



MINUTES

Police Board Meeting

Tuesday, December 5, 2023, 4:00 PM

Oak Bay Municipal Hall - Council Chambers

2167 Oak Bay Avenue, Victoria BC

PRESENT:	Mayor Kevin Murdoch, Chair Christine Hall (4:13) Wendy Zink	Heather Cochran Andrew Weaver
REGRETS:	Lawrence Lewis	
STAFF:	Mark Fisher, Chief Constable Paula Kully, Board Secretary	Julie Chanin, Deputy Chief Constable

1. CALL TO ORDER

Chair Murdoch called the meeting to order at 4:06 pm followed by a Territorial Acknowledgement.

2. APPROVAL OF AGENDA

***MOVED AND SECONDED;** that discussion of the Board matrix and code of conduct be added under item 4.4. Board Policy Review and that the Agenda for the December 5th, 2023, Police Board meeting be approved as amended.*

CARRIED

3. ADOPTION OF MINUTES

***MOVED AND SECONDED;** That the Minutes from the October 24, 2023, Police Board Meeting be received as presented.*

CARRIED

4. STANDING ITEMS

4.1. ACCOUNTABILITY REPORT (DC Chanin)

***MOVED AND SECONDED;** That the Accountability Report for October 2023, be received as presented.*

CARRIED

4.2. BC Association of Police Boards (BCAPB) Update - Chair Murdoch

- Chair Murdoch provided a verbal report on the November BCPB meeting including the following details:
 - o The strategic planning process with Watson Consulting has begun with funding being sought from the province.
 - o In regard to Next Generation 911, BCAPB is advocating for consideration of a cell phone levy to offset some of the financial burden for municipalities.

- Katie Charlton is taking over permanently as Director and will be our main contact with the province.

4.3. Board Learning/Policy Review (All)

Discussion regarding board training policy and budget - N/A

4.4. Board Policy Review

4.4.1. Approval of 2024 Meeting Schedule

MOVED AND SECONDED; That the 2024 Meeting Schedule be approved as presented.

CARRIED

4.4.2. Board Matrix

With the end of Wendy Zink's term in March 2024, it was agreed that the Board Matrix should be updated to reflect the new Board members and their skillset while determining other skills that would be desirable in new members.

ACTION: Paula and Wendy will work together to locate the existing board matrix, update it and send it out to the Board for completion. The Matrix will be reviewed at the January meeting.

4.4.3. Code of Conduct

It was determined that a Code of Conduct exists in the Board manual that can be used as a template.

MOVED AND SECONDED; That Chris Hall and Heather Cochran bring back a revised code of conduct and sign off letter for the Board's consideration at the **February meeting**.

CARRIED

5. DEPARTMENT REPORTS:

5.1. Chief Constable's Monthly Update (CC Fisher)

- Chief Fisher advised that the Police Department's provisional budget has been approved by council.
- There has been an increase in UVic protests, reports of stickers, and a false parking ticket in reference to the conflict in the middle east.
- There was a meeting with the principal at Oak Bay High as there is no longer a school liaison offer. Patrol members are doing walk throughs at the private schools.
- There has been an increase in higher risk calls over the past few months. Most relate to substance abuse and mental health.
- **Discussion** on non-biased policing training. DC Chanin will review what is available above and beyond the current provincially mandated training.

MOVED AND SECONDED; That the Chief Constable's monthly update be received.

CARRIED

5.2. **Overtime Report – November** (DC Chanin)

- DC Chanin pointed out the significant training that took place during the month of November. She also noted that overtime hours were heavily impacted by two members off sick and one member away training, all on the same platoon.
- Paid overtime was once again reduced by support staff and the Special Municipal Cst. (SMC).
- SMC, Eric Payne has retired leaving the department with one SMC.

MOVED AND SECONDED; *That the overtime report for November 2023 be received as presented.*

CARRIED

6. **OLD BUSINESS**

6.1. **School Liaison Program – Meeting with School Board** (Chair Murdoch)

Combined 6.1 School Liaison Program and 7.1. Debrief on Minister Meeting.

There was significant discussion on these topics that included:

- Chair Murdoch advised that the meeting with Minister Farnworth was well received, and discussion included the School Liaison Program.
- The meeting with the School Board addressed their direction to remove the School Liaison Program without proper consultation or research. A key message delivered by the Police Board was the importance of trust in community policing and that the school boards directive does not support this.
- Kirstin Stuart, President of the Police Association advised that the Association will be meeting with the Minister in the spring and asked the Board if there was any joint messaging they would like delivered.

7. **NEW BUSINESS:**

7.1. **Debrief on Meeting with Minister Farnworth** (Chair Murdoch)

- *Combine with agenda item 6.1.*

7.2. **IT Security Overview** (Chris Drummond, Saanich IT)

- *Tabled: Chair Murdoch and Lawrence Lewis will meet with Chris Drummond to review details and report back to the Board.*

8. **ADJOURNMENT**

MOVED AND SECONDED; *the regular meeting of the Oak Bay Police Board be adjourned at 5:09 pm and go In-Camera (closed meeting) where the Board will consider confidential matters that deal with personal or private information as outlined in the Police Act, Section 69(2)(b) a matter concerning a person's financial or personal affairs and (c) a matter concerning labour contract discussions, labour management relations, layoffs, or another personnel matter.*

CARRIED

Mayor Kevin Murdoch, Chair

Paula Kully, Police Board Secretary

January 23, 2024
Date