



VICTORIA FAMILY COURT & YOUTH JUSTICE COMMITTEE
Notice of Meeting on Thursday, January 22, 2026 at 11:35 am
Boardroom, 6th Floor, 625 Fisgard Street, Victoria, BC

Meeting to be conducted electronically and in-person.

1. Territorial Acknowledgement

2. Welcome and Introductions

3. Approval of the Agenda

Recommendation: That the agenda for Victoria Family Court and Youth Justice Committee meeting of January 22, 2026 be approved.

4. Adoption of Minutes

4.1. Minutes of the Victoria Family Court and Youth Justice Committee Meeting of October 23, 2026

Recommendation: That the minutes of the Victoria Family Court and Youth Justice Committee meeting held October 23, 2025 be adopted as circulated.

4.2. Notes of the Victoria Family Court and Youth Justice Committee Steering Committee meeting of January 8, 2026

Recommendation: That the Victoria Family Court and Youth Justice Steering Committee notes of January 8, 2026 be received for information.

5. Chairperson's Remarks

6. Presentations/Delegations (10 minutes maximum per item)

6.1. Resource Agencies (if in attendance)

7. Committee Business

7.1. Committee Orientation and Qualification Matrix Overview

8. Sub-Committee Business

8.1. Priorities and Grants (M. McLean)

8.2. Capital Region Action Team for Sexually Exploited Youth (B. McElroy)

8.2.1. CRAT Meeting Notes of January 13, 2026

8.2.2. MYST Update

8.3. Family and Youth Matters (R. Stanton)

8.4. Court Watch (M. Little)

8.5. Communications (J. Bateman)

8.5.1. Future Meeting Speakers

9. Treasurer's Report

10. New Business

11. Correspondence

12. Notice(s) of Motion

13. Roundtable

14. Adjournment

Next meetings:

VFCYJC Regular Meetings 2026

- Thursdays; June 26 and October 23, 11:30 to 1:30 pm to be held in person or online via Zoom.

Steering Meetings

- Thursdays, June 12 and October 9, 11:30 to 12:30 pm via Zoom.



**Minutes of the Victoria Family Court and Youth Justice Committee meeting held
Thursday**

October 23, 2025, CRD Boardroom, 6th floor, 625 Fisgard Street

PRESENT:

Committee Members: M. Little (Chair), K. Guiry (Vice Chair), J. Bateman, S. Kim, K. Marshall, (EP), Bill McElroy, M. McLean, R. Stanton, T. O'Keefe, (EP), E. Paterson, S. Riddell (EP), T. Vanwell, C. Day, (EP).

Staff: T. Pillipow, Senior Committee Clerk, Legislative Services; S. Carey, Senior Manager Legal and Risk; T. Pillipow, Senior Committee Clerk, Legislative Services; M. Essery, Recording Secretary, (EP).

Regrets: C. Lervold, Misty Olsen, Mary Wagner, K. Armour, D. Brown, C. Chaytors, A. Holeton, S. Rapoport,

M. Westhaver.

Guests: Integrated Mobile Crisis Response Team: Island Health's Lorraine Bates (Manager, Mental Health and Substance Use) and Debra Johnsen (Coordinator, Crisis Response & Outreach Services); Mobile Youth Services Team: Mia Golden and Shauna Bainbridge; Regional Domestic Violence Unit: Jon Cawsey, Detective Sergeant, Saanich Police Department; Saanich Police Deputy Chief Constable Paul Douglas, Joint Management Team representative for MYST and the RDVU; Central Saanich Chief Constable Ian Lawson; West Shore RCMP Interim Officer-In Charge Stephen Rose.

EP - Electronic Participation

The meeting was called to order at 11:30 am

1. Territorial Acknowledgement

K. Guiry provided Territorial Acknowledgement.

2. Approval of the Agenda

That the agenda for Victoria Family Court and Youth Justice Committee meeting of October 23, 2025 be approved.

To Amend Agenda to move up Panel Presentation item 5.2 following approval of agenda so as to be respectful of guests' time.

