

NELSON POLICE BOARD — OPEN MEETING AGENDA

Date: February 4 2026

TIME: 1630 hours

PLACE: Nelson Police Department Boardroom

SUBJECT	DISCUSSION INFORMATION APPROVE	PERSON RESPONSIBLE	ATTACHMENTS
1. Call to Order/Opening Remarks		Chair	
2. Territorial Acknowledgement		Chair	
3. Approval of Agenda of February 4 2026 Proposed Resolution: That the Nelson Police Board accepts the agenda as circulated.	APPROVE	Board	
4. Adoption of Minutes Proposed Resolution: That the Nelson Police Board accepts the minutes of January 7, 2026 as presented.	APPROVE	Board	✓
5. Business Arising from Previous Minutes 5.1 WorkSafe top up wording Proposed Resolution: That the Nelson Police Board approves the workers' compensation supplement wording as presented.	APPROVE	M. Abel	✓
5.2 Nelson Police Board Policy and Procedure Framework Item deferred until after meeting with NPB Governance Committee and Chief Constable	INFORMATION	Board	✓

6. Public Input / Delegations	N/A		
7. Correspondence	N/A		
8. Chief Constable's Report Proposed Resolution: That the Nelson Police Board approves the Chief Constable's report as presented.	APPROVE	Chief	✓
9. Inspector's Operational Report Proposed Resolution: That the Nelson Police Board approves the Inspector's report as presented.	APPROVE	Inspector	✓
10. Financial Reports (quarterly and annual)	N/A	Chief	
11. Committee Reports			
11.1 Finance & Budget	N/A	E. Harris	
11.2 Governance, Policy and Risk Management Proposed Resolution: That the Nelson Police Board approves the Governance, Policy and Risk Management Committee terms of reference as presented. 11.2.i Develop process for service and policy complaints and work with the NPB Community Engagement Committee to arrange public consultation. 11.2.ii NPB Governance Committee will provide oversight to the NPB Technology and Modernization Committee	APPROVE	C. Deynaka	✓
11.3 Human Resources and Labour Relations Proposed Resolution: That the Nelson Police Board approves the Human Resources and Labour Relations Committee terms of reference as presented.	APPROVE	M. Abel	✓
11.4 Community Engagement, Outreach and Communication Proposed Resolution: That the Nelson Police Board approves the Community Engagement, Outreach and Communication Committee terms of reference as presented.	APPROVE	K. Bennett	✓
11.5 Technology and Modernization	N/A		
11.6 BC Association of Police Boards	INFORMATION	E. Harris	

12. NPD Policy Review	INFORMATION		
II.B.120 Missing Persons and II.D.250 Sexual Offences policies have been provided to the Governance Committee for review to ensure compliance with policing standards.			
13. Regulatory Updates	N/A		
14. New Business	N/A		
15. Adjournment and Date of Next Meeting Proposed Resolution: That the Regular meeting of the Nelson Police Board be adjourned, and the next meeting be held on March 4 2026 at 4:30 pm.	APPROVE	Board	

SUMMARY OF ACTIONS FROM PREVIOUS MONTH MEETING			
		Who	By When
1.			
2.			



THE CORPORATION OF THE CITY OF NELSON
Minutes of the Nelson Police Board REGULAR Meeting

Nelson, British Columbia
January 7, 2026

THE NELSON POLICE BOARD REGULAR MEETING was held in Nelson Police Boardroom, 606 Stanley Street, on January 7, 2026 at 4:30 p.m.

PRESENT Director Christine Deynaka, Chair
Director Eric Harris, Vice Chair
Director Marta Abel
Director Karen Bennett
Director Devon Caron
Mayor Janice Morrison

Chief Constable Donovan Fisher
Inspector Jason Jewkes
Board Secretary Shiloh Perkins

**Consent
Agenda** Moved by Director Harris, seconded by Director Bennett,
And Resolved:
*That the Nelson Police Board accepts the Consent Agenda with the exception
of the EDI letter and meeting minutes which were pulled for further discussion.*

CARRIED

**Nelson Police
Board
Committees** See attached for updated Board Committee list.
Provide Committee meeting dates to all Board Directors so that they can attend/participate in all.

**WorkSafe Top
Up for Exempt
Staff** The WorkSafe top up wording has been referred back to the Board's HR Committee for follow up. Discussion included:

- Why is this the preferred solution?
- Was wording looked at by legal?
- Clarify wording - who is this in agreement with?
- Will this decision be retroactive to Jan 1 2026?

Chief Constable Report	<p>Chief's report is attached to the minutes.</p> <p>Moved by Director Bennett, seconded by Director Caron,</p> <p>And Resolved:</p> <p>That the Nelson Police Board receives and accepts the Chief Constable's Report as presented.</p>
<u>CARRIED</u>	
Nelson Police Policy Update	<p>Nelson Police Board Policy and Procedure Framework document will be brought forward to the February meeting for further discussion.</p> <p>Query- Are NPD policies available to the public on our website. Not currently, but could be requested through FOIPPA.</p>
Youth Prevention and Community Trust Officer	<p>Cst Lisa Schmidtke was the successful candidate for the Nelson Police Department's Youth Prevention and Community Trust (Y-PACT) officer under the federal Gun and Gang Violence Action Fund (GGVAF), administered by the Province of British Columbia.</p>
Victim Services and Restorative Justice update	<p>Victim Services files include a sudden death file and an intimate partner violence file. Restorative Justice has welcomed three new facilitators.</p>
Directors' Reports	<p>Nothing discussed under the Directors' reports.</p>
Equity, Diversity and Inclusion Letter	<p>This letter to the Board from Eleanor Stacey will be brought forward to the February Board meeting for further discussion. The EDI Committee will meet later in January.</p>
EDI Minutes	<p>It is noted that the grant application for funding cultural sensitivity training will include NPD staff.</p>
Adjournment	<p>Moved by Director Harris, seconded by Director Abel,</p> <p>And Resolved:</p> <p>Recommendation: That the Regular meeting of 2026 of the Nelson Police Board be adjourned, and the next meeting be held on February 4 2026 at 4:30 pm.</p>
<u>CARRIED</u>	

