SURREY POLICE BOARD
Regular Meeting Agenda

Venue: City Hall, Room 1E
Date: November 18, 2026
Time: 3:00 PM

1. Call to Order and Administrative Matters	
1.1 Call to Order	Board Chair Jawanda
1.2 Territorial Acknowledgement	
1.3 Introduction of Directors	
1.4 Approval of Agenda	
1.5 Conflict of Interest Declaration	
1.6 Approval of Minutes	
1.6.1 Minutes of October 22, 2026 Regular Meeting	
1.6.2 Minutes of October 29, 2026 Special Meeting	
1.7 Consent Agenda	
1.7.1 2027 Board Meeting Calendar – Report 2026-R006	Executive Director
1.8 Decisions Approved in a Closed Session	
2. Vice-Chair Election	
2.1 Vice Chair Election Process and Call for Nominations Report 2026-R007	Executive Director
3. Presentations	
3.1 District 2 Transition Operational Readiness Planning	Chief Matsumoto
4. Reports for Information	
4.1 Chief Constable Report	Chief Matsumoto
4.2 Board Chair Report	Board Chair Jawanda
4.3 Committee Reports	
4.3.1 Finance and Risk Committee	Director Duncan
4.3.2 Governance Committee	Director Madsen
4.3.3 Human Resources and Compensation Committee	Director Thomas
5. Public Comment on Decision Items Being Considered	
6. Discussion & Decision Items	
6.1.1 2027 Budget Development Update	Executive Director
6.1.2 Remuneration Policy – Report 2026-R008	Executive Director
7. Service or Policy Complaints	
7.1.1 SPC – 2026-008 – Report 2026-R009	Executive Director
8. New Business	
9. Adjournment	
9.1 Next Meeting	
9.2 Motion to Adjourn	

SURREY POLICE BOARD
Regular Meeting Minutes

Venue: City Hall Room 1E
Date: October 22, 2026
Time: 3:00 PM

Present:
Perm Jawanda
Archie Johnston
Rob Stutt
George Duncan
Hanne Madsen
Larry Thomas

Regrets:
Jessie Sidhu
Interim Chief Todd Matsumoto
Deputy Chief Michael LeSage

Staff Present:
Deputy Chief Mike Procyk
A/Deputy Chief Steve Drennan
Lav Mangat, Superintendent
Jason Kuzminski, Executive Director
Marion Chow, Executive Assistant
Gayle Wlasiuk, Executive Services Manager
Lisa Eason, Senior Manager, Strategic Comms

1. Call to Order and Administrative Matters

1.1 Call to Order

The October 22, 2026 Regular Board meeting was called to order at 3:02 PM.

1.2 Territorial Acknowledgement

The Board Chair opened the meeting with a territorial acknowledgment recognizing the Semiahmoo, Katzie and Kwantlen peoples.

1.3 Approval of Agenda

It was moved by Director Thomas
Seconded by Director Johnston

That the agenda for the October 22, 2026 board meeting be approved.

Carried.

1.4 Conflict of Interest Declaration

The Board Chair cited the code of conduct requirements before calling for directors to identify any conflicts of interest for the business on the agenda.

No directors declared a conflict.

1.5 Approval of Minutes

1.5.1 Minutes of June 17, 2026 Regular Meeting
1.5.2 Minutes of July 21, 2026 Electronic Vote
1.5.3 Minutes of August 24, 2026 Special Meeting
1.5.4 Minutes of August 27, 2026 Electronic Vote
1.5.5 Minutes of September 10, 2026 Special Meeting
1.5.6 Minutes of September 28, 2026 Electronic Vote

It was moved by Director Johnston

Seconded by Director Madsen that the minutes noted above be adopted.

Carried.

1.6 Consent Agenda

1.6.1 Report 2026-R005 - Vendor Selection for Independent Review of Financial Controls

Report 2026-R005 regarding a decision delegated to the Finance and Risk Committee was received by the Board.

1.7 Decisions Approved in a Closed Session

The Board Chair advised that the Board approved the following resolution at the closed meeting of October 22, 2026:

Report 2026-FIN019 - Acquisition and Implementation of Electronic Surveillance Solution

It was moved by Director Duncan
Seconded by Director Johnston that the Board pass the following resolution:

THAT the Surrey Police Board authorizes the Chief Constable to enter into an agreement with JSI for the supply, configuration, commissioning and implementation of a covert intercept solution;

AND THAT the Board approves an expenditure limit of $1,465,803 for the acquisition of the covert intercept solution through JSI; and

AND FURTHER THAT the Board authorizes the Interim Chief Constable, or delegate, to execute the agreements and related documents for the implementation of the software solution through JSI.

