>Oct 2021</b>	<b>Oct 2020</b>	<b>Oct avg range</b>	<b>2021 YTD</b>	<b>2020 YTD</b>	<b>+/-</b>	<b>% change</b>
<b>All Property Offences</b>	276	308	232-322	2539	2569	-30	-1%
<b>Break and Enter – Total</b>	32	53	26-50	287	332	-45	-14%
<b>Break and Enter – Business</b>	20	23	11-25	170	152	18	12%
<b>Break and Enter – Residence</b>	4	14	9-13	50	83	-33	-40%
<b>Break and Enter – Other</b>	8	16	5-14	65	95	-30	-32%
<b>Theft of Vehicle</b>	15	16	15-25	109	131	-22	-17%
<b>Recovered Stolen Vehicle</b>	2	6	3-9	28	35	-7	-20%
<b>Theft From Vehicle</b>	70	84	54-93	670	772	-102	-13%

<b>Drug Offences</b>	<b>Oct 2021</b>	<b>Oct 2020</b>	<b>Oct avg range</b>	<b>2021 YTD</b>	<b>2020 YTD</b>	<b>+/-</b>	<b>% change</b>
<b>Drug Possession (all)</b>	3	2	5-11	34	28	6	21%
<b>Trafficking (all)</b>	3	2	0-2	31	27	4	15%

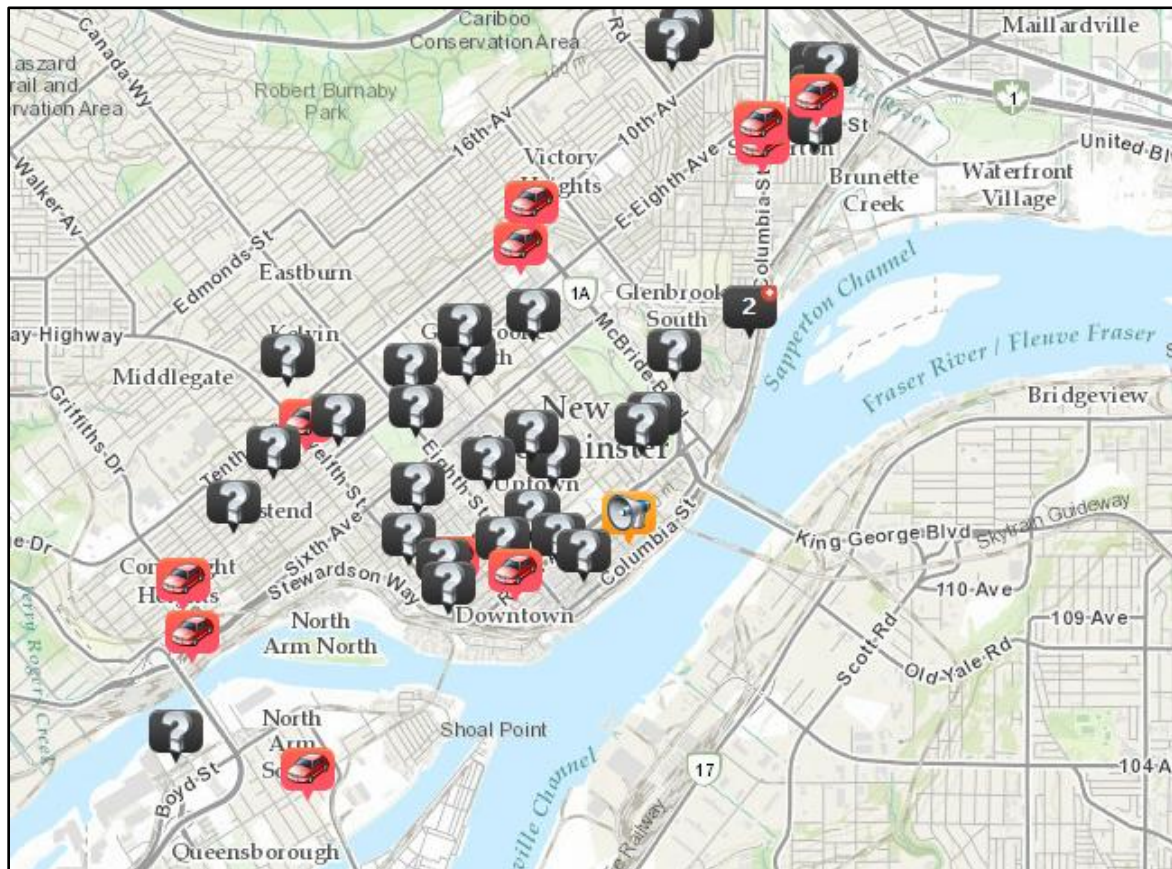
<b>Other Crimes</b>	<b>Oct 2021</b>	<b>Oct 2020</b>	<b>Oct avg range</b>	<b>2021 YTD</b>	<b>2020 YTD</b>	<b>+/-</b>	<b>% change</b>
<b>Possession of Firearms</b>	0	2	0-2	5	25	-20	-80%
<b>Possession of Weapons</b>	7	8	0-6	65	61	4	7%
<b>Hate Motivated Crime</b>	0	0	0-1	1	3	-2	-



Other Non-Criminal	Oct 2021	Oct 2020	Oct avg range	2021 YTD	2020 YTD	+/-	% change
Missing Persons	9	21	14-19	133	115	18	16%
Missing Persons – High Risk	5	8	8-17	64	61	3	5%
Mental Health related (study flag B)	74	38	41-67	696	479	217	45%
Mental Health related (s. 28 arrests)	37	22	23-41	375	277	98	35%
Disturbed Person/Att. Suicide	52	44	58-75	528	555	-27	-5%
Sudden Deaths	13	16	6-11	130	108	22	20%
Domestic Dispute – No Assault	29	35	30-58	369	411	-42	-10%
Street Checks			0			0	#DIV/0!
Overdoses	2		2	17	8	9	113%
	Oct 2021	Oct 2020	+/-	2021 YTD	2020 YTD	+/-	% change
Homelessness-related files	17		17	110	n/a	n/a	n/a

Traffic/Driving	Oct 2021	Oct 2020	Oct avg range	2021 YTD	2020 YTD	+/-	% change
Collision - Non-fatal Injury	5	5	10-17	100	76	24	32%
Collision - Fatal				0			
Collision - Damage under \$10,000	33	28	n/a	285	265	20	8%
Collision - Damage over \$10,000	5	4	n/a	66	49	17	35%
Impaired Driving	0	4	10-27	85	41	44	107%
IRP	35	14	13-18	170	110	60	55%

## Collision Locations (all types)



Statistics in this report are compiled from the Police Records Information Management Environment (PRIME) and reflect the most current information available at the time of writing regarding incidents reported to or discovered by the New Westminster Police Department. The data is subject to change if continuing investigation, Quality Assurance review, or Statistics Canada policies require an incident(s) to be reclassified.

**Heather CORBETT**

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**From:** Karima Jivraj <president@downtownnewwest.ca>  
**Sent:** October-20-21 11:35 AM  
**To:** Police Board Mailbox  
**Cc:** clerks@newwestcity.ca; NWCPK Kendra Johnston (Downtown New Westminster BIA); Karima Jivraj  
**Subject:** Downtown BIA - letter regarding concerns  
**Attachments:** Downtown New West BIA Letter to Police Board October 18 2021.pdf

Good morning,

Please find attached a letter from the Downtown New Westminster BIA with regards to concerns from our membership.

I would appreciate the opportunity to speak to the board directly (in person or via Zoom) to address these concerns and discuss constructive solutions.

Regards,

Karima Jivraj  
President  
Downtown New West BIA



October 18<sup>th</sup>, 2021

New Westminister Police Board  
Via email to [nwpb@nwpolice.org](mailto:nwpb@nwpolice.org)

Dear Police Board,

On behalf of the Board of Directors of the Downtown New West BIA I am writing to bring to your attention several concerns we are hearing from our membership.

Our BIA hears from businesses regularly regarding E-comm wait times for non-emergency calls. While businesses are aware that they can file reports to the New West Police Service online, the online reporting system has several limitations (i.e. if there is a suspect, description, photo and/or video, or if the theft is over \$5000, then the business must call to report). Businesses have mentioned that they have waited more than 90 minutes to reach anyone by phone in recent months.

Businesses have also informed us they are experiencing increased theft and vandalism since the beginning of the pandemic. However due to the challenges with reporting these incidents, many don't want to spend the time or undertake the additional stress of engaging with the current reporting system. Unfortunately, the current system fails to support businesses.

We have been told that only 6 to 8 officers are on patrol across the entire City on any given shift. Businesses want to see more police presence within our Downtown area during this extremely challenging time, in order to deter crime and increase response time.

Many social issues are contributing to the challenges in Downtown New West as well, with increased homelessness and people sleeping on the streets in front of or adjacent to businesses regularly. We understand that Council is looking to provide extra supports to our Downtown to address these issues, and is exploring how to police our City differently, we would very much like to be a part of those conversations.

**DOWNTOWN**  
**NEW WESTMINSTER**

Businesses need more support from the New Westminster Police Service, and we'd like to request the opportunity to talk through concrete solutions that can be implemented in a timely manner.

Sincerely,  
Downtown New West BIA



Karima Jivraj  
President [president@downtownnewwest.ca](mailto:president@downtownnewwest.ca)

CC: Mayor & Council of the City of New Westminister [clerks@newwestcity.ca](mailto:clerks@newwestcity.ca)

October 20th, 2021

To the New Westminster Police Board, [nwpb@nwpolice.org](mailto:nwpb@nwpolice.org)

**RE: Increasing level of criminal and mental Health issues in the city.**

To whom it may concern,

I am writing this on behalf of the Sapperton Business Association. We wish to bring to your attention the issues and concerns we are dealing with in the Sapperton business area.

Over the last couple of years, we have experienced an increasing number of issues regarding both criminal and mental health activity. It's affecting our businesses survival and the safety of their staff and their patrons well being. We have experienced thefts, attacks on employees, property damage, drug trafficking, drug usage, vandalism, graffiti, feces, homeless people camping in doorways etc., etc.

We are aware that a lot of this information is not getting to you anymore as there are challenges on reporting these incidents. In the past we have had the ability to communicate in a timely manner and had the ability to get quick responses through both the non-emergency line or 911. Now we are experiencing 90 to 120 minute wait times on the non-emergency line and a shortage of available officers. We are aware that businesses can file reports online through to the New West Police Service online reporting system however it is limited to what can be shared and is limited to thefts under \$5000. Often these matters are related to mental health and/or a matter needing a timely response.

What we need is a direct line to police service and better police presence in our area. Our small businesses are not equipped or encouraged to deal with these situations themselves; it is not safe to do so. We understand that the city is looking to provide extra supports to our businesses however it is not soon enough. If we don't help these businesses soon, they will disappear entirely. Their property taxes are not sustainable and the increase cost to operate is making it unsustainable for them.

It is no secret that little things lead to bigger things and if we continue to ignore them or allow this behaviour to continue then we are only supporting and encouraging these actions. We are asking for more support from the police department and we also wish to extend the opportunity to work with the police board to find solutions. Without your assistance these matters will only increase in nature.

Respectfully,  
Sapperton Business Association

Guy Ciprian  
Managing Director

CC: Mayor & Council, City of New Westminster and Gord Hobbs, President, Sapperton Business Assoc.

What we need is a direct line to police service and better police presence in our area. Our small businesses are not equipped or encouraged to deal with these situations themselves; it is not safe to do so. We understand that the city is looking to provide extra supports to our businesses however it is not soon enough. If we don't help these businesses soon, they will disappear entirely. Their property taxes are not sustainable and the increase cost to operate is making it unsustainable for them.

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Respectfully,  
Sapperton Business Association

Guy Ciprian  
Managing Director

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## Heather CORBETT

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**From:**  
**Sent:** October-20-21 8:01 PM  
**To:** Police Board Mailbox  
**Cc:** clerks@newwestcity.ca; office@capsbicycleshop.com  
**Subject:** RE: Increasing level of criminal and mental Health issues in the city.  
**Attachments:** letter to guy.docx; Sapperton BA Letter to Police Board\_October 20\_2021.pdf

Hello again,

I would like to add the following letter from Gord Hobbis, Cap's Bicycle and President of the Sapperton Business Association.

Thanks,  
Sapperton Business Association

Guy Ciprian  
Managing Director

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**From:**  
**Sent:** October 20, 2021 5:46 PM  
**To:** 'nwpb@nwpolice.org' <nwpb@nwpolice.org>  
**Cc:** 'clerks@newwestcity.ca' <clerks@newwestcity.ca>; 'office@capsbicycleshop.com' <office@capsbicycleshop.com>  
**Subject:** Increasing level of criminal and mental Health issues in the city.

To the New Westminster Police Board,

I am writing this on behalf of the Sapperton Business Association. We wish to bring to your attention the issues and concerns we are dealing with in the Sapperton business area.

Over the last couple of years, we have experienced an increasing number of issues regarding both criminal and mental health activity. It's affecting our businesses survival and the safety of their staff and their patrons well being. We have experienced thefts, attacks on employees, property damage, drug trafficking, drug usage, vandalism, graffiti, feces, homeless people camping in doorways etc., etc.

We are aware that a lot of this information is not getting to you anymore as there are challenges on reporting these incidents. In the past we have had the ability to communicate in a timely manner and had the ability to get quick responses through both the non-emergency line or 911. Now we are experiencing 90 to 120 minute wait times on the non-emergency line and a shortage of available officers. We are aware that businesses can file reports online through to the New West Police Service online reporting system however it is limited to what can be shared and is limited to thefts under \$5000. Often these matters are related to mental health and/or a matter needing a timely response.



Cap's Bicycle Shop  
434a East Columbia Street  
New Westminster, B.C.

October 20,2021

Dear New Westminster Police Board,

Thank you for taking your time to listen to the concerns of local business groups. I write this letter to add more detail to what you are hearing.

