



SURREY POLICE BOARD

Regular Meeting Agenda

REVISED

Venue: SPS HQ - Boardroom

Date: July 16, 2025

Time: 3:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Chair Chappell
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 ANY CONFLICT OF INTEREST	Chair Chappell
C. ADOPTIONS	Chair Chappell
1. Adoption of the Agenda – July 16, 2025	
2. Adoption of Minutes – June 12, 2025	
D. PRESENTATIONS/DELEGATIONS	
1. Presentation	
a. Volunteer Program – Jody Nelson and 2 Volunteer Speakers For Information - (Presentation)	Chief Lipinski Supt. L. Mangat
2. No Delegation Requests	
E. CONSENT ITEMS	
1. Financial Update – Year-to-Date Expenditures (May 31, 2025) Report 2025–FIN013 - For Information	Director Parmar
2. Professional Standards Q2 Report Report 2025–R019 - For Information	Chief Lipinski
F. REPORTS	
CHIEF CONSTABLE REPORTS	
1. SPS Q2 Hiring and Diversity Update Report 2025–R020– For Information	Chief Lipinski
2. Sole Source Procurement – Axon Inc. Report 2025–R021– For Decision	Chief Lipinski
3. Chief Constable’s Updates - Verbal For Information	Chief Lipinski

COMMITTEE REPORTS

Finance Committee

- | | |
|---|-----------------|
| 1. Enterprise Risk Management
Report 2025–FIN014 - For Decision | Director Parmar |
| 2. Hiring and Recruiting Incentives Update
Report 2025-FIN015– For Decision | Director Parmar |

Governance Committee

- | | |
|--|----------------|
| 1. Governance Committee – Verbal Update on Current Project Work | Director Allen |
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Human Resources and Compensation Committee

- | | |
|--|---------------|
| 1. Human Resources and Compensation – Verbal Update on Current Project Work | Director Mohr |
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INTERIM EXECUTIVE DIRECTOR REPORTS

- | | |
|---|-----------------|
| 1. Renewing Engagement with Surrey Council
Report 2025-R022 – For Information | Jason Kuzminski |
|---|-----------------|

G. INFORMATION

No information.

H. CORRESPONDENCE

Jason Kuzminski

- | | |
|--|--|
| 1. Letter to ADM Lewis – re: Police Act s. 28 Rule – Dated June 13, 2025 | |
| 2. Letter from M. Brown, Policing and Security Branch – Approval of Naloxone Grant Funding – Dated June 16, 2025 | |
| 3. Letter to Chief Constable Lipinski from Mayor Locke– re: Regular Communications between Surrey Mayor and SPS Chief – Dated June 19, 2025 | |
| a. Response Letter to Mayor Locke – Request for a meeting with Board – Dated June 24, 2025 | |
| 4. Letter to Garry Begg, Minister of Public Safety and Solicitor General – RCMP Transitional Assistance to the Surrey Police Service and Repeated Requests for Provincial Representatives to appear before Surrey Council – Dated June 19, 2025 | |
| a. Letter to Tara Richards, Deputy Solicitor General from R. Costanzo, City Manager – re: Reporting – Public Safety Plans for the City of Surrey – Dated January 21, 2025 | |
| b. Letter to ADM Glen Lewis from R. Costanzo, City Manager - re: Reporting – Public Safety Plans for the City of Surrey Dated April 25, 2025 | |

I. SERVICE OR POLICY COMPLAINTS

- | | |
|--|-----------------|
| 1. Service or Policy File No. 2025-001
Report 2025–R023 - For Decision | Jason Kuzminski |
| 2. Service or Policy File No. 2025-002
Report 2025–R024 - For Decision | Jason Kuzminski |

J. NEW BUSINESS

Harley Chappell

No new business.

K. PUBLIC Q & A

Harley Chappell

L. NEXT MEETING

Chair Chappell

The next meeting of the Surrey Police Board is September 11, 2025.

M. MOTION TO HOLD A MEETING IN A CLOSED SESSION

Chair Chappell

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (a), (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:
- (a) a matter concerning public security, the disclosure of which could reasonably be expected to seriously impair effective policing or law enforcement;
 - (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 Chappell



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: SPS-HQ -Boardroom

Date: June 12, 2025

Time: 2:00 PM

Present:

Sarbjit Bains
Harley Chappell
Bilal Cheema
Archie Johnston
Christine Mohr (Virtual)
Sonia Parmar
Rob Stutt

Regrets:

James Carwana
Nerissa Allen

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 Mgr.
Inspector Jag Khosa, Executive Officer
Nathan Wong, Director, Finance
Lisa Eason, Senior Strategic
Communications Manager

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 June 12, 2025 Regular Board meeting was called to order at 2:01 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 – June 12, 2025

It was

Moved by Sonia Parmar
Seconded by Rob Stutt

That the agenda of the Surrey Police Board meeting of June 12, 2025 be adopted.

Carried.

2. Adoption of Minutes – May 15, 2025

It was

Moved by Sarbjit Bains
Seconded by Bilal Cheema

That the minutes of the Surrey Police Board meeting of May 15, 2025 be adopted.

Carried.

D. PRESENTATIONS/DELEGATIONS

1. Presentations

- a. Strategic Plan Mid-Year Update
Report 2025–R017– For Information
(Presentation)

Staff provided the Surrey Police Board with a presentation on SPS’s strategic plan.

The Board provided questions and comments and thanked staff for the presentation.

2. No Delegation Requests

E. CONSENT ITEMS

1. Motion – Compliance with Police Act s. 28

Report 2025–R018– For Decision

The Interim Executive Director will file the rule with the Province to confirm compliance with s. 28 of the Police Act.

2. Financial Update – Year-to-Date Expenditures (April 30, 2025)

Report 2025–FIN008 - For Information

3. Body Worn Cameras

Report 2025–FIN009 – For Information

The Surrey Police Board received the above consent items.

F. REPORTS

CHIEF CONSTABLE REPORTS

1. Chief Constable’s Updates - Verbal

For Information

The Surrey Police Board receive the Chief Constable’s verbal updates.

COMMITTEE REPORTS

Finance Committee

1. Board Procurement and Delegation of Signing Authority Policy

Report 2025–FIN010 - For Decision

It was

Moved by Sonia Parmar
Seconded by Rob Stutt

That the Surrey Police Board receive the report and approve
repealing the previous 2020 interim delegated authority for
Expenditures policy and replace it with the amended

Expenditure and Delegated Signing Authority Policy as presented in the report.

Carried.

2. Travel and Expense Authorization and Reimbursement Policy
Report 2025-FIN011 – For Decision

It was

Moved by Sonia Parmar
Seconded by Archie Johnston

That the Surrey Police Board receive the report and approve the Travel and Expense Authorization and Reimbursement Policy as presented in the report.

Carried.

3. Finance Committee – Terms of Reference Amendment
Report 2025-FIN012 – For Decision

It was

Moved by Rob Stutt
Seconded by Sarbjit Bains

That the Surrey Police Board receive the report and approve amending the Finance Committee's terms of reference to expand the Finance Committee's mandate regarding risk oversight as presented in the report.

Carried.

G. INFORMATION

No information.

H. CORRESPONDENCE

1. Letter from RCMP Commanding Officer McDonald – Response to Surrey Police Board Letter of May 16, 2025 - Re: Invitation to Meet with Board – Dated May 26, 2025
 - a. Letter to RCMP Commanding Officer McDonald from Surrey Police Board Chair – Dated May 16, 2025

The Surrey Police Board received the above correspondence.

I. SERVICE OR POLICY COMPLAINTS

1. OPCC Closing Letter – OPCC File No. 2024-26953 – Dated June 5, 2025
2. OPCC Closing Letter – OPCC File No. 2024-26954 – Dated June 5, 2025
3. OPCC Closing Letter – OPCC File No. 2025-000011 – Dated June 5, 2025

The Surrey Police Board received the above concluding letters from the OPCC.

J. NEW BUSINESS

No new business.

K. PUBLIC Q & A

There were no attendees from the public at the meeting.

L. NEXT MEETING

The next meeting of the Surrey Police Board is July 10, 2025.

M. 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) (a), (b) and (c) 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:
 - (a) a matter concerning public security, the disclosure of which could reasonably be expected to seriously impair effective policing or law enforcement;
 - (b) a matter concerning a person's financial or personal affairs, if the person's interest outweighs the public's interest in the matter; and
 - (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter.

It was

Moved by Sonia Parmar
Seconded by Bilal Cheema

That the Surrey Police Board close the meeting to the public pursuant to Section 69 (2) (a), (b) and (c) of the Police Act.

Carried.

N. ADJOURNMENT

It was

Moved by Sonia Parmar
Seconded by Bilal Cheema

That the June 12, 2025 board meeting be adjourned.

Carried.

The Surrey Police Board meeting of June 12, 2025 adjourned at 2:34 PM.

Certified correct:

Marion Chow, Executive Assistant

Harley Chappell, Chair



REGULAR

REPORT DATE: July 10, 2025

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-FIN013

TO: Surrey Police Board

FROM: Finance Committee

FILE: 60540-20-04

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

RECOMMENDATION

The Finance 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 May 31, 2025.

BACKGROUND

The 2025 policing budget 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 May 31, 2025, year-to-date net expenditures totalled \$88.25M (31% of the total budgeted), presented below. However, please note that at the time of writing, SPS has not received financial data on the costs related to Lower Mainland Integrated Police Services. Therefore, the related expenditures are currently accrued/estimated based on a proportion of the budgeted amount; some revenue items were also accrued based on the budgeted amount.

2025 Budget vs. Actual - Summary

As of May 31, 2025

	2025 Budget	YTD Actual	% Utilized	Remaining Budget
SPS Operations				
Board Remuneration	\$ 200,000	\$ 51,475	26%	148,525
Salaries and Benefits	172,106,116	58,570,206	34%	113,535,910
Other Operating Expenditures	49,386,581	9,668,134	20%	39,718,447
Equipment, Inventory and Capital	19,391,373	3,926,228	20%	15,465,145
Total SPS Operations	241,084,070	72,216,042	30%	168,868,028
Lower Mainland Integrated Police Services	20,395,867	8,498,278	42%	11,897,589
Provincial Operations Support Unit	35,029,374	11,171,561	32%	23,857,813
	296,509,311	91,885,881	31%	204,623,430
Less: Revenues/Recoveries/Transfers	(11,426,000)	(3,638,013)	32%	(7,787,987)
NET / TOTAL POLICING EXPENDITURES	\$285,083,311	\$88,247,867	31%	196,835,444

The most significant costs in our budget and actual expenses are salaries and benefits, representing approximately 81% of year-to-date SPS Operations expenses (excluding expenses related to Lower Mainland Integrated Police Services and the Provincial Operations Support Unit). SPS currently has 976 active employees on payroll: 543 sworn members, 320 full-time civilians, and 113 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
 - Federal Goods and Services Tax (GST) public services bodies rebate claim – semi-annually
 - Payroll remittances – immediately after each payroll (pay date)

CONCLUSION

This report is presented for information.



