



SUNSHINE COAST POLICING AND PUBLIC SAFETY COMMITTEE

Thursday, October 21, 2021
Held Electronically and Transmitted via the
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AGENDA

CALL TO ORDER 2:00 p.m.

AGENDA

1. Adoption of Agenda

MINUTES

2. Sunshine Coast Policing and Public Safety Committee Minutes of July 15, 2021 – *for receipt* Annex A
pp 1 - 2

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Select Committee Review – Referral from SCR D Board
Chief Administrative Officer Annex B
pp 3 - 12

COMMUNICATIONS

NEW BUSINESS

ROUNDTABLE

ADJOURNMENT

**SUNSHINE COAST REGIONAL DISTRICT
POLICING AND PUBLIC SAFETY COMMITTEE**

July 15, 2021

MINUTES OF THE SUNSHINE COAST POLICING AND PUBLIC SAFETY COMMITTEE
MEETING HELD ELECTRONICALLY IN ACCORDANCE WITH MINISTERIAL ORDER M192
AND TRANSMITTED VIA THE BOARDROOM OF THE SUNSHINE COAST REGIONAL
DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:

(Voting Members)

Director, Electoral Area F, Chair
Director, Electoral Area A
Director, Electoral Area D
Director, Electoral Area E
Mayor, District of Sechelt
Councillor, District of Sechelt
Councillor, Town of Gibsons
SD46

Mark Hiltz
Leonard Lee
Andreas Tize
Donna McMahon
Darnelda Siegers
Matt McLean (Alt)
David Croal (Alt.)
Maria Hampvent (Alt.)

ALSO PRESENT:

(Non-Voting)

Chief Administrative Officer
Manager, Protective Services
IGS Division Operations Manager
Executive Assistant / Recorder
Media
Public

Dean McKinley
Matt Treit
Jesse Waldorf
Tracey Hincks
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**Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER **1:30 p.m.**

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *Minutes*

The Sunshine Coast Policing and Public Safety Committee recommended that the minutes of April 15, 2021 be received for information.

DELEGATION

Cathy Peters from the 'Be Amazing' campaign provided a presentation regarding child sexual exploitation and human trafficking in BC and initiatives that can be implemented to address and prevent these crimes. Best contact should you see an active sex exploitation crime in progress. 1.800.563.0808 victimlinkbc.ca

Recommendation No. 2 Cathy Peters, Educator & Advocate - Be Amazing Campaign

The Policing and Public Safety Committee recommended that Cathy Peter's 'Be Amazing' delegation materials be received.

COMMUNICATIONS**Recommendation No. 3** Correspondence from Ruby Lake Landowners Association

The Sunshine Coast Policing and Public Safety Committee recommended that the letter from Ruby Lake Landholders Association dated May 17, 2021 regarding Proposed Expansion of Parking Area and Beach/Picnic Area at Dan Bosch Park be received for information;

Catherine McEachern spoke on behalf of the Ruby Lake Landholders Association in which the correspondence (paragraph 3) outlined the issues of beach fires at the lake. Residents are looking for guidance or the number to call if they observe dangerous activities, especially campfires.

It was discussed that anyone who sees a crime to call 911.

ROUNDTABLE

Director Tize – Safety concerns about Roberts creek pier area. Let RCMP know so they can respond appropriately.

Director McMahon – discussed whether this committee is meeting its purpose or whether it should be an RCMP update on a standing committee item.

Alternate Director McLean – increased weekend complaint load for RCMP regarding bylaw responsibilities.

Director Hiltz – concerned about wildfires.

Director Croal – RCMP must prioritize incidents.

Director Siegers – Expecting a response next week regarding the 'Strengthening Community Services' grant application to fund a one-year pilot project for the creation of two staff positions: one to work with the RCMP to investigate the broader impacts of homelessness in the community, and a Homelessness Coordinator who would work with BC Housing, Raincity Housing to assist with the coordination of support services.

ADJOURNMENT 2:47 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Policing and Public Safety Committee – October 21, 2021

AUTHOR: Dean McKinley, Chief Administrative Officer

SUBJECT: **SELECT COMMITTEE REVIEW – REFERRAL FROM BOARD MEETING**

RECOMMENDATION(S)

THAT the report titled Select Committee Review – Referral from Board Meeting be received for information.

