

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

**Minutes of the REGULAR POLICE BOARD MEETING
October 9th, 2008 at 9:00 A.M.
Central Saanich Municipal Council Chambers**

<u>PRESENT</u>	Chair:	Jack Mar
	Board Members:	Steven Garner Andrew Harcombe Steve McNally
	Chief Constable:	Paul Hames
	Deputy Chief Constable:	Clayton Pecknold
	Administrator:	Gary Nason
<u>GUESTS:</u>		Councillor Bryson
<u>REGRETS:</u>	Board Member:	Cathie Ounsted

APPROVAL OF THE AGENDA

Chief Hames requested the addition of the following late item:

- Memo from Sara Ribeiro, Municipal Clerk, re: Facilities Project, to be considered as item no. 2 under Old Business.

Mr. Garner requested the addition of the following late item:

- Digital Agendas to be considered as item no. 3 under New Business.

43.08 MOVED BY ANDREW HARCOMBE
 SECONDED BY STEPHEN MCNALLY
 That the agenda be approved as amended.
 CARRIED UNANIMOUSLY

MINUTES FOR ADOPTION

44.08 MOVED BY STEVEN GARNER
 SECONDED BY ANDREW HARCOMBE
 That the minutes of the Police Board Meeting held September 11th, 2008 be adopted as circulated.
 CARRIED UNANIMOUSLY

OLD BUSINESS

1. Communications Centre Update.

Chief Hames advised that the Comm Centre transition continues to go very well. He explained that there are some invoices still trailing in and he expects that at the next Board meeting there will be some idea of the total cost of the transition. He also indicated that there have been no complaints from the community. A new mail box has been installed in the front foyer and all Board members will receive individual keys for the Police Board box.

Mr. Nason asked if the Board would like to provide information on the Comm Centre transition to the Community Newsletter. It was agreed that Mr. Garner would provide the information.

2. Facilities Planning – October 22, 2008 at 6:30 pm.

Chief Hames referred to a late hand out memo dated October 7, 2008 from Sara Ribeiro, Municipal Clerk in relation to the Facilities Project. Mr. Nason explained that Council was following up on the September 29th presentation that was attended by some of the CSPB members. He advised that a Joint Council / Police Board Meeting will take place on Wednesday October 22 at 6:30 pm where Council and Board will have dialogue in relation to the facilities proposal. He explained that Council has passed a motion that additional information be provided with respect some high level order of magnitude costs with respect to various different alternative scenarios. He added that there was an additional motion passed by Council as follows:

“That at the Joint Council /Police Board Meeting to be held on October 22, 2008, the Police Board be requested to provide further rationale for the apparent significant difference in the space needs requirements for the Police Service, as recommended in the 2000 Matrix Facilities Report, as compared to those in the 2008 Omicron Facilities Options.”

He indicated that he had briefed the Chief Constable and Deputy Chief Constable on the background and the intent of the motion and he anticipated that this is something that will be addressed on October 22nd. Deputy Chief Pecknold advised that he could not answer specifically the question in relation to the Matrix recommendations, however he was able to review some aspects of the report. He gave the Board an overview of the process that took place while working with the Omicron Consultants. He explained that a sub-committee was struck which consisted of himself and two Sergeants. The Sergeants went on a site visit to the Port Moody Police building which is a relatively new modern police facility. He explained that Port Moody Police Department is a service of comparable size to Central Saanich Police Service. He indicated that it was clear that they had far in excess of the amount of space for normal use, so they went through a process of using the Port Moody floor plan and honing down our space requirements with the consultants. Deputy Chief Pecknold advised that at that time the committee was looking at a stand alone police building or part of a joint police/fire building. Once the committee ascertained what the needs and expectations would be it, was suggested that a facility needed to be built that would clearly be in excess of the requirements for the present, however it would be a facility for the future with the capacity to absorb future growth such as the doubling of the police service. He explained that the Matrix report was done in 2000 and there have been some significant changes and expectations that have been placed on the Police Service facilities, such as detention facilities, exhibit requirements, DNA drying rooms. He advised that there was still some duplication between the fire and police and that square footage could be substantially reduced with a police / fire building.

Chief Hames indicated that the Matrix report was done pre-renovation of the police wing. He spoke briefly about the space duplication. He advised that Deputy Chief Pecknold has submitted a report that outlines his comments and it will be distributed within the next few days.

