

DELTA POLICE BOARD**OPEN MEETING AGENDA****Date** 2025-06-18**Time** 09:00 AM**Location** Regional Municipal Training Centre – 8100 Nordel Way

A. CALL TO ORDER	Land Acknowledgment: This meeting is taking place on the shared, traditional, ancestral, and unceded territories of the sc̓w̓aθ̓ən (Tsawwassen), x̓məθk̓w̓əy̓əm (Musqueam), and other Coast Salish Peoples. We extend our appreciation to these First Nations for the opportunity to hold this meeting here today.	
B. ADOPTIONS ■	1. Adoption of the Open Agenda - June 18, 2025 2. Adoption of the Open Minutes – May 21, 2025	A A
C. PRESENTATIONS & DELEGATIONS	1. No Presentations 2. No Delegations	I I
D. CONSENT AGENDA ■	1. Action Document 2. Chief's Monthly Activity Report - May 2025 3. Events Calendar 4. DPD News Releases 5. Compliments for DPD Team 6. 2024 Delta Police Board Meeting Honorariums	I I I I I I
E. REPORTS & PRIORITY ITEMS	1. Chief's Reports a. Enhanced Impaired Driving Enforcement - Summer 2025 ■ b. Strong Borders Act 2. Revision to Police Board Governance Manual & Policy DM20 - Policy Process ■ 3. Delta Community Foundation Donation ■	I I A A
F. NEW BUSINESS	1. Any additional items as requested	
G. CONTINUE MEETING IN PRIVATE	In accordance with the <i>Police Act</i> (S.69(2)), a portion of a meeting may be held in private if any of the following are expected to arise: a) a matter concerning public security, the disclosure of which could reasonably be expected to seriously impair effective policing or law enforcement; b) a matter concerning a person's financial or personal affairs, if the person's interest in the matter outweighs the public's interest in the matter; c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter; d) a matter concerning information that a person has requested he or she be allowed to give in private to the Board or committee.	
H. ADJOURNMENT	Motion to adjourn the Open Meeting. The next meeting of the Delta Police Board will take place on September 17, 2025.	

■ = Attachment

I = Information Only

A = Action, Approval or Decision Required

OP B.2
DELTA POLICE BOARD
OPEN MEETING MINUTES

Date 2025-05-21
Time 09:00 AM
Location City of Delta Council Chamber, 4500 Clarence Taylor Crescent



Minutes of the Open Meeting held Wednesday, May 21, 2025 at 9:00am at City of Delta Council Chamber, 4500 Clarence Taylor Crescent, Delta, British Columbia.

PRESENT

Ian Tait, Chair
Warren Dean Flandez, Vice-Chair
Sharan Oberoi
Lori Mayhew
Chief Laura Cassidy

Harj Sidhu, Chief Constable
Guy Leeson, Deputy Chief
Ciaran Feenan, Superintendent
Jassie Ram, Corporate Services Manager
Kristen Cruise, Legal & Risk Management Manager
Tracie Nunes, Board Secretary
Laura Nowitsky, Guest

REGRETS

Lara Victoria, Nikhil Pandey, Councillor Daniel Boisvert

A. CALL TO ORDER

Meeting called to order at 9:04 am.
The Chair began the meeting with the Indigenous land acknowledgement.

B. ADOPTIONS

1. Adoption of the Open Agenda of May 21, 2025

MOVED/SECONDED

THAT the Delta Police Board approve the Open Agenda of May 21, 2025 as presented.

CARRIED UNANIMOUSLY

2. Adoption of the Open Minutes of April 16, 2025

MOVED/SECONDED

THAT the Delta Police Board approve the minutes of the Open Meeting April 16, 2025.

CARRIED UNANIMOUSLY

C. PRESENTATIONS & DELEGATIONS

- 1. No Presentations**
- 2. No Delegations**

D. CONSENT AGENDA

1. Action Document
2. Chief's Monthly Activity Report - April 2025
3. Events Calendar
4. DPD News Releases
5. Compliments for DPD Team
6. Quarterly Finance Report - Q1 2025

MOVED/SECONDED

THAT the Delta Police Board receive items D.1 through D.6 for information, and approve where required.

CARRIED UNANIMOUSLY

E. REPORTS & PRIORITY ITEMS**1. Chief's Reports**a. Public Safety at Community Events

The Chief acknowledged public concern following the recent tragedy in Vancouver and reaffirmed DPD's commitment to public safety through comprehensive risk assessments, inter-agency coordination, and proactive planning for all major community events. DPD is also participating in the province's upcoming public event safety review, with findings expected in June 2025.

The Chief also addressed the issue of extortion within the South Asian community, emphasizing the importance of reporting any threats or extortion to the DPD to hold individuals accountable. The DPD is actively involved in a coordinated agency approach and is currently monitoring the situation.

b. Commercial Vehicle Safety and Enforcement

The Chief reported on ongoing commercial vehicle safety efforts, noting 244 inspections conducted by the CVEU so far in 2025, with 65% of vehicles placed out of service and two impaired commercial drivers investigated. Enforcement is supported by certified officers, regional partnerships, and upcoming public education initiatives co-hosted with CVSE and WorkSafeBC.

c. Strategic Planning Update

The Chief provided an update on the development of DPD's next Strategic Plan, which remains on track for completion by the end of 2025. The plan is being shaped through a phased, evidence-led process involving internal data, employee and community engagement, and early Board input, with draft priorities expected to return for review in the fall.

