

# **SURREY POLICE BOARD**

# Regular Meeting Agenda

Venue: SPS HQ - Boardroom Date: April 17, 2025

Time: 3:00 PM

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. ADOPTIONS

1. Adoption of the Agenda – April 17, 2025 Chair

2. Adoption of Minutes – March 20, 2025 Chair

# C. PRESENTATIONS/DELEGATIONS

#### 1. Presentations

a. Remote Piloted Aircraft Systems (RPAS) - (Drones) Chief Lipinski
(Presentation) Sgt. Abhay Chawla

# 2. No Delegation Requests

## D. REPORTS

#### **CHIEF CONSTABLE REPORTS**

1. Public Recording Devices: Remote Piloted Aircraft System (RPAS)

Deployment

Report 2025 – R012 – For Information

Chief Lipinski
Insp. Ryan Hall

2. SPS Q1 Hiring and Diversity Update Chief Lipinski Report 2025 – R013 – For Information

3. Chief Constable's Updates - Verbal Chief Lipinski
For Information

# INTERIM EXECUTIVE DIRECTOR REPORT

**1.** Police Act Section 28 Requirements for Police Boards
Report 2025-R014 - For Decision

Jason Kuzminski

#### E. INFORMATION

No information.

## F. CORRESPONDENCE

Jason Kuzminski

 Letter from ADM Lewis – Police Act - Section 28 – Policies and Rules Dated March 25, 2025

#### G. SERVICE OF POLICY COMPLAINTS

Jason Kuzminski

- 1. Service or Policy Complaint OPCC File No. 2024-26953 Concluding Letter – Dated April 1, 2025
- Service or Policy Complaint OPCC File No. 2024-26954
   Concluding Letter Dated April 1, 2025
- Service or Policy Complaint OPCC File No. 2025-00011
   Concluding Letter Dated March 26, 2025

#### H. NEW BUSINESS

No new business.

I. PUBLIC Q & A

Jason Kuzminski

J. NEXT MEETING Chair

The next meeting of the Surrey Police Board is May 15, 2025.

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

L. ADJOURNMENT Chair



# **SURREY POLICE BOARD**

# **Regular Meeting Minutes**

Venue: City Hall – 1E
Date: March 20, 2025

Time: 4:00 PM

Present:

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

Nathan Wong, Director,

Finance

**Staff Present:** 

Chief Norm Lipinski

Deputy Chief Todd Matsumoto Deputy City Michael Lesage Deputy Chief Mike Procyk Supt. Lavinder Mangat

Melissa Granum, Executive Director

Jason Kuzminski, Interim Executive Director

Marion Chow, Executive Assistant Gayle Wlasiuk, Executive Services Mgr. Inspector Jag Khosa, Executive Officer

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 March 20, 2025 Regular Board meeting was called to order at 4:00 PM.

# **B. ADOPTIONS**

1. Adoption of the Agenda – March 20, 2025

It was Moved by Sonia Parmar

Seconded by James Carwana

That the agenda of the Surrey Police Board meeting of

March 20, 2025 be adopted.

Carried.

2. Adoption of Minutes – February 6, 2025

It was Moved by Rob Stutt

Seconded by Archie Johnston

That the minutes of the Surrey Police Board meeting of

February 6, 2025 be adopted.

Carried.

# 2. Adoption of Minutes – February 12, 2025

It was Moved by James Carwana

Seconded by Rob Stutt

That the minutes of the Surrey Police Board meeting of

February 12, 2025 be adopted.

Carried.

# C. PRESENTATIONS/DELEGATIONS

## 1. Presentations

#### a. SPS Crisis Intervention and Prevention Unit

(Presentation)

Supt. Mangat provided the Surrey Police Board with a presentation on SPS's Crisis Intervention and Prevention Unit.

The Board provided their questions and comments and thanked Supt. Mangat for the presentation.

# D. REPORTS

## **CHIEF CONSTABLE REPORTS**

# 1. Service or Policy Complaint OPCC File No. 2024-26953

Report 2025-R007 – For Decision

It was Moved by Sonia Parmar

Seconded by Nerissa Allen

That the Surrey Police Board receive the report and approve

the recommendations in the report.

Carried.

# 2. Service or Policy Complaint OPCC File No. 2024-26954

Report 2025-R008 - For Decision

It was Moved by Sonia Parmar

Seconded by James Carwana

That the Surrey Police Board receive the report and approve

the recommendations in the report.

Carried.

# 3. Service or Policy Complaint OPCC File No. 2025-00011

Report 2025-R009 - For Decision

It was Moved by Rob Stutt

Seconded by Nerissa Allen

That the Surrey Police Board receive the report and approve

the recommendations in the report.

