



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Agenda

Date: Thursday, September 30, 2021

Time: 9:00 a.m.

Location: Zoom Video Conference

Link to watch meeting:

<https://us02web.zoom.us/j/82724504265?pwd=WXhDYW1XdXM5eUJLNURTV1Y3cTBnZz09>

1. GENERAL

- 1.1 Regrets
- 1.2 Disclosure of Conflicts of Interest
- 1.3 Confirmation of Minutes of Meeting P21-07 held Thursday, August 26, 2021
(Agenda Pages 1 – 8)

2. PRESENTATIONS/DELEGATIONS

- 2.1 Cornell University - Diversity & Inclusion Resources for Leaders

3. CONSENT AGENDA

- 3.1 Halton Happenings - August 2021
(Agenda Pages 9 – 14)
- 3.2 **P21-9-I-01** - Community Safety and Well-Being Plans
(Agenda Pages 15 – 18)
- 3.3 Communications Update - September 2021
(Agenda Pages 19 – 20)

4. DISCUSSION ITEMS

- 4.1 Minutes of Advisory Committee Meeting No. A21-01 held Wednesday, September 8, 2021
(Agenda Pages 21 – 24)

RECOMMENDATION

“THAT the Minutes of Advisory Committee Meeting No. A21-01 held Wednesday, September 8, 2021 be adopted.”

- 4.2 **CGO21-9-R-01** - Six New Governance Policies
(Agenda Pages 25 – 40)

RECOMMENDATION

“THAT the following Governance policies be adopted:

- *G01 – Governance Commitment*
- *G02 – Board Job Description*
- *G03 – Governance Methodology*
- *G04 – Board Member Obligations*
- *G05 – Chair’s Role*
- *G10 – Governance Support; and*

THAT the following policies be repealed:

- *Attendance at Closed PSB Meetings*
- *Notice of Police Service Board Meetings*
- *Placement of Reports on Agendas*
- *Board Member Conduct*
- *Board Education and Training*
- *Board Member Recognition*
- *Board Member Competencies and Qualifications*

- 4.3 **CGO21-9-R-03** - Preliminary 2022 HPB Governance Budget
(Agenda Pages 41 – 44)

- 4.4 Discussion - HRPS Budget 2022

- 4.5 **SEC21-9-R-01** - Sponsorship - OAPSB Labour Seminar
(Agenda Pages 45 – 52)

RECOMMENDATION

“THAT the Halton Police Board authorize a Gold Level Sponsorship of \$2,000 from the Trust Fund for the Ontario Association of Police Services Boards Labour Conference to be held November 18, 2021.”

- 4.6 **SEC21-9-R-02** - Delegation to CAPG Annual General Meeting
(Agenda Pages 53 – 74)

RECOMMENDATION

“THAT the Halton Police Board nominate _____ as its Voting Designate for the CAPG Annual General Meeting to be held Thursday, September 30, 2021 at 11:30 a.m.”

5. **OPERATIONAL VERBAL UPDATES**

6. **ACTION REGISTRY**

- 6.1 Public Information Action Registry
(Agenda Pages 75 – 76)

7. **RECEIPT OF PUBLIC CORRESPONDENCE**

8. **NEW BUSINESS**

9. **MOVE INTO CLOSED SESSION**

10. **CLOSED SESSION REPORT**

11. **ADJOURNMENT**



Public Minutes

MEETING NO. P21-07

DATE OF MEETING: Thursday, August 26, 2021
9:00 a.m.

LOCATION: Zoom Video Conference

MEMBERS PRESENT (via Zoom Video Conference): Jeff Knoll (Chair)
Councillor Clark Somerville (left at 11:00 a.m.), Curt Allen, Don Foster, Ingrid Hann, Navneet Sekhon

STAFF PRESENT (via Zoom Video Conference): Chief Stephen Tanner
Deputy Chief Jeff Hill
Deputy Chief Roger Wilkie
Ken Kelertas, Director, Legal Services and Legal Counsel
Paul Lavergne, Director, Corporate Services
Staff Sergeant Anita Laframboise
D/Sgt. Raf Skwarka
Tracy Dottori, Director, Human Resources
Bill Payne, Director, Information Technology.
Fred Kaustinen, Chief Administrative Officer
Kimberly Calderbank, Board Media Consultant
Graham Milne, Board Secretary

GUESTS: Devon Clunis, Inspector General of Policing, Ministry of the Solicitor General
Ron LeClair, Zone 4 Advisor, Ministry of the Solicitor General
Kenneth Weatherill, Deputy Inspector General of Policing, Ministry of the Solicitor General
Dr. Michelle Lloyd, Executive Data Officer, Ministry of the Solicitor General
Nadine Ricketts, Ministry of the Solicitor General



1. GENERAL

1.1 Regrets

G. Carr, Regional Chair.

1.2 Disclosure of Conflicts of Interest

The Chair called upon Board members to declare any conflicts of interest they might have on the agenda. No declarations were made.

1.3 Confirmation of Minutes of Meeting P21-06 held Thursday, June 24, 2021

Moved by: I. Hann

Seconded by: N. Sekhon

"THAT the Minutes of Meeting P21-06 held Thursday, June 24, 2021 be adopted as circulated."

Carried.

2. PRESENTATIONS/DELEGATIONS

2.1 Introduction of New Zone 4 Police Services Advisor - Inspectorate of Policing

Chief Tanner welcomed Ron LeClair as the new Zone 4 Police Service Advisor from the Inspectorate of Policing. Mr. LeClair spoke briefly to introduce himself to the Board.

2.2 Presentation from the Inspectorate of Policing - Ministry of the Solicitor General

Devon Clunis, Inspector General of Policing, greeted the Board and introduced his colleagues present at the meeting: Dr. Michelle Lloyd and Kenneth Weatherill (Deputy Inspector General of Policing). Mr. Clunis spoke briefly about his priorities for the Inspectorate of Policing including creation of a centre of excellence, and reiterated his commitment to openness and transparency in the governance of police services across Ontario.

Moved by: D. Foster

Seconded by: C. Allen

"THAT the presentations from today's meeting be received."



Carried.

3. CONSENT AGENDA

- 3.1 Halton Happenings - June/July 2021**
- 3.2 P21-8-I-01 - Quarterly Human Resources Summary**
- 3.3 P21-8-I-02 - Financial Report and Forecast - Second Quarter 2021**
- 3.4 P21-8-I-03 - Purchasing Activity - January-June 2021**
- 3.5 P21-8-I-04 - Semi-Annual Complaints Statistical Report - Public/Internal January-June 2021**
- 3.6 P21-8-I-05 - Trust Fund Statement - June 30, 2021**
- 3.7 P21-8-I-06 - FOI Summary/Information Privacy Commission Annual Report**
- 3.8 P21-8-I-07 - Mid-Year Performance Report**

Moved by: C. Allen

Seconded by: N. Sekhon

"THAT the Service be directed to undertake additional research regarding trends on organized crime in Halton and provide a confidential report back at the September 2021 Board meeting."

Carried.

- 3.9 SEC21-8-I-04 - Semi-Annual Board Governance Expenditure Report**
- 3.10 Communications Update - August 2021**

Moved by: C. Allen

Seconded by: N. Sekhon

"THAT Item Nos. 3.1 through 3.10 on the Consent Agenda be received for information."

Carried.



4. DISCUSSION ITEMS

4.1 SEC21-8-R-05 - 2022 Budget Direction & Timelines

Moved by: N. Sekhon
Seconded by: C. Allen

"THAT the attached correspondence from Keshwer Patel, Halton Region Commissioner of Finance and Regional Treasurer regarding Budget Directions for 2022, be received for information."

Carried.

4.2 P21-8-R-09 - Capital Projects/Programs Status - June 30, 2021

Moved by: C. Allen
Seconded by: N. Sekhon

"THAT surplus funds of \$188,339 from T30809V Vehicles – 2019 that are no longer required be returned to the Police Vehicle Reserve and the Development Charge Reserves as appropriate."

Carried.

4.3 P21-8-R-10 - MD Charlton - Limited Tendering - Taser Products

Moved by: C. Allen
Seconded by: I. Hann

"THAT the Halton Police Board authorize a two (2) year Limited Tendering contract for the supply and delivery of TASER products (CEW devices, cartridges and power magazines) from MD Charlton Ltd., in the amount of \$452,000 (inclusive of HST)."

Carried.

4.4 CGO21-8-R-01 - New Governance Policies

Moved by: N. Sekhon
Seconded by: C. Allen

"THAT the Governance Policy G09 – Board Committees policy be adopted."

Carried.



Moved by: N. Sekhon
Seconded by: C. Allen

"THAT an Advisory Committee be struck consisting of Board Members Jeff Knoll (Committee Chair), Curt Allen and Navneet Sekhon, and the Chief of Police, to conduct a further review of the remaining governance policies as presented in Report No. CGO21-8-R-01 - New Governance Policies and Confidential Report CGO21-8-R-04 - Governance Calendar & Stakeholder Engagement Policies, so as to inform the CGO's final governance policy proposals for Board consideration at the September 2021 meeting."

Carried.

4.5 CGO21-8-R-02 - Board Retreat July 2021 & Results-Based Governance

Moved by: I. Hann
Seconded by: C. Allen

"THAT the Board adopt Results-Based Governance as a central theme in its policies, plans and evaluation programs."

Carried.

The Board recessed at 11:00 a.m. and resumed at 11:07 a.m.

4.6 SEC21-8-R-01 - Sponsorship - 32nd Annual Conference of the Canadian Association of Police Governance

Moved by: C. Allen
Seconded by: N. Sekhon

"THAT the Halton Police Board authorize a Champion Level Sponsorship of \$5,000 from the Trust Fund for the 32nd Annual Conference of the Canadian Association of Police Governance (CAPG) to be held September 28-30, 2021."

Carried.



4.7 SEC21-8-R-02 - Nomination to CAPG Board of Directors 2021-2023 - Curt Allen

Moved by: I. Hann

Seconded by: D. Foster

"THAT the nomination of Curt Allen to the CAPG Board of Directors for the 2021-2023 term be formally endorsed by the Halton Police Board."

Carried.

4.8 SEC21-8-R-03 - SAVIS Request for Sponsorship for Take Back the Night 2021

Moved by: C. Allen

Seconded by: I. Hann

"THAT the request by Sexual Assault & Violence Intervention Services of Halton (SAVIS) for sponsorship of the 2021 Take Back the Night event be approved in the amount of \$1,000, from the Trust Fund."

Carried.

5. OPERATIONAL VERBAL UPDATES

Operational updates were provided regarding the following:

- Update on Project Icarus - recent drug arrest & seizure and congratulations to the investigative team
- Women's Internal Support Network symposium in November
- Adoption of E-Notes by Service

6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: I. Hann

Seconded by: C. Allen

"THAT the Public Information Action Registry be received."

Carried.



7. **RECEIPT OF PUBLIC CORRESPONDENCE**

Moved by: I. Hann

Seconded by: D. Foster

"THAT the public correspondence received since last meeting be received."