Action: Staff will share Community Focus Group Schedule with the Board once finalized.

d. 2025 Summer Solstice Run, Walk & Roll

The Chief shared details of the 4th annual Summer Solstice Run, Walk & Roll, taking place June 19 at DPD HQ. Held in partnership with the Run Inn and sponsored by the Delta Police Foundation, the event promotes wellness and community connection. This year's event will feature both 5K and 1K routes, a youth category, food trucks, music, and a DPD Pipe Band performance.

e. Special Olympics BC Law Enforcement Torch Run

The Chief updated on DPD's participation in the upcoming Special Olympics BC Law Enforcement Torch Run, taking place Thursday, June 5th at Centennial Beach. The event includes a 4K run

followed by a community BBQ, with opportunities for participants and supporters to make donations. This annual initiative brings together over 180 volunteers locally and highlights the strong partnership between law enforcement and Special Olympics. Many participating athletes go on to represent Canada on the world stage. The Torch Run is part of a global movement that has raised over \$1 billion in support of athletes with intellectual disabilities. Additional event information is available through DPD's social media channels.

Item E.1 received for information.

F. NEW BUSINESS

F.1 Police Act Section 28 Compliance - Board Rules

Jassie Ram updated the Board on recent correspondence from Police Services regarding compliance with Section 28 of the Police Act. As outlined in the March 25, 2025 letter, Boards are now directed to file their rules, not policies, with Police Services, aligning with the requirements set out in the legislation. This marks a shift from the long-standing practice of filing policies, which had been previously directed by Police Services.

MOVED/SECONDED

THAT the Delta Police Board refer review of Police Services March 25, 2025 letter regarding Section 28 of the Police Act to the Governance Committee.

UNANIMOUSLY APPROVED

Action: Staff to include the March 25, 2025 letter from Police Services and relevant background information in the next Governance Committee agenda package for review and recommendation on Section 28 compliance and Board filing practices.

G. CONTINUE MEETING IN PRIVATE

In accordance with the *Police Act* (S.69(2)), a portion of a meeting may be held in private if any of the following are expected to arise:

- a) a matter concerning public security, the disclosure of which could reasonably be expected to seriously impair effective policing or law enforcement;
- b) a matter concerning a person's financial or personal affairs, if the person's interest in the matter outweighs the public's interest in the matter;
- c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
- d) a matter concerning information that a person has requested he or she be allowed to give in private to the Board or committee

MOVED/SECONDED

THAT the Delta Police Board continue the meeting in Private.

CARRIED UNANIMOUSLY

H. ADJOURNMENT

Delta Police Board Open Meeting adjourned at 9:22 am.

The next meeting of the Delta Police Board will take place on June 18, 2025.

<hr/> Ian Tait Chair <hr/> Date	<hr/> Tracie Nunes Recording Secretary <hr/> Date
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DELTA POLICE BOARD OPEN MEETING ACTION DOCUMENT



Blue	On hold - (action may or may not have been taken)
Gray	Complete (will be removed after one circulation)
Green	In progress

ACTION ITEM	Meeting Date	Assigned to	Status
E.1c Strategic Planning Update Share Community Focus Group Schedule with the Board once finalized.	May 21, 2025	Staff	Complete
F.1 Police Act Section 28 Compliance - Board Rules Include March 25, 2025 letter from Police Services and relevant background information in the next Governance Committee agenda package for review and recommendation on Section 28 compliance and Board filing practices.	May 21, 2025	Staff	Complete

DATE 2025-06-10	SUBMITTED BY Harj Sidhu, Chief Constable
SUBJECT Chief Constable Monthly Activity Highlights - May 2025	
ACTION REQUIRED <input checked="" type="checkbox"/> For Information <input type="checkbox"/> For Approval/Action/Decision	

Date	Activity
May 1, 2025	Opening Remarks for ICAT Training to Block 2 Recruits
May 1, 2025	Attended Class 177 New Recruits Family Night
May 2, 2025	Attended North Delta Cops Office for Volunteer Appreciation Week
May 2, 2025	Attended Cougar Canyon Elementary for Reading Day
May 3, 2025	Attended Mayor's Charity Ball 2025
May 5, 2025	Presented at City Council Meeting with Chair Tait
May 6, 2025	Attended Delta Chamber of Commerce AGM
May 7-9, 2025	Attended BCAPB Conference - Opening Remarks
May 11, 2025	Opening Remarks at Heron Hospice Society's Hike for Hospice
May 12, 2025	Co-Chaired BCACP EDI Committee Meeting
May 13, 2025	Attended DPD Strategic Plan Working Group Meeting
May 13, 2025	Attended Delta Police Foundation Meeting
May 14, 2025	Met with City Finance Director Navin Chand -2026 Budget Planning
May 20, 2025	Meeting with Researchers for Police Study - Strangulation in IPV
May 21, 2025	Monthly Police Board Meeting
May 22, 2025	BCACP Autism Decal Project Presentation Meeting
May 22, 2025	Attended D Platoon Shift Briefing
May 23, 2025	Presented to Transit Police Board, i/c Chair Tait on DPD BWC Program
May 23, 2025	Attended Meeting with E-Comm
May 23, 2025	Facilitated meeting to select the CACP Motorola CSWB Award Recipients
May 25, 2025	Attended May Days Parade marched with DPD Pipe Band

May 26, 2025	Attended Meeting with PRIME-BC CAO
May 26, 2025	Attended Progress Flag Raising Ceremony at City Hall
May 26, 2025	Attended B Platoon Shift Briefing
May 27, 2025	Attended Police Board HR Committee Meeting
May 27, 2025	Attended Police Board Finance & Risk Management Committee Meeting
May 27, 2025	Attended CSKA Chiefs Meeting
May 27, 2025	Interview in studio at South Asian Radio Station Connect FM
May 28, 2025	Attended Police Board Governance Meeting
May 28, 2025	Co-Chaired Quarterly CACP Safety & Well-Being Committee Meeting
May 28, 2025	Attended C Platoon Shift Briefing
May 29, 2025	Attended Monthly Labour Management Meeting with DPA
May 30, 2025	Attended 2025 VPD Mess Dinner

