



SURREY POLICE BOARD

Regular Meeting Agenda

Venue: Virtual
Date: March 29, 2023
Time: 4:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Jessie Sunner
The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.	
MOTION TO APPOINT AN ACTING CHAIR	Melissa Granum
It is in order for the Board to pass a motion to appoint an “Acting Chair” pursuant to Section 25 (2) of the Police Act, which states:	
(2) If the mayor is absent or unable to act, the municipal police board members present at a meeting of the municipal police board must elect from among themselves a chair to preside at the meeting.	
B. ADOPTIONS	
1. Adoption of the Agenda – March 29, 2023	Jessie Sunner
2. Adoption of Minutes – January 25, 2023	Jessie Sunner
C. DELEGATIONS	
1. No Delegations.	Jessie Sunner
2. No Delegation Requests	Jessie Sunner
D. REPORTS	
CHIEF CONSTABLE REPORTS	
1. Grande Prairie, AB Police Vote Report 2023-R006 – For Information	Chief Lipinski
2. Hiring, Diversity and Deployment Update Report 2023-R007 – For Information	Chief Lipinski
3. Chief Updates – Verbal - For Information	Chief Lipinski

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **Year End Report – 2022 Expenditures** Avtar Johl
Report 2023-FIN002 – For Information
(Presentation)

E. INFORMATION

1. Order in Council 119 – Reappointment of Director Avtar Johl Melissa Granum

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

No new business.

H. NEXT MEETING

The next meeting of the Surrey Police Board will be held on April 26, 2023. Jessie Sunner

I. MOTION TO HOLD A MEETING IN A CLOSED SESSION

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the *Police Act*, which states: Jessie Sunner

- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:
- (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
 - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

J. ADJOURNMENT Jessie Sunner



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: Virtual
Date: January 25, 2023
Time: 4:00 PM

Present:

Brenda Locke
Jessie Sunner
Meena Brisard
James Carwana
Cheney Cloke
Manav Gill
Harley Chappell
Elizabeth Model

Regrets:

Guests:

Avtar Johl

Staff Present:

Norm Lipinski, Chief Constable
Jennifer Hyland, Deputy Chief
Michael LeSage, Deputy Chief
Todd Matsumoto, Deputy Chief
Kyle Friesen, General Counsel
Donna Smith, SPB General Counsel
Melissa Granum, Executive Director
Marion Chow, Executive Assistant
Forouzan Rezazadeh, IT Senior Project Mgr.
Gayle Wlasiuk, Executive Service Manager
Lisa Eason, Strategic Communications Mgr.
Sukh Sidhu, S. Sgt.
Nathan Wong, Senior Manager, Finance
Nicola Webb, HR Consultant
Angela Christensen, Senior HR Manager
Andrew Whitson, Communications Specialist

Acknowledged by the Chair: The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.

A. CALL TO ORDER

The January 25, 2022 Regular Surrey Police Board meeting was called to order at 4:00 PM.

B. ADOPTIONS

1. Adoption of the Agenda – January 25, 2022

It was

Moved by James Carwana
Seconded by Manav Gill

That the agenda of the Surrey Police Board meeting of January 25, 2022 be adopted.

Carried.

2. Adoption of Minutes – November 30, 2022

It was

Moved by Jessie Sunner
Seconded by James Carwana

That the minutes of the Surrey Police Board meeting of November 30, 2022 be adopted.

Carried.

C. DELEGATIONS

1. No Delegations.
2. No Delegation Requests

D. REPORTS

CHIEF CONSTABLE REPORTS

1. Development of Operational and Administrative Policy

Report 2023-R001 – For Information

It was

Moved by Meena Brisard
Seconded by Manav Gill

That the Surrey Police Board receive the report for information.

Carried.

2. 2022 Surrey Police Service Awards and Recognition

Report 2023-R002 – For Information

It was

Moved by Elizabeth Model
Seconded by James Carwana

That the Surrey Police Board receive the report for information.

Carried.

3. Hiring and Diversity

Report 2023-R003 – For Information

It was

Moved by Meena Brisard
Seconded by Manav Gill

That the Surrey Police Board receive the report for information.

Carried.

4. SPS 2022 Q4 Strategic Plan Update

Report 2023-R004 – For Information

It was

Moved by Elizabeth Model
Seconded by James Carwana

That the Surrey Police Board receive the report for information.

Carried.

5. **Chief Updates** – Verbal - For Information

The Chief Constable provided a verbal update on current SPS activities.