Carried.

8. **NEW BUSINESS**

Chair Knoll noted the launch of the Board's new website which took place earlier this week. He also advised that the Board's meeting today is being live streamed online. Both the Chair and the Board's Media Consultant, Kimberly Calderbank, expressed their thanks to the Service members who assisted with launching the site and the webstreaming option.

There was no other new business.

9. **MOVE INTO CLOSED SESSION**

Moved by: D. Foster

Seconded by: I. Hann

"THAT the Board do now convene into closed session."

Carried.

10. **CLOSED SESSION REPORT**

The Chair reported that during the closed session, the Board considered legal and personnel matters and motions were approved by the Board regarding these matters.



11. ADJOURNMENT

Moved by: C. Allen

Seconded by: N. Sekhon

"THAT the Halton Police Board do now adjourn this meeting."

Carried.

The meeting adjourned at 1:36 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary



Halton Happenings - August 2021

Welcome to the August 2021 edition of Halton Happenings. We have changed the layout to reflect the Service's **Framework for Community Safety and Well-being**. These strategic priorities include:

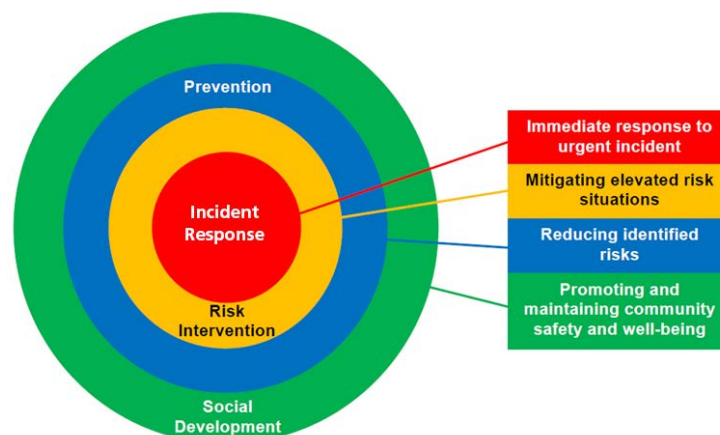
1. Emergency response – To ensure those in need get the right response, at the right time, by the right responders.
2. Risk intervention – To address the criminal behaviour that most affects the safety of community members.
3. Prevention – Community collaboration is the catalyst for positive, working relationships with all community agencies, resources and partners.
4. Social development – To assist in the continued development, education and support of all social groups in Halton Region.

When reading through this document, there are four coloured categories: emergency response has been highlighted in red, risk intervention in yellow, prevention/education in blue and social development in green.

4 Pillars of Community Safety and Well-Being

What does it mean?

The delivery of police services in Ontario has evolved to include working with partners to focus on reducing the risk factors that affect community safety. This reduces the demand for emergency response by providing a coordinated response to risk and leads to more positive outcomes. The Halton Regional Police Service has built on our policing philosophy by including proactive measures of intervention, known as the four pillars of community safety and well-being.





Halton Happenings - August 2021

INCIDENT RESPONSE

Mobile Crisis Rapid Response Team (MCRRT)

The Mobile Crisis Rapid Response Teams responded to 159 calls for service during the month of August. This included 66 in Burlington, 75 in Oakville, 12 in Milton, and 6 in Halton Hills. Of these calls, 79 were a mental health priority call. This accounts for 49.7 per cent of the team's time.

Of the 80 "non-mental health priority" calls, the teams provided mental health support in 14. When these numbers are factored in, 93 of the team's 159 calls were mental health related. Therefore 58.5 per cent of the team's occurrences involved providing mental health support in the community.

Community Mobilization

Community Mobilization Bureau Officers continue to support the frontline by responding to and investigating a variety of occurrences. Calls for service include Fail to Remain, Mental Health and Persons in Crisis, neighbour disputes and other incidences requiring an immediate response from frontline officers.

RISK INTERVENTION

Crisis Outreach and Support Teams (COAST)

Crisis Outreach and Support Teams continues to support the Mobile Crisis Rapid Response Teams and the community through mobile risk intervention visits. The pandemic and staffing shortages at the Canadian Mental Health Association – Halton Region Branch has resulted in not having a mobile team seven-days-a-week. Required risk intervention visits are still being conducted as needed and supplemented by the Mobile Crisis Rapid Response Teams. Crisis Outreach and Support Teams had 25 occurrences in August, 22 of which were mental health related, accounting for 88 per cent of the team's time.

Halton Situation Table

The Halton Situation Table plays a critical role in connecting some of the region's individuals/families at acutely elevated risk with the services and supports they need to thrive.

Approximately 35 community partners/agencies meet on a weekly basis to discuss potential cases/issues of elevated risk to a person or community due to issues such as: mental health, housing, homelessness and social isolation. Partners then work collaboratively to provide the proper supports, by the proper agency, in an effort to avoid a crisis situation.



Halton Happenings - August 2021

During the month of August, five cases were presented to the Situation Table and all were deemed Acutely Elevated Risk and in need of immediate intervention by the collaborative table members.

Complex Service Navigator

The Complex Service Navigator is a collaborative partnership between the Halton Regional Police Service and the Canadian Mental Health Association – Halton Region Branch to proactively address situations and reduce the risk of emergency personnel interactions in the future.

In August of 2021, the Complex Service Navigator provided service to 28 unique clients.

In one example, the Complex Service Navigator worked closely with Oakville Fire Department and Gatekeepers in a high risk hoarding case that required immediate intervention. The three services worked collaboratively to develop a positive working relationship with the client. The fire department has removed all combustible items from the home and the Complex Service Navigator and Gatekeepers staff continue to meet with the client weekly to assist in the gradual de-hoarding of the home.

Community Mobilization Officers

The Community Mobilization Bureau continues to support with reported neighbour disputes and will refer parties to the Communities Conflict Resolution Service. During the month of August, officers have assisted with four neighbour disputes. While speaking with the involved parties, the majority expressed interest in utilizing the free mediation service offered by the Community Conflict Resolution Service in an attempt to resolve their disputes.

District Community Mobilization Officers assisted Public Health by conducting 26 quarantine checks for people who had recently returned to Canada.

Traffic Services Unit

Traffic Services participated in a Commercial Motor Vehicle Blitz in Milton on August 10. The Blitz utilized three Commercial Vehicle Inspectors. The results from the blitz were as follows:

- 8 Inspections
- 4 Out of Service
- 50 per cent Out Of Service Rate
- 21 Provincial Offence Notice's
- 1 licence plate seizure

Older Adult Support



Halton Happenings - August 2021

The Older Adult Support Officer conducted two community outreaches for older adults and families in need of assistance. In addition, the Older Adult Support Officer continues to work with each of the District Vulnerable Persons Senior Liaison officers to provide to ensure supports for Older Adults are available.

Older Adult Support Officer continues to attend the weekly Situation Table meetings.

Crime Stoppers

Crime Stoppers of Halton received 69 tips in August. There were an additional 53 tips followed up on.

District Social Workers/Youth Officer/School Liaison Officers

District Social Workers and Youth Officers had seven new youth Diversion intakes, while seven previous Diversion files were completed.

Additionally, the teams had two new Adult Diversion intakes, while two previous files were completed.

Teams also conducted 152 proactive outreaches to adults, youth and families in the community to offer supports or assistance.

PREVENTION

Community Mobilization Officers

Community Mobilization Officers continue to conduct proactive visits to the local hotels and motels to engage with persons that are being temporarily housed. They ensure that they are connected with housing support and have access to healthy food where needed. This has resulted in a reduction in the number of calls to frontline officers for disturbances in the motels.

Community Officers completed one Crime Prevention Through Environmental Design inspections in the community.

Equity, Diversity and Inclusion Office

Response to Global Events #PREVENT: As a result of the escalation in violence between Israel and Palestine, the Halton Regional Police Service was contacted by the Oakville Synagogue for support and additional proactive patrols around the place of worship. The Equity, Diversity and Inclusion office worked with 2 District command staff to support this request.



Halton Happenings - August 2021

SOCIAL DEVELOPMENT

Traffic Services Unit

Traffic Services, in collaboration with Corporate Communications, created a Project Safe Start information page on the Halton Regional Police Service website. This social media initiative is designed to educate the community regarding road safety and awareness for the upcoming start of the school year.

Older Adult Support

The Older Adult Support Officer co-facilitated a digital literacy and security presentation with Halton Industry Education Council.

The Older Adult Support Officer continues to work on the logistics and upcoming onboarding for a new Older Adult Advisory Committee.

Community Mobilization Officers

Planning is completed to return to an in-person Citizens Police Academy that is slated to start on Monday September 27. The program will run for eight weeks and will be opened up to 15 participants.

Equity, Diversity and Inclusion Office

Crime Stoppers is collaborating with the Equity, Diversity and Inclusion office on "No Hate In Halton". Crime Stoppers of Halton will be designing a QR sticker to be placed in all the bathroom stalls in the schools throughout the Region.

On August 26, members from the Black Internal Support Network, along with several participating African and Caribbean organizations, met at Headquarters to unveil the Black Heritage Cruiser. This was the culmination of a design contest held in February where community input was sought to develop the cruiser design. The final cruiser design contained a quote from the Honourable Dr. Jean Augustine, who was also in attendance, for the unveiling. The cruiser will be utilized by Community Mobilization officers, and shared around the Region throughout the remainder of this year.

On August 14, members from the district Equity, Diversity and Inclusion Teams were invited to and attended the Milton African Multicultural Festival. This was the first year the festival was organized by a local Milton resident in partnership with several African and Caribbean organizations across the Region.



Halton Happenings - August 2021

General

Members from the Regional Community Mobilization Bureau and the District Community Mobilization Bureaus continue to be very active in a variety of community committees, groups and meetings including: Mothers Against Drunk Driving, Fetal Alcohol Spectrum Disorder Resource Team, Halton Youth Attendance Council, Older Adult Advisory Council, Older Adult Isolation Action Table, Halton Equity and Diversity Roundtable, Halton Police Youth Advisory Council, Ontario Association of Chiefs of Police - Equity, Diversity and Inclusion Committee and the Canadian Association of Chiefs of Police - Policing with Indigenous Peoples Committee.



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: COMMUNITY SAFETY AND WELL-BEING PLANS

Report #: P21-9-I-01

Date: September 30, 2021

INTRODUCTION AND BACKGROUND:

Halton continues to be a leader in community safety and well-being because collaboration, planning and action are central to the work we do to keep our community safe and healthy.

CONSULTATION:

Deputy Chief R. Wilkie
Inspector J. Craddock
Alex Sarchuk, Region of Halton
Dr. Hamidah Meghani, Region of Halton
Susan Alfred, Region of Halton

A handwritten signature in black ink, appearing to be "S. J. Tanner".

Stephen J. Tanner
Chief of Police

:KE

Attachments: Community Safety and Well-Being Status Report – June-August 2021



Halton Regional Police Service

Community Safety and Well-Being Status Report June - August 2021



The Regional Community Mobilization Bureau will provide reviews of the progress of community safety and well-being planning in Halton region. The purpose of this status report is to maintain a timely, consistent flow of information relating to the project's progress and performance.

