



## NEW WESTMINSTER MUNICIPAL POLICE BOARD

January 20, 2015 @ 09:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mayor Jonathan Coté	Chair
	Mr. Allen Domaas	
	Mr. Baj Puri	
	Ms. Carla Hotel	
	Ms. Christine Dacre	
<b>STAFF:</b>	Chief Constable D. Jones	
	Deputy Chief L. Stenerson	
	Inspector D. Jansen	
	Inspector D. Walcott	
	Inspector P. Hyland	
	Inspector P. Eastwood	
	Mr. M. Wilson	
	Ms. S. Gardner	Board Secretary

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of January 20, 2015 be accepted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. November 25, 2014 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held November 25, 2014 be received and adopted as circulated.

**CARRIED**

**3. PRESENTATIONS/ANNOUNCEMENTS**

**Announcement:** Introduction of new police board member, Christine Dacre and Chair, Jonathan Coté

By order of the Lieutenant Governor in Council, Christine Dacre was appointed to the New Westminster Police Board for a term commencing November 25, 2014 and extending until December 31, 2015.

**4. REPORTS**

**4.1. Police Board Members**

Board members extended their welcome to new Board members, Chair Jonathan Coté and Christine Dacre.

Baj Puri attended: November 27<sup>th</sup> the NWPD Fall Social and the UBCM Safety Committee meeting; November 28<sup>th</sup> the BCAPB Executive meeting; December 17<sup>th</sup> Dialogue on Police Officer Mental Health sponsored by the Delta Police Department; December 19<sup>th</sup> JIBC Recruit Graduation; BCAPB Orientation Session; and the Provincial Committee on Cultural Diversity on January 19, 2015.

Carla Hotel attended the NWPD Fall Social, Victim Assistance Board meeting on January 15<sup>th</sup>; BCAPB Orientation Session at the JIBC.

Chris Dacre attended the BC Association of Police Board Orientation session on January 18<sup>th</sup>.

Allen Domaas attended the NWPD Fall Social; BCAPB Board of Directors meeting and the Dialogue on Police Officer Mental Health.

**4.2. Statistics: November & December 2014 – Insp. Hyland**

The Board received the Monthly Statistical Reports for November 2014 and December 2014 for information.

**4.3. Policy – M. Wilson**

Mr. Wilson provided the monthly update on policy reviewed and approved by the Chief Constable under the Board's delegated authority.

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

**THAT:** The Board accepts the policies reviewed and approved by the Chief Constable.

**CARRIED**

**4.3.1 Policy OD75 Digital Investigator of Computer Exhibits**

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

**THAT:** The Board approved new Policy OD75 Digital Investigator of Computer Exhibits.

**CARRIED**

**4.3.2 Policy OK60 Integrated Dog Service**

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

**THAT:** The Board approved revisions to Policy OK60 Integrated Dog Service.

**CARRIED**

**4.4. Divisional Reports – Insp. Walcott**

Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

**5.1. British Columbia Association of Police Boards**

- a) BCAPB 2015 Conference & AGM April 30 – May 2 in Whistler, BC**  
- Board attendance

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

**THAT:** The Board approve the attendance of Baj Puri, Christine Dacre and Carla Hotel at eh BCAPB 2015 AGM & Conference.

**CARRIED**

- b) BCAPB 2015 Membership Renewal Invoice**

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

**THAT:** The Board approved the 2015 membership renewal for the British Columbia Association of Police Boards.

**CARRIED**

**5.2. Canadian Association of Police Governance**

- a) CAPG 2015 Call for Resolutions: Deadline April 10, 2015**

Discussion ensued regarding the call for terms of reference for resolutions to be discussed at the annual CAPG conference. Allen Domaas will draft a letter outlining the board's concerns and will circulate to members for their input.

**b) CAPG Summit Session 2015: The Police Governance Paradigm**  
- **Board attendance**

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

**THAT:** The Board approve attendance at the 2015 CAPG Summit Session in Toronto, Ont. by board member Allen Domaas.

**CARRIED**

**c) CAPG 2015 Membership Renewal Invoice**

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

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

**CARRIED**

**6. ONGOING BUSINESS**

**6.1. Strategic Plan Update – Insp. Eastwood**

Insp. Eastwood provided the Board with an update to the community advisory meetings and the internal and online public surveys. A draft agenda for the Strategic Planning Workshop to be held February 12<sup>th</sup> and 13<sup>th</sup> was circulated to board members.