Sonia Parmar
Chair, Finance Committee

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



(APPENDIX I)
Statement of Revenues and Expenditures
For the period ended May 31, 2025

	Jan 25 - May 25
Revenues	
City of Surrey Funding	\$88,247,867.45
Provincial Government Funding	853,245.15
Federal Government Funding	93,316.26
Policing Service Recoveries	2,028,564.44
Training and Course Fees/Recoveries	17,076.50
Fees for Service	1,046,627.02
Interest Earned	27,193.08
Other Revenue	302,040.98
Deferred Revenue/Funding	(730,050.00)
Total Revenues	91,885,880.88
Operating Expenditures	
Board Remuneration	51,475.00
Salaries and Benefits	59,232,811.56
Consultants and Professional Services	2,794,300.72
Justice Institute of BC Recruit Training Fees	677,665.05
Training and Travel	477,452.17
Lower Mainland Integrated Police Services	8,498,277.92
Other/External Police Agency Support	10,581,808.75
Brand Development and Advertising	41,160.68
Events and Meetings	23,583.77
Facilities Operating Expenses	506,043.60
Leases and Rental	684,667.26
Memberships and Professional Dues	21,310.60
Other Expenditures	4,727.35
Risk Management and Insurance	108,161.58
Repairs and Maintenance	892,564.77
Service Fees	61,169.23
Software and Application Licences	1,248,525.20
Technology System Levies	388,932.00
Telecommunications/Telephony	337,867.47
Supplies and Materials	1,327,148.57
Total Operating Expenditures	87,959,653.25
Equipment, Inventory and Capital Expenditures	
IT Hardware/Equipment	503,484.72
Personal Issue Equipment - Policing Gear	543,083.94
Personal Issue Equipment - Uniforms	659,006.22
Specialty Equipment – Operational	500,487.65
Specialty Equipment – Public Order	5,858.25
Specialty Equipment – Training	26,442.57
Use of Force Equipment – Ammunition	133,332.70
Use of Force Equipment – Firearms	30,689.79
Use of Force Equipment – Non-Lethal	105,508.31
Vehicles/Police Fleet	1,207,698.44
Leasehold Improvements/Renovations	210,635.04
Total Equipment, Inventory and Capital Expenditures	3,926,227.63
Total Expenditures	91,885,880.88
Surplus / (Deficit)	\$-



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

	Police Board	Office of the Chief Constable	Community Policing Bureau	Investigative Services Bureau	Corporate Services Bureau	Total
Operating Expenditures						
Board Remuneration	\$51,475.00	\$-	\$-	\$-	\$-	\$51,475.00
Salaries and Benefits	188,808.10	2,080,966.69	33,871,802.26	6,688,560.09	16,402,674.42	59,232,811.56
Consultants and Professional Services	80,553.39	486,738.85	59,973.70	-	2,167,034.78	2,794,300.72
Justice Institute of BC Recruit Training Fees	-	-	-	-	677,665.05	677,665.05
Training and Travel	1,371.13	12,531.52	7,361.82	15,064.61	441,123.09	477,452.17
Lower Mainland Integrated Police Services	-	-	-	8,498,277.92	-	8,498,277.92
Other/External Police Agency Support	-	-	77,034.65	4,741.02	10,500,033.08	10,581,808.75
Brand Development and Advertising	-	9,249.43	-	-	31,911.25	41,160.68
Events and Meetings	3,300.00	4,977.58	7,667.98	280.00	7,358.21	23,583.77
Facilities Operating Expenses	-	-	1,116.56	-	504,927.04	506,043.60
Leases and Rental	-	-	14,334.65	-	670,332.61	684,667.26
Memberships and Professional Dues	3,290.00	7,516.09	1,030.56	74.13	9,399.82	21,310.60
Other Expenditures	-	522.09	1,726.15	348.90	2,130.21	4,727.35
Risk Management and Insurance	-	-	435.00	-	107,726.58	108,161.58
Repairs and Maintenance	-	-	38,807.57	-	853,757.20	892,564.77
Service Fees	-	598.29	-	100.00	60,470.94	61,169.23
Software and Application Licences	-	11,181.56	2,411.50	3,757.70	1,231,174.44	1,248,525.20
Technology System Levies	-	-	-	-	388,932.00	388,932.00
Telecommunications/Telephony	-	-	-	-	337,867.47	337,867.47
Supplies and Materials	834.99	61,099.65	191,258.37	49,013.48	1,024,942.08	1,327,148.57
Total Operating Expenditures	\$329,632.61	\$2,675,381.75	\$34,274,960.77	\$15,260,217.85	\$35,419,460.27	\$87,959,653.25

REGULAR

REPORT DATE: July 9, 2025

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025- R019

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: SPS Professional Standards Section 2025 Q2 Report

RECOMMENDATION

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

BACKGROUND

Division 3 of the *BC Police Act* sets out the process respecting alleged misconduct by police officers. Pursuant to Article 78(1), a complaint concerning any conduct of a member that is alleged to constitute misconduct may be made to and registered with the Office of the Police Complaint Commissioner (OPCC).

SPS Professional Standards Section has prepared a 2025 Q2 report to be provided to the Board for information purposes (Appendix I).

DISCUSSION

In Q2 of 2025, the SPS Professional Standards Section reported:

- 14 Admissible Registered Complaints
- 0 External Investigations (for other agencies)
- 0 Investigations (conducted by external agencies)
- 0 Service or Policy Complaints (section 171 (1)(a))

Year to Date totals are:

- 30 Admissible Registered Complaints
- 2 External Investigations (for other agencies)
- 1 Investigation (conducted by external agencies)
- 1 Service or Policy Complaint (section 171 (1)(a))

CONCLUSION

These matters are reported for the Board's awareness and information. SPS will provide quarterly reports to the Board of all admissible registered complaints, ordered investigations and mandatory external investigations.

A handwritten signature in black ink, appearing to read 'NL', is positioned above the name Norm Lipinski.

Norm Lipinski, OOM, LLB, MBA
Chief Constable

Appendix I – PSS 2025 Q2



PROFESSIONAL STANDARDS SECTION

Quarterly Report to Police Board 2025 – Q2

1st Period: Jan 1- March 31, 2nd Period: April 1 -June 30, 3rd Period: July 1 – Sept 30, 4th Period: Oct 1 – Dec 31

The Office of the Police Complaint Commissioner (OPCC)

The OPCC is a civilian, independent office of the legislature which oversees and monitors complaints and investigations involving municipal police officers in British Columbia and is responsible for the administration of discipline and proceedings under the *Police Act*.

The Professional Standard Section (PSS)

The mandate of PSS is to preserve the integrity of SPS by ensuring the conduct of SPS sworn members is beyond reproach. PSS investigators respond to public complaints and other concerns relating to the conduct of SPS sworn members. The objective of the section is to resolve such complaints as fairly and inclusively as possible within the requirements of the *Police Act* while ensuring public trust.

New Types of Investigations	Q2	Year Total
Admissible Registered Complaints	14	30
External Investigations (for other agencies)	0	2
Investigations (conducted by external agencies)	0	1
Service or Policy (section 171 (1)(a))	0	1



REPORT DATE: July 9, 2025

REGULAR

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-R020

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: SPS Q2 Hiring and Diversity Update

RECOMMENDATION

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

DISCUSSION

The purpose of this report is to satisfy the Board that SPS recruitment and hiring is achieving a reflective police service as contemplated by PPS 6.1.3.

Provincial Policing Standard 6.1.3 requires the Board ensure that:

- (1) The police force's hiring, promotion, and retention policies and practices are non-discriminatory, free of systemic barriers, and include strategies related to increasing and maintaining diversity in the police force.
- (2) The police force's recruitment materials depict gender equity and minority representation.
- (3) The police force engages in targeted recruitment activities to attract under-represented groups.
- (4) The police force monitors the diversity within the police force in relation to the area served, including at a minimum sex and ethnicity variables.

Experienced Officer Hiring

As of June 30, 2025, SPS has hired 552 sworn officers, marking significant progress toward its goal of 860 officers by the end of the transition. Newly hired Experienced Officers (EO) attend six weeks of customized SPS training prior to their deployment. An EO class started on June 2, 2025 and join other EO's who have been recruited from various agencies across Canada, contributing to a wide array of skills, expertise, and perspectives that will be invaluable as the organization continues to expand.

Recruit Hiring

As of June 30, 2025, 78 SPS recruits have graduated and are now deployed. SPS has 42 recruits in training:

- **Recruit Class 9 (JIBC Class 176)** - 13 SPS recruits began training at the JIBC on January 13, 2025, and will graduate on November 3, 2025
- **Recruit Class 10 (JIBC Class 177)** - 11 SPS recruits began training at the JIBC on May 5, 2025, and will graduate on March 13, 2026

- **Recruit Class 11 (JIBC Class 178)** - 18 SPS recruits have been hired and will begin training at the JIBC on September 8, 2025, graduating on July 10, 2026

All recruits who commence their training on September 8, 2025 have been offered pre-recruit positions. Eight (8) commenced their career with SPS on June 16, 2025 and ten (10) will commence their career with SPS on July 14, 2025.

- SPS Recruiting Section is currently focussing on selecting Recruit Class 12 (JIBC Class 179) that will begin training at the JIBC on January 12, 2026.

DIVERSITY STATISTICS

SPS has made significant strides in hiring and deploying officers while maintaining a strong focus on diversity. As of July 2025, the department continues to expand both in terms of total staffing numbers and diverse representation, which is vital for ensuring that SPS can effectively engage with and serve the community. Recruitment remains a priority, with ongoing efforts to ensure that the department remains representative of the community it serves.

SPS remains committed to ensuring its workforce reflects the diverse community it serves. Below are the current diversity statistics for the sworn officers and management roles:

Management (Sworn)

- **Male:** 27 (79.41%)
- **Female:** 7 (20.59%)
- **Non-visible minority:** 17 (50.00%)
- **Visible minority:** 11 (35.29%)
- **Indigenous:** 5 (14.71%)

Sworn Officers (Total)

- **Male:** 448 (81.16%)
- **Female:** 104 (18.84%)
- **Non-visible minority:** 295 (53.44%)
- **Visible minority:** 236 (42.75%)
- **Indigenous:** 21 (3.80%)

Sworn Officer Diversity (Self-Identified)

- **Asian:** 55 (10%)
- **South Asian:** 129 (23.4%)
- **Black:** 5 (1%)
- **Southeast Asian:** 7 (1%)
- **Hispanic:** 1 (<1%)
- **Filipino:** 14 (<1%)
- **Middle Eastern:** 4 (<1%)
- **Other:** 18 (<1%)
- **Not a visible minority:** 242 (44%)
- **Multiple visible minorities:** 3 (<1%)
- **Blank (no identification):** 53 (9.6%)

Of note, the City of Surrey's 2021 Demographic Profile¹ provides the following statistics for Surrey residents:

- South Asian 38%
- Chinese 9%
- Caucasian 33%
- Filipino 7%
- Indigenous 2%
- Other 13%

A total of **35 languages** are spoken among SPS sworn officers, further demonstrating the diversity and cultural competence of the workforce.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.