MOVED by M. McLean, SECONDED by S. Kim

CARRIED

To Approve Amended Agenda

MOVED by S. Kim, SECONDED by T. Vanwell

CARRIED

3. Adoption of Minutes

3.1. Minutes of the Victoria Family Court and Youth Justice Committee

Meeting of June 26, 2025

That the minutes of the Victoria Family Court and Youth Justice Committee meeting held June 26, 2025 be adopted as circulated.

MOVED by T. Vanwell, SECONDED by E. Paterson

CARRIED

3.2. Notes of the Victoria Family Court and Youth Justice Committee Steering

Committee meeting of October 9, 2025

That the Victoria Family Court and Youth Justice Steering Committee notes of October 9, 2025 be received for information.

MOVED by B. McElroy, SECONDED by T. Vanwell

CARRIED

4. Chairperson's Remarks

Chair M.T. Little thanked S. Orr for her support and her work and congratulated her on her new position at the CRD.

5. Presentations/Delegations (10 minutes maximum per item)

5.1. Resource Agencies (if in attendance)

5.2. Panel Presentation - A facilitated discussion focused on three Greater Victoria Integrated Police Units as per the VFCYJC motion of June 26, 2025.

Participants:

- Integrated Mobile Crisis Response Team (IMCRT) – Island Health's Lorraine Bates (Manager, Mental Health and Substance Use) and Debra Johnsen (Coordinator, Crisis Response & Outreach Services)
- Mobile Youth Services Team: Mia Golden and Shauna Bainbridge
- Regional Domestic Violence Unit: Jon Cawsey, Detective Sergeant, Saanich Police Department

* Joint Management Team representative for MYST and the RDVU: Saanich Police Deputy Chief Constable Paul Douglas,

- Central Saanich Chief Constable Ian Lawson
- West Shore RCMP Interim Officer-In Charge Stephen Rose

Following a welcome by Chair Little, J. Bateman facilitated this panel presentation. Our guests were thanked for sharing their time and perspective. J. Bateman will put together a report on this panel presentation and share in the future.

6. Committee Business

6.1. Term limits as per Capital Regional District Bylaw #4553

MOVED by K. Guiry, SCONDENED by J. Bateman that the Victoria Family Court and Youth Justice Committee request that CRD staff review the bylaw and report back

to Victoria Family Court and Youth Justice Committee at the Jan meeting.
Discussion re: need to ensure continuity of committee.

E Paterson, M. McLean, T. Vanwell, T. O'Keefe, K. Marshall opposed

. J. Bateman, M.T. Little, K. Guiry, B. McElroy, S. Riddell in favour

C. Day had left the meeting.

MOTION Fails

6.2. Greater Victoria School District #61 update was provided as information.

7.1. Priorities and Grants (M. McLean)

7.1.1. Committee Report: Grant Application from Human Nature Counselling Society

Recommendation: "That the Human Nature Counselling Society's grant request for \$5,500.00 for their spring 2026 New Roots Youth Anxiety Program be approved by Victoria

Family Court and Youth Justice Committee". Alternatively, to the above proposed motion the VFC&YJC may consider reducing the amount of the grant requested by HNCS. Or

deny the grant request from HNCS.

7.1.2. Grant application: Human-Nature Counselling Society

"That the Human Nature Counselling Society's grant request for \$5,500.00 for their spring 2026 New Roots Youth Anxiety Program be approved by Victoria Family

Court and Youth Justice Committee."

MOVED by M. McLean, SECONDED by B. McElroy

It was unanimous.

CARRIED

7.2. Capital Region Action Team for Sexually Exploited Youth (B. McElroy)

MOVED by B. McElroy, SECONDED by E. Paterson to accept the report.

CARRIED

MOVED by E. Paterson, SECONDED by B. McElroy, that the Victoria Family Court and Youth Justice Committee direct the Treasurer to consolidate funds, bring

forward receipts.

CARRIED

7.2.1. Report on CRAT meeting of October 8, 2025 was provided as information.

7.2.2. The Victoria Family Court and Youth Justice Committee acknowledged the long-time service of B. McElroy and his upcoming retirement after the A.G.M. on January 22, 2026.