The Sapperton business area is where my business is. The challenge we face is an increasing emboldened attitude of the less fortunate. The social norms of politeness are gone. It is a daily occurrence to witness public urination and defecation in our parking lot, harassment of customers and passers by, theft and other acts of depravity that defy description.

This is a dangerous situation that will eventually lead to personal harm for those that get involved. I have been attacked with knives and pepper spray on more than one occurrence. Now, out of a fear for my well being, I do not approach anyone experiencing a difficulty.

This is where the business people in the Sapperton neighbourhood need our elected municipal government to stand up and find the solution that makes Sapperton a safe and attractive area for shopping and socializing. Our government is obligated to represent the citizens and business people of New Westminster along with those experiencing homelessness and addiction.

To this end I encourage the Police Board and the City to embark on a program that can provide:

- A HelpLine that business can call (let's not call the police for mental health issues) to bring help to those in distress who need it quickly.
- Increase presence on our city streets to halt nuisance and vagrant behaviors.
- A Liaison officer to coordinate efforts between the SBA and the Royal Columbian Mental Health Dept.
- A project that brings NWPd onto the street visiting business with the aim to improve Crime Prevention Through Environmental Design.
- The City to provide grants and rebates to business that improve their area through CPTED and have security cameras installed at their cost but are regularly accessed by NWPd to solve other crimes.

Without a partnership that builds a win for the residents, the City and the business we cannot proceed with the status quo. Business will move to areas with less crime. I have experienced this first hand with a second location in Port Moody that has NEVER been the victim of break in attempts, graffiti, public defecation, threats of violence and most other forms of moral repugnancy.

Sincerely,

Gordon Hobbs, Owner Cap's Bicycle Shop

## Letter from Kruger Products

**Heather CORBETT**

---

**From:** Mark Evans  
**Sent:** October-22-21 6:47 PM  
**To:** Police Board Mailbox  
**Cc:** clerks@newwestcity.ca  
**Subject:** Concerns to New Westminster Police Board  
**Attachments:** 2021-10-22 - Concerns to NW Police Board.pdf

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October 22, 2021

New Westminster Police Board  
Via e-mail: [nwpb@nwpolice.org](mailto:nwpb@nwpolice.org)

**Re: Increase in Criminal Activity**

Dear Police Board,

I wanted to lend my voice in support of the various Business Associations in the City who I know have written to you regarding the disturbing increase in criminal activity we are experiencing in New Westminster. This year we have seen a real surge in unauthorized intruders, fires at our property line, catalytic converter thefts and even vehicle thefts. We have also experienced the significant delays in reaching the police non-emergency line that others have mentioned. Our employees have expressed concerns about their safety in our parking lots as they make their way to/from work in the mill. To respond to these concerns we have added extra contract security coverage, improved lighting, and added additional security cameras. These fixes come at a significant cost to our business at a time when we are feeling squeezed with significant cost input pressures.

The Police Department has responded to our concerns but, I get the impression that they are resource constrained. The wetter weather in the winter typically slows down the rate that we see intruders on our site. But I am fearful of what next Spring will bring if nothing is done.

We would be happy to take part in discussions about what can be done to improve the situation for the City as a whole.

Thank you,



Mark Evans  
General Manager  
Kruger Products L.P. - Western Manufacturing Division

CC: Mayor & Council of the City of New Westminster via [clerks@newwestcity.ca](mailto:clerks@newwestcity.ca)

**Heather CORBETT**

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**From:** Rebecca Boss <communications@capg.ca>  
**Sent:** October-19-21 8:33 AM  
**To:** Heather CORBETT  
**Subject:** Letter from CAPG Conference Committee Chair  
**Attachments:** New Westminster Police Board.pdf

Hi Heather,

I am attaching a letter sent on behalf of Carole McDougall, Chair of the CAPG 2021 Conference Committee.

Looking forward to working together again soon. Stay well!

Best regards,

Rebecca



**Rebecca Boss**

Communications Manager  
Canadian Association of Police Governance

Self-expression/identification is one of my professional and personal values. One way to practice these values is to share personal gender pronouns. I use she, her, hers and they, them, theirs. What pronouns do you use?

 [613-344-2384](tel:613-344-2384) | [819-923-1105](tel:819-923-1105)

 [communications@capg.ca](mailto:communications@capg.ca)

 [capg.ca](http://capg.ca)

 78 George Street, Suite 204 | Ottawa, ON K1N 5W1

New Westminster Police Board  
555 Columbia Street  
New Westminster, BC V3L 1B2

Oct 19, 2021

Dear Mayor Côté ,

I am writing to sincerely thank you for the contribution of \$1,400.00 received from the New Westminster Police Board to assist with programming for the CAPG 32nd Annual Conference. Your contribution allowed us to fulfill our goal of offering a program to our delegates that was educational and affordable and provided rich dialogue and vital networking opportunities. Financial support from members like you lets us continue to deliver the best police governance conference Canada has to offer.

One of the overarching messages your support delivers is that your organization is a champion of excellence for civilian oversight of municipal police in Canada and that you believe in the values of integrity, transparency and accountability. We were proud to display this acknowledgement at the conference.

On behalf of the CAPG board of directors and all of our members, I extend our warmest gratitude for your support and reassure you that CAPG will work diligently to be a significant and credible stakeholder in all discussions related to community safety and police governance at the national level.

Sincerely,



Carole McDougall  
Chair of the 2021 CAPG Conference Committee

**Heather CORBETT**

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**From:** Dave JANSEN  
**Sent:** November-04-21 1:14 PM  
**To:** Heather CORBETT  
**Subject:** FW: Office of the Police Complaint Commissioner 2020/2021 Annual Report

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

---

**From:** Info-OPCC [mailto:info@opcc.bc.ca]  
**Sent:** November-04-21 1:09 PM  
**Subject:** Office of the Police Complaint Commissioner 2020/2021 Annual Report

Please note that the 2020/2021 Annual Report of the Office of the Police Complaint Commissioner is now available publicly at: <https://opcc.bc.ca/reports/annual-report/>

The News Release related to the report may be found at: <https://opcc.bc.ca/media-room/media-releases/>

**Administration**

Office: (250) 356-7458 | Fax: (250) 356-6503 | Toll Free: 1 (877) 999-8707

5<sup>th</sup> Floor – 947 Fort Street, Victoria BC V9W 9T8  
[www.opcc.bc.ca](http://www.opcc.bc.ca)

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Our office is located on the unceded traditional lands of the Lək̓ʷəŋən (Lekwungen) People and ancestors and our work extends across the homelands of the Indigenous Peoples within what we now call British Columbia. We honour the many territorial keepers of the lands and waters where we work.

This message, together with any attachments, is intended only for the use of the individual or entity to which it is addressed. It may contain information that is confidential and prohibited from disclosure. If you are not the intended recipient, you are hereby notified that any dissemination or copying of this message or any attachment is strictly prohibited. If you have received this message in error, please notify the original sender immediately by telephone or by return email and delete this message along with any attachments, from your computer.

**Heather CORBETT**

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**Subject:** FW: Re: Public Release of the Loukidelis Report - 623947  
**Attachments:** 623947 Police Agencies Final.pdf

**From:** PSSG Policing and Security Branch PSSG:EX  
**Sent:** Thursday, October 21, 2021 4:40 PM  
**To:** 'djansen@nwpolice.org' <[djansen@nwpolice.org](mailto:djansen@nwpolice.org)>; 'ddyer@nwpolice.org' <[ddyer@nwpolice.org](mailto:ddyer@nwpolice.org)>;  
**Subject:** Re: Public Release of the Loukidelis Report - 623947

Good afternoon,

Please find attached a letter from Mr. Wayne Rideout, Assistant Deputy Minister and Director of Police Services, Ministry of Public Safety & Solicitor General.

Thank you,

*Policing and Security Branch  
Ministry of Public Safety & Solicitor General  
PO Box 9285, Stn Prov Govt  
Victoria BC V8W 9J7  
CLIFF# 623947*



October 21, 2021  
Ref: 623947

Chief Constables of Independent Municipal Police Departments  
Chief Officer SCBCTA Police Service  
Chief Officer, Stl'atl'imx Tribal Police Service  
Deputy Commissioner, Commanding Officer, "E" Division

Dear Sirs/Madams:

As you know, BC Provincial Policing Standards (BCPPS) on Police Stops (BCPPS 6.2.1) were introduced in late 2019 and have been in effect since January 15, 2020. I acknowledge that my office engaged with your agencies and other stakeholders on revisions to the standards to further clarify their intent, as committed to previously by Policing and Security Branch. This work is pending. It is also clear from public dialogue and presentations to the Special Committee on Reforming the Police Act that advocacy groups and members of the public continue to have concerns regarding police stops generally, with the implementation of these standards, and with some of the policing practices governed by the standards, in particular 'street checks'.

To better understand the impact of the standards to date and the gaps and challenges associated with the standards in their current form, I will be undertaking a compliance evaluation focussed on these standards. The evaluation will also be responsive to a recommendation from a recent review under s. 42 of the *Police Act*, which was focused on the Vancouver Police Board's handling of a Service and Policy complaint related to street checks. The consultant for this review recommended that provincial study would provide more useful insight than further examination of a single police agency's historical data.

Decisions regarding the process and timing of the review have not yet been finalized. At this time, I am anticipating that the evaluation will include, at minimum:

- Analysis of police agency policies and procedures relevant to BCPPS 6.2.1;
- Review of police agency internal audits and aggregate data analysis as required by BCPPS 6.2.1 (11) – (13);
- Key respondent interviews; and
- Comparative analysis of a sample of interactions scored as a street check in PRIME before and after the introduction of BCPPS 6.2.1.

.../2



Page 2

You will receive further correspondence from my office regarding the above in the near future. In the meantime, if you have any questions or would like more information, please contact Jenni Bard, Director of the Standards and Evaluation Unit in Policing and Security Branch ([jenni.bard@gov.bc.ca](mailto:jenni.bard@gov.bc.ca)).

Regards,



Wayne Rideout  
Assistant Deputy Minister  
And Director of Police Services  
Policing and Security Branch

## Heather CORBETT

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**Subject:** FW: Public Release of the Loukidelis Report - 623946  
**Attachments:** 623944\_1\_Response\_Loukidelis\_Vancouver Police Board response to ADM Wayne Rideout\_.pdf; 623944\_2\_Appendix\_Loukidelis Recommendations\_2\_Chart\_.pdf

**From:** "JOHANSEN, Stephanie (Police Board)" <[Stephanie.JOHANSEN@vancouverpoliceboard.ca](mailto:Stephanie.JOHANSEN@vancouverpoliceboard.ca)>  
**Sent:** Nov. 1, 2021 10:46 a.m.  
**To:** "Jonathan Cote (Mayor)" <[jcote@newwestcity.ca](mailto:jcote@newwestcity.ca)>; Daisy DYER <[DDYER@NWPolice.org](mailto:DDYER@NWPolice.org)>;  
**Subject:** RE: Public Release of the Loukidelis Report - 623946

Good morning,

Please find attached the Vancouver Police Board's response to Director Rideout's correspondence of September 1 and October 21, regarding the final report from Mr. Loukidelis of his review of the Board's handling of a service or policy complaint.

Kind regards,

Stephanie Johansen

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**From:** PSSG Policing and Security Branch PSSG:EX <[SGPSPB@gov.bc.ca](mailto:SGPSPB@gov.bc.ca)>  
**Sent:** Thursday, October 21, 2021 4:40 PM  
**To:** [jcote@newwestcity.ca](mailto:jcote@newwestcity.ca); [ddyer@NWPolice.org](mailto:ddyer@NWPolice.org);  
**Subject:** Re: Public Release of the Loukidelis Report - 623946

Good afternoon,

Please find attached a letter and one enclosure from Mr. Wayne Rideout, Assistant Deputy Minister and Director of Police Services, Ministry of Public Safety & Solicitor General.

Thank you,

*Policing and Security Branch  
Ministry of Public Safety & Solicitor General  
PO Box 9285, Stn Prov Govt  
Victoria BC V8W 9J7  
CLIFF# 623946*



"PROVIDING INDEPENDENT CIVILIAN OVERSIGHT, GOVERNANCE, AND STRATEGIC LEADERSHIP TO THE VANCOUVER POLICE DEPARTMENT, REFLECTING THE NEEDS, VALUES AND DIVERSITY OF VANCOUVER'S COMMUNITIES."

MAYOR KENNEDY STEWART, CHAIR

FAYE WIGHTMAN, VICE-CHAIR

PATRICIA BARNES, MEMBER

ALLAN E. BLACK, Q.C., MEMBER

FRANK CHONG, MEMBER

WENDY JOHN, MEMBER

MERRILEE ROBSON, MEMBER

RACHEL ROY, MEMBER

November 1, 2021

Director Wayne Rideout  
Assistant Deputy Minister and Director of Police Services  
Ministry of Public Safety and Solicitor General  
BOX 9285, STN PROV GOVT  
Victoria BC V8W 9J7

Sent via email to: [sgpspb@gov.bc.ca](mailto:sgpspb@gov.bc.ca) and [jenni.bard@gov.bc.ca](mailto:jenni.bard@gov.bc.ca)

Dear Director Rideout:

**Re: Correspondence Reference #623944 Independent Review**

I write in response to your correspondence of September 1 and October 21, 2021 regarding Mr. David Loukidelis' final report of his independent review of the Vancouver Police Board's (Board) handling of a service or policy complaint related to street checks.

The Board has had the opportunity to thoroughly review Mr. Loukidelis' report, and is hereby providing a response to the recommendations directed at the Board.

We would like to thank Mr. Loukidelis for his extensive review of the matter. He has provided many insightful recommendations that will surely enhance police oversight and governance. I attach a reference chart with the Board's detailed response to specific comments made by Mr. Loukidelis.