**7. NEW BUSINESS**

**7.1. Victim Assistance Association 2015 Agreement – signature by Chair**

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

**THAT:** the Board approve the Victim Assistance Service Agreement as presented.

**CARRIED**

**VAU 2015 Meeting Schedule**

Received for information.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1. Ministry of Justice News Release**

Crime Reduction and Corrections Safety Reports Released  
Received for information.

**8.2. Chief Constable Jim Cessford Retirement**

The board approved attendance for any board members if they wish to attend.

**8.3. NWPD 2015 Mess Dinner**

Received for information.

**ADJOURNMENT**

Chair Coté adjourned the Regular meeting at 10:20 am.

**Next meeting:** Tuesday, February 17, 2015  
New Westminster Police Executive Conference Room  
555 Columbia St. New Westminster BC

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MAYOR JONATHAN COTÉ  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

February 17, 2015 @ 09:30 a.m.  
New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mayor Jonathan Coté	Chair
	Mr. Allen Domaas	
	Mr. Baj Puri	
	Ms. Carla Hotel	
	Ms. Christine Dacre	
<b>STAFF:</b>	Inspector D. Jansen	
	Inspector D. Walcott	
	Inspector P. Eastwood	
	Mr. M. Wilson	
	Ms. S. Gardner	Board Secretary
<b>REGRETS:</b>	Chief Constable Dave Jones	
	D/Chief Laurin Stenerson	
	Inspector P. Hyland	

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of February 17, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. January 20, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held January 20, 2015 be received and adopted as circulated.

**CARRIED**

**3. PRESENTATIONS/ANNOUNCEMENTS**

No presentations or announcements.

**4. REPORTS**

**4.1. Police Board Members**

All Board members attended the Strategic Planning Session held at the Anvil Centre on February 12<sup>th</sup> & 13<sup>th</sup> 2015. Also on February 12<sup>th</sup> Baj Puri attended the UBCM Safety Committee meeting and Delta Police Chief Constable Jim Cessford's retirement dinner.

**4.2. Statistics: November & December 2014 – Insp. Hyland**

Received for information.

**4.3. Financial Report January 1 to December 31, 2014 – M. Wilson**

Mr. Wilson reviewed the year-to-date financial status and projected the organization will be under budget for 2014.

**4.4. Divisional Reports – Insp. Walcott**

Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

**5.1. ECOMM Next Generation Radio Program: Contract Awarded**

Received for information.

**5.2. Correspondence to the Canadian Association of Police Governance – Resolutions Practice - Insp. Jansen**

Board members reviewed and approved the draft letter to the CAPG regarding *Resolutions Practice*.

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

**THAT:** Staff was directed to forward the letter to the Canadian Association of Police Governance.

**5.3. BCAPB 2015 Conference & AGM – Sponsorship Request**

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

**THAT:** the Board approve a contribution of \$625 from the New Westminster Police Board to sponsor a luncheon at the BCAPB 2015 AGM & Conference.

**CARRIED**

**6. ONGOING BUSINESS**

**6.1. Strategic Plan Update – Insp. Eastwood**

The NWPB held a strategic session to review the organization’s progress and to identify priorities for the next several years. Next steps: the Strategic Plan consultant will assemble the results of the 2-day session and present the new Strategic Plan to the Board for consideration.

Insp Jansen, on behalf of Chief Jones, and the Board, thanked Insp Eastwood for taking the lead in directing the development and facilitation of the Strategic Plan process.

**6.2. Human Resources, Training Update – Insp. Jansen**

Insp Jansen provided an update on Training for members in 2015. There are four mandatory training days throughout the year; 2 days planned for Electronic Booking course, 1 day for Immediate Rapid Deployment, 1 day for recertification of Crisis Intervention and De-escalation.

The department is focusing on the hiring of 12 members in 2015 to cover upcoming retirements and vacancies.

**7. NEW BUSINESS**

No new business.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1. Annual publication entitled Police Resources in BC, 2013.**

<http://www.pssq.gov.bc.ca/policeservices/statistics/index.htm>

Received for information.

**ADJOURNMENT**

Chair Coté adjourned the meeting at 10:12 a.m.

