



SURREY POLICE BOARD

Regular Meeting Agenda

Venue: SPS HQ - Boardroom

Date: October 9, 2025

Time: 2:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Chair
The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.	
B. DECLARATION OF CONFLICTS	Chair
C. ADOPTIONS	Chair
1. Adoption of the Agenda – October 9, 2025	
2. Adoption of Minutes – September 11, 2025	
3. Adoption of Evote Minutes – September 12, 2025	
D. CONSENT ITEMS	
1. Facilities Committee – Terms of Reference Report 2025–GOV010 – FOR DECISION	Director Allen
E. PRESENTATIONS/DELEGATIONS	
1. No Presentations	
2. No Delegation Requests	
F. REPORTS	
CHIEF CONSTABLE REPORTS	
1. Chief Constable’s Updates - Verbal FOR INFORMATION	Chief Lipinski
a. Surrey Outreach Team Engagement (Presentation)	
COMMITTEE REPORTS	
Finance and Risk Committee	
1. Chair’s Updates - Verbal FOR INFORMATION	Director Parmar

Governance Committee

1. **Chair's Updates – Verbal**
FOR INFORMATION

Director Allen

Human Resources and Compensation Committee

1. **Chair's Updates - Verbal**
FOR INFORMATION

Director Carwana

Interim Executive Director

No reports.

G. SERVICE OR POLICY COMPLAINTS

1. **Service or Policy File No. 2025-001**
Concluding Letter from Board Chair to Complainant –
Dated September 15, 2025
2. **Service or Policy File No. 2025-002**
Concluding Letter from Board Chair to Complainant –
Dated September 15, 2025

Jason Kuzminski

Jason Kuzminski

H. INFORMATION

1. **SPS Media Relations Update**
Report 2025-R027 – FOR INFORMATION
2. **NG911 Update**
Report 2025-R028 – FOR INFORMATION
3. **Year-to-Date Expenditures – August 31, 2025**
Report 2025-FIN019 – FOR INFORMATION

Chief Lipinski

Chief Lipinski
DC Matsumoto

Director Parmar

I. CORRESPONDENCE

Jason Kuzminski

1. Letter to Mayor – Thank you for your attendance – Dated September 9, 2025
2. Letter to Sgt. Ryan Buhrig – Acknowledging Award of IACP 40 Under 40 Award
– Dated September 18, 2025

J. NEW BUSINESS

1. No new business.

K. PUBLIC Q & A

Chair

L. NEXT MEETING

Chair

The next meeting of the Surrey Police Board is November 13, 2025.

M. MOTION TO HOLD A MEETING IN A CLOSED SESSION

Chair

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:

- (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; and
 - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

N. ADJOURNMENT

Chair



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: SPS-HQ -Boardroom

Date: September 11, 2025

Time: 2:00 PM

Present:

Nerissa Allen
Sarbjit Bains
James Carwana
Harley Chappell
Archie Johnston
Christine Mohr
Sonia Parmar
Rob Stutt

Regrets:

Bilal Cheema

Guest:

Katie Charlton, Province
Senior Governance Advisor

Staff Present:

Chief Norm Lipinski
Deputy Chief Todd Matsumoto
Deputy Chief Mike Procyk
Deputy Chief Michael LeSage
Jason Kuzminski, Interim Executive Director
Marion Chow, Executive Assistant
Gayle Wlasiuk, Executive Services Manager
Inspector Jag Khosa, Executive Officer
Nathan Wong, Director, Finance
Kyle Friesen, SPS Legal Counsel

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 September 11, 2025 Regular Board meeting was called to order at 2:00 PM.

B. DECLARATION OF ANY CONFLICT OF INTEREST

No director declared a conflict with any business before the Board.

C. ADOPTIONS

1. Adoption of the Agenda – September 11, 2025

It was

Moved by Archie Johnston
Seconded by Sarbjit Bains

That the agenda of the Surrey Police Board meeting of September 11, 2025 be adopted.

Carried.

2. Adoption of Minutes – July 16, 2025

It was

Moved by Archie Johnson
Seconded by James Carwana

That the minutes of the Surrey Police Board meeting of July 16, 2025 be adopted.

Carried.

D. PRESENTATIONS/DELEGATIONS

1. Presentation

a. Extortions – Update
(Presentation)

The Chair of the Governance Committee introduced the Chief Constable’s presentation by updating the Board on Surrey’s crime rate, extortions, shots fired and the actions taken and resources dedicated to these issues.

The Chief Constable provided the Board with a presentation on the status of extortion issues and next steps to be taken to address the issues.

The Board thanked the Chief Constable for the presentation.

2. No Delegation Requests

E. CONSENT ITEMS

1. Minutes of Decisions - Procurement of Police-Related Technologies

Report 2025-R025 – FOR INFORMATION

Previous Report 2025-R021 (from July 16 meeting)

2. Payroll Governance

Report 2025-FIN016 – FOR DECISION

the year-to-date expenditures report

It was

Moved by James Carwana
Seconded by Sonia Parmar

That the Surrey Police Board approve the consent items.

Carried.

F. REPORTS

CHIEF CONSTABLE REPORTS

1. Chief Constable’s Updates - Verbal
FOR INFORMATION

The Chief Constable provided the Board with an update on recruiting and an update on the activities in D1, D3 and the west side of D5.

COMMITTEE REPORTS

Finance and Risk Committee

1. Chair’s Updates – Verbal

The Finance and Risk Chair provided updates on the work of the Committee and reports it reviewed at the last two meetings. The reports discussed at the meetings are provided in the agenda in greater detail.

