



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Agenda

January 19, 2021 at 5:00pm

1-833-353-8610 (9019965)

1. ADOPTION OF THE AGENDA

- a. Adoption of the Public Agenda of January 19, 2021

2. STANDING ITEMS

- Pg. 1 a. Adoption of the Minutes of the Public meeting of December 15, 2020
- Pg. 3 b. Chief Constable Monthly Activity Report
- c. Chief Constable Update
- d. Board Co-Chairs Update
- e. BC Association of Police Boards Director's Update
- f. Board Member Engagement Update
- Pg. 4 g. Board Committee Reports
- Pg. 5 h. 2020 Board Strategic Priorities
- i. Framework Agreement

3. NEW BUSINESS

- Pg. 6 a. ICD Course Options and Board Attendees (C. Huber)

4. CORRESPONDENCE

- Pg. 8 a. 2001114 Letter from VicPD to Councils re: Framework Agreement Sec. 4.5



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Minutes

December 15, 2020 at 5:00pm

Boardroom & Teleconference

PRESENT

Mayor Desjardins, Chair	C. Huber	DC Watson	S/Sgt. Jones
Mayor Helps	B. Smith	DC Laidman	S. Hurcombe
D. Crowder	P. Stockton	Insp. M. Brown	M. MacIntyre
S. Dhillon	Chief Cst. Manak	A/Insp. King	D. Perry

Recording Secretary: Collette Thomson

1. ADOPTION OF THE AGENDA

a. Adoption of the Public Agenda of December 15, 2020

20-108 **MOTION:** *To approve the Public agenda of December 15, 2020 as presented.*
MOVED/SECONDED/CARRIED

2. PRESENTATION

a. Restorative Justice Victoria

Refer to documents provided. Gillian Lindquist, Executive Director of RJV, provided highlights regarding the history of RJV, the types of offences referred by VicPD in 2019, case outcomes, anecdotes, and client feedback.

3. STANDING ITEMS

a. Adoption of the Minutes of the Public meeting of November 17, 2020

20-109 **MOTION:** *To approve the Public Minutes of the November 17, 2020 meeting as presented.* **MOVED/SECONDED/CARRIED**

b. Chief Constable Monthly Activity Report

Refer to the report provided – for information.

c. Chief Constable Update

- Operational updates were provided on significant files and calls of note
- Patrol officers on A Watch raised funds within their section to buy gifts for a disadvantaged family as they endured a difficult file; other Watches have raised funds for Santa's Anonymous
- Chief Manak thanked and congratulated Board member Smith on the conclusion of his maximum six-year tenure on the Board

d. **Board Committee Reports**

Refer to the report provided – for information.

20-110

MOTION: *That the Board adopt the Open VicPD webpage data and format which will replace the tri-annual Crime Stats Report and the Quarterly Report format currently being used. MOVED/SECONDED/CARRIED*

e. **Board Co-Chairs Update**

- The bi-annual meeting with ADM Butterworth-Carr will take place later this week. Issues to be raised include JIBC funding, integrated units, regionalization, and RJV funding.
- Mayor Helps thanked Mayor Desjardins in her role as the Lead Co-Chair for the past two years. Mayor Helps will rotate into the position from January 2021 – December 2022 and Mayor Desjardins will assume the Deputy Co-Chair role.
- Mayor Desjardins thanked and congratulated Board member Smith on the conclusion of his maximum six-year tenure on the Board

f. **Association of Police Boards Director's Update**

- Board member Huber was recently appointed as the BCAPB Vice President
- Work has commenced on the spring BCAPB virtual AGM/conference

g. **Board Member Engagement Update**

- Board member Dhillon spoke with several members of the business community who have expressed their appreciation regarding the commencement of Project Holiday Connect

h. **2020 Board Strategic Priorities**

Refer to the document provided – no discussion arising.

i. **Framework Agreement**

Refer to the document provided – no discussion arising.

Meeting adjourned at 5:45pm.

