



## VICTORIA & ESQUIMALT POLICE BOARD

### Public Meeting Minutes

April 16, 2024 at 5:00pm

Boardroom & Zoom

#### PRESENT

Mayor Desjardins, Chair  
Mayor Alto  
H. Courtright  
S. Dhillon  
P. Faoro  
M. Hayes  
T. Kituri

D. Yakimchuk  
Chief Cst. Manak  
DC J. Laidman  
DC J. McRae  
Insp. C. King  
Insp. J. Lawson  
S/Sgt. M. Darling

S/Sgt. J. Ames  
S/Sgt. J. Malinosky  
K. Kosich  
C. Major  
Da. Phillips

Recorder: Collette Thomson

#### 1. STANDING ITEMS

a. Territorial Land Acknowledgement

b. Declaration of Conflicts of Interest  
No conflicts declared.

c. Approval: Public Agenda of April 16, 2024

24-44                    **MOTION:** *To approve the Public agenda of April 16, 2024 as amended to insert item (e) Rise and Report.*    **MOVED/SECONDED/CARRIED**

d. Approval: Public Minutes of March 19, 2024

24-45                    **MOTION:** *To approve the Public Minutes of March 19, 2024 as presented.*  
**MOVED/SECONDED/CARRIED**

e. Rise & Report

As per *Police Act* section 69.2(d), the Special In-Camera Board meeting of March 28, 2024 resulted in the following Motions being carried:

24-34                    **MOTION:** *That as per the OPCC recommendation outlined in their 240326 letter, that the Board complete a review of its practices as they relate to responding to Service or Policy complaints and delegating board statutory responsibilities to ensure compliance with the Police Act.*  
**MOVED/SECONDED/CARRIED**

- 24-35            *MOTION: That the Board Co-chairs and Governance Committee Chair request a meeting with the Police Complaint Commissioner to discuss Service or Policy Complaint procedures and their 240326 letter to the Victoria and Esquimalt Police Board. MOVED/SECONDED/CARRIED*
- 24-36            *MOTION: The Board reconfirms that it delegates its responsibilities, as set out in the Police Act, to fulfil the statutory responsibilities of the Board with regard to Service or Policy complaints made about the Victoria Police Department, to the Governance Committee. MOVED/SECONDED/CARRIED*
- 24-37            *MOTION: That the Board Co-Chairs, on behalf of the Board, write to the Delta Police Department and Surrey Police Service advising that the Governance Committee has sole conduct of OPCC Service or Policy complaint #2024-25449; and further setting out its request to the Delta Police Department and Surrey Police Service for an investigation into specific sections of the OPCC Service or Policy complaint #2024-25449. MOVED/SECONDED/CARRIED*
- 24-38            *MOTION: That Board rise and report on Motions #24-34 to #24-37. MOVED/SECONDED/CARRIED*

**f. Board Co-Chair Updates**

Dale Yakimchuk was introduced as the new Victoria Municipal Board appointee. There is one final provincial appointment vacancy yet to be filled.

**g. Committees Update**

Refer to the report provided. Committee matters arising included:

- Adjustment of Board meeting time and location
- Proposed process timelines re: 2025 budget process
- Overtime report
- Monthly Financial report
- CAPG request to host 2025 CAPG conference

- 24-46            *MOTION: That the Board approach the City of Victoria and the Township of Esquimalt to co-host the 2025 CAPG Conference with the appropriate financial support. MOVED/SECONDED/CARRIED***

HR Committee Chair Kituri advised that the Board recently submitted an RFP for a search firm to advise on processes for searching for the next Chief Constable as a result of the upcoming conclusion of Chief Manak’s contract.

**h. Board Member Engagement Update**

- The BCAPB conference and AGM was held last week in Vancouver and was attended by Board members Courtright, Dhillon, Faoro, and Hayes. Board member Faoro provided a comprehensive review of the presentations and topics discussed.
- Board member Kituri attended the recent JIBC recruit graduation.

i. **BC Association of Police Boards Executive Update**

Seven of the submitted resolutions were passed at the recent BCAPB AGM and conference, including the one from the Board. Vice-Chair Hayes will be providing the Board with additional follow-up information relating to some of the presentations.

j. **Chief Constable Update**

Refer to the report provided – for information.

