



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Agenda

March 19, 2024 at 5:00pm

Boardroom & Zoom

1. STANDING ITEMS

- a. Territorial Acknowledgement
- b. Declarations of Conflict of Interest
- c. Adoption of the Public Agenda of March 19, 2024
- Pg. 1 d. Adoption of the Public Minutes of February 27, 2024
- Pg. 4 e. Public Input
- f. Board Co-Chairs Update
- Pg. 5 g. Committees Update
- h. Board Member Engagement Update
- i. BC Association of Police Boards Director's Update
- Pg. 21 j. Chief Constable Update
- Pg. 21 k. Equity, Diversity, Inclusion & Engagement Update

2. NEW BUSINESS

- Pg. 22 a. Appointment of BCAPB Representative (M. Hayes)



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Minutes

February 27, 2024 at 5:00pm

Boardroom & Zoom

PRESENT

M. Hayes, Acting Chair
Mayor Desjardins
H. Courtright
E. Cull
S. Dhillon
P. Faoro

M. Hayes
T. Kituri
Insp. C. Brown
Insp. M. Brown
Insp. G. Hamilton
Insp. J. Lawson

S/Sgt. J. Malinosky
S. Hurcombe
K. Kosich
C. Major

Recording Secretary: Collette Thomson

1. STANDING ITEMS

a. Territorial Land Acknowledgement

b. Declaration of Conflicts of Interest
No conflicts declared.

c. Approval: Public Agenda of February 27, 2024

24-14 **MOTION:** *To approve the Public agenda of February 27, 2024 as presented.*
MOVED/SECONDED/CARRIED

d. Approval: Public Minutes of January 16, 2024

24-15 **MOTION:** *To approve the Public Minutes of January 16, 2024 as presented.*
MOVED/SECONDED/CARRIED

e. Board Co-Chair Updates
No discussion arising.

f. Committees Update
Refer to the report provided. Committee matters arising included:

- Equity, diversity, and inclusion initiatives
- Monthly financial report
- Overtime report

Lead Co-Chair Desjardins left the meeting at 5:15pm.

g. Board Member Engagement Update

- Board member Kituri participated in some of the Black History Month initiatives and will be featured on the True Blue podcast. He also attended the Greater Victoria Police Diversity Advisory Committee Dance Along.
- Vice Chair Hayes attended the Special Olympics BC Polar Plunge and the VicPD retirement ceremony.

h. BC Association of Police Boards Executive Update

- Vice Chair Hayes advised that:
 - the BCAPB is discussing the nuances of file disclosure; Board members were encouraged to shadow staff in the Records section to better understand their work
 - in her role as the Board Vice-Chair, the Board has approved that she accepts a media training opportunity up to a cost of \$3,500

i. Chief Constable Update

- Refer to the report provided – for information.
- As a result of the resignation of the previous in-house psychologist from Vancouver Island Psychological Services (VIPS), Director Kosich advised that two new in-house psychologists are starting with VicPD this week and will be in the department on Tuesdays and Thursdays.
- DC McRae highlighted operational calls and files of note.

j. Equity, Diversity, Inclusion & Engagement Update

Refer to the report provided – for information.

2. NEW BUSINESS**a. SD61 Cancellation of the School Police Liaison Officer Program (SPLO)**

Refer to the letter provided. Chief Manak has advocated for the return of officers in schools since May 2023 when SD61 banned SPLOs from schools. He requested an immediate reinstatement of them when he appeared before the SD61 Board on February 26, 2024, as there are serious and growing concerns with gang activity, grooming, drugs, and assaults. Chief Manak advised that the purpose of SPLOs in schools is to educate, build relationships, and prevent crime. Board member Faoro formally requested that SD61 immediately reinstate the SPLOs as well.

b. BCAPB AGM & Conference Sponsorship Request

Refer to the documents provided.

24-16 **MOTION:** *That the Board approve sponsoring the 2024 BCAPB AGM and conference in the amount of \$700 for a breakfast. **MOVED/SECONDED/CARRIED***

c. BCAPB AGM & Conference - Call for Resolutions

Refer to the documents provided.

24-17 **MOTION:** *That, due to the short submission timeline, the Board delegate the Governance Committee to determine what, if any, BCAPB calls for resolution should be submitted, and submit them on behalf of the Board.*

3. CORRESPONDENCE *(For information only)*

a. VicPD Commendations

Meeting adjourned at 5:40pm.

VICTORIA & ESQUIMALT POLICE BOARD

REQUEST TO ADDRESS



The Victoria & Esquimalt Police Board aims to provide the public with a better understanding and insight into police governance and is pleased to provide members of the public with the opportunity to address the Board.

