



NEW WESTMINSTER MUNICIPAL POLICE BOARD

January 19, 2016 @ 10:15 a.m.

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

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

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/Hotel)

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

CARRIED

2. CONSENT AGENDA

- 2.1. Approval of Minutes from November 17, 2015
- 2.2. Police Board Members Reports
- 2.3. Policy – M. Wilson
- 2.4. Preliminary Financial Report 2015 – M. Wilson
- 2.5. Statistics: November/December 2015
- 2.6. Divisional Reports: November/December 2015

MOVED AND SECONDED (Dacre/Hotel)

THAT: the Board approved the January 19, 2016 Consent Agenda Items 2.1 through 2.6.

CARRIED

3. ONGOING BUSINESS/DISCUSSION

3.1. Auditor General for Local Government AGLG Police Report – Chief Jones

The Auditor General for Local Government AGLG released their report on the City of New Westminster's policing. The audit called, Local Government Performance in Managing Policing Agreements and Police Budget Oversight to the City of New Westminster focused on the performance of how the City manage the policing agreements they have with the police department. The AGLG found the City 'had robust strategic and financial planning practices' in place. The report included three recommendations for the city.

- The City of New Westminster should consider working with the Province to develop board member transition guidelines that stagger the terms of members, for inclusion within the *Police Board Governance Manual*.
- The City of New Westminster should consider identifying a combination of financial and operational measures and targets linked to strategic priorities that include longer term outcomes.
- The City of New Westminster should separate training costs from salary and benefit costs in police expenditure reporting.

The Auditor General noted the report is favourable and the recommendations are largely enhancements of existing practices.

**3.2. Strategic Plan Departmental Initiatives Update – Insp. Matsumoto
- Dashboards 2016**

Insp. Matsumoto provided an overview of the 2016 Dashboards and highlighted updates since November 2015.

4. NEW BUSINESS

4.1. Victim Assistance Association 2016 Agreement

MOVED AND SECONDED (Dacre/Domaas)

THAT: The Board approve the Victim Assistance Service Agreement for 2016 as presented.

CARRIED

4.2. BCAPB 2016 Annual Membership Fee

MOVED AND SECONDED (Puri/Dacre)

THAT: The British Columbia Association of Police Boards 2016 membership renewal fee is approved for payment.

CARRIED

4.3. Request for Proposal for CAPG Conference 2018

Received for information.

4.4. Governance

- Police Board Succession

Discussion ensued regarding police board structure, the appointment process of new members, and the importance of a classified board model. Board members proposed development of a competency matrix that would assist in identifying the most favorable set of skills and experience required on the Board as a whole.

MOVED AND SECONDED (Dacre/Hotel)

THAT: The Board develop a governance practice for inclusion in the Board Governance Policy and Procedure Governance Manual describing the Board actions to ensure the best candidates for board appointments.

CARRIED

- Police Board Evaluation

Board Effectiveness Evaluation Matrix

Board members were requested to review the board effectiveness evaluation template and bring forward to the next meeting for discussion.

MOVED AND SECONDED (Domaas/Hotel)

THAT: The Board develop a board evaluation tool to assist in assessing the effectiveness of the board.

CARRIED

Action Items:

- Board provide comments on a draft Board composition matrix, prior to the next meeting
- The executive assistant provide a "word" document of the Victoria / Esquimalt Board evaluation tool.
- Board provide comments on the VE Board evaluation tool to make it applicable to the New Westminster experience and practice.

5. CORRESPONDENCE/INFORMATION

5.1. News Release: Ministry of Public Safety & Solicitor General

5.2. Ministry of Justice and Attorney General of Canada Mandate Letter

5.3. NWPB Mess Dinner 2016

5.4. PRIMECORP Annual Report April 2014 – March 2015

5.5. RCMP LMD 2014-2015 Integrated Team Annual Report

Received for information.

ADJOURNMENT of Open Meeting

Chair Jonathan Cote adjourned the meeting at 11:25 a.m.

Next meeting: February 23, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

S. GARDNER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

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

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

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

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/Hotel)

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

CARRIED

2. CONSENT AGENDA

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

MOVED AND SECONDED

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

THAT the remaining consent agenda items be approved.