- DC McRae provided an update on operational calls and files of note
- Proposed changes to the *National Defence Act* would remove the military's jurisdiction over Canada-based sexual offences under the Criminal Code. Investigations would be conducted by the police of jurisdiction instead but without an MOU in place.

k. **Equity, Diversity, Inclusion & Engagement Update**

Refer to the report provided – for information.

## 2. NEW BUSINESS

a. **Roadmap VicPD Roadmap for a Healthy & Inclusive Workplace**

Refer to the document provided – for information. A list of committee representatives will be added to this report. The document will be refreshed and updated accordingly.

*A technical failure occurred with the Zoom and YouTube feeds; the meeting could not continue to be broadcast.*

## 3. CORRESPONDENCE *(For information only)*

a. **Ministerial Order in Council #128 re: Appointment of Board member Yakimchuk**

*Meeting adjourned at 6:15pm.*



## VICTORIA & ESQUIMALT POLICE BOARD

### COMMITTEES UPDATE Public

#### GOVERNANCE

**a. Review of Procedures and/or Practices for Service or Policy Complaints**

As per Motion #24-34, the Governance Committee will review its practices relating to Service or Policy complaints.

**b. Purchase of Copies of *Police Act***

The King's Printer makes available hard copies of the *Police Act* for a nominal fee. It was suggested that once additional amendments to the Act are made by the Fall, updated copies should be purchased for Board members who request a copy. In the meantime, the most up to date version can always be found online.

**MOTION:** *That any Board member who wishes to obtain a hard copy of the Police Act may request one when the updates to the Act are completed in the Fall.*

**c. Email Usage for Mayors**

A review will be conducted regarding best practices related to use of the Co-Chairs current email addresses for Police Board business.

#### FINANCE

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

Finance Chair Cull and Director of Finance Phillips continue to meet to discuss further changes that are required to this process.

**b. Monthly Financial Report**

Refer to page #4 – for information.



## VICTORIA & ESQUIMALT POLICE BOARD

<b>DATE:</b>	May 7 <sup>th</sup> , 2024
<b>TO:</b>	Finance Committee
<b>FROM:</b>	Donna Phillips, Controller
<b>SUBJECT:</b>	April 2024 Monthly Financial Report
<b>ACTION:</b>	For Information

### SUMMARY:

This report contains the monthly financial report as of April 29<sup>th</sup>, 2024, representing approximately 35% of the fiscal year for payroll. The net financial position is approximately 33.4% of the total budget. Overtime expenditures are 41.5% spent year-to-date. Due to the timing of my start date, there will be no Overtime Report attached for this month.

We have incurred \$625,749 in retirement expenditures. As noted in the previous financial report, many retirements occur at the beginning of the year, and there is no operating budget. If there is insufficient surplus at year-end to cover these expenditures, they will be charged against the employee benefit liability.

This report has been adjusted for the following:

- Reclassification of \$310,548 for Standby Pay to Salaries to align with budget. Standby Pay is charged to Overtime due to the setup in the scheduling software.
- Removal of \$66,667 of staff recovery received from the Legislative Assembly for the Public Safety Unit protest funding. The annual funding of \$100,000 is pro-rated to remove future months of May through December. This funding has increased from the budgeted amount of \$50,000.
- Adding of \$110,250 of staff recovery receivable from the Legislative Assembly, which represents the agreed amount for 2024 for a 3<sup>rd</sup> Constable in Operations Planning. This amount will increase to the full year amount of \$147,000 in 2025.
- Adding \$48,667 of expenditure for City-provided financial services not yet billed.
- Adding \$266,667 of expenditure for City-provided building services not yet billed.
- Removing \$816,047 of expenditure for pre-billed services from EComm.