June 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 Police Board Meeting - RMTc	19 Run Walk Roll	20	21 National Indigenous Peoples Day
22	23	24	25	26 DPD Family Picnic Harris Barn	27	28
29	30	1	2	3	4	5
6	7	Notes				

July 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1 Canada Day	2	3	4	5
6	7	8	9	10 Student Police Academy Graduation	11	12
13	14	15	16	17	18	19 Boundary Bay Airshow
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	Notes				

August 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4 BC Day	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27 Finance & Risk Management Committee Meeting	28	29	30
31	1	Notes				



May 2025 News Releases



News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release May 2nd, 2025, at 3:45 PM
date/time:

Incident: Missing Child

Date/Time: Reported on April 30th, 2025, at 11:00 AM

Location: North Delta

DPD file: 2025-7814

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Missing 16-Year-Old

Delta, BC – News Release - Public Assistance is requested in locating a 16-year-old boy.

Gia “Charlie” was reported missing on Wednesday, April 30th, 2025, at approximately 11:00 AM.

Police have exhausted leads where Charlie has been known to frequent in the past. The Delta Police Department is requesting public assistance to help locate Charlie, who went missing from North Delta.

Charlie is an Asian male, 5’7” tall, and has a slim build. He has short black hair and a mole on his left cheek. Charlie was last seen wearing a black jacket with white inner fur lining, a black hoodie and grey sweatpants. He was also carrying a black carry-on-sized suitcase.

Charlie presents cognitively and emotionally as a seven-year-old. He can become disoriented in unfamiliar environments. Charlie is very proficient in using the transit and is likely utilizing the system for transportation.

If you locate Charlie, please remain with him and call the Delta Police at (604)946-4411. An officer will be dispatched immediately.





News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release May 4th, 2025 at 11:00 AM
date/time:

Incident: Barricaded Male on Transit Bus

Date/Time: May 4th, 2025 at 8:09 AM

Location: Annacis Island

DPD file: 2025-8103

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Barricaded Male on Transit Bus

Delta, BC – News Release – Barricaded Male on Transit Bus

On May 4th, 2025, Delta Police were made aware of an incident on Annacis Island where a male with a knife had barricaded himself on a transit bus. Several passengers and the driver were evacuated. No one has been injured, and there is no risk to the public at this time.

LMD Crisis Negotiators and the LMD Emergency Response Team were called to the scene.

Just after 11:00 AM the male was safely taken into custody.



News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release May 16th, 2025, at 2:30 PM
date/time:

Incident: Missing Person

Date/Time: Reported on May 13th, 2025 at 12:00 PM

Location: North Delta

DPD file: 2025-8908

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Missing Person

Delta, BC – The Delta Police Department (DPD) is requesting the public's assistance in locating Gia LY (Charlie). Charlie was reported missing on Tuesday, May 13th, 2025, at approximately 12:00 PM.

Police have exhausted leads where Charlie has been known to frequent in the past. The Delta Police Department is requesting public assistance to help locate Charlie, who went missing from North Delta.

Charlie is an Asian male, 5'7" tall, and has a slim build. He has short black hair and a mole on his left cheek. Charlie was last seen wearing a black jacket with white inner fur lining and grey sweatpants. He was also carrying a brown leather backpack.

Charlie is very proficient in using transit and is likely utilizing the system for transportation.

If you locate Charlie, please remain with him and call the Delta Police at (604)946-4411. An officer will be dispatched immediately.





News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release May 21st, 2025 at 5:00 PM
date/time:

Incident: Barricaded Person

Date/Time: May 21st, 2025 at 3:02 PM

Location: Gilchrist Drive, Delta

DPD file: 2025-9240

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Barricaded Person

Delta, BC – News Release – Barricaded Person

Delta Police are responding to an unfolding incident in Tsawwassen. Police received reports of a possible barricaded person in a residence.

As a precaution, the police are evacuating neighbouring residences.

The area has been secured from pedestrian and vehicle traffic while the police gather resources and investigate.

There are several road closures, so we ask that the public stay away from the area and find an alternate route.



News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release May 21st, 2025 at 7:30 PM
date/time:

Incident: Barricaded Person

Date/Time: May 21st, 2025 at 3:02 PM

Location: Gilchrist Drive, Delta

DPD file: 2025-9240

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Barricaded Person

Delta, BC – News Release – Update

Lower Mainland District – Emergency Response Team attended and cleared the residence. One person was arrested at the scene without incident. There is no further threat to the public at this time.

Police will be remaining on scene to continue the investigation. Gilchrist Drive and surrounding streets will be open to the public again shortly.



News Release



4455 Clarence Taylor Crescent • Delta • BC V4K 3E1 • Phone: 604.946.4411

deltapolice.ca

Release date/time: Monday, May 26th, 2025, at 4:00 p.m.

Incident: Suspicious Circumstances

Date/Time: Monday May 26th, 2025 at

Location: 11700 Block of Chateau Wynd

DPD file: 25-9629

Media Contact:

S/Sgt. Mike Whiteley

Media Relations Officer

604.940.5016

media@deltapolice.ca

Suspicious Circumstances

Delta, BC – News Release – Police are in the area of Seaquam Secondary School investigating a suspicious circumstance.

On Monday, May 26th, 2025, just before 2:00 p.m., Delta Police received a report of a possible planned fight in the area of Seaquam Secondary School. 5 youth males were observed wearing ski masks on school property who fled when observed by school staff.

Shortly afterwards, a Delta Police member observed a group of youth in the area. One of the males was seen discarding a weapon before fleeing from police.

Due to the possibility of a weapon, Seaquam Secondary School and Cougar Canyon Elementary were placed into a hold and secure until police could determine the nature of the incident. The schools have since been released from the hold and secure, and a coordinated release of the students took place.