An explanatory note has been added to year-to-date expenditures reports to clarify that estimates and expenditures for the Provincial Operations Support Unit resourced by the RCMP are reported for context of the overall cost of policing in Surrey, and neither the Board nor SPS has been provided actual estimates or expenditures from the RCMP. Oversight and management of the Unit's budget and expenses is provided by the RCMP and provincial government through a contract between the province and federal government.

Updates were also provided on clarity on submission of the 2026 provisional budget and enterprise risk management strategies, policies and mitigation for emergencies and natural disaster planning.

Governance Committee

1. Chair's Updates – Verbal

The Governance Chair provided the Board with an update on the work of the Governance Committee.

Reports reviewed by the Governance Committee included an update on Body Worn Camera pilot project, crime statistics, formation of a facilities committee, priorities, goals and objectives, and business process and report requirements.

2. Formation of a Facilities Committee Report 2025-GOV004 – FOR DECISION

It was

Moved by Nerissa Allen
Seconded by Sarbjit Bains

That the Surrey Police Board approve a resolution that an *ad hoc* Facilities Committee be established under the governance of the Board;

AND

THAT the Board direct the Governance Committee to draft a terms of reference for the Facilities Committee and make recommendations to the Board regarding the number of members and any structures for the committee.

Carried.

3. Priorities, Goals and Objectives Report 2025-GOV005 – FOR DECISION

It was

Moved by Nerissa Allen
Seconded by Archie Johnston

That the Surrey Police Board approve Option A in Board Report 2025-GOV005 and determine priorities for the remainder of the year; and that in 2026 the Board, initiate a new, Board-led process to determine longer-term priorities, goals and objectives.

Carried.

4. Business Process and Report Requirements

Report 2025-GOV006 – FOR DECISION

It was

Moved by Nerissa Allen
Seconded by Archie Johnston

That the Surrey Police Board adopt the Reporting Requirements governance rule set out in Appendix I of Board Report 2025-GOV006.

Carried.

Human Resources and Compensation Committee

1. Chair's Updates - Verbal

The Human Resources and Compensation Chair provided the Board with an update on reports reviewed by the committee at their meeting of September 2, which included employment and labour relations matters, as well as a review of compensation policies, and health and wellness data.

Interim Executive Director

No reports.

G. SERVICE OR POLICY COMPLAINTS

1. Service or Policy File No. 2025-001

Report 2025-GOV007 – FOR DECISION

a. Letter sent to Complainant re: Course of Action – Dated July 21, 2025

It was

Moved by Nerissa Allen
Seconded by Sarbjit Bains

THAT the Surrey Police Board conclude its review of the complaint and close its file for reasons set out in this report;

AND

THAT the Surrey Police Board direct the Board Chair to send the complainant a concluding correspondence pursuant to *Police Act*, section 171.

Carried.

2. Service or Policy File No. 2025-002

Report 2025-GOV008 – FOR DECISION

a. Letter sent to Complainant – re: Course of Action - Dated July 21, 2025

It was

Moved by Nerissa Allen
Seconded by Rob Stutt

THAT the Surrey Police Board conclude its review of the complaint and close its file for reasons set out in this report;

AND

THAT the Surrey Police Board direct the Board Chair to send the complainant a concluding correspondence pursuant to *Police Act*, section 171.

Carried.

H. INFORMATION

1. **Body Worn Camera Pilot Launch**
Report 2025–R026 – FOR INFORMATION
2. **Sole Source Procurement – Axon Inc.**
Report 2025–FIN017 – FOR INFORMATION
3. **Financial Update – Year-to-Date Expenditures (July 31, 2025)**
Report 2025–FIN018 – FOR INFORMATION

The Board received the above reports for information.

I. CORRESPONDENCE

1. Letter from ADM Lewis – Re: SPS Take-over of District 5 West and Identified Specialized Services – Dated July 18, 2025
2. Letter from ADM Lewis to CO McDonald re: MOU Clarification – Dated July 21, 2025
3. Letter from ADM Lewis to Chair of Municipal Police Boards – Provincial Code of Conduct, Police Board and Board Meeting Regulations - Dated July 22, 2025
4. Letter from Minister Krieger to CO McDonald – re: Directing a Reduction in the Temporary Transitional Assistance PPS is providing to SPS in the City of Surrey – Dated July 25, 2025
5. Letter to Mayor Locke – re: Approval of Procurement for Police Equipment – Dated September 5, 2025
 - a. Letter from Mayor Locke – re: Competitive Procurement for High-Value Technology Acquisitions – Dated August 15, 2025

The Board received the above correspondence.

J. NEW BUSINESS

1. Future Townhalls – Community Engagement

The Interim Executive Director provided comments on plans for an internal workshop to determine the next steps for the Board’s priorities, goals and objectives and to understand the top priorities of the community.

K. PUBLIC Q & A

There was no public in attendance at the meeting.

L. NEXT MEETING

The next meeting of the Surrey Police Board is October 9, 2025.

M. MOTION TO HOLD A MEETING IN A CLOSED SESSION

It is 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:

(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; and
- (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

It was

Moved by Archie Johnston
Seconded by Sonia Parmar

That the Surrey Police Board close the meeting to the public pursuant to Section 69 (c) and (d) of the Police Act.

Carried.

N. ADJOURNMENT

It was

Moved by Sonia Parmar
Seconded by Christie Mohr

That the September 11, 2025 board meeting be adjourned.

Carried.