In summary, the Board has taken many proactive steps towards improving our service or policy process and public communications since the initial handling of the 2018 complaint. The Board's handling of this complaint proved to be a valuable learning opportunity that underlined the need for a highly transparent and accessible service or policy process.

## VANCOUVER POLICE BOARD

**Proactive changes that have been made by the Board since 2018 include but are not limited to:**

- Redrafting in 2020 of the service or policy complaint handling guidelines in the Board's Governance manual to allow for discretion to not automatically refer a complaint to the Department for investigation;
- There have been further (minor) external reviews since 2018, and the Department's involvement has not been requested for the procurement processes, drafting of the terms of references, or selection of the consultants;
- The Board is readily using external counsel to ensure it meets/exceeds governance best practice standards, including legal advice, community engagement advice, and communications advice;
- Engaging with an external consultant to review and update the Board's own governance manual, which will include a 'Code of Conduct';
- The development of a 'Crisis Communications Plan' in the event of a contentious issue;
- A proactive public communication strategy – including a positive public education campaign on the Board's Twitter account, and the release of 12 proactive media statements in the past year and a half on matters such as budget, systemic racism, the Provincial Review of *Police Act* Reform and the Loukidelis Review;
- The redesign of the Board's website to make it easier to navigate and more accessible, including Google Translate, and mobile optimization. There will also be a separate tab for Service or Policy complaint reports and information on how to communicate with the Board. This project is set for completion by the end of the year;
- As part of its March 2021 submission to the Legislative Committee on Police Act Reform, the Vancouver Police Board made a recommendation to the Province to 'develop a data-based funding formula for boards that accounts for adequate resourcing of boards, to allow them to effectively fulfill their core governance functions. This could include a consideration of mechanisms for financial independence from the departments that they oversee, and consideration of the use of provincial resources as opposed to municipal resources for systemic reviews, legal assistance, and community surveys and consultations'; and,
- The Board is currently exploring a service agreement with the Department to identify the services provided (IT, payroll, etc...) , and parameters of independence;

**In addition to what is outlined above, the Board will be implementing the following recommendations by Mr. Loukidelis:**

- Engaging with legal counsel to draft a template service agreement for consultants that will contain 'appropriate clauses to deal with privacy, access to records and the Board's right to obtain copies of service-related records' which will refer to the ownership of work product, records retention, and the Board's right to copies of working documents, including researchers' field notes;
- A revised formal guideline in the Board's Governance Manual on handling Service or Policy complaints to provide clear direction for the handling of complaints;

## VANCOUVER POLICE BOARD

- A sub-committee of the Board's Service or Policy Complaints Review Committee (SPCRC) has been established to preliminarily review each complaint to decide if the complaint should be sent to the Department for investigation, or if it contains a nexus to a systemic or human rights issue and should be first brought to the full Committee for a decision. This Committee is comprised of the Chairs of the Governance, Finance, and Human Resources Standing Committees. This sub-committee will also monitor the progress of any external reviews. Mr. Loukidelis has recommended that the composition of the SPCRC itself should be changed to a smaller Committee, however, the Board feels it serves an important purpose for the full Board to be a part of this Committee. These meetings are public, the agendas, reports, and much of the correspondence is made public, and they take place right after the regular board meetings so are live streamed. Through this, the Vancouver Board already has the most transparent SPCRC process of any other Board in BC (and likely most in Canada). This should be protected;
- The Board currently mirrors the City's RFP policy, which entails three quotes for projects over \$3K-\$75K, and an RFP to public tender for projects over \$75K. Recognizing that the Street Check review was \$55K, the Board agrees that for exceptional circumstances, in particular for when there is a nexus to human rights or a systemic issue, the matter should be reviewed to determine if the RFP should go to public tender even if it does not meet the minimum criteria; and,
- The Board will consult with counterparts across the country for recommendations for consultants, when appropriate.

The Board appreciates the opportunity to improve our process, in order to best serve the community in a way that is reflective of its evolving needs. We also thank you for your thoughtful responses and concrete action in response to the recommendations that Mr. Loukidelis has made to the Ministry, and look forward to the impending recommendations stemming from the Special Committee on Reforming the *Police Act*.

Yours truly,



Mayor Kennedy Stewart  
Chair, Vancouver Police Board  
Signed on behalf of the Vancouver Police Board

cc:  
Chairs of Municipal Police Boards  
Chair, SCBCTA Police Service Board  
Chair, Stl'Atl'imx Tribal Police Services Board

## APPENDIX – Vancouver Police Board comments – Recommendations Loukidelis Review

RECOMMENDATION/CONCERN	PG #	NOTES/COMMENTS/POSSIBLE ACTION
<b>Handling of the Procurement Process</b>		
“Although it was done in good faith, inviting the Department to comment on the scope of work for an independent external review if the Department’s own work on the issue could reasonably cause observers to question the independence of the external review.”	20-21	<ul style="list-style-type: none"> <li>For future major reviews, this will be taken into consideration and any input from the Department would only be considered at arm’s length and only if absolutely necessary.</li> <li>Since this review, the Department has not been invited to comment on the scope of work for any other (minor) reviews that have taken place.</li> </ul>
“The Board could have done more to find possible proponents... There are no indications in the material that the Board asked colleagues across the country for assistance. Nor did the Board advertise the opportunity...further efforts could have been made to identify possible consultants which may have helped combat perceptions that the field of candidates was limited.”	21	<ul style="list-style-type: none"> <li>This, in part, was due to the limited timeframe in the motion that came to the Board for external review.</li> <li>Depending on the ultimate action by the Province there might no longer be a requirement for Boards to individually procure a consultant for major external reviews.</li> <li>The Board mirrors the City’s current RFP policy, which requires three quotes for projects between \$3-\$75K, and an RFP to public tender for anything over \$75K.</li> <li>Recognizing that the Street Check review was \$55K, the Board agrees that for exceptional circumstances, in particular for when there is a nexus to human rights or a systemic issue, the matter should be reviewed to determine if the RFP should go to public tender even if it does not meet the minimum criteria.</li> <li>The Board will also consult with counterparts across the country for recommendations, when appropriate.</li> </ul>
<b>Evaluating of Proposals</b>		
“...the decision to send the proposals to the Department for comment, and to have Department representatives attend even the beginning of the evaluation meeting, was unfortunate.”	24	<ul style="list-style-type: none"> <li>Since this review, the Department has not been invited to comment on any external consultants that the Board has engaged with.</li> </ul>
<b>Contract Terms and Records Retention Issues</b>		

## APPENDIX – Vancouver Police Board comments – Recommendations Loukidelis Review

<p>“...the Board was interested in the end-product of Pyxis’s expert review, not in preserving field notes or working papers leading to Pyxis’s report...for future arrangements, the Board’s service agreement template should contain appropriate clauses to deal with privacy, access to records and the Board’s right to obtain copies of service-related records. This would better support the Board’s FIPPA duties, its general accountability, and its ability to ensure service providers’ appropriate contract performance. “</p>	26	<ul style="list-style-type: none"> <li>The Board will seek legal counsel in drafting a template document/service agreement for consultants that will take this recommendation into consideration.</li> </ul>
<b>Monitoring of Pyxis’s Work Progress</b>		
No recommendations or areas of concern		
<b>Review of the Report</b>		
No recommendations or areas of concern		
<b>Removal of the Paragraph</b>		
<p>“I accept that the paragraph’s removal was done in the exercise of the professional judgement of those responsible for the report’s content...controversy about the paragraph’s removal...could have been avoided if the Board had disclosed, when the report was released that the researchers had reported this behavior, that the Department was investigating it, and that the OPCC had been notified...the Board or Department could have disclosed information about the matter without violating any confidentiality requirements, any privacy rights, or any procedural fairness rights. This is again in my perspective a matter of hindsight”</p>	45	<ul style="list-style-type: none"> <li>Board members were under the understanding that it would not be appropriate to comment publicly on the paragraph. This is a matter of hindsight and having been advised that this would not have violated any confidentiality requirements or privacy rights, this would not happen again.</li> <li>If a similar circumstance arises, legal counsel will be used in delicate matters such as this, which would include ensuring that privacy rights would not be affected or that any conduct investigation would be compromised.</li> <li>This current Board now has had far more media exposure and a more sophisticated communications strategy. An external media consultant has also assisted the Board in drafting a ‘Crisis Communications’ strategy in the event of a contentious issue.</li> </ul>
<b>Efforts to Obtain Records from Pyxis</b>		
<p>“The contract said nothing about ownership of work product underlying the report, about records retention, or about the Board’s right to copies of working documents, including researcher’s field notes. While the Board could not have anticipated the controversy that would arise...the agreement’s silence on these issues left the Board in a weak position, leaving Pyxis to, as it was perfectly entitled to do, dispose of its working papers in the ordinary course, as Pyxis’s work was complete”</p>	46	<ul style="list-style-type: none"> <li>Template agreement will be drafted through legal counsel, taking this into consideration.</li> </ul>

## APPENDIX – Vancouver Police Board comments – Recommendations Loukidelis Review

The Service or Policy Process		
“(Report lists the Board’s service or policy complaint response process in the policy manual)...This paragraph’s language leaves room for the committee to pursue options other than to “automatically” ask the Department to investigate complaints. In this case, however, the Board referred the complaint to the Department in a manner that suggests referral to the Department is indeed automatic”	47	<ul style="list-style-type: none"> <li>• The Board’s process as outlined in the report is new as of 2020. This was not in place at the time that the Street Checks complaint came in.</li> <li>• Since this Street Checks Complaint, any service or policy complaints with a nexus to Human Rights have been brought forward to the Board first for discussion, prior to the Board deciding on a course of action. Examples in the last two years include BMO, and Romilly.</li> <li>• The Board will revisit its current policy to remove the word ‘automatic’ to be more reflective of the process</li> </ul>
“I have no doubt that this referral practice was established in good faith...nonetheless the Board’s automatic referral practice raises concerns that ought to be addressed through changes in Board and policy practice...the above quoted policy, which inaccurately, it seems, suggests that the Board retains discretion to select other approaches case by case...it is my view that the Board should reassess this issue in light of this review”	49	<ul style="list-style-type: none"> <li>• As noted above, it is a misunderstanding by the author of this report, as the Board’s current policy as quoted in the report was approved and implemented after the handling of the Street Checks Complaint. It was not in effect in 2018 when the Street Checks complaint was automatically referred to the Department.</li> <li>• The current, and active policy accurately suggests that the Board retains discretion. It will be redrafted to make this clearer.</li> </ul>
“Where the Board does not have the expertise or information necessary to investigate a complaint, and the complaint is not a straightforward complaint about service, it could – and in my view should – retain an outside investigator rather than invariably refer it to the Department”	49	<ul style="list-style-type: none"> <li>• This has been the Board’s practice for about two years now. The Street Checks review was the first external review of a Service or Policy complaint in recent history, however since there have been a couple minor reviews where outside assistance has been used.</li> </ul>
“One fix would be to change the composition of the Board’s service or policy Complaint Review Standing Committee...a Committee of say three members could meet more easily (perhaps by telephone or video at the initial complaint receipt stage)...the smaller committee could be charged with selecting an outside investigator where the Board itself is not able to investigate, monitor, the progress, review draft reports and communicate with complainants”	50	<ul style="list-style-type: none"> <li>• The Board feels it serves a purpose for the full Board to be on the SPCRC. These meetings are public, the agendas and all reports are public, and they take place right after the regular board meetings so are live streamed. Through this, the Vancouver Board has the most transparent SPCRC process of any other Board in BC (and likely most in Canada). This should be protected.</li> </ul>



## APPENDIX – Vancouver Police Board comments – Recommendations Loukidelis Review

		<ul style="list-style-type: none"> <li>• The Board will however establish a sub-committee to do a preliminary review of each complaint to be able to decide if the complaint should be automatically passed to the Department for investigation, or if it should be first brought to the full Committee/Board for another decision. This committee could make a recommendation to the full Board on what other action it could/should take.</li> <li>• If, (in the infrequent) event there is a need for a major external review – the subcommittee would then monitor the progress and review draft reports.</li> </ul>
<p>“Another change the Board should consider for its complaints policy is a means of ensuring the complainants have an opportunity to be heard...the Board should, in my view, consider changing its processes to enable complainants to be heard, and to itself or through its investigators conduct community consultations where appropriate, as part of the complaints process”</p>	50	<ul style="list-style-type: none"> <li>• With the existing process: <ul style="list-style-type: none"> <li>○ Complainants are (when appropriate) contacted by the VPD when the complaint is being internally investigated – these discussions are encouraged by the Board.</li> <li>○ Complainants have direct access to the Executive Director to submit additional information via email, or to call with any questions or concerns. Complainants receive this contact information through the acknowledgement correspondence.</li> <li>○ Complainants are able to speak to the Board as a delegation – Service or Policy Complainants have spoken to the Board as a delegation on their complaints in the past.</li> </ul> </li> <li>• The Board’s external review of the Street Checks complaint consisted of community consultations with representatives of 36 Vancouver community organizations, with activists and advocates working with communities of diversity, and with users of their services to identify and cross reference themes, topics and issues.</li> </ul>

## APPENDIX – Vancouver Police Board comments – Recommendations Loukidelis Review

		<ul style="list-style-type: none"><li>• Having said that, the complainants themselves did not feel they were consulted with enough in this particular review.</li><li>• It will be made clear to complainants moving forward in the acknowledgement correspondence that they may submit additional input at any time.</li></ul>
<p>“the practical challenges in implementing such reforms...will be to find ways to ensure the Board is not perceived to identify with the Department and its interests. This could present a challenge as the Board is dependent on the Department for most if not all support services, as well as its office and meetings space, with the Board’s budget being tucked into the Department’s budget. This has province-wide implications, since all police boards are in a similar position”</p>	50	<ul style="list-style-type: none"><li>• As part of its submission to the Legislative Committee on Police Act Reform, the Vancouver Police Board made a recommendation to the Province to ‘develop a data-based funding formula for boards that accounts for adequate resourcing of boards, to allow them to effectively fulfill their core governance functions. This could include a consideration of mechanisms for financial independence from the departments that they oversee, and consideration of the use of provincial resources as opposed to municipal resources for systemic reviews, legal assistance, and community surveys and consultations.’</li><li>• The Vancouver Police Board is currently exploring a Service Agreement with the Department to identify the services provided, and the parameters of independence.</li></ul>



# New Westminster Police Department

## REPORT *Administration Division*

**To:** Mayor Jonathan Coté, Chair, and  
Members of the New Westminster  
Municipal Police Board  
Open Meeting

**Date:** November 16, 2021

**From:** Jacqueline Dairon  
Financial Services

**Subject:** 2022 Capital Expenditure Plan

### **RECOMMENDATION**

*That the New Westminster Police Board approve the 2022 Provisional Capital Expenditure Plan.*

### **PURPOSE**

The purpose of this report is to provide information to the Board concerning the provisional capital expenditure plan.