Carried.

2. **Presentation -** Police Complaint Commissioner Prabhu Rajan

Police Complaint Commissioner Rajan outlined the role and responsibilities of the Office of the Police Complaint Commissioner (OPCC).

The Board thanked Commissioner Rajan and Deputy Commissioner Spindler for the presentation.

The OPCC delegation exited the meeting at 3:51 PM.

3. Reports for Information

3.1 Chief Constable Report

The Acting Chief Constable provided an update on current SPS activities, including successful responses to extortions with assistance from other agency partners resulting in recent arrests, the ratification of the collective agreement with the Surrey Police Union, and the implementation of the new NG911 platform.

3.2 Board Chair Report

The Board Chair provided the Board with information on the enhanced public engagement policy developed by the Governance Committee. The Board Chair also provided an update that there had been several briefings with Management and the Director of Policing Services to develop plans for completing the policing transition, and recognized the hard work underway by Chief Matsumoto and his leadership team for their hard work and focus on identifying areas of risk that need to be managed

as SPS prepares to take over D2, and that the Board will continue to plan for a safe and effective takeover of responsibilities from our partners at the RCMP.

3.3 Committee Reports

3.3.1 Finance and Risk Committee (FRC)

The FRC Chair provided the Board with an update on recent work of the Finance and Risk Committee, such as procurement requests and streamlining decision processes.

The FRC Chair thanked SPS staff for their work in providing effective and comprehensive reports to the FRC to enable the committee to make informed decisions on financial requests.

3.3.2 Governance Committee (GC)

The GC Chair provided the Board with an update recent work of the Governance Committee, such as enterprise risk management responsibility, reviewing of correspondence received, developing a consultation strategy.

3.3.3 Human Resources and Compensation Committee (HRCC)

The HRCC Chair provided the Board with an update on recent activities of Human Resources and Compensation committee such as recent approval of employee benefit plan renewal with the benefit provider as well as an update on the status of bargaining with CUPE and SPIA.

4. Public Comment on Decision Items Being Considered

No speakers indicated their desire to provide comments on the decisions being considered on the agenda.

5. Discussion & Decision Items

5.1 Financial & Budget Update

The Director, Finance provided the Board with an update on the year-to-date expenditures up to the period of September 30,2026.

The Board provided their questions and comments.

5.2 Policy Approvals

5.2.1 Report 2026-FIN018 - Acquisition and Implementation of CCTV Security System

It was moved by Director Duncan

Seconded by Director Johnston that the Board approve the following resolution:

THAT the Surrey Police Board authorizes the Interim Chief Constable or their designate to execute an agreement and related documents awarding a contract to SECURITAS TECHNOLOGY CANADA CORPORATION (“Securitas”) for the supply, configuration, commissioning and implementation of the Genetec platform required to migrate the closed-captioned television (CCTV) system from the current environment at a total estimated expenditure limit of $653,150.68.

Carried.

5.2.2 Report 2026-HRC016 - Appointment of Special Municipal Constables (Information Officers and Court Liaison Officers)

It was moved by Director Thomas

Seconded by Director Johnston that the Board approve the following resolution:

THAT the Surrey Police Board approve Option A as detailed in the report to allow alignment with the practices of all policing agencies in British Columbia and will be required to ensure no disruption in regular operations and no delays in processing charge recommendations by Crown.

Carried.

6. Service or Policy Complaints

6.1 New Files

6.1.1 Report 2026-GOV012 - SPC 2026-005

It was moved by Director Madsen

Seconded by Director Thomas that the Board approve the following resolution:

THAT the Surrey Police Board dismiss SPC 2026-005 pursuant to section 171 (2.1)(c), reflecting the Complainant's correspondence confirming that SPS responded appropriately to the complaint.

Carried.

6.1.2 Report 2026-GOV013 - SPC 2026-006 / OPCC 2026-000088

It was moved by Director Madsen

Seconded by Director Stutt the Board approve the following resolution:

THAT the Surrey Police Board initiate a study under section 171(1)(b) of the *Police Act* in relation to OPCC File No. 2026-000088, in accordance with the Terms of Reference attached as Schedule "A" to this resolution;

AND THAT the Board authorizes:

- The procurement and appointment of an independent reviewer, individual or firm, with demonstrated expertise in police governance, municipal policing, police operational independence, conflicts of interest and applicable legal frameworks;
- The Executive Director to undertake an appropriate procurement process for the engagement of the independent reviewer, in accordance with applicable Board procurement policies and authorities; and
- The Board Chair, or designate, to finalize Terms of Reference and finalize and execute an agreement with the selected independent reviewer, subject to any applicable Board approval requirements;

AND THAT the independent reviewer shall:

- Report directly to the Board through the Board Chair or such other person as the Board may designate;
- Provide a final written report to the Board containing factual findings, an assessment of the relevant governance and policy framework, identification of any material gaps or deficiencies, and recommendations for improvements where appropriate.