BACKGROUND

At the regular Board Meeting of September 23, 2021, the following Resolution was adopted:

259/21 THAT effective January 2022, the Policing and Public Safety and Transportation Advisory Select Committees be integrated into the newly established Community Services Committee;

AND THAT the Standing and Select Committee Review report and the select committees' Terms of Reference be referred to the October 2021 Transportation Advisory Committee and Policing and Public Safety Committee meetings for information and discussion on options to provide community input at the Community Services Committee meetings or in other forums.

DISCUSSION

At the direction of the Board Chair, SCR D staff have established a fourth Standing Committee (Community Services) to be implemented in January 2022 and added to the 2022 Board meeting calendar.

In addition, the Board resolved the following at the July 22, 2021 regular Board meeting: 217/21 that staff bring forward options to reconfigure the structure of the Sunshine Coast Policing and Public Safety Committee and the Transportation Advisory Committee as well as identify potential scheduling efficiencies for these meetings in contemplation with the 2022 Board meeting schedule.

The purpose of this report is to provide an opportunity for the Policing and Public Safety Committee to provide options on how they would like to provide input into the newly established Community Services Standing Committee.

CONCLUSION

On September 23, 2021 the SCR D Board Resolved to integrate the Policing and Public Safety Committee into the newly established Community Services Committee. The Board is now

requesting input from Committee representative organizations to gather their preferred options of providing community input at the Community Services Committee meetings or in other forums.

ATTACHMENTS

- A – September 23, 2021 CAS CAO Report - Standing and Select Committee Review
- B – Policing and Safety Committee Terms of Reference

Reviewed by:			
Manager		Finance	
GM		Legislative	X – S. Reid
CAO	X - D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Corporate and Administrative Services Committee – September 23, 2021
AUTHOR: Dean McKinley, Chief Administrative Officer
SUBJECT: **STANDING AND SELECT COMMITTEE REVIEW**

RECOMMENDATION(S)

THAT the report titled Standing and Select Committee Review be received for information;

AND THAT effective January 2022, the Policing and Public Safety and Transportation Advisory select committees be integrated into the newly established Community Services Committee to appear as quarterly delegations;

AND THAT the proposed changes to the Select Committee structure be referred to the October 2021 Transportation Advisory Committee and Policing and Public Safety Committee meetings for information;

AND FURTHER THAT the Standing Committee Terms of Reference be amended to reflect the revised committee structure.

BACKGROUND

At the direction of the Board Chair, SCRD staff have established a fourth Standing Committee (Community Services) to be implemented in January 2022 and added to the 2022 Board meeting calendar.

In addition, the Board resolved the following at the July 22, 2021 regular Board meeting:

217/21 THAT staff bring forward options to reconfigure the structure of the Sunshine Coast Policing and Public Safety Committee and the Transportation Advisory Committee as well as identify potential scheduling efficiencies for these meetings in contemplation with the 2022 Board meeting schedule.

The purpose of this report is to provide options to align the Policing and Public Safety Committee and Transportation Advisory Committee with the newly established Community Services Standing Committee.

The Sunshine Coast Regional District (SCRD) currently has two Select Committees which meet on a quarterly cycle (the 3rd Thursday of every 4th month) as follows:

- Policing and Public Safety Committee (POL)
- Transportation Advisory Committee (TAC)

Policing Committee Background

First established in 2003, the SCRD Policing and Public Safety Committee is a Select Committee of the SCRD Board. POL was originally formed in response to RCMP restructuring on the Sunshine Coast, when the Gibsons and Sechelt RCMP detachments merged to form one Sunshine Coast regional unit. At that time, the Town of Gibsons had formally requested that the SCRD consider establishing a regional task force on policing in order to review issues of concern related to the transition. The Sunshine Coast Regional Task Force on Policing held its inaugural meeting on April 24, 2003. In May 2003, the SCRD Board adopted Terms of Reference to formally establish a Sunshine Coast Policing Committee at the recommendation of the Regional Task Force.

