

**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 Friday, March 1, 2024 at MVTP HQ – Room 382, 287 Nelson’s Court, New Westminster, BC.

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

**REGRETS:** Marnie Larson, Board Chair, Ex-officio Member

**ALSO PRESENT:** Suzanne Muir, Chief Officer  
Anita Furlan, Deputy Chief Officer  
Bryce Graham, Deputy Chief Officer  
Taryn Barton, Committee Secretary  
Tom Smolic, 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 provided a land acknowledgment noting that the meeting is being held on the unceded territory of the Qayqayt First Nation. The Committee Chair provided some opening remarks and thanked Director Dinwoodie for his work as Chair. The Committee Chair also acknowledged Director Madden as a Committee member and management for their support. 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 March 1, 2024 as circulated.

**CARRIED**

The Committee Chair asked if anyone wished to declare a conflict of interest. No conflicts were noted.

**3. Minutes**

Approval of the minutes from the last meeting.

**3.1 It was MOVED and SECONDED**

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

**CARRIED**

**4. Terms of Reference**

The Committee reviewed the Terms of Reference and did not make any changes. This is an annual review as per the Governance Manual.

**5. Any other items**

Director Dinwoodie was acknowledged for his work on the Board and as past Chair of the Finance Committee.

**6. Next Meeting Date**

The next Finance Committee meeting is scheduled for April 30, 2024

**7. Closure**

The Finance Committee meeting was declared closed at 9:38 a.m.

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Bill Chan, Committee Chair

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Taryn Barton, 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, March 25, 2024 by videoconference.

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

**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 March 25, 2024 (for approval); and
- b) Minutes from the meeting of January 22, 2024 (for approval, 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 March 25, 2024; and
- b) Minutes from the meeting of January 22, 2024 (forward to the Board for information).

**CARRIED**

**3. Board/Chief Relationship Policy Update – Mr. Crosby**

Mr. Crosby provided a brief overview of the Board's request that a Board/Chief Relationship Policy be developed. The Halton Police Board's policy was used for reference, along with the existing information contained within the Governance Manual.

**\*1:04 p.m. Director Cook arrived**

The Committee provided the following comments for consideration of being added to the policy:

- Regular reports from the Chief Officer to the Board (frequency of reporting as agreed upon by the Board and Chief Officer)
- Succession Planning
- Keeping the Board apprised of
  - Reorganizations
  - Campaigns being run by Transit Police
- Discipline and complaints
- Annual presentation from Chief Officer on key priorities

Mr. Crosby noted that some items may already be covered in the Governance Manual under the Chief's Evaluation Process and the Chief Officer Position Description. Chief Muir provided some additional comments around reporting structure. Chief Muir, Mr. Crosby and the Board Secretary will update the policy to include the Committee's comments where appropriate and ensure that the wording is consistent with the Governance Manual and the *Police Act*. The Committee was in favour of forwarding the draft to the Board for consideration once the amendments are made.

**3.1 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board Governance Committee receives the draft Board/Chief Relationship Policy to be included in the Governance Manual and recommends forwarding an amended draft to the Board for approval.

**CARRIED**

**4. Reconciliation (Standing Item)**

Chief Muir provided an update on the Indigenous Training that will be taken by all sworn members. In coordination with TransLink, a Citizenship Ceremony was hosted earlier this month and Indigenous Liaison Officer Constable Rattray was there for the opening. Transit Police will have a representative attending the [Canadian Association of Chiefs of Police Symposium on MMIWG2S+](#) which is being held in Saskatoon in June. Earlier this month members of Transit Police participated with Cst. Rattray in the Annual Women's Memorial March. Transit Police continues to work closely with TransLink's Indigenous Relations section. Indigenous artwork will be on the new Mark V SkyTrains. There was a question from the Committee in regards to the Blue Eagle Cadet program and if there is any opportunity to expand the program to young adults. Deputy Chief Furlan provided some additional information noting the historical context behind the current age requirements for the program and curriculum complexities that arise with a greater age span. Chief Muir provided some additional information about capacity considerations and referenced innovative programs being run by the RMCP and other organizations. Chief Muir provided