B. McElroy asked if anyone is interested in taking over C.R.A.T. please contact him. R. Stanton volunteered.

7.3. Family and Youth Matters (R. Stanton)

R. Stanton provided details on the latest BC Coroners Service Report
<https://www2.gov.bc.ca/gov/content/life-events/death/coroners-service/statistical-reports>

7.4. Court Watch (M. Little) – Subcommittee is inactive. To be reconsidered in 2026 pending interest from members

7.5. Communications (J. Bateman)

7.5.1. The draft letter to Attorney General Sharma re: Jamie Maclaren's Roads to Revival report recommendations as presented to the VFCYJC was shared with committee members in the meeting mail out. Committee members were asked for their feedback and the letter will be circulated in the near future.

7.5.2. The confirmed Annual General Meeting speaker for January 22, 2026 will be British Columbia's Representative for Children and Youth Dr. Jennifer Charlesworth.

7.5.3. Calls For Action for Children, Youth, Students and their Families – M. McLean provided an update on work to date.

7.5.4. Communications Sub-Committee Meeting Notes, July 8, 2025- Shared with the committee as information.

7.5.5. Annual Report 2025. The Communications Subcommittee will develop the Annual Report in December and early January with assistance of the CRD Communications

Department.

8. Treasurer's Report

8.1. Draft statement of Finances as of Sept. 30, 2025

MOVED by E. Paterson, SECONDED by T. Vanwell to approve 2026 Draft Budget.

CARRIED

9. New Business

10. No Correspondence

11. Notice(s) of Motion

11.1. Notice of Motion – Committee Meeting Schedule

MOVED by J. Bateman, SECONDED by B. McElroy,

That same day consideration be applied to the Notice of Motion.

CARRIED

MOVED by B. McElroy, SECONDED by M. McLean

That the number of meetings of the Victoria Family Court and Youth Justice Committee be increased from four meetings to six meetings per year

MOVED by B. McElroy, SECONDED by M. McLean

Recommended 2026 meeting dates: Thursdays, Jan. 22, Feb. 26, April 23, May/June Open House, June 25, Sept. 24 and Nov. 26.

CARRIED

12. Adjournment

MOVED by K. Guiry, SECONDED by T. Vanwell,

That the October 23, 2025 Victoria Family Court & Youth Justice Committee meeting be adjourned at 1:51 p.m.

CARRIED

Victoria Family Court and Youth Justice Steering Committee
Meeting Notes – January 8, 2026 (11:30am)

Attending:

Chair Marie-Térèse Little; Vice Chair Kimberley Guiry; Committee Member Bill McElroy; Committee Member Ester Paterson; Committee Member Jeff Bateman; Alternate Committee Member Rose Stanton.

1. Annual General Meeting (AGM) Agenda Review

- Members discussed opportunities for subcommittee chairs for the remainder of the term and how these roles relate to succession planning and mentoring.
- The Annual Report will not have the final financial statement ready in time for the AGM. The committee discussed the most appropriate time and meeting for approving the report, including whether it may be necessary to move the AGM.
- The possibility of moving the AGM was added to the agenda as a New Business item.
- A suggestion to review the relevant CRD Bylaw was raised; the committee agreed to move this discussion to the February meeting agenda.

2. Regular January Meeting Agenda

- No presentations or delegations were scheduled, as these are planned for the AGM.
- Subcommittee updates are expected to be light. Any work requiring discussion will be brought forward by the 2025 subcommittee chairs.
- Communications: the committee discussed inviting future meeting speakers from various resource agencies, and potentially a representative from the Province.
- Members considered the appropriate timing for receiving an update on MYST, following last year's panel discussion. An invitation will be sent.

Next Meeting: the next Steering Committee meeting is scheduled for February 12, 2026.

