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1988

# **THE CORRECTIONAL SERVICE OF CANADA**

## **MATSQUI INSTITUTION**



HV  
9310  
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M3  
1988

MAY 1988

# M A T S Q U I    I N S T I T U T I O N

## Table of Contents

	<u>Page</u>
1. Introduction.....	1
2. Mission Statement.....	1
3. Historical Perspective.....	2
4. CSC Direction.....	3,4
5. Physical Characteristics of Institution.....	5,6
- Details of Significance	
- Some Statistics	
6. Primary Objectives of Matsqui.....	7
7. Unit Management.....	8
- Goal of Unit Management	
- Primary Objectives of Unit Management	
- Fundamental Principles of the Unit Management	
- Key Elements of Unit Management	
8. Guiding Principles.....	9,10,11,12,13,14
- Placement and Transfer of Inmates	
- Security	
- Employment	
- Inmate Deployment/Employment	
- Leisure-Time Activities	
- Special Needs	
- Family/Community	
- Release Programs	
9. Inmate Affairs.....	15,16
- Inmate Committee	
- Claims for Lost or Damaged Effects	
- Correctional Investigator & Privileged Correspondence	
- Grievance System	
10. Social and Cultural Development....	17,18,19,20,21,22,23,24,25
- Recreation	
- Visits and Correspondence	
- Hobby Shop	
- Social Development Groups	
- Chaplaincy Programs	
- M.A.P. Programs	

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### INTRODUCTION

Matsqui Institution lies on a 93 hectare Federal Reserve in the Central Fraser Valley of southern British Columbia. It is located 64 kilometers east of Vancouver and 1.7 kilometers south of the community of Abbotsford. Adjoining lands are primarily agricultural.

The topographical make-up of the area can be best described as rolling hills, valleys and some marsh areas. The land consists of dense stands of trees, brush meadow, hay fields and berry farms. The climate is typical of the west coast, mild, heavy rain fall and some fog.

The institution has a **Medium Security** designation and a capacity to house 406 inmates. The present staff complement is 258.5. It has a double chain link fence with berkawire and electronic security systems on its perimeter. The perimeter is patrolled by vehicles on a 24-hour a day basis.

The inmates housed in the institution are not likely to make an active effort to escape but will take advantage if this presents itself.

### MISSION STATEMENT

The Correctional Service of Canada, as part of the criminal justice system, contributes to the protection of society by exercising safe, secure and humane control of offenders while helping them become law-abiding citizens.

HISTORICAL PERSPECTIVE

Matsqui was the first federal Institution in Canada designed and constructed for the custody and treatment of drug addicts. It was completed on April 1st, 1966 at a cost of approximately 8.7 million dollars and officially opened on May 6th of the same year. It was designed after a study of drug institutions in other countries and considerable consultation with people experienced in the treatment and care of drug addicts.

Essentially Matsqui was an experiment. Realizing that no one had a complete answer to the problem of drug addiction, the programs at Matsqui were flexible and versatile expanding on proven positive, and altering the emphasis where failure seemed apparent. The institution was comprised of two separate facilities, .5 kilometers apart, one for male addicts and one for female addicts. This arrangement was phased out in 1971. The male facility kept the name of Matsqui Institution and became what it is today, a general medium security unit, while the female facility was changed into a multiple security Regional Psychiatric Centre.

In January, 1973, the Living Unit Concept was introduced at Matsqui in an attempt to increase interaction between staff and inmates. It was envisioned that this interaction would result in a therapeutic atmosphere in which inmates and staff could cooperate to develop programs, provide more inmate opportunities and generally use time more constructively.

Following a major disturbance in 1981 a modified security model of operations was introduced. The intent was to provide more interaction between Correctional staff and the inmate population thereby providing greater dynamic security.

In July 1986, as part of a of National reorganization and work force reallocation initiative, the institution was reorganized into three major divisions and the unit management model of operations was placed in effect.

CSC DIRECTION

1. To manage the resources available to CSC in the most effective and efficient manner.
2. To effectively maintain and improve the present standards of operations and safety within our institutional and community arms.
3. To develop an integrated accountability framework for CSC.
4. To develop national resource guidelines.
5. To institute local planning systems that will lead to a new long range accommodation plan and facilitate the overall Service's planning requirements
6. To consolidate present privatization plans on a Regional basis while maintaining the current projected levels of privatization.
7. To pursue exchange of services agreements with Provinces where they currently do not exist.
8. To fund community agencies in order to ensure stability of the agencies and accountability for the Service delivery.
9. To continue to press for approval of the new correctional operations group classification system.
10. To continue to advance the early retirement proposals.
11. To phase in Part-Time Correctional Employee programs.
12. To develop institutional operations model consistent with the principles of correctional operations adopted by SMC.
13. To place greater emphasis on job enhancement for all levels of staff.