A K-9 search of the area located an airsoft pistol in the bushes.

Police remain in the area looking for the youth.

Tracie Nunes

From: [REDACTED]
Sent: Wednesday, May 28, 2025 10:03 PM
To: Media User
Subject: [CAUTION!] Congratulations to our Chief

Importance: Low

(This email originated outside the organization. Do not click any links or attachments unless you were expecting this email today. If unsure; please forward this email to IT and have them confirm that it is legitimate and safe.)

External Sender: Use caution with links/attachments.

You don't often get email from [REDACTED] [Learn why this is important](#)

(This email originated outside the organization. Do not click any links or attachments unless you were expecting this email today. If unsure; please forward this email to IT and have them confirm that it is legitimate and safe.)

We are Seniors living for 21 years in Ladner. After a theft of personal possessions, my husband and I went to the Ladner Police Station today. A very pleasant young Community Police officer held the door for us, fetched a chair for my husband and was more than kind. Later today, a Constable came to our house. He was extremely helpful, efficient and professional. Beyond that. He couldn't have been nicer.

My husband and I want to thank the Ladner Police for such a high level of service. We feel very well served.

Thank you,
[REDACTED]

Tracie Nunes

To: Harj Sidhu
Subject: RE: Compliment received by ecomm

Hi All,

I received a message this morning that I thought I would pass on:

██████████ called in saying that she wanted to thank the DPD members who have helped her this year. She has had three suicide attempts, and after the work put in by the officers who dealt with her, she says that she is finally doing OK. She wanted to pass along her appreciation for the officers who dealt with her.

Just pulling up the calls for service, I see that Brad Lebus dealt with her on ██████████ and Leon Farrell on ██████████ Dave Mahon also dealt with her on ██████████

Martin



Martin Levangie (he/him)

Staff Sergeant | A Platoon
mlevangie@deltapolice.ca

Delta Police Department

Office: 604.946.4411
4455 Clarence Taylor Crescent
joindpd.ca



DELTA POLICE BOARD

Excellence In Policing

DATE 2025-03-06	SUBMITTED BY Finance and Risk Management Committee
SUBJECT 2024 Meeting Honorariums	
ACTION REQUIRED <input checked="" type="checkbox"/> For Information <input type="checkbox"/> For Approval/Action/Decision	

Members of the Delta Police Board receive honorariums for their attendance at Board meetings and the performance of similar services to the Board. The honorariums are not intended to compensate Board members for actual hours worked, rather to give recognition for contributed service and to cover out-of-pocket and incidental expenses (e.g. parking, printing costs, cell phone, telephone and childcare) incurred by the member while carrying out their Board duties.

Board Members who attend Regular and Special Board, Committee, Canadian Association of Police Governance, BC Association of Police Board, and other meetings will receive:

- \$150 for any meeting two hours or less in length;
- \$273 for any meeting over two hours and up to four hours in length; or
- \$548 for any meeting longer than four hours and up to eight hours.

Honorariums are taxable and Board members receive a T4 each calendar year.

Total payments made to Board members in 2024 were as follows:

Boisvert, Councillor Daniel ^{1,2}	\$0
Cassidy, Chief Laura	\$2,638
Flandez, Warren Dean (Vice-Chair)	\$6,324
Mayhew, Lori ³	\$1,094
Pandy, Nikhil ³	\$1,094
Oberoi, Sharan ⁴	\$0
Tait, Ian (Chair)	\$7,566
Victoria, Lara ⁵	\$6,801

¹ Appointed to the Board on May 7, 2024

² The appointed City Council member does not receive an honorarium for Board meetings. Their participation is considered an official function of Council under *City of Delta Bylaw No. 8241 - Remuneration of Council Members*

³ Appointed to the Board on June 17, 2024

⁴ Board member has declined receipt of meeting honorariums

⁵ BC Association of Police Boards Board of Director



DELTA POLICE BOARD

Excellence In Policing

DATE 2025-06-10	SUBMITTED BY Chief Harj Sidhu, M.O.M. Chief Constable
SUBJECT Enhanced Impaired Driving Enforcement: Summer Season 2025	
ACTION REQUIRED <input checked="" type="checkbox"/> For Information <input type="checkbox"/> For Approval/Action/Decision	

PURPOSE

To inform the Delta Police Board (Board) of the Delta Police Department's (DPD) enhanced impaired driving enforcement plans for the 2025 summer season, including participation in the provincial CounterAttack campaign.

DISCUSSION

Impaired driving continues to pose a serious risk to public safety in Delta and across British Columbia (B.C.). During the summer months, the number of impaired driving-related collisions resulting in injury or death increases by approximately 27% across the province. On average, 61 people are killed and more than 1,400 injured each year in impaired driving-related crashes in B.C.

Locally, DPD officers have issued 210 impaired driving-related sanctions from January to May 2025, across the following enforcement categories:

January to May 2025 Impaired Driving Statistics - Delta, B.C.						
Enforcement Type ¹	January	February	March	April	May	Total
Immediate Roadside Prohibition (IRP) [3, 7, 30, Fail, Refuse]	34	27	34	24	29	148
24 hr Alcohol Prohibition	6	1	3	4	5	19
24hr Drug Prohibition	8	7	8	3	1	27
Administrative Driving Prohibition (ADP)	1	3	1	0	3	8
Criminal Impaired	1	2	3	2	0	8
Total	50	40	49	33	38	210

To continue addressing this ongoing issue, DPD will be focusing on enhanced enforcement

¹ See page 3 for definitions of impaired driving enforcement categories.

throughout the summer season. These efforts will supplement regular enforcement already underway.

