



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Agenda

Date: Thursday, January 27, 2022

Time: 9:00 a.m.

Location: Zoom Video Conference
Link to watch meeting on Zoom:

<https://us02web.zoom.us/j/83951781628?pwd=T3hKdVRtVnhVUVdlUk9RSIZ3allzdz09>

Or livestream at <https://haltonpoliceboard.ca/>

1. GENERAL

- 1.1 Election of Chair and Vice-Chair for 2022
- 1.2 Regrets
- 1.3 Disclosure of Conflicts of Interest
- 1.4 Confirmation of Minutes of Meeting P21-11 held Thursday, December 16, 2021
(Agenda Pages 1 – 6)

2. PRESENTATIONS/DELEGATIONS

3. CONSENT AGENDA

- 3.1 **Halton Happenings** – December 2021
(Agenda Pages 7 – 12)
- 3.2 **P22-1-I-01** - Human Resources Quarterly Report
(Agenda Pages 13 – 16)
- 3.3 **P22-1-I-02** - Semi-Annual Complaints Statistical Report – Public/Internal – December 2021
(Agenda Pages 17 – 20)
- 3.4 Communications Update - December 2021
(Agenda Pages 21 – 22)

- 3.5 **SEC22-1-I-01** - Semi-Annual Board Governance Expenditure Report
(Agenda Pages 23 – 26)

4. DISCUSSION ITEMS

- 4.1 **P22-1-R-11** - Limited Tendering – Xtreme Tire Garage
(Agenda Pages 27 – 30)

RECOMMENDATION

“THAT the Halton Police Board approves the addition of funds to the two (2) year contract with Xtreme Tire Garage in the amount of \$25,000 (excluding tax) to facilitate payment of outstanding invoices and continued service requirements until the contract expires in February 2022; and further

THAT the Halton Police Board approves the award of a one (1) year limited tendering contract to Xtreme Tire Garage in the amount of \$100,000 (excluding tax) for the provision of specialty tires and services as related to HRPS non-patrol vehicles for the period March 1, 2022 to February 28, 2023.”

5. OPERATIONAL VERBAL UPDATES

6. ACTION REGISTRY

- 6.1 Public Information Action Registry
(Agenda Pages 31 – 32)

7. RECEIPT OF PUBLIC CORRESPONDENCE

8. NEW BUSINESS

9. MOVE INTO CLOSED SESSION

10. CLOSED SESSION REPORT

11. ADJOURNMENT



Public Minutes

MEETING NO. P21-11

DATE OF MEETING: Thursday, December 16, 2021
9:00 a.m.

LOCATION: Zoom Video Conference

MEMBERS PRESENT (via Zoom Video Conference): Jeff Knoll (Chair)
Councillor Pavan Parmar, Councillor Clark Somerville, Curt Allen, Don Foster, Ingrid Hann

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

GUESTS (via Zoom Video Conference): Ron LeClair, Zone 4 Advisor, Minister of the Solicitor General

1. GENERAL

1.1 Regrets

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1.2 Introduction of New Board Member Pavan Parmar

Chair Knoll welcomed Councillor Pavan Parmar to the Board and thanked former member Regional Chair Gary Carr for his service. Councillor Parmar introduced herself to the public.

1.3 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.

1.4 Confirmation of Minutes of Meeting P21-10 held Thursday, November 25, 2021

Moved by: C. Somerville

Seconded by: D. Foster

“THAT the Minutes of Meeting P21-10 held Thursday, November 25, 2021 be adopted as circulated.”

Carried.

2. PRESENTATIONS/DELEGATIONS

None.

3. CONSENT AGENDA

3.1 Halton Happenings – November 2021

3.2 P21-12-I-01 - Facilities Update - 2021

3.3 P21-12-I-02 - Secondary Employment - 2021

3.4 P21-12-I-03 - Community Safety and Well-Being Plans

3.5 Communications Update - October 2021

Moved by: C. Allen

Seconded by: P. Parmar

“THAT Item Nos. 3.1 through 3.5 on the Consent Agenda be approved.”



Carried.

4. **DISCUSSION ITEMS**

4.1 **CGO21-12-R-01 - Proposed Process for Annual Evaluation of Chief Governance Officer (CGO)**

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

“THAT the proposed amendments to policy G10 – Governance Support, identifying the form and process for the annual evaluation of the CGO, be approved.”