CSC Direction.....cont'd

14. To increase our efforts to reduce violence and aggression within penitentiaries.
15. To develop more effective linkages between correctional programs for offenders.
16. To improve CSC's capacity of effectively classifying inmates.
17. To identify the means by which all offenders will have the opportunity for basic literacy training.
18. To identify our efforts to put in place alternative sentence management strategies.
19. To pursue means to reduce drug abuse within penitentiaries.
20. To pursue, based on local circumstances, joint ventures with private industries to develop effective industrial work opportunities.

....5/

PHYSICAL CHARACTERISTICS OF INSTITUTIONDetails of Significance

1. 1966, Matsqui Institution opened as a male drug offender institution.
2. 1971, Matsqui Institution converted to male medium security institution.
3. 1970, industries building and two chapels constructed
4. 1975-1976, perimeter security increased with construction of a double chainlink fence with Berka wire and perimeter guard towers.
5. 1977, staff facilities building (M13) constructed.
6. 1978, portable classroom trailer unit added.
7. 1981, June, Matsqui major disturbance; extensive reconstruction of institution required.
8. 1981, guard house (M1A) enlarged and rebuilt.
9. 1982, Visiting area renovations and additions completed.
10. 1982, Electronic Perimeter Intrusion Detection Systems (PIDS) installed.
11. 1985/86, kitchen rebuilt.
12. Commencing in 1971, Matsqui operated on the traditional security model. In 1973 the Living Unit Model was inaugurated at Matsqui. This model stayed in effect until the disturbance of 1981. Subsequently a modified security model of operation was introduced. This stayed in effect until 1986, when the Unit Management model was phased in as part of the reorganization of the Correctional Service of Canada.
13. From 1971 on Matsqui provided vocational, academic and industrial programs. The industrial program was devoted to the construction of modular houses. In 1982/83 this program was phased out due to the lack of a viable market.
14. At present Matsqui Institution concentrates on academic and vocational training. Industries/programs are being reinstated at the Institution.

.....6/

Some Statistics

1. Acreage of Reserve - 233 acres                      Age - 22 years
2. Area Inside Fence - 22 acres
3. Living Unit - 312 single cells  
    3 floors each and 4 ranges of 26 cells
4. SMU 2 (Dissociation) - 22 cells, all have double bunk  
    capacity
5. SMU 1 (Protection) - 25 cells, all have double bunk  
    capacity
6. Hospital - 12 beds

.....7/

PRIMARY OBJECTIVES OF MATSQUI

1. To provide accommodation for medium security inmates;
2. To provide facilities for temporary containment for a limited number of segregated inmates;
3. To conduct programs (a) to provide the opportunities for personal growth and change and (b) to provide marketable job skills;
4. To constructively occupy the inmate during the course of his sentence;
5. To keep the inmates' period of imprisonment in a medium security institution to the lowest amount necessary;
6. To develop Individual Program Plans that will expedite the transfer of inmates to lower security institutions; and
7. Assist inmates in the implementation of these plans.

.....8/

## UNIT MANAGEMENT

### Goal of Unit Management

Unit management is intended to provide a structure for institutional operations that will meet the current policy objectives of the Service and make the best possible use of resources in achieving our mission.

### Primary Objectives of Unit Management

- Assignment of teams of staff members to work with manageable number of inmates in semi-autonomous units (approximately 80-120 inmates).
- Integration of program and security functions.
- Development of generalist correctional officers.
- Delegation of authority within a flat organizational structure with clear lines of communication.

### Fundamental Principles of the Unit Management

#### Organizational Structure

The structure of unit management should facilitate achievement of the current policy objectives of the Service and make the best possible use of resources in achieving our mission.

There is clear recognition of the need to integrate the Case Management and Security (Custody and Control) function, within the institution. However, it is also acknowledged that due to the importance and critical impact of these two functions, it is necessary to ensure that a high degree of technical and professional attention is afforded to their co-ordination on an institution wide basis.

We must ensure that the Unit Manager himself, while on duty maintains a visible presence within the unit.

### Key Elements of Unit Management

1. Teamwork (team building),
2. Optimal observation of inmates,
3. Effective interaction with inmates,
4. Effective communication, and
5. Pro-active decision making.

## GUIDING PRINCIPLES

### Placement and Transfer of Inmates

The protection of the public will always form the underlying basis for placement and transfer decisions. Thus control of inmates is of prime importance. When control is assured, it is equally important to consider how we can help inmates prepare to return to society as law-abiding citizens.

In our initial placement of inmates we will assure security and program needs of the individual, including continuance of family and community will therefore get to know the individual as early as possible in the context of his/her criminal history, current sentence, risk to society, and program needs. The aim of our on-going casework will be to continually assess the changing dynamics and needs of each individual.

There are two conflicting elements that must be weighed in making transfer decisions: On the one hand, we must not exercise more control than necessary, and on the other, we must not create unnecessary instability in the lives of inmates. Therefore, transfers must be kept to as few as practical, and our aim will be to support the line staff in gaining personal knowledge of individual inmates upon which to base transfer and classification decisions. When transfers are deemed necessary they will be made on the basis of achievement, as well as security and program needs.