CONCLUSION

Recruiting, hiring, and deployment of SPS officers are critical components of building SPS and the corresponding demobilization of the RCMP. Regular updates on the progress of recruitment, staffing, and diversity will continue to be provided.

The above matters are provided for the Boards awareness and information.



Norm Lipinski, OOM, LLB, MBA
Chief Constable

¹ [Surrey's 2021 Demographic Profile](#)



REGULAR

REPORT DATE: July 10, 2025

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-R021

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **Sole Source Procurement - Axon Inc.**

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board"):

- A. Receive this report FOR DECISION;
- B. Approve the Direct Award and Sole Source Procurement for multiple police related technologies as outlined in this report to Axon Inc., for the projected amount of up to \$12.2M CAD and straight line depreciated while paid on an annual amount of \$2.4M CAD;
- C. Authorize the Chief Constable or his designates to begin full contact negotiations with Axon Inc., subject to a published Notice of Intent to sole source the procurement, within current budget allotment and procurement procedures; and
- D. Authorize the Chief Constable to enter into negotiations and to approve an agreement or agreements with Axon Inc. for the police related technologies referenced in this report.

ISSUE

SPS is examining future state technology and implementation. Public Recording Devices include Body Worn Cameras (BWC), Remote Piloted Aircraft Systems (RPAS), mobile trailer cameras, Automated License Plate Readers (ALPR), and In-Car Camera Solutions (ICCS). SPS requires internal video camera upgrades in cells, interview rooms and impaired driving investigation rooms. All devices mentioned work to record evidence and enhance public trust. These technologies video record operational events which must be stored.

Provincial Legislation mandates BC Police Agencies use certain equipment and data storage. SPS uses TASER in accordance with Provincial Legislation. It also uses the Digital Evidence Management System (DEMS) mandated in legislation and Ministerial Order M389. Both the Taser and DEMS platforms are

awarded to Axon Enterprise, Inc. The DEMS storage platform is procured until 2032. It is the mandated and facilitates data storage for the public recording devices.

DISCUSSION

SPS has a Community Safety Operations Center (CSOC) which is our form of a Real Time Operations Center. The current and future one-to-two-year needs require leading edge hardware and software facilitating live streaming for all the public recording devices with efficient data and evidence collection.

Together, the list of items SPS is looking to procure include:

- BWC
- RPAS
- ALRP
- ICCS
- Pole Cameras
- Internal Video Cameras
- Taser 10 Upgrade
- CSOC Software
- DEMS

There are a variety of vendors who supply between one to five of the nine technologies required by SPS. Only Axon supplies all nine listed products, two of which are mandated to Axon by Provincial Legislation. The sole source award is recommended for the following reason:

- Efficient Procurement Process
- Cost Saving Through Bundled Purchase
- Financial Efficacy for Public Funding
- Consistency in Stakeholder Product Use
- Efficient and Streamlined Implementation

Running a procurement process for each of the remaining seven products not mandated by provincial legislation is an onerous task. A procurement process study in 2019 revealed an average 57 days from posting to award. Running six to seven processes could be extraordinary costly in sunken and committed time and wages.

Against this potential for increased cost, Axon provides a bundle purchase option that results in purchase cost savings. The bundle is cost effective in saving 20 percent or more depending on the number of products bundled. The packages also come with lease-style options where Axon replaces damaged or warrantable equipment without added cost. At the end of term Axon replaces current technology with updated hardware. Training delivery within the same provider's technology suite results in efficiency in sunken and committed wages. This system fits into principles of effectiveness and value for taxpayer dollars.

Adding to the sole source justification are outside agency experience and available officer safety options only available through Axon. Vancouver PD, Delta PD, and the RCMP have run procurement process for BWC. VPD and DPD awarded the BWC to Axon. The RCMP initially awarded the BWC procurement to an organization other than Axon, and during testing, determined that product did not meet the required standard. The RCMP are now using Axon as a BWC provider. Axon is the only BWC used in Metro Vancouver.

Having different vendors for the listed devices and services requires additional Information Technology work in the form of data Extract, Transfer and Load (ETL) and Application Programming Interface (API). These processes require an IT resource to implement and build communication between the devices,

the data and the transfer to DEMS. Using Axon as a single supplier streamlines the process of live streaming into CSOC, live downloading and video viewing, integration of ALPR, ICCS, cell block and BWC data recording without a lengthy IT build process. The plan provides long term support as it requires an internal Axon IT specialist and places responsibility on the vendor externally. Lastly, all Axon devices work with the existing and mandated provincial DEMS platform previously awarded to Axon.

2026 SPS end state procurement could see total equipment requirements at:

- 350 Body Worn Cameras
- 200 Tasers Model T10 as mandated in Provincial Legislation on May 27, 2025
- 50 Fleet Cameras with ALPR
- 12 RPAS units (Requirement TBD)
- 4 Pole Cameras
- 29 Interview Room Cameras
- 14 Cell Block Cameras
- 1 Fusus Subscription for CSOC (RTOC)
- 850 DEMS Users
- 550 Investigate Pro Licenses
- Axon Virtual Reality Training System
- 500 Officer Digital Notebooks

FINANCIAL IMPLICATIONS

Total financial implication	\$2.4M annually, 5 years	
This item is within Chief Constable Signing Authority	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
This item is within the annual approved budget	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
This item is a new funding request	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

The proposal is within the current budget allotment but exceeds the authority delegated to the Chief Constable to approve. The equipment is aimed at providing SPS with current technology needs and aligns with strategic goals of growing our organization with a focus on IT development, operational readiness and risk mitigation. Board approval will allow SPS to move to the next phase of procurement. Supplemental information is provided to the Board in the closed agenda for information.

RESOURCE IMPLICATIONS

There are no resource implications.

CONCLUSION

SPS staff has researched public recording devices and the DEMS platforms since 2021. Personnel have participated in Provincial BWC steering committees and examined external vendors and products for the last several years. Some of the vendors have provided information in the form of written documents or in person presentations. There has been significant time and research applied to this recommendation and the use of the Axon Inc product line. Approval to move forward with a Direct Award does not bind SPS to any contract immediately. The approval will allow SPS to work and negotiate with Axon providing SPS and the related community residents with the best value and community safety products available.

All negotiations would be within existing budget approvals and framework.

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: July 7, 2025

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-FIN014

TO: **Surrey Police Board**

FROM: **Finance Committee**

FILE: **60540-20-04**

SUBJECT: **Enterprise Risk Management**

The Finance Committee recommends the Surrey Police Board (the "Board"):

- A. Receive this report FOR DECISION; and
- B. Approve a resolution that the Board adopts ISO 31000 as its guideline for developing an enterprise risk management (ERM) framework in collaboration with the Chief Constable.

SUMMARY

The Board and Chief Constable have joint accountability for ensuring SPS has an effective ERM framework to oversee, manage and mitigate organizational risks. An effective ERM framework is characterized by policies, procedures, defined roles and tools such as a documented risk register, complete with mitigation strategies and assessment of residual risks. Once a framework is developed and implemented, it will enable the Board to stay appropriately informed about and document major risks and the processes SPS uses to identify, monitor, manage and report on those risks.

At its July meeting, the Finance Committee initiated a process for developing an ERM framework and resolved to recommend that the Board adopt ISO 31000 as its guideline. Appreciating that ERM entails change management and culture shift that requires time, the Committee recommends Board directors review and become familiar with ERM concepts discussed in this report. The Committee proposes to bring forward the report and analysis of ISO 31000 in the policing context later this year, with a goal of presenting a risk register and policies for reporting on priority risk areas in 2026.

DISCUSSION

ERM is a disciplined approach to applying risk management processes from across all parts of the organization at all levels—from strategic planning to service delivery—to actively identify, assess and manage enterprise risks. It is the cornerstone of good governance. Working collaboratively, the Board and Chief Constable can position SPS to prepare for, avoid or mitigate potential losses and harms, and otherwise maximize potential opportunities and achieve organizational objectives.

ERM can be an integral part of effective police oversight and management. Prioritizing risks to monitor and setting benchmarks or thresholds for alerts would keep the Board notified of critical risks when they materialize, and risk-based analysis and reporting can provide structure to Board meetings. Effective risk management processes allow an organization to:

- Proactively identify risks;
- Assess the potential impact and likelihood that these risks will affect the achievement of strategic objectives;

- Assess the adequacy of current controls to contain the risks;
- Develop mitigation plans to the strength of the controls; and
- Monitor the effectiveness of the mitigation strategies and reporting.

An important first step to developing an effective ERM framework and processes is adopting an ERM standard. The two most widely accepted industry standards are the International Organization for Standardization's 31000 (ISO 31000) and the Committee of Sponsoring Organizations of the Treadway Commission (COSO). Both are international standards with guidelines, principles and common processes for risk management. Both are designed to be customizable to different sectors and different-sized organizations, although in his audit of the Vancouver Police Department the City of Vancouver's Auditor General found that ISO 31000 is the foundation of ERM for several Canadian police agencies. In Canada, Winnipeg Police Service, Edmonton Police Service, Ottawa Police Service and Saskatoon Police Service all use ISO 31000 risk management guidelines customized to the law enforcement context, although they are at varying stages of maturity. Calgary Police Services uses a blend of ISO 31000 and COSO.

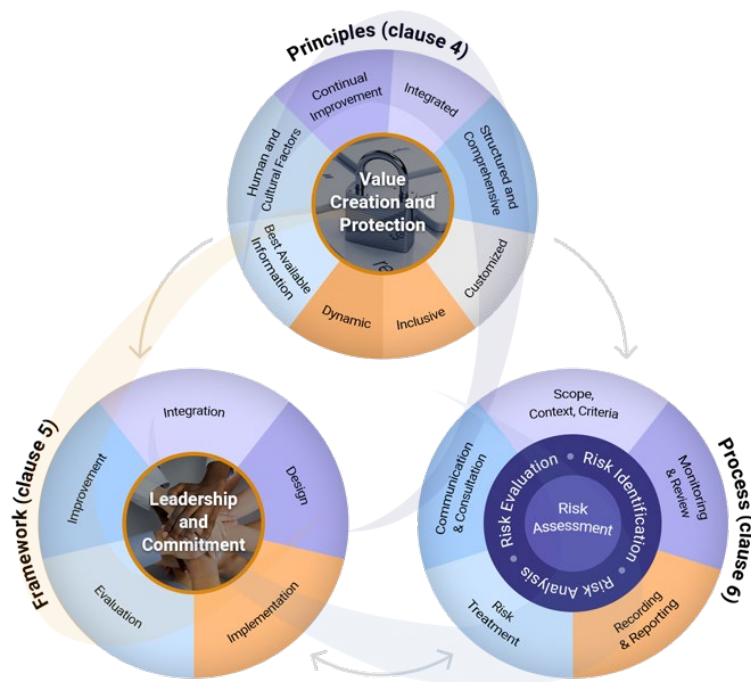


Figure 1: ISO 31000 Framework, Principles, Process

Once a framework is selected, what ERM assessment, monitoring and reporting should look like starts with a risk register that documents and prioritizes the risks that will be monitored and reported. The adage, *"If everything is a priority, then nothing is a priority"* is worth keeping in mind, and the Board and Chief Constable should start by considering which risks keep them awake at night, which should be monitored and reported more frequently, before moving toward risks that require awareness but may not be monitored at all.