CERTIFIED CORRECT:

Chair

Secretary

Nelson Police Board Committees

Updated: January 7 2026

Finance and Budget Committee

Chair: Director Harris
Director Caron
Chief Constable Fisher
Inspector Jason Jewkes

Nelson Police Board Governance, Policy and Risk Management

Chair: Director Deynaka
Director Abel

Human Resources and Labour Relations Committee

Chair: Director Abel
Director Harris
Director Deynaka

Community Engagement, Outreach and Communications Committee

Chair: Director Bennett
Director Caron
Mayor Morrison

Technology and Modernization Committee

Chair: Director Deynaka

BCAPB Executive Representative

Director Harris

Note: *Board Chair is ex-officio for all Committees.*



NELSON POLICE DEPARTMENT CHIEF CONSTABLE REPORT

DATE: 2026-01-07

MEETING: Open In Camera

BC Association of Municipal Chiefs of Police/ BC Association of Chiefs of Police (BCAMCP/BCACP)

- No meetings since last update

Community Safety Officer / General Staffing Updates

- Transition to CSO Harm Singh, as CSO Emily Taburiaux will be sworn in tomorrow as our newest police recruit officer, and she will be on her way to the JIBC to start training next week.
- Exempt Cst. Tommy Blakney was sworn in mid-December and has completed his onboarding and has been fully operational since late December

Strategic Plan

- Quarterly document being developed and will be presented to the Board next month.

Workers' Compensation Supplement

Where the Nelson Police Chief Constable, Deputy Chief or Inspector (Exempt Staff) is required to undertake front line Officer duties and as a result is in receipt of WorkSafeBC temporary wage-loss benefits for a compensable injury due to that work, the Board may provide a supplemental payment to approximate the Exempt Staff Member's normal net take-home pay, based on regular salary and standard deductions. This supplement may be provided for up to one (1) year, at the Board's sole discretion, on the condition that the Exempt Staff Member's accumulated sick leave will first be used for any top- up to wages and further, that the Board's decision on length of top-up will be informed, from time to time, by information such as:

- A. Medical reports
- B. WorkSafe assessments
- C. Anticipated return to work date, and/or
- D. Conversion of claim to vocational rehabilitation or permanent disability benefits

The Exempt Staff Member shall remit all WorkSafeBC wage-loss payments to the Board or City of Nelson, as directed. This provision applies only while temporary wage-loss benefits are being paid.



NELSON POLICE BOARD

Nelson Police Board (NPB) Policy and Procedure Framework

Introduction

This document outlines the policy and procedure framework for the Nelson Police Board. These are the rules per Section 28 of the *BC Police Act*.

[This framework contemplates the establishment of a Governance and Policy Committee to support the Board in its policy role. If the NPB does not wish to establish a committee, there exists the current model of using the full board in the in-camera sessions to edit policies prior adding them to Rise and Report in a public meeting.]

Policy Framework

1. The Board has exclusive authority to approve and issue rules (including, but not limited to, policies published as Nelson Police Policy ('Policy') and as its Board Governance Manual), providing direction and establishing duties, respecting:
 - (a) the administration of the Nelson Police Department,
 - (b) the prevention of neglect and abuse by its municipal constables and special municipal constables, and
 - (c) the efficient discharge of duties and functions by the Nelson Police Department and its constables.Once issued, Policy becomes a lawful order.
2. The Policy issued under paragraph (1) of this rule, must, where relevant to the circumstances:
 - (a) meet or exceed all legislative requirements and standards;
 - (b) promote cost-effective and innovative delivery of services;
 - (c) consider and take into account the unique relationship and history between Indigenous Peoples and police, and where appropriate engage with local Indigenous organizations and leaders on policies and procedures that could disproportionately impact them;

- (d) promote Nelson Police's commitment to equitable, impartial, bias-free service delivery;
- (e) enhance public trust and police legitimacy in the development of its policies and procedures through, where appropriate:
 - (i) external consultations including but not limited to: the community, unions, health partners, interested parties within Government, the Nelson Police Association, independent oversight bodies, and police and police board associations;
 - (ii) consultations with Rights Holders;
 - (iii) environmental scans of current operating practices;
 - (iv) the application of an Equity, Diversity and Inclusion lens;
 - (v) legal research and analysis of relevant law;
 - (vi) feedback from operational and legal subject matter experts; and/or,
 - (vii) a review to ensure policy meets relevant Provincial Policing Standards.
- (f) consider and address all privacy implications;
- (g) ensure that the prescribed use of any technology or equipment complies with applicable law, and the guiding principles of justifiability, privacy, transparency and reliability; and,
- (h) ensure that personnel are sufficiently updated and trained on new or amended policies and procedures within a reasonable and legislatively prescribed timeframe.

3. The Chief Constable may issue the following, which when issued establish duties and are lawful orders, to enable operationalization of the Board's Policy:

- (a) procedures;
- (b) directives;
- (c) standards;
- (d) guidelines; and
- (e) standing orders.

4. Although the Chief Constable is responsible for developing and establishing Policies that meet the rules set by the Board, the development or revision of some Policy requires a coordinated effort between the Board and the Nelson Police. The development of or revisions to such Policy should be brought to the Board for review and approval if it:

- (a) is likely to generate public interest or debate;
- (b) represents a departure from the goals of the strategic plan;
- (c) disproportionately impacts a specific community or community group; or
- (d) may have a significant impact on the budget.

The principles in this paragraph are deemed to apply to any lawful orders that, as required by law, require Board approval.