DPD will once again participate in CounterAttack, a province-wide campaign now in its 35th year, aimed at reducing injuries and fatalities caused by impaired driving. CounterAttack includes enhanced enforcement during the summer and winter months, supported by public messaging that impaired drivers will be caught, penalized, and removed from the roads.

DPD's CounterAttack efforts will include:

- Dedicated impaired driving roadblocks
- Mandatory alcohol screening
- Standardized Field Sobriety Testing (SFST)
- Deployment of Drug Recognition Experts (DREs)
- Mobile roaming impaired driving enforcement

These enhanced operations are supported by funding from the Policing and Security Branch (PSSG), which allows DPD to deploy additional personnel and extend enforcement shift lengths. This summer, DPD will focus on longer Counterattack shifts to increase coverage and target a wide range of impaired driving activity on our roadways.

In addition to enforcement efforts, public awareness will play a critical role, through the work of our Communications team and frontline members.

The message from our team to those using our roadways is simple: if you drink or do drugs, do not drive. It sounds straightforward, but impaired driving continues to pose a serious risk on our roads. With summer months approaching, I urge everyone to plan ahead: use a designated driver, taxi, rideshare, or public transit. These efforts, combined with targeted enforcement, will help us prioritize resources and protect lives.

STRATEGIC ALIGNMENT: CSWP

- Road safety for all users.

CONCLUSION

The DPD remains committed to ensuring road safety by addressing impaired driving through enhanced enforcement, strategic partnerships, and public education. The enhanced enforcement seeks to protect lives and build trust in our commitment to community safety this summer season.

Definitions of Impaired Driving Enforcement Categories:

The following categories reflect a combination of British Columbia provincial sanctions (under the *Motor Vehicle Act*) and federal criminal charges (under the *Criminal Code of Canada*).

- **Immediate Roadside Prohibition (IRP)**
Administrative penalties issued under the *Motor Vehicle Act* for drivers who fail or refuse a roadside breath test. Includes 3-day, 7-day, and 30-day suspensions depending on the severity and history of the offense. Does not require criminal charges.
- **24-Hour Alcohol Prohibition**
A short-term suspension issued when a driver shows signs of being affected by alcohol but may not meet the threshold for an IRP or criminal charge. This is often based on officer observation.
- **24-Hour Drug Prohibition**
Similar to the 24-hour alcohol prohibition, this is issued when a driver is suspected of being affected by drugs (e.g., cannabis), based on officer assessment.
- **ADP (Administrative Driving Prohibition):**
A longer-term driving ban issued when a driver is charged with a criminal impaired driving offence. It runs in parallel to the court process and is typically a 90-day prohibition.
- **Criminal Impaired:**
These are cases where the driver is charged under the *Criminal Code of Canada* for impaired operation of a motor vehicle due to alcohol or drug use. This may include impaired driving causing death, impaired driving causing injury, refusing to provide a breath sample, or driving with a blood alcohol concentration over 0.08.

DATE 2025-06-18	SUBMITTED BY Governance Committee
SUBJECT Approval of Revisions to Police Board Manual & Policy DM20 – <i>Policy Process</i>	
ACTION REQUIRED <input type="checkbox"/> For Information <input checked="" type="checkbox"/> For Approval/Action/Decision A. THAT the Delta Police Board approve revision to the Police Board Manual, and to Department Policy DM20 – <i>Policy Process</i> , to facilitate compliance with <i>Police Act</i> s. 28.	

PURPOSE

The purpose of this report is to request that the Board approve:

- i. specific amendments to the Police Board Manual that will enable the contents of the Manual to qualify as “rules” in accordance with s. 28 of the *Police Act*; and
- ii. *housekeeping amendments* to Policy DM20 – *Policy Process*, to harmonize the same with the amendments to the Manual.

DISCUSSION

As per the attached letter of March 25, 2025, from Police Services, Boards have been advised that they are not to file their ‘policies’ with Police Services, but instead are to file their ‘rules.’ This comes after decades of Police Services requiring, and regularly reminding, Boards to file their policies. That said, the new directive is correct (and the same has been brought to the attention of Police Services by the Department numerous times over the past 10 years). The *Police Act* very clearly states that rules, not policies, are required to be filed.

Specific to the Board making rules, or policies, the *Police Act* states:

POLICE ACT

Rules

- 28(1)** A municipal police board must make rules consistent with this Act, the regulations and the director's standards respecting the following:
- (a) the standards, guidelines and policies for the administration of the municipal police department;
 - (b) the prevention of neglect and abuse by its municipal constables;
 - (c) the efficient discharge of duties and functions by the municipal police department and the municipal constables.

- (2) A rule under subsection (1) is enforceable against any person only after it is filed with the director.

As it reads, it is not clear what s. 28 is intended to effect, and it presents the following problems:

1. the Board must make rules respecting policies, for the administration of the department, which appears to preclude the Board from actually making policies;
2. only rules, not policy, can be made respecting prevention of neglect/abuse and the efficient discharge of duties and functions; and
3. the Board can make rules respecting the efficient discharge of duties and functions, which risks encroachment on or overlap with the operational sphere that is the exclusive jurisdiction of the Chief Constable.

The Board has long been aware of the problematic wording in, and vague and confusing direction provided by s. 28, and accounted for this in its Governance Manual, at PART 5 – Section 15 which provides:

15. Rules and Policy Development

...

The Board recognizes the *Police Act* to be vague in terms of the authority of the Board to make “rules” versus “policies.” In practice, the Board makes rules in the form of policies, applicable to its employees and the DPD, and consider the same enforceable after being filed with the Director of Police Services.

...

Following receipt of the letter from Police Services, the Policy Managers and legal counsel from several municipal departments met on April 4, 2025, with Katie Charlton, Director, Police Governance Unit, Police Services Branch, to discuss the new direction to file rules. The question was asked of Director Charlton, whether, to facilitate compliance with the requirement to file rules, Boards would be expected to re-name (and re-adopt) all Board ‘Policies’ as ‘Rules’ and then file them with Police Services.

