



SURREY POLICE BOARD

Regular Meeting Agenda

Venue: SPS HQ - Boardroom

Date: September 11, 2025

Time: 2:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Chair
The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.	
B. DECLARATION OF CONFLICTS	Chair
C. ADOPTIONS	Chair
1. Adoption of the Agenda – September 11, 2025	
2. Adoption of Minutes – July 16, 2025	
D. PRESENTATIONS/DELEGATIONS	
1. Presentation	Chief Lipinski
a. Extortions – Update (Presentation)	
2. No Delegation Requests	
E. CONSENT ITEMS	
1. Minutes of Decisions - Procurement of Police-Related Technologies Report 2025-R025 – FOR INFORMATION Previous Report 2025-R021 (from July 16 meeting)	Director Parmar
2. Payroll Governance Report 2025-FIN016 – FOR DECISION	Director Parmar
F. REPORTS	
CHIEF CONSTABLE REPORTS	
1. Chief Constable’s Updates - Verbal FOR INFORMATION	Chief Lipinski
COMMITTEE REPORTS	
Finance and Risk Committee	
1. Chair’s Updates - Verbal FOR INFORMATION	Director Parmar

Governance Committee

- | | |
|---|----------------|
| 1. Chair's Updates – Verbal
FOR INFORMATION | Director Allen |
| 2. Formation of a Facilities Committee
Report 2025-GOV004 – FOR DECISION | Director Allen |
| 3. Priorities, Goals and Objectives
Report 2025-GOV005 – FOR DECISION | Director Allen |
| 4. Business Process and Report Requirements
Report 2025-GOV006 – FOR DECISION | Director Allen |

Human Resources and Compensation Committee

- | | |
|---|------------------|
| 1. Chair's Updates - Verbal
FOR INFORMATION | Director Carwana |
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Interim Executive Director

No reports.

G. SERVICE OR POLICY COMPLAINTS

- | | |
|--|----------------|
| 1. Service or Policy File No. 2025-001
Report 2025-GOV007 – FOR DECISION
a. Letter sent to Complainant re: Course of Action – Dated July 21, 2025 | Director Allen |
| 2. Service or Policy File No. 2025-002
Report 2025-GOV008 – FOR DECISION
a. Letter sent to Complainant – re: Course of Action - Dated July 21, 2025 | Director Allen |

H. INFORMATION

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

I. CORRESPONDENCE

Jason Kuzminski

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

J. NEW BUSINESS

1. Future Townhalls – Community Engagement

Director Cheema

K. PUBLIC Q & A

Chair

L. NEXT MEETING

Chair

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

M. MOTION TO HOLD A MEETING IN A CLOSED SESSION

Chair

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

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

N. ADJOURNMENT

Chair



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: SPS-HQ -Boardroom

Date: July 16, 2025

Time: 3:00 PM

Present:

Nerissa Allen (Virtual)
Sarbjit Bains
Bilal Cheema
Archie Johnston
Christine Mohr
Sonia Parmar
Rob Stutt

Regrets:

Harley Chappell
James Carwana

Guests:

Gagan Gill
Jody Nelson

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
Inspector Jag Khosa, Executive Officer
Inspector Wendy Taylor
Nathan Wong, Director, Finance

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 July 16, 2025 Regular Board meeting was called to order at 3:00 PM.

B. DECLARATION OF ANY CONFLICT OF INTEREST

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

C. ADOPTIONS

1. Adoption of the Agenda – July 16, 2025

It was

Moved by Archie Johnston
Seconded by Bilal Cheema

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

Carried.

2. Adoption of Minutes – June 12, 2025

It was

Moved by Sarbjit Bains
Seconded by Archie Johnston

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

Carried.

D. PRESENTATIONS/DELEGATIONS

1. Presentations

a. Volunteer Program - Presentation

Staff provided the Surrey Police Board with a presentation on SPS's volunteer program.

The Board asked questions, offered comments and thanked staff for the presentation. The Board requested that the advertising material for the next intake of volunteers be provided to the Board in order to circulate to various community stakeholders.

It was

Moved by Rob Stutt
Seconded by Archie Johnston

That the Surrey Police Board referred to the Governance Committee to work with SPS staff to determine the effectiveness of the current programs, whether they need to be tweaked or review any programs that should be discontinued.

Ms. Gill and Ms. Nelson left the meeting at 3:32 PM.

2. No Delegation Requests

E. CONSENT ITEMS

1. Financial Update – Year-to-Date Expenditures (May 31, 2025)

Report 2025–FIN013 - For Information

2. Professional Standards Q2 Report

Report 2025–R019 - For Information

The Surrey Police Board received the above consent items.

F. REPORTS

CHIEF CONSTABLE REPORTS

1. SPS Q2 Hiring and Diversity Update

Report 2025–R020– For Information

The Board received the above report for information.

2. Sole Source Procurement – Axon Inc.

Report 2025–R021– For Decision

It was

Moved by Archie Johnston
Seconded by Christine Mohr

That the Surrey Police Board refer this report to the Finance Committee for further review and decision;

AND

Direct the Interim Executive Director to work with the Chief Constable to provide options for the procurement of the multiple police related technologies;

AND

Delegate authority to the Finance Committee to approve procurement expenditure of the projected contract value of \$2.43M per year (totalling \$12.2M over 5 years) and authorize the Chief Constable to enter into the contracts once negotiations are finalized.

Carried.

3. Chief Constable's Updates - Verbal
For Information

The Board received the Chief Constable's verbal update.

COMMITTEE REPORTS

Finance Committee

1. Enterprise Risk Management
Report 2025–FIN014 - For Decision

It was

Moved by Archie Johnston
Seconded by Rob Stutt

That the Surrey Police Board adopt ISO 31000 as its guideline for developing an enterprise risk management (ERM) framework in collaboration with the Chief Constable.

Carried.

2. Hiring and Recruiting Incentives Update
Report 2025-FIN015– For Decision

It was

Moved by Bilal Cheema
Seconded by Rob Stutt

That the Surrey Police Board Revisit resolution 1.A of the Policing Transition Hiring Incentives Report (2025-HRC005) adopted on June 4, 2025 by combining the allocations earmarked for recruiting members of the Surrey Provincial Operational Support Unit ("SPOSU") and for recruiting additional experienced officers from municipal police services into one allocation, and to authorize the Chief Constable with discretion to use the combined allocation to recruit experienced officer from all jurisdictions.

Carried.

Governance Committee

Director Allen provided the Board with an update on several items of business referred to the committee from the Board. The reports discussed were emergency operations and planning policies for preparedness to respond to potential incidents at major events and community engagement, priorities, goals and objectives to ensure processes are in place in seeking public input.

Human Resources and Compensation Committee

Director Mohr provided the Board with an update on the work being done by the Human Resources and Compensation committee, which included a review of senior management compensation policies and a compensation review ranges for senior sworn officers in other policing agencies.

INTERIM EXECUTIVE DIRECTOR REPORTS

- 1. Renewing Engagement with Surrey Council**
Report 2025-R022 – For Information

The Surrey Police Board received the above report.

G. INFORMATION

No information.

H. CORRESPONDENCE

- 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

The Surrey Police Board received the above correspondence.

I. SERVICE OR POLICY COMPLAINTS

- 1. Service or Policy File No. 2025-001**
Report 2025-R023 - For Decision

It was

Moved by Archie Johnston
Seconded by Christine Mohr

That the Surrey Police Board receive the complaint as a service or policy complaint and direct the Chief Constable to investigate and report on the complaint.

Carried.

2. **Service or Policy File No. 2025-002**
Report 2025–R024 - For Decision

It was

Moved by Bilal Cheema
Seconded by Christine Mohr

That the Surrey Police Board receive the complaint as a service or policy complaint and direct the Chief Constable to investigate and report on the complaint.

Carried.

J. NEW BUSINESS

No new business.

K. PUBLIC Q & A

There were no public attendees at this meeting.

L. NEXT MEETING

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

It was

Moved by Rob Stutt
Seconded by Archie Johnson

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

Carried.

N. ADJOURNMENT

It was

Moved by Rob Stutt
Seconded by Archie Johnston

That the July 16, 2025 board meeting be adjourned.

Carried.

The Surrey Police Board meeting of July 16, 2025 adjourned at 4:48 PM.

Certified correct:

Marion Chow, Executive Assistant

Sonia Parmar, Vice-Chair



REGULAR

REPORT DATE: September 7, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-R025

TO: Surrey Police Board

FROM: Interim Executive Director

FILE: 60550-20-02

SUBJECT: Minutes of Decisions - Procurement of Policing-Related Technologies

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

On July 23, 2025, the Finance and Risk Committee approved procurement of certain policing-related technologies by direct award pursuant to a Surrey Police Board (the "Board") motion of July 16, 2025 delegating the Board's authority to make decisions on behalf of the full Board.

Estimates for the policing-related technologies are contemplated in the 2025 SPS operating budget submitted by the Board and approved by Surrey City Council.

The minutes of decision are attached as **Appendix I**.

A handwritten signature in black ink, appearing to read "J. Kuzminski".

Jason Kuzminski
Interim Executive Director

Appendix I – Finance and Risk Committee Minutes – July 23, 2025



FINANCE AND RISK COMMITTEE Minutes

Present:

James Carwana
Archie Johnston
Sonia Parmar

Regrets:**Staff Present:**

Chief Norm Lipinski
Deputy Chief Todd Matsumoto
Jason Kuzminski, Interim Executive Director
Marion Chow, Executive Assistant
Nathan Wong, Director, Finance
Inspector Ryan Hall

The Finance and Risk Committee (the “Committee”) meeting was called to order at 2:01 PM.

1. Sole Source Procurement – Axon Inc – Report 021 referred to Finance and Risk Committee for decision.

Pursuant to a resolution passed by the Board at its July meeting, the Committee was delegated with the Board’s authority to make a decision regarding approval of SPS requests for sole source procurement of certain police-related technologies. SPS provided the Committee with information about the products that had only one supplier or, where there is more than one supplier, why one supplier provides a product with an intrinsic benefit and should be preferred.

Directors provided questions and feedback to staff. The Committee was satisfied that 3.25 of AD 8.3 Acquisition of Goods and Services policy has been met.

Staff will revise the sole source direct award form with the changes discussed at the meeting.

The Chief Constable will update the City Manager and CFO of the proposed procurement contract with Axon.

It was

Moved by James Carwana
Seconded by Sonia Parmar

That the Finance Committee:

- A. Receive this report FOR DECISION;
- B. Approve the Direct Award and Sole Source Procurement for multiple police related technologies as outlined in Report R021, to Axon Inc. for the projected amount of up to \$12.2M CAD on an annual amount of \$2.43M 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; and
- E. Use the authority delegated by the Board to approve procurement expenditure of the projected contract value of \$2.43M per year (totalling \$12.2M over 5 years) and authorize the Chief Constable to enter into the contracts once negotiations are finalized.

Carried.

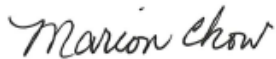
2. Chief Constable Updates

The Chief Constable updated the Committee on the success of hiring using recruiting incentives.

The Interim Executive Director advised the response letter to CO McDonald is being prepared regarding the recruiting incentives.

The Finance and Risk committee meeting adjourned at 3:09 PM.

Certified correct:



Marion Chow, Executive Assistant



Sonia Parmar, Chair



REGULAR

REPORT DATE: September 4, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-FIN016

TO: **Surrey Police Board**

FROM: **Finance and Risk Committee**

FILE: **60540-20-04**

SUBJECT: **Payroll Governance**

The Finance and Risk Committee recommends that the Surrey Police Board (the "Board") receive this report FOR DECISION.

ISSUE

Financial governance requires the payroll of an employee to be reviewed and approved by a senior level. Previously, the Executive Director reviewed and approved the payroll for the Chief Constable and the Board's Executive Assistant. Board approval is required to confirm whether to assign the same duties to the Interim Executive Director, the Board Chair or a Chair of one of the Board's standing committees.

DISCUSSION

At its August 25, 2025 meeting, the Finance and Risk Committee reviewed the issue of approval authority to sign off on the Chief Constable and Board's Executive Assistant in light the Interim Executive Director being a contractor rather than an employee. Whomever has the authority, their role is to oversee requests for any variation to the standard work week, including vacation, overtime and sick leave, determine approvals and enter any changes into payroll. Assignment of an approval authority is required not only for best practice but for audit purposes.

The Committee considered three options for assigning approval authority until a permanent Executive Director is hired: (1) assign the role to the Chair of the Finance and Risk Committee, who currently approves the Chief Constable's expenses and Interim Executive Director's invoices; (2) assign the role to the Chair of the Human Resources and Compensation Committee, who is familiar with the Chief Constable's employment agreement and eligible entitlements; or (3) assign the role to the Interim Executive Director. If the third option is preferred, steps may be required to ensure the Interim Executive Director is bound by the policies of the Board to ensure compliance with the Board's and BC's employment standards (e.g. Human Rights policy, Worker's Compensation Act, Employment Standard's Act, Health and Safety, Conflict of Interest, etc.).

FINANCIAL IMPLICATIONS

None.

RESOURCE IMPLICATIONS

None.

RECOMMENDATION

The Finance and Risk Committee recommends the Board adopt a resolution that the authority to approve the Chief Constable's and Executive Assistant's payroll submissions be delegated to the Interim Executive Director

A handwritten signature in black ink, appearing to be 'S. Parmar', with a long horizontal stroke extending to the right.

Sonia Parmar
Chair, Finance Committee



REGULAR

REPORT DATE: September 8, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-GOV004

TO: Surrey Police Board

FROM: Governance Committee

FILE: 60550-20-03

SUBJECT: Formation of a Facilities Committee

RECOMMENDATION

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

SUMMARY

Since becoming POJ in November, 2024, SPS has taken over responsibility for the facilities that were previously assigned to the RCMP as accommodations for the police service. Some of these buildings and spaces are overdue for repairs and/or require extensive renovations. Others are inadequate for their purpose and do not allow for expansion and growth expected in the next 5-10 years. In addition, SPS will propose capital projects that will require examination and approval from the Board. Formation of a Facilities Committee to make recommendations to the Board would provide the structure and governance required to guide these strategic and financial decisions.

DISCUSSION

Planning is required to ensure that SPS has the space and facilities required to provide adequate and effective policing for the City of Surrey. Gaps deficiencies, and opportunities have been identified since SPS took responsibility for the facilities the City is required to provide pursuant to *Police Act*, s. 15. It should also be noted that planning for SPS facilities will need to take into consideration accommodating some core services, such as training infrastructure, that were accommodated by RCMP at the District or Provincial level.

Some of the facilities requirements that have been identified by SPS staff include proposals to relocate the Operational Communication Center (OCC) and Exhibits storage, upgrading and/or relocating some of the Community Policing Offices, and building a firing range for SPS training. These proposals would result in freeing up space in the SPS HQ building for the relocation and expansion of existing teams, and/or may create beneficial partnership opportunities with other agencies.

RISK ASSESSMENT

Research, planning and prioritization must be conducted to develop business cases and submit Capital plans and requests. The strategic oversight and consideration of the Board is integral to this planning and will help to mitigate risk around prioritization and expenditures.

FINANCIAL IMPLICATIONS

Board oversight will ensure responsible and effective use of City and SPS funds.

RESOURCE IMPLICATIONS

Committee members will be appointed by the Board and will require an additional time commitment from Board Directors.

RECOMMENDATION

The Governance Committee recommends that the Board approve a resolution that an *ad hoc* Facilities Committee be established under the governance of the Board;

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



Nerissa Allen, Chair
Governance Committee

REGULAR

REPORT DATE: September 8, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-GOV005

TO: Surrey Police Board

FROM: Governance Committee

FILE: 60550-02-02

SUBJECT: Priorities, Goals and Objectives – What We Heard

The Governance Committee (the “GC”) recommends the Surrey Police Board (the “Board”) receive this report is FOR DECISION.

EXECUTIVE SUMMARY

- The Governance Committee (the “GC”) has been delegated the responsibility to assist the Surrey Police Board (“the Board”) with determining the priorities, goals and objectives for SPS.
- The GC discussed conducting a community survey (inputs) to create a report summarizing what was heard that could be posted and shared in community engagement (feedback).
- The plan calls for engagement sessions with community stakeholders put forward by GC, followed by the GC and Chief Constable reporting its recommendations for Board approval.
- Since the GC last met, the Board Office reviewed the results of community consultations by SPS in 2024 and 2021 that provide quantitative and qualitative data that can inform the GC’s work.
- The 2024 and 2021 surveys present an opportunity to expedite the PGO development process by posting and sharing a summary of what was heard as a foundation for community engagement.
- Alternatively, the GC may prefer either to conduct a fresh survey from scratch or ask a smaller, more targeted set of questions to augment the 2024 and 2021 surveys.