When an offender is unable to adapt to a particular environment, he/she should, as far as possible, be returned to the previous setting; same unit, and same case management team. This will promote a sense of continuity and accountability, and thus contribute to the individual's motivation to succeed, and to the development of opportunities to solve the problem.

### Security

The fundamental aims of security are to ensure protection of the public, to maintain a safe environment within institutions, and to further lawful behaviour on the part of inmates. Good security permits the sentence of the court to be administered in a humane fashion while encouraging a variety of programs to operate in an effective manner.

Dynamic security, based upon interaction between staff members and inmates, is the primary means of control. It involves the whole institution and requires in-depth knowledge of individuals gained through interaction and observation. When staff members are aware of the behaviour patterns of individuals and groups, and communicate new information to co-workers, prediction of behaviour is possible and potential problems can be identified and dealt with. Teamwork and good communication between all staff members is thus essential.

A non-repressive and non-adversarial climate in which overall security is enhanced will allow inmates to accept responsibility and to build positive relationships with staff members.

Static security, with its various physical means of containment complements dynamic security and provides back-up to it. Force is used only when necessary, and only to the degree necessary.

### Employment

Work is a core activity in Matsqui Institution and all inmates are expected to work while incarcerated.

The employment of offenders in worthwhile occupations furthers the achievement of our Mission in many ways. As with other programs, it helps inmates structure time and provides a focus for their energies, thus contributing to security. Interaction with work supervisors and other individuals in a work setting is a means by which inmates can learn both social and occupational skills. The development of good work habits produces benefits both for the individual and for the Service.

To the greatest extent possible we will develop opportunities for meaningful employment in service, agricultural, trades, and technical jobs for inmates. This effort must be informed by careful analysis of the job market in the community. We will also actively mobilize community resources to help parolees become gainfully employed upon release. Our educational and training programs will focus on personal development of the individual so as to contribute to and complement, employment. Through educational programs we will thus aim to improve basic literacy, upgrade academic qualifications, and contribute to social and life skills for inmates.

The goal of CSC work programs is to employ inmates in well-run work settings that turn out high quality services and products, and thus provide the opportunity to do good work.

The meaningful use of time and sense of accomplishment that result from gainful employment will afford inmates the possibility of developing skills that will contribute to their becoming law-abiding citizens.

Inmate Deployment/Employment

## Correctional Operations

First Floor Living Unit	6
Second Floor Living Unit	5
Third Floor Living Unit	5
Social and Cultural Development	10
Visits & Correspondence	3
Recreation	3
Health Care	2
Chapel	1

## Management Services

Finance	1
Administration Services	2
Materiel Management	5

## Programs

Employment and Pay	4
Vocational Maintenance	4
Vocational Automotive	7
Vocational Autobody	5
Vocational Carpentry	5
Vocational Welding	11
University (GED)	28
Adult Basic Education	27
Native Job Readiness	16
Library Services	4
Works Office	2
Maintenance Carpentry	2
Maintenance Sheet Metal	0
Maintenance Masons	3
Maintenance Painters	6
Inside Grounds	4
General Duties	2
Mechanical	0
Electrical	0
Plumbing	3
Electrician	4
Millwright	1
Industries Planking Project	23
Instrument Technician	1
Cleaning Supervisors	12
Laundry	8
S.I.S.	2
Food Services	32

Population Deployment/Employment Total 260

.....12/

SMU Workers	14	
SMU Students	12	26
Total Induction Inmates	17	
Total Unemployed Inmates	29	46
Overall Deployment/Employment Total		332

....13/

### Leisure-Time Activities

It is recognized that there is a clear connection between the use of leisure time and crime. Therefore, in order to help inmates structure their time in meaningful ways, we will offer a range of recreational and leisure-time activities. Inmates will be encouraged to participate in these programs and to use their leisure time constructively.

### Special Needs

It follows from our approach to offenders as individuals that we will attempt to meet their special needs to the greatest degree possible. We will therefore accommodate the religious, spiritual, and cultural needs of individuals and minority groups, provided that the rights of some other group are not impinged upon in the process, and that reasonable requirements of safety, security, and good order, are met.

For individuals whose special needs are such that they are unable to cope with the prison environment, we will provide protection and appropriate control, as well as treatment and care similar to that of outside agencies. When it is not possible to meet a particular need in its entirety the focus of our approach will be to remove any deficiency created by it so as to help the individual adapt to prison life. However, the resort to protective custody will be used sparingly.

In order to ensure that staff members recognize special needs of offenders, we will provide the training necessary to understand the factors that motivate particular religious, spiritual, and cultural minorities, and to identify various physical and mental health treatment needs in individuals.

### Family/Community

The maintenance and development of family and community ties is seen as being essential to the process of preparing offenders for return to society.

