



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Agenda

November 12, 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 November 12, 2024
- Pg. 1 d. Adoption of the Public Minutes of October 15, 2024
- e. Board Chair Update
- Pg. 3 f. Committees Update
- g. Board Member Engagement Update
- Pg. 18 h. Chief Constable Update
- i. Equity, Diversity, Inclusion & Engagement Update

2. NEW BUSINESS

- Pg. 19 a. PFM Invoice for approval
- Pg. 20 b. 241107 24594 Letter of Conclusion
- Pg. 21 c. 241107 24595 Letter of Conclusion
- Pg. 22 d. 241107 24715 Letter of Conclusion
- Pg. 23 e. 241105 241105 Letter from Township of Esquimalt

3. RISE & REPORT *(when applicable)*

- a. SD61 Request for Data response



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Minutes

Oct 15, 2024 at 5:00pm

Boardroom & Zoom

PRESENT

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

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

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

Recorder: Tanya Lamoureux

1. PRESENTATIONS

- a. E-Comm Presentation
- b. Cyber Crime Presentation

2. STANDING ITEMS

- a. Territorial Land Acknowledgement
- b. Declaration of Conflicts of Interest
No conflicts declared.

- c. Approval: Public Agenda of Oct 15, 2024

24-110 **MOTION:** *To approve the Public agenda of Oct 15, 2024 as presented.*
MOVED/SECONDED/CARRIED

- d. Approval: Public Minutes of Sept 17, 2024

24-111 **MOTION:** *To approve the Public Minutes of Sept 17, 2024 as presented.*
MOVED/SECONDED/CARRIED

- e. Board Chair Update
No discussion arising

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

Governance Committee

a. Remuneration policy

24-112 **MOTION:** That the Board update the manual to reflect that any elected official to the board does not receive remuneration. **MOVED/SECONDED - FAILED**

24-113 **MOTION:** That the Board sends motion 112 back to the Governance committee for further review and discussion. **MOVED/SECONDED/CARRIED**

b. Elected Officials Participation on Committees

24-114 **MOTION:** That the Board approve all members of the board will participate on board committees as appointed by the chair. **MOVED/SECONDED/CARRIED**

c. Board Manual Changes

24-115 **MOTION:** That the Board approve the changes made to the board manual except for the remuneration portion of the manual.
MOVED/SECONDED – FAILED sent back to the Governance Committee for review.

Chair M. Hayes stepped out of the meeting at 6:24pm – Vice Chair E Cull takes over

Finance Committee – see attached finance report

Chair M. Hayes returns 6:26pm – resumes control over the Board meeting

g. Board Member Engagement Update

No discussion arising

h. Chief Constable Update

Refer to the report provided – for information.

- Operational calls and files of note were highlighted.
- MYST funding currently provided by the Provincial Government has been reduced and will be eliminated within the next year. The Police Officer portion of the MYST will remain at fulltime, but the councilor will be reduced to two days per week. This is a government decision.

i. Equity, Diversity, Inclusion, Accessibility & Engagement Update

Refer to the report provided – for information.

3. NEW BUSINESS

a. Sponsor a Door Prize at the Reserve Dinner

24-115

MOTION: That the Board approve the amount of \$250.00 for a door prize for the reserve constable and volunteer dinner taking place on Nov 22, 2024. Amended to the amount of \$500.00. **MOVED/SECONDED/CARRIED**

4. RISE & REPORT (when applicable)

No discussion arising

5. CORRESPONDENCE (for information only)

No discussion arising

Meeting adjourned at 6:35pm.



VICTORIA & ESQUIMALT POLICE BOARD

COMMITTEES UPDATE Public

GOVERNANCE

a. Renumeration policy

C24-78 **MOTION:** *The Governance Committee recommends to the Board that the elected officials appointed by their local councils do not receive remuneration. This is to be reviewed in 2 years or upon the appointment of new representatives from Victoria or Esquimalt Council.*

HUMAN RESOURCES

a. Women's Experiential Evening November 5, 2024

FINANCE

a. **Monthly Financial Report**
See page #7

Emails received from Women's Discovery Night

(1)

Hi Cheryl,

My name is [REDACTED], I attended the women's discovery night last night at VicPD.

I just wanted to thank you for an amazingly well organized event. Walking into that room filled with strong, admirable women, and then getting the opportunity to hear them speak was truly inspiring.

I attended the women's night at saanich PD back in September and was disappointed about the lack of conversation around what it means to be a female in a male dominated field. Last night after having the opportunity to watch CST.Kaufman use her power, and the support I felt from CST.Shields while learning the push pull technique, then to hear the panel speak about their experiences, I feel excited about my future.