CARRIED

ITEMS REMOVED FROM THE CONSENT AGENDA

2.3 CAPG 2016 Membership Renewal

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

MOVED AND SECONDED (Puri/Dacre)

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

CARRIED

2.6 Statistics: January 2016

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

3. ONGOING BUSINESS/DISCUSSION

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

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

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

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

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

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

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

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

3.3. Governance

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

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

Training:

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

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

Review of Board Skills Matrix

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

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

Review of Board Evaluation Tool

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

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

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

Action items:

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

4. NEW BUSINESS

4.1. BC Provincial Policing Standards

- BCPPS 4.1.1 Video Surveillance Recordings in Police Buildings

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

4.2. School Liaison Vehicle – D/Chief Jansen

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

4.3. Commercial Truck Route Update – D/Chief Jansen

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

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

5. CORRESPONDENCE/INFORMATION

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

ADJOURNMENT of Open Meeting

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

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

MAYOR JONATHAN COTE
CHAIR

S. GARDNER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

March 15, 2016 @ 10:45 a.m.

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT: Mayor Jonathan Coté Chair
Mr. Baj Puri
Ms. Christine Dacre
Ms. Carla Hotel

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

REGRETS: Mr. Allen Domaas
Inspector P. Hyland

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/ Dacre)

THAT: The New Westminster Police Board approve the March 15, 2016 Open Agenda with the following addition:

New Business: **BCAPB AGM Meeting and Conference Sponsorship Request**

CARRIED

2. CONSENT AGENDA (Dacre/ Hotel)

- 2.1. Approval of Minutes from February 23, 2016
- 2.2. Police Board Members Reports
- 2.3. Statistics: February 2016
- 2.4. Divisional Reports: February 2016

MOVED AND SECONDED (Hotel/ Dacre)

THAT Items 2.3 be removed from the Consent Agenda; and

THAT The remaining consent agenda items be approved.

CARRIED

ITEM REMOVED FROM THE CONSENT AGENDA

2.3. Statistics: February 2016

Mr. Puri commended the February statistics.

3. ONGOING BUSINESS/DISCUSSION

3.1. BC Association of Police Boards 2016 Conference & AGM

• **Resolutions - Due May 2, 2016**

Mr. Puri would like to put forward a resolution on DNA costing that supports the UBCM position.

Agreed: Chief Jones will draft the resolution to put before the Board at the April meeting.

• **Appointment of Executive Board**

Discussion ensued. Board Members will have the opportunity to put themselves forward for a seat on the Executive Board. Board members will discuss and appoint a representative and alternate at the April Board meeting.

3.2. CAPG Conference & AGM Resolutions - Due May 13, 2016

No Resolutions were put forward. Ms. Dacre and Ms. Hotel stated that they will not be attending. Mr. Puri confirmed his attendance at this conference.

3.3. Governance:

• **Governance Calendar**

MOVED AND SECONDED (Hotel/ Dacre)

THAT That the Quarterly Financial Update is moved from March to April on the Governance Calendar.

CARRIED

• **Review of Integrated Activities – D/Chief Jansen**

Deputy Chief Jansen presented the Annual Update on Integrated Activities. It was noted that Constable MacDonald will be seconded to the Justice Institute of British Columbia for Traffic Instruction.

- **Board Composition Matrix and Board Effectiveness Tool**

A brief discussion ensued resulting in a request for Board members to complete their individual Board Composition Matrix. The Board was asked to send their completed Matrix to Ms. Dyer to amalgamate into one unified document. The Matrix and next steps will be discussed at the April Board Meeting.

4. NEW BUSINESS

4.1. BCAPB AGM Meeting and Conference Sponsorship Request

MOVED AND SECONDED (Hotel/ Dacre)

THAT The NWPB sponsor a luncheon at the BCAPB AGM and Conference at the cost of \$675.

CARRIED

5. CORRESPONDENCE/INFORMATION

5.1. EComm Quarterly Newsletter Winter 2016

<http://www.ecomm911.ca/news-events/documents/ecommunique-winter2016-FINAL.pdf>

Received for information.

ADJOURNMENT of Open Meeting

Chair Jonathan Coté adjourned the meeting at 1050 hrs.

