

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

Minutes from the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Finance Committee meeting held Thursday, November 2, 2023 by Zoom Videoconference.

- PRESENT:** Murray Dinwoodie, **Committee Chair**  
Bill Chan  
George Madden
- REGRETS:** Marnie Larson, Board Chair, Ex-officio Member
- ALSO PRESENT:** Suzanne Muir, Chief Officer  
Bryce Graham, Deputy Chief Officer  
Samantha Johnson, Executive Assistant  
Jancie Leung, Transit Police Services
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**1. Call to Order**

The Committee Chair called the meeting to order at 9:35 a.m. and 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. Agenda**

Approval of the agenda.

**2.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Finance Committee approves the agenda for the meeting of November 2, 2023 as circulated.

**CARRIED**

**3. Board Budget**

As previously discussed by the Finance Committee and Governance Committee, the Committee reviewed the Police Board's budget as provided with the meeting materials. The Committee received clarification on the line item for legal fees and was advised that it is for obtaining legal counsel for discipline matters related to investigations. The Committee considered the training budget, noting that Police Services funds the Board training developed by Watson. The Committee deliberated and noted that in 2024,

Indigenous training and governance training should be considered as well as learning opportunities offered through BCAPB and CAPG.

**4. 2024 Committee Meeting Schedule**

The Committee reviewed the proposed 2024 Committee meeting schedule with Finance Committee Meetings to be scheduled from 9:30 – 11:00 am by Zoom Videoconference:

- Wednesday, February 28<sup>th</sup>
- Tuesday, April 30<sup>th</sup>
- Wednesday, July 31<sup>st</sup>
- Wednesday, November 6<sup>th</sup>

There was a conflict noted for February 28<sup>th</sup>. The Board Secretary will work with the Committee to find a new meeting date for February (potentially February 26<sup>th</sup> or 27<sup>th</sup>) and calendar invites will be sent once confirmed. The Committee Chair noted that there may be a need for an additional budget meeting at the start of September.

**5. Any other items**

There were no other items.

**6. Next Meeting Date**

The next Finance Committee meeting will be in February 2024 on a date to be determined.

**7. Closure**

The Finance Committee meeting was declared closed at 9:48 a.m.

*Original Signed Minutes on File*

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Murray Dinwoodie, Committee Chair

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Samantha Johnson, A/Committee Secretary

## **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 22, 2024 by videoconference.

- PRESENT:** George Madden, Committee Chair  
Christina J. Cook  
Murray Dinwoodie
- REGRETS:** Maureen Levy  
Marnie Larson, Board Chair, Ex-officio Member
- ALSO PRESENT:** Suzanne Muir, Chief Officer  
Taryn Barton, Board Secretary  
Stephen Crosby, Transit Police Services  
Beth Nielsen, Transit Police Services

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

The Committee Chair called the meeting to order at 1:00 pm and acknowledged that Metro Vancouver Transit Police ('MVTP') and the Police Board respects the Indigenous Nations within Metro 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 22, 2024 (for approval);
- b) Minutes from the meeting of October 30, 2023 (for approval, forward to the Board for information); and
- c) Review of Board/Committee attendance for 2023 (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 22, 2024;
- b) Minutes from the meeting of October 30, 2023 (forward to the Board for information); and
- c) Review of Board/Committee attendance for 2023 (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. This is an annual review as per the Duties and Responsibilities section of the Terms of Reference for the Committee (Governance Manual). The Committee discussed Duties and Responsibilities Item 1(i) and considered if the review of the position description for the Chief Officer and Board Secretary should be removed and referred to the Human Resource Committee's Terms of Reference. The Committee was in favour of updating 1(i) to remove the reference to the Chief Officer and Board Secretary position description and refer it to the Human Resource Committee.

#### **3.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Governance Committee forwards the amended Governance Committee Terms of Reference to the Board for approval at the next regular meeting.

**CARRIED**

### **4. Governance Committee 2024 Priorities - Committee**

The Committee Chair led a discussion and asked each Committee Member to share their thoughts on what the Committee's top priorities should be for 2024. The Committee deliberated and shared the following suggestions:

- Community Engagement
  - Making the Board more accessible (as per Minister's letter)
  - Holding a Police Board meeting out in the community
  - Consider purchasing tables at community events for Board Members to attend
- Body-Worn Cameras
- Governance Model adjustments (with TSML and the Province)
- CSO Program (3 year pilot and budget considerations)
- Special Committee on Reforming the Police Act recommendations and understanding any ramifications for MVTP
- Operation Communication Centre recommendations (for Finance Committee initial review)

The Committee deliberated and shared comments. The Committee discussed the challenges around capturing quality video and sound at Board Meetings. Chief Muir and Mr. Crosby provided some additional information in regards to some of the issues and advised that TransLink is aware and has experienced the same issues. Chief Muir advised that Mr. Crosby's team has found some viable options for holding a Police Board meeting out in the community. The Committee discussed Board attendance at community events and will ask the Board to advise if they are aware of upcoming events that may be appropriate for the Board to attend. Costs were considered and the Committee will review the per diem policy at their next meeting. In closing, the Committee was asked to email the Committee Chair if they had anything to add to the Committee's 2024 priorities.