### **DISCUSSION**

The 2022 provisional capital plan includes the following:

Project	Description	Cost
Administrative Systems/Servers	NetApp Primary Storage, Website Refresh, Network updates	\$ 130,000
Minor Building Renovations	Front lobby improvements	\$ 75,000
Police Equipment	Replace end of life equipment	\$ 70,000
<b>Total</b>		<b>\$ 275,000</b>

**OPTIONS**

1. Approve the 2022 provisional capital expenditures plan as presented; or
2. Provide staff with direction on which items or enhancements are to be amended.

This report has been prepared by: Jacqueline Dairon

Approved for Presentation

A handwritten signature in black ink, appearing to read "Dave Jansen". The signature is written in a cursive, flowing style with a large initial "D".

---

Dave Jansen  
Chief Constable



# New Westminster Police Department

## REPORT *Administration Division*

**To:** Mayor Jonathan Coté, Chair, and  
Members of the New Westminster  
Municipal Police Board  
Open Meeting

**Date:** November 16, 2021

**From:** Jacqueline Dairon  
Financial Services

**Subject:** Draft 2022 Provisional Operating Budget

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### **RECOMMENDATION**

*That the New Westminster Police Board approve the 2022 Provisional Operating Budget.*

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### **PURPOSE**

Section 27 of the *Police Act* requires that the Police Board approve the provisional budget and forward these to City Council by November 30 of each year.

### **DISCUSSION**

The 2022 provisional operating budget requests a net increase of \$602,000 (2.36%) over the 2021 budget. The following table highlights changes by category while the below section outlines further details on the request.

Account	2021	2022	\$ Change	%
Salaries & Benefits	\$26,925,100	\$28,003,100	\$1,078,000	4.00%
Contracted Services	\$3,016,200	\$3,269,200	\$253,000	8.39%
Education & Training	\$380,500	\$395,500	\$15,000	3.94%
General Office & Administration	\$1,117,700	\$1,216,300	\$98,600	8.82%
Operational Equipment	\$514,600	\$470,600	-\$44,000	-8.55%
Other Costs	\$331,400	\$353,800	\$22,400	6.76%
<b>Total Expenditures</b>	<b>\$32,285,500</b>	<b>\$33,708,500</b>	<b>\$1,423,000</b>	<b>4.41%</b>
Total Revenues	\$6,738,400	\$7,559,400	\$821,000	12.18%
<b>Net Provisional Budget</b>	<b>\$25,547,100</b>	<b>\$26,149,100</b>	<b>\$602,000</b>	<b>2.36%</b>

### Salaries and Benefits

The proposed increase is \$1,078,000, which includes \$860,000 for contractual increases for sworn at 2.5% and civilian staff at 2%. An additional increase of \$448,000 is to support three additional seconded members whose salaries will be fully recovered. Two seconded members will have a multi-year contract while one member is only requested for the 2022 budget year. The net request also includes a reduction for one school liaison position and \$90,000 of temporary funding in 2021, that was used to support the DEIAR framework.

### Contracted Services

The majority of the accounts within contracted services are budgeted at status quo. \$243,000 or 96% of the increase relates to the contractual increases applied by E-COMM. The additional \$10,000 increase is to budget for transcription expenses closer to historical averages; however, this increase has no impact on the budget as it is being funded via transfers from other accounts.

### Education and Training

The two accounts impacted within education and training are conferences/seminars (decrease of \$10,000) and recruitments (increase of \$25,000). These adjustments do not have an impact on the overall budget as the reductions are reallocated to other accounts, and increases were funded via the reductions to expenses or additional revenue sources. These adjustments were made to better reflect our historical and expected spending patterns.

### General Office and Administration

There are two main drivers of the \$98,600 budget increase request within general office and administration. The digital evidence management system required by the province in the amount of \$52,000 and the \$50,000 funding support request to finalize the operational review. There were other reductions and adjustments within the account codes but they do not impact the overall budget.

Operational Equipment

The reduction to operational equipment is for the 2021 one time funding that was to support PPE for COVID-19 related equipment and for Naloxone kits. All other accounts have been budgeted at status quo.

Other costs

A \$20,000 increase has been proposed to support honorarium payments to Police Board members for the important work they do. There were other small adjustments and reallocation of funding to better reflect the department's historical and expected spending patterns but they have no overall budget impact.

Revenue

Custodial services, sales of service, false alarm fines, and auction proceeds have actualized higher than budget during the past 5 years. As a result, a conservative increase of \$14,000 has been forecasted for 2022. A \$10,000 increase was added as the Victim Assistance Unit funding from the province has actualized higher than budget for the past few years and is expected to continue at the same levels.

Secondment revenue and recoveries is forecasted to increase by \$797,000 in 2022. A small portion of the recovery (\$65,000) relates to contractual increases for current seconded members. The remaining increase of \$732,000 is for 5 additional secondment positions with ERT, PSU, ICARS and FSOC(x2). The PSU secondment will only last one year and will be removed in our 2023 budget discussion. It is important to note that while NWPD will recover the salaries of 5 additional staff members, we have only requested the corresponding salary expenses for 3 members. The salaries for ICARS and ERT have been absorbed within our existing salaries and benefits allocation.

**OPTIONS**

1. Approve the 2022 provisional Operating budget including enhancements as presented; or
2. Provide staff with direction on which items or enhancements are to be amended.

*Staff recommend Option 1.*

**ATTACHMENTS:**

1. Draft 2022 Provisional Budget
2. November 4<sup>th</sup>, 2021 Budget Presentation

This report has been prepared by: Jacqueline Dairon

Approved for Presentation

A handwritten signature in black ink, appearing to read "D. Jansen". The signature is stylized with a large initial "D" and a cursive "Jansen".

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Dave Jansen  
Chief Constable





# New Westminster Police Department

## REPORT

**To:** Mayor Coté, Members of the New  
Westminster Police Board, and City Council

**Date:** November 4, 2021

**From:** Chief Constable  
David Jansen

**Item #:** 1.0

**Subject:** 2022 New Westminster Police Department Budget

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This report details the New Westminster Police Department's proposed 2022 budget; a spending plan that both meets our obligations and reflects our shared priorities and values.

This budget was developed to maintain existing service levels, and invest in the priorities shared by New Westminster City Council and the New Westminster Police Board.

### **BACKGROUND**

In November 2020, the New Westminster Police Board (the Board) approved the New Westminster Police Department (NWPD) 2021 provisional budget as per the process established in the *BC Police Act*. The budget was then forwarded to the City of New Westminster for inclusion in the city's 2021 budget process.

On February 1, 2021, after discussions between the Board and Council, Council passed the following motion:

*THAT Council approve the recommendation from the Police Board contained in the letter dated January 25, 2021, to approve the New Westminster Police 2021 Budget Request, and direct the Finance Department to incorporate the recommendation into the draft 2021-2025 Budget Bylaw and proceed with public notification of the draft Bylaw;*

*THAT Council formally endorse the June 30, 2020, motion of the Police Board, as noted in item 4.2 in the Police Board Minutes for that meeting, and set out below in order to create a common basis for further discussion;*

*THAT: The New Westminster Police Board:*

- 1. Supports deprioritizing the New Westminster Police Department's resources away from the enforcement of laws that criminalize the survival of society's most vulnerable people that would be better served by a public health or community care framework.*
- 2. Will engage with the Provincial Government to work with the city to develop a new model to address crisis health management with the goal of creating a pilot community based crisis management program that:*
  - a. Is informed by destigmatized, de-colonial and anti- racist practice;*
  - b. Is rooted in non-violent crisis intervention and de- escalation;*
  - c. Is rooted in compassion and mutual understanding;*
  - d. Is informed by best practices and lived experience;*
  - e. Provides participants a better understanding of issues around mental health, addictions and trauma;*
  - f. Provides participants tools to help someone experiencing a mental health or substance use emergency;*
  - g. Considers place-making opportunities to counter the perception and incidence of street disorder and chronic street nuisance; and*
  - h. Reduces call volumes for police response, while redirecting more appropriate resources as applicable.*
- 3. Supports the review of the use, deployment and training related to police equipment/weapons and that this work be done in collaboration with the Provincial Government's call to amend the Police Act.*
- 4. Develop and adopt a Diversity and Inclusion Framework to guide the direction of Community policing and include the following goals:*
  - Have a workforce this is broadly reflective of the community;*
  - Identify and address barriers to diversity within organizational systems;*
  - Attract and retain a talented workforce skilled at working in an inclusive and respectful manner with one another and with the community;*
  - Create processes, policies, plans, practices, programs and services that meet the diverse needs of those they serve;*

- *Establish a senior leadership action group to oversee equity, diversity and human rights initiatives;*
- 5. *Will request the development and implementation of a culturally-safe engagement plan to include and consider the personal experiences and voices of residents or groups who have or represent those who have experienced discrimination in helping to shape any proposed police reforms. This work will be done in collaboration with New Westminster City Council.*
- 6. *Will engage with members of the New Westminster Police Department with the goal to develop understanding, input and support for new directions for NWPD.*
- 7. *Will request a comprehensive report on police reforms to be presented to the New Westminster Police Board and New Westminster City Council by the end of 2020. The report will include a comprehensive scan of police reforms being conducted across North America and best practices in crisis health management at the local level.*
- 8. *Will request to work with and in collaboration with New Westminster City Council on the above stated work.*
- 9. *Requests that this work be integrated into the upcoming New Westminster Police Department Strategic Plan.*

*THAT Council request that the Police Board adopt an action plan in order to make initial changes aligned with the above-noted June 30, 2020, motion, in the short term.*

The Board, as the governing authority of the NWPD, remains committed to prudent financial oversight of the NWPD budget. The Board has consistently ensured that the NWPD performs under budget and actively manages its finances to maximize potential savings. In addition, the Board is very aligned with Council's desire to aggressively research and implement appropriate police reforms.

The Board has directed the NWPD to actively pursue options aligned with its June 20, 2020 motion, and to fully support city and provincial projects that further the same motion.

### **Reform Accountability: A 2021 Status Update**

The following shared priorities were identified in 2020, and thanks to the hard work of staff, members of Council, Police Board, and committee members, progress has been made that all parties can be proud of. Below is a brief summary of some of the work that has been accomplished over the past year:

## **Operational Review**

### **Purpose**

The goal of the operational review is to ensure the NWPD is efficiently resourced for the public safety role it is required to perform, ensure proper service delivery to all areas of the community, and optimize operational and administrative performance to ensure community safety. The consultant is conducting a service delivery analysis to assist in making recommendations to the Police Board and Chief Constable for the optimal service delivery model for the department.

The service delivery model will support the Board and Council's motion on police reform and the community-based policing tradition that citizens of New Westminster have come to expect. The recommendations will identify efficiencies and potential improvements in the NWPD Community Based Service Delivery Model. In addition to more immediate recommendations, the resource analysis should help shape future NWPD strategic planning and will make recommendations on how the department can continue to meet the community's needs for the next five to ten years.

### **Deliverables**

A draft operational review report will be provided to the Board for review and input, and a final report will be produced which will include a comprehensive executive summary. This report will include references to industry standards and best practices, where applicable, and provide an analysis of and recommendations on the following areas:

1. NWPD organizational structure and span of control including possible efficiencies through re-alignment of department priorities or structural changes.
2. Human resourcing, including optimum staffing and deployment, related to service demands, crime severity, population, demographics, and geography. This should include both current requirements for policing service and growth forecasts for five to ten years in the future.
3. Operational deployment data related to calls for service, response times, proactive policing time, administrative time, workload by time of day, day of week, including comparisons to industry standards and best practices.
4. Analysis on work conducted by sworn and civilian support units and services to determine optimized level of support to frontline operations.

5. The department's human resource management, recruiting, retention, talent management and professional development systems.
6. Estimated costing of proposed changes.

In addition, separate reports will be completed on the following areas:

1. A report on police reforms being conducted across North America and best practices in crisis health management at the local level.
2. A detailed report on deployment and training related to NWPD equipment and weapons.

### **Diversity, Equity, Inclusion and Anti-Racism**

In response to item four (4) on the city and Police Board endorsed motion of June 30, 2020, NWPD has been actively engaged with the city-led Diversity, Equity, Inclusion, and Anti-Racism (DEIAR) Framework.

LevelUp Planning is working with the Board and the City of New Westminster, to develop a DEIAR framework for the city that includes the NWPD.