Carried.

4.2 **P21-12-R-04 - Contract Extension - STSolutions Limited**

Moved by: C. Somerville
Seconded by: C. Allen

“THAT the Halton Police Board approve a twenty-four (24) month extension of the single source Professional Consulting Services Agreement for the acquisition of consulting services from STSolutions Limited for an amount not to exceed \$399,455 (inclusive of taxes); and

THAT the Board authorize the Chief to execute the contract extension on the Board’s behalf.”

Carried.

4.3 **P21-12-R-05 - Telus Services**

Moved by: C. Allen
Seconded by: C. Somerville

“THAT the Halton Police Board approve a twenty-four (24) month single source contract with the option to extend up to an additional twenty-Four (24) months, for the continuation of services for the Patrol Vehicle Mobile Data Plans with Telus Inc., in the amount of \$125,882 (inclusive of taxes).”

Carried.



4.4 SEC21-12-R-01 - CAPG 33rd Annual Conference

Moved by: I. Hann

Seconded by: C. Somerville

“THAT the following Members of the Halton Police Board be nominated to attend the Canadian Association of Police Governance 33rd Annual Conference in Saskatoon, SK, from September 7-10, 2022:

Jeff Knoll, Chair

Curt Allen

Ingrid Hann

Clark Somerville

THAT Board staff be directed to secure accommodations for the four members noted above as well as for Fred Kaustinen, Chief Governance Officer, and Stephen Tanner, Chief, HRPS.”

Carried.

5. OPERATIONAL VERBAL UPDATES

Operational updates were provided on the following item:

- Wireless network coverage assistance for Hamilton Police during Grey Cup

6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: C. Somerville

Seconded by: C. Allen

“THAT the Public Information Action Registry be received.”

Carried.



7. RECEIPT OF PUBLIC CORRESPONDENCE

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

“THAT the public correspondence received since last meeting be received.”

Carried.

8. NEW BUSINESS

Councillor C. Somerville expressed appreciation to the Chief, Service and the Domestic Violence Unit for their attendance at the dedication of Barb’s Bench in the Town of Halton Hills.

There was no other new business.

9. MOVE INTO CLOSED SESSION

Moved by: I. Hann
Seconded by: P. Parmar

“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: D. Foster

“THAT the Halton Police Board do now adjourn this meeting.”

Carried.

The meeting adjourned at 1:40 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary



Halton Happenings - December 2021

Welcome to the December 2021 edition of Halton Happenings. The layout of this report reflects the Service's **Framework for Community Safety and Well-being**. These strategic priorities include:

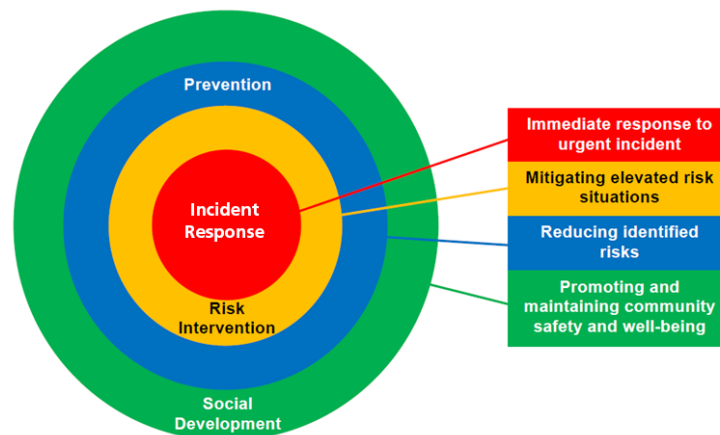
1. Incident Response – To ensure those in need get the right response, at the right time, by the right responders.
2. Risk Intervention – To address the criminal behaviour that most affects the safety of community members.
3. Prevention – Community collaboration is the catalyst for positive, working 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: Incident 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 - December 2021

INCIDENT RESPONSE

Mobile Crisis Rapid Response Team (MCRRT)

The Mobile Crisis Rapid Response Teams responded to 124 calls for service during the month of December. This included 61 in Burlington, 42 in Oakville, 14 in Milton, and 7 in Halton Hills. Of these calls, 85 were mental health priority calls. This accounts for 68.5 per cent of the teams' call volume.

