



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Agenda

Date: Thursday, March 31, 2022

Time: 9:00 a.m.

Location: Community Room, HRPS Headquarters/Zoom Video Conference
Livestream at <https://haltonpoliceboard.ca/>

Please note – In respect of continuing safety measures during the reopening phase of the COVID-19 pandemic, in-person attendance at HRPS HQ for this meeting will be limited. **Only Members of the Board, support staff and senior HRPS executives will be permitted inside the Community Room.**

Members of the public and other interested parties are requested to watch the livestream at the link above instead.

1. GENERAL

1.1 Regrets

1.2 Disclosure of Conflicts of Interest

1.3 Confirmation of Minutes of Meeting P22-02 held Thursday, February 24, 2022 and Workshop held Friday, March 25, 2022
(Agenda Pages 1 – 8)

2. PRESENTATIONS/DELEGATIONS

3. CONSENT AGENDA

3.1 **Halton Happenings** – February 2022
(Agenda Pages 9 – 14)

3.2 **P22-3-I-01** - Community Safety and Well-Being Plans
(Agenda Pages 15 – 18)

- 3.3 **P22-3-I-02** - Annual Report on Use of Force - 2021
(Agenda Pages 19 – 42)
- 3.4 **P22-3-I-03** - 2021 Police Vehicle Collision Summary
(Agenda Pages 43 – 46)
- 3.5 Communications Update – February 2022
(Agenda Pages 47 – 48)

4. DISCUSSION ITEMS

- 4.1 **CGO22-3-R-01** - Proposed Policy Amendment - G01 Governance Commitment
(Agenda Pages 49 – 52)

RECOMMENDATION

“THAT policy G01 Governance Commitment be revised as proposed.”

- 4.2 **CGO22-3-R-02** - Financial Conditions and Activities Policy
(Agenda Pages 53 – 62)

RECOMMENDATION

“THAT the proposed policy A03 - Financial Conditions and Activities policy be adopted,

THAT policy G07 - Governance Calendar be amended as proposed, and

THAT the following bylaws and policies be repealed:

- *Budget Control & Reporting by-law*
- *Acceptance of Donations and Provision of Donations by-law*
- *Financial Conditions and Activities policy*
- *Delegation of Signing Authority - Grant Applications*
- *Minimum Reserve Bids policy”*

- 4.3 **P22-3-I-04** - Annual Performance Report
(Agenda Pages 63 – 76)
- 4.4 **P22-3-R-06** - 2021 Occupational Health & Safety Report and 2022 Health & Safety
Policy Statement
(Agenda Pages 77 – 84)

RECOMMENDATION

“THAT the Halton Regional Police Services Board authorize the Chairman to sign the 2022 Health and Safety Policy Statement on behalf of the Board in compliance with the Occupational Health and Safety Act, and further;

THAT the Halton Regional Polices Board review and receive the 2021 Health & Safety Report as attached.”

4. **P22-3-R-11** - Motorola Solutions – Limited Tendering – Police Mobile Radios and MG90 Routers
(Agenda Pages 85 – 86)

RECOMMENDATION

“THAT the Halton Police Board authorize a Limited Tendering (single source) contract award with Motorola for the provision of mobile radios and MG90 routers in the amount of \$164,065.29 (including tax).”

4. **SEC22-3-R-01** - Sponsorship – OAPSB Spring Conference and AGM
(Agenda Pages 87 – 90)

RECOMMENDATION

“THAT the Halton Police Board authorize a Platinum Level Sponsorship of \$5,000 for the Ontario Association of Police Boards 2022 Spring Conference and Annual General Meeting, to be paid from the Trust Fund.”

5. OPERATIONAL VERBAL UPDATES

6. ACTION REGISTRY

- 6.1 Public Information Action Registry
(Agenda Pages 91 – 92)

7. RECEIPT OF PUBLIC CORRESPONDENCE

8. NEW BUSINESS

9. MOVE INTO CLOSED SESSION

10. CLOSED SESSION REPORT

11. ADJOURNMENT



Public Minutes

MEETING NO. P22-02

DATE OF MEETING: Thursday, February 24, 2022
9:00 a.m.

LOCATION: Zoom Video Conference

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

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

GUESTS (via Zoom Video Conference): Ron LeClair, Ministry of the Solicitor General

1. GENERAL

1.1 Regrets

C. Allen.



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 P22-01 held Thursday, January 27, 2022

Moved by: C. Somerville

Seconded by: I. Hann

“THAT the Minutes of Meeting P22-01 held Thursday, January 27, 2022 be adopted as circulated.”

Carried.

2. PRESENTATIONS/DELEGATIONS

None.

3. CONSENT AGENDA

3.1 Halton Happenings – January 2022

Moved by: C. Somerville

Seconded by: P. Parmar

“THAT Item No. 3.1 on the Consent Agenda be received for information.”

Carried.

3.5 P22-2-I-04 - 2021 Hate Related Occurrence Summary

Moved by: N. Sekhon

Seconded by: P. Parmar

“THAT Item No. 3.5 on the Consent Agenda be received for information.”

Carried.



- 3.2 P22-2-I-01 - Financial Report – Full Year Fiscal 2021
- 3.3 P22-2-I-02 - Purchasing Activity Report - July-December 2021
- 3.4 P22-2-I-03 - Trust Fund Statement – December 31, 2021
- 3.6 P22-2-I-05 - Donations to Service – December 31, 2021
- 3.7 P22-2-I-06 - Collection of Identifying Information in Certain Circumstances
- 3.8 Communications Update - January 2022

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

“THAT Item Nos. 3.2, 3.3, 3.4, 3.6, 3.7 and 3.8 on the Consent Agenda be received for information.”

Carried.

4. DISCUSSION ITEMS

- 4.1 P22-2-R-09 - Capital Projects/Programs Status - December 31, 2021

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

“THAT the Halton Police Board approves the closure of the following Capital Accounts / Projects:

| | | |
|---------|-------------------------|-------------------|
| #T6814F | MWS Replacement | \$ 6,149 |
| #T6864B | CAD Replacement | 163,066 |
| #T6867B | 12 Division Parking Lot | 39,070 |
| #T6895A | Front Desk Glass | 11,243 |
| #T6898A | Female Locker Room | <u>20,762</u> |
| | <i>Total</i> | <u>\$ 240,290</u> |

and further,



THAT the combined surplus funds of \$240,290 available as a result of the above recommendation be returned to the Police Capital Reserve and the Development Charge Reserves as appropriate.”

Carried.

4.2 P22-2-R-11 - Olivan Marketing - Contract Funding Request

Moved by: C. Somerville

Seconded by: N. Sekhon

“THAT the Halton Police Board approves the addition of funds to the existing contract with Olivan Marketing for the provision of custom made HRPS notebooks (Patrol, Investigator and CIB) in the amount of \$100,000 (excluding tax).”

Carried.

4.3 P22-2-R-13 - Olin Canada Inc. – Limited Tendering - Ammunition

Moved by: C. Somerville

Seconded by: I. Hann

“THAT the Halton Police Board authorize a Limited Tendering (single source) contract award with Olin Canada Inc. for the provision of ammunition in the amount of \$213,635.00 (including tax).”

Carried.

4.4 Request - Optimist Club of Oakville

Moved by: C. Somerville

Seconded by: I. Hann

“THAT the Halton Police Board recognizes the significant contributions of the Optimist Club to policing and community safety, and advises that HRPS will actively work with both the Optimist Club and Regional staff to jointly undertake and fund repairs to the Safety Village, and re-open Safety Village children’s programs in September 2022.”

Carried.



5. OPERATIONAL VERBAL UPDATES

Operational updates were provided on the following items:

- Conclusion of deployment of officers to Ottawa
- Funding for intervention program for incidents involving mental health crisis calls and proposed related semi-annual report to Board
- Receipt of victims' support grant and related partnership with Halton Women's Place
- Release of EDI document to inform community about related programs

6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: C. Somerville

Seconded by: P. Parmar

"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

The Board observed a moment of silence for the suffering of the people of Ukraine.

There was no other new business.



9. MOVE INTO CLOSED SESSION

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

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

Carried.

The meeting adjourned at 12:31 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary



Minutes – Workshop

MEETING NO. N/A – Working Session (Governance)

DATE OF MEETING: Friday, March 25, 2022
9:00 a.m.

PLACE OF MEETING: Community Room, HRPS Headquarters/Zoom Video Conference

MEMBERS PRESENT (in Community Room): Jeff Knoll (Chair)
Councillor Pavan Parmar, Councillor Clark Somerville, Curt Allen, Ingrid Hann

MEMBERS PRESENT (via Zoom Video Conference): Donald Foster, Navneet Sekhon

STAFF PRESENT (in Community Room): Fred Kaustinen, Chief Governance Officer

1. **BOARD ONLY ITEMS**

1.1 **Governance Workshop**

This workshop was held in closed session for the purpose of Board Member education regarding police governance of the recent occupation protests in Canadian major cities, as well as unrelated police governance issues at Thunder Bay.

Fred Kaustinen, Chief Governance Officer, led a session discussing Police Governance. Copies of the presentation material were provided to the Board.



The session concluded at 2:30 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary

Subject to Confirmation



Halton Happenings - February 2022

Welcome to the February 2022 edition of Halton Happenings, a monthly overview of activities that are coordinated and delivered by the **Regional Community Mobilization Bureau**. The layout of this report reflects 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.

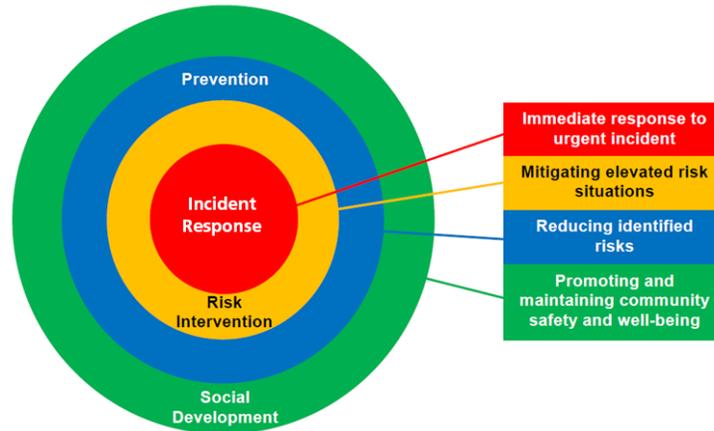
4 Pillars of Community Safety and Well-Being

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 - February 2022



INCIDENT RESPONSE

Mobile Crisis Rapid Response Team (MCRRT)

The Mobile Crisis Rapid Response Teams provides support to front line patrol and the community in the area of mental illness crisis response.

Community Mobilization

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

Several officers from the Regional Community Mobilization Bureau, along with members from other areas of the Service, aided the Ottawa Police Service in their response to the protests in the capital.

RISK INTERVENTION

Crisis Outreach and Support Teams (COAST)

Crisis Outreach and Support Teams (COAST) continues to support the Mobile Crisis Rapid Response Teams and the community through proactive mobile risk intervention visits.

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,



Halton Happenings - February 2022

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.

During the month of February, **6** 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.

Traffic Services Unit

The Traffic Services Unit, in conjunction with the District Response officers, conducted tow truck enforcement during the annual “Towbruary” Campaign. This project ran over a three-week period; the first two weeks focused on enforcement in each of the districts, and the third week was a joint force initiative with Hamilton Police along the Halton/Hamilton border. During the course of the project, numerous tow trucks were stopped for compliance checks which resulted in **86** Commercial Vehicle Inspections. From those inspections, a total of **51** trucks (**59** per cent) were placed out of service, and over **141** Provincial Offence Notices were issued.

Community Mobilization Officers

The Community Mobilization Bureaus continue to support frontline officers by assisting with neighbour disputes and provide the involved person(s) referrals to the Communities Conflict Resolution Service when applicable. During the month of February, officers assisted with **14** 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.

The Halton Regional Police Service participated in **7** 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 behavior does not become violent or self-injurious.

Older Adult Support

The Older Adult Support Officer continues to attend the weekly Situation Table meetings. In February, the Older Adult Support Officer presented one case to the table that was accepted for community wrap around support.

Crime Stoppers

Crime Stoppers of Halton received **64** tips in February with a total of **87** tips followed up on.

District Social Workers/Youth Officer/School Liaison Officers



Halton Happenings - February 2022

District Social Workers and Youth Officers had **19** new youth Diversion intakes while **15** previous Diversion files were completed.

Additionally, the teams had **5** new Adult Diversion intakes. **6** previous files were successfully discharged.

Teams also conducted **109** proactive outreaches to adults, youth and families in the community to offer supports or assistance.

PREVENTION

Traffic Services Unit

During the month of February, Traffic Services Unit conducted the third annual Tow Enforcement Campaign known as 'Towbruary'. The project was designed to address issues related to tow chasing, and to ensure that tow trucks in our area are operating safely and legally within the regulations for Commercial Vehicles. Traffic Services also widened the use of their 'Know Your Tow' program, by providing materials to all Ministry of Transportation Licencing offices within Halton for public sharing.

Community Mobilization Officers

Officers completed **2** Crime Prevention Through Environmental Design inspections in the community.

SOCIAL DEVELOPMENT

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 **63** presentations on the following topics: Social Media and Internet Safety, Internet Safety, Youth Criminal Justice Act, Bullying, Vaping, Addictions/Substance Use, and Child Pornography.

Virtual Citizens Police Academy - members from the following units gave informative presentations to participants in the program: Training Bureau, Older Adult Information, Communications, RCMB (COAST/ MCRRT), Emergency Services Unit, and Community Safety and Wellbeing. We continue to receive positive feedback from the participants.

Anishinabek Police Service Officer Ride-Along - members from RCMB had the opportunity to visit Anishinabek Police Service (Shawanaga/Wasauksing/Magnetawan Detachments) for a "ride-a-long" and witness first hand policing in First Nation communities. This opportunity



Halton Happenings - February 2022

allowed HRPS members to experience policing through an Indigenous lens and to interact with the local community.

As part of this experience, members of the HRPS raised money and delivered several new toy and clothing donations to assist local families. In addition, officers collected gently used hockey equipment to donate to a recreation centre on the reserve.

Equity, Diversity and Inclusion Office

Black History Month - during the month of February, our Service participated in several Black History Month events held across the region.

In addition, the HRPS recognized Black History Month through the following initiatives:

Black History Month Posters - each Tuesday in February, we highlighted prominent figures specific to Halton starting from the 1850's to present. These were in the form of posters disseminated throughout every HRPS facility and accompanied by an internal bulletin.

