



# VICTORIA & ESQUIMALT POLICE BOARD

## Public Meeting Agenda

Tuesday, January 21, 2020 at 5:00pm

VicPD HQ – 1<sup>st</sup> Floor Briefing Room

Verbal ● Attachment ●

### 1. ADOPTION OF THE AGENDA

- a. Adoption of the Public Agenda of January 21, 2020

### 2. STANDING ITEMS

- Pg. 1 ● a. Adoption of the Minutes of the Public meeting of December 17, 2019
- Pg. 4 ● b. Chief Constable Monthly Activity Report (CC Manak)
- c. Chief Constable General Update (CC Manak)
- d. BC Association of Police Boards Director's Update (E. Southern)
- e. Board Member Engagement Update
- f. Board Co-Chairs Update
- g. 2020-2024 VicPD Strategic Plan

### 3. GENERAL

- Pg. 5 ● a. Governance Committee Report (K. Elder)
- Pg. 6 ● b. Finance Committee Report (S. Powell)
- Pg. 19 ● c. 200114 Letter to COV Council from Cool Aid re: Policing (CC Manak)



# VICTORIA & ESQUIMALT POLICE BOARD

## Public Meeting Minutes

Tuesday, December 17, 2019 at 5:00pm

VicPD HQ – Briefing Room

### PRESENT

Elected Chair: E. Southern  
S. Dhillon  
C. Huber  
S. Powell  
B. Smith  
P. Stockton

Chief Cst. Manak  
DC Watson  
DC Laidman  
Insp. M. Brown  
Insp. McRae  
S/Sgt. Harper

S/Sgt. Jones  
S/Sgt. King  
S. Hurcombe  
D. Perry

Recording Secretary: Collette Thomson

### 1. ADOPTION OF THE AGENDA

#### a. Adoption of the Public Agenda of December 17, 2019

19-136

**MOTION:** *To adopt the Public agenda of December 17, 2019 as presented.*  
**MOVED/SECONDED/CARRIED**

### 2. PRESENTATIONS

#### a. Youth for Change & Inclusion

The YCI Camp is an annual four day conference in May at Camp Pringle. Up to 100 students from participating schools gather to learn and share by discussing local, national, and global issues in a positive environment that fosters a like-minded network of people who want to make a change. Cst. Hamilton and Cst. Carver introduced some of the youth campers who provided poignant recollections of their time at camp and how it has significantly and positively affected their lives.

### 3. STANDING ITEMS

#### a. Adoption of the Minutes of the Public meeting of November 19, 2019

19-137

**MOTION:** *To adopt the Public Minutes of November 19, 2019 as presented.*  
**MOVED/SECONDED/CARRIED**

#### b. Chief Constable Monthly Activity Report

Refer to the document provided – for information.

#### c. Chief Constable General Update

- CounterAttack campaigns are underway
- Operational updates were provided regarding recent high profile calls

- d. **2020-2024 VicPD Strategic Plan**  
DC Laidman advised that the plan is now transitioning to the implementation phase and provided a comprehensive status update regarding the remainder of the process.
- e. **BC Association of Police Boards Director's Update**
  - Discussion topics from the recent Directors meeting included the current opioid crisis in Vancouver and the concerns related to E-Comm service levels
  - The next meeting will be in January
- f. **Board Member Engagement Update**
  - Board member Stockton attended the Community Action Plan on Discrimination session with Chief Manak
  - Board members Desjardins, Dhillon, Stockton, and Southern attended the VicPD Volunteer and Reserve appreciation dinner
- g. **2019 Board Strategic Priorities**  
Refer to the document provided – for information. Board members were encouraged to consider 2020 priorities for discussion at the upcoming Board planning session.

#### 4. GENERAL

- a. **Governance Committee Report**  
Refer to the document provided – for information.

