



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Agenda

Date: Thursday, September 26, 2024

Time: 10:00 a.m. - please note later start time

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

Members of the public and other interested parties are welcome to watch the livestream of this meeting at the link above.

1. GENERAL

- 1.1 Indigenous Land Acknowledgement
- 1.2 Regrets
- 1.3 Disclosure of Conflicts of Interest
- 1.4 Confirmation of Minutes of Meeting P24-07 held Thursday, August 29, 2024
(Agenda Pages 1 – 8)

2. PRESENTATIONS/DELEGATIONS

3. INFORMATION REPORTS

- 3.1 **P24-09-I-01** - Community Safety and Well-Being Plans
(Agenda Pages 9 – 12)
- 3.2 **P24-09-I-02** - New 1 District Facility, Quarterly Project Update
(Agenda Pages 13 – 16)

4. RECOMMENDATION REPORTS

- 4.1 **P24-09-R-03** - Mid-Year Performance Report
(Agenda Pages 17 – 42)

- 4.2 **CGO24-09-R-01** - Proposed 2025 HPB Governance Budget
(Agenda Pages 43 – 46)
- 4.3 **CGO24-09-R-02** - Policy Update - G04 Board Member Obligations
(Agenda Pages 47 – 56)
- 4.4 **P24-09-R-04** - Limited Tendering Acquisition – The Global Group – Office Furniture
(Agenda Pages 57 – 60)
- 5. **OPERATIONAL VERBAL UPDATES**
- 6. **ACTION REGISTRY**
 - 6.1 Public Information Action Registry
(Agenda Pages 61 – 64)
- 7. **RECEIPT OF PUBLIC CORRESPONDENCE**
 - No Public Correspondence This Month
- 8. **NEW BUSINESS**
- 9. **MOVE INTO CLOSED SESSION**
- 10. **CLOSED SESSION REPORT**
- 11. **ADJOURNMENT**



Public Minutes

MEETING NO. P24-07

DATE OF MEETING: Thursday, August 29, 2024
9:00 a.m.

LOCATION: Community Room, HRPS Headquarters/Zoom Video Conference

MEMBERS PRESENT (in person): Jeff Knoll (Chair)
Councillor Sameera Ali, Councillor Lisa Kearns (left at 12:23 p.m.), Curt Allen, Ingrid Hann, Jane McKenna

MEMBERS PRESENT (via Zoom Video Conference): Navdeep Dhaliwal

STAFF PRESENT: Chief Stephen Tanner
Deputy Chief Roger Wilkie
Deputy Chief Jeff Hill
Deputy Chief Kevin Maher
Ken Kelertas, Director of Legal Services and Legal Counsel
Paul Lavergne, Director, Corporate Services
Bill Payne, Director, Information Technology
Louise More, Acting Director, Human Resources
Superintendent Al Albano
Inspector Glenn Mannella
S./Sgt. Tamara Sandy
Ellie Bale, President, HRP
Fred Kaustinen, Chief Governance Officer
Chris Lallouet, Yellow Robot Communications
Graham Milne, Board Secretary

GUESTS (via Zoom Video Conference): Duane Sprague, Police Services Advisor, Inspectorate of Policing (for David Tilley)



1. GENERAL

Chair Knoll opened the meeting with remarks in tribute to Superintendent Bob Gourley following his recent passing. Chief Tanner also spoke in tribute to Superintendent Gourley.

1.1 **Indigenous Land Acknowledgement**

The Halton Police Board acknowledges the lands on which we gather for this meeting as the Treaty Territory of the Mississaugas of the Credit First Nation and the Traditional Territory of the Haudenosaunee, Huron-Wendat and Anishinabek.

No matter our origins, our lives are intertwined through the shared earth beneath us, the water we consume, and the air we breathe.

As those responsible for the governance of the security of all who gather on this land we now call Halton, we are committed to the path of Truth and Reconciliation in our words and in our actions and call on those watching this meeting to do the same.

1.2 **Regrets**

None.

1.3 **Disclosure of Conflicts of Interest**

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

1.4 **Confirmation of Minutes of Meeting P24-06 held Thursday, June 27, 2024**

Moved by: C. Allen

Seconded by: J. McKenna

"THAT the Minutes of Meeting P24-06 held Thursday, June 27, 2024 be adopted as circulated."

Carried.

2. PRESENTATIONS/DELEGATIONS

None.



3. INFORMATION REPORTS

3.1 P24-08-I-06 - Semi-Annual Complaints Statistical Report – Public/Internal – January-June 2024

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. P24-08-I-06 - Semi-Annual Complaints Statistical Report – Public/Internal – January-June 2024 be received for information.”

Carried.

3.2 P24-08-I-01 - Quarterly Human Resources Summary

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

“THAT Report No. P24-08-I-01 - Quarterly Human Resources Summary be received for information.”

Carried.

3.3 P24-08-I-07 - FOI/Summary/IPC Annual Report

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. P24-08-I-07 - FOI/Summary/IPC Annual Report be received for information.”

Carried.

3.4 CAE24-08-I-01 - Semi-Annual Board Governance Expenditure Report

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. CAE24-08-I-01 - Semi-Annual Board Governance Expenditure Report be received for information.”

Carried.



3.5 P24-08-I-05 - Board Community Fund as at June 30, 2024

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. P24-08-I-05 - Board Community Fund as at June 30, 2024 be received for information.”

Carried.

3.6 P24-08-I-02 - Financial Report and Forecast – Second Quarter 2024

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. P24-08-I-02 - Financial Report and Forecast – Second Quarter 2024 be received for information.”

Carried.

3.7 P24-08-I-03 - Purchasing Activity Report – January – June 2024

Moved by: C. Allen
Seconded by: J. McKenna

“THAT Report No. P24-08-I-03 - Purchasing Activity Report – January – June 2024 be received for information.”

Carried.

3.8 P24-08-I-04 - Capital Projects/Programs Status – June 30, 2024

Moved by: I. Hann
Seconded by: L. Kearns

“THAT Report No. P24-08-I-04 - Capital Projects/Programs Status – June 30, 2024 be received for information.”

Carried.



4. **RECOMMENDATION REPORTS**

4.1 **CGO24-08-R-01** - 8 Updated Governance Policies

Moved by: I. Hann

Seconded by: L. Kearns

“THAT the following policies be updated as proposed:

- G01 – Governance Commitment
- G02 – Board Job Description
- G03 - Governance Methodology
- G04 – Board Member Obligations
- G05 – Chair’s Role
- G08 - Stakeholder Engagement
- G09 – Board Committees
- G10 – Board Support

Carried.

4.2 **SEC24-08-R-01** - Special Police Constable Appointments Certificate

Moved by: J. McKenna

Seconded by: S. Ali

“THAT the Halton Police Board approve the form of the new Special Police Constable Appointments Certificate appended to this report as Attachment #1.”

Carried.

4.3 **P24-08-R-14** - Next Generation 911 (NG9-1-1) Project Change Request for Milton Fire and Rescue Services

Moved by: S. Ali

Seconded by: J. McKenna

“THAT the Halton Police Board Chair authorize the expansion in value of the existing contract with Comtech-Solacom for an additional amount of \$1,178,897 (inclusive of 10% contingency and HST) to permit the inclusion of hardware and services required for the Halton Regional Police Service to host Next Generation 9-1-1 call handling services for Milton Fire and Rescue Services (MFRS),



And;

THAT the Halton Police Board Chair sign a Contract Change Request with Comtech-Solacom to authorize the changes required in the existing project to include MFRS as a 'tenant' in the HRPS Next Generation 9-1-1 call handling system – the costs of which will be fully recovered from the Town of Milton under a separate agreement.”

Carried.

4.4 P24-08-R-15 - Execution of Services Agreement with the Town of Milton (Milton Fire and Rescue Services)

Moved by: S. Ali

Seconded by: J. McKenna

“THAT the Halton Police Board Chair be authorized to sign a Next Generation 9-1-1 services agreement with the Town of Milton for the provisioning of access to the HRPS hosted Next Generation 9-1-1 Call Handling Solution by Milton Fire and Rescue Services, with associated technical support from HRPS staff – representing a cost recovery value of \$1,339,415 over the ten (10) year term of the agreement and cost recovery for the Comtech-Solacom change request with a total possible upset limit of \$1,178,897. The terms and conditions of the final version of the services agreement are to be in a form acceptable to HRPS legal counsel.”

Carried.

5. OPERATIONAL VERBAL UPDATES

Operational verbal updates were provided regarding the following:

- Digital filing of procurement information
- Marine Unit rescue activity at Bronte Harbour and Burlington Beach in July & August
- Community Round Table event
- Police response to protest activities at Ford Fest in Milton

6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: I. Hann

Seconded by: L. Kearns

“THAT the Public Information Action Registry be received.”



Carried.

7. RECEIPT OF PUBLIC CORRESPONDENCE

Moved by: L. Kearns
Seconded by: J. McKenna

“THAT the Public Correspondence for July & August 2024 be received.”

Carried.

8. NEW BUSINESS

Chair Knoll congratulated CGO Kaustinen on winning the Canadian Association of Police Governance (CAPG) Award for Excellence in Police Governance.

There was no other new business.

9. MOVE INTO CLOSED SESSION

Moved by: S. Ali
Seconded by: L. Kearns

“THAT the Halton Police Board do now convene into closed session as the subject matters to be discussed concern:

- *personal matters about an identifiable individual, including members of the police service or any other employees of the board, and;*
- *financial information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.”*

Carried.

10. CLOSED SESSION REPORT

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



11. ADJOURNMENT

Moved by: J. McKenna

Seconded by: S. Ali

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

Carried.

The meeting adjourned at 2:30 p.m.

Jeff Knoll
Chair

Graham Milne
Board Secretary



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 #: P24-09-I-01

Date: September 26, 2024

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 K. Maher
Inspector B. Dickson
Staff Sergeant Ryan Snow
Alex Sarchuk, Region of Halton
Samantha Jackson, Region of Halton
Dr. Deepika Lobo, Region of Halton
Susan Alfred, Region of Halton

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

Stephen J. Tanner
Chief of Police

:JR

Attachments: Community Safety and Well-Being Status Report – April 2024 – September 2024



Halton Regional Police Service

Community Safety and Well-Being Status Report April 2024 – September 2024



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: April 2024 – September 2024

Submitted To: Halton Police Board

Overdose Coordination Group (OCG)- 2024 Mid-Year Update

The Overdose Coordination Group (OCG) was formed in May 2019 to implement strategies to address the increasing incidence of suspected opioid poisonings in Halton. Our team brings together officers from various units from across the organization, including Insp’s Raf Skwarka & Bruce Dickson, S/Sgt’s Barrett Gabriel & Ryan Snow, Cst. Ashley Lilliman, and Julie Rolph.

2023 by the Numbers:

For several years, both illicit and prescription drugs—particularly opioids—have significantly affected the health and safety of residents and visitors in the Halton region, often with tragic results. From January 1 to May 31 this year, our Service responded to 186 drug poisoning incidents, an increase of 18 cases compared to the same period in 2023, with 15 of these incidents being fatal. Although opioid-related or suspected opioid-related poisonings decreased from 83 to 73, the rate of Service administered naloxone remained constant at 19.

To support community efforts in promoting safer drug use, the OCG initiated the Naloxone Distribution Project in partnership with Halton Public Health in 2022. The HRPS has been providing life-saving naloxone kits at no cost and with no questions asked through Central Lock Up and expanded in February 2024 to include Community Mobilization Officers in each District, and members of the Mobile Crisis Rapid Response Team (MCRRT). To date, 80 members have been trained to use these kits and provide referrals to community resources. Since the program began in 2022, over 400 people of all ages have received these essential first-aid tools.

Referrals to ADAPT via Smart Squad:

The HRPS has established an information-sharing agreement with Halton Alcohol Drug and Gambling Assessment Prevention and Treatment (ADAPT). Officers who encounter an individual or family affected by addiction, with consent, can share the person's name and preferred contact method with ADAPT. Once ADAPT receives this information, they will reach out to the individual to offer a variety of support services, including addiction supportive housing, withdrawal management, opioid outreach and treatment, problem gambling and behavioral addiction services, concurrent disorder support, and more.

COMMUNITY SAFETY & WELL-BEING STEERING COMMITTEE

HRPS Deputy Chief Kevin Maher

HRPS Inspector Bruce Dickson
Regional Community Mobilization Bureau

HRPS Staff Sergeant Ryan Snow
Regional Community Mobilization Bureau

Alex Sarchuk
Commissioner of Social and Community Services
Halton Region

Samantha Jackson
Manager Human Services Planning and Program
Support, Social and Community Services
Halton Region

Dr. Deepika Lobo
Commissioner and Medical Health
Public Health, Halton Region

Susan Alfred
Director Healthy Families
Public Health, Halton Region

COMMUNITY SAFETY & WELL-BEING WORKING GROUP

HRPS Sergeant Jacqueline Ross
Regional Community Mobilization Bureau

HRPS Constable Ashley Lilliman
Regional Community Mobilization Bureau

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

Juan Medina
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 April 2024 – September 2024



Overdose Awareness Day:

August 31st marks International Overdose Awareness Day (IOAD), which celebrates its 21st year as the world's largest annual campaign dedicated to combating both fatal and non-fatal drug poisonings. In observance of IOAD, the OCG is seizing the chance to inform the public about the persistent opioid crisis and offer practical advice for staying safe. Alongside sharing the most recent annual statistics, we've released a concise public service announcement aimed at teenagers. This back-to-school video addresses common questions about drugs and encourages trusted adults to engage those difficult conversations, which can ultimately save lives. The video is available via all HRP's social platforms or by visiting <https://youtu.be/4PYIXBJeFVI>. Additionally, the video directs viewers to our Drug Poisoning Awareness webpage, which provides extensive information and resources. In addition to their work with the Overdose Coordination Group, members of the Community Safety and Wellbeing team continue to engage collaboratively with organizations involved in the Opioid Action Table.

In addition to their work with the Overdose Coordination Group, members of the Community Safety and Well-Being team continue to engage collaboratively with organizations involved in the CSWB Opioid Action Table. The Opioid Action Table convenes regularly to collaboratively develop and implement an evidence-based community response plan for opioid use, and its related harms, in Halton.