Canadian Caribbean Association of Halton (CAAH) Lunch and Learn: on February 16, we partnered with the CCAH for a lunch and learn virtual event. Dr. Karolyn Smardz-Frost, a Canadian historian and Professor at Acadia and Dalhousie Universities, and an award-winning author, provided a 40-minute pre-recorded lecture focusing on the origins of Black History Month and Emancipation Day while integrating local Oakville history specific to the Underground Railroad.

African Caribbean Council of Halton (ACCH) BHM Events: The ACCH hosted four virtual events during February focusing on each Municipality. Our members were present at each of these events and remarks were provided by Chief Tanner.

Black Mentorship Inc. (BMI) BHM Events: On February 10, we partnered with BMI for a virtual Black History Month event. This included one of our members as the keynote speaker who provided his experiences not only growing up, but also working in, the policing profession. This was followed by a roundtable discussion involving the HRPS, Peel, Hamilton, and Toronto.

Victim Services Hate Crime Presentation - On February 23, the Equity, Diversity and Inclusion Office delivered a presentation to 40 members of our Victim Services Unit on hate and bias motivated occurrences. This presentation provided valuable information to these volunteers on the Service's response to hate as they play a critical role in supporting victims and others impacted by hate incidents.

Halton Equity and Diversity Roundtable (HEDR) Lunch and Learn - On February 9, the Equity, Diversity and Inclusion Office hosted a lunch and learn in partnership with HEDR. The



Halton Happenings - February 2022

presentation was delivered to over 60 community partners on our Police Service's response to hate incidents including the proactive outreach we incorporate into our response.

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 #: P22-3-I-01

Date: March 31, 2022

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 – December 2021 – February 2022



Halton Regional Police Service

Community Safety and Well-Being Status Report December 2021 - February 2022



The Regional Community Mobilization Bureau will provide updates on the progress of community safety and well-being planning (CSWB) in Halton. The purpose of this status report is to maintain a timely, consistent flow of information relating to CSWB progress and performance.

Report Period: December 2021 – February 2022

Submitted To: Halton Police Board

Halton Situation Table

The Halton Situation Table is a critical component of Halton’s approach to ensuring safe and healthy communities. 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.

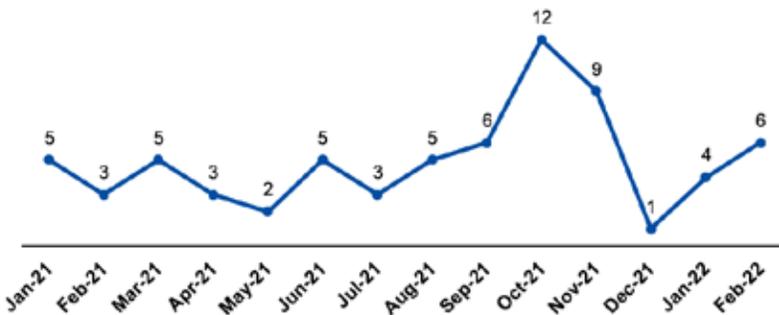


Figure 1: Number of discussions presented to Halton Situation Table, by month, January 1, 2021 – February 28, 2022

2021 Wellness Award Presented to Halton Situation Table

In 2020, the members of the Halton Situation Table came together to assist a vulnerable Halton resident. Members of the Situation Table worked to ensure the safety and well-being of this at-risk older adult. This collaboration was recognized by Summit Housing through a 2021 Wellness Award.

Action Table Updates

Addressing opioid use and related harms

An Action Table to address opioid use was convened by Halton Region and the Halton Regional Police Service with key stakeholders to explore the development of a coordinated, evidence-informed approach to address opioid use and related harms in Halton.

A series of community consultations was planned for spring 2020 but was deferred due to the COVID-19 pandemic. A leadership committee comprised of Halton Regional Police Service (HRPS), Joseph Brant Hospital, Halton Healthcare and Halton Region was convened in early 2021 to explore options to move forward.

In early 2022, one-to-one meetings organized by the HRPS were held to inform the leadership and framework of the Opioid Action Table. The conversations have focused on current work in the opioid space, identified gaps and determining key areas for action.

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

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

Kaitlin Callegari,
Decision Support Analyst, Social and
Community Services, Halton Region

Harmeet Sandhu,
Community Partnerships Analyst, Social and
Community Services, Halton Region



Halton Regional Police Service

Community Safety and Well-Being Status Report December 2021 - February 2022



As a first step, Halton Alcohol, Drug and Gambling Assessment, Prevention and Treatment (ADAPT) was awarded a three-year Halton Region Community Investment Fund grant of \$330,475 over three years to address the complex and specialized needs of opioid users and their caregivers. Specifically, a full-time Opioid Therapist will be integrated into the Burlington PHAST (Prioritizing Health through Acute Stabilization and Transition) program to provide awareness, prevention and treatment services.

The next steps are to continue Action Table meetings, expand membership, and identify key actions for impact.

CSWB Frequently Asked Questions Document Now Available

Halton's Community Safety and Well-Being team has developed a frequently asked questions document to provide an overview of CSWB planning and Halton information relevant to the initiative. The document can be found on [Halton.ca](https://www.halton.ca) or [accessed here](#).

To learn more about our [community safety and well-being initiatives](#) or to read the 2020 Community Safety and Well-Being Population Level Indicator Report, visit [halton.ca](https://www.halton.ca).



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: ANNUAL REPORT ON USE OF FORCE – 2021

Report #: P22-3-I-02

Date: March 31, 2022

INTRODUCTION AND BACKGROUND:

Please find attached the 2021 Use of Force Statistical Analysis report submitted by Inspector Glenn Mannella, Training Bureau.

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

Stephen J. Tanner
Chief of Police

:GM

Attachments: Annual Report on Use of Force 2021



Police Services Board Report 2021 Use of Force Statistical Analysis



Overview

The Use of Force Statistical Analysis is intended to provide a comprehensive overview of force used by the members of the Halton Regional Police Service. The data is compiled from Use of Force Reports submitted by service members. For reasons of explanation and interpretation; annotations have been added where points of clarification are necessary.

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Use of Force Reports are to be collected and used only to identify individual and group training requirements, or to assist the Service with the development of use of force policy and procedures.



Use of Force Authority

Section 25 (1)(b) of the Criminal Code authorizes a peace officer, acting on reasonable grounds, and is justified in doing what they are required or authorized to do, to use as much force as necessary for that purpose.

-22- Section 26 of the Criminal Code states that an officer using force in excess of what is authorized is criminally responsible for their actions.

HALTON REGIONAL POLICE SERVICE



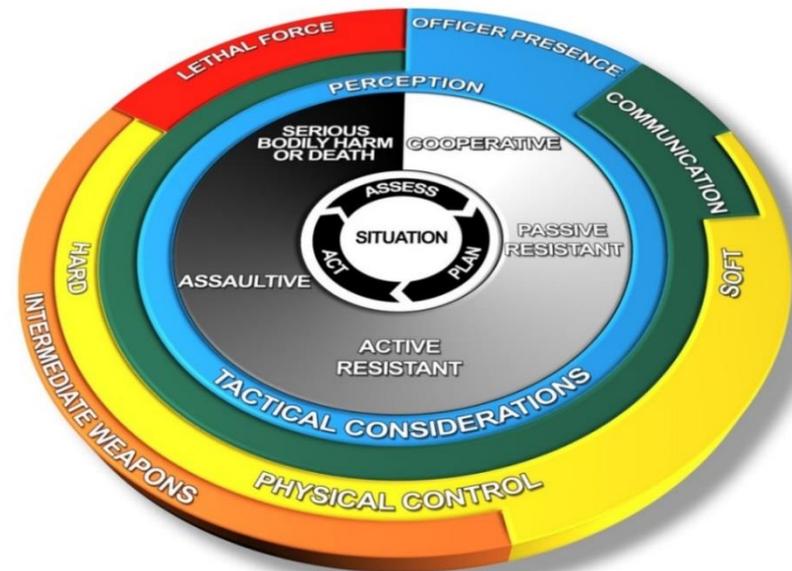
One Vision One Mission One Team

The Use of Force Model (2004) is provided by the province as a guide for officers.

The model is referred to in training and is designed to assist officers in assessing certain situations, behaviours and taking action based on their observations.

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Ontario Use of Force Model (2004)



The officer continuously assesses the situation and selects the most reasonable option relative to those circumstances as perceived at that point in time.



Use of Force - Reporting

The Police Services Act requires all officers to complete a provincially mandated form should they use force falling within the legislated criteria. A Use of Force Report is required whenever a member:

- a) draws a handgun in the presence of a member of the public, excluding a member of the Service while on duty;
- b) points a firearm at a person;
- c) discharges a firearm;
- d) uses a weapon other than a firearm on person, including, but not limited to:
 - (i) impact weapon;
 - (ii) aerosol weapon;
 - (iii) extended range impact weapon (ARWEN or Super Sock);
 - (iv) conducted energy weapon (CEW/TASER);
 - (v) weapons of opportunity;
 - (vi) police service dog;
- e) uses physical force that results in an injury to any person requiring medical attention.



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2021 Use of Force Statistical Analysis

OVERVIEW



Use of Force – Reporting Overview

Multiple use of force options can be captured on a single report which results in a higher number of use of force responses compared to the number of reports received.

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Officers are also required to submit individual reports based on their own use of force response to a particular incident. Multiple officers responding to a single incident requiring a use of force response are each required to submit reports if they use force during the incident.



Use of Force – Reporting Overview

An officer or team may also use different use of force responses during a particular incident depending on the evolving situation and any changes in the subject's behavior. Multiple use of force responses are often recorded on one report. This is apparent in situations where an officer may be required to de-escalate their response or increase the level of force used should another option prove ineffective.



Use of Force – Reporting Overview

Submitted Use of Force Reports are reviewed by the Training Bureau and consolidated for further analysis and future training needs.

2021 Overview:

- The total number of occurrences attended to by Halton Police that required Use of Force was 210. From those, there were 273 Use of Force reports submitted.
- This is a decrease of 48 reports from 2020 (-15%).
- 11 Use of Force Reports related to euthanizing injured animals and an accidental discharge resulting in 262 Use of Force reports involving persons.
- In the 273 Use of Force Reports submitted, 451 Use of Force responses were reported. This is an 11% decrease from 2020.



Use of Force – Reporting Overview

- Included in the 273 submitted reports are 84 team reports, 83 submitted by the Tactical Rescue Unit and 1 by the Mobile Surveillance Unit. That is a decrease of 9 team reports from 2020.

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Note: Team reports are limited to the Tactical Rescue Unit, Intelligence Officers, the Drug and Morality Bureau, and the Mobile Surveillance Unit



Use of Force – Reporting Overview

Additional information was collated over the course of the year related to Use of Force incidents:

Persons In Crisis

- Of the 210 occurrences requiring use of force in 2021, 26 (12.3%) of these involved a Person in Crisis (PIC), a decrease of 10 occurrences from 2020. Of these 26 occurrences, 14 involved the subject having a knife, edged weapon, bat, or pipe.

Armed Subjects

- Of the 184 occurrences requiring Use of Force (Persons-in-Crisis excluded), 36 (20%) of these involved the subject having a knife, edged weapon, bat, or pipe and 19 (10%) had a firearm in their possession.



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2021 Use of Force Statistical Analysis

STATISTICS



Physical Control - Soft

For 2021, physical control soft, which involves techniques such as joint locks, compliance techniques and blocking, was reported to have been used a total of 46 times.

This figure is an increase of 3 from the previous year

Physical Control - Hard

For 2021, physical control hard, which involves striking the subject (punch / palm strikes, kicks, knee & elbow strikes, and grounding techniques) was reported to have been used a total of 34 times.

This number represents an increase of 4 instances from the previous year.

Note: statistics for this type of force are captured when an injury occurs, defined by some sort of medical treatment following the interaction, or when used in conjunction with another intermediate force option. This use of force is often reported when used with other use of force options and each statistic does not reflect an injury to a member of the public in each reported occurrence.



Intermediate Weapon Baton

In 2021, the baton was used a total of 4 times. Reported use of the expandable baton is contingent on this type of force when it is used on a person.

This figure is an increase of 2 from the previous year.

Intermediate Weapon OC Spray

In 2021, aerosol weapons were used in 1 incident.

There were no deployments the previous year.



Intermediate Weapon – CEW

Conducted Energy Weapons (CEW), or in our Service's case, the **Taser X2**, can be used in 3 modes based on a multitude of factors including, but not limited to, situational or environmental conditions and subject behaviours.

In 2021, CEW's were utilized in a total of 110 instances, a decrease of 36 deployments from 2020.

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The CEW was used 74 times in '**Demonstrated Force Presence mode**'. This represents an decrease of 22 deployments in this manner from 2020. This deployment mode refers to when an officer removes the CEW from the holster and it's demonstrated presence alone is used to de-escalate the situation.

CEW's were utilized 36 times in '**Probe Deployment mode**' or '**Drive Stun mode**'. This means the device was removed from its holster and the either fired (*causing the probes to contact the subject*) or used in Drive Stun mode without probes being fired and making contact with the subject. CEW training encourages probe deployment, even at close range and using the CEW in Drive Stun mode only as a final option. This is a decrease of 14 deployments in these modes from the previous year.

HALTON REGIONAL POLICE SERVICE



One Vision One Mission One Team

Firearms

| Weapon | Drawn | Pointed | Discharged |
|--------------|-----------|------------|------------|
| Pistol | 50 | 63 | 9 |
| Shotgun | n/a | 0 | 0 |
| Carbine | n/a | 80 | 2 |
| Total | 50 | 143 | 11 |

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- A pistol “drawn” denotes an officer removing the weapon from their holster but holding it at the “low ready”, not aimed at anyone.
- “Pointed” statistics reflect separate incidents where officers made the decision to aim their pistol at an individual.
- “Drawn” and “Pointed” may both be selected by some officers when reporting on an incident if there was an escalation in the Use of Force



Firearms

Firearms Pointed

The 143 incidents where a firearm was pointed represents a decrease from 169 incidents in 2019. This a 15% decrease.

Of the 143 incidents where a firearm was pointed, 71 of these are attributed to the Tactical Rescue Unit. This is a decrease of 10 incidents from 2020.

Firearms Discharged

Of the 11 incidents where a firearm was discharged, 10 were for the purpose of euthanizing an injured / suffering animal. The other was unintentional and into a safe loading station.



2021 Use of Force Statistics by Race

- White 55%
- Other 45%
- Black 34%
- East – Southeast Asian 4%
- Middle Eastern 4%
- Latino 1.5%
- South Asian 1.5%
- Indigenous <1%

- In 2020 the Ministry implemented a new use of force report. For the first time this report captured data on race as perceived by the reporting officer.
- This slide shows race as a percentage of the total number of 2021 use of force incidents from the study.