Of the 39 "non-mental health priority" calls, the teams provided mental health support in 7. When these numbers are factored in, 92 of the teams' 124 calls were mental health related. Therefore, 74.2 per cent of the teams' occurrences involved providing mental health support in the community.

Community Mobilization

Community Mobilization Bureau Officers continue to support frontline officers by responding to, and investigating, a variety of occurrences.

RISK INTERVENTION

Crisis Outreach and Support Teams (COAST)

Crisis Outreach and Support Teams continue 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 ten occurrences in December, eight of which were mental health related, accounting for 80 per cent of their 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 and agencies meet on a weekly basis to discuss potential cases or 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 - December 2021

During the month of December, six 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.

Community Mobilization Officers

The Community Mobilization Bureau continues to support frontline officers by assisting with neighbour disputes and provides the involved persons referrals to the Communities Conflict Resolution Service when applicable. During the month of December, officers assisted with six neighbour disputes. While speaking with 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 eight quarantine checks for people who had recently returned to Canada.

The Halton Regional Police Service participated in eight Violent Threat Risk Assessments (VTRA). A VTRA is an assessment protocol in place to more effectively respond to situations where students may pose a threat to themselves or others. A VTRA is a collaborative protocol approach to determine how best to support students so their behaviour does not become violent or self-injurious.

Older Adult Support

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

Crime Stoppers

Crime Stoppers of Halton received 84 tips in December and a total of 109 (new and previous) tips were followed up on.

District Social Workers/Youth Officer/School Liaison Officers

District Social Workers and Youth Officers had 14 new Youth Diversion Intakes and 20 previous Diversion files were completed. Additionally, the teams had 11 new Adult Diversion Intakes and three previous files were successfully discharged.

Teams also conducted 210 proactive outreaches to adults, youth, and families in the community to offer supports or assistance.



Halton Happenings - December 2021

PREVENTION

Traffic Services Unit

Members of the Commercial Motor Vehicle Unit assisted the Ontario Provincial Police with a two-day tow-truck inspection blitz in preparation for the launch of the “Restricted Towing Zone” Pilot Project in the Greater Toronto Area.

Community Mobilization Officers

Community Officers completed 17 Crime Prevention Through Environmental Design inspection in the community in December.

SOCIAL DEVELOPMENT

Traffic Services Unit

The Traffic Services Unit in collaboration with the District Response Teams and the Halton Chapter of Mothers Against Drunk Driving (MADD) co-ordinated the Holiday RIDE initiative for the 2021 Festive Season.

Older Adult Support

The Older Adult Support Officer completed the Crisis Intervention Training course which will allow for an enhanced response to older adults in crisis.

Community Mobilization Officers/School Liaison Officers

District Community Mobilization and School Liaison Officers continue to provide educational presentations throughout the community and in Halton schools. Officers conducted 22 presentations on topics such as Crime Prevention through Environmental Design, High School Smart Start, Sexual Assault, Weapons, and Vaping.

Citizens Police Academy (CPA) – our in-person CPA wrapped up on November 22, 2021. This was the first in-person CPA since the start of the pandemic in March 2020. We received a tremendous amount of positive feedback from all participants. The Winter 2022 session is in the planning process.



Halton Happenings - December 2021

Regional Community Mobilization

Miracle on Main Street – The 2021 Miracle on Main Street Toy Drive Initiative has wrapped up. This year we were able to partner with all seven Canadian Tire Stores across the region. We held three “Cram-a-Cruiser” events this year, which were a huge success. Over the three weekends, over \$120,000 (estimate) in toys and cash were donated by our community.

The HRPS was able to support 41 schools (195 students) totaling \$19,500 in donations, nearly doubling the 2020 campaign (92 students and 21 schools supported by the 2020 campaign).

The HRPS distributed close to \$260,000 worth of donations to several local community agencies, faith organizations, shelters, and families in our region during the 2021 campaign. This number is up by nearly \$105,000 from the 2020 campaign.

We are extremely grateful for the amazing support received from community members and corporations this year.

