



## 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, March 12<sup>th</sup>, 2026 at 4:30pm  
Central Saanich Council Chambers

## PRESENT:

**Board Chair:** Renee Johansson

**Board Members:** Sarah Riddell  
Mike McKay  
Jim Rondeau  
Diane Hollinshead  
Jordan Marin  
Mark Kaercher  
Blair Fisher

**Chief Constable:** Ian Lawson  
**Board Administrator:** Emmalee Gray

**Guest:** S/Sgt. Nigel Smallwood

## REGRETS:

### 1. STANDING ITEMS

#### a. Territorial Land Acknowledgment

We gratefully acknowledge that the ancestral land on which we work are within the traditional territories of the W̱SÁNEĆ peoples: W̱JÓŁÉŁP (Tsartlip), BOŶÉCEN (Pauquachin), S̱ÁUTW (Tsawout), W̱SIŶEM (Tseycum) and MÁLEXEŁ (Malahat) Nations.

#### b. Declaration of Conflicts of Interest

No conflicts declared.

#### c. Approval: Regular Meeting Agenda of March 12, 2026

21.26 **MOVED AND SECONDED**  
*That the agenda be approved as presented.*  
**CARRIED UNANIMOUSLY**

#### d. Approval: Regular Meeting Minutes of February 12, 2026

22.26 **MOVED AND SECONDED**  
*That the minutes of the Police Board Meeting held February 12, 2026 be deferred for approval at the April meeting.*  
**CARRIED UNANIMOUSLY**



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### e. General Service Update – Chief’s Report

- As attached.
- The Chief introduced the incoming Deputy Chief, Paul Douglas who will be sworn in March 31, 2026.
- Advised the preparations for potential increased calls for service during the FIFA 2026 event in Vancouver have begun.
- Discussion related to the newly announced JIBC satellite location on the Island.

### f. Finance Update

- No update at this time.

### g. Policy Review

- Board Member Marin provided information on updates to the Policy and Service complaint Policy. This will be presented to the Board at a later date.

### h. Committee Reporting

#### 1. Governance Committee

- Board Member Kaercher presented a briefing note on Community/Public Engagement. The Board discussed the briefing note, it is considered a working draft at this time.
- Board Member Rondeau asked for feedback on the updates to the Board Manual, to be provided to the Committee within a reasonable amount of time.

23.26

#### **MOVED AND SECONDED**

*That staff prepare a report detailing public engagement conducted by the Service occurring in the last five years to establish a baseline to inform discussion at the April 2026 meeting.*

**CARRIED UNANIMOUSLY**

24.26

#### **MOVED AND SECONDED**

*That the Governance Committee create a framework for a 30 minute discussion of the Community Engagement briefing note at the April Meeting.*

**CARRIED UNANIMOUSLY**

#### 2. Finance Committee

- The Finance Committee will meet to prepare materials ahead of the budget presentation at the March 30<sup>th</sup> Council meeting.

### i. Forward Calendar Review

- Quarterly statements for finance – update
- New Board Member orientation Fall.

### j. BCAPB Resolution

- Item completed in February – remove from Agenda for future.



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### k. Discussion – Committee Specific Risks

- Board Member Riddell introduced the Risk Register as compiled from information received from the Committees.

**25.26**                    **MOVED AND SECONDED**  
*That the Board review the Risk Register as a standing Item on the Agenda.*  
**CARRIED UNANIMOUSLY**

**26.26**                    **MOVED AND SECONDED**  
*That the Chief and S/Sgt. Smallwood review the Risk Register and provide comments for the April 2026 Meeting.*  
**CARRIED UNANIMOUSLY**

### l. Review of Updated Governance Manual and Board Training

- Discussion related to Board Training and logistics.
- A Doodle Poll will be sent out to determine availability for September training.

### m. Board Chair Evaluation and Process

- The Governance Committee has collected most of the evaluations and will schedule a time to review with the Chair.

## 2. NEW BUSINESS

### a. Review of Outstanding Board Motions

- Board Member Riddell introduced a list of outstanding board motions.
- The Board reviewed each item and updated the list.

**27.26**                    **MOVED AND SECONDED**  
*That the action items as directed by the Board be captured in each agenda for review by the Board on a monthly basis.*  
**CARRIED UNANIMOUSLY**

**28.26**                    **MOVED AND SECONDED**  
*That a discussion on Board requirements for a business repository be on the agenda for April 2026.*  
**CARRIED UNANIMOUSLY**

**29.26**                    **MOVED AND SECONDED**  
*That staff prepare a briefing note to inform the Board of logistics related to the Boat once available.*  
**CARRIED UNANIMOUSLY**

**30.26**                    **MOVED AND SECONDED**  
*That number 5 related to Strategic and Workplace Planning be struck from the list as complete.*  
**CARRIED UNANIMOUSLY**

**31.26**                    **MOVED AND SECONDED**  
*That the Board Administrator send a letter on behalf of the Board to Council to invite Council to the June Board meeting on June 11<sup>th</sup>, 2026.*  
**CARRIED UNANIMOUSLY**



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### b. Conflicts of Interest Discussion

- Moved to the closed agenda.
- After discussion, the Governance Committee found that no conflict appeared to be occurring.

## 3. CORRESPONDENCE

### a. Email from Council re: Upcoming Corporate Projects

- Discussion related to the possibility of a service review.

#### 34.26 MOVED AND SECONDED

*That the Board draft a letter to Mayor Windsor asking for more clarity relating to his correspondence.*

**CARRIED UNANIMOUSLY**

### b. Email from School Board: Support for MYST

- Discussion related to the Service's decision to withdraw from MYST.

#### 32.26 MOVED AND SECONDED

*That the Board Administrator send a letter on behalf of the Board to the Saanich School District in response to their correspondence related to MYST.*

**CARRIED UNANIMOUSLY**

#### 33.26 MOVED AND SECONDED

*That the cost/benefit analysis and rationale to withdraw from MYST be brought to the Board for their review at the April meeting.*

**CARRIED UNANIMOUSLY**

## 4. CLOSED MEETING

Meeting closed 18:55

#### 35.26 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 19:32



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### ADJOURNMENT

36.26

**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 MARCH 12, 2026.

A handwritten signature in black ink, appearing to be "R. Johansson".

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RENEE JOHANSSON  
CHAIR OF THE POLICE BOARD

A handwritten signature in black ink, appearing to be "E. Gray".

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EMMALEE GRAY  
BOARD ADMINISTRATOR