EXECUTIVE DIRECTOR REPORTS

1. **Surrey Police Board – 2022 Per Diems**
Report 2023-R005 – For Information

It was

Moved by James Carwana
Seconded by Manav Gill

That the Surrey Police Board receive the report for information.

Carried.

E. INFORMATION

1. IIO Autumn Newsletter and CPO Joint Forum Spring 2023.

The above received for information.

2. Launch of the 2023 BCAPB Awards

The Board received this item for information and directed the Executive Director to bring this forward to the Governance Committee for further discussion.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

No new business.

H. NEXT MEETING

The next meeting of the Surrey Police Board will be held on February 22, 2023.

I. MOTION TO HOLD A MEETING IN A CLOSED SESSION

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the *Police Act*, which states:

It was

Moved by Meena Brisard
Seconded by James Carwana

That the Board close the meeting to the public pursuant to Section 69 (2) (c) and (d) of the Police Act, which states:

- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:
 - (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
 - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

Carried.

J. ADJOURNMENT

It was

Moved by James Carwana
Seconded by Manav Gill

That the January 25, 2022 Regular Board meeting be adjourned.

Carried.

The Surrey Police Board January 25, 2023 Regular meeting adjourned at 4:25 PM.

Certified correct:

Marion Chow, Executive Assistant

Brenda Locke, Chair



REPORT DATE: March 22, 2023

REGULAR

BOARD MEETING DATE: March 29, 2023

BOARD REPORT # 2023-R006

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **Grande Prairie, AB Police Vote**

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

BACKGROUND

On March 7, 2023, Grande Prairie, Alberta City Council voted to transition from the RCMP to a new municipal police service. In an 8-1 vote after a full day of presentations, Grande Prairie City Council voted to end their policing contract with the RCMP and transition to a municipal police service. Grande Prairie has a population of 63,000 residents, currently receiving policing services from an RCMP detachment of 104 officers.

DISCUSSION

Grande Prairie began their examination of policing services in 2018, with a fulsome service review in 2022. The assessment included a public consultation process, a review of existing policing methods, and the creation of a transition plan, led by the consulting firm, MNP. Public consultation for the Police Service Model Review consisted of stakeholder interviews with 19 internal and external parties, an online survey with 758 responses, and two in-person consultation sessions with approximately 88 attendees, focus groups, and presentations.

Key themes from the public consultation included:

- Current police are viewed as a net positive
- Policing needs to meet the needs of equity deserving groups
- RCMP are sometimes perceived to be bureaucratic
- General desire for a localized approach to policing
- Policing needs to better understand and incorporate the effect of social factors into their operations

Grande Prairie Mayor, Jackie Clayton, stated, "Grande Prairie City Council believes transitioning to a municipal police service will best serve our community and create a more locally responsive policing solution

with local oversight, addressing local needs. There has been example after example where the RCMP machine just can not be as adaptive as the community needs.”

Alberta RCMP commanding officer, Deputy Commissioner Curtis Zablocki, presented to council and conceded that there were challenges with maintaining staffing and services in Grande Prairie.

Following their decision, the City of Grande Prairie will now seek approval from the Minister to change policing models and to form a municipal police service. The City will need to pass a bylaw creating a police commission, and notify the Government of Canada of the City’s intent to transition away from the RCMP, as required by the Municipal Police Service Agreement. The City is proposing a five-year transition plan.

Governance of the RCMP contracts in Alberta differs from that in BC. BC employs a distinct definition of the term “Municipal Police Service Agreement” meaning that the province is a signatory to individual municipal policing contracts. In Alberta, municipalities contract directly with the Federal government for RCMP policing.

The City will receive \$9.7 million in start-up and transition funding from the Province of Alberta. The total costs to transition from the RCMP to a municipal police service are estimated to be \$19 million and include a 20% contingency for transitional staffing, policing equipment, fleet assets, technology, infrastructure, recruitment, training, and professional services.

The City of Grande Prairie believes their decision will result in improved policing services and public safety outcomes through:

- increased local oversight, accountability and efficiency offered through a local police commission and local decision-making autonomy,
- improved officer recruitment based on local candidate development and in-community police recruit training offered through a partnership with a leading academic provider,
- increased officer retention based on officers having stronger community ties, and
- increased City control over cost elements and ability to more readily direct costs with increased detail than is available today.