Director Charlton recognized that s. 28 was unclear, but suggested that, in relation to Rules specific to the Board itself, and to some degree to the Chief Constable, a Board can file its Governance Manual. In addition, regarding rules specific to the Department, Director Charlton stated compliance with s. 28 is achieved by whatever rule is filed, i.e., Police Services does not scrutinize the substance or effect of rules that are filed.

Following discussion with Director Charlton, a number of Departments’ legal counsel and Policy Managers drafted proposed wording for a rule to effect compliance with s.28, by having the “Rule” be that a Board has exclusive authority to approve and issue ‘Policy’ and the Chief Constable may issue ‘Procedures.’ That is, of course, the Policy and Procedure approval process already followed by most Boards. The Result would be that:

- i. the Board’s Policy development, review and adoption practices can remain the same;
- ii. all current Policies can remain in effect; and
- iii. only the single ‘rule’ is required to be added to a Board’s Manual and then filed with Police Services.

The developed and proposed draft rule, recommended for adoption by the Board, is as follows:

Approval & Issuance of Policy

1. The Board has exclusive authority to approve and issue Policy (including, but not limited to, policies published as *Department Policy* and as its *Board Governance Manual*), establishing duties and providing direction, respecting:
 - a) the administration of the department,
 - b) the prevention of neglect and abuse by its municipal constables, and
 - c) the efficient discharge of duties and functions by the department and its constables,

and the Chief Constable may issue the following, which when issued establish duties and are lawful orders*, to enable operationalization of the Board's Policy: procedures; directives; standards; guidelines; and standing orders**.

2. The Policy, procedures, directives, standards, and guidelines, issued under section 1 of this Rule, must be in consistent with the *Police Act*, its Regulations, and Director's Standards.

Notes - to be published as footnotes to the above:

* - the explicit statement that the Chief's procedures etc. are 'duties and lawful orders' establishes that failure to comply with mandatory provisions of the same can be deemed "neglect of duty" under the misconduct provisions of the *Police Act*. The Office of the Police Complaint Commissioner has always referenced department policies and procedures when making misconduct assessments, but it has been a long-standing gap in Board/Department policy that it is not explicitly stated that 'mandatory compliance' provisions of Board Policy and Chief-issued Procedures (and similar directives), are lawful order and create duties.

** - *Police Act* s.28 does not refer to 'Standing Orders', but those are cited in *Police Act* s. 168 as matters in relation to which a 'Service or Policy Complaint' may be made. Given that the *Police Act* makes explicit reference to Standing Orders, a mechanism must be provided to account for and give effect to such Orders. As a result, Standing Orders are included in the Rule among the list of what the Chief Constable may issue.

Amendments to Governance Manual

To date, the Board's Governance Manual has not formally been equated with being a set of s. 28 'rules'; although, of course, it does contain what are in effect rules specific to: many Board practices; the roles of Board members; responsibilities of the Chief Constable; and other matters. For example, Part 2 of the Manual establishes the Board's meeting procedures. These can be deemed rules and, once filed with the Director, they become enforceable. As a further example, the provision in the Manual specific to Board members' social media use will become enforceable if the Manual is deemed to contain rules and filed with the Director. There are many other examples throughout the Manual.

Given that Police Services accepts Boards' Governance Manuals to be, in effect, 'Rules' applicable to the Board itself and to the Chief Constable, the Manual can be readily transformed into Board Rules by giving it a new title and amending its Introduction. The Manual would then be filed with

Police Services and, thereupon, the directions the Manual contains will be enforceable in relation to Board members and, where applicable, the Chief Constable.

To transform the content of the Manual into s.28 complaint rules, first it is recommended that the Manual be retitled: **"Governance Manual & Rules"**.

Next, the following amendment to its Introduction section is recommended (see bold):

Introduction

Manual Purpose

The roles and responsibilities of the Board are defined in the *Police Act*, and the purpose of this manual is to provide **rules and** best practices governance direction to facilitate the Board fulfilling those roles and responsibilities. Among other things, this Manual:

1. provides direction as to the roles and authorities of, and division of responsibilities among, the Province, the City, the Board, the Board Chair and Vice Chair, Board members, Board Committees, and the Chief Constable, consistent with the *Police Act*;
2. describes the Board's processes with respect to its oversight responsibilities, sets out how the Board will communicate with and be accountable to its stakeholders and partners, and describes expected standards of conduct of Board members;
3. provides Board members with an understanding of the structure under which DPD operates and the ways in which Board members are required to carry out their duties and responsibilities;
- 4. establishes 'rules', as referred to in s.28 of the *Police Act*, wherever wording sets out specific requirements or authorities;**
5. sets out expectations of the Board, Board members, and Committees that include and extend beyond legal requirements; and
6. assists the Board in discharging its responsibilities in the most effective manner possible.

Finally, the Manual requires amendment to formalize, and establish as a rule, that the Board issues 'Policy' for the DPD, and the Chief Constable issues associated "Procedures" (and any other types of direction). The following amendments are recommended (see strike-outs and bold):

PART 5 – Organizational Governance & Stewardship

15. ~~Rules and~~ Policy Development, **Approval & Issuance**

In accordance with the *Police Act*, the Board is responsible for making rules consistent with the *Police Act*, associated regulations and the Director's standards relating to:

1. the standards, guidelines and policies for the administration of the DPD; and
2. the prevention of neglect and abuse by its constables and the efficient discharge of duties and functions by DPD and its constables.