---

**MONTHLY FINANCIAL  
REPORT AS AT  
APRIL 29<sup>TH</sup>, 2024**

---

**Victoria Police Department**  
**Revenues and Expenditures By Section (Unaudited)**  
**For the Period Ending April 29, 2024**

	Budget	35.0%	Actual	(Over) Under	% of Total Budget
<b>Revenue</b>					
Special Events	750,000	262,500	548,000	202,000	73.1%
Records	85,000	29,750	24,544	60,456	28.9%
Grants	24,500	8,575	32,652	(8,152)	133.3%
Other	-	-	12,812	(12,812)	
Jail Operations	40,000	14,000	9,260	30,740	23.1%
<b>Total Revenue</b>	<b>899,500</b>	<b>314,825</b>	<b>627,267</b>	<b>272,233</b>	<b>69.7%</b>
<b>Operating Expenditures By Section</b>					
Executive	4,742,415	1,659,845	1,473,184	3,269,231	31.1%
Integrated Units	3,034,381	1,062,033	1,272,560	1,761,821	41.9%
Crime Prevention Services	607,185	212,515	171,715	435,470	28.3%
Crime Reduction Division	3,441,518	1,204,531	1,360,348	2,081,170	39.5%
Patrol - Primary Response Division	20,824,042	7,288,415	7,307,162	13,516,880	35.1%
Community Services, Outreach & Patrol Support	7,363,979	2,577,393	2,921,439	4,442,540	39.7%
Investigative Services	6,329,156	2,215,205	2,336,729	3,992,427	36.9%
Traffic Enforcement and Crash Investigations	1,232,735	431,457	513,565	719,170	41.7%
Communications Centre - 911	5,070,430	1,774,651	1,639,840	3,430,590	32.3%
Centralized Corporate Costs	1,017,665	356,183	1,148,211	(130,546)	112.8%
Support Services	16,334,598	5,717,109	3,908,499	12,426,099	23.9%
Jail Operations	1,838,607	643,512	403,771	1,434,836	22.0%
<b>Total Operating Expenditures</b>	<b>71,836,711</b>	<b>25,142,849</b>	<b>24,457,024</b>	<b>47,379,687</b>	<b>34.0%</b>
<b>Transfers to Capital</b>	<b>1,200,000</b>	<b>420,000</b>	<b>300,000</b>	<b>900,000</b>	<b>25.0%</b>
<b>Net Deficit</b>	<b>72,137,211</b>	<b>25,248,024</b>	<b>24,129,757</b>	<b>48,007,454</b>	<b>33.4%</b>

**Victoria Police Department**  
**Revenue and Expenditures by Object (Unaudited)**  
**For the Period Ending April 29, 2024**

	Actual	Budget	% Used	(Over)/Under	
				\$	%
<b>Revenue</b>					
Special Events	548,000	750,000	73.1%	202,000	26.9%
Records	24,544	85,000	28.9%	60,456	71.1%
Grants	32,652	24,500	133.3%	(8,152)	-33.3%
Other	12,812	-		(12,812)	
Jail Operations	9,260	40,000	23.1%	30,740	76.9%
<b>Total Revenue</b>	<b>627,267</b>	<b>899,500</b>	<b>69.7%</b>	<b>272,233</b>	<b>30.3%</b>
<b>Operating Expenditures</b>					
Salaries and Benefits	17,538,538	52,242,291	33.6%	34,703,753	66.4%
Retirements	625,749	-		(625,749)	
Overtime	1,701,440	4,099,140	41.5%	2,397,700	58.5%
Professional/Third Party Services	1,950,455	8,012,069	24.3%	6,061,614	75.7%
Equipment Maintenance - Fleet & Computers	437,325	2,131,255	20.5%	1,693,930	79.5%
Communications	297,616	872,600	34.1%	574,984	65.9%
Travel and Training	592,840	1,833,390	32.3%	1,240,550	67.7%
Building Maintenance	294,034	563,455	52.2%	269,421	47.8%
General and Office Supplies	227,686	511,610	44.5%	283,924	55.5%
Other Operating Expenditures	328,003	279,500	117.4%	(48,503)	-17.4%
Uniforms & Protective Clothing	101,011	415,000	24.3%	313,989	75.7%
Lease/Rental/PRIME	225,693	586,200	38.5%	360,507	61.5%
Fuel and Motor Oil	40,117	381,891	10.5%	341,774	89.5%
Insurance	86,890	337,510	25.7%	250,620	74.3%
Postage and Freight	9,625	25,500	37.7%	15,875	62.3%
<b>Total Operating Expenditures</b>	<b>24,457,024</b>	<b>72,291,411</b>	<b>33.8%</b>	<b>47,834,387</b>	<b>66.2%</b>
<b>Transfers to Capital</b>	<b>300,000</b>	<b>1,200,000</b>	<b>25.0%</b>	<b>900,000</b>	<b>75.0%</b>
<b>Transfers to Evergreen Reserve</b>	<b>-</b>	<b>45,300</b>	<b>0.0%</b>	<b>45,300</b>	<b>100.0%</b>
<b>Transfer from Financial Stability</b>	<b>-</b>	<b>500,000</b>	<b>0.0%</b>	<b>500,000</b>	<b>100.0%</b>
<b>Net Deficit</b>	<b>24,129,757</b>	<b>72,137,211</b>	<b>33.4%</b>	<b>48,007,454</b>	<b>66.6%</b>