CONCLUSION

The above matters are provided for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA
Chief Constable

[Grande Prairie City Council approves transition to new locally-led Municipal Police Service | City of Grande Prairie \(cityofgp.com\)](https://www.cityofgp.com/news/2023/05/16/grande-prairie-city-council-approves-transition-to-new-locally-led-municipal-police-service)

Grande Prairie Transition Report: <https://engage.cityofgp.com/33181/widgets/135971/documents/98584>

Grande Prairie Police Service Model Review:
<https://engage.cityofgp.com/33181/widgets/135971/documents/90599>



REGULAR

REPORT DATE: March 22, 2023

BOARD MEETING DATE: March 29, 2023

BOARD REPORT # 2023-R007

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: Hiring, Diversity and Deployment Update

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

BACKGROUND

SPS continues to attract high quality applicants with diverse backgrounds, skills, and qualifications with a focus on recruiting police officers who are representative of the communities we serve. As of March 16, 2023, SPS has 395 employees, comprised of 331 sworn and 64 civilian staff.

DISCUSSION

SPS continues to deploy officers into the RCMP Municipal Police Unit (MPU), to meet the direction and expectations of the Minister of Public Safety and Solicitor General. Hiring and deployments are guided by the Minister's direction to align with the joint SPS-RCMP HR Strategy and Plan. Numbers reflecting actual hiring and deployment will fluctuate, as in any large organization, based on promotions, transfers, injuries, leaves, removals from assignments, etc.

To date, 219 SPS Officers have been assigned/operationally deployed into the MPU, and 88 Experienced Officers are waiting for deployment and/or assigned to building the organization. 24 Recruits are in various stages of training (Classes 2 and 3).

SPS officers that have not been deployed are assigned to critical infrastructure roles and administration, working to build the necessary systems and supports for the department, such as: HR, IT, Recruiting, Training, Professional Standards, Policy Development, and Planning. Civilian employees perform important administrative and management functions, such as: Administrative Support, Finance, Facilities Management, Communications, and Legal Services.

Experienced officers have come from 27 different police agencies across the country, providing SPS with a broad spectrum of perspectives and experience. To date, 109 officers have been hired with RCMP backgrounds, and 183 have come from municipal or other police departments. 39 new recruits have also been hired to date.

Recruit Hiring

Recruit Class 1 (168)

SPS's first 14 Recruits graduated from the JIBC on March 10th, 2023. These 14 Qualified Municipal Constables officially began their policing careers in Surrey on March 13th, 2023.

Recruit Class 2 (169)

14 SPS Recruits in Class 169 are scheduled to graduate from the JIBC on July 7th, 2023.

Recruit Class 3 (170)

10 SPS recruits in Class 170 are scheduled to graduate from the JIBC on November 10th, 2023.

Diversity Statistics

The SPS Recruiting Unit strives to ensure that the composition of SPS reflects the diversity that exists in the City of Surrey. A diverse workforce will help SPS to engage with citizens and ensure that SPS hears and understands their concerns, perspectives and needs. SPS also believes it is important for the public and potential applicants to know about the organization and people that have chosen to work at SPS.

The current composition of SPS sworn officers includes:

- **20% female**
 - **40% of new Recruits are female**
- **50% culturally diverse backgrounds, including:**
 - **6% Indigenous**
 - **21% South Asian**
- **38 languages spoken**

CONCLUSION

The above matters are provided for the Board's awareness and information. Regular updates will be provided to the Board.



Norm Lipinski, OOM, LLB, MBA
Chief Constable



REGULAR

REPORT DATE: March 20, 2023

BOARD MEETING DATE: March 29, 2023

BOARD REPORT # 2023-FIN002

TO: Surrey Police Board

FROM: Finance Committee

FILE: 60540-20-04

SUBJECT: Year-End Report: 2022 Expenditures

RECOMMENDATION

The Finance Committee recommends that the Surrey Police Board receive this report for information.

PURPOSE

This report presents a summary of expenditures incurred during the fiscal year ended December 31st, 2022. Please note that the City’s year-end audit is currently underway. The financial information presented below are subject to change during the audit process as SPS’s annual financial statements are consolidated with the City’s.

At the time of writing, City staff have not released December expenditure data on the one-time policing transition fund to us, therefore the related financial statements/content are not included in this report.

BACKGROUND

The Five-Year Financial Plan 2022 – 2026 adopted by City Council in December 2021 provided the 2022 budget allocations for policing services, which included the annual budget for SPS.