Common elements for a risk register include risk description; causes; who owns the risk and/or its mitigation; controls/mitigations in place; a risk scorecard or heat map (likelihood + consequence); risk treatment and residual risks. In practice, risks and mitigation should be reported to SPS senior management regularly, while the Board should receive semi-annual reports for top enterprise-level risks, including information about likelihood, potential impacts, risk treatment and status updates on priority risk response efforts/strategies for each of the risks.

Policing Risk Categories

When considering enterprise risks, entities typically group or categorize them to identify similarities, the tolerance levels the organization has for each risk, potential impacts, and selected strategies or activities to reduce the impacts of the risks on achieving objectives. These are referred to as “treatments” or “mitigation strategies.” The categories used by an organization may change over time, but the enterprise risks typical to policing are:

External	Weather and natural disasters Global supply chain issues Pandemics
Legal and Regulatory	Legislative and case law compliance Policy and regulatory changes
Strategic	Planning and preparing for the future policing needs of the city
Governance	Clear organizational roles and responsibilities Demonstrable oversight processes and procedures
Operational	Management of core critical tasks to meet a police service’s mandate
Informational	Reliability of information and data of the organization
Human Resources	Recruiting and retention Training Labour relations Discipline
Technology	IT security and systems backup Reliability of hardware and software
Financial	Budgeting Expenditure controls
Reputational	Public trust

Next Steps

A comprehensive, effective ERM program will take time and should not be rushed. To be effective, there needs to be organizational buy-in, which begins with understanding what ERM is, socializing key concepts, and fostering a culture that thinks about risks to the organization that deserve attention while accepting that not every risk does.

In November 2023, Vancouver’s Auditor General proposed a number of recommendations to the Vancouver Police Department and Vancouver Police Board that provide SPS and the Board with a pathway forward for its own ERM framework and program. Some of the recommendations are already underway. The recommendations should be provided to the Board and brought forward for discussion by the Committee about what to do about them in September 2025.

	Recommendations
Surrey Police Board	<ol style="list-style-type: none"> The Board should adopt governance rules relating to oversight of ERM, including: <ul style="list-style-type: none"> A definition of risks, including key risk categories the Board oversees, such as: hazards, material, strategic, financial, reputational, governance and other risks;

	<ul style="list-style-type: none"> • The roles of the Board and Chief Constable in defining and communicating the levels and types of risks the organization is willing to accept; the Board's expectations for when and how SPS should seek Board guidance or approval on managing enterprise risks; and • The Standing Committee on Finance and Risk's responsibilities for the oversight of financial and non-financial risk management.
	2. The Board should require the Chief Constable establish, maintain and obtain Board feedback on and approval of an ERM framework, including a policy and risk register.
	3. The Board should introduce consistent mechanisms to implement its risk management direction, such as: <ul style="list-style-type: none"> • A process for the Board's involvement in the development of an ERM policy and processes, and the development and management of SPS risk registers; • A schedule to review and approve SPS's enterprise risk register at least annually; and • Processes through which the Board can obtain reasonable assurance that SPS's risk management, internal control systems and information systems are properly designed, reliable and operating effectively to prevent and mitigate risks, including elements such as: <ul style="list-style-type: none"> ○ Reporting, testing and third-party validations; and ○ Regular reporting from management or direct oversight of SPS's internal audit function.
	4. The Board should include ERM as a knowledge area in the curriculum of its annual board development program.
Surrey Police Service	5. The Chief Constable should: <ul style="list-style-type: none"> • Develop an ERM framework that includes, at minimum: <ul style="list-style-type: none"> ○ Clearly documented procedures to identify, assess, manage and oversee its enterprise risks; ○ Communication procedures to enable consistent understanding of enterprise risk by all relevant stakeholders; and • Develop an ERM policy that includes: <ul style="list-style-type: none"> ○ A requirement for management to apply ERM principles in managing SPS-wide risks; ○ Policy aims, such as how ERM will assist SPS; and ○ Specific responsibilities and accountabilities related to managing enterprise risks for units and individuals throughout SPS.
	6. The Chief Constable should assign responsibility for managing and overseeing ERM to a position or unit within SPS.
	7. The Chief Constable should support the successful implementation of ERM by: <ul style="list-style-type: none"> • Ensuring SPS has sufficient resources, expertise and capacity to effectively develop and implement ERM; and • Exploring training opportunities for senior leaders and other relevant SPS personnel, to ensure there is a consistent vision

	for what ERM can bring and commitment to its implementation throughout the SPS.
	<p>8. The Chief Constable should develop a risk register that includes:</p> <ul style="list-style-type: none"> • Risks identified by internal and external stakeholders during SPS strategic planning sessions and facilitated unit-level risk assessment sessions; • Risks identified at SPS planning sessions and risk assessments conducted at these sessions; Assignment of identified risks into categories to ensure that risks affecting similar functions, units and areas are clearly tagged to highlight areas of focus; • Units and individuals that are accountable for and contribute to the management of individual risk items; • Documentation on effectiveness of risk treatments; and • Risk threshold/tolerance, as developed with the Board.
	9. The Chief Constable should use ERM assessments to set goals and objectives, make strategic decisions and allocate resources.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.



Sonia Parmar
Chair, Finance Committee



REGULAR

REPORT DATE: July 7, 2025

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-FIN015

TO: Surrey Police Board

DATE: July 7, 2025

FROM: Finance Committee

FILE: 60540-20-04

SUBJECT: Hiring and Recruiting Incentives Update

RECOMMENDATION

The Finance Committee recommends the Surrey Police Board (the "Board"):

- A. Receive this report FOR DECISION; and
- B. Revisit resolution 1.A of the Policing Transition Hiring Incentives Report (2025-HRC005) adopted on June 4, 2025 by approving discretion for the Chief Constable to draw from the budget earmarked to recruit members of the Surrey Provincial Operational Support Unit ("SPOSU") for signing bonuses to recruit additional experienced officers from all jurisdictions.

SUMMARY

Surrey Police Service ("SPS") recently posted career advertisements on June 11, 2025, for 20 experienced officers from the Surrey Provincial Operations Support Unit ("SPOSU") for a signing bonus of \$25,000 and 15 experienced officers from all non-SPOSU agencies for a signing bonus of \$20,000. On the June 4, 2025, the Surrey Police Board (the "Board") endorsed the allocation of existing budget funds as follows:

- \$800,000 for experienced officers – 20 SPOSU and 15 non-SPOSU applicant signing bonuses;
- \$125,000 for 5 experienced officers with Subject Matter Expertise ("SME") in specific job roles; and
- \$150,000 for 15 experienced officers who are moving from outside the Greater Vancouver area and may claim up to \$10,000 in moving-related expenses.

The purpose of the signing bonuses is to attract applicants to the experienced officer hiring stream and provide certainty in the number of deployed officers to frontline and investigations for the SPS takeover of District 5 (east side) for November 2025. Hires are required to be confirmed by end of August to attend onboarding (training) which spans September and October.

As of the date of this report, the non-SPOSU hiring "bucket" has reached its limit. A single candidate from SPOSU has been hired, with the balance available to continue SPOSU recruitment and/or reallocate to recruit experienced officers from other jurisdictions.

DISCUSSION

As of June 27, 2025, the following hiring numbers and incentive payments are confirmed:

- 1x experienced officer from SPOSU (\$25,000);
- 15x experienced officer from non-SPOSU agencies (\$300,000); and
- 1x Impaired Driving Unit specialist (\$25,000).

Each of the categories has a further two or three applicants who are being assessed.

Following an analysis of the past two weeks of applicant data, there continues to be interest from experienced officers of municipal police services and RCMP outside SPOSU, even though the allocation for this category is fully subscribed, while the allocation for SPOSU members remains undersubscribed. It is recommended that the allocation earmarked for members of SPOSU be combined with the allocation for non-SPOSU experience officers, for a total signing bonus hiring cap of 35 (19 “seats” remain). The overall goal for SPS recruiting is to hire all eligible experienced officers the cap allows in order that frontline resources are sufficient for D5 takeover (east side), and the existing districts have sufficient staffing. Recruiting will make every effort to prioritize SPOSU hiring should those applicants submit, but it appears most applicants are submitting from non-SPOSU agencies.

Recruiting incentives have been heavily advertised across traditional media spaces, SPS social media feeds and SPS website. In order to support positive relations with RCMP, there has been no overt recruiting activities targeting SPOSU dedicated spaces in facilities or officers. The incentives have received media attention and prominence through SPS-paid advertising. SPS is committed to conducting recruiting initiatives professionally, transparently, and in a manner consistent with the workplace environment with some precedent already established as to what is acceptable.


Almost all the applicant submissions under the current incentive scheme have been from within British Columbia despite social media adverts targeting large metropolitan areas in Alberta and Ontario. In the past, SPS has attracted large amounts of applicants from all provinces west of Quebec, but recent data suggests this has significantly dropped off. This is likely the result of competition within the policing ecosystem, one example of which is the formation of a new police service in Alberta. Although just announced yesterday, the Alberta Sheriffs Police Service has been recruiting for months now and is intended to take over as the provincial police for Alberta.

RISK ASSESSMENT

There is little to no risk of making the budget earmarked for recruiting SPOSU members available to recruit and hire non-SPOSU experienced officers and, in fact, will likely add capacity required to meet upcoming transition targets. The Committee recognized potential relationship and reputational risks if non-SPOSU experienced officers are recruited from neighbouring municipal police services and asked for these to be mitigated.

FINANCIAL IMPLICATIONS

No financial implications at this time.



Sonia Parmar
Chair, Finance Committee



REPORT DATE: July 11, 2025

REGULAR

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-R022

TO: **Surrey Police Board**

FROM: **Interim Executive Director**

FILE: **60550-20-02**

SUBJECT: **Renewing Engagement with Surrey Council**

RECOMMENDATION

The Interim Executive Director recommends that the Surrey Police Board receive this report is FOR INFORMATION.

SUMMARY

The Surrey Police Board (the “Board”), having been re-established on January 31, 2025, is exploring re-engagement with Surrey City Council (“Council”) in order to foster a collaborative and constructive relationship for working together on shared priorities and public accountability. The *Police Act* establishes different roles and responsibilities for the Board and Council that are sometimes misunderstood and may lead to tensions in decision-making about policing priorities and resources. The purpose of this report is to review the Board’s and Council’s respective roles and responsibilities, in order to lay a foundation for collaboration, constructive engagement and positive relations.

DISCUSSION

The establishment of a municipal police service and transition from the RCMP to Surrey Police Service (“SPS”) marks changes in governance over and public accountability for policing in Surrey. The changes necessarily require some structures be adjusted to enable the Board to fulfil its legislated role and responsibilities for setting priorities and direction of the municipal police service. The changes also involve shifting expectations and understanding of Council’s role and responsibilities from what existed under the contract policing model to the municipal police board model.