ISSUE

Should the Board:

- (a) use input received from the 2024 and 2021 surveys for a “What We Heard” report to post publicly and solicit feedback; or
- (b) conduct a full, fresh survey?

DISCUSSION

At its meeting on September 2, 2025, the GC considered options and timelines for determining the priorities, goal and objectives for policing, public safety and SPS (the “PGOs”). The PGOs are a Board accountability, established in consultation with the Chief Constable, to set general direction for SPS and provide a foundation for strategic plans. To date, the main priority has been the Surrey policing transition. Now that SPS is Police of Jurisdiction, the Board is looking to determine what the community considers to be the top threats to public safety in Surrey and set measurable goals and objectives that reduce the threat and enhance feelings of safety.

The GC recognized that certain priorities standard for every police agency—preventing crime and enforcing the law are core to mission—but to the purpose of determining PGOs is to identify the public’s primary concerns and address them with specific and measurable priorities. The GC reviewed SPS surveys from 2021 and 2024 that highlighted violent crime, organized gangs and intimate partner violence, with significantly less concern about non-violent property crime, street disorder and traffic violations. Top strategic goals and objectives for making people feel safer include a more visible presence of SPS, more open engagement and active listening to stakeholders, and more partnerships with organizations who can manage non-criminal aspects of concerning social behaviours that may lead to crime.

Completing the Surrey policing transition continues to be a priority. Embedded within this overarching priority are several potential, measurable elements of municipal policing that shareholders may prioritize for implementation and operating plans. For example, the community policing model typically apportions one-third of a frontline officer’s time to crime detection and apprehension, one-third to report writing, and one-third to community engagement, but staffing minimums may require reapportioning time for engagement to the other two duties. If shareholders identify community policing in districts currently overseen by SPS as a higher priority than taking over another district, this would guide staffing levels and setting targets for officers’ time engaging the community. Alternatively, if taking over all remaining districts as quickly as possible is a higher priority, then shareholders may give licence to increasing use of hiring incentives to achieving the balance of community engagement that they are expecting.

Other potential strategic priorities that shareholders may have could be improving efficient service delivery; increasing communication and engagement about municipal policing, SPS and the Surrey Police Board; enhanced public accountability; fostering positive culture and employee health; and increasing strategic partnerships in the community. Each of these lend themselves to targets and measures. Efficient service delivery targets could be weighted clearance rates compared to comparable police services, return on investment of new initiatives or another dollar invested in the same initiative or program, and/or use of overtime. Culture and employee health targets may be retention rates, proportion of employees on long-term sick leave and/or in relation to conduct complaints.

A summary of findings from the 2024 and 2021 surveys, crafted into a “What We Heard” report, is attached as **Appendix I**. The strongest quantitative data from the surveys was in relation to crime problems and concerns. The results appear to reflect perceptions about crime more than identifying actual crime problems that are believed to be the biggest threats to public safety and security. The qualitative statements in the survey reports do not appear to be correlated to quantitative data, although they provide a fairly consistent picture of what respondents are looking for in SPS.

OPTIONS

A. Use the 2024 and 2021 surveys

The raw data and qualitative statements collected in the 2024 and 2021 surveys identify priorities at a level above the ability to set targets and metrics but are open to proposing the kind of measurable priorities suggested above. It is therefore an option to report back to the community on what was heard from them in 2024 and 2021 and, through engagement tactics (community forums, townhalls, online feedback), either put forward more focused priorities for response or wait and see what organically emerges from shareholders.

Advantages

- Timelier
- Less costly than conducting new surveys

Disadvantages

- Gaps between survey responses and measurable priorities
- Risk of internal bias

- Survey responses suggest measurably priorities that are reasonable
- Potential perception of control over outcomes

B. Conduct a fresh, new survey

While the 2024 data and responses are adequate to proceed, starting with a new survey, steered by the Committee to ask more shareholder-focused questions, may reduce the impact of questions geared to customer service. Better data sets are always beneficial but not necessary if the existing data set is adequate to task.

Advantages

- More organic and authentic
- Data more likely to suggest strategic priorities that can be measured
- Branding opportunity through engagement

Disadvantages

- Cost
- Time required

FURTHER FACTORS TO CONSIDER

Both options satisfy the requirement in Provincial Policing Standard 6.1.2 (5) for the Board to ensure processes are in place to seek input into the priorities, goals and objectives for policing and law enforcement from a broad spectrum of its community. Option A achieves basic compliance with the requirement, while Option B achieves more effective compliance.

Completing the Surrey policing transition, which is a top priority of the Minister of Public Safety and Solicitor General and must also be a high priority for the Board, does not necessarily require further consultation. That said, completing the transition itself is not measurable other than by determining it is complete or has yet to be completed. The Committee should consider whether measurable priorities in completing the transition can be found in the existing survey data or if a new survey is needed to set targets and measures to drive SPS delivery.

The Chief Constable and SPS have developed a strategic plan goals and objectives that are aligned with Option A. Establishing new priorities at this time may negatively impact on delivery in the short-term. The Committee and Board may wish to consider proceeding with developing priorities based on the “What We Heard” report and subsequent engagement to keep the strategic plan process moving, but to begin a new process to survey the community about priorities in 2026.

The pause on the Board delayed progress on determining priorities, goals and objectives for SPS, and now time is of the essence. The Chief Constable and SPS will benefit from the direction and guidance that the Board’s strategic priorities provide, and they will allow Board and SPS discipline for responding to issues or concerns that may be important but do not reach the level of being a priority. It is worth noting as well that the City of Surrey has established a Public Safety Department and General Manager tasked with developing the City’s public safety priorities, which may impact on the Board’s statutory mandate and accountability especially if determining the priorities is further delayed.

RECOMMENDATION AND CONCLUSION

The GC recommends Option A to determine priorities for the remainder of this year and into 2026, initiating a new Board-led process to determine longer-term priorities, goals and objectives in mid-to-late 2026.



Nerissa Allen, Chair
Governance Committee

SUMMARY OF FINDINGS

The Surrey Police Board acts on behalf of the residents and businesses of Surrey to determine the priorities, goals and objectives of the Surrey Police Service (“SPS”). Community is at the heart of what we do, and gathering your input into the priorities for your police service is a cornerstone of the municipal policing model. **The Surrey Police Board is listening.**

Community consultations were conducted in 2024 and 2021. We heard that you consider **the biggest threats to public safety are violent crime (81%) and organized crime gangs (75%), followed by intimate partner violence (70%).** In most locations in the city, people generally feel safe and believe media contributes to fears about personal safety—but, at the same time, there are some areas where residents—particularly women between 18 and 24—feel unsafe walking alone. You told us that less of a concern are non-violent property crime (66%) and road safety (43%). To address the biggest threats to public safety, you told us that **you want to see more SPS officers in the community and more early intervention and prevention programs**, including tried-and-true programs like Block Watch, Speed Watch, School Resources Officers and other youth programs.

We also heard that proactive public education about SPS and municipal policing—available in multiple languages and across various platforms—is another priority and will enhance trust in SPS and improve feeling safe. You said having **a visible police presence, actively engaging with the public and delivering community-based policing**, are your preferred strategies for improving safety and feeling safe. You would like the Surrey Police Board to dialogue and seek public input that shapes direction of SPS and its future. Surrey is a growing, multicultural diverse community, and **you would like to see SPS policies, operations and programs be developed (and sometimes be delivered) with diverse community partners** at the local level.

The people of Surrey understand that starting up a new police service is an opportunity to do things differently and that doing things differently requires people who are resilient, listen and are responsive to ideas that come from the community they serve. You told us that to address systemic racism and build respectful relations, **SPS should be interculturally competent, trauma-informed and have the culture and supports to be healthy, engaged and satisfied with their work.** Prioritizing training, well-being and positive workplace culture will not only equip SPS members to advance positive change and community policing but to plan a full for a full career in Surrey and stronger relationships with community partners.

Finally, what we heard from the consultations, and since, is that successfully **completing the Surrey Police Transition is a priority.** Success means everyone in our community is safe, feels safe and are satisfied with SPS. Feeling safe, and satisfaction with police services, leads to healthier relationships between the public and police that, in turn, contribute to a reduction in crime, enhanced public participation in crime prevention, community safety and well-being.

Decisions about and evaluation of the goals and objectives for advancing these or any priorities will be evidence-based and data-driven. **Strategic targets to measure progress, including demonstrating value for money and return on investment of public resources in existing and new initiatives, will be monitored.** The Surrey Police Board is committed to respectful stewardship and accountability for public resources, equitable service delivery, and continuous improvement. We will set and **report publicly on performance measures annually**, continue to engage residents, businesses and other stakeholders, and adapt practices to meet changing community expectations.



REGULAR

REPORT DATE: September 8, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-GOV006

TO: Surrey Police Board

FROM: Governance Committee

FILE: 60550-20-03

SUBJECT: Business Process and Report Requirements

RECOMMENDATION

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

SUMMARY

Reporting processes are essential to effective general direction and oversight of Surrey Police Service ("SPS") and assisting the Surrey Police Board (the "Board") monitor progress on the priorities, goals and objectives set for SPS. The Governance Committee is recommending the Board adopt a rule or policy that clearly explains the information the Board requires regarding service objectives, policies and financial and business performance and formally establishes a procedure for reports being added to board meeting agendas. The procedure can also clarify a process for determining whether a report may be removed from an open meeting and considered in private because one or more exceptions stated in *Police Act*, s. 69 (2) applies. A draft rule recommended by the Governance Committee is attached as **Appendix I**.

DISCUSSION

At its September 2, 2025 meeting, the Governance Committee reviewed an e-mail correspondence from the Board Chair to the Chief Constable outlining a procedure for SPS business to be previewed by one or more Standing Committee before it may be added to the agenda of a Board meeting. The procedure would still allow for exceptions where urgent action is required. The procedure also would assist the Board Chair in making decisions about requests to remove a report from the open meeting and consider it in private pursuant to *Police Act*, section 69. The rationale for the procedure is to ensure efficient and effective management and conduct of Board meetings, while enhancing scrutiny of initiatives and their performance in a forum that is free of time constraints and allows open discussion of sensitive information.

The procedure has generally been followed since it was first communicated but, occasionally, reports requiring decisions have been added to a board meeting agenda without prior preview by a standing committee where the issues would be studied more closely and narrowed down. On some of these occasions, the Board required significant time to deliberate on the issues before making a decision and at least one time the Board referred the matter back to a standing committee for closer review, resulting in a delay in decision-making. While these problems are understandable when transitioning to a new discipline, a clear and

transparent rule or policy formalizing the procedures for all to follow can be communicated organization-wide and provide guidance to Board Office staff and SPS and streamline process.

A further factor that the Governance Committee considered is the new Municipal Police Board Meeting Regulation (attached as **Appendix II**) that came into force in July and has more stringent requirements in regard to the open meeting principle and *Police Act*, s. 69. The Regulation requires business moved from an open meeting not only to specify which subsection or subsections of 69 (2) applies but to provide a general description of the business that explains why the subsection(s) apply. In the absence of a rule and formal procedure, there is no obvious practical way to comply with the requirement.

The Governance Committee also considered and recommends that the rule for reports clarify whether a report has been prepared FOR INFORMATION, FOR DISCUSSION or FOR DECISION. These categories and general practices for the content and use of the different reports are a best practice for public sector organizations. Adopting these elements in the draft rule would bring the Board into line with the City of Surrey and provincial government practices.

Reports “For Information” should be used to provide background or a summary for directors to read without dedicating meeting time. Information reports may anticipate a future discussion or decision where early background or summary information may socialize and/or clarify issues. Reports “For Discussion” should be used where a future decision is anticipated and early understanding of issues and general direction from a committee or the Board may improve deliberations and decision-making.

The Governance Committee recommends that reports “For Decision” present two or three options to consider, along with analysis of the advantages and disadvantages of each option, factors to consider, and a recommendation of the preferred option. There may be instances where only one option makes sense and should be ratified, but these should be rare and avoided where possible. The recommended change involves adjustment to how reports are currently prepared, and it will require a transition and patience as new disciplines develop.

RECOMMENDATION

The Governance Committee recommends that the Board be resolved:

THAT the Surrey Police Board adopt the Reporting Requirements Rule set out in Appendix I.

FINANCIAL IMPLICATIONS

Not applicable.

RESOURCE IMPLICATIONS

Not applicable.



Nerissa Allen, Chair
Surrey Police Board

Appendix I – Reporting Requirements Rule
Appendix II – Municipal Police Board Meeting Regulation

REPORTING REQUIREMENTS	
LEGISLATIVE AUTHORITY	<i>Police Act</i> , ss. 26, 28 and 69 Municipal Police Board Meeting Regulation
DATE APPROVED	
DATE REVIEWED	
DATE AMENDED	
DATE TO BE REVIEWED	2027
REPORTING REQUIREMENT	Reports to be previewed by a standing committee prior to coming before the Board, unless the Board Chair grants an exception for urgent matters

PURPOSE:

Reporting processes are essential to the effective general direction and oversight of Surrey Police Service (“SPS”) and assists the Surrey Police Board (the “Board”) in fulfilling the priorities, goals and objectives for SPS and operating openly and transparently. Timely and accurate information regarding service objectives, policies, and financial and business performance must be shared with all interested parties, including City Council and the public.

Definitions:

Reports for Information: When the purpose of the report is to inform the Board about an issue or upcoming event, but no input or decision is required, the report is *for information*. The report may be given in written form prior to a meeting or verbally during a meeting.

Reports for Discussion: When the report is intended to generate feedback from the Board on a particular strategic issue, initiative, idea or plan, but no decision is required, the report is *for discussion*. Written background material must be included to ensure meaningful consideration and effective use of time.

Reports for Decision: When the Chief Constable requires an action from the Board, a report is placed before the Board *for decision*. The report must include background information and clearly stated recommendations, and it should include options, factors to consider, and analysis of advantages and disadvantages wherever possible.

POLICY

1. The Chief Constable (or designate) will indicate if an SPS report is for information, for discussion or for decision.
2. Reports for decision must be reviewed by a standing committee of the Board prior to being placed on a Board meeting agenda, unless the Board Chair grants a request from the Chief Constable to exercise discretion to consider a matter that requires an urgent decision. Where the Board Chair has allowed a report for decision to be placed on a Board meeting agenda without prior review by a standing committee, the Board may:
 - a. Postpone a decision to a specific time to allow for further study;
 - b. Receive the report for information without committing to specific action(s);
 - c. Approve the proposed recommendation(s);
 - d. Return the report to SPS with specific instructions to the Chief Constable regarding further work required; or
 - e. Refer the report to a standing committee or the Executive Director for further study, clarification or recommendations.
3. Reports for information may be placed on a meeting agenda, referred to standing committee of the Board and/or circulated to Board directors.
4. The Chief Constable (or designate) must clearly specify to the level of confidentiality of the information contained in the report and any report to be considered in a private meeting must indicate the applicable subsection of *Police Act*, s. 69 (2) and give the reason or reasons why a subsection(s) apply.
5. The Standing Committee considering a report the Chief Constable wishes the Board to consider in private must determine whether any of the exceptions in s. 69 (2) applies before making a recommendation to the Board Chair that the report may be removed from the open agenda and considered in private.
6. If the Chief Constable disagrees with the Standing Committee's decision, or for urgent decisions that are not able to be considered by a Standing Committee prior to a Board meeting, the Chief Constable may give notice to the Board Chair, and the Board Chair will make a final determination.

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 357

, Approved and Ordered July 14, 2025



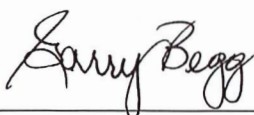
Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the attached Municipal Police Board Meeting Regulation is made.

DEPOSITED

July 14, 2025

B.C. REG. 115/2025


Minister of Public Safety and Solicitor General



Presiding Member of the Executive Council

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

Authority under which Order is made:

Act and section: *Police Act*, R.S.B.C. 1996, ss. 74 (2) and 74.3

Other:

R10897852

MUNICIPAL POLICE BOARD MEETING REGULATION

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PART 1 – DEFINITIONS AND APPLICATION

Definitions

1 In this regulation:

“**Act**” means the *Police Act*;

“**chair**”, in relation to a board, means a member elected or acting as chair of the board in accordance with section 25 [*chair and vice chair of municipal police board*] of the Act;

“**code of conduct**” means the Municipal Police Board Member Code of Conduct Regulation;

“**electronic meeting**” means a meeting at which some or all of the participants participate in accordance with Part 3;

“member”, in relation to a board, means a member of the board who is not suspended under the code of conduct;

“participant”, in relation to a meeting of a board, includes a person who is not a member but who is invited or permitted by the board to speak to a matter on the agenda;

“voting member”, in relation to a board, means a member who is not the chair.

Application

- 2** (1) This regulation applies to
- (a) municipal police boards, and
 - (b) the amalgamated board continued under the Victoria and Esquimalt Municipal Policing Reorganization Regulation as if it were a municipal police board.
- (2) This regulation does not apply to meetings of a committee of a municipal police board.

