



PORT MOODY POLICE BOARD

Regular Meeting AGENDA

DRAFT

Date:	July 10, 2023
Location	Port Moody Public Safety Building 3 rd Floor EOC, 3051 St. Johns Street Port Moody, BC - 5:00 pm

**Indicates Attachment*

1. CALL TO ORDER

ACKNOWLEDGEMENT: *Port Moody Police Board meets on the traditional territory of kʷikʷəłəm (Kwikwetlem), which lies within the shared territories of the Səlílwətał (Tsleil-Waututh), sḡəciyałtəməxʷ (Katzie), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh Úxwumixw (Squamish), and 'stə:ləw (Sto:lo) nations.*

2. ADOPTION OF AGENDA*

- **THAT the Agenda for the Regular Police Board meeting of 10 July 2023 be adopted.**

3. APPROVAL OF MINUTES*

- **THAT the Minutes of the 05 June 2023 Regular Police Board meeting be approved.**

4. DELEGATIONS/PRESENTATIONS

- No Delegations or Presentations this month.

5. STANDING ITEMS/UNFINISHED BUSINESS

5.1 Community Concerns/Considerations

- **THAT (any) community concerns/considerations be received for information.**

5.2 2021 – 2023 PMPD Strategic Plan Action Item Status Report *

- **THAT the July 2023 Strategic Plan Status Report be received for information.**

5.3 2024 – 2026 Strategic Plan Process

6. NEW BUSINESS

6.1 October 2023 Police Board Meeting Date

7. REPORTS FROM COMMITTEE

7.1 Governance Committee*

- This report is an In-Camera meeting item this month.

7.2 Finance Committee*

- **THAT the July 2023 Finance Committee report be received for information.**

7.3 Human Resource Committee

- This report is an In-Camera meeting item this month.

8. INFORMATION ITEMS*

8.1 Correspondence received: Police Board member re-appointments: OIC 406-2023
Manjit Aujla, Olga Kuznyetsova and Darren Radford;

8.2 Correspondence received: Acting Director PGU

8.3 Correspondence received: Police Board Roles and Responsibilities;

8.4 Correspondence received: British Columbia Association of Police Boards incoming
President's message;

8.5 IIO Newsletter Spring 2023

8.6 Monitoring and Evaluation of Decriminalization in BC

8.7 Upcoming Public Consultation on Catalytic Converter Theft

9. PUBLIC INPUT

10. ADJOURNMENT

**PORT MOODY POLICE BOARD
REGULAR MEETING
MINUTES**

DRAFT

**Monday, June 5, 2023 5:00 pm
3rd Floor EOC, Public Safety Building
3051 St. Johns Street, Port Moody, BC**

Minutes of the PORT MOODY POLICE BOARD Regular Meeting held 05 June 2023, Port Moody, British Columbia	
PRESENT:	Mayor Meghan Lahti Manjit Aujla David Fox Chloe Goodison Shahid Hussain Olga Kuznyetsova Darren Radford
REGRETS:	None
STAFF:	C/Cst. Dave Fleugel, DC Cst. Leslie Stevens, Insp. Manj Kaila, Insp. Travis Carroll, Shane Archibald, Kim Tsok, Jeannie Ziraldo, Rhonda Doig, Recording Secretary
GUESTS	City of Port Moody Council members: Kyla Knowles, Amy Lubik, Callan Morrison. Sgt. Fraser Renard, Cst. Sam Zacharias, Roselle Quinones
CALL TO ORDER	1. <u>CALL TO ORDER</u> Mayor Lahti called the meeting to order at 5:02 pm.
AGENDA for 05 June 2023	2. <u>APPROVAL OF THE AGENDA</u> Moved. Seconded and Carried. THAT the Agenda for the Regular Meeting of the Port Moody Police Board held on 05 June 2023 be approved.
Minutes of the REGULAR MEETING held 01 May 2023	3. <u>ADOPTION OF MINUTES</u> Moved. Seconded and Carried. THAT Regular Meeting minutes of 01 May 2023 be approved.
Roundtable Introductions	4. <u>Roundtable Introductions</u>
DELEGATIONS/ PRESENTATIONS	5. <u>DELEGATIONS/PRESENTATIONS</u> PMPD Community Service Section members Sgt. Renard, Cst. Zacharias and Roselle Quinones provided a presentation: Community Policing at PMPD for information.

STANDING ITEMS/UNFINISHED BUSINESS	6.	<u>STANDING ITEMS/UNFINISHED BUSINESS</u>
Community Concerns/ Considerations	6.1	<p>Community Concerns/Considerations</p> <ul style="list-style-type: none"> No community concerns or considerations this month.
2021 – 2023 Strategic Plan Presentation and Action Item Status Report	6.2	<p>2021 – 2023 Strategic Plan Presentation and Action Item Status Report</p> <p>C Cst. Fleugel provided an overview of the Department's current Strategic Plan for information.</p> <p>Insp. Carrol provided an up to date Strategic Plan Action Item Report. Individual staff meetings to discuss EDI are a third complete with the remaining scheduled to take place over the next month.</p> <p>Moved. Seconded and Carried.</p> <p>THAT the June 2023 Strategic Plan Status Report be received.</p>
NEW BUSINESS	7.0	<u>NEW BUSINESS</u>
E-COMM Notice of 2023 AGM	7.1	<p>E-COMM Notice of 2023 AGM</p> <p>The E-COMM Notice or 2023 AGM and meeting package were received for information and consideration.</p> <p>Moved. Seconded and Carried.</p> <p>THAT the Port Moody Police Board appoints Mr. George Madden, as its' Proxy representative at the E-COMM 2023 AGM.</p>
Canadian Association of Police Governance (CAPG) 2023 Conference Sponsorship Request	7.2	<p>CAPG 2023 Conference Sponsorship Request</p> <p>THE CAPG 2023 Conference Sponsorship package and request was received for information and consideration.</p> <p>Moved. Seconded and Carried.</p> <p>THAT the CAPG 2023 Conference Sponsorship request be received.</p> <p>The Port Moody Police Board will not be providing sponsorship support to the CAPG Conference this year.</p>
British Columbia Association of Police Boards (BCAPB) 2023	7.3	<p>BCAPB 2023 Conference and AGM Report</p> <p>Dave Fox provided an overview of the BCAPB 2023 Conference and AGM recently held in Nelson, BC. The presentation from ADM</p>

**Conference and AGM
Report**

Glen Lewis was well received, all Boards are concerned with rising JIBC costs, especially since funding provided by the Province is significantly less than what is being offered to Surrey from the Province if they move forward with SPS. Minister Farnworth attended the conference. The motion put forward regarding reporting out on decriminalization did not make it on to the agenda and will be brought forward at a future meeting of the Association.

Moved. Seconded and Carried.

THAT the BCAPB 2023 Conference and AGM report be received for information.

**REPORTS FROM
COMMITTEE**

8. **REPORTS FROM COMMITTEE**

**GOVERNANCE
COMMITTEE REPORT**

8.1 Governance Committee

A draft Table of Contents of the proposed Board Manual was provided for information and consideration. This presentation also served to outline for Council the roles and responsibilities of the Police Board. Discussion.

Moved. Seconded and Carried.

THAT the draft Table of Contents of the proposed Board Manual be approved and the contents of the manual be progressively developed for the Board's review and approval over the next few Board meetings.

**FINANCE COMMITTEE
REPORT**

8.2 Finance Committee

Manjit Aujla, Chair of the Finance Committee, reviewed the June 2023 Finance Committee report for information. The department budget is now tracking unfavorably due to investigation costs of a recent serious file. A portion of the funds set aside under Audit will be used to hire a consultant to conduct focus groups as a follow up to the Employee Engagement Survey.

Moved. Seconded and Carried.

THAT the June 2023 Finance Committee report be received for information.

**HUMAN RESOURCE
COMMITTEE**

8.3 Human Resource Committee

This report is an In-Camera meeting item.

INFORMATION ITEMS

9. **INFORMATION ITEM(S)**

- 9.1 Correspondence received/sent: Inquiry into Hate in COVID-19 Pandemic – BC Human Rights Commissioner's Recommendations;
- 9.2 Coquitlam Search and Rescue Annual Report 2022;
- 9.3 Appreciation Received.

PUBLIC INPUT

10. **PUBLIC INPUT**

None.

ADJOURNMENT

10. **ADJOURNMENT**

Meeting adjourned at 6:02 pm

NEXT MEETING DATE

11. **NEXT MEETING DATE**

The next Regular Meeting: **Monday, July 10, 2023: 5:00 pm,**
3rd Floor EOC
Port Moody Public Safety Building
3051 St. Johns Street, Port Moody, BC

Mayor Meghan Lahti, Chair

Rhonda Doig, Recording Secretary



PORT MOODY POLICE DEPARTMENT

REPORT TO THE PORT MOODY POLICE BOARD

DATE: July 5, 2023
TO: Chief Constable David Fleugel
FROM: Insp Travis Carroll
SUBJECT: 2022 Strategic Plan Action Item Dashboard

Chief Fleugel,

Please find attached the Action Items as of this date.