Transportation Advisory Committee (TAC) Background

According to the draft terms of reference, the TAC was first established in December 8, 1992, as a Select Committee of the of the SCRD Board. The purpose of TAC was to review and translate the official Settlement Plan for Roberts Creek into an official community plan (OCP) and prepare an OCP for the Hillside Industrial area. It was also to initiate OCPs for Pender Harbour, Garden Bay, Earl's Cove and Egmont and review the Elphinstone and West Howe Sound OCPs. At the time, the District of Sechelt and Town of Gibsons were in the process of undertaking major drafts to their OCPs. All these areas experienced significant growth resulting in many road network and transportation issues. The purpose of TAC was to conduct a Land Use Transportation Study involving all communities of the Coast. Its overall purpose was to recommend infrastructure improvements and policies for land-based transportation elements addressing requirements for land use development over a 25-year period.

While the major focus of the study was to review recommendations with respect to the major road network system, other transportation elements such as provisions for exiting and future transit services, ferry services, bicycle and pedestrian routes and uses were also to be considered in the study.

This work culminated in the [Integrated Transportation Study](#) which was completed in August 2011 and adopted by the SCRD Board.

DISCUSSION

The *Local Government Act* provides that a Board may appoint a select committee to inquire into any matter and report its findings to the Board. The *Act* assumes that select committees have a **finite** lifespan.

The *Act* also provides that the Chair may establish standing committees for matters that would be better dealt with by committee. Persons who are not directors may be appointed by the board to a select committee or by the chair to a standing committee. At least one member of each select and standing committee must be a director.

Recent changes within the organization have presented an opportunity to review internal processes including a discussion of committee structure.

While this report is focused on the specific Board direction to have staff bring forward options to reconfigure the structure of the Sunshine Coast Policing and Public Safety Committee and the Transportation Advisory Committee, staff do note that there has also been discussion at the Board table regarding the Natural Resources Advisory Committee and the Agricultural Advisory

Committee. Should the Board so direct, staff could bring a report to a future CAS meeting on those select committees.

Analysis:

The Policing and Public Safety Committee and Transportation Advisory Committee have been established as 'select' committees, although arguably they have functioned more like standing committees due to their operational continuation beyond completion of their initial prescribed mandate. These committees have a long history at the SCRD and provide an opportunity for issue identification and networking.

Currently, minutes from both Select Committees are forwarded to their "parent" Standing Committee (for example: Policing to Planning and Community Development Committee). The respective standing committees then determine whether there are recommendations within those minutes that should be forwarded to the Board to be considered for action and adoption. As a result, there can be a one-month or longer time lag before adoption (action) of any recommendation made at a Select Committee meeting creating unnecessary delays.

Recommendations:

To address these time lag inefficiencies, staff recommend integrating both select committees into the newly established Community Services Committee as standing delegations to appear quarterly.

This would be efficient in terms of time commitment required by staff and Committee members. Policing and Transportation issues would be dealt with in a more timely manner as they would go direct to the Community Services Committee and could then be actioned by the Board within one week as opposed to waiting one month or more. The loss of face-to face meetings with Policing and Transportation Advisory Committee members must also be considered, however, regularly scheduled delegations to the Community Services Committee will provide an opportunity to ensure those relationships are maintained.

For Example:

1. Policing and Public Safety Issues Delegation

- The RCMP representative to appear on a quarterly basis to the Community Services Committee Meeting as a delegation to provide an update to the Board and community (similar to both the District of Sechelt and Town of Gibsons).

2. Transportation Issues Delegation

- Ministry of Transportation and Infrastructure (MOTI) representative to appear on a quarterly basis to Community Services Committee as a delegation to provide an update to the Board and community
- TraC to provide update quarterly
- BC Ferries to provide quarterly update

All reports, communications and other matters that might have previously been provided at the Select Committee meeting could be directly referred to the Community Services Committee

agenda as supplemental material to be included as part of the delegation (eg) RCMP report, crime statistics, and/or policing priorities reports.

Delegations on Policing or Transportation matters would be scheduled at regular intervals or as needed during Community Services Committee meetings. The Board may choose to implement a standing delegation for any length of time and frequency that they so choose. This proposed change would allow for receiving information of interest in a timely manner and would also ensure that valuable face-to-face time with the RCMP, MOTI and other agencies and community groups is maintained.

Financial Implications

There are minimal financial implications as the recommendation is to integrate two separately scheduled Select Committees into the newly established Community Services Committee.