Report Period: June – August 2021

Submitted To: Halton Regional Police Services Board

Community Safety and Well-Being Updates

- 1. Legislation Update:** Subsequent to the development of Halton's Community Safety and Well-Being (CSWB) Plan, the Provincial Government introduced a mandate under the Police Services Act requiring municipalities to adopt a CSWB plan by July 1, 2021. Halton's CSWB plan and supporting documents were shared with the Ministry of the Solicitor General ahead of this deadline in keeping with Halton's status as an early adopter and leader in Ontario's CSWB landscape.
- 2. Equity, Diversity and Inclusion:** As part of a commitment to equity and inclusivity within CSWB, the System Leadership Group endorsed the Halton Equity, Diversity and Inclusion Charter in December 2020. Staff continue to engage with the Halton Equity and Diversity Round Table to explore opportunities for synergies and alignment.
- 3. Halton Situation Table:** The Halton Situation Table is a critical component of Halton's approach to ensuring safe and healthy communities. Throughout the COVID-19 pandemic, the Situation Table continues to hold weekly virtual meetings to identify and respond to situations that require an immediate intervention to prevent harm or victimization. In 2020, a total of 72 situations were brought forward to the table for consideration, an increase of 60 per cent from the previous year. Of the 72 situations brought forward, 64 (89 per cent) met the threshold of acutely elevated risk. In 2021, from January to July, there were 26 situations brought forward to the table for consideration, and 25 (96 per cent) met the threshold of acutely elevated risk.

Action Table Updates

- 1. Access to Mental Health Supports for Children and Youth:** ROCK has fully implemented a model of Access and System Navigation (ASN) to make it easier for children, adolescents and their families to access mental health supports from core service providers in Halton. This includes a new pathway with One-Link to accept referrals from primary healthcare providers to community-based child and youth mental health services. ROCK presented on the outcomes of the ASN initiative to the System Leadership Group in March 2021 and has formally completed its CSWB mandate and launched in the community.
- 2. Coordinated approach to Homelessness:** The Action Table continues to implement a coordinated access framework to strengthen supports to individuals in Halton who are homeless or at-risk of homelessness. To-date, over 125

COMMUNITY SAFETY & WELL-BEING STEERING COMMITTEE

Deputy Chief Roger Wilkie,
Halton Regional Police Service

Inspector Julie Craddock,
Regional Community Mobilization
Bureau, Halton Regional Police Service

Alex Sarchuk,
Commissioner of Social and Community
Services, Halton Region

Dr. Hamidah Meghani,
Commissioner and Medical Officer of Health,
Public Health, Halton Region

Susan Alfred,
Director Healthy Families, Public Health,
Halton Region

COMMUNITY SAFETY & WELL-BEING WORKING GROUP

Sergeant Richard Judson,
Regional Community Mobilization
Bureau, Halton Regional Police Service

Constable Ashley Lilliman,
Regional Community Mobilization
Bureau, Halton Regional Police Service

Christina Gallimore,
Manager Human Services Planning and
Program Support, Social and
Community Services, Halton Region

Kendra Habing,
Decision Support Advisor – CSWB
Initiatives, Social and Community
Services, Halton Region



Halton Regional Police Service

Community Safety and Well-Being Status Report June - August 2021



households have received an offer of housing through a new coordinated framework to date.

- 3. Sexual Assault Action Table:** Building on case reviews and training to enhance how HRPS engages with survivors of sexual assault, the Sexual Assault Advisory Committee has established a website, SurvivorsVoices.ca, using Halton Region Community Investment Fund Funding. The new website provides a central point of information and resources for survivors of sexual assault.
- 4. Coordination during COVID-19:** An ad hoc Action Table was established at the outset of the COVID-19 pandemic to support coordination and information sharing between local municipalities, Halton Region, Halton Regional Police Service and several community partners. This included input on the development of a program to provide food and essential goods to vulnerable households in response to the COVID-19 pandemic. The table has been recessed and will be convened as required.

To learn more about our [community safety and well-being initiatives](#), visit halton.ca.



Public Agenda Information Report

To: Chair and Police Service Board Members

From: Kimberly Calderbank
Board Media Consultant

Subject: September Communications Update

Report #:

Date: 30 September 2021

INTRODUCTION AND BACKGROUND

Given below is a summary of the August 2021 Board Communications/Media activities. High-level analytics and details are summarized below.

DISCUSSION / ANALYSIS

Newsletter

August Agenda Newsletter open rate – 68.1%

August Newsletter open rate – 66%

**Industry average newsletter open rate 30%.*

Twitter

Followers (as of September 17, 2021) – 1104

August Likes – 52

August Retweets – 10

Top Tweets

@HPBoard
[Aug 26, 17:45](#)



Today we celebrate the launch of the @HaltonPolice Black Heritage Cruiser.

The Honourable Dr. Jean Augustine whose quote is showcased on the cruiser remarked

"We stand here representing what collaboration can do. How we can work together –
to make our community stronger, better."

<https://twitter.com/HPBoard/status/1430949601289424900/photo/1>



@HPBoard
Aug 09, 16:04

August 9th - International Day of the World's Indigenous Peoples. Let's acknowledge the contributions, achievements, and cultures of Indigenous communities across Canada and around the world.

#IndigenousPeoplesDay <https://twitter.com/HPBoard/status/1424763578024972291/photo/1>

COMMENTS

August Board Website Stats

Users - 333

Pageviews - 1300

Average engagement time - 1:06



Advisory Committee Minutes

MEETING NO. A21-01

DATE OF MEETING: Wednesday, September 8, 2021
1:00 p.m.

LOCATION: Zoom Video Conference

MEMBERS PRESENT (via Zoom Video Conference): Jeff Knoll (Chair)
Curt Allen, Navneet Sekhon

STAFF PRESENT (via Zoom Video Conference): Chief Stephen Tanner
Fred Kaustinen, Chief Administrative Officer
Graham Milne, Board Secretary

1. GENERAL

1.1 Regrets

None.

1.2 Disclosure of Conflicts of Interest

The Chair called upon Committee members to declare any conflicts of interest they might have on the agenda. No declarations were made.

2. DISCUSSION ITEMS

The Committee held a general discussion on the importance of including the most recent Board-approval date, as well as references, on each policy.

Committee members made the following suggestions regarding the draft Governance Policies:



2.1 Policy G01 – Governance Commitment

- Add “(including policies & procedures)” beneath HRPS Service Delivery

2.2 Policy G02 - Board Job Description

- Reword 2.7 as “annually prepare, adopt, propose to Halton Regional Council and monitor a budget for policing and police governance;”

2.3 Policy G03 - Governance Methodology

- Insert “policies” in first line
- Remove duplication in clauses 1.2/2.6
- Adjust numbering under 2.3

2.4 Policy G04 - Board Member Obligations

- 2.4 – Language relating to review of reports from Chief of Police on Strategic Plan progress and policy requirements to be added to Policy G02.

2.5 Policy G05 - Chair’s Role

- No changes recommended

2.6 Policy G07 – Governance Calendar

- Refer to a future meeting to be at the call of the Chair.

2.7 Policy G08 – Stakeholder Engagement

- Refer to a future meeting to be at the call of the Chair.

2.8 Policy G10 – Governance Support

- 3. – after “consultants,” add “including but not limited to”
- Change all items in 4 to bullets under 3

Consider addressing Board Evaluations and Policy Updating as either new policies, or amendments/additions to the proposed Governance policies.



Moved by: N. Sekhon
Seconded by: C. Allen

"THAT the proposed amendments to the Governance Policies as discussed during today's meeting be forwarded to the Halton Police Board for their consideration."

Carried.

3. **ADJOURNMENT**

Moved by: C. Allen
Seconded by: N. Sekhon

"THAT the Halton Police Board Advisory Committee do now adjourn this meeting."

Carried.

The meeting adjourned at 2:48 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Six New Governance Policies

Report #: CGO21-9-R-01

Date: 30 September 2021

RECOMMENDATION:

THAT the following Governance policies be adopted:

- G01 – Governance Commitment
- G02 – Board Job Description
- G03 – Governance Methodology
- G04 – Board Member Obligations
- G05 – Chair's Role
- G10 – Governance Support; and

THAT the following policies be repealed:

- Attendance at Closed PSB Meetings
- Notice of Police Service Board Meetings
- Placement of Reports on Agendas
- Board Member Conduct
- Board Education and Training
- Board Member Recognition
- Board Member Competencies and Qualifications

Attachments:

- Policy G01 – Governance Commitment – proposed 30 September 2021
- Policy G02 – Board Job Description – proposed 30 September 2021
- Policy G03 – Governance Methodology – proposed 30 September 2021
- Policy G04 – Board Member Obligations – proposed 30 September 2021
- Policy G05 – Chair's Role – proposed 30 September 2021
- Policy G10 – Governance Support – 30 September 2021

- [policies recommended for repeal are on the Board website at <https://www.haltonpoliceboard.ca/bylaws/policies.php>]

INTRODUCTION AND BACKGROUND:

Development of the Board's Governance Policies is the first phase of the Policy Modernization Project. Status of various Governance Policies is as follows:

#	Policy	Status
G01	Governance Commitment	Proposed 30 Sep 21
G02	Board Job Description	Proposed 30 Sep 21
G03	Governance Methodology	Proposed 30 Sep 21
G04	Board Member Obligations	Proposed 30 Sep 21
G05	Chair's Role	Proposed 30 Sep 21
G06	Board-Chief Relationship	Adopted 29 Apr 21
G07	Governance Calendar	Committee to discuss 14 Oct 21
G08	Stakeholder Engagement	Committee to discuss 14 Oct 21
G09	Board Committees	Adopted 26 Aug 21
G10	Governance Support	Proposed 30 Sep 21

Policy Revision Process and Evaluation Process are also being considered, either as amendments to the above policies, or as additional policies.

DISCUSSION / ANALYSIS:

Collectively, the recently-adopted and proposed Governance policies describe what the Board is, where it will focus its attention and efforts, and how it will be supported in its decision-making. Common understanding of these policies, among Board members, police management and Board staff alike, is critical to effective governance of the policing in Halton Region, and by extension, sustained community safety in Halton Region. Equally essential is adherence to the provisions and spirit of these policies, and the regular review and updating of them.

Each policy specifies purpose, requirements, reporting and evaluation.

The Board's Policy Committee reviewed these policies on 8 Sep 21, and every suggested amendment has been incorporated in these proposed policies, with one exception.

In proposed policy G01 – Governance Commitment, the box titled "Service delivery" includes everything the services does for and with the public (crime prevention, law enforcement, victim assistance, emergency response, public order), as well as all of the supports that make that possible (recruiting, training, supervision, deployment, transfers, promotions, grievances, technology, finances, facilities, handling of public complaints, media relations, reporting, management policies/procedures, etc., etc.). One committee member felt that "including [management]

policies and procedures” should be specifically mentioned in the Service delivery” box. Committee members were of mixed opinions, while the Chief did not have a problem with or without this injection.