Mayor Barbara Desjardins
Lead Co-Chair

Date

Collette Thomson
Recording Secretary

Date



VICTORIA & ESQUIMALT POLICE BOARD REPORT

Public

DATE:	January 19, 2021
ACTION:	For information
SUBJECT:	Chief Constable Monthly Activity Report

Community Events and Presentations

NOTE: *Effective March 13, 2020, all community events and presentations were cancelled for the foreseeable future due to COVID-19 pandemic social distancing restrictions; only virtual options were made available for certain events where possible.*

December 21 Attended the virtual Burnside Gorge Community Association meeting

January 5 Attended the VicPD swearing-in ceremony for three new recruits

January 6 Attended farewell drive-by for retiring Central Saanich Police Service Deputy Chief Lench

January 8 Attended the virtual Victoria Community Wellness Alliance meeting

January 9 Attended the Bastion to lay a wreath in memory of Calgary police officer, Sgt. Harnett

January 13 Attended the virtual City of Victoria Budget Townhall

January 19 Attended VicPD Reserve class to welcome new Reserve officers



VICTORIA & ESQUIMALT POLICE BOARD

Committee Reports to Board

(Public)

Meeting of January 5, 2021

FINANCE

ITEMS DISCUSSED

a. **Board Scenarios**

Board member Crowder brought forward a “what if” scenario for contemplation and discussion by the committees and obtained Management input at the conclusion of the discussion.



Victoria & Esquimalt Police Board

2020 Strategic Priorities

Updated May 2020

#1.	Good Governance and Increased Transparency	
Lead:	All committees	
Actions:	<ul style="list-style-type: none"> • Host a Police Board town hall/meet and greet • Investigate live-streaming of public Board meetings 	<ul style="list-style-type: none"> • Hold bi-annual joint Board/Councils meetings (general and budget) • Review agenda setting process for public Board meetings
#2.	Community Engagement	
Lead:	Governance & Human Resources	
Actions:	<ul style="list-style-type: none"> • Support ongoing social media efforts for the Board • Increase Board member attendance at community and department events 	<ul style="list-style-type: none"> • Add public input on any item on the agenda to public Board meetings • Add “public discussion requests” to public Board meetings with notice
#3.	Financial Accountability	
Lead:	Finance	
Actions:	<ul style="list-style-type: none"> • Continue to analyze costs of policing with an eye to efficiencies • Continue working with senior staff to mitigate externally driven costs 	<ul style="list-style-type: none"> • Review effectiveness of the prior year’s budget • Review and analyze the implementation of special municipal constables • Continue the finance committee’s work with senior staff in VicPD and Councils
#4.	Framework Agreement	
Lead:	Governance	
	<ul style="list-style-type: none"> • Continue the Board’s focus on fair and equitable service delivery • Review the Framework Agreement to ensure it is updated with changes 	<ul style="list-style-type: none"> • Continue with Board level support for the working group of VicPD senior staff and senior staff from Victoria and Esquimalt • Encourage COV and Township to review the cost allocation formula
#5.	Strategic Plan	
Lead:	Governance & Human Resources	
	<ul style="list-style-type: none"> • Monitor the strategic plan as reports come in on a quarterly basis 	<ul style="list-style-type: none"> • Ensure alignment between the VicPD budget and the strategic plan

UPCOMING COURSES: INSTITUTE OF CORPORATE DIRECTORS

Board Oversight of Culture

Dates: February 18 (registration deadline: Jan 21), March 24 (registration deadline: Feb 24)

Cost: \$950 (plus tax)

Description:

In this critical course, participants will receive practical guidance and real-world perspectives on how boards can better monitor and evaluate culture, including questions board members need to ask to identify red flags that can contribute to a toxic work environment.

Objectives:

Upon completion of this course, you will be able to:

- Understand the greater societal and social context organizations now operate in and how this can impact their cultures
- Understand why culture is important within the boardroom
- Identify the evolving legal duties and potential liabilities of directors
- How to effectively assess, monitor and change your culture
- Differentiate the responsibilities of the board vs. management for building and maintaining a healthy environment

Eligibility:

Ideal for boards of directors of for-profit, Crown and not-for-profit organizations who want to improve oversight of culture for a healthy and productive workplace.