**Victoria Police Department**  
**Operating Expenditures by Section and Business Unit (Unaudited)**  
**For the Period Ending April 29, 2024**

	<u>Budget</u>	<u>Actual</u>	<u>(Over) Under</u>	<u>% of Total Budget</u>
<b>Executive Services</b>				
Office of The Chief Constable	1,291,050	391,066	899,984	30.3%
Executive Services, Policy and Professional Standards	1,942,535	572,862	1,369,673	29.5%
Esquimalt Administration	651,005	245,778	405,227	37.8%
Police Board	150,500	30,201	120,299	20.1%
Public Affairs	707,325	233,278	474,047	33.0%
<b>Total Executive Services</b>	<b>4,742,415</b>	<b>1,473,184</b>	<b>3,269,231</b>	<b>31.1%</b>
<b>Integrated Units</b>				
Vancouver Island Integrated Major Crime Unit	961,004	393,514	567,490	40.9%
Greater Victoria Police Diversity Committee	37,104	2,835	34,269	7.6%
Integrated Mobile Crisis Response Team	128,677	63,114	65,563	49.0%
Regional Domestic Violence Unit	209,509	54,847	154,662	26.2%
Integrated Canine Service	810,952	287,357	523,595	35.4%
Public Safety Unit	144,555	45,150	99,405	31.2%
Explosive Disposal Unit	16,897	-	16,897	0.0%
Crime stoppers	63,135	-	63,135	0.0%
Mobile Youth Service Team	64,694	63,802	892	98.6%
Emergency Response Team Training	577,350	358,777	218,573	62.1%
Crisis Negotiator Team	20,504	3,166	17,338	15.4%
<b>Total Integrated Units</b>	<b>3,034,381</b>	<b>1,272,560</b>	<b>1,761,821</b>	<b>41.9%</b>
<b>Crime Prevention Services</b>				
School Resource Officers	-	-	-	
Community Programs	268,529	84,507	184,022	31.5%
Volunteer Program	161,988	38,478	123,510	23.8%
Reserve Program	176,668	48,731	127,937	27.6%
<b>Total Crime Prevention Services</b>	<b>607,185</b>	<b>171,715</b>	<b>435,470</b>	<b>28.3%</b>
<b>Crime Reduction Division</b>				
Strike Force	1,351,276	515,736	835,540	38.2%
Analysis and Intel	969,742	305,274	664,468	31.5%
Operational Planning	332,500	68,120	264,380	20.5%
Special Duties	788,000	471,218	316,782	59.8%
<b>Total Crime Reduction Division</b>	<b>3,441,518</b>	<b>1,360,348</b>	<b>2,081,170</b>	<b>39.5%</b>