They truly are an influential group of women and I feel privileged to have had the opportunity to attend the event.

Thank you again for the work you put into it.

(2)

Good afternoon Cheryl,

I attended the Women's Discovery Night yesterday and wanted to give some positive feedback on the event.

First off, I'd like to congratulate you and the team who helped coordinate this successful event for women of all ages to come speak with officers in the field and listen to their experiences whether they have 2,5, or 10 years in the workplace.

During the panel Q&A, Jan and Angela I believe we're their names, were talking about how certain conversations and actions wouldn't have taken place 10 years ago in this very male dominated field, and I think even that statement alone shows how much change is happening within the department by that event to have happened and be run by such incredible women.

From trying on the vests and belts, to the demonstrations and trying out the push and pull machine, I found those to be great activities to help everyone get out of their comfort zone a little bit.

One of my favourite parts of the whole event was listening to an officer talk about mental health and how it impacts your daily life, outside work and on duty with such passion. I really love how positive all the other officers spoke about their jobs and seemed genuinely excited that so many women were considering a career in this field, but listening to her speak about her own personal experiences with PTSD, the support she's received from the department and co-workers, and knowing that VicPD has gone above and beyond to take care of their officers by having a psychologist on site was something you don't hear of, ever.

Knowing that there really is care for your officers mentally and physically so that they can be their best selves for work, family and for themselves shows the community and myself that the department is taking good care, and the proper measures for their officer's day and night.

This experience has made my decision to be a part of the department more of a reality and I hope to join such a great team very soon.

Thanks so much,



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	October 22, 2024
TO:	Victoria & Esquimalt Police Board
FROM:	Donna Phillips, Director of Financial Services
SUBJECT:	October 2024 Financial Report
ACTION:	For Information

SUMMARY:

This financial report is for the year-to-date period ending October 18, 2024. The target for spending is approximately 81.7% of the fiscal year based on payroll. Actual results are 83.3% of the total budget, which represents approximately \$1,163,056 in overspending year-to-date.

Statement 1 – Summary by Division – This overage can be explained by two main divisional variances:

1. Retirement costs in Corporate - \$881,638 – These costs are unbudgeted and will be funded from the Employee Retirement Obligation fund if there is no available surplus at year end.
2. Integrated Units - \$871,547 (overspent) – This overage is primarily due to yearend adjustments pending for cost-sharing from other police agencies.

In addition, the material variance in the Community Services Division (92.5% spent) is due to the budgets not fully reflecting the staffing reorganization from 2023. There is an offsetting variance for Police salaries and benefits underspent in the Patrol Division.

Statement 2 - Revenue and Expenditures by Type

Expenditures exceeding the 81.7% target and greater than \$20,000 year-to-date have been highlighted in the statement and are summarized below:

- **Salaries – Civilian Exempt (111.4%)** - Retroactive wage increases paid in 2024 for prior years are unbudgeted; Executive Services had an overlap period for retirement transitioning that was unbudgeted; there is an adjustment pending to move retirement costs to Corporate (FSD and Executive Services); and HR Division budget did not reflect HR Advisor position.
- **Auxiliaries (160.2%)** – Variance primarily in Information Support Services for backfilling for vacancies; overage is offset by underspending in Salaries-Civilian.
- **Benefits – Police and Civilian** – Ongoing review related to posting errors in incorrect sections by the City of Victoria; this will be followed up by an in-depth review of benefit costs.
- **Equipment Maintenance/Software Licenses (94.4%)** - Due to timing.
- **Training and Travel (86.1%)** – Due to timing.
- **Building Maintenance (96.3%)** - Due to the 2023 budget cut under the Section 27(3) appeal.

- **Uniforms and Protective Clothing (98.6%)** - Due to an increase in new and replacement officers, inflation, and prices exceeding inflation for specialized equipment such as body armor.

Statement 4 – Capital Expenditures

- **Vehicles** – Expenditures of \$389,964 include purchase of two (2) Dodge Durango vehicles plus outfitting equipment (\$168,707), cost to buyout a Strike Force operating lease for a Toyota Sienna that is now used in Operations (\$18,877), with the remaining balance for outfitting equipment for nine (9) other police vehicles used in Operations, and which have capital leases.

At the time of writing, the Department is still awaiting confirmation from the City of Victoria Finance department on the viability of VicPD's piloted capital lease program, with regards to the City's debt servicing limits.

- **Computer equipment** – This budget of \$500,000 is administered by the Information Risk Management Division and is 60.6% spent.
- **Furniture** – This budget of \$400,000 is used for furniture and minor refreshes, such as paint and carpeting, and is 14.3% spent. There are additional purchases on order for refreshes in Strike Force and Patrol areas and some costs have been absorbed through City of Victoria budgets for the building upgrades.