Next meeting: April 19, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D.DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

April 19, 2016 @ 11:20 a.m.

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

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

STAFF: Chief Constable Dave Jones
D/Chief Dave Jansen
Inspector T. Matsumoto
A/Inspector T. Dudar
Mr. M. Wilson
Ms. D. Dyer Board Secretary

REGRETS: Inspector P. Hyland

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/ Dacre)

THAT: The New Westminster Police Board approve the April 19, 2016 Open Agenda.

CARRIED

2. CONSENT AGENDA (Dacre/ Hotel)

- 2.1. Approval of Minutes from March 15, 2016
- 2.2. Police Board Members Reports
- 2.3. Statistics: March 2016
- 2.4. Divisional Reports: March 2016
- 2.5. Policy

MOVED AND SECONDED (Hotel/ Domaas)

THAT Items 2.1, 2.2 and 2.5 be removed from the Consent Agenda; and

THAT The remaining consent agenda items be approved.

CARRIED

ITEM REMOVED FROM THE CONSENT AGENDA

2.1 Approval of Minutes from March 15, 2016

Mr. Puri noted that Inspector Paul Hyland was not in attendance at the March open meeting as reflected in the March minutes.

MOVED AND SECONDED (Puri/ Domaas)

THAT The minutes be moved as amended

CARRIED

2.2 Board Member Reports

Ms. Dacre gave a verbal update on a recent ride along with Acting Sergeant Dewitt. Ms. Dacre voiced concern over the lack of access to buildings that members are faced with when attending emergencies. While Deputy Chief Jansen agreed that this is a realistic problem that members face, Chief Jones stated that there is a new voluntary program being looked at through E-Comm that will allow buildings to enroll and give access to emergency services.

Discussion ensued.

Following Ms. Hotel's nomination last year, Ms. Hotel communicated that Chief Jones will be awarded Douglas College's highest distinction to become an Honourary Fellow in June of 2016.

2.5 Policy

Mr. Puri asked for clarification on which policies have changed.

Discussion ensued around policy and procedure.

Received for information.

3. ONGOING BUSINESS/DISCUSSION

3.1. BC Association of Police Boards 2016 Conference & AGM

- **Draft Resolution on DNA Costing**

Discussion ensued regarding the draft resolution that Chief Jones had provided to the Board.

MOVED AND SECONDED (Puri/ Domaas)

THAT Chief Jones will update the draft to include that the BCAPB resolve that the British Columbia Provincial Government fund any, and all, costs associated with DNA analysis contained within the recently agreed upon funding agreement between the Province of BC and Federal Government, and,

THAT Chief Jones will provide the updated draft to the Board for review ahead of the May 2, 2016 Resolution deadline.

CARRIED

- **Appointment of Executive Board**

A brief discussion ensued.

MOVED AND SECONDED (Hotel/ Domaas)

THAT Mr. Puri be appointed as the primary representative of the BCAPB Executive Board

THAT Ms. Hotel be appointed as the alternate representative of the BCAPB Executive Board

CARRIED

Ms. Dyer will submit the name of the primary and alternate representatives of the Executive Board to Stacey Perri of BCAPB.

3.2. Governance:

- **Update on next Board Appointment**

Chair Cote gave a verbal update on the next Board Appointment. Following several conversations with the province, there are particular areas of focus in the recruitment process. These include; public affairs and communication, technology, employment law and contract law. The process has begun and Chair Cote believes that the new board member will be selected toward the end of the year.

- **Update on Departmental Initiatives**

Received for information.

- **Quarterly Financial Update**

Received for information.

3.3 Proposed Organizational Chart - Records

Received for information.

4. NEW BUSINESS

4.1. Call for Nominations to the CAPG Board of Directors

The two individuals that currently represent British Columbia on the CAPG Board of Directors have not yet finished their term and will be continuing in their appointment.

4.2. E-Comm Board of Directors Designate – 2016-2017 Term.

The Board discussed and agreed that West Vancouver Board member, Mr. Jack McGee, will continue his term on the E-Comm Board of Directors for the 2016-2017 term.

4.3. Support for the 27th Annual conference of the Canadian Association of Police Governance

Historically, the Board has not provided support for the CAPG Conference. No further action required.