Regards,

Insp Travis Carroll

Legend:

Completed - 

In Progress / On track – 

Slow / Expected Delay – 







Critical Delay / Not Started – 








LR – Last Report Status

CR – Current Report Status



PR – Predicted Report Status








Action Item #1 Evolve Policing:

Project	Remarks	Target Date	Status		
			LR	CR	PR
Engage local and provincial health organizations through the Fraser Health Authority to request mental health resources to attend calls with police	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Identify opportunities to meet needs of schools and youth while being sensitive to the diverse perceptions of police	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Identify options for Tri-Cities Advisory Council to strengthen the voice of our diverse community	<ul style="list-style-type: none"> Completed 	Dec 31 2022			
Improve Restorative Justice practices in Port Moody	<ul style="list-style-type: none"> Restorative Justice research program presented to the Senior Management Team. Business case requested from Community Services in regards to creation of new In-House Restorative Justice Program. Refresher Restorative Justice training provided at the shift level. Monitoring Restorative Justice Assoc of BC and Provincial RJ Committee for insights on Provincial review. Concepts of RJ consultants and Grant funding being researched. UPDATE – June – Status quo. No forward movement to report 	Dec 31 2023			


Undertake an Equity, Diversity and Inclusivity (EDI) review and identify EDI opportunities for PMPD	<ul style="list-style-type: none"> Funding for project approved from 2021 operating surplus. Project Plan in progress. Budget is sufficient. Deputy Chief Stevens provided an update in April Board meeting UPDATE – June – In person EDI interviews continuing. 	Dec 31 2023	  
Prepare for expected changes from the provincial government's reform of the Police Act.	<ul style="list-style-type: none"> Completed 	Dec 31 2022	
Complete body-worn camera impact assessment	<ul style="list-style-type: none"> Monitoring BWC programs in LMD. i.e DPD and VPD trialing BWCs in Patrol. Product demo for Axon on October 27 2022 BWC equipment quote obtained for planning purposes. DPD Policy obtained. Incorporation with DEMS being discussed. Delta Police and Calgary Police Service Policy and Training documents received and being evaluated. UPDATE – June -Cost structure being developed 	Dec 31 2023	  










Action Item #2 Service Excellence:










Project	Remarks	Target Date	Status
Pilot digital forensic services provider to assist cyber investigations	<ul style="list-style-type: none"> Completed 	Dec 31 2021	
Enhance specialized training of members assigned to investigate online crimes targeting children	<ul style="list-style-type: none"> Completed 	Dec 31 2021	

Identify methods to improve road safety and address related community concerns	<ul style="list-style-type: none"> Completed 	Dec 31 2021		
Develop and propose an internal audit framework for Board Review	<ul style="list-style-type: none"> Completed 	Dec 31 2021		
Explore partnership with a Child and Youth Advocacy Centre to better serve child victims of crime	<ul style="list-style-type: none"> Completed 	Dec 31 2022		
Increase number of officers that have participated in phase two of trauma-informed practice training	<ul style="list-style-type: none"> Completed 	Dec 31 2022		
Expand outreach activities online and in-person to engage with the community	<ul style="list-style-type: none"> Completed and ongoing. 	Dec 31 2022		
Explore dispatch options to increase effectiveness of police radio communications to meet community needs now and in the future	<ul style="list-style-type: none"> Conceptual meeting conducted with outside stakeholders and support received to move forward on dispatch and call taking options Meeting with Coquitlam RCMP to identify needs and expected costs to transition away from ECOMM. UPDATE – June – Still awaiting a formal proposal from Coquitlam RCMP. 	Dec 31 2023		








Action Item #3 Engage our People:









Project	Remarks	Target Date	Status
Create a development and support plan process	<ul style="list-style-type: none"> Completed Career Development and Interactive Competency Development forms being used. 	Dec 31 2021	






Create a performance management process	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Provide enhanced Training to new supervisors	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Introduce Leadership development training	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Complete an employee engagement survey, action recommendations, and set targets for future years	<ul style="list-style-type: none"> PMPD working with City of Port Moody on their Employee Engagement strategy. Continuing to assess options for internal survey 2015 Survey data reviewed and Talent Map being contacted to obtain pricing. Gallup survey and internal release being considered. Significant budgetary impact to retain TalentMap. Other packages being explored. TalentMap survey approved for funding. Details of implementation being drawn out. Engagement Survey launched Feb 27. Completion rate very high. UPDATE – June – Townhall meetings completed. Consultant identified to assist in creating action plans. 	Dec 31 2023			
Expand support for workplace stress and employee trauma	<ul style="list-style-type: none"> Completed 	Dec 31 2022			
Expand annual psychological check-ins to civilian employees	<ul style="list-style-type: none"> Completed 	Dec 31 2022			
100% of employees have a development plan	<ul style="list-style-type: none"> Completed 	Dec 31 2022			



100% of employees participate in performance management	<ul style="list-style-type: none"> Completed 	Dec 31 2022			
Evaluate the effectiveness of development and support plan process	<ul style="list-style-type: none"> Submissions expected Dec 1 2022 Submissions being reviewed and filed in Personnel folders. All NCO's contacted RE: Missing submissions and several more submitted. UPDATE - June – Some concerns about the frequency of Check – ins. Will be reassessed. 	Dec 31 2023			
Evaluate the effectiveness of performance management program	<ul style="list-style-type: none"> Submissions expected Dec 1 2022 No submissions received 	Dec 31 2023			
Evaluate leadership development program	<ul style="list-style-type: none"> Training section developing NCO / Actor training curriculum. 	Dec 31 2023			

Action Item #4 Strengthen Technology & Policy:

Project	Remarks	Target Date	Status		
Launch an internal intranet	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Implement 2020 digital security recommendations	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Transition to integrated forensic identification services	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Expand PMPD's wireless capability	<ul style="list-style-type: none"> Completed 	Dec 31 2021			
Establish Online crime reporting	<ul style="list-style-type: none"> Examining other PD's online reporting processes. Examining interim processes 	Dec 31 2023			

	<ul style="list-style-type: none">• Versa term solution will not be available before mid-2023 when the RMS is upgraded. Two other options being investigated.• Contract signed and currently in implementation phase.• Established specific functionality with the vendor. Planning internal training.• UPDATE – June – Creating Online Reporting landing page for website in preparation for activation.				
Complete policy renewal project	<ul style="list-style-type: none">• Completed	Dec 31 2022			
Prepare for digital evidence through PRIME and identify resources required	<ul style="list-style-type: none">• DEMS costing inserted in 2022 budget.• PRIMECorp has testing environment available for use and Axon application available for testing.• Development and production environments created and configured.• April – One Patrol shift has been trained and actively using DEMS application. Once evaluated, rollout will continue to the rest of Patrol.• Update – June – Remaining patrol shifts have been trained and are implementing the App.	Dec 31 2023			
Begin Digital disclosure to Crown Counsel Phase I	<ul style="list-style-type: none">• Completed	Dec 31 2022			
Incorporate Pandemic learnings in the business continuity plan	<ul style="list-style-type: none">• Completed	Dec 31 2022			
Assess feasibility of an electric vehicle fleet	<ul style="list-style-type: none">• Funding secured from 2021 Operating surplus to assess feasibility study of current and future PMPD needs.• RCMP contractor has assessed electrical capacity of Public	Dec 31 2023			

	<p>Safety Building. Minor electrical expansion required to allow for EV Expansion and RCMP project. RCMP will fund this expansion.</p> <ul style="list-style-type: none">• Feasibility study being conducted by the City of Port Moody Operations to include PMPD fleet.• Consultant located to evaluate Public Safety building needs for EV Adaptation and electrical expansion.• City Fleet study results required prior to establishing a full understanding of Public Safety building needs. Results expected in Spring of 2023. Consultant in place and funding likely available through BC Hydro / 3rd party Grants.• City Fleet analysis received and being reviewed for how it relates to police.• UPDATE – JUNE - Fleet analysis doesn't recommend adoption of EV's at this time. Operational police vehicles were not recommended to transition to EV's due to limitations in the EV market. Admin and lower usage vehicles were suggested for EV transition in 2026.				
Conduct a PMPD policy and technology review	<ul style="list-style-type: none">• Being planned for early 2023• Network Security Assessment completed.	Dec 31 2023			
Begin digital disclosure to Crown Counsel Phase II	<ul style="list-style-type: none">• Disclosure process for MCS has started.• MCS disclosing all Reports to Crown Counsel in DWG format. Phase 3 extension requests have been made on behalf of the RCMP and Municipal Police in BC.• UPDATE – July – Phase 3 extension has been granted. Due date of August 31 2024	Dec 31 2023			

Establish funding for electric fleet infrastructure	<ul style="list-style-type: none"> City electric fleet research in progress. UPDATE – July – Public Safety Building infrastructure being evaluated for EV expandability. 	Dec 31 2023			
---	---	-------------	--	---	---



PMPD BOARD COMMITTEE REPORT

COMMITTEE NAME:

Finance Committee

(ESTIMATED TIME 10.00 Minutes)

MEMBERS:

Manjit Aujla, David Fox and Olga Kuznyetsova

REPORTING DATE:

July 10, 2023

COMMITTEE UPDATE:

1. Year to date Statement of Revenue and Expenses to May 31, 2023

The year to date May 31, 2023 Statement of Revenue and Expenses is attached. The report indicates a deficit of \$353,293.

The deficit is primarily a result of the costs associated with a recent major incident file that occurred in Port Moody on April 19th. The deficit is projected to increase as there are currently budget savings that are timing related that are offsetting the deficit that will reverse by year end. Timing related budget savings are due to having fewer days in the early part of the year vs budget timing is based on five out of twelve months in the year as well as operating expenses which typically trend lower in the beginning of the year.

Member wages are over budget primarily due to the department temporarily being over strength as well as estimated leave payouts which is being partially offset by members at pay steps below 1st class constable and budget timing savings. Due to several recent retirements, the PMPD is no longer overstrength and have returned to the complement of 52 members with an additional on long term WCB / medical leave. Civilian wages are under budget due to lower guard wages, Crime Analyst position savings as additional hours weren't implemented until the budget was approved as well as the new Disclosure Clerk position which hasn't been filled yet.

Operating expenses are over budget which is primarily due to the costs associated with the major incident file which are being partially offset by operating expenses that trend lower at the beginning of the year. Major Crime costs are over budget with Outside Agency costs (primarily VPD) related to the major incident file. Administration costs are lower due to less spending on legal, internal audit, board expenses and DEMS. Integrated Team costs are under budget due to lower than expected retro pay amounts for ERT and PDS as well as the Province covering the retro pay for the IHIT team.

Revenues are under budget due to a shortfall in Traffic Fine Revenue. The City received \$457,000 in Traffic fine revenue for 2023 compared to a budgeted amount of \$565,974, resulting in a shortfall of \$108,974 for the year (\$45,406 pro-rated to the end of May). The amount received in 2023 was also approximately \$19,500 less than the prior year. The department reached out to the Province for some insight into the Traffic Fine Revenue. The Province indicated that there was a change to the formula for the calculation of payments with the costs associated with the e-ticketing and camera ticketing programs now being netted out with the revenues collected whereas in the first two years of these programs they were not. This was done through consultation with UBCM, the Ministry of Public Safety and the Solicitor General where they agreed to include these costs commencing in 2022. They also agreed that the overall funding to local governments would not be negatively impacted by the e-ticketing and camera ticketing programs. Therefore, they estimated a floor for Traffic Fine Revenue to be distributed at \$56.25M (the funds distributed prior to the inclusion of these programs). For the last two years the net traffic fine revenue has been below the baseline floor – which has resulted in traffic fine funds distributed similar to the amount we received in 2019. The decrease in revenue for PMPD in 2023 compared to the prior year was due to our share of the total provincial policing expenses dropping from 0.9% to 0.8%.

All City departments are now preparing financial forecasts twice a year (April and August). The forecast that was prepared as of April 30th projected a deficit for the year of \$467,100 which was primarily a result of the major incident that occurred in April. This deficit can be largely mitigated by utilizing the Major Incident Reserve that has \$340,000 of available funding. The department also continues to advocate for funding from the Province to assist with the costs of this investigation. The forecast will be impacted by the shortfall in Traffic Fine Revenue.