CSWB Frequently Asked Questions Document:

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

To learn more about our [community safety and well-being initiatives](https://www.halton.ca), 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: NEW 1 DISTRICT FACILITY, QUARTERLY PROJECT UPDATE

Report #: P24-09-I-02

Date: September 26, 2024

This report is provided to meet the Boards amended resolution to report C23-12-R-07 - #1 District Facility Plan – Approval to Construct, where the Board adopted as amended the motion, “THAT quarterly updates on the construction be provided to the Board.”

INTRODUCTION AND BACKGROUND:

The award of the construction contract to Norlon Builders (Norlon) was made on May 6, 2024, as the successful result from request for tender T-668-23, by Region Staff on behalf of the Police Service. The official ground-breaking ceremony was conducted on May 8, 2024.

As noted in the verbal updates in the June 2024 Halton Police Board meeting, Norlon commenced site mobilization at the beginning of May with delivery of site trailers and installation of construction fencing. At that time of the prior Board update, bulk excavation of basement was complete and the install of foundation concrete and water proofing had commenced.

Since the June update, the below grade concrete foundation and basement walls have been completed and the on-grade foundation work, elevator shaft masonry walls and the civil underground site work for stormwater management are underway. Despite the abnormally wet summer, Norlon has done an excellent job of mitigating the lost time impact to the construction schedule. Despite best efforts there will be a minor impact to the construction schedule. The other known minor risk to schedule will result from modifying the locker-room layout. The total impact to the construction schedule has not been fully resolved at this time of this report, but it is not expected to impact the overall project schedule to have the new 1 District facility open and fully operational within Q1 2026.

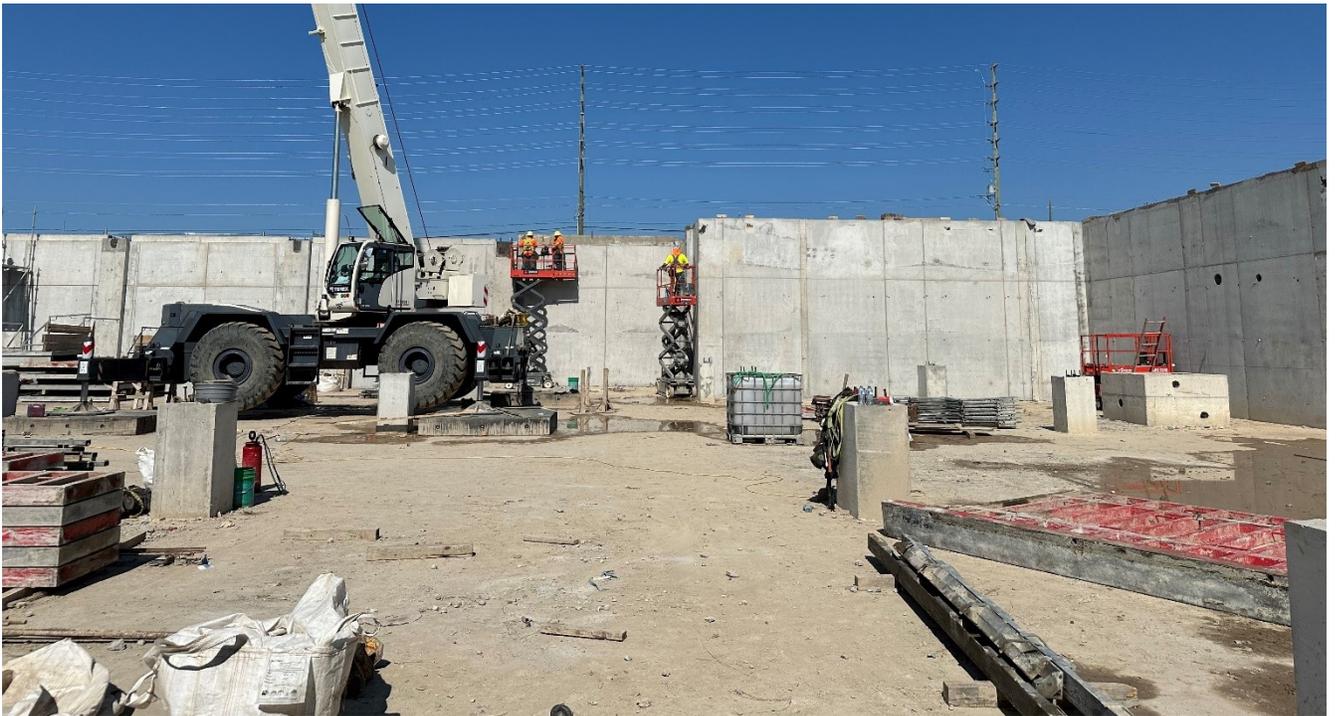
Look ahead of construction activities for the next 3 months:

- Installation of structural steel columns and beams.
- Back filling of basement foundation walls
- Commence the installation of metal decking and exterior wall stud framing
- Commence basement level electrical and mechanical work

SITE IMAGES:



Aerial Photo of Site, Steeles Ave in foreground - Aug 15, 2024



Basement foundation walls - Sept 5, 2024



Installation of storm water catch basin – Aug 28, 2024

OVERALL PROJECT “HEALTH”:

As of September 2024, the project remains within the approved budget and the overall project schedule is on target for the new facility to be open and fully operational in Q1 2026. There are not any significant project risks known at this time.

Stephen J. Tanner
Chief of Police

:PL/MMcM



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: MID-YEAR PERFORMANCE REPORT

Report #: P24-09-R-03

Date: September 26, 2024

RECOMMENDATION:

“That the Halton Police Board receives Report P24-09-R-02 for information and discussion.”

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

Stephen J. Tanner
Chief of Police

:KM

INTRODUCTION AND BACKGROUND:

This report presents an overview of the Service’s January-to-June 2024 performance in a number of key statistical measures compared to previous years, along with a discussion about noted trends. It also provides an overview of the Service’s 2023 full-year performance in comparison to other large police agencies in Ontario, based on data released by Statistics Canada in July.

DISCUSSION / ANALYSIS:

2024 Mid-Year Statistical Summary

This section of the report provides a statistical summary for the January–June 2023 and 2024 timeframes, 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 Police Analytics Unit. The crime categories are slightly different to those reported by Statistics Canada at each year’s end due to the reporting requirements and data processes utilized by Statistics Canada. The Niche RMS statistics are valid for internal comparison purposes.

Analysis indicates that 572 more criminal offences were reported in the first six months of 2024 (8,188) than were recorded in the same period in 2023 (7,616). This is a raw number increase of 7.5%, but represents an increase in the crime rateⁱ of 3.1% when Regional population growth is considered.

Violent crimeⁱⁱ offences decreased by 0.9% from 1,277 in 2023, to 1,266 in 2024. This represents a violent crime rate decrease of 4.9% due to population increase. These crimes accounted for 15.5% of all criminal offences, down from 16.8% in 2023.

Property crimeⁱⁱⁱ increased by 18.1% from 5,380 in 2023 to 6,354 in 2024. This represents a property crime rate increase of 13.3%.

The “Other Crimes”^{iv} category of offences was down by 40.8% in 2024 (from 959 to 568 offences). This represents a crime rate decrease of 43.2% in this category of crimes. The 2024 clearance rate^v (34.5%) was lower than the 2023 value (41.3%).

Other Trends:

Motor vehicle collision totals were 3.6% higher during 2024 (up from 4,799 to 4,974). Property Damage collisions^{vii} were up from 4,345 to 4,519 (+4.0%). Injury collision^{viii} totals were up from 445 to 453 (+1.8%). Fatal collisions decreased from 9 to 2.

Impaired driving apprehensions were down 20.5% in 2024 (from 234 to 186).

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 (Provincial Offence Notices issued, plus Warns) was up by 2,568, or 13.4%, to 21,764 (from 19,196 in 2023).

Total CAD Events^{vi} decreased by 2,182, or 3.1%, to 67,218 (from 69,400 in 2023).

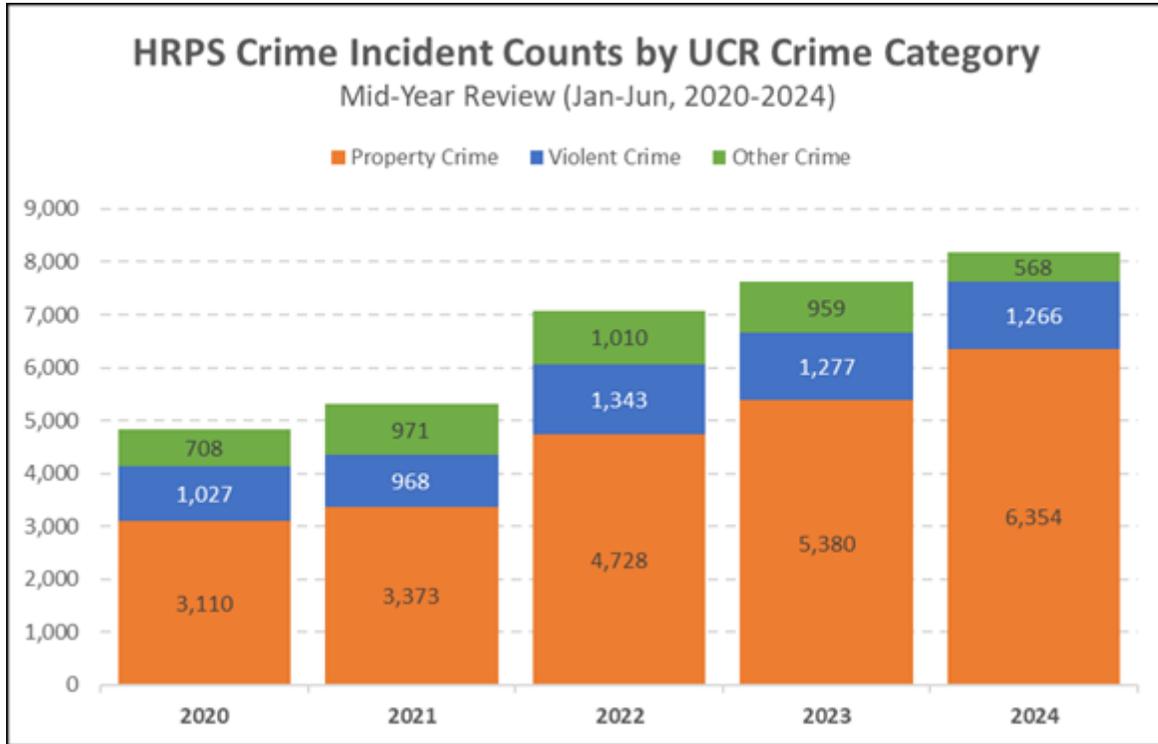
Statistical Trend Discussion

Drilling down into the data for the first six months of the year, the following key trends have been identified:

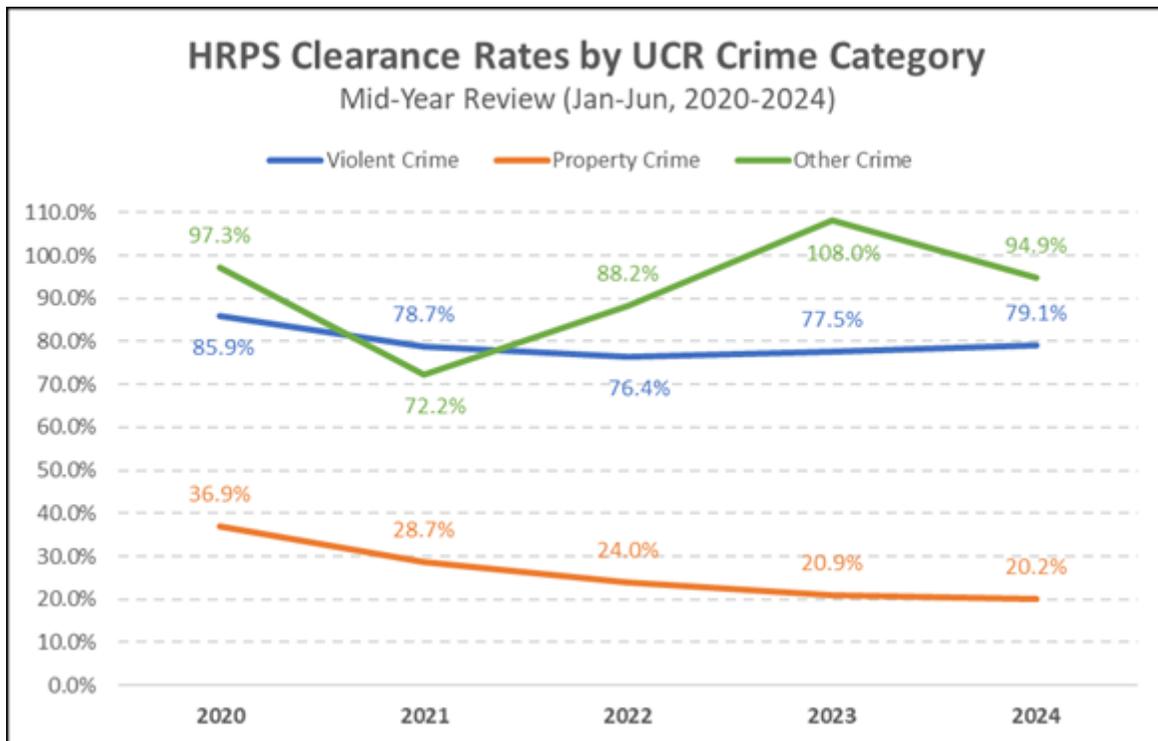
- Violent crime is down about 1% (11 occurrences) and this represents a drop in the violent crime rate of approximately 5%. This small decline was driven largely by the drops in all categories, other than the following that increased moderately:
 - Assault (up 43, +6%)
 - Robbery (up 20, +42%)
- Property crime is up for the fifth year running – increasing by 18% (974 occurrences) and this represents an increase in the property crime rate of about 13%. This increase is due to increases in almost every category:
 - Theft – up 149 (+5%)
 - Break & Enter - up 119 (+28%)
 - Fraud – up 626 (+97%)
 - Mischief – up 60 (+13%)
 - Arson – up 11 (+85%)
 - Of note: the massive growth of Theft of Motor Vehicle offences over the past five years slowed significantly in the first six months of 2024 (up 25, +3%) – and taking population growth into account this actually represents a 1% decline in the Theft of Auto crime rate
- The overall clearance rate is down from 41.3% to 34.5%. The two major factors that caused this decline is an increase in property crime (coupled with relatively unchanged cleared incidents) and a statistical anomaly drop in “Other Crime” (Administration of Justice Offences) that was due to an internal process change.