4.4. Invitation to CAPG's Police Governance Summit 2016

Received for information.

ADJOURNMENT of Open Meeting

Chair Jonathan Côté adjourned the meeting at 1200 hrs.

Next meeting: May 24, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D.DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

May 24, 2016 at 11.00 am

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT: Mayor Jonathan Coté Chair
Mr. Baj Puri
Ms. Carla Hotel
Mr. Allen Domaas

STAFF: Chief Constable Dave Jones
D/Chief Dave Jansen
Inspector T. Matsumoto
Inspector P. Hyland
A/Inspector T. Dudar
Mr. M. Wilson
Ms. D. Dyer Board Secretary

REGRETS: Ms. Christine Dacre

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Domaas/ Hotel)

THAT: The New Westminster Police Board approve the May 24, 2016 Open Agenda with the following addition.

Other: **Invitation to E-Comm AGM**

Other: **JI Assessment Centre**

CARRIED

2. CONSENT AGENDA (Domaas/ Hotel)

- 2.1. Approval of Minutes from April 19, 2016
- 2.2. Police Board Members Reports
- 2.3. Statistics: April 2016
- 2.4. Divisional Reports: April 2016

MOVED AND SECONDED (Hotel/ Domaas)

THAT Item 2.2, 2.3, 2.4 be removed from the Consent Agenda; and

THAT The remaining consent agenda items be approved.

CARRIED

ITEMS REMOVED FROM THE CONSENT AGENDA

2.2 Police Board Member Reports

Mr. Puri attended the Diversity Committee Meeting at the Justice Institute of British Columbia in June.

2.3 Statistics

Mr. Puri commended the April statistics.

2.4 Divisional Reports

Mr. Puri asked about the 'Wrap Our Ride' initiative.

Received for information

3. ONGOING BUSINESS/DISCUSSION

3.1. Governance: Report on Core Operations and Statistics – Deputy Chief Jansen

Deputy Chief Jansen presented the updated pandemic plan to the New Westminster Police Board.

Received for information

Governance: Governance Review

Chief Jones presented the benefits of moving to tri-annual financial reporting to align with the city's financial reporting (April 30/ August 31/ December 31). Discussion ensued.

MOVED AND SECONDED (Domaas/ Puri)

THAT tri-annual financial reporting be adopted

CARRIED

4. NEW BUSINESS

4.1. General Policy Update and Review - Deputy Chief Jansen

A study into all New Westminster Police Department policies and procedures will be initiated.

4.2. Missing Persons Policing Standard and Policy - Deputy Chief Jansen

Deputy Chief Jansen gave an overview of the updated Missing Persons Policy. Discussion ensued.

MOVED AND SECONDED (Domaas/ Puri)

THAT Missing Persons Policy – OB180 – be approved

CARRIED

5. OTHER

5.1. BCAPB Appointment of Executive Board

Received for Information.

5.2. E-Comm Board of Directors Designate 2016-2017 Term

Received for Information.

5.3. BCAPB Call for Resolutions – DNA Costing Shift to Municipal Governments

Received for Information.

5.4. Police Board Staffing Approach

Received for Information.

5.5. Invitation E-Comm AGM

Received for information.

AGREED: That correspondence be moved to the Consent Agenda

5.6 JI Assessment Centre

Discussion ensued regarding the impact of the closing of the JI Assessment Centre. Chief Jones explained the changes regarding recruitment processes that have occurred over the years.

ADJOURNMENT of Open Meeting

Chair Jonathan Coté adjourned the meeting at 1130 hrs.

Next meeting: Jun 21, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D.DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

June 21, 2016 at 9:45 am

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT:	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Carla Hotel	
	Mr. Allen Domaas	
	Ms. Christine Dacre	
STAFF:	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector T. Matsumoto	
	Inspector P. Hyland	
	A/Inspector T. Dudar	
	Mr. M. Wilson	
	Ms. E. Milliken	Board Secretary

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Domaas/ Hotel)

THAT: The New Westminster Police Board approve the June 21, 2016 Open Agenda

CARRIED

2. CONSENT AGENDA (Domaas/ Hotel)

- 2.1. Approval of Minutes from May 24, 2016
- 2.2. Police Board Members Reports
- 2.3. Statistics: May 2016
- 2.4 Tri-Annual Financial Report (Mark Wilson)
- 2.5 Divisional Reports: May 2016
- 2.6 Correspondence
 - BCAPB 2016 Conference & AGM Sponsorship Thank You Letter
 - E-Comm Board Appointment

MOVED AND SECONDED (Hotel/ Domaas)

THAT Item 2.2, 2.3, 2.5 be removed from the Consent Agenda; and

THAT The remaining consent agenda items be approved.