**19-138**      **MOTION:** *That the following resolution be submitted to the 2020 BCAPB AGM for consideration: WHEREAS , the role of a municipal police board in British Columbia is to establish a police department and to provide general direction to this department, in accordance with relevant legislation and in response to community needs;*

*AND WHEREAS , while recognizing that both the municipality and the province have legitimate interests in municipal policing, municipal police boards are created independently from municipal councils and from the provincial government to remove boards from partisan council politics;*

*THEREFORE, BE IT RESOLVED that the Police Act, Part 5, Sec. 25 (1), be revised by adding a second sentence which says that, "Should the mayor choose not to chair the board, the chair and vice-chair of the municipal police board will be elected on an annual basis by board members." Further that Sec. 25 (2) be revised to say "chair" rather than "mayor." MOVED/SECONDED/CARRIED*

- b. **Finance Committee Report**  
Refer to the document provided – for information.

d. **Appointment of 2020 BCAPB Executive Board**

**19-139**            **MOTION:** *That the Board reappoint Board member Southern as the BCAPB Board executive and that Board member Powell be elected as the alternate.*  
**MOVED/SECONDED/CARRIED**

e. **191112 Letter from City Council to Police Board re: Government Support**

Refer to the letter provided – for information.

f. **Crime Statistics**

Refer to the document provided – for information.

*Meeting adjourned at 6:17pm.*

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**Evan Southern**  
Elected Chair

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Date

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**Collette Thomson**  
Recording Secretary

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Date



## VICTORIA & ESQUIMALT POLICE BOARD REPORT

Public

<b>DATE:</b>	January 21, 2020
<b>ACTION:</b>	For information
<b>SUBJECT:</b>	Chief Constable Monthly Activity Report

### Community Events and Presentations

December 17	Participated in the #PayItForward Christmas Blessing Challenge
December 18	Visited Grade 4 students at Tillicum Elementary School
December 20	Presented Victoria City Police Athletic Association scholarship cheque to Esquimalt High School student
December 21	Attended the Greater Victoria Coalition to End Homelessness Vigil for those who died on the streets
January 4	Attended the Sikh Temple for the community celebration
January 7	VicPD swearing-in ceremony of four recruit constables
January 10	Attended the Victoria Royals hockey game with members of the Indigenous street community
January 18	Presented awards at the annual Victoria Police Senior Boys & Girls basketball tournament
January 20	Presented the 2020 Budget to Esquimalt Council
January 21	Attended the Greater Victoria Coalition to End Homelessness Project Connect event

### Upcoming Events

*Board members welcome to attend*

**\*\*PLEASE CHECK PUBLIC EVENT WEBSITES TO CONFIRM TIME AND LOCATIONS\*\***

Date	Time	Event	Location
January 20	7:00pm	VicPD 2020 Budget presentation to Esquimalt	Esquimalt Council Chambers
January 30	5:00pm	VicPD Retirement Recognition Ceremony	Union Club
February 13	1:30pm	VicPD Promotion Recognition Ceremony	VicPD HQ – Briefing Room



## VICTORIA & ESQUIMALT POLICE BOARD

### Governance Committee Report to Board

(Public)

Meeting of January 7, 2020

#### ITEMS DISCUSSED

**1. Police Services Notification Process re: Board Member Reappointments**

Arrangements will be made for both Mayors, in their capacity as the Board Co-Chairs, to meet bi-annually with ADM Butterworth-Carr until their Board terms conclude in 2022. The purpose of the meetings will be to discuss relevant and/or timely issues and concerns related to Police Board business.

**2. 2020 CAPG/CACP Conference Update**

No update at this time.



## VICTORIA & ESQUIMALT POLICE BOARD

### Finance Committee Report to Board

(Public)

Meeting of January 7, 2020

#### ITEMS DISCUSSED

**1. Esquimalt 2020 Budget Presentation**

The presentation was finalized and has since been presented to Esquimalt Council on January 20, 2020.

**5. Monthly Financial Report**

For information - refer to page #7.