Equity, Diversity and Inclusion (EDI) Office

Chanukah Candle Lighting – On December 3, members from the EDI Office and Oakville Command Team attended the Annual Shaarei-Beth El Congregation Chanukah Candle Lighting Celebration. The celebration was a hybrid virtual and in-person event with members of the public present to celebrate the end of Chanukah.

EDI Team Training – On December 6 and 10, members of our EDI Teams participated in part two of their American Sign Language and Indigenous Perspectives training. A total of 34 members of the Service participated in this training. The EDI Office will build on this training for the EDI Teams in 2022.

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: Chairman and Police Service Board Members

From: Chief Stephen J. Tanner

Subject: HUMAN RESOURCES QUARTERLY REPORT

Report #: P22-1-I-01

Date: January 27, 2022

INTRODUCTION AND BACKGROUND:

The following is the Police Service's personnel summary as of quarter's end.

POLICE	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Current Authorized Positions	Current Variance
Chief	1	1	1	1	1	0
Deputy Chief	2	2	2	2	2	0
Superintendent	6	6	6	6	6	0
Inspector	10	10	10	10	10	0
Staff Sergeant	23	22	22	22	22	0
Detective Sergeant	10	10	9	9	10	-1
Sergeant	54	58	55	55	56	-1
Detective	39	42	44	42	44	-2
Constable (1st Class)	461	454	460	470	N/A	
Constable (2nd Class)	31	43	38	43		
Constable (3rd Class)	45	40	39	34		
Constable (4th Class)	35	33	41	31		
Recruits in Training	14	18	22	45		
Total Constables	586	588	600	623	601	22
TOTAL SWORN	731	739	749	770	752	18
Cadet *	11	16	16	7	0	0

* Cadets not included in complement (uniform contract positions)

CIVILIAN	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Current Authorized Positions	Current Variance
Senior Management/ Administration	10	11	10	10	12	-2
Supervisory/Professional/ Senior Clerical	91	93	92	94	99	-5
Clerical	103	107	107	106	111	-5
Communications	48	46	48	51	51	0
Special Constables (Escorts/Summons)	30	30	30	31	31	0
Facilities Technicians	6	6	6	7	7	0
TOTAL CIVILIAN	288	293	293	299	311	-12

TOTAL COMPLEMENT	1019	1032	1042	1069	1063	6
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TEMPORARY STAFF <i>(Temporary employees do not form part of the authorized complement.)</i>	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Comments
Full-time	2	3	3	4	* See details below
Part-time	4	4	3	3	1 - Vehicle Installation Technician 1 - District Clerk 1 - Students - Geographic Information Systems
As Required	51	57	56	48	Communications/Courts Services/Districts/Drugs, Guns & Gangs/Forensic Identification/Homicide/ Training/ Intelligence/ Police Analytics/ Information & Records Services/Support Services/Victim Services
Total Temporary Staff	57	64	64	55	

* FULL-TIME ALLOCATIONS	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Comments
Replacements (Secondments/ Maternity/ LTD/etc.)	0	1	1	1	1 - IT Service Desk Assistant
Special Projects	2	2	2	2	1 - Technical Support PRISM 1 - Victim Quick Response Coordinator
In Training	0	0	0	0	
Work Volume	0	0	0	1	1 - Finance Clerk

One Vision, One Mission, One Team

Vacancy	0	0	0	0	
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SPECIAL SITUATIONS - UNIFORM <i>*(Not included in authorized complement)</i>	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Comments
External Secondments	7	5	5	6	3 – Ontario Police College 1 – Provincial Firearms Office 1 – Provincial Anti-Terrorism 1 – International Peace Operations
WSIB >1 year	8	9	11	10	
Leaves of Absences	1	3	3	3	1 – HRP A President 2- ULOA
* Long Term Disability > 2 yrs	4	4	4	4	
Long Term Disability < 2 yrs	5	4	5	3	
Sick Leave (Short Term)	18	13	14	20	
Parental/Pregnancy Leave	3	4	5	10	
Jobs Shared by 2 Members	1	1	1	1	
SPECIAL SITUATIONS - CIVILIAN <i>*(Not included in authorized complement)</i>	1Q 2021 Actual	2Q 2021 Actual	3Q 2021 Actual	4Q 2021 Actual	Comments
External Secondments	0	0	0	0	
WSIB >1 year	4	3	3	2	
Leaves of Absences	0	0	0	0	
* Long Term Disability > 2 yrs	7	8	9	10	
Long Term Disability < 2 yrs	5	5	4	4	Largely filled with Temporary Full-time
Sick Leave (Short Term)	13	11	9	12	
Parental/Pregnancy Leave	7	5	4	6	Largely filled with Temporary Full-time
Jobs Shared by 2 Members	0	0	0	0	