AND THAT the Chief Constable and Executive Director are directed to provide the independent reviewer with reasonable access to records and information necessary to conduct the review, subject to applicable law, privilege, privacy and confidentiality requirements;

AND THAT the Board will provide the OPCC with notice of the course of action taken in accordance with the timelines prescribed by the *Police Act* and will provide the explanation and summary of results required following completion of the study;

AND FURTHER THAT following receipt of the final report, the Board will determine what portions may appropriately be released publicly, having regard to applicable privacy, confidentiality, privilege and other legal requirements.

Carried.

6.1.3 Report 2026-GOV014 - SPC 2026-007

It was moved by Director Madsen

Seconded by Director Thomas the Board approve the following resolution:

THAT the Surrey Police Board request the Chief Constable investigate SPC 2026-007 and report on the complaint to the Board.

Carried.

6.2 Open Files

6.2.1 Report 2026-GOV015 - SPC 2026-002 / OPCC 2026-000767

It was moved by Director Madsen
Seconded by Director Stutt the Board approve the following resolution:

THAT the Surrey Police Board take SPC 2026 002 / OPCC 2026 000767 out of abeyance and direct the Chief Constable to investigate the complaint pursuant to the Board's resolution adopted at its May 12, 2026 special meeting.

Carried.

6.2.2 Report 2026-GOV016 - SPC 2026-003

It was moved by Director Madsen

Seconded by Director Thomas that the Board approve the following resolution:

THAT the Surrey Police Board conclude its review of Service or Policy File No. 2026-003, with no further action required, based on information provided in Appendix I;

AND THAT the Surrey Police Board direct the Board Chair to notify the complainant, the Police Complaint Commissioner and the Interim Chief Constable of its decision and reasons as set out in the report.

Carried.

7. New Business

No new business.

8. Move to Closed Session

It was moved by Director Duncan
Seconded by Director Johnston that Board move into a closed session pursuant to s. 69 (2)(a)(b) and (d) of the *Police Act* in order to discuss other board matters.

Carried.

All staff exited the meeting at 4:26 PM.

9. Adjournment

9.1 Next Meeting

The next meeting of the Surrey Police Board is scheduled for November 18, 2026.

9.2 Motion to Adjourn

It was moved by Director Stutt

Seconded by Director Thomas that the Board adjourn the October 22, 2026 meeting.

Carried.

The October 22, 2026 board meeting adjourned at 4:51 PM.

Certified correct:

_____ _____

Marion Chow, Executive Assistant Perm Jawanda, Chair

SURREY POLICE BOARD
Special Meeting Minutes

Venue: Virtual MS Teams
Date: October 29, 2026
Time: 5:00 PM

Present:
Perm Jawanda
Jessie Sidhu
Rob Stutt
George Duncan
Hanne Madsen
Larry Thomas

Regrets:
Archie Johnston

Staff Present:
Jason Kuzminski, Executive Director
Marion Chow, Executive Assistant

1. Call to Order and Administrative Matters

1.1 Call to Order

The October 29, 2026 Special Board meeting was called to order at 5:03 PM.

1.2 Territorial Acknowledgement

The Board Chair opened the meeting with a territorial acknowledgment recognizing the Semiahmoo, Katzie and Kwantlen peoples.

1.3 Approval of Agenda

It was moved by Director Sidhu
Seconded by Director Thomas

That the agenda for the October 29, 2026 board meeting be approved.

Carried.

1.4 Conflict of Interest Declaration

The Board Chair cited the code of conduct requirements before calling for directors to identify any conflicts of interest for the business on the agenda.

No directors declared a conflict.

2. Move to a Closed Session

2.1 Motion to meet in Private to Consider an In-Camera Matter

It was moved by Director Stutt

Seconded by Director Thomas that Board move into a closed session pursuant to s. 69 (2)(b)(c) and (d) of the *Police Act* in order to consider an In-Camera matter.

Carried.