* When factoring in out of town persons or arrests, only 9% of use of force involves a member of the Black Community in Halton.



Halton Demographics

Last Census – 2016 (from Statistics Canada)

- South Asian 9.3%
- Chinese 3.7%
- Black 2.8%
- Filipino 2.1%
- Latin American 1.7%
- Arab 2.3%
- Southeast Asian 0.5%
- West Asian 0.8%
- Korean 0.9%
- Japanese 0.3%
- Visible Minority (not included above) 0.5%
- Multiple Visible Minorities 0.9%
- Not a Visible Minority 74.3%



Conclusion

Over the course of 2021, reported use of force incidents across the service decreased approximately 15% from 2020 along with similar decreases in use of force reporting and firearms drawn and/or pointed. Notably, there were small increases in armed subjects having a knife or edged weapon (43 to 41) or with a firearm (19 to 17) when comparing 2021 to 2020.

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Our frontline officers are better equipped to handle high-risk situations and, unlike tactical teams, are required to report the deployment of Use of Force individually. Many calls requiring use of force demonstrate how the de-escalation practices being taught are utilized. Officers are responding with various less-lethal use of force options (CEW, less lethal shotgun), these statistics continue to trend upward.



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2021 Use of Force Statistical Analysis

APPENDIX

HALTON REGIONAL POLICE SERVICE



One Vision One Mission One Team

Appendix – Use of Force 5 year Stats Table

| Use of Force Type: Incidents (Effective) % Effective | 2017 | 2018 | 2019 | 2020 | 2021 | 5 Year Average |
|---|--------------|--------------|--------------|--------------|-------------|-------------------|
| Physical Control - Soft | 18 (14) 78% | 39 (26) 88% | 23 (20) 87% | 43 (23) 53% | 46 (28) 61% | 33.8 (22.2) 66.6% |
| Physical Control - Hard | 12 (6) 50% | 18 (12) 66% | 23 (19) 83% | 30 (21) 70% | 34 (24) 71% | 23.4 (16.4) 70.1% |
| Intermediate Weapon - CEW - Force Presence | 59 (53) 90% | 64 (51) 80% | 73 (66) 90% | 96 (85) 94% | 74 (67) 91% | 73.2 (64.4) 88% |
| Intermediate Weapon - CEW - Probe Deployment & Drive Stun | 20 (14) 70% | 30 (21) 70% | 31 (26) 84% | 50 (37) 74% | 36 (29) 81% | 33.4 (25.4) 76% |
| Intermediate Weapon - Baton | 2 (2) 100% | 2 (1) 50% | 2 (2) 100% | 2 (2) 100% | 4 (2) 50% | 2.4 (1.8) 75% |
| Intermediate Weapon - Aerosol | 4 (2) 50% | 2 (1) 50% | 2 (2) 100% | 0 | 1 (1) 100% | 1.8 (1.2) 66.8% |
| Pistol - Drawn | 25 (24) 96% | 21 (14) 66% | 16 (13) 81% | 64 (46) 72% | 50 (29) 58% | 35.2 (25.2) 71.6% |
| Pistol - Pointed | 44 (37) 84% | 52 (41) 79% | 74 (59) 80% | 84 (67) 78% | 63 (51) 81% | 63.4 (51) 80.4% |
| Pistol - Discharged | 8 (8) 100% | 17 (17) 100% | 12 (12) 100% | 10 (10) 100% | 9 (9) 100% | 11.2 (11.2) 100% |
| Shotgun - Pointed | 1 (1) 100% | 2 (1) 50% | 0 | 0 | 0 | 0.6 (1.4) 66.8% |
| Shotgun - Discharged | 4 (4) 100% | | 1 (1) 100% | 1 (1) 100% | | 1.2 (1.2) 100% |
| Carbine - Pointed | 26 (26) 100% | 31 (30) 97% | 26 (26) 100% | 85 (73) 86% | 80 (64) 80% | 49.6 (43.8) 88.3% |
| Carbine - Discharged | 2 (2) 100% | 5 (5) 100% | 1 (1) 100% | 1 (1) 100% | 2 (2) 100% | 2.2 (2.2) 100% |
| Canine | 0 | 0 | 1 (1) 100% | 3 (3) 100% | 4 (4) 100% | 1.6 (1.6) 100% |
| ARWEN Pointed | 5 (5) 100% | 1(1) 100% | 2 (2) 100% | 31 (27) 87% | 17 (14) 82% | 11.2 (9.8) 87.5% |
| ARWEN Discharged | | | | 2 (1) 50% | 1 (1) 100% | 0.6 (0.4) 66.8% |
| Less Lethal Shotgun Pointed | | | | | 2 (2) 100% | 0.4 (0.4) 100% |
| Less Lethal Shotgun Deployed | | | 1 (1) 100% | | | 0.2 (0.2) 100% |
| Use Of Force Responses | 234 | 288 | 307 | 504 | 451 | 356.8 |
| Reports | 190 | 225 | 239 | 321 | 273 | 249.6 |

*Note: "Intermediate Weapon - CEW - Probe Deployment & Drive Stun" statistics were jointly collected in 2020. They were separate categories in prior to 2020.

The Ministry Use of Force Report requires officers to select the race of the subject *based on the officer's perception*.

When multiple officers are involved in an incident, their individual perceptions lead to more than one race being captured for the event. In some instances, 3 officers perceived a subject as a certain race while two others perceived the subject differently. For the purpose of calculating this, the majority of officers' perceptions were used as the actual count.

This may result in some inconsistencies.

By analyzing the data and attempting to work through those inconsistencies and duplicate reports, the most accurate count for all submitted Use of Force Reports:

| White | Black | East-S.E. Asian, Asian | Middle Eastern | Latino | Indigenous |
|-------|-------|---------------------------|-------------------|--------|------------|
| 142 | 88 | 11 | 11 | 4 | 1 |

A total of 257 persons were subject to use of force by Halton officers resulting in percentages of:

| White | Black | East-S.E. Asian, Asian | Middle Eastern | Latino | Indigenous |
|-------|-------|---------------------------|-------------------|--------|------------|
| 55% | 34% | 4% | 4% | 1% | <1% |

The most recent census data is from 2016 and indicates that Black persons represent less than 3% of the population of Halton Region making the above noted percentages not close to being representative at first glance.

Of the 88 persons perceived to be Black that were subject to use of force, 56 were not residents of Halton. (8 were unknown residency) These include incidents that happened within Halton or were a result of incidents that the Tactical Rescue Unit attended to out-of-region. (TRU attended 10 incidents in total in other jurisdictions.)

Therefore, in 2021 there were 24 Black Halton region residents that were subject to a use of force incident representing 9% of all use of force subjects.



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: 2021 POLICE VEHICLE COLLISION SUMMARY

Report #: P22-3-I-03

Date: March 31, 2022

INTRODUCTION AND BACKGROUND:

The Police Vehicle Collision Summary Report covers the period January 1 to December 31, 2021 and provides statistical information on collisions and damages to Service vehicles.

Service vehicle collisions are reviewed and classified as either "preventable" or "non-preventable", according to a breakdown determined by the National Safety Council's Collision Reporting Guidelines and Definitions. The Service's Safe Driving Committee continues to review all preventable collisions in an effort to identify causes, trends and strategies to improve safety.

As a police service, our patrol and investigative vehicles are driven extensively throughout the year. Patrol vehicles, which represent the majority of our fleet, are driven 24/7 and average approximately 50,000 kilometres per year which far exceeds the day-to-day usage in most other business and consumer applications. In 2021, HRPS vehicles travelled a total of 7.464 million kms which is consistent with usage in 2019 and 2018 (see table below). Calendar year 2020 is an anomaly which was due to the COVID pandemic.

| | 2018 | 2019 | 2020 | 2021 |
|-------------------------|--------------|--------------|--------------|--------------|
| Total kms driven | 7.463 | 7.456 | 7.225 | 7.464 |

The nature and requirements of police driving differs significantly from other fleets (stop-start, acceleration, significant idling time, etc.). As such, it is difficult to compare these Service collision and damage statistics and costs to other business or consumer environments. While there is limited information reported by other services on collisions, discussions with other police services support consistencies in frequencies and types of instances as it relates to service vehicle collisions.

Service Vehicle Collisions

In 2021 there were a total of 141 Service Vehicle Collisions reported, including four (4) total losses, and damage costs totalling \$430,816. This represents an increase in number of incidents and costs compared to previous years. In 2020, where there were 94 Service Vehicle Collisions reported, six (6) total losses, and with damage costs totalling \$359,910.

The number of incidents and total damage costs is the highest in 2021, compared to the last three years. Previous year's figures are as follows:

| | 2018 | 2019 | 2020 | 2021 |
|---|-----------|-----------|-----------|-----------|
| Number of collisions – all | 126 | 131 | 94 | 141 |
| Number of collisions – write-offs | 5 | 6 | 6 | 4 |
| Total damage costs | \$323,806 | \$305,873 | \$359,910 | \$430,816 |
| Total damage costs – average per incident | \$2,570 | \$2,335 | \$3,829 | \$3,055 |
| Total damage costs – per 10,000 km driven | \$434 | \$410 | \$498 | \$577 |

The average total damage cost per incident in 2021 has decreased from 2020 despite an increase in number of incidents. Again, calendar year 2020 is an anomaly which was due to the COVID pandemic.

The following table presents the 2021 Service Vehicle Collision statistics in comparison with the three previous years.

| PREVENTABLE COLLISIONS | 2018 | 2019 | 2020 | 2021 |
|---|------|------|------|------|
| Follow Too Close | 1 | 6 | 4 | 8 |
| Too Fast for Conditions | 1 | 3 | 0 | 3 |
| Failure to Observe Clearances | 40 | 26 | 17 | 44 |
| Failure to Obey Sign/Signal | 0 | 0 | 0 | 0 |
| Improper Turn | 1 | 0 | 5 | 1 |
| Improper Parking | 1 | 0 | 0 | 0 |
| Improper Passing | 0 | 0 | 0 | 0 |
| Fail to Yield | 1 | 7 | 2 | 4 |
| Improper Backing Up | 1 | 4 | 6 | 4 |
| Miscellaneous | 2 | 10 | 5 | 2 |
| TOTAL PREVENTABLE COLLISIONS | 48 | 56 | 39 | 66 |
| TOTAL NON-PREVENTABLE COLLISIONS | 50 | 59 | 42 | 58 |
| COLLISIONS WITH UNKNOWN CAUSE | 28 | 16 | 13 | 17 |
| NUMBER OF COLLISIONS - ALL | 126 | 131 | 94 | 141 |

After a review of the 2021 Service Vehicle Collisions, the following comments are provided for information purposes:

- Preventable Collisions in 2021 with a total of 66 is the highest in the last four years.
- The most significant category of Preventable Collisions continues to be Failure to

Observe Clearances representing 67% in 2021, which has increased compared to 44% in 2020 and 46% in 2019 and 83% in 2018.

- There were 58 Non-Preventable Collisions in 2021 representing 41% of all collisions which is consistent with prior years (45% in 2020, 45% in 2019 and 40% in 2018). This category includes incidents where the member / driver was deemed not at fault for the collision.
- The number of incidents in the category of Collisions with Unknown Cause represents 12% of all collisions in 2021 which is also consistent with prior years (14% in 2020, 12% in 2019). This category accounts for previously unreported incidents or ‘found’ damage that is clearly the result of some type of collision, however, the incident’s time, date and driver is not known. It is therefore impossible to determine if the incident was preventable or non-preventable.
- Service policy requires that all collisions be reported regardless of repair/damage requirements. Of the reported collisions in 2021, 41% of all incidents did not incur repair costs as either the damage was minor or the vehicle was at the end of its lifecycle and it was deemed not cost effective to repair. This compares with 23% of incidents in 2020 and 35% in 2019.

Damage to Service Vehicles

Damage to Service Vehicle relates to non-collision vehicle damage. Service policy requires members to report Damage to Service Vehicles regardless of the cause.

In 2021 there were 25 Damage to Service Vehicle incidents reported with total damage costs totalling \$12,798 which represents a significant decrease when compared to 2019 (again, 2020 is an anomaly due to COVID. The comparison to previous years is as follows:

| | 2018 | 2019 | 2020 | 2021 |
|---|---------|----------|----------|----------|
| Number of incidents – all | 31 | 37 | 16 | 25 |
| Total damage costs | \$9,986 | \$16,309 | \$12,313 | \$12,798 |
| Total damage costs – per incident | \$322 | \$441 | \$770 | \$512 |
| Total damage costs – per 10,000 km driven | \$13 | \$22 | \$17 | \$17 |

Of the 25 Damage to Service Vehicle incidents in 2021, 9 were minor and did not incur repair costs. This figure varies significantly from year to year and can be impacted by the nature of the damage, the lifecycle of the vehicle and other factors. For example, in 2020, of the 16 Damage to Service Vehicle incidents, only 1 was minor and did not incur repairs costs.

The following table presents the 2021 Damage to Service Vehicles statistics in comparison with the previous three years:

| ITEM | 2018 | 2019 | 2020 | 2021 |
|--------------------------------------|-----------|-----------|-----------|-----------|
| Wheels/Tires/Rims | 1 | 4 | 1 | 1 |
| Windshields/Glass | 13 | 15 | 11 | 15 |
| Body/Engine/Interior/Exterior Damage | 13 | 14 | 4 | 9 |
| Broken Mirrors | 2 | 4 | 0 | 0 |
| Prisoner Initiated Damage | 1 | 0 | 0 | 0 |
| Undercarriage | 1 | 0 | 0 | 0 |
| TOTAL | 31 | 37 | 16 | 25 |

In 2021 there were no known court ordered restitution payments received relating to vehicle damage.

Conclusion

In 2021, the number of **Service Vehicle Collisions** (141), total write-offs (4), and total damage costs (\$430,816) reflect an increase in number of incidents and an increase in the cost and/or severity of incidents when compared to the past four year’s statistics.

In 2021, the number of **Damage to Service Vehicle** (25) occurrences represents an increase in total number of incidents, however, a decrease in cost per incident when compared to 2020.

In 2022, The Safe Driving Committee will continue to review all preventable collisions in an effort to identify causes, trends and strategies to improve safety. A driver training program is being implemented in an effort to decrease preventable collisions overall.