The City’s 2022 – 2026 operating budgets for policing is presented in the following table (in thousands):

	2022	2023	2024	2025	2026
SUMMARY	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Policing Services Operating Budget	\$ 194,807	\$ 202,465	\$ 211,015	\$ 216,160	\$ 221,459

For 2022, \$72.53M was distributed to SPS; \$96.66M for the RCMP and \$25.62M for City Police Support Services. SPS’s budget is summarized as follows:

	<u>2022 Budget</u>
Remunerations, Salaries and Benefits	\$48,862,320
Other Expenditures	25,587,666
Federal Subsidy	(4,200,000)
2022 Capital	<u>2,275,000</u>
	\$72,524,986
2021 Capital Carry Forward/Reserve	<u>\$ 2,275,000</u>
Total Available	\$ 74,799,986

DISCUSSION

For the fiscal year ended December 31, 2022, net expenditures (operating and capital) were \$10.43M favourable compared to budget; SPS incurred net expenditures of \$64.37M compared to \$74.80M available, presented in the following table:

Year-to-Date Expenditures Summary (Budget vs. Actual)

As of December 31, 2022

	YTD BUDGET	YTD ACTUAL	VARIANCE
<i>SPS Operations</i>			
Board Remunerations	180,000	118,778	61,222
Salaries and Benefits	48,682,000	47,085,350	1,596,650
Lower Mainland Integrated Teams	16,603,537	13,874,140	2,729,397
Other Expenditures	8,984,449	3,810,301	5,174,148
Total SPS Operations	<u>\$ 74,449,986</u>	<u>\$ 64,888,569</u>	<u>\$ 9,561,417</u>
Capital Expenditures**	<u>\$ 4,550,000</u>	<u>\$ 1,313,018</u>	<u>\$ 3,236,982</u>
TOTAL SPS EXPENDITURES	<u>\$ 78,999,986</u>	<u>\$ 66,201,587</u>	<u>\$ 12,798,399</u>
Recovery - Federal/RCMP Subsidy	(4,200,000)	(1,834,496)	(2,365,504)
NET EXPENDITURES	<u>\$ 74,799,986</u>	<u>\$ 64,367,091</u>	<u>\$ 10,432,895</u>

** Capital Expenditures include a \$2.275M unused reserve carry forward from 2021 and an additional \$2.275M budgeted for 2022. Amortization not included.

During 2022, SPS expended \$119K for board remuneration, \$47.09M for employee salaries and benefits, \$1.31M of capital expenditures, \$3.81M of other operating expenditures, and contributed \$13.87M to Lower Mainland Integrated Teams. (Appendix I provides a breakdown of expenditures by Bureau.)

Lower Mainland Integrated Teams (LMIT) are funded by each jurisdiction within the region for their services, including:

- Integrated Homicide Investigation Team (IHIT)
- Emergency Response Team (ERT)
- Integrated Forensic Identification Services (IFIS)
- Integrated Police Dog Services (IPDS)
- Integrated Collision Analysis and Reconstruction Service (ICARS)

The LMIT budget and expenses also include contributions to the Real Time Intelligence Centre (RTIC) and the Independent Investigations office (IIO).

At the end of the year, there were a total of 386 active SPS employees (326 sworn members and 60 civilians). Of these employees, 29 were assigned to temporary recruitment, security clearance, and various other positions required for the policing transition project; their salaries and benefits are allocated to the One-time Policing Transition Project fund.

Included in SPS Operations are salaries and benefits of \$47.09M, with 357 employees (315 sworn members and 42 civilians) currently active. These employees are engaged in activities, such as:

- Community policing
- Community engagement
- Develop and maintain policies and procedures
- Develop and manage training programs, including operational and leadership skills
- Occupational health and safety development and organization
- Procurement (equipment, uniforms, firearms, etc.)
- Staffing coordination and financial planning
- Tri-lateral coordination (human resources, asset transfer, facilities, etc.)

Other operating expenditures of \$3.81M included: \$1.55M for supplies and materials; \$574K paid to JIBC for recruit training; \$231K of communications related expenses; \$200K for training; \$985K for outsourced services; \$18K for insurance; \$17K for publications and reference materials; \$24K for memberships and professional dues; \$198K of travel expenses; \$4K for recruiting activities/events; \$9K for lease and rentals.

CONCLUSION

Total annual expenditures supporting SPS's operations and capital acquisitions were within the available funding for 2022 and per the Board approved budget.