CSC will support to the degree feasible, the maintenance of the family unit and encourage positive interpersonal relationships in the community. Family ties and friendships should be strengthened, especially when they are seen by us as being beneficial.

### Release Programs

Parole is the authority granted under the Parole act for an offender to be at large in the community upon completion of a portion of the sentence as specified in law. In keeping with our Mission, we will encourage offenders to gain parole at the earliest possible time that we are able to affirm that, in our professional judgement, the criteria for parole have been met and they are prepared to lead law-abiding lives.

Gradual release programs such as temporary absence, are a means of reducing levels of control of offenders while determining their readiness for release on parole. Our aim is to achieve a high degree of offender participation in these programs so as to be able to provide as many positive recommendations as possible to the Parole Board.

Parole supervision is a delicate balance of service, support, and surveillance. Parole supervisors must recognize when efforts to help are not succeeding and there is a likelihood of recidivism. The degree of success achieved by an offender in leading a law-abiding life must be continually assessed. When it becomes apparent that an offender is not coping with the requirements of parole, the supervisor must intervene to make sure that necessary course corrections are made, and that the community base of that offender is strengthened.

We will strive to match community resources to each offender's needs. Achieving the balance between assessment, surveillance, control, and support requires a high degree of professional judgement and skill. The art of parole supervision is to achieve this balance in a decisive and proactive manner so as to maximize the offender's chances of avoiding re-incarceration.

Part of our obligation to society is to let the public know that we cannot achieve our Mission and encourage offenders to become law-abiding citizens without incurring some risk. This is so because it is necessary to prepare individuals for return to society through a gradual release program that expands his/her freedom in a progressive manner and provides, at each level, a test of readiness for the next step. We will therefore endeavour to make known to the people of Canada what we consider to be the acceptable level of risk for each release program.

INMATE AFFAIRS

Inmate Committee

An Inmate Committee of six representatives is elected every six months or as required by secret ballot. It represents inmate interests in the areas of:

- Betterment of individual and collective conditions;
- Improvement of communications throughout this institutions;
- Maintenance and promotion of programs.

The committee has frequent meetings among its own members and monthly meetings with institution administration.

Claims for Lost or Damaged Effects

Claims against the Crown for Lost or Damaged Effects may be submitted by an inmate. When a claim is received an investigation is conducted to substantiate the facts concerning the claim. If the claim is under \$500.00 the Warden may make the decision to uphold or reject the claim. If the claim is under \$1000.00, the claim and investigation report are forwarded to RHQ for decision by the Regional Deputy Commissioner. If the claim is over \$1000.00 the claim and the investigation report are channelled through RHQ to NHQ for decision. When a claim against the Crown is denied or reduced an inmate may submit an appeal/grievance in accordance with the grievance system.

Correctional Investigator & Privileged Correspondence

Inmates may correspond with certain individuals, such as MP's, Ombudsmen, etc. and this is considered privileged correspondence and is not opened or censored by CSC Staff.

Inmates have access to the Correctional Investigator in Ottawa should they have complaints or concerns about their sentence or incarceration and feel that the concerns have not been adequately addressed at the Institutional level.

Grievance System

A grievance procedure allows an inmate to rectify problems either through informal complaints and written complaints or grievances. The first level of the grievance (which must be preceded by a written complaint) is responded to by the Director. The second level by the Regional Deputy Commissioner and the third level by the Commissioner of Corrections.

Inmate Grievances

Twelve Month Period  
January to December, 1987

	<u>Complaints</u>	<u>Grievances</u>
January	43	-
February	38	1
March	37	1
April	17	-
May	24	1
June	31	2
July	23	5
August	37	1
September	29	6
October	32	3
November	29	3
December	18	1
<b>TOTALS</b>	<u>358</u>	<u>24</u>

## SOCIAL AND CULTURAL DEVELOPMENT

The overall goals and objectives of Matsqui's Social and Cultural Development Programs are to provide opportunity structures within which inmates and staff may work together to fulfill their personal needs as defined for them through social, cultural, recreational and educational activities. Assisting in meeting these goals and objectives are Community Volunteers who provide an all important link in our rehabilitative work with inmates as it is through these Volunteers that inmates maintain a social contact with the outside world to which they will all eventually return.

### Recreation

The Recreation Program at Matsqui Institution offers a year round program of activities for the entire inmate population. In addition to the wide variety of competitive and "fun" sports in which inmates may participate, there is a diversified program of leisure time activities as well. The purpose of this outline is to introduce the newly-arrived inmate to the facilities and equipment which are available.

1. **Weightlifting** - The weightlifting program is extremely popular and is participated in daily on an unstructured basis. Information on proper lifting and safety techniques is available through the Recreation Office.
2. **Soccer** - This is the main team sport during the fall, winter and spring season. Very popular with the Native community. Good competitive and fitness-inducing activity. Due to closure of evening yard during winter months the quality suffers slightly, as practices can not be held during working hours. Teams participate in league with teams from local area.
3. **Handball** - This activity requires little equipment, yet provides many hours of fun and at the same time fitness-including activity. Can be played indoors or out using the racquetball court, tennis courts, gym walls, etc.