The Surrey Police Board Special meeting adjourned at 5:05 PM.

The closed session of the meeting started at 5:07 PM.

Director Duncan joined the meeting at 5:08 PM.

3. Closed Session

3.1 Approval of Agenda

It was moved by Director Stutt
Seconded by Director Sidhu

That the agenda for the October 29, 2026 closed board meeting be approved.

Carried.

4. Reports

4.1 Human Resources Matter - Report 2026-HRC017 – FOR DECISION

It was moved by Director Thomas

Seconded by Director Madsen that Surrey Police Board approve the following motion:

THAT the Surrey Police Board approve executing an Employment Agreement appointing Todd Matsumoto for a five-year term as Chief Constable of Surrey Police Service, effective October 30, 2026 to October 31, 2031; and

FURTHER THAT this report be made publicly available as part of the minutes from the Special Board In-Camera meeting in accordance with the board governance manual.

Carried Unanimously.

4.2 Human Resources Matter - Report 2026-HRC018 – FOR DECISION

It was moved by Director Thomas

Seconded by Director Duncan that Surrey Police Board approve the motion regarding a confidential matter detailed in Report 2026-HRC018 and discussed in private pursuant to s. 69 (2)(b) and (d), the details of which are ordered sealed.

Carried Unanimously.

5. Adjournment

5.1 Motion to Adjourn

It was moved by Director Thomas

Seconded by Director Sidhu that the Board adjourn the closed session of the October 29, 2026 special board meeting.

Carried.

The October 29, 2026 special board closed meeting adjourned at 5:34 PM.

Certified correct:

_____	_____
Marion Chow, Executive Assistant	Perm Jawanda, Chair

BOARD REPORT

REPORT DATE: November 13, 2026
BOARD MEETING DATE: November 18, 2026
BOARD REPORT # 2026-R006

TO: **Surrey Police Board**

FROM: **Executive Director** FILE: **60550-20-02**

SUBJECT: **2027 Board Meeting Calendar**

This report is FOR DECISION.

- In Fall, the Surrey Police Board typically sets a schedule of regular board meetings for the following year.
- The schedule is intended to reduce conflicts between City Council and Metro Vancouver commitments, as well as to assist directors in organizing the Board and other professional and volunteer commitments.
- For 2027, six regular board meetings are planned and will be supplemented by workshops and any special board meetings that are required to consider urgent business that cannot wait for the next scheduled regular meeting.
- Standing Committees will also meet at least once between regular board meetings to review business, consider recommendations to the Board and prepare reports for board meetings.

DISCUSSION

The Municipal Police Board Meeting Regulation requires municipal police boards to conduct at least four regular meetings each year, with no more than four months to pass between regular meetings. The general purpose of regular meetings is for directors to review and report back to the community on the performance of SPS and progress made on achieving strategic priorities for the police service. Special meetings to address urgent business decisions may be called between meetings but do not count as a regular meeting for the purposes of the regulation.

Over the course of 2026, the Surrey Police Board will have held eight regular meetings, five special meetings and seven workshops (where no resolutions may be considered). In addition, each of the Board's standing committees met at least once per month to preview and consider board reports and recommend a course of action for the Board to consider. A reason for the exceptional number of meetings is the continued building of the organization into the final phase of the transition, which has included overseeing SPS operational readiness plans, resourcing needs, collective bargaining, and budget development.

In 2027, it is anticipated that regular meetings can be restructured to align with performance oversight as transition-related business reduces and SPS operations reach steady-state. In this regard, the Board would

benefit from converting a small number of regular meetings into planned workshops where directors and management can develop an infrastructure for measuring performance and outcomes to implement through public reporting at board meetings. Special meetings will be called as needed.

The 2027 regular meeting schedule is as follows:

Board Meetings
February 4
April 8
June 3
September 23
October 28
November 25

The schedule takes into consideration City Council meetings and the opportunity to receive or send information between the Board and Council, timing of the annual Union of British Columbia Municipalities meeting, and statutory holidays that may impact on preparation of reports and meeting packages. Meetings are scheduled for Thursday afternoons.

Committee meetings will be scheduled for the week following a regular board meeting, to consider any items referred by the Board, and as needed between meetings to prepare reports.

The schedule and topics of business for workshops will be determined by the Board and in collaboration with SPS or external partners.



Jason Kuzminski
Executive Director

SURREY POLICE BOARD

BOARD REPORT

REPORT DATE: November 13, 2026
BOARD MEETING DATE: November 18, 2026
BOARD REPORT # 2026-R007

TO: **Surrey Police Board**

FROM: **Executive Director** FILE: **60550-20-02**

SUBJECT: **Vice Chair Election Process and Call for Nominations**

This report is FOR INFORMATION.