Members of the public who wish to address the Board during the Public session of the regular Board meetings may do so as follows:

1. Comments must relate to an item on the Public agenda of the meeting the speaker is attending. Because the Board's role is that of governance only, please direct the following types of comments accordingly:
 - Compliments: info@vicpd.ca
 - Questions or comments related to police operations: info@vicpd.ca
 - Complaints: info@opcc.bc.ca
2. Requests to speak must be made using this form and sent to board@vicpd.ca by 12:00pm the day prior to the meeting. Late submissions may be considered by the Board.
3. The Board allows up to three (3) speakers per meeting.
4. Speakers will be given up to three (3) minutes to provide questions/comments.
5. Speakers will conduct themselves in a respectful manner. Abusive, disrespectful, discriminatory and/or threatening language and/or behaviour will not be tolerated.

In order to process your request, all fields below must be completed. Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the *Freedom of Information and Protection of Privacy Act*. The personal information will be used for contact purposes only.

Name

Email or Phone Number

Municipality of Residence

Agenda item to be addressed

1. I understand the meeting and my comments will be live streamed and recorded on the Victoria & Esquimalt Police Board YouTube channel.

☐

2. I understand that permission to speak may be withdrawn if I do not follow the terms above.

☐



VICTORIA & ESQUIMALT POLICE BOARD

COMMITTEES UPDATE Public

GOVERNANCE

a. **OPCC #24-25449 Service or Policy Complaint**

The Board formally received a Service or Policy complaint from Mr. P. Schachter on February 16, 2024. Mr. Schachter publicized his complaint which outlined six aspects of concern related to police operation Project Juliet. As per Section 171(1e) of the *Police Act*, the Board has referred this matter to the Governance Committee for processing.

b. **Board Attendance for Conferences & Training**

MOTION: *That the Board approves the following Board members attend the 2024 BCAPB annual conference and AGM in Vancouver, BC from April 11-12: Mayor Desjardins, H. Courtright, S. Dhillon, P. Faoro, and M. Hayes.*

MOTION: *That the Board approves the following Board members attend the 2024 Governing in the Public Interest seminar in Vancouver, BC on April 26: S. Dhillon, P. Faoro, and M. Hayes, and T. Kituri.*

MOTION: *That the Board approve the following Board member attend the 2024 CACOLE conference in Calgary, AB from May 27-29: S. Dhillon.*

MOTION: *That the Board approves the following Board members attend the 2024 CAPG annual conference in Halifax, NS from August 8-11: E. Cull (virtually) S. Dhillon, M. Hayes, and T. Kituri (all three in-person).*

c. **CAPG Request to Host 2025 CAPG Conference**

The CAPG is holding their 2025 conference in Victoria and is requesting the Board's assistance in co-hosting it. The Governance Committee will review the hosting requirements and make a recommendation to the Board.

FINANCE

a. **5-Year Staffing Plan**

The Board and Councils have indicated a desire for longer-term planning for the budget process; therefore, the 2025 budget that will be presented to the Finance Committee for recommendation to the Board will be a detailed 5-year financial plan for 2025-2029.

b. **Proposed Process Timelines re: 2025 Budget Process**

New timelines and processes are being reviewed and considered for the 2025 budget process.

- c. **Overtime Report**
Refer to page #7 - for information
- d. **Monthly Financial Report**
Refer to page #12 – for information.

HUMAN RESOURCES

- a. **HR Update**
VicPD HR Director Kosich provided an update regarding vacancies and recruiting projections.



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	March 5, 2024
TO:	Finance Committee
FROM:	Steve Hurcombe - Controller
SUBJECT:	February 2024 Overtime Report
ACTION:	For Information

BACKGROUND

Overtime expenditures are significant and semi-controllable expenditures for the organization. The report below details overtime expenditures for January 2024, representing approximately 15.3% of the payroll year.

This report has been adjusted for the following:

- Removal of \$88,000 for the Christmas statutory holidays worked in 2023
- Removal of \$156,664 for Standby Pay that is budgeted under Salaries but charged to Overtime due to the setup in the scheduling software
- Includes an estimate for protest costs to date, recoverable under the MOU with the Legislative Assembly

Once adjusted, net non-recoverable overtime is approximately 14% of the total budget and, therefore, slightly below budget. Recoverable overtime is above budget due to the high number of protests, where most costs can be recovered through the MOU with the Legislative Assembly.

SUMMARY

Below is a summary broken down into non-recoverable Administration, Operations, and Integrated Units.