The Board recognizes the *Police Act* to be vague in terms of the authority of the Board to make "rules" versus "policies". ~~In practice, the Board makes rules in the form of~~ **In order for**

the Board's policies, applicable to its employees and the DPD, and consider the same to be enforceable, the following applies:

Approval & Issuance of Policy

- 1. The Board has exclusive authority to approve and issue Policy (including, but not limited to, policies published as *Department Policy* and as its *Board Governance Manual & Rules*), establishing duties and providing direction, respecting:**

- a) the administration of the department,
- b) the prevention of neglect and abuse by its municipal constables, and
- c) the efficient discharge of duties and functions by the department and its constables,

and the Chief Constable may issue the following, which when issued establish duties and are lawful orders*, to enable operationalization of the Board's Policy: procedures; directives; standards; guidelines; and standing orders.**

- 2. The Policy, procedures, directives, standards, and guidelines, issued under section 1 above, must be in consistent with the *Police Act*, its Regulations, and Director's Standards.**

(* and ** to be foot noted as indicated previously above.)

The above is enforceable, having been filed with the Director Police Services as part of this Manual.

The Office of the Chief Constable assists the Board in the development of its policy for the DPD, and presents the same to the Board, through the Governance Committee, for review and approval. **The Governance Committee recommends policy for the DPD, to the Board for approval.** Policy becomes effective and enforceable once approved by the Board. ~~and filed with the Director of Police Services.~~

The Chief Constable is directly responsible for the development and implementation of all procedures, **as** necessary to give effect to policy approved by the Board, and compliance becomes enforceable once a procedure is approved by the Chief Constable.

The Chief Constable may also issue directives, standards, guidelines, standing orders and other orders, whether or not specific to operationalizing Board Policy, within the Chief Constable's authority and as the Chief Constable deems appropriate, and the same also establish duties and are lawful orders.

The process to develop, review and approve Board policy for the DPD includes that:

1. all polices are on a risk-based review cycle, and the Chief Constable, together with the applicable Committee reviews, and as necessary updates , policies accordingly, for approval by the Board;
2. ~~once approved, the policies are filed, by the Office of the Chief Constable, with the Director of Police Services;~~

3. the Chief Constable provides reports to the Board regarding the implementation of and compliance with policies and Policing Standards, including:
 - a) annual reports on the collective (but not individual) activities of the DPD's operations over the previous year,
 - b) reports on the administration of complaints, and
 - c) reports regarding relevant trends, significant changes in policing policies and standards, and external or internal material changes (including changes in assumptions upon which any policy was previously based); and
4. the Chief Constable provide such other operational reports as may be requested by the Board from time to time.

That concludes the proposed amendments to the Manual.

Recommendations:

1. In order to have the contents of the Manual and all the Department Policies currently in place, be enforceable, and to make the Board's practice of approving Policy enforceable, it is necessary and recommended that:
 - i. the Board pass a motion to amend the Manual, as described in this report, and rename it "*Governance Manual & Rules*"; and
 - ii. the amended Manual be filed with Police Services, thereby making it enforceable.
2. In order to harmonize Department Policy DM20 – *Policy Process*, with the proposed amendments to the Manual, house-keeping amendments to Policy DM20 (as shown in the copy of the Policy DM20 attached) are recommended, referencing the Board having established its policy making authority in the Manual.

STRATEGIC ALIGNMENT: CSWP

N/A. *Police Act* requirement - governance obligations.

CONCLUSION

If the Board passes a motion to amend the Manual, as described in this report, and to rename it "*Governance Manual & Rules*", and then files it with Police Services, the contents of the Manual will then become enforceable 'rules', including the Board's practice of approving Policy.

Amendment of Policy DM20 – *Policy Process*, if also approved by the Board, will harmonize the direction provided in that Policy with the amendments in the Board's Manual.

ATTACHMENTS

- A. Letter of March 25, 2025, Policing & Security Branch.
- B. Policy DM20 – *Policy Process*, amended (with edits).

Attachment A.

Letter of March 25, 2025, Policing & Security Branch.



March 25, 2025

Ref: 675876

Chairs of Municipal Police Boards
Chair of SCBCTAPS Board
Chair of Stl'atl'imx Tribal Police Services Board
Chair of Combined Forces Special Enforcement Unit of BC

Dear Sirs/Madams:

As Director of Police Services, I want to thank you for providing governance and oversight of municipal policing in BC, in accordance with the *Police Act* (the Act).

I would like to take this opportunity to clarify the reporting requirement to my office pursuant to section 28, which reads:

- 28** (1)A municipal police board must make rules consistent with this Act, the regulations and the director's standards respecting the following:
- (a)the standards, guidelines and policies for the administration of the municipal police department;
 - (b)the prevention of neglect and abuse by its municipal constables;
 - (c)the efficient discharge of duties and functions by the municipal police department and the municipal constables.
- (2)A rule under subsection (1) is enforceable against any person only after it is filed with the director.

The police board and police department are not required to file departmental policies with my office under section 28. The police board is required to file its rules under subsection (1) with my office pursuant to subsection (2). For example, the board may have a rule about how departmental policies are drafted, reviewed and approved. Board rules can be filed with me via email: PoliceBoard@gov.bc.ca.

Please note, under section 40 of the *Police Act*, I may request specific departmental information, including departmental policies, for the purpose of superintending policing and law enforcement functions in BC.

If you have any questions please contact Katie Charlton, Director, Police Governance Unit at Katie.Charlton@gov.bc.ca, or by phone at 250 952-3070.

Regards,



Glen Lewis
Assistant Deputy Minister
And Director of Police Services
Policing and Security Branch
Ministry of Public Safety and Solicitor General

pc: Chief Constables of Municipal Police Departments
Suzanne Muir, Chief Officer, SCBCTA Police Service
Deborah Doss-Cody, Chief Officer, Stl'atl'imx Tribal Police Service
Assistant Commissioner Manny Mann, Chief Officer,
Combined Forces Special Enforcement Unit of BC

Attachment B.