EXECUTIVE SUMMARY

- Section 23 of the *Police Act*, requires a municipal police board to elect one of its members as chair and another member as vice chair.
- The Act further states that if the office of chair or vice chair becomes vacant then the Board is required to elect a new chair or vice chair at the next meeting after the vacancy occurs.
- November 2, 2026, when the new Surrey Council was sworn-in, triggered a vacancy for the vice chair.
- The Board's governance manual sets out an election procedure that opens with a call for expressions of interest by directors and/or a call for nominations to be communicated to the Executive Director who acts as the Returning Officer.
- At the next scheduled regular meeting on November 18th, the process to elect a new vice chair will begin by opening the call for nominations.

DISCUSSION

The Vice Chair's role and specific responsibilities are set out in the "Vice Chair Position Description" on pages 31 to 32 of the Governance Manual. In general, the Vice Chair works closely with the Board Chair to support and assist with an independent perspective of oversight activities and acting in the Board Chair's place when necessary.

Not every director desires to be a Board Chair or Vice Chair, and some may not have the experience to be ready to assume these roles. Planning for board leadership involves consideration of role requirements, time commitment and possessing the desired attributes and skills for the role. The Governance Manual contemplates an open and transparent process for directors to consider and evaluate candidates before choosing who to fill a vacancy.

To elect a director for a vacancy, the procedure approved by the Board begins with a nomination period to self-select or put forward a colleague for the role. During the nomination period, candidates complete a standardized "Expression of Interest" application outlining how they have the desired skills and attributes, which is shared with directors to allow them to evaluate potential leaders in a consistent way. The procedure concludes by a confidential ballot, unless there is only one director who is acclaimed.

At the next regular meeting on November 18, 2026, the nomination period for the Vice Chair vacancy will open and remain open until Friday, December 4, 2026. At the close of nominations, a list of candidates and their Expressions of Interest will be distributed to directors, and the date of a meeting to conduct balloting will be scheduled in accordance with the Governance Manual.



Jason Kuzminski
Executive Director

BOARD REPORT

REGULAR

REPORT DATE: November 11, 2026
MEETING DATE: November 18, 2026
BOARD REPORT # 2026-R008

TO: **Surrey Police Board**

FILE NO: 60550-20-02

FROM: **Executive Director**

SUBJECT: **Remuneration Policy**

This report is FOR DECISION.

EXECUTIVE SUMMARY

- The Surrey Police Board's remuneration policy recognizes the professional nature of the work directors perform while also respecting that service involves public service, accountability and fiscal prudence.
- The current policy is aligned with Treasury Board guidelines for provincial agencies, boards and commissions and are a combination of retainers and meeting fees.
- At the time the policy was adopted, a cap on the number of meeting fees a director is eligible to receive per year was set without an accompanying rationale.
- In the current year, the volume of work to oversee risk management planning for expansion into new districts, collective bargaining, development of the 2027 financial plan and meeting with government partners has been extraordinary, all directors will have reached the cap before the end of 2026.
- Despite this, the budget allocation earmarked for director remuneration is underspent and has sufficient room to allow payment for additional meeting fees to the end of 2026.
- The Executive Director recommends the Surrey Police Board amend the remuneration policy by removing the cap on the number of meetings eligible for payment.

DISCUSSION

The current Board Member Remuneration Policy may be found in the Governance Manual and is attached as **Appendix I**. The policy sets out the purpose and principles underlying payments for overall service to the Board (retainers) and work performed (meeting fees) which are set in accordance with provincial Treasury Board Guidelines for independent benchmarking. Meeting fees are paid to directors for their preparation and contributions to each board and committee meeting, including workshops, that they attend. The policy limits the number of meeting fees a director may claim to 30 meetings.

There is no record of the rationale for a cap on meeting fees, although it would align with the number of meetings anticipated in an ordinary year for a municipal police board overseeing a police service that has reached a steady state. The cap reasonably covers the number of board meetings (6-8), workshops (4-6) and committee meetings (6-8) anticipated in the year, with buffer to accommodate *ad hoc* special board meetings and circumstances where a director is appointed to more than one committee.