Background on Policing Models

In the municipal policing model, the police department is accountable to the community, with a police board that is comprised of members of the community, and which provides overall direction and supervision of the delivery of police services within the community. The chief constable is hired by the police board, largely autonomous, and has a significant say in decisions that need to be made around service, organization, practices and operating procedures that determine how policing is delivered in the community. The model has its origins in Britain and is one of community-based policing decisions.

The contract policing model, sometimes referred to as the paramilitary model, has as its origins the Irish constabulary and is structured to have the police more directly accountable to senior government. While the RCMP, for example, contracted with the City of Surrey for policing services, it is a national police force that reports to the Solicitor General of Canada. It is nevertheless a model that has been an

important part of Canada's history, and the development of a culture based on law and order. It has its own strengths, but the model is less tailored to community policing.

Roles and Responsibilities in the Police Board Model

In British Columbia, municipal police departments are governed by civilian police boards who act in accordance with the *Police Act*. Civilian boards work to ensure that there is a high standard of policing and interactions between police and the community is fair and responsive. Boards are composed of a member of municipal council, one person appointed by council and up to 7 persons appointed by the province. Board members are chosen to reflect their community, have demonstrated that they will act in the best interest of the community, and that they will ensure the Board acts as a buffer between the police department and political entities.

Police boards are charged with the responsibility of ensuring that the police are providing effective and efficient services to the community. The core role and responsibilities of a municipal police board is set out in section 26 of the *Police Act*. Section 26 (1) requires the police board to establish a police department, appoint a chief constable and other constables and employees as the board considers necessary for law enforcement. Section 26 (2) establishes that the department is under the direction of the police board. Section 26 (4) assigns the board with the responsibility to determine the priorities, goals and objectives of the police department. Section 26 (5) establishes that the chief constable is accountable to the police board.

The *Police Act* also recognizes that the municipality and its council have legitimate interests in policing in their jurisdiction. Section 15 of the *Act* requires the municipality to bear the expenses necessary for the administration, accommodation and equipping of the police department. The fact that a municipality is responsible for the costs of a department it does not control can be a source of frustration and cause tension between council and the police board. Cooperation between council and the police board, working together to ensure effective and efficient policing in the community, is fundamental. It is for this reason that, in 2018, section 26 of the *Act* was amended to add a requirement under subsection (4.1) for police boards to take council's priorities into account when determining the priorities, goals and objectives for the municipal police department.

Fostering Relations Between Surrey Council and the Board

Shortly after being re-established, the Board and Council held a joint workshop to exchange information about respective priorities for policing and law enforcement in Surrey. The Board and Chief Constable continue to work on developing the priorities, goals and objectives for SPS as required by section 26 (4) of the *Act*. The next steps in this regard will be to consult stakeholders in Surrey as contemplated in *Provincial Policing Standard 6.1.2*, leveraging City of Surrey's engagement resources, before the Board meets again with Council about priorities.

One of the most important roles the Board has in relation to Council is in the development and presentation of SPS's budget. The Board is required to prepare and submit a provisional policing budget to Council on or before November 30th each year. To incorporate Council's priorities and assessment of what Surrey residents and business can afford, the Board will continue to engage Council and has asked for a budget planning workshop in August or September. The Board is also exploring the potential to develop multi-year budget plans that can be aligned to Council's priorities and may be adjusted as circumstances require.

The Board may wish to consider a more proactive approach of a standing invitation to Council to attend board meetings or to structure part of meeting agendas to report on performance related to Council's priorities, similar to how the Board currently provides regular budget updates. Through the City Manager, the Chief Constable and Board Office can also develop procedures and systems for sharing information and regular reporting on performance of SPS and value for money of policing initiatives.

In a closed session during the July 16 meeting, the Board will consider options that may inform its engagement strategy with Council. This business is being considered *in camera* pursuant to section 69 (2)(d) of the *Police Act* to allow directors to express perspectives freely before resolving a position as a Board. The Board will rise with report at the subsequent Board meeting in September.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.

CONCLUSION

The Board and Council share many of the same priorities and are accountable to the same residents and businesses of Surrey. As the policing transition continues, fostering and maintaining strong, positive relations is fundamental to avoiding misunderstanding and issues that may disrupt the transition and attention on effective and efficient delivery of core policing services. The Board should continue developing an engagement strategy with Council that solidifies mutual understanding of respective roles and responsibilities under the *Police Act* and ensures Council and the City of Surrey have the information they need as the funder of SPS.



Jason Kuzminski
Interim Executive Director

June 13, 2025

VIA EMAIL

Glen Lewis
Assistant Deputy Minister and Director of Police Services
Ministry of Public Safety and Solicitor General
Victoria, BC V3T 6P3
E-mail: Glen.Lewis@gov.bc.ca

Dear Glen Lewis,

At the most its most recent meeting, the Surrey Police Board (the “Board”) adopted the following rule pursuant to section 28 (1) of the *Police Act*:

The Board directs the Chief Constable to establish standards, guidelines and policies for the administration of Surrey Police Service, the prevention of neglect and abuse by Surrey Police Service constables, and the efficient discharge of duties and functions by Surrey Police Service and its constables.

In asking me to file the rule with you in accordance with section 28 (2) of the *Police Act*, the Board wished to express its understanding that its intention with the rule is to achieve basic compliance at the earliest opportunity but further work will be done to develop rules that more effectively comply with what is intended.

At the same meeting, the Board also adopted a resolution to amend the terms of reference in its governance manual for its Finance Committee to expand its responsibilities for overseeing development (with the Chief Constable) of an enterprise risk management program. The manual is updated periodically and the new version will be filed with you after the next update is posted publicly.

Sincerely,



Jason Kuzminski
Interim Executive Director, Surrey Police Board

cc. Katie Charlton, Director, Police Governance Unit
Michelle Trelenberg, Senior Governance Advisor, Police Governance Unit



June 16, 2025

Ref: 679679

Chief Constable Norm Lipinski
Email: norm.lipinski@surreypolice.ca

Dear Chief Constable Norm Lipinski:

As mentioned in the previous letter (Ref: 677053) on April 1, 2025, the Province continues to provide grant funding to municipal police departments to support naloxone availability from the continued prevalence of toxic street drugs.

I am pleased to inform you that you have been approved for funding towards the purchase of nasal naloxone kits. Surrey Police Service (SPS) will receive grant funding of \$80,000 this fiscal year (2025-26).

Policing and Security Branch (PSB) is using an updated formula to calculate funding. Grants are now calculated at \$100/kit (2 doses) with a 4-year shelf life. As confirmed with policing partners and the health sector, Naloxone kits have decreased in price by \$25/kit and now have a shelf life of 4 years; instead of the previous 2-year expiry. To read more about the shelf life extension, please visit: [Emergent BioSolutions Announces Shelf-Life Extension for NARCAN® Nasal Spray in Canada | Emergent BioSolutions Inc.](#)

Funds are being distributed by PSB for the purchase of:

- 800 Naloxone kits (at minimum)

This funding is provided with the understanding that the Naloxone kits will be used for SPS employees who may have been inadvertently exposed to an opioid and to treat people who may be experiencing an opioid overdose.

If you are interested in procuring more kits, please see the attached document related to a one-time Workplace Nasal Naloxone Pilot project spearheaded by the Ministry of Health. The pilot design has been well received by fire departments, municipalities and other agencies as it is flexible, offers an easy online ordering process and provides guidance to organizations that need it. In order to participate, there are a few requirements:

- Commit to naloxone implementation steps including a free [online](#) course for staff expected to administer naloxone.
- Commit to submitting a [report](#) when a kit is used and participating in an evaluation survey at the conclusion of the pilot.

Ordering can be completed through the online form: <https://forms.office.com/r/6Q1Nwf1MQQ>. As this set of kits expire in February 2026, their use should be prioritized. For additional information about the Workplace Nasal Naloxone Pilot, please contact naloxonesupplies@gov.bc.ca.

As you may be aware, PSB, municipal police departments, and PRIMECorp have worked collaboratively to implement a **Naloxone Administration Report** that is now available as a template via PRIMECorp. This report must be completed by police agencies to support PSB in monitoring the usage and inventory of naloxone use. At the request of PSB, on a quarterly basis, PRIMECorp will share your department's naloxone reporting data, and the data will be compiled into a cumulative annual report, which will be shared with and validated by police agencies. The first set quarterly report will be collected in fall 2025 and updates will be provided at the Monthly Opioid Calls (Chaired by PSB) as needed. This process will occur between PRIMECorp and PSB and will not require additional reporting or administrative tasks by your department.

If you have any questions, or require additional information, please contact Jessica Leonard, Policy Analyst, PSB, at Jessica.Leonard@gov.bc.ca

Please acknowledge your acceptance of this funding and the terms set out in the letter; in addition, the approval of SPS Naloxone Administration Reporting data in PRIMECorp to be shared with PSB on an ongoing basis, by signing in the space provided below and providing a copy to the Province via email to Jessica Leonard at the email address above.

Regards,



Matt Brown
Executive Director
Municipal Policing Governance and Community Safety Division
Policing and Security Branch
Ministry of Public Safety and Solicitor General

Acceptance of the terms of the grant as specified in this letter and information sharing between PRIME-BC and the Ministry.

Chief Constable Norm Lipinski
Surrey Police Service

Date

pc: Chair, MUNICIPAL POLICE BOARD

Attachment: Naloxone Administration Report
Workplace Nasal Naloxone Pilot Initiative

Naloxone Administration Report

Subject surname

Subject given name

Location of the incident:

- ☐ Private Residence
- ☐ Hotel/Motel
- ☐ Drug Treatment Centre
- ☐ Shelter
- ☐ Sidewalk/Street
- ☐ Nursing Home/Assisted Living
- ☐ Police Vehicle
- ☐ Cell Block
- ☐ Other

Subject/Situational indicators of overdose: (Check all that apply)

- ☐ Unresponsive/Unconscious
- ☐ No response to sternal rub/painful stimuli
- ☐ Not breathing/stopped breathing
- ☐ Blue lips/fingertips
- ☐ No pulse
- ☐ Slow pulse

- ☐ Breathing slowly/agonal breathing
- ☐ Drugs/drug paraphernalia at scene
- ☐ Known history of drug use

Suspected overdose on what drugs? (Check all that apply)

- ☐ Heroin
- ☐ Fentanyl
- ☐ Oxycodone
- ☐ Methadone
- ☐ Other opioid
- ☐ Do not know
- ☐ Other:

Response to naloxone: (Check all that apply)

- ☐ Woke up from the overdose/exposure
- ☐ Became assaultive
- ☐ Vomited
- ☐ Irritable or angry
- ☐ Dope sick (e.g. nauseated, muscle aches, runny nose, watery eyes)
- ☐ Remained unconscious
- ☐ Did not survive

Intranasal dose(s) administered:

<input type="checkbox"/> Dose 1 administered - Date	<input type="text"/>	<input type="text"/>	Time	<input type="text"/>	Lot #	<input type="text"/>
<input type="checkbox"/> Dose 2 administered - Date	<input type="text"/>	<input type="text"/>	Time	<input type="text"/>	Lot #	<input type="text"/>
<input type="checkbox"/> Dose 3 administered - Date	<input type="text"/>	<input type="text"/>	Time	<input type="text"/>	Lot #	<input type="text"/>

Naloxone dose(s) administered by other agency: (Check all that apply)

- ☐ Fire Service
- ☐ EHS
- ☐ Other police department
- ☐ Bystander

How long did it take for the naloxone to work?