The project's work plan consists of:

1. *Review of Municipal Documents and Identification of Best Practices:* This was completed in December 2020 and built the foundation for the project. The contractor reviewed key municipal documents to identify overarching themes related to diversity, equity, inclusion, anti-racism, gender, and disability, gathered relevant literature and completed an environmental scan to identify best practices to facilitate the operationalization of the framework, and developed a draft DEIAR framework outline and draft DEIAR framework educational plan.
2. *Engagement & Auditing:* Currently in progress is a fulsome engagement strategy that engages staff to better understand the impact and experience of DEIAR-related issues and concepts for employees, and to identify potential barriers and facilitators to the DEIAR framework implementation. Engagement activities geared towards employees include interviews, focus groups, and a staff survey. The strategy will guarantee that we highlight and more heavily weigh voices of individuals who are historically, persistently, and systemically marginalized (e.g. Indigenous and racialized people, individuals who identify as LGBTQ). Engagement pieces will also include the consultation of broader residents and community members as the DEIAR framework's

implementation will impact city spaces and services that residents may interface with daily. LevelUp will also work with municipal departments to develop and conduct a New Westminster-specific DEIAR auditing process that can be periodically reviewed.

3. *Development of the DEIAR framework:* Building on what was learned from earlier work plan activities, LevelUp will draft a city-wide DEIAR framework and policy that informs both internal and external processes. The framework will be developed with the guidance of staff and the project's steering committee.

The overall result of this project will be a DEIAR framework that brings together current research, best practices, and local and regional wisdom. The framework will align with Police Board and City Council resolutions and motions. Furthermore, the DEIAR framework's goals will be supported by a set of concrete strategies and actions, with predetermined timelines, a set of indicators to measure success, and a plan to collect data to monitor success in both the short term and longer-term. The project is expected to be complete by the end of January 2022.

### **Peer Assisted Crisis Team**

In support of item two (2) on the city and Board endorsed motion of June 30, 2020, staff has been working to create more options for compassionate response to mental health issues in the community and are working collaboratively with police and other agencies, such as E-Comm, to ensure a joint plan is implemented. This work is being led by city staff and Council representatives, but is fully supported by the NWPD.

Other jurisdictions have demonstrated that non-police approaches to mental health crisis save money, free up police resources for re-allocation towards preventing and solving crime, reduces stigma of mental illness and substance use, and diverts people from unnecessary use of hospital emergency rooms and interactions with the criminal justice system. Integrated teams are connected to health and police agencies and operate on a spectrum of services, from police only response to calls with significant risk of assault or violence to a civilian-led response to calls that pose no threat to others and require only a health or social intervention.

The New Westminster Police Reform Working Group has laid a foundation for this work to begin within the city. The Canadian Mental Health Association (CMHA) BC Division is positioned to facilitate the co-development and evaluation of a Peer Assisted Crisis Team (PACT) for the City of New Westminster. The service itself will be operated by a local community agency that holds trusting relationships with the target population. Work is anticipated to begin in October 2021 with the formation of a community planning table (CPT) and extensive stakeholder engagement. The information collected during this initial phase

will inform the co-development of a service model at the CPT through the months of June and August 2022. The first year of planning to create the program will ensure that it meets the needs of the New Westminster community.

### **Special Committee on Reforming the *Police Act***

Although not led by either the Board or Council, the Special Committee on reforming the *Police Act* is conducting an inquiry that will have significant impact on several areas of the Police Reform motion.

On April 13, 2021, the Legislative Assembly agreed that a Special Committee on Reforming the *Police Act* be appointed to examine, inquire into, and make recommendations to the Legislative Assembly on the following:

1. Reforms related to independent oversight, transparency, governance, structure, service delivery, standards, funding, training and education, and any other considerations which may apply respecting the modernization and sustainability of policing under the [Police Act](#) (R.S.B.C. 1996, c. 367) and all related agreements.
2. The role of police with respect to complex social issues including mental health and wellness, addictions, and harm reduction; and in consideration of any appropriate changes to relevant sections of the [Mental Health Act](#) (R.S.B.C. 1996, c. 288).
3. The scope of systemic racism within British Columbia's police agencies, including the Royal Canadian Mounted Police, independent municipal police and designated policing units, and its impact on public safety and public trust in policing.
4. Whether there are measures necessary to ensure a modernized *Police Act* is consistent with the United Nations Declaration on the Rights of Indigenous Peoples (2007), as required by section 3 of the [Declaration on the Rights of Indigenous Peoples Act](#) (S.B.C. 2019, c. 44).

The Special Committee report to the House is anticipated by April 28, 2022. It is anticipated that once this report is tabled in the House, considerable reforms will be initiated that will directly speak to the Board and Council's motions.

### **Provincial Committee on Policing and Public-Safety Modernization**

In support of the Special Committee on Reforming the *Police Act*, the NWPD is one of a few police organizations requested to meet directly with Police Services representatives regarding policing and public safety modernization.

With the anticipated recommendations from the Special Committee on Reforming the *Police Act* this will provide an opportunity to modernize policing and public safety. The Ministry of Public Safety and Solicitor General is advancing actions related to these reforms in stride with the work of the Special Committee to ensure meaningful change is accomplished in a timely manner.

The following outlines the policing and public safety modernization project's work plan:

1. Prioritizing Actions (Spring 2021 – Spring 2022).
  - Advance efforts of the twenty actions listed, prioritizing work that could be attained in the short to medium term.
  - Engage with partners and stakeholders through a process that respects the work of the Special Committee.
  - Prepare for the Special Committee's report.
2. Seeking approval on policy priorities (Spring 2022 – Winter 2023).
  - Review the Special Committee Report (beginning April 2022).
  - Seek approval on policy recommendations (Winter 2022/23).
3. Enact legislative amendments (Possibly begin the fall of 2023)
4. Implementation, evaluation and continuous improvement.

The engagement of NWPD directly in this smaller working group should allow us to be much more adaptable and nimble in response to the anticipated legislative and policing standard changes that will directly address issues around police reform.

The initiatives outlined above mark an important turning point for the New Westminster Police Department. Thanks to the direction of Council and the Board, meaningful steps have been taken towards real change in areas that impact public safety and community relationships. By continuing this work, New Westminster will show how police can be responsive, inclusive, and fair.



**Police Budget Discussion**

In addition to the considerations and projects above, we believe it is important to discuss secondments and their impact prior to the presentation and discussion of the draft budget. The effect of secondments to the budget is unique to the police department within the city budget and warrants an isolated discussion. The section below outlines some frequently asked questions, historical analysis, and forecasted impacts.

**What is a secondment?**

A secondment is a temporary move of an employee to another department or agency such as an Integrated Policing Unit.

The employee maintains their substantive position in the NWPDP, and is paid by the NWPDP. The NWPDP bills the Integrated Policing Unit for the employee's salary and recovers 100% of the seconded employee's salary, benefits and other expenses. The Integrated Policing Unit also manages the day-to-day activities of the seconded employee. The intent is for the employee to return to their substantive position on completion of the secondment.

**What is the purpose of a secondment?**

Secondments are resourcing options for Integrated Policing Units or special projects, to help inter-agency mobility, to provide lateral career development opportunities for employees, and to help strengthen the investigative capacity of the NWPDP.

From an employee perspective, secondments are a great way for professional development and experience that are not possible within our city's size, range of calls, and budget limitations. This also helps to promote recruiting and retention of employees for the department.

**How many secondments does the NWPDP have?**

Currently we have 14 secondment agreements with various Integrated Policing Units and agencies, and 26 NWPDP employees on secondment. We have two more members planned to start a new secondment agreement in November 2021, and three members forecasted in 2022.

**What is an Integrated Policing Unit?**

Integrated Policing Units provide services to more than one jurisdiction. A unit may comprise officers from more than one police agency or from two or more levels of policing (i.e. federal, provincial, and municipal).

Federal integrated units such as the Federal Serious and Organized Crime (FSOC) are funded primarily by the federal government.

Provincial integrated units such as Combined Forces Special Enforcement Unit (CFSEU) are primarily funded by the provincial government.

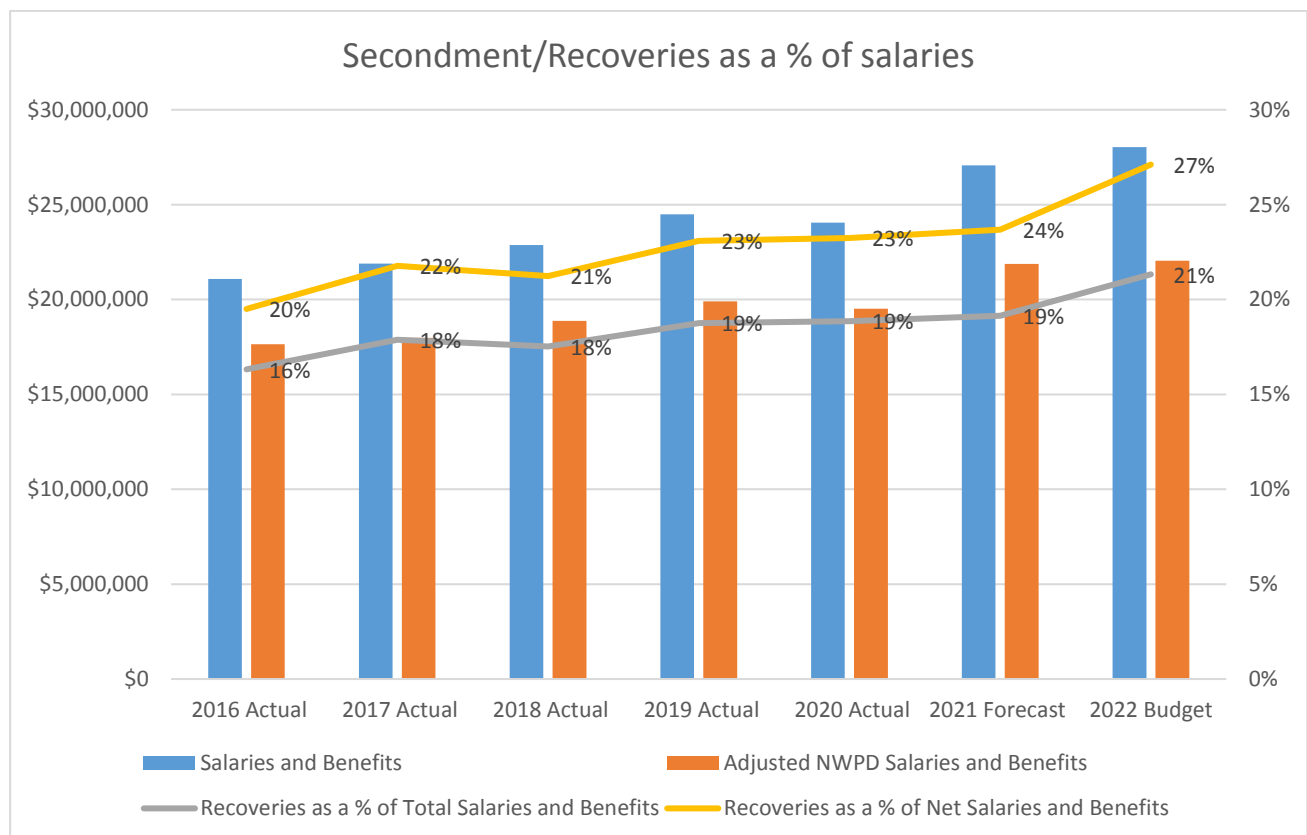
Regional integrated units such as the Integrated Homicide Investigation Team (IHIT) provide services to the Lower Mainland of BC. Jurisdictions generally share the cost of these units based on a pre-determined funding formula.

**What is the impact of secondments on the police budget?**

When evaluating the police budget it is helpful to understand secondment recoveries and how they impact the budget. The below graph outlines how secondments and recoveries have increased year over year and as a percentage of salaries. In 2016, recoveries represented 16% of the total salaries and benefits, while in 2020 they represent 21%. Recoveries increased by over \$1.1mill from 2016 to 2020 and are forecasted to grow for a total recovery of \$5.9mill in 2022.

The large impact of these recoveries is not realized within the police expense line of the city's financial statement, as the revenue is posted to general revenue for public presentation.

This is illustrated by the following graph which shows Secondments and Recoveries as a percentage of salaries.



**2022 Draft Proposed Budget**

The police department is requesting a net expenditure increase of \$602,000, which represents a 2.36% increase over the 2021 budget. Below is a break-down of the additions and reductions to the 2021 budget to arrive at the proposed 2022 budget. The budget presented is prior to amortization and interdepartmental charges. To maintain consistency, the presentation is in a similar format as the Police Board budget review and financial reports.

<b>Expenditures</b>	<b>Amount</b>
2021 Operating Expenditures	\$32,285,500
Salary & Benefit: Increases for contractual agreements	\$860,000
Salary & Benefit: Two new position required for secondment agreement with FSOC	\$280,000
Salary & Benefit: One position to support secondment for PSU (1 year only)	\$168,000
Salary & Benefit: Reduction of School Liaison and DEIAR position	-\$230,000
Increase in contractual costs for E-COMM	\$243,000
PPE/Naloxone one year funding	-\$44,000
Consulting for department review	\$50,000
Digital evidence management systems	\$52,000
Honorarium for Police Board members	\$20,000
General Administration – Offset by increased revenue	\$24,000
<b>2022 Expenditures</b>	<b>\$33,708,500</b>
<b>Revenues</b>	
2021 Operating Revenues	\$6,738,400
Add: Seconded members contractual salary increase	\$65,000
Add: Seconded Member Cost Recovery/Increase (FSOC, ICARS, PSU, ERT)	\$732,000
Other Revenue and Sales of Service	\$24,000
<b>2022 Revenues</b>	<b>\$7,559,400</b>
<b>Net Expenditures</b>	<b>\$26,149,100</b>

<b>Account</b>	<b>2021</b>	<b>2022</b>	<b>\$ Change</b>	<b>%</b>
Salaries & Benefits	\$26,925,100	\$28,003,100	\$1,078,000	4.00%
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<b>Net Provisional Budget</b>	<b>\$25,547,100</b>	<b>\$26,149,100</b>	<b>\$602,000</b>	<b>2.36%</b>

**Salaries and Benefits**

The proposed budget for salaries and benefits is required for current staffing levels, increases to support additional secondments and expected contractual increases for sworn members at 2.5% and civilians at 2%. To support contractual salary increases on 2021 staffing levels an increase of \$860,000 is required for 2022. The total request of \$1,078,000 includes a reduction of \$90,000 for temporary 2021 funding to help support work related to the DEIAR framework and a further reduction of \$140,000 for the elimination of one school liaison position. An increase of \$448,000 (\$168,000 is temporary for 2022) is due to three secondment positions that will be fully recovered from the Professional Standards Unit (PSU) and the Federal Serious and Organized Crime unit. (FSOC)

**Contracted Services**

The majority of the accounts within contracted services are budgeted at status quo. \$243,000 or 96% of the increase relates to the contractual increases applied by E-COMM. The additional \$10,000 increase is to budget for transcription expenses closer to historical averages; however, this increase has no impact on the budget as it is being funded via transfers from other accounts.