Property Crime Affecting Clearance Rate:

Year-over-year Property crime increases, coupled with the fact that those types of crime are very difficult to clear, is the main factor to the slow decline in overall Clearance rate. The Property crime category represents 77.6% of all criminal incidents in Halton Region, and that category has risen 104.3% in the past five years (3,110 in first six months of 2020, 6,354 in first six months of 2024).



To highlight the weight of this year’s increase alone in Property crime (974 incidents), the 2024 year-over-year increase represents 11.89% of Halton’s total criminal incidents so far in 2024.



The chart above helps visualize the three criminal categories and their mid-year respective clearance rates. The clearance rate of the Property crime category has fallen from 36.9% in 2020 to 20.2% in 2024. Using both charts above the correlation is quite vivid, showing the combination of increased property crime incidents and a declining clearance rate is the direct cause for our overall clearance rate's decline.

Violation Group	2020	2021	2022	2023	2024	1yr Change	5yr Change
Auto Theft	224	299	531	771	796	3%	255%
Theft over \$5,000	44	52	70	77	125	62%	184%
Fraud	464	549	679	647	1,273	97%	174%
Theft Under \$5,000	1,491	1,641	2,470	2,907	3,008	3%	102%
Break and Enter	394	298	337	418	537	28%	36%
Mischief	413	473	552	474	534	13%	29%

While Auto Thefts are still a large issue when it comes to clearances and increasing number of incidents year-over-year, so far in 2024 the biggest contributor to the decline of our clearance rate is Frauds. With a total of 1,273 incidents it leads the way at 15.5% of HRPS's total crime incidents. In addition, when comparing the first six months from last year to this year Frauds have almost doubled with a 97% increase. To put that into perspective, if Frauds were to stay at last year's incident count, the clearance rate for this year would stand at 37.4% instead of the 34.5%.

If Property crime growth continues along the same trajectory for the rest of 2024, it will be possible that 2024 will have the new highest count of Property crime incidents for Halton Region. The current highest was 12,072 back in 2003.

Additional perspective can be shown in the two tables below. Even with the year-over-year increase in Property crime, Halton Region still has the lowest Property crime rate per 100,000 population of the other big Services in Ontario.

Service	2019	2020	2021	2022	2023
Halton	1,369	1,066	1,214	1,615	1,767
Durham	1,998	1,735	1,720	1,827	2,126
Peel	1,742	1,494	1,421	1,764	2,186
York	1,844	1,555	1,640	1,933	2,350
Niagara	2,821	2,522	2,710	2,698	2,448
Sudbury	3,689	3,448	3,172	2,843	2,631
Ottawa	2,836	2,144	2,222	2,749	3,033
Hamilton	3,089	2,632	2,821	3,001	3,341
Waterloo	3,249	3,228	3,376	3,345	3,392
Toronto	2,943	2,413	2,436	2,991	3,606
London	4,664	4,388	4,346	4,266	3,731
Windsor	4,541	4,430	4,103	4,176	4,286

Furthermore, even though we are declining in Property crime clearance rate. When comparing our Property crime clearance rate against the other big Services in Ontario we had the best rate four out of the past five years.

Service	2019	2020	2021	2022	2023
Sudbury	17.2%	13.9%	13.2%	16.3%	20.8%
Halton	34.2%	33.9%	24.9%	21.7%	20.3%
Durham	26.0%	21.8%	23.0%	19.2%	18.8%
York	25.8%	23.5%	18.6%	16.3%	15.8%
Waterloo	18.9%	15.4%	12.3%	14.8%	15.4%
Niagara	18.4%	15.1%	15.2%	16.7%	15.1%
London	19.1%	14.7%	13.5%	13.7%	14.9%
Ottawa	20.2%	19.2%	14.6%	12.9%	13.5%
Peel	25.0%	21.6%	16.7%	14.5%	13.0%
Windsor	15.7%	13.4%	11.3%	10.6%	11.0%
Toronto	17.7%	14.5%	11.5%	10.7%	10.7%
Hamilton	15.0%	13.7%	12.4%	11.3%	10.6%

Five Year Statistical Trends

The following four tables provide a summary of crime and workload trends over the past five years for a selection of key crime types and measures. The statistics presented below, excluding the clearance rate, are ***expressed as a rate*** (per 100,000 population) to remove the impact of population growth:

Halton Region:

	2020	2021	2022	2023	2024	5-Year Average
Robbery	9	7	13	7	10	9
Assault	102	85	115	101	104	101
Sexual Assault	13	15	22	16	13	16
Violent Crime	172	159	213	194	184	184
Break and Enter	66	49	53	64	78	62
Auto Theft	37	49	84	117	116	81
Theft	257	278	403	453	457	370
Fraud	78	90	108	98	186	112
Property Crime	520	553	750	817	926	713
Other Criminal Code	118	159	160	146	83	133
Total Crime	811	871	1,124	1,157	1,193	1,031
Impaired Driving	33	38	32	36	27	33
Property Damage Collisions	735	447	332	660	659	567
Personal Injury Collisions	49	45	65	68	66	59
PONs and Warns Issued	3,761	3,960	3,357	2,917	3,171	2,343
CAD Events	11,811	11,342	10,674	10,545	9,795	10,833
Crime Clearance Rate	56.1%	45.7%	43.1%	41.3%	34.5%	44.2%

District 1:

	2020	2021	2022	2023	2024	5-Year Average
Robbery	8	9	10	11	8	9
Assault	125	107	120	96	100	110
Sexual Assault	18	6	21	12	10	13
<i>Violent Crime</i>	192	164	203	188	178	185
Break and Enter	53	53	39	42	48	47
Auto Theft	31	34	96	104	90	71
Theft	308	230	311	338	367	311
Fraud	90	58	80	71	124	85
<i>Property Crime</i>	580	448	618	634	708	598
<i>Other Criminal Code</i>	213	169	247	276	97	200
Total Crime	984	781	1,068	1,098	983	983
Impaired Driving	47	42	37	32	24	36
Property Damage Collisions	455	329	607	N/A	N/A	-
Personal Injury Collisions	62	51	84	N/A	N/A	-
PONs and Warns Issued	4,115	3,102	2,916	2,936	2,926	2,365
CAD Events	12,727	10,016	9,641	10,029	8,890	10,261
Crime Clearance Rate	55.1%	67.1%	48.4%	55.9%	39.4%	53.2%

District 2:

	2020	2021	2022	2023	2024	5-Year Average
Robbery	9	6	17	6	11	10
Assault	94	76	103	99	102	95
Sexual Assault	13	16	24	16	12	16
<i>Violent Crime</i>	178	150	210	178	183	180
Break and Enter	66	45	62	66	92	66
Auto Theft	38	46	87	152	142	93
Theft	240	269	382	472	451	363
Fraud	98	93	114	101	218	125
<i>Property Crime</i>	529	550	738	859	990	733
<i>Other Criminal Code</i>	97	86	79	67	64	79
Total Crime	804	786	1,027	1,104	1,237	991
Impaired Driving	30	28	21	28	18	25
Property Damage Collisions	410	339	525	N/A	N/A	-
Personal Injury Collisions	39	40	49	N/A	N/A	-
PONs and Warns Issued	3,348	4,455	3,440	3,115	3,169	2,190
CAD Events	10,497	10,927	10,002	10,072	9,713	10,242
Crime Clearance Rate	52.3%	40.2%	37.2%	31.3%	30.5%	38.3%

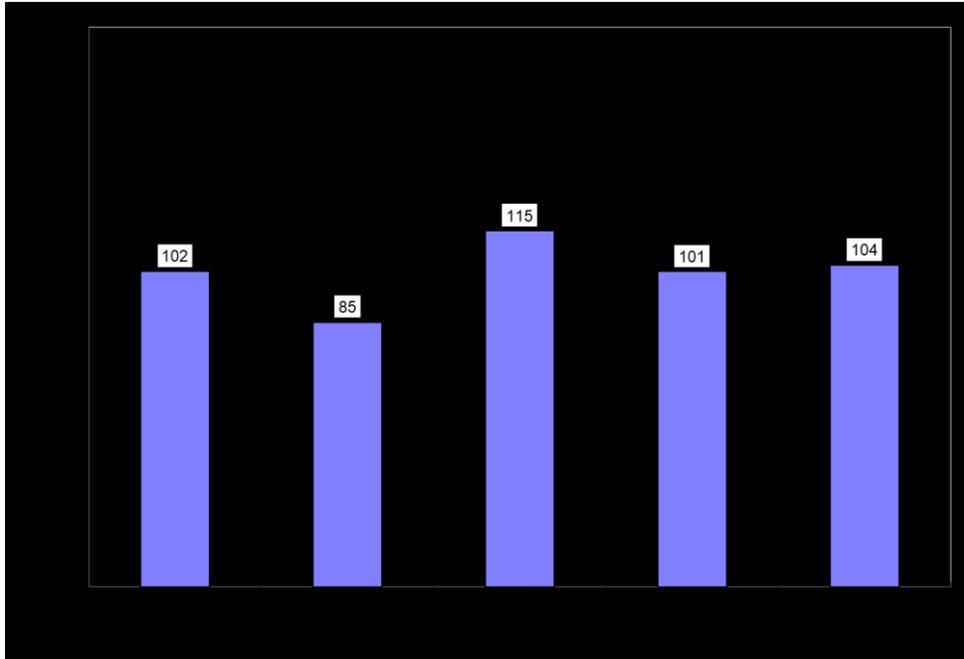
District 3:

	2020	2021	2022	2023	2024	5-Year Average
Robbery	8	8	11	4	11	8
Assault	100	88	120	110	108	105
Sexual Assault	21	13	21	19	19	18
<i>Violent Crime</i>	168	150	224	218	190	190
Break and Enter	77	77	60	83	96	79
Auto Theft	40	51	67	91	116	73
Theft	293	309	485	552	552	438
Fraud	73	97	127	125	210	126
<i>Property Crime</i>	567	642	856	958	1073	819
<i>Other Criminal Code</i>	86	80	158	89	85	100
Total Crime	821	872	1,238	1,264	1,348	1,109
Impaired Driving	27	50	39	41	32	38
Property Damage Collisions	457	360	598	N/A	N/A	-
Personal Injury Collisions	46	45	63	N/A	N/A	-
PONs and Warns Issued	3,244	3,926	3,304	2,100	2,840	2,093
CAD Events	11,220	12,264	11,328	10,117	9,983	10,982
Crime Clearance Rate	49.6%	47.6%	45.1%	37.5%	34.8%	42.9%

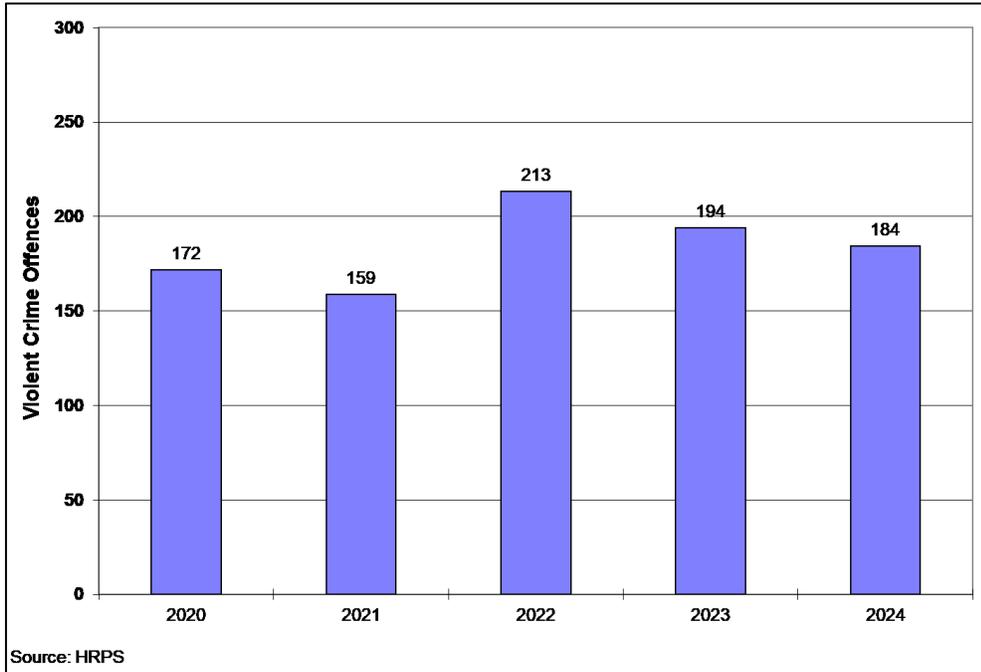
Key Trends

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. A number of categories were significantly impacted by the Covid-19 pandemic, particularly in 2020 and 2021. The following data is for the Halton Region as a whole (January – June):

