

NOTICE OF THE REGULAR MEETING OF THE OAK BAY POLICE BOARD TO BE HELD IN COUNCIL CHAMBERS, OAK BAY MUNICIPAL HALL, 2167 OAK BAY AVENUE, OAK BAY, BC, ON TUESDAY JUNE 26, 2018 AT 5:00 PM

***AGENDA***



CALL TO ORDER:

APPROVAL OF AGENDA

ADOPTION OF MINUTES:

1. Regular Meeting  
[Minutes - May 22, 2018](#)

DEPARTMENT REPORTS:

2. Overtime Reports  
[Rpt. 1 - May, 2018](#)
3. High Visibility Policing  
[Rpt. 1 - 2018 1st Quarter Report](#)
4. Executive Monthly Update  
[Memo 1 - Chief Cst Brinton, June 5, 2018](#)

COMMUNICATIONS:

NEW BUSINESS:

ADJOURNMENT:

*That the open portion of the Police Board meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be dealt with in private under the Police Act.*



MINUTES of the open portion of the regular meeting of the OAK BAY POLICE BOARD held in Council Chambers of the Oak Bay Municipal Hall, 2167 Oak Bay Ave, Oak Bay, BC, on Tuesday, May 22, 2018 at 4:00 p.m.

|          |   |  |
|----------|---|--|
| PRESENT: | Board Members:  | Nils Jensen, Chair<br>Mary Kelly<br>Blair Littler<br>Brian Rendell<br>Wendy Zink |
|          | Acting Police Board Secretary<br>Chief Constable<br>Deputy Chief Constable<br>Recording Secretary | Debbie Carter<br>Andy Brinton<br>Ray Bernoties<br>Barbara Sherman                |

#### CALL TO ORDER

Chair called the meeting to order at 4:01 p.m.

#### APPROVAL OF AGENDA

Agenda approved.

#### ADOPTION OF MINUTES

MOVED and seconded: That the minutes from the open portion of the regular meeting of the Oak Bay Police Board, held on Tuesday, April 24, 2018 be adopted.

CARRIED

#### DEPARTMENT REPORTS

##### 2. Financial Report

The Statement of Expenditures as at March 31, 2018 was presented by Chief Brinton. Expenses on track at 22 % of total budget spent year to date. There was a question from the Board to Ms. Carter concerning the impact of changes to MSP health premiums now being borne by the employer. Ms. Carter stated that this will have an impact on all municipal budgets.

##### 3. Overtime Report – March, 2018

Overtime report for April was presented to the Board by Chief Brinton. There were no questions from the Board.

4. Chief Constable's Monthly Update

Chief Brinton presented his report on various meetings, committees and public events he participated in during April 2018. In particular, the Chair noted the success of the hockey game with the local high school for which he expressed thanks to Sgt. Martin for organizing.

MOVED and seconded: That all of the departmental reports be received.

CARRIED

COMMUNICATIONS

5. BC Association of Police Boards

Correspondence received regarding a recent amendment to the Police Act, setting out the obligation of police boards to take into account the needs of their municipalities and the priorities, goals and objectives set by the province. This amendment came from the tabling of the "2018 Cannabis Control and Licencing Act".

MOVED and seconded: That correspondence be received.

CARRIED

6. Canadian Association of Police Governance- Annual Conference

CAPG Annual Conference will be held August 7-11, 2018 in Winnipeg, Manitoba. Wendy Zink will be attending; possibly also Blair Littler.

MOVED and seconded: To approve sending up to three board members to attend the 2018 CAPG Annual. Conference.

CARRIED

NEW BUSINESS

7. Policy Updates  
OJ120 Notice & Orders, Defective Vehicles

Updated policy OJ 120 Notice & Orders, Defective Vehicles was received by the Board. Some explanation was provided by Chief Brinton regarding the three levels of a Notice and Order. These policy changes were made to reflect minor updates to legislation.

Updated policy OJ170 Approved Screening Devices was also presented to the Board. These changes were due to changes in the types of devices used. There were some questions from the Board to the Chief Constable regarding tools available for determining impairment by cannabis. The Chief advised that there are currently no cannabis screening devices approved yet to determine a level of drug impairment. He provided a brief summary of how drug recognition experts are used for issuing driving suspensions based on physical symptoms.

In response to a question, the Board was advised that policy updates are being done on an as-needed basis.

MOVED and seconded: That Policy Updates OJ 120 and OJ 170 have been received by the Board.

CARRIED

ADJOURNMENT

MOVED and seconded: That the open portion of the meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be dealt with in private under the Police Act.

CARRIED

The open portion of the meeting adjourned at 4:23 p.m.

Certified Correct:

\_\_\_\_\_  
Acting Secretary, Oak Bay Police Board

\_\_\_\_\_  
Chair, Oak Bay Police Board



OAK BAY POLICE DEPARTMENT  
 Monthly Overtime Report  
 Month of: May, 2018

| <b>Overtime Type</b> | <b>Overtime<br/>Hours<br/>Worked</b> | <b>Overtime<br/>Paid Out</b> | <b>Overtime<br/>Hours<br/>Banked</b> | <b>Year to Date<br/>Hours worked</b> |
|----------------------|--------------------------------------|------------------------------|--------------------------------------|--------------------------------------|
| Investigation        | 22.50                                | 10.50                        | 12.00                                | 56.00                                |
| Court                | -                                    | -                            | -                                    | 8.00                                 |
| Sick Relief          | 48.00                                | 9.00                         | 39.00                                | 464.50                               |
| Shift Coverage       | -                                    | -                            | -                                    | 44.00                                |
| WCB Coverage         | -                                    | -                            | -                                    | 192.50                               |
| Special Duty         | -                                    | -                            | -                                    | -                                    |
| Training             | -                                    | -                            | -                                    | 88.00                                |
| Meetings             | -                                    | -                            | -                                    | 7.00                                 |
| <b>TOTAL</b>         | <b>70.50</b>                         | <b>19.50</b>                 | <b>51.00</b>                         | <b>860.00</b>                        |