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**Other costs**

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**Revenue**

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**Budget Analysis and Comparison**

Additional context on how the city, and the New Westminster Police Department budget compares to other municipalities in the region is helpful in reviewing the proposed budget.

The following historical and comparison data is based in large part upon information provided by Police Services resourcing documents from 1992 through to 2019 and the 5 year analysis of NWPD budget requests. The comparisons made are in relation to other municipal police departments, including Vancouver PD, Victoria PD, West Vancouver PD, Delta PD, Saanich PD, Port Moody PD and Abbotsford PD.

Overall, this analysis shows that NWPD budget increases during this timeframe have been significantly less than the other police agencies and relatively flat year over year, while also showing that our authorized staffing levels have remained fairly flat.

Chart # 1 shows the variance in police agency budgets between 2001 and 2019 (the latest available data), during which the NWPD had the second lowest increase amongst the compared agencies. The NWPD annual operating budget (direct cost, not including cost recovery items or revenue) increased from \$13,708,547 in 2001 to \$27,795,594, a 102% increase. During that same period the comparative police department budgets increased an average of 146%.

*Chart # 1 – Department Budget Changes 2001 to 2019*

Department	2001 Budget	2019 Budget	Change
PMPD	\$3,949,084	\$12,471,474	<b>+216%</b>
Abby PD	\$17,847,680	\$53,782,726	<b>+201%</b>
VicPD	\$22,160,355	\$56,793,567	<b>+156%</b>
VPD	\$130,786,381	\$318,658,229	<b>+143%</b>
DPD	\$16,551,889	\$39,645,838	<b>+139%</b>
WVPD	\$8,629,319	\$18,276,285	<b>+112%</b>
<b>NWPD</b>	<b>\$13,708,547</b>	<b>\$27,795,594</b>	<b>+102%</b>
Saanich PD	\$16,532,164	\$32,259,573	<b>+95%</b>
<b>Average</b>			<b>+146%</b>

Chart # 2 shows NWPD sworn member staffing growth between 2001 and 2019. During this time our sworn member staffing level increases were the second lowest per capita compared to comparative municipal police agencies. NWPD authorized sworn staffing in 2001 was 106 members while it currently sits at 112, a 5.7% increase over that time. During the same period the average staffing increases of the other municipal police departments was 26.3%.

*Chart # 2 – Staffing Comparison 2001 to 2019*

Department	2001 Staffing	2019 Staffing	Change
PMPD	30	52	<b>+73.3%</b>
Abby PD	148	212	<b>+43.2%</b>
DPD	143	191	<b>+33.6%</b>
VPD	1096	1327	<b>+21.1%</b>
Saanich PD	138	161	<b>+16.7%</b>
VicPD	218	249	<b>+14.2%</b>
<b>NWPD</b>	<b>106</b>	<b>112</b>	<b>+5.7%</b>
WVPD	77	79	<b>+2.6%</b>
<b>Average</b>			<b>+26.3%</b>

Chart # 3 compares the changes in population between 2001 and 2019. During this time, the population in New Westminster increased 47.1%, which is the second highest growth of the comparative municipal policed communities, which saw an average population increase of 28.3%.

*Chart # 3 – Population Changes 2001 to 2019*

Department	2001 Population	2019 Population	Change
VicPD	5,369	112,721	<b>+49.6%</b>
<b>NWPD</b>	<b>54,207</b>	<b>79,737</b>	<b>+47.1%</b>
PMPD	24,162	35,057	<b>+45.1%</b>
Abby PD	116,078	158,582	<b>+36.6%</b>
VPD	573,154	687,664	<b>+20%</b>
Saanich PD	107,129	122,173	<b>+14%</b>
DPD	101,750	110,443	<b>+8.5%</b>
WVPD	44,756	47,148	<b>+5.3%</b>
<b>Average</b>			<b>+28.3%</b>



Chart # 4 compares the changes in population to police officer (pop to cop) ratios from 2001 to 2019. Between 2001 and 2019, the NWPD pop to cop ratio decreased, from one police officer for every 511 citizens in 2001, to one police officer for every 670 citizens in 2019. This represents the largest decrease amongst the comparative agencies.

*Chart # 4 – Population to Police (Pop to Cop) Ratio 2001 to 2019*

Department	2001 Pop to Cop	2019 Pop to Cop	Change
DPD	712 to 1	574 to 1	19.4% Improvement
PMPD	805 to 1	658 to 1	18.3% Improvement
Abby PD	784 to 1	727 to 1	7.3% Improvement
Saanich PD	776 to 1	759 to 1	2.2% Improvement
VPD	523 to 1	518 to 1	1% Improvement
WVPD	581 to 1	594 to 1	2.2% Decrease
VicPD	410 to 1	453 to 1	10.5% Decrease
<b>NWPD</b>	<b>511 to 1</b>	<b>695 to 1</b>	<b>36.1% Decrease</b>
Average	638 to 1	622 to 1	2.5% Improvement

Chart # 5 provides an overview of NWPD staffing levels going back as far as 1992, when the NWPD had an authorized strength of 103 sworn members, a number which fluctuated slightly over the next several years.

In 1999 and 2000, the NWPD received funding for five positions directly from gaming revenue obtained from the new Riverboat Casino, however, this funding was lost in 2001 and staffing levels were reduced accordingly. Authorized strength remained in the 106 to 108 range from 2001 until 2016, when it was increased to 110 based on internal efficiencies identified through integrated teams.

As of 2019, the official strength of the NWPD sits at 112 with the addition of a Youth at Risk position and a Sexual Offence Investigator assigned to the Special Investigations Unit. Overall NWPD authorized strength has increased 8.7% during this time.

*Chart # 5 – NWPD Authorized Strength 1992 to 2019*

<b>Year</b>	<b>Authorized Strength</b>
<b>1992</b>	103
<b>1993-94</b>	104
<b>1995</b>	103
<b>1996</b>	101
<b>1997</b>	103
<b>1998</b>	105
<b>1999</b>	110
<b>2000</b>	111
<b>2001-2003</b>	106
<b>2004-2008</b>	107
<b>2009-2015</b>	108
<b>2016-2017</b>	110
<b>2019</b>	112

The Crime Severity Index (CSI) is calculated by Statistics Canada and is based on the number of police calls in a community and the severity of each reported crime. The CSI data is generated from police-reported crime and uses the Uniform Crime Reporting (UCR) Survey method, which classifies incidents according to the most serious offence (MSO) occurring in the incident (generally the offence which carries the longest maximum sentence under the Criminal Code of Canada). In categorizing incidents, violent offences always take precedence over non-violent offences. For example, an incident involving both a breaking and entering offence and an assault is counted as an incident of assault.

As a result of the MSO scoring rule, less serious offences are under-counted by the aggregate survey. However, the incident-based survey allows up to four violations per incident, permitting the identification of lesser offences.

Chart # 6 provides the 2020 CSI for New Westminster and the comparison cities, showing that New Westminster ranks 3<sup>rd</sup> highest in the overall CSI, 4<sup>th</sup> highest in violent crime and 3<sup>rd</sup> highest in non-violent crime<sup>1</sup>.

Chart # 6 – Crime Severity Index 2020 by city

<b>CSI 2020 by city</b>	<b>Overall</b>	<b>Violent Crime</b>	<b>Non-Violent Crime</b>
Victoria	168.14	155.12	172.43
Vancouver	104.67	99.81	106.18
<b>New Westminster</b>	<b>82.27</b>	<b>79.90</b>	<b>82.93</b>
Abbotsford	71.29	80.06	67.97
Delta	57.04	46.26	60.78
West Vancouver	53.58	38.95	58.72
Saanich	47.08	39.27	49.78
Port Moody	39.50	32.12	42.06
<i>British Columbia</i>	<i>95.71</i>	<i>89.46</i>	<i>97.74</i>

Chart # 7 provides the annual CSI for New Westminster for the last 5 years<sup>1</sup>.

Chart #7 – Annual CSI in New Westminster 2016 to 2020

<b>New Westminster CSI</b>					
<b>Statistic</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Overall	76.22	70.91	74.84	91.60	82.27
Violent Crime	58.17	55.46	46.12	83.20	79.90
Non-Violent	82.54	76.29	85.00	94.41	82.93

Chart #8 provides a 6 year analysis of the NWPD operational budget request (prior to amortization and interdepartmental charges) and increases as a percentage over the prior year request. The annual average net increase for the past 5 years was approximately 3.35%.

For 2022, the NWPD has proposed an increase of 2.36%. The majority of these increases are due to contractual obligations and additional costs to help support the organizational review.

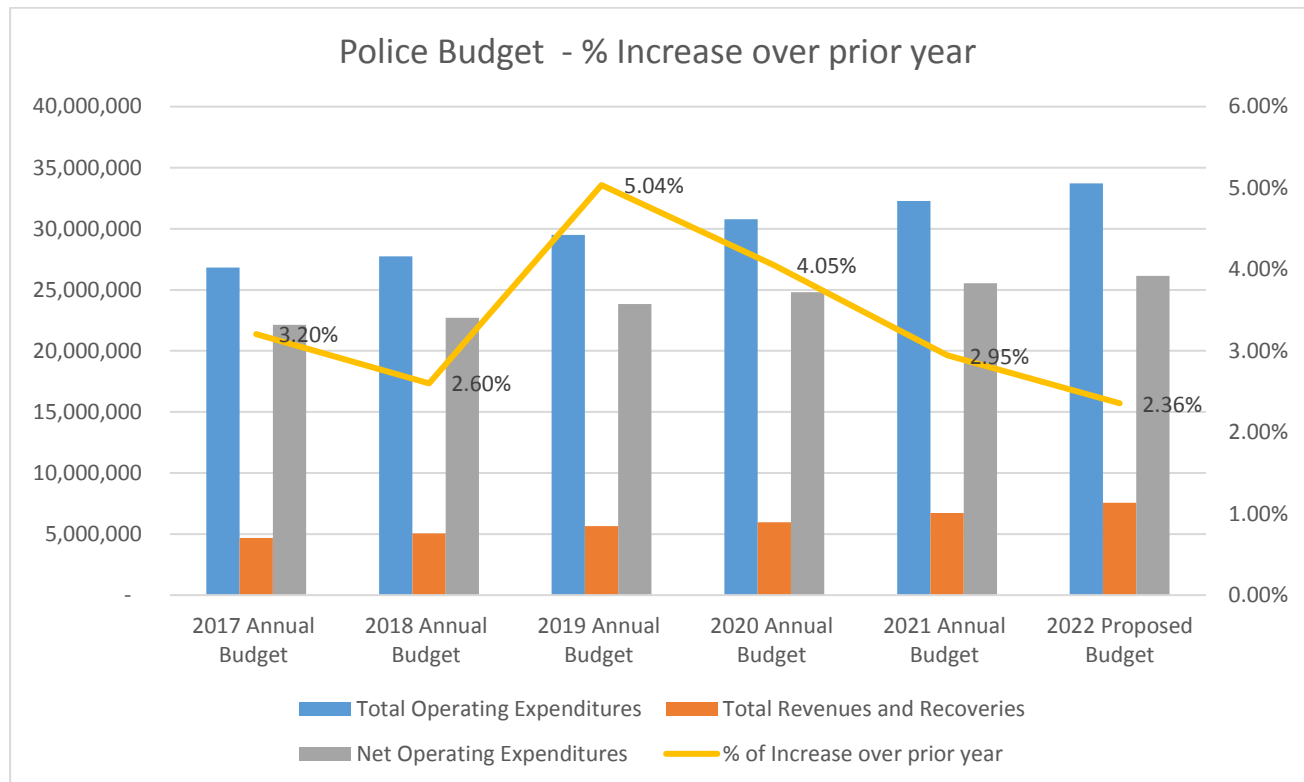
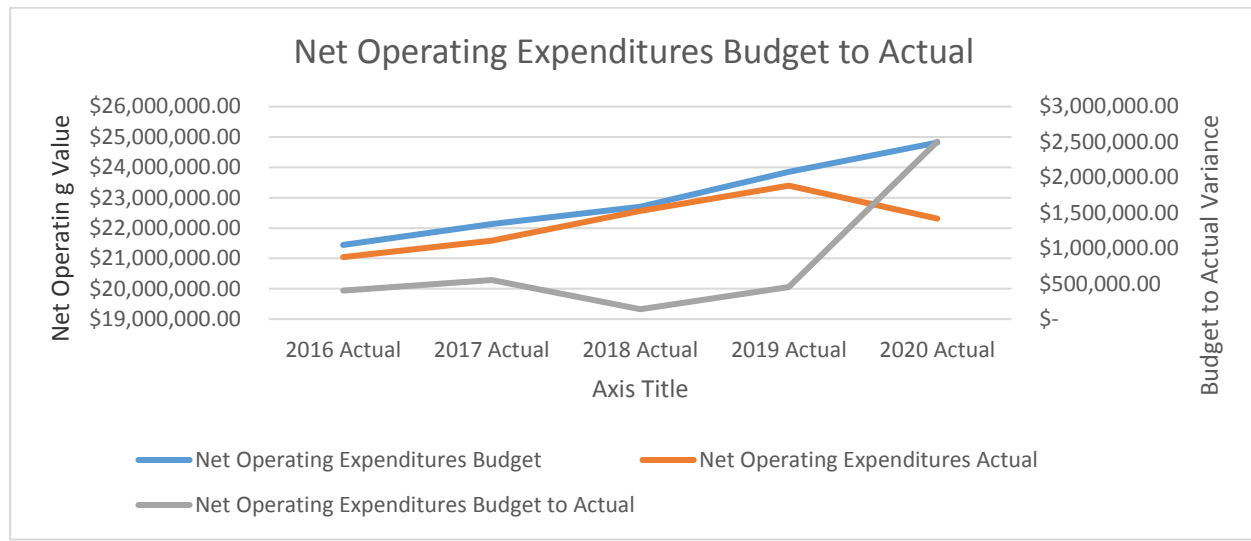
**Chart #8 – New Westminster Police Budget - % Increase over prior year**

Chart #9 provides the five year budget to actual results for net operational expenditures. When discussing and analyzing budget requests it is practical to evaluate past trends on budget to actuals to ensure historical spending targets are met. With the exception of 2020, the police budget to actual results have maintained a variance of 1-2% annually. The budget to actual results for 2020 were very unique and the department actualized 10% under budget. This variance was due to a reduction in spending due to COVID-19 and an under accrual for the contractual retro payments made at year end. As at Q3 in 2021, we are forecasting the police department will be very close to budget.