Victoria Family Court & Youth Justice Committee

January 22, 2026





Agenda

1. Committee History
2. CRD Service-overview
3. Service Structure
4. Governance
5. Roles and Responsibilities
6. Purpose
7. Subcommittees
8. Strategic Plan 2023-2026



Committee History

- 1960's- The Victoria Family Court Committee was created with Victoria, Saanich, Oak Bay, and Esquimalt as members, under the now-*Provincial Court Act*.
- CRD was then tasked with constructing and paying for the Family and Children's Court Building.
- late 1980s- the Letters Patent were amended to task CRD with funding and participating in the Family Court Committee. The Committee was designated a “**Youth Justice Committee**” by BC’s Min of Attorney General under the now-*Youth Criminal Justice Act*.
- The Committee amended its Terms of Reference and Constitution and gave CRD additional membership;
- 1990s- Central Saanich, North Saanich, and Sidney joined the service and Committee as the Peninsula Courthouse had closed;
- Late 1990s, the Service was amended to provide grants to Capital Region Action Team (CRAT) and other “Board approved” committees;
- Until 2019, the Committee continued to do advocacy and community granting work;
- In 2019, an informal service review was initiated, which resulted in the Committee deciding to become a CRD “Commission” and a commission bylaw being adopted by the CRD Board.



- Established in 1966 under the **BC Provincial Court Act**. Endows Family Court Committee with powers and duties under Section 4.1
- Expanded in 1987 under Section 18 of the Federal **Youth Criminal Justice Act** to also be the Youth Justice Committee. Functions include “advising the federal and provincial governments on policies and procedures related to the youth criminal justice system”
- **CRD Bylaw No. 2560** (1997) and **Bylaw 4453** (Feb. 9, 2022)

Service Structure

- **Bylaw 2560** is an “Establishing Bylaw”, setting out scope of the regional district “Service” and its participants
- **Bylaw 4453** sets out the structure of the regional “Commission”
- The Committee is responsible for its own administrative decisions, and is delegated the Board’s ability to grant and provide assistance to community groups from the Service budget
- Neither effect the legislated status of the Committee, but wrap around it for liability and structure purposes
- As an “administrative” commission, the Committee as a whole must decide its priorities. The Board is not involved in the Committee’s day-to-day business, subject to *LGA* requirements.
- The budget is meant for its operational purposes and may be used for community grants
- The Committee does not have staff, though it may access some supports through CRD
- Amendments to Bylaw 2560 require two-thirds consent of participants and Provincial approval
- Amendments to Bylaw 4453 require Board approval with a two-thirds majority vote
- Roles, responsibilities, requirements and processes guided by CRD commission handbook 2020 ([2020commission-orientation-handbook.pdf](#))

Governance Overview



Committee Governance

- CRD Procedures Bylaw No. 3828
- Commission Bylaw No. 4453, includes requirements such as:
 - Mandate
 - Membership
 - Term of office
 - Appointment procedure
 - Delegated power
 - Financial plan and budget
 - Meeting procedures
 - Record keeping requirements
- Roberts Rules of Order

Governance Overview



Committee Governance

- Agendas set at “Steering Committee” meeting, where all members are welcome to attend or submit motions in writing in advance
- The Steering Committee sets the agenda of an upcoming meeting, but does not make binding decisions
- Meetings operate the same as typical council/ board meetings
- Recommended to have reports and motions drafted in advance of Steering Committee meeting and to have agendas out 4 days prior to scheduled meeting- Bylaw 3828

Role and Responsibility of Committee

Unlike most Regional District Committees, this is a “working” committee, not just a strategic committee.

Some members must have experience in education, health, probation, or welfare.

Members are also “volunteers” working on projects, whether its grant assessment, court watch, or advocacy work.

Other projects and arrangements are possible.

Sub-committees exist by resolution of the Committee; the Chair appoints sub-committee chairs; each committee must have a purpose.

PURPOSE

Responsibility
of
Members of
the VFC&YJ
committee



ADVOCATE – for Children and Families
who may come in contact with the
Courts & Resource Agencies



EDUCATE – your council and
community regarding these needs and
gaps in the system

What can the Committee do?