## VICTORIA-ESQUIMALT POLICE BOARD REPORT

In-Camera

DATE:	January 7, 2020
TO:	Victoria & Esquimalt Police Board – Finance Committee
ACTION:	For Information
SUBJECT:	December 2019 Preliminary Monthly Financial Report
RECOMMENDED BY:	Steve Hurcombe, Controller

### BACKGROUND:

This report contains the preliminary financial results for the period ending **December 31<sup>st</sup>, 2019**. Please note that although the report contains estimated accruals, the yearend process is ongoing and a more accurate financial report will be brought back in February.

The Financial Report includes estimates for payroll accruals, integrated unit expenditures and committed expenditures where possible. Further adjustments will be required during the yearend process to recognize goods that were not received by the end of the year, as well as expenditures that have not yet been recorded, such as purchase card expenditures for the month of December. Although this report is indicative of the financial position at this time, we expect the numbers to change as we work through the yearend process.

### SUMMARY:

The Financial Report represents 100% of the payroll year. As at December 31<sup>st</sup>, 2019 operating expenditures represented 99.9% of the total operating budget and capital expenditures 69.1% of the total capital budget.

Capital expenditures were approximately \$604,000 below budget. Of this \$126,752 represented savings and the remainder capital projects that have been deferred to 2020. This includes the 2<sup>nd</sup> floor renovations project, which was deferred due to a lack of resources at the City and will now be tendered to an outside contractor, as well as Information Technology capital projects that will be completed in 2020.

Salary and benefits expenditures are expected to be below budget due to ongoing shortages due to a significant increase in time loss injuries, as well as hiring delays attributable to the challenges of recruiting in a tight labor market.



Overtime costs are over budget by approximately \$565,000. The majority (approximately \$373,000) is attributable to callouts for Patrol to meet minimum shift levels. Additionally Emergency Response Team activations within our jurisdiction totaled \$218,905, of which \$126,895 was represented by overtime for VicPD members of the team.

Retirement expenditures, contractual obligations under our collective agreements, are in line with expectations however due to reductions during the budget approval process retirement expenditures were \$497,448 over budget.

Due to the high number of police officers on long term Worksafe claims, salary recoveries are \$475,376 more than budgeted. This was partially offset by overtime requirements in Patrol to meet minimum numbers. Although this reflects positively on the financial position, it reflects negatively on operational capacity.

Adjustments have been made to revenue to exclude a grant of \$133,200 for the Provincial e-ticketing initiative as these funds have not yet been expensed. Similarly, \$142,390 in funds received in relation to opioid investigations will be rolled over for future use and have been excluded from revenue.



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# 2019 MONTHLY PRELIMINARY FINANCIAL REPORT DECEMBER 31, 2019

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## Statement 1

**Victoria Police Department**  
**Revenues and Expenditures By Section (Unaudited)**  
**For the Period Ending December 31st, 2019**

	<b>Annual Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Total Budget</b>
<b>Revenue</b>				
Special Events	705,200	722,692	(17,492)	102.5%
Records	173,000	152,979	20,021	88.4%
Grants	-	70,150	(70,150)	N/A
Other	-	63,347	(63,347)	N/A
Jail Operations	37,900	29,017	8,883	76.6%
<b>Total Revenue</b>	<b>916,100</b>	<b>1,038,185</b>	<b>(122,085)</b>	<b>113.3%</b>
<b>Operating Expenditures By Section</b>				
Executive Services	3,929,381	3,508,207	421,174	89.3%
Integrated Units	2,164,003	2,537,550	(373,547)	117.3%
Crime Prevention Services	1,175,195	969,220	205,975	82.5%
Crime Reduction Division	3,940,302	3,467,393	472,909	88.0%
Patrol - Primary Response Division	17,502,004	19,030,243	(1,528,239)	108.7%
K9	1,014,595	925,772	88,823	91.2%
Community Services Division	2,415,189	2,532,597	(117,408)	104.9%
Investigative Services	6,681,618	6,443,363	238,255	96.4%
Traffic Enforcement and Crash Investigations	1,434,286	1,544,393	(110,107)	107.7%
Communications Centre - 911	3,037,895	3,217,284	(179,389)	105.9%
Centralized Corporate Costs	1,905,100	1,961,536	(56,436)	103.0%
Support Services	10,445,304	8,847,541	1,597,763	84.7%
Jail Operations	971,496	941,575	29,921	96.9%
<b>Total Operating Expenditures</b>	<b>56,616,368</b>	<b>55,926,674</b>	<b>689,694</b>	<b>98.8%</b>
<b>Transfers to Capital</b>	<b>845,200</b>	<b>845,200</b>	<b>-</b>	<b>100.0%</b>
<b>Transfer from Financial Stability Reserve</b>	<b>750,000</b>	<b>-</b>	<b>750,000</b>	<b>0.0%</b>
<b>Net Budget</b>	<b>55,795,468</b>	<b>55,733,689</b>	<b>61,779</b>	<b>99.9%</b>