YTD Total Paid           \$ 61,373.75  
 Previous YTD Paid       \$ 82,862.13







## Oak Bay Police Department High Visibility Policing

Quarterly Report:

- January – March 2018

During the first quarter of 2018 there were 421 hours of High Visibility Policing initiatives recorded. A summary of each of these initiatives is provided below:

Bike Patrols: Oak Bay Secondary School, Carnarvon Park, Estevan Village, Oak Bay Avenue and numerous alleys and streets in between were patrolled on bike. Numerous people were spoken to, but no one suspicious discovered.

Foot Patrols: Patrols of foot paths, sidewalks and alleyways were conducted throughout the municipality for a total of 128 hours.

Traffic Enforcement: There were 219.5 hours of static traffic monitoring documented during the first quarter of 2018. Dramatic increase of Violation tickets issued.

### **2017 (Jan 1 to March 31)**

VT's Issued: 111

### **2018 (Jan 1 to March 31)**

VT's Issued: 213

Police Posts: A total of 48.5 hours were documented at the police post. The majority of the police posts were conducted on Oak Bay Avenue; however, Willows Beach was the site of the police post during the Polar Bear Swim.

Marine Patrol/Marine Watch: There were 24.5 hours dedicated to Marine Patrols during this period. This is substantially higher than last year and we benefitted from having a father/son Police team on the boat which raised the profile of our marine related enforcement.

| <b>Q1 2018 TOTALS</b> | <b>January</b> | <b>February</b> | <b>March</b> | <b>TOTAL</b> |
|-----------------------|----------------|-----------------|--------------|--------------|
| Foot                  | 25.5           | 43              | 59.5         | 128          |
| Police Post           | 8              | 13.5            | 27           | 48.5         |
| Marine Patrols        | 3              | 11.5            | 10           | 24.5         |
| Bike Patrols          | 1              | 1               | 2            | 4            |
| Static Traffic        | 83             | 58              | 78.5         | 219.5        |
| <b>TOTAL</b>          | <b>119.5</b>   | <b>126</b>      | <b>176</b>   | <b>421.5</b> |





## OAK BAY POLICE DEPARTMENT MEMORANDUM

**DATE:** June 5, 2018  
**TO:** Oak Bay Police Board  
**FROM:** Chief Constable Brinton  
**RE:** Executive Monthly Update – May 2018

### **Area Chiefs**

These meetings take place monthly and are an opportunity to address common issues such as the management of the areas integrated teams and for the different agencies to discuss any current issues they are dealing with. We are currently working on some MOU's and common training initiatives.

### **South Island Consolidated Dispatch Centre Steering Committee**

The Chief is part of the steering committee for the new dispatch center. They were updated by the working group on operational plans as well as the CRD on the status of the building. At this point it is slightly under budget and on schedule. The go live date is still planned for February 2019.

### **Youth Exceptional Star (YES) Awards**

Each year the District of Oak Bay hosts an evening where a number of youth from grades 6 to 10 are recognized for their positive in the Oak Bay Area. There is are sponsorship support by several local businesses and organizations. The various directors and leaders from the District are invited to show our support to these youths. The Deputy Chief attended this year.

### **Oak Bay Ride to School / Bicycle Train**

This is an annual event where members of Mayor ands Council, the police, and parents ride to Willows Elementary School with the students to encourage bicycle safety and riding to school. The Chief, Deputy and other members took part.

### **Bike Rodeos**

Given resource issues, the Chief and Deputy led bike rodeos both at Willows Elementary and at GNS. Both were well received.

### **Occupational Health & Safety (1 day training)**

The Deputy attended this mandatory one-day training for members of the workplace Health and Safety Committee.

### **Collective Bargaining**

The Chief and Deputy took part in prep work and a bargaining session with the support of the GVLRA.

### **Municipal Director's Meeting**

The Chief regularly attends the municipal director's meeting where the content and action items from the previous Council Meeting is discussed. This is also a forum to discuss matters of mutual interest and coordinate work that crosses between different areas of the municipality.

### **Oak Bay Volunteer Services AGM and Service Awards**

This is an annual event where longstanding volunteers are recognized by the organization. The Chief and Deputy attended along with other municipal staff to show our support to this valuable group.

### **District of Oak Bay Municipal Dinner**

Each year the municipality hosts a dinner to thank the volunteer members of committees, boards, and commissions that operate for the District. The Chief and Deputy attended along with other senior leaders to show our support.

### **Governance of the Police Integrations in the CRD**

Police Services has contracted a review into the governance of the area's integrated units and teams. The Chiefs have met with the contactor independently and along with the mayors from the area to discuss the matter.

### **Fair and Impartial Policing**

The Chief and the Deputy took this training. It is being delivered to the whole department by trainers by our own members. This is a provincial wide initiative this year.

### **Violence Against Women Committee**

The Chief is a member of this BCACP committee where initiatives to address this issue are identified and recommended within the police agencies in the province. This work also includes working with other agencies such as Victim Services and informing Government on the development of provincial guidelines. There is also work being done to address sexual assaults as well. The Chief took part in a teleconference by the committee.

Andy BRINTON  
Chief Constable