4. **Badminton** - The majority of badminton is played intramurally, on a casual recreational basis. One or two clinics per year are held to upgrade the skill level of players. One or two tournaments are held per year.
5. **Basketball** - Although facilities to play this sport are rather poor, indications are that participation is on the increase.
6. **Fastball** - Intermural league with four or five teams. Tournaments are held 3 or 4 times a year with outside teams.
7. **Table Tennis** - Provides daily recreation to most inmates using recreational facilities. Occasional clinics, tournaments and exhibitions highlight this program.
8. **Racquetball** - Probably the most popular indoor winter sport, it is played in the summer as well by a large portion of the population. The court is shared with handball enthusiasts and is in use at every possible moment.
9. **Physical Fitness Training** - includes jogging, walking and weight training, etc. Use of Cooper's "Aerobics" is emphasized.
10. **Physical Fitness Testing** - Measures of MVO<sub>2</sub>, strength, flexibility, muscular endurance and fat percentage are taken and recorded and then retested to determine any improvements.
11. **Quiet Games** - For those inmates who do not participate in active or physical games, this program offers an ideal alternative: Games like backgammon, chess, scramble, cribbage, etc., are provided and are played during recreation hours, lockup, and also on days of inclement weather. Tournaments in various quiet games are extremely popular as well.

### Visits and Correspondence

The Visits and Correspondence program at Matsqui may be one of the most important inmate program areas. V & C staff endeavour to promote and facilitate positive visits and correspondence between inmates, their families, friends and other agencies and individuals who can be expected to make a contribution to the inmate's progress within the Institution and his subsequent re-entry to the community.

Specific staff and facilities exist for the pick-up and delivery of mail and the arrangement and supervision of visits. There is an inside visiting lounge and an outside play ground.

Special visits (by people from over 150 miles away and lawyers and parole officers) are accommodated as long as staff are available.

1. **Patio (Open) Visits** - A program of open visits between inmates and visitors in a friendly, relaxed atmosphere. Participants may converse and have full contact with each other.
2. **Screened Visits** - A program of screened visiting between inmates and visitors. Participants are separated by a glass partition and conversation is conducted through telephones which may be monitored by staff.
3. **Special Visits** - A program which provides visiting access to inmates for professional workers (lawyers, etc.) and families other than during regular visiting periods.
4. **Correspondence** - A service which facilitates correspondence between inmates and the community.
5. **Private Family Visiting** - A program which provide family visiting and quiet time seclusion for inmates. The institution has three private family visiting units available.

**Private Family Visiting -**

Inmates involved	-	167
Adults	-	359
Children	-	251
Number of sessions	-	438
Days used	-	682
Days used for Quiet Time	-	73
Open Visits - adults	-	8,395
Open Visits - children	-	2,836
Screened Visits	-	725
Special Visits	-	102
Agencies & Legal Service	-	353

	(Snapshot)	Dec/87	Mar/87
No. of Inmates receiving visits	Open	120	117
No. of Inmates receiving visits	Screened	20	23
No. of Inmates receiving visits	Special	6	9

**Hours of Operations****General Population Visits**

Tuesday	-	1800 hours to 2100 hours
Wednesday	-	1800 hours to 2100 hours
Thursday	-	1800 hours to 2100 hours
Saturday	-	1130 hours to 1530 hours
Sunday	-	0900 hours to 1130 hours
	-	1230 hours to 1530 hours
Statutory Holidays	-	1230 hours to 1530 hours

**Special Segregation Visits**

Monday	-	1230 hours to 1500 hours	Open Visits
Wednesday	-	1800 hours to 2100 hours	Open/Screened
Friday	-	0830 hours to 1100 hours	Open Visits
Saturday	-	0830 hours to 1030 hours	Open Visits
Sunday	-	0900 hours to 1130 hours	Open/Screened
Statutory Holidays	-	0900 hours to 1100 hours	Open Visits

**Segregation Visits (Screened)**

Tuesday	-	1800 hours to 1915 hours
Thursday	-	1800 hours to 1915 hours
Saturday	-	1130 hours to 1315 hours
Sunday	-	1230 hours to 1345 hours
Statutory Holidays	-	1230 hours to 1345 hours

### Hobby Shop

The shop is designed to be open during the leisure hours of the inmates. All inmates wishing to work in the hobby shop with the power tools must illustrate that they can operate the equipment in a proper fashion and sign the accident prevention forms. Periodically courses are given in ceramics and demonstration in wheel work is given. Regular glaze finishings are in progress weekly.

The Prison Arts Foundation operates a contest and exhibition each year for the inmates' art work. The art work is submitted by the inmates and prizes are awarded. The entries are transported across Canada to each institution and outside exhibition areas. After the tour the entries are returned to the inmate.