Timeline for next steps or estimated completion date

Staff recommend implementing this new structure starting in January 2022. This provides time to effectively communicate the change with members of the Policing and Public Safety Committee and Transportation Advisory Committee as well as provide information to the community.

If approved staff will incorporate the change into the 2022 meeting schedule and will update the Standing Committee Terms of Reference. Both reports will be brought forward for consideration at the October Corporate and Administrative Services Committee meeting.

Communications Strategy

Information on changes will be widely shared on the SCRD website, social media channels, and communicated through a press release.

STRATEGIC PLAN AND RELATED POLICIES AND BYLAWS

While establishing standing committees is within the purview of the Board Chair, having an open dialogue and building consensus within the Board reflects the organization’s values *Working Together* and *Engagement and Communication*.

CONCLUSION

Staff recommend integrating both the Policing and Public Safety Committee and Transportation Advisory Committee into the newly established Community Services Committee as standing delegations to appear quarterly to support and inform the Board’s decision-making processes. Staff recommend implementing this new structure starting in January 2022, including updating the 2022 meeting schedule and the Standing Committee terms of reference.

Reviewed by:			
GM	X – I. Hall	Finance	X - T. Perreault
GM	X – S. Gagnon	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

TERMS OF REFERENCE

Sunshine Coast Policing and Public Safety Committee

1. Purpose

- 1.1 The purpose of the Sunshine Coast Policing and Public Safety Committee (SCPPSC) is to consider issues pertaining to regional policing matters and to make recommendations to the Sunshine Coast Regional District (SCRD) Board on these issues.

2. Duties/Mandate

- 2.1 The Sunshine Coast Policing and Public Safety Committee is a committee of the Board that will provide a forum to discuss regional policing matters with the RCMP, local governments and other related agencies on the Sunshine Coast. The Committee may:
- 2.1.1 act as a sounding board for the RCMP for all communities on the Sunshine Coast;
 - 2.1.2 work with the RCMP and other agencies to make suggestions that are sensitive to regional policing priorities;
 - 2.1.3 enhance ongoing communications with the RCMP to assist policing on the Sunshine Coast and to promote and maintain good relations between the RCMP and local communities;
 - 2.1.4 provide a forum for delegations related to the Criminal Justice System on the Sunshine Coast e.g. probation, court watch and others;
 - 2.1.5 review federal and provincial plans, policies and proposals that affect policing operations, resources and finances and, consistent with these terms of reference, provide comments through the SCRD Planning and Community Development Committee / Board to the RCMP and the federal or provincial Solicitors General with respect to their impacts, or potential impacts, on policing the Sunshine Coast and its constituent communities.
- 2.2 The SCRD may, by resolution, and in consultation with local government members, dissolve the SCPC, remove a member or amend these Terms of Reference.

3. Membership

- 3.1 The Sunshine Coast Policing and Public Safety Committee is comprised of the following members or their alternates:
- 3.1.1 Voting Members
 - a) The SCRD Board Chair (ex officio).
 - b) All Electoral Area Directors of the SCRD during their term of office.

- c) Local Government and School Board Representatives will serve during the term of appointment by their Council/Board as follows:
 - i. Sechelt Indian Government District Representative
 - ii. Council Member, Town of Gibsons
 - iii. Council Members (2), District of Sechelt
 - iv. Trustee, School District No. 46

3.1.2 Non-voting members:

- a) Two representatives of the Sunshine Coast RCMP
- b) Chief Administrative Officer from Sechelt Indian Government District.
- c) Chief Administrative Officer from the District of Sechelt.
- d) Chief Administrative Officer from the Town of Gibsons.
- e) SCRD staff liaison.
- f) ICBC
- g) Pender Harbour Community Policing
- h) Sunshine Coast Youth Awareness Committee
- i) SIGD Advisory Committee

3.1.3 Other Members:

- a) Upon approval of the SCRD Board, one representative of a community consultative group like the SIGD Advisory Committee or comparable committee or representatives of public safety committees and the like may attend the meetings as non-voting members.
- b) RCMP, School Boards, local governments and senior governments may authorize staff to attend as resource persons related to individual agenda items.
- c) Representatives of other community and/or service organizations such as, but not limited to RainCity and Sunshine Coast Community Services Society may attend the meetings as resource persons and may, upon approval of the Board, be appointed as non-voting members.