**Next meeting:** Tuesday, March 17, 2015

New Westminster Police Executive Conference Room

555 Columbia St. New Westminster BC

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MAYOR JONATHAN COTÉ  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

March 17, 2015 @ 09:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mr. Allen Domaas	Acting Chair
	Mr. Baj Puri	
	Ms. Christine Dacre	
<b>STAFF:</b>	Chief Constable Dave Jones	
	Deputy Chief Laurin Stenerson	
	Inspector D. Walcott	
	Inspector P. Eastwood	
	Inspector P. Hyland	
	Staff Sergeant Matsumoto	
	Mr. M. Wilson	
	Ms. E. Milliken	Board Secretary
<b>REGRETS:</b>	Mayor Jonathan Coté	
	Ms. Carla Hotel	

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of March 17, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. February 17, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held February 17, 2015 be received and adopted as circulated.

**CARRIED**

**3. PRESENTATIONS/ANNOUNCEMENTS**

No presentations or announcements.

**4. REPORTS**

**4.1. Police Board Members**

Ms. Dacre, Mr. Puri and Mr. Domaas attended the NWPD Annual Mess Dinner on March 6<sup>th</sup>. Mr. Puri attended the Victim Assistance Volunteer Appreciation Dinner on February 18<sup>th</sup>.

**4.2 Divisional Reports – Deputy Chief Stenerson**

Patrol/Support Services Division/Administration  
Reports received for information.

**4.3 Statistics: February, 2015 – Inspector Hyland**

Reports received for information.

**5. CORRESPONDENCE**

**5.1. Citizen thank you letter to NWPD**

Received for information.

**5.2 Letter from Mayor Coté to Canadian Association of Police Governance**

Received for information.

**5.3 Summary of Conference on Mental Readiness from February 19<sup>th</sup>, 2015**

Discussion ensued with a recommendation that a future Police Board meeting agenda include 'Road to Mental Health Readiness'.

**6. ONGOING BUSINESS**

**6.1. Strategic Plan Update – Insp. Eastwood**

The completed Strategic Plan Draft was distributed by Inspector Eastwood.

**6.2. 2015 Budget (verbal update) – Chief Jones**

Chief Jones advised the Police Board budget is proceeding through City Council as presented.

**6.3. Review of Integrated Activities (Governance Calendar)**

The police executive provided a review on integrated units, seconded members and the effectiveness on the community and the police organization.

**7. NEW BUSINESS**

**7.1 BCAPB Representatives to CAPG**

Information was provided on the nomination process for the Canadian Association of Police Governance Board. There are no current nominations from the New Westminster Police Board.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1 Email re: NWPD Police Board member to attend meeting at Whistler BC.**

New Westminster Police Board members and Vancouver Police Board members to meet in Whistler during the BCAPB 2015 AGM & Conference.

**8.2 Email re: Seminar on Risk Management, April 14<sup>th</sup>, 2015 at the Justice Institute of B.C.**

Received for information. Mr. Puri expressed interest in attending the seminar.

**8.3 'The dollars and sense of policing and community safety' document.**

Received for information.

**ADJOURNMENT of Open Meeting**

Acting Chair, Mr. Domaas adjourned the meeting at 10:25 a.m.

**Next meeting:** Tuesday, April 21, 2015 (Joint / City Council Meeting)  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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ALLEN DOMAAS  
ACTING CHAIR

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E. MILLIKEN  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

April 28, 2015 @ 11:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Christine Dacre	
	Ms. Carla Hotel	
<b>STAFF:</b>	Chief Constable Dave Jones	
	Deputy Chief Laurin Stenerson	
	Inspector D. Jansen	
	Inspector D. Walcott	
	A/Inspector T. Dudar	
	Mr. M. Wilson	
	Ms. S. Gardner	Board Secretary
<b>REGRETS:</b>	Inspector P. Eastwood	
	Inspector P. Hyland	
	Mr. Allen Domaas	

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of April 28, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. March 17, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held March 17, 2015 be received and adopted as circulated.

**CARRIED**

#### 3. PRESENTATIONS/ANNOUNCEMENTS

No presentations or announcements.

**4. REPORTS**

**4.1. Police Board Members**

Baj Puri attended the BCAPB Executive meeting on March 27; Presentation at the JIBC by Gordon Graham on Managing the Risk in Risk Manager on April 14, 2015; Swear-in ceremony of 6 new NWPB recruits April 20; The City Long Service Award Dinner April 22<sup>nd</sup>.

**4.2. Statistics: March 2015 – Inspector D. Walcott**

Reports received for information.

**4.3. Financial Report January to March 2015 – M. Wilson**

Mr. Wilson reported the organization is on budget for January-March 2015.

**4.4. Policy – M. Wilson**

Mr. Wilson provided the monthly update on policy reviewed and approved by the Chief Constable under the Board's delegated authority.