5. It is the discretion of the Chief Constable to determine whether a new Policy or other lawful order or revision to the same meets the criteria to be brought to the Board for review and approval.
6. New or revised policies not reviewed and approved by the Board will be presented to the Board for information, including a summary and rationale. The Board has the opportunity to request more information about any new Policy or amendments in the summary report.
7. If the Board is made aware of a potential or apparent gap in Policy or other lawful order through a Service or Policy complaint, a recommendation by the Police Complaints Commissioner, the Human Rights Tribunal or through an as-needed audit, the Board shall review the relevant policy or other lawful order and determine if any action is required by the Board. This action may include, but is not limited to:
 - (a) requesting either a verbal or written briefing or report from the Nelson Police;
 - (b) requesting a review and report-back from the Nelson Police on any potential changes to the policy or other lawful order in question;
 - (c) requesting the Nelson Police undertake community consultations;
 - (d) consulting with Board associations, the Province, or other external entities;
 - (e) seeking external legal counsel or subject matter expert opinion separate from the Nelson Police;
 - (f) requesting the Nelson Police seek legal counsel or subject matter expert opinion; and/or,
 - (g) referring the review of a policy or other lawful order to the Governance and Policy Committee, or the full board in the absence thereof, to work in consultation with the Nelson Police to update and amend if applicable.
8. Any action taken by the Board in reviewing or approving a Nelson Police Policy or other lawful order must not interfere with specific operational decisions or tactics, must not interfere with any relevant legislation or statutory authority, must respect the opinion of subject matter experts, and shall be done in consultation with the Chief Constable or their delegate.
9. Policy and other lawful orders that are set to come before the Board for approval shall first come to the Governance and Policy Committee for review and discussion. The Chair of the Governance and Policy Committee will determine whether and when such Policy or lawful order will be presented to the Board for approval. Unless the topic or content meets the criteria set out in Section 69(2) of the *Police Act* for meeting

privately, the Board shall consider new Policy or lawful orders, or significant revisions to the same, in a meeting open to the public.



NELSON POLICE DEPARTMENT

CHIEF CONSTABLE REPORT

DATE: 2026-02-04

MEETING: Open In Camera

STRATEGIC DIRECTION #1 – PEOPLE AND CULTURE

	2026 OBJECTIVES	STATUS
EMPLOYEE SUPPORTS	<p>Implement Enhanced Mental Health Support</p> <ul style="list-style-type: none">Reminder sent out reminding NPA members of requirement under CBA for annual physical and mental health wellness appointmentsObjective is to have 100% Compliance/Reporting by year end 2026Strengthening Peer Support Group <p>Assess Succession Plans</p> <ul style="list-style-type: none">Determined areas where no cross-training existsIdentify personnel/positions where there is potentially a vacancy in the next year and the next 5 yearsIdentified interest for cross training/potential candidate for future spotsNew position (Admin Support) requested in the 2026 budget, job description complete, Job Posting will be out in the next two weeksAdmin Support position will include Court Liaison Officer (CLO) cross training/	<ul style="list-style-type: none">20% CompleteComplete0%30% Complete In-Progress

	<p>succession planning, support of Executive Assistant position and duties</p> <ul style="list-style-type: none"> Met with IT Manager and CFO in relation to IT Support, as well as identifying in-house vs IT Dept responsibilities to plan for future needs Plan implemented to fill vacant Deputy Chief position for department 	
PERFORMANCE MANAGEMENT	<p>Position Specific Gap Analysis</p> <p>Update Position Descriptors</p> <ul style="list-style-type: none"> Job Descriptions reviewed/completed for each position in the department Supervisors working on Annual Performance Appraisals (APAs) for all members Strength Map Benchmarks being developed to assess department needs and capacity 	<ul style="list-style-type: none"> 20% Complete 80% Complete In Progress
EMPLOYEE DEVELOPMENT	<p>Opportunities for Professional Development</p> <p>Leadership Development</p> <ul style="list-style-type: none"> Learning Plans (in APA) completed for all employees and with Training Officer (TO) to assess staff interests and requests in relation to department needs. TO will complete training schedule for the year Several members selected for special project, with specific role/skills developed 	<ul style="list-style-type: none"> In Progress In Progress 30% complete

STRATEGIC DIRECTION #2 – COMMUNITY ENGAGEMENT

	2026 OBJECTIVES	STATUS
INCLUSIVITY	<p>Partnerships & Collaboration with Community Stakeholders</p> <ul style="list-style-type: none"> Work with the EDI Committee, developing strategies and recommendations for the NPD Chief Fisher met with ED of Nelson Cares, late 2025 Conversation with a Cop. Insp. Jewkes attended Anchors in January and met, spoke with numerous people Chief Fisher attended the Indigenous Engagement Requirements Municipal 	<ul style="list-style-type: none"> 30% Complete Ongoing