Overtime Expenditures as of February 28th, 2024
Police and Civilian Combined

		2023	2024	2024	
BU	Description	First 2 Months	Budget	Year To Date	% Spent (Remaining)
Non-Recoverable Overtime					
Administration					
2500	Financial Services Division	270	1,000	169	16.9% 831
2510	Human Resources	3,067	31,000	12,740	41.1% 18,260
2524	Community Engagement	3,063	23,000	625	2.7% 22,375
2527	Critical Incident Stress Management	-	20,000	-	0.0% 20,000
2529	Executive Services	2,591	25,000	14,668	58.7% 10,332
2530	Information, Privacy and Legal	-	3,000	-	0.0% 3,000
2546	Volunteers	711	3,500	-	0.0% 3,500
2550	Information Technology	1,892	5,000	-	0.0% 5,000
2630	Records	15,182	80,000	17,914	22.4% 62,086
Total Administration		26,776	191,500	46,116	24.1% 145,384
Operations					
2549	Analysis & Intel	1,736	18,000	6,532	36.3% 11,468
2560	Patrol	104,973	1,252,000	163,008	13.0% 1,088,992
2570	Esquimalt Administration	84	1,500	2,089	139.3% (589)
2572	Operational Planning	-	10,000	-	0.0% 10,000
2580	General Investigative Support	6,979	200,000	120,727	60.4% 79,273
2581	Outreach	-	10,000	1,169	11.7% 8,831
2582	Community Resource Officers (CRO)	2,565	-	-	N/A -
2590	Strike Force	-	125,000	-	0.0% 125,000
2600	Detectives	6,486	40,000	14,503	36.3% 25,497
2605	Computer Analysis	-	6,000	-	0.0% 6,000
2606	Special Victims	2,200	35,000	2,415	6.9% 32,585
2608	Major Crimes	5,799	120,000	21,998	18.3% 98,002
2609	Historical Cases	96	-	2,578	N/A (2,578)
2610	Traffic	-	40,000	12,810	32.0% 27,190
2615	Cybercrime	-	-	210	N/A (210)
2650	Forensic Identification	6,602	65,000	16,453	25.3% 48,547
2680	Jail	16,348	120,000	10,831	9.0% 109,169
2692	ERT Team	266	10,000	41,490	414.9% (31,490)
Total Operations		154,134	2,052,500	416,813	20.3% 1,635,687
Integrated Units					
2523	Integrated Mobile Crisis Response (IMCRT)	4,046	36,920	2,013	5.5% 34,907
2520	Centralized (GVERT, Protests etc.)	14,461	643,990	122,505	19.0% 521,485
2565	Integrated Canine Unit	1,713	11,900	482	4.1% 11,418
2601	Vancouver Island Integrated Major Crimes (VIIMCU)	11,828	156,000	29,198	18.7% 126,802
2603	MYST	-	2,000	-	0.0% 2,000
2607	Regional Domestic Violence	-	13,360	-	0.0% 13,360
2620	Public Safety Unit Training	2,676	63,330	872	1.4% 62,458
2690	GVERT Training	899	166,130	7,172	4.3% 158,958
2695	Crisis Negotiation	-	11,510	1,122	9.7% 10,388
Total Integrated Units		35,623	1,105,140	163,364	14.8% 941,776
Less: Standby Coded to Overtime				156,664	
Total Non-Recoverable Overtime		216,533	3,349,140	469,629	14.0% 2,722,847
Overtime Recoverable from Third parties					
2510	Human Resources	2,569	-	1,559	N/A (1,559)
2520	Centralized (Emergency Response, Protests)	49,132	-	59,398	N/A (59,398)
2526	Special Events	92,995	750,000	121,301	16.2% 628,699
2560	Patrol	6,423	-	2,178	N/A (2,178)
2590	Strikeforce	11,141	-	14,633	N/A (14,633)
2607	Regional Domestic Violence	221	-	-	N/A -
Total Recoverable Overtime		162,481	750,000	199,069	26.5% 550,931
Total Overtime Combined		379,014	4,099,140	668,698	16.3% 3,273,778