This advisor advised against this idea. Simply put, “including [management] policies and procedures” are not a Service Delivery component that is more important than actual policing the community nor the various other support systems that make policing happen – all of which are directed strategically by Board policy and monitored by the Board in accordance with the reporting schedule, and ultimately the Board’s responsibility. “Including [management] policies and procedures”, should not be specifically mentioned in this high-level diagram concerning the Board’s **Governance Commitment** to the community, the police service and all other stakeholders.

ALTERNATIVES:

Numerous policy alternatives, including other police boards’ policies, were considered during the development of the policy framework and these specific policies.

CONSULTATION:

Both Board members and HRPS management were consulted in the development of these policies.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

Policy G10 – Governance Support addresses Board financial, HR and legal matters strategically.

HRPS financial, HR and legal matters are addressed in administrative policies currently under review.

STRATEGIC MANAGEMENT ISSUES:

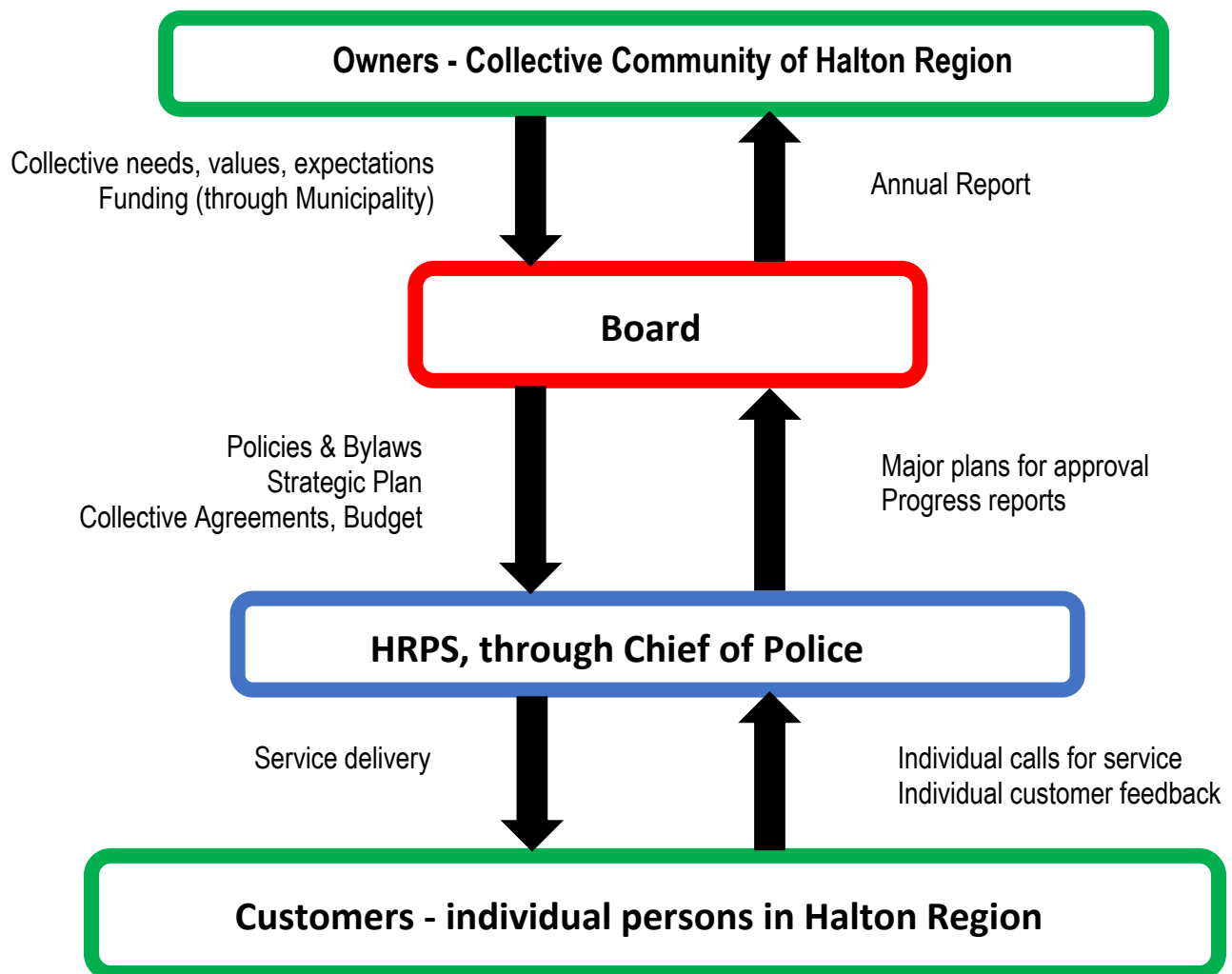
Everything about these policies is strategic.



Policy G01 – Governance Commitment

Introduction

1. The Board's relationship with the Service and the Owners of the Service (the collective community of Halton Region) is depicted below.



Proposed 30 September 2021

Commitment

2. The Board is committed to ensuring that policing actions and results in Halton Region are congruent with the needs, values and expectations of the community.

Requirements

3. The Board 's analysis of community **needs** for policing shall be based on:
 - a. statutory imperatives; and
 - b. community safety statistical comparisons to similar jurisdictions and previous timeframes.
4. The Board's analysis of community **values and expectations** shall be based on community feedback and input from stakeholder groups.

Reporting and Evaluation

5. The Board shall ensure that the Service continues to provide exceptional results at appropriate costs, while avoiding or otherwise mitigating unacceptable actions, situations and consequences as described in statutes and board policies, by receiving and assessing Service reports, and addressing any gaps by directing Service adjustments and/or revising strategic plan or policy expectations.



Policy G02 - Board Job Description

Purpose

1. The Board is responsible for the provision of adequate and effective police services in Halton Region. It fulfills this responsibility by ensuring that policing actions and consequences are congruent with community needs, values and expectations.

Requirements

2. The Board, as the agent of the owners of the Service - the community of Halton Region, is collectively responsible to:
 - 2.1 establish written governing policies that address and guide, at the broadest levels, all Service decisions and situations – without interfering with any specific, individual Service investigations, deployments, labour decisions or actions;
 - 2.2 prepare and adopt, through stakeholder consultations and analysis, a strategic plan for policing outcomes in Halton Region;
 - 2.3 recruit, hire, direct and compensate, as necessary, a Chief of Police and Deputies to lead the Service in all aspects, legally, ethically and in accordance with Board bylaws and policies;
 - 2.4 recruit, contract, direct and compensate, as necessary, Board staff to support the Board in its governance activities, legally, ethically and in accordance with Board bylaws and policies;
 - 2.5 annually determine results-based performance objectives for Chief of Police, and subsequently monitor and annually evaluate his or her performance relative to those objectives;
 - 2.6 appoint the members of the Service and as employer, bargain in good faith and establish collective agreements with the association representing police employees in Halton Police Service;

- 2.7 annually prepare, adopt, propose to Halton Regional Council, and monitor a budget for policing and police governance;
- 2.8 receive and review reports from the Chief of Police regarding policy requirements and Strategic Plan progress;
- 2.9 consider requests for reviews of employee grievances and complaints about policies or services;
- 2.10 implement a quality assurance process relating to the delivery of adequate and effective police services, and compliance with the law, regulations, Board's by-laws and policies; and
- 2.11 all other statutory obligations related to police governance.

Reporting and Evaluation

- 3. The Board will annually evaluate its performance, and duly consider the Inspector General's recommendations, with a view to continuously improving police governance of the Halton Police Service.

Legislative Reference:

PSA, sections 31, 69 (1)

CSPA, sections 35, 37- 43, 49

Procedural By-law (By-law 2020-1 To Govern Board Meeting Procedures, as amended by By-law 2020-4)

Procurement By-law

Records Retention By-law



Policy G03 - Governance Methodology

Purpose

1. The Board will govern lawfully in accordance with its Procedural By-law, policies and the following governance principles:
 - 1.1 the Board will serve the public interest before and above all else;
 - 1.2 the Board will provide governance leadership and focus on the intended outcomes of policing in the jurisdiction;
 - 1.3 the Board will respect in all ways the clear role distinction of Board as governors and the Chief of Police as the top manager of the Service;
 - 1.4 the Board will encourage and respect diversity of viewpoints;
 - 1.5 Board deliberations and decisions will be primarily forward-looking, while having regard for the past and present;
 - 1.6 Board deliberations and decisions will be strategic, proactive; informed by statistical results and trends (community needs) and stakeholder views (community values and expectations); and
 - 1.7 Board decisions will be collective rather than individual decisions.

Requirements

2. Accordingly:
 - 2.1 The Board will function as a team. The Board, not individual members or anyone else, will be responsible for excellence in police governance in Halton Police Service. The Board will not allow a Board member, committee of the Board, or anyone else to hinder or be an excuse for not fulfilling its police governance commitments.



- 2.2 The expertise of individual Board members may be used to enhance the understanding of the Board as a body, though the expertise of individual members shall not substitute for either the judgment of the Board as a whole, or for the advice of professional staff.
- 2.3 The Board will inspire, direct and evaluate the Service through:
 - a. the thoughtful establishment of strategic policies and plans reflective of the needs, values and expectations of the community of Halton Region, and the input of the Chief of Police, and
 - b. the evaluation of Chief and Service performance relative to these strategic policies and plans.
- 2.4 The Board's strategic policy and planning focus will be on the attainment of enduring outcomes for the community of Halton Region, and not on the administrative or programmatic means of attaining those results.
- 2.5 The Board will be the initiator of policy, not merely a reactor to management initiatives.
- 2.6 The Board shall stress and support continuous learning and development of its members and staff.
- 2.7 The Board will conscientiously enforce upon itself the rules it has established to govern with excellence.

Reporting and Evaluation

- 3. The Board will annually evaluate its performance, and duly consider the Inspector General's recommendations, with a view to continuously improving police governance in Halton Police Service.

Legislative Reference:

PSA, sections 27, 31

CSPA, sections 37- 41

Procedural By-law (By-law 2020-1 To Govern Board Meeting Procedures, as amended by By-law 2020-4)



Procurement By-law



Policy G04 - Board Member Obligations

Purpose

1. Board members collectively receive, question and assess reports from the HRPS and others, to collectively make decisions intended to ensure that policing actions and results in Halton Region are congruent with Community needs, values and expectations.

Requirements

2. Board members are obligated, by virtue of their appointments and oaths, to:
 - 2.1 uphold and abide by the laws, regulations, by-laws, policies and decisions of the Board;
 - 2.2 comply with the Code of Conduct for Members of Police Services Boards and the Conduct, Confidentiality and Conflict of Interest provisions of the Procedural By-law;
 - 2.3 actively participate in Board orientation and police governance education and training opportunities;
 - 2.4 actively prepare for and contribute to fulfilment of the Board's job description (refer to Policy G02);
 - 2.5 refrain from engaging in activities or communications that pre-empt, obstruct or otherwise draw Board attention away from fulfillment of the Board's job description;
 - 2.6 refrain from using any Board or Service resources including facilities, equipment, supplies, services, staff or any resource that belongs to or is funded by the Board, for election campaign or any campaign-related purposes.