DEPARTURES	1Q 2021 Total	2Q 2021 Total	3Q 2021 Total	4Q 2021 Total	Total YTD 2021
TOTAL					
Uniform					
Retirements	5	8	4	2	19
Resignations	2	4	8	4	18

One Vision, One Mission, One Team

Terminations	0	0	0	0	0
Deaths	1	0	0	0	1
Civilian					
Retirements	5	1	2	2	10
Resignations	2	0	2	0	4
Terminations	0	0	0	0	0
Other – position redundant	0	0	0	0	0
Deaths	0	0	0	0	0

ADVANCEMENTS	1Q 2021 Total	2Q 2021 Total	3Q 2021 Total	4Q 2021 Total	Total YTD 2021
TOTAL					
Sworn Reclassifications	36	52	35	42	165
Sworn Promotions	17	10	0	0	27
Civilian Reclassifications	7	23	19	13	62



Stephen J. Tanner
Chief of Police

:TD



Halton Regional Police Service Public Agenda Information Report

To: Chair and Board Members

From: Chief Stephen J. Tanner

Subject: SEMI-ANNUAL COMPLAINTS STATISTICAL REPORT – PUBLIC/INTERNAL
JANUARY – DECEMBER 2021

Report #: P22-1-I-02

Date: January 27, 2022

INTRODUCTION AND BACKGROUND:

The following is a statistical summary of the complaints received during the year 2021 as prepared by the Professional Standards Bureau.

Public Complaints

Members of the public who have a complaint regarding conduct of Police Officers, the policies and/or services provided by the Police Service must file their complaint with the Office of the Independent Police Review Director (OIPRD).

Table 1 - Summary – Halton Related Public Complaints filed with OIPRD		2018	2019	2020	2021
Total complaints (Total Lines 1, 2, 3, 4)		49	75	100	109¹
Line 1	Not accepted (no action taken)²	19	23	51	68
Line 2	Retained by OIPRD³	1	0	0	0
Line 3	Referred to another Service by OIPRD⁴	0	1	1	4
Line 4	Referred to our Service	29	51	48	37
Line 5	• Conduct - <i>Refer to Table 2</i>	28	49	48	40
Line 6	• Policy/Service – <i>Refer to Table 4</i>	2	3	1	1

¹ This statistic does not reflect **113** telephone calls/e-mails from members of the public to the Professional Standards Bureau phone extension/website inbox. These complaints were resolved prior to the citizen filing a complaint with the OIPRD.

² Made too late; frivolous, vexatious, bad faith; dealt with under another Act; not in the public interest; no direct effect on complainant

³ After investigation, the OIPRD may deem the complaint to be unsubstantiated or, if based on reasonable grounds, there is misconduct or unsatisfactory work performance; the complaint shall be referred to the Service for disposition. Disposition is included in the “Disposition of Complaints” section. (See Table 2)

⁴ The Chief of another Service is required to investigate the complaint and submit a written report to our Chief. Disposition is included in the “Disposition of Complaints” section. (See Table 2)

Conduct Complaints

The following charts outline the disposition and any discipline imposed regarding the conduct complaints investigated by the OIPRD, by another Service or by Halton Police.

Table 2 - Disposition of All Conduct Complaints	2018	2019	2020	2021
Total Number of Conduct Complaints (Line 5 of Table 1)	28	49	48	40
Outstanding/Under Review	0	1	0	9
Unsubstantiated/Withdrawn	20	26	34	23
Informal Resolution	7	19	13	8
Substantiated	1	3	1	0
Disposition of Substantiated Complaints				
Awaiting Disposition	0	0	0	0
Informal Discipline	1	3	1	0
Formal Resolution/Discipline	0	0	0	0
Suspension without pay, forfeiture of time, reprimand, counselling, specific program	1	3	1	0
Dismissal; Resignation Accepted, Demotion	0	0	0	0
Resulting in Police Act or other charges laid	0	0	0	0

Table 3 - Appeals of Conduct Complaint Decisions	2018	2019	2020	2021
Appealed to OCPC or OIPRD	2	4	3	8
Outstanding/Under Review	0	0	0	2
Confirmed by OCPC or OIPRD	2	4	2	6
Modified by OCPC or OIPRD	0	0	1	0

Policy/Service Complaints:

In accordance with Section 63 of the *Police Services Act (PSA)*, policy/service complaints must be reviewed by the Chief whose written disposition must be submitted to the complainant, the OIPRD and the Police Services Board.