PART 2 – ORGANIZATION OF MEETINGS

General meeting duties of chair

- 3** (1) A chair of a board must ensure all meetings are conducted in accordance with the Act, the code of conduct and this regulation.
- (2) The chair must be impartial and act with impartiality, except to cast a deciding vote under the Act.

Specific meeting duties of chair

- 4** A chair’s duties in relation to meetings include the following:
- (a) before meetings, ensure the planning and coordination of all necessary arrangements for the efficient and effective conduct of business;
 - (b) at meetings, preside over the process and facilitate respectful interactions among participants;
 - (c) after meetings, ensure the maintenance and distribution of accurate and complete minutes and records of the board.

Board meetings

- 5** Subject to sections 6 and 7, a board must meet as frequently as is necessary to discharge its duties and functions under the Act.

Mandatory regular meetings

- 6** (1) A board must hold at least 4 regular meetings each calendar year.
- (2) The interval between any 2 consecutive regular meetings must not exceed 4 months.

Calling special meetings

- 7 (1) The chair or a majority of members may call a special meeting to address
- (a) an emergency as defined in the *Emergency and Disaster Management Act*, or
 - (b) an unexpected or unusual matter of a serious and urgent nature that requires the board to consider a motion before the date of the next regular meeting.
- (2) A special meeting is not a regular meeting for the purposes of section 6.

Public announcement of all meetings

- 8 (1) A board must publicly announce all meetings in accordance with this section and section 9.
- (2) An announcement must be published on a publicly accessible website maintained by or on behalf of the board.
- (3) An announcement must include all of the following information in relation to a meeting:
- (a) the date;
 - (b) the start time;
 - (c) the location and address;
 - (d) the agenda;
 - (e) if a board believes it will be necessary to hold a portion of the meeting in private, a general description of the subject matter under section 69 (2) [*exception to open meeting*] of the Act which the board believes will arise during the portion of the meeting;
 - (f) if a board broadcasts the meeting or conducts an electronic meeting, the electronic or other communications facilities through which the public may watch and hear the meeting.

Timing of public announcement

- 9 (1) A board must publish the announcement of a regular meeting at least one week before the date of the regular meeting.
- (2) A board must publish the announcement of a special meeting at least 24 hours before the start time of the special meeting.
- (3) Despite subsection (2), a board may publish the announcement of a special meeting less than 24 hours before the start time of the special meeting if all of the following apply:
- (a) the seriousness and urgency of the matter require the board to meet in less than 24 hours;
 - (b) before holding the special meeting, the board notifies the director of
 - (i) the seriousness and urgency of the matter, and
 - (ii) the start time of the special meeting;
 - (c) the announcement is published as soon as reasonably practicable before the start time of the special meeting.

Quorum for meeting

- 10** A simple majority of members must be present at a meeting to constitute a quorum.

Lack of quorum at start of meeting

- 11** (1) If, within 30 minutes from the time set for starting the meeting, a quorum has not been constituted, the meeting is terminated.
- (2) A meeting terminated for lack of a quorum is not a regular meeting for the purposes of section 6 [*mandatory regular meetings*].

Loss of quorum during meeting

- 12** (1) If, at any time during a meeting, the number of members present is reduced to less than a quorum, the meeting and any business in progress is suspended.
- (2) If a meeting is suspended under subsection (1), the chair must
- (a) determine the likelihood that a quorum will be re-constituted within a reasonable time, and
 - (b) after a reasonable time has expired, declare whether the meeting is
 - (i) terminated due to the loss of the quorum, or
 - (ii) resuming due to the re-constitution of a quorum.
- (3) A meeting terminated for loss of a quorum is not a regular meeting for the purposes of section 6 [*mandatory regular meetings*] unless the board decided at least one motion before the meeting was suspended.

Quorum despite conflict of interest

- 13** (1) Despite section 11, a member who is prohibited from participating in a meeting in accordance with Part 3 [*Conflict of Interest and Perceived Conflicts of Interest*] of the code of conduct does not impair a board from constituting a quorum.
- (2) Despite section 12, a member who is prohibited from participating in a matter on the agenda in accordance with Part 3 of the code of conduct does not impair a board from maintaining the quorum if
- (a) the member is present at the start of the meeting, and
 - (b) the member has not disclosed a conflict of interest or a perceived conflict of interest in relation to all other matters on the agenda.

PART 3 – PARTICIPATION AND DECISIONS

Exercise of powers by resolution

- 14** (1) A board may only exercise its authority by resolution.
- (2) A decision of a board is not valid unless it is authorized or adopted by resolution at a meeting of the board.

Motion for resolution

- 15** A voting member who is present at a meeting may propose a motion for a resolution of the board.

Discussion on motion

- 16**
- (1) To open discussion on a motion, the chair must state the motion as a full question.
 - (2) A voting member who is present at a meeting is entitled to participate in discussion on a motion.
 - (3) To close discussion on a motion, the chair must restate the full question.

Vote on motion

- 17**
- (1) A voting member who is present at a meeting is entitled to vote once on a motion.
 - (2) A voting member who is present at the time of a vote must vote on the motion.
 - (3) If a voting member does not indicate how the member votes, the member is deemed to have voted in the affirmative.
 - (4) The chair must declare the outcome of the vote by stating that the question is decided in either the affirmative or the negative.

Record in minutes

- 18**
- (1) A board must record the full text of a motion in the minutes of the meeting at which it is proposed.
 - (2) A board must record the outcome of a vote on a motion in the minutes of the meeting at which it is decided.
 - (3) If a motion is proposed, discussed or decided during a portion of a meeting held in private under section 69 (2) [*exception to open meeting*] of the Act, the board must not redact the copy of the minutes submitted to the minister under section 69 (3) [*duty to inform minister of private portion*] of the Act.
 - (4) If a meeting is suspended for loss of a quorum, a board must record the time at which the quorum was lost in the minutes of the suspended meeting.
 - (5) If a member discloses a conflict of interest in relation to a meeting or part of a meeting, the board must record the disclosure in the minutes of the meeting to which the conflict of interest relates.

PART 4 – ELECTRONIC MEETINGS

Facilitation of electronic meetings

- 19**
- (1) Subject to subsection (2), a board may conduct a meeting by means of electronic communication facilities.
 - (2) The facilities referred to in subsection (1) must
 - (a) include video and audio functions that enable all participants to see each other and speak to each other simultaneously, and
 - (b) be accessible for the duration of the electronic meeting.

Participation in electronic meetings

- 20** If a board satisfies the requirements of section 19, a participant may participate in an electronic meeting by means of the electronic communication facilities provided by the board.

PART 5 – GENERAL PROVISIONS**Equivalency of electronic meetings**

- 21** The requirements of Parts 1 to 3 apply with necessary modification to Part 4.

Conflict with practice

- 22** (1) A resolution that purports to waive or vary the operation of any section of this regulation is not valid.
- (2) A policy, procedure or practice of a board that is inconsistent with this regulation is inoperative and of no force and effect to the extent of the inconsistency.

REGULAR**REPORT DATE:** September 8, 2025**BOARD MEETING DATE:** September 11, 2025**BOARD REPORT #** 2025-GOV007**TO:** Surrey Police Board**FROM:** Governance Committee**FILE:** 60550-20-03**SUBJECT:** Service or Policy File No. 2025-001

RECOMMENDATION

The Governance Committee recommends that the Surrey Police Board (the “Board”) receive this report FOR DECISION.

SUMMARY

At its meeting on September 2, 2025, the Governance Committee reviewed a report from the Chief Constable summarizing findings in an investigation directed by the Board into a complaint about a call to service and the adequacy of policies in relation to emergency calls made to 911. The complainant alleged that his father called 911 after being injured in a motor vehicle incident and was told by the emergency operator that it is not an emergency unless he was bleeding. The complainant alleged inadequate or inappropriate service, operator training, and policy definitions of emergencies.

On July 16, 2025, the Board directed the Chief Constable to investigate and report on this complaint in accordance to the *Police Act*, section 171(1)(a). The Board further asked that the investigation include a review of SPS policies, protocols and training provided to emergency operators. SPS investigated the complaint as directed. An internal review was conducted by a SPS Inspector who is assigned to the SPS Operational Communications Centre (OCC). The review included a full examination of the 911 call audio, a verbatim transcript, the OCC Call Taker SOP for “Property Damage Non-Injury” Motor Vehicle Incidents (MVI), and SPS Operational Policy OP 4.36.4.

A careful review of the audio recording of the call demonstrated that the 911 operator did not make the remarks that the complainant alleged, that in fact the caller expressly told the operator that he was not injured, and the part of the complaint alleging unprofessional service could not be substantiated. The review further determined that the 911 call-taker’s handling of the call was consistent with established standards of practice and SPS policies. Based on the statements of the caller, the incident was appropriately categorized as a non-injury motor vehicle accident, where police attendance is not required.

ISSUE

Some key issues for the Board are:

1. Did the call taker handle the call appropriately under SOPs and policy
2. Does this incident reveal deficiencies in training, protocols, or definitions of emergency
3. Are there opportunities to improve OCC service delivery or public understanding

DISCUSSION

The Complainant

The complainant alleged:

- His father was injured after driving into a ditch.
- The 911 operator refused to dispatch emergency services, saying it was not an emergency unless the caller was bleeding.
- The operator told his father to arrange a tow truck instead of sending help.
- This raised systemic concerns about:
 - Adequacy of training and protocols,
 - Definitions of what qualifies as an “emergency,”
 - Public confidence in 911 service reliability.

The complainant requested a full investigation, review of training and protocols, and public accountability to prevent recurrence.

Governing Policy Framework

Call Taker SOP (Property Damage/Non-Injury MVI) directs operators that if no injuries or hazards are reported, callers should be advised to exchange information and report to ICBC. Fire should be contacted if vehicles are blocking traffic. Police attendance is not required unless specific thresholds are met (Appendix I - Call Taker SOP – MVI Non-Injury).

SPS Operational Policy OP 4.36.4:

Members must attend and investigate when:

- There are fatalities or injuries requiring transport to hospital,
- Damage exceeds \$10,000,
- It is a hit-and-run with evidence or identifiable suspect,
- The collision causes major traffic disruption, or
- There is evidence of a criminal offence or Motor Vehicle Act violation.

For MVIs with no injuries and minor damage, members may direct parties to exchange information and report to ICBC (Appendix II - OP 4.36.4 Motor Vehicle Incidents)

Complaint allegations vs. Transcript evidence

The complainant alleges that the caller was injured and told by the operator that unless he was bleeding, it was not an emergency. The transcript, however, reads as follows:

- Operator: Are you injured at all
- Caller: “Ahh, not really, no.”

No reference was made to bleeding. The call taker then confirmed there were no other vehicles or property involved, and appropriately classified the incident as a non-injury, single-vehicle collision (Appendix III - Transcription of 911 Call).

Operator Conduct

The audio recording evidence indicates that the 911 call taker remained calm, asked appropriate questions, and offered assistance by providing a tow-truck contact. When the caller requested the number by text, the operator explained that the OCC cannot send text messages. The operator ended the call courteously, noting that she could not remain on the line with a 911 caller indefinitely.

Policy Compliance

The facts of the call fall squarely within the non-injury, property-damage-only MVI category. Both the 911 Call Taker SOP and SPS Policy OP 4.36.4 specify that in such cases police attendance is not required and parties should arrange towing and insurance reporting themselves

Other Limitations

Technology: OCC currently cannot send text information to callers. This was identified as a gap but will be resolved with Next Generation 9-1-1 (NG911) implementation in the Spring of 2026 (Delayed several times).

Public Perception: Although the operator acted correctly, the complainant's perception was that his father had been denied help. Stress, incomplete information, and lack of public awareness of MVI triage protocols may have contributed to this perception.

FINANCIAL IMPLICATIONS

Not applicable.

CONCLUSION

The investigation of the complaint indicates that the 911 call was handled appropriately and in full compliance with SPS SOPs and Operational Policy. The allegation that the caller was injured and told he needed to be "bleeding" is not supported by the audio evidence. The evidence from the investigation demonstrates that the complaint cannot be substantiated and it is recommended that the Board conclude its review and close its file.

RECOMMENDATION

After careful consideration of the investigation report into the complaint provided by SPS, the Governance Committee recommends:

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

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



Nerissa Allen, Chair
Governance Committee

Appendix I - Call Taker SOP - MVI Non-Injury

Appendix II - OP 4.36.4 Motor Vehicle Incidents

Appendix III - Transcription of 911 Call

Appendix IV – Report R023 – Service or Policy Complaint 2025-001 to Board July 16, 2025

Call Taker SOP

Motor Vehicle Incidents: Property Damage/Non-injury

File Type: MVI

Priority: 2 or 3 (Dependent on Circumstances)

If the MVI does not fall into the above-mentioned categories and involves property damage only, instruct the caller to exchange information with the other driver and contact ICBC Dial-A- Claim directly at (604)520-8222

As per Surrey Operational Policy, “In cases of property damage only, even though the damage is apparently over the reportable limit, the drivers should be encouraged to exchange Driver’s license and vehicle registration particulars, and arrange for their own tow vehicle. “(If caller requests we contact a hook for them, ensure the tow company is aware that the tow is at the RO’s expense & not a police request)

If vehicles are blocking traffic or the traffic flow is interrupted, contact the Surrey Fire Department for attendance. They will contact us if police attendance is required.

Note: A program is in place where an initial call for service for a motor vehicle collision will be attended by the Surrey Fire Department, who will contact our office and advise whether or not the police need to attend. SFD to be contacted and advised of all MVI’s, regardless as to whether or not immediate police attendance is required.

If police are not required but Fire phones to advise they are towing vehicle(s) obtain the license plates of the vehicles and check on CPIC for stolen entries. If negative, attach the 29/28 information to the file before writing it off.

POLICY MANUAL: OPERATIONAL

Policy Name:	MOTOR VEHICLE INCIDENTS / COLLISION INVESTIGATION		
Policy #:	OP 4.36.4	Last Updated:	2022-02-23
Issued By:	COMMUNITY POLICING BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

OP 4.36.5 *Police Involved Collisions*

1. PURPOSE

- 1.1. To provide Surrey Police Service (SPS) Members direction with respect to motor vehicle-involved collisions.
- 1.2. To ensure that serious motor vehicle involved collisions are investigated thoroughly to:
 - i. assist in determining criminal or civil liability;
 - ii. gather evidence to support any charges under federal, provincial or municipal statutes; and
 - iii. to assist the City of Surrey and other stakeholders in identifying traffic engineering and road safety hazards.

2. SCOPE

- 2.1. This policy applies to all SPS Members.

3. POLICY

- 3.1. Members attending motor vehicle incidents (MVI) where there are no injuries or vehicle damage is less than \$10,000 may, after ensuring sobriety of the driver(s), and valid licencing and insurance, advise the involved parties to exchange information and file their own reports with ICBC or their insurance provider.
- 3.2. Members must attend, investigate, and report as required, motor vehicle collisions in the following circumstances:

- i. serious collisions resulting in fatalities or injuries, where the nature of injuries requires the victim to be transported to hospital via ambulance;
- ii. hit and run collisions where there is evidence at the scene, the suspect is at the scene and trying to leave, or the suspect or suspect vehicle is readily identifiable;
- iii. where there is cumulative vehicle damage estimated to be in excess of \$10,000;
- iv. where the collision has caused significant traffic disruption; and
- v. where there is reasonable grounds to believe there is evidence to support a criminal charge or an offence under provincial legislation.

3.3. In addition to the circumstances listed in s. 3.2, the SPS Collision Investigation Unit (CIU) will attend and assume conduct of the investigation for collisions involving:

- i. fatal injuries or life altering injuries to a vehicle occupant, cyclist or pedestrian;
- ii. police vehicles from any jurisdiction;
- iii. private vehicles being driven by Members or civilian SPS Employees in connection with their duties;
- iv. City of Surrey staff operating any City of Surrey vehicle;
- v. any emergency vehicle, that occurs when the operator of that emergency vehicle is exercising the privileges granted under s. 122(1) of the *Motor Vehicle Act*;
- vi. level crossing rail car collisions causing injuries or death; and
- vii. at the direction of SPS Senior Management for high profile collisions.

3.4. At the discretion of the Duty Officer, the provincial Integrated Collision Analysis Reconstruction Services (ICARS) Unit may be called to assist CIU with forensic evidence recovery and analysis involving collisions listed in s. 3.3 above.

4. PROCEDURE

4.1. When an MVI is reported, the Operational Communications Centre (OCC) will assess the information received and determine whether the police or any other agency should attend the scene.

4.2. Members attending MVIs must:

- i. assist any injured parties until British Columbia Ambulance Service or Fire Department personnel can assume their care;
- ii. provide traffic control and otherwise ensure the safety of the public and emergency services personnel at the scene;
- iii. seek and identify independent witnesses;
- iv. determine what, if any, charges should be considered;
- v. ensure that all necessary reporting is completed; and
- vi. seek and preserve corroborating evidence.