	<u>Annual Budget</u>	<u>Year To Date</u>	<u>(Over) Under</u>	<u>% of Total Budget</u>
<b>Patrol - Primary Response Division</b>	<b>20,824,042</b>	<b>7,307,162</b>	<b>13,516,880</b>	<b>35.1%</b>
<b>Community Services, Outreach and Patrol Support</b>				
General Investigative Team	4,187,377	1,850,399	2,336,978	44.2%
Community Resource Officers	-	356,715	(356,715)	
Community Outreach	992,332	112,015	880,317	11.3%
Behavioural Assessment & Management Unit	-	444	(444)	
GVERT - Esquimalt Based Team	2,184,270	601,865	1,582,405	27.6%
<b>Total Community Services, Outreach &amp; Patrol Support</b>	<b>7,363,979</b>	<b>2,921,439</b>	<b>4,442,540</b>	<b>39.7%</b>
<b>Investigative Services Division</b>				
Detective Division - Support	1,662,409	519,477	1,142,932	31.2%
Special Operations	-	30,503	(30,503)	
Historical Case Review	333,900	134,550	199,350	40.3%
Financial Crimes	-	-	-	
Computer Analysis Section	588,615	69,367	519,248	11.8%
Special Victims Unit	1,140,397	378,157	762,240	33.2%
Major Crimes	1,384,957	675,226	709,731	48.8%
Cybercrime		75,815	(75,815)	
Forensic Identification	1,218,878	453,634	765,244	37.2%
<b>Total Investigative Services Division</b>	<b>6,329,156</b>	<b>2,336,729</b>	<b>3,992,427</b>	<b>36.9%</b>
<b>Traffic Enforcement and Crash Investigations</b>				
Traffic Enforcement and Crash Investigation	1,215,145	507,054	708,091	41.7%
Motorcycle Escort Team	17,590	6,511	11,079	37.0%
<b>Total Traffic Enforcement and Crash Investigations</b>	<b>1,232,735</b>	<b>513,565</b>	<b>719,170</b>	<b>41.7%</b>
<b>South Island Dispatch Centre</b>	<b>5,070,430</b>	<b>1,639,840</b>	<b>3,430,590</b>	<b>32.3%</b>
<b>Centralized Corporate Costs</b>	<b>1,017,665</b>	<b>1,148,211</b>	<b>(130,546)</b>	<b>112.8%</b>
<b>Support Services</b>				
Automotive	951,500	183,627	767,873	19.3%
Critical Incident Stress Management	38,000	3,693	34,307	9.7%
Legal Services and Freedom of Information	561,743	180,822	380,921	32.2%
Financial Services	5,375,976	853,861	4,522,115	15.9%
Human Resources, firearms and use of force training	4,542,452	1,294,197	3,248,255	28.5%
Information Support Services	2,764,285	783,971	1,980,314	28.4%
Union Leave (Clearing Account)	-	(2,707)	2,707	
Auxiliaries (Clearing Account)	-	4,460	(4,460)	
Secondments	-	-	-	
Information Systems	2,100,642	606,576	1,494,066	28.9%
<b>Total Support Services</b>	<b>16,334,598</b>	<b>3,908,499</b>	<b>12,426,099</b>	<b>23.9%</b>
<b>Special Municipal Constables</b>	<b>1,838,607</b>	<b>403,771</b>	<b>1,434,836</b>	<b>22.0%</b>
<b>Total Operating Expenditures</b>	<b>71,836,711</b>	<b>24,457,024</b>	<b>47,379,687</b>	<b>34.0%</b>

Victoria Police Department  
Capital Expenditures (Unaudited)  
For the Period Ending April 29, 2024

	<b>Transfers to Capital Fund</b>	<b>Budgeted Expenditures</b>	<b>Actual Expenditures</b>	<b>(Over) Under</b>	<b>%</b>
Vehicles	-	600,000	182,542	417,458	30.4%
Computer Equipment	-	500,000	153,304	346,696	30.7%
Furniture	-	400,000	892	399,108	0.2%
Police Building Upgrades	-	-	4,145	(4,145)	N/A
<b>Total Capital</b>	<b>1,200,000</b>	<b>1,500,000</b>	<b>340,884</b>	<b>1,159,116</b>	<b>22.7%</b>

## 1. **REVENUE**

Revenues include protest costs recovered from the Legislative Assembly under a Memorandum of Understanding.