Carried.

# 4. District 3 Investigative Services Staffing Completion

Report 2025-R010 - For Information

It was Moved by James Carwana

Seconded by Sonia Parmar

That the Surrey Police Board receive the report for

information.

Carried.

## 5. SPS Crisis Intervention and Prevention Unit

Report 2025-R011 - For Information

It was Moved by Sonia Parmar

Seconded by James Carwana

That the Surrey Police Board receive the report for

information.

Carried.

# 6. Chief's Updates – Verbal

The Surrey Police Board received the report for information.

#### E. INFORMATION

No information.

# F. CORRESPONDENCE

1. Letter from ADM Lewis - re: On-going Superintendence of the City of Surrey's Police Model Transition – Dated March 10, 2025

It was Moved by Sonia Parmar

Seconded by James Carwana

That the Surrey Police Board receive the above

correspondence.

				<u>Carried.</u>
G.	NEW	BUSI	NESS	
	No n	ew bu	siness.	
н.	PUBI	LIC Q 8	& A	
	No q	uestio	ns received.	
ı.	NEX	ГМЕЕ	TING	
	The	next m	neeting of the Surrey Police Board is	April 10, 2025.
J. MOTION TO HOLD A MEETING IN A CLOSED SESSION			ESSION	
			er for the Board to pass a motion to <i>Police Act,</i> which states:	close the meeting to the public pursuant to Section 69 (2) (c), and
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(d) a matter c			personnel matter; and a matter concerning information th to the board or committee.	at a person has requested he or she be allowed to give in private
		It wa	S	Moved by James Carwana Seconded by Sonia Parmar
				That the Surrey Police Board close the meeting to the public pursuant to Section 69 (2) (c) and (d) of the Police Act.
				Carried.
к.	ADJO	DURNI	MENT	
	It was			Moved by James Carwana Seconded by Sonia Parmar
				That the March 20, 2025 board meeting be adjourned.
				<u>Carried.</u>
	The S	urrey	Police Board regular meeting adjour	ned at 4:50 PM.
C	Certifie	ed cor	rect:	
-	Mario	on Cho	ow, Executive Assistant	Harley Chappell, Chair



REPORT DATE: April 8, 2025

REGULAR BOARD MEETING DATE: April 17, 2025

BOARD REPORT # 2025-R012

TO: Surrey Police Board

FROM: Chief Constable FILE: 60550-20-03

SUBJECT: Public Recording Devices: Remote Piloted Aircraft System (RPAS) Deployment

#### RECOMMENDATION

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

#### **SUMMARY**

RPAS use has become common practice in policing. Larger police organizations such as Calgary and Vancouver have developed programs with a fleet of RPAS that are unique to law enforcement. The goal of the RPAS program is to support investigations, assist members of the public, manage public order and emergency events.

This report is to inform the Board and the public that SPS will conduct its inaugural launch of the RPAS system at the Vaisakhi Day Festival Parade on April 19, 2025.

## **BACKGROUND**

SPS began research and implementation of a Remote Piloted Aircraft System (RPAS) Program in 2023. The program falls under the umbrella of Public Recording Devices which include Body Worn Cameras, Fleet Cameras, and Automated Licence Plate Readers. All evidence captured by the RPAS is compiled in the SPS Digital Evidence Management System (DEMS). SPS Policy OP 5.1.2 (Digital Evidence Management) outlines procedures for properly viewing, seizing, handling, storing and maintaining continuity of digital media and data to ensure its integrity and admissibility for potential court purposes.

Certified pilots are required to operate the RPAS airframe. All pilots have completed an exhaustive training program consisting of online research and lessons, in person lessons, a flight review, and qualification exams. An SPS Sergeant who was involved in a RPAS program with their previous police agency has been assigned as the lead officer for SPS RPAS Program development.

SPS completed industry research and purchased two DJI Matrice M30T RPAS aircraft. The RPAS are consistent with other agency deployment in uniformed first response. This model has a thermal imaging system to assist SPS officers locate people who are missing or in distress. It also has the appropriate lens and viewing capabilities for public order events and can be deployed into areas to provide live visual assessment at incidents where it would be unsafe for the public or police to view in person.

## **DISCUSSION**

SPS Policy OP4.48.2 (Remotely Piloted Aerial Systems – Member Use) addresses SPS use of RPAS. A Privacy Impact Assessment and Business Rules have been completed related to internal RPAS use, governance, maintenance and program assessment.

