



## Central Saanich Police Service

1903 Mount Newton Cross Road, Saanichton, B.C. V8M 2A9  
Tel: 250.652.4441 | Fax: 250.652.0354

# CENTRAL SAANICH POLICE BOARD REGULAR MEETING MINUTES

Thursday, November 10, 2022 at 4:30pm  
Central Saanich Council Chambers

### Present:

Board Chair: Ryan Windsor  
Jim Rondeau

Board Members: Jen Klein  
Renee Johansson  
Corey Wood

Chief Constable: Ian Lawson  
Deputy Chief: Kevin Hackett

Guests: CEO Christine Culham  
CFO Troy Ziegler

### Regrets:

Heather Hastings

## 1. Approve Agenda

40.22 **MOVED AND SECONDED**  
*That the agenda be approved as circulated.*  
**CARRIED UNANIMOUSLY**

## 2. Minutes for Adoption

41.22 **MOVED AND SECONDED**  
*That the minutes of the Police Board Meeting held October 13, 2022 be approved as circulated.*  
**CARRIED UNANIMOUSLY**

## 3. Existing Business

### 1. 2023 Preliminary Budget Discussion



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Chief Lawson advised the Board that the 2023 budget is set to increase due to salary and benefit increases expected to come from the settlement of collective bargaining. Increases in the budget are also expected due to EV purchases and changes to the internal staffing model which would require increases to salary for affected staff.

CFO Troy Ziegler gave a summary of the 2023 provisional budget which is considered to be status quo. He advised that 90% of the budget is considered wages and benefits. He reminded the Board that amendments could be made prior to the adoption of the 2023 budget until its formal adoption in the Spring of 2023. Vehicle Electrification has been identified as a Council and Police Board priority. Supply chain issues have been identified as a risk going forward for vehicle replacement. Inflation and CPI are also risks.

Board Member Wood asked about the longevity of the District's reserve fund set aside to assist with vehicle electrification. CFO Troy Zeigler advised that the reserve fund is a priority for Mayor and Council and he anticipates that the fund will be available beyond the 5 year forecast.

CEO Christine Culham expressed her appreciation of the collaborative nature of the Chief Constable during the budget process.

Capital Equipment replacement budget will be presented for 2024.

### 42.22 MOVED AND SECONDED

*That the Police Board adopt the 2023 provisional budget.*

**CARRIED UNANIMOUSLY**

## 2. Community Engagement

Deputy Chief Hackett presented that Monday mornings and Wednesday afternoons the Community Office will be open to the public.

The Brentwood Bay initiative is moving forward with enforcement patrol by NPP Transport Canada.

He anticipates that the Remembrance Day event will be well attended with 506 members including the Chief and Deputy Chief.

Cst. Gentile is working with BC Hydro and local schools to have hydro boxes wrapped with student art. He also spent time with the schools doing Halloween presentations, K9 presentations and a presentation from CFSEU End Gang Life.

The Police Camp initiative is starting up after many years, with Cst. Gentile as the CSPS representative.



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DC Hackett met with MCFD regarding local youth group homes and management of at-risk youth. He will continue to update the Board as information becomes available.

### 3. Strategic Plan Development

Chief Lawson asked the Board for support on core aspects of Strategic Plan and asked the Board to supply a message to be included within the document.

He advised the Board that there would be some additions to graphics, and potentially a statistic dashboard.

Board Member Wood asked for measurable actions within the plan.

A discussion was held around a reporting schedule for metrics with semi-annual reporting with continual review of metrics being decided on.

The Board was supportive of the core aspects of the Strategic Plan.

Board Member Wood identified a gap within the service delivery of the Service's website.

A discussion was had around utilizing District of Central Saanich Communications Manager Britt Burnham for assistance.

### 4. New Business

#### 1. Continuous Improvement Team

Deputy Chief Hackett briefed the Board on his initiative regarding the creation of a Continuous Improvement team. The CIT team will engage employees from all areas of the Service to come up with collaborative solutions to Service issues. A call for representatives has been issued, with 4-5 responses at this time.

#### 2. Board Governance Manual Adoption

Changes were made to the manual after the distribution of the Agenda. The Board Manual will be reviewed and look for adoption at the January meeting.

### 5. Finance and Human Resources Report

No updates.





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### 6. Closed Meeting

Meeting closed at 5:44pm.

#### 43.22 CLOSED POLICE BOARD MEETING

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 (2)(c) - A matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter.*
2. *That the Board continue the In- Camera Meeting in closed session.*

Recess at 6:15pm.

### Adjournment

- 44.22 **MOVED AND SECONDED**  
*That the Meeting be recessed.*  
**CARRIED UNANIMOUSLY**

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF REGULAR POLICE BOARD MEETING, HELD ON THURSDAY NOVEMBER 10, 2022.

RYAN WINDSOR  
CHAIR OF THE POLICE BOARD

  
EMMALEE GRAY  
RECORDING SECRETARY

*We gratefully acknowledge that the ancestral land on which we work are within the traditional territories of the WSÁNEĆ peoples: WJOLƏP (Tsartlip), BOKÉĆEN (Pauquachin), SÁÁUTW (Tsayout), WSIKEM (Tseycum) and MÁLEXE (Malahat) Nations.*