**5. Roles of the Police Board vs. the TSML Board – Information Item**

The Committee reviewed an informational document prepared at the request of the TSML Board outlining the Roles of the Police Board versus the TSML Board. The Committee deliberated and shared comments, noting that the document clarifies the role of each Board in disciplinary matters. Ms. Nielsen provided some additional information regarding the development of the document and resources available to the TSML Board in regards to understanding their role. Mr. Crosby provided some additional comments about the complex structure of the governance model. The Committee noted the importance of ensuring that dialogue is ongoing with the government in regards to the governance structure. Chief Muir advised that in the last year there has been a 30% increase in reports. With a new Chief Operating Officer at TransLink and a new TSML Chair, Chief Muir will be working with Strategic Services to streamline the reporting process. The Committee considered the TSML/TransLink appointee to the Police Board.

**6. Board/Chief Relationship Policy Update – Mr. Crosby/Board Secretary**

Mr. Crosby advised that a draft Board/Chief Relationship Policy will be available for the Committee’s review at the next meeting. Most of the relevant material is available within the Governance Manual. The intent is to consolidate the information into a policy that will be contained in the policy section of the Governance manual.

**7. 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. The Committee noted that the policy meets the standards and had no further comments. Ms. Nielsen advised that it is a TSML Policy and was last updated in 2022. There was a suggestion that it may be helpful to provide a link to the policy in the Governance Manual. The Board would like the policy forwarded to the Board for awareness and accordingly:

**It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Board Governance Committee forwards the Director and Employee Code of Conduct Policy to the Board for information/awareness.

**CARRIED**

**8. Reconciliation (Standing Item)**

Chief Muir provided an update in regards to new provincial policing standards training requirements that come into effect this year. The potential for offsite training is being explored which would not only enhance knowledge but create an opportunity for relationship building. Mr. Crosby provided an update on meetings scheduled between TransLink, Transit Police and the Integrated First Nations Unit on the North Shore. Chief Muir provided an update on positive feedback received in regards to the quality of the unbiased training being put together. Chief Muir advised that the Community Safety Officers will have an opportunity for some experiential learnings through sweat lodge ceremonies and that the Community Engagement Team will be presenting to various First

Nations.

**9. Board Training**

The Committee Chair advised that the training with Police Services is ongoing with another cohort starting up soon. The BCAPB Conference is being held in Vancouver this year and will be a good opportunity for the Board to have representation. Director Dinwoodie and Director Hotel attended the Principles and Practices of Authentic Engagement with Indigenous Communities Forum in December. Chief Muir advised that MVTP is looking to potentially have representation at the Canadian Association of Chiefs of Police Symposium on MMIWG2S+ scheduled for June in Saskatoon.

**10. Community Engagement & Events (Standing Item)**

The Board calendar and upcoming events were provided for information. The Chief's Community Council meeting dates for 2024 were also provided. The Board has a representative attend each Community Council meeting on a rotational basis. The Committee Chair will attend the February meeting and Director Dinwoodie will attend in September. The Board Secretary will share the dates with the rest of the Board to assign a representative to the remaining meetings. Director Cook provided a brief overview of an upcoming First Nations Justice Council Summit event being held over three days on April 9-11<sup>th</sup>. Director Cook advised that there is a Provincial Director at the First Nations Justice Council that works on policing issues and Director Cook would be happy to facilitate an email introduction. Director Cook also advised of the [First Nations Justice Strategy](#), highlighting Strategies 7 and 22.

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

This item was not discussed as there were not any updates or new information available.

**12. Any Other Business**

- The Committee Chair provided an update from Police Services about challenges with filling police board appointments. The Committee was asked to direct any potential candidates to apply and advise Police Services.
- Director Dinwoodie reported back on his attendance at the Principles and Practices of Authentic Engagement with Indigenous Communities Forum in early December.

**13. Next Meeting Date**

The Governance Committee is scheduled to meet on March 25, 2024.

**14. Closure**

The meeting was declared closed at 2:04 p.m.

Certified Correct:

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George Madden, Committee Chair

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Taryn Barton, Board Secretary