Budget Adjustments – Same as previous month: The contingency budget for salary wage increases (\$2,790,000) and approved positions added in 2024 (\$567,480) were centralized under Financial Services and Corporate. To align with the location of actual expenditures and report more accurate variances in this report, these budgets have been reallocated to the sections that they pertain to. Additionally, a \$290,000 budget for bylaw support wages and recovery has been moved from GIS to Special Events and Duties to match the location of actual transactions.

Statement 5 - Overtime Expenditures

	Budget	Actual	% Spent	Remaining (Overspent)
Non-Recoverable Overtime	2,691,790	2,347,203	87.2%	344,587
Recoverable Overtime	1,407,350	2,402,561	170.7%	(995,211)
Total	4,099,140	4,749,764	115.9%	(650,624)

Non-recoverable overtime is trending over budget at 87.2% (target 81.7%) as of October 18, 2024 and it will continue to be monitored.

Continued challenges in obtaining meaningful and timely reports from both the scheduling system and the City's JDE system prevents having a clear accounting of overtime costs by section that are *net of* standby pay and prior year costs. Finance staff will continue to work towards improved reporting.



MONTHLY FINANCIAL REPORT AS AT OCTOBER 18TH, 2024

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Statement 1



Victoria Police Department
Summary by Division
For the Period Ending October 18, 2024

Division	Annual				81.7%		
	Budget	Actual	Variance	% Spent	YTD Budget	YTD Variance	%
Victoria and Esquimalt Police Board	\$ 150,500	\$ 111,565	\$ 38,935	74.1%	\$ 122,959	\$ 11,393	9.3%
Office of the Senior Executive	1,291,050	985,180	305,870	76.3%	1,054,788	69,608	6.6%
Patrol Division	22,184,042	18,202,607	3,981,435	82.1%	18,124,362	(78,244)	-0.4%
Community Services Division	7,598,528	7,030,043	568,485	92.5%	6,207,997	(822,046)	-13.2%
Esquimalt Division	4,706,466	3,655,422	1,051,044	77.7%	3,845,183	189,760	4.9%
Investigative Services Division	9,263,974	7,623,678	1,640,296	82.3%	7,568,667	(55,011)	-0.7%
Community Engagement Division	1,158,842	952,290	206,552	82.2%	946,774	(5,517)	-0.6%
Executive Services Division	2,709,958	2,064,509	645,449	76.2%	2,214,036	149,527	6.8%
Information Risk Management Division	9,850,357	7,973,765	1,876,592	80.9%	8,047,742	73,977	0.9%
Human Resources Division	5,001,452	3,581,293	1,420,159	71.6%	4,086,186	504,893	12.4%
Financial Services Division	3,537,476	2,606,917	930,559	73.7%	2,890,118	283,201	9.8%
Corporate	450,185	1,060,294	(610,109)	235.5%	367,801	(692,493)	-188.3%
Integrated Units	3,034,381	3,351,595	(317,214)	110.5%	2,479,089	(872,506)	-35.2%
Net Operating Before Additions	70,937,211	59,199,158	11,738,053	83.5%	57,955,701	(1,243,456)	-2.1%
Capital Fund Contribution	1,200,000	900,000	300,000	75.0%	980,400	80,400	8.2%
Total	\$ 72,137,211	\$ 60,099,158	\$ 12,038,053	83.3%	\$ 58,936,101	(1,163,056)	-2.0%



Victoria Police Department
Summary by Type
For the Period Ending October 18, 2024

