



## NEW WESTMINSTER POLICE BOARD

OPEN AGENDA

Tuesday, September 27, 2022 at 9:30 am

Blue Room, New Westminster Police Department and

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

✓ Indicates Attachment

***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.***

<b>1</b>	<b>ADOPTION &amp; PRESENTATIONS</b>	
	1.1 Land Acknowledgment	<i>Mayor Cote</i>
	1.2 Acknowledgement of Service to Police Board Chair Mayor Jonathan Cote	<i>Chief Constable Jansen</i>
✓	1.3 Adoption of Open Agenda: September 27, 2022	<i>Police Board</i>
<b>2</b>	<b>CONSENT AGENDA</b>	<i>Police Board</i>
✓	2.1 Approval of Open Minutes: July 19, 2022	
	2.2 Police Board Member Reports	
✓	2.3 Statistics: July 2022 and August 2022	
✓	2.4 NWPD Strategic Plan Tracking Document	
✓	2.5 Policy: AB200 – Specialty Unit Assignment & Tenure	
	2.6 Police Board Correspondence:	
✓	2.6a Correspondence from BCAPB re Conference Sponsorship	
✓	2.6b Correspondence from E-Comm re Insider Subscription	
✓	2.6c Correspondence from George Madden, re E-Comm Board of Directors	
✓	2.6d CAPG 2022-23 Board of Directors	
✓	2.6e Response from Minister Farnworth to BCAMCP letter re JIBC Funding	
<b>3</b>	<b>ONGOING BUSINESS</b>	
✓	3.1 GOVERNANCE: 2022 Q2 Financial Report	<i>Jacqueline Dairon</i>
<b>4</b>	<b>NEW BUSINESS</b>	
	<i>No Items</i>	
	<b>NEXT MEETING</b>	
	<b>Date:</b> Tuesday, October 18, 2022 at 9:30 am	
	<b>Location</b> Council Chamber, New Westminster City Hall and By Zoom	
	<b>ADJOURNMENT OF OPEN MEETING</b>	



## NEW WESTMINSTER MUNICIPAL POLICE BOARD

July 19, 2022 at 9:30 a.m.

Via ZOOM

### MINUTES of Open Meeting

#### PRESENT

Mayor Jonathan Côté	Chair
Ms. Heather Boersma	
Mr. Drew Hart	
Ms. Shirley Heafey	
Mr. Patrick Lalonde	

#### STAFF:

Chief Constable Dave Jansen	
Deputy Chief Paul Hyland	
Inspector Aman Gosal	
Inspector Andrew Perry	
Ms. Jacqueline Dairon	Finance Supervisor
Ms. Heather Corbett	Acting Board Secretary

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The meeting was called to order at 9:30a.m.

#### 1.1. Land Acknowledgment

Mayor Cote provided a land acknowledgement, as follows:

*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.*

#### 1.2. Introduction of New Police Board Member Patrick Lalonde

Mayor Cote welcomed Patrick Lalonde to the Police Board.

#### 1.3. Adoption of Open Agenda: July 19, 2022

##### MOVED AND SECONDED

THAT The New Westminster Police Board approve the July 19, 2022, Open Agenda.

**CARRIED**

#### 2. CONSENT AGENDA

##### 2.1. Approval of Open Minutes: June 21, 2022

##### 2.2. Police Board Member Reports

##### 2.3. Statistics: June 2022

**2.4 Police Board Correspondence**  
**b) E-Comm 2021 Annual Report and Financial Statements**

**MOVED AND SECONDED**

THAT Items 2.4a be removed from the Consent Agenda; and,

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

**CARRIED**

**ITEMS REMOVED FROM CONSENT**

**2.4 Police Board Correspondence**  
**a) BCAMCP Letter in Response to JIBC Funding**

In response to a question from the Police Board, Chief Constable Jansen noted that no response to the BC Association of Municipal Chiefs of Police (BCAMCP)'s letter had been received thus far, and that the funding would likely be a discussion topic at the BCAMCP meeting, which is taking place next week. Chief Constable Jansen noted that any response received will be communicated to the Board.

**MOVED AND SECONDED**

THAT the New Westminster Police Board receive the correspondence.

**CARRIED**

**3. ONGOING BUSINESS**

**3.1 GOVERNANCE: New Westminster Police Department Strategic Plan Update**

Deputy Chief Constable Hyland discussed the report entitled "NWPD Strategic Plan Update", and provided a summary of the status of the work being done for each strategic priority milestone and key performance indicator within the NWPD Strategic Plan.

Police Board members provided the following comments:

- Regarding Key Milestone #6 in "Invest in our People": the status could be changed for this milestone as the Department is working with Thompson River University on a needs and gap analysis for a wellness program; and,
- The Board is comfortable with the pace that work is being accomplished and is satisfied that the work is sufficiently on track.

**MOVED AND SECONDED**

THAT the New Westminster Police Board receive the report entitled "NWPD Strategic Plan Update" for information.

**CARRIED**

### **3.2 New Westminster Police Department Non-Emergency Line Issues and Potential Alternatives**

Inspector Perry provided a summary of the report entitled “New Westminster Police Department Non-Emergency Line Issues and Potential Alternatives”, and discussed proposed options for an in-house alternative to the provision of a non-emergency line by E-Comm, noting the following information:

- In reviewing recent statistics, it is becoming increasingly apparent that E-Comm has no immediate solution that is going to be meaningful and significant to solving the issues with the non-emergency line that the community is concerned with; and,
- In pursuing options for an in-house non-emergency line, partnerships with other agencies were examined.

In response to questions from Police Board members, Inspector Andrew Perry and Chief Constable Jansen provided the following information:

- Staff are confident in the analysis that has been undertaken on this proposal and that the department will be in a good position to staff the in-house non-emergency services;
- As the service will not be 24/7 at first, the Department is being cautious and ensuring no additional or substantial pressure on existing staff,
- As there are other police departments who are more advanced in setting up in-house non-emergency lines, the NWPD has a chance to learn from their successes and challenges before increasing the service hours;
- The NWPD would need to be mindful of the budgetary impacts of increasing the service, even to a 7am-7pm model;
- Communications with E-Comm have begun in regards to the NWPD’s in-house service, and the management team intends to sit down with upper level management at E-Comm to discuss potential recuperation of costs;
- Given that the Board has recently been informed of cost increases at E-Comm (see On-Table correspondence), the NWPD management team will continually report back to the Board with any news from the BCACP, and also encourage the Board to discuss with colleagues at the BCAPB level;
- In preparation for presenting this report to the Board, Inspector Perry and Chief Constable Jansen have met with internal staff who would be affected, as well as CUPE representatives; and,
- Given the urgency of the situation, an implementation plan and the projected impacts on the 2023 budget have been developed, and it would be possible to begin work on the recommendation within the report straight away.