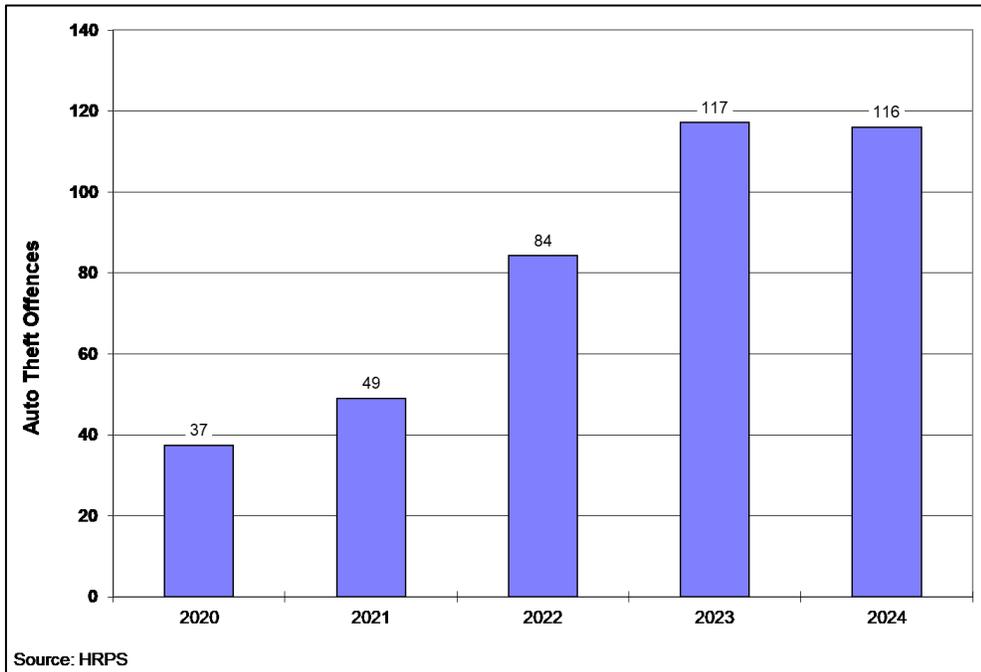
Assault Rate



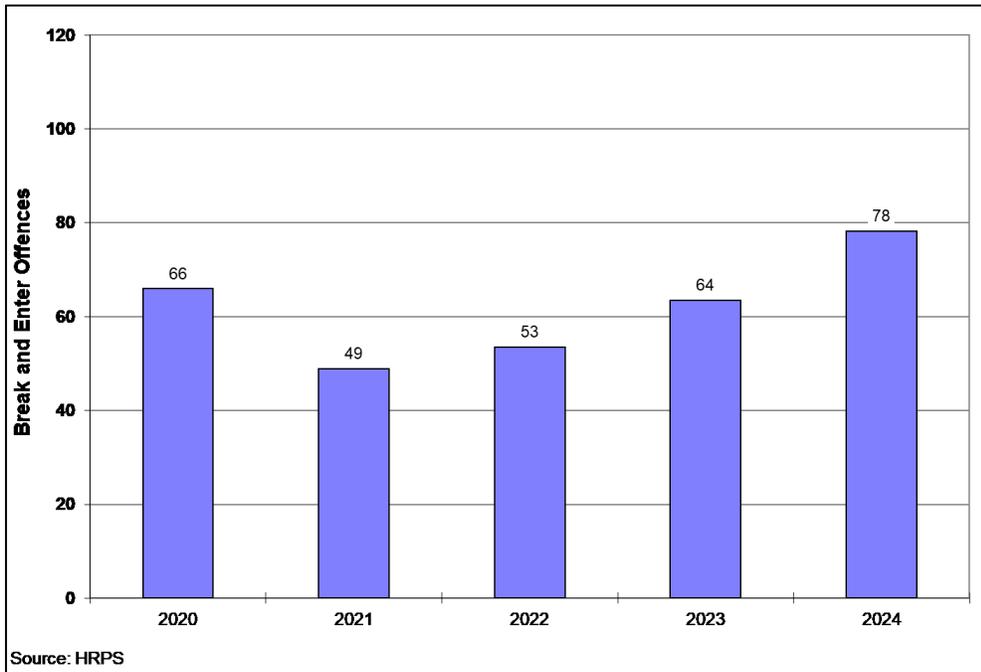
Violent Crime Rate



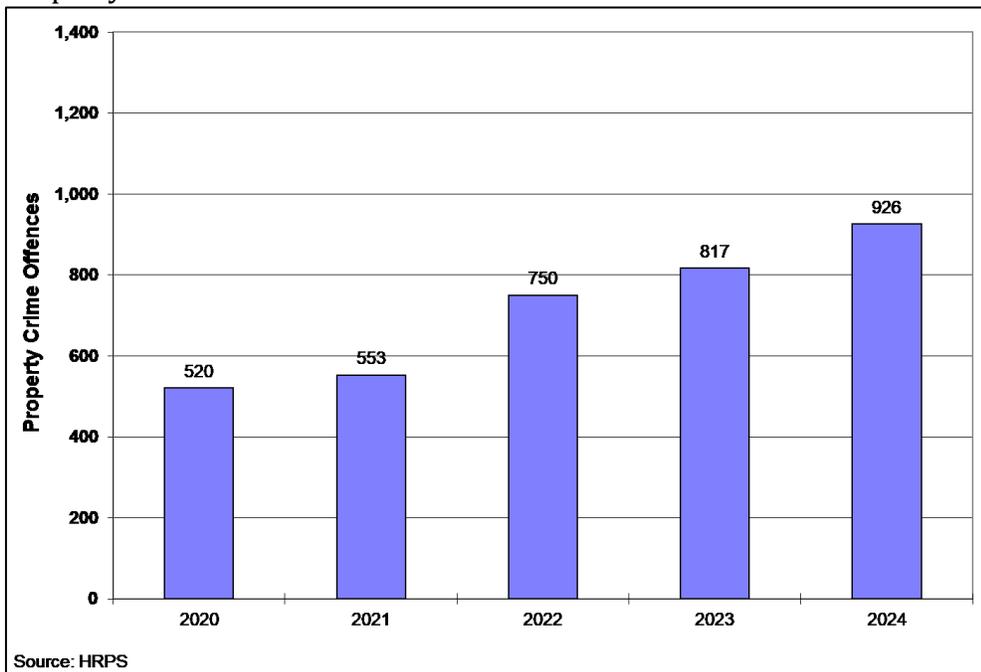
Auto Theft Rate



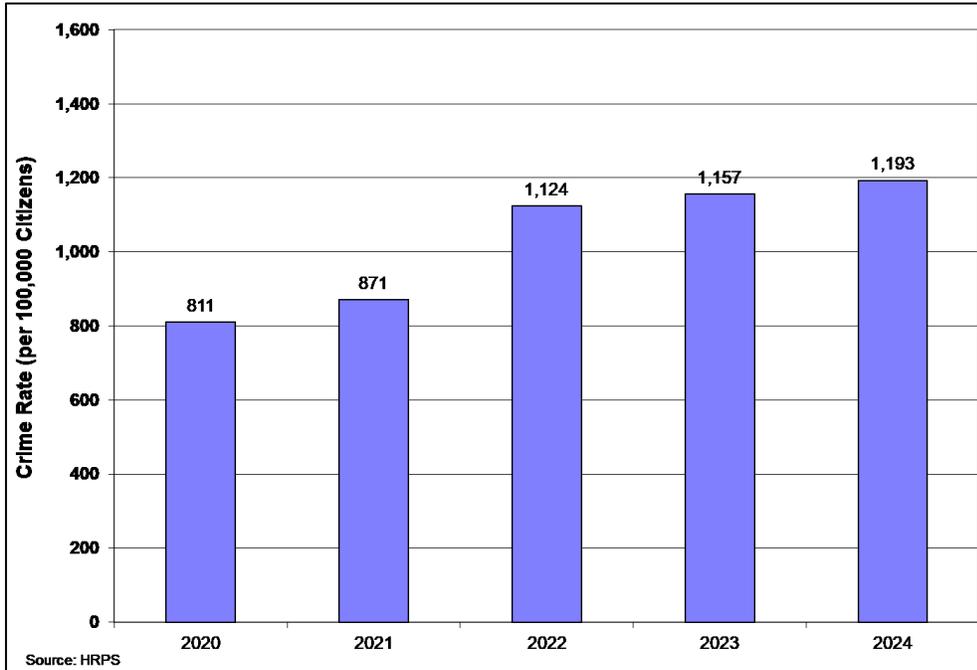
Break and Enter Rate



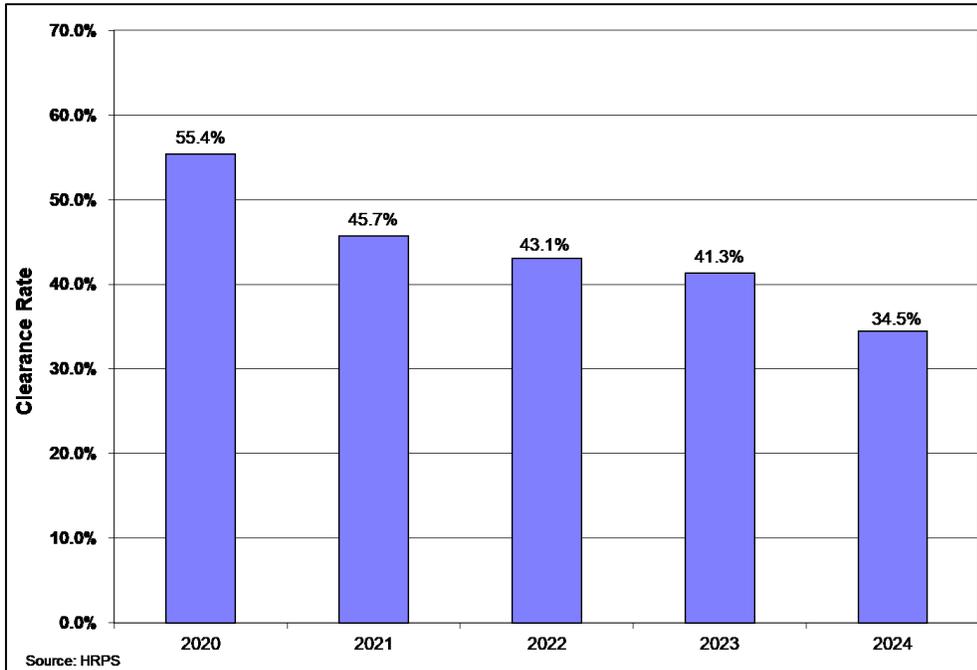
Property Crime Rate



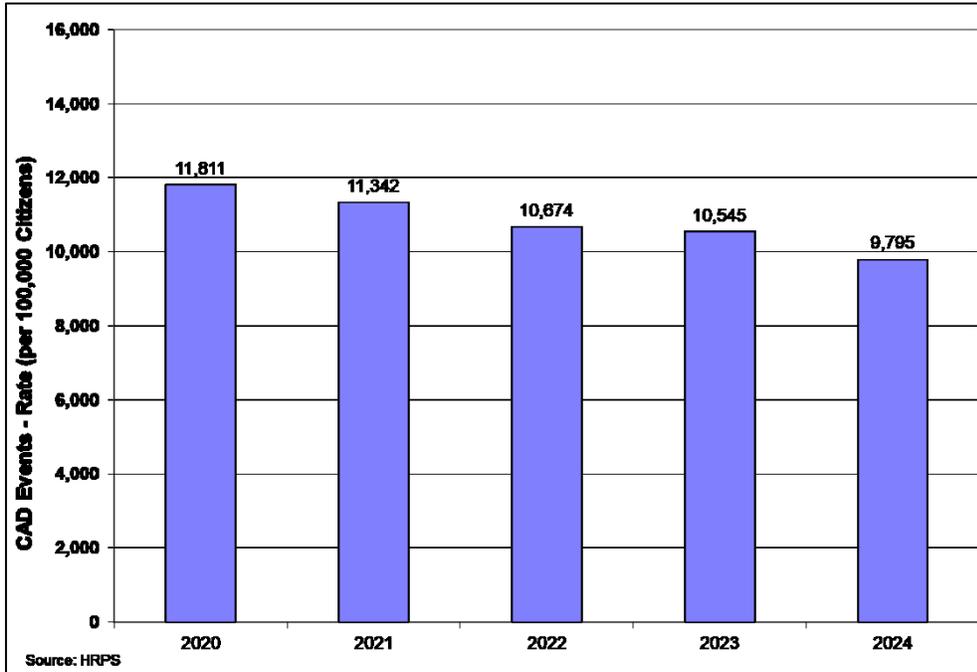
Overall Crime Rate



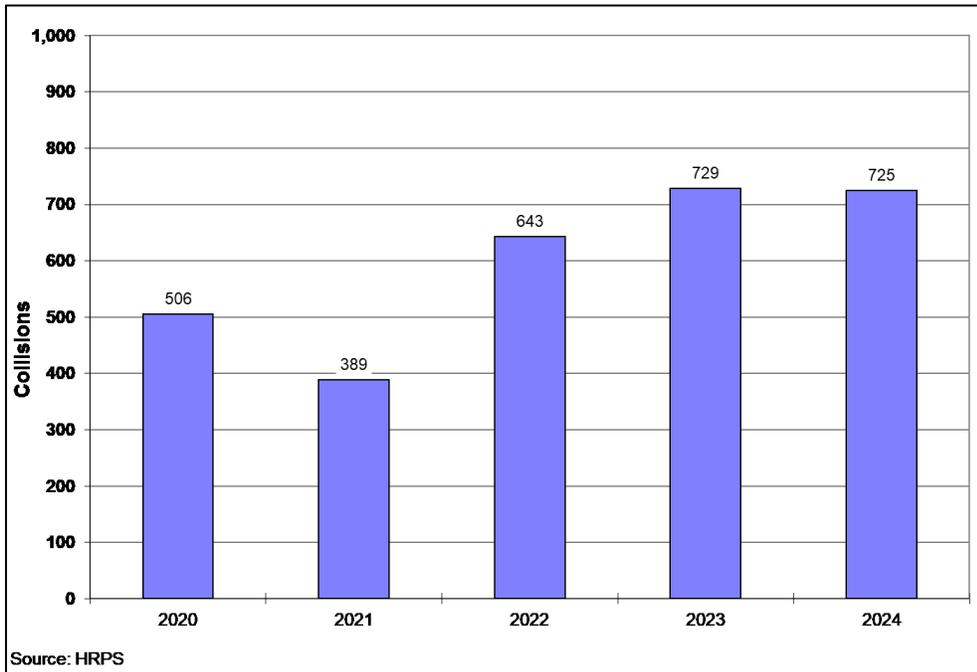
Crime Clearance Rate



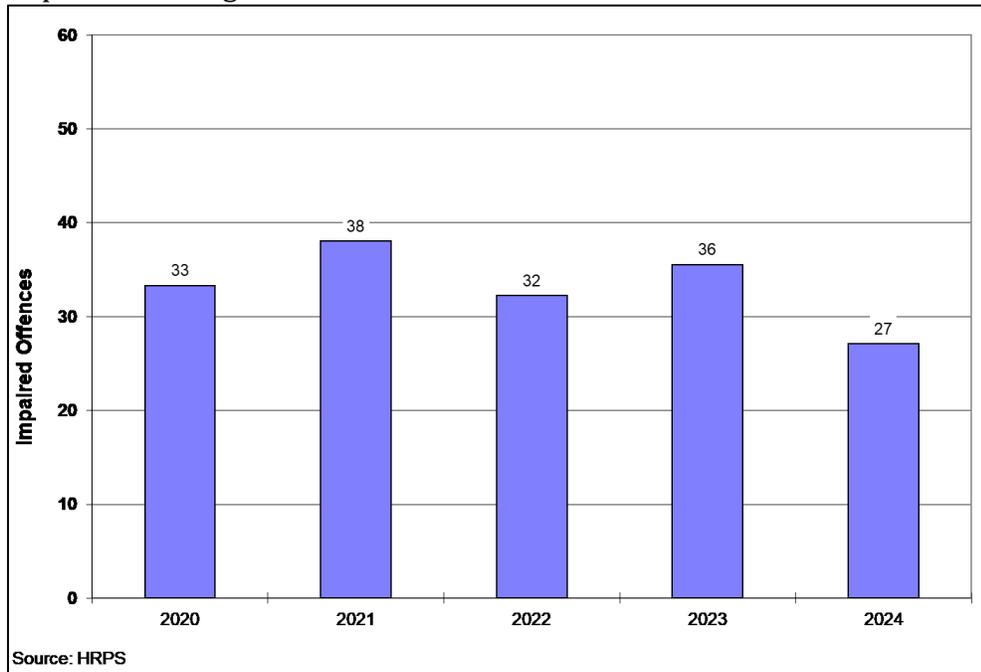
CAD Events



Total Collision Rate



Impaired Driving



Halton Data in Context and 2023 Statistics Canada Data

This section provides additional data to provide some context for the mid-year data presented above. Staff recently obtained year-end 2023 data for the largest police services in Ontario (from Statistics Canada) and graphs showing this data are provided below.

The current and future population of Halton is currently the subject of research and development by the municipalities. The numbers used in this report are from in-house projections based on draft Joint Best Planning Estimates, provided by the Region of Halton in late 2023. Even though these numbers may be modified in the coming