SPS has not yet reached steady-state and, in the final phase of completing the Surrey Policing Transition, still requires a significant number of decisions to be made by the Board. As well, unlike other municipal police board, directors on the Board have had several meetings with provincial officials to plan a safe and effective completion of the Surrey Policing Transition in addition to overseeing procurement, ensuring compliance with *Police Act* accountabilities, and conducting regular business. By the end of October, all directors will have participated in 30 or more meetings. A policy change is required to enable the Executive Director to authorize processing payment for additional meetings required for the balance of the year.

OPTIONS

Option 1: Amend the Remuneration Framework to eliminate the cap on eligible meetings fees.

Advantages	Disadvantages
• Recognizes actual contribution of time/talent • Is still within independent benchmarking • Aligned with performance and supports engagement through the balance of the year • No impact on approved budget • No impact on business	• Potential negative perception • Potential belief it will exceed budget

Option 2: Do nothing and maintain the cap on meeting fees.

Advantages	Disadvantages
• Avoids exposure to media/public scrutiny • Does not require communication	• Discourages future and current volunteers from serving on the police board. • Does not recognize actual contributions • May impact on business •

RECOMMENDATION

The Executive Director recommends Option 1 and that the following motion be approved:

> THAT the Surrey Police Board amend the Board Director Remuneration Policy by deleting:
> "Each Board Member is limited to a maximum of 30 meeting fees in a year."



Jason Kuzminski
Executive Director

Appendix I – 7. Board Member Remuneration Policy

7. BOARD MEMBER REMUNERATION POLICY

AUTHORITY

This policy is aligned with the Provincial Treasury Board Remuneration Guidelines.

PURPOSE

An appropriate remuneration policy for work performed by Board Members supports good governance. The maximum remuneration level should underscore the importance and professional nature of the Board's work and attract and retain qualified individuals to serve at the same time as recognizing that service on the Board entails an element of public service, accountability and fiscal prudence.

The purposes of this policy are to:

1. Ensure a consistent and transparent approach to remuneration and expense reimbursement of Board members.
2. Affirm the importance and professional nature of the work that Board Members perform.
3. Establish proportionality of remuneration of the Board and comparable provincial agencies and boards, as well as police boards in other Canadian jurisdictions.
4. Attract and retain highly-qualified individuals who reflect the diverse communities of Surrey and the Board's commitment to diversity and inclusion and true and lasting reconciliation with Indigenous Peoples.
5. Enable fiscal prudence and public accountability.

REMUNERATION FRAMEWORK

1. Remuneration amounts provided to Board members may be differentiated to recognize the time commitment required to fulfil different roles and responsibilities on the Board.
2. Remuneration cannot exceed the maximum amounts specified in the policy.
3. Remuneration must not exceed the budgeted amount approved by the Board in the provisional policing budget submitted to the City.

RETAINERS

Retainers are payable for overall service to the Board, including preparation and travel time for meetings, formal training, meetings with external interested parties, facility tours, orientation and educational presentations, participation in evaluation processes, social events and attendance at relevant conferences.

Retainers may be paid quarterly or annually for service rendered.

The following retainers are in effect:

- $500 per month for each Board Member.
- An additional $500 per month for the Board Chair.
- An additional $150 per month for the Vice Chair who does not Chair a Committee.
- An additional $150 per month for a Chair of each Committee.

MEETING FEES

Meeting fees are not paid for preparation time for Board meetings or Board Member education, formal training, meetings with external interested parties, participation in evaluation processes, facility tours, orientation and educational presentations, social functions associated with Board business, or attendance at conferences.

Meeting fees will be paid for each meeting of the Board or Committees, including workshops, and to be paid a meeting fee, the Board Member must be present within 15 minutes of the call to order and until the meeting is adjourned, unless an absence during this period is approved by the Board Chair.

The following meeting fees in effect:

- $450 for chairing a Board or Committee meeting.
- $350 for attending, but not chairing, a Board or Committee meeting to which the Board Member is appointed.
- Each Board Member is limited to a maximum of 30 meeting fees in a year.

ANNUAL REVIEW OF POLICY AND BOARD COMPENSATION

This policy and the amounts paid to Board Members are reviewed annually by the Human Resources and Compensation Committee who ensures such amounts paid remain appropriate and in line with similar boards.

RECORDS

The Executive Director keeps records of all fees and expenses paid to Board Members. Board Member remuneration expenditures are reported publicly on an annual basis.

Remuneration paid to Board Members is subject to personal income tax withholding and is to be reported annually to the Canada Revenue Agency on a T4 Supplementary Slip.