The Surrey Police Board meeting of September 11, 2025 adjourned at 3:10 PM.

Certified correct:

Marion Chow, Executive Assistant

Harley Chappell, Chair



SURREY POLICE BOARD

EVOTE Minutes

Venue: VIA EMAIL
Date: September 12, 2025
Time: 4:41 PM

Email Recipients:

Nerissa Allen
Sarbjit Bains
James Carwana
Harley Chappell
Bilal Cheema
Archie Johnston
Christine Mohr
Sonia Parmar
Rob Stutt

Staff:

Jason Kuzminski, Interim Executive Director
Marion Chow, Executive Assistant

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

The Surrey Police Board called a special meeting to consider governance rules for payment of public rewards, of which notice of motion was provided at the Surrey Police Board meeting on September 11, 2025.

A. FOR DECISION**1. Board Rule - Public Awards**

The Interim Executive Director circulated draft governance rules to support the Mayor and Council's initiative to create a fund for payment of rewards for information leading to the arrest and conviction in regard to extortion.

The Board reviewed the draft board rule and responded electronically with their questions and comments. The Board supported the motion by electronic vote.

MOTION TO BE CONSIDERED:

BE IT RESOLVED THAT the Surrey Police Board approves the governance rule attached as **Appendix I.**

Moved by Director Carwana
Seconded by Director Parmar

Carried.

Certified correct:

Marion Chow, Executive Assistant

Harley Chappell, Chair



PUBLIC REWARDS	
LEGISLATIVE AUTHORITY	<i>Police Act</i> , section 28
DATE APPROVED	
DATE REVIEWED	
DATE AMENDED	
DATE TO BE REVIEWED	2027
REPORTING REQUIREMENT	Annual reporting as set out in s. 4 of the rules

PURPOSE:

In accordance with section 28 of the *Police Act*, the Surrey Police Board (the “Board”) is responsible for establishing rules consistent with the *Act*, its regulations and the director of policing respecting the standards, guidelines and policies for the administration of the Surrey Police Service (“SPS”) and the efficient discharge of duties and functions of SPS and its sworn employees.

POLICY

1. Introduction

It is the policy of the Board to support SPS in preventing and solving crime, including the pursuit and apprehension of offenders, through the offer and payment of rewards when deemed appropriate by the Chief Constable.

This policy provides direction to the Chief Constable with regard to the public offering of a payment of rewards to persons who provide information that assists in solving a specific significant crime or crimes. It does not apply to or derogate from policies already in place within SPS with regard to Paid Informants.

2. Policy

The Chief Constable shall ensure that there is an internal procedure in place that sets out rules to be followed with regard to the offering of rewards when it is believed it would lead to conviction of any person guilty of an offence or lead to the location or return of missing property. The procedure shall include the following provisions:

- 2.1 The Chief Constable shall have the delegated authority to approve rewards up to a limit of \$100,000, provided that funds are available within the existing budget established for rewards. Rewards over \$100,000 shall require approval of the Board.

- 2.2 Upon receipt of a recommendation, the Chief Constable shall determine if any person or persons is/are entitled to all or any portion of any offered reward.
- 2.3 Rewards will not be given to any person whose knowledge arose through their own participation in the criminal activity.
- 2.4 Members and employees or immediate family of a member or an employee of SPS, the Surrey Police Board or any law enforcement agency shall not be entitled to claim any reward monies. Save and except for the foregoing, the Chief Constable retains ultimate authority and discretion to decide a person's eligibility for the payment of any reward monies.
- 2.5 The identity of any person claiming a reward shall not be disclosed publicly unless the Chief Constable approves the disclosure or is legally obligated to release the information.
- 2.6 The Chief Constable shall have the delegated authority to approve a recommendation to co-operate and/or participate in a reward being offered by a third party. Upon receipt of a recommendation from the Deputy Chief Constable—Operations Division, the Chief Constable shall determine if the co-operation and/or participation of SPS is appropriate in the circumstances.

3. Measurement Methods

The Chief Constable or a designate shall ensure that appropriate accounting and audit systems are in place to ensure accountability and transparency of reward funds deposited and/or disbursed.

4. Reporting Requirements

The Chief Constable shall report to the Board annually on compliance with the provisions of this policy and on any rewards offered during the reporting period.



REGULAR

REPORT DATE: October 2, 2025

BOARD MEETING DATE: October 9, 2025

BOARD REPORT # 2025-GOV010

TO: Surrey Police Board

FROM: Governance Committee

FILE: 60540-20-03

SUBJECT: Facilities Committee Terms of Reference

The Governance Committee recommends the Surrey Police Board receive this report FOR DECISION.

SUMMARY

At the Surrey Police Board's meeting on September 11, 2025, the Board approved establishing an *ad hoc* Facilities Committee and designated the Governance Committee to create terms of reference and make recommendations for membership of the new committee. The rationale for striking the new committee is ensure appropriate governance and oversight while having some agility to respond in a timely manner to the Chief Constable and City of Surrey senior managers as they develop strategic and budget plans for assets and how the City will fulfil its duty to provide SPS with adequate accommodations. The purpose of this report is to provide draft terms of reference prepared by Board Office staff in consultation with the Chief Constable (**Appendix I**) and assist the Committee to make recommendations as directed by the Board.

RECOMMENDATION

The Governance Committee recommends that the Board approve:

- (a) Terms of Reference for the Facilities Committee as set out in Appendix I; and
- (b) Appointment of Directors Parmar and Bains as members of the Facilities Committee.