## Statement 2

**Victoria Police Department**  
**Revenue and Expenditures by Object (Unaudited)**  
**For the Period Ending December 31st, 2019**

				(Over)/Under	
		2019			
	Actual	Budget	% Used	\$	%
<b>Revenue</b>					
Special Events	722,692	705,200	102.5%	(17,492)	-2.5%
Records	152,979	173,000	88.4%	20,021	11.6%
Grants	70,150	-	N/A	(70,150)	N/A
Other	63,347	-	N/A	(63,347)	N/A
Jail Operations	29,017	37,900	76.6%	8,883	23.4%
<b>Total Revenue</b>	<b>1,038,185</b>	<b>916,100</b>	<b>113.3%</b>	<b>(122,085)</b>	<b>-13.3%</b>
<b>Operating Expenditures</b>					
Salaries and Benefits	41,217,245	42,646,887	96.6%	1,429,642	3.4%
Retirements	897,448	400,000	224.4%	(497,448)	-124.4%
Overtime	2,973,747	2,408,407	123.5%	(565,340)	-23.5%
Professional Services	4,255,892	4,415,895	96.4%	160,003	3.6%
Equipment Maintenance - Fleet & Computers	1,416,248	942,715	150.2%	(473,533)	-50.2%
Telephone Line Charges/CREST	907,166	1,037,500	87.4%	130,334	12.6%
Travel and Training	886,118	803,800	110.2%	(82,318)	-10.2%
Building Maintenance	797,339	765,000	104.2%	(32,339)	-4.2%
General and Office Supplies	558,782	480,730	116.2%	(78,052)	-16.2%
Other Operating Expenditures	901,029	1,566,034	57.5%	665,005	42.5%
Uniforms & Protective Clothing	302,725	256,900	117.8%	(45,825)	-17.8%
Lease/Rental/PRIME	329,177	354,600	92.8%	25,423	7.2%
Fuel and Motor Oil	268,934	311,000	86.5%	42,066	13.5%
Insurance	195,486	198,000	98.7%	2,514	1.3%
Postage and Freight	19,338	28,900	66.9%	9,562	33.1%
<b>Total Operating Expenditures</b>	<b>55,926,674</b>	<b>56,616,368</b>	<b>98.8%</b>	<b>689,694</b>	<b>1.2%</b>
<b>Transfers to Capital</b>	<b>845,200</b>	<b>845,200</b>	<b>100.0%</b>	<b>-</b>	<b>0.0%</b>
<b>Transfer from Financial Stability Reserve</b>	<b>-</b>	<b>750,000</b>	<b>0.0%</b>	<b>750,000</b>	<b>N/A</b>
<b>Net Budget</b>	<b>55,733,689</b>	<b>55,795,468</b>	<b>99.9%</b>	<b>61,779</b>	<b>0.1%</b>

## Statement 3

**Victoria Police Department**  
**Operating Expenditures by Section and Business Unit (Unaudited)**  
**For the Period Ending December 31st, 2019**