2. Financial Report for the year ended December 31, 2022

For the year ended December 31, 2022 the department ended with a surplus of \$236,162 after the carry forwards and surplus requests entries were recorded.

Revenues were lower than expected by \$95,000 due to less Traffic Fine Revenue as well as lower Revenues from building tenant (since the utility recoveries did not start until May).

Salaries were underbudget by \$554,000, which was a result of both members and civilian salaries being underbudget. For members the savings were a result of members at pay steps below 1st class constable rank, vacancies in the early part of 2022, several members on WCB which was partially offset by leave payouts, an increase in the leave banks accrual, increased overtime costs and higher acting pay costs. For civilians the savings were due to lower guard wages as well as additional hours included in the 2022 budget for HR and IT Standby Pay. The HR position was filled in September and the IT Standby hours were not implemented until early 2023.

Operating expenses overall were over budget by \$72,000 for the year due to a number of factors. Regular Policing was over budget by \$107,000 due to increased uniform and recruiting costs which was due to the ten members that were hired in 2022 as well as the Justice Institute recruit fees that departments are now being charged. Major Crime costs were over budget by \$105,000 because earlier in the year there was a temporary arrangement with the New Westminster Police Department where they took on the professional standards role for PMPD so that our

professional standards Sergeant could be redeployed to cover operational needs until the vacancies had been filled as well as additional costs for file coordination and investigations that required analysis of cell phones or other devices. These additional costs were offset by savings in Administration and Integrated Teams. Administration was under budget by \$61,000 due to savings on internal audit, legal, board expenses and DEMS (as carry forwards requested were for only a portion of these accounts). Integrated Teams were also under budget by \$62,000 – which was primarily due to the vacancies in the Integrated teams.

The department also received approval for surplus requests of \$150,000 which included funding for Building Improvements of \$80,000, Policy Renewal funding of \$35,000 as well as funding for Major Crime provincially mandated training of \$35,000.

3. Reserve Accounts

There is no reserve account information for this month.

4. Audit

With the employee engagement survey completed, the Board approved utilizing up to \$10,000 of audit funds to hire an external consultant to run focus groups for priority areas that were identified in the employee engagement survey. This leaves \$15,930 of available funding in the audit budget for 2023.

RECOMMENDATIONS / MOTIONS:

1. For receipt, information and discussion.
2. For receipt, information and discussion.
3. For receipt, information and discussion.
4. For receipt, information and discussion.

**Port Moody Police Department
Revenue and Expenses
For the period ended May 31, 2023**

	YTD Actual Adjusted*	YTD Budget	YTD Variance to Budget	Annual Budget	Prior Year YTD Actuals	Current Year Actuals vs. Prior Year Actuals Variance	
Revenues							
Traffic Fine Revenue	\$ 190,417	\$ 235,823	\$ (45,406)	\$ 565,974	\$ 198,548	\$ (8,131)	[1]
Revenue from Tenant	25,629	25,629	-	61,510	5,125	20,504	
Front Counter	19,054	18,750	304	45,000	18,521	533	
Victim Services	28,924	28,925	(0)	69,419	34,671	(5,747)	
Keep of Prisoners	1,688	2,706	(1,019)	6,495	860	828	
Other	51,205	42,708	8,497	102,500	29,554	21,651	
Total Revenues	316,917	354,541	(37,624)	850,898	287,279	29,638	
Expenses							
Salaries							
Members	\$ 3,806,699	\$ 3,755,193	\$ (51,507)	\$ 9,012,462	\$ 3,212,954	\$ (593,745)	[2]
Civilians	791,729	848,250	56,521	2,035,801	700,636	(91,093)	[3]
Total Salaries	4,598,428	4,603,443	5,015	11,048,263	3,913,590	(684,838)	
Operating Expenses							
Administration	\$ 252,908	\$ 289,138	\$ 36,229	\$ 693,930	\$ 198,451	\$ (54,457)	[4]
Cell Block	10,085	2,706	(7,379)	6,495	1,536	(8,549)	[5]
Major Crime	423,616	34,873	(388,744)	83,695	98,120	(325,496)	[6]
Civic Building	163,735	161,110	(2,625)	386,665	165,577	1,842	
ECOMM	338,557	337,938	(619)	811,050	275,573	(62,984)	
Communications	1,187	2,346	1,159	5,631	145	(1,042)	
Community	24,453	18,593	(5,860)	44,624	19,902	(4,551)	[7]
Emergency Reponse Team - Integrated	33,668	38,212	4,544	91,708	35,365	1,697	[8]
Front Counter	477	833	356	2,000	519	42	
Identification	73,930	73,930	-	177,431	70,635	(3,295)	
Integrated Homicide - Integrated	45,497	71,863	26,366	172,472	69,770	24,273	[8]
Police Dog Services - Integrated	42,640	53,367	10,727	128,081	51,813	9,173	[8]
Patrol	158,463	147,135	(11,328)	353,124	127,720	(30,743)	[9]
Traffic	921	690	(231)	1,656	-	(921)	
Victim Services	2,667	7,587	4,920	18,209	5,882	3,215	
Community Action Team	1,454	4,188	2,734	10,050	1,244	(210)	
Vehicles	234,861	243,927	9,066	585,425	234,658	(203)	[10]
Total Operating Expenses	1,809,119	1,488,436	(320,684)	3,572,246	1,356,910	(452,209)	
Total Expenses	6,407,548	6,091,879	(315,669)	14,620,509	5,270,500	(1,137,048)	
Net impact	\$ 6,090,631	\$ 5,737,337	\$ (353,293)	\$ 13,769,611	\$ 4,983,221	\$ (1,107,410)	

* These financial statements have been adjusted to include estimates for significant accruals and prepaid amounts.

Notes:

[1] Traffic fine revenue - was received at the end of June and is lower than anticipated. The amount received was \$457,000 vs. budget of \$565,974 - resulting in a shortfall of \$108,974 for the year which is shortfall of \$45,406 pro-rated to the end of May.

[2] Member salaries higher than budget due to member count that was temporarily over strength and leave payouts which was partially offset by savings due to members at pay steps below 1st class constable and budget timing savings.

[3] Civilian salary savings due to lower guard wages as well as additional hours included in 2023 budget for Crime Analyst (permanent savings) & new Disclosure Clerk position (timing).

[4] Administration is under budget due to lower spending to date on internal audit, board expenses, DEMS, and legal expenses partially offset by higher training costs.

[5] Cell Block expenses higher than budget due to filling guard shifts with Contractor vs. internal guard staff (done when no internal guard staff are available). This expense offsets with lower guard wages.

[6] Major Crime costs are over budget due to the outside assistance from VPD on the investigation costs related to File 23-2048.

[7] Community expenses higher than budget - due to timing of when expenditures made - will be on budget for the year.

[8] Integrated team costs lower than budgeted due to retro pay to RCMP members from prior years coming in less than anticipated.

[9] Patrol expenses are higher than budget due to higher uniform costs and training costs which are partially offset by lower spending on firearms.

[10] Vehicle costs are lower than budget due to less spending on fuel.

Port Moody Police Department
Revenue and Expenses
For the period ended December 31, 2022

	YTD Actual Adjusted*	YTD Budget	YTD Variance to Budget	Annual Budget	Prior Year YTD Actuals	Current Year Actuals vs. Prior Year Actuals Variance	
Revenues							
Traffic Fine Revenue	\$ 476,516	\$ 565,974	\$ (89,458)	\$ 565,974	\$ 565,974	\$ (89,458)	[1]
Revenue from Tenant	41,007	61,510	(20,503)	61,510	-	41,007	[2]
Front Counter	42,026	45,000	(2,974)	45,000	38,509	3,517	
Victim Services	75,165	67,672	7,493	67,672	68,567	6,598	
Keep of Prisoners	4,259	6,367	(2,108)	6,367	5,353	(1,094)	
Other	79,074	66,905	12,169	66,905	62,965	16,109	
Total Revenues	718,047	813,428	(95,381)	813,428	741,368	(23,321)	
Expenses							
Salaries							
Members	\$ 8,087,277	\$ 8,582,138	\$ 494,861	\$ 8,582,138	\$ 7,937,280	\$ (149,997)	[3]
Civilians	1,767,173	1,826,217	59,044	1,826,217	1,504,077	(263,096)	[4]
Total Salaries	9,854,450	10,408,355	553,905	10,408,355	9,441,357	(413,093)	
Operating Expenses							
Administration	\$ 543,693	\$ 604,872	\$ 61,179	\$ 604,872	\$ 458,439	\$ (85,254)	[5]
Cell Block	7,396	6,367	(1,029)	6,367	5,030	(2,366)	
Major Crime	170,242	64,871	(105,371)	64,871	77,007	(93,235)	[6]
Civic Building	396,419	373,220	(23,199)	373,220	375,558	(20,861)	[7]
ECOMM	654,551	668,092	13,541	668,092	524,385	(130,166)	
Communications	1,998	5,520	3,522	5,520	6,511	4,513	
Community	44,877	45,619	742	45,619	47,557	2,680	
Emergency Reponse Team - Integrated	81,418	84,877	3,459	84,877	81,497	79	
Front Counter	1,734	2,000	266	2,000	1,720	(14)	
Identification	146,437	161,758	15,321	161,758	123,745	(22,692)	[8]
Integrated Homicide - Integrated	144,959	167,448	22,489	167,448	158,573	13,614	
Police Dog Services - Integrated	103,212	124,351	21,139	124,351	101,681	(1,531)	
Patrol	396,396	289,103	(107,293)	289,103	306,382	(90,014)	[9]
Traffic	19	1,623	1,604	1,623	316	297	
Victim Services	15,030	21,576	6,546	21,576	8,816	(6,214)	
Community Action Team	4,135	9,854	5,719	9,854	5,246	1,111	
Vehicles	541,940	550,943	9,003	550,943	510,865	(31,075)	[10]
Total Operating Expenses	3,254,456	3,182,094	(72,362)	3,182,094	2,793,328	(461,128)	
Total Expenses	13,108,906	13,590,449	481,543	13,590,449	12,234,685	(874,221)	
Net impact	\$ 12,390,859	\$ 12,777,021	\$ 386,162	\$ 12,777,021	\$ 11,493,317	\$ (897,542)	
Surplus requests	150,000	-	(150,000)	-	349,000	199,000	
Net Impact after use of Surplus items	\$ 12,540,859	\$ 12,777,021	\$ 236,162	\$ 12,777,021	\$ 11,842,317	\$ (698,542)	