DISCUSSION

Throughout 2025, the Chief Constable has been meeting with the Surrey's City Manager and senior managers regarding the suitability of existing accommodations (district stations), relocation to address space pressures (OCC and exhibit storage), acquisition of new assets (firing range), and contingency planning for short-term needs (temporary recruit training academy). Decisions about facilities—whether to upgrade or relocate, and capital planning for new facilities—requires the City and SPS assessing the availability of property and striking an appropriate balance between SPS's assessment of its requirements and Council's assessment of what] taxpayers of Surrey can afford.

The draft at Appendix I sets terms of reference for a committee that will be nimble and responsive to fast-developing opportunities that require governance input and may require expediting business processes to be placed before the Board. Because of the fluidity of the situation and the number of variables in play—availability, cost, opportunity, urgency of need, etc.—the Board accepted the Chief Constable's advice to establish an *ad hoc* committee to ensure a governance lens and oversight over operational decisions that also have financial, reputational and other aspects of Board accountability. Once it is approved and running, the

Chief Constable anticipates *the committee may need to meet as often as weekly*, in order to be responsive to City-staff identified opportunities.

On October 2, 2025, the Governance Committee considered the terms of reference and who to nominate as committee members. Given that the Facilities Committee will inform the Finance and Risk Committee about factors to consider in developing the 2026 and future budgets and the Human Resources and Compensation Committee in regard to impacts and opportunities for staffing, the Governance Committee is recommending that membership of the Facilities Committee include directors who are on those standing committees. The Chair of the Finance and Risk Committee has expressed willingness to volunteer. Director Bains has professional experience in real property that can be leveraged and is also prepared to accept an appointment to the committee.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.

A handwritten signature in black ink, appearing to read 'N. Allen', written over a light blue horizontal line.

Nerissa Allen
Chair, Governance Committee

Appendix I – Facilities Committee Terms of Reference

Facilities Committee Terms of Reference

Introduction

Under the *Police Act*, the Board has primary oversight responsibility for SPS's acquisition and ongoing operation of facilities for accommodations; storage of exhibits, supplies and equipment; and training. The purpose of the Facilities Committee is to assist the Board fulfil this oversight responsibility.

The Chief Constable has day-to-day responsibility for facilities and developing priorities and planning for additional facilities to meet the requirements and needs of SPS.

Composition

Ideally, the Committee will be composed of up to three Board Members, with one Board Member elected by the Committee on an annual basis to chair its meetings.

Ideally, a majority of the Committee members are financially literate and at least one member has experience with real property and/or property management.

Administrative duties are delegated to the Executive Director, who works with the Committee and Chief Constable to establish meeting dates and agenda content. In addition to the Chief Constable, SPS senior managers will attend meetings as required.

Frequency of Meetings

The Committee meets as often as necessary to carry out its responsibilities. Meetings outside the regular meeting schedule are convened at the call of the chair.

Responsibilities

Subject to the powers and duties of the Board, the Committee assumes the following responsibilities:

Priorities and Planning

1. Review and make recommendations to the Board in respect of gaps in facilities for SPS accommodations; storage of exhibits, supplies and equipment; and training.
2. Provide input and feedback to the Chief Constable on gaps in existing facilities; and priorities, timing and financial planning for the acquisition of new facilities.

Internal and External Relationship Management

1. Give and receive input and feedback from other Board standing committees on recommendations for the acquisition of new facilities that engage their mandate or expertise.
2. Regularly review and consider reports and recommendations with regard to the Board's and SPS's relationships with City Council.

Other Responsibilities

1. Stay informed on emerging best practices in governance relative to the Committee's mandate and recommend any changes to the Governance Committee.
2. Review such other matters as the Committee or Board deems advisable or timely.

September 15, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED],

Re: Surrey Police Board Service or Policy Complaint File No. 2025-001

At the Surrey Police Board's meeting on July 16, 2025, the Board formally received your complaint regarding an emergency operator's handling of a 9-1-1 call from a family member seeking assistance for a motor vehicle accident. Based on the facts as alleged, the Board passed a resolution to request the Chief Constable to investigate and report on the complaint, in accordance with *Police Act*, section 171 (1)(a). The Board asked that the investigation include review of SPS policies, protocols and training provided to emergency operators.

At its meeting on September 11, 2025, the Surrey Police Board formally considered your complaint regarding an emergency operator's handling of a 911 call from a family member seeking assistance after a motor vehicle accident. As you requested, the Board reviewed the call for service, as well as SPS policies, protocols and training provided to emergency operators. A report prepared by SPS and submitted to the Board by its Governance Committee included an examination of the 911 call audio and verbatim transcript, the relevant standards of procedure and SPS policies. A copy of the report and its appendices is attached as **Appendix I**.

As set out in the report, the call transcript evidence does not support allegations that the emergency operator told the caller words to the effect that unless he was bleeding it did not qualify as an emergency. The evidence demonstrates that the emergency operator asked the caller if he was injured, and the caller replied, "Not really, no." The operator then asked if the vehicle hit anything, and the caller replied "No. Just my car went into the ditch." The operator attempted to assist with arranging towing services but could not text message information as requested, due to 911 call technology. At no time during the call was there a reference to "bleeding."

After careful consideration of the transcript evidence, the Board concluded that the part of the complaint alleging inadequate or inappropriate service is not substantiated and that the call was handled in accordance with established standards of practice and SPS policies.