CARRIED

ITEMS REMOVED FROM THE CONSENT AGENDA

2.2 Police Board Members Reports

Mr. Puri and Ms. Hotel both attended the dinner and ceremony where Chief Jones became an Honourary Fellow of Douglas College. Chief Jones expressed his appreciation for the honour.

Mr. Puri and Ms. Hotel attended the unveiling of the Police Hummer at the Massey Theatre on 6 June.

Following the BCAPB AGM, it was decided that voting on resolutions would be deferred so that individual boards receive an adequate amount of time to consider and discuss resolutions amongst their respective boards. The resolutions will be brought forward for discussion at the July Police Board meeting.

Chair Cote and Chief Jones took part in a community pickle ball game. It was noted that Chair Cote won the game against Chief Jones.

2.3 Statistics: May 2016

Mr. Puri wished to commend the police department for statistics reported in May.

Received for information.

2.5 Divisional Reports

Mr. Puri wished to commend the police department for the great work that was reported in the May Divisional Reports.

Received for information.

2.6 Correspondence: BCAPB 2016 Conference & AGM Sponsorship Thank You Letter

Mr. Domaas suggested that New Westminster should host an upcoming BCAPB Conference. Discussion ensued.

MOVED AND SECONDED (Hotel/ Dacre)

THAT that New Westminster Police Board volunteer to host the BCAPB 2019 Conference and AGM

CARRIED

Correspondence: E-Comm Board Appointment Letter

Received for information

3. ONGOING BUSINESS/DISCUSSION

3.1. Governance

Governance: Strategic Plan Development Review

Chief Jones reminded the Board that Mr. Wilson is currently drafting the 2017 budget and asked that the Board submit any items that they would like included in the budget. Discussion ensued.

Governance: Annual Budget Preparation

Discussion ensued regarding the capital plan and five-year rolling capital plan.

Governance: Tri-annual Financial Report (Mark Wilson)

Received for information.

4. NEW BUSINESS

None

5. CORRESPONDENCE/ INFORMATION

None

ADJOURNMENT of Open Meeting

Chair Jonathan Coté adjourned the meeting at 1030 hrs.

Next meeting: Jul 19, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

E. MILLIKEN
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

July 19, 2016 at 10:05 am

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT:	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Christine Dacre	
	Mr. Sasha Ramnarine	
STAFF:	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector P. Hyland	
	A/ Inspector N. Collins	
	A/ Inspector C. Johnston	
	Ms. D. Dyer	Board Secretary
REGRETS:	Ms. Carla Hotel	
	Inspector T. Matsumoto	
	A/Inspector T. Dudar	
	Mark Wilson	

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/ Dacre)

THAT: The New Westminster Police Board approve the July 19, 2016 Open Agenda with the following addition:

Ongoing Business: Attachment to Capital Expenditure Plan for Next Fiscal Year

CARRIED

2. CONSENT AGENDA (Domaas/ Puri)

- 2.1. Approval of Minutes from June 21, 2016
- 2.2. Police Board Members Reports
- 2.3. Statistics: June 2016
- 2.4. Divisional Reports: June 2016
- 2.5. Policy
- 2.6. Updated Governance Calendar
- 2.6. Correspondence

- BCAPB 2019 Conference and AGM

MOVED AND SECONDED (Dacre/ Puri)

THAT Item 2.2, 2.3, 2.4 be removed from the Consent Agenda; and

THAT The remaining consent agenda items be approved.

CARRIED

ITEMS REMOVED FROM THE CONSENT AGENDA

2.2 Police Board Member Reports

Mr. Puri attended the BCAPB meeting on June 24. Mr. Puri reminded the Board that voting on resolutions would be deferred until September.