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

**THAT:** the Board accept the policies reviewed and approved by the Chief Constable.

**CARRIED**

**4.2 Divisional Reports – Deputy Chief Stenerson**

Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

**5.1. E-Comm Board of Directors Designate**

This item to be brought forward at the next Board meeting.

*Chair Coté departed the meeting at 11:40 a.m.*

*Mr. Baj Puri was appointed Acting Chair for the duration of the meeting.*

**5.2. Canadian Association of Police Governance Correspondence**

- i. CAPG 2014 Conference, Markham, Ont. Aug. 26-29

[www.capg.ca/event/conference-2015](http://www.capg.ca/event/conference-2015)

Attendees: there was preliminary interest to attend from board members, item to be brought forward at a future meeting to confirm attendees.

- ii. CAPG Call for Nominations to the CAPG Board of Directors

There are no nominations from the New Westminster Police Board.

**6. ONGOING BUSINESS**

**6.1. 2015 Budget (verbal update) – Chief Jones**

Chief Jones reported there were no changes to the budget as submitted by the Board. City Council approval of the budget is anticipated by May 15<sup>th</sup>.

**6.2. Strategic Plan Update – Chief Jones**

The Board approved the completed strategic plan at the March 2013 board meeting. The 2016-2019 Strategic Plan document is currently at the publisher in the publication design stage. This strategic plan will build on and continue the groundwork that was laid by the previous five-year plan.

**7. NEW BUSINESS**

**7.1** No new business brought forward.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1.** JIBC Strategic Plan 2015-2020

JIBC 2015-2020 Strategic Plan

Received for information.

DELEGATION: Member of the public made comment on the diverse meeting procedures and processes used in several municipalities.

**ADJOURNMENT of Open Meeting**

Acting Chair Baj Puri adjourned the meeting at 11:50 a.m.

**Next meeting:** Tuesday, May 19, 2015

New Westminster Police Executive Conference Room

555 Columbia St., New Westminster BC

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BAJ PURI  
Acting CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

May 19, 2015 @ 10:50 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Christine Dacre	
	Ms. Carla Hotel	
	Mr. Allen Domaas	
<b>STAFF:</b>	Chief Constable Dave Jones	
	Inspector D. Jansen	
	Inspector D. Walcott	
	Inspector P. Hyland	
	S/Sgt. T. Matsumoto	
	Ms. S. Gardner	Board Secretary
<b>REGRETS:</b>	Mr. Mark Wilson	
	D/Chief Laurin Stenerson	

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of May 19, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. April 28, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held April 28, 2015 be received and adopted as circulated.

**CARRIED**

#### 3. DELEGATIONS/PRESENTATIONS

##### 3.1 Video Presentation 2015 New Westminster Victim Assistance Association

The Victim Assistance Unit produced a video to present at the New Westminster Victim Assistance Association Annual General Meeting on May 14<sup>th</sup>. The video recognized 54 VAU volunteers, 357 Crisis Calls, 1,532 clients served, 4,778 volunteer hours and an 80% Member referral rate for 2014.

#### **4. REPORTS**

##### **4.1. Police Board Members**

Baj Puri attended the BC Association of Police Boards conference in Whistler BC., April 30 - May 2, 2015; Justice Institute of BC Recruit Graduation on May 16<sup>th</sup>. Commending the NWPB recruiting staff, as three of the top honours were presented to NWPB recruits.

Allen Domaas attended the CAPG Seminar, *The Police Governance Paradigm*, held in Toronto, Ont. on April 7<sup>th</sup>.

Christine Dacre and Carla Hotel attended the BCAPB conference held in Whistler, BC. Carla Hotel noted that Baj Puri has been nominated for the Emil Kolb Award by the BC Assn of Police Boards.

##### **4.2. Statistics: April 2015 – Inspector P. Hyland**

Reports received for information.

##### **4.2. Divisional Reports – Inspector D. Jansen**

Patrol/Support Services Division/Administration  
Reports received for information.

#### **5. CORRESPONDENCE**

##### **5.1. E-Comm Board of Directors Designate**

Chair Coté advised Councillor Trentadue would represent the City of New Westminster as the EComm Board of Directors designate.

##### **5.2. BC Assn of Police Boards 2015 Conference Sponsorship**

Received for information.

##### **5.3. Canadian Association of Police Governance Correspondence CAPG 2015 Conference Sponsorship**

Received for information.