Reporting and Evaluation

3. The Board will annually evaluate Board Members' performances, and duly consider the Inspector General's recommendations, with a view to continuously improving police governance in Halton Region.

Legislative Reference:

PSA, sections 31, 69 (1)

CSPA, sections 35, 37-41, 43, 49.

Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched.

Adequacy and Effectiveness of Police Services Regulation (O. Reg. 3/99), sections 13 (2), 30 (1), 32 (1), 35.

Ontario Regulation 421/97 - Code of Conduct for Members of Police Services Boards.

Procedural By-law (By-law 2020-1 To Govern Board Meeting Procedures, as amended by By-law 2020-4), sections 9, 10, 14, 16, 17, 18

Procedural By-law sections 9.9, 14, 16



Policy G05 - Chair's Role

Purpose

1. The Board Chair facilitates the Board's decision-making processes, rather than making the Board's decisions for it. The Chair also represents the Board to the media, stakeholders and other parties.

Requirements

2. The Chair shall assure the integrity of Board decision-making by presiding over all Board meetings, in accordance with the Procedural By-law. In doing so, the Chair ensures that:
 - 2.1 all meeting agenda items and discussions are limited to issues which clearly belong to the Board to decide or to monitor;
 - 2.2 the Board conducts itself in accordance with its own by-laws and policies, and with those rules legitimately imposed upon it by legislation and regulation; and
 - 2.3 Board meeting deliberations are fair, open, relevant and thorough, as well as timely, orderly, and kept to the point.
3. The Chair shall report, at each regularly scheduled Board meeting, any otherwise unreported events and activities of Board interest having occurred since the previous Board meeting.
4. The Chair's authority is limited to that expressly conferred upon the Chair by law, the Board's Procedural By-law and/or Board policies. Otherwise, the Chair has no authority to supervise or direct the Chief of Police.
5. The Chair is authorized to direct the Board's staff, on behalf of the Board, in accordance with Board policies.

Reporting and Evaluation

6. The Board will annually evaluate the Chair's performance, and duly consider the Inspector General's recommendations, with a view to continuously improving police governance of the Halton Police Service.

Legislative Reference:

PSA, s. 28

CSPA, s.36

Procedural By-law (By-law 2020-1 To Govern Board Meeting Procedures, as amended by By-law 2020-4), section 6.



Policy G10 –Governance Support

Purpose

1. The Board shall be assisted in fulfilling its mandate, in a manner which supports its governance commitment, methodology and calendar, rather than pre-empt, divert or obstruct it.

Requirements

2. The Board shall engage a Chief Governance Officer (CGO) and others as required, to assist in carrying out its mandate.
3. The CGO shall be responsible for coordinating all Board support, and shall supervise all Board support staff, counsel and consultants, including but not limited to:
 - 3.1 orientation, education and initial and on-going training of Board members and staff;
 - 3.2 the provision of information and advice, including legal advice;
 - 3.3 policy and strategic planning research, development and documentation;
 - 3.4 communications and outreach;
 - 3.5 collective bargaining, and executive selection and remuneration;
 - 3.6 liaison with the Chief, Service executives, and corporate advisors; and
 - 3.7 administration, financial management and records.
4. Independent legal advice shall be sought for legal matters beyond the expertise of Service legal staff, and whenever the Board is adjudicating a matter where the Service is one of the parties.
5. The Board shall be a member of the Ontario Association of Police Services Boards (OAPSB) and the Canadian Association of Police Governance (CAPG), and partake in their education and training activities.

6. Board members shall be provided with the tools required to fulfil their responsibility, and shall be reimbursed all reasonable expenses related to travel outside of Halton Region on Board business, including but not limited to education and training.
7. Prior to the end of their appointment to the Board, Board members shall be recognized for their contributions.

Reporting and Evaluation

8. The CGO works for the Board as a whole, receiving direction from Board by-laws, policies and decisions. By extension, the CGO also supports, receives direction and reports through the Board's Chair and Committees on matters consistent with their Board-assigned mandates.
9. The CGO shall semi-annually report the condition of the Board's governance budget.
10. The Board shall annually evaluate the CGO's performance.

Legislative Reference:

PSA, s. 31(5)

CSPA, s. 35 (2), 38 and 42 (1)(b)

Procedural By-law

Procurement By-law

Records Retention By-law



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Administrative Officer

Subject: Preliminary 2022 HPB Governance Budget

Report #: CGO21-9-R-03

Date: 30 September 2021

INTRODUCTION AND BACKGROUND:

The Board's Governance Budget serves to support the Board in its police governance activities.

DISCUSSION / ANALYSIS:

Attached is a preliminary budget for Board discussion and direction. The 2021 forecast is based on analysis received at the August Board meeting. The base 2022 budget is the minimum required to maintain the Board's governance practises and board evolution initiatives. It assumes a return to in-person meetings and training conferences.

Identified budget enhancements will enable better Administrative policies, enhanced Board member training, and exercise direct Board control of its Strategic planning process for 2023-2006 (but appropriately not including management's action plans within that Strategic Plan).

ALTERNATIVES:

The Board could increase or reduce the number of Board meetings, the extent of Board training, the pace of governance evolution, and/or the amount of staff support, as it deems appropriate.

CONSULTATION:

York Region PSB, Cornell University, Calgary Police Commission, SOLGEN Legal staff and Chair Knoll were consulted in preparing the attached data.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

The Governance Budget is a financial issue by definition.

Attachment: Preliminary HPB 2022 Budget data for discussion

Preliminary HPB 2022 Budget data for discussion

	2021	2022	2022
Board Governance	Forecast	Base Requirements	Options
Personnel			
Salaries & Benefits - members	38,507	40,000	Board members' remuneration
Consultant - CGO	217,500	249,900	
Region Support - Secretary & HR Advisor		35,000	
Consultant - Media	57,600	54,000	
Strategic Planning Consultant			35,000 Legislative requirement? Potential transfer from HRPS; based on 2019 contract
Consultant - By-Laws & Policies	60,000		10,000 to help create new Administrative policies
Consultant - Misc	8,838	5,000	
Subtotal	382,445	383,900	45,000
Board Activities			
Conferences / conventions	3,000	9,650	see notes below
Travel		20,700	see notes below
Other Training			----- Cornell D&I courses?
Retiree events		1,500	
Meals / Functions	3,000	3,000	Meetings
Subtotal	6,000	34,850	-
Board Operating Expenses			
Advertising		1,500	
Board Portal	16,000	16,500	

Dues / memberships	14,120	15,000	
Legal Fees	10,000	10,000	
Public Opinion Research			60,000
Supplies			
Other Expenses	8,000	5,000	
	48,120	48,000	60,000
Total Expenditures	436,565	466,750	105,000
Regional Council target	399,981	414,780	
Variance	(36,584)	(51,970)	(156,970)

Legislative requirement?
Estimate based on Calgary
Police Commission costs

Conferences:

Event	# pers	Registration	Travel
OAPSB Niagara Falls	6	3,600	9,000
OAPSB Toronto	3	1,200	1,200
OACP Niagara-on-the-Lake	1	450	500
CAPG Saskatoon	4	2,600	10,000
CAPG Webinars	18	1,800	
		9,650	20,700



Public Agenda Recommendation Report

To: Chair and Police Service Board Members **From:** Graham Milne
Board Secretary

Subject: Sponsorship – OAPSB Labour Seminar

Report #: SEC21-9-R-01 **Date:** 30 September 2021

RECOMMENDATION:

“THAT the Halton Police Board authorize a Gold Level Sponsorship of \$2,000 from the Trust Fund for the Ontario Association of Police Services Boards Labour Conference to be held November 18, 2021.”

Graham Milne
Board Secretary

Attachments: OAPSB Request for Support 2021 – Letter
OAPSB Labour Seminar - Program

INTRODUCTION AND BACKGROUND:

The Ontario Association of Police Services Boards (OAPSB) is the leading voice of police governance in Ontario, and serves its members and stakeholders as well as the general public, by helping local police services boards fulfill their legislated responsibilities by providing training and networking opportunities and facilitating the transfer of knowledge, and advocating for improvements in public safety laws and regulations, practices and funding mechanisms. Its membership includes police services board members, police and law enforcement officials, and other persons involved in policing and public safety.

The OAPSB's Labour Seminar is being held as a virtual event on Thursday, November 18, 2021. The purpose of the seminar is to hold discussions regarding the labour relations landscape across Ontario, police executive contracts, employer challenges with WSIB, updates regarding the Community Safety and Policing Act, and insights into Diversity, Equity and Inclusion and hiring practices. The OAPSB has submitted a request for sponsorship of this event to its member Boards, including Halton.

DISCUSSION / ANALYSIS:

Based on Board past practice, a Gold Level sponsorship of \$2,000 from the Trust Fund is recommended to support the ongoing work of the OAPSB. A description of the benefits of Gold Level sponsorship is contained in the attachment to this Report.

ALTERNATIVES:

If the Board decides not to provide a sponsorship for this event, members may still participate in the conference, at a cost of \$249 per person.



ONTARIO ASSOCIATION OF POLICE SERVICE BOARDS
180 Simcoe Street, London Ontario, N6G 1H9
TEL. 1-519-659-0434

Seeking Your Support! – PSB Members

The Ontario Association of Police Service Boards' 2021 Labour Conference is being held November 18, 2021 using a virtual seminar format. Each year our seminar features engaging speakers addressing topical subjects relating to labour. The program is shaping up to be really good this year – but we need your help!

Each year we rely on participation and sponsorship to help make the seminar successful. We ask that your board (and zone) consider sponsoring the seminar.

Gold - \$2,000 plus

- Feature as Gold Sponsor on one session
- Recognition in the conference program
- Recognition on the OAPSB website

Silver - \$1,000 to \$2,000

- Featured as Silver Sponsor on all event materials
- Recognition in the conference program
- Recognition on the OAPSB website

Bronze – Up to \$999

- Recognition in the conference program
- Recognition on the OAPSB website

Added benefits: Funding received for OAPSB events is used to:

- Minimize costs to members to attend the seminar
- Offset the expenses related to delivering the virtual event and training
- Purchase of virtual technology
- Support the marketing and outreach required to inform and communicate with members
- Provide your organization recognition on our website, eblasts and at the virtual event.
- Deliver upgrades to our education & training to membership

Please contact Holly Doty at oapsb@oapsb.ca or 1-800-831-7727 to take advantage of one or more of these unique sponsorship opportunities listed below.

