



**Stl'atl'imx Tribal Police Board  
Regular Board Meeting Minutes  
Thursday August 19, 2021 at 10:00 hours  
Teleconference  
879 Main Street, Lillooet, BC**

**PRESENT BY CALL-IN:**

Rebecca Barley, Chair	N'Quatqua
Howard "Howie" Smith	Samahquam
Patricia "Trish" Andrew	Sekw'el'was
Verne Adrian	Tsal'alh
Raquel Kane	Ts'kw'aylaxw
Pauline Michell, Vice Chair	Xaxli'p
Jane Sam	Xa'xtsa
Deborah "Dee" Doss-Cody	STPS Chief Officer
Pam Lancaster	STPS Finance Clerk
Shireen Sumariwalla	STPS Executive Assistant to the Board

**REGRETS:**

Chief Dean Nelson	Lil'wat Nation
Henry "Hank" Williams	Skatin
Genevieve "Genny" Humphreys	T'it'q'et

**GUESTS AND DELEGATION BY CALL-IN:**

Peter Lepine	Peter Lepine Professional Services
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**10:05 hours** - meeting called to order by board member Rebecca Barley, Chair;

**10:06 hours** – board member Jane Sam joins the meeting via teleconference call;

**Item #1: Adoption of Regular Board Meeting Agenda for August 19, 2021**

**Motion #1 2021-08-19:**

Moved by STPS board member Verne Adrian, second by board member Jane Sam, to approve the regular meeting agenda of August 19, 2021 with an addition of 5.1 (b) Approve Detailed Governance Budget 2021-2022. **All in favour/CARRIED.**

## **Item #2: Approval of Regular Board Meeting Minutes of July 15, 2021**

### **Motion #2 2021-08-19:**

Moved by STPS board member Pauline Michell, Vice Chair, second by board member Verne Adrian to approve the minutes of July 15, 2021 with corrections to Item #6 and Item #7. **All in favour/CARRIED.**

## **Item #3: Approval of In-Camera Meeting Minutes of July 15, 2021**

### **Motion #3 2021-08-19:**

Moved by STPS board member Pauline Michell, Vice Chair, second by board member Trish Andrew, to approve the in-camera minutes of July 15, 2021.

**All in favour/CARRIED**

## **Item #4: Peter Lepine Report**

- assisted the Chief Officer with operational matters; worked with the Policy & Governance Committee on the final draft of the Board Governance Manual which will be received by the Board today; received two of the four reviews of job descriptions of office support staff; and the draft forms of these descriptions will be presented at the next board meeting for the Board's review;

## **Item #5: Committee Reports**

### **5.1 Finance Committee**

a) 1<sup>st</sup> Quarter Financial Statement 2021-2022; the committee met and recommended to the Board the approval of the 1<sup>st</sup> Quarter Financial Statement 2021-2022;

### **Motion #4 2021-08-19:**

Moved by STPS board member Howie Smith, second by board member Jane Sam, to approve the 1<sup>st</sup> Quarter Financial Statement 2021-2022. **All in favour/CARRIED**

b) Detailed Governance Budget Revenue Over Expense 2021-2022; approval tabled; Strategic Planning session planned for Wednesday September 29, 2021; arrive at location, TBA, on Tuesday September 28, 2021;

## **5.2 Policy & Governance Committee**

- the committee recommends the acceptance of the Board Governance Manual; the committee has read through the latest 10 policies and will recommend their approval by the Board at the next meeting;

### **Motion #5 2021-08-19:**

Moved by STPS board member Howie Smith, second by board member Jane Sam, to accept the Board Governance Manual with the following corrections; page 99 Check Signing Authority “As per STPS Financial Management Policy”; page 103 STPS Organizational Structure “As established by the Board”. **All in favour/CARRIED**

## **5.3 Human Resources Committee**

- the Chair of the Committee will meet with the Executive Assistant to the Board on September 15, 2021 at 3 pm;

## **5.4 Special Purposes - Website Committee**

- links to Online Reporting continue to be on hold; STPS staff has completed the community education information sheet and website information; this information is pending approval by the STPS;

## **5.5 Special Purposes Committee - New Office Buildings**

a) Mount Currie New Office Building; the move-in date has been set for August 31; telephone reconnection is slotted for that day; computer equipment relocation is set to occur that day;

b) Lillooet New Office Building; appointments for telephone and computer connections will be made well ahead of time for the T’it’q’et building project; the outside walls of the new building are up;

## **5.6 Special Purposes - STPS Employee Wellness & Morale Committee**

- an all-staff employee meeting with the Board will take place next month on September 10, 2021 at 11 AM in Mount Currie;

## **Items #6: Employee Wellness & Morale Report**

- the sworn staff have discussed and proposed a new shift schedule; a new 3-days-off schedule has been put into place; the Mount Currie office is short by one-vehicle due to a motor vehicle accident;

**Item #7: Recruiting Report by the Chief Officer**

- the Ethos exam will be put to use soon; the 2 current recruits and the 2 potential recruits will write the new exam; the writers of the Ethos exam want to review the exam results after the 4 recruits have written it; as well, if the results confirm any of the 4 recruits' suitability, then the Justice Institute of BC (JIBC) will be notified to reserve a seat in the training sessions;