APPENDIX I

BOARD REPORT

REPORT DATE: November 17, 2026
BOARD MEETING DATE: November 18, 2026
BOARD REPORT # 2026-R009

TO: **Surrey Police Board**

FROM: **Executive Director** FILE: **60550-20-02**

SUBJECT: **Service or Policy Complaint 2026-008**

This report is FOR DECISON.

EXECUTIVE SUMMARY

- On November 12, 2026, the Office of the Police Complaint Commissioner forwarded a complaint alleging inadequate or inappropriate service and/or policy in relation to SPS response to a reported motor vehicle theft and criminal trespass incident.
- The timing of receipt of the correspondence precluded scheduling a Governance Committee meeting to review the complaint and recommend a course of action pursuant to s. 171 (1) of the *Police Act*.
- On the face of it, the complaint does not appear frivolous or made for an improper purpose and should receive further consideration by the Board
- The Executive Director recommends the Board formally receive the complaint and refer the file to the Governance Committee to consider a course action to address the complaint.

DISCUSSION

On April 28, 2026, the OPCC forwarded a complaint concerning SPS in which the complainant alleges that, despite providing extensive evidence and identifying information in relation to a reported motor vehicle theft and criminal trespass, no investigative updates or apparent action was taken for approximately 21 days. A redacted copy of the OPCC correspondence to the Board is attached as **Appendix I** and a redacted copy of the OPCC complaint intake form completed by the complainant is attached as **Appendix II**.

A service or policy complaint may include a complaint regarding the direction and management or operation of a municipal police service. It may also include a complaint about the inadequacy or inappropriateness of a municipal police department's internal procedures, training programs or resources, staffing or resource allocation or the service's ability to respond to requests for assistance.

The Surrey Police Board's general practice for addressing service or policy complaints is for the Governance Committee, upon receipt of a complaint, to preview and consider the complaint and make recommendations to the Board about an appropriate course of action. On this occasion, the complaint was received without sufficient time to schedule a Governance Committee meeting before the next Board Meeting. Nevertheless, section 171 (1)(e) of the *Police Act* allows the Board to take any course of action it

considers necessary to respond adequately to the complaint—which includes referring the complaint to the Governance Committee to conduct its review and make considered recommendations to the Board.

The Executive Director therefore recommends the following motion:

> THAT, pursuant to s. 171 (1)(e) of the *Police Act,* the Surrey Police Board refer SPC 2026-008 / OPCC 2026-001657 to the Governance Committee to review and report back to the Board with a recommended course of action to address the complaint.



Jason Kuzminski
Executive Director

Appendix I – OPCC Correspondence
Appendix II – OPCC Intake Form - Complainant

OFFICE OF THE POLICE COMPLAINT COMMISSIONER

Integrity
Independence
Fairness

November 12, 2026

VIA E-MAIL: info@surreypoliceboard.ca, jason.kuzminski@surreypoliceboard.ca

Perm Jawanda
Chair, Surrey Police Board
13450 104 Ave
Surrey, BC, V3T 1V8

Dear Chair Jawanda:

Re: Service or Policy Complaint – Surrey Police Service
OPCC File No. 2026-001657

On April 28, 2026, the Office of the Police Complaint Commissioner (OPCC) received a service or policy complaint from [redacted] concerning the Surrey Police Service. [redacted] alleges that, despite providing extensive evidence and identifying information in relation to a reported motor vehicle theft and criminal trespassing incident, no investigative updates or apparent action had occurred for approximately 21 days. The complainant raises concerns regarding investigative timelines, communication with complainants, and the reassignment of files when investigating officers are unavailable. [redacted] also indicated a desire to file a registered complaint under Division 3 of the *Police Act*. The OPCC reviewed the complaint and did not identify any admissible allegations of individual member misconduct. A copy of the original complaint is attached.

As you are aware, a service or policy complaint may include a complaint regarding the general direction and management or operation of a municipal police department. It may also include a complaint about the inadequacy or inappropriateness of a municipal police department's policies or internal procedures, training programs or resources, staffing or resource allocation, or the department's ability to respond to requests for assistance.

Upon receiving a copy of the complaint, pursuant to section 171(1) of the *Police Act*, the board, having authority over the municipal police department to which the complaint relates, must promptly do one or more of the following:

(a) Request that the chief constable of that municipal police department investigate and report on the complaint;

(b) Initiate a study concerning the complaint;

(c) Initiate an investigation into the complaint;

(d) Dismiss the complaint with reasons; and/or

(e) Take any other course of action the board considers necessary to respond adequately to the complaint.