Stephen J. Tanner
Chief of Police

: JP / PL



Public Agenda Information Report

To: Chair and Police Service Board Members **From:** Kimberly Calderbank
Board Media Consultant

Subject: February Communications Update

Report #: **Date:** March 31, 2022

INTRODUCTION AND BACKGROUND

Given below is a summary of the February 2022 Board Communications/Media activities. High-level analytics and details are summarized below.

DISCUSSION / ANALYSIS

Newsletter

February Agenda Newsletter open rate – 65.1%
February Newsletter open rate – 64.5%
**Industry average newsletter open rate 30%.*

Twitter

Followers – 1168

Tweets earned 8.8K impressions over these 28 days

February Likes – 47
February Retweets – 27

Facebook

February Page Impressions – 1,100
February Post Impressions - 54
February Page Comments - 11

Top Tweets

 **Halton Police Board @H...** · 2022-02-11 ...
TODAY: February 11th is 211 Day!

Whether you need support finding food, housing, or navigating COVID-19 measures, help starts with 211.

Free & confidential services 24/7 in 150+ languages.

Dial 2-1-1 to connect with programs near you.

[#211DayCanada](#)
[#HelpStartsHere](#)
[#Halton](#)



The graphic features a red calendar page with '2 | 11 | 21' circled. Text reads: 'IT'S 211 DAY! Remember, you're not alone. Help starts with 211.' It includes the 211 logo and the hashtag #LOCALLOVE.

 **Halton Police Board @H...** · 2022-02-23 ...

Today, and every day, your [#HPBoard](#) stands up against bullying.

We wear pink to symbolize as a community that we do not tolerate bullying.

Join us and wear a pink shirt to show you stand against bullying.

[#PinkShirtDay](#) [#LifeEachotherUp](#)
[#HaltonON](#) [#BeKind](#)



Jeff Knoll and 7 others

COMMENTS

February Board Website Stats

Users - 369

Pageviews – 1200

Average engagement time – 1.13 seconds

- Chairs message for Service Annual Report crafted



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Proposed Policy Amendment
- G01 Governance Commitment

Report #: CGO22-3-R-01

Date: 31 March 2022

RECOMMENDATION:

THAT policy G01 Governance Commitment be revised as proposed.

Attachments: G01 Governance Commitment proposed 31 March 2022

DISCUSSION / ANALYSIS:

The Board's Governance Commitment was discussed at length at the Board Retreat of 25 March 2022. There was consensus that the relationship between the Board and the Chief required clarification, specifically:

- the requirement for the Chief to provide reports to the Board regarding Service compliance with Board policies, and Service progress implementing Board's Strategic Plan; and
- the requirement for the Chief to seek Board approval of strategic initiatives not previously delegated by the Board to the Chief, or otherwise pre-approved by the Board

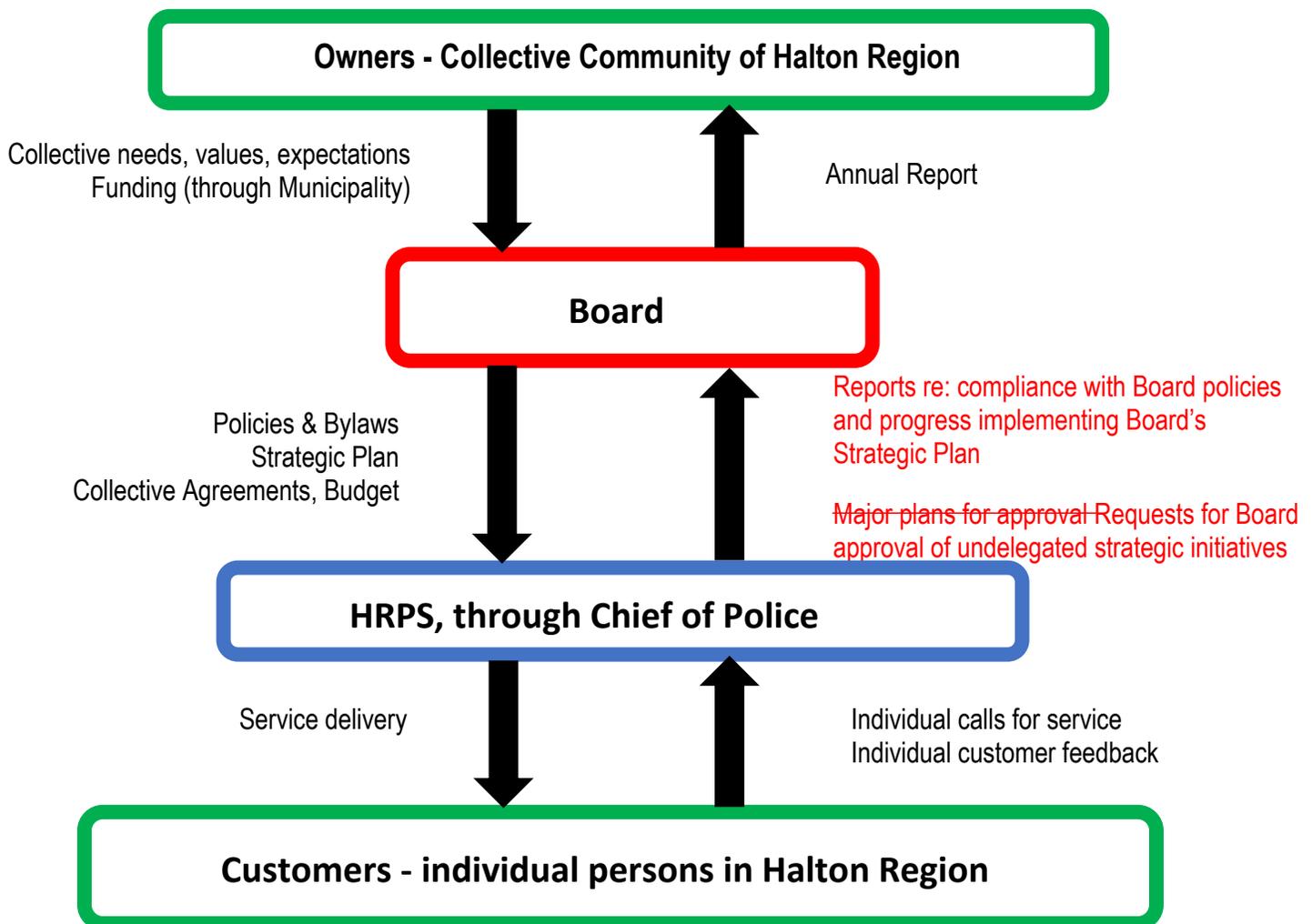
These clarifications have been made to the proposed G01 Governance Commitment policy attached.



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 31 March 2022

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 statues 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.



Public Agenda Report

To: Halton Police Board
From: Fred Kaustinen
Chief Governance Officer
Subject: Financial Conditions and Activities Policy
Report #: CGO22-3-R-02
Date: 31 March 2022

RECOMMENDATION:

“THAT the proposed policy A03 - Financial Conditions and Activities policy be adopted,

THAT policy G07 - Governance Calendar be amended as proposed, and

THAT the following bylaws and policies be repealed:

- *Budget Control & Reporting by-law*
- *Acceptance of Donations and Provision of Donations by-law*
- *Financial Conditions and Activities policy*
- *Delegation of Signing Authority - Grant Applications*
- *Minimum Reserve Bids policy*

Attachments:

- Policy A03 – Financial Conditions and Activities policy – proposed 31 March 2022
- Policy G07 – Governance Calendar – proposed 31 March 2022
- [policies recommended for repeal are on the Board website at <https://www.haltonpoliceboard.ca/bylaws/policies.php>]

INTRODUCTION AND BACKGROUND:

Development of new Administrative policies is the second phase of the Board's Policy Modernization Project.

The proposed Financial Conditions and Activities policy is intended to replace 2 existing bylaws and 3 existing policies.

DISCUSSION / ANALYSIS:

The proposed policy updates the provisions of the bylaws and policies it is intended to replace, reflecting the Board's redefined governance mandate while reducing redundancy.

Of note, the proposed policy introduces and emphasizes:

- the development of more than one budget options
- the introduction of comparative benefits and relative return-on-investment of budget options

These initiatives will provide significantly more relevant information with which the Board can make its strategic value-for-money decisions.

Because management expressed some resistance to the introduction of return-on-investment budgeting, the proposed policy has now been worded as 'relative return-on-investment' of the various budget options. This should satisfy the Board's need to understand why one budget option provides more value to the community than another, without requiring management to determine a dollar-figure projection.

ALTERNATIVES:

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

CONSULTATION:

HRPS management were consulted in the development of this policy. All of their suggestions were incorporated, save and except their request not to introduce the requirement to identify return-on-investment for various budget options, as discussed above.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

This proposed policy will be the fundamental Finance policy of the HPB.

STRATEGIC MANAGEMENT ISSUES:

Everything about HPB policies is strategic.



Policy A-01

Financial Conditions and Activities

Purpose

1. The Board is entrusted to ensure that:
 - 1.1. financial resources are treated with respect and diligence and comply with all requirements of Generally Accepted Accounting Principles / Public Sector Accounting Board guidelines;
 - 1.2. assets are safeguarded; and
 - 1.3. the taxpayers' investment in community safety is optimized.

2. The Board exercises this fiduciary responsibility by:
 - 2.1. establishing financial policies and by-laws;
 - 2.2. establishing annual Operating and Capital budgets for policing and an Operating Budget for police governance;
 - 2.3. delegating defined purchase and other financial authority to the Chief of Police regarding the Service, and to the Chief Governance Officer regarding police governance;
 - 2.4. making financial decisions that have not otherwise been delegated; and
 - 2.5. reviewing financial statements and reports.

Requirements

3. All successful provincial and federal government Grant Applications, Agreements and ancillary documents are to be approved by the Board, and, with the concurrence of legal counsel, shall be signed by the Chair where funders insist on the Chair's signature, and otherwise by the Chief of Police or designate.

4. In accordance with Part IX of the Police Services Act, the Chief of Police or designate is authorized to determine and place minimum reserve bids on found, abandoned or seized property as deemed appropriate and, when required, to dispose of the articles through public auction.



5. The Chief of Police shall:
 - 5.1. annually propose an Annual Operating Budget, an Annual Capital Budget, and a 10 Year Capital Forecast, for the purpose of providing sustainably adequate and effective policing, consistent with the Board's Strategic Plan;
 - 5.2. submit the Board-approved Annual Operating Budget (along with the approved Governance budget), Capital Budget and Capital Forecast to Regional Council;
 - 5.3. ensure that, prior to budget approval, no exceptional or new expenditures including new capital expenditure of a type, kind or extent that was not authorized in the previous fiscal year shall be incurred, except as may be specifically approved by the Board;
 - 5.4. ensure that coordination and control of financial transactions are consistent with the approved Annual Operating and Capital budgets and the allocation of funds therein;
 - 5.5. establish procedures that ensure any use of public monies is in the public interest, and prohibits the purchase of alcohol with public funds;
 - 5.6. ensure that payroll and other financial obligations are fulfilled in a timely manner;
 - 5.7. ensure that underspent budgeted funds are not used to off-set any over-spending in another appropriation, without Board approval;
 - 5.8. ensure that resources shared with another police service are reciprocated or otherwise compensated;
 - 5.9. ensure there is no fiscal jeopardy or material deviation of actual expenditures from the Board-approved budget and priorities;
 - 5.10. comply with the financial procedures of The Regional Municipality of Halton and generally accepted accounting principles; and
 - 5.11. ensure that all donations and sponsorships received from the community:
 - 5.11.1. are beneficial to the community as a whole without conditions of its use or preference to the donor,
 - 5.11.2. are congruent with legislation, the Board's objectives and priorities for the Service,
 - 5.11.3. do not compromise the impartiality, objectivity, integrity and/or reputation of the Board or Service,
 - 5.11.4. do not unduly commit the Board to additional resources, without specific Board approval,
 - 5.11.5. do not fund (directly or in-kind) core policing functions,



- 5.11.6. are preceded by full background checks for first-time donors with donations exceeding \$10,000,
- 5.11.7. require the approval of the Board if they have one-time or cumulative value of more than \$10,000.00

6. Board approval is required to transfer to or from reserves, or to establish, close or amalgamate reserves.

Monitoring and Reporting Requirements

7. The Chief of Police shall report, in accordance with the Governance Calendar, the following:
 - 7.1 budget options for policing, articulating how each option relates to the Board's Strategic Plan as well as the comparative benefits and relative return-on-investment of each budget option;
 - 7.2 proposed, approved and received Federal or Provincial Government Grants;
 - 7.3 community donations and sponsorships received and those rejected;
 - 7.4 variance reports showing actual expenditures relative to the Board-approved budget, with recommendations for any year-end surplus and establishment of any new Reserve accounts; and
 - 7.5 the total annual cost per police officer (salaries and benefits only), and annual cost per capita.
8. Furthermore, the Chief of Police shall report to the Board any material deviation from this policy, and of any substantive financial activities, trends or forecasts.

References:

- Purchasing By-law
- Trust Fund



Policy G07 – Governance Calendar

Purpose

1. The Governance Calendar serves to:
 - 1.1 help focus the Board's time and effort on matters relevant to its strategic role, emphasizing planning for the future over monitoring the past; and
 - 1.2 guide the Board's education, exploration, analysis and decision activities, such that Board members, HRPS management, and Board staff can anticipate and prepare for Board meetings and related governance activities.
2. The Board may adjust any aspect of this policy, at any time by way of resolution, and additional reports may be provided by the Chief of Police or CGO in accordance with the Procedural Bylaw.