Police Board members noted the following comments:

- It would be important for the Police Board to receive regular updates on the implementation of the in-house non-emergency call-taking service; and,

- Implementing this proposal would be an important step for the NWPD in terms of improving and recognizing the challenges and worsening numbers at E-Comm.

**MOVED AND SECONDED**

THAT The New Westminster Police Board receive the On-Table Correspondence; and,

THAT the New Westminster Police Department assume some non-emergency line call responsibilities from E-Comm and implement scenario 1 (as in the report) in 2023; and,

THAT the NWPD continue to work with E-Comm to see if non-emergency line service performance can be improved.

**CARRIED**

**4. New Business**

There were no items

**ADJOURNMENT of Open Meeting**

Chair Jonathan Cote adjourned the meeting at 9:59 a.m.

**Next meeting**

The next meeting of the New Westminster Police Board will take place on September 13, 2022 at 9:30 a.m.

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MAYOR JONATHAN COTE  
CHAIR

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HEATHER CORBETT  
RECORDING SECRETARY

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Crime Type Category <sup>1</sup>	2022 June	2022 July	July 3YR Avg	YTD 2020	YTD 2021	YTD 2022	YTD 3YR Avg	% Change 2022-2021
Persons Offences								
HOMICIDE	0	0	0	0	3	0	1	-100%
ATTEMPTED HOMICIDE	0	0	0	1	1	2	1	100%
SEXUAL ASSAULTS	10	3	5	26	34	42	34	24%
ASSAULT-COMMON	23	31	34	210	203	193	202	-5%
ASSAULT-W/WEAPON OR CBH	10	16	16	69	102	79	83	-23%
ASSAULT-AGGRAVATED	0	0	1	1	4	3	3	-25%
ROBBERY	4	11	5	20	31	33	28	6%
Total Monitored Persons Offences	47	61	61	327	378	352	352	-7%
Domestic Violence								
DOMESTIC VIOLENCE	46	52	54	362	354	358	358	1%
FAMILY VIOLENCE	27	19	22	175	150	146	157	-3%
Property Offences								
BREAK & ENTER-BUSINESS	9	11	11	102	132	80	105	-39%
BREAK & ENTER-RESIDENCE	3	6	8	51	28	39	39	39%
BREAK & ENTER-OTHER	7	2	5	53	43	39	45	-9%
THEFT OF VEHICLE	8	18	11	81	68	100	83	47%
THEFT FROM VEHICLE	45	51	59	516	487	385	463	-21%
THEFT-OTHER OVER \$5000	2	1	1	8	5	9	7	80%
THEFT-OTHER UNDER \$5000	43	39	39	249	213	252	238	18%
MISCHIEF OVER \$5000	1	1	1	6	6	6	6	0%
MISCHIEF \$5000 OR UNDER	43	37	43	248	325	272	282	-16%
Total Monitored Property Offences	161	166	178	1314	1307	1182	1268	-10%
Traffic Offences								
Collisions								
COLLISION-FATAL	0	0	0	0	0	2	1	N/A <sup>2</sup>
COLLISION-NON-FATAL INJURY	6	8	10	66	60	43	56	-28%
COLLISION-ALL OTHERS	38	35	31	214	224	326	255	46%
Total Collision Offences	44	43	41	280	284	371	312	31%
215   Impaired								
215 ALCOH-24HR & DRUG	1	8	6	17	33	22	24	-33%
215 ALCOH IRP FAIL & REFUSE ASD-90 DAY	17	16	13	54	81	93	76	15%
215 ALCOH IRP WARN	5	9	5	17	25	36	26	44%
IMPAIRD OP MV (DRUGS & ALCOH)	4	7	8	35	60	64	53	7%
Weapons Offences								
WEAPONS	2	4	7	41	49	37	42	-24%
Other Non-Criminal Offences								
BYLAW	18	10	31	318	206	117	214	-43%
FALSE ALARMS	85	83	68	411	404	547	454	35%
MISSING PERSONS	25	27	24	117	145	159	140	10%
MENTAL HEALTH RELATED	44	33	43	364	512	278	385	-46%
DISTURBED PERSON/ATT SUICIDE	39	28	42	438	393	239	357	-39%
SUDDEN DEATH	12	11	13	72	103	82	86	-20%
DOMESTIC DISPUTE-NO ASSAULT	36	41	43	313	262	224	266	-15%
OVERDOSES	0	1	2	11	11	9	10	-18%

<sup>1</sup> The above statistics were extracted from LMD PRIME, General Occurrences (GOs) with CCJS Status: <>A (all files except unfounded) or B:Z (founded). Please note that the figures reflect police records as of the day the data was originally extracted; therefore, the figures may have changed over time. The PRIME data was last reviewed on: 2022-08-11. Please contact the New Westminster Police Department - Criminal Intelligence Unit for more information.

<sup>2</sup> Undefined. Percent Change = ((new value – initial value / initial value) x 100). Division by zero is division where the divisor (denominator) is zero, where the expression has no meaning; therefore, division by zero is undefined.