	<b>Annual Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Total Budget</b>
<b>Executive Services</b>				
Office of The Chief Constable	1,010,400	992,474	17,926	98.2%
Executive Services, Policy and Professional Standards	1,673,609	1,245,104	428,505	74.4%
Esquimalt Administration	560,951	643,336	(82,385)	114.7%
Police Board	119,900	76,470	43,430	63.8%
Public Affairs	564,521	550,823	13,698	97.6%
<b>Total Executive Services</b>	<b>3,929,381</b>	<b>3,508,207</b>	<b>421,174</b>	<b>89.3%</b>
<b>Integrated Units</b>				
Vancouver Island Integrated Major Crime Unit	1,062,020	1,019,269	42,751	96.0%
Diversity Unit	2,918	2,918	-	100.0%
Integrated Mobile Crisis Response Team	117,124	130,563	(13,439)	111.5%
Regional Domestic Violence Unit	187,349	182,108	5,241	97.2%
Crowd Management Unit Training	33,882	33,882	-	100.0%
Assertive Community Treatment	148,424	436,679	(288,255)	294.2%
Explosive Ordinance Disposal	12,327	12,327	-	100.0%
Crime stoppers	61,120	61,120	-	100.0%
Mobile Youth Service Team	61,528	61,528	-	100.0%
Emergency Response Team Training	338,508	461,112	(122,604)	136.2%
Tactical Liaison Officer	2,836	2,836	-	100.0%
Critical Incident Scribes	493	493	-	100.0%
Municipal Undercover Program	67,554	67,554	-	100.0%
Crisis Negotiating	23,998	16,904	7,094	70.4%
PRIME tables	1,592	-	1,592	0.0%
Youth Camp	15,810	13,245	2,565	83.8%
Canadian Intelligence Services British Columbia	26,520	35,012	(8,492)	132.0%
<b>Total Integrated Units</b>	<b>2,164,003</b>	<b>2,537,550</b>	<b>(373,547)</b>	<b>117.3%</b>
<b>Crime Prevention Services</b>				
Community Resource Officers	665,890	699,759	(33,869)	105.1%
School Resource Officers	180,680	-	180,680	0.0%
Community Programs	103,041	105,784	(2,743)	102.7%
Volunteer Program	199,083	114,056	85,027	57.3%
Reserve Program	26,500	49,621	(23,121)	187.2%
<b>Total Crime Prevention Services</b>	<b>1,175,194</b>	<b>969,220</b>	<b>205,974</b>	<b>82.5%</b>
<b>Crime Reduction Division</b>				
Strike Force	1,334,030	1,330,418	3,612	99.7%
Crime Reduction Unit	1,034,894	502,436	532,458	48.5%
Analysis and Intel	579,563	554,141	25,422	95.6%
Operational Planning	251,813	243,372	8,441	96.6%
Special Duties	740,000	837,026	(97,026)	113.1%
<b>Total Crime Reduction Division</b>	<b>3,940,300</b>	<b>3,467,393</b>	<b>472,907</b>	<b>88.0%</b>