Requirements

3. Orientation. Within the first 3 months of appointment, each Board member shall receive orientation training regarding (1) governance of the Halton Police Service, facilitated by the CGO, and (2) regarding HRPS capabilities and limitations, facilitated by the Chief of Police.
4. Policy and By-law Development/Review. Development and review of policies and by-laws is assigned to CGO.

| Policy Type | Schedule of Review Reports for Board Decision |
|----------------|---|
| Governance | Annually, first quarter |
| Policing | Semi-annually, second quarter |
| Administration | Semi-annually, third quarter |
| By-laws | Every 5 years |

5. Strategic Planning. The Board is legislatively required to prepare, adopt and publish a strategic plan for policing in the jurisdiction. Coordination of the development of the Strategic Plan is assigned to CGO, who shall consult with the Chief of Police. Refer to Strategic Planning policy for more information.

| Planning Activity/Product | Schedule of Reports for Board Decision |
|--|--|
| Project planning, consultant(s) engaged | Approx. 12 months prior to end of current plan |
| Assessment of community needs through statistical and trend analysis | Approx. 6 months prior to end of current plan |
| Assessment of community values & expectations, through engagement | Approx. 4-9 months prior to end of current plan |
| Development of strategic objectives (outcomes) and performance metrics | Complete minimum 4 months prior to end of current plan |
| Action plans identified | Prior to plan publication |
| Strategic Plan published | Prior to end of previous Strategic Plan |

6. Collective Bargaining & Executive Contracts. Development of bargaining mandates, collective agreements and executive contracts is assigned to the CGO.

| Planning Activity (Board approval required for each activity) | Schedule of Reports for Board Decision |
|---|--|
| Notice to bargain | No earlier than 90 days before expiration of Collective Agreement/contract |
| Development of bargaining mandate, in consideration of coordinated bargaining & comparators | Prior to commencement of bargaining |
| Approval of negotiated settlement | First available meeting |

7. Budget Development. Development of the Service budget is assigned to the Chief of police. Development of the Governance Budget is assigned to the CGO. Refer to the Financial Planning policy.

| Planning Activity (Board approval required for each activity) | Review Schedule |
|--|------------------------|
| Overall budget target range | August |
| Report budget options to Board | September |
| Board Approval of budget | October |

8. Policy-Compliance Reports. The Chief shall provide reports on past service performance relative to Board policies, in accordance with the schedule below. In addition to specific policy provisions, these reports shall address, as applicable:

- 7.1 the degree to which the Service is resourced, prepared and positioned to provide adequate and effective policing
- 7.2 any instances where adequate and effective policing was not provided, or is likely not to be sustained in the near future;
- 7.3 any abnormal incidents, calls for service or trends having probable material effect on future needs for policing in Halton Region;
- 7.4 any strategically significant incidents, trends and/or complaints;
- 7.5 any policy provisions which have not been complied with, and/or are unlikely to be complied with in the near future; and
- 7.6 any management requests for policy direction or clarification.

| Policy | Report Schedule | Assigned to |
|---|--|--------------------|
| <u>Financial Variance Report</u> | <u>February, May, August, November</u> | <u>Chief</u> |
| <u>Purchasing Activity Report</u> | <u>January, August</u> | <u>Chief</u> |
| <u>Capital Projects Status</u> | <u>February, August</u> | <u>Chief</u> |
| <u>Grant Agreements</u> | <u>May, November</u> | <u>Chief</u> |
| <u>Status of Reserve Accounts</u> | <u>February, August</u> | <u>Chief</u> |
| <u>Seized Funds</u> | <u>April, October</u> | <u>Chief</u> |
| <u>Governance Expenditure</u> | <u>January, August</u> | <u>CGO</u> |
| <u>Board Communications</u> | <u>March, October</u> | <u>CGO</u> |
| | | |
| To be updated as new Administrative & Operations policies are approved | | |

9. Annual Report. The Board is legislatively required to publish an Annual Report regarding the implementation of its Strategic Plan for policing, the affairs of the HRPS and the provision of policing as it relates to the Region of Halton's Community Safety and Well-being Plan. Coordination of the development of the Annual Report is assigned to CGO, who shall consult with the Chief of Police.

| Activity | Report Schedule |
|-----------------------|------------------------|
| Annual Report Outline | November |

| | |
|---------------------------|-------|
| Annual Report First Draft | March |
| Annual Report Final Draft | April |

10. Management Requests. HRPS requests for human resource and financial permissions will be considered at the first available Board meeting, in accordance with the Procedural Bylaw.

11. Evaluations & Next Cycle Objectives. Coordination of Calendar-Year Performance Evaluations for Board consideration/approval is assigned as follows:

| Evaluation | Schedule | Assigned to |
|--|-------------------|--------------------|
| Deputies | November | Chief |
| Chief | November and June | Chair |
| CGO | November | Chair |
| Board | February | Chair |
| Chair | November | Vice-Chair |
| Collective Compliance with Governance Policies' & Bylaws | March | CGO |

| Next Cycle Objectives | Schedule | Assigned to |
|------------------------------|-------------------|--------------------|
| Deputies | November | Chief |
| Chief | November and June | Chair |
| CGO | November | Chair |
| Board | February | Chair |
| Chair | February | Vice-Chair |

Reporting and Evaluation

12. The Board will review the Governance Calendar policy annually, and as required, and adjust accordingly.

Legislative Reference:

PSA, s. 31
 CSPA, s.37-41
 Procedural By-law



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: ANNUAL PERFORMANCE REPORT

Report #: P22-3-I-04

Date: March 31, 2022

INTRODUCTION AND BACKGROUND:

This report presents an overview of the Service's 2021 performance in a number of key statistical measures compared to previous years.

Statistical Summary

This section of the report provides a statistical summary for 2020 and 2021, in addition to presenting a summary of five-year trends. Data was obtained from the in-house Niche Records Management System (RMS) and was prepared and analysed by the Analytics and Decision Support Unit for inclusion in this report. The crime categories are slightly different to those reported by Statistics Canada each year due to the reporting requirements, timing and data manipulation processes utilized by Statistics Canada. Official 2021 statistics for Halton will be issued by Statistics Canada in July 2022 and will be reported to the Police Services Board in August. The statistics contained within this report are valid for internal year-end comparison purposes.

2021 was another exceptionally unusual year for Halton, Canada and the rest of the world due to the COVID-19 Pandemic. After significant changes in criminal activity and workload measures in 2020, there was somewhat of a rebound in many categories in 2021. Despite this, the numbers presented in this report remain anomalous in many categories compared to pre-Covid years. They continue to indicate the significance that lockdowns and changed behaviour had upon criminal and non-criminal activity.

Analysis indicates that 1,643 more criminal offences were reported in 2021 (11,496) than were recorded in 2020 (9,853). This is a raw number increase of 16.7%, but represents an increase in the crime rateⁱ of 14.1% when Regional population growth is taken into account.

Violent crimeⁱⁱ offences decreased by 3.2% from 2,160 in 2020 to 2,091 in 2021. This represents a violent crime rate decrease of 5.3% taking population change within Halton into account. These crimes accounted for 18.2% of all criminal offences, down from 21.9% in 2020.

Property crimeⁱⁱⁱ increased by 15.0% from 6,490 in 2020 to 7,461 in 2021. This represents a property crime rate increase of 12.5%.

The “Other Crimes”^{iv} category of offences was up by 61.8% in 2021 (from 1,203 to 1,944 offences). This represents a crime rate increase of 58.1% in this category of crime. This increase was driven primarily by an increase in Administration of Justice Violations (due to the resumption of court operations across the Province).

The 2021 clearance rate^v (43.8%) was down from the 2020 value (52.1%).

Other Trends

Reportable motor vehicle collision totals were 0.6% higher during 2021, compared to 2020 (up from 6,170 to 6,208). Property Damage collisions^{vii} were down from 5,498 to 5,435 (-1.1%). Injury collision^{viii} totals were up 15.4% in 2021, rising from 664 to 766. Fatal collisions decreased from 8 in 2020 to 7 in 2021.

Impaired driving apprehensions were up 12.1% in 2021 (from 437 to 490).

Warning Notices (Warns) provide officers with an opportunity to document an offence and educate the public, but proceed by way of a warning option instead of a charge. Total enforcement (including Warns) was down by 15.1% to 40,757 (from 48,019 in 2020).

Total CAD Events^{vi} decreased by 11,760, or 8.1%, to 134,167 (from 145,927) in 2020.

Five Year Statistical Trends

The following four tables provide a summary of selected crime and workload trends over the past five years for a selection of key crime types and measures (for the Region as a whole and the three Districts individually). The statistics presented below, excluding clearances, are ***expressed as a rate*** (per 100,000 population) to remove the impact of population growth. Official Halton statistics will be released by Statistics Canada in July 2022:

Halton Region:

| | 2017 | 2018 | 2019 | 2020 | 2021 | 5-Year Average |
|----------------------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Robbery | 23 | 16 | 19 | 14 | 11 | 17 |
| Assault | 247 | 253 | 216 | 201 | 188 | 221 |
| Sexual Assault | 32 | 35 | 35 | 27 | 34 | 33 |
| <i>Violent Crime</i> | 402 | 398 | 360 | 354 | 335 | 370 |
| Break and Enter | 182 | 172 | 170 | 107 | 108 | 148 |
| Auto Theft | 89 | 97 | 95 | 90 | 140 | 102 |
| Theft | 807 | 741 | 707 | 550 | 606 | 682 |
| Fraud | 175 | 195 | 202 | 136 | 163 | 174 |
| <i>Property Crime</i> | 1,476 | 1,387 | 1,365 | 1,063 | 1,195 | 1,297 |
| <i>Other Criminal Code</i> | 257 | 295 | 314 | 197 | 311 | 275 |
| Total Crime | 2,135 | 2,080 | 2,039 | 1,614 | 1,842 | 1,942 |
| Impaired Driving | 88 | 91 | 75 | 72 | 79 | 81 |
| Property Damage Collisions | 1,431 | 1,482 | 1,524 | 901 | 867 | 1,241 |
| Personal Injury Collisions | 191 | 177 | 171 | 109 | 122 | 154 |
| PONs and Warns Issued | 9,423 | 8,737 | 8,591 | 7,865 | 6,531 | 6,563 |
| CAD Events | 27,864 | 26,817 | 26,405 | 23,902 | 21,498 | 25,297 |
| Crime Clearance Rate | 49.3% | 52.8% | 51.0% | 52.1% | 43.8% | 49.8% |

District 1:

| | 2017 | 2018 | 2019 | 2020 | 2021 | 5-Year Average |
|----------------------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Robbery | 18 | 18 | 16 | 12 | 10 | 15 |
| Assault | 289 | 294 | 225 | 192 | 186 | 237 |
| Sexual Assault | 24 | 33 | 28 | 18 | 32 | 27 |
| <i>Violent Crime</i> | 408 | 444 | 349 | 310 | 323 | 367 |
| Break and Enter | 149 | 136 | 115 | 76 | 60 | 107 |
| Auto Theft | 62 | 79 | 76 | 84 | 131 | 86 |
| Theft | 703 | 692 | 636 | 460 | 513 | 601 |
| Fraud | 131 | 148 | 160 | 105 | 125 | 134 |
| <i>Property Crime</i> | 1,260 | 1,218 | 1,169 | 884 | 961 | 1,098 |
| <i>Other Criminal Code</i> | 349 | 409 | 489 | 257 | 480 | 397 |
| Total Crime | 2,017 | 2,071 | 2,007 | 1,451 | 1,763 | 1,862 |
| Impaired Driving | 87 | 88 | 80 | 85 | 66 | 81 |
| Property Damage Collisions | 1,314 | 1,316 | 1,382 | 822 | 786 | 1,124 |
| Personal Injury Collisions | 201 | 182 | 174 | 116 | 122 | 159 |
| PONs and Warns Issued | 9,353 | 8,260 | 7,402 | 7,491 | 4,979 | 5,797 |
| CAD Events | 26,523 | 24,618 | 24,086 | 22,870 | 17,707 | 23,161 |
| Crime Clearance Rate | 51.5% | 55.8% | 55.2% | 60.1% | 49.7% | 54.4% |

District 2:

| | 2017 | 2018 | 2019 | 2020 | 2021 | 5-Year Average |
|----------------------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Robbery | 28 | 14 | 22 | 16 | 9 | 18 |
| Assault | 212 | 233 | 216 | 199 | 172 | 206 |
| Sexual Assault | 35 | 32 | 32 | 29 | 32 | 32 |
| <i>Violent Crime</i> | 397 | 375 | 372 | 367 | 323 | 367 |
| Break and Enter | 227 | 191 | 188 | 109 | 113 | 166 |
| Auto Theft | 73 | 83 | 91 | 88 | 158 | 98 |
| Theft | 686 | 721 | 671 | 510 | 578 | 633 |
| Fraud | 188 | 207 | 215 | 163 | 169 | 188 |
| <i>Property Crime</i> | 1,372 | 1,367 | 1,358 | 1,059 | 1,194 | 1,270 |
| <i>Other Criminal Code</i> | 232 | 261 | 235 | 168 | 157 | 211 |
| Total Crime | 2,001 | 2,002 | 1,966 | 1,593 | 1,674 | 1,847 |
| Impaired Driving | 76 | 87 | 68 | 63 | 63 | 72 |
| Property Damage Collisions | 1,352 | 1,425 | 1,430 | 855 | 842 | 1,181 |
| Personal Injury Collisions | 177 | 161 | 160 | 92 | 112 | 140 |
| PONs and Warns Issued | 7,881 | 8,242 | 8,678 | 7,423 | 7,286 | 6,223 |
| CAD Events | 48,102 | 50,251 | 51,512 | 47,538 | 45,809 | 48,102 |
| Crime Clearance Rate | 45.6% | 51.3% | 54.9% | 50.6% | 40.0% | 48.5% |