Crime Type Category <sup>1</sup>	2022 July	2022 August	August 3YR Avg	YTD 2020	YTD 2021	YTD 2022	YTD 3YR Avg	% Change 2022-2021
Persons Offences								
HOMICIDE	0	0	0	0	3	0	1	-100%
ATTEMPTED HOMICIDE	0	0	0	1	1	2	1	100%
SEXUAL ASSAULTS	3	4	6	32	42	44	39	5%
ASSAULT-COMMON	32	33	37	252	237	222	237	-6%
ASSAULT-W/WEAPON OR CBH	16	10	10	85	107	92	95	-14%
ASSAULT-AGGRAVATED	0	1	1	2	6	4	4	-33%
ROBBERY	10	9	7	22	42	40	35	-5%
Total Monitored Persons Offences	61	57	61	394	438	404	412	-8%
Domestic Violence								
DOMESTIC VIOLENCE	49	29	46	419	407	388	405	-5%
FAMILY VIOLENCE	18	21	29	218	173	167	186	-3%
Property Offences								
BREAK & ENTER-BUSINESS	11	7	12	121	143	92	119	-36%
BREAK & ENTER-RESIDENCE	6	9	7	59	32	49	47	53%
BREAK & ENTER-OTHER	2	10	7	61	47	49	52	4%
THEFT OF VEHICLE	18	8	11	96	78	108	94	38%
THEFT FROM VEHICLE	51	44	64	607	545	428	527	-21%
THEFT-OTHER OVER \$5000	1	0	1	9	8	10	9	25%
THEFT-OTHER UNDER \$5000	38	44	42	298	246	291	278	18%
MISCHIEF OVER \$5000	1	0	0	6	7	6	6	-14%
MISCHIEF \$5000 OR UNDER	38	31	36	281	371	299	317	-19%
Total Monitored Property Offences	166	153	181	1538	1477	1332	1449	-10%
Traffic Offences								
Collisions								
COLLISION-FATAL	0	0	0	0	0	2	1	N/A <sup>2</sup>
COLLISION-NON-FATAL INJURY	9	6	9	74	73	51	66	-30%
COLLISION-ALL OTHERS	34	33	33	242	261	361	288	38%
Total Collision Offences	43	39	42	316	334	414	355	24%
215   Impaired								
215 ALCOH-24HR & DRUG	8	2	3	23	34	23	27	-32%
215 ALCOH IRP FAIL & REFUSE ASD-90 DAY	16	11	9	63	89	105	86	18%
215 ALCOH IRP WARN	9	5	4	19	29	41	30	41%
IMPAIRD OP MV (DRUGS & ALCOH)	7	10	8	42	68	94	68	38%
Weapons Offences								
WEAPONS	4	9	5	44	52	42	46	-19%
Other Non-Criminal Offences								
BYLAW	12	20	33	382	221	149	251	-33%
FALSE ALARMS	80	91	76	485	467	638	530	37%
MISSING PERSONS	27	25	18	127	165	185	159	12%
MENTAL HEALTH RELATED	33	30	40	417	549	309	425	-44%
DISTURBED PERSON/ATT SUICIDE	31	23	46	498	447	280	408	-37%
SUDDEN DEATH	11	8	10	81	117	90	96	-23%
DOMESTIC DISPUTE-NO ASSAULT	41	27	35	357	297	253	302	-15%
OVERDOSES	1	0	2	14	15	9	13	-40%

<sup>1</sup> The above statistics were extracted from LMD PRIME, General Occurrences (GOs) with CCJS Status: <>A (all files except unfounded) or B:Z (founded). Please note that the figures reflect police records as of the day the data was originally extracted; therefore, the figures may have changed over time. The PRIME data was last reviewed on: 2022-09-08. Please contact the New Westminster Police Department - Criminal Intelligence Unit for more information.

<sup>2</sup> Undefined. Percent Change = ((new value – initial value / initial value) x 100). Division by zero is division where the divisor (denominator) is zero, where the expression has no meaning; therefore, division by zero is undefined.



## New Westminster Police Department 2022-2024 Strategic Plan Tracking

*Updated for September 27<sup>th</sup>, 2022*

**We serve everyone** in our community with  
**integrity, excellence, and compassion.**

Prepared by: Deputy Chief Constable Paul Hyland

## 2022-2024 Strategic Plan Tracking



### Priority: Strengthen Community Engagement

Key Milestones By Dec 31, 2022	Owner	Status
1. Create an Indigenous Peoples engagement plan that identifies how we will engage and what we hope to learn	Gosal	On Track
2. Establish an NWPD diversity and community engagement team	Gosal	On Track
3. Create a community group engagement and communications plan	Jansen	On Track
4. Begin engaging with community groups	Jansen	On Track

### Status Legend

**Not Started** - work on this milestone has not yet started

**On Track** - the owner expects to achieve the result this period

**Off Track** - the owner does not expect to achieve the result this period

**Complete** - the result has been achieved and accepted,

**Deferred** - the milestone has been deferred at this time



## Priority: Modernize Community Safety

Key Milestones By Dec 31, 2022	Owner	Status
1. Complete an operations review	Jansen	On Track
2. Support committees as needed to define NWPD policy and role as it pertains to homelessness, mental health, and addiction	Gosal	On Track
3. Support the City's work on the Peer Assisted Crisis Team on addressing mental health, homelessness, and addiction	Gosall	On Track
4. Implement Police Act recommendations	Hyland	On Track
5. Begin implementing unbiased policing standards	Gosal	On Track
6. Establish Key Performance Indicators (KPIs) with Board Approval	Hyland	Complete
7. Establish Board engagement plan	Jansen	On Track
8. Implement alternative non-emergency call system to improve call wait times	Hyland	On Track

### Status Legend

**Not Started** - work on this milestone has not yet started

**On Track** - the owner expects to achieve the result this period

**Off Track** - the owner does not expect to achieve the result this period

**Complete** - the result has been achieved and accepted, no further updates will be provided

**Deferred** - the milestone has been deferred at this time

## 2022-2024 Strategic Plan Tracking



### Priority: Invest in our People

Key Milestones By Dec 31, 2022	Owner	Status
1. Design and implement an employee engagement survey	Hyland	On Track
2. Implement DEIAR recommendations	Gosal	On Track
3. Pilot City performance reviews with two selected units to support growth and career planning	Perry	On Track
4. Establish a standard on-boarding and exit interview process for staff	Perry	On Track
5. Complete a needs assessment and business case for an HR system	Perry	On Track
6. Retain a consultant to define a wellness program including goals, components, gaps, and recommendations	Hyland	On Track

### Status Legend

**Not Started** - work on this milestone has not yet started

**On Track** - the owner expects to achieve the result this period

**Off Track** - the owner does not expect to achieve the result this period

**Complete** - the result has been achieved and accepted, no further updates will be provided

**Deferred** - the milestone has been deferred at this time

# Specialty Unit Assignment & Tenure

**AB200**

Revised: July 2022

**AB200**

## **RISK ASSESSMENT: Low**

## **POLICY**

1. Where operationally feasible, the New Westminster Police Department (NWPD) will provide fair and equitable opportunities for sworn members to work in a variety of positions and units over the course of their career at the NWPD.
2. Specialty assignments will be assigned in a manner that is based on the knowledge, skills and abilities required for the position, and consistent with applicable collective agreements, legislation and other agreements such as a Memorandum of Understanding.
3. This policy does not restrict the right of the Chief Constable to assign sworn members to positions outside of a competitive process:
  - a) As required to meet the NWPD's strategic goals and objectives;
  - b) As required to meet the NWPD's operational needs;
  - c) To meet workplace accommodation requirements; and/or
  - d) To satisfy performance management objectives or disciplinary outcomes.