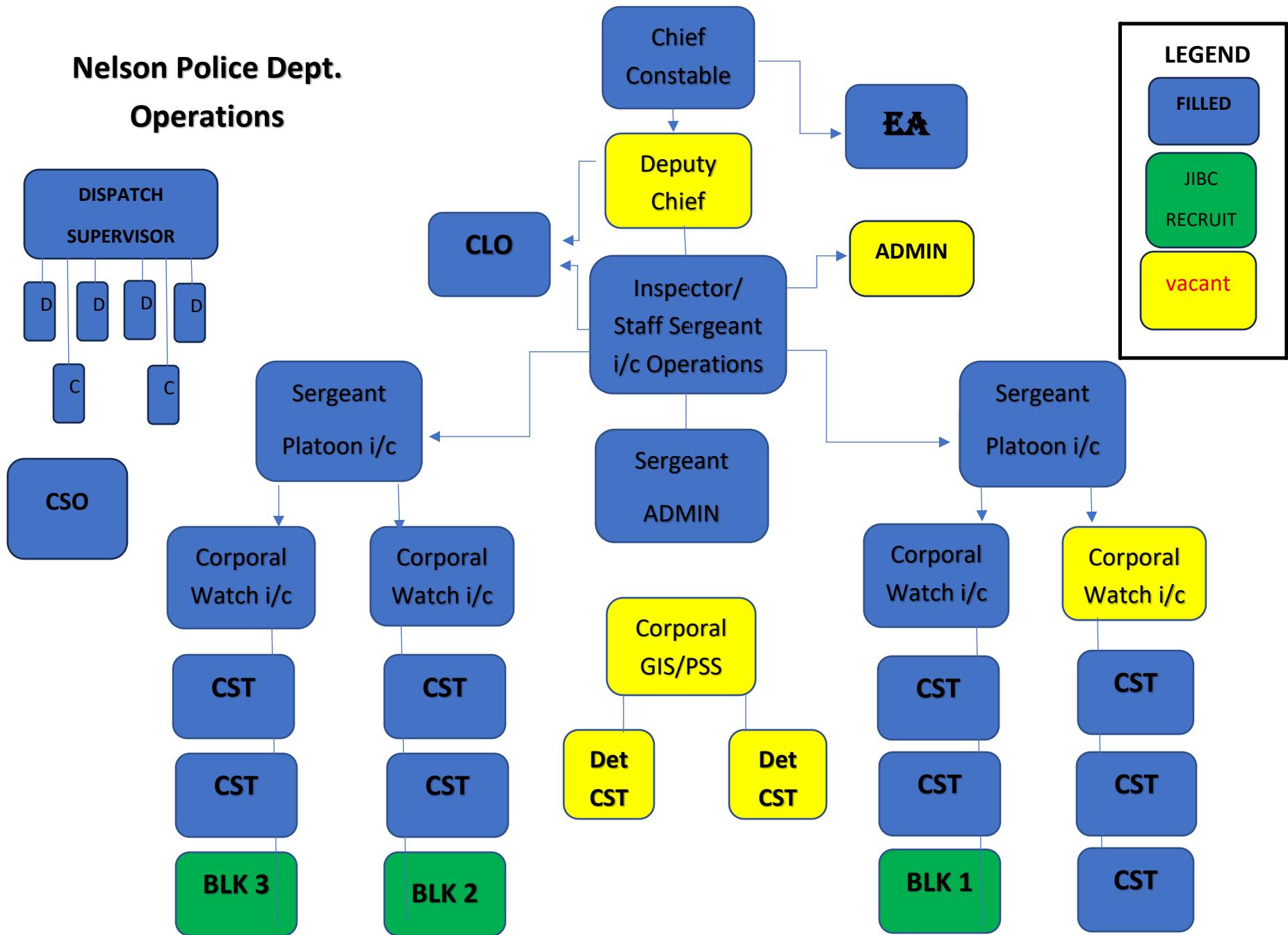
	<p>Partners Needs Assessment working group</p> <ul style="list-style-type: none"> • Semi-Annual town hall meeting with the Chamber of Commerce and its members 	
COMMUNITY POLICING	See Inspector Report	
COMMUNICATION OUTREACH	<p>Develop Annual Communication Plan</p> <ul style="list-style-type: none"> • Quarterly internal updates from the Chief • Work with NPB Committee/Director of external/community coms plan 	<ul style="list-style-type: none"> • Ongoing
JANUARY		

STRATEGIC DIRECTION #3 – MODERNIZATION

	2026 OBJECTIVES	STATUS
FACILITIES AND EQUIPMENT	<ul style="list-style-type: none"> • Met with the CoN Facilities Working Group, discussed current needs of the city and the NPD • Reviewing the benefits of a professional facilities needs assessment for the NPD • Report and presentation completed for city counsel related to overall city facilities – requested report/presentation to NPB • 	<ul style="list-style-type: none"> • Complete • 20% Complete • 90% Complete • 80% Complete
INNOVATION	<p>Internal Innovations Advisory Group</p> <ul style="list-style-type: none"> • Preliminary discussions with employees on potential interest in participating/submitting ideas <p>Innovation Evaluation/ Implementation – 1/year</p> <ul style="list-style-type: none"> • Implementation of a new payroll system to improve accuracy and efficiency • Online Criminal Records Checks, available for volunteering and employment purposes • Automated License Plate Readers (ALPRs) – Equipment received and installed, working on set up, training and implementation 	<ul style="list-style-type: none"> • 10% Complete • 90% Complete • 90% Complete • 80% Complete

		<ul style="list-style-type: none"> • 80% Complete
ANALYTICS	<p>Develop a Risk Register to Inform Priorities</p> <p>Increase Use of Data Analytics</p> <ul style="list-style-type: none"> • Use of 'Heat Mapping' ability in PRIME to assess crime trends, hot spots and assigned targeted patrol priorities • Crime type assessments, to determine focus on education and crime prevention strategies 	<ul style="list-style-type: none"> • 50% Complete • 30% Complete

Nelson Police Dept. Operations





NELSON POLICE DEPARTMENT INSPECTOR's REPORT

DATE: February 4, 2026

MEETING: Open In Camera

Y-PACT (Youth Prevention and Community Trust) Constable

[Note: Funding from the federal Gun and Gang Violence Action Fund (GGVAF), administered by the Province of British Columbia]

- Working with an at-risk youth shoplifter
- Restorative Justice for an arson
- Planning School Presentations – Healthy Relationships & Cyber Bullying
- Working on restarting the P.A.R.T.Y Program with the High School
- Working on restarting the District Violence Threat Assessment Team
- Coffee with a Cop at Ankors
- Attended the following courses: Combating Online Child Sexual Exploitation & Behavioural and Digital Threat Assessment (Safer Schools Together)
- Coordinating the Pipeline Course for NPD (The course is focused on improving police ability to identify and investigate drug-courier activity, using lawful, intelligence-based-methods)
- Collaborating with community partners Nelson Mental Health, Nelson Fire Rescue, BCAA, and S.K.Y (Safe Kids & Youth)
- Working with Special Olympics – Road hockey Thursday at 5:30pm

Community Safety Officer

- CCTV Canvas
- Media Release and Increase on Social Media Posts
- Created pamphlet regarding found property and distributed it to the local businesses
- Foot Patrols – vulnerable people, intervened in a dispute and called members
- Coffee with a Cop – Rail Town Café
- Created database for blueprints of all the local schools
- Ride-along with members
- Non-Criminal Fingerprints

Victim Services

- 32 new cases in January
- Travelled to Nakusp, and New Denver to meet three clients

Restorative Justice

- One file proceeded through Facilitation (Y-PACT member assisted in a quick resolution, which was required in this case)
- Currently onboarding 1 new facilitator and two more are in the process
- Training plan put in place for new facilitators to keep them engaged

Files of Note

- On January 11, 2026, at approximately 3:30 p.m., officers conducted a traffic stop on Baker St involving a suspected impaired driver. The officer observed the male driver displaying signs consistent with impairment and administered Standardized Field Sobriety Tests (SFST). As a result, the driver was arrested for impaired driving.