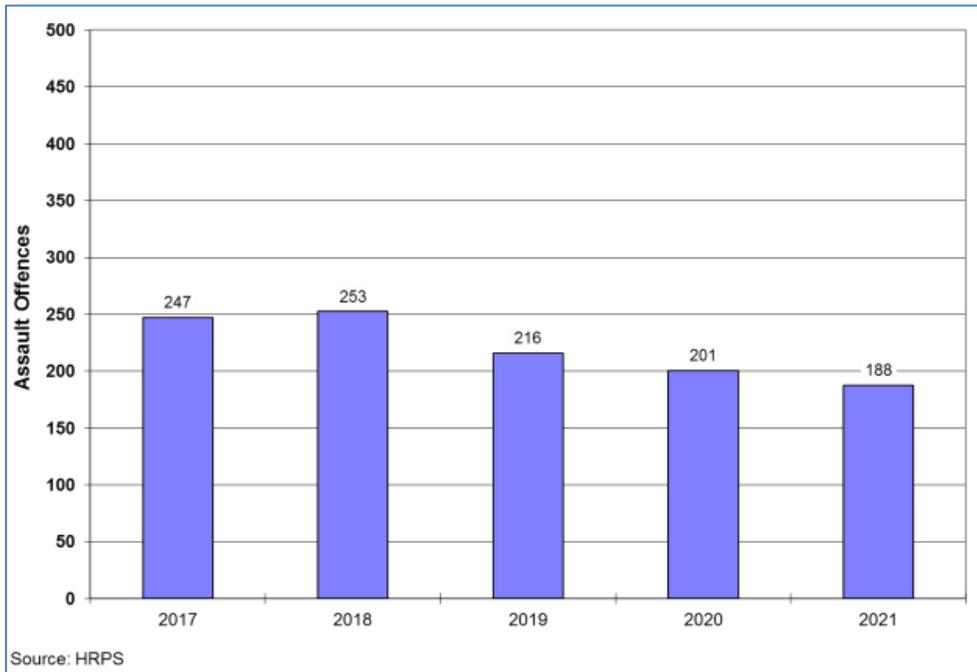
District 3:

| | 2017 | 2018 | 2019 | 2020 | 2021 | 5-Year Average |
|----------------------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Robbery | 23 | 18 | 19 | 14 | 12 | 17 |
| Assault | 242 | 229 | 204 | 212 | 207 | 219 |
| Sexual Assault | 38 | 42 | 47 | 36 | 39 | 41 |
| <i>Violent Crime</i> | 401 | 373 | 359 | 391 | 360 | 377 |
| Break and Enter | 165 | 189 | 210 | 142 | 163 | 174 |
| Auto Theft | 136 | 135 | 121 | 99 | 127 | 123 |
| Theft | 1,052 | 816 | 827 | 699 | 725 | 824 |
| Fraud | 207 | 234 | 234 | 140 | 201 | 203 |
| <i>Property Crime</i> | 1,821 | 1,594 | 1,596 | 1,267 | 1,447 | 1,545 |
| <i>Other Criminal Code</i> | 186 | 206 | 202 | 159 | 292 | 209 |
| Total Crime | 2,407 | 2,173 | 2,157 | 1,818 | 2,099 | 2,131 |
| Impaired Driving | 102 | 99 | 74 | 66 | 112 | 91 |
| Property Damage Collisions | 1,648 | 1,730 | 1,803 | 1,050 | 999 | 1,446 |
| Personal Injury Collisions | 198 | 189 | 181 | 121 | 136 | 165 |
| PONs and Warns Issued | 7,881 | 8,242 | 8,678 | 7,423 | 7,286 | 6,223 |
| CAD Events | 23,704 | 24,199 | 24,255 | 21,897 | 20,651 | 22,941 |
| Crime Clearance Rate | 50.9% | 51.3% | 42.3% | 46.5% | 42.2% | 46.7% |

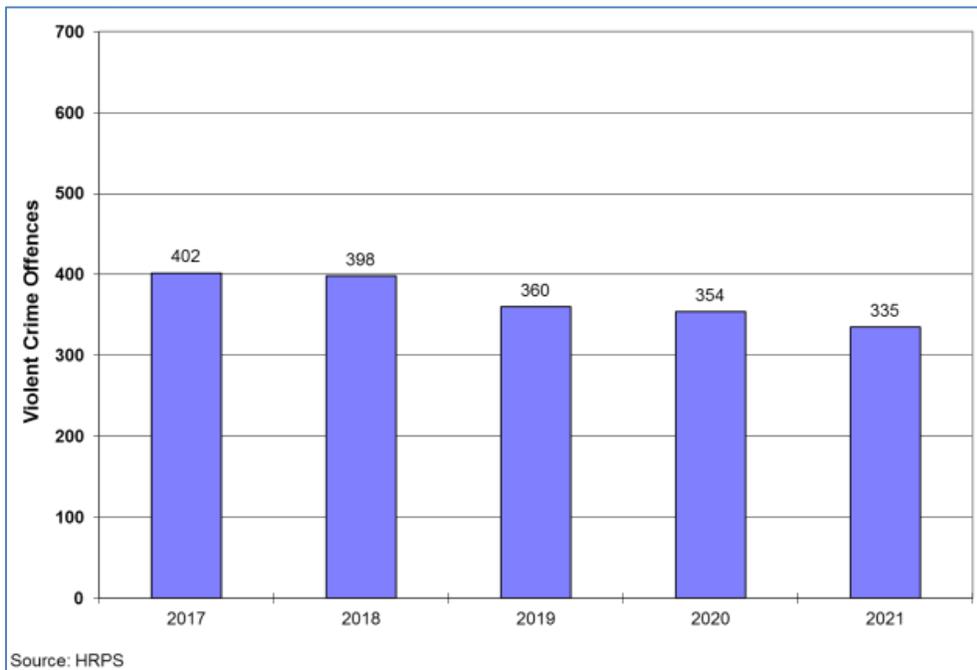
Key Trends

The following graphs give a quick visual update of the five-year trends in key measures tracked by the Service. The statistics presented below, excluding the clearance rate, are ***expressed as a rate*** (per 100,000 population) to remove the impact of population growth. The following data is for the Halton Regional Police Service only:

