

## **SOUTH COAST BRITISH COLUMBIA TRANSPORTATION AUTHORITY POLICE SERVICE - DESIGNATED POLICING UNIT BOARD GOVERNANCE COMMITTEE MEETING**

Minutes from the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Governance Committee meeting held Monday, January 16, 2023 by videoconference.

**PRESENT:** George Madden, Committee Chair  
Murray Dinwoodie  
Carla Hotel (*arrived at 1:06 p.m.*)  
Maureen Levy  
Marnie Larson, Board Chair, Ex-officio Member

**ALSO PRESENT:** Dave Jones, Chief Officer  
Anita Furlan, Deputy Chief Officer  
Taryn Barton, Board Secretary  
Stephen Crosby, Transit Police Services

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### **1. Call to Order & Territorial Acknowledgement**

The meeting was called to order at 1:00 p.m. and the Committee Chair acknowledged that Metro Vancouver Transit Police and the Police Board respects the Indigenous Nations within Vancouver and acknowledges all First Nations, Inuit and Métis Peoples for their continued resilience, sustainable stewardship and as active members of the community for generations to come. It was recognized that working within the region's transportation system, we have a role to play in supporting reconciliation with Indigenous Peoples. A quorum was present and the meeting was duly constituted.

### **2. Consent Agenda**

The following items were considered in the consent agenda:

- a) Agenda for the meeting of January 16, 2023 (for approval);
- b) Minutes from the meeting of October 24, 2022 (for approval, forward to the Board for information); and
- c) Review of Board/Committee attendance for 2022 (for information, forward to the Board for information).

#### **2.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Governance Committee approves the following items on the consent agenda:

- a) Agenda for the meeting of January 16, 2023 (for approval);
- b) Minutes from the meeting of October 24, 2022 (for approval, forward to the Board for information); and
- c) Review of Board/Committee attendance for 2022 (for information, forward to the Board for information).

**CARRIED**

### **3. Committee Terms of Reference**

The Governance Committee reviewed the Committee's Terms of Reference and Work Plan. The Board Chair shared comments on priorities for 2023 and would like the Committee to review the overall list of policies to determine what policies are available and who has the authority to change them. The Board Chair would also like the Committee to audit and review the following two policies:

- Policy Authority
- Recording Policy (to cover recording of meetings, phone conversations, etc.)

If either policy does not exist, it will need to be drafted. Chief Jones recommended that the Senior Policy Advisor attend the next meeting to provide an overview of policies, how they are monitored and reviewed as well as policy authority.

**\*1:06 pm.     *Director Hotel arrived***

Chief Jones provided some additional information on the policy review process and noted that the Board is advised when policies are updated or amended. Chief Jones will look into what is required to draft a policy on recording and noted that anything recorded in the workplace would be required to be kept in the records.

### **4. Code of Conduct**

The Committee reviewed the Director and Employee Code of Conduct Policy. This is an annual review as per the Committee's Work Plan. The Conflict of Interest Policy has also been included for information. Chief Jones advised of a recent update made. The Committee Chair shared some comments on section 7 (Conflict of Interest) and 8.1 (Respectful Workplace). There was a suggestion to update the social media references listed in 10.2. The Committee also considered section 11 (Reporting of Suspected Non-Compliance) and noted that any reporting would be through the Human Resources and Compensation Committee.

### **5. Special Committee on Reviewing the Police Act Report (*PLACEHOLDER*)**

This item is a placeholder until any updates or new information is available on the Special Committee on Reviewing the *Police Act* Report. The Committee will continue to monitor and discuss any items related to governance or that need to be addressed by the Board or Committee when updates are available. As there was nothing new at present time, this item was not discussed.

**6. Reconciliation (Standing Item)**

This is a standing item on the agenda for the Committee to continue discussions on reconciliation. Mr. Crosby provided an update on the new land acknowledgement developed by TransLink's Indigenous Relations department. It has been sent to the Indigenous Liaison Officer for review before being distributed to all Transit Police staff.