year, it is clear that Halton is rapidly growing and the relative sizes of the four communities will continue to adjust. Figure 1 below highlights the overall change within Halton.

Figure 1 – Population Change (Source: Region of Halton)

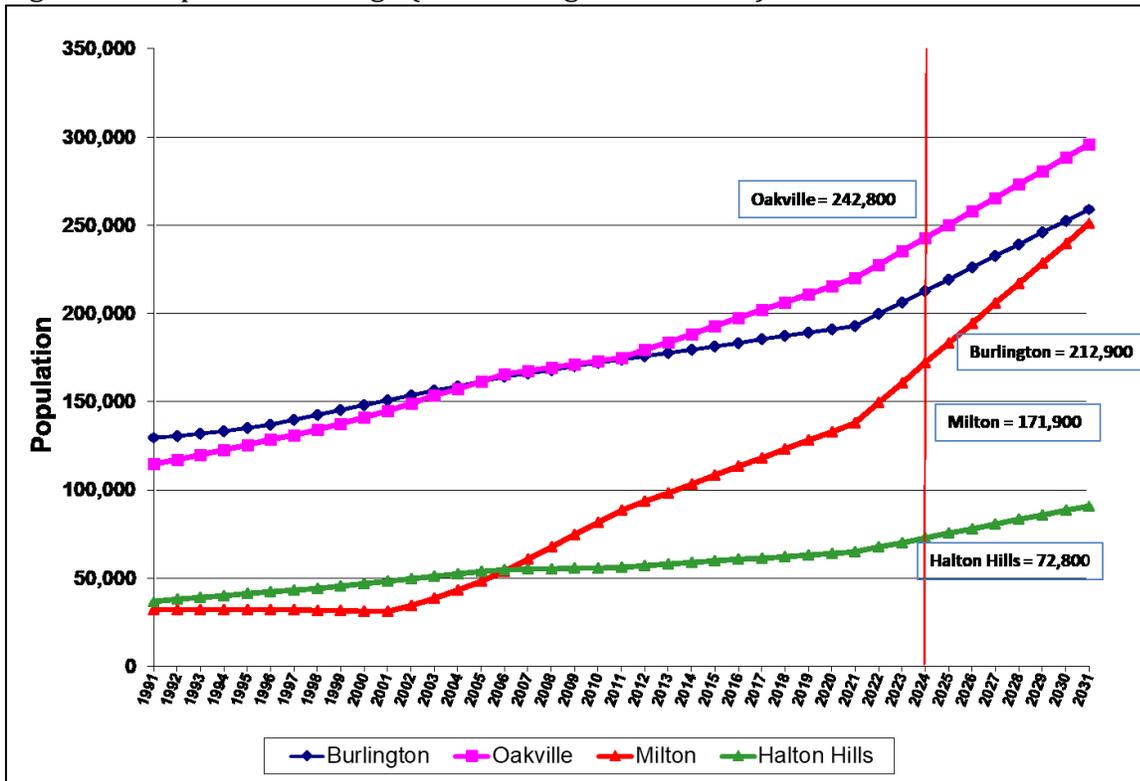
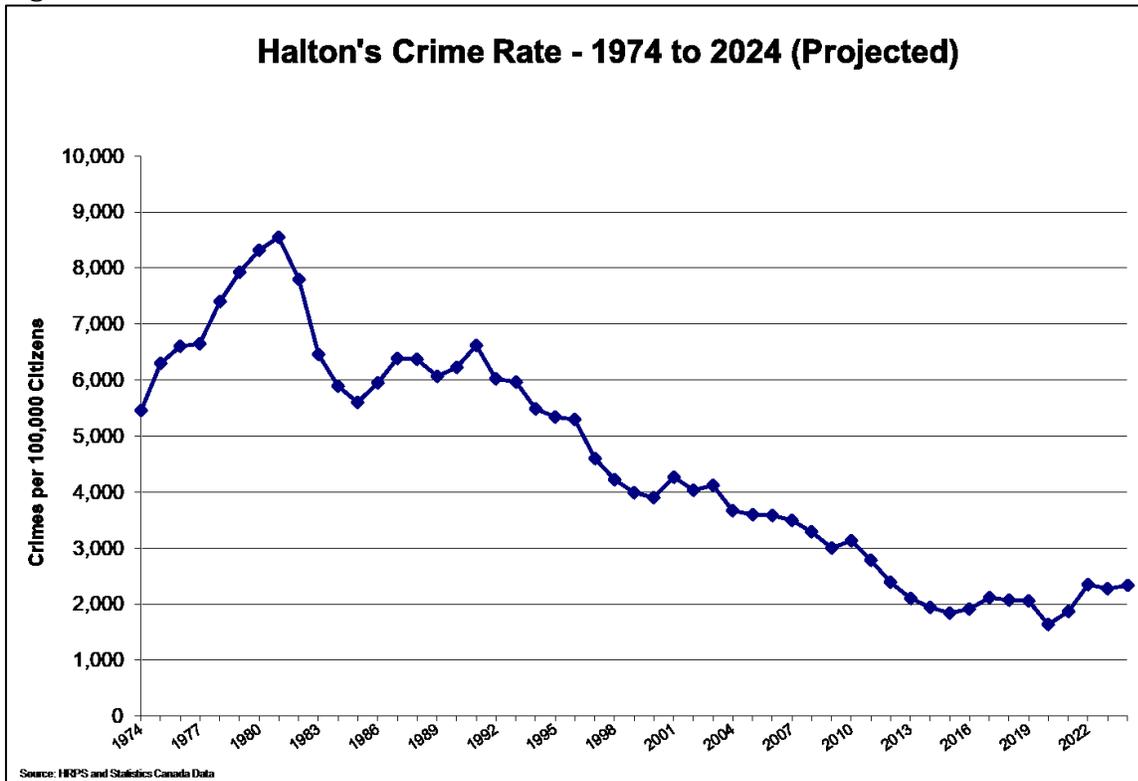


Figure 2 shows how the overall crime rate in Halton has changed over the years since regionalization in 1974. Matching the pattern seen across much of the western world, crime rates have declined since the early 1990s and remain close to the lowest levels experienced in Halton’s history, although there has been a post-pandemic uptick that has taken levels back to those seen last in the 2011-12 period.

Figure 2 – Halton’s Crime Rate



Recently released data (July 2024) from Statistics Canada indicates that Halton’s 2023 crime rate was lower than every major police service in Ontario. Figures 3, 4 and 5 below show the rankings for various crime rate and clearance categories:

Figure 3 - Overall Crime Rate (2023 – crimes per 100,000 population)

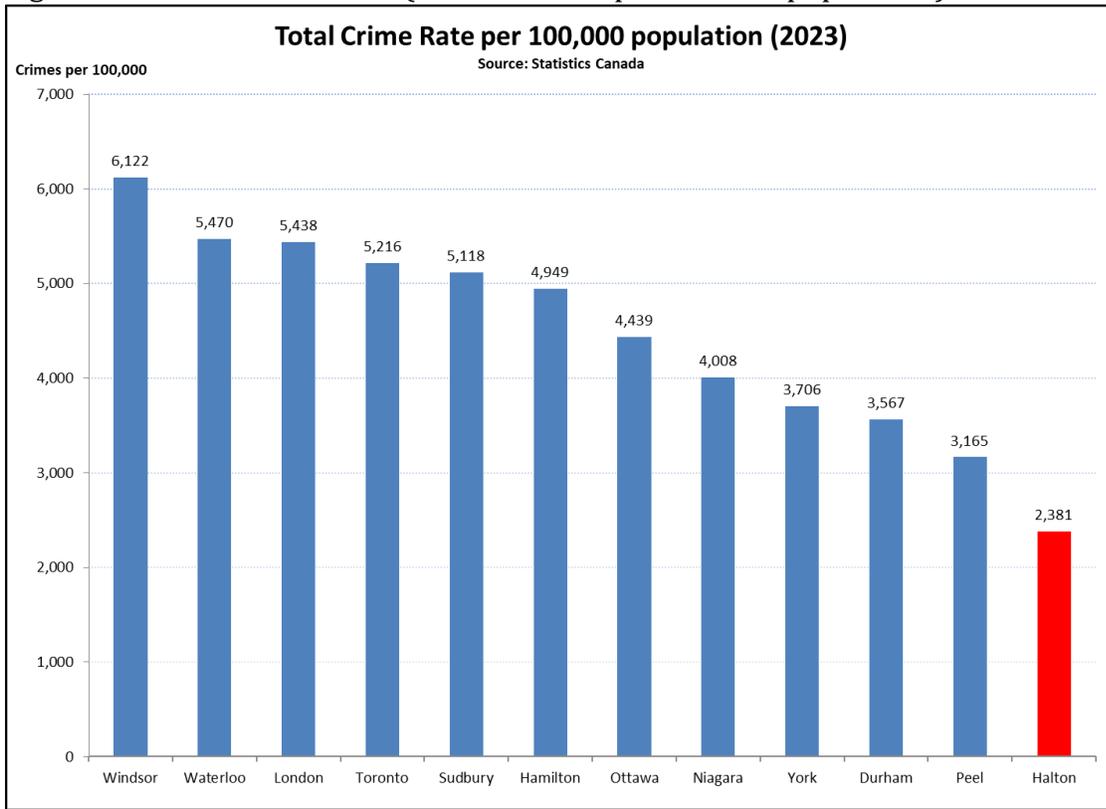


Figure 4 - Violent Crime Rate (2023 – crimes per 100,000 population)

