

MINUTES of the open portion of the regular meeting of the OAK BAY POLICE BOARD held in Council Chambers of Oak Bay Municipal Hall, 2167 Oak Bay Ave, Oak Bay, BC, on Tuesday, January 19, 2016 at 3:00 p.m.

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

Chair called the meeting to order at 3:10 p.m. and formally welcomed newly sworn in Police Board member Mary Kelly and explained meeting processes.

APPROVAL OF AGENDA:

Agenda approved. Chair added one item under New Business.

ADOPTION OF MINUTES:

RESOLVED that minutes of the open portion of the regular meeting of the Oak Bay Police Board, held on Tuesday, November 24, 2015 be adopted.

Chair wishes to acknowledge & welcome the attendance of two of the Department's uniformed members at the meeting – Sergeant Rob Smith and Constable Angus Wagnell.

DEPARTMENT REPORTS:

Financial Reports (November, 2015)

Car 74 budget will be over for the year, as the conversion costs to equip the new vehicle ran higher than was budgeted. Any overage will be absorbed into the overall car accounts.

Overtime Report (November & December, 2015)

Chief Brinton wanted to clarify that on the Overtime report, the “OT Owing” figure is a fluctuating figure that shows the departmental total of banked hours at the end of the reporting month. The Finance Department is advised by way of a monthly report and any banked overtime hours are a fully funded liability.

It was also pointed out that there was a typing error on the title of the December report. It should read “Oak Bay”, not “5Oak Bay”.

Chief Constable's Monthly Update (January 8, 2016)

Chair Jensen spoke briefly about the first item in Chief Brinton's report. There has been a new addition of a Human Resource Manager to the District of Oak Bay. This is an extremely integral position that will provide a standardized approach to human resource and collective agreement issues to all departments within the municipality. The position has now been filled for two months.

It was pointed out that under the section titled “Budget Process”, it should read “I presented”, rather than “I represented”.

Chief Brinton reports that the Road to Mental Readiness “train the trainers” sessions will be occurring in April with the full training delivered to all members in the fall of 2016. This training is for internal mental health and prevention of any stigma attached to such issues.

School Liaison Report (November & December, 2015)

Constable Eric Payne has returned to patrol as a designated Acting Sergeant and Constable Markus Lueder is the new School Liaison Officer, effective January 1, 2016.

Community Liaison Report (November & December, 2015)

Strategic Plan Quarterly Report (December, 2015)

Chief Brinton advises that most goals have been met for the year, with some areas to be carried forward to 2016. In some areas of the plan, objectives have been fully met.

There is a group meeting tomorrow to determine the new initiatives for the next Strategic Plan process of which planning will start at the beginning of 2017 for implementation at the start of 2018.

Sandra Waddington requests any feedback as this was the first Strategic Plan process initiated by the Board, and would welcome any areas that the Board feels may be improved upon. It was suggested that for the next Strategic Plan from 2018-2022, there be a “pre-test” of the Community Survey before engaging the community, an improvement to the counting mechanism and more clarity for some of the questions. Keeping the cost reasonable and questions relevant should be maintained as well as a portion that is Police Board focused, separate from the operational focus of the current Strategic Plan.

2015 Year-End Report

The Chief contributes the police portion to the larger municipal Annual Report each year, but this is the first time that a larger scale year-end report has been presented to the Police Board. Chief Brinton created sub-categories that he felt are key areas that would form a framework for reporting each year. This report was well received and felt that it would be worthwhile on an annual basis as a way of highlighting the department’s efforts, activities and engagement with the community to the public.

Chair Jensen suggested that a one-page summary be released by the Media Liaison officer that contains a link to the entire document on the website.

RESOLVED that all of the Department Reports be received.

COMMUNICATIONS:

1. PB2016-1 CANADIAN ASSOCIATION OF POLICE GOVERNANCE, December 3, 2015
Re Request for Proposal for CAPG Conference 2018

RESOLVED that the correspondence regarding the CAPG Conference 2018 be received.

CHIEF'S ORDERS: (Policy Changes)

- OH 040 – Bean Bag Shotgun

Sergeant Rob Smith spoke to the Board regarding the increased use of this type of intermediate use of force and answered any questions the Board had regarding the use of the policy surrounding this force option. This weapon provides a significant “force presence” by the mere presence of the weapon, without having to fire. There have been no accidental deaths with the use of this type of force option that Sergeant Smith is aware of.

Brian Rendell took the full training that is provided to all police officers and was very impressed with the level of training and the member’s professionalism. All but four members have completed the training in all intermediate use of force options. There are three (3) operational Bean Bag Shotguns in use in the department.

MOTION by Sandra Waddington that Policy OH 040 be approved.

SECONDED by Brian Rendell.

CARRIED

NEW BUSINESS:

Governance project for the Integrated Units within the Capital Regional District:

There have been several meetings held to date and although there is a significant process in place, it will likely slow down until summer time. There was discussion around the current status of the project and that continued meetings with the CRD Police Boards may be necessary to keep the process moving. Chief Brinton reports that until there is a unified, decision-making body in place taking reports from the CRD policing agencies, the issue will also be stalled at the executive level of the various police departments.

MOTION by Sandra Waddington for the Oak Bay Police Board to stay committed to the review of the governance of the integrated units, while awaiting a resolution of the matters presently before the Victoria/Esquimalt Police Board before moving forward.

SECONDED by Brian Rendell.

CARRIED

ADJOURNMENT:

RESOLVED 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*.

The open portion of the meeting adjourned at 4:25 p.m.

Chief Brinton, Deputy Chief Thom and Recording Secretary Laura Lang left the meeting.

Certified Correct:

Secretary, Oak Bay Police Board

Chairman, Oak Bay Police Board