#### **6. ONGOING BUSINESS**

##### **6.1. Strategic Plan Update – Chief Jones**

Reviewed document, draft



Chief Jones noted the Strategic Plan is now in the publication design stage. The 2016-2019 Strategic Plan report will incorporate into the 2014 Year-End report.

**7. NEW BUSINESS**

No new business brought forward.

**8. FOR INFORMATION / MISCELLANEOUS**

No items received.

**ADJOURNMENT of Open Meeting**

Chair Coté adjourned the meeting at 11:10 a.m.

**Next meeting:** Tuesday, June 16, 2015  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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JONATHAN COTÉ  
Acting CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

June 9, 2015 @ 9:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

<b>PRESENT:</b>	Mr. Allen Domaas	Acting Chair
	Mr. Baj Puri	
	Ms. Carla Hotel	
<b>STAFF:</b>	Chief Constable Dave Jones	
	D/Chief Laurin Stenerson	
	Inspector D. Jansen	
	Inspector D. Walcott	
	Inspector P. Hyland	
	Mr. M. Wilson	
	Ms. S. Gardner	Board Secretary
<b>REGRETS:</b>	Mayor Jonathan Coté	
	Ms. Christine Dacre	

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of June 9, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. May 19, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held May 19, 2015 be received and adopted as circulated.

**CARRIED**

#### 3. DELEGATIONS/PRESENTATIONS

None

**4. REPORTS**

**4.1. Police Board Members**

Baj Puri attended the Vancouver Police Change of Command ceremony on May 25<sup>th</sup>; Cultural Diversity and Policing Committee meeting June 2<sup>nd</sup> noting an open forum will be held October 28<sup>th</sup> at the JIBC. Mr. Puri thanked the organization for their participation in the Hyack parade.

**4.2. Statistics: May 2015 – Inspector P. Hyland**

Reports received for information.

**4.3. Policy – M. Wilson**

Mr. Wilson provided the monthly update on policy reviewed.

**4.3.1 OD25 Computer Aided Dispatch Write-offs**

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

**THAT:** The Board approved new Policy OD25 Computer Aided Dispatch Write-offs as recommended.

**CARRIED**

**4.3.2 OH20 Use of Force**

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

**THAT:** The Board approved a major rewrite of Policy OH20 Use of Force as recommended.

**CARRIED**

**4.3.3 OJ80 Prohibited Driving**

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

**THAT:** The Board approved a major rewrite of Policy OJ80 Prohibited Driving as recommended.

**CARRIED**

**4.3.4 ON10 Chauffeur's Permits**

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

**THAT:** The Board approved revisions to Policy ON10 Chauffeur's Permits as recommended.

**CARRIED**

- 4.2 Divisional Reports – Deputy Chief Stenerson**  
Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

- 5.1. E-Comm 911 Board of Directors Designate**  
Received for information.

- 5.2. BC Provincial Policing Standards for Missing Persons Investigations**  
A letter was received from the ADM and Director of Police Services, Clayton Pecknold, with regard to the BC Provincial Policing Standards (BCPPS) for Missing Person Investigations which will come into effect on September 1, 2016.

**6. ONGOING BUSINESS**

- 6.1. CACP 2015 AGM & Annual Conference August 15-19<sup>th</sup> Quebec City, PQ**

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

**THAT:** The Board approved the attendance of Baj Puri at the Annual CACP Conference held August 15-19, 2015 in Quebec City, PQ.

**CARRIED**

- 6.2. CAPG 2015 AGM & Conference August 26-29<sup>th</sup> Markham, Ont.**

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

**THAT:** The Board approved member's attendance to the 2015 CAPG Conference and AGM. Board members to advise the Board secretary of their intention to attend.

**7. NEW BUSINESS**

No new business brought forward.

**8. FOR INFORMATION / MISCELLANEOUS**

- 8.1. E-Comm Jan-Mar 2015 Newsletter**

**ADJOURNMENT of Open Meeting**

A/Chair Allen Domaas adjourned the meeting at 10:35 a.m.

**Next meeting:** Tuesday, July 21, 2015  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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A/CHAIR ALLEN DOMAAS  
Acting CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

July 21, 2015 @ 9:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

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

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of July 21, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. June 9, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held June 9, 2015 be received and adopted as circulated.

**CARRIED**

#### 3. DELEGATIONS/PRESENTATIONS

None

**4. REPORTS**

**4.1. Police Board Members**

Baj Puri attended the Union of BC Municipalities meeting on July 16<sup>th</sup> and the BC Association of Police Boards executive meeting on June 26<sup>th</sup>.