- **EDUCATE** -Act as a conduit between service agencies, local governments, First Nations, and Provincial and Federal authorities
- Offer community grants (other than assistance to business)
- Advocate for changes to legislation, policy, or systemic structures
- Canvas community resources for reporting to Attorney General (AG), local governments, others
- Take on specific causes for advocacy or funding, as has been historically done

What can't the Committee do?

Committee cannot:

- Pass or amend bylaws
- amend its final Board approved budget or the Financial Plan (but may change uses of funds within its approved budget in the Financial Plan)
- approve reimbursements not in keeping with CRD policy (travel outside Canada)
- Individual commissioners have no “powers” outside the Commission structure, unless:
 - Registered volunteers working on a project of the Committee, assigned by resolution; or
 - Otherwise delegated by bylaw.
- Purchase items- Purchasing done by CRD staff

2025 Appointments

- **Communications** – Jeff Bateman
- **Financial** – Esther Paterson
- **Youth and Family Matters**- Rose Stanton
- **CRAT** - Capital Region Action Team for Sexually Exploited Youth - Bill McElroy
- **Grants & Priorities**- Marcie McLean
- **Court Watch** - Marie-Térèse Little

Three-Year Strategic Plan 2023-2026

Mission:

- To facilitate connections between municipal and First Nations governments, school districts, service providers, and the broader community in order to educate and advocate on the challenges and shortfalls facing youth and families who may come into contact with the justice system.

Vision:

- Families and youth have access to timely and appropriate supports within their communities so that they may achieve their full potential.

Strategic Plan 2023-2026

GOALS

1. Increase awareness of the issues facing families and youth involved with the justice system and raise the profile of the Victoria Family Court and Youth Justice Committee.
 - a. Identify gaps in services.
 - b. Support youth initiatives.
2. Pursue and promote meaningful reconciliation with the Indigenous community
 - a. Committee members participate in Cultural Competency Training
 - b. Acknowledge and reduce the over-representation of Indigenous people in the justice system.
3. Advocate for policies and initiatives that improve outcomes for families and youth who may come in contact with the justice system. Give a platform to youth/ amplify youth voices.
4. Support equity of access to resources across the region. Help other organizations leverage their resources in support of families and youth.
5. Facilitate collaboration between community service providers and governance bodies in the interest of better supporting youth and families. (Report back to Municipalities)

Thank you

Questions



VFCYJC Experience Matrix

Composition and Eligibility

3. The VFCYJ Committee shall have the following number of voting members, up to a total of 23, each having one vote:

- (a) Up to seven individuals as Capital Regional District appointed representatives under section 7;
- (b) Thirteen municipal council representatives, who may each have an alternate, under section 8; and
- (c) Three school district representatives, representing School Districts 61, 62, and 63, under section 9.

4. Available openings for voting membership vacancies will be advertised by November of each year of a vacancy in a term in a form acceptable to the appointing organization.

5. A majority of members have experience in education, health, probation, or welfare.

6. Members must represent the interests of their community or organization to the best of their ability.

Experience

The Succession Planning-Meetings Work Group Report included the provision to institute a matrix to identify knowledge and/or expertise of existing VFC&YJ Committee members, to aid recruitment and orientation training, and to fill gaps where expertise is required.

The Youth Criminal Justice Act, Provincial Court Act BC, and CRD Bylaw 4453 stipulate the VFCYJ Committee ensures a majority of members have experience in education, health, probation, or welfare.

The VFCYJ Committee further approved the Success Planning-Meetings Work Group recommendation that the stipulated experience be interpreted to have a broad scope of meaning that includes mental health, addictions, indigenous and restorative justice, family law and other issues that affect youth in our communities.

In the context of the broad scope of meaning, it was recommended that non-voting resource members may include representatives of the Ministries of the Attorney General, Education, Children and Family Development, Public Safety and Solicitor General, Restorative Justice Health, Housing and Social Development, Police Forces and First Nations.

Commitment

Voting Members will be appointed for a term of 2 years, to a maximum of 6 years, and be prepared to attend VFC&YJ Committee meetings held at least 6 times per year (2 – 3 hours), and to participate in a sub-committee.