Statement 2

Description					81.7%		
	Annual Budget	Actual	Variance	% Used	YTD Budget	YTD Variance	YTD %
Salaries - Police	\$ 36,996,728	\$ 28,788,235	\$ 8,208,493	77.8%	\$ 30,226,327	\$ 1,438,092	4.8%
Salaries - Civilian Unionized	4,930,846	3,773,008	1,157,838	76.5%	4,028,501	255,494	6.3%
Salaries - Civilian Exempt	1,182,641	1,317,709	(135,068)	111.4%	966,218	(351,491)	-36.4%
Auxiliaries	164,000	262,678	(98,678)	160.2%	133,988	(128,690)	-96.0%
Aux Special Municipal Constables	268,500	202,052	66,448	75.3%	219,365	17,313	7.9%
Retirements	-	881,638	(881,638)	N/A	-	(881,638)	N/A
Worksafe Recovery	(676,800)	(1,138,922)	462,122	168.3%	(552,946)	585,976	-106.0%
Recoveries from Third Parties	(2,465,608)	(2,423,260)	(42,348)	98.3%	(2,014,402)	408,858	-20.3%
Benefits - Police	10,009,387	9,234,387	775,000	92.3%	8,177,669	(1,056,718)	-12.9%
Benefits - Civilian	1,832,597	2,040,343	(207,746)	111.3%	1,497,232	(543,112)	-36.3%
Total Salaries and Benefits	52,242,291	42,937,869	9,304,422	82.2%	42,681,952	(255,917)	-0.6%
Overtime							
Police and Special Municipal Constables	3,948,140	4,622,295	(674,155)	117.1%	3,225,630	(1,396,664)	-43.3%
Civilians	151,000	127,469	23,531	84.4%	123,367	(4,102)	-3.3%
	4,099,140	4,749,764	(650,624)	115.9%	3,348,997	(1,400,766)	-41.8%
Other Operating Costs							
E-Comm 9-1-1	5,070,430	4,080,233	990,197	80.5%	4,142,541	62,308	1.5%
Professional/Third Party Services	2,213,639	1,769,601	444,038	79.9%	1,808,543	38,943	2.2%
Equipment Maintenance & Software Licenses	1,070,500	1,010,608	59,892	94.4%	874,599	(136,009)	-15.6%
Training and Travel - Police and Civilian	948,390	816,964	131,426	86.1%	774,835	(42,130)	-5.4%
Recruit Training and Travel	885,000	607,739	277,261	68.7%	723,045	115,306	15.9%
Telecommunications	872,600	567,353	305,247	65.0%	712,914	145,561	20.4%
Fleet Maintenance and Fuel/Motor Oil	791,891	450,070	341,821	56.8%	646,975	196,905	30.4%
Crime Investigation	677,500	113,468	564,032	16.7%	553,518	440,050	79.5%
New Equipment	650,755	528,894	121,861	81.3%	531,667	2,773	0.5%
General and Office Supplies	592,610	487,916	104,694	82.3%	484,162	(3,754)	-0.8%
Lease/Rental/PRIME	586,200	474,982	111,218	81.0%	478,925	3,943	0.8%
Building Maintenance	563,455	542,583	20,872	96.3%	460,343	(82,241)	-17.9%
Uniforms	415,000	409,264	5,736	98.6%	339,055	(70,209)	-20.7%
Insurance	337,510	220,166	117,344	65.2%	275,746	55,580	20.2%
Other Operating Expenses	274,500	174,772	99,728	63.7%	224,267	49,495	22.1%
	15,949,980	12,254,612	3,695,368	76.8%	13,031,134	776,521	6.0%
Total Operating Costs	72,291,411	59,942,245	12,349,166	82.9%	59,062,083	(880,162)	-1.5%
Reserve Transfers	745,300	856,589	(111,289)	114.9%	608,910	(247,679)	-40.7%
Total Revenue	(899,500)	(699,677)	(199,823)	77.8%	(734,892)	(35,215)	4.8%
Total Net Expenditures	\$ 72,137,211	\$ 60,099,158	\$ 12,038,053	83.3%	\$ 58,936,101	(1,163,056)	-2.0%



Victoria Police Department
Summary by Section
For the Period Ending October 18, 2024

Statement 3

					81.7%		
	Annual Budget	Actual	Variance	% Spent	YTD Budget	YTD Variance	%
Victoria and Esquimalt Police Board	150,500	111,565	38,935	74.1%	122,959	11,393	9.3%
Office of the Senior Executive	1,291,050	985,180	305,870	76.3%	1,054,788	69,608	6.6%
Patrol Division	22,184,042	18,202,607	3,981,435	82.1%	18,124,362	(78,244)	-0.4%
Community Services Division							
General Investigation Section (GIS)	4,482,421	4,504,380	(21,959)	100.5%	3,662,138	(842,242)	-23.0%
Community Outreach	1,059,332	1,226,585	(167,253)	115.8%	865,474	(361,111)	-41.7%
Court and SMCs	1,894,607	1,247,442	647,165	65.8%	1,547,894	300,452	19.4%
Reserve Constable Program	162,168	51,636	110,532	31.8%	132,491	80,855	61.0%
Total	7,598,528	7,030,043	568,485	92.5%	6,207,997	(822,046)	-13.2%
Esquimalt Division							
Headquarters	683,005	574,899	108,106	84.2%	558,015	(16,883)	-3.0%
Special Events and Duties	37,956	89,313	(51,357)	235.3%	31,010	(58,303)	-188.0%
Operational Planning	345,500	299,720	45,780	86.7%	282,274	(17,446)	-6.2%
Traffic Enforcement/Crash Investigation	1,285,145	1,206,945	78,200	93.9%	1,049,963	(156,982)	-15.0%
Motorcycle Escort Team	17,590	11,174	6,416	63.5%	14,371	3,197	22.2%
GVERT - Esquimalt Based Team	2,337,270	1,473,372	863,898	63.0%	1,909,550	436,178	22.8%
Total	4,706,466	3,655,422	1,051,044	77.7%	3,845,183	189,760	4.9%
Investigative Services Division							
Detectives and Administration	1,723,409	1,314,036	409,373	76.2%	1,408,025	93,989	6.7%
Analysis and Intel Section (AIS)	1,003,742	802,294	201,448	79.9%	820,057	17,763	2.2%
Strike Force	1,428,276	1,267,138	161,138	88.7%	1,166,901	(100,237)	-8.6%
Special Operations	-	-	-	0.0%	-	-	0.0%
Special Victims Unit (SVU)	1,373,197	805,013	568,184	58.6%	1,121,902	316,889	28.2%