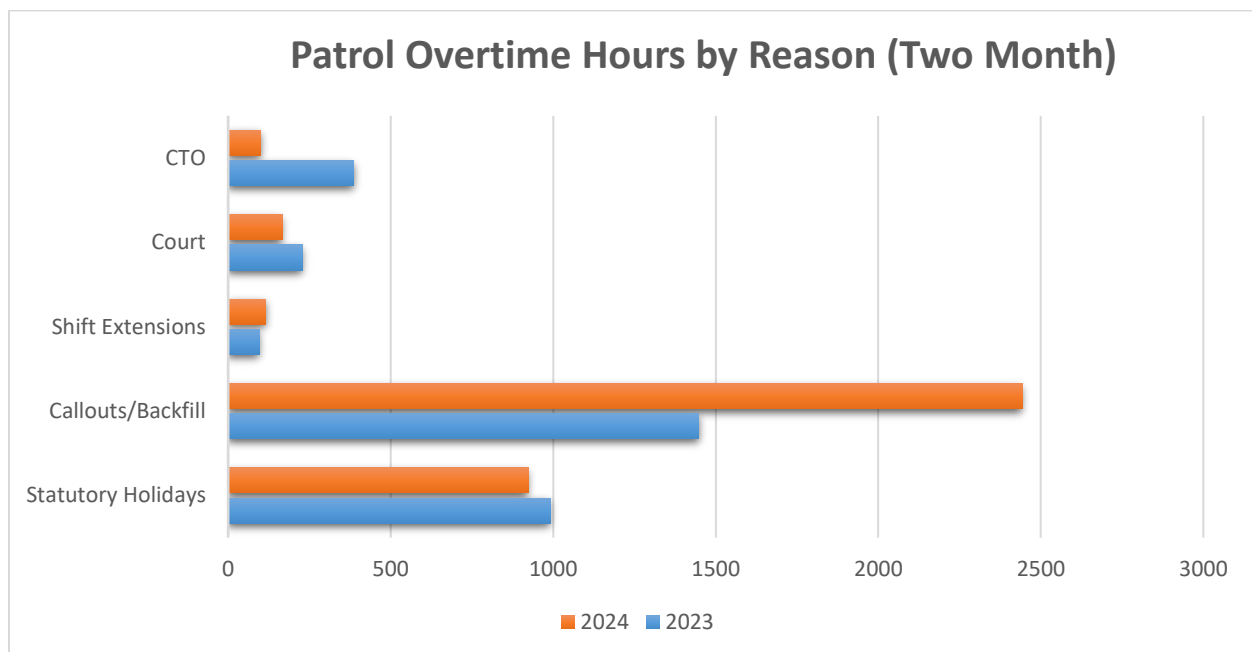
Overtime for Police Officers assigned to Patrol by Reason

As these reports evolve, it has been noted that the report used to generate this data can only be pulled by the Assigned Unit for police officers. The distinction is important because it indicates the demands placed on Patrol Members but doesn't necessarily indicate the costs of operating Patrol when they are called out to respond to protests or other duties.

This report shows the year-to-date overtime hours compared to the previous year.

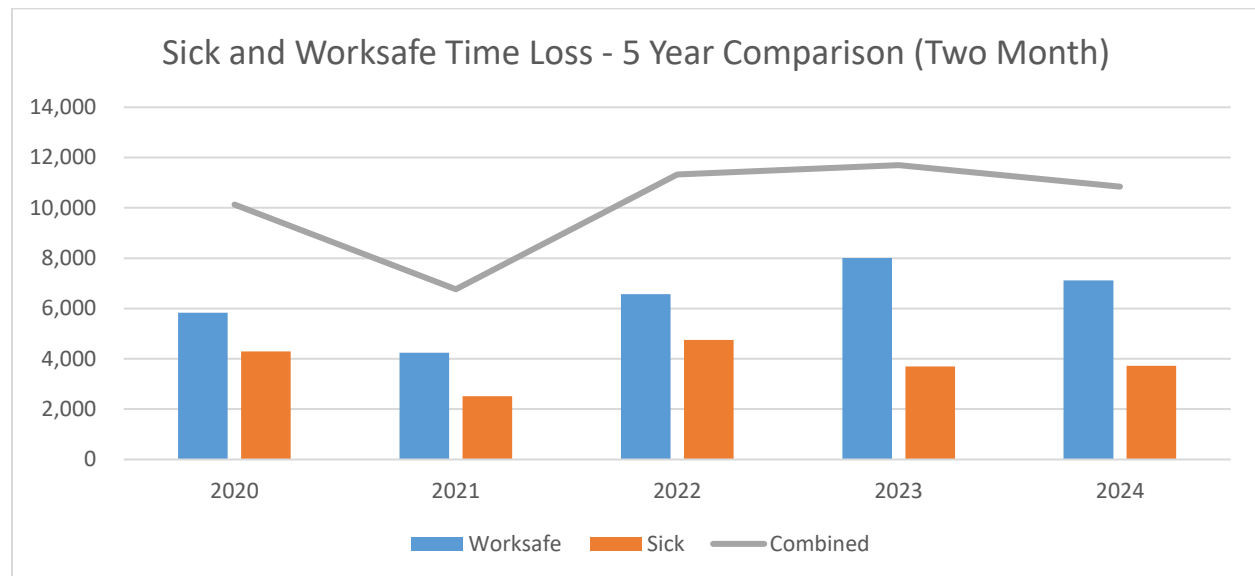
Court, Shift Extensions, and Statutory Holiday overtime fall within or below average and are within expectations. CTO, primarily used to compensate for off-duty training, is higher but indicates the timing for planned training.

Callouts, however, have increased compared to the same time last year. Recent protests, some likely recoverable from the Province, have contributed to this. It is important to note that although the callout overtime demand for Patrol officers has increased significantly, the overtime costs for Patrol are still within budget. This is because callouts for protests are not charged to Patrol.



