

**JUSTICE AND PUBLIC SAFETY COUNCIL  
JUNE 5, 2013  
MEETING MINUTES**

**ATTENDEES**

- Chair:** Lori Wanamaker
- Present:** Lynda Cavanaugh, Jay Chalke, Tara Faganello, Richard Fyfe, Kevin Jardine, Sam MacLeod, Brent Merchant, Geoff Moyse, Clayton Pecknold, Bobbi Sadler
- Ex-officio:** Allan Castle, Jeff Groot, Carolyn Heiman, Nancy Pearson
- Regrets:** Joyce DeWitt-Van Oosten

**MINUTES**

**1. Approval of agenda**

The agenda was approved, with the addition of one item under other business.

**2. Progress towards statutory deliverables**

A schematic of key entities and processes created by the *Justice Reform and Transparency Act* (JRTA) was reviewed by members. The JRTA creates three entities: the Justice and Public Safety Council; Justice Summits; and Advisory Boards. The work of these three entities will inform and/or lead to the creation of the justice and public safety sector strategic vision and the annual sector strategic plans and performance reports.

Council discussed consultation and engagement with stakeholders in the development of the vision and sector plan.

**Decision/Action:**

- A draft engagement plan will be provided at the next Council meeting for approval.

**3. Justice Reform and Transparency Act Implementation**

Council reviewed and approved the draft Terms of Reference, with the requested revisions, which included:

- Quorum for Council actions, including, e.g. approvals, decisions, requests for information, and formal receipt of reports, shall be at least two-thirds, [insert] including the Chair, of the full membership (rounded upwards).
- (in the decision framework section) Council decisions will normally be taken by consensus. Where consensus cannot be reached but a decision in the view of the Chair is required, at the Chair's discretion the Council may vote on any particular matter, in which case a majority of ~~two-thirds of the full membership (rounded upwards)~~ [insert: those in attendance] is required.

- Update the membership list in Appendix 1 by removing Alan Markwart's name, who has retired.

Expansion of the Council to include representatives from non-government agencies was discussed. A draft proposal will be presented at the next Council meeting.

**Decision/Action:**

- The Terms of Reference were approved with edits.
- A draft proposal regarding expansion of the Council will be prepared.
- The Justice Summit Steering Committee membership list will be provided to Council.

**4. Other business**

Workplans for the Ministry of Justice's Business Intelligence Program and Simulation Model Project were presented as information items. Members were advised to contact the Secretariat with any questions.

**NEXT REGULAR MEETING**

Wednesday, July 3, 2013 – 1:00 to 3:00