Victoria Police Department
Summary by Section
For the Period Ending October 18, 2024

Statement 3

	81.7%						
	Annual Budget	Actual	Variance	% Spent	YTD Budget	YTD Variance	%
Major Crime Unit	1,472,957	1,532,943	(59,986)	104.1%	1,203,406	(329,538)	-27.4%
Historical Case Review Unit (HCU)	356,900	333,947	22,953	93.6%	291,587	(42,359)	-14.5%
Cybercrime Unit	-	333,603	(333,603)	N/A	-	(333,603)	N/A
Computer Analysis Section	611,615	3,329	608,286	0.5%	499,689	496,360	99.3%
Forensic Identification	1,293,878	1,231,375	62,503	95.2%	1,057,098	(174,277)	-16.5%
Total	9,263,974	7,623,678	1,640,296	82.3%	7,568,667	(55,011)	-0.7%
Community Engagement Division							
Public Affairs	718,325	595,782	122,543	82.9%	586,872	(8,910)	-1.5%
Community Programs	278,529	251,422	27,107	90.3%	227,558	(23,864)	-10.5%
Volunteer Programs	161,988	105,087	56,901	64.9%	132,344	27,257	20.6%
Total	1,158,842	952,290	206,552	82.2%	946,774	(5,517)	-0.6%
Executive Services Division							
Policy and Professional Services	2,034,535	1,540,910	493,625	75.7%	1,662,215	121,305	7.3%
Privacy and Legal Services	675,423	523,599	151,824	77.5%	551,821	28,222	5.1%
Total	2,709,958	2,064,509	645,449	76.2%	2,214,036	149,527	6.8%
Information Risk Management Division							
Information Technology Solutions	2,100,642	1,953,188	147,454	93.0%	1,716,225	(236,963)	-13.8%
Information Support Services	2,679,285	1,932,596	746,689	72.1%	2,188,976	256,380	11.7%
Information Management	5,070,430	4,087,981	982,449	80.6%	4,142,541	54,561	1.3%
Total	9,850,357	7,973,765	1,876,592	80.9%	8,047,742	73,977	0.9%
Human Resources Division							
Administration	4,552,952	3,574,538	978,414	78.5%	3,719,762	145,224	3.9%
Wellness	448,500	6,755	441,745	1.5%	366,425	359,670	98.2%
Total	5,001,452	3,581,293	1,420,159	71.6%	4,086,186	504,893	12.4%

Statement 3



Victoria Police Department
Summary by Section
For the Period Ending October 18, 2024

					81.7%		
	Annual Budget	Actual	Variance	% Spent	YTD Budget	YTD Variance	%
Financial Services Division							
Finance	2,585,976	2,080,583	505,393	80.5%	2,112,742	32,159	1.5%
Automotive	951,500	526,334	425,166	55.3%	777,376	251,041	32.3%
Total	3,537,476	2,606,917	930,559	73.7%	2,890,118	283,201	9.8%
Corporate	450,185	1,060,294	(610,109)	235.5%	367,801	(692,493)	-188.3%
Integrated Units							
Mobile Crisis Response Team (IMCRT)	128,677	171,385	(42,708)	133.2%	105,129	(66,256)	-63.0%
Integrated Canine Service (ICS)	810,952	719,687	91,265	88.7%	662,548	(57,139)	-8.6%
Diversity Advisory Committee (GVPDAC)	37,104	3,565	33,539	9.6%	30,314	26,749	88.2%
VI. Integrated Major Crime Unit (VIIMCU)	961,004	934,183	26,821	97.2%	785,140	(149,043)	-19.0%
Mobile Youth Services Team (MYST)	64,694	155,466	(90,772)	240.3%	52,855	(102,611)	-194.1%
Regional Domestic Violence Unit (RDVU)	209,509	348,101	(138,592)	166.2%	171,169	(176,932)	-103.4%
Crime Stoppers	63,135	63,135	-	100.0%	51,581	(11,554)	-22.4%
Public Safety Unit (PSU)	144,555	102,684	41,871	71.0%	118,101	15,417	13.1%
Emergency Response Team (GVERT)	577,350	829,858	(252,508)	143.7%	471,695	(358,163)	-75.9%
Explosives Disposal Unit (EDU)	16,897	6,500	10,397	38.5%	13,805	7,305	52.9%
Crisis Negotiating Team (CNT)	20,504	17,032	3,472	83.1%	16,752	(280)	-1.7%
Total	3,034,381	3,351,595	(317,214)	110.5%	2,479,089	(872,506)	-35.2%
Net Operating Before Additions	70,937,211	59,199,158	11,738,053	83.5%	57,955,701	(1,243,456)	-2.1%
Capital Fund Contribution	1,200,000	900,000	300,000	75.0%	980,400	80,400	8.2%
Total	\$ 72,137,211	\$ 60,099,158	\$ 12,038,053	83.3%	\$ 58,936,101	(1,163,056)	-2.0%