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

Salaries and Benefits are on target to budget, with 33.6% expended year-to-date.

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. Additional factors contribute to the unpredictability of vacancies, including occupational stress injuries (OSI), and resignations partially reflective of a more competitive work environment.

## 3. **RETIREMENTS:**

The first round of retirements typically occurs in January of each year, resulting in \$625,749 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.

## 4. **OVERTIME:**

Overtime expenditures are slightly above budget (41.5%) and consist of non-recoverable expenditures. Overspending of overtime can be somewhat offset by vacancies. The combined salaries, benefits and overtime expenditures are 34.1% spent year-to-date.

## 5. **PROFESSIONAL SERVICES:**

Professional fees are currently below budget (24.3%).

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

Equipment maintenance expenditures are also below budget (20.5%), although a significant portion is tied to upcoming license renewals.

## 7. **TELEPHONE LINE CHARGES/CREST:**

Telecommunication costs are slightly below budget (34.1%).

**8. TRAVEL AND TRAINING:**

Travel and training expenditures are slightly under budget (32.3%).

**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:**

The combined categories of General and Office Supplies, Other Operating Expenditures and clothing are over budget (54.5%).

These expenditures are above budget due to chargebacks from other police departments for services provided. This includes expenditures associated with Integrated Units, which are cost-shared.

**11. FUEL AND MOTOR OIL**

This amount is low due to the timing of expenditures charged directly to the Department by the City for fuel and fleet repairs.

**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. Expenditures are below budget but should be close to budget by the end of the year.

Police Building Upgrades expenditures of \$4,145 are funded from a City-held budget of \$221,000.

**FINANCIAL IMPACT:**

None

**RECOMMENDATION:**

None



## VICTORIA & ESQUIMALT POLICE BOARD

<b>DATE:</b>	May 21, 2024
<b>TO:</b>	Victoria & Esquimalt Police Board
<b>FROM:</b>	Chief Cst. Manak
<b>SUBJECT:</b>	Chief Constable Monthly Engagement Highlights
<b>ACTION:</b>	For Information

### Internal & External Engagements

- April 22 Attended the Vancouver Island Association of Women in Policing Training Session and provided opening remarks
- April 22 Attended George Jay Elementary School as a guest reader during Literacy Week
- April 23 Attended the Special Olympics softball game
- April 25 Provided Chief's update briefing to civilian staff
- April 25 Met with the 2024 Tour de Rock team
- April 26 Attended the Military Appreciation Dinner
- April 29 – May 2 Provided a week of mentorship to Deputy Chief DeGraaf, Windsor Police Service
- April 30 Attended the Greater Victoria Chamber of Commerce Breakfast with the Premier
- May 2 Swore-in seven new recruits
- May 3 Provided Chief's update briefing for Patrol Division A Watch
- May 4 Attended the Lieutenant Governor's Reception Commemorating Her Royal Highness the Princess Royal
- May 6 Presented at the Think Local First lunch and learn session
- May 7 Attended the Victoria and Esquimalt Police Board and SD61 Board meeting
- May 8 Provided Chief's update briefing for CSD
- May 8 Attended the Community Safety and Well-being Panel meeting
- May 9 Attended the Understanding the Threat: An Analysis of Terrorism, Trends, and Tactics and provided opening remarks.
- May 9 Met with the Executive Director from the Mental Health Recovery Partners South Island
- May 11 Attended Buccaneer Days parade

May 13	Attended the Q1 presentation to Esquimalt Council
May 14	Attended BCAMCP meeting
May 15	Provided Chief's update briefing for GVERT
May 17	Presented at the BC Law Enforcement Administrative Professionals (BCLEAP) Conference
May 20	Participated in the Victoria Day Parade
May 21	Spoke to Kindergarten and G1/2 students at George Jay Elementary School

