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December 19, 2023

**BY EMAIL**

Surrey Police Board  
13450 - 104 Avenue  
Surrey, BC V3T 1V8  
**Attention:**  
Mike Serr, Administrator  
[mserr1527@gmail.com](mailto:mserr1527@gmail.com)

Surrey Police Service  
13450 - 104 Avenue  
Surrey, BC V3T 1V8  
**Attention:**  
Norm Lipinski, Chief Constable  
[norm.lipinski@surreypolice.ca](mailto:norm.lipinski@surreypolice.ca)

Dear Sirs/Mesdames:

**Re: Surrey Police Board ("SPB")/Surrey Police Service ("SPS") Hiring**

In light of the significant budget overage in the Surrey Police Board's 2023 budget, and given that council has not yet made a decision on the 2024 proposed budget, I write to advise of the protocol that the City has put in place regarding hiring by the SPB/SPS. The protocol reflects s. 27(6) of the *Police Act*, which states that the board must not make an expenditure that is not specified in the board's budget and approved by council.

Moving forward, the SPB/SPS will not be able to add new personnel to the City's payroll system (PeopleSoft) unless the hiring has been approved by the police of jurisdiction and is within the budget amounts approved by the City for the SPB/SPS.

At this time, we also ask for information with respect to any new hiring by the SPB/SPS. Information has been received that the SPB/SPS may have hired additional officers recently, contrary to the letter from the Mayor dated August 24, 2023 and enclosed for your reference. Please confirm if that is so and advise how that fits within the existing approved budget allocation. Consistent with the protocol described, the

SPB/SPS will not be able to add any such new hires to PeopleSoft unless approved by the police of jurisdiction and within the existing approved budget allocation.

Yours truly,



Rob Costanzo  
City Manager

Encl.

Cc: Jessica McDonald, Strategic Implementation Advisor  
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