**Victoria Police Department
Capital Expenditures (Unaudited)
For the Period Ending October 18, 2024**

Statement 4

	<u>Transfers to Capital Fund</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>(Over) Under</u>	<u>%</u>
Vehicles	-	600,000	389,964	210,036	65.0%
Computer Equipment	-	500,000	302,863	197,137	60.6%
Furniture	-	400,000	57,065	342,935	14.3%
Total Capital	<u>1,200,000</u>	<u>1,500,000</u>	<u>749,892</u>	<u>750,108</u>	<u>50.0%</u>



Overtime Expenditures as of Oct 18, 2024 Police and Civilian Combined

BU Description	2023 - First 10 months	2024 Budget	2024 Year To Date	% Spent	Remaining (Overspent)
Non-Recoverable Overtime					
Administration					
2500 Financial Services Division	270	1,000	-	0.0%	1,000
2510 Human Resources Division	29,940	51,000	88,023	172.6%	(37,023)
2524 Community Engagement Division	28,118	26,500	5,301	20.0%	21,199
2529 Executive Services Division	26,717	28,000	43,144	154.1%	(15,144)
2550 Information Technology	2,931	5,000	-	0.0%	5,000
2630 Information Support	100,392	80,000	64,094	80.1%	15,906
Total Administration	188,368	191,500	200,562	104.7%	(9,062)
Operations					
Patrol Division	1,018,567	1,252,000	1,213,385	96.9%	38,615
Investigative Services Division	400,610	409,000	455,434	111.4%	(46,434)
Community Services Division	231,546	210,000	220,584	105.0%	(10,584)
Esquimalt Division	50,470	51,500	108,073	209.9%	(56,573)
Esquimalt Division - ERT Team	58,242	10,000	9,950	99.5%	50
Jail	112,516	120,000	161,860	134.9%	(41,860)
Total Operations	1,871,951	2,052,500	1,891,228	92.1%	161,272
Integrated Units					
2523 Integrated Mobile Crisis Response (IMCRT)	12,222	36,920	28,011	75.9%	8,909
2565 Integrated Canine Unit	30,483	11,900	65,464	550.1%	(53,564)
2601 Vancouver Island Integrated Major Crimes (VIIMCU)	83,059	156,000	86,685	55.6%	69,315
2603 MYST	471	2,000	-	0.0%	2,000
2620 Public Safety Unit Training	45,526	63,330	6,736	10.6%	56,594
2690 GVERT Training	50,257	166,130	65,244	39.3%	100,886
2695 Crisis Negotiation	-	11,510	3,273	28.4%	8,237
Total Integrated Units	222,018	447,790	255,414	57.0%	192,376
Total Non-Recoverable Overtime	2,282,337	2,691,790	2,347,203	87.2%	344,587
Overtime Recoverable from Third Parties					
2510 Human Resources	2,569	-	-	N/A	-
2520 Centralized (Emergency Response, Protests)	494,100	643,990	1,149,648	178.5%	(505,658)
2526 Special Events	1,052,621	750,000	1,161,467	154.9%	(411,467)
2560 Patrol	60,770	-	67,980	N/A	(67,980)
2582 Community Resource Officers	2,194	-	-	0.0%	-
2590 Strikeforce	1,416	-	16,792	N/A	(16,792)
2607 Regional Domestic Violence	3,111	13,360	6,674	N/A	6,686
Total Recoverable Overtime	1,616,781	1,407,350	2,402,561	170.7%	(995,211)
Total Overtime Combined	3,899,118	4,099,140	4,749,764	115.9%	(650,624)



