



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, April 9, 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

Deputy Chief: Paul Douglas

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: W̱JŌŁEŁP (Tsartlip), BO̱KĒCĒN (Pauquachin), S̱ĀŪTW (Tsawout), W̱SĪKĒM (Tseycum) and M̱ÁLEXEŁ (Malahat) Nations.

b. Declaration of Conflicts of Interest

No conflicts declared.

c. Approval: Regular Meeting Agenda of April 9, 2026

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

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

38.26 **MOVED AND SECONDED**
That the minutes of the Police Board Meeting held February 12, 2026 and March 12, 2026 be approved as presented.
CARRIED UNANIMOUSLY



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*Amendment to be made to the March 12th minutes:

Item 2.b: to add that a discussion was had in the open meeting and the Governance committee found no conflict to be occurring.

e. General Service Update – Chief’s Report

- As attached.
- Chief Constable met with the CAO to review the matters related to shared services. The Board will be informed of any updates.

f. Finance Update

- The Board discussed the motion made by Council related to the Police budget and a Council member’s desire to reduce the 2026 Police budget by \$82,000.
- Both the Chief and Deputy Chief will attend the Council meeting on April 13th to provide education to members of Council to inform their decision.
- The Board discussed options for their response.

39.26

MOVED AND SECONDED

That the Police Board’s regular scheduled meeting on May 14th take place on May 7th 2026.

CARRIED UNANIMOUSLY

g. Policy Review

- The final draft of the Service and Policy review policy is complete and will be disseminated for feedback at the May 7th meeting.

h. Committee Reporting

1. Governance Committee

- No updates.

2. Finance Committee

- The Committee will begin review the 2025 budget results in the next month.

3. HR Committee

- The Committee will bring a draft report regarding the Chief’s Performance review at the May meeting after it is shared with the Chief.

i. Forward Calendar Review

- No updates.

j. Risk Register Review

- Discussion regarding the comprehensiveness of the Risk Register.
- The Risk Register will be managed by the Chief and Deputy Chief.

k. Review of Updated Governance Manual and Board Training

- The Board discussed the updates made to the manual based on feedback from Board Members.



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40.26

MOVED AND SECONDED

That the Governance Committee add a "pathway to Chair" section into the Board Manual which outlines a succession plan for Board Members who aspire to be Board Chair.

CARRIED UNANIMOUSLY

I. Board Chair Evaluation and Process

- The Governance Committee has collected all feedback and will present to the Chair.

m. Review of Outstanding Board Motions

- No updates.

2. NEW BUSINESS

a. Community Engagement Briefing Note Discussion

- As attached.
- The Board discussed aspects of the briefing note as relayed in the memo prepared by the Governance Committee.

b. Board Discussion: National Police Week Recognition May 10 – 16

41.26

MOVED AND SECONDED

That the Board provide each shift with a token of appreciation in the form of a healthy food option during National Police Week Recognition Week.

CARRIED UNANIMOUSLY

c. Board Discussion: Board Chair Election Process

- The Board will send nominatons for a Chair and Vice Chair to the Board Administrator.

42.26

MOVED AND SECONDED

That the Board will hold a vote for Chair and Vice Chair at the May 7th meeting based on the nominations received by the Board Administrator.

CARRIED UNANIMOUSLY

d. Board Discussion: Business Repository

- Deputy Chief Douglas has assumed lead on the Board SharePoint project.
- Board Member Fisher will act as a liaison with Deputy Chief Douglas for this project.

3. CORRESPONDENCE

a. Response Letter to Council related to Upcoming Projects

- The Board supports the letter as prepared.



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4. CLOSED MEETING

Meeting closed 18:25

43.26 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 19:49

ADJOURNMENT

44.26 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 APRIL 9, 2026.

RENEE JOHANSSON
CHAIR OF THE POLICE BOARD

EMMALEE GRAY
BOARD ADMINISTRATOR