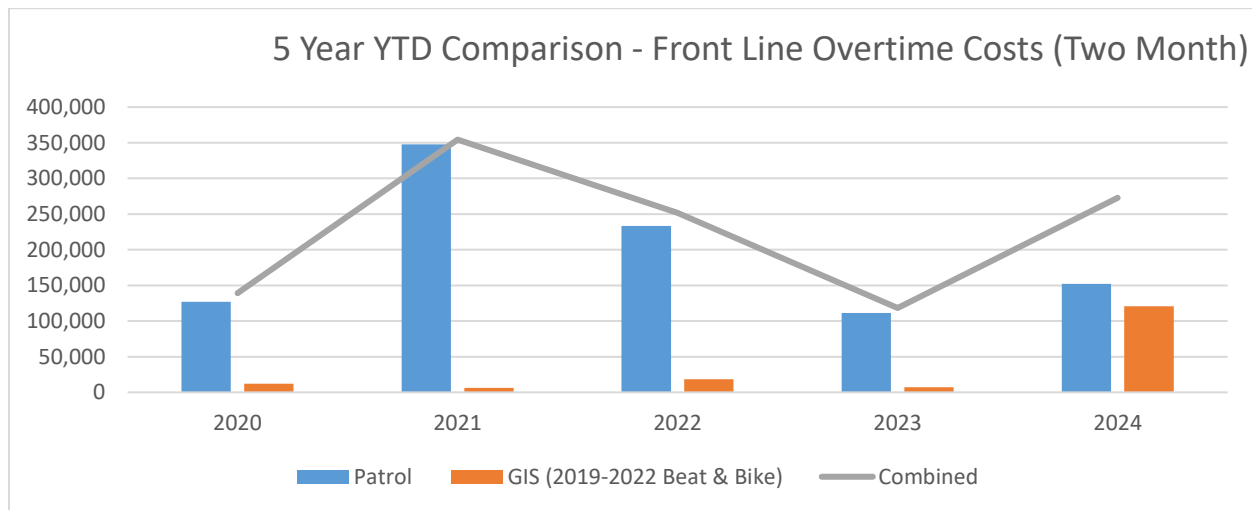
Time Loss from Work-Related Injuries

The graph illustrates time lost from sick leave and work-related injuries for the same month over the last five years. Sick leave is comparable to the previous years' time but aligned with long-term averages. Time loss from work-related injuries is down somewhat from last year and is in line with long-term averages. Combined, we are down slightly from 2022 and 2023 at the same time of year.



Month-to-Month Trend for Front Line Overtime Expenditures

The overtime for Christmas that belongs to 2023 has been excluded from the amounts below, as well as any standby costs for Patrol members on standby for other functions. Once adjusted, overtime is higher than the previous year but still lower than our highest year in 2021. This may be partly due to inconsistencies in the year-end cut-off process for overtime at the end of 2023 and warrants further monitoring. Should overtime amounts remain high by the end of the first quarter, more analysis may be required.





VICTORIA & ESQUIMALT POLICE BOARD

DATE:	March 5, 2024
TO:	Finance Committee
FROM:	Steve Hurcombe, Controller
SUBJECT:	February 2024 Monthly Financial Report
ACTION:	For Information

SUMMARY

This report contains the monthly financial report as of February 28th, 2024, representing approximately 15.3% of the fiscal year for payroll. The budget is the 2024 Provisional Police Budget, approved by the Board and the City of Victoria Council. The Township of Esquimalt is yet to consider the police budget for 2024.

The net financial position is approximately 16.5 % of the total budget.

Significant items:

- Retirement expenditures of approximately \$520,000 do not have an operating budget. Excluding this amount, the net position would have been 15.8% of the total budget or approximately 0.5% over budget.
- Building and maintenance costs payable to the municipalities are estimated for the first two months. The budget for this line item is still under consideration by the Province as part of the Section 27(3) review and is currently insufficient to meet those obligations.
- Benefits costs are higher in the first half of the year due to the costs of CPP and EI. A significant percentage of staff make more than the maximum insurable amounts, so benefit costs are lower in the second half of the year.
- Non-recoverable overtime is below budget at this time
- Except for salaries, building, and recoverable overtime, other expenditures are currently below budget.