- ☐ Immediately
- ☐ 30 seconds - 1 minute
- ☐ 1 minute - 1.5 minutes
- ☐ 1.5 minutes - 2 minutes
- ☐ 2 minutes - 2.5 minutes
- ☐ 2.5 minutes - 3 minutes
- ☐ More than 3 minutes
- ☐ Unsure
- ☐ Did not work

What else was done?

- ☐ Yelled
- ☐ Shook them
- ☐ Chest compressions
- ☐ AED
- ☐ Rescue breathing
- ☐ Oxygen
- ☐ Recovery position

Disposition:

- ☐ Care transferred to EHS
- ☐ Care transferred to Fire Service
- ☐ Other:

Was the subject arrested/detained?

- ☐ No
- ☐ Yes - Pre-administration
- ☐ Yes - Post-administration

Reportable force? (If Yes, SBOR required)

- ☐ No
- ☐ Yes - Pre-administration
- ☐ Yes - During administration
- ☐ Yes - Post-administration

Any issues, difficulties, other relevant information/comments:



Invitation to participate in the Workplace Nasal Naloxone Pilot Initiative

As the toxic drug crisis persists, the Ministry of Health (the Ministry) continues to work urgently to expand access to naloxone, which reverses opioid poisoning. Naloxone is available in two formulations: intramuscular (injectable) and intranasal (nasal). Nasal and injectable naloxone are both effective at reversing opioid poisoning. Nasal naloxone may be a preferred choice in some workplace settings given its ease of use.

The Ministry is implementing a **one-time** no-cost initiative to distribute nasal naloxone kits to publicly funded organizations in settings with barriers to administering injectable naloxone, where a toxic drug event may occur. Having naloxone available in the workplace may also create opportunities to foster education and conversations about drug use, while promoting safety, protecting community members and encouraging proactive awareness.

This initiative is open to publicly funded organizations, in various sectors, including those that already use naloxone in the course of their work. Needs assessment guidance is provided for consideration as appropriate.

We invite your organization to access no-cost nasal naloxone kits through this initiative. To do so, you will need to:

- review the needs assessment guidance (page 2) and complete the **Naloxone Needs Assessment Decision-Making Template** (page 3) to determine whether your workplace needs naloxone, if procuring naloxone for the first time
- commit to naloxone implementation steps including a free [online](#) course for staff expected to administer naloxone (such as occupational first aid attendants)
- commit to submitting a [report](#) when a kit is used and participating in an evaluation survey at the conclusion of the pilot

Organizations may order up to 10 kits per location or site (as applicable) while those that routinely use naloxone may order quantities they expect to use by February 2026 (expiry date).

As this is a **one-time initiative**, participating organizations will need to pursue regular avenues for purchasing naloxone in the future.

Submit your order through this [order and agreement form](#). For more information, please contact naloxonesupplies@gov.bc.ca.

NALOXONE NEEDS ASSESSMENT DECISION-MAKING

Organizational Drug Poisoning Needs Assessment Considerations

The decision as to whether your organization should obtain naloxone should be based on the likelihood that staff will encounter an individual who is at risk of an opioid poisoning, AND the potential consequence of not having naloxone available should an opioid poisoning occur.

Likelihood of encountering an individual who has experienced drug poisoning

- Have staff ever responded to a drug poisoning on site?
- Do staff regularly encounter people who have experienced a drug poisoning somewhere else?
- Do staff regularly encounter people who may use drugs?
- Do staff regularly encounter people in recovery from a substance use disorder?
- Do staff regularly encounter illegal/illicit drugs or unknown substances?

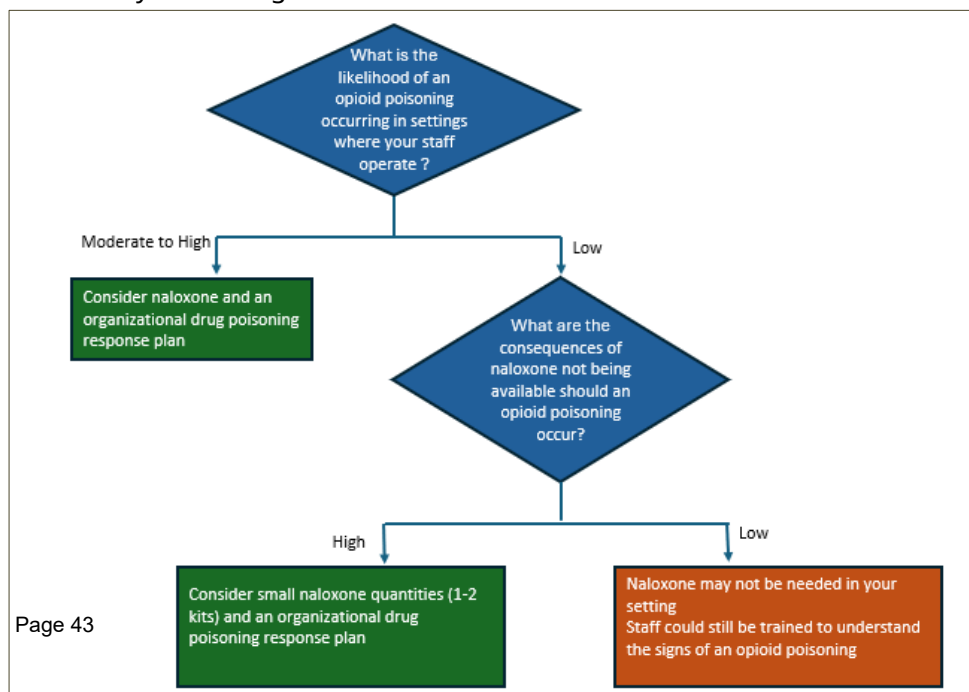
If you determine that the likelihood of encountering someone experiencing a drug poisoning is moderate to high, naloxone should be acquired and protocols should be developed to prepare staff to respond to a drug poisoning. If the likelihood is low, consider the consequences of not having naloxone available in your setting should someone experience a drug poisoning.

Potential consequences of not having naloxone available

- How long would it take for emergency medical personnel to arrive and administer naloxone? Every minute in which a person is not breathing increases the likelihood of death or irreversible brain damage. If naloxone were available onsite, could it be retrieved and used faster than emergency medical personnel could arrive?
- Are staff trained, willing, and able to provide breaths while waiting for emergency medical personnel to arrive? Providing breaths can prevent brain damage and death even if there is a delay in administering naloxone. If responders are able and willing to provide breaths, it should be part of every drug poisoning response, even if naloxone is used.
- Does your organization have a mandated duty to provide care for clients?
- Are there public or community expectations with regard to naloxone being available in this setting?

Weighing likelihood and consequence

Use your assessment of (i) the likelihood of someone witnessing an opioid poisoning and (ii) the consequence of not having naloxone available to determine if your organization should consider stocking naloxone in your setting.



Use the Naloxone Needs Assessment Decision-Making Template on the next page to detail your decision making on naloxone.

Naloxone Needs Assessment Decision-Making Template

This template provides a way to assess the need for your organization to stock naloxone and train staff, for your purposes only. Complete and file per your organization's guidelines.

Organization:	Date:
Risk: [list all staff, client groups, and members of the public who may be at risk of drug poisoning]	
Risk Identification and Mitigation Strategies: [provide an overview of risk for staff or clients/members of the public, and risk mitigation strategies as well as gaps that may exist]	
Likelihood of a drug poisoning in this setting: High/Low (circle one) Comments:	
Consequence of a drug poisoning in the absence of naloxone in this setting: High/Low (circle one) Comments:	
Recommendations:	
We recognize that if this assessment identifies we should stock naloxone, all staff expected to use it will be trained on how to safely respond to a drug poisoning and administer naloxone (please check) <input type="checkbox"/>	

Recommended resource when thinking about preparing for overdoses in your organization: [The First Seven Minutes Overdose Prevention](#)

CITY OF SURREY

OFFICE OF THE MAYOR

June 19, 2025

Norm Lipinski, OOM, LLB, MBA
Chief Constable
Surrey Police Service
14355 – 57 Avenue
Surrey, BC V3X 1A9

Dear Chief Constable Lipinski:

Re: Regular Communications between Surrey Mayor and SPS Chief

As Mayor, Chief Executive Officer and spokesperson for the City, I must ensure that Council and the community receive timely, accurate information on all important municipal issues, including public safety matters. To that end, I would appreciate your support in strengthening the flow of communication between us.

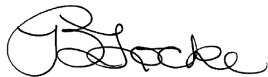
First, I would like to establish a standing face-to-face meeting between us twice each month. This cadence served both my office and former RCMP OIC Brian Edwards well, allowing us to address emerging issues promptly and align strategic priorities. Please have your office coordinate with mine to schedule these sessions at mutually convenient times.

Second, I ask that you provide me a comprehensive monthly crime-statistics report for discussion at our first meeting of each month. A consistent, data-driven overview will enable me to speak confidently to our residents about trends, challenges, and the progress your team is making.

Finally, and most critically, I expect immediate notification, by telephone, whenever a significant policing incident occurs. Whether a major crime, a high-profile investigation, or an event that may draw media attention, early notice ensures that I, on behalf of the City, can respond swiftly with clear, unified messaging.

I am confident these measures will reinforce the collaborative relationship essential to effective policing and public trust. Thank you in advance for your cooperation. I look forward to our continued work together in keeping Surrey safe.

Sincerely,



Brenda Locke
Mayor, City of Surrey

c.c. Surrey Police Board
City Manager



13450 – 104 AVENUE SURREY BRITISH COLUMBIA CANADA V3T 1V8



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126

June 24, 2025

Sent via Email: Brenda.Locke@surrey.ca

Her Worship Brenda Locke
Mayor of the City of Surrey
13450—104th Avenue
Surrey, BC V3T 1V8

Dear Mayor Locke,

I am writing in response to your June 19, 2025 correspondence to Chief Constable Lipinski, copied to directors of the Surrey Police Board. We would like to meet with you about what you are requesting, in order to explore how to address them in a manner that is consistent with the *Police Act* and the Board's governance and oversight responsibilities.

Please have your office reach out to Jason Kuzminski about scheduling a meeting with you, me and the Board's vice chair.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

cc. Chief Constable Norm Lipinski, SPS

CITY OF SURREY

OFFICE OF THE MAYOR

June 19, 2025

The Honourable Garry Begg
Minister of Public Safety and Solicitor General
Province of British Columbia
PO Box 9010 Stn Prov Gov
Victoria, BC V8W 9E2

Via Email: PSSG.Minister@gov.bc.ca

Dear Minister Begg:

**Re: RCMP Transitional Assistance to the Surrey Police Service &
Repeated Requests for Provincial Representatives to appear before
Surrey Council**



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126

It has come to my attention that Provincial staff have requested Canada to extend the duration of the RCMP's presence in Surrey for a third year, for the purpose of providing temporary transitional assistance.