**7. Board Training**

The Committee discussed the mandatory training issued by the provincial government for all police board members. The Board Chair signed up for the first phase of training and shared some early observations. The training will be staggered over the next couple of years. Each Board Member is responsible for signing up for the initial phase which is approximately one hour online. New Board Members will go through the training when appointed and it is anticipated that existing Board Members will complete the training on a staggered basis. The Committee deliberated and determined that since the government issued training will take a fair amount of time, any additional training being considered such as Unconscious Bias and/or Conflict of Interest be put on hold and revisited in the fall.

**8. Community Events (Standing Item)**

The Committee reviewed the schedule for the Transit Police Chief's Community Council meetings in 2023. The first two meetings have a Board liaison in place. The following Directors volunteered for the remaining meetings:

- June – Director Levy
- September – Director Dinwoodie
- November – Director Madden

**9. Community Engagement – Discussion Item**

The Committee considered the Board's role in broader public engagement and how to support the organization by being more visible and accessible. The Board Chair advised that Mr. Crosby and the Board Secretary are working to develop a calendar that can be circulated to the Board with opportunities to attend events such as the Blue Eagle Cadets graduation ceremonies, Waterfront Community Policing Centre volunteer events, Transit Police involvement in community events, etc. The Committee discussed holding a Board meeting out in the community and Chief Jones shared some details from the Board meeting held at MOSAIC. Director Dinwoodie provided some details in regards to community engagement as discussed at the BCAPB and may have some background information to circulate. The Committee deliberated and shared comments and ideas for being proactive and creating presentations that are of interest to various communities. The new Community Safety Officer program launching this year may present some opportunities for engagement with the community. The Committee Chair asked if Community Engagement could be listed as a Board Priority and the Board Chair will bring it forward for discussion at the upcoming Board Priorities meeting.

**10. Any Other Business**

There was no other business.

**11. Next Meeting Date**

The Governance Committee is scheduled to meet on March 27, 2023.

**12. Closure**

The meeting was declared closed at 1:32 p.m.

Certified Correct:

*Signed Minutes on File*

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George Madden, Committee Chair

*Signed Minutes on File*

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Taryn Barton, Board Secretary

**SOUTH COAST BRITISH COLUMBIA TRANSPORTATION AUTHORITY  
POLICE BOARD  
FINANCE COMMITTEE MEETING**

Minutes from the South Coast British Columbia Transportation Authority Police Board Finance Committee meeting held Wednesday, October 26, 2022 by Zoom Videoconference.

**PRESENT:** Murray Dinwoodie, **Committee Chair**  
Bill Chan  
George Madden

**REGRETS:** Sara Levine, Board Chair, Ex-officio Member

**ALSO PRESENT:** Dave Jones, Chief Officer  
Mike Cumberworth, Deputy Chief Officer  
Taryn Barton, Board Secretary  
Jancie Leung, Transit Police Services

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**1. Call to Order**

The Committee Chair called the meeting to order at 9:30 a.m. and acknowledged that the Metro Vancouver Transit Police operate throughout and the Finance Committee meets today on the traditional territories of the Lower Mainland Coast Salish peoples and gave thanks for their hospitality on these lands. A quorum was present and the meeting was duly constituted.

**2. Agenda**

Approval of the agenda.

**2.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Board Finance Committee approves the agenda for the meeting of October 26, 2022 as circulated.

**CARRIED**

**3. Minutes**

Approval of the minutes from the meeting of July 26, 2022.

**3.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Board Finance Committee approves the minutes from the July 26, 2022 meeting as circulated.

**CARRIED**

**4. 2023 Committee Meeting Schedule**

The Committee reviewed the proposed 2023 Committee meeting schedule. There was a request to move the July 26<sup>th</sup> meeting due to a conflict. The Board Secretary will confirm a new date and send out a revised schedule.

**5. Any other items**

Chief Jones advised the Committee that the 2023 Budget was presented to the TransLink Board as part of an enterprise wide budget presentation. Feedback for Transit Police was limited but included the addition of a position for a Volunteer Coordinator.

**6. Next Meeting Date**

The next Finance Committee meeting is scheduled for February 27, 2023.

**7. Closure**

The Finance Committee meeting was declared closed at 9:34 a.m.

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Murray Dinwoodie, Committee Chair

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Taryn Barton, Committee Secretary