Avtar Johl
Chair, Finance Committee

Appendix I - Surrey Police Service Year-to-Date Expenditures – December 31, 2022 (Budget vs. Actual)

APPENDIX I

Surrey Police Service
Year-to-Date Expenditures - December 31, 2022
(Budget vs. Actual)

	YTD BUDGET	YTD ACTUAL	VARIANCE
<i>Surrey Police Board</i>			
Board Remunerations	180,000	118,778	61,222
Salaries and Benefits	346,000	344,661	1,339
Other Expenditures	279,000	72,574	206,426
Surrey Police Board	\$ 805,000	\$ 536,013	\$ 268,987
<i>Office of the Chief Constable</i>			
Salaries and Benefits	2,538,000	2,666,650	(128,650)
Other Expenditures	395,904	236,701	159,203
Office of the Chief Constable	\$ 2,933,904	\$ 2,903,351	\$ 30,553
<i>Community Policing Bureau</i>			
Salaries and Benefits	27,263,000	28,885,986	(1,622,986)
Lower Mainland Integrated Teams	16,603,537	13,874,140	2,729,397
Other Expenditures	1,913,294	222,006	1,691,288
Community Policing Bureau	\$ 45,779,831	\$ 42,982,132	\$ 2,797,699
<i>Investigative Services Bureau</i>			
Salaries and Benefits	6,310,000	3,337,146	2,972,854
Other Expenditures	681,299	96,715	584,584
Investigative Services Bureau	\$ 6,991,299	\$ 3,433,861	\$ 3,557,438
<i>Support Services Bureau</i>			
Salaries and Benefits	12,225,000	11,850,907	374,093
Other Expenditures	5,714,952	3,182,305	2,532,647
Support Services Bureau	\$ 17,939,952	\$ 15,033,212	\$ 2,906,740
Total Operation Expenditures	\$ 74,449,986	\$ 64,888,569	\$ 9,561,417
Capital Expenditures**	\$ 4,550,000	\$ 1,313,018	\$ 3,236,982
TOTAL SPS EXPENDITURES	\$ 78,999,986	\$ 66,201,587	\$ 12,798,399
Recovery - Federal/RCMP Subsidy	(4,200,000)	(1,834,496)	(2,365,504)
NET EXPENDITURES	\$ 74,799,986	\$ 64,367,091	\$ 10,432,895

** Capital Expenditures include a \$2.275M unused reserve carry forward from 2021 and an additional \$2.275M budgeted for 2022. Amortization not included.

Variance Analysis

While overall expenditures had a favourable budget variance, Appendix I shows unfavourable variances in three areas:

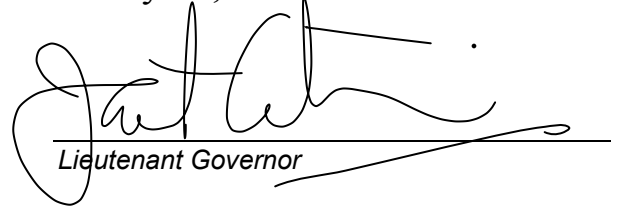
- 1) Salaries and benefits within the Office of the Chief Constable was \$129K higher than budgeted due to the need to hire two more Finance positions during the year. The original budget had one position planned which was not sustainable in supporting an organization as large as SPS, undergoing rapid growth. This over expenditure was risk managed during the year by reprioritizing our civilian hiring, to ensure there would be an offsetting favourable budget variance in other Bureaus.
- 2) Salaries and benefits within the Community Policing Bureau appears \$1.62M higher than budgeted due to the accounting treatment of the costs related to deployed Investigative Services members, which are aggregated with deployed Community Policing members. To support the City's need to specifically track the total staffing cost of all deployed members, their salaries and benefits are recorded/consolidated within the Community Policing Bureau for ease of reporting. (This is also the reason the Investigative Services Bureau shows a large/offsetting favourable budget variance.)
- 3) The calculations and collection of the federal/RCMP subsidy is discussed between the City and the RCMP; SPS has limited information on this matter and the related unfavourable variance (\$2.37M).

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 119

, Approved and Ordered February 24, 2023



Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that Avtar Singh Johl, reappointed as a member of the Surrey Police Board by the municipal council of the City of Surrey, holds office for a term ending December 31, 2024.



Minister of Public Safety and Solicitor General and
Deputy Premier



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Police Act, R.S.B.C. 1996, c. 367, ss. 23 and 24

Other: OIC 58/2022