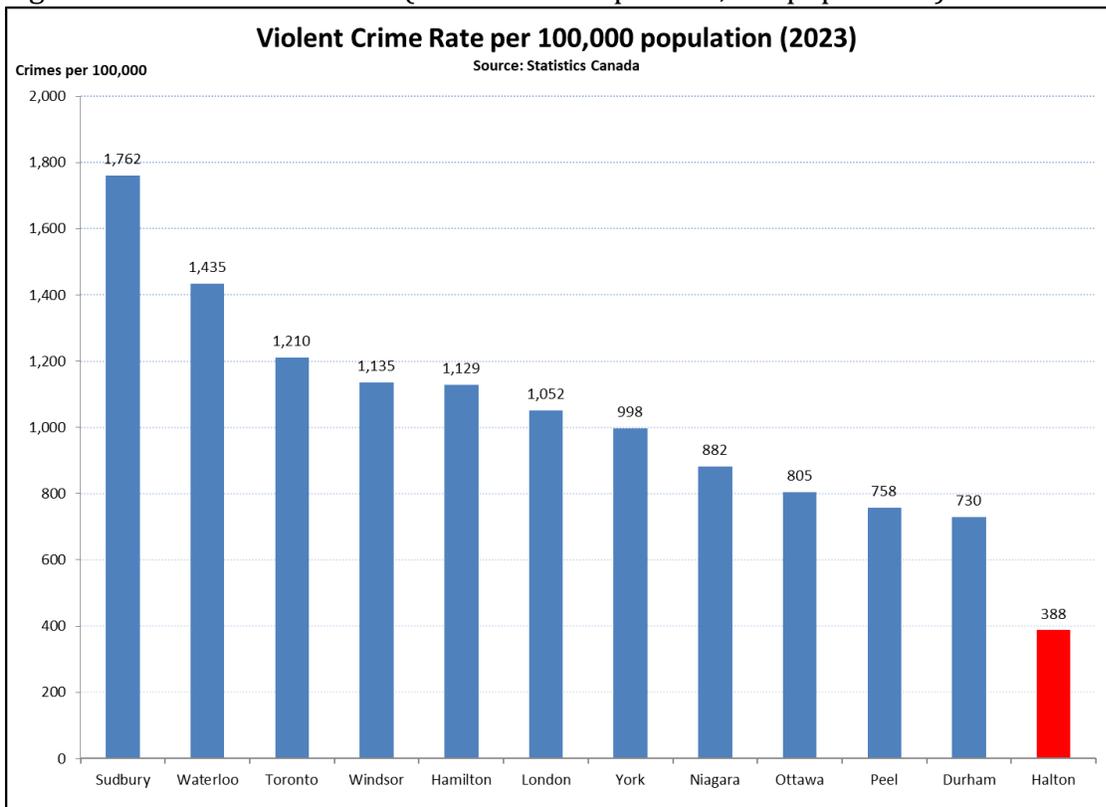
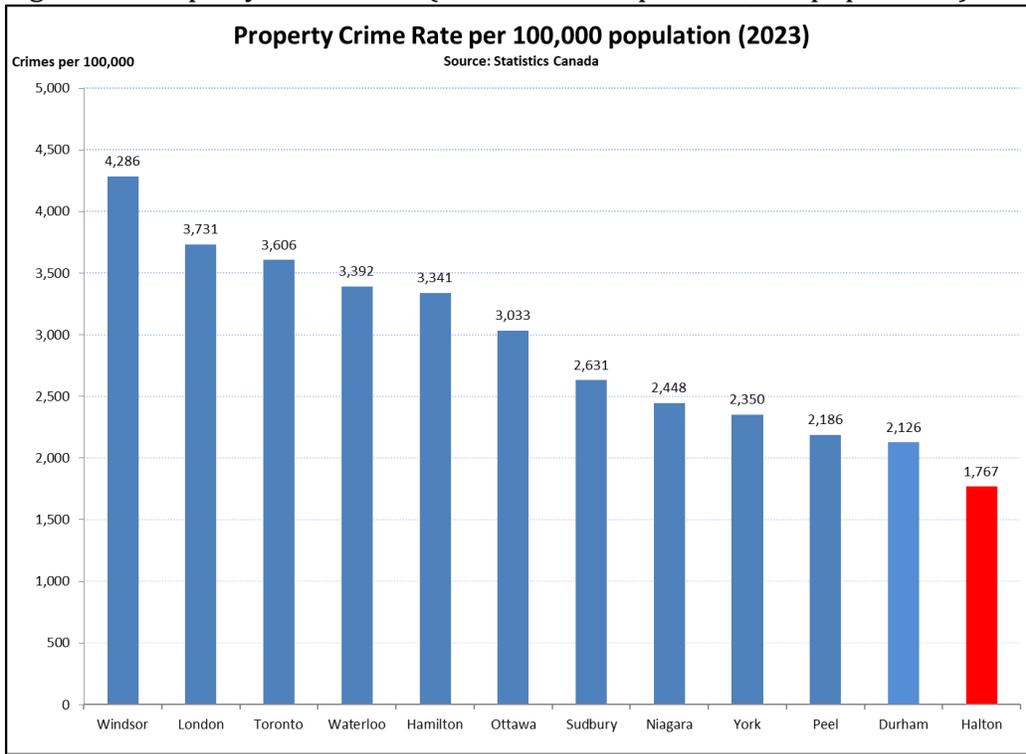


Figure 5 - Property Crime Rate (2023 – crimes per 100,000 population)



Figures 6 and 7 show the clearance rates for overall crime and violent crime respectively. Halton’s crime clearance rates exceed the majority of the Big 12 in both categories.

Figure 6 - Overall Crime Clearance Rate (2023)

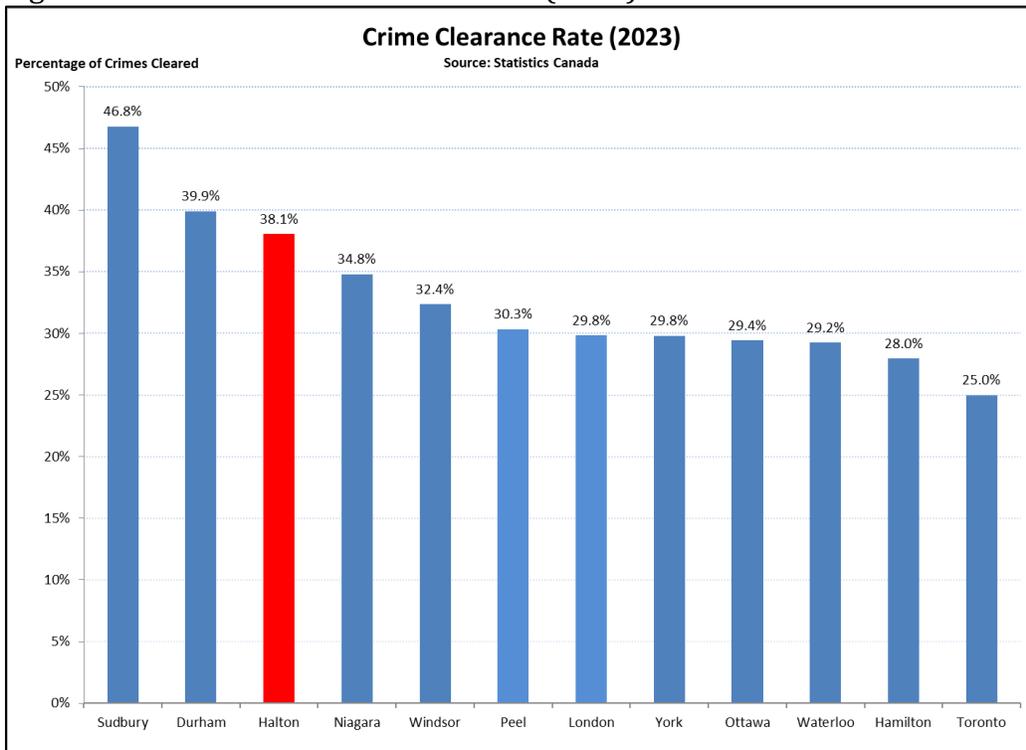
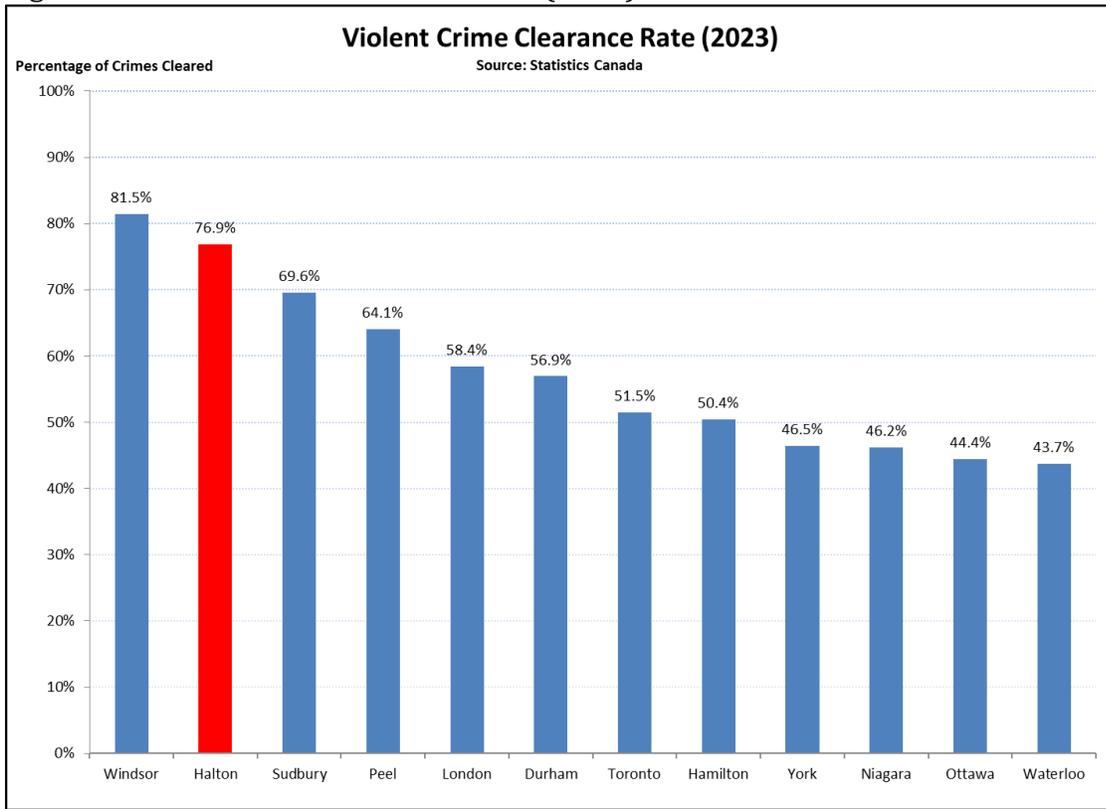


Figure 7 - Violent Crime Clearance Rate (2023)



Data released by Statistics Canada in July indicates that Halton had the best ranking (compared to Ontario’s other large police services) in all the measures of the national Crime Severity Index in 2023 (Overall, Violent and Non-Violent) and the second highest Weighted Clearance Rate, as shown in Figures 8 – 11.

Figure 8 - Overall Crime Severity Index (2023)

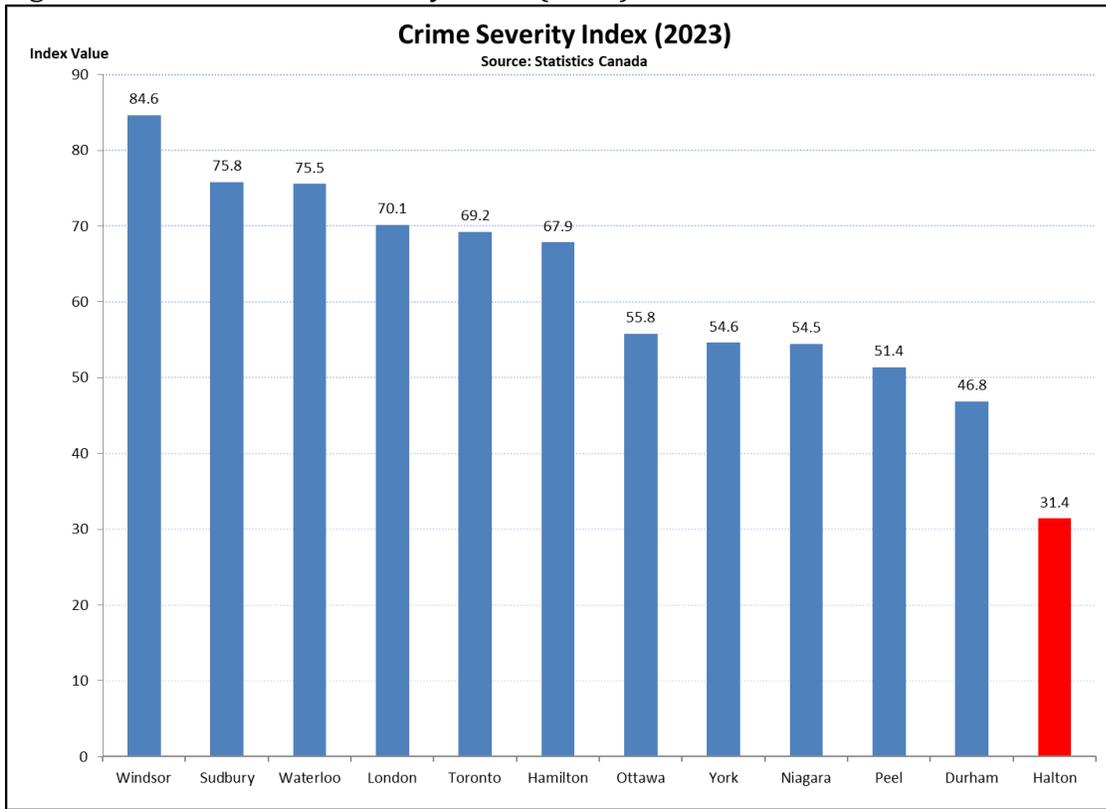


Figure 9 – Violent Crime Severity Index (2023)

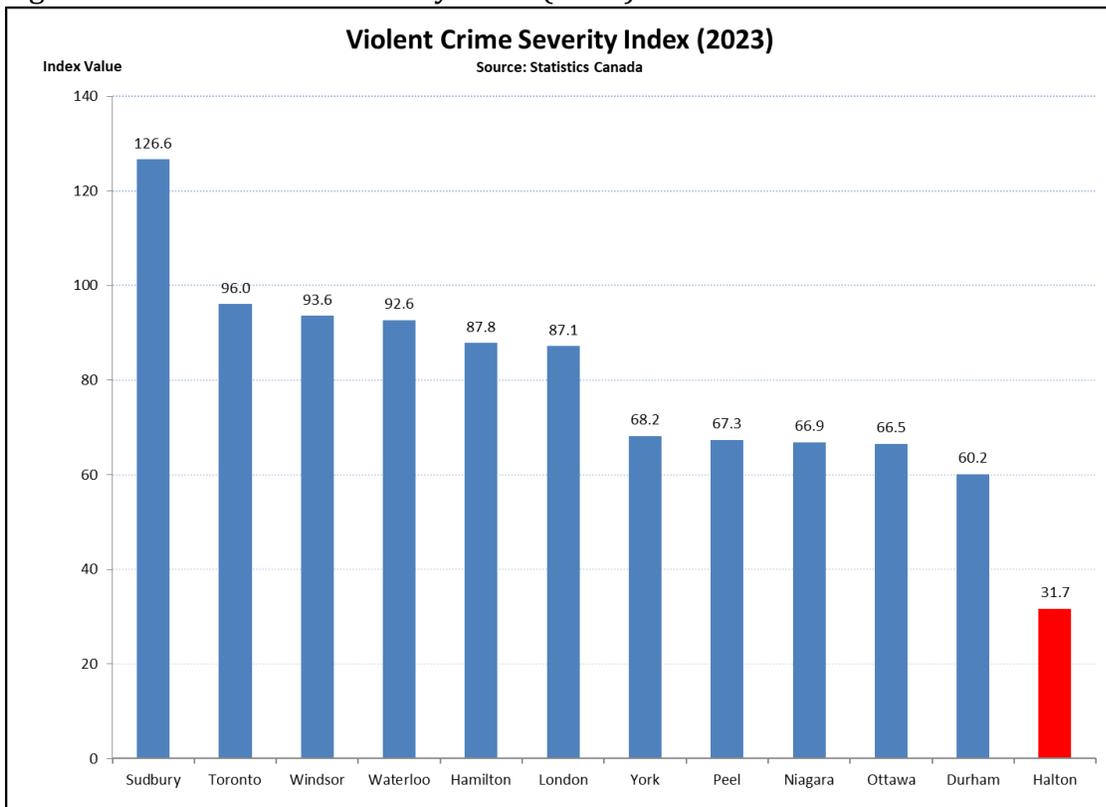


Figure 10 – Non-Violent Crime Severity Index (2023)