We are concerned that the Province has taken this step without first consulting with the City, thereby denying us the opportunity to provide input. This decision to act unilaterally and apparent willingness to exclude the City from involvement is troubling, given the Province's stated expectation that the City is responsible for, and so must pay for, the financial consequences of Provincial decisions.

On this issue, the City has expressed its position consistently over many months, and the evident need to revisit this territory is disappointing. In any event, and specifically regarding the RCMP's potential presence in Surrey for an additional year, we request that the Province does not enter into any agreement without involving the City first. At minimum, the City should be consulted on the terms of any such agreement, including the number of RCMP police officers to be stationed in Surrey.

I have attached past correspondence from Kam Grewal, GM Finance, as well as from the City Manager (in respect of which I still await a reply), that clearly articulates the City's position in terms of its financial responsibilities.

My desire is that City staff are able to work collaboratively with the Province to coordinate and navigate the RCMP's gradual drawdown over the remaining months of the transition.

In addition, since January of this year, Surrey Council has made repeated requests that senior representatives in your Ministry appear before Council and the public to provide an update on provincial public safety plans for our community. I refer you to the attached correspondence of January 21st and April 25th (Appendix "I").

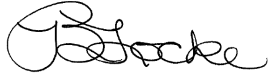
.../2



To-date, the City has not received commitment from your staff to appear as requested. The lack of response is especially concerning given the urgent public safety issues in Surrey that we are confronting. There are three Council meeting dates remaining before the summer break including June 23rd, July 14th and July 28th. I ask that your Ministry commit to providing a representative to appear before Council at one of these meetings.

I look forward to your response.

Sincerely,



Mayor Brenda Locke
City of Surrey

Appendix "I" Letters from the City to the Province dated January 21, 2025 and April 25, 2025

c.c. Talal Dakalbab, Senior Assistant Deputy Minister, Public Safety
Canada
Chief Constable, Norm Lipinski, OOM, LLB, MBA, Surrey Police
Service
Surrey Police Board



January 21, 2025

Tara Richards
Deputy Solicitor General
Ministry of Public Safety & Solicitor General
PO Box 9290 Stn Prov Govt
Victoria, BC V8W 9J7

Via email: Tara.Richards@gov.bc.ca

Dear Deputy Solicitor General Richards:

Re: Reporting – Public Safety Plans for the City of Surrey

On January 13, 2025, Surrey City Council directed City staff to request that senior representatives from the Province attend an upcoming Council meeting to provide an update on provincial public safety plans for our community.

We kindly seek your assistance in identifying the appropriate representatives who could present on these plans. Surrey City Council values collaboration between our municipal government and the Province, and we believe that direct engagement will foster transparency and strengthen our collective efforts to keep the City of Surrey safe.

Thank you for your time and consideration. I look forward to your response regarding who may be available to attend. Should you have any questions or wish to discuss this request further, please feel free to contact me directly.

Sincerely,



Rob Costanzo
City Manager

[https://surreybc.sharepoint.com/sites/cmcitymanageradmin/policy transition/11251400rc.docx](https://surreybc.sharepoint.com/sites/cmcitymanageradmin/policy%20transition/11251400rc.docx)
LD 1/21/25 4:49 PM

April 25, 2025

BY EMAIL – Glen.Lewis@gov.bc.ca

Glen Lewis
Assistant Deputy Minister
and Director of Police Services
Policing and Security Branch
Ministry of Public Safety and Solicitor General
PO Box 9285 Stn. Prov Govt
Victoria, BC V8W 9J7

Dear Mr. Lewis:

Re: Reporting – Public Safety Plans for the City of Surrey

I am reaching out to follow up on the City's request for senior representatives of the Province to update Council and the public on provincial public safety plans for our community. Attached is my letter dated January 21, 2025, where I made this request to the Deputy Solicitor General.

As you know, while you and I have discussed the matter since then, the City has not yet received a commitment from the Province to appear before Council. This topic was raised again at the last Council meeting on April 14th.

We would greatly appreciate it if you could confirm the Province's commitment to appear before Council. It is important for us to engage directly and openly with the Province on this essential undertaking to maintain public safety in the City of Surrey.

I am more than happy to work with you on setting a date for the Province's appearance before Council in the near future.

I am looking forward to hearing from you soon.

Sincerely,



Rob Costanzo
City Manager

Enclosure – January 21, 2025, Letter to Deputy Solicitor General



REPORT DATE: July 2, 2025

REGULAR

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-R023

TO: Surrey Police Board

FROM: Interim Executive Director

FILE: 60550-20-02

SUBJECT: Service or Policy File No. 2025-001

RECOMMENDATION

The Interim Executive Director recommends the Surrey Police Board (the “Board”) receive this report FOR DECISION.

SUMMARY

On June 26, 2025, the Board Office’s email inbox received the correspondence attached as Appendix I. The correspondence raises concerns about the adequacy and/or appropriateness to a request for assistance by an emergency operator who took a 9-1-1 call from the writer’s father. The writer further raises concerns about the adequacy and/or appropriateness of training and protocols, and of policy definitions of emergencies. The Board is the employer of the emergency operators who take 9-1-1 calls in the City of Surrey.

ISSUE

1. Are the concerns raised, on the face of them, a service or policy complaint falling within *Police Act*, s. 168 (1); and
2. If yes, what course(s) of action set out in *Police Act*, s. 171 (1) does the Board resolve to take to address the matter?

DISCUSSION

Municipal police boards have statutory responsibilities for receiving and handling concerns raised the administration of the police service. “Service or policy complaints,” as they are called, “are different from allegations of misconduct which are made against individual officers. Service or policy complaints are made about the police service, generally, and include allegations that the service inappropriate or inadequate policies, supervision and management controls, training, staffing, response to a request for assistance, or any other internal operational or procedural matter.

Service or policy complaints should be viewed as an opportunity to improve the police service. The process is an important part of a police board’s role and function of ensuring there is a high standard of policing and that interaction between police and the community is fair and responsive. Police boards should be ready to examine whether organizational concerns involve systemic problems, and to be open to engaging the public in a manner that is transparent and affords discussion on issues that may affect confidence in policing and the board’s oversight.

Procedure for handling complaints

The Board, acting as a whole, is the discipline authority for service or policy complaints. The first step in the process for handling a complaint is for the Board to receive it and determine that the concerns raised constitute a complaint. The grounds for determining that concerns are a service or policy complaint are stated in *Police Act*, s. 168 (1). The concerns must be about:

- (a) The general direction and management or operation of a municipal police department, or
- (b) The inadequacy or inappropriateness of any of the following in respect of a municipal police department:
 - i. Its staffing or resource allocation;
 - ii. Its training programs or resources;
 - iii. Its standing orders or policies;
 - iv. Its ability to respond to requests for assistance, or
 - v. Its internal procedures

If the Board is satisfied that concerns are about one or more of the grounds set out in s. 168, then, it receives them as a service or policy complaint. The next step in the process, in accordance with *Police Act*, s. 171 (1), is for the Board promptly to do one or more of the following:

- (a) Request the Chief Constable to investigate and report on the complaint;
- (b) Initiate a study concerning the complaint;
- (c) Initiate an investigation into the complaint;
- (d) Dismiss the complaint on grounds specified in s. 171 (2.1); and/or
- (e) Take any other course of action the Board considers necessary to respond adequately to the complaint.

Whichever course(s) of action the Board determines to take, within 20 business days of its decision the Board must notify the complainant, the director of police services and the police complaint commissioner regarding the course of action taken.

RECOMMENDATION

On the face of them, the concerns raised in File No. 2025-001 appear to fall within the scope of s. 168 (1) and are within the Board's jurisdiction. It is recommended the Board receive them as a service or policy complaint.

It is open to the Board to take any of the courses of action stated in s. 171 (1), except (d), as the complaint does not appear to be frivolous or vexatious, made for an improper purpose nor a service or policy matter that was appropriately resolved.

Balancing the options, it is recommended the Board pass a motion: THAT the Board directs the Chief Constable to investigate and report on the complaint.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.



Jason Kuzminski
Interim Executive Director

Appendix I – Email correspondence received on June 26, 2025

Acknowledgement Letter from Board Chair to Complainant – June 27, 2025

From: [REDACTED]

Sent: June 26, 2025 8:56 PM

To: SPB Info [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED] / Surrey Police / To Whom It May Concern,

I am writing to formally raise a serious concern regarding the response [REDACTED] received after being involved in a motor vehicle accident [REDACTED], at approximately [REDACTED]

[REDACTED], was involved in a significant accident in which [REDACTED] vehicle veered off the road and ended up in a ditch. Though injured, [REDACTED] was fortunately conscious and coherent enough to call 9-1-1 for help. [REDACTED] clearly informed the emergency operator that [REDACTED] had been in an accident, was hurt, and needed assistance.

To our shock, the operator told [REDACTED] that unless [REDACTED] was bleeding, it did not qualify as an emergency, and advised [REDACTED] to call a tow truck instead. No emergency services were dispatched.

Upon hearing this, I immediately left my workplace [REDACTED] and began contacting anyone I could to assist. Thankfully, [REDACTED], who then took [REDACTED] to the hospital. At the hospital, I learned the full extent of what had happened, including the fact that [REDACTED] had been denied emergency assistance at a critical moment.

I am deeply disturbed and outraged by this response. A person reporting that they are injured following a motor vehicle accident—particularly when they are in a vulnerable situation such as being stuck in a ditch—should never be dismissed. Emergency operators have a duty to assess situations thoroughly and err on the side of caution, as internal injuries, shock, or other conditions may not be immediately visible.

This incident raises serious concerns about:

- The training and protocols followed by 9-1-1 operators,
- The definition and assessment of emergencies,
- And the overall reliability of our emergency response system when Canadian citizens need it most.

Had [REDACTED] condition been more severe or deteriorated while waiting for help that never came, the consequences could have been devastating.

This experience has severely shaken [REDACTED] confidence in the emergency system. We believe this matter deserves immediate review and accountability. I am formally requesting:

1. A full investigation into the handling of this 9-1-1 call, including access to the call recording.
2. An assessment of current training and protocols for emergency operators.
3. A public response regarding how such situations will be handled differently going forward to prevent further harm.

I am also prepared to share this story with the media to raise awareness about the gaps in emergency response for vulnerable citizens. Every Canadian deserves to feel confident that when they call 9-1-1, they will be heard, respected, and assisted appropriately.

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

June 27, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED],

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

This letter is to acknowledge receipt of your email of June 26, 2025 expressing concerns regarding a 9-1-1 operator's response to a call from [REDACTED] seeking assistance for a motor vehicle accident. In accordance with the *Police Act*, s. 169 (1)(c), a copy of your letter has been forwarded to Chief Constable Lipinski and the Police Complaint Commissioner, and it will be placed on the agenda of the Board's next meeting on July 16, 2025.