MONTHLY FINANCIAL REPORT AS AT FEBRUARY 28TH, 2024

Statement 1

Victoria Police Department
Revenues and Expenditures By Section (Unaudited)
For the Period Ending February 28, 2024

	Provisional Budget	15.3%	Actual	(Over) Under	% of Total Budget
Revenue					
Special Events	750,000	114,750	180,699	569,301	24.1%
Records	85,000	13,005	4,662	80,338	5.5%
Grants	24,500	3,749	32,652	(8,152)	133.3%
Other	-	-	2,622	(2,622)	N/A
Jail Operations	40,000	6,120	9,260	30,740	23.1%
Total Revenue	899,500	137,624	229,894	669,606	25.6%
Operating Expenditures By Section					
Executive	4,742,415	725,589	694,046	4,048,369	14.6%
Integrated Units	3,034,381	464,260	505,122	2,529,259	16.6%
Crime Prevention Services	607,185	92,899	91,104	516,081	15.0%
Crime Reduction Division	3,441,518	526,552	711,167	2,730,351	20.7%
Patrol - Primary Response Division	20,824,042	3,186,078	3,490,181	17,333,861	16.8%
Community Services, Outreach & Patrol Support	7,363,979	1,126,689	1,518,832	5,845,147	20.6%
Investigative Services	6,829,156	1,044,861	1,122,000	5,707,156	16.4%
Traffic Enforcement and Crash Investigations	1,232,735	188,608	234,205	998,530	19.0%
Communications Centre - 911	5,070,430	775,776	823,797	4,246,633	16.2%
Centralized Corporate Costs	1,017,665	155,703	728,140	289,525	71.6%
Support Services	16,334,598	2,499,193	1,836,375	14,498,223	11.2%
Jail Operations	1,838,607	281,307	187,536	1,651,071	10.2%
Total Operating Expenditures	72,336,711	11,067,517	11,942,507	60,394,204	16.5%
Transfers to Capital	1,200,000	183,600	183,600	1,016,400	15.3%
Transfer from Financial Stability Reserve	500,000	76,500	-	500,000	N/A
Net Deficit	72,137,211	11,036,993	11,896,213	60,240,998	16.5%

Statement 2

Victoria Police Department
Revenue and Expenditures by Object (Unaudited)
For the Period Ending February 28, 2024

	Actual	Provisional Budget	% Used	(Over)/Under	
				\$	%
Revenue					
Special Events	180,699	750,000	24.1%	569,301	75.9%
Records	4,662	85,000	5.5%	80,338	94.5%
Grants	32,652	24,500	N/A	(8,152)	-33.3%
Other	2,622	-	N/A	(2,622)	N/A
Jail Operations	9,260	40,000	23.1%	30,740	76.9%
Total Revenue	229,894	899,500	25.6%	669,606	74.4%
Operating Expenditures					
Salaries and Benefits	8,758,684	52,242,291	16.8%	43,483,607	83.2%
Retirements	519,841	-	N/A	(519,841)	N/A
Non-Recoverable Overtime	482,672	3,349,140	14.4%	2,866,468	85.6%
Recoverable Overtime	300,000	750,000	40.0%	450,000	N/A
Professional/Third Party Services	847,415	8,057,369	10.5%	7,209,954	89.5%
Equipment Maintenance - Fleet & Computers	233,571	2,131,255	11.0%	1,897,684	89.0%
Communications	120,842	872,600	13.8%	751,758	86.2%
Travel and Training	260,869	1,833,390	14.2%	1,572,521	85.8%
Building Maintenance	146,500	563,455	26.0%	416,955	74.0%
General and Office Supplies	79,712	511,610	15.6%	431,898	84.4%
Other Operating Expenditures	0	279,500	0.0%	279,500	100.0%
Uniforms & Protective Clothing	26,594	415,000	6.4%	388,407	93.6%
Lease/Rental/PRIME	96,134	586,200	16.4%	490,066	83.6%
Fuel and Motor Oil	40,573	381,891	10.6%	341,318	89.4%
Insurance	26,519	337,510	7.9%	310,991	92.1%
Postage and Freight	2,582	25,500	10.1%	22,918	89.9%
Total Operating Expenditures	11,942,507	72,336,711	16.5%	60,394,204	83.5%
Transfers to Capital	183,600	1,200,000	15.3%	1,016,400	N/A
Transfer from Financial Stability Reserve	-	500,000	0.0%	500,000	0.0%
Net Deficit	11,896,213	72,137,211	16.5%	60,240,998	83.5%

Statement 3

Victoria Police Department
Operating Expenditures by Section and Business Unit (Unaudited)
For the Period Ending February 28, 2024