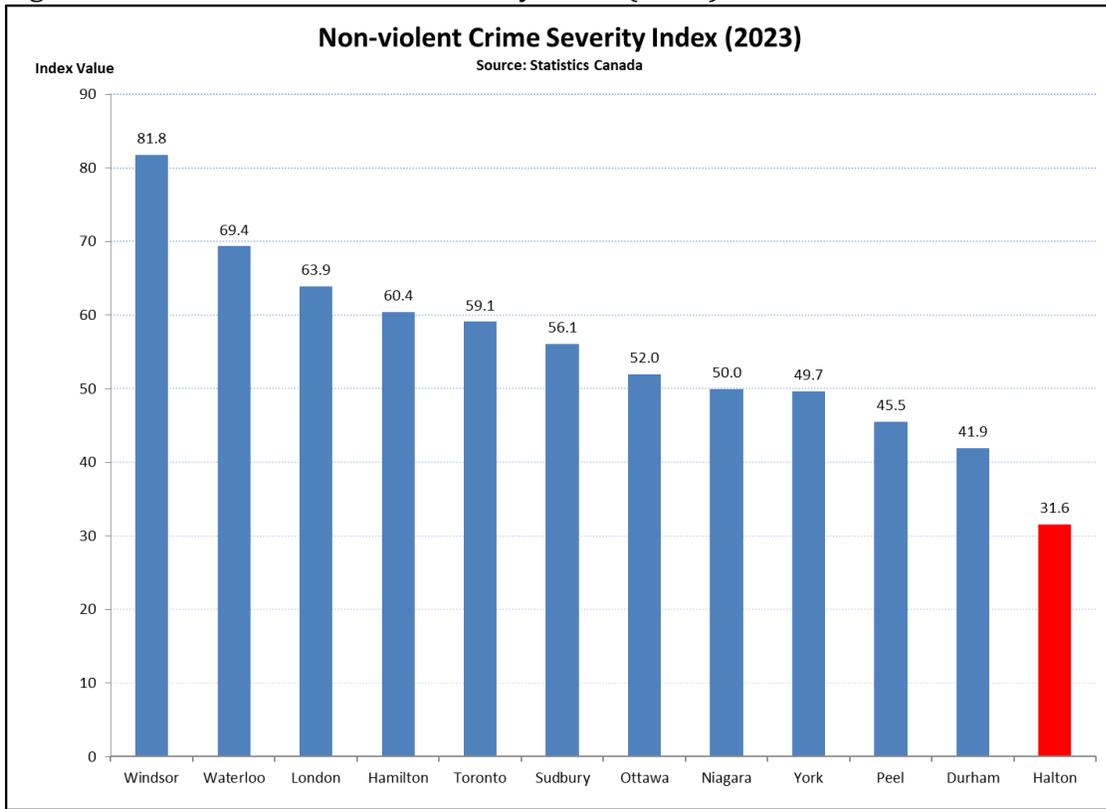
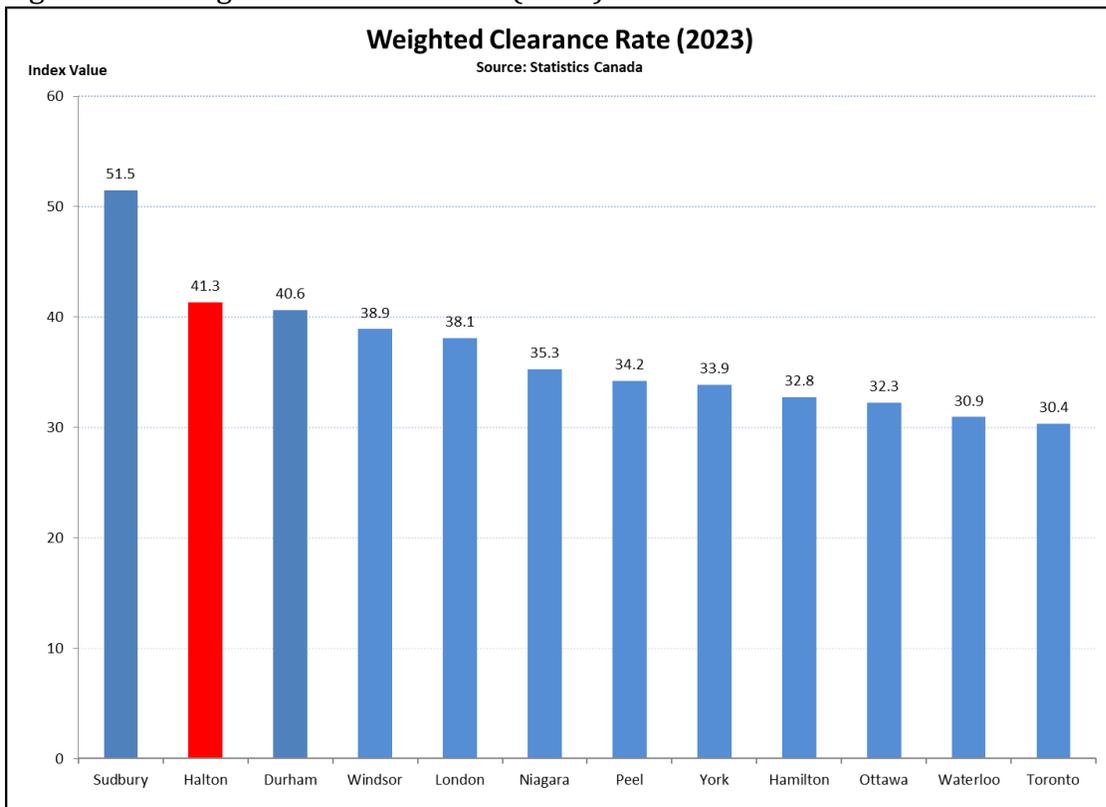


Figure 11 – Weighted Clearance Rate (2023)



Statistics Canada 2022 data showed that Halton continued to provide policing with fewer staff per capita than all of the comparator agencies in Ontario. Data to be released by Municipal Benchmarking Network Canada (formally known as OMBI) in the Fall of 2024, will also show that in 2023 Halton continued to provide policing with the lowest staff per capita values and at relatively low cost (likely to be the lowest of the “Big 12” in Ontario).

ALTERNATIVES:

N/A

CONSULTATION:

Senior Management
Strategic Management Office

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

N/A

STRATEGIC MANAGEMENT ISSUES:

HRPS 2024-2027 Strategic Plan – Strategic Objectives 1,2,4 & 5

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 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.



Public Agenda Report

To: Halton Police Board
From: Fred Kaustinen
Chief Governance Officer
Subject: Proposed 2025 HPB Governance Budget
Report #: CGO24-09-R-01
Date: 26 September 2024

RECOMMENDATION:

THAT the Board approve the proposed 2025 Governance Budget of \$642,706.

INTRODUCTION AND BACKGROUND:

The Board's Governance Budget serves to support the Board in its police governance activities including its Governance Modernization Project. This year's Governance expenditures are expected to approximate the 2024 budget of \$576,184.

The Region's budget guideline for HRPS in 2025 is a 4.8% increase.

Last year the Board decreased its budget by approximately \$43,000, because of conclusion of the strategic planning exercise. 2024 expenses are expected to exceed budget owing to a number of factors such as increased attendance at the national CAPG conference, increased legal fees and increased discretionary spending on office supplies.

DISCUSSION / ANALYSIS:

The proposed 2023 Governance Budget features:

- Increased allocation for legal expenses, reflective of increased legislative police governance responsibilities and increasing engagement of independent Board legal counsel for a variety of matters; and
- An overall increase of \$66,522, or 11.5%.

ALTERNATIVES:

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

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

The Governance Budget is a financial issue by definition.

Attachment: Proposed HPB 2025 Governance Budget

Halton Police Board - Proposed Governance Budget 2025

	2024 Budget	2024 YE Forecast	2025	Notes
Board member remuneration	52,523	52,523	54,361	
Staff:				
CGO	259,996	259,996	265,196	expenses shown under conferences
Media, Events & Logistics				
EA to the Chair	87,750	121,500	125,753	includes benefits
Policy	10,000	0		
Secretary & HR Advisor	35,000	35,000	35,000	Transfer payment to Region for Secretary & HR Advisor
Staff Total	392,746	416,496	425,948	
Board Meetings & Web-site:				
Board portal	18,000	18,000	9,000	
Board meeting AV	12,000	12,000	14,000	
Web-site hosting & maintenance	4,200	4,200	4,200	
Meals	4,500	4,500	4,500	
Board Meetings & Web-site:	38,700	38,700	31,700	
Incremental Consultants:				
Legal fees	15,000	TBA	50,000	
Strategic Planning				
Annual Report	6,000			
Incremental Consultants Total	21,000		50,000	
Education & Training:				
Memberships	16,000	15,410	16,181	OAPSB, Zone 4, CAPG
Conferences & Other Training	35,000	45,000	35,000	Includes CGO expenses
Education & Training Total	51,000	60,410	51,181	
Retiree event/gifts	250	125	400	Departing Board Members
Miscellaneous	10,000	15,000	18,000	Office materials, blazers, advertising
Subtotal	566,219	583,254	631,590	
Tax	9,965	10,265	11,116	1.76%
Total	576,184	593,519	642,706	

plus legal fees

Variance to 2024 budget

11.5%

Budget Increase

66,522



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy G04 – Board Member Obligations

Report #: CGO24-09-R-02

Date: 26 September 2024

RECOMMENDATION:

THAT the Board approved the amended policy G04 – Board Member Obligations as presented.

Attachments: Proposed Policy – G04 Board Member Obligations

INTRODUCTION AND BACKGROUND:

The Board adopted a revised G04 – Board Member Obligations policy at its meeting of 13 August 2024, as one of 8 policy updates.

DISCUSSION / ANALYSIS:

At its Board-only meeting following the public meeting of 31 August 2024, the Board revisited G04 – Board Member Obligations policy and written comments previously provided by HRPS Solicitor Ken Kelertas, resulting in the proposed highlighted revision at article 3.1 (attached).



Policy G04 - Board Member Obligations

Purpose

1. Board members oversee how policing is provided in Halton Region by collectively receiving, questioning and assessing information and reports provide to them by the Chief of Police and others, to make strategic decisions intended to ensure that policing actions and results in Halton Region are congruent with community needs, values and expectations, and comply with federal and provincial law.
2. Service as a member of the Halton Police Board is a privilege rather than a right and must be seen and accepted as such.

Requirements

3. Board members are obligated, by virtue of their appointments and oaths, to:
 - 3.1 uphold their duty for public safety for all in Halton Region by remaining supportive of all decisions made by the Halton Police Board, whether or not they voted in favor of them;
 - 3.2 uphold and abide by federal and provincial laws and regulations, as well as the by-laws, policies and decisions of the Board;
 - 3.3 comply with the Code of Conduct for Members of Police Services Boards and the Conduct, Confidentiality and Conflict of Interest provisions of the Procedural By-law;
 - 3.4 actively participate in Board orientation and police governance education and training opportunities;
 - 3.5 actively prepare for and contribute to fulfilment of the Board's job description (refer to Policy G02) through participation in Board meetings and active contribution towards Board decisions;
 - 3.6 refrain from engaging in activities or communications that pre-empt, obstruct or otherwise draw Board attention away from fulfilment of the Board's purpose and methodology; and
 - 3.7 refrain from using any Board or Service resources including facilities, equipment, supplies, services, staff or any resource that belongs to or is funded by the Board, for election campaign or any campaign-related purposes.

Reporting and Evaluation

4. Alleged Board Member Code of Conduct breaches shall be referred to the Inspector General of Policing who may decide to appoint an Investigator to investigate the matter which, based on sufficient evidence of misconduct, may lead to the Inspector General:
 - 4.1 reprimanding the member of the Board;
 - 4.2 suspending the member of the Board for a specified period or until the member has complied with specified conditions; or
 - 4.3 removing the member from the Board.
5. Minor Board Member policy breaches will be addressed by the Chair. Major policy breaches will be discussed by the Board which shall determine whether Member training, reprimand and/or referral to the Inspector General of Policing is in order.
6. The Board will annually evaluate Board Members' performances, and duly consider any recommendations made by the Inspector General of Policing, with a view to continuously improving police governance in Halton Region.

Attachments:

Ontario Regulation 421/23 - Code of Conduct for Police Service Board Members
Board Member Performance Evaluation Form and Process

Legislative Reference:

CSPA, sections 35, 37-41, 43, 102(4), 106,

Ontario Regulation 408/23 - Code of Conduct for Members of Police Service Boards.

Procedural By-law

O.Reg. 408/23 - CODE OF CONDUCT FOR MEMBERS OF POLICE SERVICE BOARDS

3. (1) A member of a police service board shall not conduct themselves in a manner that undermines or is likely to undermine the public's trust in the police service board or the police service maintained by the police service board.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, their conduct was in the good faith performance of their duties as a board member.

4. A member of a police service board shall comply with the Act and the regulations made under it.

5. A member of a police service board shall not, by act or omission, conduct themselves in a manner that is likely to cause the board to fail to comply with the Act or the regulations made under it.

6. A member of a police service board shall comply with any rules, procedures and by-laws of the police service board.

7. A member of a police service board shall not substantially interfere with the conduct of police service board meetings.

