

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

**Minutes of the REGULAR POLICE BOARD MEETING
Thursday, June 8, 2017 at 4:00 pm
Central Saanich Municipal Council Chambers**

PRESENT

Chair:	Ryan Windsor
Board Members:	Del Elgersma Chris Tupper John Rizzuti Wendy MacDonald
Chief Constable:	Les Sylven
Deputy Chief Constable:	Derren Lench

CLOSED POLICE BOARD MEETING

31.17 MOVED AND SECONDED

1. *That the Board convene a closed meeting that excludes the public pursuant to the following sub sections of Section 69 of the Police Act:
Section 69 (1)(c) - A personnel matter.*
2. *That the Board convene a closed meeting that excludes the public pursuant to the following sub sections of Section 69 of the Police Act:
Section 69(1) and (2)(a) – A matter concerning public security.*
3. *That the Board continue the In Camera Meeting in closed session.*

CARRIED UNANIMOUSLY

APPROVAL OF THE AGENDA

32.17 MOVED AND SECONDED

That the Agenda be approved as amended to add Letter of Agreement with Sidney/North Saanich RCMP to New Business.

CARRIED UNANIMOUSLY

MINUTES FOR ADOPTION

33.17 MOVED AND SECONDED

That the minutes of the Police Board Meeting held May 11th, 2017 be adopted as circulated.

CARRIED UNANIMOUSLY

OLD BUSINESS

1. Management of Email Records.

Chief Les Sylven updated the Board that the District Finance Director, Paul Murray, advised that there are no plans to obtain a separate server for CSPA this fiscal year. Chief Sylven is part of a District strategic IT committee where they will look at the email issue and other IT needs for next fiscal. In the interim, the Chief recommends that the Board move forward in creating @csaanich.ca email addresses for each of the Board members.

34.17 MOVED AND SECONDED

That District email addresses be created for each member of the Police Board.

CARRIED UNANIMOUSLY

2. Capital Expenditures.

Chief Les Sylven circulated the draft procurement policy provided by District Finance Director, Paul Murray. Discussion ensued around the comprehensive nature of the policy. The Board determined that they would request a procurement policy that was narrower in scope and specifically addressed the delegated spending authority to the Chief Constable within the budget approved by the Police Board.

35.17 MOVED AND SECONDED

That the Board reaffirm that it would like a narrow scope procurement policy that specifically addresses the delegated spending authority to the Chief Constable within the budget approved by the Police Board.

CARRIED UNANIMOUSLY

3. Strategic Plan 2017-2020 update.

Item to be brought forward next meeting.

4. 2018 BCAPB Conference & AGM

Board member John Rizzuti provided an update that Victoria Police Board is willing to co-host the event with CSPA Police Board. The Board discussed the financial and logistical support that would likely be required and that the primary role of conference organization would be provided by BCAPB. The tentative dates being considered are April 5th, 6th and 7th, 2018. Pending Board approval, John Rizzuti will bring to the BCAPB and advise them that CSPA is willing to co-host the 2018 BCAPB Conference and AGM with Victoria PD Police Board.

Manager, Chris Paine, if the benefits could be spread out over the year instead of the bulk at the beginning of the year. There are two positions vacant and we are currently undergoing a recruiting process. There have been a couple of injuries that have resulted in OT call outs. Strategies for handling staff shortages were also discussed.

Human Resources: Chief Les Sylven presented Sgt. Kyle Sims with his sergeant chevrons in the presence of friends and family.

Chief Les Sylven provided an update to the Board regarding staffing levels and recruiting options. Cpl. Cottingham, our Community Engagement officer has indicated his intention to retire in March. In anticipation of this vacancy and to have a police officer fully operational by summer 2018, the Chief requested the Board's endorsement for hiring a recruit for the fall JIBC Police Academy course in anticipation of a retirement in March of 2018. It could result in an additional 18K budget expenditure; however, the difference in salary of a first class constable to a corporal would create approximately 60K salary savings in 2018.

37.17

MOVED AND SECONDED

That the Board authorize an additional 18K expenditure for the purposes of recruiting in September 2017 for one recruit subject to receiving the written retirement notification from Cpl. Cottingham and the Chief being satisfied that this can be reasonably done within budget.

CARRIED UNANIMOUSLY

Chief Les Sylven updated the Board that a letter of employment offer was extended to a Lethbridge Police officer but was declined. Chief Les Sylven also advised the Board that Sgt. Greg Johnson was asked to present his Master's thesis at the IACP conference.

COMMENDATION

1. Det/Cst. Chad Vincent was commended for his professional and compassionate service on a recent fraud file. The Board Chair will provide Det/Cst. Vincent with a letter recognizing his efforts.

POLICE BOARD MEETING MINUTES – JUNE 8, 2017

CORRESPONDENCE

1. The Police Board received the 2016 Crest Annual Report.
2. The Police Board received a thank you note for their sponsorship contribution towards the 2017 BCAPB Conference.

ADJOURNMENT

38.17 **MOVED AND SECONDED**
That the Police Board meeting be adjourned.
CARRIED UNANIMOUSLY

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE POLICE BOARD MEETING, HELD ON THURSDAY, JUNE 8th, 2017.



RYAN WINDSOR
CHAIR OF THE POLICE BOARD



EVE TAYLOR
RECORDING SECRETARY