The Board then considered whether SPS policies for emergency operators are adequate and appropriate. The Board reviewed the current policy framework, particularly SPS Operational Policy 4.36.4 and the standards of procedure for motor vehicle accidents where there is no injury or third-party property damage. The standards of procedure direct operators to advise callers to exchange information with other drivers in a collision and to notify ICBC. An emergency operator will contact Fire if vehicles are blocking traffic. Under the policy and standards, police are not dispatched unless certain thresholds are met, including injuries requiring transport to hospital; property damage over \$10,000; evidence of a criminal or motor vehicle offence; and/or there has been a hit-and-run.

The Board concluded that the current policies are adequate and appropriate. The policies prioritize circumstances that are reasonably thought to be serious and an emergency. Motor vehicle accidents with no

injuries and minor damage fall outside the core mission of policing to protect public safety. Requiring police to attend motor vehicle accidents at lower thresholds than in current policies would have little appreciable impact for public safety and reallocating resources toward attendance at non-injury, no third-party property damage could negatively impact other areas where police are required. For these reasons, the Board resolved to conclude its review of SPS policies and dismiss this part of the complaint.

Motor vehicle accidents can be stressful and unsettling, and people who have been in an accident call the emergency line looking for help. The Board reviewed the incident to consider opportunities for improving the experience of those who call 911 but may not be in an emergency. The caller asked for assistance contacting towing services but did not have something to write down information provided by the operator. The call ended abruptly with the operator stating that they were on the 911 line and the caller would have to look up a towing service himself. The Board mindful that the operator prioritized the 911 for emergency calls, that this was not an emergency call, but the caller was likely feeling some distress. It is regrettable if, in the effort to keep the 911 line clear for emergency calls, the caller was left feeling disregarded.

Another opportunity for improvement may come with Next Gen 911, an update to the 911 emergency system that will integrate more cellular phone technology. As mentioned above, the current version of the 911 system is not enabled to send text messages from operators to callers. The Board was briefed on Next Gen 911, scheduled for implementation next year, which apparently will allow operators to send text messages with information to callers. Hopefully this will address a gap in service experience in this instance by improving caller-experience through connecting callers with towing services or delivery of other non-emergency information.

Thank you for bringing these concerns forward, but the Board has resolved to conclude its review of this matter and close its file. If you are dissatisfied with the Board's decision, you have 20 business days from the receipt of this correspondence to request a review by the Police Complaint Commissioner, who may be contacted at:

Office of the Police Complaint Commissioner
901—947 Fort Street
PO Box Stn Prov Govt
Victoria, BC V8W 9T8

Sincerely,



Harley Chappell
Chair, Surrey Police Board

Appendix I - Report 2025-GOV007

cc. Prabhu Rajan, Police Complaint Commissioner
Chief Constable Norm Lipinski, SPS
Jason Kuzminski, Surrey Police Board

September 15, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED],

Re: Surrey Police Board Service or Policy Complaint File No. 2025-002

At its meeting on September 11, 2025, the Surrey Police Board formally considered your complaint regarding enforcement of traffic noise from motor vehicles operating in Surrey. The Board received a report prepared by SPS and submitted by the Governance Committee that reviewed SPS policies, equipment, resources and resource allocation in relation to enforcement of *Motor Vehicle Act* provisions and relevant noise bylaws. A copy of the report is attached as **Appendix I**.

As you may know, and as is set out in the report, both Surrey Bylaw and SPS officers have authority to enforce excessive noise in the City of Surrey. Because Bylaw officers may not take enforcement action involving moving violations, responsibility for moving vehicles falls primarily on SPS's Traffic Enforcement Unit (TEU) and frontline patrol officers. Enforcement action is guided by City of Surrey Bylaw 7044 and the *Motor Vehicle Act Regulation*, Division 27 which require an officer to be of the opinion that a vehicle's exhaust noise is greater than other vehicles in good condition. Where a vehicle is tested at an inspection station, the engine or exhaust level may not exceed 93 decibels.

The Board considered some of the challenges inherent to taking enforcement action, including apprehending moving violations when and where they are happening. Where SPS is responding to a call for service, there is a high likelihood that a moving vehicle will no longer be in the location by the time SPS can reasonably arrive. Patrol officers can and do stop vehicles and issue violation tickets where they encounter noise bylaw infractions, but these are random and may not necessarily occur or be noticed in the area of concern referenced in your complaint. Planned roadside vehicle checks, where TEU uses decibel meters, have been deployed but are resource intensive and deployment decisions are assessed according to operational needs and public safety priorities.

The Board determined to conclude its review of your complaint and close its file taking into consideration the challenges inherent to apprehending violations when they occur, the Board's prioritization of resources for SPS to police serious public safety threats, and the availability of resources generally. Having made this decision, several directors recognized and share your concerns about the inconvenience of excessive, unnecessary noise and asked the Board to explore expanding resources for enforcement as SPS grows.

If you are dissatisfied with the Board's decision, you have 20 business days from the receipt of this correspondence to request a review by the Police Complaint Commissioner, who may be contacted at:

Office of the Police Complaint Commissioner
901—947 Fort Street
PO Box Stn Prov Govt
Victoria, BC V8W 9T8

Sincerely,



Harley Chappell
Chair, Surrey Police Board

Appendix I – Board report GOV008 to Board 2025 09 11

cc. Prabhu Rajan, Police Complaint Commissioner
Chief Constable Norm Lipinski, SPS
Jason Kuzminski, Surrey Police Board



REGULAR

REPORT DATE: October 2, 2025

BOARD MEETING DATE: October 9, 2025

BOARD REPORT # 2025-R027

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: SPS Media Relations Update

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the “Board”) receive this report FOR INFORMATION.