When analysing the actual results to the annual budget the link between budget to actual increases can clearly be seen, which demonstrates the department's ability to accurately forecast and adhere to spending expectations.

**Chart #9 – Actual Net Operating Expenditures to Budget**

Overall, the data shows that the rate of budget growth and sworn member staffing increases for the NWPD between 2001 and 2019 have been significantly lower than the other comparable municipal police agencies. We have seen the lowest per capita increase in budget compared to the other municipal police agencies, and the second lowest per capita staffing increase, while at the same time seeing the second highest per capita population growth and the largest negative change in police to population ratio.

### **Conclusion**

This report has demonstrated the ongoing priorities and demands of the New Westminster Police Department, such as responding to calls for service and providing in demand services, but also our future plans to follow through with continuing the police reform work outlined above.

The NWPD is proud of the hard work that our committed, talented, and courageous sworn and civilian members accomplished this past year to respond to the extraordinary circumstances of the pandemic, heat dome and an increase in non-traditional policing requests. We also extend our thanks to residents who encouraged and supported the department during this challenging time. We owe it to them to keep focused on the core responsibilities of the police department, work within our organizational and financial capabilities, all the while safeguarding the safety of the beautiful city we are so proud to serve – New Westminster, British Columbia.

Approved for Presentation



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Dave Jansen  
Chief Constable

## References

1. Retrieved from  
<https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510006301&pickMembers%5B0%5D=1.13&cubeTimeFrame.startYear=2016&cubeTimeFrame.endYear=2020&referencePeriods=20160101%2C20200101> on October 21, 2021.



# **New Westminster Police Department**

2022 Budget Presentation

**Working together  
on successful police reform**



# Reform Accountability

A 2021 Status Update

Operational Review

Diversity, Equity, Inclusion and Anti-Racism

Peer Assisted Crisis Team

# Reform Accountability

A 2021 Status Update

Special Committee on Reforming the Police Act

Provincial Committee on Policing and Public-Safety Modernization



# Secondments

## WHAT

*A secondment is a temporary move of an employee to another department or agency, NRPD currently has 26 member seconded.*

## EMPLOYEE BENEFIT

*The employee has access to professional development and experience that may not be possible at NRPD.*

## EMPLOYER BENEFIT

*Develop a stronger core force, promote recruiting and employee retention.*

## BUDGET IMPACT

*Salary and benefits are captured in police budget. A full recovery for all employee costs are allocated to sales of service within revenue.*

# Secondments

## Budget Impact

Recoveries are increasing as a % of salaries

Actualized a \$1.1million increase in 2020 from 2016

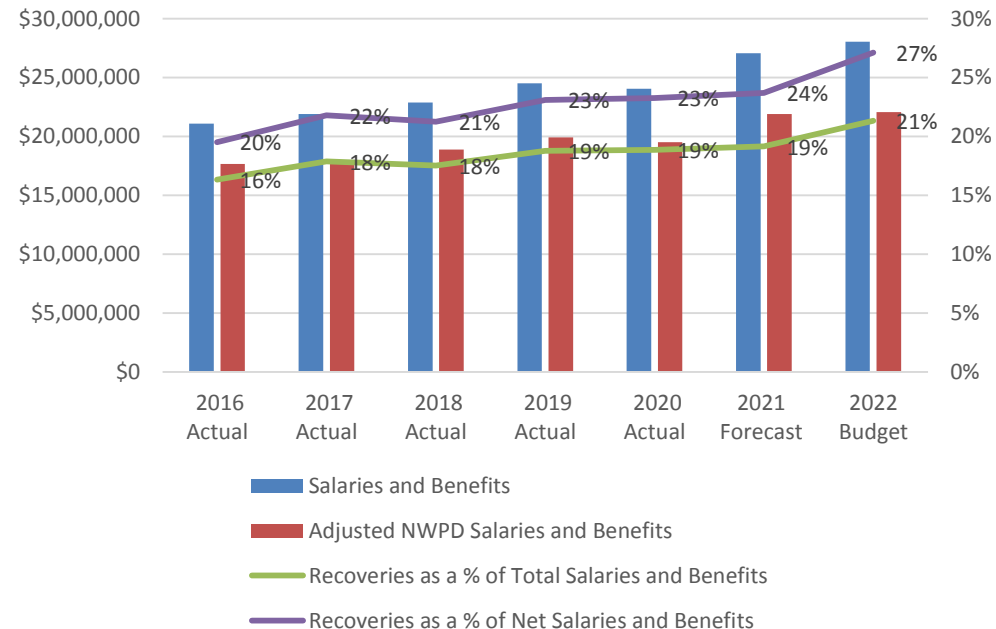
Forecasted recoveries for 2022 are \$5.9million

Recoveries are not allocated to police in consolidated financial statements

### CORPORATION OF THE CITY OF NEW WESTMINSTER CONSOLIDATED STATEMENT OF OPERATIONS For the Year Ended December 31, 2020

	2020 Budget (Note 1(g))	2020
<b>REVENUE</b>		
Municipal Taxation and Other Levies (Note 12)	\$ 89,305,600	\$ 89,195,332
Utility Rates	90,453,942	92,380,953
Sale of Services	15,076,612	12,064,621
Grants from Other Governments (Note 18)	10,603,740	10,577,058
Contributed Tangible Capital Assets (Note 9(b))	-	4,974,934
Contributions	20,904,952	9,334,300
Other Revenue (Note 13)	17,289,838	16,719,355
	<b>243,634,684</b>	<b>235,246,553</b>
<b>EXPENSES</b>		
Police Services	31,601,100	29,169,363
Parks and Recreation	22,187,125	21,791,314
Fire Services	17,719,514	16,870,661
Development Services	5,981,703	6,063,165
Engineering Services	27,234,341	27,042,941
General Government	26,765,499	25,585,521
Library	4,541,684	3,700,338
Utility Operations	66,626,809	65,442,892
	<b>202,657,775</b>	<b>195,666,195</b>

### Secondment/Recoveries impact on Salaries



# 2022 Budget

Expenditures	Amount
2021 Operating Expenditures	\$32,285,500
Salary & Benefit: Increases for contractual agreements	\$860,000
Salary & Benefit: Two new position required for secondment agreement with FSOC	\$280,000
Salary & Benefit: One position to support secondment for PSU (1 year only)	\$168,000
Salary & Benefit: Reduction of School Liaison and DEIAR position	-\$230,000
Increase in contractual costs for E-COMM	\$243,000
PPE/Naloxone one year funding	-\$44,000
Consulting for department review	\$50,000
Digital evidence management systems	\$52,000
Honorarium for Police Board members	\$20,000
General Administration – Offset by increased revenue	\$24,000
<b>2022 Expenditures</b>	<b>\$33,708,500</b>
<b>Revenues</b>	
2021 Operating Revenues	\$6,738,400
Add: Seconded members contractual salary increase	\$65,000
Add: Seconded Member Cost Recovery/Increase (FSOC, ICARS, PSU, ERT)	\$732,000
Other Revenue and Sales of Service	\$24,000
<b>2022 Revenues</b>	<b>\$7,559,400</b>
<b>Net Expenditures</b>	<b>\$26,149,100</b>

*\*\*Prior to amortization and interdepartmental charges*

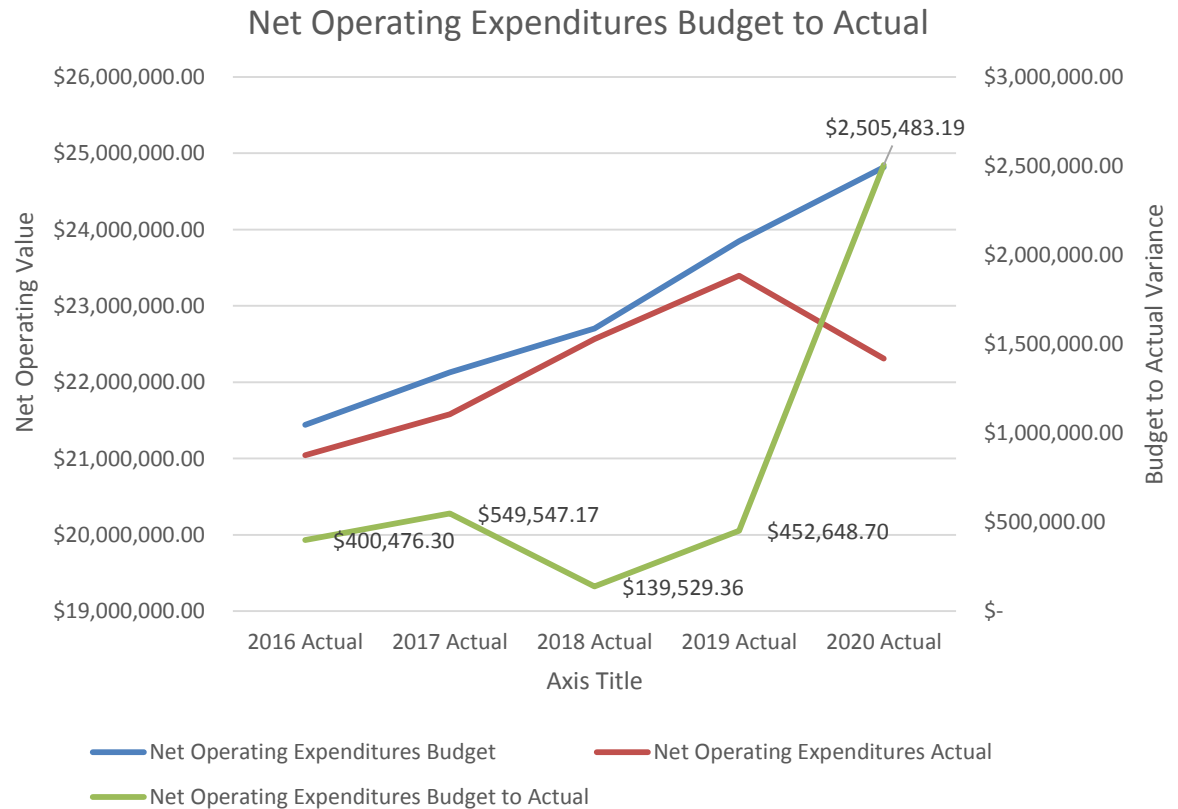


# 2022 Budget

Account	2021	2022	\$ Change	%
Salaries & Benefits	\$26,925,100	\$28,003,100	\$1,078,000	4.00%
Contracted Services	\$3,016,200	\$3,269,200	\$253,000	8.39%
Education & Training	\$380,500	\$395,500	\$15,000	3.94%
General Office & Administration	\$1,117,700	\$1,216,300	\$98,600	8.82%
Operational Equipment	\$514,600	\$470,600	-\$44,000	-8.55%
Other Costs	\$331,400	\$353,800	\$22,400	6.76%
<b>Total Expenditures</b>	<b>\$32,285,500</b>	<b>\$33,708,500</b>	<b>\$1,423,000</b>	<b>4.41%</b>
Total Revenues	\$6,738,400	\$7,559,400	\$821,000	12.18%
<b>Net Provisional Budget</b>	<b>\$25,547,100</b>	<b>\$26,149,100</b>	<b>\$602,000</b>	<b>2.36%</b>