	Budget Approved by Councils	Actual	(Over) Under	% of Total Budget
Executive Services				
Office of The Chief Constable	1,291,050	191,522	1,099,528	14.8%
Executive Services, Policy and Professional Standards	1,942,535	254,992	1,687,543	13.1%
Esquimalt Administration	651,005	121,621	529,384	18.7%
Police Board	150,500	11,768	138,732	7.8%
Public Affairs	707,325	114,144	593,181	16.1%
Total Executive Services	4,742,415	694,046	4,048,369	14.6%
Integrated Units				
Vancouver Island Integrated Major Crime Unit	961,004	187,841	773,163	19.5%
Greater Victoria Police Diversity Committee	37,104	5,688	31,416	15.3%
Integrated Mobile Crisis Response Team	128,677	19,698	108,979	15.3%
Regional Domestic Violence Unit	209,509	32,047	177,462	15.3%
Integrated Canine Service	810,952	124,120	686,832	15.3%
Public Safety Unit	144,555	22,116	122,439	15.3%
Explosive Disposal Unit	16,897	2,600	14,297	15.4%
Crime stoppers	63,135	9,700	53,435	15.4%
Mobile Youth Service Team	64,694	9,855	54,839	15.2%
Emergency Response Team Training	577,350	88,335	489,015	15.3%
Crisis Negotiator Team	20,504	3,121	17,383	15.2%
Total Integrated Units	3,034,381	505,122	2,529,259	16.6%
Crime Prevention Services				
School Resource Officers		-	-	N/A
Community Programs	268,529	41,436	227,093	15.4%
Volunteer Program	161,988	19,052	142,936	11.8%
Reserve Program	176,668	30,615	146,053	17.3%
Total Crime Prevention Services	607,185	91,104	516,081	15.0%
Crime Reduction Division				
Strike Force	1,351,276	225,713	1,125,563	16.7%
Analysis and Intel	969,742	147,875	821,867	15.2%
Operational Planning	332,500	78,221	254,279	23.5%
Special Duties	788,000	259,358	528,642	32.9%
Total Crime Reduction Division	3,441,518	711,167	2,730,351	20.7%

	Annual Budget	Year To Date	(Over) Under	% of Total Budget
Patrol - Primary Response Division	20,824,042	3,490,181	17,333,861	16.8%
Community Services, Outreach and Patrol Support				
General Investigative Team	4,187,377	994,498	3,192,879	23.7%
Community Outreach	992,332	209,720	782,612	21.1%
GVERT - Esquimalt Based Team	2,184,270	314,614	1,869,656	14.4%
Total Community Services, Outreach & Patrol Support	7,363,979	1,518,832	5,845,147	20.6%
Investigative Services Division				
Detective Division - Support	1,662,409	255,832	1,406,577	15.4%
Special Operations	500,000	6,344	493,656	N/A
Historical Case Review	333,900	64,198	269,702	19.2%
Computer Analysis Section	588,615	32,374	556,241	5.5%
Special Victims Unit	1,140,397	187,470	952,927	16.4%
Major Crimes	1,384,957	339,578	1,045,379	24.5%
Cybercrime	-	30,269	(30,269)	N/A
Forensic Identification	1,218,878	205,935	1,012,943	16.9%
Total Investigative Services Division	6,829,156	1,122,000	5,707,156	16.4%
Traffic Enforcement and Crash Investigations				
Traffic Enforcement and Crash Investigation	1,215,145	234,205	980,940	19.3%
Motorcycle Escort Team	17,590	-	17,590	0.0%
Total Traffic Enforcement and Crash Investigations	1,232,735	234,205	998,530	19.0%
South Island Dispatch Centre	5,070,430	823,797	4,246,633	16.2%
Centralized Corporate Costs	1,017,665	728,140	289,525	71.6%
Support Services				
Automotive	951,500	83,470	868,030	8.8%
Critical Incident Stress Management	38,000	-	38,000	0.0%
Legal Services and Freedom of Information	561,743	80,313	481,430	14.3%
Financial Services	5,375,976	351,432	5,024,544	6.5%
Human Resources, firearms and use of force training	4,542,452	586,306	3,956,146	12.9%
Information Support Services	2,764,285	395,743	2,368,542	14.3%
Secondments		-	-	N/A
Information Systems	2,100,642	339,111	1,761,531	16.1%
Total Support Services	16,334,598	1,836,375	14,498,223	11.2%
Special Municipal Constables	1,838,607	187,536	1,651,071	10.2%
Total Operating Expenditures	72,336,711	11,942,507	60,394,204	16.5%

Statement 4

Victoria Police Department
Capital Expenditures (Unaudited)
For the Period Ending February 28, 2024

	<u>Transfers to Capital Fund</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>(Over) Under</u>	<u>%</u>
Vehicles	-	600,000	155,512	444,488	25.9%
Computer Equipment	-	500,000	49,937	450,064	10.0%
Furniture	-	400,000	297	399,703	0.1%
Police Building Upgrades	-	-	1,612	(1,612)	N/A
Total Capital	<u>1,200,000</u>	<u>1,500,000</u>	<u>207,358</u>	<u>1,292,642</u>	<u>13.8%</u>

1. REVENUE

Revenues are above budget due to protest costs we expect to be recoverable under our MOU with the BC Legislative Assembly.