Respectfully,

Patrick Weaver , Chair OAPSB



ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS

2021 LABOUR SEMINAR *Program*

November 18th, 2021
9:30 AM – 4:00 PM

Virtual

Corporate Sponsors: (Pending)

Member Sponsors: (Pending)

Gold Sponsors

Silver Sponsors

Bronze Sponsors

The 2021 Labour Seminar is designed for members only including:

- Both Section 31 and Section 10 police services board members and staff
- HR & Labour relations staff
- Bargaining staff and advisors

The 2021 event will be presented virtually on November 18, 2021, from 9:30am – 4:00pm.

The 2021 Labour Seminar Objectives are:

- Updates on the Labour relations landscape across Ontario
- Learn about police executive contracts
- Discuss employer challenges with WSIB
- CSPA Update
- Learn about Inclusion, Diversity and Cultural Consideration

Thursday November 18, 2021

9:00 am	<p>Welcome & Opening Address (OPP Boards Only) Patrick Weaver, Chair OAPSB Bruce Chapman, Interim Executive Director OAPSB</p>
9:05 am	<p>OPP Boards - Update on OPP Detachment Boards <i>Ministry of SOLGEN</i></p>
9:50 am	<p>BiO Break & Welcome to Municipal Boards (OPP and Municipal Boards) Patrick Weaver, Chair OAPSB Bruce Chapman, Interim Executive Director OAPSB</p>
10:00 am	<p>Co-Creating Change: Inclusion, Diversity, Cultural (Panel) (OPP and Municipal Boards) Jacqueline Edwards, President, Association of Black Law Enforcers Serving with Pride OWLE WE in Policing</p>
10:50 am	<p>The Ontario Human Rights Commission work with Peel Regional Police and the Police Service Board & the MOU: HRTC Rep Peel Police Rep Peel Police Service Board Rep <i>(OPP and Municipal Boards)</i></p>
11:40 am	<p>Legal Matters (OPP and Municipal Boards) TBD</p>
12:00 pm	<p>Community Safety and Policing Act, 2019 (CSPA) (OPP and Municipal Boards)</p>

	Minister Jones, SOLGEN
12:30 pm	Bio/Lunch Break
1:00 pm	WSIB Update <i>(OPP and Municipal Boards)</i>
1:30 pm	Legal Considerations of WSIB / Labour Issues <i>(OPP and Municipal Boards)</i> Ian Johnstone, Partner, Johnstone & Cowling LLP
2:00 pm	BIO Break Departure of OPP Boards
2:15 pm	Municipal Board Update on Community Safety and Policing Act, 2019 (CSPA) Ministry of the SOLGEN <i>(Municipal Boards)</i>
3:00 pm	Around the Province (Section 31) <i>(Municipal Boards)</i>
3:30 pm	OMERS update <i>(Municipal Boards)</i> Blake Hutchinson, CEO OMERS George Cooke & Monty Baker, OAPSB rep OMERS Administration Corporation Frank Ramagano & Fred Biro, OAPSB rep OMERS Sponsors Corporation
4:00 pm	Conclusion and final Remarks Patrick Weaver, Chair OAPSB Bruce Chapman, Interim Executive Director OAPSB

Note: This program is subject to change without notice.



Public Agenda Recommendation Report

To: Chair and Police Service Board Members **From:** Graham Milne
Board Secretary

Subject: Delegation to CAPG Annual General Meeting

Report #: SEC21-9-R-02 **Date:** 30 September 2021

RECOMMENDATION:

"THAT the Halton Police Board nominate _____ as its Voting Designate for the CAPG Annual General Meeting to be held Thursday, September 30, 2021 at 11:30 a.m."

Graham Milne
Board Secretary

Attachments: CAPG Annual General Meeting – Agenda Package

INTRODUCTION AND BACKGROUND:

The Canadian Association of Police Governance (CAPG) has scheduled its Annual General Meeting (AGM) for Thursday, September 30, on the last day of its 2021 Annual Conference. The Halton Police Board is one of the sponsors of this conference and all its members have been automatically registered to attend. A copy of the agenda package for the AGM is appended to this report.

DISCUSSION / ANALYSIS:

As part of the AGM, the CAPG request that one member from each participating Board be selected as voting designate. Because the deadline to submit the name was Friday, September 24, prior to this month's Board meeting, the CAPG was advised that the Halton Board's voting designate would be its Chair, or an alternate as determined by the Board. The purpose of this report is to seek Board confirmation for Chair Jeff Knoll to act as voting designate, or nominate another Member to serve in this role if the Chair is unable.

It should be noted that the scheduled time for the CAPG AGM is 11:30 a.m. – 12:45 p.m. If the Board has not completed its meeting proceedings by 11:30, it may choose to recess in order to participate in the AGM and resume proceedings afterwards to conclude any remaining business.

ALTERNATIVES:

None.

**32nd Annual General Meeting
Canadian Association of Police Governance
Agenda**

**Thursday, September 30, 2021
11:30 am – 12:45 pm EDT
Via Zoom**

Link to be sent after registering

1. Call to Order and Introduction
2. Establishment of Quorum
3. Approval of Agenda for the 32nd Annual Meeting
4. Announcement of CAPG Award for Excellence in Police Governance
5. Confirmation of Minutes of the 31st Annual Meeting held virtually on Saturday, October 31, 2020
6. Nomination's Committee Report and Election of a slate for the Board of Directors
 - a. *Voting for Ontario Nominees (2)*
 - b. *Nominations from the Floor if required*
 - c. *Election of Final Slate*
7. Treasurer's Report
8. Receive the Financial Statements and Auditor's Report for 2021 Fiscal Year
9. Appointment of Auditor/Public Accountant for the 2022 Fiscal Year
10. Members' Resolutions
11. President's Report
12. Committee Reports:
 - a. Research & Policy Committee
 - b. First Nations Police Governance Council
 - c. Governance Committee
 - d. Conference Committee
 - e. Advocacy Committee
13. Additional Business
14. Closing Remarks and Adjournment

MINUTES of the 31st Annual General Meeting of the Members of **CANADIAN ASSOCIATION OF POLICE GOVERNANCE** (the “**Corporation**”) held on Saturday, October 31, 2020. The meeting of the Corporation was held entirely by electronic means, in compliance with Corporation By-law Section 4.12.

VIRTUALLY PRESENT: CANADIAN ASSOCIATION OF POLICE GOVERNANCE Directors and members.

VIRTUALLY PRESENT BY INVITATION: CAPG Executive Director, Jennifer Malloy

CAPG President Micki Ruth called the annual general meeting to order at 12:00 pm EDT.

A quorum of the Members being present, the meeting was declared to be regularly constituted.

APPROVAL OF AGENDA

Motion #20-1

Moved by John McDougall/Seconded by Bill Steele

That the agenda be approved with the following change. Item #4 be amended to remove ‘Winnipeg, Manitoba’ and insert ‘Calgary, Alberta’. The second change was to add the Emil Kolb Award as an agenda item before the approval of the minutes.

CARRIED AS AMENDED

EMIL KOLB AWARD

President Ruth announced three winners of the Emil Kolb Award:

- Terry Coleman, nominated by the Alberta Association of Police Governance
- Mark Reder nominated by the Metro Vancouver Transit Police Board
- Ken East, nominated by the Peterborough Police Services Board

Each recipient was given a chance to speak to the members in attendance and they were each congratulated on behalf of all CAPG members. The attention then returned to the business of the Corporation.

APPROVAL OF MINUTES

Motion #20-2

Moved by Amed Naqvi/ Seconded by John McDougall

That the Minutes of the 30th Annual General Meeting held in Calgary, Alberta on August 9, 2019, be approved as presented.

CARRIED

SPECIAL RESOLUTION TO APPROVE OF EXTENSION OF TIME FOR CALLING ANNUAL MEETING OF MEMBERS

MOTION #20-3

Moved by Allie Szarkiewicz/Seconded by Bill Steele

To confirm the delay in holding the 2020 annual meeting of the members and that the members support the Board's application for an extension of time for calling the 2020 annual meeting of members.

CARRIED

SPECIAL RESOLUTION TO REPEAL GENERAL OPERATING BY-LAWS OF THE CORPORATION

MOTION #20-4

Moved by Bob Hall /Seconded by Allie Szarkiewicz

To repeal the general operating By-law of the Corporation effective on the date of the meeting of members and approve the new operating By-law No. 1 submitted as Schedule "B" and will be effective on the same date.

CARRIED

SPECIAL RESOLUTION TO AMEND ARTICLES OF CONTINUANCE

MOTION #20-5

Moved by Bob Hall /Seconded by Barbara Young

The Articles of Amendment as set out in Schedule "A" are confirmed and Jennifer Malloy, Executive Director of the Corporation is authorized and directed to sign and file the Articles of Amendment with Industry Canada.

CARRIED

ELECTION OF A SLATE FOR THE BOARD OF DIRECTORS

MOTION #20-6

Mary Collins, of the Nominations Committee presented a slate for nominations.

Moved by Allie Szarkiewicz /Seconded by Bob Hall to approve the following nominees:

Saskatchewan:	Jyotsna (Jo) Custead, Saskatoon Board of Police Commissioners
Alberta:	Micki Ruth, Edmonton Police Commission
	Marco de Iaco, Calgary Police Commission
Ontario:	Karl Kiefer, Waterloo Regional Police Services Board
New Brunswick:	Charles Leger, Codiac Regional Policing Authority
Nova Scotia:	Carole McDougall, Halifax Board of Police Commissioners
First Nations:	Dan Bellegarde, File Hills Board of Police Commissioners
Non-Police Board:	Andrew Minor, Manitoba Police Commission

CARRIED

MOTION #20-7

Mary Collins asked for any nominations from the floor and a motion to add the following names to the slate. Moved by Allie Szarkiewicz /Seconded by Bob Hall to approve the addition of the following nominees:

British Columbia: Firth Bateman, Delta Police Board

First Nations: Peter Nahwegahbo, UCCM Police Services Board

MOTION #20-8

Moved by Allie Szarkiewicz /Seconded by Bob Hall to approve the final slate as set out here:

British Columbia: Firth Bateman, Delta Police Board

Alberta: Micki Ruth, Edmonton Police Commission

Marco de Iaco, Calgary Police Commission

Saskatchewan: Jyotsna (Jo) Custead, Saskatoon Board of Police Commissioners

Ontario: Karl Kiefer, Waterloo Regional Police Services Board

New Brunswick: Charles Leger, Codiac Regional Policing Authority

Nova Scotia: Carole McDougall, Halifax Board of Police Commissioners

First Nations: Dan Bellegarde, File Hills Board of Police Commissioners

First Nations: Peter Nahwegahbo, UCCM Police Services Board

Non-Police Board: Andrew Minor, Manitoba Police Commission

CARRIED

REPORT FROM TREASURER:

CAPG Controller, Sandy Tunwell presented the fiscal 2020 Financial Statement and Auditor's Report, and answered members' clarification questions.

MOTION #20-9

Moved by Bob Hall / Seconded by Amed Naqvi

That the 2020 Treasurer's Report be accepted as presented.