Occasionally non-penal exhibitions are brought on display to the institution with pamphlets and an information person representing the exhibits.

1. **Pottery** - Instruction and practice in high fire stoneware gas reduction wheel and hand built pottery. Occasional porcelains stoneware and sculpture ceramics.
2. **Woodworking** - Hobby woodwork. Making various items in plywood, hard and soft wood, i.e. jewel box, coffee tables, lamps, picture frames, etc. The practical use of hand tools and power equipment plus finishing of project.
3. **Petit Point** - Needlepoint and petitpoint are undertaken by inmates as a clean cell activity for after lockup. Petitpoint and needlepoint designs - charts, wood and needles and threads to develop various artistic patterns in flowers, picture settings, etc.
4. **Leatherwork** - Leatherwork in the institution consists of making various objects from either 'kits' or from designing original items and producing finished articles. Various leathers, dyes, fittings, laces and finishes are used.
5. **Copperwork** - Copperwork consists of designing original motifs on paper, then transferring the design to copper. This is relief copperwork.

6. **Reedwork** - The designing and production of various pieces of furniture created from wicker or rattan material.
7. **Woodcarving** - Various relief and plaques are designed and created from yellow cedar or gelating, usually incorporating Northwest Coast Indian motifs. Some three dimensional carvings are produced.
8. **Art Work** - The use of various mediums in the drawing and painting area plus the incorporation of various graphic arts mediums. To create various designs, logos and art work.
9. **Model Building** - Model boats, planes, cars, etc., are produced from kits or manufactured from raw materials.
10. **Glass Staining** - Designing on paper practical designs for glass staining, then adapting the motif to glass and producing artistic design in glass.

Social Development Groups

- M2 Group Christian Fellowship Group  
meeting - every 2nd Monday .  
# of inmate participants - 35 to 45  
# of registered volunteers - 80  
# of volunteers who participate regularly - 40
  
- 7 Steps - (ex-inmates assisting inmates integrating with  
community through counselling, job referral, halfway house  
services)  
meeting - every Monday  
# of inmate participants - 5  
# of registered volunteers - 3
  
- A.A. Alcoholics Anonymous  
meeting - every Tuesday and Friday  
# of inmate participants - 15  
# of registered volunteers - 4 to 6
  
- N.A. Narcotics Anonymous  
meeting - every Monday  
# of inmate participants - 10  
# of registered volunteers - 6
  
- Lifers' Group  
meeting - every Friday  
# of inmate participants - 23  
# of registered volunteers - none
  
- U.N.C. United Native Club  
meeting - every Monday  
# of inmate participants - 53  
# of registered volunteers - 34  
# of volunteers who attend regularly - 2 to 4
  
- Francophone Group  
meeting - every second Thursday  
# of inmate participants - 13  
# of registered volunteers - 15  
# of volunteers who attend regularly - 3 to 4

Chaplaincy Programs

Religious fellowship and Worship -

There are two Chaplains at Matsqui Institution Father David McKenzie (Anglican) - Protestant Chaplain, and Father Paul Thompson - R.C. Chaplain. Father Larson an R.C. priest from Langley comes in 1-1/2 days per week and celebrates Mass on Sunday morning.

Chaplains' duties include:

- Visible presence in the Institution;
- Conducting Protestant & Catholic Services, including funerals and weddings as need dictates;
- Visiting inmates in segregation, hospital, visiting outside families, and hospitals;
- Counselling inmates;
- Coordinating other religions who come to the Institution, such as: Buddhist, Moslem, Jehovah's Witness, 7th Day Adventist, Jewish, and Sikh;
- Protestant Chaplain coordinates Native Spiritual Programs which includes the sweat lodge;
- Protestant Chaplain coordinates AIDS counselling within Institution;
- Bible Studies and Seminars with inmates.

Programs:

MONDAY - Protective Custody Bible Study - approx 9 inmates;

TUESDAY - Western Pentecostal Bible College - 3 volunteers, approx 8 inmates;

WEDNESDAY - Christian Life Church - 4 volunteers, approx 8 inmates;

FRIDAY - Protective Custody Communion Service;

SUNDAY - Roman Catholic Mass - Chaplain, 5 inmates, 3 volunteers;

- Anglican Communion Service - 8 inmates, 2 volunteers.

M.A.P. - Matsqui Addiction Program

# of inmates participants - 25  
 Screening program delivery coordinated by  
 WP-03 staff member R. Ali.

## EDUCATION AND TRAINING

The Education & Training Program at Matsqui Institution has two major components: Academic Education and Vocational Education.

### Academic Education

Academic Education consists of programs in:

1. Adult Basic Education (Grades 1-10)
2. High School Equivalency, GED (Grades 11-12)
3. Post-Secondary University Training

The University education is offered through Simon Fraser University. In addition to this students may take courses through the Open Learning Institute of British Columbia or various other extension courses through Technical and Vocational Schools. All educational programs at Matsqui are completely certified and standings are granted by an external agency.