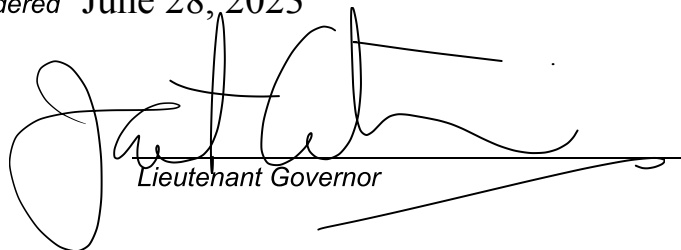
Notes:

- [1] Traffic fine revenue of \$476,516 was received for the year compared to the budget of \$565,974 which resulted in a shortfall of \$89,458 for the year. Traffic fine revenue distributions to all jurisdictions were down a similar amount as the traffic fine revenues that were distributed in 2022 were collected during the period April 1, 2020 to March 31, 2021 and were likely impacted by COVID-19.
- [2] Revenue from Tenant - RCMP signed a lease with the City and started paying rent on May 1st. There is a shortfall in revenue as the budgeted had assumed revenue for the full year.
- [3] Member salary savings primarily due to members at pay steps below 1st class constable rank, vacancies earlier in the year, several members on WCB and members using banked overtime which was partially offset by leave payouts, increase in leave banks accrual, higher overtime costs and acting pay costs. A portion of the salary variance savings is offset with higher costs in Major Crime due to NWPDP fulfilling the PSS role temporarily to end of May (incurred expense to NWPDP vs. salary costs).
- [4] Civilian salary savings due to lower guard wages as well as additional hours included in 2022 budget for HR and IT Standby Pay (HR hours implemented starting in September but IT Standby hours not implemented until early 2023).
- [5] Administration is under budget in the following areas internal audit, board expenses, DEMS, software, equipment maintenance and legal expenses which was partially offset by higher training costs. Carryforwards of \$102,500 were recorded for Legal \$60K, DEMS \$20K, Internal Audit \$15K, Police Board Expenses - \$17.5K
- [6] Major Crime costs higher than budgeted due to PMPD filling our Professional Standards position with a member from NWPDP which we pay for from operating expenses - this is a temporary solution due to our staffing shortages (arrangement ended as of end of May). This expense is offset by savings in Salaries.
- [7] Civic Building - janitorial costs were higher due to extra COVID-19 cleaning protocols (in place until end of September) as well as minor repairs not covered under our contract with the City.
- [8] Identification costs are higher than the prior year as PMPD joined the Integrated Forensic Identification Team in April 2021 so operating expenses related to the Integrated teams for 2021 weren't incurred until April 2021.
- [9] Patrol expenses higher than budget and prior year due to increased uniform and recruiting costs which is partially offset by lower Firearms and Training costs. Uniform and recruiting costs in 2022 were higher due to the number of member positions that were filled due to all the vacancies.
- [10] Vehicles costs slightly lower than budget due to savings on vehicle insurance which is partially offset by higher fuel and maintenance costs for the vehicles.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 406

, Approved and Ordered June 28, 2023



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 appointments set out in the attached Appendices A to F are made.



Minister of Public Safety and Solicitor General and
Deputy Premier



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. 367, ss. 23 and 24

Other: OIC 343/2022; OIC 312/2022; OIC 237/2022; OIC 731/2021; OIC 275/2021; OIC 274/2021

APPENDIX A
ABBOTSFORD POLICE BOARD

- 1 Michelle Leigh Sagert is appointed as a member of the Abbotsford Police Board for a term ending June 30, 2024.

APPENDIX B
NELSON POLICE BOARD

- 1 Effective June 30, 2023, Devon Caron is reappointed as a member of the Nelson Police Board for a term ending June 30, 2025.

APPENDIX C
PORT MOODY POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Port Moody Police Board are made:
 - (a) Darren Andrew Radford and Olga Kuznyetsova are reappointed as members for terms ending June 30, 2025;
 - (b) Manjit Kaur Aujla is reappointed as a member for a term ending June 30, 2026.

APPENDIX D
SAANICH POLICE BOARD

- 1 Effective June 30, 2023, James William Cambridge is reappointed as a member of the Saanich Police Board for a term ending June 30, 2025.

APPENDIX E
VANCOUVER POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Vancouver Police Board are made:
 - (a) Comfort Avunze Sakoma is reappointed as a member for a term ending June 30, 2025;
 - (b) Frankson Chong is reappointed as a member for a term ending June 30, 2026.

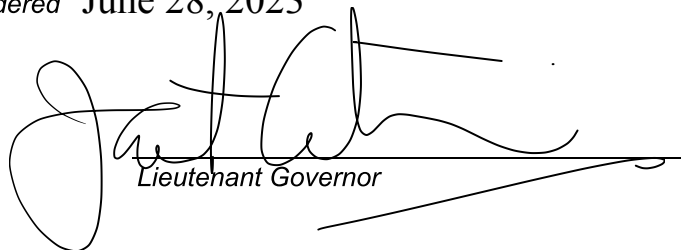
APPENDIX F
VICTORIA AND ESQUIMALT POLICE BOARD

- 1** Holly Mae Courtright, appointed as a member of the Victoria and Esquimalt Police Board by the municipal council of the Township of Esquimalt, holds office for a term ending June 30, 2024.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 406

, Approved and Ordered June 28, 2023



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 appointments set out in the attached Appendices A to F are made.



Minister of Public Safety and Solicitor General and
Deputy Premier



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. 367, ss. 23 and 24

Other: OIC 343/2022; OIC 312/2022; OIC 237/2022; OIC 731/2021; OIC 275/2021; OIC 274/2021

APPENDIX A
ABBOTSFORD POLICE BOARD

- 1 Michelle Leigh Sagert is appointed as a member of the Abbotsford Police Board for a term ending June 30, 2024.

APPENDIX B
NELSON POLICE BOARD

- 1 Effective June 30, 2023, Devon Caron is reappointed as a member of the Nelson Police Board for a term ending June 30, 2025.

APPENDIX C
PORT MOODY POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Port Moody Police Board are made:
 - (a) Darren Andrew Radford and Olga Kuznyetsova are reappointed as members for terms ending June 30, 2025;
 - (b) Manjit Kaur Aujla is reappointed as a member for a term ending June 30, 2026.

APPENDIX D
SAANICH POLICE BOARD

- 1 Effective June 30, 2023, James William Cambridge is reappointed as a member of the Saanich Police Board for a term ending June 30, 2025.

APPENDIX E
VANCOUVER POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Vancouver Police Board are made:
 - (a) Comfort Avunze Sakoma is reappointed as a member for a term ending June 30, 2025;
 - (b) Frankson Chong is reappointed as a member for a term ending June 30, 2026.

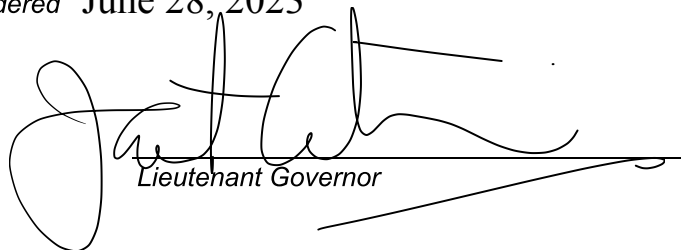
APPENDIX F
VICTORIA AND ESQUIMALT POLICE BOARD

- 1** Holly Mae Courtright, appointed as a member of the Victoria and Esquimalt Police Board by the municipal council of the Township of Esquimalt, holds office for a term ending June 30, 2024.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 406

, Approved and Ordered June 28, 2023



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 appointments set out in the attached Appendices A to F are made.



Minister of Public Safety and Solicitor General and
Deputy Premier



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. 367, ss. 23 and 24

Other: OIC 343/2022; OIC 312/2022; OIC 237/2022; OIC 731/2021; OIC 275/2021; OIC 274/2021

APPENDIX A
ABBOTSFORD POLICE BOARD

- 1 Michelle Leigh Sagert is appointed as a member of the Abbotsford Police Board for a term ending June 30, 2024.

APPENDIX B
NELSON POLICE BOARD

- 1 Effective June 30, 2023, Devon Caron is reappointed as a member of the Nelson Police Board for a term ending June 30, 2025.

APPENDIX C
PORT MOODY POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Port Moody Police Board are made:
 - (a) Darren Andrew Radford and Olga Kuznyetsova are reappointed as members for terms ending June 30, 2025;
 - (b) Manjit Kaur Aujla is reappointed as a member for a term ending June 30, 2026.

APPENDIX D
SAANICH POLICE BOARD

- 1 Effective June 30, 2023, James William Cambridge is reappointed as a member of the Saanich Police Board for a term ending June 30, 2025.

APPENDIX E
VANCOUVER POLICE BOARD

- 1 Effective June 30, 2023, the following appointments to the Vancouver Police Board are made:
 - (a) Comfort Avunze Sakoma is reappointed as a member for a term ending June 30, 2025;
 - (b) Frankson Chong is reappointed as a member for a term ending June 30, 2026.

APPENDIX F
VICTORIA AND ESQUIMALT POLICE BOARD

- 1** Holly Mae Courtright, appointed as a member of the Victoria and Esquimalt Police Board by the municipal council of the Township of Esquimalt, holds office for a term ending June 30, 2024.

From: Charlton, Katie A PSSG:EX <Katie.Charlton@gov.bc.ca>

Sent: June 14, 2023 4:31 PM

Subject: Acting Director - Police Governance Unit

Good afternoon,

I wanted to send a quick note to advise that David Pilling is on leave, and I will be acting as Director, Police Governance Unit (PGU) until his return. Of course, no one can replace David, but I hope to provide you with the same level of support over the coming months.

I will be scheduling a meeting with each board this September to debrief the results of the Board Evaluation and Needs Assessment Survey, likely before or after your regularly scheduled meetings, and we will have a chance to talk about ongoing support from PGU. You are always welcome to connect with any questions, concerns and suggestions.

Thank you for your contributions to public safety in BC, and please remember I am here to support you in your efforts.

Katie Charlton (*She/Her*)

Acting Director, Police Governance Unit

Policing and Security Branch | Ministry of Public Safety and Solicitor General

katie.charlton@gov.bc.ca | Tel: 250-952-3070

Offering gratitude to the [lək'wəŋən](#) and [W̱SÁNEĆ](#) peoples on whose ancestral homelands I live and work.