	<b>Annual Budget</b>	<b>Year To Date</b>	<b>(Over) Under</b>	<b>% of Total Budget</b>
<b>Patrol - Primary Response Division</b>	<b>17,502,004</b>	<b>19,030,243</b>	<b>(1,528,239)</b>	<b>108.7%</b>
<b>K9</b>	<b>1,014,595</b>	<b>925,772</b>	<b>88,823</b>	<b>91.2%</b>
<b>Community Services Division</b>	<b>2,415,189</b>	<b>2,532,597</b>	<b>(117,408)</b>	<b>104.9%</b>
<b>Investigative Services Division</b>				
Detective Division - Support	1,097,917	1,179,444	(81,527)	107.4%
Special Operations	750,000	51,280	698,720	6.8%
Historical Case Review	156,692	180,339	(23,647)	115.1%
Financial Crimes	298,139	464,197	(166,058)	155.7%
Integrated Tech Crime Unit	384,181	368,685	15,496	96.0%
Special Victims Unit	895,295	1,113,312	(218,017)	124.4%
Major Crimes	1,530,399	1,477,821	52,578	96.6%
Behavioural Assessment & Management Unit	581,274	579,079	2,195	99.6%
Forensic Identification	987,722	1,029,206	(41,484)	104.2%
<b>Total Investigative Services Division</b>	<b>6,681,619</b>	<b>6,443,363</b>	<b>238,256</b>	<b>96.4%</b>
<b>Traffic Enforcement and Crash Investigations</b>				
Traffic Enforcement and Crash Investigation	1,424,286	1,544,393	(120,107)	108.4%
Motorcycle Escort Team	10,000	-	10,000	0.0%
<b>Total Traffic Enforcement and Crash Investigations</b>	<b>1,434,286</b>	<b>1,544,393</b>	<b>(110,107)</b>	<b>107.7%</b>
<b>Communications Centre - 911</b>	<b>3,037,895</b>	<b>3,217,284</b>	<b>(179,389)</b>	<b>105.9%</b>
<b>Centralized Corporate Costs</b>	<b>1,905,103</b>	<b>1,961,536</b>	<b>(56,433)</b>	<b>103.0%</b>
<b>Support Services</b>				
Automotive	844,000	814,137	29,863	96.5%
Critical Incident Stress Management	16,600	11,047	5,553	66.5%
Legal Services and Freedom of Information	383,477	374,598	8,879	97.7%
Finance, Exhibit Control and Purchasing	3,320,862	2,343,808	977,054	70.6%
Human Resources, firearms and use of force training	2,558,326	2,119,065	439,261	82.8%
Records Management	2,266,581	1,965,494	301,087	86.7%
Information Systems	1,055,457	1,219,392	(163,935)	115.5%
<b>Total Support Services</b>	<b>10,445,303</b>	<b>8,847,541</b>	<b>1,597,762</b>	<b>84.7%</b>
<b>Jail Operations</b>	<b>971,496</b>	<b>941,575</b>	<b>29,921</b>	<b>96.9%</b>
<b>Total Operating Expenditures</b>	<b>56,616,368</b>	<b>55,926,674</b>	<b>689,694</b>	<b>98.8%</b>

## Statement 4

**Victoria Police Department**  
**Capital Expenditures (Unaudited)**  
**For the Period Ending December 31st, 2019**

	<u>Transfers to Capital Fund</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>(Over) Under</u>	<u>%</u>
Vehicles	394,200	855,000	728,248	126,752	85.2%
Computer Equipment	300,000	887,000	600,803	286,197	67.7%
Communications Equipment	40,000	40,000	-	40,000	0.0%
Furniture	45,000	75,000	-	75,000	0.0%
K9	6,000	-	-	-	N/A
Police Building Upgrades	60,000	100,000	23,613	76,387	23.6%
<b>Total Capital</b>	<b>845,200</b>	<b>1,957,000</b>	<b>1,352,664</b>	<b>604,336</b>	<b>69.1%</b>

## 1. **REVENUE**

Revenues are above budget due to a number of grants that were received during the year, as well as reimbursements from other agencies for cost sharing initiatives. Special Duties revenues are offset, where recoverable, by corresponding expenditures under the Special Duties business unit. Jail revenue, in the form mostly of a provincial government grant, has continued its long term decline.

Grant revenue represents monies received from civil forfeiture grants for the purchase of specific equipment, as well as funding for the reserves program and funding for the BC Internet Child Exploitation unit. The amounts reported exclude a grant of \$133,200 received from the Province to offset the costs of installing equipment and software for the E-Ticketing initiative once the pilot is complete.

Other revenue consists of recoveries of expenditures from other police agencies.

## 2. **SALARIES AND BENEFITS:**

The Human Resources section recruits police officers based on a projection of retirements and authorized strength. As it takes at least 18 months for a recruit to be fully operational, VicPD tries to hire recruits ahead of anticipated retirements.

Salaries and benefits expenditures are below budget. There are a number of police officers on extended work related injuries whose positions have not been backfilled, of which funding from Worksafe BC covers approximately 50% of salary costs. The task of ensuring adequate replacements for retiring and injured officers is challenging in the current employment market, leading to hiring lags that have contributed to lower than expected salary costs.