Pursuant to section 171(3) of the Act, within 20 business days after doing any of the things described in subsection (1)(a) to (e), the board must notify the Complainant, the Director of Police Services and the Police Complaint Commissioner regarding the course of action being taken. The Police Complaint Commissioner may request a status report from the board regarding the progress of an investigation or a study concerning a complaint under Division 5.

The police board must send an explanation for actions taken by the board under section 171 (1) and if applicable, a detailed summary of the results of any investigation or study initiated to the Complainant, the Director of Police Services and the Police Complaint Commissioner. If the Complainant is dissatisfied with the board's actions, explanations, or results from the investigation or the summary of those results, that person may, within 20 business days of receiving the explanation or summary, request the Police Complaint Commissioner to review the matter.

Should you have any questions regarding the above or with respect to the *Police Act* process, please do not hesitate to contact me at (250) 356-7458 or by email at info@opcc.bc.ca.

Yours truly,

[redacted]
Andrea Spindler
Deputy Police Complaint Commissioner of Systemics, Reform & Outreach

cc: Chief Constable Todd Matsumoto, Surrey Police Service
[redacted]

From: The Office of the Police Complaint Commissioner <website@web.opcc.bc.ca>
Sent: Tuesday, April 28, 2026 1:04 PM
To: Web Submissions
Subject: Complaint Form - [redacted] - 07/04/2026

CAUTION: This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Your Contact Details

First Name

[redacted]

Last Name

[redacted]

Contact Phone Number

[redacted]

Email Address

[redacted]

Date of Birth

[redacted]

Complaint Information

When did the incident happen?

07/04/2026

What time did it occur?

08:54 pm

Where did the incident happen?

Surrey near White Rock

Name of the police department involved, if known. Choose from this menu

Surrey

Name or badge number of the officer(s), if known

[redacted]

Police file number, if known

[redacted]

Choose the type of complaint you are filing

Choose the type of complaint you are filing

- Police Complaint
- Service or Policy

Complaint Description

Complaint Details

1. Constable [redacted] has taken no investigative action in 21 days since I first reported criminal trespassing and theft of a motor vehicle on April 7th, 2026.

On approximately April 14th, I uploaded comprehensive evidence to [redacted] including: Time stamped video footage of suspect driving the vehicle out of my secured building, screenshots of her face caught on tape, license plate number. On April 20th, I further given him the suspect's passport number, date of birth, license place number again, the vehicle's VIN number, as well as a Base Registration number on the vehicle for BC Personal Property Registry lien documentation.

Despite having ALL information needed to identify and locate the suspect, [redacted] has NOT contacted me with any updates, has not indicated any investigation is underway, and when I called today, April 28, 2026, I was informed that he is unavailable until this Friday, May 1st. For a case that opened on April 7th and more than sufficient information he would need.

The suspect is currently in Canada but may leave the country because she is on temporary visit, constable [redacted] inaction is allowing a flight risk to persist and leaving me and my family feeling unsafe in our own building.

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2. Officer [redacted] should have:
1. Acknowledged receipt of evidence and confirmed investigation was underway
2. Attempted to locate the suspect using the passport and personal information provided
3. Provided status updates within a reasonable timeframe (7-10 days)
4. Taken action to prevent suspect from fleeing the country
At minimum, he should have communicated SOMETHING in 21 days rather than being completely unavailable. If Officer [redacted] cannot handle this file, it should be transferred to an officer who will actually investigate."

3. As a result of Officer [redacted] inaction:
1. I cannot recover the stolen vehicle that I have special interest with
2. I have suffered financial loss and stress from the ongoing theft
3. I have wasted time filing this complaint instead of relying on police to do their job

4. I have provided:
1. Police file numbers [redacted]
2. Suspect's full legal name, DOB, passport number, and last known address
3. Vehicle license plate and BC PPR lien
4. Photos AND video of suspect trespassing at my residence
5. Documentation showing 21 days elapsed with zero action from Officer [redacted]
All evidence was provided to Officer [redacted] ~14 days ago."

5. POLICY CONCERNS - I'm concerned about:
1. No apparent timeline standards for investigating reported crimes (21 days with zero action)
2. No communication requirements with complainants (I've received no updates)
3. No protocols for flight risk cases (suspect may leave jurisdiction)
4. No accountability when officers are unavailable for extended periods without file reassignment

If Officer [redacted] is too busy or unavailable, this file should be transferred to an officer who will actually work on it.

Complaint Resolution

Are you interested in participating in Complaint Resolution?

No

My Statement

Please write first and last name here

[redacted]

Date Signed

28/04/2026