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	November 12, 2024
TO:	Victoria & Esquimalt Police Board
FROM:	Chief Cst. Manak
SUBJECT:	Chief Constable Monthly Engagement Highlights
ACTION:	For Information

Internal & External Engagements

October 16	Attended the Joint Board Council 2025 Provisional Budget presentation
October 28 – 30	Attended the Community Safety and Wellbeing Conference
October 28	Presented to Mr. Macri's Law Class
October 29	Participated as a panelist at the Community Safety and Wellbeing Conference
October 31	Media interview with CHEK News
October 31	Chaired the Mental Health & Wellbeing Working Group meeting
October 31	Created a promotional video for the Victoria Royals <i>Hockey is for All</i> campaign
October 31	Met with Councillor Kim
November 2	Presented three Civic Service Awards at the Esquimalt Division
November 6	Attended the Community Leadership Panel meeting
November 6	Attended and provided remarks at Watch Commander Development Day
November 8	Attended the JIBC Police Academy Graduation Ceremony
November 11	Attended the Hall of Honour laying of wreath ceremony
November 11	Attended the Remembrance Day ceremony in Esquimalt
November 12	Met with newly promoted Sgt. through one-on-one meeting

Equity, Diversity, and Inclusion Engagement

October 28	Met with the 2SLGBTQ+ community regarding the Before the Badge program
November 4	Met with the Jewish Community regarding the Before the Badge program
November 4	Visited Connections Place
November 5	Met with the Muslim Community to discuss community concerns regarding public safety
November 5	Attended and provided opening remarks at the VicPD Women's Recruiting Night
November 7	Attended the Kristallnacht Remembrance Service at the Synagogue



PFM
EXECUTIVE SEARCH

INVOICE TO
VICTORIA AND ESQUIMALT POLICE BOARD
c/o Tim Kituri - HR Committee Chair & Board Member
850 Caledonia Avenue
Victoria BC V8T 5J8

INVOICE NO. 24263
PROJECT ID 2264
DATE 29/07/2024
TERMS Net 30
DUE DATE 28/08/2024

DESCRIPTION	AMOUNT
As per our Consulting Arrangements dated June 25th, 2024 - Stage 2 Invoice re: Executive assignment.	18,000.00
<hr/>	
SUBTOTAL	18,000.00
GST	900.00
TOTAL	18,900.00
BALANCE DUE	\$18,900.00

Please make cheques payable to "Pinton Forrest & Madden Group Inc."
To pay by EFT or for any other invoice inquiries, please contact Trish Janik at trish@pfmsearch.com

November 7, 2024

OPCC File No. 2023-24594

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

Dear Micayla Hayes,

Re: Service or Policy Complaint of Mr. Travis Maclennan

On September 23, 2024, the Office of the Police Complaint Commissioner received a copy of your concluding letter to Mr. Travis Maclennan, dated September 23, 2024. Your letter carefully detailed the steps taken with respect to the complaint submitted by Mr. Maclennan and provided reasons for your decision.

As well, you advised Mr. Maclennan of his right to request a review of the matter by our office if he disagreed with your decision. To date, our office has not received such a request from Mr. Maclennan.

Having had the opportunity to examine the Board's decision, this office is satisfied with the outcome and will not be making any recommendations for further investigation, study, courses of action or changes to service or policy respecting this particular matter. Accordingly, our file will now be closed.



Alysha Girn
Investigative Analyst

cc: Mr. Alan Maclennan
Chief Constable Del Manak, Victoria Police Department

November 7, 2024

OPCC File No. 2023-24595

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

Dear Micayla Hayes,

Re: Service or Policy Complaint of Alan Zintsmaster

On September 23, 2024, the Office of the Police Complaint Commissioner received a copy of your concluding letter to Alan Zintsmaster, dated September 23, 2023. Your letter carefully detailed the steps taken with respect to the complaint submitted by Alan Zintsmaster and provided reasons for your decision.

As well, you advised Alan Zintsmaster of their right to request a review of the matter by our office if they disagreed with your decision. To date, our office has not received such a request from Alan Zintsmaster.

Having had the opportunity to examine the Board's decision, this office is satisfied with the outcome and will not be making any recommendations for further investigation, study, courses of action or changes to service or policy respecting this particular matter. Accordingly, our file will now be closed.



Alysha Girn
Investigative Analyst

cc: Alan Zintsmaster
Chief Constable Del Manak, Victoria Police Department

November 7, 2024

OPCC File No. 2023-24715

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

Dear Micayla Hayes,

Re: Service or Policy Complaint of Ms. Carol Auld

On September 23, 2024, the Office of the Police Complaint Commissioner received a copy of your concluding letter to Ms. Carol Auld, dated September 23, 2024. Your letter carefully detailed the steps taken with respect to the complaint submitted by Ms. Auld and provided reasons for your decision.