**Item #8: Chief Officer's Report**

- please refer to the written report; St'at'imc has been under numerous fire evacuation alerts and orders; the officer recruits have completed Block One at JIBC; Block Two field training will begin in Mount Currie on September 4, 2021; the Chief Officer participated in a Lil'wat Walk on July 25, 2021; Lytton First Nation met with the Chief Officer to discuss the steps in creating their own policing organization; the Memorandum of Understanding with the RCMP will be completed by the end of August; the STPS office in Lillooet is on fire evacuation alert; the new vehicle will be ready for possession soon and will require outfitting; the RCMP counter attack summer program did not work out in the STPS member schedule; liability insurance is not available for unsanctioned events in the communities; the Bulls and Barrels event in Lil'wat is an event that the Chief Officer will discuss with Lil'wat Nation; the Chief Officer will meet with the Sergeant in Mount Currie to discuss Block Two and the two recruit candidates; the Board members are encouraged to circulate the COP program information hand-out to interested community applicants;

**Item #9: Board Chair Report**

- the Board Chair attended the Finance Committee meeting where the financial statements were reviewed and recommended to the Board; the Board Chair attended the Policy & Governance Committee meeting where the Board Governance Manual was reviewed, revised and recommended to the Board; the Board Chair will be absent from the community mid-October to mid-December; the Chair will be available by email during that period of time;

**Item #10: Executive Assistant to the Board Report**

a) Monthly report for July 2021;

**Item #11: Correspondence & Information**

- please refer to the emails that were distributed and forwarded to the board over the last month;

**Item #12: New & Other Business**

- a) Open House on September 16, 2021; Lil'wat Nation has requested that it be held as an outdoor event and not inside the Ullus Community Centre; the STPS was encouraged to not delay the ceremony as it's been a long time coming; the guest list has under 80 invitees; included are 18 STPS staff, 1 consultant, 10 board members, 1 executive assistant, 10 St'at'imc Chiefs Council chiefs (including Xwisten), 11 Lil'wat Chief and Council, 2 Lil'wat staff, 7 Murphy Construction staff, 3 Base Wireless staff, 5 provincial representatives including Glen Lewis, PSSG Associate Director, and, the Honourable Mike Farnworth, PSSG Minister, 5 Federal representatives including the regional director of BC/North, 2 RCMP, 4 performers including Lil'wat cultural chief, dancer, youth and smudger; expected are another 50 drop-ins from the community; the Mount Currie Sergeant has received news of a totem being donated to the office but it won't be available in time for the ceremony; a flag pole will need to be constructed for the flag-raising;
- b) Closing Ceremony; the old Mount Currie office building will be celebrated by its staff only; the ceremony will not be a public affair; rather, it will be more of a protocol to bring its service to an end;
- c) COP program; the STPS has circulated the COP Info Sheet to the board members; board members can share the sheet with their community members; the community interest list is completed and the Executive Assistant has forwarded it to staff; staff is waiting to meet with the communities' interested participants;
- d) Speed Watch program; Speed watch is an ICBC program: it is a sponsored educational program aimed at reducing incidents of speeding; this program not only provides awareness to drivers who are speeding, but it also provides valuable data to the RCMP and ICBC on areas where speeding is a significant problem;

e) CAPG 32<sup>nd</sup> Annual Conference; September 28-30, 2021; Reimagining Community Safety and Wellbeing - Inspiring Change; the Board decided to neither join as a member of CAPG nor attend the CAPG conference;

f) FNPGC 7<sup>th</sup> Annual Conference; September 27, 2021; Peace-keeping In First Nations Communities - Governing for Community Safety, Wellbeing and Good Relations; the Board has chosen for all of its board members to attend the event;

g) Samahquam Chief and Council has new members; there is a possibility that board member Howie Smith will be replaced with a new representative in the near future;

**Item #13: Public Question Period**

- none;

**Item #14: In-Camera**

- in-camera took place during this meeting from 11:51 to 11:52;

**Item #15: Motion to Adjourn at 11:53 hours on August 19, 2021**

**Motion #6 2021-08-19:**

Moved by STPS board member Verne Adrian, second by board member Trish Andrew, to adjourn the meeting at 11:53 hours on August 19, 2021.

**All in favour/CARRIED**

**Next meeting** on Thursday September 16, 2021 in Mount Currie;

## Action Items

1	<u>Action Item #7 2020-12-17</u> Send copy of RCMP MOU to board members once its finalized	D Doss-Cody, CO	Ongoing
2	<u>Action Item #4 2021-06-17</u> Upload quarterly financial statements to the website	S Sumariwalla, Executive Assistant to the Board	Completed
3	<u>Action Item #3 2021-07-15</u> Human Resources Committee member to meet with Executive Assistant to the Board on Wednesday September 15, 2021 at 3 PM	P Mitchell, Vice S Sumariwalla, Executive Assistant to the Board	Completed
4	<u>Action Item #4 2021-07-15</u> Alert the ten participating St'at'imc communities about the upcoming Online Reporting links once they go live	S Sumariwalla, Executive Assistant to the Board	Ongoing
5	<u>Action Item #1 2021-08-19</u> Choose a location for the Strategic Planning session scheduled for Wednesday September 29, 2021	R Barley, Chair	Completed
6	<u>Action Item #2 2021-08-19</u> Distribute to board members the Strategic Planning session details and information	S Sumariwalla, Executive Assistant to the Board	Completed
7	<u>Action Item #3 2021-08-19</u> Amend Board Governance Manual pages 99 and 103	S Sumariwalla, Executive Assistant to the Board	Ongoing
8	<u>Action Item #4 2021-08-19</u> Attach 10 policies to the next board meeting package;	S Sumariwalla, Executive Assistant to the Board	Completed