## **REASON FOR POLICY**

4. To ensure that Specialty Assignment positions are filled by sworn members who have the knowledge, skills and abilities required to perform the position.
5. To provide direction on the terms of tenure for Specialty Assignment positions to assist with:
  - a) career stability for the member and the NWPD;
  - b) career and succession planning;
  - c) improved job performance and mentoring; and
  - d) ensuring an equitable amount of opportunities for sworn members to gain experience in Specialty Assignments.

## **PROCEDURES**

### **Postings**

6. Whenever a new Specialty Assignment position or a permanent vacancy is created within the NWPD, notice may be given in Service Orders and applications may be invited to fill those positions, at the discretion of the Chief Constable.
7. Postings will contain the Specialty Assignment position's tenure, eligibility requirements, application process, evaluation process and whether or not an eligibility list will be created.
8. This policy does not apply to permanent promotions to established ranks.

### **Terms of Tenure**

9. These Terms of Tenure are guiding principles and will apply in most cases.
10. The Chief Constable maintains the right to manage the NWPD and to create exceptions to the application of these Terms of Tenure as required, which may include the following:
  - a) The transfer out or continued assignment of a member to a position or secondment is in the best interests of the member or organization or both.
  - b) No other member has the requisite knowledge, skills, or abilities for the assignment.
  - c) No other member is interested in taking the assignment.
  - d) There are other exceptional circumstances requiring a departure from these Terms of Tenure.
11. The tenure length schedule (see below) will indicate the duration of each Specialty Assignment, which will typically include a recommended minimum tenure, whether or not there are additional "option" years and a maximum tenure limit (expiration date).

### **Recommended Minimum Tenure**

12. A member who is assigned to a position, subject to the member's suitability and performance, is recommended to remain in that position for the minimum tenure time.
13. Members in a NWPD Specialty Assignment do not have to complete their minimum tenure time prior to applying to another Specialty Assignment or requesting to return

to a Patrol Assignment. This does not apply to an external agency Secondment Assignment.

#### **Tenure Start/Renewal/Expiration Dates**

14. The year of transfer and tenure time for NWPD Specialty Assignments:

- a) If the transfer occurs between January 1st and July 1st, this time will not be considered part of the tenure and the tenure renewal/expiry date will be July 1st.
- b) If the transfer occurs between July 1st and December 31st, this time will not be considered part of the tenure and the tenure renewal/expiry date will be January 1st.

15. The year of transfer and tenure time for external agency Secondment Assignments:

- a) All transfers in and out of Secondment Assignment positions will be planned to occur in January.
- b) If for any reason, the transfer occurs between January 1 and March 31 of the year, the secondment tenure start date will be January 1 of that same year.
- c) If the transfer occurs after March 31 of the year, then the secondment tenure start date will be January 1 of the following year.

#### **Requesting Tenure Extension and Notice for Expiration Dates**

16. Members must be given 6 months written notice of their option years and their maximum tenure time's expiration date.

17. A member who wishes to remain beyond the minimum tenure may apply in writing to their NCO for an extension at least six (6) months prior to the conclusion of their tenure. An extension will generally be granted subject to the needs of the Department, the external Secondment agency and providing the member demonstrated an acceptable standard of performance during their minimum tenure.

18. A member who is in a NWPD Specialty Assignment (not external agency Secondment Assignment) and whose earliest unreduced date of retirement falls within the calendar year immediately following their scheduled tenure end date may request a tenure extension of up to one year beyond the maximum tenure date but no later than the member's earliest unreduced date of retirement.

- a) The member must provide a written request for tenure extension to the Chief Constable NCO by March 31 in the year of tenure expiry.
- b) Extensions will be treated in the same manner as optional extensions which must be by mutual agreement of member and the Chief Constable.

- c) Extension terms will be documented by the Staff Sergeant of Administration in a Letter of Agreement and must be acknowledged by the member in writing.
  - d) If the member does not retire on or before their earliest unreduced retirement date, the member will be immediately reassigned to Patrol.
19. A member who is in an external agency Secondment Assignment (not a NWPD Specialty Assignment) and whose earliest unreduced date of retirement falls within the calendar year immediately following their scheduled tenure end date may request a tenure extension of up to one year beyond the maximum tenure date but no later than the member's earliest unreduced date of retirement.
- a) The member must provide a written request for tenure extension to the Chief Constable NCO by March 31 in the year of tenure expiry.
  - b) Each request will be treated on a case by case basis in negotiation with the Secondment agency.

#### **Criteria for Tenure Extension**

20. The Chief Constable will base the decision to extend or not extend a staff member's tenure on the following criteria:
- a) Performance of the individual;
  - b) NWPD Organizational and/or Secondment Agency requirements;
  - c) The individual's health and/or well-being;
  - d) The need for the individual's development; and
  - e) The amount of the departmental investment in the individual, ie. Specialized training, expertise.

#### **Applying to a Specialty Assignment while in a Specialty Assignment**

21. Members do not have to return to a Patrol Assignment after being in a NWPD Specialty Assignment or external Secondment Assignment before being eligible to apply for another Specialty Assignment.
22. If a member is the incumbent assigned to the NWPD Specialty Assignment or external agency Secondment Assignment for which a career competition relates too, they may not apply for the position during the first career competition.
23. Should there be no applicants during the first career competition, the incumbent member assigned to the NWPD Specialty Assignment or external agency Secondment Assignment for which a career competition relates too, may apply for the position and will be assigned a new full tenure length as described in the tenure schedule.

### **External Agency Secondment**

24. Members who are in an external Secondment must follow any direction provided about tenure time length and related issues in the Memorandum of Understanding between the NWPD and the external agency and/or any other agreements.