Policy DM20 – *Policy Process*, amended (with edits).

DM20**POLICY PROCESS****DM20**

Effective Date: 23 July 1997
Last Reviewed/Revised Date: TBD*

POLICY

1. In accordance with the Delta Police Board (Board) *Governance Manual & Rules*, the ~~Delta Police Department shall develop and maintain policies~~ Board has exclusive authority to approve and issue Policy for the Delta Police Department (Department), and seeks to do so:
 - a) consistent with statute and common law;
 - b) as required for the administration of the Department;
 - c) to prevent neglect and abuse by its employees; and
 - d) to foster the efficient discharge of duties and functions of the Department and its employees.
2. ~~As determined to be appropriate by the Board,~~ the Chief Constable or delegate ~~will be responsible for the creation and shall assist the Board with the development~~ and maintenance of Department Policy.
3. Department Policy will become effective and enforceable once approved by the ~~Chief Constable and received by the Director of Police Services~~ Board and published.
4. Department Procedures, ~~in support of Policy,~~ are the exclusive authority of the Chief Constable and become effective ~~as duties and lawful orders~~ once approved and published by the Chief Constable ~~and received by the Director of Police Services~~.
5. The Board or a committee of the Board may establish a list of Policies, based on the high risk of the associated Department activities, specific to which associated new or amended 'Procedures' are to be submitted by the Chief Constable to the Board or its committee for information.

REASON FOR POLICY

6. To provide for the administration of the Department, seeking to ensure ~~effective Board governance~~ and the efficient discharge of Departmental duties and functions.
7. To provide employees with the foundation from which to make sound and consistent decisions without unduly restricting the use of discretion.
8. To facilitate Department compliance with statute law, associated regulatory standards, common law and sound administrative and operational practices.
9. To ensure the efficient management of Procedures required to bring policies into effect.

PROCEDURES**Responsibilities**

10. ~~Board assistance with the approval~~ development, administration, and dissemination of policies shall be coordinated by the Manager i/c Legal/Risk (Manager).
11. The Manager shall analyze policies, seeking to apply the resources necessary to assist in the analysis, ~~and advise the Board whether:~~

- a) they seek to promote impartial and equitable service delivery, and public trust and confidence in the Department; and
- b) diverse individuals or groups may be disproportionately impacted.

BCPPS 6.1.1(3)

12. The Manager shall maintain an electronic compendium of all policies and ensure **the Board and** all employees have access to the same.

Approval Process

13. New policies or amendments to existing policies may be initiated at the Section level or as directed by the Senior Management Team, and forwarded to the Manager to assist in research, consultation, and policy drafting.
14. The Manager is responsible for ensuring the following process is adhered to, for all new or amended policies:
- a) submission to the Deputy Chief(s) for approval;
 - b) submission to the Chief Constable for approval;
 - c) for sections under 'Policy' only, a report is submitted and presented to the Board Governance Committee for approval, followed by the same to the Board;
 - d) the policy is amended or uploaded in the electronic compendium; and
 - e) employees are notified, if required.
15. Training regarding new or amended policies shall be coordinated through the Superintendent i/c Administration Bureau or delegate.

Assigning & Reading Policies

16. The Manager shall consult with the Senior Management Team to determine whether a given policy must be read by all employees or only certain employee groups, based on the activity and risk addressed in the policy, and must categorize the policy accordingly in the electronic compendium.
17. Employees must read all policies assigned to their employee group and confirm they have done so in the electronic compendium.
18. The Manager shall audit employees' reading of assigned policies quarterly or as directed by the Chief Constable or Deputy Chief and report non-compliance.
19. Section supervisors shall seek to ensure the employees in their Section have read all assigned policies.

*Revised Dates:
 31 January 2008
 12 April 2012
 17 February 2014
 21 September 2023



DELTA POLICE BOARD

Excellence In Policing

DATE 2025-06-09	SUBMITTED BY Harj Sidhu, M.O.M. Chief Constable
SUBJECT Delta Community Foundation Donation	
ACTION REQUIRED <input checked="" type="checkbox"/> For Information <input type="checkbox"/> For Approval/Action/Decision	

The Delta Community Foundation received \$100,000 in trust from a private estate, specifically designated to support the training of Delta Police Department (DPD) members. Each year, the Foundation generously provides an annual donation to the DPD from the income generated by this fund.

In accordance with DPD Policy AD12, which requires donations over \$500 to be reported to the Delta Police Board, this memorandum serves to inform that for 2025, the DPD received \$3,360 from the Delta Community Foundation.

These funds will be allocated to the Department's training budget. For reference, DPD received \$2,690 in 2024 and \$2,450 in 2023, bringing total donations since 2018 to \$22,160.

The DPD is grateful to the Delta Community Foundation for its continued support of officer training and professional development, both of which are essential to building public trust and confidence in policing.

ATTACHMENTS

- A. Correspondence from the Delta Community Foundation



May 8, 2025

Delta Police Department
4455 Clarence Taylor Way
Delta, B. C.
V4K 3E1

Attention: Jassie Ram, Corporate Service Manager
Office of the Chief Constable

Dear Sirs:

On behalf of the Hollinger Fund which is managed by Delta Community Foundation, we are pleased to enclose our cheque in the amount of \$3,360 as a donation to be used toward police training.

Thank you for the valuable service you perform.

Regards,

A handwritten signature in blue ink, appearing to read 'Julie Berks', with a long, sweeping horizontal line extending to the right.

Julie Berks
Treasurer
Delta Community Foundation
julieberks@deltafoundation.com
604 785 7195

We respectfully acknowledge that we live, work, and play on the unceded territory of the sc'əwaθən (Tsawwassen), xʷməθkʷəy̓əm (Musqueam), and other Coast Salish Peoples