The driver was subsequently evaluated by a Drug Recognition Expert (DRE), and a bodily sample was obtained. A search of the vehicle, conducted incident to arrest, resulted in the seizure of the following:

- 583 grams of cocaine
- 46 grams of methamphetamine
- 53 Xanax pills
- 60 doses of lysergic acid diethylamide (LSD)
- 5 grams of fentanyl
- Over \$4,000 in Canadian currency

The driver was released from custody pending further investigation. The investigation remains ongoing and is focused on impaired driving and possession for the purpose of trafficking. Of note, the initial officer had just completed the SFST training and the second officer

- On January 28, 2026, at approximately 12:50am, officers were on patrol and observed a vehicle stopped with the brake lights on and the engine running on Government Rd. Officers located a female asleep in the driver's seat. Officers woke the female and observed signs consistent with impairment and administered SFST. As a result, the driver was arrested for impaired driving.

The driver was subsequently evaluated by a Drug Recognition Expert (DRE), and a bodily sample was obtained. A search of the vehicle, conducted incident to arrest, resulted in the seizure of the following:

- Approximately 70 grams of methamphetamine
- A few hundred new dime baggies

The driver was released from custody pending further investigation. Officers are exploring charges of Impaired Driving and Possession for the Purpose of Trafficking.

- **Community Safety and Targeted Enforcement Program (C-STEP)**

Project Footloose

Project Footloose was completed last week as part of the Community Safety and Targeted Enforcement Program (C-STEP). During the project, officers completed an additional 96 hours of foot patrols focused on the downtown core.

Throughout the project, officers undertook the following enforcement and response activities:

- Arrested one female on an outstanding warrant
- Issued one violation ticket under the *Motor Vehicle Act*
- Issued three violation tickets under the *Liquor Control and Licensing Act*
- Issued seven warnings under the *Liquor Control and Licensing Act*
- Assisted with calls for service, including an overdose, Mental Health Act, well-being checks, assaults, mischief, and protest-related incidents
- Collaborated with community partners, including Nelson Mental Health, ANKORS, Stepping Stones, Salvation Army, and Victim Services

Community Feedback

As part of the project, the Community Safety Officer conducted an informal questionnaire with 43 downtown businesses regarding the increased foot patrol presence. The following feedback was received:

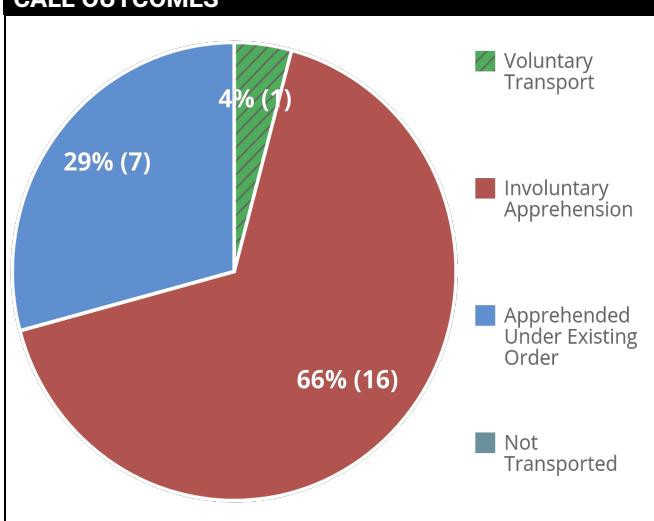
- 37 businesses indicated that increased foot patrols are beneficial
- 3 businesses indicated that increased foot patrols are not beneficial
- 3 businesses were unsure
- 11 businesses reported noticing an increase in police presence downtown
- 15 businesses reported a decrease in street disorder over the past few months
- 4 businesses reported an increase in street disorder over the same period
- 3 businesses reported no change
- 7 businesses reported that police have been responsive and helpful when assistance was needed

Inspector Jason Jewkes

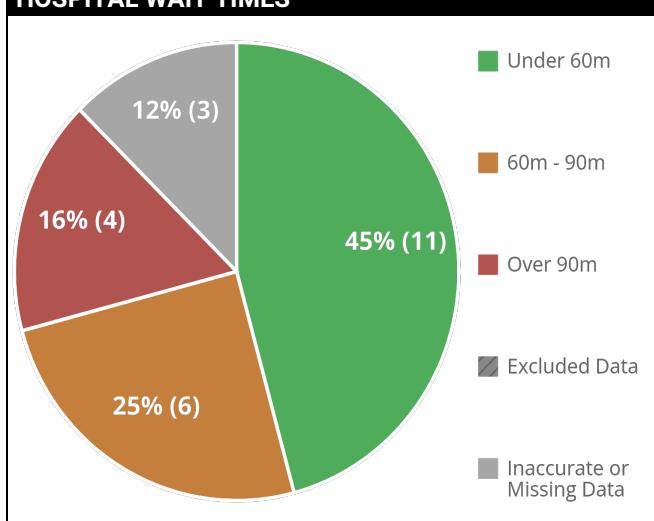
SUMMARY STATISTICS

INDIVIDUALS	MH CALL VOLUME	WAIT TIME AVERAGE		
18	24 Calls	0h 53m		
Contact Frequency		Highest Volume	Longest Wait Times	
Chronic Presentations	4 individuals	FRI 2026-01-16 (3 Calls)	2h 41m	2026-79
Repeat Presentations	5 individuals	TUE 2026-01-20 (3 Calls)	1h 52m	2026-88
New Presentations	9 individuals	THU 2026-01-15 (2 Calls)	1h 40m	2026-276
		THU 2026-01-29 (2 Calls)	1h 38m	2026-197
		WED 2026-01-07 (2 Calls)	1h 19m	2026-264