Audit Committee Effectiveness

Dates: April 28 (registration deadline: April 1), May 13 (registration deadline: April 16)

Cost: \$950 (plus tax)

Description:

Optimize your performance on an audit committee and move beyond the traditional role of compliance oversight. Address practical issues, such as the intricacies of the audit committee's relationships with management, internal and external auditors, emerging national and global issues and the committee's role in enterprise risk.

Objectives:

- Define the competencies of an effective audit committee and committee Chair and their relationship with the board, management and stakeholders
- Identify key elements of public disclosure documents and how to provide effective oversight
- Understand the importance of the internal and external audit functions, including the audit committee's relationship with the external auditor
- Demonstrate the audit committee's role in oversight of enterprise risk

Eligibility:

Ideal for experienced directors currently serving or soon to be serving on an audit committee. C-suite executives with accountabilities that intersect with the audit committee (Chief Audit Executive, Chief Financial Officer) would also benefit from this attending.

Board Oversight of Strategy

Dates: April 8 (registration deadline: March 11), May 17 (registration deadline: April 19)

Cost: \$950 (plus tax)

Description:

Developed in partnership with CPA Canada, based on CPA Canada's *Overseeing Strategy: A Framework for Boards of Directors*, you will learn how to constructively engage in the strategic oversight process. What is the right time and the right way to be involved as a director? Apply the framework in various circumstances that an organization may face, such as growth mode, a newly or changed competitive market, or emergence of a significant problem or threat to the organization through exercises and case studies.

Objectives:

- Understand the need and rationale to engage early and throughout the strategy development process
- Describe and illustrate how different situations call for different planning processes
- Demonstrate approaches and tools to engage constructively without undermining management's ownership of the strategy plan

Eligibility:

This course is ideal for directors serving on not-for-profit and for-profit boards. This is a course about strategic oversight and does not teach strategy development.

Human Resources & Compensation Committee Effectiveness

Date: April 15 (registration deadline: March 19)

Cost: \$950 (plus tax)

Description:

Develop a deeper understanding of the issues facing Human Resources and Compensation (HRC) committees such as CEO succession planning, executive compensation and incentive plans, human capital development beyond the CEO and the increased scrutiny of executive compensation plans by activist shareholders, proxy advisors and other stakeholders.

Objectives:

- Define strategies around the design and monitoring of executive compensation and incentive plans
- Discuss CEO evaluation and succession planning
- Understand the board's role in human capital and compensation beyond the CEO
- Identify red flags and assessing risks associated with compensation

Eligibility:

This course is ideal for experienced directors currently serving or soon to be serving on an HRC committee.



OFFICE OF THE CHIEF CONSTABLE

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January 14, 2021

Mayor & Council
City of Victoria

Mayor & Council
Township of Esquimalt

Via Email

Dear Mayors and Councillors:

RE: Framework Agreement: Section 4.5 - Regular Review of Dedicated Municipal Divisions

As per section 4.5 of the Framework Agreement, the Victoria & Esquimalt Police Board is required to provide the municipalities with data on actual use and deployment of the dedicated municipal divisions within 30 days of each anniversary of the agreement coming into force (January 1, 2014). We are formally requesting an annual reporting extension to March 15th.

The data reported must include statistics on the deployment of the dedicated municipal division resources outside the municipality normally served by that dedicated municipal division. Once VicPD staff have collected the data, it must be collated, reviewed, and placed into context in order to address the concerns that Council's have previously expressed regarding statistics and trends. The proper integration of this data into the Community Safety Report Card requires more time than the 30 days which is currently allotted by the Framework Agreement.

In addition to our request for a reporting extension, I am seeking each Council's preference regarding the presentations of the Quarter IV Report and Annual Reports. In the past, the Quarter IV Report has been presented at the same time as the Annual Report. If Council prefers that the Annual Report be presented separately to allow for a more thorough

OFFICE OF THE CHIEF CONSTABLE

discussion, please advise and we will make the necessary arrangements to do so, subsequent to the presentation of the Quarter IV Report.

Yours Truly,



Del Manak
Chief Constable

- c. Ms. Jocelyn Jenkyns, City Manager, City of Victoria
Ms. Laurie Hurst, CAO, Township of Esquimalt