### Vocational Education

The Vocational Education at Matsqui is designed to provide inmates with marketable skills. The programs offered are:

1. Carpentry
2. Living Skills
3. Welding
4. Autobody Mechanics
5. Automotive Mechanics

In addition to the above, if there is a demand for specific programs such as housewiring, plumbing, etc., these are contracted for on a short term basis to meet the demand. All programs offered at Matsqui Institution are certified by an external agency, i.e.; either a school district, junior college, technical school, university or provincial government.

### Native Life Skills Program

In the spring of 1986, the Allied Indian and Metis Society approached CSC and CEIC with a proposal for a Job Readiness Training Program for Native Indian Inmates in the Pacific Region. As the need was recognized for education and life skills training for native offenders to aid in their reintegration into the community, CSC and CEIC agreed to fund a pilot program at Matsqui Institution. The Native Job Readiness Training Program as delivered by the Native Education Centre, began on October 6, 1986 and concluded July 31st, 1987. The 10 month course consisted of three major components or subject areas - Education, Life Skills and Cultural Awareness.

The program was officially delivered to a maximum of 16 inmates on a continuous intake basis. In addition to the official participants however, there were participants who took part in the course on an ad hoc or part time basis over the duration of the program. Upon successful completion of the course, each official participant received a certificate from the Native Education Centre.

In accordance with Treasury Board Directives, CSC re-tendered for this program and Fraser Valley College was awarded the contract. Although Fraser Valley College is the agency presently delivering the program, content has not changed.

### Industrial Program

Matsqui Institution does plank refinishing for B.C. Parks and Recreation. A three year \$250,000.00 contract involving two of the three B.C. Parks regions has provided approximately 12,000 planks to be completed before March 31st, 1988. This industrial shop employs 23 inmates who complete 250 planks per day. Staff include 1 indeterminate and 1 term.

## INMATE SERVICES

### Telephone Calls

Inmates may make general telephone calls between 6:00 p.m. and 9:00 p.m. each day. In addition, toll free lines to the Vancouver area are available during these hours. Each inmate is normally permitted 1 telephone call per week but this is extended in matters of compassion or emergency. Although general calls are restricted to evening hours, calls to lawyers and "special-circumstance" calls are allowed during the day.

### Canteen

The Inmate Canteen keeps a stock of personal and leisure items (e.g. Shampoo, Cigarettes, Candy, Pop, etc.) that inmates can purchase from the spending portion of their pay. It is open weekdays from 4:30 p.m. to 6:00 p.m. and weekends from 4:30 p.m. to 6:00 p.m. and on pay Fridays 4:30 p.m. to 8:30 p.m.. It is closed every second Wednesday and Thursday.

### System of Outside Purchases

The institution has a list of outside purchase items (i.e. hobby, arts and crafts supplies) which inmates may buy through their accounts. After the inmate completes the necessary forms, processing and purchase is arranged by the institution.

### Inmate Publications

Matsqui Institution provides an office, materials, and facilities for the drafting and printing of an inmate newsletter. The newsletter - Catch 22 - comes out monthly

### Open House

During an Open House, inmates may have visitors for socializing, entertainment and a meal for approximately 6 hours. This is arranged through the inmate committee, socialization, management and usually occurs 4 times a year.

### Religious Services

The Chaplaincy Centre provides or arranges for religious services for all denominations. Regular weekly services are held on Sundays by representatives of:

- The Catholic Church
- The United Church
- The Anglican Church
- The Mennonite Church
- The Salvation Army
- The Pentecostal Church

The Centre also offers personal counselling and a general spiritual refuge for those in need of sanctuary.

### Medical Services

1. The institution maintains a 12-bed hospital and dispensary with a doctor, under contract, in attendance between 9:00 a.m. and 4:00 p.m. on weekdays. He is on call during off-hours and weekends. The facility has nursing staff on duty 24 hours a day. Provision is made for Specialist and Psychiatric referrals when appropriate. Inmates with particularly serious medical problems are taken to Shaughnessy Hospital.
2. A contract dentist is available each week.
3. An optometrist visits the institution when there are sufficient numbers of people to see him. This usually makes him available about 1 day per month.

### Psychological Services

Staff psychologists are available for consultation services, specific counselling, general therapy, and the administration of Personality and Aptitude Tests.

### Legal Services

Legal Aid representatives from Abbotsford Legal Services come into the institution for inmate consultation.

