

MINUTES of the open portion of the regular meeting of the OAK BAY POLICE BOARD held in the Committee Room of Oak Bay Municipal Hall, 2167 Oak Bay Ave, Oak Bay, BC, on Tuesday, October 27, 2015 at 4:00 p.m.

PRESENT:	Board Members:	Nils Jensen, Chair Wendy Brown Brian Rendell Sandra Waddington
	Chief Constable:	Andy Brinton
	Deputy Chief Constable:	Kent Thom
	CAO & Police Board Secretary	Helen Koning
	Executive Assistant/Scribe	Laura Lang

The Chair called the meeting to order at 4:02 p.m.

APPROVAL OF AGENDA:

Agenda approved.

ADOPTION OF MINUTES:

RESOLVED that minutes of the open portion of the regular meeting of the Oak Bay Police Board, held on Tuesday, September 29, 2015 be adopted.

DEPARTMENT REPORTS:

*Financial Reports (September, 2015)*

*Overtime Report (September, 2015)*

*Chief Constable's Monthly Update (October 13, 2015)*

*Strategic Plan Quarterly Report (September, 2015)*

The wrong date appears on the top of the Strategic Plan Quarterly Report. It should read September, 2015 rather than June, 2015. All content is correct. Date to be corrected prior to posting to the municipal website.

*School Liaison Report (September, 2015)*

*Community Liaison Report (June-September, 2015)*

RESOLVED that all of the Department Reports be received.

COMMUNICATIONS:

1. PB2015-27 CHIEF CONSTABLE BRINTON, October 21, 2015  
Re 2016 Provisional Budget

There is not a lot of substantial change to the 2016 Budget. Chief Brinton's memorandum touched on areas of the budget where there were any noted changes.

Within the Administration area of the budget, there was no amount put forward for Consulting for a Needs Assessment. All departments in the municipality will be included in a municipal building needs assessment, which will help the Police Department formulate a five year plan for building needs analysis and costs. The Assessment Report should be ready by February, 2016. All buildings will be rated and prioritized after review. This will assist the municipality with their financial asset management program. The CAO and Treasurer will determine whether funds would come from the Police Budget or municipal funding for both assessment & construction.

The 2016 budget for CREST radio costs is not much of an increase from 2015. There is a five year forecast for funding to upgrade the entire system and equipment.

There has been an increase in the conversion costs of equipping the new vehicle in 2016, which a good portion of will cover labour costs. The purchase price of the vehicle has also increase by \$3,000 for 2016.

The unused funds for building renovations that were budgeted for in 2015, will be carried forward to 2016 for completion of the renovations.

The overall budget is just under a 1% increase from 2015.

The Police Board budget amount will remain the same as 2015. Projected 2015 costs are low as conferences that were budgeted for were not attended. The Canadian Association of Police Governance conference will be held in Ottawa in August of 2016 and it is felt that one member, perhaps two, should attend. The 2016 meeting will overlap with the Canadian Association of Police Chiefs conference. The BC Association of Police Boards AGM and conference will be held in Nelson in 2016 at the Prestige Lakeside Resort. Five rooms to be set aside for those that will be attending.

The training budget will be increasing slightly to allow several different training sessions not previously available. One is Critical Incident Response training for supervisors who are first on the scene of a large scale crime or disaster and the other is training for the use of new carbines. 2015 training expenses will be lower than budgeted as two members who were scheduled for a two week long senior police administrative course were unable to attend as well as the cancellation of other courses.

The over-run for electricity for 2015 is due to BC Hydro not billing for the last portion of 2014 until early 2015.

Chief Brinton's memorandum regarding the Patrol Carbine Program provides background information regarding the proposed purchase of these firearms. Although there is potential for concerns regarding the optics of this type of use of force, carbines have become a standard for most police agencies within Canada when responding to calls of a serious nature that pose a risk to the public.

There is a high standard of training and re-qualification for members prior to deployment. Not all members will be trained, but the goal is to have twelve members trained over the course of the next few years; two members on each platoon and members in other support sections. This is currently the practice of other area police departments. The carbines will be used in conjunction with current use of force options. There will be a sign-out process involved for those who are qualified for use. Funds have been allocated for 2016 to cover the cost of the weapon and required training.

MOVED by Wendy Brown, seconded by Brian Rendell: that the 2016 Provisional Police Budget be approved as presented.

CARRIED

MOTION by Brian Rendell, seconded by Wendy Brown: to approve the purchase, training and deployment of the carbines as outlined in Appendix B of the 2016 Provisional Police Budget.

CARRIED

2. -- BC ASSOCIATION OF POLICE BOARDS – Verbal Update, Sandra Waddington  
Re Police Board Orientation Session at JIBC, New Westminster

The Police Board Orientation session is being held on January 23, 2016. Sandra Waddington recommends that this is a good session for any Board members who have not previously attended.

RESOLVED that the update regarding the Police Board Orientation session at the Justice Institute be received.

3. -- BC ASSOCIATION OF POLICE BOARDS – Verbal Update, Sandra Waddington  
Re 2016 Conference & AGM

As discussed earlier in the Budget portion of the meeting, the BC Association of Police Boards (BCAPB) 2016 AGM and conference is being held in Nelson on May 26 & 27, with accommodations at the Prestige Lakeside Resort. It was recommended by the Chair that five rooms be blocked off to accommodate all that may want to attend.

RESOLVED that the update regarding the 2016 BCAPB AGM and conference be received.

4. -- MUNICIPAL POLICE BOARDS WORKING GROUP – Sandra Waddington  
Re Update on progress of the working group

The working group has had their first meeting and the second meeting is planned for Monday, November 2. The terms of reference and the principles for the working group should be completed at the next meeting and ready for the December 2 meeting. Good progress is being made. The Chair also wanted it noted that the CRD Municipal Mayors will be meeting on Wednesday, October 28 and he will update them on the progress of the working group.

RESOLVED that the update regarding the Municipal Police Boards Working Group be received.

NEW BUSINESS:

No new business.

ADJOURNMENT:

The open portion of the meeting adjourned at 5:15 p.m.

Certified Correct:

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Secretary, Oak Bay Police Board

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Chair, Oak Bay Police Board