

ITEM 8  
MANAGER'S REPORT NO. 77  
COUNCIL MEETING 84/12/03

RE: CRIMINAL DOCUMENT SERVICES  
BURNABY DETACHMENT RCMP

MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the recommendation of the Director Administrative & Community Services be adopted.

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1984 November 27

TO: MUNICIPAL MANAGER

FROM: DIRECTOR ADMINISTRATIVE & COMMUNITY SERVICES

RE: CRIMINAL DOCUMENT SERVICES  
BURNABY DETACHMENT RCMP

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RECOMMENDATION:

THAT a copy of this report be sent to the UBCM and to Mayor J.E. Loucks, Chairman of the GVRD Executive Committee. with the request that the matter be aggressively pursued with the appropriate Provincial Ministers.

SUMMARY:

In response to a unilateral directive issued by the Provincial Government in the spring of 1984, Burnaby along with all other municipalities began utilizing its already strained police resources to serve criminal documents. Both the Union of B.C. Municipalities and the Greater Vancouver Regional District Executive Committee have taken up the issue with the Ministers involved and have requested data from the local level on the implications of this responsibility.

INTRODUCTION:

This report summarizes the data from seven months of experience in Burnaby, sets out an "average" impact that is expected to continue into the future, and urges the Union of B.C. Municipalities and the Greater Vancouver Regional District Executive Committee to pursue the issue further.

A number of changes to the Justice system have been introduced unilaterally by the Attorney-General for B.C. over the past two years, changes which have had a financial impact on the municipal level. More specifically, those changes were made in the Court Services-Sheriff's Services areas, and imposed new responsibilities on the municipalities without commensurate additional funding.

The first stage, which occurred about two years ago, involved a charge to the municipality by the Sheriff's Service for the service of each summons in connection with infractions of municipal bylaws. The charge instituted at the time was \$10 per service, whereas in the past there had been no charge; the effect was to largely negate the cost benefits of actively pursuing delinquent offenders.

The more serious change took effect as of 1984 April 1, at which time the municipalities were unilaterally made responsible for the service of all criminal documents in the justice system.

In Burnaby's case, the responsibility for this task fell to the RCMP detachment, which provides policing on a contract basis in our community. No discretion was offered to municipalities - whether they had RCMP contract policing or a municipal force: the summonses were to be delivered by the police in each community.

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The Municipal Reaction

The immediate reaction of the municipalities across the Province - individually and collectively - was to object to the unilateral nature of the change; to the impact on already-strained levels of policing in many areas; and to the additional unshared financial burden.

Burnaby Council, along with others, adopted a resolution in 1984 March which stated:

1. THAT Council vigorously oppose the decisions of the Attorney General for the Province of British Columbia with respect to the service of legal documents and that such action be postponed until such time as more appropriate measures can be negotiated and put in place.

2. THAT a copy of this report be forwarded to the Honourable Brian R.D. Smith, Attorney General for British Columbia and to the Union of British Columbia Municipalities.

The Union of B.C. Municipalities and the Greater Vancouver Regional District Executive Committee also expressed concern, and met with the Ministers involved. Eventually, it was decided that each Municipality would gather data on the costs associated with the service of criminal documents, and make such data available to the UBCM and the Chairman of the GVRD Executive Committee, for the purpose of further demonstrating to the government the impact at the local level.

Experience to Date

Burnaby's experience to date with the service of documents is summarized in the attached chart (Appendix One). Out of the data for the first seven months have emerged several measures of the actual responsibility now being carried:

Average number of documents delivered to Police for service, per month	391
Average number actually served, per month	364
Number of visits necessary to complete service	1.5
Police time in the field, per month (hours)	327
Police time in the office, per month (hours)	70
Clerical time per month (hours)	22

TOTAL COST PER MONTH  
- including mileage

\$7500

The Options

There are a number of options which could be followed in order to resolve this issue and to make the service of documents as efficient as possible. Before those options are pursued or implemented, however, it is important to resolve whether or not the service of criminal documents will remain a municipal responsibility, and from where the costs of such a service will be derived.

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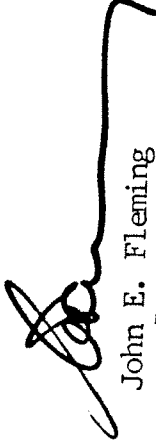
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Of serious concern at the present time is the fact that two full-time Police Officers are not available for policing duties in our community since they are assigned to the service of documents. Quite apart from the fact that these Police personnel represent an expensive type of staff for the purpose, they simply aren't doing the job for which Burnaby is paying.

It is the staff view that the UBCM and the GVRD Executive Committee should now review the data assembled over the past seven to eight months and press urgently for a conclusion to the questions which are still outstanding with the Attorney General for B.C. In the event that we will have the responsibility legislated upon us in the long term, we should then apply our best municipal expertise in finding the most efficient and effective means of getting the job done.



John E. Fleming  
DIRECTOR

JEF:gmc

cc: O.i/c-RCMP

SERVICE OF CRIMINAL DOCUMENTS

APPENDIX I

	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.
1. Number of documents delivered to the Police Dept. for serving.	313	524	404	406	372	327	401
2. Number of documents accepted for service by the Dept.	326	520	404	406	530	525	478
3. Number actually served during month.	563	520	370	400	332	448	447
4. Number of individual visits necessary to complete or attempt service (average).	1	1	2	2or3	3	2	2
5. Number of documents unserved at month end.	50	4	38	44	198	77	31
6. Car mileage incurred during attempted or successful service.	no stats kept	1750	2000	2000	1600	2000	2000
7. Police manhours spent on document service calls.	352	336	352	352	288	344	312
8. Time spent in office-related record keeping of document handling	5 h/day	63 h/mon.	66 h/mon.	66 h/mon.	66 h/mon.	76 h/mon.	63 h/mon.
by Peace Officers	1 h/day	21 h/mon.	21 h/mon.	21 h/mon.	22 h/mon.	2.5 hrs.	21 h/mon.
by Clerical staff							

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