INDEPENDENT CHAIRPERSON: DISCIPLINARY HEARINGS

Twelve Month Period: April 01, 1987 to March 31, 1988

	<u>Total</u>
1. Number of Convictions by PSR 2.9	494
2. Number of Convictions by Type of Court:	
- Major Offenses	35
- Intermediary	473
- Minor Offenses	84
3. Number of Pleas:	
Guilty	225
Not Guilty	285
4. Number of Findings:	
Guilty	373
Not Guilty	141
5. Punishment Awarded:	
- Warning	55
- Loss of privileges (days)	255
- Loss of Remission (days)	615
- Regular Dissociation (days)	3534
- Fined	\$5,060
- Suspended Punishment	84
- Pay Damages	1,807.53
6. Total Number of Inmates Charged	512

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Types of Offenses

Twelve Month Period  
 April 01, 1987 to March 31, 1988

1.	Disobeys or Fails to Obey a Lawful Order of a Penitentiary Officer	59
2.	Assaults or Threatens to Assault Another Person	28
3.	Refuses to Work or Fails to Work to the Best of His Ability	41
4.	Wilfully or Negligently Damages Property of Her Majesty or the Property of Another Person	17
5.	Behaves Toward any other Person, by His Actions, Language or Writing in an Indecent Disrespectful, Threatening or Defamatory Manner	66
6.	Wilfully Disobeys or Fails to Obey any Regulation or Rule Governing the Conduct of Inmates	92
7.	Has Deals/Contraband in his Possession	112
8.	Does Any Act that is Calculated to Prejudice the Discipline or Good Order of the Institution	62
9.	Contravenes any Rule, Regulation or Directive Made Under the Act	6
10.	Wastes Food	3
11.	Attempt Escape	1
12.	Swallows/ingests	7

POPULATION PROFILE: MARCH 1988

1.	Number of Inmates on Register	353
2.	Temporary Detainees	23
3.	Number of Inmates Resident in Institution	376
4.	Average Age	30 years
5.	Average Length of Sentence	6 years
6.	Serving Life Sentence	44
7.	Major Crime:	
	Robbery	124
	Break & Enter	62
	Murder	20
	Narcotics	17
	Possession Stolen Goods	13
	Murder Non Capital	12
	Other Criminal Code	14
8.	Race:	
	North American Indians (Status)	4
	North American Indians (Non Status)	2
	North American Indians (Not Stated)	38
	Metis	18
	Inuit	-
	Asiatic (Mongoloid)	10
	Black (Negroid)	13
	Others	8

Population Profile.....cont'd

9.	Religion:	
	Atheist	55
	Protestant	118
	Moslem	2
	Jewish	5
	Roman Catholic	99
	Sikh	6
	Others	27
10.	Previous Incarcerations:	
	0	92
	1	64
	2	47
	3	22
	4	12
	5	7
	6	3
	7	1
	8	1

POPULATION INFORMATION

1.	Total Inmates on Register as of 88.03.01	-	353
2.	Temporary Detention	-	23
3.	No. of Inmates Resident in Institution	-	376
4.	General Population Inmates	-	256
5.	SMU 2 Total Inmates (Punishment Inmates and Admin. Segregation Inmates)	-	13
6.	SMU 1 Inmates	-	36
7.	Total Doubled Bunked Inmates	-	22
	SMU 2       "       "       "	-	2
	SMU 1       "       "       "	-	20
8.	Francophones (Declared)	-	5
9.	Natives	-	62
10.	Hospitalized	-	8

Parole Information

Full Parole	35	(12%)	of all releases
Mandatory Supervision	133	(45%)	of all releases
Day Parole	129	(43%)	of all releases
<b>T O T A L</b>	<b>297</b>		

**FINANCES**

## Budget Fiscal Year 1988/1989

O & M Budget	\$3107,699.00
Inmate Pay Budget	430,000.00
Salary Budget	8,345,687.00
Overtime Budget	600,232.00
Capital Budget	101,097.00
Industries	1,000.00
Construction Budget	152,000.00
<b>TOTAL</b>	<b><u>\$12,741,715.00</u></b>

ESTABLISHMENT

<u>Budget</u> <u>Total</u>	<u>Position</u>	<u>Total</u>	<u>PY</u>
Warden's Office	2	2	2
Management Services			
AWMS Office	2		
Administrative Services	6*		
Human Resources	6		
Finance	6		
Materiel Management	5	25	24.5
Correctional Programs			
AWCP Office	2		
Food Services	9		
SIS	5		
Works	11		
Mechanical/Electrical	10		
Engineering	6		
Industries	1		
E & T	9	53	53
Correctional Operations			
DWCO Office	2		
Unit Managers	5		
Case Management	18		
SCUDO/Recreation	9		
V & C	4		
Health Care	13**		
Psychology	3		
Security Maintenance	1		
IPSO	2		
Admission & Discharge	3		
Sentence Administration	2		
Security	132***	194	179.0
		=====	=====
T O T A L		274	258.5

- \* Includes 1 part time CR position  
 \*\* Includes 4 part time NU positions  
 \*\*\* Includes 12 part time CX-1 positions

## Establishment.....cont'd

Bilingual Staff

Bilingual Staff	21
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Affirmative Action

Female CX's (Including 1 Part Time)	26
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Females (Other Groups)	51
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Natives (Including 1 Term)	7
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Disabled (Including 1 Term)	8
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Visible Minority	17
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T O T A L	109
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