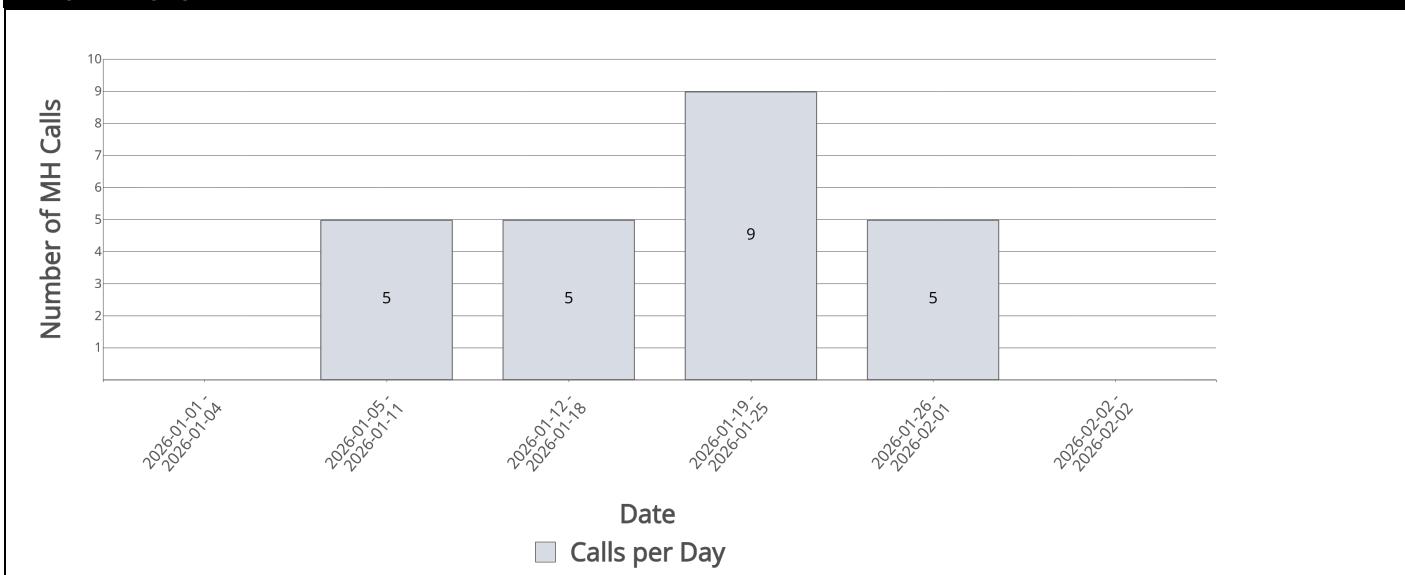
CALL OUTCOMES



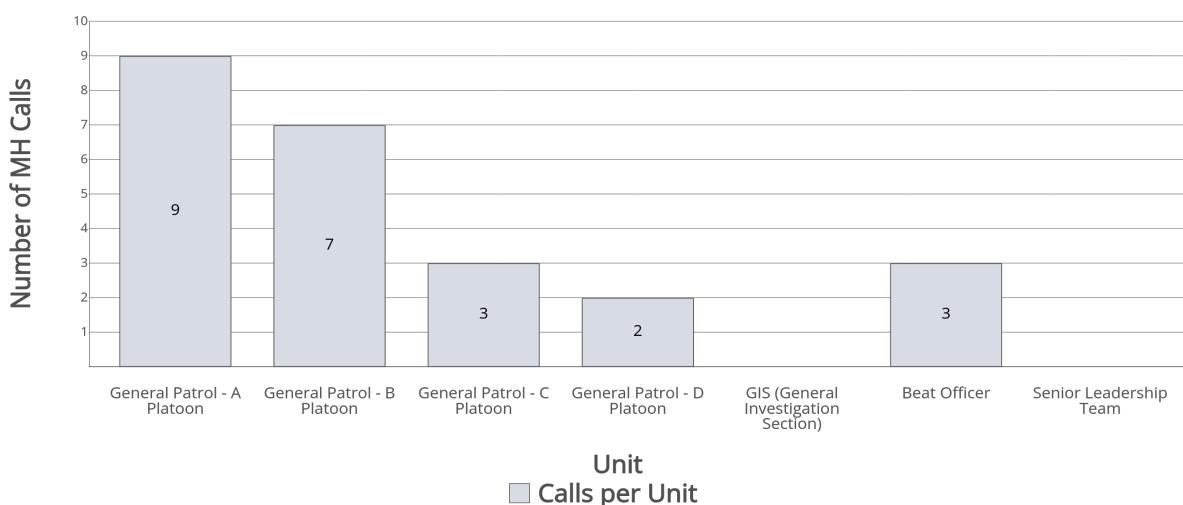
HOSPITAL WAIT TIMES



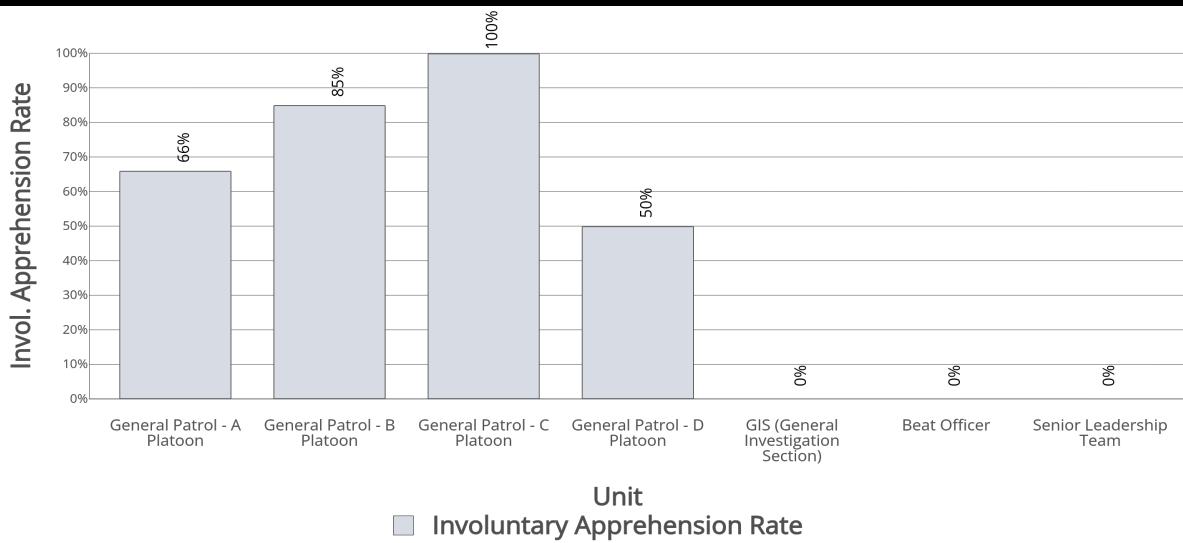
MH CALL VOLUME BY DAY



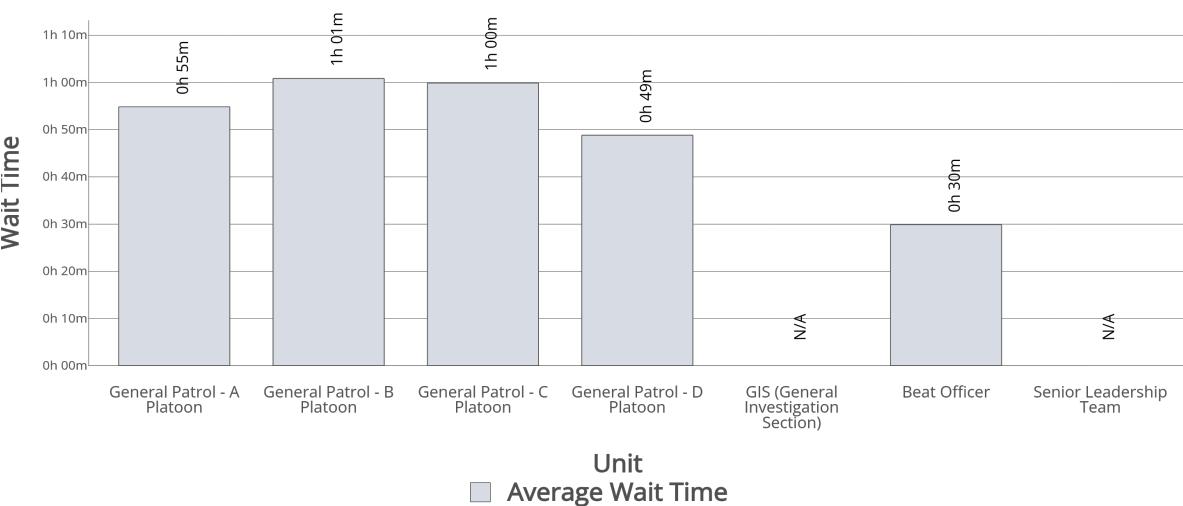
MH CALL VOLUME BY UNIT



INVOLUNTARY APPREHENSION RATE BY UNIT



HOSPITAL WAIT TIMES BY UNIT



Note: Excludes 3 records with inaccurate or missing wait time data

NELSON POLICE BOARD GOVERNANCE COMMITTEE

1. PURPOSE

The purpose of the Nelson Police Board Governance Committee is to provide a focus on governance that will enhance the Board and Department's performance. The Committee assesses and makes recommendations regarding Board and Nelson Police Department (NPD) compliance and governance as per the *BC Police Act*, as amended from time to time, including supporting Board functionality and effectiveness and Member development. It may recommend Board Member appointment criteria to the Government for consideration when appointing Members.

2. COMPOSITION & OPERATIONS

- 2.1** The Committee shall be composed of two members or more appointed by the Board.
- 2.2** The Committee shall operate in a manner consistent with provisions of the *Nelson Police Board Policy Manual (Manual)*.
- 2.3** The Committee shall meet a minimum of quarterly each year.
- 2.4** The Committee shall meet at the call of the Chair, or by agreement of the Committee.
- 2.5** The Board Secretary shall consult with the Chair on the agenda development, be responsible for preparation and distribution of the agenda package and shall maintain a record of the meetings.
- 2.6** The Committee may invite such Board Members and outside parties, and in consultation with the Chief Constable such employees, as may be deemed desirable to attend meetings and assist in the discussion and consideration of the business of the Committee.

3. DUTIES & RESPONSIBILITIES

Subject to the powers and duties of the Board per the *Police Act* and applicable regulations and standards, the Committee shall:

- 3.1** Annually review the *Manual* by which the Board will operate and which guides the Nelson Police Department.