SUMMARY

Since becoming the police of jurisdiction (POJ), the Surrey Police Service (SPS) Media Relations Unit has assumed responsibility for all police media relations, city-wide. This has resulted in an average of 180 media inquiries a month and an average of 24 news releases/advisories being issued by the Unit each month. In addition, SPS has worked to establish enhanced service to media outlets, with 24/7 media relations coverage for significant public safety issues.

DISCUSSION

As one of the fastest growing cities in Canada, Surrey sees a significant amount of police-related activity every month. As a result, the interest from traditional and non-traditional media in police activities, crime, community and public safety, and related strategies and initiatives is commensurately noteworthy. Since taking over as the POJ on November 29, 2024, SPS assumed all police-related media relations responsibilities for Surrey, regardless of whether the area is policed by SPS or the RCMP Surrey Provincial Operations Support Unit (SPOSU). This has required regular consultation and collaboration with SPOSU and BC RCMP Communications.

SPS has two full-time Media Relations Officers (MRO) – one Staff Sergeant, who oversees the Media Relations team that is a part of the Communications Section, and one Sergeant. In addition to the full-time MROs, a part-time civilian Media Liaison and a full-time Media Relations Coordinator support the MROs and media relations activities.

Between January 1, 2025, and September 23, 2025, the Media Relations team has received 1,621 media inquiries related to all manner of police activities, incidents that have happened in Surrey, and various crime and public safety-related topics. The MROs and civilian Media Liaison have issued or provided 1,061 statements or interviews. Additionally, there have been 218 news releases or media advisories issued.

Upon becoming the POJ, SPS established a new on-call system for its MROs, which provides 24/7 coverage for media relations. By having one MRO on standby after hours and on weekends for urgent/unfolding police incidents, SPS is able to quickly provide accurate public safety information to the media and public. The age of social media and the 24/7 news cycle has created a demand for “instant” information, which often leads to inaccurate information being shared online if the correct information is not quickly provided by the organization. Policing and media are both 24/7 services. As such, it is important that SPS be able to provide updates to the public and media as they happen, not just from Monday to Friday. This enhanced service provided by SPS has been very well-received by media and the public.

CONCLUSION

As SPS continues to expand its operations city-wide, the Media Relations team expects the number of inquiries, statements and interviews, and news releases to increase in the coming months and years. The Unit’s focus on enhanced customer service, access, and transparency with media supports SPS’s overall goal of building public trust.

A handwritten signature in black ink, appearing to read 'Norm Lipinski', with a stylized flourish at the end.

Norm Lipinski, OOM, LLB, MBA
Chief Constable



REGULAR

REPORT DATE: October 1, 2025

BOARD MEETING DATE: October 9, 2025

BOARD REPORT # 2025-R028

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: Next Generation 911 (NG911) - Update

The Chief Constable recommends the Surrey Police Board (the "Board") receive this report FOR INFORMATION.

SUMMARY

The purpose of this report is to inform the Board that, as it develops the 2026 provisional SPS budget, there are costs associated with accommodations and staffing resources for NG911 that it will need to consider. A version of this report was reviewed by both the Finance and Risk Committee and Human Resources and Compensation Committee.

NG911 is federally mandated and the transition from the legacy E911 System, which is overdue, is anticipated to begin in 2026. The new technology and infrastructure will enable 911 operators to receive multimedia communication list texts, images, videos and real-time data, which improves emergency response but also requires additional experienced operators.

DISCUSSION

Earlier this year, the Board approved a labour market adjustment for hourly wages and shift differentials to address staffing shortages in the Operational Communications Centre (OCC). The changes have been successful in attracting applications (including some experienced operators), retaining talent, and ensuring staffing levels are adequate to respond to emergency calls during different shifts. In addition to new hires, conditional offers have been made, with those vacancies to be filled once candidates complete security clearance. While these additional staff resources respond to current OCC needs, a need to recruit more experienced operators for NG911 remains.

NG911 Progress

In 2017, the Canadian Radio and Telecommunications Commission mandated NG911 across Canada. NG911 is built on an IP-based digital infrastructure, providing real-time dynamic location data and provides multimedia support. The E911 system that NG911 will replace is landline-based and on an analog system that cannot manage digital information and transfer. The transition to NG911 started in 2022, with all telecommunication providers supporting NG911 voice services. Text messaging via NG911 was expected to be available by 2025, with further capabilities, such as video and data, to follow.

SPS has been working with EComm to develop a Shared Solution. To date, all on-site OCC equipment has been procured and installed, with a final configuration awaiting EComm resources. Prior to November 29, 2024, SPS was advised by the RCMP on what the estimated cost for the EComm hosted NG911 solution would be based on the size of Surrey. Initial budgetary numbers were approximately \$1.1 million annually, plus an additional \$300,000 for being designated as a survivable site. To mitigate financial risks, SPS continues to work with EComm to develop a costing breakdown. On September 17, 2025, E-Comm presented its estimates of the SPS NG911 solution.

CONCLUSION

Based on the budget estimate provided by EComm and updated analysis of SPS's own estimates, it is anticipated that an additional \$1,633,259 for NG911 will need to be included in the 2026 provisional SPS operating budget. The amount is for a nondiscretionary requirement, with the only factor being timing of the expenditure.

A handwritten signature in black ink, appearing to read 'Norm Lipinski', with a stylized flourish at the end.