Within 30 days of receiving the Chief's written report, a complainant may request a review by the Board of the Chief's decision.

Table 4 - Requests for Review of Chief's Decision	2018	2019	2020	2021
Total Number of Policy/Service complaints (Line 6, Table 1)	2	3	1	1
Requests to the Police Services Board for Review	0	0	0	0
Outstanding/Under Review	0	0	0	0
No action taken by the Board	0	0	0	0
Action taken by the Board	0	0	0	0

Special Investigations Unit (SIU) Investigations

Table 5 - Special Investigations Unit Investigations	2018	2019	2020	2021
Investigations Commenced by SIU	4	0	8	5
Outstanding	0	0	0	1
Concluded with No Action Taken	4	0	8	3
Concluded with Criminal Charges Laid	0	0	0	1

Chief's Internal Conduct Complaints

Table 6 provides a summary of internal complaints initiated by the Chief of Police regarding the conduct of a Police Officer.

Table 6 - Summary - Internal Complaints		2018	2019	2020	2021
Line 1	Total Internal Chief's Complaints	12	4	8	14
Line 2	Still Outstanding/under Investigation	0	0	1	6
Line 3	Referred to another Chief for investigation ⁵	0	0	0	0
Line 4	Completed/disposed – Refer to Table 7	12	4	7	8

The following charts outline the disposition and any discipline imposed regarding the Chief's Internal Conduct Complaints.

Table 7 - Disposition of Chief's Internal Conduct Complaints		2018	2019	2020	2021
Total Number of Internal Complaints Completed/Disposed (Line 4 of Table 6)		12	4	7	8
Unsubstantiated		6	0	1	2
Substantiated		6	4	6	6
Substantiated Complaints					
Awaiting Discipline Disposition		0	0	0	0
Informal Discipline		4	3	1	4
Formal Discipline		2	1	5	2
Suspension without pay, forfeiture of time, reprimand, counselling, specific program		3	3	3	5
Dismissal; Resignation Accepted, Demotion		3	1	3	1
Resulting in Police Act or other charges laid		0	0	0	0
Withdrawn or Resolved prior to PSA hearing		0	0	0	0

⁵ The Chief is required to seek Board approval prior to referring a complaint to the Chief of another Service to investigate.

Table 8 - Appeals of Chief's Internal Conduct Complaint Decisions	2018	2019	2020	2021
Appealed to OCPC or OIPRD	0	0	0	0
Outstanding/Under Review	0	0	0	0
Confirmed by OCPC or OIPRD	0	0	0	0
Modified by OCPC or OIPRD	0	0	0	0

Workplace Violence and Harassment Investigations

Table 9 - Workplace Violence and Harassment Investigations	2018	2019	2020	2021
Total Number of Complaints filed by employees this period	7	2	7	10
Total Complaints Still Outstanding	0	0	0	2
Disposition				
Unsubstantiated	5	0	3	4
Informal Resolution	1	1	2	0
Formal Resolution	1	1	2	4



Stephen J. Tanner
Chief of Police

NA:EB



Public Agenda Information Report

To: Chair and Police Service Board Members
From: Kimberly Calderbank
Board Media Consultant
Subject: December Communications Update
Report #:
Date: January 27, 2022

INTRODUCTION AND BACKGROUND

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

DISCUSSION / ANALYSIS

Newsletter

December Agenda Newsletter open rate – 61%

December Newsletter open rate – 58.3%

**Industry average newsletter open rate 30%.*

Twitter

Followers – 1146

December Likes – 77

December Retweets – 21

Top Tweets



@HPBoard
Dec 25, 14:02

Happy Holidays! Our Board would like to extend gratitude & appreciation to each

& every member of [@HaltonPolice](#) & all essential services for their dedication & commitment to [#Halton](#).