From: [Charlton, Katie A PSSG:EX](#)
Cc: [Thomas, Jennifer PSSG:EX](#)
Subject: Quick Reference Sheet - Police Board Roles and Responsibilities
Date: June 27, 2023 4:02:16 PM
Attachments: [Police Board Roles and Responsibilities - Quick Reference Sheet.pdf](#)

Hello Board Members, Board Chairs, EAs, EDs and Chief Constables,

Per request, we have developed a quick reference sheet outlining the legislated role and responsibilities of police boards. This includes a compliance check list and some commonly asked questions by boards to their police leaders; questions directly related to the board's governance and oversight responsibilities.

Please consider this a working document that we can update to suit your needs. Feel free to email me any feedback/suggestions or questions.

One frequently asked question is around the use of [section 69](#) to close a meeting. A reminder that section 69 can **ONLY** be applied for the reasons listed and the reason must be **specified** in the minutes. Any decisions made should be disclosed in the open meeting without details protected by s.69. If you are unsure if an agenda item should be open or closed to the public, don't hesitate to check in with myself or Jenn.

On behalf of myself and Jenn, thank you for all of the work you do to serve your communities.

Katie Charlton (*She/Her*)

Acting Director, Police Governance Unit

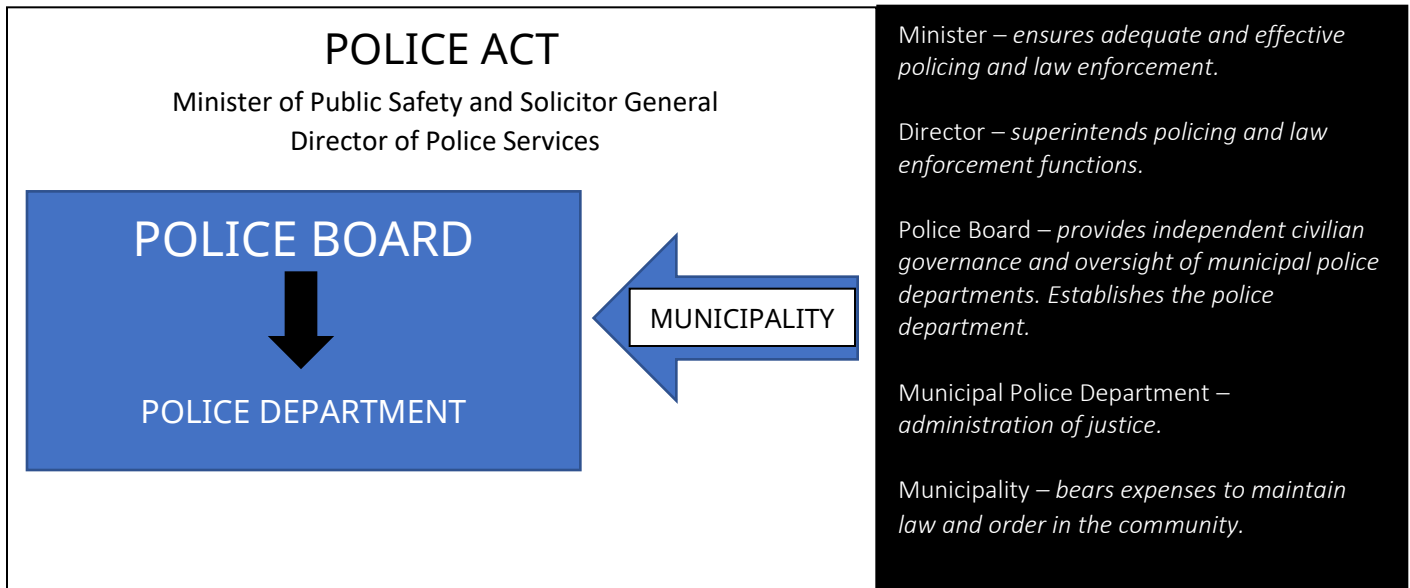
Policing and Security Branch | Ministry of Public Safety and Solicitor General

katie.charlton@gov.bc.ca | Tel: 250-952-3070

[Offering gratitude to the ɫəkwəŋən and W̱SÁNEĆ peoples on whose ancestral homelands I live and work.](#)

Compliance Checklist

- ✓ Board meetings are open to the public (s.69).
- ✓ Closed or in-camera meetings reason documented in meeting minutes and submitted to the Minister (s.69).
- ✓ Minutes are taken at every board and committee meeting (s.71).
- ✓ Oaths and affirmations are filed with the Province prior to an officer or board member exercising their power or performing any duties or functions (s.70).
- ✓ The board follows the process for service and policy complaints (s.168-174).
- ✓ Board rules are consistent with the Act, including standards, guidelines and policies for the administration of the municipal police department (s.28).
- ✓ Board rules/policies are submitted to the Director of Police Services to come into effect (otherwise, they are not enforceable) (s.28(2)).
- ✓ Board has developed priorities, goals and objectives for the department pursuant to section 26, including taking into account the priorities, goals and objectives of the Minister and the municipality.
- ✓ Board has provided the department's goals, priorities and objectives (and any changes) to the Director of Police Services within 30 days of their establishment or change (s.26(4)(4.2)).
- ✓ The chief constable reports to the board each year on the implementation of programs and strategies to achieve the priorities, goals and objectives (s.26(5)).
- ✓ The board prepares and submits to council for its approval a provisional budget for the following year on or before November 30 (s.27(1)).
- ✓ Any changes to the provisional budget are submitted to council on or before March 1 of the year to which the provisional budget relates (s.27(2)).
- ✓ Any studies by the police board on matters related to policing, law enforcement and crime prevention have been submitted to the Director (s.29).



The roles and responsibilities of a municipal police board are legislated in the *Police Act*. Under the direction of the police board, a municipal police department must enforce laws, maintain law and order in the community, and prevent crime (s.26(2)).

Board role:

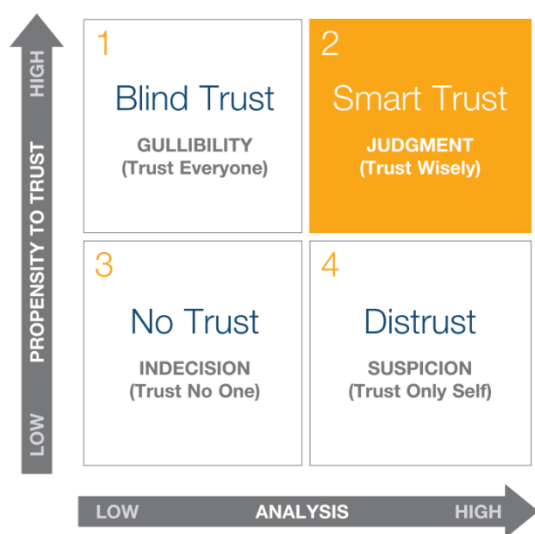
- Independent civilian police governance and oversight free from political interference.
- Establishes a municipal police department and provides general direction to the department in accordance with relevant legislation and in response to community needs.
- Acts as one voice in support of board decisions.
- Accountable to the community they serve, the police department, and the Ministry of Public Safety and Solicitor General.

Board responsibilities:

- Employer of all sworn and civilian members of the police department (s.26(3)).
- Ensures employees are provided with equipment and supplies necessary to carry out their duties and functions (s.26(3)).
- Determines the priorities, goals and objectives of the police department (s.26).
- Provides financial oversight of the police department (s.27).
- Provides policy direction for the department (s.28).
- Acts as discipline authority for service and policy complaints, with the Chair responsible for discipline matters related to the Chief Constable and Deputy. (s.168-s.173).
- Abides by provincial policing standards (s.40(1.2)).
- Performance Management – hiring, evaluating and supporting the Chief Constable.

Individual board member responsibilities:

- Make effective and informed decisions.
- Attend meetings regularly, prepared for discussions.
- Keep comments and questions relevant to discussion topics.
- Gather information and facts necessary for decision-making.
- Set aside personal agendas in the public interest.
- Demonstrate confidentiality.
- Declare any real or perceived conflict of interest to the board and when appropriate abstain from discussions and voting.
- Serve on committees.



While you do not make operational decisions, you are responsible for the overall effectiveness of the department.

Apply the Smart Trust Model to gain knowledge and understanding of how your department is serving the public safety needs of the community.

Chair responsibilities: (S.25)

There is an inherent conflict of interest, for the Mayor as Chair, particularly with respect to the budget. The Chair should take care to recognize the two roles are distinct. The Chair is part of the board and must not take independent action without consensus of board members.

- Presiding board meetings.
- Assign the floor to one speaker at a time.
- Ensure discussions stay on topic.
- Remain neutral during board discussions.
- State motions clearly before a vote is taken and oversee voting.
- Supervise the development of the agenda.
- Represent the board to external parties or support the chosen board representative.
- Ensure the board adheres to relevant legislation and its bylaws.
- Vote in the case of a tie (s.25(3)).
- Ensure the board adheres to relevant legislation and its bylaws.

Example Questions that Police Board Members may ask their Police Leaders:

- How is the department currently in compliance with provincial policing standards?
- How is the department reviewing policy and managing high risk operational policies?
- Are there any legal updates impacting policy that we should be aware of?
- Based on crime statistics, what are our community's crime problems and how are they being addressed?
- What evidence-based crime prevention initiatives are currently underway and how is the success being measured?
- Is our staffing level at full strength, why or why not?
- Are there any changes to our staffing levels anticipated and why?
- What recruitment and retention strategies are currently underway and how is the success being measured?
- How is staff morale being measured?
- How is staff health and wellness being measured?
- What equity, diversity and inclusion strategies are being developed and are currently underway?
- How is the department engaging with the community?
- How is the department achieving the priorities, goals and objectives established by the board?
- How is the department managing the approved budget?
- Does the Chief need any additional training/support to achieve the performance management goals established?
- What is the status of complaints and IIO investigations? (Some details may not be provided, but status updates affecting staffing, budget, public perception/media etc. are relevant to board decision-making)



June 6, 2023

Dear Colleagues,

Thank you to all the Police Board Members and friends of BCAPB who attended our annual AGM and conference on May 25 and 26, 2023 in Nelson, BC. I hope you enjoyed it and found it worthwhile.

Following the AGM, the Executive Board met and elected the Executive for the coming two years. I am pleased to announce that I have assumed the role of President and Lara Victoria of the Delta Police Board has assumed the role of Vice President. Micayla Hayes of the Victoria and Esquimalt Police Board has agreed to serve as Secretary and Peter Gibson of the West Vancouver Police Board will stay on as Treasurer.

For those who may not know, I have served on the Vancouver Police Board for five years and have sat on the Executive Board of BCAPB for the past two years. When I am not volunteering on the VPB I am the Executive Director of the Hastings North Business Improvement Area in Vancouver. I have found the last 5 years with the VPB to be both challenging and fascinating. Having a deeper understanding of the policing world allows us to more fully appreciate the work our members do on a daily basis.