SPS Strategic Communications will inform the public of the program and its inaugural launch. This will be conducted through conventional media releases, social media and other channels. If SPS receives media interest or requests the RPAS program will be highlighted in regular interview and media segments.

#### CONCLUSION

The public expect a progressive police department to use advanced technology operated by properly trained officers to ensure public safety at large scale events. SPS will conduct the first launch of the RPAS program in accordance with established training and safety protocols at the April 19, 2025, Vaisakhi parade.

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

Norm Lipinski, OOM, LLB, MBA

**Chief Constable** 



**REGULAR** 

REPORT DATE: April 10, 2025

**BOARD MEETING DATE:** April 17, 2025

BOARD REPORT # 2025-R013

TO: Surrey Police Board

FROM: Chief Constable FILE: 60540-20-03

SUBJECT: SPS Q1 Hiring and Diversity Update

#### RECOMMENDATION

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

#### **DISCUSSION**

## **Experienced Officer Hiring**

As of April 10, 2025, SPS has hired 518 sworn officers, marking significant progress toward its goal of 860 officers by the end of the transition. Newly hired Experienced Officers (EO) attend six weeks of customized SPS training prior to their deployment. An EO class started at SPS on March 31,2025 and join other EO's who have been recruited from various agencies across Canada, contributing to a wide array of skills, expertise, and perspectives that will be invaluable as the force continues to expand.

## **Recruit Hiring**

To-date, 52 SPS recruits have completed their training and are now deployed. SPS currently has 37 recruits in training:

- Recruit Class 7 (JIBC Class 174) 11 SPS recruits began training at the JIBC on May 6, 2024, and graduated on March 10, 2025
- Recruit Class 8 (JIBC Class 175) –13 SPS recruits began training at the JIBC on Sept. 9, 2024, and will graduate on June 30, 2025
- Recruit Class 9 (JIBC Class 176)- 13 SPS recruits began training at the JIBC on January 13, 2025, and will graduate on November 3, 2025

The JIBC has allotted SPS 11 recruit spaces for the May 2025 recruit training class.

Six Pre-Recruits have been hired and five Pre-Recruits have been identified and sent a job offer with a April 22, 2025 start date with SPS and May 5, 2025 start date at the JIBC. These employees will participate in a 11-month training program that will help prepare them for a successful career in policing.

#### **DIVERSITY STATISTICS**

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

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

# Management (Sworn)

Male: 27 (79.41%)Female: 7 (20.59%)

Non-visible minority: 17 (50.00%)
Visible minority: 11 (35.29%)
Indigenous: 5 (14.71%)

## • Sworn Officers (Total)

Male: 421 (81.27%)Female: 97 (18.73%)

Non-visible minority: 281 (54.25%)
 Visible minority: 216 (41.70%)
 Indigenous: 21 (4.05%)

## • Sworn Officer Diversity (Self-Identified)

Asian: 50South Asian: 116

o Black: 5

Southeast Asian: 7
 Hispanic: 1
 Filipino: 12
 Middle Eastern: 4

Other: 18

Not a visible minority: 228
 Multiple visible minorities: 3
 Blank (no identification): 53

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

#### FINANCIAL IMPLICATIONS

Not applicable.

## **RESOURCE IMPLICATIONS**

Not applicable.

# **CONCLUSION**

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

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

BUREAU APPROVAL	Todd Matsumoto, Deputy Chief
Corporate Services Bureau	and States

Norm Lipinski, OOM, LLB, MBA Chief Constable



REPORT DATE: April 11, 2025

**BOARD MEETING DATE:** April 17, 2025

BOARD REPORT # 2025-R014

TO: Surrey Police Board

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

SUBJECT: Police Act, Section 28 Requirements for Police Boards

#### RECOMMENDATION

The Interim Executive Director recommends that the Surrey Police Board (the "Board"):

- A. Receive this report for information; and
- B. Refer to the Governance Committee study of section 28 of the *Police Act* to:
  - a. Clarify the meaning of "rules";
  - b. Identify any gaps between Board governance what is required by the provision; and
  - c. Recommend to the Board any action that may be required to address governance.

## **SUMMARY**

On March 25, 2025, the Assistant Deputy Minister and Director of Policing wrote the Chairs of all municipal police boards in the province to clarify the reporting requirements to his office pursuant to section 28 of the *Police Act*. A copy of the letter many be found at **Appendix I**. In brief, the letter sets out section 28, which is directed at police boards, and states that submitting departmental policies—a common practice of boards across the province—does not satisfy the statutory requirement.