Thank you for keeping our community safe & well.

[#ThankYou](#) [#StaySafe](#) [#HappyHolidays](#)



@HPBoard Purple Bench Unveiling in Honour of Victims of Intimate Partner Violence.

[Dec 06,](#)
[15:46](#)

The Purple Bench was inspired by the Barb's Benches Project & is the first of the benches

Halton Women's Place hopes to install across [@RegionofHalton](#). Learn more –

<http://silentwitnessnovascotia.ca/about-barbs-bench/...> [#Georgetown](#)

COMMENTS

December Board Website Stats

Users - 273

Pageviews - 954

Average engagement time – 1.14 seconds

Launch of Halton Police Board Facebook page - [@HaltonPoliceBoard](#)



Public Agenda Information Report

To: Chair and Board Members
From: Graham Milne
Board Secretary
Subject: Semi-Annual Board Governance Expenditure Report
Report #: SEC22-1-I-01
Date: 27 January 2022

INTRODUCTION AND BACKGROUND:

Per a standing direction the Board's Public Action Registry, the CGO is required to report semi-annually on the Board's expenditures.

Attachments: Board Governance Budget – 2021 YTD

DISCUSSION / ANALYSIS:

A summary of the Board's expenditures for the period ending December 31, 2021 is appended as a schedule to this report. By year-end, the Board exceeded its budgeted expenditures by approximately \$6,000, lower than was forecast in the last budget update dated August 26, 2021.

Higher staffing and support costs incurred earlier in 2021 were offset by lower expenditures in conferences/conventions due to the ongoing use of virtual rather than in-person events, and lower than forecast consultant expenditures.

ALTERNATIVES:

N/A

CONSULTATION:

N/A

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

N/A

STRATEGIC MANAGEMENT ISSUES:

N/A

Halton Police Board
Fiscal Year ended December 31, 2021

Cost Elements	YTD Dec 31/2021			
	Actual	Budget	Var \$	Var %
Board Governance				
Salaries & Benefits	48,357	38,507	(9,850)	(25.6%)
Staff / Region support	217,387	146,132	(71,255)	(48.8%)
Consultant - Communications	58,505	57,600	(905)	(1.6%)
Consultant - By-Laws & Policies	25,982	60,000	34,018	56.7%
Consultant - Misc.	9,528	24,742	15,214	61.5%
Subtotal	359,759	326,981	(32,778)	(10.0%)
Board Activities				
Conferences / conventions	4,990	30,000	25,010	83.4%
Travel	0	0	0	n/a
Retiree events	3,813	0	(3,813)	n/a
Meals / Functions	216	2,000	1,784	n/a
Subtotal	9,018	32,000	22,982	71.8%
Board Operating Expenses				
Advertising	0	0	0	n/a
Board Portal	15,925	16,000	75	n/a
Dues / memberships	14,614	12,000	(2,614)	(21.8%)
Legal Fees	0	0	0	n/a
Supplies	0	0	0	n/a
Other Expenses	6,616	13,000	6,384	n/a
	37,156	41,000	3,844	9.4%
Total Expenditures	405,933	399,981	(5,952)	(1.5%)



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDERING – XTREME TIRE GARAGE

Report #: P22-1-R-11

Date: January 27, 2022

RECOMMENDATION:

"That the Halton Police Board approves the addition of funds to the two (2) year contract with Xtreme Tire Garage in the amount of \$25,000 (excluding tax) to facilitate payment of outstanding invoices and continued service requirements until the contract expires in February 2022; and further

That the Halton Police Board approves the award of a one (1) year limited tendering contract to Xtreme Tire Garage in the amount of \$100,000 (excluding tax) for the provision of specialty tires and services as related to HRPS non-patrol vehicles for the period March 1, 2022 to February 28, 2023."

A handwritten signature in black ink, appearing to be "S. J. Tanner", written over a horizontal line.

Stephen J. Tanner
Chief of Police

PL / JP

INTRODUCTION AND BACKGROUND:

In early 2020, a two (2) year \$90,000 limited tendering/single source contract was established with Xtreme Tire Garage as approved by Chief Tanner within his procurement authority. The contract was established for the provision of ordering and installing specialty tires and tire related services on an as required basis for HRPS non-patrol vehicles. The term of the contract commenced on March 1, 2020 and will expire on February 28, 2022. The negotiation of this contract did not include any optional extensions.