As well, you advised Ms. Auld of her right to request a review of the matter by our office if she disagreed with your decision. To date, our office has not received such a request from Ms. Auld.

Having had the opportunity to examine the Board's decision, this office is satisfied with the outcome and will not be making any recommendations for further investigation, study, courses of action or changes to service or policy respecting this particular matter. Accordingly, our file will now be closed.



Alysha Girn
Investigative Analyst

cc: Ms. Carol Auld
Chief Constable Del Manak, Victoria Police Department



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Victoria, B.C. V9A 3P1
Website: www.esquimalt.ca Email: info@esquimalt.ca

Telephone (250) 414-7100
Fax (250) 414-7111

File No. 7400

Sent via email

Tanya.Lamoureux@vicpd.ca

November 5, 2024

Victoria and Esquimalt Police Board
Victoria Police Department
850 Caledonia Ave
Victoria BC, V8T 5J8
Attention: Micayla Hayes, Chair

Dear Members of the Victoria and Esquimalt Police Board,

Invitation to Participate – Development of Specialized Services

The Township of Esquimalt is committed to achieving the *Police Act* mission of “an adequate and effective level of policing and law enforcement” in the municipality and the Capital Region. Like many municipalities facing the fundamental challenge of delivering essential and affordable services to their communities, the Township has struggled with consistently rising costs and the increasing complexity of policing and community safety. Though many communities across British Columbia are facing similar issues, Esquimalt is in a unique position: the police of jurisdiction for the Township is the amalgamated Victoria Police Department (VicPD), with costs shared between the City of Victoria and the Township and governed by the Victoria and Esquimalt Police Board.

Though the community and Council appreciate the professional service provided by VicPD, Esquimalt Council finds itself struggling to justify rapidly rising costs for a police service continually drawn to the downtown core of the Capital region. Key indicators continue to show that Esquimalt might benefit from something different.

As part of Council’s strategic priority to explore “equitable costing and optimization of policing,” a Community Policing Engagement Strategy was completed in summer 2022. The study found significant community interest in exploring new policing models, largely due to Esquimalt having the highest per capita operating costs of policing in BC.



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In spring 2024, Council resolved to pursue a model consisting of an Esquimalt Police Department with specific services contracted to larger regional departments. Variations of this model – an autonomous police force supported by specialized services delivered via contract with neighbouring police services – are common in BC.

As Esquimalt explored the idea of potentially partnering with a larger police agency, it became clear that there are many benefits and advantages to all parties involved in such partnerships. Working collaboratively, municipalities with shared interests can deliver effective policing services specific to their communities needs in a more efficient and focused manner while meeting provincial standards.

The Township is seeking to explore potential contracted service models that would deliver some or all of the following capabilities:

- General Investigation Services (detectives)
- Forensic Identification Services
- Computer Forensic Services
- Collision Analysis Services
- Police Dog Services
- Detention (prisoners)

Some of the notable benefits of providing specialized services through contract to neighbouring municipal police services include:

- Increased funding enables the hiring of more police officers or civilian support staff as the organization sees fit;
- More resources provide greater capacity, reducing backfill costs and enabling surge capacity for major incidents;
- More positions, such as detectives, increases opportunities for members;
- Providing specialized services to another agency demonstrates regional leadership and enhances an organization's image;
- Increased experience of members on complex files, some of which require continued exposure to maintain skillset;
- Enhanced communication and relationships among police agencies.



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One of the Township's strategic areas of focus is to "Develop Strong Relationships and Partnerships." In this spirit, the Township is inviting the Victoria Police Department to explore the opportunity to provide specialized services to a future Esquimalt Police Department. It is Esquimalt's belief that a mutually beneficial agreement could be developed that achieves cost certainty and ensures full cost recovery.

It is expected that exploring a partnership would require work by VicPD to estimate costs and draft an agreement. The Township would be pleased to assist in any way to reduce that workload. The Township has extensive information available from previous reports, relevant crime statistics, calls for service data, and an Esquimalt-funded consultant available to assist.

The Township also recognizes that there are complex requirements in de-amalgamating and this would required significant work. The Township also believes that pursuing this path may result in significant operational and cost advantages for VicPD and for the City of Victoria.

The Township's main point of contact for this project is our Chief Administrative Officer, Dan Horan, who can be reached to discuss next steps at dan.horan@esquimalt.ca or by phone 250-414-7133. Mr. Horan and I would be pleased to brief the Victoria and Esquimalt Police Board on this request or any related information at the Board's convenience.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Desjardins".

Mayor Barbara Desjardins

cc: City of Victoria Mayor and Council