Minor Damage / No Injuries / No Charges

4.3. Members attending MVIs where:

- i. there is cumulative damage estimated to be less than \$10,000;
- ii. there are no injuries, or the injuries are minor and do not require a person to be transported via ambulance to a hospital; and
- iii. no criminal or *Motor Vehicle Act* (MVA) charges are contemplated,

the Members may ask the involved parties to exchange information and file their own reports with ICBC or their insurance provider.

4.4. Prior to clearing the scene, Members must ensure that:

- i. involved vehicles and large debris have been cleared from the roadway; and
- ii. involved parties have exchanged pertinent information.

Major Damage / Injuries / Charges Contemplated

4.5. When Members attend MVIs where:

- i. there is cumulative damage estimated to be more than \$10,000;
- ii. there are injuries that require a person to be transported via ambulance to a hospital; or
- iii. there is evidence to support a criminal or MVA charge,

the Members must:

- i. complete a MV6020 and diagram; and
- ii. complete a General Occurrence (GO) Report.

4.6. If a criminal charge is appropriate, the attending Member must complete the GO Report to Crown Counsel (RTCC) template. The RTCC must include:

- i. a narrative of how the collision occurred;
- ii. the Member who identified the accused as the suspect driver and how that information was obtained;
- iii. witness statements;
- iv. any statement made by the accused, and all persons present when the statement was made; and
- v. a description of any physical evidence seized, photographs taken, video seized, or data downloaded from any vehicle involved.

4.7. If a MVA charge is appropriate, the attending Member must issue the Violation Ticket (VT) and indicate the VT number in the GO report. However, a Member must not issue a VT if a criminal charge will be recommended.

Hit and Run – No Injuries / Minor Damage / No Suspect

4.8. Members attending a complaint of a hit and run where there are no injuries, minor damage, no evidence to support a charge and no suspect, the Members may advise the complainant to contact ICBC or their insurance company to report the collision.

Hit and Run – Non-Life-Altering Injuries / Major Damage / Suspects

4.9. Members attending hit and run collisions where there are non-life-altering injuries, major damage or there is suspect information:

- i. are responsible for investigating the MVI;
- ii. must ensure that statements are obtained from the complainant and any witnesses;
- iii. seize and process any physical evidence;
- iv. determine whether charges are appropriate; and
- v. complete all necessary reports.

Life-Altering Injuries

4.10. Members attending MVIs where there are potential life-altering injuries, the Member's Supervisor may request, through the Duty Officer, the assistance of the CIU and the Duty Officer, in consultation with the CIU NCO, may require CIU to attend the scene based on:

- i. the seriousness of injuries;
- ii. the age of injured persons;
- iii. the number of injured persons;
- iv. the extent of physical evidence at scene; and
- v. the complexity of the collision.

Fatal MVIs

4.11. Members attending a fatal MVI must immediately inform their Supervisor, who will contact the Duty Officer.

4.12. The Duty Officer will assume initial command of the collision investigation until relieved by the CIU NCO and will direct Members as needed to:

- i. ensure the fatal MVI is investigated using the Major Case Management Model;
- ii. ensure CIU and/or ICARS is called out to attend;
- iii. assist with initial scene response and lockdown;
- iv. divert traffic until Road Safety Section Members are able to assume responsibility;
- v. preserve evidence at scene;
- vi. set up inner and outer perimeters;
- vii. identify witnesses and take preliminary statements;
- viii. keep witnesses at scene;
- ix. assist with identification of the deceased, if ID is not available at scene;

- x. provide NOK notification assistance; and
- xi. ensure the Strategic Communications Section is informed.

Suspected Impaired Driver

4.13. In all MVIs investigations if a driver of a vehicle involved in a collision is suspected of being impaired by alcohol or a drug, the attending Patrol Member is responsible for conducting the investigation. In serious and fatal MVIs where CIU has been called to attend, CIU will coordinate all aspects of the investigation, however, the attending Patrol Member remains responsible for the impaired investigation.

Victim Services

4.14. Members attending an MVI where there is a fatality or life altering injuries must consider contacting Victim Services staff to provide support for those involved who may experience significant emotional trauma as a result their involvement.

4.15. Members assigned to investigate serious injury and fatal MVIs must send a notification via PRIME to Victim Services.

Hazardous Materials

4.16. Members attending MVIs where a vehicle involved is significantly damaged and believed to be carrying hazardous materials must:

- i. immediately notify OCC Dispatch and request the attendance of the Surrey Fire Department;
- ii. secure the area from all civilians, including the media, to a distance of at least 200 metres;
- iii. seek to determine the Product Identification Number or United Nations Number of the dangerous goods from either:
 - a. the dangerous goods documentation from the driver or the cab of the truck, or
 - b. the placards displayed on the sides, front or back of the vehicle; and
- iv. if necessary, have OCC contact the Canadian Transport Emergency Centre (CANUTEC 888.226.8832) and request emergency assistance.

Freedom of Information Requests

4.17. Requests for records related to MVIs from drivers, registered owners of vehicles, insurance adjusters, lawyers or others, are to be submitted in writing and directed to the Manager of Information and Privacy, except for the records necessary to satisfy disclosure requests from accused persons or their defence counsel, which must be referred to Crown Counsel or, in the case of Member-prosecuted matters in the Traffic Division of Provincial Court, to SPS Court Liaison Unit.

APPENDIX A: DEFINITIONS

“Duty Officer” means the Frontline Policing Inspector on duty at any given time.

“Life-Altering Injuries” means a permanent or catastrophic injury which substantially interferes with one's life. Generally these injuries result in long-term medical problems, permanent disability, and/or shortened life expectancy.

“Member” means a sworn Police Officer appointed by the Surrey Police Board.

“MVI” means a motor vehicle incident involving a collision between a motor vehicle and another motor vehicle, bicycle, pedestrian, or property.

“NCO” means non-commissioned officer and includes the rank of Sergeant and Staff Sergeant and a Member acting in that role.

“OCC” means the Operational Communications Centre.

“Supervisor” means Sergeant, Staff Sergeant, Inspector, Superintendent, Deputy Chief Constable, Chief Constable, and any other person acting in a Supervisory capacity who is accountable for a particular area or shift on behalf of the SPS.

APPENDIX B: REFERENCES

Criminal Code, R.S.C. 1985, c. C-46

Motor Vehicle Act, R.S.B.C. 1996, c. 318

Motor Vehicle Act Regulations, B.C. Regulation 26/58

Transcription of 911 call referenced by [REDACTED], 3rd party complainant:

Call Taker (CT)

Caller (C)

CT: Police emergencies?

C: Hello?

CT: Hi this is the police; do you have an emergency?

C: Yea, my car just ran off the road.

CT: OK, did you hit anybody else, or just your car?

C: Just my car, because there was uhhh, a deer on the road, a small deer.

CT: OK.

C: And I was trying to save him.

CT: And are you injured at all?

C: Ahh, not really, no.

CT: OK and did you hit anything with your vehicle?

C: No, no, just my car went in to a ditch.

CT: OK Sir, you'll just have to call a tow truck because we don't attend for MVIs unless anybody's injured or the vehicles on the road, I can give you the phone number for Clover Towing if you'd like?

C: Yes, please. Can you text it to me?

CT: I can't text it to you, I can give it to you right now and you can write it down if you'd like but no, we can't text.

C: OK just a minute because I have to go back to my car and get my...

CT: OK Sir, well you are on 911 so I'm going to have to let you go, 'cause I can't wait for you. So you can, you're just going to have to Google the phone number for a tow truck.

C: OK.

CT: OK, bye bye.

C: Bye bye.

Call concludes. 1 minute, 12 seconds.



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]

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

July 21, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED]

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

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

The investigation report, along with any recommendations, is expected to come back before the Board at its next meeting on September 11, 2025. Prior to the meeting, the Board Office will notify you that it has been added to the agenda so that you may attend or view the livestream broadcast of 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



REGULAR

REPORT DATE: September 8, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-GOV008

TO: Surrey Police Board

FROM: Governance Committee

FILE: 60550-20-03

SUBJECT: Service or Policy Complaint - File No. 2025-002

RECOMMENDATION

The Governance Committee recommends that the Surrey Police Board (the "Board") receive this report FOR DECISION.

SUMMARY

On September 2, 2025, the Governance Committee reviewed a report from the Chief Constable on concerns regarding excess noise from altered car engines and/or mufflers that was received on July 10, 2025 and received as a service or policy complaint at the Board's meeting on July 16, 2025. In opening a file for the complaint, the Board directed the Chief Constable to investigate and report on the complaint in accordance *Police Act*, section 171 (1)(a). The Board further asked that the investigation include a review of SPS policies, equipment and resources and/or resource allocation in relation to enforcing the provisions of the Motor Vehicle Act and relevant bylaws. The investigation has concluded and the Governance Committee received the report. Based on the findings described in this report, the Governance Committee recommends that the Board conclude its review of the complaint and close the file.

DISCUSSION

On July 10, 2025, the Board received email correspondence raising concerns about noise pollution from cars whose engines and/or mufflers were altered, causing disrupted sleep, increased stress and degraded community wellness.

Both Surrey Bylaw officers and SPS officers have the authority to enforce 'excessive noise' from Motor Vehicles under the *Motor Vehicle Act* (MVA), Motor Vehicle Act Regulations (MVAR), and City of Surrey noise By-Law 7044. Because Bylaw officers cannot take enforcement action for moving violations, they are limited to enforcement of parked vehicles. As a result, responsibility for enforcement falls primarily on SPS's Traffic Enforcement Unit (TEU) and Frontline Patrol Officers.

Provincial vehicle exhaust noise limits are set out in MVAR Division 27, which states:

"A motor vehicle shall be equipped with an exhaust muffler which complies with section 7.03 of the regulations.

The opinion of an inspector as to whether the engine and exhaust noise is greater than that made by other vehicles in good condition of comparable size, horsepower, piston displacement or compression ratio shall determine whether exhaust gases are expelled with excessive noise.

When tested in an inspection station, the vehicle engine, any auxiliary engine and exhaust level shall not exceed Table 3 standards.

Table 3 Standards indicate that the “Maximum Allowable Sound Pressure Level” of a light duty vehicle (which would include all passenger cars) is 83 dBA.

Enforcement of Noise Levels

Among the challenges inherent to enforcing excessive vehicle noise is the practical problem of apprehending violations when and where they are happening, especially with regard to moving violations. It is difficult to respond to a call for service, given the likelihood that drivers will have left the location by the time SPS is able to arrive. Police patrols may be able to effect a stop and issue violation tickets where they encounter a noise bylaw infraction, although this is based on random chance and is subject to whether other greater threats to public safety require attention. Planned roadside checks may be effective but are resource-intensive and subject to the availability of resources.

A person may be charged under several sections of the MVA and MVAR relative to excessive noise from a vehicle, the most common are, (MVA s.219 and MVAR 7A.01). However, there is no lawful requirement for police officers to use or be trained in the use of decibel meters when assessing whether a motor vehicle is in compliance with the provisions of the MVAR.

Charges under MVAR 7A.01 require an officer to articulate their subjective opinion that the noise from the vehicle was ‘unnecessary’.

Division 7A.01 of the MVAR states: “No person shall start, drive, turn or stop any motor vehicle, or accelerate the vehicle engine while the vehicle is stationary, in a manner which causes any loud and unnecessary noise in or from the engine, exhaust system or the braking system, or from the contact of the tires with the roadway.” Therefore, by definition, a vehicle does not have to be “driving” and may be emitting unnecessary noise from the engine or exhaust system while stationary.

British Columbia Supreme Court (BCSC) decision *R. v. Tootill* (2012, BCSC 1015) reaffirmed that an Officer ‘subjective believe’ that the noise from the engine or exhaust was ‘unnecessary’ is sufficient evidence to secure a conviction. As such, the only training required for an officer to issue this violation ticket and defend it in court is the proper articulation of their evidence.

Charges under s. 219 MVA relate to a wide variety of vehicle defects and requires the vehicle to be inspected. s.219(2) MVA grants Police Officers the authority to inspect vehicles. Typically, inspections relative to noisy vehicles would include looking for modification to the exhaust system and using a decibel meter to measure the exhaust sound pressure levels.

The TEU has two decibel meters that are used by Officers to measure sound pressure levels from vehicles. SPS members use Automotive Industry Standard testing procedures as prescribed by the SAE J1492 OCT2008 “Measurement of Light Vehicle Stationary Exhaust System Sound Level Engine Speed Sweep Method” and the ISO 5130:2006 “Acoustics — Measurements of Sound Pressure Level Emitted by Stationary Road Vehicle.”

INVESTIGATIVE REVIEW

POLICIES

The SPS has policies in place regarding enforcement of the MVA, MVAR and City of Surrey Bylaws. All members of the Road Safety Section are trained and familiar with the relevant policies as they relate to the enforcement of the Motor Vehicle Act and City of Surrey Bylaws. These include:

OP 4.37 - Noise Complaints

OP 4.36 - Road Safety Administration

OP 4.36. 10 - Violation Tickets

OP 6.1.5 - Frontline Policing (Patrol Function)

These policies provide a framework and guidance to frontline operations and support the principles of professional judgment and exercise of discretion for enforcement of bylaw violations.

Current Resources and Allocation

As stated, the responsibility for enforcement of 'unnecessary noise' lies with TEU, Traffic Community Response Unit (TCRU) and frontline officers. An inherent aspect of municipal policing is the independent exercise of discretion by police constables. Factors that constables must consider in exercising their discretion are the public safety and policing priorities their police board and chief constable establish, and the availability and allocation of resources that can be dedicated to prevention, detection and enforcement. Given the volume of calls for service and priority to protect life/property and preserve the peace, SPS and frontline officers have few resources or time to reallocate from serious public safety threats to enforcement of noise and nuisance offences.

Investigation and enforcement of loud vehicle noise from engines, exhaust, tires and mufflers fall to TCRU and TEU, whose responsibilities include policing behaviours that are high-risk to public safety, such as impaired driving, distracted driving and speed enforcement. TEU currently has two teams working 11.5-hour shifts on a 4 on 4 off rotation. The teams are comprised of 6 Constables and 1 Sergeant on each team. TEU officers focus their enforcement efforts on priorities identified through intelligence, officer observations, community concerns and other priorities as established by unit commander.

TCRU is comprised of 2 sworn officers who work 10 hours shifts, 4 days per week and report to the TEU Sergeants. TCRU's mandate is to respond to community concerns brought forward through calls to dispatch, SPS non-emergency phone line and the TCRU email proxy, available to the public on the SPS website. TCRU priorities are to target high risk driving behaviours particularly where it impacts schools, parks, and vulnerable persons. As well, TCRU is responsible for attending community events and working with SPS volunteers to educate the public regarding road safety.

After careful consideration of public safety and policing priorities, SPS policies, the challenges for enforcement without a substantial increase in resources to dedicate to policing the problem, and the Chief Constable's discretion over resource allocation for SPS operations, the Governance Committee recommends that the Surrey Police Board conclude its review of the complaint and close its file.

RECOMMENDATION

The Governance Committee recommends:

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

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

FINANCIAL IMPLICATIONS

Not applicable.



Nerissa Allen, Chair
Governance Committee



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

July 21, 2025

VIA EMAIL: [REDACTED]

Dear [REDACTED]

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

At the Surrey Police Board's meeting on July 16, 2025, the Board formally received your complaint regarding enforcement of traffic noise from motor vehicles operating in Surrey. Based on the facts as alleged in your correspondence and attachments, the Board passed a resolution to request the Chief Constable to investigate and report on the complaint, in accordance with *Police Act*, section 171 (1)(a). The Board asked that the investigation include review of SPS policies, equipment and resources and/or resource allocation in relation to enforcing provisions of the *Motor Vehicle Act* and relevant bylaws.

The investigation report, along with any recommendations, is expected to come back before the Board at its next meeting on September 11, 2025. Prior to the meeting, the Board Office will notify you that it has been added to the agenda so that you may attend or view the livestream broadcast of 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



REGULAR

REPORT DATE: September 5, 2025

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-R026

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: Body Worn Camera Pilot Launch October 15, 2025

RECOMMENDATION

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

SUMMARY

At its September 2, 2025 meeting, the Governance Committee was advised by the Chief Constable that Surrey Police Service will launch a Body Worn Camera (BWC) Pilot program on October 15, 2025. Two community consultation reports indicated strong community support for SPS to implement BWCs into regular operations, with 90% support in 2021 and 84% in 2024. The pilot will help SPS understand the operations, use, privacy and information management implications of the use of BWC's by the service.

Pilot program approvals were obtained in January and October 2024 under the previous Surrey Police Board Administrator that included the purchase of 20 BWC for the pilot. A Risk Management Strategy was provided to the Board in May 2025.