In late 2021 the available funds within the contract were depleted. In order to process payment for some outstanding invoices and to ensure sufficient funds are available for the remainder of the contract term, the contract requires an additional \$25,000 (before taxes). The total value of the contract would now be \$115,000 (before taxes).

Further, given the needs of the Service and the limited time before the expiry of the existing contract, staff are requesting the Board award a new limited tendering one-year contract to Xtreme Tire Garage in the amount of \$100,000 (excluding taxes) for the period March 1, 2022 to February 28, 2023. In that time, a formal solicitation process will be completed.

DISCUSSION / ANALYSIS:

In 2014, HRPS Purchasing Services issued an informal bid solicitation. Xtreme Tire Garage was the successful bidder and awarded a two (2) year contract (2015-2017) in the amount of \$35,000 (excluding taxes). Due to the low value, subsequent contracts were awarded as single source contracts within the Chief's procurement authority.

In early 2020 the Chief authorized a contract for the provision of specialty tires and related installation services in the amount of \$90,000 (plus net tax) for the two-year period March 1, 2020 to February 28, 2022.

Although the vast majority of tires and tire-related products are acquired through existing Police Cooperative Purchasing Group (PCPG) agreements for patrol vehicles, other vehicles within our fleet require specialty brands or sizes of tires as well as products that are not included in the PCPG contracts. As such, the Service has established a contract with Xtreme Tire Garage for the provision of these specialty tires and services which is primarily administered by the Regional garage on our behalf.

Due to the increase in the number of specialty vehicles and associated increase in tire and tire related service requirements, additional funds are required for the remainder of the current contract term. There are invoices from 2021 totalling \$13,205 which are currently outstanding plus the Service will have some additional requirements through to the end of the current contract on February 28, 2022. As such, staff is requesting the Board authorize the addition of \$25,000 (excluding taxes) to the existing contract.

In addition, given the limited time available until the end of the existing contract, staff is requesting the Board authorize the award of a limited tendering contract to Xtreme Tire Garage for the one-year period of March 1, 2022 to February 28, 2023. During the term of this contract, staff will conduct a new formal bid solicitation for the provision of these products and services.

ALTERNATIVES:

There are no available alternatives. Additional funds are required to process outstanding invoices for services rendered and services required in the coming months. A competitive process for future contract will be considered.

CONSULTATION:

Paul Lavergne, Director – Corporate Services
Susan Chojnacki, Purchasing Coordinator
Jody Percy, Fleet Coordinator
Janet Dercatch, Region Equipment Services

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

There are no material financial issues related to this request. Funds for the procurement of specialty tires and services are included in the Service’s annual operating budget.

STRATEGIC MANAGEMENT ISSUES:

The Recommendation is in support of the Halton Regional Police Service Strategic Plan 2020-2023:

Theme 3 - Capability and Engagement:

Goal 1: Ensure that all employees are well-trained and well-equipped, and that our commitment to the support of frontline services remains paramount.

Goal 3: Maximize the effectiveness and efficiency of the organization by:

- d. Ensuring the necessary police resources are available through accountable fiscal planning and sustainable funding;*



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 2022	To be included in policy G07 Governance Calendar in next policy update
25 Nov 2021	3.4	<i>“THAT the CGO work with the Communications Advisor to develop results-based performance objectives and reporting metrics for the Board’s communications program.”</i>	CGO	Feb 2022	
16 Dec 2021	4.4	<i>“THAT the following Members of the Halton Police Board be nominated to attend the Canadian Association of Police Governance 33rd Annual Conference in Saskatoon, SK, from September 7-10, 2022:</i> <ul style="list-style-type: none"> • <i>Jeff Knoll, Chair</i> • <i>Curt Allen</i> • <i>Ingrid Hann</i> 	CGO	Feb 2022	



		<ul style="list-style-type: none">• <i>Clark Somerville</i> <p><i>THAT Board staff be directed to secure accommodations for the four members noted above as well as for Fred Kaustinen, Chief Governance Officer, and Stephen Tanner, Chief, HRPS."</i></p>			
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