- 3.2 The Chair and Vice Chair of the Committee will be appointed annually by the Chair of the Sunshine Coast Regional District.

4. Operations

- 4.1 The “Sunshine Coast Policing and Public Safety Committee” will meet quarterly.
- 4.2 A quorum of the voting members of the committee will be five (5) members.
- 4.3 All Committee meetings must be open to the public except where the committee resolves to close a portion of it pursuant to the *Community Charter*.

- 4.4 All formal recommendations of the Committee will be duly passed by a majority of the voting members present.
- 4.5 Delegations may appear upon written request and in accordance with the SCRD Petitions and Delegations Policy.
- 4.6 Input from the floor will be at the discretion of the Chair.
- 4.7 The authority of the Committee is limited as follows:
 - a. The Sunshine Coast Policing and Public Safety Committee does not have the authority to bind the SCRD in any way, nor engage or otherwise contact third parties, consultants, organizations or authorities in a manner which may appear to be officially representing the SCRD.
 - b. The Sunshine Coast Policing and Public Safety Committee may communicate with external organizations and agencies to collect information and make inquiries.
 - c. Where the Sunshine Coast Policing and Public Safety Committee wishes to express opinions or make recommendations to external organizations and agencies, it must first obtain authorization from the SCRD Board.
 - d. Representations to the media on behalf of the Committee will be through the Committee Chair or his/her delegate.
- 4.8 Committee members are encouraged to:
 - a. attend and participate in meetings of the Committee
 - b. share experiences and ideas while maintaining an open mind to others' perspectives
 - c. report back to the appropriate Standing Committee.
- 4.9 Members who are absent for four consecutive regularly scheduled meetings will be deemed to have resigned their position unless the absence is because of illness or injury or is with the leave of the SCRD Board.
- 4.10 In carrying out its mandate, the Committee will work towards conducting operations in a way that:
 - a. improves the economic, environmental and social well-being for present and future generations;
 - b. encourages and fosters community involvement;
 - c. enhances the friendly, caring character of the community;
 - d. maintains an open, accountable and effective operation;
 - e. preserves and enhances the unique mix of natural ecosystems and green spaces in the SCRD;
 - f. is consistent with the goals and objectives of the SCRD's strategic plan; and
 - g. recognizes advisory committees are one of many channels that the Regional Board may utilize to obtain opinions and advice when making decisions.

- 4.11 The SCRD will provide a recording secretary whose duties will include:
- a. preparing meeting agendas and distributing them to the Committee members in advance of the meeting
 - b. preparing minutes of all meetings using SCRD standard practices
 - c. forwarding the minutes to the appropriate SCRD Standing Committee and ultimately to the Board for adoption.
- 4.12 The role of Regional District staff assigned to serve in a liaison capacity may include:
- a. providing information and professional advice;
 - b. assisting the committee secretary in writing reports and recommendations to the Board as requested by the committee;
 - c. bringing such matters to the committee's attention as are appropriate for it to consider in support of Regional District Board direction;
 - d. serving as one of the communication channels to and from the Board; and
 - e. providing advice to the Board that may be at variance to a committee recommendation.
- 4.13 Unless otherwise provided for, meetings will be conducted in accordance with the rules of procedure set out in the Board Procedure Bylaw.
- 4.14 Committee members are subject to the Conflict of Interest legislation outlined in Section 100 – 109 of the *Community Charter*. The terms “Council” and “Committee” will be interchangeable for the purpose of interpretation of these sections.
- 4.15 Committee members must respect and maintain the confidentiality of the issues brought before them in closed meetings.
- 4.16 SCRD Directors will be compensated as per the SCRD Directors Remuneration Bylaw. Other Committee members serve without remuneration but may be eligible to have reasonable expenses reimbursed in accordance with the SCRD Policy on Committee Volunteer Meeting Expenses.

5. Reference Documents

- 5.1 SCRD Procedure Bylaw No. 717
- 5.2 *Community Charter*, Section 100 – 109 – Conflict of Interest
- 5.3 *Community Charter*, Section 90 – Open/Closed Meetings

Approval Date:	October 24, 2013	Resolution No.	473/13 rec.17
Amendment Date:	March 28, 2019	Resolution No.	090/19 rec. 15
Amendment Date:	May 23, 2019	Resolution No.	157/19 rec. 11