2. SALARIES AND BENEFITS:

The Human Resources section recruits police officers based on a projection of retirements and authorized strength, as training spaces permit. As it takes at least 18 months for a recruit to be fully operational, VicPD tries to hire recruits ahead of anticipated retirements. As we continue to hire more officers, we should approach budgeted salaries and benefits for police wages.

Salaries and Benefits are over budget, which is not unusual due to high benefit costs in the year's first half.

3. RETIREMENTS:

The first round of retirements typically occurs in January of each year, resulting in approximately \$520,000 in retirement expenditures this year. While not unusual, there is no operating budget for these expenditures in 2024, and should there be insufficient surplus to offset these expenditures, a charge against the Employee Benefit Obligation will be required. An offsetting fund exists. We are, however, awaiting information on whether the liability continues to be funded, as a significant amount was charged against the liability in 2023.

4. OVERTIME:

Non-recoverable overtime expenditures are below budget. Recoverable overtime is above budget due to the high number of protests we are currently experiencing. These expenditures are primarily recoverable through an MOU with the BC Legislative Assembly.

5. PROFESSIONAL SERVICES:

Professional fees are currently below budget.

6. EQUIPMENT MAINTENANCE – FLEET & COMPUTERS:

Equipment maintenance expenditures are also below budget, although a significant portion is tied to upcoming license renewals.

7. TELEPHONE LINE CHARGES/CREST:

Telecommunication costs are below budget at this time.

8. TRAVEL AND TRAINING:

Travel and training expenditures are below budget but are expected to be close to budget by the end of the year, as a significant amount of training occurs in the spring.

9. BUILDING MAINTENANCE:

Building and maintenance costs payable to the municipalities have been estimated. This budget item was not fully approved in 2023 by slightly more than \$300,000 and is still subject to the province's Section 27(3) review. The current budget numbers, therefore, do not reflect the total amount needed to fulfill those obligations for the year.

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

Overall, these expenditures are below budget, mainly due to the timing of expenses, but we expect them to be close to budget for the year.

11. FUEL AND MOTOR OIL

This amount includes an estimate for January and February fuel charges from the City and is currently below budget.

12. CAPITAL

The budget for transfers to the capital reserve was reduced by councils in 2023 and is subject to a Section 27(3) review by the Province. For this reason, we have limited our capital expenditures to vehicles and IT replacement to maintain operations. Despite this, in 2023, we spent \$100,000 less than the transfer to reserves and, therefore, have committed this amount towards higher priority building projects within the building. Other building projects to create and improve space remain on hold pending that decision by the Province.



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	March 19, 2024
TO:	Victoria & Esquimalt Police Board
FROM:	Chief Cst. Manak
SUBJECT:	Chief Constable Monthly Engagement Highlights
ACTION:	For Information

Internal & External Engagements

February 28	Attended meeting of SD61 parents regarding the School Police Liaison Officer program
March 3	Attended the finale of the Wounded Warriors Run
March 4	Met with Community Advocating for Students & Safety re: School Police Liaison Officer program
March 8	Attended the JIBC Police Academy graduation ceremony
March 12	Attended the 10-year commemoration of the Afghanistan War Mission Closeout
March 12	Attended the VicPD Reserve Constables class to welcome new Reserves
March 16	Attended the Greater Victoria Police Foundation Police Camp to welcome participating youth
March 17	Attended the VicPD Volunteer training session to welcome new Volunteers
March 19	Attended the Greater Victoria Police Foundation Police Camp presentation on ending gang life

Equity, Diversity & Inclusion Engagements

February 28	Participated in Pink Shirt anti-bullying day
February 28	Met with Chief J. Thomas from Esquimalt Nation
February 29	Met with the Aboriginal Coalition to End Homelessness re: creation of a gender-based violence Memorandum of Understanding
February 29	Met with Rabbi Kaplan re: Jewish community safety concerns
March 2	Attended the Welcome Pole dedication ceremony in Esquimalt

To: BCAPB Member Boards

In preparation for the upcoming BCAPB conference and AGM, it would be very much appreciated if you could consult with your board as to who will be appointed, or continue on, as your Board's authorized representative and alternate representative of the BCAPB Executive Board, and if at all possible to provide me with your representative's name and contact info by **March 31, 2024**.

APPOINTMENT OF EXECUTIVE BOARD

Part V – Directors and Officers of the BCAPB Constitution and Bylaws:

22 (2) Each Director is the appointed authorized representative of a Full Member ("Full Member" means a police board pursuant to the *Police Act*,)

Director (**authorized** representative):

Contact Information (email/phone):

Director (**alternate** representative):

Contact Information (email/phone):

The Executive Board will elect the Officers of the Executive Committee at the first Executive Board meeting following the Annual General Meeting of the Association.

Please submit the name of your Board's representative on the Executive Board to Veronica Bandet, Administrative Assistant, via email to bcapbs@gmail.com.