## 3. **RETIREMENTS:**

Retirement costs are over budget by \$497,448. The budget approved by councils included a reduction to the requested funding from \$700,000 to \$400,000. We expect 2020 retirement expenditures will remain high.

## 4. **OVERTIME:**

Net overtime costs are slightly above budget, driven mostly by the need to maintain minimum patrol shifts whilst experiencing a high number of work related injuries and high attrition through retirements.



**5. PROFESSIONAL SERVICES:**

Professional fees include the costs for Integrated Units, as well the costs to meet any unexpected legal costs. Expenditures, including estimates for unbilled Integrated Unit costs, are within expectations. The budget for professional fees also includes amounts for legal fees to defend the department in cases of civil liability or for labor management issues. Legal expenditures, which include an estimate from the Municipal Insurance Association of BC for ongoing claims, were below budget for the year.

**6. EQUIPMENT MAINTENANCE – FLEET & COMPUTERS:**

Expenditures are over budget partially due to the re-classification of software licensing costs. Funds were budgeted under capital for upgrades that have now been determined to be operational in nature and therefore reclassified as an operational expenditure. Additionally some equipment purchases were made during the year where the additional expenditures were offset by cost savings in other operating expenditures.

**7. TELEPHONE LINE CHARGES:**

Telecommunication costs continue to be managed and a recent extension of the mobility contract has allowed us to realize additional savings on our telecommunication costs. Pooling of the radios also allowed us to reduce our radio costs by approximately \$75,000 a year.

**8. TRAVEL AND TRAINING:**

Travel and training expenditures are slightly above budget. However, when the recoveries for cost-sharing with partner agencies are taken into account this represents a variance of only approximately 2.5%.

**9. BUILDING MAINTENANCE:**

Building Maintenance costs consist of the costs for maintaining and operating one building in Victoria and one building in Esquimalt.

**10. GENERAL & OFFICE /OTHER OPERATING/UNIFORM & PROTECTIVE CLOTHING:**

Expenditures are below budget when netted together. The Other Operating Expenditures budget included an amount, funded from the Financial Stability Reserve, for a specific investigation. Due to operational requirements this did not proceed and funds were not required from the Reserve. An amount of \$51,280 was expended on a fire investigation at a former hotel in the Downtown.

## **11. FUEL AND MOTOR OIL**

The majority of Fuel and Motor Oil expenditures are billed periodically through the City of Victoria. Expenditures include an estimate only at this point for December expenditures.

## **12. CAPITAL AND RESERVE EXPENDITURES:**

Capital expenditures include planned fleet and information technology equipment replacements. In 2018 the Department had an operating surplus of approximately \$503,729, of which \$47,970 was transferred into the financial stability reserve and \$455,759 into the Employee Benefits Obligation Reserve.

The 2019 budget approved by councils included a reduced amount of transfers into the Equipment and Infrastructure Reserve of \$845,200, offset by withdrawals of \$1,957,000 to fund capital purchases, a budgeted net drawdown of \$1.11 million. Measures have been taken to reduce that amount to preserve capital fund balances.

Pooling of the administration fleet will extend the life of our non-marked vehicles. Prioritization will be given to replacement of emergency response vehicles to balance the need to reduce long term vehicle replacement costs with the need to maintain response capabilities. Fleet replacements for 2019 are approximately \$126,750 below budget as a result of these measures.

Due to competing priorities and limited resources some IT capital projects will be carried forward to 2020.

Adjustments have been made to planned building maintenance. A significant renovation project to repurpose the Communications Centre, partially funded by the City of Victoria and partially by VicPD is at this time behind schedule and the bulk of the funds will be rolled over to 2020.

It is likely, despite these measures, a drawdown of slightly more than \$507,000 will be required in 2019 from the Equipment and Infrastructure Reserve.