### **Extended Absences**

25. Absences due to maternity/parental leave, extended WCB or sick/disability leave in excess of 5 weeks will not count towards tenure.

### **Temporary Specialty Assignments**

26. The Chief Constable, or designate, may assign members to special assignments, duties or projects for short term tenures (generally less than one year) as a result of operational requirements. These terms of tenure are not intended to cover temporary specialty assignments due to temporary vacancies or temporary operation demands.

Related Policies: AE30 – Staffing and Personnel

## **TENURE LENGTH SCHEDULE - NWPD Specialty Unit Assignment**

<b>NWPD Specialty Unit</b>	<b>Recommended Minimum</b>	<b>Maximum</b>	<b>Extension Option Years</b>
<b>Child &amp; Youth Resource Unit</b>	3	5	3+1+1
<b>Crime Prevention Unit</b>	3	5	3+1+1
<b>Crime Reduction Unit</b>	2	5	2+1+1+1
<b>Criminal Intelligence Unit</b>	3	5	3+1+1
<b>Departmental Sergeant Major</b>	3	5	3+1+1
<b>Forensic Identification Section</b>	7	10	7+1+1+1
<b>Gang Suppression Unit</b>	3	5	3+1+1
<b>Major Crime Unit</b>	3	7	3+1+1+1+1
<b>Marine Unit</b>	3	10	None

<b>Mental Health Unit</b>	3	5	3+1+1
<b>Special Investigations Unit</b>	3	5	3+1+1
<b>Strategic Communications Team</b>	3	5	3+1+1
<b>Street Crime Unit</b>	3	5	3+1+1
<b>Traffic Unit</b>	3	5	3+1+1
<b>Training Cadre</b>	3	Unlimited	None
<b>Training Unit</b>	3	5	3+1+1

## **TENURE LENGTH SCHEDULE – External Secondment Assignment**

<b>External Secondment Agency</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Extension Option Years</b>	<b>Future Planned Tenure (Min/Max)*</b>
<b>BC Municipal Undercover (Full Time) Program</b>	3	4	3+1	3/7
<b>Combined Forces Special Enforcement Unit</b>	3	4	3+1	3/5
<b>Federal Serious and Organized Crime – Group 7</b>	3	3	None	3/5
<b>Federal Serious and Organized Crime – Waterfront Joint Forces Operation</b>	3	3	None	3/5
<b>Integrated Collision Analysis and Reconstruction Service</b>	5	5+	In 2 year increments	N/A
<b>Integrated Homicide Investigation Team</b>	5	5+	In 1 year increments	N/A
<b>Integrated Municipal Provincial Auto Crime Team</b>	3	4	3+1	3/5
<b>Integrated National Security Enforcement Teams</b>	3	4	3+1	3/5
<b>Integrated Road Safety Unit</b>	3	4	3+1	3/5
<b>Justice Institute of British Columbia (Instructor)</b>	3	4	3+1	3/5
<b>Lower Mainland Crisis Negotiation Team</b>	None	None	None	3/10

<b>Lower Mainland District Emergency Response Team</b>	5	5+	In 2 year increments	N/A
<b>Lower Mainland District Police Dog Service</b>	Life of Dog** (if first term)	Life of Dog** (if second term)	Life of Dog** (if second term)	N/A
<b>Lower Mainland Protective Services</b>	5	5	None	3/5
<b>Lower Mainland Tac Troop</b>	5	5	None	3/5
<b>National Weapons Enforcement Support Team</b>	3	4	3+1	3/5
<b>Provincial Unsolved Homicide</b>	3	4	3+1	3/5
<b>RCMP Hate Crime Team</b>	3	4	3+1	3/5
<b>Real Time Intelligence Centre</b>	3	4	3+1	3/5

\*The future planned tenure schedules will be discussed with the external secondment agency when tenure agreements come up for review and renewal and are not currently in effect.

\*\*Note: Lower Mainland District Police Dog Service (IPDS) Participants acknowledge that, subject to suitable performance, and the approval of the Participant Representative, Participant Members may be supported to serve with IPDS for the working lifespan of two (2) dogs.

**Heather CORBETT**

---

**From:** BCA Police Boards <bcapbs@gmail.com>  
**Sent:** Monday, July 25, 2022 12:27 PM  
**To:** Heather CORBETT  
**Cc:** New West (Ruby Campbell)  
**Subject:** BCAPB - Thank you!  
**Attachments:** New West.pdf

**This Message Is From an External Sender**

This message came from outside your organization.

Hi Heather,

Can you please forward the attached letter to Mayor Cote.

Thank you - Veronica



July 25, 2022

His Worship Mayor Jonathan Cote  
Chair, New Westminster Police Board  
555 Columbia Street  
New Westminster BC V3L 1B2

Dear Mayor Cote:

**Re: BC Association of Police Boards 2022 Conference & AGM – Sponsorship**

On behalf of the BC Association of Police Boards Executive and the 2022 Conference Committee, I wish to express our thanks to the New Westminster Police Board for your generous sponsorship of \$700.00 towards a meal break for the 2022 Conference and AGM.

Your sponsorship and support is appreciated and contributed to the success of this event.

Thank you once again.

Sincerely,

Charla Huber, MA, CIHCM  
President, BCAPB

pc: Ms. Daisy Dyer

**Heather CORBETT**

---

**From:** Sophie Schreder <sschreder@newwestcity.ca>  
**Sent:** Monday, July 25, 2022 1:49 PM  
**To:** Heather CORBETT  
**Subject:** Mail from E-Comm RE: electronic newsletter  
**Attachments:** SKM\_C65822072513570.pdf

**This Message Is From an External Sender**

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Hi Heather,

Please see attached letter from E-Comm to the Police Board Chair and members.