Matrix

Please check where you have achieved the relevant employment, experience, or interest in the columns below

Legislation References	Employment	Experience	Interest
Federal Youth Criminal Justice Act (SC 2002)			
Provincial Court Act BC			
Canadian Charter Rights and Freedom			
UN Convention on Rights of the Child			
Family Court Youth Justice Committee			
Family Law Act (BC) 2013			
(BC) Declaration Act (2019) on the Rights of Indigenous People			
Truth and Reconciliation Report (94 calls to action)			
Education	Employment	Experience	Interest
Disabilities			
Inclusion			
Social Justice curriculum			
At-risk behavior/attitudes			
Advanced Education and Skills Training			
Health	Employment	Experience	Interest
Food Security			
Mental Health			
Addictions			
Abuse/Exploitation			
Probation	Employment	Experience	Interest
Goals: crime prevention/rehabilitation and re-integration and meaningful consequences			
Intervention/Prevention			
Restorative Justice			
Indigenous Law/Gladue rights & principles			

Welfare	Employment	Experience	Interest
Protective Services			
Youth & Family services and support			
Safe school and after school care			
Housing			
Adoption and Fostering			
Indigenous (Bill C-92)			

Notes:

VFC&YJ Committee must also consider best methods and practices for communication to reach a broader recruitment audience in the CRD communities.



Meeting Notes from January 13, 2026

Attending: Bill, Marilyn, Cathy, Rose

1. Meeting called to order at 12:05pm
2. Bill advised that he has been Chair for almost 19 years and outlined how he became Chair. He also advised that his term will expire January 22, 2026 and he will not be seeking another term. CRAT is a sub-committee of the Victoria Family Court and Youth Justice Committee and his term will also expire on that Committee. Bill introduced Rose who has agreed to take on the duties of CRAT Chair. The meeting decided that Rose assume the duties of CRAT Chair, subject to approval by the VFCYJC AGM to be held January 22, 2026.
3. Financial Report: Bill presented the ledger page from Oak Bay Municipality, which has kept CRAT's books since 1998. This has been an outstanding contribution from Oak Bay, ensuring accountability and transparency of CRAT funds for over 25 years, at no cost to CRAT. There is currently \$4,358.29 remaining in our account. We received a bequest around 2019 of \$12,000 to develop and print a graphic novel about the sexual exploitation of youth. So far this year, we have spent \$8660 on developing a script and doing the artwork and cover for a 14 page booklet. As the VFCYJC is now part of the CRD, they have asked that the CRAT funds be transferred to the CRD, where they will be kept in a separate ledger.

It was moved, seconded and carried that:

The remaining CRAT funds of \$4358.29 held by Oak Bay be transferred to the CRD.

4. MYST Update: Mia provided a written report which was circulated to all CRAT members. Even though Central Saanich has withdrawn from MYST, the MYST continues to get requests and referrals from schools in Central Saanich. It is a bit confusing and awkward even though they are making referrals to Central Saanich Police, because MYST is still liaising with SD63 Family Support Coordinator and some of the youth at risk live or go to school in Central Saanich. There is similar confusion with the Westshore RCMP as MYST is trying to collaborate with them. There is an ongoing process about presentations in schools between Westshore RCMP, MYST and Pacific Centre Family Services Association, which provides the counsellor position to MYST. Complicating things is there is a new Commanding Officer in the Westshore RCMP
5. Graphic Novel Update: The graphic novel has been completed, but needs some tweaking before printing. Bill will work with Sage (the artist) and a graphic designer to get the graphic novel ready for printing. Bill has been in communication with a graphic designer about design and printing issues. This designer has experience with the issue of the sexual exploitation of youth and has been positively recommended by an advocate for exploited youth. His firm is located in Vancouver and has access to many printers. It was moved, seconded and carried that:

Harvey Craven Design be hired to prepare the graphic novel for printing and to supervise the printing process.

6. Meeting adjourned at 12:40. **Next meeting, at the call of the new Chair, Rose.**