Chair Coté, Christine Dacre and Baj Puri attended the retirement gathering for Deputy Chief Laurin Stenerson on June 25, 2015.

**4.2. Statistics: June 2015 – Inspector P. Hyland**

Report received for information.

**4.3. Financial Report: January-June 2015 – Chief Jones**

Chief Constable Jones noted that the organization is approximately \$160K under budget for 2015; the favorable variance is due to civilian staffing vacancies.

**4.4. Policy – M. Wilson**

Chief Jones provided for information the monthly update on policy reviewed and approved by the Chief Constable under the Board's delegated authority.

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

**THAT:** The updated policies be received and approved.

**CARRIED**

**4.5. Divisional Reports – Deputy Chief Jansen**

Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

**5.1. Thank you letter from BC Sheriffs Service dated June 15, 2015**

Received for information.

**5.2. Thank you letter from Ride for the Kids dated July 13, 2015**

Received for information.

**6. ONGOING BUSINESS**

**7. NEW BUSINESS**

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1. World Police Fire Games 2015**

Received for information.

- 8.2. Media Statement Criminal Justice Branch – Stay of Proceedings Directed in Prosecution of Delta Police Officer**  
Received for information.

**ADJOURNMENT of Open Meeting**

Chair Coté adjourned the meeting at 10:20 a.m.

**Next meeting:** Tuesday, September 22, 2015  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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CHAIR JONATHAN COTE  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

September 29, 2015 @ 9:30 a.m.

New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

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

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of September 29, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. July 15, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held July 21, 2015 be received and adopted as amended.

**CARRIED**

#### 3. DELEGATIONS/PRESENTATIONS

##### 3.1 Introduction of Inspector Mullin

Chief Constable Jones introduced Chris Mullin who was promoted to the rank of Inspector on September 19, 2015.

**4. REPORTS**

**4.1. Police Board Members**

**Baj Puri** attended; NWPD Soccer School awards day on July 24<sup>th</sup> the Canadian Assn of Chiefs of Police conference in Quebec City, PQ. August 16-19<sup>th</sup> and the Canadian Assn of Police Governance in Markham, Ont. August 26-29<sup>th</sup>.

Congratulated Chris Mullin on his appointment to the rank of Inspector.

**Carla Hotel** attended the Victim Assistance Board meeting on September 10<sup>th</sup> and the NWPD Mobile App Launch on September 15<sup>th</sup>.

**Allen Domaas** attended the CAPG Conference in Markham, Ont. August 26-29<sup>th</sup> and the September conference call of the BC Assn of Police Board Directors.

**Mayor Coté** went on a police vehicle Ride-Along in August.

**Christine Dacre** attended the NWPD Mobile App Launch September 15<sup>th</sup>.

**4.2. Statistics: July & August 2015 – Inspector P. Hyland**

Reports received for information.

**4.3. Financial Report: January to August 2015 – M. Wilson**

Mr. Wilson reviewed the financial statements noting we have an anticipated surplus of \$258K for 2015. The January to August Financial Statements were received for information.

**4.4. Divisional Reports – Deputy Chief Jansen**

Patrol/Support Services Division/Administration

Reports received for information.

**5. CORRESPONDENCE**

**5.1. BCAPB Resolution #2015-2 IIO Five Year Rule – Chief Jones**

The Special Committee to Review the Independent Investigations Office released their report in February 2015. The Report recommends relaxing rules that prevent police officers who have been out of law enforcement for fewer than five years from being appointed as investigators. BC Association of Police Board's Resolution #2015-2 supports this recommendation. The Special Committee's report is currently under review by the Ministry of Justice.

The Board received the correspondence for information.

**5.2. Minister Suzanne Anton's Mandate letter, dated July 30, 2015**

Received for information.

**6. ONGOING BUSINESS**

**6.1. Patrol Vehicle Fuel Consumption and Emissions update – Chief Jones**

In April 2013 the NWPD commenced an anti-idling initiative in an effort to reduce fuel consumption and Green House Gas emissions. In 2014 NWPD

reduced its fuel consumption by 19,000 litres and a cost savings of nearly \$25,000. In January 2015, NWPD commenced a pilot project by having 4 vehicles converted to dual-fuel. Over the next few years additional dual-fuel will be added to the fleet as vehicles are replaced. This initiative should further reduce our fuel consumption and GHG.

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

**THAT:** Staff is directed to issue a press release on the NWPD successful Initiative to reduce fuel consumption and greenhouse gas emissions.