A discussion took place in relation to building a structure that is two floors instead of one. Deputy Chief Pecknold felt that there is no reason that it could not be a two level building and indicated that the benefit gained, in terms of continuity of emergency services in post disaster recovery building, was enormous.

Deputy Chief also advised that unused space could potentially be rented out to agencies such as the ambulance service, or the Regional Crime Unit for additional revenue.

Mr. Garner commented on the bigger financial opportunities such as rental revenue that might actually reduce the cost of the overall project or possibly redeveloping the valuable land of the municipal hall site, which could finance a large part of the expenditures and wondered at what point does the business case start to look at these options?

Mr. Nason commented after the meeting on the October 22, 2008, he would like to have a motion supportive, in principle, of proceeding in a certain direction. He suggested that we continue to develop and refine the option two, which is the joint combined public safety building, and recommended that the next step in the process should be obtaining an order of magnitude costing for a direction, identify the site, and get support for what the project will be and move to a business case. He spoke on what would be required at this point in relation to getting a building code analysis of the existing municipal structures renovated to a certain standard.

Mr. Garner asked if everyone agreed to the concept of a joint police/fire facility, would there still be opportunity to make that decision relative to a partnership with ambulance authority, or an emergency program which would require a larger building? Gary Nason felt there could be potential for that, however felt it would be a question for discussion down the road.

Mr. Nason advised that he and Chief Ron French would be meeting on October 10th with Partnerships BC, for an exploratory meeting in regards to potential partnerships.

The Chair recognized Councillor Bryson who was in attendance. Councillor Bryson expressed concern over the comments made by Deputy Chief Pecknold in relation to the Police Service doubling over the next 25 years and would like to hear the rationale behind these comments.

Chief Hames advised that the actual current growth of the Police Service has been very slow and steady and over a period of 25 years and indicated that that one possible reason for the service to double would be if there was a corresponding doubling of population.

Deputy Chief Pecknold commented that he misspoke himself and certainly did not mean to suggest that the police service could double over the next 25 years, rather it was just the assumption that the capacity would exist in the infrastructure should the community have that type of development.

A brief discussion took place in relation to police growth in the community. Councillor Bryson provided a detailed opinion of the two reports and would be discussing this further at the upcoming Joint Council / Police Board meeting.

NEW BUSINESS

1. BCPA Fact Sheet.

Chief Hames advised and he and Deputy Chief Pecknold attended the coming together ceremony which was very well attended.

2. Digital Agendas.

After a brief discussion it was decided that the Board would return to the previous agenda format, and would explore alternate electronic possibilities.

FINANCE REPORT / HUMAN RESOURCES REPORT

Chief Hames provided the Board with a quarterly finance report. He explained that the budget is tracking well with 75.89% of the year and 77.65% of the budget expended. He advised that the Sergeants are involved in the budget process this year. He would like to meet with the Finance Committee before the next Board meeting and that Councillor John Garrison and Rosalyn Tanner, Financial Director, will be invited to attend. Chief Hames will email the proposed meeting dates to the Finance Committee. He explained that due to the Comm Centre transition the budget should be slightly less for 2009.

Chief Hames advised that two new police vehicles have recently been ordered which will bring the fleet to five black and white police vehicles.

Chief Hames requested sponsorship for a breakfast at the upcoming BCACP meeting which Central Saanich Police Service is hosting.

45.08 MOVED BY STEPHEN MCNALLY
 SECONDED BY ANDREW HARCOMBE
 That the Board sponsor a breakfast at the BCACP Meeting, November 21-23, 2008 in the amount of \$1,000.00.
 CARRIED UNANIMOUSLY

COMMENDATION

Received for general information.

1. RCMP Performance Log – Cst. Andre Rosset.
2. Letter of Appreciation – Sgt. D. Sahota, Cst. F. Sheikh and Cst. R. Cottingham

ADJOURNMENT

46.08 MOVED BY STEPHEN MCNALLY
 SECONDED BY ANDREW HARGCOMBE
 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, OCTOBER 9TH, 2008.

MAYOR JACK MAR
CHAIR OF THE POLICE BOARD

ELIZABETH TRUDEAU
RECORDING SECRETARY