At the July meeting, the Board may decide to take any of the following actions set out in the *Police Act*, s. 171 (1) to address the matter:

- (a) Request the Chief Constable of SPS investigate and report on the complaint;
- (b) Initiate a study concerning the complaint;
- (c) Initiate an investigation into the complaint;
- (d) Dismiss the complaint on grounds set out elsewhere in the Act; or
- (e) Take any other course of action the Board considers necessary to respond adequately to the complaint.

The meeting starts at 3:00 p.m. and can be attended in-person or viewed by live-webcast. A link to the webcast will be available on the Board's website: www.surreypoliceboard.ca. The agenda, a redacted copy of your letter, and any reports will also be available online on the Board's website prior to the meeting. The Board Office will notify you in writing of any decision that is made at the meeting.

If you have any further questions or concerns, please contact Jason Kuzminski, Interim Executive Director at Jason.Kuzminski@surreypoliceboard.ca.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

cc.

[REDACTED]
Chief Constable Norm Lipinski, SPS

[REDACTED]
Jason Kuzminski, Surrey Police Board



REPORT DATE: July 10 2025

REGULAR

BOARD MEETING DATE: July 16, 2025

BOARD REPORT # 2025-R024

TO: Surrey Police Board

FROM: Interim Executive Director

FILE: 60550-20-02

SUBJECT: Service or Policy File No. 2025-002

RECOMMENDATION

The Interim Executive Director recommends the Surrey Police Board (the “Board”) receive this report FOR DECISION.

SUMMARY

On July 10, 2025, the Board Office’s email inbox received the correspondence attached as Appendix I. The correspondence raises concerns about the adequacy and/or appropriateness of SPS enforcement of traffic noise.

ISSUE

What course(s) of action set out in *Police Act*, s. 171 (1) does the Board resolve to take to address the matter?

DISCUSSION

As set out in Service or Policy File No. 2025-001, the Board, acting as a whole, is the discipline authority for service or policy complaints. The first step in the process for handling a complaint is for the Board to receive it and determine whether the concerns raised constitute a complaint within the jurisdiction and authority of the Board. The grounds for determining that concerns are a service or policy complaint are stated in *Police Act*, s. 168 (1). The concerns must be about:

- (a) The general direction and management or operation of a municipal police department, or
- (b) The inadequacy or inappropriateness of any of the following in respect of a municipal police department:
 - i. Its staffing or resource allocation;
 - ii. Its training programs or resources;
 - iii. Its standing orders or policies;
 - iv. Its ability to respond to requests for assistance, or
 - v. Its internal procedures

Where the Board is satisfied that the concerns are about one or more of the grounds set out in s. 168, then, it receives them as a service or policy complaint. The next step in the process, in accordance with *Police Act*, s. 171 (1), is for the Board promptly to do one or more of the following:

- (a) Request the Chief Constable to investigate and report on the complaint;
- (b) Initiate a study concerning the complaint;
- (c) Initiate an investigation into the complaint;
- (d) Dismiss the complaint on grounds specified in s. 171 (2.1); and/or
- (e) Take any other course of action the Board considers necessary to respond adequately to the complaint.

Whichever course(s) of action the Board determines to take, within 20 business days of its decision the Board must notify the complainant, the director of police services and the police complaint commissioner regarding the course of action taken.

RECOMMENDATION

On their face, the concerns raised in File No. 2025-002 appear to fall within the scope of s. 168 (1), and it is recommended the Board receive them as a service or policy complaint.

It is open to the Board to take any of the courses of action stated in s. 171 (1), except (d), as the complaint does not appear to be frivolous or vexatious, made for an improper purpose nor a service or policy matter that was appropriately resolved.

Balancing the options, it is recommended the Board pass a motion: THAT the Board directs the Chief Constable to investigate and report on the complaint.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.



Jason Kuzminski
Interim Executive Director

Appendix I – Email correspondence received on June 26, 2025

Acknowledgement Letter from Board Chair to Complainant – June 27, 2025

Jason Kuzminski

From: [REDACTED]
Sent: July 10, 2025 3:37 PM
To: SPB Info
Subject: Agenda item for Surrey Police Board : Traffic noise pollution
Attachments: SPS.pdf; Noise Pollution Signed Linea.pdf

CAUTION: This message came from a sender that is outside the SPS. Please try to avoid opening links or attachments from external senders unless you are absolutely sure it is safe to do so. BE CAREFUL - if you are unsure please phone the IT Service Centre.

Please include this as an agenda item for the next Board meeting. Kindly keep me informed of the minutes of meeting.

To: Surrey Police Board

I attach a soft copy of the registered mail sent to Mr Norm Lapinski of the Surrey Police Service (SPS), which was received by SPS HQ on 22 May 2025.

Attached is also the petition by the Strata Plan for 250+ Surrey residents along 104 Ave, with an additional 370 residents petitioning for action on [REDACTED].

The following are **immediate actions** that can be taken by SPS which have been hitherto neglected, thus allowing traffic noise pollution to deteriorate and become so rampant in Surrey.

Having worked in a Corporate Planning capacity before, I would like to propose these additional suggestions:

- a) Log the number of motor vehicles identified by SPS for noise inspections at **SPS-approved** inspection centres, the actual number of vehicles failing to comply with the MVA decibel limits on weekly basis, and monthly basis. Examine trends of occurrence, and adjust traffic police deployments accordingly to control and monitor noise infractions.
- b) Ensure vehicles identified are tracked and followed-up to comply with decibel limits under the MVA. Fine vehicle owners for noise infractions. Fine owners for not following-up on inspections, or for not remedying the noise emissions from their vehicles. Fine owners more heavily for repeat offences. Ensure fines are collected by making them conditional for vehicular insurance renewals, or otherwise have driver licenses suspended.
- c) SPS to report the statistics collected by (a) above to the Public Safety Committee to monitor the traffic noise pollution problem, and evaluate effectiveness of efforts by the Public Safety Committee and SPS from other strategies, such as speed and noise cameras along roads where drivers are known to speed.
- d) Remind the public about traffic noise limits by motor vehicles. Influence perception to de-glamourise loud vehicles. Educate the public about the harmful effects and uncivic behaviour of traffic noise pollution. Generate publicity with media releases on TV, the radio and social media.

e) Provide a tel. hotline for the public to report noisy motor vehicles (their licence plates). Train SPS (Non-emergency) personnel to take reports of these vehicles, and have SPS follow-up on these vehicles. SPS to require these vehicles to turn up for noise inspections within 1 month, or face a fine.

f) Fine automotive shops that alter mufflers/ engines/ vehicles to make them louder and noisy. Many automotive shops in Newton (Surrey) offer these services as they are popular and in demand. Ensure fines are paid.

The 600+ (and many more) Surrey residents would be grateful if the Surrey Police Board, Public Safety Committee and SPS take concrete and immediate action to deal with the noise pollution by loud motor vehicles. Left unaddressed, this community disease will spread rapidly through Surrey, with its growing and foreign population. With your will to act, Surrey has the chance to be an example for Metro Vancouver's well-controlled traffic noise situation.

Please keep me informed of any actions taken.

[REDACTED], Surrey resident

cc: [REDACTED], another concerned resident

Chief Constable Norm Lipinski
Surrey Police (SPS Headquarters)
14355 57 Avenue, Surrey, BC V3X 1A9

May 16, 2025

Dear Mr Lipinski,

Traffic Noise Pollution from Loud Motor Vehicles in Surrey City Centre

We are writing to call upon the Surrey Police to enforce the traffic regulations that currently exist to control the noise pollution from loud motor vehicles in Surrey City Centre.

The loud roars and sputtering noises from altered car engines or removed mufflers of motor vehicles (cars, trucks and motorcycles) increase the residents' stress levels, and disrupt rest and sleep. Our community wellness suffers as a result.

This problem was presented to the Surrey City Council (SCC) on 25 September 2024. However, noise pollution has become worse, as the number of loud motor vehicles on the roads increased.

Noise pollution has become so intolerable that the Strata Plan [REDACTED] (see attached), along with about 360 residents (on [REDACTED]), have signed petitions to call upon the Surrey Police and the Surrey City Council to act on loud motor vehicles that exceed the decibel limits stipulated by the Motor Vehicular Act of BC. As a Surrey resident affected by the noise, I am representing these stakeholders by making the authorities aware of this problem, and urging both the Surrey City Council and Surrey Police to collaborate on controlling traffic noise pollution.

Kindly keep me informed as to what measures will be taken, and their estimated timelines. Thank you.

Sincerely,

-Signed-

[REDACTED]

email [REDACTED]

To: The **Surrey City Council** and **Surrey Police Service**

[REDACTED] (Address: [REDACTED] Surrey, BC. [REDACTED])
is calling on the Surrey City Council and the Surrey Police Service to reduce noise pollution from loud motor vehicles in the Surrey City Centre, by adopting the following:

1. Have Surrey Police / RCMP patrol and monitor vehicular noise at identified hotspots periodically. (Current hotspot: 104 Ave, between 133 St and University Drive).
2. Monitor closely, and enforce traffic noise control regulations strictly. Issue deterrent penalties for infractions to ensure drivers obey limits on decibel levels for motor vehicles. (This is currently lacking.)
3. Use noise and speed cameras to autonomously capture snapshots of license plates of vehicles revving up their engines to speed, and/ or exceeding permitted decibel levels.
4. Encourage the public to report license plates of loud, noisy motor vehicles through a traffic telephone hotline.
5. Continual public campaigns on traffic noise and associated penalties.
6. Conduct survey to continually assess effective vehicular noise control on semi-annual basis.

Our Strata Council also joins the hundreds of residents who support this petition on [REDACTED]

On behalf of the Strata Council,

[REDACTED]
[REDACTED] Strata President
March 20, 2025

July 11, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED],

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

This letter is to acknowledge receipt of your email of June 26, 2025 expressing concern about enforcement of traffic noise bylaws. In accordance with the *Police Act*, s. 169 (1)(c), a copy of your letter has been forwarded to Chief Constable Lipinski and the Police Complaint Commissioner. Your letter will be placed on the agenda of the Board's next meeting on July 16, 2025.

At the July meeting, the Board may decide to take any of the following actions set out in the *Police Act*, s. 171 (1) to address the matter:

- (a) Request the Chief Constable of SPS investigate and report on the complaint;
- (b) Initiate a study concerning the complaint;
- (c) Initiate an investigation into the complaint;
- (d) Dismiss the complaint on grounds set out elsewhere in the Act; or
- (e) Take any other course of action the Board considers necessary to respond adequately to the complaint.

The meeting starts at 3:00 p.m. and can be attended in-person or viewed by live-webcast. A link to the webcast will be available on the Board's website: www.surreypoliceboard.ca. The agenda, a redacted copy of your letter and attachments, and any reports will also be available online on the Board's website prior to the meeting. The Board Office will notify you in writing of any decision that is made at the meeting.

If you have any further questions or concerns, please contact Jason Kuzminski, Interim Executive Director at Jason.Kuzminski@surreypoliceboard.ca.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

cc. Prabhu Rajan, Police Complaint Commissioner
Chief Constable Norm Lipinski, SPS
Her Worship Brenda Locke, Surrey Mayor
Jason Kuzminski, Surrey Police Board