Mr. Puri attended the UBCM meeting on July 14 on behalf of the BCAPB. Mr. Puri reported that there were discussions surrounding hospital wait times, medical marijuana dispensaries, the legalization of marijuana and electronic ticketing. Discussion ensued surrounding electronic ticketing.

Received for information.

2.3 Statistics

Mr. Puri commended the low crime rates for June 2016. Discussion ensued.

Received for information.

2.4 Divisional Reports

Mr. Puri enquired into the status of the victim in NWPB File 16-12372. It was reported by Inspector Hyland that the victim is in recovery and parole has been revoked.

Mr. Puri enquired into the status of the Police Boat, Shaw 1. Acting Inspector Collins explained that Titan Boats currently have a backlog of boats needing service and they hope to have the work completed by the end of July. In the interim, there is an RCMP boat available to the NWPB.

Ms. Dacre asked about the CART agreements in place with Delta and Abbotsford. Chief Jones explained that there is an informal agreement between New Westminster, Delta and Abbotsford where all departments work independently but will provide assistance when required.

Ms. Dacre asked for further clarification on NWPB file 16-10981 regarding a stolen vehicle in Port Moody. Deputy Chief Jansen explained that the NWPB FIS became involved as Port Moody Police Department did not have forensic expertise on duty or available at the time of the incident. Chief Jones explained that the Police Act has a mutual aid provision where assistance should be provided to other agencies if requested. Costs incurred can be billed back to the originating agency.

Ms. Dacre enquired into the ongoing Freedom of Information case where a crown memo was released in error. Inspector Hyland clarified that the individual involved continues to seek legal recourse to obtain the memo.

Received for information

3. ONGOING BUSINESS/DISCUSSION

3.1. Governance

Governance: Capital Expenditure Plan for Next Fiscal Year

Chief Jones explained that there are no large expenses forecast for 2017. Chief Jones reported that Police Radios will need to be upgraded to next generation radios in 2017/2018. Discussion ensued.

Received for information.

Governance: Strategic Plan Update

The dashboards have not been updated in terms of progress but continue to serve as a reminder of our strategic initiatives and items that are being worked on. Budget for 2017 will be discussed further in the September Board meeting. Discussion ensued.

Received for information.

4. NEW BUSINESS

4.1 Fall Social

Deputy Chief Jansen advised the Board that the Fall Social will take place on Thursday, 24 November. Deputy Chief Jansen gave an overview of the Fall Social to new Board Member Sasha Ramnarine.

Received for information.

4.2 BCAPB 2016 Resolutions

Due to gaps identified within the BCAPB resolution procedures, those who attended the AGM on May 28, 2016 agreed that it would be in the best interest of the Association to defer voting on resolutions so that individual boards receive an adequate amount of time to consider and discuss resolutions amongst their respective Boards. New Westminster Board members voiced that they are in support of the resolutions submitted by other Boards.

MOVED AND SECONDED (Dacre/ Puri)

THAT The New Westminster Police Board direct their representative to demonstrate that the Board is in support of the resolutions

CARRIED

4.3 Policy – AC110 and AG130

Chief Jones gave an overview of the revision to the civil litigation and deletion of the sleep room facility and policy.

MOVED AND SECONDED (Dacre/ Puri)

THAT The changes to civil litigation and the deletion of the sleep room policies be approved

CARRIED

5. CORRESPONDENCE/ INFORMATION

None

ADJOURNMENT of Open Meeting

Chair Jonathan Coté adjourned the meeting at 1030 hrs.

Next meeting: September 20, 2016
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D. DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

September 20, 2016 at 11:00 am
New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT:	Mayor Jonathan Coté	Chair
	Mr. Baj Puri	
	Ms. Carla Hotel	
	Mr. Sasha Ramnarine	
STAFF:	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector P. Hyland	
	Inspector T. Matsumoto	
	A/Inspector T. Dudar	
	Mark Wilson	
	Staff Sergeant Collins	
	Constable Todd Sweet	
	Ms. D. Dyer	Board Secretary
REGRETS:	Ms. Christine Dacre	
MEMBER OF PUBLIC:	Doug Deacon	

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Puri/ Hotel)

THAT: The New Westminster Police Board approve the September 20, 2016 Regular Agenda