CARRIED

APPOINTMENT OF PUBLIC ACCOUNTANT (2021FY)

MOTION #20-10

Moved by Allie Szarkiewicz / Seconded by Amed Naqvi

That the firm Ouseley Hanvey Clipsham Deep be appointed as public accountant for 2021 Fiscal year.

CARRIED

MEMBERS RESOLUTIONS

Resolutions 2020-1 to 2020-8 were accepted as presented although there was debate and discussion the majority voted to retain the resolutions in their original format.

MOTION #20-11

Moved by Allie Szarkiewicz /Seconded by John McDougall to approve Resolution #2020-1
Victim-centred approach to Mass Violence

MOTION #20-12

Moved by Dan Bellegarde /Seconded by Allie Szarkiewicz to approve Resolution #2020-2
Coordinate Data for Measuring Attitudes Toward Police in Canada

MOTION #20-13

Moved by Bob Hall /Seconded by Carole McDougall to approve Resolution #2020-3
Community Health Crisis

MOTION #20-14

Moved by Allie Szarkiewicz /Seconded by Bob Hall to approve Resolution #2020-4 First
Responder Mental Health

MOTION #20-15

Moved by Karl Kiefer/Seconded by Mary Collins to approve Resolution #2020-5 Sexual
Assault Investigation

MOTION #20-16

Moved by Bob Hall/ Seconded by Barbara Young to approve Resolution #2020-6 New
Legislation Creating New Rules & Expectations Regarding the Arrest & Detention of
Vulnerable Persons Especially Indigenous Youth (Known as Bill C-75)

MOTION #20-17

Moved by Barbara Young / Seconded by John McDougall to approve Resolution #2020-7
Coordinated Community Support for the Crystal Methamphetamine Crisis

MOTION #20-18

Moved by Barbara Young /Seconded by Victoria Chester to approve Resolution #2020-8
Evaluation of Police Association Agreements

MOTIONS # 20-11 TO #20-28 CARRIED**PRESIDENTS REPORT**

President Micki Ruth presented an overview of the annual projects, successes and challenges for the CAPG in the last year and thanked all the directors who have participated in committees and acknowledged the work of outgoing directors, Darlene Brander, Brian Boudreau, John Rizzuti, Roy Goodall and former President, Mary Anne Silverthorn.

MOTION #20-19

Moved by Allie Szarkiewicz /Seconded John McDougall
That the President's Report is accepted as presented.

CARRIED**REPORTS FROM COMMITTEES:**

Verbal reports were given by Chairs:
Research & Policy Committee, Darlene Brander
First Nations Police Governance Council, Dan Bellegarde
Governance Committee, Allie Szarkiewicz
Conference Committee, Wayne Talbot
Advocacy Committee, Micki Ruth

MOTION #20-19

Moved by Barbara Young /Seconded Bill Steele
That the Committees Reports are accepted as presented.

CARRIED

There being no further business, it was moved & seconded that the meeting be adjourned at 1:24 pm.



September 9, 2021
Report from the Nominations Committee

Nominations Committee

- Chair, Micki Ruth, Edmonton Police Commission & outgoing CAPG President
- David Walker, member of the Bridgewater Board of Police Commissioners and former Treasurer of CAPG.
- Mary Collins, member of the Saanich Police Board, a former CAPG Board member from British Columbia.
- Sandy Smallwood, Vice Chair of Ottawa Police Services Board.

Election of Directors / Nomination Procedure

The purpose of a nominations committee is to get a slate of directors ready for the members to vote on at the annual meeting. It must follow the provisions of the Canada Not for Profit Corporations Act (CNCA) as well as the by-laws in this regard. The principle underlying the CNCA, which is one of the reasons the Act is clear that the members elect the directors, is a principle of member democracy. This means that the corporate law expects that the members have the right to choose who will run the organization.

Under the CNCA subsection 128 (3) states, “Members shall, by ordinary resolution at each annual meeting at which an election of directors is required, elect directors to hold office for a term expiring within the prescribed period.”

Nominations Procedure:

- a. Issue & circulate official Call for Nominations at least 90 days before AGM
- b. Strike Nominations Committee
- c. Review Nominations received to ensure they are compliant with by-laws and are completed correctly with supporting signatures
- d. Conduct due diligence around candidates to ensure they are eligible and qualified as candidates
- e. Meet to review and recommend a slate for election by members/or a slate that will require nominees to be elected by ballot

- f. Notify candidates of the results of their nomination
- g. Publish official slate of nominees to members in advance of AGM
- h. Present Nominations Committee report with the slate to members for election at the AGM
- i. Consult legal counsel if there are any questions or doubts about process.

The call for nominations was sent on June 25, 2021 with a closing date of August 18, 2021.

NOMINATIONS RECEIVED

Name of proposed Directors for Re-appointment/Election	Province/designation	Eligible for Election
Wayne Talbot, Truro Board of Police Commissioners	Nova Scotia	Yes
Amed Naqvi, Nelson Police Board	British Columbia	Yes
Name of proposed directors for New Appointments/Election		
* Curtis Allen, Halton Police Services Board	Ontario (2 seats)	Yes
* Diane Deans, Ottawa Police Services Board		Yes
* Jennifer Fang, York Region Police Services Board		Yes
Jada Yee, Regina Board of Police Commissioners	Saskatchewan (1)	Yes
Erick Ambtman, Edmonton Police Commission	Alberta (1)	Yes
Vacancies still remaining		
Nomination from the floor at AGM	First Nations (1)	
Nomination from the floor at AGM	Manitoba (1)	

The Nominations Committee reviewed the nominations received above and determined that each nominee is eligible, have completed their required documentation and have the support of their board/commission.

There are three eligible nominations for two Ontario vacancies and therefore a vote will take place at the Annual General Meeting to elect two candidates for the final slate.

There are also two outstanding vacancies (Manitoba & First Nations) that may be filled under the process of nominations from the floor.

Therefore, at the Annual General Meeting, members present will be asked to:

1. Approve the slate of Directors proposed by the Nominations Committee:
 - a. Amed Naqvi, BC
 - b. Erick Ambtman, AB
 - c. Jada Yee, SK

- d. Wayne Talbot, NS
- 2. Elect two Directors from Ontario, by secret electronic ballot, to fill the two vacancies;
- 3. Elect one Director from Manitoba, by nomination from the floor, to fill the vacancy;
- 4. Elect one Director from First Nations, by nomination from the floor, to fill the vacancy.

Voting Process at the Annual General Meeting for Nominations where a run-off is required to determine the two candidates for Ontario.

When there are more nominees than vacant seats it will require a vote by the members eligible to determine the result.

- ☐ Notice was sent to CAPG members on **August 30, 2021** that there are three eligible nominees for two directors from Ontario.
 - Curtis Allen, Halton Police Services Board
 - Diane Deans, Ottawa Police Services Board
 - Jennifer Fang, York Region Police Services Board

The following notice was sent to the three nominees from Ontario:

- ☐ According to both the CAPG by-laws and the Canada Not for Profit Corporations Act (CNCA) your nomination meets all of the eligibility requirements and was accepted by the Nominations Committee. But, since more than two qualified nominations were received for the two vacancies in Ontario, an election will have to be held.
- ☐ To begin the process for election:
 - o Each nominee qualified to stand for election is required to provide a letter of support from their board chair or another board member, independent from the nominee, outlining why their candidate is best suited to be elected to the position.
 - o The letter should be a maximum of 500 words and to allow for a fair election, no additional items should be sent with the letter.
 - o The deadline for submission of the letter is **MONDAY, SEPTEMBER 6, 2021**
 - o The election will take place at the Annual General Meeting (AGM) on Thursday, September 30th from 11:30am (EDT) to 1:00 pm (EDT).
 - o **These letters are attached and we ask that you read them carefully and consult with your board to determine who will receive your votes.**

Only **ONE representative per member** will be designated to carry the vote on all business matters at the AGM including the election of the slate.

- o Voting will be managed by the Redstone Agency who is managing the technical aspects of the conference for CAPG.
- o Voting will take place using a virtual polling feature from the members present on the virtual call eligible to vote
- o Results of the vote counts will be announced and the candidates with the most votes will be added to the final slate of directors for election.

Voting Process at the Annual General Meeting for Nominations from the Floor

When there are no nominees for vacant seats it will require nominations from the floor.

- ☐ Notice was sent to CAPG members on August 30, 2021 that two seats (Manitoba & First Nations) remain vacant for the 2021-2023 term and therefore nominations will be taken from the floor
- ☐ A form will be circulated with this notice for nominees to complete and submit to the Nominations Committee by **MONDAY, SEPTEMBER 27, 2021**
- ☐ Nominees will need a proposer and seconder
- ☐ If there is more than one nomination from the floor then the nominees will be allowed 2 minutes to speak to the delegates prior to voting
- ☐ Voting will take place using a virtual polling feature from the members present on the virtual call eligible to vote
- ☐ Results of the vote counts will be announced
- ☐ A final complete slate of nominees will be then put forward for election by the members present and eligible to vote.

The overarching principle guiding the Nominations Committee was to ensure procedures for the election of directors is compliant with both the CAPG by-laws and Canada Not for Profit Corporations Act (CNCA) but also that it is fair, open and transparent to our members.

Respectfully submitted,

Micki Ruth, Chair

On behalf of the Nominations Committee

OTTAWA POLICE SERVICES BOARD

110 Laurier Avenue West
Ottawa, Ontario, K1P 1J1
Tel: (613) 560-1270, Fax: (613) 580-2728
Ottawapoliceboard.ca

**COMMISSION DE SERVICES POLICIER
D'OTTAWA**

110, avenue Laurier ouest
Ottawa (Ontario) K1P 1J1
Tél: (613) 560-1270, Télécopieur: 580-2728
Ottawapoliceboard.ca

Delivered by email

25 August 2021

Canadian Association of Police Governance
78 George Street, Suite 204
Ottawa, ON K1N 5W1

To the Members of the Canadian Association of Police Governance,

It is my pleasure to support the nomination of Diane Deans to the CAPG Board of Directors. I have served with the CAPG for eight years and I can say without hesitation that Diane's knowledge, skills, and experience will be a tremendous asset to the Board and ensure she is able to meaningfully contribute to the ongoing work the Association does to improve the effectiveness of the civilian boards and commissions that govern local police services.

Her 26+ years of experience in municipal politics, coupled with her governance expertise acquired through her participation on multiple boards and committees, including our local police board and various city committees such as Crime Prevention Ottawa and Community and Protective Services, make her an ideal candidate for the role. Diane's progressive and inclusive leadership style contribute to her ability to be an excellent team player who demonstrably prioritizes listening, consensus building, and effective decision making.

There is no question that policing is facing an existential crisis, during which our local communities are demanding and expecting changes in policing and the delivery of community safety and wellness. I firmly believe that Diane's keen understanding of community and governance, as well as the delivery of effective and efficient service provision in a broader, multi-stakeholder ecosystem, will make her a great guide for the members of the CAPG, along with the other Directors.

Diane joined our local Police Board in late 2018 and became the first-ever chairwoman the following year. In her role as chair, she has helped our Board effectively navigate numerous challenges and difficult decisions and has worked very hard with her peers to help get our Board and Police Service on a path of positive change and improvement.