On April 3, 2025, a meeting of legal and policy advisors to police boards was held to discuss the meaning of "rules" and options to recommend for ensuring their police boards are in compliance with section 28. A preliminary reassessment of the provision is that to comply with section 28 a police board must file its governance procedural rules, with the possibility that something further is required. The Board has, in fact, filed its governance manual with the province. It would be prudent for a further review of the rules required under section 28 and any other Board policies filed with the province, to confirm compliance.

## **CONCLUSION**

The Governance Committee is a natural forum for the review of rules, which are essentially a governance matter and requirement. The Interim Executive Director recommends the Board clarify the meaning of section 28 and propose any action that may be required to address gaps in governance by approving a resolution in accordance with the recommendation set out above.

Jason Kuzminski

Interim Executive Director

Appendix I Letter from ADM Lewis dated March 25, 2025



March 25, 2025 Ref: 675876

Chairs of Municipal Police Boards Chair of SCBCTAPS Board Chair of Stl'atl'imx Tribal Police Services Board Chair of Combined Forces Special Enforcement Unit of BC

# Dear Sirs/Madams:

As Director of Police Services, I want to thank you for providing governance and oversight of municipal policing in BC, in accordance with the *Police Act* (the Act).

I would like to take this opportunity to clarify the reporting requirement to my office pursuant to section 28, which reads:

- 28 (1)A municipal police board must make rules consistent with this Act, the regulations and the director's standards respecting the following:
  - (a) the standards, guidelines and policies for the administration of the municipal police department;
  - (b)the prevention of neglect and abuse by its municipal constables;
  - (c)the efficient discharge of duties and functions by the municipal police department and the municipal constables.
  - (2) A rule under subsection (1) is enforceable against any person only after it is filed with the director.

The police board and police department are not required to file departmental policies with my office under section 28. The police board is required to file its rules under subsection (1) with my office pursuant to subsection (2). For example, the board may have a rule about how departmental policies are drafted, reviewed and approved. Board rules can be filed with me via email: <a href="mailto:PoliceBoard@gov.bc.ca">PoliceBoard@gov.bc.ca</a>.

Please note, under section 40 of the *Police Act*, I may request specific departmental information, including departmental policies, for the purpose of superintending policing and law enforcement functions in BC.

# Page 2

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

Regards,

Glen Lewis

Assistant Deputy Minister

And Director of Police Services

Policing and Security Branch

Ministry of Public Safety and Solicitor General

pc: Chief Constables of Municipal Police Departments

Suzanne Muir, Chief Officer, SCBCTA Police Service

Deborah Doss-Cody, Chief Officer, Stl'atl'imx Tribal Police Service

Assistant Commissioner Manny Mann, Chief Officer, Combined Forces Special Enforcement Unit of BC



March 25, 2025 Ref: 675876

Chairs of Municipal Police Boards
Chair of SCBCTAPS Board
Chair of Stl'atl'imx Tribal Police Services Board
Chair of Combined Forces Special Enforcement Unit of BC

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The police board and police department are not required to file departmental policies with my office under section 28. The police board is required to file its rules under subsection (1) with my office pursuant to subsection (2). For example, the board may have a rule about how departmental policies are drafted, reviewed and approved. Board rules can be filed with me via email: <a href="mailto:PoliceBoard@gov.bc.ca">PoliceBoard@gov.bc.ca</a>.

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And Director of Police Services

Policing and Security Branch

Ministry of Public Safety and Solicitor General

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Suzanne Muir, Chief Officer, SCBCTA Police Service

Deborah Doss-Cody, Chief Officer, Stl'atl'imx Tribal Police Service

Assistant Commissioner Manny Mann, Chief Officer, Combined Forces Special Enforcement Unit of BC



April 1, 2025



Re: Service or Policy Complaint 2024-29653

I write further to our December 10, 2024 letter, advising you that the Board referred your complaint to Chief Constable Lipinski for review and to report back upon completion of that review. At the Board's meeting on March 20, 2025, the Chief Constable presented his report which included the following information.

On November 8, 2024, and during all times material to the complaint, the RCMP were the police of jurisdiction, and the deployment of SPS members was under the command of the RCMP. The RCMP has advised that its policy is that staffing minimums are guidelines and allow movement between the districts of the city as needed. The rationale for this approach is that it enables the RCMP to move resources from various areas of the city to support operational needs, so long as a minimum number of personnel for the City of Surrey, globally, is maintained.