Norm Lipinski, OOM, LLB, MBA
Chief Constable



REGULAR

REPORT DATE: September 29, 2025
BOARD MEETING DATE: October 9, 2025
BOARD REPORT # 2025-FIN019

TO: Surrey Police Board

FROM: Finance and Risk Committee

FILE: 60540-20-04

SUBJECT: Financial Update – Year-To-Date Expenditures (August 31, 2025)

RECOMMENDATION

The Finance and Risk Committee recommends the Surrey Police Board (the “Board”) receive this report FOR INFORMATION.

PURPOSE

This report summarizes 2025 year-to-date expenditures incurred (and accrued) up to August 31, 2025.

BACKGROUND

The 2025 policing budget, as approved by the Surrey Police Board (the “Board”) and the City of Surrey (the “City”), is summarized below.

Surrey Police Service Budget Summary

	2025 Budget
SPS Operations	
Board Remuneration	\$ 200,000
Salaries and Benefits	172,106,116
Other Operating Expenditures	49,386,581
Equipment, Inventory and Capital	19,391,373
Total SPS Operations	241,084,070
Lower Mainland Integrated Police Services	20,395,867
Provincial Operations Support Unit	35,029,374
	296,509,311
Less: Revenues/Recoveries/Transfers	(11,426,000)
NET / TOTAL POLICING EXPENDITURES	\$285,083,311

The 2025 budget presents policing costs broken out into three main components: SPS Operations, Lower Mainland Integrated Police Services, and the Provincial Operations Support Unit (RCMP members supporting SPS).

The core assumptions used to build the budget were developed through discussions by the Advisory Budget Committee, which consists of collaborating members representing the City, the Board, and SPS, with a common goal of optimizing Surrey's policing budget and utilizing taxpayer resources most efficiently. The fundamental planning assumption in the budget is based on Surrey's targeted policing strength of 810 sworn members in 2025 (combined between SPS and RCMP members).

DISCUSSION

As of August 31, 2025, year-to-date net expenditures totalled \$150.44M (53% of the total budgeted), as presented below. However, please note that at the time of writing, SPS has not received up-to-date financial data on the costs related to Lower Mainland Integrated Police Services or the Provincial Operations Support Unit. Therefore, the related expenditures are currently accrued/estimated based on a proportion of the budgeted amount.

2025 Budget vs. Actual - Summary

As of August 31, 2025

	2025 Budget	YTD Actual	% Utilized	Remaining Budget
SPS Operations				
Board Remuneration	\$ 200,000	\$ 84,625	42%	115,375
Salaries and Benefits	172,106,116	97,953,933	57%	74,152,183
Other Operating Expenditures	49,386,581	19,001,083	38%	30,385,498
Equipment, Inventory and Capital	19,391,373	8,482,250	44%	10,909,123
Total SPS Operations	241,084,070	125,521,891	52%	115,562,179
Lower Mainland Integrated Police Services	20,395,867	13,597,244	67%	6,798,623
Provincial Operations Support Unit *	35,029,374	22,813,979	65%	12,215,395
	296,509,311	161,933,114	55%	134,576,197
Less: Revenues/Recoveries/Transfers	(11,426,000)	(11,497,294)	101%	71,294
NET / TOTAL POLICING EXPENDITURES	\$285,083,311	\$ 150,435,821	53%	134,647,490

** Please note that while the RCMP's Surrey Provincial Operations Support Unit's ("SPOSU") contract cost is a line item in the Surrey Police Board's budget, the Board has no oversight or control over the cost and deliverables of the contract, as the agreement is between the federal government and the Province of BC. This line item is added to the Board's budget and reporting for presentation purposes only, to provide interested stakeholders with a consolidated view of Surrey's total policing expenditures.*

The most significant costs in our budget and actual expenses are salaries and benefits, representing approximately 78% of year-to-date SPS Operations expenses (excluding expenses related to Lower Mainland Integrated Police Services and the Provincial Operations Support Unit). At the end of August, SPS had 1006 active employees on payroll: 568 sworn members, 329 full-time civilians, and 109 part-time civilians. (Some of our part-time civilians may be on-call auxiliary positions and may not have work shifted each month; therefore, the part-time civilian count may fluctuate each month.)

COMPLIANCE

All statutory remittances and reporting are currently up to date. Our reporting/remittance frequencies are as follows:

- WorkSafe BC – quarterly
- Municipal Pension Plan – 15 days after each payroll (pay date)
- BC Provincial Sales Tax (PST) – monthly
- BC Employer Health Tax (EHT) – quarterly
- Canada Revenue Agency:
 - Federal Goods and Services Tax (GST) payments/remittances – annual
 - Payroll remittances – immediately after each payroll (pay date)

CONCLUSION

This report is presented to the Board for information.



Sonia Parmar
Chair, Finance and Risk Committee

Appendix I Statement of Revenues and Expenditures – August 31, 2025
Appendix II Statement of Operating Expenditures by Bureau – August 31, 2025



(APPENDIX I)