Diane is entering her last year with our Board, prior to the next municipal election. I believe the CAPG would greatly benefit by seizing this limited opportunity to have her as part of its Board of Directors, especially as we all look for ways to reimagine community safety and inspire change in our local municipalities.

OTTAWA POLICE SERVICES BOARD

110 Laurier Avenue West
Ottawa, Ontario, K1P 1J1
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Ottawapoliceboard.ca

If you are looking for a hardworking, strategic, and progressive candidate to be on the CAPG Board, then I hope I have made your decision that much easier by highlighting why Diane is the obvious choice.

Sincerely,

L.A. (Sandy) Smallwood

Vice Chair, Ottawa Police Services Board

Ph: 613-560-1270

Sandy@andrex.ca



3 September 2021

CAPG Nominations Committee

Attention: Executive Director Jennifer Malloy (by email)

Re: Nomination of Curt Allen to CAPG Board of Directors

The Halton Police Board nominates Curt Allen to the Board of Directors of the Canadian Association of Police Governance (CAPG).

Curt Allen is a Board Member with the Halton Police Board and the Ontario Association of Police Boards (CAPG), and has recently been appointed to the Ontario Energy Board. He is also Board Advisor with Qnext, provider of secure hybrid-IT data access, sharing and collaboration solutions, and the former Chair of Halton Region Crime Stoppers. Clearly, Curt Allen has extensive board governance experience, the nature of which is particularly relevant to CAPG.

Previously, Curt Allen was Vice President & Chief Security Officer Scotiabank, the Director of Corporate Security with the Ontario Government, and Deputy Commissioner of the Royal Canadian Mounted Police. As a Mountie he worked in several provinces, and has a keen appreciation for the strengths and social challenges, and policing frameworks, of each provincial, territorial and First Nation jurisdiction. Clearly such expertise in policing and security, as well as executive leadership experience, are invaluable attributes to have on any police board.

In addition to being a policing and security expert, Curt Allen is a seasoned strategist, intimately familiar with federal government structure and policy & law creation processes. Such knowledge and insights would be particularly valuable on any national board of governors – like CAPG.

Finally, Curt Alen is a team player. He meticulously prepares for board meetings, and readily contributes to board decision-making - without dominating conversations. He can be relied on to stand by the decisions of the board, regardless of personal preferences.

In summary, Curt Allen's experience as an RCMP Deputy Commissioner, private sector security executive and seasoned board member, as well as knowledge of federal policy and legislation processes, extensive executive leadership experience, and team-player character, make Curt Allen an ideal candidate for the Board of Directors of CAPG.

Jeff Knoll
Chair
Halton Police Board



The Regional Municipality of York Police Services Board

To Make a Difference in Our Community

17250 Yonge Street, Newmarket,
Ontario, Canada L3Y 6Z1

Tel: 905.830.4444 or 1.877.464.9675 ext. 77906

Fax: 905.895.5249

E-mail: psb@yrb.ca • Web: yrpsb.ca

August 30, 2021

Micki Ruth, President
Canadian Association of Police Governance
78 George Street, Suite 204
Ottawa, Ontario
K1N 5W1

RE: Letter of Support for Jennifer Fang, in the election for the Canadian Association of Police Governance (CAPG)'s Board of Directors for the term 2021-2023, representing Ontario

Dear Mrs. Ruth,

It's my pleasure to submit this "Letter of Support" for my colleague – Jennifer Fang, a Provincial appointee at the York Region Police Services Board, to stand for the election for CAPG's Board at this year's AGM, representing one of the seats for Ontario.

Ms. Fang has been a highly engaged and diligent member of our board since her appointment in 2019. She takes her public services role seriously and actively participates in board meetings and committee work, for example, she completed the collective bargaining as part of the special committee of our board in 2020; she also contributed to the successful process of hiring the chief and deputy chiefs for YRP last year. Ms. Fang currently also sits on the Ontario Association of Police Services Board (OAPSB), as one of the "Big 12" representatives.

I believe that Ms. Fang's strategic planning and general management expertise, relationship development and stakeholder engagement skills, as well as corporate governance experience across publicly listed companies, public services, private, and Not-For-Profit sectors, would be refreshing and value-add to the CAPG Board. Highlights of Ms. Fang's background and experience include:

1. Proven track record of leadership and general management experience in strategic planning, policy development, initiatives implementation, and organizational performance management (including finance, risks, compliance and talent management, etc.) at large and complex organizations such as JP Morgan & Chase, BMO Financial Group, and PwC Canada;

- Known for thinking strategically, holistically while executing effectively; able to lead matrix teams and deploy resources across the organization in delivering results – a true “builder” and “change leader”.
2. Excellent relationship building, collaboration, and stakeholder engagement skills;
 - Strong business and finance acumen combined with interpersonal skills, work effectively with community members, government officials, academics, and board members of diverse backgrounds; proven abilities of engaging stakeholders and driving for consensus in large complex organizations – an authentic “communicator” and “connector”.
 3. Strong board governance experience across the public company (i.e., TSX listed mining co.), public services (i.e. police services boards, Human Services Planning Board of York Region, York Region District School Board), private, and Not-For-Profit sectors (i.e. hospital foundation board, University advisory board);
 - Provide strategic guidance, continuous improvement of governance practices, financial oversight, and review, approve major decisions affecting organizations including but not limited to CEO/ED/Police Chief recruitment, succession planning, performance evaluation and compensation, policy development, amalgamation, Diversity, Equity & Inclusion, ESG considerations, culture transformation, strategic risk management, public relations, and pandemic management;
 4. Last but not least, Ms. Fang has MBA, CFA, and ICD.D designations, and she has a strong work ethic and integrity; Ms. Fang is highly transparent and always “does the right thing”.

Please feel free to contact me if you have any questions.

Yours Sincerely,

Maurizio Bevilacqua
Chair, York Regional Police Services Board

CAPG Resolution 2021-01

FUNDING FOR VICTIMS OF CRIME PROGRAMS & SERVICES

For Submission to the Canadian Association of Police Governance

By the Edmonton Police Commission

WHEREAS victim services are guaranteed to all Canadians under the federal *Victims' Bill of Rights*;

WHEREAS provincial victim services units are established to provide support programs for individuals who have suffered as a result of violent crimes;

WHEREAS long-term, sustainable funding is required for victims' financial benefits and services;

WHEREAS the CAPG supports keeping the current, community-based model for delivering supports and services to victims;

WHEREAS volunteers, while widely used and appreciated, are not able to provide the level and scope of service that victims need at all times.

THEREFORE, BE IT RESOLVED that the Federal and Provincial governments provide ongoing, sustainable funding to victim services programs across the country from monies collected through Victim Fine Surcharges.

Background:

Victims of crime come from all walks of life and socio-economic groups. Crime victims are not only from vulnerable populations, they live in every neighbourhood and can be any age, gender and ethnicity. The federal *Victims' Bill of Rights* guarantees the right to seek restitution for eligible victims of violent crime for physical and/or emotional injuries suffered. Victims of crimes should also have access to assistance program that benefit them during their involvement with the criminal justice process.

Victim services are the only part of the criminal justice system that currently do not receive long-term, sustainable funding across the country and almost all Victim Service Unit (VSU) programs must fundraise so they can provide basic services to victims of crime. However, every year, demand for programs and services exceeds the funding available.

VSU's receive funding from most provincial governments but the funding received does not adequately supply the services required and end up being funded by municipalities out of necessity and recognition of this valuable service.

These community-based programs are the best model for providing supports and services to victims and deserve to be funded adequately to meet the intent as set out in the federal *Victims' Bill of Rights*.

Nomination from the Floor

TO BE SIGNED BY BOARD/COMMISSION CHAIR/VICE CHAIR AND NOMINEE:

We _____, being members in good standing of

CAPG, nominate _____ for the position above.

We also confirm that:

- We are members in good standing of the Association
- The nominee resides in the province where our Police Board/Commission is located
- The nominee is willing to commit to the Association for at least a one-year or two-year term
- The nominee will commit to attend the annual board retreat in Toronto/Ottawa
- The nominee will commit to attend the annual conference of CAPG
- The nominee has the financial support of our Police Board/Commission to cover the cost of his/her attendance at these two meetings a year including airfare and accommodation (estimated financial commitment is \$4,000 although during COVID 19 travel requirements have been waived until further notice)
- The nominee is able to participate in a one-hour bi-monthly teleconference board meeting; and
- The nominee is willing to sit on at least one working committee and actively participate in the work of that committee.

Signature:

Name: (please print)

Chair of Board/Commission

NOMINEE:

I _____ being a member of, _____ consent to this nomination.
I am currently a _____ (provincial, municipal, citizen appointment) representative on my police board/commission and I have _____ years left to serve. I am eligible for another reappointment for _____ years.

Address: _____

Telephone: _____

Fax: _____

Email: _____ Date _____

Signature:

Name: (please print)

Return this form by email to
nominations@capg.ca by September 27th, 2021

REGISTRATION FORM FOR VIRTUAL MEETING

Please complete the form and send by email to jmalloy@capg.ca by FRIDAY, SEPTEMBER 24, 2021

Board/Organization/ Commission	
Province	
Voting Designate (1 vote per board/organization)	Name:
	Email:
Other Attendees:	Name:
	Email:
	Name:
	Email:
	Name:
	Email:
	Name:
	Email:
	Name:
	Email:
	Name:
	Email:
	Name:
	Email:
	CAPG Membership confirmed:
	Zoom Login Details sent:

REGISTRATION FORM FOR VIRTUAL MEETING

Please complete the form and send by email to jmalloy@capg.ca by FRIDAY, SEPTEMBER 24, 2021

Action Registry – Public Section

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
27 Aug 2020	4.6	<i>“THAT the CGO’s Board Governance expenditure report be issued semi-annually.”</i>	CGO	Jan & July/Aug annually	Part of ongoing Policy Project
25 Feb 2021	2.1	<i>“THAT an annual report on the HARRT (Halton Assessment and Risk Reduction Team) program be presented to the Board in the first quarter of each year.”</i>	Chief	1 st quarter 2022	
25 Mar 2021	3.7	<i>“THAT the CGO and HRPS staff research options on the schedule of performance-related reporting to the Board, including the Annual Performance Report.”</i>	CGO	TBD	Part of ongoing Policy Project
26 Aug 2021	4.4	<i>“THAT an Advisory Committee be struck consisting of Board Members Jeff Knoll (Committee Chair), Curt Allen and Navneet Sekhon, and the Chief of Police, to conduct a further review of the remaining governance policies as presented in Report No. CGO21-8-R-01 -</i>	Advisory Committee members, CGO	September 30 2021	Refer to Item on this agenda

		<i>New Governance Policies and Confidential Report CGO21-8-R-04 - Governance Calendar & Stakeholder Engagement Policies, so as to inform the CGO's final governance policy proposals for Board consideration at the September 2021 meeting."</i>			
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