We have had a busy time as our Association is increasingly involved in a wide range of issues affecting policing and police governance in BC. I appreciate the interest and support we have received from our members as well as the many stakeholders and government officials whom we have had the pleasure to work with.

Kind regards,

Patricia Barnes
President, BC Association of Police Boards

SPRING 2023 UPDATE

Calendar year to date:

Public Reports: 29 Crown Referrals: 3

Concluding Media Releases: 20

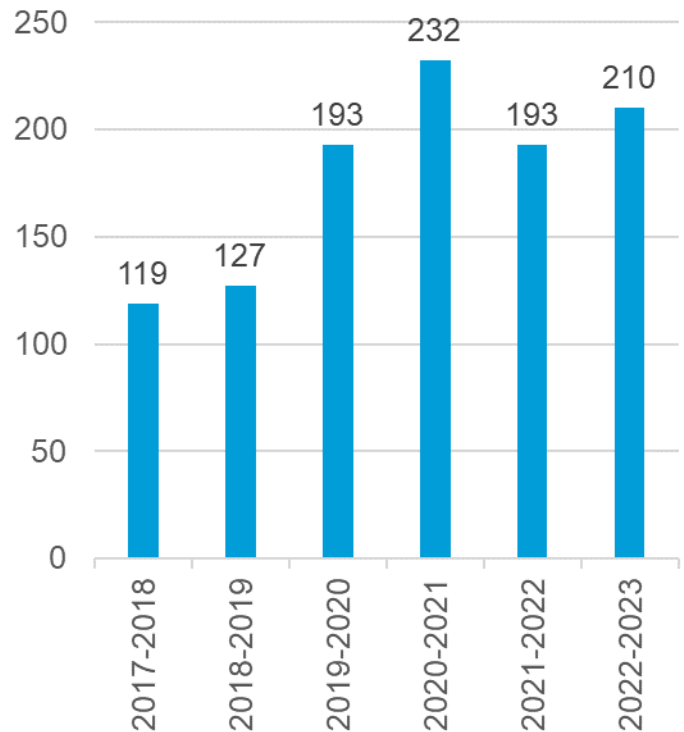
Total Open Files: 67

IIO Caseload Update

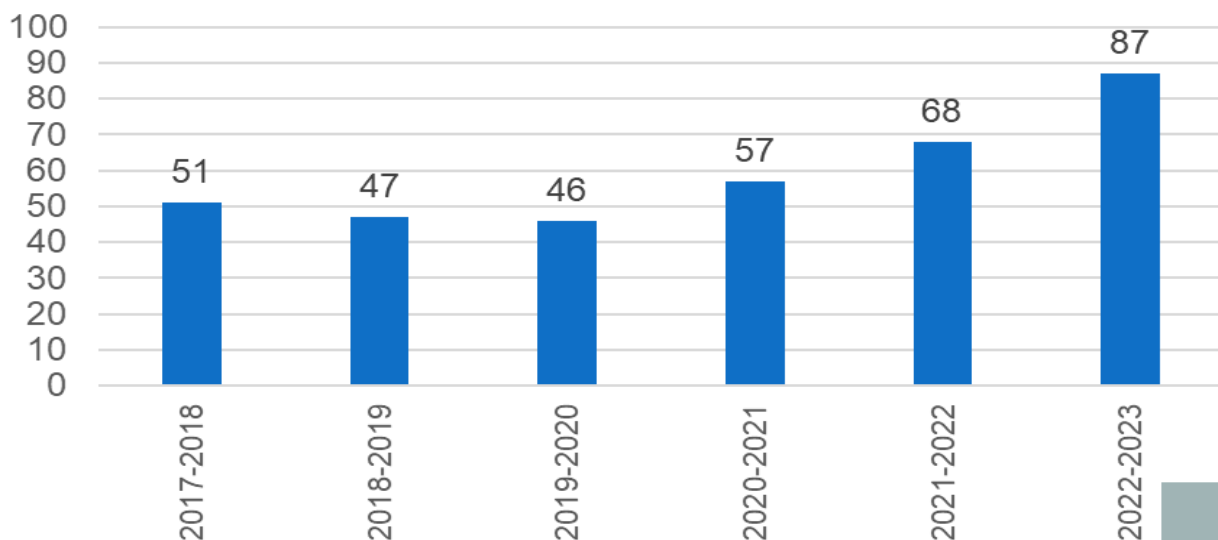
In fiscal year 2022-2023, the IIO undertook 210 new investigations, an almost 9% increase from last fiscal as shown in the graph to the right.

Similar to last year, the average number of days to conclude an IIO investigation continues to rise as reflected in the graph below. This data is corrected to March 31 of each fiscal year. As the number of new investigations undertaken increases while the IIO continues to have difficulty hiring a full complement of investigators, it is unsurprising that timeliness has declined.

Number of IIO Investigations by Fiscal Year



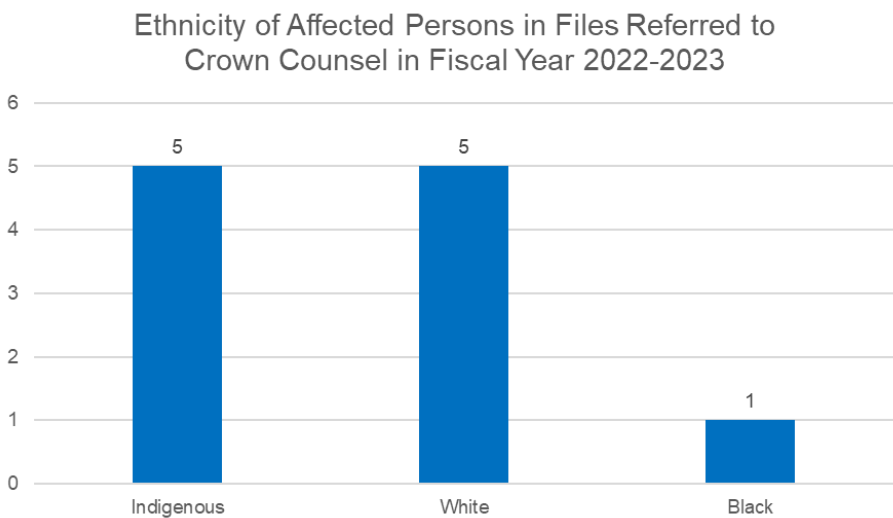
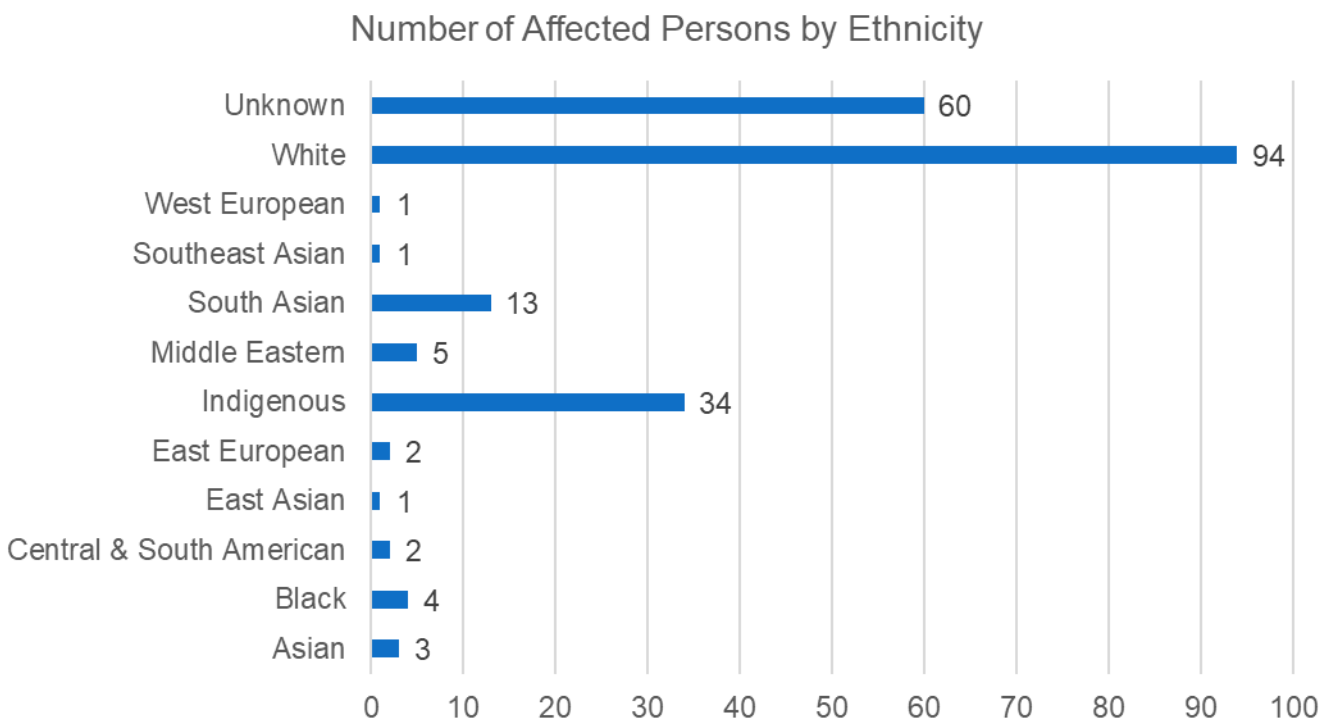
Average Days to Conclude an IIO Investigation



Ethnicity of Affected Persons

Fiscal year 2022-2023 was the third year of collecting ethnicity data of affected persons at the IIO. Of the 220 affected persons, ethnicity data is available for 160 as shown in the table below. The three largest ethnic groups were White (48%), Indigenous (15%), and South Asian (6%).

Given that [2021 Census data](#) indicates that Indigenous Peoples represent only about 6% of BC’s population, this data suggests that Indigenous Peoples are overrepresented in incidents subject to IIO investigation.