SPS will demonstrate BWCs with community stakeholders in September 2025. The pilot launch date of October 15, 2025, has a window of +/- five days to allow for unanticipated circumstances. All equipment and infrastructure has been purchased and installed within the approved budget. All training and IT implementation is scheduled and on time for the pilot launch.

DISCUSSION

In September of 2021, the BC Association of Chiefs of Police (BCACP) struck a Special Purpose Committee to evaluate the use of Body Worn Cameras. The committee identified best practices, provided guidance to ensure consistency in standard operating procedures, policies, and disclosure procedures across the province, and consulted with other agencies impacted by the introduction of BWCs.

The Vancouver Police Department (VPD) launched a six-month BWC Pilot Project on January 4th, 2024. The VPD trained and equipped 85 front-line officers with BWCs. The information gleaned from the VPD pilot project guided the development and implementation of a broader BWC directive for the SPS pilot project, to be initially launched with the SPS Road Safety Section.

Practical applications of BWC and use within the Road Safety Section will help SPS:

- (1) understand the technology.
- (2) socialize the SPS organization to the product.
- (3) consult with stakeholders, internal and external, in its implementation.
- (4) finalize the interface with the Axon Digital Evidence Management System (DEMS).
- (5) determine what resources are required including, but not limited to, Court Service Unit; PRIME Application Unit; Information Services Unit; Information, Privacy, and Disclosure Unit.

RISK ASSESSMENT

A risk assessment was completed and forwarded to the Risk and Finance Committee in May 2025 which addressed organizational risk through project management principles, testing and training, phased implementation, policy development with the use of a Deputy Chief Constable's Directive for the pilot duration, and legal requirements within community expectations.

FINANCIAL IMPLICATIONS

Financial approvals for the pilot project were obtained in 2024. All financial implications have been addressed and are within budgeted amounts.

RESOURCE IMPLICATIONS

All resource implications for the pilot phase have been addressed. Information obtained through the pilot project will aid in the understanding of human resource requirements for broader BWC implementation across SPS in future.

CONCLUSION

The public expect a progressive police department to use advanced technology operated by properly trained officers to ensure public safety and accountability. SPS will conduct the first launch of the BWC program in accordance with established training and privacy protocols on October 15, 2025.

This report informs residents and businesses in the City of Surrey of the upcoming launch of the SPS Body Worn Camera Pilot Program.



Norm Lipinski, OOM, LLB, MBA
Chief Constable



REPORT DATE: September 8, 2025

REGULAR

BOARD MEETING DATE: September 11, 2025

BOARD REPORT # 2025-FIN017

TO: Surrey Police Board

FROM: Finance and Risk Committee

FILE: 60550-20-04

SUBJECT: Sole Source Procurement – Axon Inc.

RECOMMENDATION

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

DISCUSSION

On July 23, 2025, the Board approved direct award of several policing-related technologies whose procurement was either urgent to meet provincial deadlines or had only one supplier that manufactured products that are compatible with the provincially-mandated Digital Evidence Management System (DEMS). Procedurally, the approvals were made by the Finance and Risk Committee pursuant to a delegation of authority by the Board by a motion adopted at its July 16, 2025 meeting.

All of the policing-related technologies were contemplated in the 2025 operating budget prepared and submitted by the Board and approved by Surrey City Council. The requirement for Board approval arose because the procurement cost of \$2.48M annually (for five years) is above the total amount that the Chief Constable has a delegated authority to spend pursuant to SPS Policy AD 8.9.

The Committee carefully considered this request in accordance with procurement requirements, SPS policy and BC Provincial Policing Standards. Specifically, the Committee made its decision based on the following factors:

- The 2025 operating budget for SPS submitted by the Board and approved by City Council contemplates purchase of the police-related technologies, and the equipment is both necessary for policing operations and, in several instances, required to fulfil provincial policing standards.
- [SPS Policy AD 8.3](#) provides for direct award where certain criteria are met.
- While there is no formal City of Surrey or SPS “Buy Canadian” policy, SPS has demonstrated there are no manufacturers of professional-grade alternatives for the police-related technologies that are wholly Canadian owned or headquartered in Canada.
- Urgency for procurement of the Taser 10 model to fulfil commitments for an imminent cross-jurisdictional provincial pilot. The Taser—manufactured by Axon Inc.—is the only approved Conducted Energy Weapon (CEW), pursuant to Provincial Policing Standard 1.3.2.
- DEMS is provincially mandated pursuant to Ministerial Order M389. The provincial government conducted its own formal, competitive procurement process through PRIMECorp, which resulted in Axon Inc. being selected as the DEMS provider.

- The DEMS platform and technology are utilized by the BC Prosecution Service (BCPS); police agencies that use other platforms incur additional costs to retrieve, convert for compatibility, and transfer their digital data to BCPS.
- Body worn camera equipment, remote piloted aircraft systems, in-car camera solutions, licence plate readers, internal video cameras, and mobile pole cameras are all digital capture products included in the 2025 operating budget approved by Council. While such digital capture products have Canadian manufacturers capable of supplying consumer grade products for retail purchase, none can meet policing requirements and standards. There are only two suppliers of body worn cameras that meet policing standards, and both are headquartered in the United States and have Canadian offices. One is Axon Inc. and the other supplier was initially selected by RCMP for a pilot before it was abandoned for the Axon product.
- Axon products have an intrinsic benefit of interoperability with the provincially-mandated DEMS system. Attempting to use another supplier's product would incur additional costs associated with transferring and reformatting the digital evidence to make it compatible with DEMS.
- The potential benefit of bundling from a single supplier may reduce the total actual annual cost through negotiated discounts.

The procurement decisions were formally adopted on July 23, 2025 during the Finance and Risk Committee meeting and minutes of decisions are included in the September 11, 2025 agenda package.



Sonia Parmar
Chair, Finance Committee



REGULAR

REPORT DATE: September 4, 2025
BOARD MEETING DATE: September 11, 2025
BOARD REPORT # 2025-FIN018

TO: Surrey Police Board

FROM: Finance and Risk Committee

FILE: 60540-20-04

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

RECOMMENDATION

The Finance and Risk Committee (the “Committee”) recommends that 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 July 31, 2025.

BACKGROUND

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

Surrey Police Service Budget Summary

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

* The 2025 budget presents policing costs broken out into three main components: SPS Operations, Lower Mainland Integrated Police Services, and the Provincial Operations Support Unit (RCMP members supporting SPS). The Provincial Operations Support Unit does not report to the Surrey Police Board or SPS, and the Surrey Police Board’s forecast of the Provincial Operations Support Unit’s estimates and reporting of its actual expenditures is based on available data provided by third parties.

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 July 31, 2025, year-to-date net expenditures totalled \$127.15M (45% of the total budgeted), presented below. However, please note that at the time of writing, SPS has not received up-to-date financial data on the costs related to Lower Mainland Integrated Police Services or the Provincial Operations Support Unit. Therefore, the related expenditures are currently accrued/estimated based on a proportion of the budgeted amount.

2025 Budget vs. Actual - Summary

As of July 31, 2025

	2025 Budget	YTD Actual	% Utilized	Remaining Budget
SPS Operations				
Board Remuneration	\$ 200,000	\$ 75,225	38%	124,775
Salaries and Benefits	172,106,116	81,870,533	48%	90,235,583
Other Operating Expenditures	49,386,581	16,964,818	34%	32,421,763
Equipment, Inventory and Capital	19,391,373	7,571,290	39%	11,820,083
Total SPS Operations	241,084,070	106,481,865	44%	134,602,205
Lower Mainland Integrated Police Services	20,395,867	11,897,589	58%	8,498,278
Provincial Operations Support Unit *	35,029,374	20,071,995	57%	14,957,379
	296,509,311	138,451,450	47%	158,057,861
Less: Revenues/Recoveries/Transfers	(11,426,000)	(11,303,074)	99%	(122,926)
NET / TOTAL POLICING EXPENDITURES	\$285,083,311	\$ 127,148,376	45%	157,934,935

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

The most significant costs in our budget and actual expenses are salaries and benefits, representing approximately 77% 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 994 active employees on payroll: 563 sworn members, 327 full-time civilians, and 104 part-time civilians. (Some of our part-time civilians may be on-call auxiliary positions and may not have work shifted each month; therefore, the part-time civilian count may fluctuate each month.)

COMPLIANCE

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

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

CONCLUSION

This report is presented for information.



Sonia Parmar
Chair, Finance and Risk Committee

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



(APPENDIX I)

Statement of Revenues and Expenditures

For the period ended July 31, 2025

	Jan 25 - Jul 25
Revenues	
City of Surrey Funding	\$127,148,375.70
Provincial Government Funding	8,840,595.15
Federal Government Funding	68,919.90
Policing Service Recoveries	1,290,382.33
Training and Course Fees/Recoveries	17,076.50
Fees for Service	1,520,209.49
Interest Earned	44,580.68
Other Revenue	251,360.03
Deferred Revenue/Funding	(730,050.00)
Total Revenues	138,451,449.78
Operating Expenditures	
Board Remuneration	75,225.00
Salaries and Benefits	82,733,011.54
Consultants and Professional Services	4,799,312.54
Justice Institute of BC Recruit Training Fees	677,665.05
Training and Travel	762,407.73
Lower Mainland Integrated Police Services	11,897,589.03
Other/External Police Agency Support	19,333,963.86
Brand Development and Advertising	65,120.68
Events and Meetings	46,469.30
Facilities Operating Expenses	820,867.13
Leases and Rental	1,205,474.51
Memberships and Professional Dues	35,706.71
Other Expenditures	9,473.11
Risk Management and Insurance	167,614.74
Repairs and Maintenance	1,308,181.47
Service Fees	75,924.62
Software and Application Licences	3,164,969.39
Technology System Levies	1,341,705.66
Telecommunications/Telephony	484,784.47
Supplies and Materials	1,874,693.68
Total Operating Expenditures	130,880,160.22
Equipment, Inventory and Capital Expenditures	
IT Hardware/Equipment	633,239.03
Personal Issue Equipment - Policing Gear	1,081,177.61
Personal Issue Equipment - Uniforms	896,307.16
Specialty Equipment – Operational	593,301.76
Specialty Equipment – Public Order	5,858.25
Specialty Equipment – Training	47,792.30
Use of Force Equipment – Ammunition	206,855.78
Use of Force Equipment – Firearms	229,233.77
Use of Force Equipment – Non-Lethal	196,240.87
Vehicles/Police Fleet	1,434,150.99
Leasehold Improvements/Renovations	2,247,132.04
Total Equipment, Inventory and Capital Expenditures	7,571,289.56
Total Expenditures	138,451,449.78
Surplus / (Deficit)	\$-



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

	Police Board	Office of the Chief Constable	Community Policing Bureau	Investigative Services Bureau	Corporate Services Bureau	Total
Operating Expenditures						
Board Remuneration	\$75,225.00	\$-	\$-	\$-	\$-	\$75,225.00
Salaries and Benefits	186,836.64	2,871,862.91	47,665,359.40	9,669,616.32	22,339,336.27	82,733,011.54
Consultants and Professional Services	143,193.39	647,809.05	507,607.69	111,324.99	3,389,377.42	4,799,312.54
Justice Institute of BC Recruit Training Fees	-	-	-	-	677,665.05	677,665.05
Training and Travel	4,275.11	25,867.30	15,194.54	31,927.72	685,143.06	762,407.73
Lower Mainland Integrated Police Services	-	-	-	11,897,589.03	-	11,897,589.03
Other/External Police Agency Support	-	-	117,614.24	18,006.88	19,198,342.74	19,333,963.86
Brand Development and Advertising	-	9,459.43	-	-	55,661.25	65,120.68
Events and Meetings	3,300.00	8,731.50	9,562.49	384.80	24,490.51	46,469.30
Facilities Operating Expenses	-	-	3,456.63	-	817,410.50	820,867.13
Leases and Rental	1,246.20	12,557.00	15,139.33	-	1,176,531.98	1,205,474.51
Memberships and Professional Dues	3,290.00	10,270.09	2,345.56	2,255.19	17,545.87	35,706.71
Other Expenditures	-	3,673.74	2,490.29	348.90	2,960.18	9,473.11
Risk Management and Insurance	-	-	435.00	-	167,179.74	167,614.74
Repairs and Maintenance	-	332.19	56,516.18	16,954.26	1,234,378.84	1,308,181.47
Service Fees	-	799.09	4.71	100.00	75,020.82	75,924.62
Software and Application Licences	-	11,181.56	2,411.50	11,293.83	3,140,082.50	3,164,969.39
Technology System Levies	-	-	-	-	1,341,705.66	1,341,705.66
Telecommunications/Telephony	-	-	-	-	484,784.47	484,784.47
Supplies and Materials	1,493.80	83,807.08	259,604.90	76,283.89	1,453,504.01	1,874,693.68
Total Operating Expenditures	\$418,860.14	\$3,686,350.94	\$48,657,742.46	\$21,836,085.81	\$56,281,120.87	\$130,880,160.22



July 18, 2025

Ref: 680517

Chief Constable Norm Lipinski
Surrey Police Service
14355 57 Avenue
Surrey BC V3X 1A9
Email: Norm.Lipinski@surreypolice.ca

Surrey Police Board
c/o Jason Kuzminski
14355 57 Avenue
Surrey BC V3X 1A9
Email: Jason.Kuzminski@surreypoliceboard.ca

Dear Chief Constable Lipinski and the Surrey Police Board:

Re: SPS take-over of District 5-West and identified specialized services, effective July 28, 2025

As the Director of Policing and Law Enforcement Services, it is my statutory responsibility to superintend policing in BC, and specifically to superintend the implementation of the SPS as the City of Surrey's police model.

I would like to thank Chief Constable Lipinski for his June 26, 2025, letter regarding the Surrey Police Service's (SPS) mobilization reporting for the SPS to take over the western geographic area of District 5 (District 5-West) in South Surrey which includes to the areas west of Highway 99, the Peace Arch Border crossing, and the Semiahmoo First Nation (SFN) reserve lands. Further to this letter, my staff have worked directly with SPS staff to obtain further clarification and additional documentation supporting the progress and status of SPS' efforts to prepare for mobilization.

I am pleased to confirm that the required information was exchanged between the SPS and my office with respect to the SPS' planned take over of all policing front line and general investigative services District 5-West including:

.../2

- Special Victims Unit;
- Surrey Intimate Partner Violence Unit;
- General Investigations Unit;
- Serious Crime;
- Arson;
- Missing Persons Unit;
- Legal Application Support Unit;
- Robbery;
- Economic/Financial/Cyber Crime;
- Strike Force Target Team;
- High Risk Target Team;
- NSOR & Repeat Violent Offenders checks;
- Criminal Intelligence Section;
- Surrey Gang Enforcement Team;
- Auto Crime Target Team;
- Property Crime Target Team;
- Drugs;
- Police Mental Health Outreach Team;
- Community Response Unit;
- Youth;
- School Resource Officer Program; and
- Mobile Street Enforcement Team.

I am pleased to confirm that the required information was also exchanged in support of SPS take-over of the Criminal Crash Investigation Team (CCIT) functions for District 1 only, and Digital Field technical Services (DFTS) for Districts 1, 3, and 5-West.

Based on this information and the assessment conducted by my staff, I am satisfied that the SPS has met the requirements to assume the front line and general investigative services in District 5-West, as well as the CCIT and DFTS as specified, effective July 28, 2025.

I have also been advised that the SPS has created new positions within its Indigenous Relations Unit to provide dedicated, enhanced policing to Semiahmoo First Nations. I ask that you inform my staff once these positions are filled and continue to coordinate with Derek Yang, Director of Indigenous Policing and Public Safety Programs, to finalize the new agreement for these enhanced policing services.

.../3

Chief Constable Lipinski and Surrey Police Board
Page 3

Finally, I understand that the SPS intends to take responsibility for policing in the eastern region of District 5 effective November 17, 2025, and Districts 4 and 2 to follow subsequently. I look forward to receiving further information and documentation from the SPS and the SPB regarding the upcoming planned geographic take overs and future SPS planned mobilization.

Thank you for your on-going work to mobilize the SPS and the respective reporting to my office.

Regards,



Glen Lewis
Assistant Deputy Minister
And Director
Policing and Security Branch
Ministry of Public Safety and Solicitor General

pc: Jamie Lipp, Deputy Director, Indigenous, Core Policing, and Contract Management
Derek Yang, Director, Indigenous Policing and Public Safety Programs



July 21, 2025
Ref: 677022

Deputy Commissioner Dwayne McDonald
Commanding Officer, RCMP "E" Division
Email: Dwayne.McDonald@rcmp-grc.gc.ca

Dear Deputy Commissioner McDonald:

Thank you for including me on your February 11, 2025, letter to the Surrey Police Board (the Board) in which you discuss the Memorandum of Understanding Regarding the Provincial Police Service Temporary Transitional Assistance to the Surrey Police Service (the MOU) and other transition-related matters. As the Board is not a party to the MOU and does not have access to its terms, I feel it is important to clarify and build upon some of the points made in your letter both in response, and for the information of the Board.