According to Surrey Police Service and RCMP Shift Reports for the evening and night of November 8, 2024, the RCMP guideline for staffing minimums met targets. SPS did not breach any RCMP guidelines, and the temporary movement of resources to District One when the number of personnel was lower than usual and the number of RCMP members in Districts Four and Five was above typical staffing resource levels was consistent with the RCMP's guidelines and practices. Notably, District One historically has received the highest volume of calls for service and is an area where most violent crimes in the City of Surrey occur. During the temporary period that staffing resources were moved to mitigate low resources in District One, there was monitoring for priority calls for service in District Two. At the start of the afternoon shift, SPS members from Districts One and Three were sent to assist District Two and ensure adequate resources through the remainder of the night.

While the complaint pertains to a time period when the RCMP was the police of jurisdiction, Chief Constable Lipinski reviewed the SPS policies that are in place since November 29, 2024, when the SPS became the police agency of jurisdiction. A minimum staffing level for each district, as well as call-out procedures, have been established and agreed upon with the Surrey Police Union. SPS operates a 24-hour Operational Command Centre that provides the SPS Duty Office with operational oversight for all police incidents and actions in the City of Surrey, enhancing management and assessment of adequate and effective resourcing throughout the five districts. Additionally, SPS will deploy two-person vehicles to mitigate risks to officer safety.

The Board is satisfied that the SPS policy for minimum staffing levels would address similar concerns, now that SPS is the police of jurisdiction.



After careful consideration of the report, the Board resolved to conclude its review and close its file for the reason that RCMP policies were applicable for all times material to the complaint and beyond the purview of the Board. In the event you are dissatisfied with the Board's decision, you have 20 business days from receipt of this letter to request a review by contacting the Police Complaint Commissioner at:

Office of the Police Complaint Commissioner 501-947 Fort Street PO Box Stn Prov Govt Victoria, BC V8W 9TB

Respectfully,

Harley Chappell

Chair

Surrey Police Board

c.c. Cameron Loveless, Executive Director, Oversight Operations
Glen Lewis, Assistant Deputy Minister and Director of Police Services
Chief Constable Norm Lipinski



April 1, 2025



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Office of the Police Complaint Commissioner 501-947 Fort Street PO Box Stn Prov Govt Victoria, BC V8W 9TB

Respectfully,

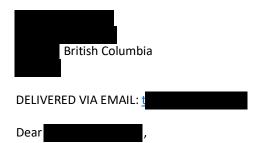
Harley Chappell

Chair, Surrey Police Board

c.c. Cameron Loveless, Executive Director, Oversight Operations
Glen Lewis, Assistant Deputy Minister and Director of Police Services
Chief Constable Norm Lipinski



March 26, 2025



Re: Service or Policy Complaint – Surrey Police Service – OPCC File No. 2025-00011

I write further to the January 16, 2025 letter from Mike Serr, Administrator of the Surrey Police Board at the time, who advised that he requested the Chief Constable of the Surrey Police Service ("SPS") review SPS policies related to motor vehicle accident scene management and equipment to ensure trauma-informed practices, dignity and privacy. At its meeting on March 20, 2025, the Surrey Police Board received the Chief Constable's report on these reviews. The following information was presented to the Board.

The collision was attended to by frontline RCMP members from the Surrey Provincial Operational Support Unit (SPOSU) and the SPOSU Criminal Collision Investigation Team (File SU2024-181644). Later, police officers from the Integrated Crash Analysis Reconstruction Service attended to map and document the scene. There were no SPS members assigned to or who attended this incident. It is not known who the officer was who brought you back to the scene in the police vehicle, as it was a member of the RCMP and not under the command of SPS.

The Chief Constable reviewed SPS policies to ensure members under his command have appropriate training and guidance related to crime scene management and trauma-informed practice to witnesses. The Board was informed that policies for contacting Victim Services staff for support in traumatic incidents, requirements to establish inner and outer perimeters for members, civilians and witnesses, and other trauma-informed practices to protect witnesses from further trauma. Each police vehicle is equipped with a 10' x 10' tarp/cover, and SPS will deploy a larger, portable tent for complete privacy around a body where its Collision Investigation Unit is deployed. A detailed summary of the policies and training may be provided to you, if you wish.

After careful consideration of the information presented by the Chief Constable, the Board resolved to conclude its review for the reason that the police officer involved in the incident was a member of the RCMP and not under the command of the SPS. While what you experienced is regrettable, please know that we appreciate you bringing forward your concerns which have allowed the Board to review the sufficiency of our own policies, training and equipment provided to SPS members.

Sincerely,

Harley Chappell

Chair, Surrey Police Board

c.c. Cameron Loveless, Executive Director, Oversight Operations
Glen Lewis, Assistant Deputy Minister and Director of Police Services