CARRIED

2. CONSENT AGENDA (Hotel/ Puri)

- 2.1 Approval of Minutes from July 19, 2016
- 2.2 Police Board Members Reports
- 2.3 Statistics: July and August 2016
- 2.4 Divisional Reports: July and August 2016
- 2.5 Correspondence
 - Pride Festival Feedback
 - Thank You Letter I

- Thank You Letter II
- Lower Mainland Integrated Teams Annual
- E-Comm 911 New Radios Release

MOVED AND SECONDED (Hotel/ Puri)

THAT: Item 2.3 and 2.4 be removed from the Consent Agenda; and

THAT: The remaining consent agenda items be approved.

CARRIED

Chair Cote presented Chief Jones with a letter of appreciation from the Vancouver Canucks Alumni on behalf of the Canucks for Kids Fund. Retired member, Doug Deacon, is involved in the Ride For Kids and attended the presentation of the letter.

ITEM REMOVED FROM THE CONSENT AGENDA

2.3 Statistics from July and August

Mr. Puri enquired as to why the theft from auto statistics were so high in July. Inspector Hyland explained that there are numerous contributing factors to theft from autos and that it is difficult to identify a pattern. Inspector Hyland suggested that leaving your car secure, with all valuables out of sight, and parking in a well-lit area with high pedestrian traffic will lessen the chance of a theft.

Received for information.

2.4. Divisional Reports.

Mr. Puri asked for clarification on a file listed within the divisional report. It was noted that there was a typing error.

Mr. Puri asked that the Board be informed of the date for the next Parent's Night.

Received for information.

3. ONGOING BUSINESS/DISCUSSION

3.1 Governance:

- **Update on Departmental Initiatives – Dashboards 2016**

Inspector Matsumoto gave an update on Departmental Initiatives.

Received for information.

- **Finalize Strategic Plan Updates – Dashboards 2017**

Deputy Chief Jansen gave an overview of Strategic Plan Updates for 2017. It was noted that the strategic plan has not been finalised.

Received for information.

- **Tri-Annual Financial Report**

Received for information.

4. NEW BUSINESS

None.

5. CORRESPONDENCE/ INFORMATION

None.

ADJOURNMENT of Regular Meeting

Chair Jonathan Côté adjourned the meeting at 1130 hrs.

Next meeting: October 18, 2016 - Police Board Meeting
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D. DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

October 18, 2016 at 1200 Noon
New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT:	Mayor Jonathan Coté	Chair
	Ms. Christine Dacre	
	Ms. Carla Hotel	
	Mr. Sasha Ramnarine	
STAFF:	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector P. Hyland	
	Inspector T. Matsumoto	
	A/Inspector T. Dudar	
	Mark Wilson	
	Staff Sergeant Collins	
	Ms. D. Dyer	Board Secretary
REGRETS:	Mr. Baj Puri	

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Dacre/ Hotel)

THAT: The New Westminster Police Board approve the October 18, 2016 Regular Agenda.

CARRIED

2. CONSENT AGENDA (Ramnarine/ Dacre)

- 2.1 Approval of Minutes from September 20, 2016
- 2.2 Police Board Members Reports
- 2.3 Statistics: September 2016
- 2.4 Divisional Reports: September 2016
- 2.5 Policy
- 2.6 Correspondence
 - Next Generation Radio Program
 - Permit Wait Times – Royal City Taxi

MOVED AND SECONDED (Hotel/ Dacre)

THAT: Item 2.6 be removed from the Consent Agenda; and

THAT: The remaining consent agenda items be approved.

CARRIED

ITEM REMOVED FROM THE CONSENT AGENDA

2.6 Correspondence - Permit Wait Times

Ms. Dacre asked for further clarification on Permit Wait Times. Chief Jones explained that there was a problem with the electronic program which expedites the results of the application. Staff Sergeant Collins has remedied the issue and there should be no delay going forward. Chief Jones also explained that drivers are advised to renew their permits four months before expiry to avoid any disruption their employment.

Received for information.

3. ONGOING BUSINESS/DISCUSSION

3.1 Governance:

• **2017 Budget Update (Mark Wilson)**

Mark Wilson presented the updated 2017 provisional budget to the Board.