What is the MOU and what is its purpose with regard to the transition?

As you know, the Surrey transition is the largest police model transition of its kind in Canada. Due to this complexity, it was essential to develop a conceptual model for the transition that would satisfy the needs of the RCMP, the Surrey Police Service (SPS), the City of Surrey, and ensure the maintenance of a high level of public safety in Surrey.

In early 2024, the conceptual model was developed by the RCMP in close consultation with the transition partners, primarily to ensure continuity of service while avoiding a situation where an RCMP Member would report to anyone other than another RCMP Member. This has been described as a "red under blue" situation, which the RCMP have determined is unworkable.

Ultimately, the agreed-upon pathway, and model that is in place now, relies on the use of subarticle 2.4 of the Provincial Police Service Agreement (PPSA). This allows the Minister of Public Safety and Solicitor General (the Minister), in consultation with the RCMP "E" Division Commanding Officer, to require the Provincial Police Service (PPS) to temporarily provide assistance or special expertise to other police agencies in the province. As subarticle 2.4 had not previously been used in this way to support a police model transition, it was important to ensure that the Province and Canada had clarity on its use in this context.

.../2

To support the creation and administration of a new PPS unit to support the SPS during the transition, the Surrey Provincial Operations Support Unit (SPOSU), it was important that the Province and Canada understood each level of government's responsibilities, as well as the RCMP's. In November 2024, the Province and Canada executed the MOU which sets out the common intentions and objectives regarding the respective responsibilities of the two parties, BC and Canada, in relation to the RCMP PPS's provision of temporary policing services in Surrey.

It is important to clarify that the MOU is not the authority that allows for the RCMP PPS to provide temporary assistance to SPS. That authority already exists within the PPSA. The MOU is intended to clarify the responsibilities of the Province and Canada in its use, as well as the agreed upon understanding of terms regarding the administration of the temporary assistance.

Why does the MOU set a two-year term for the transition?

The MOU sets a goal date of November 29, 2026, for the completion of the transition. The MOU specifically acknowledges that all parties are working together to meet the goal of completing the transition no later than this date. However, it is important to acknowledge that there are many moving parts and many unknowns remaining in completing the transition.

I am concerned that the framing of this date as a strict deadline may give the Board, the City, and the SPS the impression that the RCMP may be considering pulling all remaining Members out of Surrey on November 29, 2026, regardless of SPS' needs for transitional assistance at that point.

Importantly, in the event where the transition cannot be completed within two years, there are mechanisms available within the MOU that allow the Province and Canada to extend the MOU or develop a new agreement. To date, the SPS has communicated that a two-year timeline may be unworkable. I can confirm that Policing and Security Branch staff are engaged directly with the SPS to better understand the issues and factors that create concerns with this timeframe.

Ultimately, as the SPS is not a party to the MOU, it is not bound by its terms. I appreciate the RCMP's motivation to withdraw Members from Surrey to fill vacancies elsewhere in the Service as quickly as possible. It is also important to avoid causing the Board any unnecessary angst or concern over this timeline.

What does the MOU say about accommodations, support staff, and equipment?

The MOU was developed with the understanding that the City, the Board, and/or the SPS were prepared to make support staff and accommodations available to the BC RCMP in support of the SPOSU. I am aware there are ongoing conversations between the RCMP and SPS regarding further adjustments to the sharing of accommodations. I am also aware that both agencies came to agreement on the broad division of space prior to SPS assuming the role of POJ on November 29, 2024. There is a wealth of experience and expertise within the leadership teams of the SPS and SPOSU and I am confident that matters related to accommodations can be swiftly and professionally resolved at that level.

.../3

Prior to the transition, support staff were employed by the City of Surrey. After November 29, 2024, those employees were transferred to employment under the Board, with their jobs remaining largely the same. Throughout the transition, support staff may be assigned to work only with SPS, work only with the RCMP, or may be shared and work with both services.

I am pleased to hear that there are ongoing conversations between the Board, the RCMP, and the SPS on these matters. The Province's role with regard to the provision of accommodations and support staff during the transition is set out the MOU. As agreed, the Province remains committed to working with the City, the Board, and the SPS as appropriate and to facilitating arrangements between the aforementioned parties and the RCMP as necessary. Providing accommodations and support staff is not within the Province's responsibility and these were not part of the temporary transitional assistance request as significant infrastructure and support already existed within Surrey.

With respect to the transfer of ownership of the Surrey RCMP Municipal Police Unit's equipment from the RCMP to the City of Surrey, these discussions remain ongoing. While discussions are anchored in the Municipal Police Service Agreement, which is between the Province and Canada, the City is a party in these discussions by virtue of the Municipal Police Unit Agreement. In the meantime, and while discussions continue, I am advised that there are no equipment-related concerns as the SPOSU is using equipment that was formerly in use by the Surrey RCMP Municipal Police Unit.

SPB provides oversight for SPS; who serves this role for the transition/for the SPOSU?

Surrey's police model transition remains a significant undertaking, and all levels of government continue to have a role in its success. The main responsibility for project management, ensuring that remaining work is identified and tracked to completion falls to the City.

Prior to SPS taking over as POJ, all the transition partners met weekly at the "Joint Implementation Table" (JIT). The MOU states that the Province and Canada will seek to meet with the JIT at least every 90 days. The City is ensuring continuity of these meetings, hosting regular meetings with the project partners. Importantly, the MOU cannot obligate a meeting of the JIT or any other transition partners who are not signatories to the MOU.

Regarding the SPOSU, I respect that the internal management of the RCMP always remains within the control of the RCMP. However, there are a number of ways in which the Minister has a governance role with regard to the RCMP PPS, and specifically SPOSU. For example, subarticle 6.1 of the PPSA states that the Minister will set the objectives, priorities, and goals of the PPS. The MOU expands this responsibility to include setting objectives, priorities, and goals that are specific to SPOSU. Policing and Security Branch staff are engaged with the Board and SPS staff to ensure that the Province has a clear understanding of the Board's priorities, goals, and objectives.

.../4

Under the *Police Act*, the Minister has a responsibility to ensure an adequate and effective level of policing is maintained province-wide, and the Director of Police Services has a responsibility to superintend policing in the province, including the implementation of a municipality's chosen police model, like in this case.

Moving Forward

As outlined in your letter, the RCMP has not yet provided a demobilization plan commensurate with the SPS' plans to hire, train, and mobilize officers in the remaining districts. To date, the SPS has provided high level plans for a three-year mobilization timeline. Acknowledging that this is not in line with the MOU, the Province is working with the SPS to better understand the risks and challenges that are preventing development of a two-year plan. In the meantime, I would suggest that what has been provided by the SPS to date should be an adequate foundation on which the RCMP can build its demobilization plan.

As you know, the RCMP demobilization plan is a fundamental component of the Full Resourcing Plan which, as outlined in the MOU, is due no later than March 29, 2025.

Prior to any RCMP demobilization there is a clear sequence of steps that are required to take place, which will be guided by the collective plans, or combined, the Full Resourcing Plan. As per the plan(s), the SPS will mobilize and gather all the resources required for the planned area of responsibility takeover. The SPS and the Board, as appropriate, will demonstrate to my office that the SPS has met these requirements. At this stage, I may confirm the level of resources identified in the RCMP demobilization plan that are associated with supporting the function and/or geography the SPS plans to take control over.

Once satisfied, I will inform the Minister, who will use his authority under subarticle 2.4 of the PPSA to issue a direction to reduce the PPS' temporary assistance being provided to the SPS. The Minister may also send a written request, under article 5 of the PPSA, to the federal Public Safety Minister to reduce the commensurate number of Members from the PPS's authorized strength, as appropriate. These steps will provide the RCMP PPS with the appropriate authorizations to demobilize Members and reduce its temporary assistance. This sequence of steps is supported by terms in the MOU.

I agree that the Board should have all the information necessary in order to adequately serve its function. I also respect the needs of the RCMP to ensure its interests, and the interests of its members, are represented in this work. As many of the matters pertaining to the MOU are specific to the relationship between the RCMP and the Province, moving forward I request these be directed to my office or to Public Safety Canada accordingly.

.../5

Deputy Commissioner Dwayne McDonald
Page 5

Thank you for your ongoing commitment to public safety in British Columbia and your partnership in supporting the timely completion of Surrey's policing transition.

Regards,



Glen Lewis
Assistant Deputy Minister
and Director of Police Services
Policing and Security Branch

pc: Surrey Police Board, c/o Jason Kuzminski, Executive Director
Talal Dakalbab, Senior Assistant Deputy Minister, Public Safety Canada
Glen Lewis, Assistant Deputy Minister and Director of Police Services
Chief Constable Norm Lipinski, Surrey Police Service
Deputy Commissioner DeAnna Hill, RCMP
Assistant Commissioner John Brewer, Criminal Operations CORE Policing, RCMP
Chief Superintendent Wendy Mehat, Ridge Meadows RCMP



July 22, 2025

Ref: 680739

Chairs of Municipal Police Boards
Sent by Email

Dear Police Board Chairs:

I am writing to inform you the following regulations are now in effect, and attached for your reference:

- Municipal Police Board Code of Conduct Regulation, by Order in Council 355-2025.
- Municipal Police Board Training Compliance Regulation, by Order in Council 356-2025.
- Municipal Police Board Meeting Regulation, by Order in Council 357-2025.

Please share with your board members for their awareness. The Police Governance Unit will be providing three information sessions with the opportunity for questions and answers in September 2025. These sessions will be virtual and open to all police board members and support staff to ensure board policies and processes align with the regulations. I anticipate most current board practices are already aligned.

Thank you for your ongoing commitment to strong and effective governance of policing in your communities.

If you have any immediate questions, please contact Katie Charlton, Director, Police Governance Unit, by email Katie.Charlton@gov.bc.ca or phone 250 952-3070.

Regards,

Glen Lewis
Assistant Deputy Minister
Director of Policing and Law Enforcement Services
Policing and Security Branch
Ministry of Public Safety and Solicitor General


Attachments:

- Municipal Police Board Code of Conduct Regulation
- Municipal Police Board Member Training Compliance Regulation
- Municipal Police Board Meeting Regulation

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 355

, Approved and Ordered July 14, 2025



Lieutenant Governor

Executive Council Chambers, Victoria

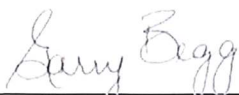
On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that

- (a) sections 60, 62, 70, 71, 82 and 116 of the *Police Amendment Act, 2024*, S.B.C. 2024, c. 16, are brought into force, and
- (b) the attached Municipal Police Board Code of Conduct Regulation is made.

DEPOSITED

July 14, 2025

B.C. REG. 113/2025



Minister of Public Safety and Solicitor General



Presiding Member of the Executive Council

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

Authority under which Order is made:

Act and section: *Police Amendment Act, 2024*, S.B.C. 2024, c. 16, s. 177;
Police Act, R.S.B.C. 1996, c. 367, ss. 74 and 74.3

Other: _____

Municipal Police Board Member Code of Conduct Regulation

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PART 1 – GENERAL

Definitions

- 1 In this regulation:
 - “Act” means the *Police Act*;

“**chair**” means a member elected by a municipal police board as chair or acting as chair of a municipal police board in accordance with section 25 [*election of chair and vice chair of municipal police board*] of the Act;

“**specified statute**” means the following Acts:

- (a) *Cannabis Act* (Canada);
- (b) *Controlled Drugs and Substances Act* (Canada);
- (c) *Criminal Code*;
- (d) *Firearms Act* (Canada);

“**vice chair**” means a member elected by a municipal police board as vice chair in accordance with section 25 of the Act.

Application

2 This code of conduct applies to

- (a) a member of a municipal police board, and
- (b) a member of the amalgamated board continued under the Victoria and Esquimalt Municipal Policing Reorganization Regulation, B.C. Reg. 205/2024, as if the member were a member of a municipal police board.

Principles

3 The following general principles apply to a member of a municipal police board:

- (a) a member is to act in a manner that maintains the public’s trust and confidence in
 - (i) the board to which the member belongs, and
 - (ii) the municipal police department governed by that board;
- (b) in the performance of a member’s duties, the member is to
 - (i) act in the best interest of the public,
 - (ii) act with integrity, and
 - (iii) act in a professional and respectful manner.

PART 2 – PROHIBITIONS, DUTIES AND STANDARDS IN RELATION TO MEMBER CONDUCT

Division 1 – Misconduct

Abuse of authority

- 4 (1) A member must not abuse the member’s authority as a member of a municipal police board.
- (2) Without limiting subsection (1), a member must not interfere with the administration of justice.

Corrupt conduct

- 5 (1) A member must not conduct oneself in a corrupt manner.

- (2) Without limiting subsection (1), a member must not
 - (a) agree or allow oneself to be under a pecuniary or other obligation to any person in a manner that would likely be seen to affect the member's ability to properly perform the duties of a member, or
 - (b) use or attempt to use one's position as a member for personal gain or other purposes unrelated to the proper performance of one's duties as a member.

Misuse of board or department property

- 6 A member must not intentionally or recklessly misuse, lose or damage the property of a municipal police board or municipal police department.

Conduct bringing board into disrepute

- 7 (1) A member must not conduct oneself in a manner that the member knows, or ought to know, would be likely to bring a municipal police board or municipal police department into disrepute.
- (2) Without limiting subsection (1), a member must not
 - (a) contravene any of the following:
 - (i) the Act;
 - (ii) a regulation, rule, guideline or policy made under the Act;
 - (iii) a specified statute,
 - (b) interfere with the governance or operation of a municipal police board, or
 - (c) act in a disorderly manner.

Interference with law enforcement discretion

- 8 (1) A member must not interfere with the exercise of law enforcement discretion by an officer.
- (2) Without limiting subsection (1), a member must not
 - (a) attempt in any way to influence a decision to deploy officers,
 - (b) attempt in any way to influence an officer's decision to investigate a matter,
 - (c) attempt in any way to influence an officer's decision to make an arrest, or
 - (d) attempt in any way to influence an officer's report to Crown counsel in respect of an offence.

Disrespectful behaviour

- 9 A member of a municipal police board must not, in the course of the member's duties, do any of the following:
 - (a) use profane, abusive, discriminatory or insulting language, jokes or gestures to any person, including, without limitation, language, jokes or gestures that would likely be seen to demean or show disrespect to the person on the basis of that person's
 - (i) race, colour, ancestry, place of origin or Indigenous identity,
 - (ii) political belief or religion,
 - (iii) marital or family status,

- (iv) physical or mental disability,
- (v) age,
- (vi) sex, sexual orientation or gender identity or expression, or
- (vii) economic or social status;
- (b) harass or coerce another member or any other person, in any manner;
- (c) act in a deceitful manner, including, without limitation, by making false or misleading statements or records.

Division 2 – Member Duties

Confidentiality

- 10** (1) A member of a municipal police board must not disclose or attempt to disclose, to any person, information or records that the member obtained in the course of the member's duties.
- (2) Subsection (1) does not apply to a member of a municipal police board if one or both of the following circumstances apply:
- (a) the member was authorized to disclose the information or records by the board;
 - (b) the member was lawfully required to disclose the information or records.
- (3) If a member of a municipal police board contravenes this section, the member must advise the board as soon as reasonably practicable of the disclosure.

Personal gain

- 11** (1) A member of a municipal police board must not, directly or indirectly, solicit or accept a fee, gift, service or another form of personal gain that is related to the performance of the member's duties.
- (2) Subsection (1) does not apply to a member of a municipal police board who receives any of the following related to the performance of the member's duties:
- (a) an honorarium authorized by the board;
 - (b) the salary of a municipal councillor for a member who is also a member of a municipal council;
 - (c) reimbursement for reasonable travel and out-of-pocket expenses necessarily incurred by the member in performance of the member's duties;
 - (d) customary tokens or gifts received by the member as an incident of the protocol or social obligations that normally accompany the member's position.

Disclosure of charges and convictions

- 12** (1) A member must make a disclosure in accordance with subsection (2) if the member is
- (a) charged with an offence under a specified statute,
 - (b) found guilty by a court of an offence under a specified statute, whether or not the court orders an absolute or conditional discharge under section 730 of the *Criminal Code*, unless

- (i) the finding is subject to appeal or further appeal, or
 - (ii) an appeal is being taken in respect of the finding of guilt, or
 - (c) found not criminally responsible on account of a mental disorder in respect of an offence under a specified statute.
- (2) As soon as reasonably practicable after being charged, found guilty or found not criminally responsible, as described in subsection (1), the member must disclose the charge or finding, in writing, to each of the following persons, as applicable to that member:
- (a) if the member is not the chair of the municipal police board, to the chair and the director;
 - (b) if the member is the chair, to the vice chair and the director;
 - (c) if the member was appointed by a municipal council, to the municipal council that appointed the member.