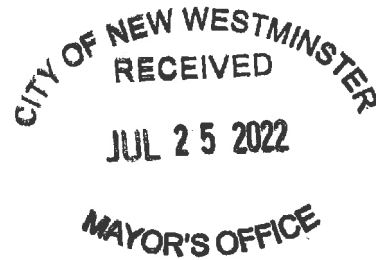
Sophie

**Sophie Schreder** | Executive Assistant to the Mayor  
T: 604.527.4522 C: 778.791.4636 | E [sschreder@newwestcity.ca](mailto:sschreder@newwestcity.ca)

**From:** clk67433@newwestcity.ca <clk67433@newwestcity.ca>  
**Sent:** Monday, July 25, 2022 1:58 PM  
**To:** Sophie Schreder <sschreder@newwestcity.ca>  
**Subject:** Message from KM\_C658

June 30, 2022

Board Chair and Board Members  
New Westminster Police Board  
511 Royal Avenue  
New Westminster, BC V3L1H9



Dear Sir or Madam,

**RE: E-Comm Insider (formerly e-communiqué) Subscription**

As a former print subscriber to E-Comm's quarterly newsletter e-communiqué, we wanted to reach out to announce the shift of this publication to an online format. We have re-launched this publication as a new, bi-annual newsletter called the **E-Comm Insider**. Our first edition was published this morning and can be found on E-Comm's website: [insider.ecomm911.ca](http://insider.ecomm911.ca)

E-Comm is committed to honest and transparent communication about where we are as an organization today and where we are going in the future. The E-Comm Insider publication will play a big part in this commitment, as all of the stories told will relate directly to E-Comm's (a)SPIRE Strategic Plan. By moving to a digital-only format, we are making our publication more accessible to all, in addition to being more eco-friendly.

**If you are interested in continuing to receive our newsletter, please sign up by visiting [ecomm911.ca](http://ecomm911.ca) – scroll down to the bottom of the page and click the "sign up" button.**

We hope you enjoy reading the E-Comm Insider.

Sincerely,

Kaila Butler  
Communications Manager  
E-Comm 9-1-1



**Heather CORBETT**

---

**From:** Barton, Taryn <Taryn.Barton@transitpolice.bc.ca>  
**Sent:** Thursday, July 28, 2022 9:31 AM  
**To:** Heather CORBETT  
**Cc:** Madden, George  
**Subject:** Correspondence for Police Board Chair re: ECOMM  
**Attachments:** 2022 07 28 LT New West Police Board from GMadden re ECOMM.pdf

**This Message Is From an External Sender**

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Hi Heather,

Please find attached a letter for the Police Board Chair Mayor Cote, from George Madden in regards to E-Comm.

Thank you.

Taryn

**Taryn Barton**  
**Police Board Secretary**  
**Metro Vancouver Transit Police**



**Transit Police**

[transitpolice.ca](https://transitpolice.ca) [[transitpolice.bc.ca](https://transitpolice.bc.ca)]

300 – 287 Nelson's Court  
New Westminster, BC V3L 0E7  
Phone: 604 515 8387

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Transit Police is committed to maintaining order, promoting safety and reducing crime on the transit system in Metro Vancouver.

# Metro Vancouver Transit Police Board



[BY EMAIL: c/o [HCORBETT@NWPolice.org](mailto:HCORBETT@NWPolice.org)]

July 28, 2022

Attn: Police Board Chair, Mayor Jonathan Coté  
New Westminster Police Board  
555 Columbia Street  
New Westminster, BC V3L 1B2

Dear Mayor Coté,

**SUBJECT: E-COMM Board of Directors**

As the newly appointed representative on the E-COMM Board of Directors for the Independent Police Boards in our syndicate (Metro Vancouver Transit Police Board, Abbotsford Police Board, New Westminster Police Board, Port Moody Police Board and West Vancouver Police Board) I wanted to provide my contact information and provide a brief update. I was formally appointed at the recent AGM and have now been through my initial Board Orientation with E-COMM.

I am interested in the opportunity to learn more about your Board's thoughts related to E-COMM so that I am well informed to represent our syndicate accordingly. I have been invited to attend a Port Moody Police Board meeting in the fall for a 20-minute session where I will hear thoughts and concerns related to the agency - and I would be pleased to dial-in or attend one of your upcoming meetings as well. I know the Chair of E-Comm and the senior leadership team are working hard to address many operational issues and financial concerns, so if you wish, I am sure I can help make arrangements for a representative of the leadership team to attend one of your future Board Meetings and answer questions you may have regarding all aspects of the service.

If you feel my attendance at one of your Board meetings would be useful to carry the message to the E-Comm Board Meetings, please reach out to Metro Vancouver Transit Police Board Secretary Taryn Barton or myself to coordinate. Taryn can be reached at [taryn.barton@transitpolice.bc.ca](mailto:taryn.barton@transitpolice.bc.ca) and please copy me at [george.madden@transitpolice.bc.ca](mailto:george.madden@transitpolice.bc.ca)

Yours truly,

George Madden, Board Member  
Metro Vancouver Transit Police Board

c: Sara A. Levine, Chair – Metro Vancouver Transit Police Board

**Heather CORBETT**

**From:** Canadian Association of Police Governance (CAPG) <communications@capg.ca>  
**Sent:** Wednesday, September 14, 2022 1:30 PM  
**To:** Heather CORBETT  
**Subject:** CAPG Announces 2022-2023 Board & Executive

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The Canadian Association of Police Governance (CAPG) is pleased to announce the Board of Directors elected at the 33rd Annual General Meeting on Thursday, September 1, 2022.

- [Dan Bellegarde, File Hills Board of Police Commissioners](#)  
[\[capg.us7.list-manage.com\]](#)
  - Director First Nations
- [Cheney Cloke, Surrey Police Board](#) [\[capg.us7.list-manage.com\]](#)
  - Director British Columbia
- [Firth Bateman, Delta Police Board](#) [\[capg.us7.list-manage.com\]](#)

- Director British Columbia
- [Sherri Thomas, Manitoba First Nations Police Board \[capg.us7.list-manage.com\]](#)
  - Director Manitoba
- [Oluyemi \(Yemi\) Akindoju, Halifax Board of Police Commissioners \[capg.us7.list-manage.com\]](#)
  - Director Nova Scotia
- [Wayne Talbot, Truro Board of Police Commissioners \[capg.us7.list-manage.com\]](#)
  - Director Nova Scotia
- [Erick Ambtman, Edmonton Police Commission \[capg.us7.list-manage.com\]](#)
  - Director Alberta
- [Amtul Siddiqui, Calgary Police Commission \[capg.us7.list-manage.com\]](#)
  - Director Alberta
- [Andrew Minor, Manitoba Police Commission \[capg.us7.list-manage.com\]](#)
  - Director Non-Police Board
- [Jyotsna \(Jo\) Custead, Saskatoon Board of Police Commissioners \[capg.us7.list-manage.com\]](#)
  - Director Saskatchewan
- [Jada Yee \[capg.us7.list-manage.com\], Regina Board of Police Commissioner \[capg.us7.list-manage.com\]s \[capg.us7.list-manage.com\]](#)
  - Director Saskatchewan
- [Jen Lawson, Niagara Regional Police Services Board \[capg.us7.list-manage.com\]](#)
  - Director Ontario
- [Curtis Allen, Halton Police Services Board \[capg.us7.list-manage.com\]](#)
  - Director Ontario
- [Ann Morgan, Toronto Police Services Board \[capg.us7.list-manage.com\]](#)
  - Director Ontario