a brief update on other items being considered. Mr. Crosby shared some comments about Blue Eagle and future considerations. The Committee discussed the previously issued report titled Strengthening Transit Police Support to Indigenous Peoples and the corresponding Actions Matrix. Mr. Crosby advised that the reporting is now part of the Strategic Plan updates. Mr. Crosby provided an update on some of the actions such as the establishment of an Indigenous Liaison Officer position. The Committee asked if an update on the Actions Matrix can be provided at the May 10<sup>th</sup> Strategy/Priorities meeting and the Board Secretary will bring this forward to the Chair for consideration. The Committee acknowledged the importance of Director Cook's appointment to the Board and her expertise and work with the First Nations Justice Institute.

**5. Board Training (Standing Item)**

The Board was canvassed for potential training topics and the feedback received was provided to the Committee for consideration. The Committee deliberated and considered that some items are informational while others are training specific. The Committee considered the time commitment required for Board Members to complete the provincial training program. The Committee Chair will work with the Board Secretary to refine the list so that the Board can review and rank them in order to prioritize two or three topics to focus on.

**6. Per Diem Policy**

The per diem policy was provided following a discussion at the last meeting. Director Cook provided some of the questions she had upon joining the Board in regards to deciphering which events are covered by the Board's budget. The Committee considered the difference between a per diem and a ticketed cost. Going forward, when events go out to the Board that involve a cost, the Board Chair will be consulted in advance to determine if costs will be covered by the Board budget. Director Dinwoodie referred to the clause in the Per Diem Policy specific to receiving a per diem for official board meetings of the BCAPB, noting that he has been on the BCAPB Executive Board for a number of years but has never received a per diem. The Board Secretary will work with Director Dinwoodie to resolve the oversight. The Committee considered other events that may classify as official business. The Committee was in agreement that parts of the policy are unclear as to what is covered. The Committee would like to see the inclusion of 'Ad Hoc Committees' added to Item #4. The Board Secretary will work with Mr. Crosby to make some updates to the policy as discussed today. The revised policy will be forwarded to the Board for consideration and approval.

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

Mr. Crosby provided an update on holding a Police Board Meeting out in the Community. This will take place at either the June or September meeting. Mr. Crosby shared on screen the Transit Police Community Service Area ("CSA") map. Mr. Crosby outlined the six CSAs and advised that Surrey and Broadway have been identified as potential locations for a community based meeting. The Committee received an update on the potential meeting locations being explored in Surrey as well as Commercial/Broadway. Mr. Crosby recommends holding the meeting in Surrey and outlined the reasoning. Going forward,

Mr. Crosby hopes to have a running list of appropriate meeting spaces in each of the Community Service Areas. The Committee shared comments and would like to aim for the June meeting if the Board is supportive.

Mr. Crosby provided an update on each of his top three priorities related to community engagement and public affairs including:

- Phase five of the anti-sex campaign;
- Community Safety Survey; and
- Expanding media relations capacity.

The Committee Chair shared some comments on media attention. Mr. Crosby answered a question from the Committee about back up for the Media Relations Officer. Chief Muir and Mr. Crosby noted that the Senior Communications Advisor has been invited to present on several topics at the International Social Media in Law Enforcement Conference. The Committee referred to the Board meeting and events schedule provided in the meeting package and were advised that it will be updated as new events are scheduled.

**8. Police Board Appointment/Reappointment Process – Committee Chair**

This item was not discussed.

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

This item was not discussed as there were not any updates or new information available. Deputy Chief Furlan advised that broader amendments are expected in early 2027.

**10. Any Other Business**

There was no other business.

**11. Next Meeting Date**

The Governance Committee is scheduled to meet on May 27, 2024.

**12. Closure**

The meeting was declared closed at 2:21 p.m.

Certified Correct:

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George Madden, Committee Chair

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Taryn Barton, Board Secretary