Statement of Revenues and Expenditures

For the period ended August 31, 2025

	Jan 25 - Aug 25
Revenues	
City of Surrey Funding	\$150,435,820.53
Provincial Government Funding	8,840,595.15
Federal Government Funding	151,896.17
Policing Service Recoveries	1,311,677.13
Training and Course Fees/Recoveries	17,076.50
Fees for Service	1,725,147.10
Interest Earned	55,482.04
Other Revenue	254,519.67
Deferred Revenue/Funding	(859,100.00)
Total Revenues	161,933,114.29
Operating Expenditures	
Board Remuneration	84,625.00
Salaries and Benefits	98,963,267.92
Consultants and Professional Services	5,424,649.44
Justice Institute of BC Recruit Training Fees	680,728.05
Training and Travel	881,015.35
Lower Mainland Integrated Police Services	13,597,244.38
Other/External Police Agency Support	21,940,925.33
Brand Development and Advertising	78,952.53
Events and Meetings	53,373.44
Facilities Operating Expenses	903,382.16
Leases and Rental	1,340,501.28
Memberships and Professional Dues	36,460.71
Other Expenditures	10,637.40
Risk Management and Insurance	204,440.99
Repairs and Maintenance	1,445,941.95
Service Fees	85,137.92
Software and Application Licences	3,685,051.39
Technology System Levies	1,377,650.62
Telecommunications/Telephony	553,194.74
Supplies and Materials	2,103,684.15
Total Operating Expenditures	153,450,864.75
Equipment, Inventory and Capital Expenditures	
IT Hardware/Equipment	768,439.12
Personal Issue Equipment - Policing Gear	1,159,223.39
Personal Issue Equipment - Uniforms	971,064.00
Specialty Equipment – Operational	759,334.15
Specialty Equipment – Public Order	5,858.25
Specialty Equipment – Training	56,075.19
Use of Force Equipment – Ammunition	206,855.78
Use of Force Equipment – Firearms	519,415.84
Use of Force Equipment – Non-Lethal	196,240.87
Vehicles/Police Fleet	1,502,138.14
Leasehold Improvements/Renovations	2,337,604.81
Total Equipment, Inventory and Capital Expenditures	8,482,249.54
Total Expenditures	161,933,114.29
Surplus / (Deficit)	\$-



(APPENDIX II)
Statement of Operating Expenditures by Bureau
For the period ended August 31, 2025

	Police Board	Office of the Chief Constable	Community Policing Bureau	Investigative Services Bureau	Corporate Services Bureau	Total
Operating Expenditures						
Board Remuneration	\$84,625.00	\$-	\$-	\$-	\$-	\$84,625.00
Salaries and Benefits	201,720.57	3,383,587.89	57,392,223.26	11,488,626.00	26,497,110.20	98,963,267.92
Consultants and Professional Services	165,213.39	728,627.16	581,873.90	112,219.99	3,836,715.00	5,424,649.44
Justice Institute of BC Recruit Training Fees	-	-	-	-	680,728.05	680,728.05
Training and Travel	4,314.61	37,364.41	16,375.28	39,936.22	783,024.83	881,015.35
Lower Mainland Integrated Police Services	-	-	-	13,597,244.38	-	13,597,244.38
Other/External Police Agency Support	-	-	131,155.76	18,006.88	21,791,762.69	21,940,925.33
Brand Development and Advertising	-	12,584.08	-	-	66,368.45	78,952.53
Events and Meetings	3,300.00	10,159.30	11,560.03	585.26	27,768.85	53,373.44
Facilities Operating Expenses	-	-	3,456.63	-	899,925.53	903,382.16
Leases and Rental	1,246.20	12,557.00	15,139.33	21.00	1,311,537.75	1,340,501.28
Memberships and Professional Dues	3,290.00	11,024.09	2,345.56	2,255.19	17,545.87	36,460.71
Other Expenditures	-	3,948.84	2,541.48	1,026.40	3,120.68	10,637.40
Risk Management and Insurance	-	235.00	435.00	-	203,770.99	204,440.99
Repairs and Maintenance	-	332.19	62,308.31	18,301.34	1,365,000.11	1,445,941.95
Service Fees	-	846.05	4.71	100.00	84,187.16	85,137.92
Software and Application Licences	-	11,181.56	2,411.50	17,098.83	3,654,359.50	3,685,051.39
Technology System Levies	-	-	-	-	1,377,650.62	1,377,650.62
Telecommunications/Telephony	-	-	-	-	553,194.74	553,194.74
Supplies and Materials	1,493.80	92,911.71	292,005.84	84,844.84	1,632,427.96	2,103,684.15
Total Operating Expenditures	\$465,203.57	\$4,305,359.28	\$58,513,836.59	\$25,380,266.33	\$64,786,198.98	\$153,450,864.75

September 9, 2025

VIA EMAIL: Mayor@surrey.ca

Mayor Brenda Locke
City of Surrey
13450 – 104 Avenue
Surrey, BC V3T 1V8

Dear Mayor Locke,

On behalf of the Surrey Police Board and Surrey Police Service, I write to express our thanks and gratitude for your attendance and participation in Friday's swearing-in ceremony for New Recruit Class 178.

I regret that I was not able to join everyone assembled to celebrate this latest milestone for SPS and our newest recruits. Others who attended have told me that your remarks captured the moment and made this special occasion even more so for the recruits and their loved ones. Thank you.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

c.c. Chief Norm Lipinski

September 18, 2025

Sgt. Ryan Buhrig
Surrey Police Service

Dear Sgt. Buhrig,

At the Surrey Police Board's most recent meeting on September 11, 2025, Chief Lipinski shared news of your recent honour as a recipient of the IACP 40 Under 40 Award. I have had an opportunity to review a copy of a nomination correspondence highlighting your career and achievements. Your accomplishments to date are truly impressive. Your dedication, innovative leadership and contributions to policing deserve recognition.

On behalf of the Surrey Police Board, congratulations. Thank you for choosing Surrey Police Service and helping to make a real impact not only on what policing in our community is and will be but also at the provincial and national levels. The Board wishes you continued success in your academic pursuits and we will continue to follow your distinguished policing career with SPS.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

c.c. Chief Norm Lipinski