Division 3 – Member Standards

Board meeting conduct standards

- 13** A member of a municipal police board must conduct oneself in accordance with the following standards in relation to board meetings:
- (a) respectfully participate in board meetings, including, without limitation, refraining from unreasonable interference with the conduct of board meetings;
 - (b) regularly attend the board meetings the member is required to attend by the chair of the board or resolution of the board;
 - (c) reasonably prepare for a board meeting, including, without limitation, reviewing the meeting agenda and materials, if any, provided in advance of the meeting to allow the member to reasonably participate in the meeting.

Acting on behalf of board

- 14** (1) A member of a municipal police board must not
- (a) purport to act on behalf of the board, unless the member receives prior approval from the board, or
 - (b) fail to act in accordance with the prior approval from the board.
- (2) A municipal police board may determine the manner in which prior approval is given under this section.

PART 3 – CONFLICTS OF INTEREST AND PERCEIVED CONFLICTS OF INTEREST

Conflict of interest

- 15** For the purposes of this Part, a member of a municipal police board has a conflict of interest if the member
- (a) performs a duty of the member as a member of the board, and

- (b) knows, at the same time, that by performing the duty there is an opportunity to further the member's private interests or personal relationships.

Perceived conflict of interest

- 16** For the purposes of this Part, a member of a municipal police board has a perceived conflict of interest if there is a reasonable perception that the member's ability to perform the member's duties as a member of the board will be or has been affected by the member's private interests or personal relationships.

Interpretation for sections 18 to 20

- 17** In sections 18 to 20, a reference to a conflict of interest includes a perceived conflict of interest.

Disclosure of conflict of interest

- 18** (1) A member of a municipal police board who has a conflict of interest in relation to a matter before the board must disclose the conflict before the matter related to the conflict is considered by the board.
- (2) Disclosure of a conflict of interest must be provided to all members of the municipal police board.
- (3) If a conflict of interest is disclosed at a municipal police board meeting, that disclosure is sufficient for the purposes of subsection (2), whether or not all members of the board are in attendance.

Conduct related to conflict of interest

- 19** A member of a municipal police board who has a conflict of interest in relation to a matter before the board, whether or not the member has disclosed the conflict, must not do any of the following:
- (a) attend a part of a board meeting during which the matter is under consideration;
 - (b) participate in any discussion of the matter at a board meeting;
 - (c) vote on a motion in respect of the matter at a board meeting;
 - (d) attempt in any way, before, during or after a board meeting, to influence voting on any motion in relation to the matter.

Exemptions

- 20** (1) A member of a municipal police board is exempt from this Part to the extent that the member receives an honorarium, salary, reimbursement, token or gift as described in section 11 (2) [*personal gain*] of this code of conduct.
- (2) A member of a municipal police board who is also a member of a municipal council is exempt from this Part to the extent that the member's role on the municipal council conflicts with the member's role on the board.

Resignation from board before employment

- 21** A member of a municipal police board must not apply for employment with the municipal police department governed by the board to which the member belongs unless the member resigns from the board before applying.

Resignation from board before negotiating contract

- 22** A member of a municipal police board must not begin any negotiation in relation to a contract, including, without limitation, responding to a request for proposal, with the municipal police department governed by the board to which the member belongs unless the member resigns from the board before negotiations begin.

PART 4 – SUSPENSION AND DISCIPLINE

Prohibited conduct while suspended

- 23** (1) For the purposes of this code of conduct, a member of a municipal police board who is suspended must not do any of the following:
- (a) attend meetings of the board;
 - (b) publicly represent oneself as an active regular member of a municipal police board.
- (2) A member of a municipal police board must not provide to a suspended member of the board any information or records received as a member of the board, unless the information or records are publicly accessible.

Contraventions

- 24** A member contravenes this code if the member contravenes one or more of the following provisions:
- (a) section 4 [*abuse of authority*];
 - (b) section 5 [*corrupt conduct*];
 - (c) section 6 [*misuse, loss or damage to board or department property*];
 - (d) section 7 [*conduct bringing board or department into disrepute*];
 - (e) section 8 [*interference with operational independence of department*];
 - (f) section 9 (a) [*use of profane, abusive, discriminatory or insulting language or gestures*];
 - (g) section 9 (b) [*harassment or coercion*];
 - (h) section 9 (c) [*acting in deceitful manner*];
 - (i) section 10 (1) [*disclosure of confidential information or records*];
 - (j) section 10 (3) [*failure to advise of disclosure as soon as reasonably practicable*];
 - (k) section 11 [*accepting personal gain*];
 - (l) section 12 [*failure to disclose charge, finding of guilt or finding of not criminally responsible in relation to specified statute*];
 - (m) section 13 (a) [*respectful participation in board meetings*];
 - (n) section 13 (b) [*regular attendance at board meetings*];

- (o) section 13 (c) *[reasonable preparation for board meetings];*
- (p) section 14 (1) *[failure to represent board in accordance with board approval];*
- (q) section 18 (1) *[failure to disclose conflict of interest or perceived conflict of interest];*
- (r) section 18 (2) *[failure to disclose conflict of interest or perceived conflict of interest to whole board];*
- (s) section 19 *[failure to adhere to conduct required for conflict of interest or perceived conflict of interest];*
- (t) section 21 *[failure to resign before application for employment with department];*
- (u) section 22 *[failure to resign before negotiating contract with department];*
- (v) section 23 (1) *[failure to adhere to conduct required while suspended];*
- (w) section 23 (2) *[providing information or records to suspended member];*
- (x) section 25 (4) *[failure to comply with terms and conditions on membership for LGiC appointee];*
- (y) section 26 (4) *[failure to comply with terms and conditions on membership for non- LGiC appointee].*

Discipline – LGiC appointees

- 25** (1) This section applies to a member of a municipal police board appointed by the Lieutenant Governor in Council.
- (2) If the director considers that a member is contravening or has contravened this code of conduct, the director may do one or both of the following:
- (a) provide a verbal warning to the member;
 - (b) provide a written warning to the member.
- (3) If, on the recommendation of the director and the minister, the Lieutenant Governor in Council considers that a member is contravening or has contravened this code of conduct, the Lieutenant Governor in Council may do one or more of the following:
- (a) impose one or more of the following terms and conditions respecting the member's membership:
 - (i) the member must complete a specified training program within a specified period;
 - (ii) the member is restricted from holding the office of chair or vice chair;
 - (iii) any other term or condition that the Lieutenant Governor in Council considers appropriate;
 - (b) suspend the member's membership for a specified period of time or until specified terms and conditions are met;
 - (c) rescind the member's appointment.
- (4) A member must comply with the terms and conditions imposed, under subsection (3) (a), on the member's membership.

Discipline – other appointees

- 26**
- (1) This section applies to a member of a municipal police board not appointed by the Lieutenant Governor in Council.
 - (2) If the director considers that a member is contravening or has contravened this code of conduct, the director may do one or both of the following:
 - (a) provide a verbal warning to the member;
 - (b) provide a written warning to the member.
 - (3) If, on the recommendation of the director, the minister considers that a member is contravening or has contravened this code of conduct, the minister may do one or more of the following:
 - (a) impose one or more of the following terms and conditions respecting the member's membership:
 - (i) the member must complete a specified training program within a specified period;
 - (ii) the member is restricted from holding the office of chair or vice chair;
 - (iii) any other term or condition that the minister considers appropriate;
 - (b) suspend the member's membership for a specified period of time or until specified terms and conditions are met;
 - (c) remove the member.
 - (4) A member must comply with the terms and conditions imposed, under subsection (3) (a), on the member's membership.


Reappointment of disciplined members

- 27**
- (1) A person must not be appointed to any police board for a period of 4 years if
 - (a) the person's appointment to a municipal police board was rescinded in accordance with section 25, or
 - (b) the person was removed from a municipal police board in accordance with section 26.
 - (2) If an appointment is made contrary to subsection (1), that appointment is invalid.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 356

, Approved and Ordered July 14, 2025



Lieutenant Governor

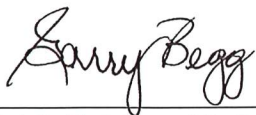
Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the attached Municipal Police Board Member Training Compliance Regulation is made.

DEPOSITED

July 14, 2025

B.C. REG. 114/2025



Minister of Public Safety and Solicitor General



Presiding Member of the Executive Council

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

Authority under which Order is made:

Act and section: Police Act, R.S.B.C. 1996, c. 376, s. 74.3

Other: _____

R10911177

Municipal Police Board

Member Training Compliance Regulation

Contents

- 1 Definitions
- 2 Application
- 3 Discipline – LGiC appointees
- 4 Discipline – other appointees
- 5 Reappointment of disciplined members
- 6 Prohibited conduct while suspended

Definitions

- 1** In this regulation:

“**Act**” means the *Police Act*;

“**chair**” means a member elected by a municipal police board as chair or acting as chair of a municipal police board in accordance with section 25 [*election of chair and vice chair of municipal police board*] of the Act;

“**vice chair**” means a member elected by a municipal police board as vice chair in accordance with section 25 of the Act.

Application

- 2** This regulation applies to

- (a) a member of a municipal police board, and
- (b) a member of the amalgamated board continued under the Victoria and Esquimalt Municipal Policing Reorganization Regulation, B.C. Reg. 205/2024 as if the member were a member of a municipal police board.

Discipline – LGiC appointees

- 3** (1) This section applies to a member of a municipal police board appointed by the Lieutenant Governor in Council.
- (2) If the director considers that a member failed to complete training approved by the director under section 68.2 (1) [*duty of board members to complete training*] of the Act, the director may do one or both of the following:
- (a) provide a verbal warning to the member;
 - (b) provide a written warning to the member.
- (3) If, on the recommendation of the director and the minister, the Lieutenant Governor in Council considers that a member failed to complete training approved by the director under section 68.2 (1) of the Act, the Lieutenant Governor in Council may do one or more of the following:
- (a) impose one or more of the following terms and conditions respecting the member’s membership:
 - (i) the member must complete a specified training program within a specified period;
 - (ii) the member is restricted from holding the office of chair or vice chair;

- (iii) any other term or condition that the Lieutenant Governor in Council considers appropriate;
 - (b) suspend the member's membership for a specified period of time or until specified terms and conditions are met;
 - (c) rescind the member's appointment.
- (4) A member must comply with the terms and conditions imposed, under subsection (3) (a), on the member's membership.

Discipline - other appointees

- 4 (1) This section applies to a member of a municipal police board not appointed by the Lieutenant Governor in Council.
- (2) If the director considers that a member failed to complete training approved by the director under section 68.2 (1) [*duty of board members to complete training*] of the Act, the director may do one or both of the following:
- (a) provide a verbal warning to the member;
 - (b) provide a written warning to the member.
- (3) If, on the recommendation of the director, the minister considers that a member failed to complete training approved by the director under section 68.2 (1) of the Act, the minister may do one or more of the following:
- (a) impose one or more of the following terms and conditions respecting the member's membership:
 - (i) the member must complete a specified training program within a specified period;
 - (ii) the member is restricted from holding the office of chair or vice chair;
 - (iii) any other term or condition that the minister considers appropriate;
 - (b) suspend the member's membership for a specified period of time or until specified terms and conditions are met;
 - (c) remove the member.
- (4) A member must comply with the terms and conditions imposed, under subsection (3) (a), on the member's membership on a municipal police board.

Reappointment of disciplined members

- 5 (1) A person must not be appointed to any police board for a period of 4 years if
- (a) the person's appointment to a municipal police board was rescinded in accordance with section 3, or
 - (b) the person was removed from a municipal police board in accordance with section 4.
- (2) If an appointment is made contrary to subsection (1), that appointment is invalid.

Prohibited conduct while suspended


- 6 (1) For the purposes of this regulation, a member of a municipal police board who is suspended must not do any of the following:
- (a) attend meetings of the board;

- (b) publicly represent oneself as an active regular member of a municipal police board.
- (2) A member of a municipal police board must not provide to a suspended member of the board any information or records received as a member of the board, unless the information or records are publicly accessible.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 357

, Approved and Ordered July 14, 2025



Lieutenant Governor

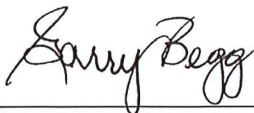
Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the attached Municipal Police Board Meeting Regulation is made.

DEPOSITED

July 14, 2025

B.C. REG. 115/2025



Minister of Public Safety and Solicitor General



Presiding Member of the Executive Council

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

Authority under which Order is made:

Act and section: Police Act, R.S.B.C. 1996, ss. 74 (2) and 74.3

Other: _____

R10897852

MUNICIPAL POLICE BOARD MEETING REGULATION

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PART 1 – DEFINITIONS AND APPLICATION

Definitions

- 1 In this regulation:

“**Act**” means the *Police Act*;

“**chair**”, in relation to a board, means a member elected or acting as chair of the board in accordance with section 25 [*chair and vice chair of municipal police board*] of the Act;

“**code of conduct**” means the Municipal Police Board Member Code of Conduct Regulation;

“**electronic meeting**” means a meeting at which some or all of the participants participate in accordance with Part 3;

“member”, in relation to a board, means a member of the board who is not suspended under the code of conduct;

“participant”, in relation to a meeting of a board, includes a person who is not a member but who is invited or permitted by the board to speak to a matter on the agenda;

“voting member”, in relation to a board, means a member who is not the chair.

Application

- 2** (1) This regulation applies to
- (a) municipal police boards, and
 - (b) the amalgamated board continued under the Victoria and Esquimalt Municipal Policing Reorganization Regulation as if it were a municipal police board.
- (2) This regulation does not apply to meetings of a committee of a municipal police board.

PART 2 – ORGANIZATION OF MEETINGS

General meeting duties of chair

- 3** (1) A chair of a board must ensure all meetings are conducted in accordance with the Act, the code of conduct and this regulation.
- (2) The chair must be impartial and act with impartiality, except to cast a deciding vote under the Act.

Specific meeting duties of chair

- 4** A chair’s duties in relation to meetings include the following:
- (a) before meetings, ensure the planning and coordination of all necessary arrangements for the efficient and effective conduct of business;
 - (b) at meetings, preside over the process and facilitate respectful interactions among participants;
 - (c) after meetings, ensure the maintenance and distribution of accurate and complete minutes and records of the board.

Board meetings

- 5** Subject to sections 6 and 7, a board must meet as frequently as is necessary to discharge its duties and functions under the Act.

Mandatory regular meetings

- 6** (1) A board must hold at least 4 regular meetings each calendar year.
- (2) The interval between any 2 consecutive regular meetings must not exceed 4 months.

Calling special meetings

- 7 (1) The chair or a majority of members may call a special meeting to address
- (a) an emergency as defined in the *Emergency and Disaster Management Act*, or
 - (b) an unexpected or unusual matter of a serious and urgent nature that requires the board to consider a motion before the date of the next regular meeting.
- (2) A special meeting is not a regular meeting for the purposes of section 6.

Public announcement of all meetings

- 8 (1) A board must publicly announce all meetings in accordance with this section and section 9.
- (2) An announcement must be published on a publicly accessible website maintained by or on behalf of the board.
- (3) An announcement must include all of the following information in relation to a meeting:
- (a) the date;
 - (b) the start time;
 - (c) the location and address;
 - (d) the agenda;
 - (e) if a board believes it will be necessary to hold a portion of the meeting in private, a general description of the subject matter under section 69 (2) [*exception to open meeting*] of the Act which the board believes will arise during the portion of the meeting;
 - (f) if a board broadcasts the meeting or conducts an electronic meeting, the electronic or other communications facilities through which the public may watch and hear the meeting.

Timing of public announcement

- 9 (1) A board must publish the announcement of a regular meeting at least one week before the date of the regular meeting.
- (2) A board must publish the announcement of a special meeting at least 24 hours before the start time of the special meeting.
- (3) Despite subsection (2), a board may publish the announcement of a special meeting less than 24 hours before the start time of the special meeting if all of the following apply:
- (a) the seriousness and urgency of the matter require the board to meet in less than 24 hours;
 - (b) before holding the special meeting, the board notifies the director of
 - (i) the seriousness and urgency of the matter, and
 - (ii) the start time of the special meeting;
 - (c) the announcement is published as soon as reasonably practicable before the start time of the special meeting.

Quorum for meeting

- 10** A simple majority of members must be present at a meeting to constitute a quorum.

Lack of quorum at start of meeting

- 11** (1) If, within 30 minutes from the time set for starting the meeting, a quorum has not been constituted, the meeting is terminated.
- (2) A meeting terminated for lack of a quorum is not a regular meeting for the purposes of section 6 [*mandatory regular meetings*].