**7. NEW BUSINESS**

**7.1. Police Honours Awards Recipients – Chief Jones**

Constable Darryl Newman, Constable Sean Hackman and Constable Jeff White will be recognized at Police Honours Night held at Government House in Victoria on November 19, 2015. The officers will be presented with the Meritorious Service Award.

**7.2. Ride-Along Program Policy OM-100 – Chief Jones**

The NWPD receives numerous requests from the public for Ride-Along certificates for auction items. The department has no control who receives the item. The Chief's recommendation is that awarding of Ride-Along certificate be at the discretion of the Chief Constable. Policy OM-100 will remain unchanged.

**MOVED AND SECONDED**

**THAT:** the Board supports awarding of Ride-Along certificates be granted at the Chief Constable's discretion.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1. Mobile PD App – Inspector Matsumoto**

On September 15<sup>th</sup> the NWPD announced the launch of MobilePD, a free mobile application that gives the public unprecedented access to the police department, such as news feed, online crime maps, videos, photos, and social media. The MobileApp is intended to grow with the organization and community to improve service delivery.

Insp. Matsumoto thanked the board for attending the launch and supporting this initiative.

**8.2. Fall Social - Annual Awards & Commendations Evening – D/Chief Jansen**

The NWPD Awards and Commendations' evening will be held Thursday, November 26<sup>th</sup> at the Anvil Centre. There are 9 retirees, 41 Commendation Award recipients and two members receiving the Exemplary Medal of Honour.

**8.3. E-Comm Newsletter Summer 2015\_final**

[http://issuu.com/ecom911/docs/ecomunique\\_summer\\_final](http://issuu.com/ecom911/docs/ecomunique_summer_final)

**ADJOURNMENT of Open Meeting**

Chair Coté adjourned the meeting at 10:20 a.m.

**Next meeting:** Joint City Council/Police Board – October 20, 2015  
New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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CHAIR JONATHAN COTE  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

October 20, 2015 @ 10:30 a.m.  
New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

**PRESENT:** Mayor Jonathan Coté Chair  
Mr. Allen Domaas  
Ms. Christine Dacre  
Ms. Carla Hotel

**STAFF:** Chief Constable Dave Jones  
D/Chief Constable D. Jansen  
Inspector P. Hyland  
Inspector T. Matsumoto  
Inspector C. Mullin  
Mr. M. Wilson  
Ms. S. Gardner Board Secretary

**REGRETS:** Mr. Baj Puri

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#### 1. ADOPTION OF AGENDA

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

**THAT:** the Agenda for the Regular meeting of October 20, 2015 be received and adopted.

**CARRIED**

#### 2. APPROVAL OF THE MINUTES

##### 2.1. September 29, 2015 Open Meeting Minutes

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

**THAT:** the Minutes of the Regular meeting of the Board held September 29, 2015 be received and adopted as amended.

**CARRIED**

#### 3. DELEGATIONS/PRESENTATIONS

None.

**4. REPORTS**

**4.1. Police Board Members**

No reports.

**4.2. Statistics: September 2015 – Inspector P. Hyland**

Reports received for information.

**4.3. Financial Report: September 2015 – M. Wilson**

Reports received for information.

**4.4. Policy – M. Wilson**

Mr. Wilson provided the monthly update on policy reviewed and approved by the Chief Constable under the Board's delegated authority.

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

**THAT:** the Board accept the policies reviewed and approved by the Chief Constable.

**CARRIED**

**4.5. Divisional Reports September 2015 – Deputy Chief Jansen**

Patrol/Support Services Division/Administration  
Reports received for information.

**5. CORRESPONDENCE**

No correspondence.

**6. ONGOING BUSINESS**

**6.1. 2016 Budget – M. Wilson**

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

**THAT:** the Board approved the 2016 Budget as presented.

**CARRIED**

**7. NEW BUSINESS**

None.

**8. FOR INFORMATION / MISCELLANEOUS**

**8.1. Civil Forfeiture Office Information Bulletin**

Received for information.

- 8.2. 2016 Strategic Plan Booklet (Handout)**  
Received for information.

**ADJOURNMENT of Open Meeting**

Chair Coté adjourned the meeting at 11:00 a.m.