- 3.2** Consider and develop Board policies and procedures, as required from time to time, per the *Police Act*, including regulations and standards, as applicable (see attached Appendix) and any other relevant guidelines such as from the Office of the Police Complaints Commissioner.
- 3.3** Support the Board and NPD in development and execution of a Strategic Plan.

- 3.4** Support the Board and NPD in development and oversight of a Risk Register.
- 3.5** Conduct an evaluation of the Board's effectiveness on an annual basis. Using such tools as Board evaluations and peer reviews, evaluate the Board's performance considering best practices in the field of Board operations.
- 3.6** Develop recommendations regarding the qualities and skills for potential Board Members, taking into consideration the Board's short-term needs and long-term succession plans. Work with the Board Chair and NPD to ensure they have relevant information on vacancies, appointments and reappointments of Board members. When vacancies on the Board occur, ensure that the Board's needs are communicated to Ministry of Public Safety and Solicitor General (or equivalent) representatives and urge Board participation in the recruitment process.
- 3.7** Conduct Board Member orientation and ongoing development to assist Board Members in being fully prepared for their roles.
- 3.8** Assess the needs of the Board and its committees in terms of: frequency and location of meetings; agendas; discussion papers, reports and information; conduct of meetings. Each year, recommend an annual Board work program and calendar.
- 3.9** Recommend to the Board resolutions to be proposed at the AGM of the Canadian Association of Police Governance and the BC Association of Police Boards if scheduling permits. Where scheduling does not permit the resolutions to come forward to the Governance committee first, they shall go directly to the Board.

4. ACCOUNTABILITY

- 4.1** The Committee shall review the terms of reference for the Committee annually and make recommendations to the Board as required.
- 4.2** The Committee shall keep a record of its meetings, and the Chair shall provide written reports to the Board, or other reports to the Board as requested, on governance matters relative to the Board and Department.