MOVED AND SECONDED (Hotel/ Dacre)

THAT: The 2017 provisional budget be received by the Board and;

THAT: The updated provisional budget be submitted to the City

CARRIED

• **Police Board/ City Council Joint Meeting**

The joint Police Board and City Council meeting took place at 1030 hrs on Tuesday, 18 October, 2016.

3.2 Naloxone Usage by Police – Verbal Update (Chief Jones)

Chief Jones reported that the issue of Naloxone usage by police is progressing. A legal opinion will be presented at the Board meeting in November.

4. NEW BUSINESS

Discuss Board Meeting Date for November (Verbal Discussion)

The Board agreed that the next Board meeting would take place on November 22, 2016 at 0830 am.

5. CORRESPONDENCE/ INFORMATION

None.

ADJOURNMENT of Regular Meeting

Chair Jonathan Coté adjourned the meeting at 1210hrs.

Next meeting: November 22, 2016 at 0915
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D. DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

November 22, 2016 at 0930

New Westminster Police Executive Conference Room

MINUTES of Regular Meeting

PRESENT:	Mayor Jonathan Coté	Chair
	Ms. Christine Dacre	
	Ms. Carla Hotel	
	Mr. Sasha Ramnarine	
	Mr. Baj Puri	
STAFF:	Chief Constable Dave Jones	
	D/Chief Dave Jansen	
	Inspector P. Hyland	
	Inspector T. Matsumoto	
	A/Inspector T. Dudar	
	Mark Wilson	
	Ms. D. Dyer	Board Secretary
GUESTS:	Dave Fleugel	

1. ADOPTION OF AGENDA

MOVED AND SECONDED (Dacre/ Hotel)

THAT: The New Westminster Police Board approve the November 22, 2016 Regular Agenda.

CARRIED

2. CONSENT AGENDA (Hotel/ Dacre)

- 2.1 Approval of Minutes from October 18, 2016
- 2.2 Police Board Members Reports
- 2.3 Statistics: October 2016
- 2.4 Divisional Reports: October 2016
- 2.6 Correspondence
 - Thank you Letter – Cops for Cancer

MOVED AND SECONDED (Hotel/ Dacre)

THAT: Item 2.2 be removed from the Consent Agenda; and

THAT: The remaining consent agenda items be approved.

CARRIED

ITEM REMOVED FROM THE CONSENT AGENDA

On November 17, Mr. Puri attended the UBCM meeting. Mr. Puri reported that Naloxone usage by police was discussed and the UBCM are in support. Discussion ensued.

Mr. Puri was concerned that too many roads were closed within New Westminster for the Remembrance Day Service. Chief Jones explained that the roads which were closed were closed for security purposes.

Received for information.

3. ONGOING BUSINESS/DISCUSSION

3.1 Governance:

- **2017 Budget Approval**

Mr. Wilson gave an overview of the final budget for 2017.

Discussion ensued.

MOVED AND SECONDED (Dacre/ Puri)

THAT: The final budget be approved and submitted to the City.

CARRIED

- **2017 Meeting Schedule**

The 2017 meeting schedule was tentatively approved pending two edits. It was agreed that the Board will not meet in March owing to Spring Break. The Board meeting scheduled for July conflicted with a CACP meeting. Ms. Dyer will send a revised 2017 meeting schedule to the board for approval.

NEW BUSINESS

4.1 Private Meeting: Police Board Meeting with IIO

A meeting between the New Westminster Police Board and the Independent Investigations Office (IIO) would take place following the Board meeting.

Received for Information.

4.2 Organizational Chart

Chief Jones gave an overview of the new Organizational Chart structure.

Received for information.

MOVED AND SECONDED (Hotel/ Dacre)

THAT: The Board approve the new Organizational Chart structure.

CARRIED

4. CORRESPONDENCE/ INFORMATION

None.

ADJOURNMENT of Regular Meeting

Chair Jonathan Côté adjourned the meeting at 0955 hrs.

Next meeting: January 17, 2017 at 1030
New Westminster Police Executive Conference Room
555 Columbia St., New Westminster BC

MAYOR JONATHAN COTE
CHAIR

D. DYER
RECORDING SECRETARY