Loss of quorum during meeting

- 12** (1) If, at any time during a meeting, the number of members present is reduced to less than a quorum, the meeting and any business in progress is suspended.
- (2) If a meeting is suspended under subsection (1), the chair must
- (a) determine the likelihood that a quorum will be re-constituted within a reasonable time, and
 - (b) after a reasonable time has expired, declare whether the meeting is
 - (i) terminated due to the loss of the quorum, or
 - (ii) resuming due to the re-constitution of a quorum.
- (3) A meeting terminated for loss of a quorum is not a regular meeting for the purposes of section 6 [*mandatory regular meetings*] unless the board decided at least one motion before the meeting was suspended.

Quorum despite conflict of interest

- 13** (1) Despite section 11, a member who is prohibited from participating in a meeting in accordance with Part 3 [*Conflict of Interest and Perceived Conflicts of Interest*] of the code of conduct does not impair a board from constituting a quorum.
- (2) Despite section 12, a member who is prohibited from participating in a matter on the agenda in accordance with Part 3 of the code of conduct does not impair a board from maintaining the quorum if
- (a) the member is present at the start of the meeting, and
 - (b) the member has not disclosed a conflict of interest or a perceived conflict of interest in relation to all other matters on the agenda.

PART 3 – PARTICIPATION AND DECISIONS

Exercise of powers by resolution

- 14** (1) A board may only exercise its authority by resolution.
- (2) A decision of a board is not valid unless it is authorized or adopted by resolution at a meeting of the board.

Motion for resolution

- 15** A voting member who is present at a meeting may propose a motion for a resolution of the board.

Discussion on motion

- 16**
- (1) To open discussion on a motion, the chair must state the motion as a full question.
 - (2) A voting member who is present at a meeting is entitled to participate in discussion on a motion.
 - (3) To close discussion on a motion, the chair must restate the full question.

Vote on motion

- 17**
- (1) A voting member who is present at a meeting is entitled to vote once on a motion.
 - (2) A voting member who is present at the time of a vote must vote on the motion.
 - (3) If a voting member does not indicate how the member votes, the member is deemed to have voted in the affirmative.
 - (4) The chair must declare the outcome of the vote by stating that the question is decided in either the affirmative or the negative.

Record in minutes

- 18**
- (1) A board must record the full text of a motion in the minutes of the meeting at which it is proposed.
 - (2) A board must record the outcome of a vote on a motion in the minutes of the meeting at which it is decided.
 - (3) If a motion is proposed, discussed or decided during a portion of a meeting held in private under section 69 (2) [*exception to open meeting*] of the Act, the board must not redact the copy of the minutes submitted to the minister under section 69 (3) [*duty to inform minister of private portion*] of the Act.
 - (4) If a meeting is suspended for loss of a quorum, a board must record the time at which the quorum was lost in the minutes of the suspended meeting.
 - (5) If a member discloses a conflict of interest in relation to a meeting or part of a meeting, the board must record the disclosure in the minutes of the meeting to which the conflict of interest relates.

PART 4 – ELECTRONIC MEETINGS

Facilitation of electronic meetings

- 19**
- (1) Subject to subsection (2), a board may conduct a meeting by means of electronic communication facilities.
 - (2) The facilities referred to in subsection (1) must
 - (a) include video and audio functions that enable all participants to see each other and speak to each other simultaneously, and
 - (b) be accessible for the duration of the electronic meeting.

Participation in electronic meetings

- 20** If a board satisfies the requirements of section 19, a participant may participate in an electronic meeting by means of the electronic communication facilities provided by the board.

PART 5 – GENERAL PROVISIONS**Equivalency of electronic meetings**

- 21** The requirements of Parts 1 to 3 apply with necessary modification to Part 4.

Conflict with practice

- 22** (1) A resolution that purports to waive or vary the operation of any section of this regulation is not valid.
- (2) A policy, procedure or practice of a board that is inconsistent with this regulation is inoperative and of no force and effect to the extent of the inconsistency.



VIA EMAIL

Ref. 680471

July 25, 2025

Deputy Commissioner Dwayne McDonald
14200 Green Timbers Way
Mailstop #308
Surrey BC V3T 6P3
Email: Dwayne.McDonald@rcmp-grc.gc.ca

Dear Deputy Commissioner McDonald:

In accordance with my authority as outlined in subarticle 2.4 of the *Provincial Police Service Agreement* (PPSA), I am writing to direct a reduction in the temporary transitional assistance that the Provincial Police Service (PPS) is providing to the Surrey Police Service (SPS) in the City of Surrey.

Since November 29, 2024, the BC RCMP Surrey Provincial Operations Support Unit (SPOSU) has been active in the City providing support to the SPS as they build capacity to operate as a standalone police agency. The BC RCMP resources provided on this date were informed by the Day 1 Resourcing Plan developed with the BC RCMP and the SPS, guided by the City's direction regarding the continuity of service model. The Day 1 Resourcing Plan set out the delineation of roles and responsibilities between the SPS and the BC RCMP, including the geographic areas and specialized expertise that would be the responsibility of the PPS.

Effective July 28, 2025, the SPS will assume responsibility for the portion of frontline policing and investigative services within the City of Surrey's municipal boundaries that is represented by the western geographic area of District 5. This geographic takeover is the portion of South Surrey west of Highway 99, including the portions of the Peace Arch Border crossing and Semiahmoo First Nation (SFN) lands which both fall within the City's municipal boundaries. To this end, the following functions and services will no longer be required of the PPS in District 5-west effective July 28, 2025:

- Special Victims Unit;
- Surrey Intimate Partner Violence Unit;
- General Investigations Unit;
- Serious Crime;
- Arson;

.../2

- Missing Persons Unit;
- Legal Application Support Unit;
- Robbery;
- Economic/Financial/Cyber Crime;
- Strike Force Target Team;
- High Risk Target Team;
- NSOR & Repeat Violent Offenders checks;
- Criminal Intelligence Section;
- Surrey Gange Enforcement Team;
- Auto Crime Target Team;
- Property Crime Target Team;
- Drugs;
- Police Mental Health Outreach Team;
- Community Response Unit;
- Youth;
- School Resource Officer Program; and
- Mobile Street Enforcement Team.

Moreover, effective July 28, 2025, the SPS will also assume responsibility for the Criminal Crash Investigation Team (CCIT) function in District 1 only, and the Digital Field Technical Services (DFTS) function in Districts 1, 3, and 5-west. In addition to the list of functions and services above, these functions and services are no longer required of the PPS. To be clear, SPOSU is still to provide CCIT in Districts 2, 3, 4, and 5, and DFTS for Districts 2 and 4.

With that in mind, I need to know the number of Member positions that will no longer be required to provide the temporary transitional assistance to the SPS. While I understand that the BC RCMP developed a demobilization plan to inform Member reductions based on SPS mobilization, I am advised that work remains to revise that demobilization plan to align with the initial authorized strength that was uploaded to the PPS on November 29, 2024, and previously authorized reductions in SPOSU Member strength. In the interim of finalizing the demobilization plan, please notify my office no later than August 11, 2025, of how many Member positions the BC RCMP requires to demobilize commensurate to this reduction in SPOSU's responsibilities in District 5-west, CCIT, and DFTS. With this information, I will correspondingly authorize a reduction to the strength of the PPS under Article 5 of the PPSA.

This is a significant milestone, and I want to express my appreciation for the BC RCMP's dedicated policing in District 5-west, the on-going support from SPOSU, and the collaboration from the RCMP as all parties work to complete the transition. Thank you for your continued commitment to public safety in Surrey and across British Columbia.

.../3

Deputy Commissioner Dwayne McDonald
Page 3

Sincerely,

A handwritten signature in black ink, appearing to be 'Nina Krieger', with a stylized, flowing script.

Nina Krieger
Minister of Public Safety and Solicitor General

pc: Glen Lewis, Assistant Deputy Minister and Director of Police Services
Rob Costanzo, City Manager, City of Surrey
Chief Constable Norm Lipinski, Surrey Police Service
Surrey Police Board, c/o Jason Kuzminski
Talal Dakalbab, Senior Assistant Deputy Minister, Public Safety Canada
Deputy Commissioner DeAnna Hill, Reform, Accountability & Culture – RCMP
Jamie Lipp, Deputy Director, Policing and Security Branch

September 5, 2025

VIA EMAIL

Mayor and Council
City of Surrey
13450 – 104 Avenue
Surrey, BC V3T 1V8

Dear Mayor Locke and Members of Surrey City Council,

Re: Approval of Procurement for Police Equipment

I write in response to Mayor Locke's correspondence of August 15, 2025 regarding procurement of multiple police-related technologies. As you know, the Surrey Police Board is an independent body with a statutory responsibility to oversee public safety in Surrey for the people of Surrey. Directors of the Board take seriously our role regarding equipping and supplying frontline SPS constables and the prudent use of tax dollars put toward policing. These decisions are often complex and multi-faceted. In the spirit of encouraging greater cooperation between us, I will attempt to set out the Board's decision-making process regarding this matter.

I begin by noting that the 2025 operating budget for SPS submitted by the Surrey Police Board and approved by Council contemplates purchase of the police-related technologies, and the equipment is both necessary for policing operations and, in several instances, required to fulfil provincial policing standards. It is equally important to clarify that SPS procurement processes are made in accordance with clear and transparent public policies. In considering the request when it initially came forward at the July 16, 2025 board meeting, the Surrey Police Board was guided by SPS Policy AD 8.3 (referenced in Mayor Locke's correspondence), including 3.25 which provides for direct award where certain criteria are met. Although there is no formal City of Surrey or SPS "Buy Canadian" policy, the Surrey Police Board also took into consideration the availability of the police-related technologies from Canadian manufacturers.

Approval for procurement of the police-related technologies was requested by SPS out of recognition that the procurement cost of \$2.48M annually (for five years) is over the amount the Chief Constable is authorized to spend without Board approval pursuant to SPS Policy AD 8.9. Details of the police-related technologies and information to support a direct award are set out in Board Report 2025-RO21 found at pages 20-24 of the [meeting agenda package](#). The Board resolved to refer the matter to its Finance and Risk Committee and delegated its decision-making authority for the police-related technologies to the Committee. As the [video record](#) demonstrates, the Board referred the matter to the Committee for two reasons: (1) Board Report 2025-RO21 came before the Board without first being previewed by a committee as required by newly established procedures of the Board; and (2) to further study the availability of Canadian-based manufacturers of the police-related technologies.



The Finance and Risk Committee met on July 23, 2025 to further consider the procurement requests. The Committee took the earlier deliberations of the Board into consideration and reviewed further information provided by SPS that demonstrated there are no manufacturers of professional-grade alternatives for the police-related technologies that are wholly Canadian owned or headquartered in Canada. The Committee reviewed information provided by SPS to explain the urgency for procurement of the Taser 10 model to fulfil commitments for an imminent cross-jurisdictional provincial pilot. The Committee took note that the Taser—manufactured by Axon Inc.—is the only approved Conducted Energy Weapon pursuant to Provincial Policing Standard 1.3.2. Based on these facts, the fact that the approved budget contemplated purchase of CEWs, and urgency to receive the CEWs for the provincial pilot, in accordance with Article 3.25 (i)(a) and (c) of SPS Policy AD 8.3, procurement of Taser 10 by direct award was approved.

Digital Equipment Management System technology is also provincially mandated pursuant to Ministerial Order M389. The provincial government conducted its own formal, competitive procurement process through PRIMECorp, which resulted in Axon Inc. being selected as the DEMS provider. A factor the Committee took into consideration is that the DEMS platform and technology are utilized by the BC Prosecution Service and police agencies which use other information systems incur additional costs to retrieve, convert for compatibility, and transfer their digital data. Based in these facts and the fact that the cost for DEMS is contemplated in the approved budget, SPS's request to procure the DEMS by direct award was approved in accordance with Article 3.25 (i)(b) and (ii)(b) of SPS Policy AD 8.3.

Body worn camera equipment, remote piloted aircraft systems, in-car camera solutions, licence plate readers, internal video cameras, and mobile pole cameras are all digital capture products included in the 2025 operating budget approved by Council. While such digital capture products have Canadian manufacturers capable of supplying consumer grade products for retail purchase but none that can meet policing requirements and standards.

There are only two suppliers of body worn cameras that meet policing standards. Both are headquartered in the United States and have Canadian offices. One, Axon Inc., was selected by Vancouver Police Department and Delta Police Department through recently concluded competitive processes. The other supplier's product was initially selected by RCMP for a pilot before it was abandoned for the Axon product. The experience of these police agencies, and the data and information received, demonstrate that Axon's product has an intrinsic benefit of interoperability with the DEMS system. Attempting to use another supplier's product would incur additional costs associated with transferring and reformatting the digital evidence to make it compatible with DEMS and pose risks to reliability.

For the rest of the digital capture products, those manufactured by Axon all similarly have the same intrinsic benefit of interoperability with the provincially mandated DEMS system while the products of other suppliers do not. SPS's request for a software subscription to link the Community Safety Operations Centre to the other policing-related technologies, also budgeted, is low-cost, shares the same intrinsic benefit, and will enhance performance and improve public safety. In addition to the proven intrinsic benefit of Axon's products. The Committee considered the potential benefit of bundling from a single supplier which may reduce the total actual annual cost through negotiated discounts. Based on the

foregoing facts and information, procurement of the digital capture products and software by direct award was approved in accordance with Article 3.25 (i)(b) and (ii)(a) and (b).

The procurement decisions were made at the July 23rd meeting and in accordance with the procurement policies and authority delegated by the Surrey Police Board. Minutes of the decisions will be recorded at the next board meeting on September 11, 2025. A communication to explain the Surrey Police Board's jurisdiction and authority, procurement procedures and policies, and account for the foregoing decisions is being prepared for public distribution.

In closing, the Surrey Police Board understands that the Mayor and some members of Council may have been contacted by Surrey residents and others about the Board's procurement process and decisions. The *Police Act* defines specific duties of the City of Surrey (s. 15) and role for Council in annual budgeting (s. 27), and while the request for a summary of the process, scoring and final negotiated terms exceeds those matters, the Surrey Police Board respects that these stakeholder interests in municipal policing are best served by sharing information about expenditures made within the Council-approved budget, and I hope that the information provided in this letter assists in that regard.

We encourage you to forward any concerns you may have received to the Board to address with community stakeholders, so that the Board can clarify our respective roles with respect to the municipal policing budgets, foster public understanding of Board decisions, and answer questions about our accountabilities independently. The Board also extends a standing offer to Council to meet regularly to review priorities and for the policing-related technologies, review value for money and impact of the technologies on public safety, at an appropriate time and in accordance with the spirit and intent of the *Police Act*.

Sincerely,



Harley Chappell
Chair, Surrey Police Board

Attachment – Letter from Mayor Locke dated August 15, 2025

cc. Chief Constable Norm Lipinski, SPS
Assistant Deputy Minister and Director of Police Services Glen Lewis, PSSG
Rob Costanzo, City Manager, City of Surrey
Brian Edwards, General Manager of Public Safety, City of Surrey

CITY OF SURREY

OFFICE OF THE MAYOR

August 15, 2025

Chair, Surrey Police Board
 13450 104 Avenue
 Surrey, BC V3T 1V8

Transmitted via email: harley.chappell@surreypoliceboard.ca

Dear Chair Chappell:

Re: Competitive Procurement for High-Value Technology Acquisitions



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126

I bring to your attention a matter of concern to the City of Surrey regarding the above referenced matter.

Firstly, I acknowledge your statutory responsibility to establish the Surrey Police Service and the need to equip the Service with modern tools that support frontline officers and community safety.

Secondly, I understand SPS is pursuing a single-source agreement valued in excess of \$12 million for a technology platform. As you no doubt agree, public institutions entrusted with taxpayer dollars must ensure that major acquisitions are transparent, competitive, and demonstrate value-for-money. These principles underly both City and Board-Approved policy that supports open competitions which serves the public interest by testing the market, validating total life-cycle costs, and strengthening accountability. Accordingly, I refer you to SPS Policy AD 8.3 "Acquisition of Goods and Services" that can be accessed via the following link:

https://www.surreypolice.ca/sites/default/files/media/documents/ad_8.3_acquisition_of_goods_and_services_-_public.pdf

I understand this matter is scheduled to come before the Surrey Police Board on September 11, 2025. In advance of that meeting, I encourage the Board to direct that this acquisition proceed through an open, competitive process consistent with Board-approved SPS policy and as contemplated by that policy, collaboratively with City staff who will lend their expertise thus supporting due diligence and timeliness.

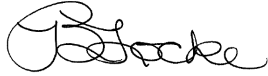
Given the magnitude of this procurement, I further ask that the Board provide Council, under suitable confidentiality and consistent with operational and commercial sensitivities, with a concise summary of



the process, scoring, and final negotiated terms in order that Council may discharge its budgetary oversight obligations.

Thank you for your leadership and for your continued partnership as we build the Surrey Police Service together in the interests of public safety and fiscal accountability.

Sincerely,



Mayor Brenda Locke
City of Surrey

c.c. Surrey Police Board
 City Manager
 SPS Chief Constable
 General Manager, Public Safety