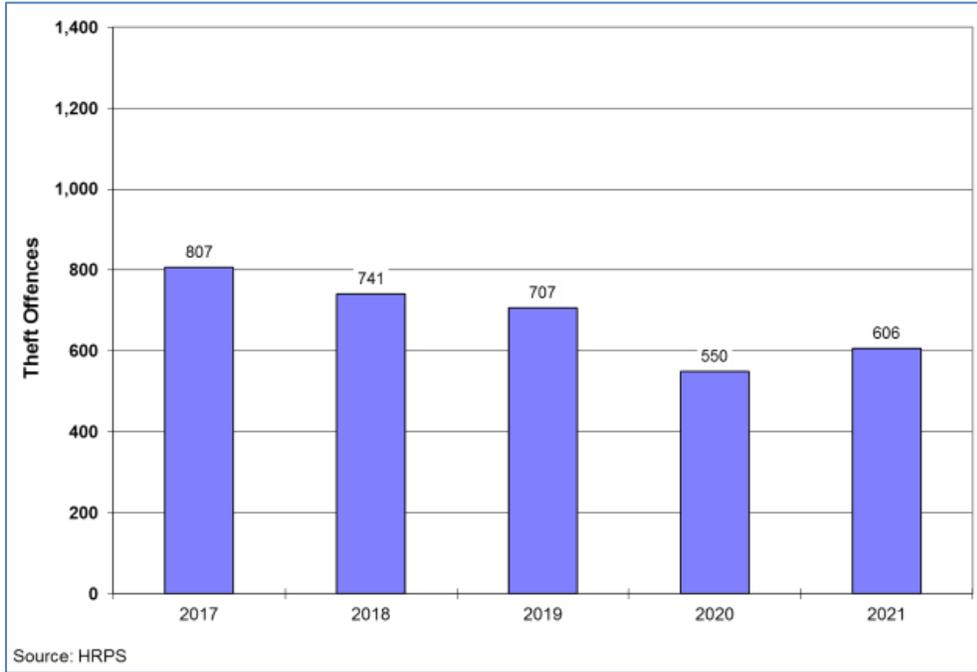
Assault Rate



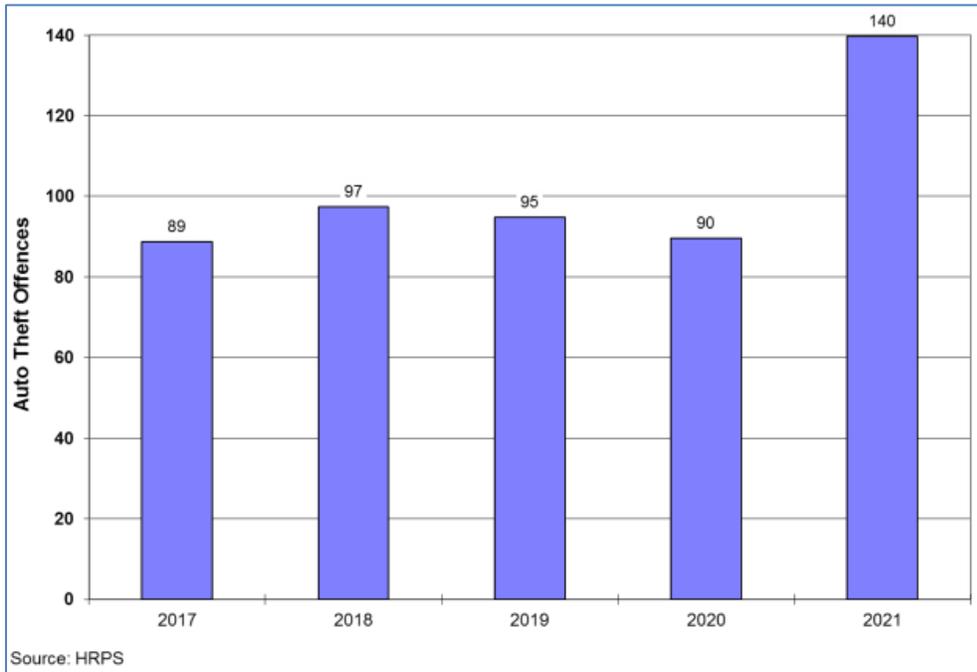
Violent Crime Rate



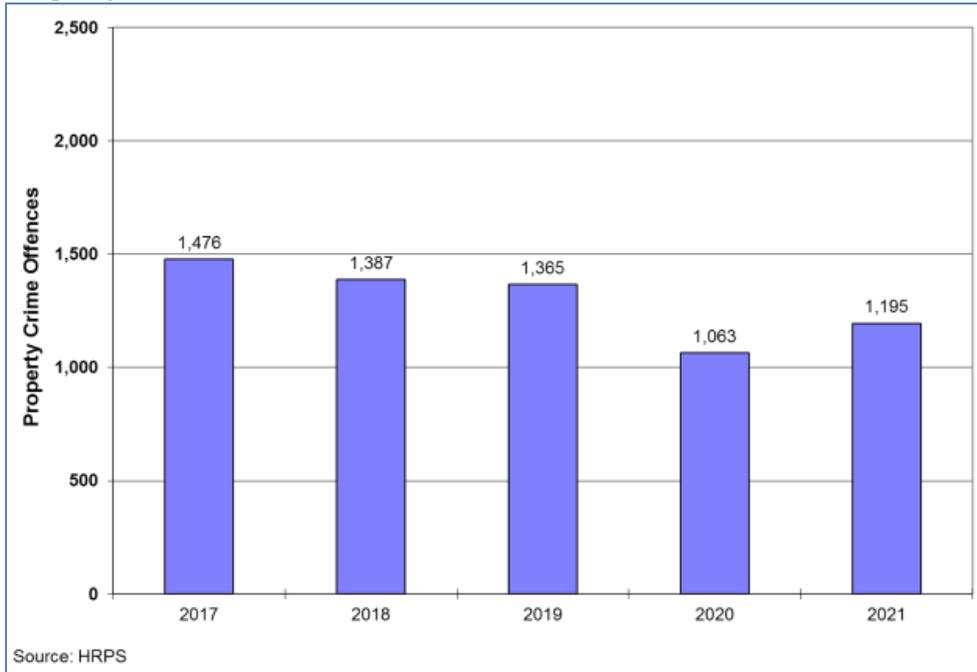
Theft Rate



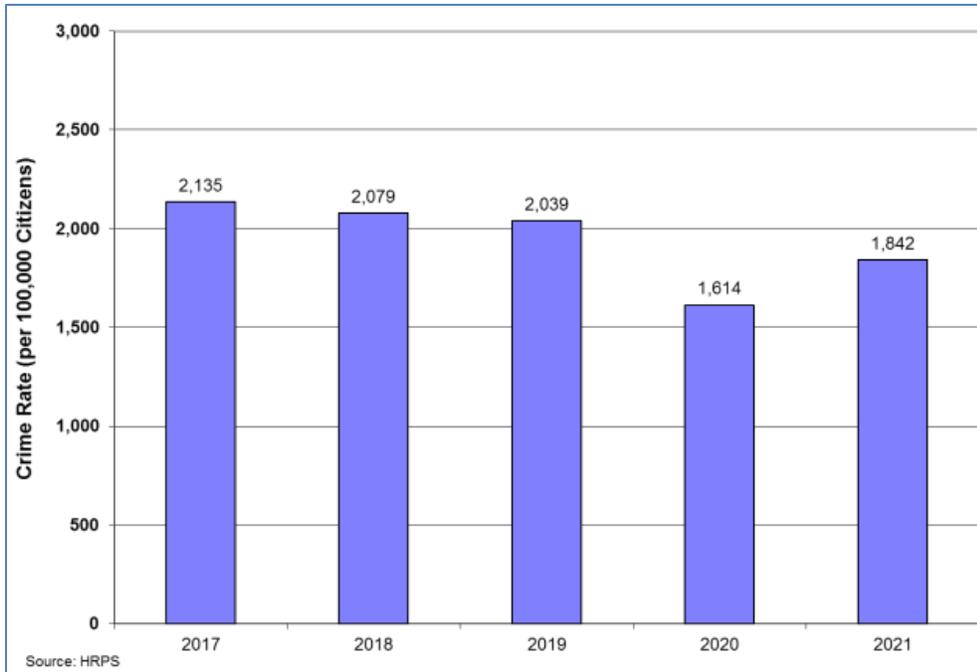
Auto Theft Rate



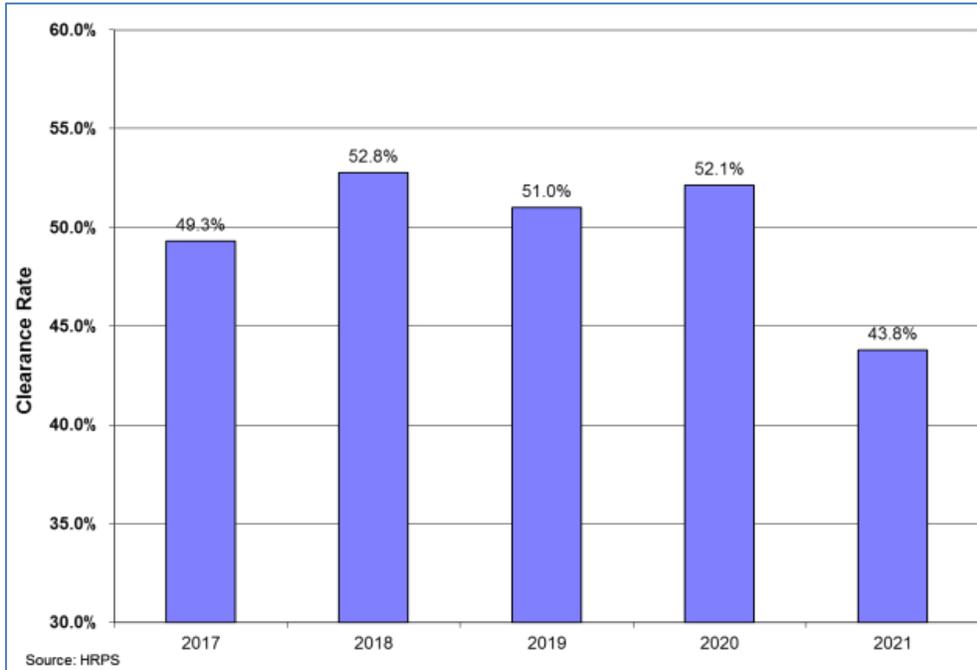
Property Crime Rate



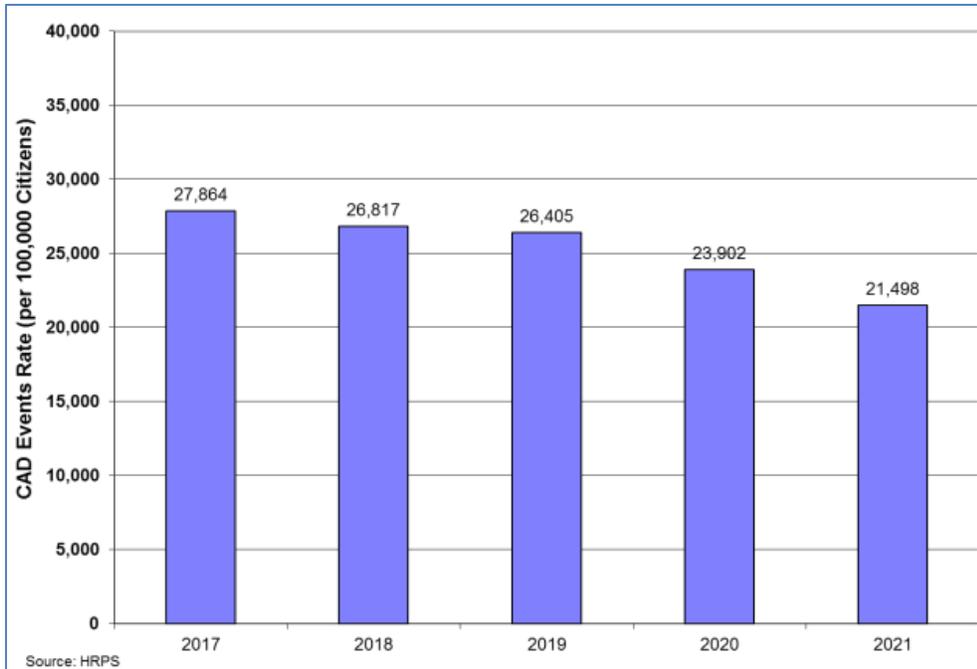
Overall Crime Rate



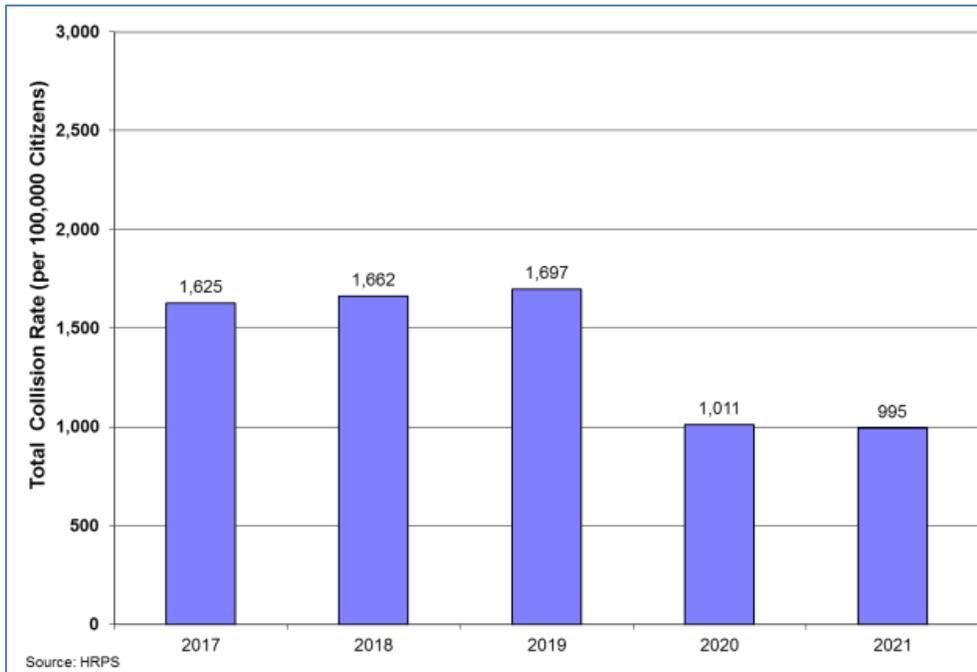
Crime Clearance Rate



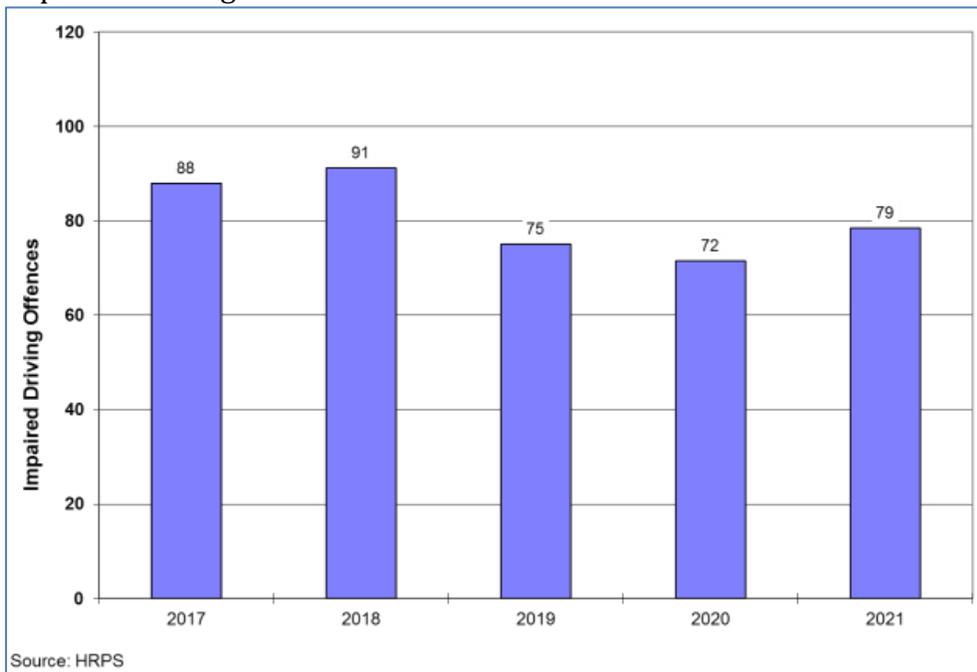
CAD Events



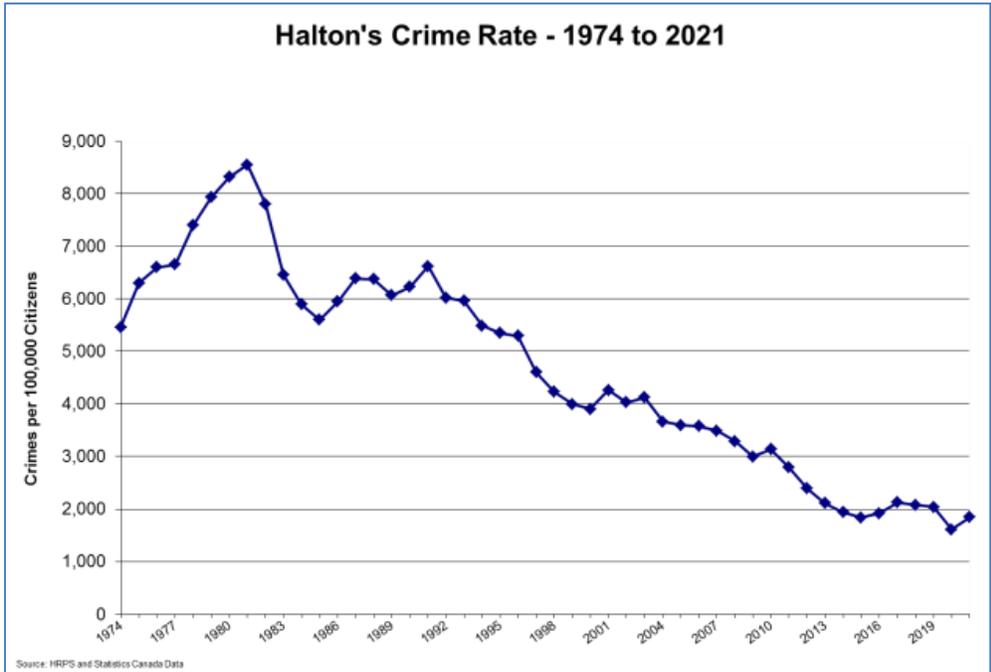
Total Collision Rate



Impaired Driving



Halton's Historical Crime Rate



Stephen J. Tanner
Chief of Police

:KM

Definitions

i The **crime rate** is the number of crimes that occurred for a set number of residents. The Service and Statistics Canada report the number of crimes per 100,000 people. Using a rate of crime measurement allows us to compare crime statistics between communities with different populations, and within communities over different time periods.

ii **Violent crime** incidents involve offences that deal with the application, or threat of application, of force to a person. These include homicide, attempted murder, and various forms of assault, robbery and abduction/confinement.

iii **Property crime** incidents involve unlawful acts with the intent of gaining property but do not involve the use or threat of violence against an individual. Theft, breaking and entering, mischief, fraud and possession of stolen goods are examples of property crimes.

iv **Other Crimes** incidents involve the remaining Criminal Code offences that are not classified as violent or property incidents (excluding traffic). Examples include bail violations, counterfeit currency, disturbing the peace, prostitution and offensive weapons.

v The **clearance rate** is the percentage of the total number of crimes that occur which are solved (cleared). Criminal incidents can either be cleared "by charge" or "cleared otherwise". When a police investigation leads to the identification of a suspect, an "information" is laid against that person (i.e., the person is formally charged). From a statistical point of view, the laying of an information means that at least one actual incident can be "cleared by charge".

Incidents can also be "cleared otherwise." In some cases, police cannot lay an information even if they have identified a suspect and have enough evidence to support the laying of an information. Examples include cases of diplomatic immunity, instances where the complainant declines to proceed with charges against the accused, or cases where the alleged offender dies before he or she can be formally charged. Such incidents are considered to be "cleared otherwise," that is, other than by the laying of a charge.

vi **CAD Events** is a measure of service delivery and represents a self-contained unit of police activity as captured in the Computer Aided Dispatch (CAD) system. The number quantifies work for both uniformed police officer and civilian members. Please note that to best capture response and service delivered to the public as opposed to internal administrative work, certain CAD event types are excluded in the calculation such as OUTS, BUSY, Abandoned 911 calls and non-police calls received through communications.

vii **A Property Damage Collision** is a motor vehicle collision where property damage has occurred but in which no parties are injured.

viii **An Injury Collision** is a motor vehicle collision where one or more parties involved are injured.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chairman and Police Service Board Members

From: Chief Stephen J. Tanner

Subject: 2021 OCCUPATIONAL HEALTH & SAFETY REPORT AND 2022 HEALTH & SAFETY POLICY STATEMENT

Report #: P22-3-R-06

Date: March 31, 2022

RECOMMENDATION:

"That the Halton Regional Police Services Board authorize the Chairman to sign the 2022 Health and Safety Policy Statement on behalf of the Board in compliance with the Occupational Health and Safety Act, and further;

That the Halton Regional Polices Board review and receive the 2021 Health & Safety Report as attached."

A handwritten signature in black ink, appearing to read "Stephen J. Tanner".

Stephen J. Tanner
Chief of Police

:IM

Attachments: Health & Safety Policy Statement

INTRODUCTION AND BACKGROUND:

The Occupational Health and Safety Act (OHSA) mandates that employers prepare and review a written occupational health and safety policy at least annually and develop and maintain a program to implement this policy (OHSA, Section 25, 2(j)).

The Act requires continual review in order to ensure senior level commitment to the wellbeing of all workers, an understanding of the extent of the responsibilities within the Act and that a program is in place which will support and implement the policy statement. The Service's Health and Safety Policy Statement is reviewed annually and signed by the Police Services Board Chair and the Chief of Police. The Joint Health and Safety Committee have reviewed the Policy Statement and endorse the contents.

The Occupational Health and Safety Annual Report provides an overview of the Service's Occupational Health and Safety Programs that support the legislation and policy statement, including Accident/Incident

statistics. This report will also provide the Board with information on 2022 health and safety initiatives which support the overall goals of the HRPS Strategic Plan.

For the purposes of this report, the following terms will be used:

“Hazardous Situations/First Aid Injuries” – Hazards or injuries reported that may have required first aid on site, but did not require any outside medical attention.

“Medical Aid Injuries” – Incidents where a worker requires outside medical attention and the worker is able to continue working beyond the date of the accident/incident.

“Lost Time Injuries” – Incidents where a worker requires outside medical attention and the worker is unable to attend work beyond the date of the accident/incident.

“Frequency Rate” – Average number of Lost Time Injuries per 100 full-time employees.

“Severity Rate” – Average number of Total Lost Days per 100 full-time employees.

2021 Annual Accident/Incident Review

The following chart summarizes the 2021 injury reports in comparison to the previous four years:

| Incidents Reported | 2017 | 2018 | 2019 | 2020 | 2021 |
|--|-------------|-------------|-------------|-------------|-------------|
| Total Incidents | 193 | 201 | 159 | 157 | 190 |
| Hazardous Situations (Info Only)/ First Aid Injuries | 98 | 88 | 78 | 103 | 120 |
| Medical Aid Injuries | 68 | 74 | 44 | 37 | 37 |
| Lost Time Injuries | 27 | 39 | 37 | 17 | 33 |
| Re-occurrences (not included in Total) | 2 | 0 | 2 | 3 | 4 |
| Frequency Rate | 2.54 | 3.62 | 3.08 | 1.52 | 2.87 |
| Total Lost Days | 1789 | 1628 | 3330 | 1758 | 2193 |
| From injuries occurring in current year | 1257 | 922 | 2232 | 418 | 1339 |
| From injuries occurring in previous years | 532 | 706 | 1098 | 1340 | 854 |
| Severity Rate | 168.78 | 151.08 | 292.79 | 157.19 | 190.47 |

Incidents Reported

The Total Incidents for 2021 were 190, which is a 21% increase from 2020. Total Hazardous Situations/First Aid injuries increased by 16% and Medical Aid injuries stayed the same.

The top injuries occurring across the Service are still consistently musculoskeletal related (e.g., strains, sprains, pain, soreness, etc.), contusions and cuts. However, of note would be reports of Occupational stress injuries has increased 78%, that is monitored and supported by the Organizational Wellness Unit.