Reserve fund balances were, subject to adjustments for interest, approximately as follows at the beginning of the year:

Financial Stability Reserve	\$1,312,708
Employee Benefit Obligation Reserve	\$7,251,959
Equipment and Infrastructure Reserve	\$2,037,943

The permitted use of reserve funds is set under the terms of the Framework Agreement. The Equipment and Infrastructure Reserve may be used to purchase capital assets such

as vehicles, computer equipment, communications equipment, building upgrades and furniture. The Employee Benefit Obligation Reserve may be used to fund employees' retirement payouts, vacation payouts and sick leave. The Financial Stability Reserve may be used to deal with any unanticipated event not contemplated at the time the budget was prepared.

### **13. DIVISIONAL BUDGET VARIANCES:**

Budgets for police officer salaries are allocated based on deployment at the time the budget is prepared. Resources are re-deployed to other areas as required throughout the year. Variances can therefore occur where police officers have been moved in or out of units in the intervening period. The overall budget and actual deployment are both based on the number of authorized strength in the approved budget. Additional variances are the result of amendments to the 2019 budget during the budgeting process.

#### ***Assertive Community Treatment (ACT)***

Funding was not approved to continue the Assertive Community Treatment (ACT) pilot in 2019. The decision was made to continue the ACT program, causing a variance between actual and budgeted expenditures, due to the two officers being redeployed from Beat & Bike.

#### ***School Resource Officers***

The budget represents partial year costs, reflecting the intent to reinstate the School Resource Officer positions later in 2019, or when resources become available. These positions were moved to Patrol in 2018 to provide relief to front line resources. Due to resource constraints these positions have not been reinstated at this time.

#### ***Communications Centre – 911***

The variance represents contract expenditures being higher than expected due to a 3 week period where costs were incurred both by VicPD and E-Comm. Expected savings were not realized due to subsequent staffing shortages at E-Comm.

#### ***Centralized Corporate Costs***

Centralized Corporate Costs includes retirement expenditures, which are in excess of the budget, as well as callouts for the Greater Victoria Emergency Response Team and non-permitted events requiring police support.

#### ***Crime Reduction Unit (CRU)***

In June of this year the officers within the Crime Reduction Unit were reallocated to reinforce Patrol and Strike Force, as detailed in the Transformation Report. Patrol expenditures as a result are slightly above budget and Crime Reduction Unit expenditures are below budget.



January 14, 2020

*mayorandcouncil@victoria.ca*

Mayor and Council  
City of Victoria

### **Cool Aid Supports Increased Policing in Burnside Gorge**

Cool Aid has been made aware that the community is reporting an increase in crime and unwanted activity in the Burnside Gorge area, including petty crime, theft and vehicle break-ins. The perception within the neighbourhood is that this increase is related to the significant number of people without a home to call their own who frequent the neighbourhood.

Cool Aid does not condone the criminalization of poverty and does not believe that the challenges of homelessness and addiction can be solved through enforcement. It compels us all -- citizens, organizations and all levels of government -- to work together to not only alleviate the symptoms, but to resolve the systemic issues that lead to these challenges. That said, theft and vandalism are never justifiable and the citizens of Burnside Gorge deserve to feel safe in their homes.

Cool Aid supports VicPD in their request for additional officers so that they have the capacity to adequately respond. Community resource officers are effective supports for neighborhoods and service providers, and neighborhoods experiencing an increase in reported crimes rightfully expect an increase in police patrols and a more visible and responsive presence in the community.

Cool Aid continues to work with our neighbours and the Burnside Gorge Community Association to mitigate any impacts our own operations have on the neighbourhood. As well, we continue to work with other service providers and the Community Advisory Council to address neighbourhood issues and reduce to the extent possible the impacts of homelessness on both the individuals experiencing it, and the residents and businesses of Burnside Gorge.

Please feel free to contact me should you wish to discuss further.

Sincerely,

Kathy Stinson, CPA, CMA, CIHCM  
Chief executive Officer

cc: Del Manak, Chief Constable, VicPD  
Avery Stetski, Chair, Burnside Gorge Community Association