Appendix A- *Police Act* Standards Checklists

NELSON POLICE BOARD HUMAN RESOURCES COMMITTEE

1. PURPOSE

- 1.1.** The primary function of the Nelson Police Board (NPB) Human Resources Committee (HR) is to assist the Board in its key responsibility of hiring, monitoring, and assessing the performance of the Chief Constable in fulfilling the Board's oversight responsibilities under the *Police Act*. This includes succession planning.
- 1.2.** The Chief Constable is the NPB's only employee; other common HR Committee activities may include:
 - Chief Constable Performance Management
 - Police Leader Hiring and Succession Planning
 - Recruitment and Retention Strategies
 - Personnel Exit Interviews
 - Workplace Culture, Health, and Wellness
 - Employee Surveys
 - Collective Bargaining

2. COMPOSITION AND OPERATIONS

- 2.1.** The HR Committee shall be composed of a minimum of two members, maximum of three, appointed by the Board.
- 2.2.** The HR Committee shall operate in a manner consistent with the Nelson Police Board Policy Manual, and in particular the NPB commitment to confidentiality.
- 2.3.** The HR Committee Board members will meet regularly to achieve its objectives.
- 2.4.** The HR Committee will meet, at minimum, quarterly with the Chief Constable and undertake an annual performance review of the Chief Constable.
- 2.5.** The HR Committee may need to meet more frequently if circumstances require.
- 2.6.** The HR Committee Chair will set the meeting agendas and ensure the written outcome of the meetings is reported to the Board in camera, in a timely manner.

3. DUTIES AND RESPONSIBILITIES

- 3.1.** Convene and lead a hiring committee for the Chief Constable position, as required.
- 3.2.** In the event that an interim or Acting Chief Constable, external to the department is required, then the HR Committee shall oversee the selection and performance of the person in that role, with input from the Chief Constable.
- 3.3.** Determine Chief Constable's probationary goals, manage review, make probationary recommendation to the Board.
- 3.4.** Determine annual performance goals, priorities and objectives for the Chief Constable based upon the NPB's Strategic Plan.
- 3.5.** Meet with the Chief Constable on a regular basis to discuss progress toward goals, priorities and objectives.
- 3.6.** Undertake Chief Constable annual performance review and inform the Board of results.
- 3.7.** Consult with the Board Finance Committee and Municipal HR Manager to recommend compensation changes to the Board, in conjunction with budget cycles, as applicable.
- 3.8.** In the event there are personnel issues related to the Chief Constable, the HR Committee may consult with the Municipal HR Manager or other third parties as it deems necessary or is otherwise required.
- 3.9.** Develop and annually review succession plans for the Chief Constable roles to ensure a robust leadership plan for the future of the NPD.
- 3.10** Work with Chief Constable to develop HR metrics to track progress toward alignment with the Strategic Plan.

4. REPORTING

- 4.1** Keep Board apprised of committee activities, in particular:
 - Outcome of any review process
 - Recommendations regarding goals, achievements, areas for improvement and compensation changes

5. ACCOUNTABILITY

- 5.1.** The HR Committee shall review the terms of reference for the committee annually and recommend changes to the board as needed.
- 5.2.** The HR Committee shall provide reports to the Board, or other reports to the Board as requested, on HR matters that are relevant to the Board and Department.

Committee name: HR Committee

Date of meeting: January 12, 2026

Who attended: Christine Deynaka, Eric Harris, Marta Abel

Topics discussed: Committee Terms of Reference

Decisions/Motions: Terms of Reference drafted

NELSON POLICE BOARD Community Engagement and Communications COMMITTEE

1. PURPOSE

- 1.1.** The primary function of the Nelson Police Board (NPB) Community Engagement and Communications Committee (CEC) is to assist the Board in its oversight responsibilities of community policing such as communications and outreach and gathering metrics to fulfill the Board's responsibilities under the *Police Act* or as otherwise deemed necessary.

2. COMPOSITION AND OPERATIONS

- 2.1.** The CEC Committee shall be composed of a minimum of two members appointed by the Board.
- 2.2.** The CEC Committee shall operate in a manner consistent with the Nelson Police Board Policy Manual, and in particular, the NPB commitments to confidentiality.
- 2.3.** The CEC Committee Board members will meet, at minimum, quarterly to achieve its objectives.
- 2.4.** The CEC Committee may need to meet more frequently if circumstances require.
- 2.5.** The CEC Committee Chair will set the meeting agendas and ensure the written outcome of the meetings is reported to the Board, in a timely manner.
- 2.6.** The CEC Committee may invite such Board Members and outside parties, and, in consultation with the Chief Constable, such as employees, as may be deemed desirable to attend meetings and assist in the discussion and consideration of the business of the meeting.

3. DUTIES AND RESPONSIBILITIES

- 3.1.** Develop communications for the community and/or other audiences as needed.
- 3.2.** Gather information to understand community demographics, trends and concerns such as undertaking surveys or engaging with community partners or accessing third party information.
- 3.3.** Determine annual performance goals, priorities and objectives based upon the NPB's strategic plan.
- 3.4.** Meet with the Chief Constable on a regular basis to discuss progress toward goals, priorities and objectives related to the Strategic Plan or otherwise.
- 3.5.** Consult with other Board committees, as applicable.
- 3.6.** Engage with third parties, as deemed necessary, for Committee business.

4. REPORTING

4.1 Keep the Board apprised of committee activities, in particular:

- Outcome of any review process
- Recommendations regarding goals, achievements, areas for improvement and community concerns

5. ACCOUNTABILITY

5.1. The CEC Committee shall review the terms of reference for the committee annually and recommend changes to the board as needed.

5.2. The CEC Committee shall provide written reports to the Board, or other reports to the Board as requested, on CEC matters that are relevant to the Board and Department.

NELSON POLICE BOARD

Community Engagement Committee MINUTES

Wednesday, January 14, 2026 at 12:30 pm

In attendance: Karen Bennett, Christine Deynaka, Janice Morrison, Devon Caron

New Business

EDI Advisory Committee letter from E. Stacey – Christine was going to request that she attend the EDI Advisory Meeting set for the end of January.

Discussion on the Terms of Reference for the Committee. Document was completed and has been circulated to the committee for any changes.

Adjournment