**Next meeting:** November 17, 2015

New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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CHAIR JONATHAN COTE  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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## NEW WESTMINSTER MUNICIPAL POLICE BOARD

November 17, 2015 @ 09:30 a.m.  
New Westminster Police Executive Conference Room

### MINUTES of Regular Meeting

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

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#### 1. **ADOPTION OF AGENDA**

The new agenda format was reviewed. Board members were requested to forward their reports to the Board secretary prior to the Board meeting. The Chair requested that item 6.d) OTHER be added to the agenda. The date of the next board meeting read January 19, 2016.

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

**THAT:** the Board approves the November 17, 2015 Open agenda as amended.

**CARRIED**

#### 2. **PRESENTATIONS/ANNOUNCEMENTS**

No presentations or announcements.

#### 3. **ONGOING BUSINESS/DISCUSSION**

##### a) **2016 Provisional Budget – Mr. Wilson**

#### **MOVED AND SECONDED (Dacre/Domaas)**

**THAT:** The New Westminster Police Board approve the 2016 Provisional Budget for submission to City Council under Section 27(1) of the Police Act.



**CARRIED**

**b) NWPB Governance Manual – A. Domaas**

A/Chair Domaas noted the New Westminster Police Board Governance Manual requires updating to reflect new strategic objectives, contact information and the 2016 Governance Calendar.

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

**THAT:** Staff is directed to send an electronic updated copy of the NWPB Governance Manual electronically to board members.

**CARRIED**

**4. NEW BUSINESS**

**a) 2016 Police Board Meeting Dates**

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

**THAT:** The Board approved the 2016 board meeting dates as presented.

**CARRIED**

**b) CAPG Webinar – Evidence Based Policing**

The CAPB Webinar on Evidence Based Policing session is scheduled for November 24<sup>th</sup>. A/Chair Domaas expressed interest to register for the session.

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

**THAT:** The Board approved registration of board members for the CAPG Webinar session.

**CARRIED**

Staff was directed to secure a boardroom at NWPB to accommodate board members participation in the above session.

**5. CONSENT AGENDA**

- a) Approval of Minutes from October 20, 2015
- b) Police Board Members Reports
- c) Statistics October 2015
- d) Financial Statement - October 2015
- e) Divisional Reports: October 2015

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

**THAT:** the Board approved the November 17, 2015 Consent Agenda, with above listed amendments.

**CARRIED**

**6. CORRESPONDENCE/INFORMATION**

**a. Police Board Orientation Session Email set for January 23, 2016**

The A/Chair encouraged members to attend the police board orientation session on January 23, 2016.

**b. Notice of BCAPB 2016 Conference & AGM – Nelson, BC**

Received for information. Additional details will be released when received from the BCAPB.

**c. CAPG Conference Report 2015**

Received for information.

**d. Other**

General discussion and questioning ensued regarding the monthly divisional reports and statistics.

Christine Dacre requested the definition of a *Feeney Warrant* – Chief Jones explained R v Feeney, [1997] 2 S.C.R. 13 is a leading decision of the Supreme Court of Canada on the right, under section 8 of the Canadian Charter of Rights and Freedoms against unreasonable search and seizure. The Court held that the police are not permitted to enter into someone's house without a search warrant.

Carla Hotel enquired to the circumstances surrounding the cougar sighting on October 31<sup>st</sup>. Chief Jones advised the cougar may have found its way into New Westminster via the watershed through Coquitlam into New Westminster. The animal was seen around Glenbrook Drive and Cumberland Street as trick-or-treaters were heading out to get candy. Unfortunately due to public risk the cougar had to be destroyed.

Baj Puri enquired about assaults and robberies remaining at the same level of occurrences over the past few months. Insp Mullin explained that is due to several robberies around the SkyTrain area as well as four bank robberies in the last month.

Members will undergo fit testing and additional training regarding CBRN masks. The masks are for protection from respiratory hazards, i.e. chemical and environmental and biohazards. Chief Jones noted every supervisor vehicle is equipped with a defibrillator.

**NWPD School Liaison Program:**

There are presently two NWPD School Liaison Officers in New Westminster, one elementary school SLO and one New Westminster Secondary School officer. The NWPD has contracted a professor and practicum student to perform an evaluation of the School Liaison Officer program. The results of the review will be presented to the management team in early December.

**ADJOURNMENT of Open Meeting**

A/Chair Allen Domaas adjourned the meeting at 10:20 a.m.

**Next meeting:** January 19, 2016

New Westminster Police Executive Conference Room  
555 Columbia St., New Westminster BC

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A/CHAIR ALLEN DOMAAS  
CHAIR

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S. GARDNER  
RECORDING SECRETARY

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