### Equity, Diversity & Inclusion Engagements

April 28	Attended the Vaisakhi Parade and Celebrations
April 30	Attended the Indigenous Justice Centre Open House
May 5	Attended Yom HaShoah (Holocaust Remembrance Day) Commemoration
May 15	Met with the First Nations Chiefs of Police Association at their Spring conference



## VICTORIA & ESQUIMALT POLICE BOARD

May 8, 2024

Insp. Lynae Chodat  
OIC, Professional Standards Section  
Delta Police Department  
4455 Clarence Taylor Crescent  
Delta, BC V4K 3E1

*Via Email*

Dear Insp. Chodat:

**RE: Service or Policy Complaint – VicPD (OPCC File No. 2024-24559)**

We are in receipt of your letter of April 19, 2024, wherein you requested the Board consider holding Service or Policy complaint #24-25449 (Division 5) in abeyance until the completion of the *Police Act* (Division 3) misconduct investigation (OPCC file #24-24011 refers). You indicated that your request is being made in order to protect the integrity and confidentiality of the ongoing misconduct investigation, and to ensure the strict confidentiality obligations placed on investigating officer pursuant to s. 51.01(5) of the *Police Act* are adhered to.

The Board agrees to accommodate your request to place this complaint in abeyance for the reasons you have outlined. Please provide us with status updates when available and as appropriate.

Yours Truly,

Mayor Barbara Desjardins  
Lead Co-Chair

Mayor Marianne Alto  
Deputy Co-Chair

Encl.

c.

Andrea Spindler, Deputy Commissioner, OPCC  
Insp. Colin Brown, OIC Professional Standards, VicPD  
Paul Faoro, Governance Committee Chair  
Mr. Paul Schachter



4455 Clarence Taylor  
Crescent  
Delta, BC V4K 3E1  
phone 604.946.4411  
deltapolice.ca



April 19, 2024

*Via Email*

Victoria & Esquimalt Police Board  
850 Caledonia Avenue  
Victoria, BC V8T 5J8

**Attention: Mayor Barbara Desjardins, Lead Co-Chair and Major Marianne Alto, Deputy Co-Chair**

Dear Her Worship Desjardins, Mayor of Esquimalt and Her Worship Alto, Mayor of Victoria

**Re:           Delta Police Department File Numbers: 23-51 / 24-32**  
**Office of the Police Complaint Commission File Numbers: 24-24011 / 24-25449**

Thank you for your letter of April 2, 2024, requesting that the Delta Police Department investigate points one through four of the Service or Policy Complaint sent to the Victoria and Esquimalt Police Board by Paul Schachter (OPCC 2024-25449), pursuant to s. 171(1)(c) of the *Police Act*.

I have assigned A/Staff Sergeant Rich Stabler, Delta Police Department, Professional Standards Section, to the Service or Policy Complaint investigation (Division 5). Additionally, A/Staff Sergeant Stabler is also the external investigator for the related Victoria Police Department *Police Act Misconduct* investigation (Division 3 / OPCC 2024-24011), pursuant to s. 93(1)(a)&(b)(ii). A/Staff Sergeant Stabler can be reached at [rstabler@deltapolice.ca](mailto:rstabler@deltapolice.ca).

I kindly ask the Board to consider holding the Service or Policy Complaint, Division 5, in abeyance until completion of the *Police Act*, Division 3 investigation. This would be to protect and / or safeguard the integrity and confidentiality of the ongoing Division 3 investigation and to ensure the strict confidentiality obligations placed on investigating officer pursuant to s. 51.01(5) of the *Police Act* are adhered to.

Sincerely,

Inspector Lynae Chodat  
OIC – Professional standards Section

cc.           Andrea Spindler, Deputy Police Complaint Commissioner, OPCC  
              Inspector Colin Brown, OIC Professional Standards, VicPD