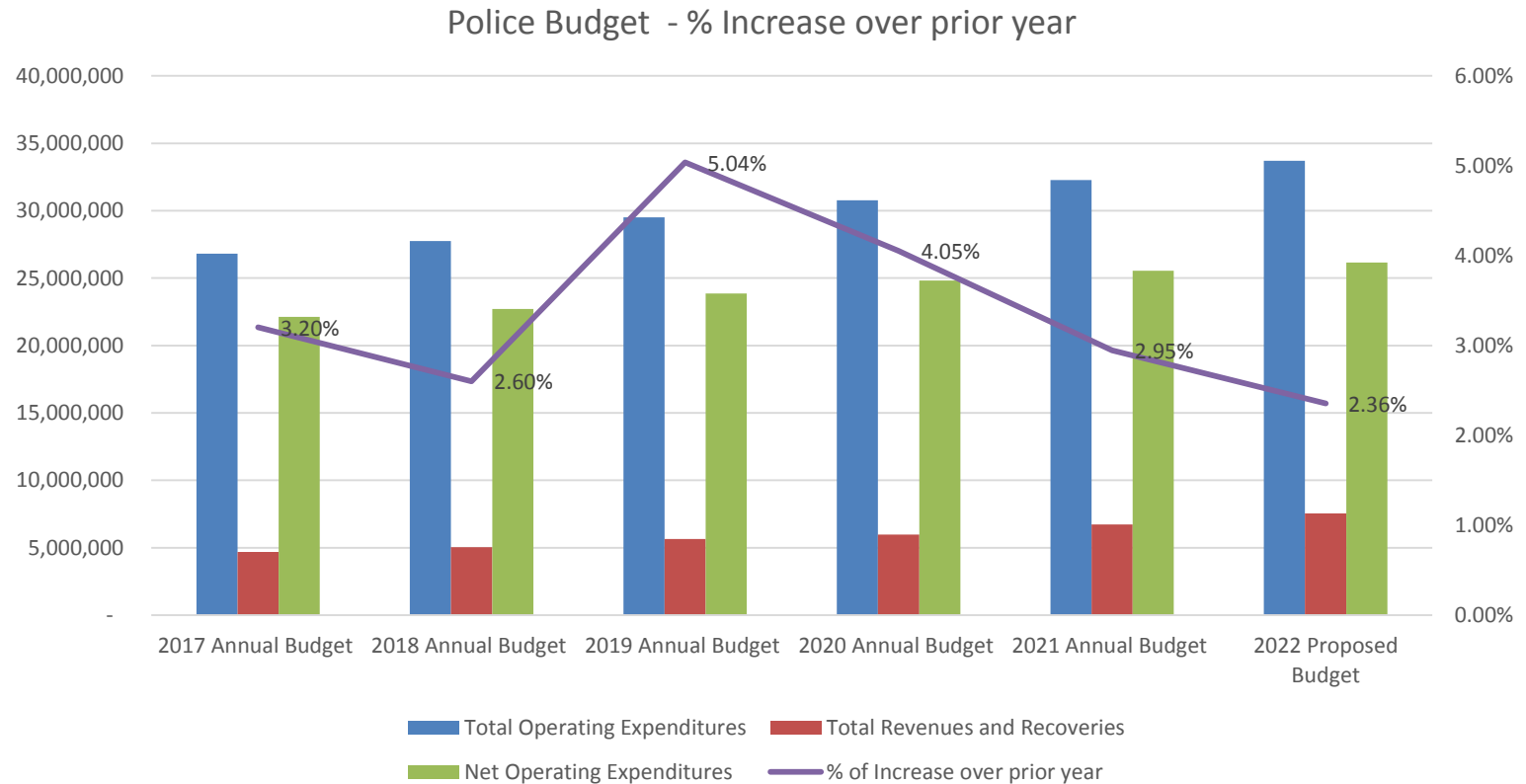
# Budget Analysis

- Budget to actual variance around 1-2% for past 5 years with the exception of 2020
- Minimal variance forecasted for 2021
- Demonstrates ability to forecast and adhere to spending expectations





# Budget Analysis



5 Year average increase of 3.57%

2022 increase request of 2.36%

# BOROUGH COMMUNITY CENTRE



# History and Context

## Population Changes 2001 to 2019

Department	2001 Population	2019 Population	Change
VicPD	5,369	112,721	+49.6%
NWPD	54,207	79,737	+47.1%
PMPD	24,162	35,057	+45.1%
Abby PD	116,078	158,582	+36.6%
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Saanich PD	107,129	122,173	+14%
DPD	101,750	110,443	+8.5%
WVPD	44,756	47,148	+5.3%
Average			+28.3%

# History and Context

## Staffing Comparison 2001 to 2019

Department	2001 Staffing	2019 Staffing	Change
PMPD	30	52	+73.3%
Abby PD	148	212	+43.2%
DPD	143	191	+33.6%
VPD	1096	1327	+21.1%
Saanich PD	138	161	+16.7%
VicPD	218	249	+14.2%
NWPD	106	112	+5.7%
WVPD	77	79	+2.6%
Average			+26.3%

# History and Context

## Population to Police (Pop to Cop) Ratio 2001 to 2019

Department	2001 Pop to Cop	2019 Pop to Cop	Change
DPD	712 to 1	574 to 1	19.4% Improvement
PMPD	805 to 1	658 to 1	18.3% Improvement
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WVPD	581 to 1	594 to 1	2.2% Decrease
VicPD	410 to 1	453 to 1	10.5% Decrease
NWPD	511 to 1	695 to 1	36.1% Decrease
Average	638 to 1	622 to 1	2.5% Improvement

# History and Context

## Department Budget Changes 2001 to 2019

Department	2001 Budget	2019 Budget	Change
PMPD	\$3,949,084	\$12,471,474	+216%
Abby PD	\$17,847,680	\$53,782,726	+201%
VicPD	\$22,160,355	\$56,793,567	+156%
VPD	\$130,786,381	\$318,658,229	+143%
DPD	\$16,551,889	\$39,645,838	+139%
WVPD	\$8,629,319	\$18,276,285	+112%
NWPD	\$13,708,547	\$27,795,594	+102%
Saanich PD	\$16,532,164	\$32,259,573	+95%
Average			+146%





# Questions for discussion

There is a lot of information in this budget presentation, does the Board and Council require additional information?

Is there any other feedback you need to provide staff before we finalize the budget for Board approval?





# New Westminster Police Department

## REPORT

**To:** Mayor Côté and Members of the New  
Westminster Police Board

**Date:** November 16, 2021

**From:** Inspector Diana McDaniel

**Item #:**

**Subject:** Indigenous Land Acknowledgment

---

### **RECOMMENDATION**

***That the New Westminster Police Board adopt the practice of using an Indigenous land acknowledgement as detailed in this report.***

---

### **PURPOSE**

The purpose of this report is to seek the New Westminster Police Boards' endorsement of an Indigenous land acknowledgement to be made at formal NWPB gatherings and to be printed on publically available NWPB documents, agendas and web-based media.

### **BACKGROUND**

New Westminster has been settled on the unceded territories of multiple First Nations. Today, the descendants of these Nations continue to live here as well as within the boundaries of more recently established municipalities neighbouring the City. In 2019, City Council initiated a process to grow relationships with these Nations; to better understand and respect their interests to these lands; and to seek ways to work together towards reconciling our past relationships. One aspiration of conversations with these Nations is to work together to identify an acknowledgement that is inclusive and respectful of all Nations' interests to this place.

## **EXISTING POLICY AND PRACTICE**

There is no existing policy for offering Indigenous land acknowledgements at the City or the NWPD; however, offering land acknowledgements at City and NWPD gatherings has become a common practice in the past several years.

## **ANALYSIS**

New Westminster is settled on the unceded and unsundered land of several Halkomelem speaking Nations. The City and NWPD recognize that its knowledge of these Nations is limited and that their territories include areas far beyond the City's boundaries. Council is committed to improving the City's understanding of these Nations' interests through the development of respectful and reciprocal relationships. Part of this process aspires to identify an acknowledgement that is inclusive of their multiple interests to this land; however, this process is taking time and, in the interim, the City and NWPD should adopt a practice of acknowledging that First Nations continue to live here and have been present since time immemorial. This acknowledgement should recognize the impacts of colonial settlement on these lands and the unextinguished Rights these Nations have to them.

It is recommended that the following interim acknowledgement be adopted for use at formal NWPD gatherings and to be printed on publically available NWPD documents, agendas and web-based media:

*We recognize and respect that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.*

It should be reinforced that the above acknowledgement is an interim measure and is expected to evolve as the City and NWPD builds relationships with local First Nations. In addition to the adoption of this land acknowledgement, Attachment 1 provides the Board, staff and the community with background information on the practice of land acknowledgments and guidelines for their use.

## **FINANCIAL IMPLICATIONS**

There are no financial implications to the adoption of this land acknowledgment.

## **INTERDEPARTMENTAL LIAISON**

The City's Reconciliation, Social Inclusion and Engagement Task Force contributed to the development of this land acknowledgment. This task force is comprised of Council representatives as well as staff from several City departments.

## **OPTIONS**

The two options for the New Westminster Police Board's consideration are:

1. Adopt the practice of using an Indigenous land acknowledgment as detailed in this report;  
or
2. Provide staff with alternative direction.

*Staff recommend Option 1.*

## **ATTACHMENTS**

Attachment 1 – Guidelines and Background for Indigenous Territorial Acknowledgment

This report was prepared by:

Diana McDaniel  
Inspector, Prevention Services

This report was approved for presentation by:



---

Dave Jansen  
Chief Constable



*Guidelines and Background for  
Indigenous Territorial Acknowledgment*

# Guidelines and Background for Indigenous Territory Acknowledgment

## Territorial acknowledgement to the lands occupied by the City of New Westminster

*We recognise and respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.*

### What is a land acknowledgement?

When visiting the lands of another nation it is customary for Indigenous peoples to acknowledge the lands they are on. It demonstrates respect for that Nation and an awareness that the Nation has had a relationship with the land since time immemorial. An acknowledgment recognises the ties the descendants of those First People have to the land – its importance to their culture, ceremonies, and traditions (Indigenous Corporate Training).

By offering an acknowledgement, settler communities are recognising that the lands they are on were never ceded (handed over or yielded) to another state, government or people and that work is needed to reconcile this fact. For non-Indigenous people, taking a moment to acknowledge the Indigenous history of the land offers an opportunity for personal reflection and signals a commitment to reconciliation.

The City of New Westminster is involved in an ongoing process to improve relationships with local First Nations and understand their shared history and traditional uses of this land. As this journey progresses the City's acknowledgement may change through their guidance.

### When should a land acknowledgement be made?

A land acknowledgement should be spoken at the beginning of all formal gatherings and meetings including:

- City Council meetings
- City Committee, Task Force and Board meetings
- New Westminster public events, workshops, gatherings, presentations, ceremonies and meetings

### Who should offer the acknowledgement?

Generally, the senior person representing the City who is assigned to speak during a meeting, gathering or event should acknowledge the traditional territories. This would include the Mayor, Council member, Chairperson, MC, facilitator or staff person leading an event.

**It is important to recognise that a land acknowledgement is different than a welcome to traditional territory.** A welcome to traditional territory is something generally offered from a Chief/political representative/elder, or someone who is a descendent of the ancestral lands upon which the event is being held. This should be arranged in advance and based on mutual understanding between the event organizer and the host Nation. (Reconciliation Canada).

### How can I make my acknowledgement meaningful?

The language of the above territorial acknowledgement has been chosen to be inclusive of those Nations with interests in this area. The language is a suggestion rather than a rule and does not need to be spoken verbatim. Prior to offering an acknowledgement be thoughtful and consider its context and the best manner to make it respectful.

### Where should the acknowledgement be printed?

- Publically-available City strategies, plans, presentations and documents
- City Council, Committee, Task Force and Board agendas
- City website

### What is colonialism?

Colonialism is the act of one group (nation) of people occupying and taking control of the land, people and resources of another. In the case of British Columbia, the intention of European settlers was not to simply exploit the land and its resources for the benefit Britain. The intention was to permanently settle and control the land through the displacement or assimilation of the Indigenous nations that had lived here since time immemorial. This form of colonialism is often called settler-colonialism. As these lands have never been ceded and remain occupied by settlers, this act of colonialism remains on them today.

### What are unceded lands?

In 1763, King George III issued a [proclamation](#) stating that Aboriginal title existed and continued to exist on North American lands lying approximately west of the Appalachian Mountains and outside the limits of territories granted to the Hudson's Bay Company. This proclamation included the lands containing what is today known as British Columbia. Consequently, these lands continue to be Aboriginal until ceded (handed over or yielded) to the Crown through treaty or purchase. The 1763 proclamation is still valid in Canada and is honoured through Section 25 of the Canadian Constitution. To be clear, the lands now occupied by New Westminster were never ceded through treaty, nor have they been purchased by the Crown from local First Nations.

### What does Halkomelem mean?

The area now known as New Westminster is located on unceded and unsurrendered lands of the Halkomelem speaking peoples. Halkomelem is a common language spoken by the many First Nations that have been resident to this land since time out of mind; it is comprised of three dialects (Halqeméylem or upriver, hənqəminəŋ or downriver, and Hulqumínum or island). The interests of many First Nations speaking these dialects overlap in the area that was settled on, and is now occupied by the City of New Westminster. The use of the term Halkomelem is inclusive, respecting the ties and asserted rights each of these Nations have to this land.

## Why are no specific Nations named in this acknowledgement?

New Westminster has been settled on the shared territories of several Nations. The City recognises that its knowledge of these Nations is limited and is committed to improving on this through the development of respectful and reciprocal relationships with each of them. By naming only one Nation (or group of Nations), the City may show disrespect to Nations it has yet to engage with.

Understanding the shared history and traditional uses of this land has been part of the City's journey to reconcile its relationships with First Nations and Indigenous Peoples. The below resources could act as a start to help others understand which Nations hold interests in the New Westminster area. However, it should be noted that these resources are not exhaustive and everyone's path to reconciliation is a personal journey of active self-education and humility.

- <https://maps.fpcc.ca/>
- <https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/consulting-with-first-nations/first-nations-negotiations/first-nations-a-z-listing>
- <https://native-land.ca/>

## Staff Support

Should you require support in forming an acknowledgement for an activity you are leading please contact:

- Rob McCullough, Manager of Museums and Heritage Services (604-527-4639, [rjmccullough@newwestcity.ca](mailto:rjmccullough@newwestcity.ca))
- Jennifer Miller, Manager of Public Engagement (604-527-4653 [jmiller@newwestcity.ca](mailto:jmiller@newwestcity.ca))

## References

Indigenous Corporate Training. *Guide Book to Indigenous Protocol*. Port Coquitlam, 2019. Ebook. 25 08 2021. <<https://www.ictinc.ca/hubfs/ebooks/eBooks%202020/Indigenous%20Protocol.pdf>>.

Reconciliation Canada. *Cultural Teachings: Welcome to Territory & Land Acknowledgments*. Vancouver, 4 February 2019. Web page. <<https://reconciliationcanada.ca/cultural-teachings-welcome-to-territory-land-acknowledgments/>>.