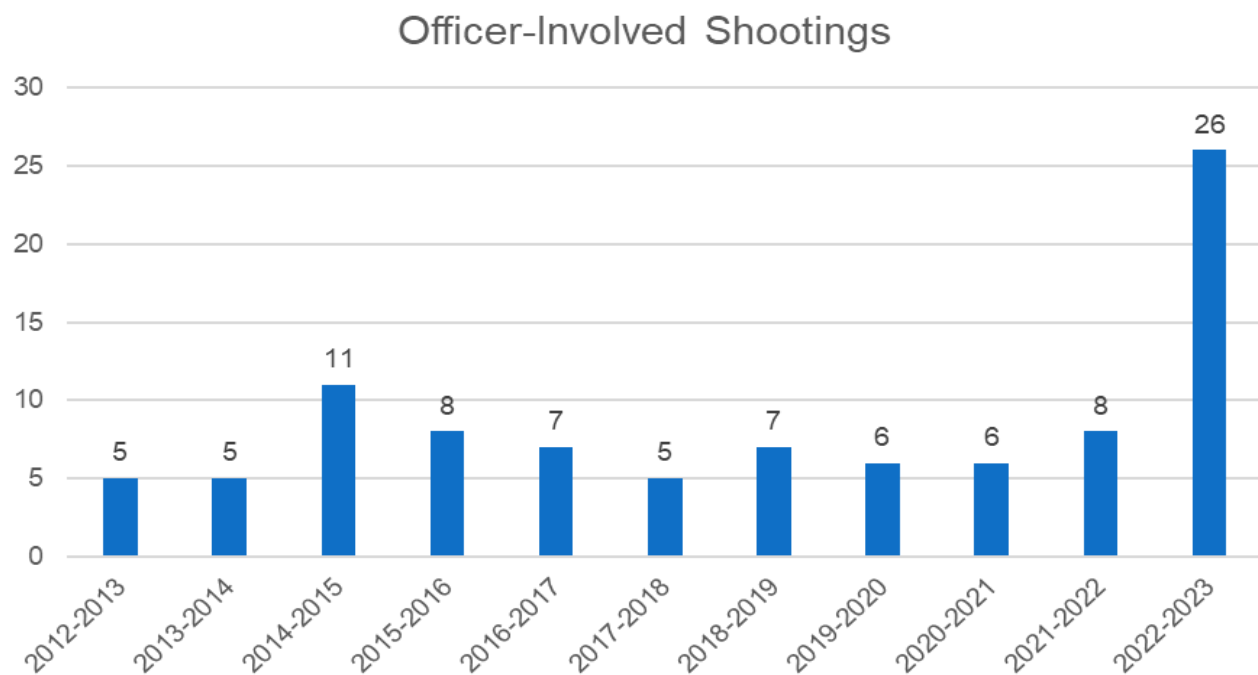
The IIO referred 10 investigations to Crown Counsel with the BC Prosecution Service for consideration of charges last fiscal year. These incidents involved 11 affected persons—five were Indigenous, five were White, and one was Black.



Officer-Involved Shooting Incidents

As reported in the Autumn 2022 newsletter, the IIO observed a significant increase in the number of officer-involved shooting incidents in fiscal year 2022-2023. Between April 1, 2022 and March 31, 2023, there have been 26 firearm incidents, compared to the usual average of seven per fiscal year.

Of the 27 affected persons involved in shooting incidents, 16 were White, 5 were Indigenous, 1 was Metis, one was Black, and one was Asian. The ethnicity of the other three affected persons is not known.



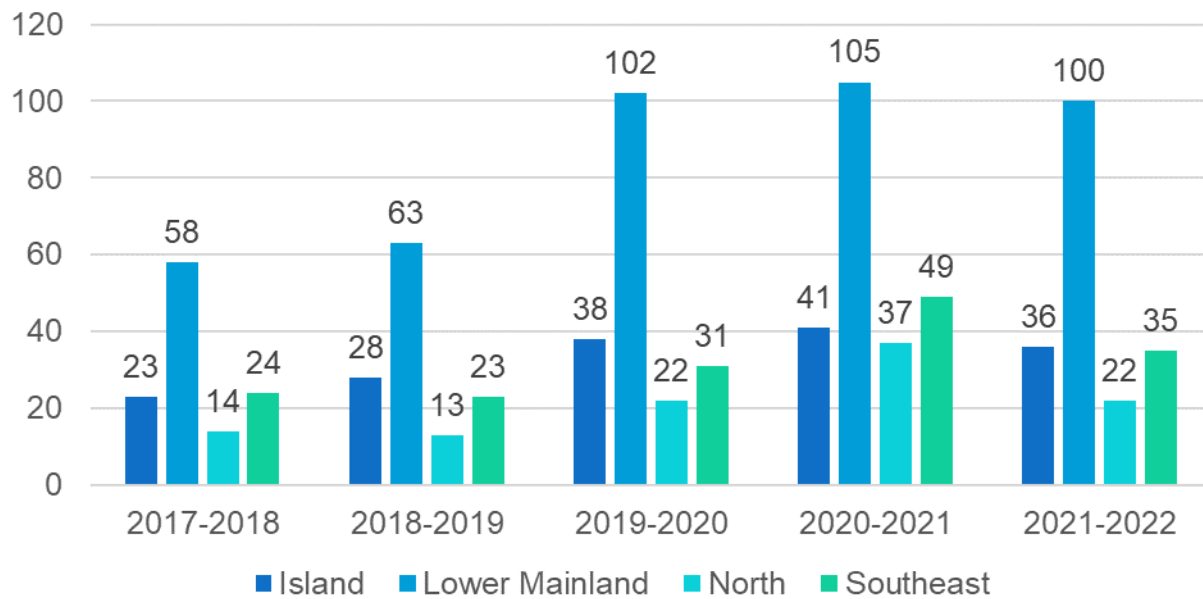
Update to Abeyance Policy

As reported in our Autumn Newsletter, the IIO adopted an abeyance policy in order to maintain the quality of our investigations in light of our significantly limited resources. The expectation was that by placing some investigations on hold, we would be able to devote more resources to files that were of greater public interest. As a result, several files were placed in abeyance for a period of a few months. Subsequent to that time frame, we re-evaluated and have determined for a variety of reasons that we will discontinue the practice. The reaction of police, affected persons, and investigators at the IIO was one of dissatisfaction with the abeyance. We have learned from this pilot, and do not expect to utilize the practice in future. We note that with the recent and ongoing hiring of several new investigators, we should start to see improvement in the timeliness of our investigations.

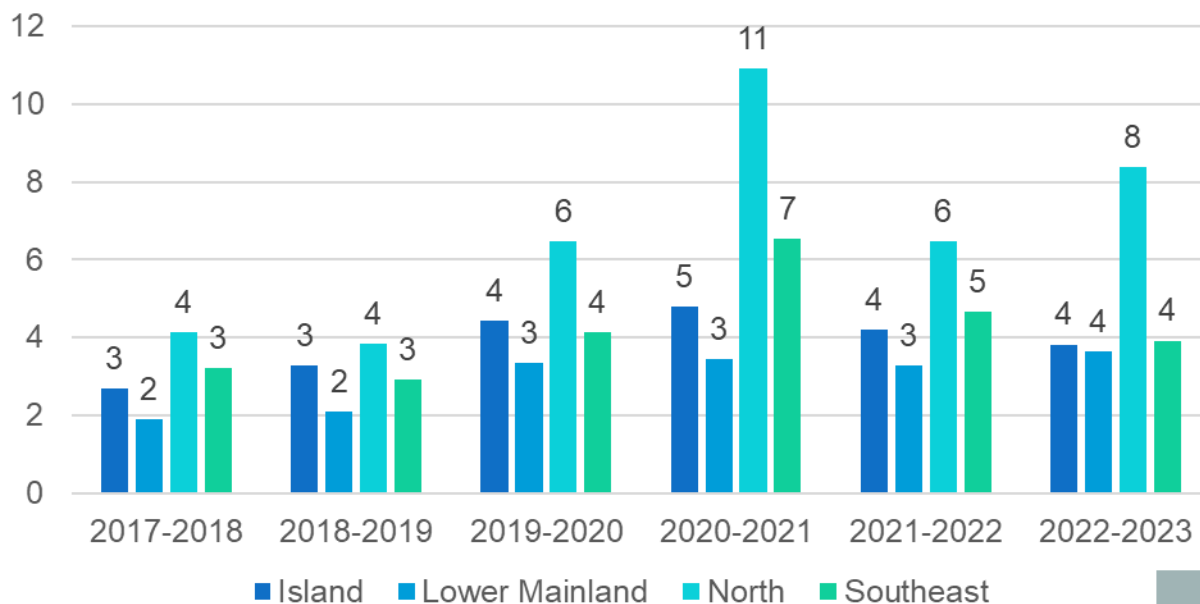
Breakdown of IIO Investigations by Region

Looking at the four regions, or districts, in BC, the charts below reflect the number of IIO investigations commenced in the last six fiscal years. The bottom chart illustrates the number of IIO investigations per 100,000 people in each district, which shows that the highest level of incidents under IIO investigation relative to population, occurs in the North district, although this has decreased since the peaked observed in 2020-2021.

Number of IIO Investigations by District



Number of IIO Investigations by District, Per 100,000 People



Monitoring and Evaluation

Decriminalization in BC

Overview

Monitoring and evaluation are a critical part of Health Canada's (HC) requirements for decriminalization in BC. HC and the B.C. Ministry of Mental Health and Addictions (MMHA) are working closely to evaluate and monitor decriminalization and to ensure the exemption is meeting its desired outcomes. BC's monitoring and evaluation plan aims to generate timely findings to inform ongoing implementation adjustments over time.

At a high-level, BC's monitoring and evaluation plan focuses on the following key questions:

- **Implementation:** To what extent has decriminalization in B.C. been implemented as planned? What are the early successes, challenges, and learnings from implementation?
- **Early Outcomes:** What are the early outcomes (0-3 years) of decriminalization for people who use drugs (PWUD), Indigenous communities, the health system, law enforcement agencies, youth, and local governments.
- **Policy Design:** To what extent have various elements of the policy design (e.g., B.C.'s threshold model) been successful?

Key areas of inquiry and metrics include:

- Improvements to experiences and outcomes for PWUD (for example, improved interactions with police, socio-emotional safety and wellbeing, reduced stigma, and socio-economic opportunities)
- Improvements to Indigenous peoples' and communities' experiences and outcomes (for example, reduced over-representation of racialized groups in the criminal justice system due to substance use-related crimes)
- Policy design effectiveness
- Law enforcement implementation and experiences, including changes in law enforcement practice (for example, reduced Controlled Drugs and Substances Act (CDSA) offences, drug seizures, and charges for simple possession)
- Health system implementation (for example, improved connections to services and supports for PWUD)
- Public awareness and understanding of decriminalization and substance use

Distinct from BC's efforts, the federal government, through the Canadian Institutes for Health Research (CIHR), is funding [third-party research](#) to help assess the impact of the exemption on addressing substance use harms. In July 2022, the grant was awarded to the Canadian Research Initiative in Substance Misuse (CRISM)'s Ontario node. [This study](#)

will be completed by 2028 and focus on the medium-term (3-5 years) health and economic impacts of decriminalization.