Frequency of Lost Time Injuries

A total of 33 Lost Time Injuries were reported in 2021, which is an increase of 94% from 2020 but a decrease of 12% from 2019. The difference between these last couple of years maybe due there were less calls operationally in 2020 due to lockdowns that occurred from COVID-19, which was attributed to less lost time injuries being reported. Twenty-nine (88%) of the lost time injuries in 2021 were reported by sworn members and four (12%) was reported by Civilians (two of which are Special Constables).

Severity of Lost Time Injuries

| Number of Lost Days | 2020 | | 2021 | |
|---|--------|----------|--------|----------|
| | Number | Severity | Number | Severity |
| Total for year | 1758 | 157.19 | 2193 | 190.47 |
| Total from injuries occurring in current year | 418 | 37.38 | 1339 | 116.30 |

- The severity rate for 2021 increased by 21% from 2020. If only taking into account of injuries that occurred in that year, the severity increased by 211%.
- 854 (or 39%) of the Lost Days in 2021 were from injuries that occurred in previous years. These lost days can be attributed to five occupational stress injuries that carried over from previous years into 2021 (all by sworn members).
- 1339 (or 61%) of the Lost Days in 2021 were from injuries that incurred in 2021:
 - Average duration of Lost Days per Lost Time incident in 2021 was 41 days (25 days in 2020).
- 1256 Lost Days were for sworn members:
 - 1079 (86%) can be attributed to occupational stress injuries.
 - 72 (6%) can be attributed to strains caused by prisoner care and control.
 - 34 (3%) can be attributed to COVID-19 related exposures at a call.
 - 31 (2%) can be attributed to slips, trips and falls caused by weather conditions or chasing a suspect.
 - 26 (2%) can be attributed motor vehicle collisions.
 - 14 (1%) can be attributed to injuries that occurred during training or at calls.
- 83 Lost Days were for Civilians or Special Constables:
 - 58 (70%) can be attributed to occupational stress injuries.

- 25 (30%) can be attributed to injuries caused by manual materials handling or controlling a prisoner.

The increase in the frequency and severity of the lost time injuries is primarily attributed to occupational stress injuries (OSI) related to cumulative exposures to traumatic events. Response and support for OSI reports continue to be provided by the Organizational Wellness Unit. As well, a Re-integration team has been assembled to strategize on providing appropriate plans for members on extended absences to return them back to work taking into consideration of their physical and emotional well-being.

All injury reports are reviewed by the Occupational Health and Safety Coordinator (OHSC) and the Halton Region's Employee Health, Safety and Wellness Team. The OHSC is responsible for any follow-up that may be required for safety compliance, and the Region initiates WSIB claims administration and investigates opportunities for modified duties in collaboration with HRPS Human Resources Services.

COVID-19 PANDEMIC

The past two years have been a challenge as we adapted to pandemic related restrictions, emerging issues and evolving demands on our Service. As we focused on sustaining community safety and well-being, we never lost sight of the importance of creating a safe workplace for all members. We leaned heavily on health experts, provincial guidance and the work of our Pandemic Control Group, to ensure that we made sound, informed decisions in the interests of all. HRPS members demonstrated collective resilience and resolve throughout the pandemic we navigated our way through the many changes and challenges. With the recent changes in provincial restrictions, planning is underway to lift all remaining HRPS restrictions that will be done in increments and will be informed by internal and external metrics and provincial and local public health direction.

JOINT HEALTH AND SAFETY COMMITTEE (JHSC)

The Joint Occupational Health and Safety Committee (JHSC) include representation from management and workers (Association appointed). In addition, the Occupational Health and Safety Coordinator is included as a resource to this committee. The Committee operates within the provisions of the Ministry of Labour approved Terms of Reference, and meets on a quarterly basis.

All injuries reported at work are reviewed by the JHSC. This may result in identifying trends and recommendations for improvement to the health & safety program, e.g., policies, training, personal protective equipment, etc.

The JHSC continues to fulfill its legislated mandate including reviewing mandated testing results, conducting monthly building inspections, analyzing accident/incident or hazard reports, accompanying visits by Ministry of Labour, Training and Skills Development Inspectors and attending training.

2021 HEALTH AND SAFETY PROGRAM OVERVIEW

The 2021 Health and Safety Program successfully completed the following objectives:

1. Health and Safety Training

- Nine training dates were completed for new members joining HRPS on health and safety topics (111 members).
- New and acting supervisors completed OHS Training for Supervisors (29 members).
- Designated members completed Standard First Aid training (36 members).
- All sworn, special constables and auxiliaries attended refresher for fit testing of their respirator(s).

2. Health and Safety Program Development/Review

- Workplace COVID-19 Vaccination directive was implemented last year in response to COVID-19 but has since recently been rescinded in line with the easing to provincial restrictions.
- During the year, several health and safety programs or directives were reviewed for improvement and updated, including: Fire Safety Plan and Evacuation Procedures, Respiratory Protection Program, Hearing Conservation Program, Decontamination Procedures, and Communicable Diseases – Designated Officer Program.

3. Monitoring Safe Work Practices

- Staff continues to ensure that all mandated health and safety related testing is completed in the year including testing for items such as asbestos and lead plus equipment testing including fume hoods, fire alarm/fire extinguisher/sprinkler systems, heat and smoke detectors and carbon monoxide detectors.
- Staff ensures all building inspections are conducted, that all Personal Accident Investigation Reports are investigated (190 in 2021) and that ergonomic assessments are conducted based on member requests (8 in 2021).
- Staff ensures that all Ministry of Labour, Training and Skills Development visits and issues are promptly attended to and that appropriate actions/remedies are taken.

2022 PROGRAM IN SUPPORT OF THE POLICY STATEMENT

The 2022 Health and Safety Program will continue to concentrate on issues that will support the organizational goals as reported in the HRPS Strategic Plan. The 2022 program objectives include:

1. Providing legislative and non-legislative occupational health and safety training to members as required.

2. Investigating training programs that will improve employee knowledge, meet legislative requirements, improve attendance, address injury trends, and/or meet the needs of the Service.
3. Acting as an Occupational Health and Safety resource to the Service with program development, implementation, and promotion and monitoring of safe work practices, and ensuring compliance with legislative and Service standards.

The Service's health and safety initiatives continue to be recognized by other police agencies throughout the province through contact, consultation, and input with the Ontario Police Health and Safety Association (OPHSA), the Ontario Hazardous Materials Responders Association (OHMRA), the Public Services Health and Safety Association (PSHSA) and the Ministry of Community Safety and Correctional Services.

The OPHSA membership is comprised of both management and worker representation from police agencies across the Province. This group meets quarterly to discuss common health and safety related issues.

STRATEGIC MANAGEMENT ISSUES:

This report /recommendation support Theme 3 (Capability and Engagement) Goals 1, 2 and 3:

1. *Ensure that all employees are well-trained and well-equipped, and that our commitment to the support of frontline services remains paramount.*
2. *Emphasize employee health, safety and wellness — both physical and mental.*
3. *Maximize the effectiveness and efficiency of the organization by:*
 - a. *Working effectively with community and municipal partners;*

HALTON REGIONAL POLICE SERVICE

HEALTH AND SAFETY POLICY STATEMENT

The Halton Regional Police Service is committed to the psychological and physical health and safety of all employees, and will strive to prevent illness, injuries, accidental loss and incidents of violence, harassment and discrimination and harassment. All employees will make every effort to provide and maintain a safe and healthy work environment, as well as maintain a diverse respectful workplace in which the dignity and self-respect of every person is valued.

The Halton Regional Police Services Board and the Chief of Police acknowledge the duty and responsibility to provide and maintain a healthy and safe workplace for all employees. In fulfilling this commitment, Halton Regional Police Service will support the Health & Safety, Wellness, and Workplace Violence, and Workplace Harassment & Discrimination Programs for the protection of employees.

The Board, as employer, is ultimately responsible for employee health and safety. As Chair of the Board and Chief of Police, we give you our promise that every precaution reasonable in the circumstances will be taken for the protection of employees.

This Health and Safety Policy for the Service came into effect *June 27, 1996*. This Health and Safety Policy is supported by programs that will set, communicate and enforce health and safety standards that protect and promote the health and safety of employees. The program is located within the Policies and Procedures Manual and available to all employees.

Occupational Health and Safety is a critically important element of job performance, therefore, it is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety will form an integral part of this Service for the Board, the Chief of Police and the employees. Health and safety is our shared commitment and the responsibility of all of us.



Jeff Knoll
Chair
Halton Regional Police Services Board

Stephen J. Tanner
Chief of Police
Halton Regional Police Service

March 31, 2022



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: MOTOROLA SOLUTIONS - LIMITED TENDERING - POLICE MOBILE RADIOS AND MG90 ROUTERS

Report #: P22-R-3-11

Date: March 31, 2022

RECOMMENDATION:

"That the Halton Police Board authorize a Limited Tendering (single source) contract award with Motorola for the provision of mobile radios and MG90 routers in the amount of \$164,065.29 (including tax)."

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

Stephen J. Tanner
Chief of Police

JP / PL

INTRODUCTION AND BACKGROUND:

In June of 2009 the Region of Halton issued a Request for Proposals for the P-25 Radio Project on behalf of the various agencies using the radio system within Halton. Motorola was the successful proponent and awarded the contract. Included within the award was a firm set of discounts for the various hardware. These discounts came to an end in October 2020. As such, Staff request a Limited Tendering (single source) award to Motorola to procure the required equipment.

DISCUSSION / ANALYSIS:

Motorola radios and components have been the HRPS standard since the P25 project was completed and established. By way of the Regional RFP award to Motorola in 2009, all equipment and components since project launch have been acquired from Motorola.

At this time, additional P-25 hardware components such as mobile radios and routers are required for the police fleet vehicles which were approved in the 2022 capital budget.

ALTERNATIVES:

Issue a formal bid solicitation – this is not recommended as Motorola is our vendor for the P-25 Radio System’s hardware and possible mixing of suppliers could result in warranty issues.

CONSULTATION:

Paul Lavergne, Director – Corporate Services
Susan Chojnacki, CPPB, Coordinator - Purchasing Services
Jody Percy, Coordinator – Fleet Services
Ajay Mistry – Mobile Technologies

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

There are no material financial issues related to this request. Funds for the procurement of mobile radios and MG90’s are included in the Service’s annual capital budget.

Halton Police Board - By-law Number 2020-5, TO GOVERN PROCUREMENT OF GOODS AND SERVICES BY THE HALTON REGIONAL POLICE SERVICE;

Definition: *“Limited Tendering means a source of a Goods and Service recommended under the provision of this By-law, the procurement of which is not subject to a competitive process, and where there is or may not be more than one source in the open market”*

Article 6 Bid Processing and Methods of Procurement
6.1 Chart; Limited Tendering (Single / Sole Source)
over \$100,000 requires the authority of the Halton Police Board

STRATEGIC MANAGEMENT ISSUES:

The approval of this request for ammunition aligns with the Service’s **Strategic Plan 2020-2023**;

Theme 3 – Capability and Engagement

Goals:

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



Public Agenda Recommendation Report

To: Chair and Halton Police Board

From: Graham Milne
Board Secretary

Subject: Sponsorship – OAPSB Spring Conference and AGM

Report #: SEC22-3-R-01

Date: 31 March 2022

RECOMMENDATION:

THAT the Halton Police Board authorize a Platinum Level Sponsorship of \$5,000 for the Ontario Association of Police Boards 2022 Spring Conference and Annual General Meeting, to be paid from the Trust Fund.

Graham Milne, Board Secretary

Attachments: Member Sponsorship Package

INTRODUCTION AND BACKGROUND:

The Ontario Association of Police Service Boards' 2022 Spring Conference and AGM is being held on May 26-27, 2022 as a hybrid conference, with the in person conference being held at the Toronto Airport Marriott and a virtual option also available for those who prefer to attend remotely. This year's conference theme is "Strategies for Better Communities".

DISCUSSION / ANALYSIS:

The OAPSB carries out board training, networking and advocacy work on behalf of police boards across Ontario. The Halton Police Board has traditionally provided the highest-level sponsorship to these events, and a Platinum-level sponsorship of \$5,000 is being recommended again to support the ongoing work of the OAPSB. A description of the benefits of Platinum-level sponsorship is contained in the attachment to this Report.

ALTERNATIVES:

The Board may elect not to provide sponsorship.

CONSULTATION:

The Chair and Chief Governance Officer were consulted in the preparation of this report.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

N/A

STRATEGIC MANAGEMENT ISSUES:

N/A



2022 OAPSB
SPRING CONFERENCE & AGM
MAY 26TH - 27TH, 2022
HYBRID EVENT TORONTO AIRPORT

OAPSB Members - Seeking Your Support!

The Ontario Association of Police Service Boards' 2022 Spring Conference and AGM is being held on May 26-27, 2022 .

Each year we rely on participation and sponsorship. We ask that your board or zone to consider sponsoring the conference.

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
OAPSB Chair



Lisa McDonald
OAPSB Spring Conference Chair

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

The logo features the year '2022' in large yellow font, followed by 'OAPSB' in blue, 'SPRING CONFERENCE & AGM' in red, 'MAY 26TH - 27TH, 2022' in red, and 'HYBRID EVENT' in blue. A grey box contains the text 'TORONTO AIRPORT'. The background is a dark blue gradient with a white and light blue abstract shape on the left.

2022 OAPSB
SPRING CONFERENCE & AGM
MAY 26TH - 27TH, 2022
HYBRID EVENT TORONTO AIRPORT

**2022 Spring Conference & Annual General Meeting
Member Sponsorship Opportunities**

Platinum - \$5,000 +

- Premium Exposure as Platinum Sponsor
- Recognition on the OAPSB website
- Logo recognition on digital presentations at conference
- Logo recognition on one feature event (i.e. Welcome / Reception)

Gold - \$3,000 +

- Recognition as Gold Sponsor
- Recognition on the OAPSB website
- Logo recognition on digital presentations at conference
- Logo recognition on one feature event (i.e., virtual breaks)

Silver - \$1,000 +

- Recognition as Silver Sponsor
- Recognition on the OAPSB website and mobile application

Bronze – Up to \$999

- Recognition Bronze Sponsor
- Recognition on the OAPSB website

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



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 | Aug 2022 | |
| 27 Jan 2022 | 8.1 | <i>“THAT the CGO audit Halton Happenings to ensure that all statistics are being properly reported to the Board.”</i> | CGO | April 2022 | Refer to G07 - Governance Calendar |
| 27 Jan 2022 | 8.1 | <i>“THAT the issue of complaint management be referred to an upcoming Board workshop for further discussion and deliberation.”</i> | CGO | TBA | |