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## Meet the 2022-2023 CAPG Executive



**President:** Andrew Minor, Manitoba Police Commission



**Vice President:** Amtul Siddiqui, Calgary Police Commission



**Treasurer:** Erick Ambtman, Edmonton Police Commission



**Secretary:** Curtis Allen, Halton Police Board



**Executive Director:** Jennifer Malloy

CAPG is the strong national voice and resource for civilian governance of policing in Canada. We work collaboratively and proactively with members and partners to enhance municipal police governance. CAPG is particularly well suited as the primary aggregator of best practices, studies, and reports in the police governance sector. Over the years, the CAPG has developed robust working relationships with a number of stakeholder agencies, ensuring it is always at the forefront of the latest trends in policing and police governance models.

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You are receiving this email because you are a Member of CAPG.

**Our mailing address is:**

Canadian Association of Police Governance  
78 George Street  
Suite 204  
Ottawa, ON K1N 5W1  
Canada

[Add us to your address book \[capg.us7.list-manage.com\]](mailto:capg.us7.list-manage.com)

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[\[mailchimp.com\]](https://mailchimp.com)

**Heather CORBETT**

---

**Subject:** FW: 632362 Response  
**Attachments:** 632362 Response.pdf

**From:** Marshall, Kristine <Kristine.Marshall@vicpd.ca>  
**Sent:** Wednesday, September 21, 2022 10:41 AM  
**To:** Dave JANSEN <DJansen@NWPolice.org>; Paul HYLAND [PHyland@NWPolice.org](mailto:PHyland@NWPolice.org)  
**Cc:** Heather CORBETT <HCORBETT@NWPolice.org>;  
**Subject:** FW: 632362 Response

**This Message Is From an External Sender**

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**Sent on behalf of Deputy Chief Watson**

Good morning,

I've just received a response from the Minister with regard to JIBC funding. See attached. The short answer is that costs are still coming our way immediately as previously communicated.

For discussion at the next meeting.

Colin



**Colin Watson** M.O.M., MPA, LL.M, CPHR  
Deputy Chief Constable - Operations  
Victoria Police Department  
850 Caledonia Ave  
Victoria BC, V8T 5J8  
[www.vicpd.ca](http://www.vicpd.ca) [\[can01.safelinks.protection.outlook.com\]](mailto:can01.safelinks.protection.outlook.com)

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---

**From:** PSSG Correspondence PSSG:EX <[PSSG.Correspondence@gov.bc.ca](mailto:PSSG.Correspondence@gov.bc.ca)>  
**Sent:** September 21, 2022 10:21 AM  
**To:** Watson, Colin <[Colin.Watson@vicpd.ca](mailto:Colin.Watson@vicpd.ca)>; Marshall, Kristine <[Kristine.Marshall@vicpd.ca](mailto:Kristine.Marshall@vicpd.ca)>  
**Subject:** 632362 Response

Dear Deputy Chief Constable Colin Watson:

Sending the attached letter on behalf of the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General and Deputy Premier.



## BRITISH COLUMBIA

VIA EMAIL

Ref. 632362

September 21, 2022

Deputy Chief Constable Colin Watson  
President, BC Association of Municipal Chiefs of Police (BCAMCP)  
Victoria Police Department  
850 Caledonia Avenue  
Victoria BC V8T 5J8  
Email: [colin.watson@vicpd.ca](mailto:colin.watson@vicpd.ca); [kristine.marshall@vicpd.ca](mailto:kristine.marshall@vicpd.ca)

Dear Deputy Chief Constable Colin Watson:

Thank you for your letter dated June 22, 2022, regarding the BCAMCP's concerns in relation to the timing of the new funding model for municipal police recruit training at the Justice Institute of British Columbia Police Academy (JIBC PA). I acknowledge that the change to the anticipated start date, and the timing for communicating that change, creates financial pressure that will be challenging to manage.

The new funding model, which adds a municipal funding source to the provincial grant and tuition fees paid by recruits, is essential to ensuring sustainability of the delivery model and addressing the structural deficit at the JIBC PA, as confirmed by the external financial analysis shared with municipalities in July 2021. It is also consistent with the statutory responsibilities of municipalities with populations over 5,000 to provide policing, which includes ensuring officers receive training. While the Province provides an annual grant of \$1.995 million to the JIBC PA, we are not able to commit additional funding over and above this amount.

I understand that Policing and Security Branch (PSB) has encouraged the JIBC to finalize the cost-per-recruit amount, conduct further analysis as needed to consider cost mitigation strategies, and identify the timeline for implementation of the new funding model, including when municipalities will be charged for training. I am also aware the JIBC has now completed this work and has recently communicated the costs and timelines to the Chief Constables of the Municipal Police Departments and Chairs of the Police Boards. Further discussions surrounding the timing of the implementation of the new funding model, as well as the cost per recruit amount, should be initiated with the JIBC, as these decisions have been approved by their Board of Governors.

.../2

Deputy Chief Constable Colin Watson  
Page 2

As municipal contributions are integrated into the funding model, I encourage the BCAMCP, together with police boards to lead discussions with the JIBC to ensure that the Police Academy is able to respond to recruiting demands and training needs.

Thank you again for writing and raising your concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Farnworth". The signature is stylized with a large, looped initial "M" and a trailing flourish.

Mike Farnworth  
Minister of Public Safety and Solicitor General  
and Deputy Premier



# New Westminster Police Department

## REPORT *Financial Services*

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

**Date:** September 27, 2022

**From:** Jacqueline Dairon  
Financial Services

**Subject:** June 30, 2022 Q2 Financial Report and 2022 Financial Forecast

---

### **RECOMMENDATIONS**

*That the Police Board receive the June 30, 2022 Q2 financial report and 2022 financial forecast for information.*

---

### **PURPOSE**

The purpose of this report is to provide information to the Board on the financial position for the period ending June 30, 2022 and discuss the financial forecast for 2022.