Logic Model

Evidence from other jurisdictions suggests that it could take time (more than three years) for certain outcomes of decriminalization to emerge. Within the three-year exemption period, MMHA will monitor early outcomes.

The following logic model outlines B.C.'s implementation activities, the causal pathways to advance a range of desired short-term outcomes, and complementary system change initiatives and external factors that may influence longer-term impacts.

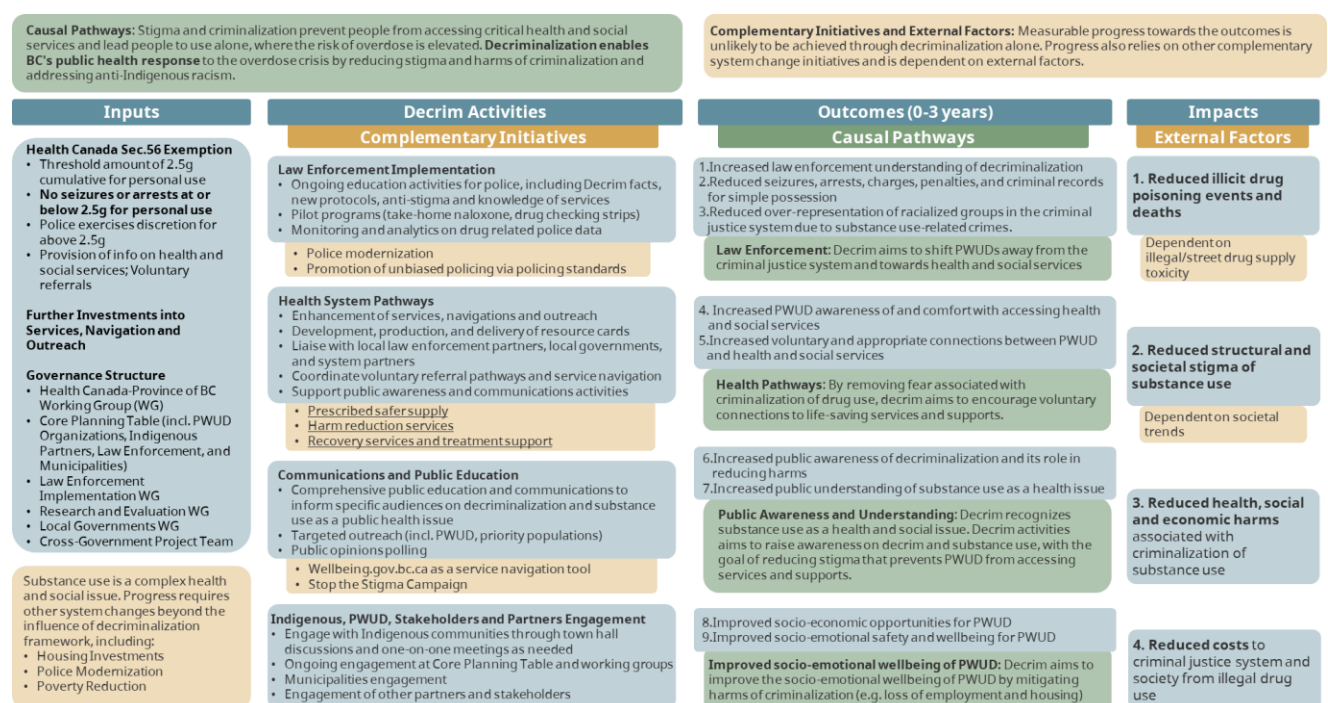


Figure 1: Logic Model for Decriminalization in BC (June 2023)

Monitoring and Evaluation Plan: Key Components

BC Implementation Evaluation

The Implementation Evaluation will be led by a contracted third party and focus on the implementation and early outcomes of decriminalization. The following activities are in scope:

Assessment of the following aspects of **implementation** through stakeholder interviews, surveys, document/data review, and other appropriate methods:

- Law enforcement implementation
- Health system implementation at the provincial level
- Communications and public awareness implementation

Assessment of **early outcomes** for the following groups through interviews, surveys, document/data review, and other appropriate methods:

- PWUD (in partnership with BCCDC)
- Indigenous communities
- Youth
- Local governments
- Law enforcement agencies
- Health system

The Implementation Evaluation will conclude by March 2026, with interim reporting provided throughout the term of the exemption. The Implementation Evaluation will incorporate findings from the other M&E components.

Survey and Interviews with PWUD

From 2022 to 2025, the BC Centre for Disease Control (BCCDC) will conduct [Harm Reduction Client Survey \(HRCS\)](#) and PWUD qualitative interviews on an annual basis. They will generate reports with essential information on the experience of decriminalization from the perspective of PWUD.

The HRCS will collect information on drug possession quantities, purchasing patterns, and changes to the experiences of PWUD under decriminalization. Qualitative interviews will focus on PWUD in BC who are impacted by decriminalization. The interview sample (n = up to 80) includes targeted outreach to people that are typically under-researched and hard-to-reach, such as those who use drugs recreationally; those who work in the construction industry; and/or people who are recent migrants.

Policy Monitoring

In addition to the research and evaluation components described above, MMHA undertakes regular and ongoing policy monitoring, including:

Data on Drug Offences, Seizures, and Charges

MMHA is working with police agencies in BC to monitor changes in CDSA offences, seizures, and charges. Police data on CDSA offences, seizures, and charges, including age, location, ethnicity, and gender fields, is critical to evaluate key outcomes:

- Reduced seizures, offences, charges, penalties, and criminal records for simple possession

- Reduced over-representation of racialized groups in the criminal justice system due to substance use-related crimes
- Appropriateness of the threshold amount and exempted substances

Health Authority Reporting

MMHA is working with Regional Health Authorities and First Nations Health Authority to monitor the implementation of decriminalization in the health system. Health Authorities are reporting monthly on:

- Implementation of MMHA-funded positions related to decriminalization in Health Authorities
- Connections to care facilitated by decriminalization-related outreach positions
- Narrative reporting on relationships with law enforcement; engagement with partners (law enforcement, local government, community action tables, etc.)
- Health Authority policy work related to decriminalization
- Impact of decriminalization on health services and the broader system.

Public Education and Communications

Working with its federal and provincial partners, MMHA will be supporting periodic public opinion research to monitor public awareness and understanding of decriminalization and substance use, with the baseline research conducted in December 2022.

Health and Drug Toxicity Indicators

MMHA will continue to monitor health outcome (e.g., illicit drug deaths and paramedic-attended opioid overdoses) and drug toxicology (e.g., drug checking data) indicators. While these indicators are highly dependent on external factors, they provide important context for understanding the early outcomes of decriminalization.

Administrative Data and other Stakeholder Reporting

MMHA will monitor working group reporting, communications and public awareness data, and other administrative data to inform timely implementation adjustments and the evaluation of decriminalization.

Reporting

MMHA manages HC reporting and will produce a public monitoring dashboard on early outcomes. The public monitoring dashboard focuses on early outcomes while providing contextual information about B.C.'s response to the illegal drug toxicity crisis. A version of the early outcomes dashboard will be released publicly on a quarterly basis starting in July 2023.

From: [Hardy, Alysha PSSG:EX](#)
To: ["donna.macey@abbypd.ca"](#); ["emmalee.gray@cspolice.ca"](#); ["jpadda@deltapolice.ca"](#); ["sperkins@nelsonpolice.ca"](#); ["ddyer@nwpolice.org"](#); ["pkully@oakbaypolice.org"](#); ["stephanie.rust@cfseu.bc.ca"](#); Rhonda Hnatiuk; ["secretary@spdboard.ca"](#); ["melissagranum@surreypoliceboard.ca"](#); ["jason.kuzminski@vanpoliceboard.ca"](#); ["collette.thomson@vicpd.ca"](#); ["JaclynAddison@wvdp.ca"](#); ["Taryn.Barton@transitpolice.bc.ca"](#); ["boardadmin@stlatiimxpolice.ca"](#)
Cc: [Amegah, Seyram PSSG:EX](#)
Subject: Upcoming Public Consultation on Catalytic Converter Theft
Date: July 4, 2023 8:56:39 AM

Hello and good morning,

Security Programs Division (SPD) within the Ministry of Public Safety and Solicitor General is excited to announce an upcoming public consultation survey on catalytic converter thefts.

The purpose of the survey is to gather feedback on proposed recommendations to curb catalytic converter thefts in our province. The survey will provide a platform for a wide range of affected parties, including the public, law enforcement agencies, the metal dealer and recycler industry, and other experts, to share their perspectives, knowledge, and experiences regarding catalytic converter thefts. The valuable input we receive on the proposed recommendations will ensure that any steps the province takes to address these thefts have been informed by interested or affected parties. This input will directly influence the decisions we make as we try to address these growing thefts.

The recommendations under consideration include:

- Enhancing the reporting of information regarding sellers of catalytic converters to the police and eliminating the need for customer codes
- Establishing a centralized electronic reporting system for data visibility within municipalities to aid with monitoring and enforcement
- Eliminating the exemption for commercial entities in the *Metal Dealers and Recyclers Act* (the Act)
- Regulating mobile metal dealers in the Act

The survey will include the opportunity for respondents to provide their own suggestions to curb catalytic converter theft based on their experience and expertise.

As some of our key partners, we would like to notify you early about the survey and ask that you share this information with your police boards. We also request that you consider amplifying our survey when it goes live this summer through your agency's contacts and social media channels (such as twitter or email groups).

Please let me know if you can amplify our survey so I can reach out to you again before it goes live. Please reach out to me if you have any questions or would like any additional information on this matter.

Thank you in advance for your commitment to helping us find solutions to curb catalytic converter thefts.

Sincerely,

Alysha Hardy (she/her)

A/Director, Security Services, Security Programs Division

Policing and Security Branch, Ministry of Public Safety and Solicitor General

PHONE: 778-698-9130 CELL: 236-638-6272

I would like to acknowledge that the land on which I work in southern Vancouver Island and the south Gulf Islands is located in the traditional territories of the Lək̓ʷəŋən (Esquimalt and Songhees), Malahat, Pacheedaht, Scia'new, T'Sou-ke and W̱SÁNEĆ (Pauquachin, Tsartlip, Tsawout, Tseycum) peoples. I acknowledge our traditional hosts and honour their welcome and graciousness to those who work, live, and play here.

This email is from Policing & Security Branch and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient and have received this email in error, please notify the sender immediately and delete the email along with any copies you may have. Any unauthorized distribution, copying or disclosure is strictly prohibited.