8. A member of a police service board contravenes this code of conduct if they are found guilty of an offence under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) that was committed after they were appointed as a member of the police service board.

9. (1) A member of a police service board shall not, in the course of their duties, treat any person in a manner that the member, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.

10. (1) A member of a police service board shall conduct themselves in a professional and respectful manner in the course of their duties including, without limitation, not using abusive or insulting language in the course of their duties.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.

Statements and Attendance

11. A member of a police service board shall not knowingly make false statements pertaining to the duties of a member of a police service board.

12. A member of a police service board shall not purport to speak on behalf of the police service board unless authorized by the board to do so.

13. A member of a police service board shall clearly indicate when they are expressing a personal opinion when commenting on an action or omission of the police service board, the police service maintained by the board or a member of the police service.

14. A member of a police service board shall not access, collect, use, alter, retain, destroy or disclose to any person information that has been obtained by or made available to the member in the course of their duties if doing so would be contrary to law.

15. (1) A member of a police service board shall not disclose to the public information obtained or made available in the course of the member's duties except as authorized by the police service board or as required by law.

(2) Subsection (1) does not apply to information that was already made available to the public by a person who was authorized to do so prior to the member's disclosure.

16. A member of a police service board shall attend all police service board meetings unless able to provide a reasonable explanation for the absence.

Misconduct and Conflicts of Interest

17. A member of a police service board shall disclose any conduct of another member of the police service board that the member reasonably believes constitutes misconduct,

(a) to the chair of the board; or

(b) if the misconduct involves the chair, to the Inspector General.

18. (1) A member of a police service board shall disclose any charges laid against them under the *Criminal Code (Canada)*, the *Controlled Drugs and Substances Act (Canada)* or the *Cannabis Act (Canada)* and any finding of guilt made in relation to those charges.

(2) Subsection (1) only applies to charges or findings that were made after the member's appointment to the police service board.

(3) The disclosure required by subsection (1) must be made to the person or body that appointed the individual as a member of the police service board or, in the case of a member appointed by the Lieutenant Governor in Council, to the Minister.

19. A member of a police service board shall not apply for employment with the police service maintained by the police service board unless they resign from the board before applying.

20. (1) A member of a police service board shall promptly disclose any conflict of interest,

(a) to the chair of the board; or

(b) if the conflict of interest involves the chair, to the Inspector General.

(2) After making the disclosure required by subsection (1), the member shall disclose the conflict at the next meeting of the police service board.

21. A member of a police service board shall not use their position as a police service board member to,

- (a) benefit themselves;
- (b) benefit one or more persons with whom they have a personal relationship; or
- (c) interfere with the administration of justice.

22. A member of a police service board shall not participate in discussion of or voting with respect to matters at police service board meetings if the member has a conflict of interest in the matter.

CONFIDENTIAL WHEN COMPLETE

Board Member Performance Evaluation Form & Process

Process Notes:

1. Each January, the CGO shall invite all 7 Board members to complete on-line surveys (e.g. SurveyMonkey) regarding each Board member and featuring the evaluation form below.

2. Each member shall complete the six on-line surveys regarding their peers, by end-January. **Unobserved competencies should not be scored.**

3. The CGO shall compile the survey results for each Board member, and distribute all result to all Board members for the February Board-only meeting.

4. The Board shall discuss the results at the February Board-only meeting.

Board Member: _____

Year: _____

Part A - Fulfills Police Board Member Obligations (Policy G04)

	Seldom	Usually	Always
1. Upholds and abides by the laws, regulations, by-laws, policies and decisions of the Board			
2. Complies with the Code of Conduct for Members of Police Services Boards and the Conduct, Confidentiality and Conflict of Interest provisions of the Procedural By-law			
3. Actively participates in Board orientation and police governance education and training opportunities			
4. Actively prepares for and contributes to fulfilment of the Board's job description (refer to Policy G02)			
5. Refrains from engaging in activities or communications that pre-empt, obstruct or otherwise draw Board attention away from fulfillment of the Board's job description			
6. Refrains from engaging in activities or communications that pre-empt, obstruct or otherwise draw Board attention away from fulfillment of the Board's job description			

Part B - Applies Police Governance Principles (Policy G03 – Governance Methodology)

	Seldom	Usually	Always
1. Serves the public interest before and above all else.			
2. Contributes to governance leadership and focus on the intended outcomes of policing in the jurisdiction.			
3. Respects in all ways the clear role distinction of Board as governors and the Chief of Police as the top manager of the Service.			
4. Encourages and respects diversity of viewpoints.			
5. Deliberations and contributes to decision-making that is primarily forward-looking, while having regard for the past and present.			
6. Deliberations and contributes to decision-making that is strategic, proactive; informed by statistical results and trends (community needs) and stakeholder views (community values and expectations)			
7. Contributes to decision-making collaboratively rather than imposingly.			

Part C - Demonstrates Police Board Member Competencies

	Under-developed	Developed	Well Developed
1. Understands the public safety sector in which the police service operates, including the needs, values and expectations of the community. Understands the strategic plan and the respective roles of the executive team in implementing the plan.			
2. Understands own responsibilities, accountabilities and liabilities as a director and board member. Is knowledgeable of best practice principles associated with board structure and board processes as set out by the SOLGEN, the AG and ongoing research.			

3. Can read and interpret financial statements and reports.			
4. Can identify and diminish group think tendencies and recognize decision-making and unconscious biases in board discussions.			
5. Makes decisions and seeks outcomes by consistent application of a logical sequence of steps.			
6. Makes connections between apparently separate issues, seeing patterns, trends, or relationships and developing mental frameworks to explain and interpret information.			
7. Maintains own convictions despite undue influence, opposition or threat.			
8. Values diverse opinions and builds views and opinions with knowledge gained from others.			
9. Based on limited information, retains a positive outlook when the group is unable to resolve an issue or reach a conclusion and is willing to make a risk-adjusted decision when the outcomes are uncertain. Seeks decisions that optimize the relationship between risk and reward.			
10. Applies common sense, measured reasoning, knowledge and experience to come to a conclusion and/or decision.			
11. Demonstrates integrity and ethical decision-making characteristics. Trustworthy and conscientious and can be relied upon to act and speak with consistency and honesty.			
12. Accurately assesses strengths and weaknesses of self and of others and can manage them successfully.			

13. Invests time learning about new approaches to governance, innovation and disruption in the organization and society.			
14. Ensures conflict is resolved with justice and fairness in order to maintain and/or restore healthy relationships.			
15. Gives and receives information with clarity, attentiveness, understanding and perception.			
16. Ability consensus-build among board members and stakeholders (management, council, police association, community groups) in negotiating and impacting at the organizational and board/council levels.			

How might the Board Member improve their performance?



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDERING ACQUISITION – THE GLOBAL GROUP - OFFICE FURNITURE

Report #: P24-09-R-04

Date: September 26, 2024

RECOMMENDATION:

“That the Halton Police Board authorizes a Limited Tendering contract with The Global Group for the provision of design services, supply, delivery, installation and waste removal of office furniture requirements for a one (1) year term with a maximum expenditure not to exceed \$300,000.”

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

Stephen J. Tanner
Chief of Police

:MM

INTRODUCTION AND BACKGROUND:

In 2007, the Service developed a comprehensive long-term Facilities Plan to ensure the provision of adequate police facilities that would effectively accommodate the projected staffing increases associated with anticipated Regional growth. The key objectives outlined in this strategic document included:

- Providing workplaces that enable effective and efficient delivery of policing services;
- Ensuring flexibility to adapt to evolving service needs;
- Align Facilities supply to Business requirements; and
- Maximizing the benefits accrued on investments made by the Service.

From a furniture perspective, a Request for Proposal was issued (#P-021-07) which included the following commentary in the Terms of Reference: *“A component of this Plan is the implementation of new work setting standards that will support the functional and operational effectiveness of the Service in both the Headquarters and District facilities.”* The intention of the RFP was to apply the new work setting standards to current and future furniture needs as HRPS executed the long-term Facilities Plan.

As a result of the RFP, the Chief of Police authorized (in compliance with the Halton Police Board's By-law 2006-03) the award of a two (2) year contract, with three (3) optional one (1) year term extensions with an upset limit of \$2,000,000 to the highest ranking proponent, the Global Group. The scope of the award encompassed design services, supply, delivery and installation of their products with final waste removal for the newly establish furniture standards. During the initial contract term, the Global Group provided furniture for the new 20 Division Police Station in Oakville and the full interior renovation of 12 Division in Milton. Over the subsequent years, additional furniture was procured for various Service needs, including office renovations at the former Headquarters.

In 2013, the Halton Police Board approved board report P13-10-CPS-R-03, authorizing a Limited Tendering contract with the Global Group citing the original contract terms and conditions. This 18-month contract, with an upset limit of \$350,000, was intended to accommodate the scheduled renovation project for the former Headquarters. However, shortly after the award, the Headquarters renovation project was placed on hold pending a feasibility study conducted in partnership with the Halton Region. This study assessed the viability of a new co-located Headquarters and Central Services Facility. Upon completion of the feasibility study, a scaled-back renovation of the existing Headquarters was designed to meet the short-term requirements of the Service while planning and construction of the new Headquarters building proceeded.

In 2017 the Halton Police Board approved board report P17-8-R-12, authorizing another Limited Tendering contract with the Global Group under the original contract terms and conditions. This contract was for a three (3) year term, with two (2) optional two (2) year term extensions, and had an upset limit of \$3,100,000. The contract was intended to furnish the new Headquarters building project, the planned new 1 District facility, and to satisfy the ongoing office furniture needs of the Service.

Since the inception of the contract, The Global Group has consistently maintained the discount rate structure established in the original 2007 RFP. The Service's experience with The Global Group has been extremely positive, with the company providing durable modular office furniture and seating, along with exemplary customer service from the design phase through to the full installation of new furniture and the removal of packaging waste, all at no additional cost.

DISCUSSION / ANALYSIS:

As the Service continues to grow alongside the regional population that it serves, the long-term Facilities Plan remains a critical guide in determining how and where to provide adequate workspaces that support the effective and efficient delivery of policing services. The work setting standards established in the Facilities Plan have proven to be invaluable in ensuring that staff have appropriate environments to perform their duties.

The modular design of the office furniture allows for enhanced flexibility, enabling the Service to adapt to changing office requirements while maximizing the reuse of furniture across various locations. This adaptability ensures that the Service derives maximum value from its financial investments.

The consistent use of Global modular office furniture systems has been highly beneficial, particularly in terms of the ability to expand, modify, and reuse furniture as the Service evolves and realigns to better meet its operational needs.

To comply with the requirements of the Canadian Free Trade Agreement (CFTA) and the Comprehensive Economic and Trade Agreement (CETA), Staff will complete a public competitive bid process in 2025 for office furniture. The term of the contract resulting from the RFP will ensure the completion of the office furniture fit-out for the 1 District facility project, as well as support the continuing office furniture requirements of the Service

Therefore, Staff recommend the approval of a one (1) year Limited Tendering contract to Global Group to support the office furniture requirements of the Service while the above-mentioned procurement process is completed. The Global Group has committed to maintaining the same list price discounts (as established through the original competitive process P-021-07 in 2007) for the one-year contract period.

ALTERNATIVES:

None considered.

CONSULTATION:

- Paul Lavergne, Director, Corporate Services
- Michael McMullen, Manager, Facilities Management (author)
- Shanley Southworth, Supervisor, Purchasing Services

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

Funds for this expenditure have been allocated as part of the Capital and Minor Capital projects. These funds will be incorporated into the relevant capital and operating budgets for the upcoming fiscal year, wherever feasible.

This recommendation is in accordance with the Halton Police Board's By-Law Number 2020-5: To Govern Procurement of Goods and Services By the Halton Regional Police Service;

Section 6 - Bid Processing and Methods of Procurement

STRATEGIC MANAGEMENT ISSUES:

This Limited tendering award will support the Board's Strategic Plan as follows:

Strategic Action Plan:

3. Improved HRPS member wellness, job satisfaction, and engagement, such as:
 - *Investments* – Develop and promote initiatives that support the holistic wellness strategy including mental, physical, financial and spiritual health and wellness.



Action Registry – Public Section

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
30 Jun 2022	4.2	<i>THAT an updated [HR] policy be brought back for future consideration by the Board including language regarding reporting internal harassment cases and their disposition.</i>	CGO	December 2024	Subject to new Provincial regulations
27 Apr 2023	3.2	<i>THAT the Halton Police Board direct the Chief Governance Officer to prepare a report prior to the end of 2023 on an independent quality assurance audit of Service, quality assurance and audit policies, to be conducted on behalf of and reported directly to the Board.</i>	CGO	December 2024	As per new Provincial Regulation: Adequate & Effective Policing - General Standard
31 Aug 23	3.2	<i>THAT Board staff draft a policy regarding complaints and requests to reconsider complaints, with Ministry Advisor input.</i>	CGO	November 2024	Subject to new Provincial regulations
14 Dec 2023	3.2	<i>THAT a policy be developed regarding reporting of Secondary Employment to the Board.</i>	CGO	November 2024	Subject to new Provincial regulations



Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
14 Dec 23	4.1	<i>THAT quarterly updates on the [Division 1 building] construction be provided to the Board.</i>	Chief	September 2024 December 2024 as required afterwards	September update in this agenda
25 Apr 2024	3.2	<i>THAT staff be directed to look into ways to support new community initiatives for Neighbourhood Watch programs, and what level of support HRPS would be willing to invest in terms of time and resources.</i>	Chair/Comms Advisor	Q3 2024	
25 Apr 2024	3.3	<i>THAT the Service be directed to provide a presentation on the Sergeant Development program at a future meeting to be determined.</i>	Chief	Oct/Nov 2024	
31 May 2024		<i>“THAT the Chief provide forecast of shared service needs for the purpose of maintaining baseline adequacy standards over the next 1-3 years, and;</i> <i>THAT the Chief ensure the Board Office is provided copies of all current shared service agreements, including Chief to Chief agreements, and;</i>	Chief Chief	Interim report September 2024 Received	



Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
		<i>THAT the CGO update the Board's Section 14 agreements (formerly Shared Service Agreements) as necessary."</i>	CGO	Pending receipt of prior reports	