### **DISCUSSION**

As at June 30, 2022, the department is under-budget by \$419,000. The majority of the variance is due to timing, we are currently forecasting a shortfall of \$304,000 or 1.17% in 2022.

Salaries and benefits are currently over budget by 1.93% or \$270,000 and that gap is expected to hold steady throughout 2022 resulting in a shortfall of 1.83% in Salaries and Benefits. The NWPOA collective agreement was ratified on July 25, 2022, which resulted in a \$285,000

shortfall in salaries. Secondment salaries and overtime will be approximately \$300,000 higher than budgeted; this will be recovered via third parties.

Contract services are under budget by \$460,000; however, most of these saving are due to timing with invoices received and the expectation is these account will be on budget or slightly over budget by year-end.

Education and training is currently under budget by \$38,000; however, these accounts are forecasted to be over budget by year-end. The high-risk account is recruitment, with current staffing challenges we could see high fluctuations in this account.

General office and administration costs are currently slightly under budget. We are forecasting these accounts to be about 4% under budget for 2022; however, legal expenses could pose a challenge if prior year trends continue.

Equipment and other costs are currently over budget by \$94,000, that gap is expected to narrow by the end of the year. The majority of the overages are in clothing issue, equipment and firearms. There are increasing inflation pressures within these accounts, which we are trying to offset with savings in other accounts.

Sales of service is currently \$400,000 higher than year to date budget. This trend is expected to level off by the end of the year and we are forecasted to actualize revenue approximately \$375,000 higher than budget. The variance is due to additional secondments added after the 2022 budget was finalized.

Grants from other Governments is currently \$115,000 short for Q2. The grant received for traffic fines was \$250,000 short from budget expectation; this shortfall was partially offset by higher than expected grants from the Federal Government for the Gang Suppression Units.

**ATTACHMENT:**

June 30, 2022 Financial Report

June 30, 2022 Financial Forecast for 2022

This report has been prepared by: Jacqueline Dairon

Approved for Presentation

---

Dave Jansen  
Chief Constable



## NEW WESTMINSTER POLICE DEPARTMENT

June 30, 2022 Financial Report

	Annual Budget	YTD Budget	January to June Actual	YTD Budget to Actual Variance
<b>EXPENDITURES</b>				
Salaries and Benefits	28,003,100	13,998,358	14,268,555	(270,197)
Contracts Services	3,269,200	1,601,908	1,139,222	462,686
Education and Training	395,500	197,750	159,373	38,377
General Office	966,300	473,487	492,456	(18,969)
General Administration	250,000	132,498	109,201	23,297
Operational Equipment	470,600	230,594	280,651	(50,057)
Other Costs	353,800	166,697	210,330	(43,633)
<b>Total Operating Expenditures</b>	<b>33,708,500</b>	<b>16,801,292</b>	<b>16,659,788</b>	<b>141,504</b>
<b>REVENUE</b>				
Sale of Services	(5,700,800)	(2,793,392)	(3,193,197)	399,805
Grants from Other Governments	(1,836,100)	(1,550,524)	(1,435,268)	(115,256)
Other Revenue	(22,500)	(11,025)	(11,954)	929
<b>Total Revenues</b>	<b>(7,559,400)</b>	<b>(3,089,941)</b>	<b>(4,640,419)</b>	<b>285,478</b>
<b>POLICE BOARD NET EXPENDITURES</b>	<b>26,149,100</b>	<b>13,711,351</b>	<b>12,019,369</b>	<b>426,982</b>
<b>RECONCILIATION TO CITY REPORTS</b>				
Inter-Departmental Charges				-
Amortization	700,000	343,000	349,998	(6,998)
<b>ADJUSTED NET EXPENDITURES</b>	<b>26,849,100</b>	<b>14,054,351</b>	<b>12,369,367</b>	<b>419,984</b>



# NEW WESTMINSTER POLICE DEPARTMENT

## 2022 Financial Forecast

	Annual Budget	YTD Budget	January to June Actual	July to December Forecast	Total 2022 Forecast	YTD Budget to Actual Variance
<b>EXPENDITURES</b>						
Salaries and Benefits	28,003,100	13,998,358	14,268,555	14,246,052	28,514,606	(511,506)
Contracts Services	3,269,200	1,601,908	1,139,222	2,120,033	3,259,255	9,945
Education and Training	395,500	197,750	159,373	272,231	431,604	(36,104)
General Office	966,300	473,487	492,456	432,909	925,365	40,935
General Administration	250,000	132,498	109,201	150,189	259,390	(9,390)
Operational Equipment	470,600	230,594	280,651	223,651	504,302	(33,702)
Other Costs	353,800	166,697	210,330	172,081	382,411	(28,611)
<b>Total Operating Expenditures</b>	<b>33,708,500</b>	<b>16,801,292</b>	<b>16,659,788</b>	<b>17,617,146</b>	<b>34,276,934</b>	<b>(568,434)</b>
<b>REVENUE</b>						
Sale of Services	(5,701,300)	(2,793,392)	(3,193,197)	(2,883,253)	(6,076,450)	375,150
Grants from Other Governments	(1,835,600)	(1,550,524)	(1,435,268)	(287,916)	(1,723,184)	(112,416)
Other Revenue	(22,500)	(11,025)	(11,954)	(11,474)	(23,428)	928
<b>Total Revenues</b>	<b>(7,559,400)</b>	<b>(3,089,941)</b>	<b>(4,640,419)</b>	<b>(3,182,643)</b>	<b>(7,823,062)</b>	<b>263,662</b>
<b>POLICE BOARD NET EXPENDITURES</b>	<b>26,149,100</b>	<b>13,711,351</b>	<b>12,019,369</b>	<b>14,434,503</b>	<b>26,453,872</b>	<b>(304,772)</b>
<b>RECONCILIATION TO CITY REPORTS</b>						
Amortization	700,000	343,000	349,998	350,002	700,000	-
<b>ADJUSTED NET EXPENDITURES</b>	<b>26,849,100</b>	<b>14,054,351</b>	<b>12,369,367</b>	<b>14,784,505</b>	<b>27,153,872</b>	<b>(304,772)</b>